

March 9, 2026

RZX Property, LLC Ian D. Bond, Manager
Peter R. Bond, Agent and Architect
15 Bosque Loop, Santa Fe, NM 87508
pbond.mail@gmail.com 505/ 992-0500

RE: ITE Trip Generation Manual (11th Edition); Site Threshold Analysis (STA)
RZX Property LLC; Proposed Mini-Storage Units Facility
27700/27698 W. Frontage Road, Santa Fe, NM

1. Upon meeting with the NM DOT District 5 office, it was determined that the office considered a Mini-Storage Units Facility as a low traffic impact development and will require no further traffic studies for a NM DOT permit to be issued for a new 30' culvert and 30' asphalt access drive in the DOT ROW (see the attached NM DOT STA).
2. The ITE Trip Generation Manual (11th Edition) determined for a 30,000 sq. ft. Mini-Storage Units Facility that the weekday AM peak entry and exit be 1.2 vehicles per hour and the PM peak entry and exit be 1.8 vehicles per hour respectively. This is less than the NM DOT Threshold for TIA of 100 or more peak hour total trips (see the attached ITE Trip Generation Manual calculations).
3. There is a traffic study of a similar Mini-Storage Units Facility in Provo, UT that substantiates the ITE Trip Generation Manual calculations. Over a three day period, the facility had 53 vehicle trips in 39 total hours for an average of 1.4 vehicles per hour, considerably under the NM DOT Threshold of 100 or more peak hour total trips that would trigger a further study(see the attached Site Information study).

Based upon the above calculations which establish Mini-Storage Units Facility as having a very low traffic impact, we are requesting no further or additional traffic studies be required.

Peter R. Bond →

Peter R. Bond, Agent and Architect





NMDOT

Site Threshold Analysis (STA)

According to NMAC 18.31.6.16, a traffic engineering evaluation shall be required for all land development proposals that may directly or indirectly impact a state highway facility. A Site Threshold Analysis (STA) is required of all developing or re-developing properties that directly or indirectly access a state roadway. The STA examines existing roadway volumes and anticipated site trip generation for the purpose of determining if additional analyses are required as defined by the District Traffic Engineer or designee. If the site characteristics and the trip generation estimate for a proposed development are greater than 100 trips in a peak hour, then requirements for a Traffic Impact Analysis (TIA) may be required as determined by the District Traffic Engineer or designee. See TIA outline for that scope.

The STA shall warrant one or all of the following conditions:

- May or may not warrant an additional traffic analysis.
- May or may not warrant off-site improvements.
- May require a TIA, which may or may not require off-site improvements.

If additional analysis is required based on the results of the STA, the District Traffic Engineer or designee, should indicate to the applicant the level of analysis that is required.

Permit Applicant Information

Applicant Name: Peter R. Bond, Agent and Architect

Business Name: RZX Property, LLC

Business Address: 15 Bosque Loop Santa Fe NM 87508
Street Address: City: State: Zip Code:

Site Information (Attach Site Plan to include length of roadway frontage):

Site Description: New development of a 29,900 sq. ft. mini-storage unit facility.

Site Address: 27700/27698 W. Frontage Road Santa Fe NM 87507
Street Address: City: State: Zip Code:

NMDOT Roadway: W. Frontage Rd. Milepost: _____ Roadway ADT: _____

Site Information (commercial, retail, industrial, residential, etc):

City of Santa Fe, NM; Santa Fe County; C2 zoning; commercial. New 30' culvert, temp. wheel wash, and asphalt access drive to replace existing 24' culvert placed in 2016.

Building Size (SF): 29,900 sq. ft. Parcel Size (acre): 4.915 acres

Trip Generation:

ITE Trip Generation Land Use Category:

AM Peak Hour Trips Enter: 1.2 Exit: 1.2

PM Peak Hour Trips Enter: 1.8 Exit: 1.8

Exceeds Threshold for TIA (100 or more peak hour total trips):

Yes

No



HOLD HARMLESS AGREEMENT FOR RIGHT OF WAYS

Tort Liability: Applicant assumes all liability for damages to persons or property that may be incurred by reason of the activities permitted herein.

Please check the appropriate box:

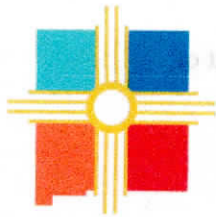
- Non-Government, non-Public Entity, Indemnification and Hold Harmless Agreement:**
Applicant, for consideration, agrees to defend, protect, indemnify, and hold the New Mexico Department of Transportation harmless from any personal injury, property damage, liabilities, claims, damages, losses or expenses occasioned or caused by the Applicant, Applicant's agent, members or employees, and subject in all cases to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, Sections 41-4-1 *et seq.*, as amended or by common law, suffered by the Applicant, its members and participants, the State or by third parties resulting from the performance of activities for the duration of the permit.
- Tribal and Pueblo Governments:**
Neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this permit. Any liability incurred in connection with the permit is subject to the immunities and limitations of tort liability. This paragraph is intended only to define the liabilities between the parties and it is not intended to modify in any way, the parties' liabilities.
- State, Municipal, County and Other Public Entities:**
Neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this permit. Any liabilities incurred in connection with this permit is subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, Section 41-4-1, *et seq.*, as amended. This paragraph is intended only to define the liabilities between the parties and it is not intended to modify in any way, the parties' liabilities as governed by common law or the New Mexico Tort Claims Act.

RZX PROPERTY, LLC
PETER R. BOND, AGENT

3/9/26

Applicant (print & sign)

Date



Environmental Certification for Undertakings within NMDOT Rights-of-Way

Please fill out the form completely. Submittals are reviewed in the order received. Allow 10-15 business days for the processing. Emergency requests are handled on a case-by-case basis.

Any tree removals needed for the commission of the utility work shall be reviewed and approved by the NMDOT Environmental Bureau as part of the permit. Provide latitude, longitude, tree type, and tree condition. Any trees on the NM Noxious Weed List are excluded from this requirement.

1. **Purpose and Nature** of undertaking. Describe the undertaking along with width, length and depth of ground disturbance. Include the methods and machinery to be used.

NEW 30' CULVERT, TEMPORARY WHEEL WASH, AND NEW ASPHALT 30' WIDE ACCESS DRIVE TO REPLACE 24' EXISTING CULVERT. 60' WIDE X 120' ROW X 2' DEPTH. SITE GRADING EQUIP.

2. **Is your project resulting from a NMDOT project?** If so, provide the control and/or project number.

NOT RESULTING FROM A NMDOT PROJECT.

3. **Funding source.** Is the funding private, state, or federal? If state and/or federal, list agency(s).

PRIVATE FUNDING.

4. **Land status.** Is the project on right of way owned by BLM, Forest Service, Tribal land, or State Trust land? (NMDOT does not own all highway rights of way)

NMDOT OWNS I-25 W. FRONTAGE ROAD ROW.

5. **Permitting agencies.** List other permitting agencies involved besides NMDOT.

CITY OF SANTA FE LAND USE, BUILDING DEPT & WATER DEPT.

6. **County.** List the county or counties in which the project is located.

SANTA FE COUNTY.

7. **Highway number.** Indicate the highway the project will cross or parallel.

I-25 W. FRONTAGE ROAD IS PARALLEL TO I-25.

8. **BOP and EOP.** Provide the milepost (MP) locations for the beginning of the project area (BOP) and the end of the project area (EOP). Indicate BOP and EOP on project area maps, as well. If highway crossing only, list the milepost location.

9. **Side(s) of the road.** Indicate on which side of the road the project will be located using cardinal directions (north, south, east, west). List all project crossings of the highway by milepost.

PROJECT IS LOCATED SOUTH OF W. FRONTAGE ROAD.



Access Permit

Documents Checklist

Following is a list of required documents, and other documents that may be required depending on the scope of the requested permit.

Document Name	Documents Required for Application	Conditionally Required
Agreement with Rail Owner		TBD
Archaeological & Environmental Clearances		TBD
Certificate of Liability Insurance		TBD
Design Plans (Plan and Profile Sheets, Detail Drawings)	X	
Indemnification/Hold Harmless Agreement	X	
Proof of Property Ownership (Warranty deed/purchase agreement)	X	
Property Survey Map	X	
Rail Agreement with Contractor		TBD
Railroad Safety, Training, Insurance Flagger		TBD
Revegetation Plan		TBD
Site Grading and Drainage Plan Approval (Comply with Drainage Design Manual, 2018, Section 803)		TBD
Site Layout	X	
Site Threshold Assessment Form (STA) - Less than 100 Peak Hour Trips		TBD
Stormwater Pollution Prevention Plan		TBD
Traffic Control Plan aka. barricading plan (Plans may be obtained from local engineers)	X	
Traffic Impact Analysis (TIA) 100 or More Peak Hour Trips		TBD
Traffic Signal Agreement		TBD
Vicinity Map	X	
Other		TBD

For a 30,000 square foot (30 TSF) mini-storage (self-storage) facility, traffic generation is calculated using the Institute of Transportation Engineers (ITE) Trip Generation Manual, which is standard for NMDOT traffic impact analysis (TIA) requirements.

Based on ITE Land Use Code 151 (Mini-Warehouse/Self-Storage), a 30,000 sq ft facility is expected to generate very low peak hour traffic, likely falling under the threshold requiring a full traffic study in many jurisdictions.

1. Calculation Method (Based on ITE 11th Edition)

To calculate, multiply the size (in thousands of square feet) by the average peak hour rate.

- **Size:** 30,000 sq ft = 30 TSF (Thousand Square Feet)
- **Trip Rates (Typical):**
 - **Weekday PM Peak Hour of Generator:** to trips per 1 TSF.
 - **Weekday AM Peak Hour of Generator:** to trips per 1 TSF.

2. Estimated Trips for 30,000 Sq Ft

- **PM Peak Hour (Highest Impact):**
(entering + exiting) during the busiest hour.
- **AM Peak Hour:**

Note: Mini-storage generally has a high inbound/outbound split, with very few pass-by trips.

3. NMDOT TIA Requirements

TIA requirements in New Mexico vary by locality (e.g., NMDOT district, City of Albuquerque DPM, or Santa Fe County Ordinance). [Santa Fe County \(.gov\) +4](#)

- **Small Projects:** Generally, projects generating fewer than 50–100 total daily trips or fewer than 10–25 peak hour trips may not require a full Traffic Impact Study (TIA).
- **Threshold:** A 30,000 sq ft facility is likely well below the 50 peak hour trip threshold used to trigger full intersection studies.
- **Data Requirements:** You must use the 11th Edition of the ITE Trip Generation Manual unless authorized to use local, verified data.

Key Takeaways

- **Peak Hour Trips:** Approximately 8–10 total trips in the PM Peak Hour.

Based on the ITE Trip Generation Manual (11th Edition), a 30,000 square foot mini-storage facility (Land Use Code 151) is considered a low-traffic generator. Using the 11th edition average rates, the estimated peak hour trips are very low.

Trip Generation Calculation (ITE Land Use 151)

- **Independent Variable:** 1,000 Square Feet Gross Floor Area (1,000 sq ft GFA).
- **Size:** 30 (30,000 sq ft / 1,000).

Time Period [Ⓢ]	Average Rate (per 1k sq ft)	Formula	Total Trips
Weekday AM Peak	0.04*	30 x 0.04	~1 - 2 Trips
Weekday PM Peak	0.06*	30 x 0.06	~2 Trips
Saturday Peak	0.07*	30 x 0.07	~2 Trips

**Note: Rates derived from typical 11th Edition studies; actual results may vary slightly based on specific regional data in the manual.*

Peak Hour Trip Distribution

During peak hours, trips are typically split almost evenly between entering and exiting. [Ⓢ] ITE Western District

- **AM Peak:** ~1 in, ~1 out
- **PM Peak:** ~1 in, ~1 out

Key Takeaways

- **Very Low Impact:** A 30,000 sq ft facility is unlikely to have a significant impact on adjacent street traffic.
- **Pass-by Trips:** Self-storage facilities generally do not have significant pass-by trip reduction factors (most trips are intentional, not opportunistic).
- **Data Reliability:** While 11th edition data is used, mini-warehouses sometimes exhibit lower rates than average if they are used for long-term, rather than short-term, storage.

Site Information

Data were collected on three different days at the mini-warehouse facility, shown in Figure 2. The facility is Hillside Storage, located at 2067 Ironton Blvd. in Provo, UT. The approximate square footage of the office building, number of employees, number of parking stalls, number of units, percent of units occupied, net rentable area, gross floor area, and total property area can be seen in Table 1. There are two parking areas at the site, one of which includes the entrance to the area that contains the storage units.

Table 1: Site Characteristics

Characteristic	Value
Number of Employees	4 (2 FT, 2 PT)
Number of Units	420
Occupied Units	60%
Net Rentable Area	56,476 ft ²
Office Floor Space	1,700 ft ²
Gross Floor Area	58,098 ft ²
Property Area	3.44 acres
Number of Parking Stalls	6 (1 handicap)

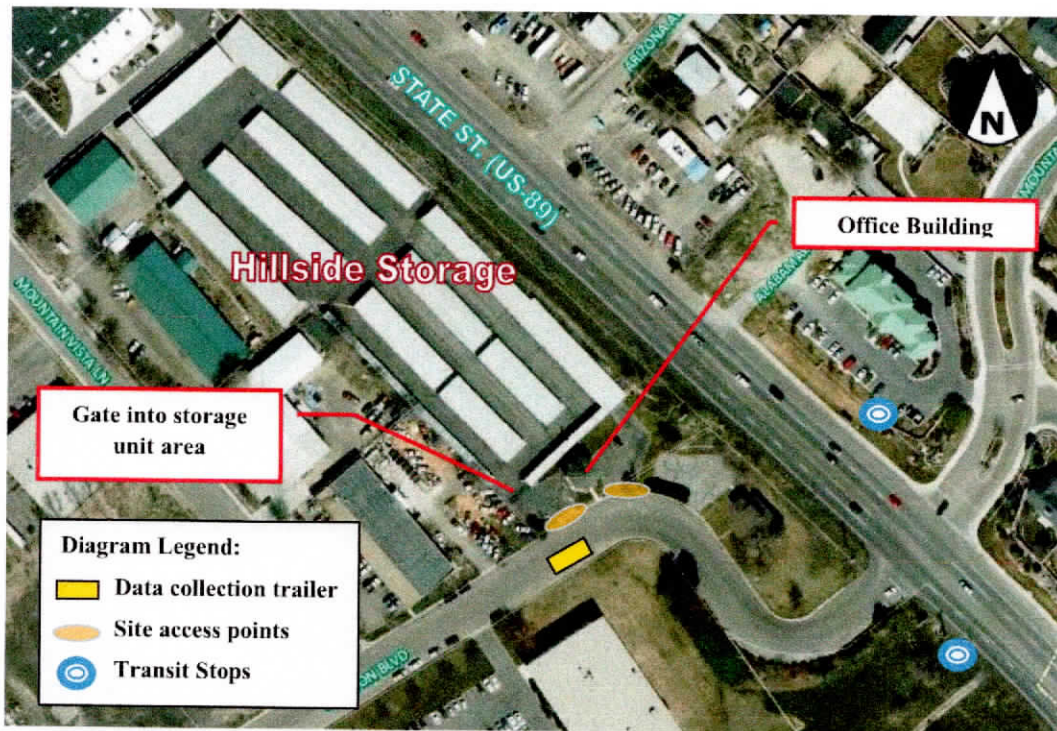


Figure 2: Site layout.



Parking Demand Survey Form

Institute of Transportation Engineers

(fill in all highlighted cells - * are required data)

Land Use Code*

Name of Site

Brief Description of Site

Transit*

Area*

TMP*

City

State Country

Parking Price* \$

Daily Rate \$ Hourly Rate

Site Size*

Units*

Occupancy*

Land Use

Site Size

Units

Occupancy

Site Size

Units

Occupancy

Site Size

Units

Occupancy

Site Size

Units

Occupancy

Site Size

Units

Occupancy

Number of Parking Spaces Provided at Site

Highest Observed Parking Demand for the following hours of the day (hour beginning)*

Date	2/26/2011	2/27/2011	3/1/2011				
Day	Saturday	Sunday	Tuesday				
12 Mid							
1:00 AM							
2:00 AM							
3:00 AM							
4:00 AM							
5:00 AM							
6:00 AM							
7:00 AM	1	2	1				
8:00 AM	1	2	0				
9:00 AM	2	1	0				
10:00 AM	2	1	0				
11:00 AM	2	1	1				
12 Noon	2	1	1				
1:00 PM	2	2	2				
2:00 PM	2	2	1				
3:00 PM	1	2	1				
4:00 PM	2	1	1				
5:00 PM	2	1	2				
6:00 PM	2	1	2				
7:00 PM	2	2	0				
8:00 PM							
9:00 PM							
10:00 PM							
11:00 PM							

Person

Organization

Phone

Fax

Email

Notes

Enter data on the web at www.ite.org

Comments to: ite_staff@ite.org

IF not entered on web site, please mail to:

Institute of Transportation Engineers, 1627 Eye Street, NW Suite 600; Washington, DC 20006

Methodology

Data were collected on Saturday, February 26, 2011; Sunday, February 27, 2011; and Tuesday, March 1, 2011. As stated in the proposal, trip generation was counted between the hours of 7am and 7pm on each day. The BYU Traffic Data Collection Trailer, shown in Figure 3, was used to collect data at the site.

The trailer is equipped with two video cameras that recorded each entrance to the site during the specified hours. These videos were then used to manually count vehicles entering and exiting the site through each access. The counts for the two driveways were totaled for each hour. The results of the trip generation are summarized in the attached Trip Generation Data Forms. Parking demand data were also collected every hour, on the hour, from 7am to 7pm. The parking data are attached in the Parking Demand Survey Forms.



Figure 3: BYU traffic data collection trailer at the site.

Results

The trip data for the morning peak period, the afternoon peak period, and the peak hour of generator are shown in Table 2, Table 3, and Table 4, respectively. Data about vehicle occupancy was not collected during this study. Furthermore, no pedestrian, bicycle, or transit trips were observed during the study. The trip rates shown are rates per occupied unit and per 1000 square feet of gross floor area (GFA). Table 5 shows a summary of trips counted for each day of the study.

Table 2: Morning Peak Period Trip Data for the Mini-Warehouse

Variable	Saturday 2/26/11	Sunday 2/27/11	Tuesday 3/1/11
Peak Hour	8:00-9:00 AM	8:00-9:00 AM	8:00-9:00 AM
All Vehicles	1	1	0
Trucks	0	0	0
Total Trips	1	1	0
Trip Rate (Occ. Units)	0.004	0.004	0.00
Trip Rate (GFA)	0.017	0.017	0.00
% Entering	100.0%	0.0%	0.0%
% Exiting	0.0%	100.0%	0.0%

Table 3: Afternoon Peak Period Trip Data for the Mini-Warehouse

Variable	Saturday 2/26/11	Sunday 2/27/11	Tuesday 3/1/11
Peak Hour	5:00-6:00 PM	5:00-6:00 PM	5:00-6:00 PM
All Vehicles	3	0	4
Trucks	0	0	2
Total Trips	3	0	4
Trip Rate (Occ. Units)	0.012	0.00	0.016
Trip Rate (GFA)	0.052	0.00	0.069
% Entering	66.7%	0.0%	50.0%
% Exiting	33.3%	0.0%	50.0%

Table 4: Peak Hour of Generator Trip Data for the Mini-Warehouse

Variable	Saturday 2/26/11	Sunday 2/27/11	Tuesday 3/1/11
Peak Hour	11:00-12:00 PM	9:00-10:00 AM	5:00-6:00 PM
All Vehicles	4	2	4
Trucks	0	0	2
Total Trips	4	2	4
Trip Rate (Occ. Units)	0.016	0.008	0.016
Trip Rate (GFA)	0.069	0.034	0.069
% Entering	50.0%	100.0%	50.0%
% Exiting	50.0%	0.0%	50.0%

Table 5. Summary of Daily Trip Data

Saturday (2/26/11)			Sunday (2/27/11)			Tuesday (3/1/11)		
Entering	Exiting	Total	Entering	Exiting	Total	Entering	Exiting	Total
13	12	25	4	4	8	11	8	19

Trip rates generated from this study have been calculated and are shown in Table 6 alongside average trip rates from *ITE Trip Generation, 7th Edition*. The actual number of trips for each analysis period is shown alongside the number of trips predicted from ITE trip rates in Table 7.

Table 6. Comparison of Calculated and ITE Trip Generation Rates

Independent Variable	Analysis Period	Saturday 2/26/11		Sunday 2/27/11		Tuesday 3/1/11	
		Calculated	ITE	Calculated	ITE	Calculated	ITE
Occupied Units	Full Day	0.099	0.250	0.032	0.180	0.075	0.280
	Peak Hour of Generator	0.016	0.040	0.008	0.030	0.016	0.030
Gross Floor Area	Full Day	0.430	2.330	0.138	1.780	0.327	2.500
	Peak Hour of Generator	0.069	0.400	0.034	0.300	0.069	0.290

Table 7. Comparison of Actual and Predicted Trips

Independent Variable	Analysis Period	Saturday 2/26/11		Sunday 2/27/11		Tuesday 3/1/11	
		Actual	Predicted	Actual	Predicted	Actual	Predicted
Occupied Units	Full Day	25	63	8	45	19	71
	Peak Hour of Generator	4	10	2	8	4	8
Gross Floor Area	Full Day	25	135	8	103	19	145
	Peak Hour of Generator	4	23	2	17	4	17

The trip rates calculated from this data collection study are substantially lower than the average trip rates provided by ITE. The difference between the trip rates is much larger when using gross floor area as the independent variable. This is due to gross floor area including both the space of the occupied units and unoccupied units. At the time of collection about 40% of the units were unoccupied. One reason the calculated rates are lower than the average rates provided by ITE may be that the storage units are usually used for long term storage rather than short term storage. Some of the storage units are being occupied by Brigham Young University for long term storage, which results in a lower number of trips being made for these units. Sunday trip rates may further be impacted by the demographics of the area as a large proportion of the nearby population believes that work and business activities should be avoided on Sunday. Finally, some of the difference in trip rates could be due to the timing of the study. Temperatures in Utah during February and March are often cool and accompanied by precipitation in the form of rain and snow. Cooler weather affects the behavior of mini-warehouse clients, resulting in less trips being made.

Figure 4, Figure 5, and Figure 6 show the hourly counts of vehicles entering and exiting the site, as well as the parking demand for the specified hour, for the Saturday, Sunday, and Tuesday dates, respectively.

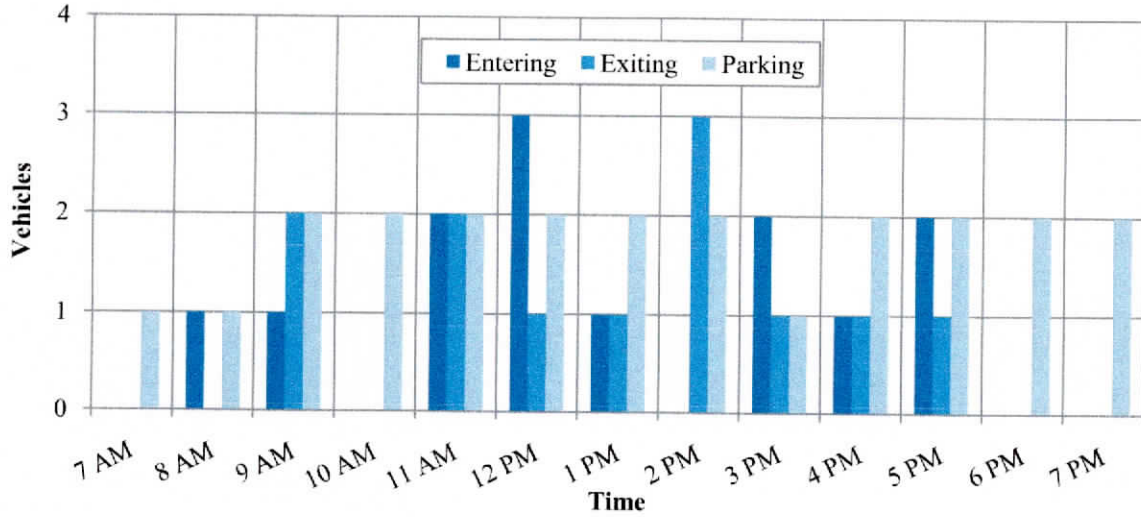


Figure 4: Counts for Saturday, February 26, 2011.

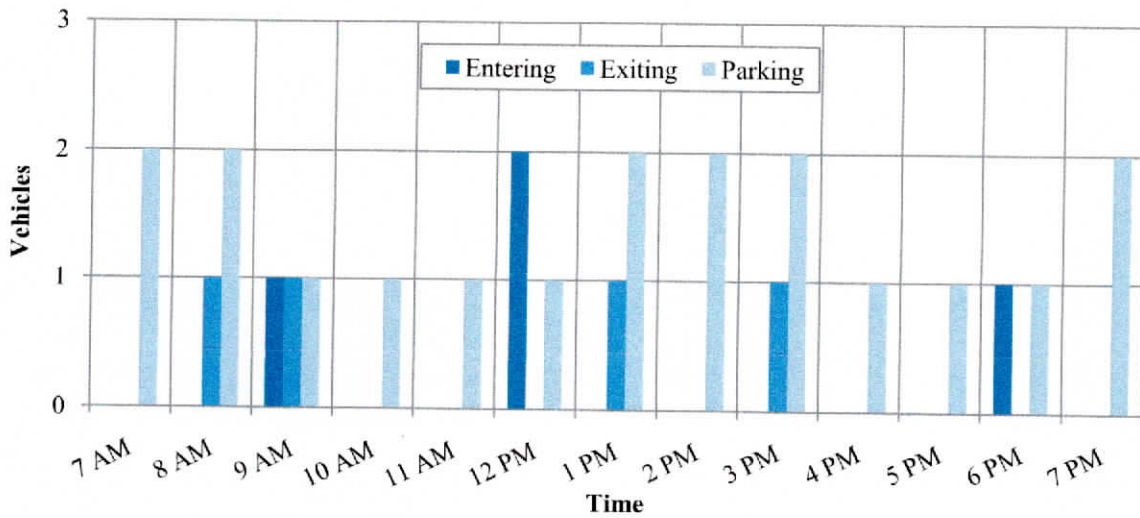


Figure 5: Counts for Sunday, February 27, 2011.

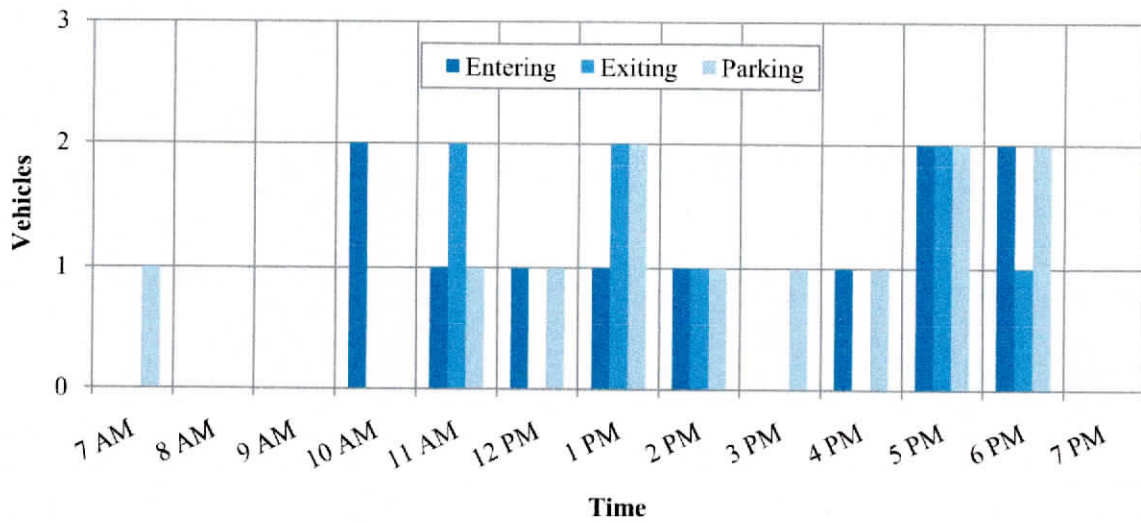


Figure 6: Counts for Tuesday, March 1, 2011.

Table 8: Level of Effort

Task	Number of Students	Hours per Student	Total Hours
Training	6	5	30
Data Collection	4	4	16
Data Reduction and Analysis	6	5	30
Writing and Revision	4	3	12
Total:			88