

Technical Memorandum #2

DATE: April 8, 2008
TO: Project Management Team
FROM: Carl Springer, PE; Michael Tomasini, EIT

SUBJECT: Task 2: Technical Memorandum # 2 – Project Goals and Objectives

P06246-000

Technical Memorandum #2 presents the initial recommended amendments to the city's Goal 12 policies and action measures including possible conflicts and discrepancies with the current West Linn TSP identified through a background plan and policy review. This memo outlines how these issues will impact the development of the TSP update.

OVERVIEW GOALS

1. Provide a transportation system for the City of West Linn that:
 - a. Provides for maximum mobility while encouraging modes of transportation other than the automobile.
 - b. Provides for connectivity within and between neighborhoods and community centers, using new and existing transportation services that is consistent with Metro's street and walkway spacing standards.
 - c. Is convenient, safe, and efficient.
 - d. Maintains the cohesiveness of the City's neighborhoods.
 - e. Is built with consideration for community priorities and affordability.
 - f. Respects and preserves the natural environment on both a neighborhood and City-wide basis.
2. Provide a cost-effective balanced transportation system, incorporating all modes of transportation (including motor vehicle, bicycle, pedestrian, transit, and other modes).
3. Develop transportation facilities that are accessible to all members of the community and minimize out-of-direction travel.

General

Policies

1. Protect the entire rights-of-way of existing City streets for present and future public use.
 - a. The City shall evaluate land development projects to determine possible adverse traffic impacts and to ensure that all new development contributes a fair share toward on-site and off-site transportation system improvement remedies.
 - b. The City shall require dedication of land for future streets when development is approved. The property developer shall be required to make street improvements for their portion of the street **frontage commensurate with the proportional benefit that the improvement's bringing frontage to current City standards provides the development.**
 - c. The City shall require developments **that could add significant traffic to the city street system** to prepare a traffic impact analysis.
 - d. City shall require infrastructure improvements to mitigate traffic impacts of the proposed development.
2. Design and construct transportation facilities to meet the requirements of the Americans with Disabilities Act.
3. Require in-fill development in older neighborhoods to contribute to needed transportation facilities within their neighborhoods to the extent allowed by law.
4. Improve traffic safety through a comprehensive program of engineering, education, and enforcement.
5. The City shall take a more aggressive and pro-active role in assuring federal, state, and regional decision-makers consider West Linn's needs for improvements to I-205. Issues of concern that need to be part of future discussions include:
 - Existing peak hour congestion.
 - Diversion effects onto local City streets to "bypass" freeway congestion.
 - 20-year forecasts expected to increase freeway volumes by 70% over 2005 levels.
 - Need for additional capacity crossing the Willamette River.
 - Further corridor study may be needed to target ODOT's project budget to its most effective use.
6. Recognize the Metro designation of green corridors and their function to provide inter-urban connectivity. If future annexations include a green corridor, control access to the green corridor to maintain the function, capacity, and level of service of the facility and to enhance safety and minimize development pressures on rural reserves.

Action Measures

1. Adopt and regularly update a Transportation System Plan that prescribes City transportation policy.
2. Develop and implement a Capital Improvement Plan (CIP) for improved transportation facilities that implement the City's Transportation System Plan.
3. Assess and collect Systems Development Charges (SDCs) to assure that new development pays its "fair share" of needed improvements to transportation facilities of City-wide importance.
4. Establish a City monitoring system to regularly evaluate, prioritize, and mitigate high accident locations within the City.
5. Designate preferred routes to each school in the City and require that safe paths to school for children be identified for any new residential project.
6. Develop and implement a process to systematically retrofit existing roadway lighting to meet Illumination Engineering Society (IES) lighting standards.
7. Develop incentive programs for City employees using alternative transportation (ride share, bike, etc.).

Comment [P1]: Have these been developed yet?

Comment [P2]: Any progress on this?

Comment [P3]: Does the city have any?

Comment [P4]: Please review and comment/update.

Streets

Policies

1. Establish and maintain transportation performance measures.
2. Protect neighborhoods from excessive through traffic and travel speeds while providing reasonable access to and from residential areas.
3. Establish a minimum intersection level of service standard for the City of West Linn and design all public facilities to meet or exceed the standard.
4. Ensure that adequate access for emergency services vehicles is provided throughout the City.
5. Relate the design of street capacity and improvements to their intended use and functional classification.
6. Design and build local and neighborhood streets to encourage remaining within established speed limit.
7. Strive to maintain a safe and efficient transportation system by developing street standards, access management policies, incorporating traffic calming measures, and by making street maintenance a priority.
8. Require new development to design and construct new internal streets to current city standards and existing adjacent and through streets consistent with current city standards.
9. Ensure that development bring adjacent road frontages to illumination levels that meet IES lighting standards.
10. Develop neighborhood and local connections as identified in the West Linn Transportation System Plan, a supporting document of the Comprehensive Plan, to provide adequate circulation in and out of the neighborhoods.

Comment [d5]: In #3 above, it states to establish a minimum intersection LOS while in #5, it appears to recommend a LOS level.

Deleted: <#>Establish a tiered performance standard for the City street system to balance funding for roadway capacity. The general performance standard will apply at intersections during peak commute hours, and a level of service (LOS) D condition will be the preferred minimum for all facilities. In the case of principal arterials (e.g., Highway 43), the intersection condition may degrade below the LOS D so long as the corridor condition does not degrade below LOS E.¶

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11. Limit the use of cul-de-sac designs and closed street systems.
12. Participate in regional discussions and planning for rail services or other modes of transportation that encourages regional transportation.
13. Seek funding and prioritize and complete roadway improvements when funding becomes available that address the following:
 - a. Improvements for Pedestrians and Transit Riders
 - b. Improvements at High Accident Locations
 - c. Street Maintenance Improvements
 - d. Neighborhood Traffic Calming
 - e. Improvements for Bicyclists
 - f. Improvements to Bring Inadequate Travel Lanes **Width up to City Current Standards**

Action Measures

1. Collaborate with ODOT and Clackamas County in developing an efficient arterial system.
2. Collaborate with Metro, Clackamas County, and Oregon Department of Transportation (ODOT) efforts to develop a level of service standards.
3. Establish a tiered performance standard for the City street system to balance funding for roadway capacity. The general performance standard will apply at intersections during peak commute hours, and a level of service (LOS) D condition will be the preferred minimum for all facilities. In the case of principal arterials (e.g., Highway 43), the intersection condition may degrade below the LOS D so long as the corridor condition does not degrade below LOS E.
4. Develop and implement public street standards that recognize the multi-purpose nature of street rights-of-way for utility, pedestrian, bicycles, transit, truck, and auto use. Standards should include access control and spacing, LOS, and design standards.
5. Reduce congestion where possible.
6. Minimize local streets being used for pass-through traffic.
7. Adopt the following definitions and street functional classifications for each of the street types listed below:
 - Freeway: Freeways provide for high speed and high volumes of traffic efficiently and safely. These facilities generally provide direct land access. Access control and other methods will be used on nearby cross streets in the area of interchanges to preserve and protect the operation of the facility. Freeways connect interstate, inter-regional and intercity origins and destinations and generally carry the largest portion of trips entering and leaving the urban area. Freeways typically do not serve intra-city travel and are not effective in servicing local traffic. The objective of these facilities is to service

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the longer trips and higher volumes of a region.

- Arterial: Arterials serve to interconnect and support the regional arterial highway system. They serve key regional as well as city-wide function of connectivity. Arterials link major commercial, residential, industrial and institutional areas. They are typically spaced about one mile apart to assure mobility and reduce the incidence of traffic using collectors, neighborhood routes, or local streets in lieu of a well-placed arterial street. Access control is a key element of arterials to ensure safe movement for motor vehicles and adequate service to transit. Usually, arterials provide access to freeways.
- Collector: Collectors provide both access and circulation within residential neighborhoods and commercial/industrial areas. They serve a city-wide function of connectivity. Together with arterials, collectors are typically spaced about one-half mile apart. Access control for collectors is not as high a priority as for arterials, but is especially needed near intersections with other collectors or arterials. Collectors serve residential neighborhoods, distributing trips from the local street system and distributing it to and from the arterial street system. Neighborhood traffic management strategies can be appropriate for use on collectors in residential areas. Collector street design can change to fit the adjacent land use district (residential, commercial).
- Neighborhood: Neighborhood routes serve to allow local traffic in and out from residential areas to arterials and collectors. They are similar to local streets in design (with residential frontage), but carry more traffic and are routes commonly used by local residents. Neighborhood routes do not provide city-wide circulation, but mainly serve an immediate neighborhood. Because their traffic levels are greater than local streets, and the potential for speeding can be higher, neighborhood traffic management techniques may be appropriate on neighborhood street routes.
- Local: Local streets have the sole function of providing access to immediate, adjacent land. These streets do not serve through traffic. Local street design can vary by land use type (e.g., residential, commercial, industrial).

Bicycles

Policies

1. Pursue all available funding sources for bikeway projects.
2. Promote a comprehensive cohesive network of bicycle paths, lanes, and routes that accomplishes the following objectives:

- a. Connects the four commercial centers in Willamette, Bolton, Robinwood, and Tanner Basin.
- b. Integrates with regional bicycle routes that traverse West Linn.
- c. Provides connections to schools, recreation facilities, community centers, and transit facilities.
3. Provide striped and signed bicycle lanes on all arterial and collector roadways consistent with the policies of the Transportation System Plan.
4. Require new commercial, industrial, and institutional development to provide on-site facilities for bicycle parking and storage.
5. Design new streets and retrofit older streets to enhance safety for bicyclists using the roadways.

Action Measures

1. Explore the feasibility of using alternative surface materials for the construction of bicycle facilities.
2. Develop an education and communication program to promote use of bicycles for transportation purposes in West Linn.
3. Adopt a Bikeways Network Master Plan and update as needed, to reflect new or revised routes, connections, destinations and activity centers.
4. Coordinate with Clackamas County, the City of Portland, the North Clackamas Parks and Recreation District, the North Clackamas School District, Tri-Met, Metro, and other jurisdictions and agencies to ensure that appropriate local and regional bikeway connections, for both on and off-road bikeways, are planned, constructed and maintained.
5. Periodically review City bicycle facility standards to ensure consistency with regional, State and Federal standards.

Pedestrians

Policies

1. Promote a comprehensive cohesive network of pedestrian paths, lanes, and routes that accomplishes the following objectives:
 - a. Connect the four commercial centers in Willamette, Bolton, Robinwood, and Tanner Basin.
 - b. Provide connections to schools, recreation facilities, community centers, and transit facilities.
 - c. Use off-street pedestrian “short-cut” pathways to provide routes where physical constraints or existing development preclude the construction of streets with sidewalks.
 - d. Provide safe, secure and desirable walkway routes, with a preferred spacing of no more than 330 feet, between elements of the pedestrian network.

- e. Eliminate gaps in the existing walkway network and provide pedestrian linkages between neighborhoods. Preference will be given to funding projects that eliminate gaps along arterial and collector streets.
2. Employ a variety of methods to promote safe and convenient pedestrian access in addition to, or instead of, sidewalks in older developed areas of West Linn without sidewalks.
3. Pursue all available funding sources for pedestrian projects.
- a. Coordinate with Clackamas County, ODOT, the North Clackamas Parks and Recreation District, the North Clackamas School District, Metro and other agencies to obtain funding to complete walkway network improvements.
4. Promote safety for pedestrians when crossing major streets through use of appropriately located crosswalks, raised islands, and medians and appropriate measures to alert vehicles operators to the presence of pedestrians.
- a. The City will ensure that walkways and related pedestrian improvements (e.g. crosswalks) are constructed on all identified walkway network roadways, either as separate projects or integrated with other roadway-related improvements. Walkway improvements will be implemented in accordance with current local, regional, State and Federal standards.
- b. The City will retrofit crosswalks with handicapped ramps and other pedestrian facilities along City streets. The City will coordinate with the County and ODOT to retrofit existing crosswalks with handicapped ramps along their jurisdictional roadways in or near West Linn city limits.
5. Where parks and recreation trails are coterminous with sidewalks, their design shall be enhanced to serve both transportation and recreational purposes.
6. Construct sidewalks on all new streets in West Linn and review its walkway standards periodically to ensure consistency with regional, State and Federal standards.
7. The City will enforce regulations requiring developers to include pedestrian facilities and walkway connections within proposed developments and to adjacent land uses and right-of-way in accordance with adopted policies and standards. Developer agreements for the provision of walkways will be implemented and enforced as needed.

Transit

Policies

1. Encourage expanded bus service along existing routes and new transit service to areas that currently are not served by transit.
2. Coordinate with Tri-Met to encourage the provision of transit amenities such as bus shelters to increase potential ridership.
3. Pursue all available funding sources for transit projects.
4. Prioritize transit improvements that would increase overall mobility.

5. Promote a cohesive transit network connecting the four commercial centers in Willamette, Bolton, Robinwood, and Tanner Basin.
6. Establish that fixed route transit will use arterial and collector streets in West Linn.
7. Encourage provision of regional transit service between West Linn and other suburban communities in the Portland Metropolitan Area.
8. Encourage the development of modes of mass transit for those residents of the City who must commute to jobs outside the City limits.
9. Work with Tri-Met and Clackamas County to implement special needs transportation in accordance with the Americans with Disabilities Act (ADA).
10. Improve pedestrian and bicyclist accessibility along major transit routes and to transit stations.
11. Support a public transit system that is accessible to the largest number of people by:
 - a. Locate transit-oriented development around transit stations, along major transit routes, and in the designated Town Center area.
 - b. Support more intense and mixed-use zoning designations in areas around transit stations, along major transit routes, in the designated Town Center, Corridor (Highway 43) and along designated Main Street areas identified in the Metro 2040 Growth Concept Plan, through provisions in the Comprehensive Plan and Zoning Ordinance. The City will seek higher concentrations of employment opportunities, residential development and commercial uses in these areas. The City will ensure that development is built consistently with the density allowed by zoning, while protecting the livability of existing neighborhoods.
 - c. Encourage provision of housing for the elderly and moderate income families to be located in close proximity to public transit facilities and services, and interconnected transportation facilities such as walkways and bikeways.
 - d. Coordinate with Tri-Met to ensure that pedestrians and disabled people are accommodated as needed at transit locations and with transit services.
 - e. Coordinate with Tri-Met to ensure that transit opportunities are provided to employees at major employment and community centers.
 - f. Ensure that transit-oriented public facilities are located along the Primary Transit Network as defined in the Regional Transportation Plan.

Comment [P7]: Please review and update.

Action Measures

1. Work with Tri-Met to enhance transit service, including exploring alternatives to conventional Tri-Met bus service, both in terms of expanded service on existing routes and new routes, particularly to the Tanner Basin community center and other areas that currently are not served by transit.

2. Work with public and private entities to encourage and facilitate the creation of additional Park and Ride lots, with the goal of at least one Park and Ride lot for each of the four community interest areas.
3. Promote the use of transit by all people in West Linn by publicizing available transit options to City residents and workers.

Water Transportation

Policy

Promote the continued use of the Willamette River and the Willamette Falls Locks for water transportation.

Freight And Goods Movement

Policies

1. Promote improvements to I-205 that will allow for the continued movement of freight and goods through and to West Linn.
2. Discourage non-local freight trips on Highway 43 through West Linn; encourage local freight trips to be made during non-peak hours.

Transportation Demand Management

Policies

1. Encourage employers in West Linn to implement Transportation Demand Management (TDM) measures to reduce commuter traffic and [meet regional air quality and vehicle miles traveled reductions](#).
2. Work with the Oregon DEQ, Tri-Met, Metro and neighboring jurisdictions to provide marketing, technical and program assistance to major employers for [Employee Commute Options](#) (ECO) Program compliance.
3. Develop and implement a local Transportation Demand Management Program that compliments, expands and improves access to regional transit pass subsidies, emergency rides home, and carpool/yarpool matching database to major employers.