CivTech

September 18, 2025

Anna Picache, Sr. Development & Construction Manager
Toll Brothers
8767 East Via de Ventura, Suite 270
Scottsdale, Arizona 85224

Registered Professional Engineer (Civil)
CERTIFICATE NO.
35879
DAWN D.
CARTIER
Date Signed 9.18.25
ARIZONA, U.S.A.

RE: PARKING DEMAND STUDY FOR MILLTOWN
SWC OF MILTON ROAD AND UNIVERSITY AVENUE – FLAGSTAFF, ARIZONA

Dear Ms. Picache:

CivTech performed a parking demand study for Toll Brothers. The **Project** consists of approximately 265 dwelling units (DUs) or 669 beds (BRs) of multi-family residential dwelling units, with approximately 19,500 square feet (SF) of mixed commercial (restaurant/retail). The Project is proposed to be developed on an approximately 10-acre parcel generally located at the southwest corner of Milton Road and University Avenue in the City of Flagstaff. The Project is located just west of Northern Arizona University (NAU). The subject property served as the former Arizona Department of Transportation (ADOT) office. The Project's close proximity to NAU significantly reduces the need for vehicle use among residents who primarily walk, bike, and have access to both school, retail and jobs via the Mountain Line.

BACKGROUND AND PURPOSE

CivTech understands that Toll Brothers is preparing to develop the multi-family residential portion of the Project with 265 DUs/669 BRs. Before taking eligible reductions, the City's Parking Code requires a total of 482 spaces for the residents and 50 spaces for guests of a multi-family project of this size. The purpose of this statement is to review the minimum number of parking stalls needed to ensure an adequate supply of parking for both the residential and the commercial uses for a development located within the City's Core area.

The Milltown development is a true mixed-use environment within the Core area, with multi-family dwelling units, restaurant and grocery uses. Milltown, as part of its commitment to a multi-modal environment, constructed an underpass of Milton Road which allows unimpeded walking, bicycle, and scooter trips without the need to cross vehicular traffic. This commitment was made understanding the large number of multi modal (non-vehicular) trips that will originate or be destined to Milltown.

Parking in mixed-use environments can be shared between the uses to reduce the overall parking supply and provide greater environmental sustainability. The overall development will provide 502 parking spaces comprised of 334 parking spaces reserved for the residents of Milltown and 168 parking spaces on Lot 1 to be used by both residential guests and the commercial land use. Overall, a parking reduction of just over 25 percent is requested. The City Code allows a 15 percent reduction

for muti-model trips. This request is for an addition 9.9 percent overall due to the mixed-use nature of the project and the mix of commercial uses allowing for a shared parking reduction.

The Milltown development was approved under the 2016 City of Flagstaff Zoning Code. Parking rates used in this study are from the 2016 Zoning Code. In accordance with Section 10-50.80.060, Toll Brothers is requesting a parking reduction to the number of parking spaces. The reduction in parking positively contributes to the City's goal of reducing carbon emissions by encouraging multi-modal activity, including walking, bicycling, and transit. Milltown's planned on-site commercial services and the newly constructed pedestrian underpass only make adjacent restaurants, shopping, and service uses more accessible to planned residents and the community. Bicycle lockers within the multi-family residential component and ample bicycle parking is also distributed throughout the Property to further encourage multi-modal transportation.

The 2018 Flagstaff Trip Diary, a publication documenting the travel habits of the City, shows this property to be within the City's Core. Data provided for the Core, not exclusively the University area, shows that 53.8 percent of the trips made in the Core area do not use a vehicle. Thirty-three (33) percent of trips are vehicles with one occupant, 13.2 percent carpool, 9.6 percent are made by transit, 15.9 percent are made by bicycle and 28.3 percent are walking related trips.

Of those trips related to a university, 78.6 percent do not use a vehicle. 15.7 percent drive alone, 5.8 percent carpool, 9 percent arrive by transit, bicycling accounts for 37.3 percent of the trips while walking accounts for 32.3 percent of the trips. This data includes people traveling to a university beyond the limits of the Core area. The Trip Diary summary states the following:

- Residents who live in the core tend to walk and bike more than those who live in outlying areas. Their average trip distance was also much shorter.

- The share of walking trips made by Core area residents increased from 19% to 33%, 2006 to 2012 and declined a little to 28% in 2018. Other areas stayed the same or saw small declines from 2006 to 2018

The location of this project is within the Core area and has close proximity to the university. Furthermore, the project offers multi-modal transportation uses with adjacency to the Milton Road Underpass, transit stops, and the Flagstaff Urban Trail System (FUTS). The convenience of having access proximate to a variety of multi-modal options and adjacent to retail and residential uses further encourages pedestrian activity, biking and public transportation. This reduces the need for parking since it will not be needed for trip making.

PROPOSED DEVELOPMENT

The **Project** is proposed as a mixed-use development. The residential component will consist of 265 DUs ranging from efficiency "studio" through five bedrooms while the commercial component will consist of Lot 1 with approximately 19,500 square feet (SF) of mixed restaurant/grocery. The commercial use on Lot 2 will self-park and is not included in this evaluation. The breakdown of units by unit type and commercial by size is summarized in **Table 1**. The site plan is included in **Attachment A**.

Table 1 – Proposed Development by Unit Type

Residential - Unit Type	Number of Units DUs (BRs)
Efficiency "Studio"	65 (65)
2 Bedroom	105 (210)
4 Bedroom	81 (324)
5 Bedroom	14 (70)
Total	**265 (669)**
Commercial (Lot 1) - Type	**Size (SF)**
Grocery or Supermarket ≥ 5,000 gsf (Trader Joe's)	13,300
Fast Food with Drive Through	4,200
Coffee with Drive Through	2,000
Total	**19,500**

The parking provided for the project will be managed by using space numbers with designated assignments to residents. Residents with reserved parking will be charged a monthly fee for parking. Each resident paying for parking will receive a sticker to place on their windshield validating their right to park within the residential portion of the property. Towing will be enforced for any vehicle parked illegally in a stall or without a sticker or parking pass displayed. Please see the attachment related to Toll Brothers management of parking at other similar locations. The management of parking will allow the control of parking on-site and will discourage residents from bringing cars when they are not eligible for parking spaces. A sample of the Toll Brothers Parking Addendum is included in **Attachment B**.

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CITY OF FLAGSTAFF PARKING REQUIREMENT

Parking requirements are included in *Division 10-50.80: Parking Standards, of the Flagstaff Zoning Code, 2016.* **Table 2** summarizes the required parking.

Table 2 – Required Parking Spaces per City of Flagstaff's 2016 Zoning Code

Type	Number of Units	Requirement per City Code	Required Vehicle Parking Spaces
Residential Portion of Development			
Efficiency "Studio"	65	1.25 space per unit	81.25
2 Bedroom	105	2.00 space per unit	210
4 Bedroom	81	2.00 space per unit	162
5 Bedroom	14	2.00 space per unit	28
Subtotal			**482**
Guest Spaces	200	0.25 per unit with 2 BRs or more.	50
Subtotal			**50**
Commercial (Lot 1) Portion of Development			
Grocery	13,300	1.0 space per 250 SF	53.2
Fast Food with Drive Through	4,200	1.0 space per 100 SF	42
Fast Food with Drive Through	10	1.0 space per employee	10
Coffee with Drive Through	2,000	1.0 space per 100 SF	20
Coffee with Drive Through	10	1.0 space per employee	10
Subtotal			**136**
		Total Required Parking Spaces	**668**

As summarized in **Table 2**, the required parking based on the City's 2016 Zoning Code is 668 total parking spaces. 502 parking spaces are proposed on-site for the overall development resulting in a deficit of 166 parking spaces, with 148 less residential spaces and 18 less guest/commercial spaces than required. This is an overall reduction for the Milltown development of 24.9 percent.

LOCATION OF PARKING FOR EACH LAND USE

There are two components to the parking for this project. The resident parking will be managed through lease agreements with tenants. Parking for tenants will be adjacent to the apartment building. The second area for parking is within the Lot 1 commercial parking field. This project will park the residential guest parking in the Lot 1 commercial parking field. Please see **Exhibit 1** for parking locations.

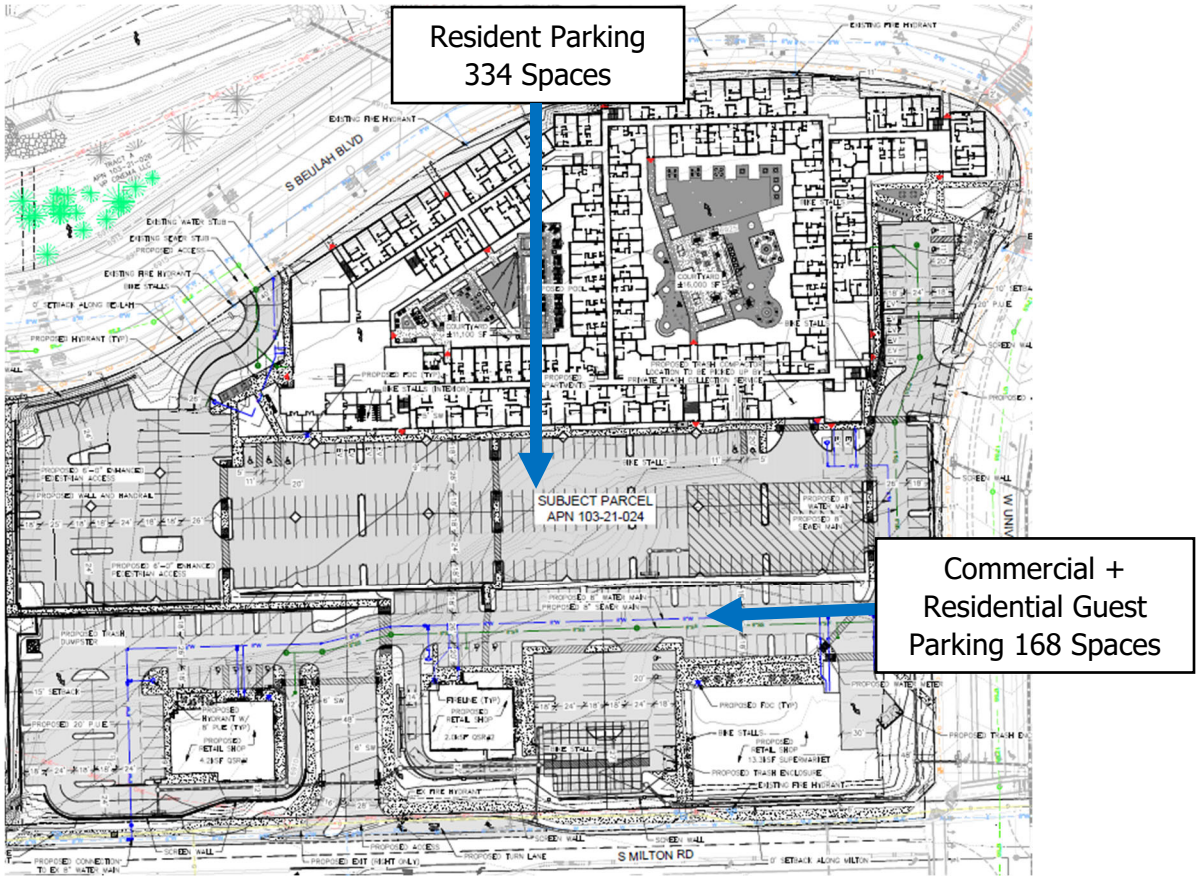


Exhibit 1 – Milltown Parking Field Location by Land Use

REDUCTION TO PARKING REQUIREMENT

Section 10-50.80.060 Parking Adjustments of the Zoning Code authorizes parking reductions based on transit, bicycle parking, shared on-site parking, and/or a parking demand study. These reductions were considered.

TRANSIT

A reduction of up to 10% is allowed from proximity to transit per Section 10-50.80.060.A.1 of the 2016 Code.

> "General to all zones. A parking reduction of up to 10 percent may be approved by the Director for any use within one-quarter mile of a bus stop."

The walking distance from the project to bus stops on both sides of Milton Road will be less than 1,200 feet; therefore, a 10% reduction in parking for Transit is proposed. The transit reduction was applied to the shared parking model as part of the drive ratio adjustment which is discussed in greater detail following. It was also applied to a comparative calculation to show the additional reduction requested for the residents of Milltown.

BICYCLE PARKING REDUCTION

A reduction of up to 5% is allowed based on the number of bicycle spaces provided. More specifically, this reduction is 1 fewer vehicle parking spaces for every 4 bicycle spaces up to 5% of the total spaces. The site plan includes bike storage outside each commercial pad in three locations, outside the residential building in four locations, as well as an internal bike storage room with 64 bikes.

The Project proposes an overall 24.9 percent reduction to the required number of parking spaces for the Milltown development. A 30.6 percent reduction is requested for the resident parking which will be managed as stated earlier and a 9.7 percent reduction is requested for the Lot 1 guest/commercial parking. The bicycle parking reduction was applied to the shared parking model as part of the drive ratio adjustment which is discussed in greater detail following. It was also applied to a comparative calculation to show the additional reduction requested for the residents of Milltown.

PARKING DEMAND STUDY

The City's code allows for parking adjustments based on factors like the feasibility of alternative transportation options, proximity to public transit, and the overall parking demand in the area.

While the city code does not mention a specific percentage for parking reductions related to shared parking or demand studies, it states that a comprehensive parking demand study can provide data to support your request for reduced parking requirements based on actual usage patterns in the area.

A parking demand study was implemented for the commercial parking area which will include the residential guest parking. The methodology presented in the Urban Land Institute Shared Parking Model, Third Edition, was applied. This edition includes updated parking ratios, a significantly expanded number of land uses, and adjustments to account for modern trends like ride-sharing and autonomous vehicles.

PARKING DEMAND METHODOLOGY

For projects with a variety of land uses, the parking demand for each land use would peak at different hours. As a result, the actual number of spaces needed in a given hour is less than cumulative parking demand. *Shared Parking* by the Urban Land Institute [ULI] states, "Shared parking is defined as a parking space that can be used to serve two or more individual land uses without conflict or encroachment. The opportunity to implement shared parking is the result of two conditions:

- Variations in the peak accumulation of parked vehicles as the result of different activity patterns of adjacent or nearby land uses (by hour, by day, by season)

- Relationships among land use activities that result in people's attraction to two or more land uses on a single auto trip to a given area or development"

The methodology and allowable reductions using ULI's shared parking model methodology is described below.

NON-CAPTIVE ADJUSTMENT

The determination of parking requirements for a mixed-use development should also consider the utilization of uses within the project by the same patron. For example, a patron of the grocery store also visits the coffee shop. The non-captive ratio is another name for internal capture. To consider this, The National Cooperative Highway Research Program (NCHRP) has documented a methodology for calculating internal capture. This occurrence is known as non-captive demand. **Table 3** summarizes the non-captive adjustments for each land use.

The Lot 1 Commercial trip generation utilized for the non-captive adjustment calculation are included in **Attachment C**. The non-captive adjustment calculation is summarized in **Attachment D**. To maintain a conservative approach to the shared parking model, Non-Captive Adjustments were capped at 10 percent.

DRIVE RATIO ADJUSTMENT

The determination of parking requirements for a mixed-use development should also consider the likelihood that a patron will drive themselves versus using a non-driving mode of transportation. Examples of non-driving modes of transportation include public transit, walking, biking, taxi, and transportation network companies (TNCs) such as Lyft/Uber. To consider this, parking required for each use is prorated by assigning a percentage indicating the overlap from patrons that will actually drive themselves to the mixed-use project. This occurrence is modeled as a driving ratio adjustment. **Table 3** summarizes the driving ratio adjustment for each land use.

To maintain a conservative approach to the shared parking model, the Drive Ratio Adjustment was capped at 15% which is the transit and bicycle reduction allowed by code. It is highly likely that patrons will also arrive by Uber and Lyft, which have not been considered in the shared parking model.

MONTHLY ADJUSTMENT

Monthly Reductions are used to normalize patrons' activities levels during certain times of the year based on seasonal trends. No monthly adjustment factor was taken for this shared parking model.

Table 3 summarizes the adjustments for each use within the shared parking model. Non-Captive is synonymous with Internal Capture. This factor was capped at 10% even though the NCHRP calculations suggest a value of up to 40%. Drive Ratio is synonymous with Multi-Modal and TNC. This factor was capped at 15% even though the Metroplan Trip Diary suggests a value closer to 30% for multi-model use and TNC's such as Uber and Lyft continue to increase daily rides.

Table 3 – Summary of Shared Parking Model Adjustments

Category	Non-Captive	Drive Ratio	Monthly Adjustment
Residential Guest	0%	0%	0%
Grocery	10%	15%	0%
Fast Food with Drive Through Patrons	10%	15%	0%
Fast Food with Drive Through Employees	0%	15%	0%
Coffee Shop with Drive Through Patrons	10%	15%	0%
Coffee Shop with Drive Through Employees	0%	15%	0%

TIME OF DAY REDUCTION

Time-of-day (TOD) percentages describe the anticipated parking occupancy at a given time based on the land use characteristics. ULI publishes TOD hourly percentages for a variety of land uses based on their field observations. This data is supplemented by TOD rates found in *ITE Parking Generation Manual 5th Edition,* whenever a specific land use TOD table was not presented within ULI. It is understood that different land uses experience their peak parking demand at different times. The TOD reduction is calculated by subtracting the actual parking demand of a land use during the peak hour from the maximum occupancy. **Table 4** shows the TOD reductions of each land use for the highest peak hour demand.

Table 4 – Commercial & Residential Guest Shared Parking Summary

Unit Type	Parking Location	Quantity	Unit	Reductions		Peak Parking Demand at 12:00 PM
				Non-Cap	Drive Ratio	
Trader Joe's						
Grocery Store		13,300	SF	10%	15%	39.9
Fast Food with DT						
Fast-Casual Restaurant		4,200	SF	10%	15%	31.5
Fast-Casual Restaurant		10	Employees	0%	15%	8.5
Coffee with DT						
Fast-Casual Restaurant		2,000	SF	10%	15%	15.0
Fast-Casual Restaurant		10	Employees	0%	15%	8.5
Student Apartments - Guest Parking						
Guest Parking		200	Units	0%	0%	30.6
Total Peak Shared Demand						**134**
(1)Recommended Peak Parking Supply						**141**
Total Parking Provided						**168**

(1) Includes a 5% circulation factor.

The application of non-captive, drive-ratio and time-of-day rates results in a total reduction of approximately 52 stalls, resulting in a total parking demand during the peak time of 134 stalls. 168 parking spaces are proposed on-site for the guest/commercial parking, resulting in a surplus of 34 parking spaces. Less stalls are required at all other times of the day, which shows that as other uses reach their peak parking demand, there are excess spaces available to accommodate the need.

The complete shared parking analysis sheets are provided in **Attachment E**.

Table 5 – Required Parking Spaces per City of Flagstaff's 2016 Zoning Code with Requested Reduction

Type	Number of Units	Requirement per City Code	Required Vehicle Parking Spaces without Reduction	Required Vehicle Spaces with Multi-Modal Reduction	Required Spaces With MM(3) & Shared Parking Reduction
Residential Portion of Development(1)					
Efficiency "Studio"	65	1.25 space per unit	81.3	69.1	56.1
2 Bedroom	105	2.00 space per unit	210	178.5	145.1
4 Bedroom	81	2.00 space per unit	162	137.7	111.9
5 Bedroom	14	2.00 space per unit	28	23.8	19.3
Subtotal			**482**	**409.1**	**333**
Commercial Portion of Development(2)					
Residential Guest	200	0.25 per unit with 2 BRs or more.	50	50	30.6
Grocery	13,300	1.0 space per 250 SF	53.2	45.22	39.9
Fast Food with Drive Through	4,200	1.0 space per 100 SF	42	35.7	31.5
Fast Food with Drive Through	10	1.0 space per employee	10	10	8.5
Coffee with Drive Through	2,000	1.0 space per 100 SF	20	17	15
Coffee with Drive Through	10	1.0 space per employee	10	10	8.5
Subtotal			**185.2**	**167.9**	**134**
Total Required Parking Spaces			**668**	**577**	**467**

(1) Requesting a 30.7% reduction in resident managed parking
(2) Reductions per shared parking demand model per 10-50.80.060 Parking Adjustments Paragraph B1. Values extracted from peak period noted as 12:00 PM Weekend, the highest of all requirements reported in the table.
(3) MM = multi-modal

As summarized in **Table 5**, the required parking based on the City's 2016 Zoning Code and a 30.7% reduction in the resident parking suggests a parking demand of 333 total parking spaces. 502 parking spaces are proposed on-site resulting in an overall parking reduction request of 24.9 percent. Just under10 percentage points greater than allowed by the City's transit and bicycle reductions, which do not account for the reduction in spaces benefitted by a mixed-use development.

SUMMARY OF PARKING REDUCTION REQUEST

Parking for the Milltown Mixed-Use development is provided in two distinct locations, one secured parking area for residents and one shared parking area for commercial employees, patrons, and residential guests. Parking was prepared using the 2016 zoning ordinance which allows a 15 percent reduction in parking for transit use and bicycle parking. An additional 9.9 percentage point reduction in parking supply is requested due to the decrease in parking need to support mixed- use environments and the managed parking that will be maintained as part of the Milltown residential development. The mix of uses shown for Milltown suggests that up to 40 percent of the trips between the uses will be captured internally further supporting the fact that mixed-use developments require less parking than their stand along counterparts. A summary of the requested parking reductions is provided in **Table 6**.

Table 6 – Parking Reduction Summary

	Code Required	With 15% Multi-Modal Reduction	Proposed with Shared Parking	Additional Reduction for Mixed Use
Resident Parking	482	409.70	334	-75.7
Guest Parking	50	42.50	168(1)	(+9.9)
Commercial Parking	136	115.6		
Total	**668**	**567.8**	**502**	**-65.8**

(1) 168 parking spaces are provided, only 134 are required to meet the shared parking demand.
(2) No reduction beyond city's typical allowance required.

Overall Parking Reduction	**15.0%**	**9.9%**

OFFSITE PARKING

A need for excess parking is not anticipated given the multi-modal and mixed use nature of the Milltown development. However, in the case that the parking reduction does not supply enough parking to meet the needs of the mixed-use development, offsite parking could be secured to provide additional parking. With 482 spaces required for the residents, and a 15% percent reduction which is typical for this type of development, 410 parking spaces would be required. The development shows 334 spaces available for residents, which would be a deficit of 76 spaces. There are 34 excess spaces available for use by the residents as part of the commercial and guest parking, 168 parking spaces are provided and only 134 are required. This leaves a total of 42 spaces that are not accommodated in the existing parking provided at Milltown. Milltown is in discussions and working agreements with surrounding area locations to accommodate the 42 offsite parking spaces potentially needed in the case that additional parking is required at the Milltown development, although this condition is not anticipated.

Milltown has had discussions with both Northern Arizona University and Flagstaff Pulliam Airport in regard to potential for offsite parking for the development. With NAU, it has been determined that there is capacity of up to 10 vehicles to park when additional parking is required from the Milltown development. The Milltown development is still having conversations with NAU, anticipating more

offsite parking will be available for the development at NAU. The Milltown development is in works with the Flagstaff Pulliam Airport but have not officially secured spaces.

Though not expected to be required, with agreements from both NAU and the Flagstaff Airport, it is expected that the 42 space parking deficit could be resolved between the two locations. If any offsite parking is required, it would be limited to the 42 spaces in consideration of the parking reductions from City of Flagstaff standards.

As stated throughout the study, the City of Flagstaff typically allows for up to a 15% reduction from code appointed parking rates. As displayed in **Table 6**, the code required parking with a 15% reduction is 410 residential parking spaces. In consideration of the City of Flagstaff's standard of the 15% parking reduction, it would be expected that there would need to be offsite availability of which 34 spaces may be accommodated in the adjoining commercial Lot 1. It is recommended that the offsite parking offered should be between 42-76 spaces and that parking from the commercial 'component' lot be utilized prior to requiring parking at other offsite locations.

CONCLUSIONS

From the above, the following can be concluded:

- The proposed Milltown mixed-use development is comprised of 265 units of multi-family residential and approximately 19,500 square feet (SF) of mixed commercial (restaurant/retail). A benefit of mixed-use development is the reduction in total parking demand.

- Per the site plan, the overall development will have 334 parking spaces reserved exclusively for the multi-family residential and 168 parking spaces to be used by both guests and the commercial part of the development, for a total of 501 parking spaces.

- The required parking based on the City's 2016 Zoning Code is 668 total parking spaces. The Milltown mixed-use development shows a total of 502 proposed parking spaces for the overall development resulting in a deficit of 166 parking spaces.

- The Project proposes a reduction of 24.9 percent in the required number of parking spaces.

- A reduction for residential parking of 15%, as allowed by Code for the multi-modal nature of the property, and an additional 9.9% based on the parking demand reduction that comes with Toll Brother's managed parking process. A total of 334 parking spaces will be provided and managed as part of the lease agreement with the tenants.

- The application of non-captive, drive-ratio and time-of-day rates results in a total reduction of approximately 52 stalls, resulting in a total parking demand during the peak time of 134 stalls. 168 parking spaces are proposed on-site for the guest/commercial parking, resulting in a surplus of 34 parking spaces. Less stalls are required at all other times of the day, which shows that as other uses reach their peak parking demand, there are excess spaces available to accommodate the need.

- Milltown is in discussions with surrounding area locations to determine if 42 offsite parking spaces could be available in the case that an overflow of parking is experience at the Milltown development, although this condition is not anticipated.

    - If considering City's 15% parking reduction, it would be expected that there would need to be offsite availability for up to 76 vehicles.

    - Parking available in the commercial component of Lot 1 should be utilized prior to requiring parking at other offsite locations.

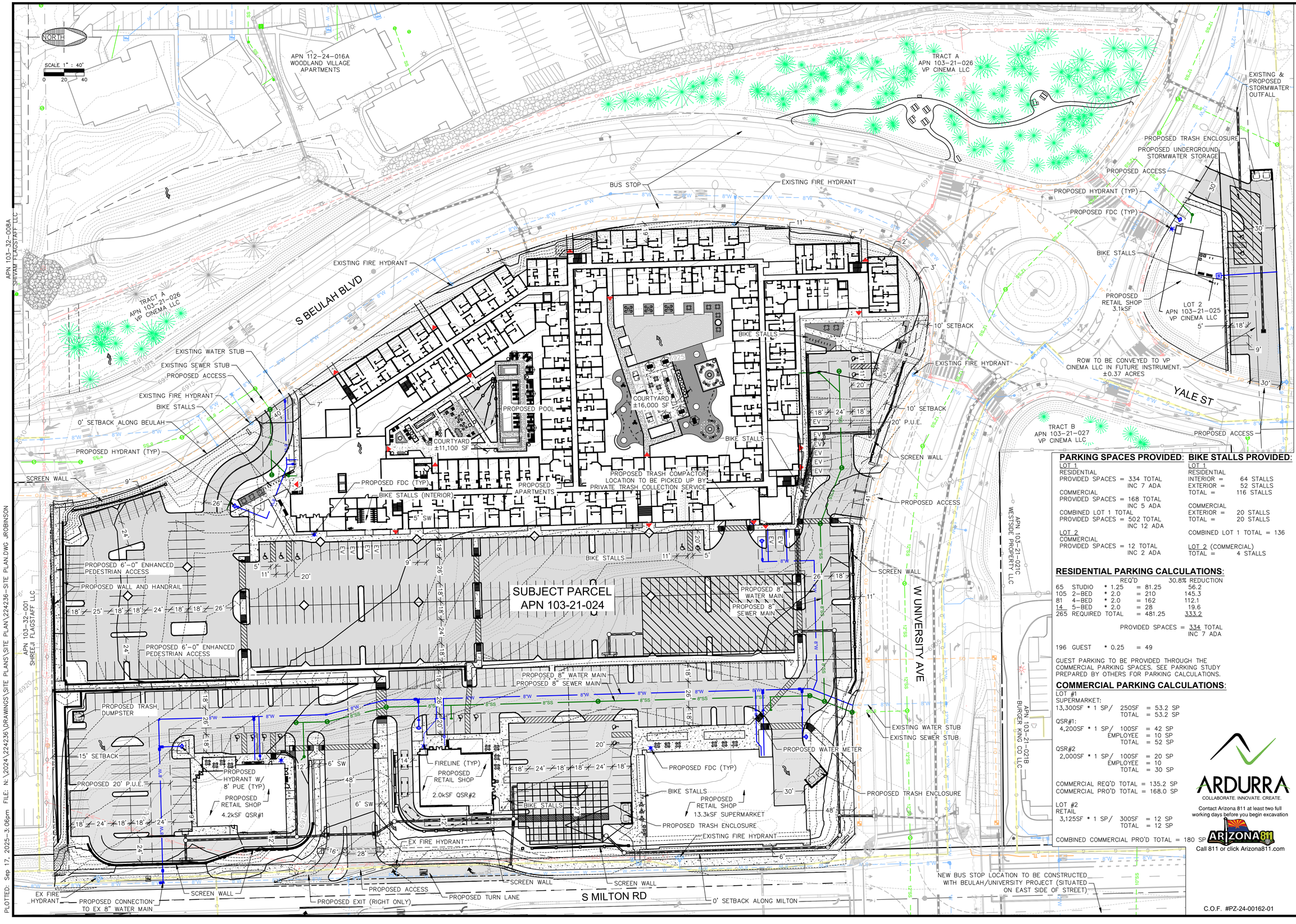
Thank you for allowing CivTech to assist you on this project. Please contact me with any questions you may have about this Traffic Statement.

Sincerely,

CivTech
Dawn D Cartier, P.E., PTOE
President/Senior Traffic Engineer

Attachments (5)

A. Site Plan
B. Parking Management Agreement
C. Trip Generation for Lot 1 Commercial & Residential
D. NCHRP Internal Capture, Non-Captive Calculations
E. ULI Shared Parking Model



PARKING SPACES PROVIDED:

LOT 1
RESIDENTIAL
PROVIDED SPACES = 334 TOTAL
INC 7 ADA
COMMERCIAL
PROVIDED SPACES = 168 TOTAL
INC 5 ADA
COMBINED LOT 1 TOTAL
PROVIDED SPACES = 502 TOTAL
INC 12 ADA

LOT 2
COMMERCIAL
PROVIDED SPACES = 12 TOTAL
INC 2 ADA

BIKE STALLS PROVIDED:

LOT 1
RESIDENTIAL
INTERIOR = 64 STALLS
EXTERIOR = 52 STALLS
TOTAL = 116 STALLS

COMMERCIAL
EXTERIOR = 20 STALLS
TOTAL = 20 STALLS

COMBINED LOT 1 TOTAL = 136

LOT 2 (COMMERCIAL)
TOTAL = 4 STALLS

RESIDENTIAL PARKING CALCULATIONS:

		REQ'D	30.8% REDUCTION
65	STUDIO * 1.25	= 81.25	56.2
105	2-BED * 2.0	= 210	145.3
81	4-BED * 2.0	= 162	112.1
14	5-BED * 2.0	= 28	19.6
265	REQUIRED TOTAL	= 481.25	333.2

PROVIDED SPACES = 334 TOTAL
INC 7 ADA

196 GUEST * 0.25 = 49

GUEST PARKING TO BE PROVIDED THROUGH THE COMMERCIAL PARKING SPACES. SEE PARKING STUDY PREPARED BY OTHERS FOR PARKING CALCULATIONS.

COMMERCIAL PARKING CALCULATIONS:

LOT #1
SUPERMARKET:
13,300SF * 1 SP/ 250SF = 53.2 SP
TOTAL = 53.2 SP

QSR#1:
4,200SF * 1 SP/ 100SF = 42 SP
EMPLOYEE = 10 SP
TOTAL = 52 SP

QSR#2
2,000SF * 1 SP/ 100SF = 20 SP
EMPLOYEE = 10
TOTAL = 30 SP

COMMERCIAL REQ'D TOTAL = 135.2 SP
COMMERCIAL PRO'D TOTAL = 168.0 SP

LOT #2
RETAIL
3,125SF * 1 SP/ 300SF = 12 SP
TOTAL = 12 SP

COMBINED COMMERCIAL PRO'D TOTAL = 180 SP

C.O.F. #PZ-24-00162-01

NO.	DATE	BY	REVISION

Toll Brothers
APARTMENT LIVING

PRELIMINARY
NOT FOR CONSTRUCTION, BIDDING OR RECORDING

MILLTOWN MIXED USE
SITE PLAN
FLAGSTAFF
COCONINO

ARDURRA
COLLABORATE. INNOVATE. CREATE.

Contact Arizona 811 at least two full working days before you begin excavation
ARIZONA811
Call 811 or click Arizona811.com

JOB NO.:	DESIGN BY:	DRAWN BY:	CHECKED:	DATE:
224236	JJR	ELK	GEC	SEPTEMBER 2025

DWG. SP03
SHEET 3 OF 7

PLOTTED: Sep 17, 2025 - 3:06pm FILE: N:\2024\224236\DRAWINGS\SITE PLANS\SITE PLAN\224236-SITE PLAN.DWG JROBINSON

Indiana Apartment Association™

RESIDENT PARKING ADDENDUM

Becomes part of Lease Contract

NAA NATIONAL APARTMENT ASSOCIATION — We Lead the Way Home

Date: January 23, 2025
(when this Addendum is filled out)

1. DWELLING DESCRIPTION.
1924 Victory March Way 142

(street address), 142-A *(unit no. if applicable)* in South Bend *(city)*, Indiana, 46637 *(zip code).*

2. LEASE CONTRACT DESCRIPTION.
Lease Contract Date: January 23, 2025
Owner's name: UND Property Owner LLC

Residents *(list all residents)*:
Model Bed B

This Addendum constitutes an Addendum to the above described Lease Contract for the above described premises, and is hereby incorporated into and made a part of such Lease Contract. Where the terms or conditions found in this Addendum vary or contradict any terms or conditions found in the Lease Contract, this Addendum shall control.

The term of this Parking Addendum is as follows:
Begins on August 16th, 2024, and ending on July 31st, 2025.

RESIDENT AND OWNER AGREE AS FOLLOWS:

3. You agree to properly register all vehicles with management. If you get a new or replacement vehicle you must notify us and complete a revised agreement.

4. If you are provided with a parking tag or sticker it must be properly installed and displayed.

5. Unless your vehicle(s) has been assigned a specific space(s) you may park in any available space(s) in the parking areas, with the exception of spaces reserved for a particular use or any marked handicap space, unless you possess a government issued handicap decal or similar signage.

6. If you are assigned a specific parking space(s) we shall assign you the space(s) and retain the right to change assigned spaces at our sole discretion with advance notice.

7. You understand and accept that we have the right at any time, without notice, to tow unauthorized or non-registered vehicles from any parking space on the property.

8. You agree to use parking spaces in accord with the terms of the Lease and Community Rules.

9. Any vehicles which are improperly parked or are in violation of this addendum, the terms of the Lease or Community Rules will be towed at your expense. You agree that we shall not be liable to you for damages related to the physical towing nor any consequential damages you may incur through loss of use of the vehicle(s).

10. You understand that we will not be held liable for any damage or theft that may occur while your vehicle(s) is parked on any part of the property. Upon signing this agreement you knowingly accept the risk of parking any vehicle(s) on the property.

11. Any action by you, any occupant, guest, or visitor that violates this addendum shall constitute a violation of the Lease Contract.

12. You understand and agree that any judgment of possession entered against you shall be a judgment for possession of any parking spaces which you are entitled to under this addendum. Once such judgment is rendered and executed upon you, you shall immediately remove all vehicles from the property parking areas. If you fail to remove your vehicle(s), we shall tow the vehicle(s) at your expense. You agree that we shall not be liable to you for damages related to the physical towing nor any consequential damages you may incur through loss of use of the vehicle(s).

COST FOR PARKING:
Resident agrees to pay a onetime fee of $ _____ per vehicle on or before the _____ day of _____, _____. An alternative resident agrees to pay $ _____ monthly per vehicle due on or before the 1st day of the month. If no amount is filled in parking shall be free for properly registered and authorized vehicles.

Resident understands and accepts that all-parking rights and privileges will immediately be revoked in the case that Resident is _____ days delinquent in paying the required parking fee.

Resident agrees to pay $ 25.00 NSF fee for all checks returned for non-sufficient funds.

VEHICLE INFORMATION:

Vehicle 1
Make: _____
Model & Year: _____
State: _____
License Plate: _____
Permit Number: 000
Phone Number: _____
Parking Space: Surface

Vehicle 2
Make: _____
Model & Year: _____
State: _____
License Plate: _____
Permit Number: _____
Phone Number: _____
Parking Space: _____

Vehicle 3
Make: _____
Model & Year: _____
State: _____
License Plate: _____
Permit Number: _____
Phone Number: _____
Parking Space: _____

13. SPECIAL PROVISIONS. The following special provisions control over conflicting provisions of this printed form:

Resident or Residents
(All residents must sign)

Owner or Owner's Representative
(Signs below)

Date of Signing Addendum

Methodology Overview

This form facilitates trip generation estimation using data within the Institute of Transportation Engineer's (ITE) Trip Generation Manual, 11th Edition and methodology described within ITE's Trip Generation Handbook, 3rd Edition. These references will be referred to as Manual and Handbook, respectively. The Manual contains data collected by various transportation professionals for a wide range of different land uses, with each land use category represented by a land use code (LUC). Average rates and equations have been established that correlate the relationship between an independent variable that describes the development size and generated trips for each categorized LUC in various settings and time periods. The Handbook indicates an established methodology for how to use data contained within the Manual when to use the fitted curve instead of the average rate and when to adjustments to the volume of trips are appropriate and how to do so. The methodology steps are represented visually in boxes in Figure 3.1. This worksheet applies calculations for each box if applicable.

Box 1 - Define Study Site Land Use Type & Site Characteristics

The analyst is to pick an appropriate LUC(s) based on the subject's zoning/land use(s)/future land use(s). The size of the land use(s) is described in reference to an independent variable(s) specific to (each) the land use (example: 1,000 square feet of building area is relatively common).

Land Use Types and Size

Proposed Use	Amount	Units	ITE LUC	ITE Land Use Name
LR-Stdnt Apmt Adj Campus	265	Bedrooms	225	Off-Campus Student Apartment (Low-Rise) Adjacent to Campus
Grocery Store/Supermarket	13.300	1,000 square feet	850	Supermarket
Fast Food w Drive-Thru	4.200	1,000 square feet	934	Fast Food Restaurant with Drive Through Window
Donut Shop w Drive-Thru	2.000	1,000 square feet	937	Coffee/ Donut Shop with Drive Through Window

Box 2 - Define Site Context

Context assessment is to "simply determine whether the study sites is in a multimodal setting" and "could have persons accessing the site by walking, bicycling, or riding transit." This assessment is used in Box 4. The Manual separates data into 4 setting categories - Rural, General Urban/Suburban, Dense Multi-Urban Use and Center City Core. This worksheet uses the following abbreviations, respectively: R, G, D, and C. The Manual does not have data for all settings of all land use codes. See the table on the next page titled "Site Context and Time Periods" - if this table is not provided, the "General Urban/Suburban" setting is used by default.

Box 3 - Define Analysis Objectives Types of Trips & Time Period

This tool will focus on vehicular trips for a 24-hour period on a typical weekday as well as its AM peak hour and PM peak hour. Other time period(s) may be of interest.

Site Context and Time Periods - Actual Setting, Setting Data Available for LUC, Setting Used in Analyses

Proposed Use	Setting	ADT		AM Peak Hour		PM Peak Hour		(not used)	
		Available	Used	Available	Used	Available	Used	Available	Used
LR-Stdnt Apmt Adj Campus	General Urban/Suburban G	G D	G	G D	G	G D	G		
Grocery Store/Supermarket	General Urban/Suburban G	G D	G	G D C	G	G D C	G		
Fast Food w Drive-Thru	General Urban/Suburban G	G D	G	G	G	G D	G		
Donut Shop w Drive-Thru	General Urban/Suburban G	G	G	G D	G	G D	G		

If the desired setting is not available within the *Manual,* adjustments may be made in Boxes 6 through 8.

Box 4 - Is Study Site Multimodal?

Per the Handbook, "if the objective is to establish a local trip generation rate for a particular land use or study site, the simplified approach (Box 9) may be acceptable but the Box 5 through 8 approach is required if the study site is located in an infill setting, contains a mix of uses on-site, or is near significant transit service."

Box 5/Box 9 - Estimate Baseline Trips/Estimate Vehicular Trips (Determine Equation)

Vehicle trips are estimated using rates/equations applicable to each LUC. When the appropriate graph has a fitted curve, the Handbook has a process (Figure 4.2) to determine when to use it versus using the weighted average rate or collecting local data. The methodology requires for engineering judgement in some circumstances and permits engineering judgement to override or make adjustments when appropriate to best project (example 1: study site is expected to operate differently than data in the applicable land use code - such as restaurant that is closed in the morning or in the evening; example 2: LUC data in a localized area fails to be represented by the typically selected fitted curve/weighted average rate - a small shop/LUC 820, AM peak hour is skewed by the high y-intercept).

Equation Type: Equation Used [Equated Rate] (Type Abbreviations: Weighted Average Rate ("WA"), Fitted Curve ("FC"), or Custom ("C"))

Proposed Use	ADT	AM Peak Hour	PM Peak Hour	(not used)
LR-Stdnt Apmt Adj Campus	FC: LN(T)=0.75*LN(X)+2.87 [4.37]	WA: T=X*0.12 [0.12]	WA: T=X*0.24 [0.24]	
Grocery Store/Supermarket	FC: T=83.39*X+539.33 [123.94]	WA: T=X*2.86 [2.86]	FC: LN(T)=0.81*LN(X)+2.92 [11.34]	
Fast Food w Drive-Thru	WA: T=X*467.48 [467.48]	WA: T=X*44.61 [44.61]	WA: T=X*33.03 [33.03]	
Donut Shop w Drive-Thru	WA: T=X*533.57 [533.57]	WA: T=X*85.88 [85.88]	WA: T=X*38.99 [38.99]	

Box 5/Box 9 - Estimate Baseline Trips/Estimate Vehicular Trips (Apply Equations and in/out Distributions)

Baseline Vehicular Trips

Proposed Use	ADT				AM Peak Hour				PM Peak Hour				(not used)			
	% In	In	Out	Total	% In	In	Out	Total	% In	In	Out	Total	% In	In	Out	Total
LR-Stdnt Apmt Adj Campus	50%	579	579	1,158	38%	12	20	32	50%	32	32	64				
Grocery Store/Supermarket	50%	824	824	1,648	59%	22	16	38	50%	76	75	151				
Fast Food w Drive-Thru	50%	982	982	1,964	51%	95	92	187	52%	72	67	139				
Donut Shop w Drive-Thru	50%	534	534	1,068	51%	88	84	172	50%	39	39	78				
Totals		**2,919**	**2,919**	**5,838**		**217**	**212**	**429**		**219**	**213**	**432**				

If vehicle trip reductions are not applied for internal capture and alternative mode, vehicle trips may be separtated into vehicle trip subsets (pass-by trips, diverted trips, truck trips, new passenger vehicle trips) as part of Box 10. If vehicle trip reductions are to be applied, continue to Box 6.

NCHRP 684 Internal Trip Capture Estimation Tool			
Project Name:	Milltown	**Organization:**	**CivTech Inc.**
Project Location:		**Performed By:**	
Scenario Description:		**Date:**	
Analysis Year:		**Checked By:**	
Analysis Period:	**AM Street Peak Hour**	**Date:**	

Table 1-A: Base Vehicle-Trip Generation Estimates (Single-Use Site Estimate)

Land Use	Development Data (*For Information Only*)		Estimated Vehicle-Trips[3]		
	ITE LUCs[1]	Quantity Units	Total	Entering	Exiting
Office					
Retail			38	22	16
Restaurant			369	183	186
Cinema/Entertainment					
Residential			32	12	20
Hotel					
All Other Land Uses[2]					
			439	217	222

Table 2-A: Mode Split and Vehicle Occupancy Estimates

Land Use	Entering Trips			Exiting Trips		
	Veh. Occ.[4]	% Transit	% Non-Motorized	Veh. Occ.[4]	% Transit	% Non-Motorized
Office						
Retail						
Restaurant						
Cinema/Entertainment						
Residential						
Hotel						
All Other Land Uses[2]						

Table 3-A: Average Land Use Interchange Distances (Feet Walking Distance)

Origin (From)	Destination (To)					
	Office	Retail	Restaurant	Cinema/Entertainment	Residential	Hotel
Office						
Retail						
Restaurant						
Cinema/Entertainment						
Residential						
Hotel						

Table 4-A: Internal Person-Trip Origin-Destination Matrix*

Origin (From)	Destination (To)					
	Office	Retail	Restaurant	Cinema/Entertainment	Residential	Hotel
Office						
Retail			2			
Restaurant		2			1	
Cinema/Entertainment						
Residential			4			
Hotel						

Table 5-A: Computations Summary

	Total	Entering	Exiting
All Person-Trips	439	217	222
Internal Capture Percentage	4%	4%	4%
External Vehicle-Trips[5]	421	208	213
External Transit-Trips[6]			
External Non-Motorized Trips[6]			

Table 6-A: Internal Trip Capture Percentages by Land Use

Land Use	Entering Trips	Exiting Trips
Office	N/A	N/A
Retail	9%	13%
Restaurant	3%	2%
Cinema/Entertainment	N/A	N/A
Residential	8%	20%
Hotel	N/A	N/A

[1]Land Use Codes (LUCs) from *Trip Generation Manual*, published by the Institute of Transportation Engineers.

[2]Total estimate for all other land uses at mixed-use development site is not subject to internal trip capture computations in this estimator.

[3]Enter trips assuming no transit or non-motorized trips (as assumed in ITE *Trip Generation Manual*).

[4]Enter vehicle occupancy assumed in Table 1-A vehicle trips. If vehicle occupancy changes for proposed mixed-use project, manual adjustments must be made to Tables 5-A, 9-A (O and D). Enter transit, non-motorized percentages that will result with proposed mixed-use project complete.

[5]Vehicle-trips computed using the mode split and vehicle occupancy values provided in Table 2-A.

[6]Person-Trips

*Indicates computation that has been rounded to the nearest whole number.

NCHRP 684 Internal Trip Capture Estimation Tool			
Project Name:	Milltown	**Organization:**	**CivTech Inc.**
Project Location:		**Performed By:**	
Scenario Description:		**Date:**	
Analysis Year:		**Checked By:**	
Analysis Period:	**PM Street Peak Hour**	**Date:**	

Table 1-P: Base Vehicle-Trip Generation Estimates (Single-Use Site Estimate)

Land Use	Development Data (*For Information Only*)		Estimated Vehicle-Trips[3]		
	ITE LUCs[1]	Quantity Units	Total	Entering	Exiting
Office					
Retail			151	76	75
Restaurant			217	111	106
Cinema/Entertainment					
Residential			64	32	32
Hotel					
All Other Land Uses[2]					
			432	219	213

Table 2-P: Mode Split and Vehicle Occupancy Estimates

Land Use	Entering Trips			Exiting Trips		
	Veh. Occ.[4]	% Transit	% Non-Motorized	Veh. Occ.[4]	% Transit	% Non-Motorized
Office						
Retail						
Restaurant						
Cinema/Entertainment						
Residential						
Hotel						
All Other Land Uses[2]						

Table 3-P: Average Land Use Interchange Distances (Feet Walking Distance)

Origin (From)	Destination (To)					
	Office	Retail	Restaurant	Cinema/Entertainment	Residential	Hotel
Office						
Retail						
Restaurant						
Cinema/Entertainment						
Residential						
Hotel						

Table 4-P: Internal Person-Trip Origin-Destination Matrix*

Origin (From)	Destination (To)					
	Office	Retail	Restaurant	Cinema/Entertainment	Residential	Hotel
Office						
Retail			22		15	
Restaurant		38			5	
Cinema/Entertainment						
Residential		8	7			
Hotel						

Table 5-P: Computations Summary

	Total	Entering	Exiting
All Person-Trips	432	219	213
Internal Capture Percentage	44%	43%	45%
External Vehicle-Trips[5]	242	124	118
External Transit-Trips[6]			
External Non-Motorized Trips[6]			

Table 6-P: Internal Trip Capture Percentages by Land Use

Land Use	Entering Trips	Exiting Trips
Office	N/A	N/A
Retail	61%	49%
Restaurant	26%	41%
Cinema/Entertainment	N/A	N/A
Residential	63%	47%
Hotel	N/A	N/A

[1]Land Use Codes (LUCs) from *Trip Generation Manual*, published by the Institute of Transportation Engineers.

[2]Total estimate for all other land uses at mixed-use development site is not subject to internal trip capture computations in this estimator.

[3]Enter trips assuming no transit or non-motorized trips (as assumed in ITE *Trip Generation Manual*).

[4]Enter vehicle occupancy assumed in Table 1-P vehicle

[5]Vehicle-trips computed using the mode split and vehicle occupancy values provided in Table 2-P.

[6]Person-Trips

*Indicates computation that has been rounded to the nearest whole number.

Estimation Tool Developed by the Texas A&M Transportation Institute - Version 2013.1

Land Use and Shared Parking Summary

Unit Type	Parking Location	Quantity	Unit	Requirement Per City Code		Reductions [2]		Totals after Reductions	Peak Parking Demand at Hours Beginning
				Code	Amount	TNC & IC	Alternate Mode		
Commerical									
Trader Joe's									
Grocery Store		13,300.000	SF	1.0 sp/250 SF	53.20	20%	10%	37.24	0.00
Fast Food with DT [2]									
Fast-Casual Restaurant		4,200.000	SF	1.0 sp/100 SF	42.00	20%	10%	29.40	0.00
		10.000	employees	1.0 sp/1 emp	10.00	-	-	10.00	
Coffee with DT [2]									
Fast-Casual Restaurant		2,000.000	SF	1.0 sp/100 SF	20.00	20%	10%	14.00	0.00
		10.000	employees	1.0 sp/1 emp	10.00	-	-	10.00	
Retail Shopping									
Retail Shopping		3,125.000	SF	1.0 sp/300 SF	10.42	20%	10%	7.29	0.00
Residential									
Efficiency "Studio"		66.000	Units	1.25 sp/unit	82.50	18%	10%	59.40	0.00
2 Bedroom		98.000	Units	2.0 sp/unit	196.00	18%	10%	141.12	0.00
4 Bedroom		84.000	Units	2.0 sp/unit	168.00	18%	10%	120.96	0.00
5 Bedroom		14.000	Units	2.0 sp/unit	28.00	18%	10%	20.16	0.00
Guest [3]		196.000	Units	0.25 sp/unit	49.00	-	-	49.00	0.00
Total Shared Demand					**670**			**499**	**0**
[1]Recommended Parking Supply									**0**

* Where TNC =Transportation Network Company ; IC = Internal Capture

(1) Inlcudes a 5% circulation factor.

(2) TNC, Internal Capture & Alternate Mode were not applied to employee parking or guest parking.

(3) Parking calculations apply to residential units with 2+ bedrooms