TRAFFIC IMPACT ASSESSMENT
DRAFT TERMS OF REFERENCE (23 September 2026)

Project Name:	1118 – 1150 Sunshine Coast Highway Traffic Impact Study Gibsons, BC
Existing Zoning:	CF – Future Commercial Zone
Proposed Zoning:	CM-2 - Mixed-Use Commercial Upper Gibsons Zone (54%) RH-1 – High-Density Residential Zone (46%)
Project Description:	Proposed development consisting of a total of up to 380 apartment units, up to 56 Townhouses, up to 38,044 sq ft of commercial retail space and up to 37,115 sq ft of light industrial space

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A. Study area limits and list of intersections for analysis

The study area will include the following intersections within 800 meters of the mixed-use development:

- Highway 101 & Payne Road;
- Highway 101 & Gibsons Park Plaza rear truck access; and
- All site access(s).

B. Existing and future base road network in study area

CTS will confirm with the Town of Gibsons to determine whether or not land use and/or road network changes are proposed for the study area prior to buildout of the proposed development.

C. Relevant background material

CTS will reference the following documents that could potentially influence the study:

- Town of Gibsons *Official Community Plan*;
- Town of Gibsons *Zoning Bylaw*;
- Town of Gibsons *Active Transportation Network Plan*;
- Relevant policies; and
- Other relevant documents provided by the Town of Gibsons.

D. **Anticipated future developments within study horizon that are above and beyond what can be assumed to be built into an annual traffic volume growth rate.**

CTS will incorporate any traffic generated by other new developments within 500 meters of 1118-1150 Sunshine Coast Highway provided the new development(s) have received a Development Permit.

Town of Gibsons to advise CTS.

E. **Design Peak Hour of Analysis**

CTS will initially examine the base traffic volumes for the Friday morning and afternoon peak hours, as well as the Saturday midday peak hour. From this review, the design hour of analysis will be selected for the traffic impact assessment (e.g. Friday afternoon peak hour) and the reasons why documented in the report.

F. **Horizon Years of Analysis**

CTS will examine the following horizon years:

1. 2026 (existing base)
2. 2031 (future base i.e. expected buildout)
3. 2031 (future base + site traffic)
4. 2036 (future base)
5. 2036 (future base + site traffic) for 5 years post-buildout

G. **Traffic Volume Growth Rate**

CTS proposes to apply a 2.0% per annum (simple straight line) background traffic growth rate to factor existing base traffic volumes up to future horizon year traffic volumes.

H. **Trip Generation Methodology**

CTS proposes to reference the Institute of Transportation Engineers *Trip Generation Manual 12th Edition* to estimate the number of vehicle trips that will be generated by the proposed development.

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TABLE 1
SUMMARY OF SITE GENERATED TRAFFIC
(NO INTERNAL CAPTURE TRIPS & PASS-BY TRIPS)

Land Use	Peak Hour	Trip Generation Variable	Scope of Development	Vehicle Trip Generation Rate	Trip Rate Source	Directional Split		Peak Hour Volumes (vph)		
						% in	% out	in	out	total
Residential - Mid Rise Apartment	Weekday Morning	Dwelling Units	380	0.38	ITE 12th Edition - Code 221	23%	77%	33	112	145
	Weekday Afternoon			0.38		64%	36%	93	52	145
	Saturday Midday			0.36		51%	49%	70	67	137
Residential - Townhouses (Standard)	Weekday Morning	Dwelling Units	56	0.47	ITE 12th Edition - Code 215	25%	75%	7	20	27
	Weekday Afternoon			0.51		57%	43%	17	12	29
	Saturday Midday			0.47		48%	52%	13	14	27
Retail/Office/Restaurant - Shopping Plaza (40-150k) without supermarket	Weekday Morning	1,000 Sqft Gross Floor Area	38.04	1.59	ITE 12th Edition - Code 821	62%	38%	38	23	61
	Weekday Afternoon			4.76		49%	51%	89	93	182
	Saturday Midday			5.10		52%	48%	101	94	195
Service Commercial - Shopping Plaza (40-150k) without supermarket	Weekday Morning	1,000 Sqft Gross Floor Area	37.12	1.59	ITE 12th Edition - Code 821	62%	38%	37	23	60
	Weekday Afternoon			4.76		49%	51%	87	90	177
	Saturday Midday			5.10		52%	48%	99	91	190
ALL TOTAL WEEKDAY MORNING PEAK HOUR								***115***	***178***	***293***
ALL TOTAL WEEKDAY AFTERNOON PEAK HOUR								***286***	***247***	***533***
ALL TOTAL SATURDAY MIDDAY PEAK HOUR								***283***	***266***	***549***

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I. Trip Distribution and Traffic Assignment Parameters

CTS will consider existing travel patterns within the study area and anticipated origins and destinations of site generated traffic to develop trip distribution and traffic assignment parameters.

J. Traffic Engineering Methodology for Analysis

CTS to apply Highway Capacity Manual 7th Edition methodologies for all intersection capacity analysis i.e. HCS 2026 software for unsignalized intersections and Synchro Version 12 for signalized intersections.

The peak hour factors for the weekday morning, the weekday afternoon, and Saturday midday peak hours will be derived from the most recent traffic data.

A saturation flow rate of 1,800 veh/hr/per lane (vphpl) is proposed to be used.

Heavy vehicles i.e. 3+ axels, will be derived from the most recent traffic data.

K. Parking and Loading

CTS will calculate and compare the parking requirement per the Town of Gibsons *ZONING BYLAW NO. 1342, 2025 (Adopted: January 2026)*, and the parking provision, and note any variances.

L. Engineering Standards

CTS will apply Town of Gibsons design standards to the municipal roads and MOTT design standards on Highway 101 and Highway 101 intersections as required.

M. Report Format

CTS will submit the final report in PDF format with appendices and if desired also provide a paper copy.

N. Number of Final Report Copies

- Client 1 digital copy
- Town of Gibsons 1 digital copy
- Ministry of Transportation & Transit (MoTT) 1 digital copy

O. Other

- Town of Gibsons and MOTT to advise any other concerns or issues that should be addressed by this Traffic Impact Assessment.

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