

# Transportation Assessment

October 15, 2025

Project #32260.001

Erich Lais

City of West Linn

22500 Salamo Road

West Linn, OR 97068

**RE: Proposed New West Linn Public Works Operations Facility – Transportation Assessment**

Dear Erich:

This letter summarizes the trip generation characteristics of the proposed Public Works Operations Facility located along Salamo Road. As documented herein, the proposed facility is expected to exceed the City's trip generation threshold for requiring a formal traffic impact analysis (TIA). However, given that it exceeds the threshold by only a few vehicles and that the additional weekday PM peak hour trips are expected to have a negligible impact on traffic operations along Salamo Road, a formal TIA is not recommended. Additional information on the findings and recommendations is provided herein.

## Proposed Development

The City of West Linn is proposing to relocate its existing Public Works Operations Facility from Norfolk Street to a new location on Salamo Road. The existing facility will be closed, and all public works and parks maintenance staff, along with associated fleet vehicles, will be relocated to the new site. The new facility is not expected to increase staffing, vehicle fleet size, or overall operational capacity. Access to the new facility will be provided by a new driveway on the east side of Salamo Road. The driveway will be gated; however, the gate will remain open during business hours. Attachment A contains the conceptual site plan. Construction of the new facility is planned for 2026, with full build-out and occupancy in 2027.

Chapter 85.170(B)(2) of the West Linn Community Development Code establishes the standards for when a Traffic Impact Analysis (TIA) may be required. Per the Code, a TIA may be required for development applications that involve zoning or plan amendments, are identified by ODOT as having potential operational or safety concerns, generate 250 or more average daily trips, increase the use of heavy vehicles (20,000 pounds) by 10 or more per day, or create access, circulation, or sight distance deficiencies that could impact the transportation system. The remainder of this letter documents how the proposed development responds to each standard and demonstrates that a formal TIA is not recommended.

## Proposed Development Site

As indicated above, the proposed development site is located along the east side of Salamo Road. The site is located within the West Linn city limits, it is vacant, and it is zoned Single-Family Residential Detached (R10), which permits public support facilities as a conditional use. Accordingly, the proposed development is consistent with the existing zoning designation but will require conditional use approval through the City's land use review process.

Also indicated above, site access will be provided by a new driveway located on the east side of Salamo Road, which is a City-owned and operated facility. No direct access to, or impacts on, ODOT facilities are anticipated, and ODOT review of the development application is not expected to be required.

## Trip Generation

Given that (1) the proposed Public Works Operations Facility will replace the existing facility without expanding operational capacity, staffing, or fleet size, and (2) the *Trip Generation Manual* does not include a land use category that reflects the unique characteristics of the City’s Public Works operations, trip generation for the proposed facility was estimated based on observed activity at the existing site rather than on a standard land use rate. Accordingly, a trip generation study was conducted at the existing facility to establish representative trip rates for application to the proposed site.

Traffic counts were collected at the existing facility over three consecutive days in September 2025 (Tuesday through Thursday) to capture the total number of vehicles entering and exiting the site. The data indicates that the existing facility generates an average of 256 daily trips, including 31 trips (8 inbound, 23 outbound) during the morning peak hour and 8 trips (1 inbound, 7 outbound) during the evening peak hour. Table 1 summarizes the trip generation data collected during the study period. *Attachment A contains the raw traffic count data.*

**Table 1. Existing Facility Trip Generation Rates**

Day	Daily Trips	Weekday AM Peak Hour			Weekday PM Peak Hour		
		Total	In	Out	Total	In	Out
Tuesday (9/23/2025)	246	39	11	28	10	3	7
Wednesday (9/24/2025)	247	30	8	22	8	1	7
Thursday (9/25/2025)	276	24	5	19	3	2	1
<b>Average</b>	<b>256</b>	<b>31</b>	<b>8</b>	<b>23</b>	<b>8</b>	<b>1</b>	<b>7</b>

Per Chapter 85.170(B)(2) of the West Linn Community Development Code, a TIA is required for development that generates 250 or more daily trips. While the observed trip generation rates at the existing facility indicate that the proposed facility could exceed the City’s threshold for requiring a TIA, a formal TIA is not recommended to support the development application given that (1) the trips associated with the existing facility did not meet the City’s threshold on two of the three count days, (2) the three-day average was only six trips above the threshold, and (3) the weekday PM peak hour trips would have a negligible impact on traffic operations along Salamo Road.

In addition, the proposed facility will replace the existing facility and is expected to generate similar daily, weekday AM, and weekday PM peak hour trips. The existing site will likely return to single-family residential use consistent with surrounding properties. Because single-family homes are substantially lower trip generators than the existing public works facility, the proposed relocation is not expected to result in a significant increase in trips onto the broader transportation system. As such, a formal TIA would not provide additional value or change the conclusions regarding transportation impacts.

It should be noted that while the trip generation data does not distinguish between heavy and non-heavy vehicles, anecdotal information provided by the City indicates that the proposed facility will not generate 10 or more heavy vehicles (20,000 pounds) per day based on existing operations. This, too, is below the thresholds established in Chapter 85.170(B)(2) of the West Linn Community Development Code for requiring a TIA.

## Sight Distance

The site frontage has undergone some regrading and tree removal associated with some recent road work on Salamo in preparation for construction of the proposed facility. The expected access control devices, site distance, and vision clearance associated with the proposed access will be illustrated on site civil plans.

## Access Spacing

As indicated above, access to the operations facility will be provided by a new driveway on the east side of Salamo Road. The driveway will be located approximately 430 feet south of Barrington Drive and 190 feet north of Greene Street. Per Table 15 of the City's Transportation System Plan, the minimum access spacing requirements along minor arterials, such as Salamo Road, is 150 feet between intersections and driveways. Accordingly, the proposed access meets the City's access spacing requirements.

We trust that this letter provides sufficient information about the proposed West Linn Public Works Operations Facility. Please contact us with any questions or comments.

Sincerely,

**KITTELSON & ASSOCIATES, INC.**



Matt Bell  
Associate Planner  
503.535.7435  
mbell@kittelson.com

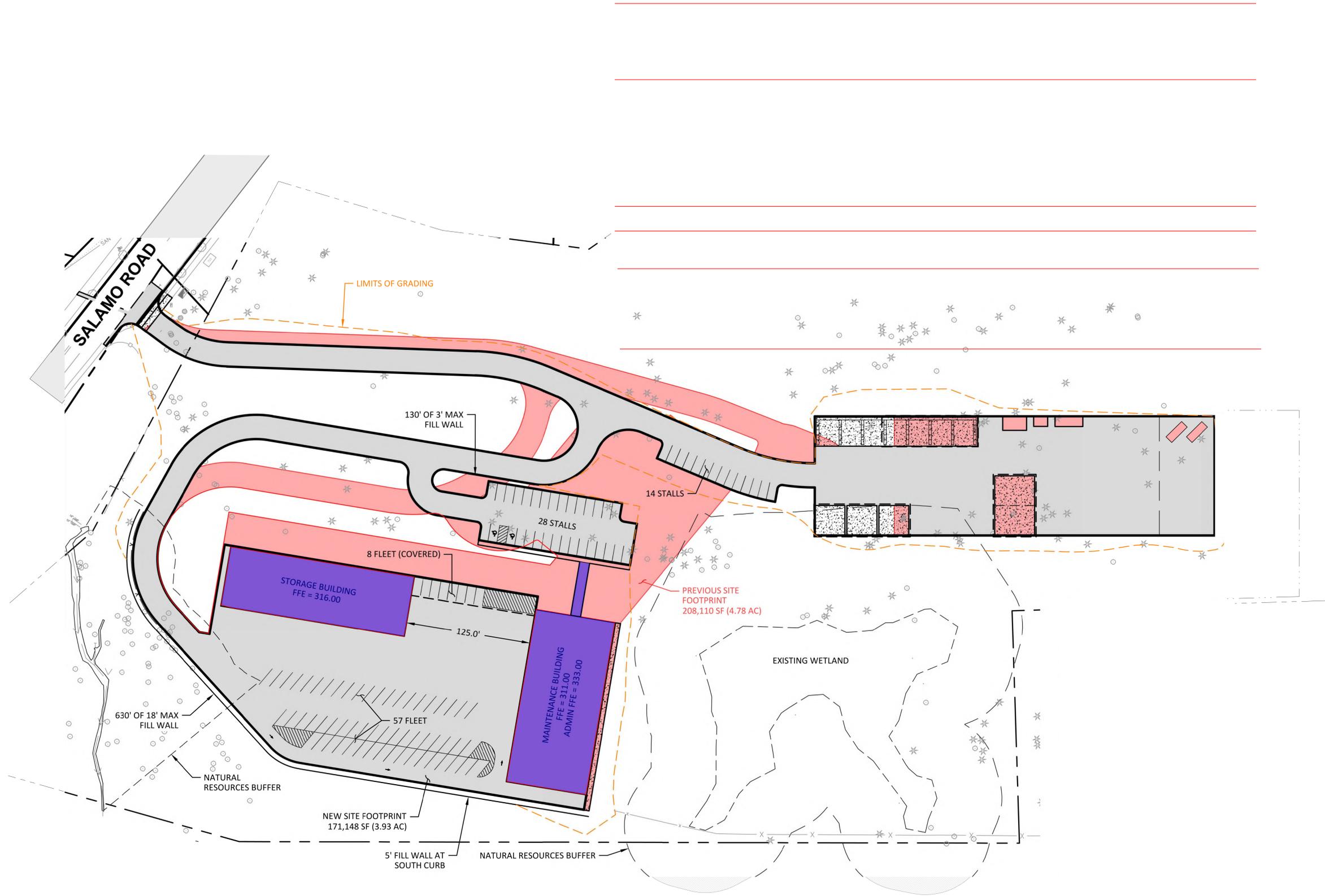
## Appendix A Conceptual Site Plan

NOT FOR  
CONSTRUCTION

**WEST LINN  
OPERATIONS  
COMPLEX**  
Job Number: 23028  
WEST LINN, OR



FILE PATH: Autodesk\Docs\23028\_West Linn Public Works\23028\_West Linn Public Works\_24.rvt



1 SITE PLAN  
1" = 40'-0"

100% DESIGN DEVELOPMENT SET  
ISSUE DATE  
05.23.2025

Drawing:  
**SITE PLAN**

Sheet No:  
**A1.01**

THESE DRAWINGS ARE THE ORIGINAL UNPUBLISHED WORK OF THE ARCHITECT AND MAY NOT BE DUPLICATED OR USED WITHOUT THE WRITTEN CONSENT OF THE ARCHITECT.