Note: Anyone wishing to speak at any Transportation Advisory Committee meeting is encouraged to do so. If you wish to speak, please rise and, after you have been recognized by the Chair, give your name and City for the record. You will then be allowed to speak. Please note the public testimony may be limited by the Chair.

TRANSPORTATION ADVISORY COMMITTEE

December 19, 2024

AGENDA

CALL TO ORDER: 6:00 PM: Meeting held virtually via Zoom.
Link: https://zoom.us/j/96073919566

I. ANNOUNCEMENTS

II. CONSENT AGENDA

A. Approval of November 21, 2024 Minutes

III. PUBLIC FORUM (6:05-6:20)

IV. REPORTS FROM OTHER CITY COMMITTEES (6:20-6:30)

V. NEW BUSINESS

A. Grand Terrace Type III (6:30-7:15, action required, Presentation of Grand Terrace annexation, type III)

B. Wayfinding Downtown (7:15-7:45, action required, receive and comment on presentation about wayfinding project for downtown)

VI. UNFINISHED BUSINESS

A. E-Bike Discussion (7:45-8:00, action required, discuss E-bike issues, laws, regulations and education/outreach within the City of Ashland)

B. Workplan End of the Year Wrap Up (if time allows, action required, review and discuss the volunteer celebration and workplan review Council meeting and plan for 2025)

VII. INFORMATIONAL ITEMS

A. Safe Streets and Roads for All (SS4A) Grant Process Update

B. Transportation System Plan Update

C. Bike Parking Project

VIII. AGENDA BUILDING – Future Meetings

IX. ADJOURNMENT: 8:00 PM

Next Meeting Date: January 16, 2025

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please email scott.fleury@ashland.or.us. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title 1).

CITY OF ASHLAND

Transportation Advisory Committee Contact Form

Name	Aaron Michalson on behalf of Streets For Everyone
Address	
City	Ashland
State	OR
Zip Code	97520
Phone Number	
Email Address	
Message to Transportation Advisory Committee	Greetings TAC, I am on the board of the Streets for Everyone Action team and work for the Ashland Climate Collaborative. I and other SFE board members noticed in a recent TAC meeting the group may have generally agreed to remove a crosswalk by the library. 10/24/24 meeting minutes: “The group generally agreed that removing the crosswalk would improve safety in the area and alleviate some confusion.” A few questions I and fellow Streets For Everyone folks are curious about: Is the crosswalk planned to be removed, or is there still more process before making a decision? Would you happen to know what the concerns were that led to this general agreement for the TAC? What are the safety concerns, and how would crosswalk removal increase the safety of people walking across here?

Have any options been considered to make this crossing safer for people walking -RFBs bump outs etc. rather than removing it?

Is the crosswalk considered problematic due to driver behavior and near-miss data?

If so, near-miss data generally reflects the perspectives of auto drivers; being the largest group, by far, of roadway users. Consequently, it is an auto-centric data set. Yes, it has value, but only if it is used to modify driver behavior. It is the drivers who are having a near miss. Near misses can occur because of driver behavior (not paying attention/distracted), the design of the roadway environment, or unexpected events/objects in the roadway environment. Making every road safe for distracted driving will lead to more collisions, injuries and deaths. Changing the roadway environment to make it more freeway-like will make walking more impractical and unsafe. Eliminating unexpected events/objects simply is another way of saying “making streets safe for cars.”

If we were to apply the same flawed logic here but from the point of view of someone walking rather than driving, would the TAC consider closing Siskiyou Boulevard to all automobiles because of the near-miss data and driver data? No, this is ridiculous! Closing this crosswalk is equally ridiculous.

This crosswalk is an important walking connection between East Main and a transit stop, and the neighborhood to the South. It is in a corridor that already has limited designated crossings for people walking. I personally use this crosswalk often to get from East Main and back to my neighborhood on the South side of Siskiyou Boulevard.

Rather than removing walking infrastructure, we should work to ensure that what exists is effective for everyone and prioritize safe movement of people walking.

Eliminating the crosswalk across Siskiyou Boulevard at the library would:

Encourage faster, unsafe driving behavior.
Crosswalks provide a mental cue to drivers, letting them know that people may cross in this area and that they need to pay attention and maintain a safe speed.

Push people to make more dangerous crossings.
Drivers will be less likely to expect people crossing at the library with no visible markings, and walkers will be more likely to cross unsafely here and elsewhere without a crossing designation.

Force people walking to take unnecessarily long detours.
This section of Siskiyou Boulevard already has limited crossing, so people can safely and efficiently cross. Removing this crosswalk will require walkers to walk nearly two extra blocks if they want to cross Siskiyou Boulevard more safely.

Discourage walking and encourage more driving behavior.
As safe crossings and walkable connections decrease and safe walking distances increase, people will be more likely to drive instead of walking.

Reinforce a car-centric approach.
Removal would deprioritize the safety and mobility of those already navigating the streets under challenging conditions, such as people with disabilities, older adults, and children. We should be placing the burden of diligence on those with the most capability of harm - those operating large machines capable of killing and maiming those around them - not the most vulnerable road users trying to make their way around town.

Rather than disincentivizing crossings or removing crosswalks to avoid hassle and confusion for drivers, we should focus on making the crossing truly safe for people walking. This might include enhanced visibility measures, traffic calming to address driver speeds or realigning priorities so drivers anticipate pedestrian crossings even as they leave downtown.

Lastly, removing this crosswalk does not align with the city of Ashland's goals and objectives to become a green transportation community and create pedestrian-friendly areas to encourage sustainable transportation options.

Thank you both for considering my questions and for all the TAC's work to improve Ashland.

Sincerely,

Aaron Michalson and the Streets For Everyone Action Team

[EXTERNAL SENDER]

Scott,

Please add this comment to your Transportation Advisory Committee meeting packet:

Ashland street bike path flex posts comment

I'm an avid cyclist and often bike Ashland street.
As I ride towards the downtown I need to make a left on Normal street.
It is Very Dangerous because I have to look back for cars while timing the flex post gap
so I can get into the left turn lane for my turn onto Normal.

The only safe way to do it is for me to grab the car lane before I get to the flex post zone.

Please remove the flex posts before someone gets hurt.

marty

Tuesday, September 3, 2024, 8:45:59 AM, you wrote:

Curious about something in Ashland? Just ask!

Name	Ron Owen
Email	
What are you curious about?	A u-turn is allowed at Ashland Street and Walker Avenue, but there are bike lane posts installed that make it impossible to complete the u-turn without backing up. The posts should be removed or u-turns prohibited.
Signature	Ronald David Owen

TRANSPORTATION
December 11, 2024

Grand Terrace development consist of 210 housing units with 176 parking spaces. For pedestrian, bicycle and vehicles transportation safety is important. The following describes how Grand Terrace has addressed their safety and mobility.

The development area is at the entrance to the city and in an area that is mostly avoided because its unsafe and at nighttime it's more dangerous. There are no safe Pedestrian or bike facilities that equal the standards of the city but only a ditch, a roadside strip on the highway shoulder with dirt and rocks with an exposed earth berm seven feet tall towering over the road and vehicles.

For nearly a mile this condition continues with no sidewalks, driveways, curbs, crosswalks or pedestrian street lighting. This is the entryway of the city. There are only two transit stops providing north and south bound trips that are nearly a mile apart. There are currently no sidewalks here either for nearly a mile. This severely limits pedestrian access and safety for north Ashland residents. Hwy 99 is the only street that borders the proposed development site.

For Pedestrian Transportation, the applicant has developed construction plans and is proposing new street frontage improvements that includes full sidewalk improvements for safer pedestrian travel. All these improvements will be connecting the area in the UGB where the sidewalks end and are nonexistent for a mile to where the sidewalks begin inside Ashland city limits. These public sidewalks connect to the onsite sidewalk system and together enhance connectivity that is safe with multiple accessible routes to the public areas. Pedestrian connections within the development connect the apartments to the parking areas, open spaces, and other apartments and to the public sidewalks along the frontage.

For Mass Transit The applicant has worked with RVTD Programs Manager and ODOT for a new stop directly in front of the development. The proposed stop has adequate bus pull out area and meets the dimensional requirements for the Transit Supportive Plaza area that will also be installed in the area. There are paths for pedestrians and bicyclist that are ADA accessible leading directly to the site from the public sidewalk and the transit stop. A bus pull out lane with a covered transit-oriented pedestrian plaza will be added here too.

Currently, the nearest transit stop is located south of the site between Main Street and Schofield St (approximately 950 feet to the south) and difficult and unsafe to get across the street. The applicant has designed a high visibility pedestrian crossing in the form of a Rectangular Rapid Flashing Beacon (RRFB). The crossing will be placed between N Main St at Schofield St near the transit stops. With the help of RVTD and ODOT the crossing at Scofield is being improved for pedestrians crossing Hwy 99 and waiting for the bus. Plans have been made by both entities for hard surface staging and waiting areas at the bus stop for pedestrians on foot, bike and wheelchair. The RRFB crossing is pedestrian activated making it much safer because the operator has control over the traffic. This will provide a safe crossing for pedestrian, bicycle and wheelchairs crossing to entry Grand Terrace and for north Ashland neighborhoods to cross Hwy 99 to access the transit stop.

Also, at the Railroad overpass safety additions are being added including raised sidewalks and lighting overhead. Presently it is dark and lacks improvements. ODOT has developed construction plans for a raised pedestrian sidewalk, overhead lighting, and a bike lane. An extra measure of caution is added by

including a vertical barrier or a separation wall atop the curb that is 3 feet high. This will provide a safer, well-lit area increasing the comfort and safety than currently exists.

On the Development site there are two dedicated pedestrian loading area for vans and buses that are located for easy access. This area will also serve those with disabilities.

Because the residential development would be creating traffic onto the Highway, the city, by order of the ODOT the jurisdiction authority, was required to conduct a study from a detailed list of items by ODOT about the impact on the highway and its safety, this is the TIA by Sandow Engineering. ODOT reviewed the study. The TIA was finalized and approved by ODOT. The report includes an analysis of safety for vehicles and pedestrians. The analysis is a study of Site Distance, Stopping Distance and Reaction Sight Distance for vehicles coming and going from the development and their interaction with pedestrians. The safety criteria for these studies were met and exceeded the criteria.

SIGHT DISTANCE: Clear line of sight, or sight distance for vehicles at the driveway that allows drivers entering and exiting to make safe turning movements and vehicles traveling on the roadway time to react to turning vehicles in a safe manner. The proposed location has the clear line of sight required for all conditions.

STOPPING SIGHT DISTANCE: Safe Stopping sight distance (SSD) is based on the speed of the roadway being traveled on Hwy 99 with a posted speed of 45 MPH and the required distance to see and stop. Based on AASHTO (The American Association of State Highways) this distance needed exceeds the amount required in either direction.

INTERSECTION SIGHT DISTANCE: Safe reaction time to turn meets the criteria. The Intersection Sight Distance (ISD) is a measure of the length of visibility of the roadway give to a stopped driveway on a minor road approach. The distance provides time to perceive and react to gaps in traffic and allow a driver to safely turn into the roadway. The recommended ISD is calculated for a vehicle turning from the access onto Hwy 99 for both left and right turn maneuvers. The ISD calculations are based on the AASHTO manual and the speed of 45 mph and ISD of 500 feet for this approach. The available ISD to the north was measured at 569 feet, and the available ISD to the south was measured at 577 feet both exceeding the required safe distance.

Bicycle

Safe and accessible bicycle facilities are being constructed adjacent to annexed area along the border of the street. Bike lanes are provided and will be constructed along the arterial street frontage of the annexed area. Hwy 99 currently has buffered bicycle lane (striping) along the frontage of the property. There are bike lanes on both sides of Hwy 99 that extend to the north of Valley View Road and south, into downtown Ashland. The bike lanes are ODOT width and striped with a buffer along the frontage and most of the improvement area. The development proposal includes two path connections into the site and bike racks at the Transit Plaza. The bicycle facilities that exist and designed in the plan are in compliance with the design and safety criteria of the governing jurisdiction, ODOT.

Pedestrian

Sidewalks are being provided as required by ordinance on all streets within the annexed area.

Transit

New and improved transit service will be made available to the annexed area. A Bus Stop, Pull Out Lane and Transit Plaza with overhead cover, lighting, seating and bike racks will be installed adjacent to the entryway.

The proposed development exceeds city standards, beautifies the entryway of Ashland, benefits the local businesses, protects the environment encourages multiple transit options of walking, cycling and mass transit that have no impact on the environment and connects the city for pedestrian use.

The purpose of site review is to regulate the manner land is developed, reduce adverse effects on surrounding property owners and the public and create an environment that is safe and comfortable, further energy conservation and enhance the environment for walking, cycling, and mass transit use, increase business activity and to ensure high quality development in the City. The proposed development will beautify the entryway of Ashland and benefit the local businesses and the environment.

Multiple pedestrian transportation options of new sidewalks, crosswalks, curbs and bus stops are being proposed. No new streets are being added but the applicant will be improving streets. Two driveways are included in the development with concrete aprons and a full commercial grade apron at the main entry where ODOT's safety standards are met for the ingress and egress to the highway. For pedestrians entering the development from the south a new crosswalk will be built with an RFB where people and bike will have control of the crossing.

A bus stop is located here too and by operating Rapid Flashing Beacon all pedestrians can notify vehicles to stop so they can safely cross the street and access Grand Terrace by foot, bike and wheelchair.

The proposal is consistent with the purpose, intent, and background of the street design standards in subsection 18.4.6.040 which are based on safety. The proposed improvements comply with the standards and specifications of the jurisdiction, the Oregon Dept. of Transportation. Through the installation of these improvement neighborhoods will be connected through the installation of 3,000 lineal feet of sidewalks, overhead lighting, crosswalk and flashing beacon, bus stops and transit plaza.

The public will have opportunities for multiple forms of transit. The improvements will also change the roadside culture and induce cars to lower their speed limit. The multiple transit options make for a safer environment by increasing the feeling of safety and security for pedestrians, cyclist and bus users. The proposed improvement which are an exception to the city standard comply with the standards of the jurisdictional authority, the Oregon Department of Transportation.

EV charging stations and infrastructure are being installed on the development, both pedestrian and multi modal paths throughout the site including paths from the public area to the development buildings are included too.

The amount of ADA parking exceeds the standards. They are immediately accessible to the entrance of the building and in most cases located nearest the dedicated handicap apartments whose total exceed the federal requirement. Predominantly flat, smooth and hard, ADA access roll up is made better from the parking area to the unit itself that has flat entrance areas. The American with Disability Act requires 6 parking spaces for lots over 150 spaces. Grand Terrace has 176 parking spaces with 20 ADA spaces.

Bike parking is provided by separate sheltered parking booths on concrete or asphalt base. They are immediate to and visible from the unit front door and easily accessible. The location from the unit to the bike parking is under 50 ft distance from the building and not further than the closest vehicle parking space. Lighting is provided in the shelters along with electric for charging.

On site sidewalks are safe with five feet and greater in width and curbs are six inches high. Curb ramps are located at all crossings with hash marked lines. Street trees are along the walkways, and pedestrian oriented lighting is in all pedestrian areas.

Parking lot areas include all parking spaces, driveways, circulation and maneuvering areas. They are designed to minimize the adverse environmental and microclimatic impacts with over 50% of the areas built with a lighter colored concrete with 40% shaded by trees**.** The areas include landscaped mediums and swales to divert the water toward capture areas. Storm water systems are not overburdened during a storm and the runoff is released at non-peak times. The captured water is treated in a containment system before being released. These are built under the parking lots and in open area retention ponds.

A circulation system map for pedestrians and bicycles consisting of sidewalks, ADA pathway, multi-use paths, bike paths, bike parking, bus stop and pull-out lane, transit center with seating and bike parking, secured pathways under the bridge, a crosswalk with RFB, pooling and van parking areas are included.

For all vehicles and emergency vehicles a circular system is designed in the plans to rotate vehicles around the development in a forward position without turning around. There are two dedicated pool van areas. Emergency vehicle access is made from two access points. The driveways meet the requirements for heavy equipped fire engines both in weight capacity and in turn around standards. FD personnel have approved safe and unobstructed access to all buildings from streets, driveways, and walkways at the sides, front and rear of all buildings. For driveways and areas, the distance between the applicants 'driveways is over 100 feet and none are as close as 24 feet, and over 100 feet from any intersection.

The subdivision meets the controlled access standards which can be made from two points. Separate egress and ingress is included with a turn lane in the street for safety and the lanes marked with center line paint. The street is already fully marked for left and right and turns along the frontage. The driveway design is clearly marked in all areas per code with clearly defined traffic areas and drive areas. The driveway accommodates two-way circulation, and the driveway meets the 20-foot width standard for two-way traffic and 22 feet back up distance.

Only one approach is at the developments frontage while the secondary one is over 800 feet away. The development frontage entry is safe and clear of other traffic from nearby driveways and there are no vertical clearance issues or Vision clearance obstructions from the driveways.

The main driveway grade is 5 percent far beneath the maximum standard and the secondary access driveway is 15% at the highest point for a short distance and is approved by the fire department for access and safety standards.

Driveways are designed to City standards. Lots and parcels conform to the lot standards of the applicable zoning district and the developments lots have been created through the Performance Standard Option and its criteria have been met through the PSO standards.

EVC infrastructure is included in the engineering plans. There are 76 car charging stations included in the design documents meeting the 40% criteria.

-All parking is visible and a close walking distance to units, and no parking abuts a unit, and all ADA parking is immediately available to ADA units.
-All parking areas are adjacent to walkways and paths located for immediate access to residential units by paths, sidewalks and breezeways. Windows are plentiful to all residential units allowing the units to be surveyed if needed.
t the Development entrance

The proposed development meets the purpose of Site Design Review because the development enhances the city and the property in the area with public facilities and adequate transportation.

For transit facilities and related improvements, access, wait time, and ride experience.
Sidewalks will provide safe access to neighborhoods and bus stops. Adding a bus stop and transit supportive plaza area will reduce wait time when north and south bound bus stops are closer. They also increase better ride experience, overhead street lighting will make the transit experience safe, a pedestrian activated flashing light crossing near the site entry and near the intersection of Schofield will give citizens control over the traffic, safer increased access and reduce wait times to cross HWY 99. and will greatly improve pedestrian and bicycle safety where non of these conditions presently exist.

For bicycle facilities, feeling of safety, quality of experience (i.e., comfort level of bicycling along the roadway), and frequency of conflicts with vehicle cross traffic. Improvements will make the bicycle more visible. Sidewalks and curbs, cross walks and beacons, bus stops with overhead cover, benches, bike racks and overhead lighting along the whole area change the transit environment for the bicyclist. Pedestrian walking on sidewalks creates a culture of calming the traffic. Bicyclist activated beacons make crossing the street safer and the user will be seen and the wait time to cross is reduced. A Transit Plaza with bike racks and benches make the user more comfortable. Combined the transit user feels safer, and their experience is of greater quality.

For pedestrian facilities, feeling of safety, quality of experience (i.e., comfort level of walking along roadway), and ability to safety and efficiency crossing roadway. Improvements will make the pedestrians more visible. Sidewalks and curbs, cross walks and beacons, bus stops with overhead cover, benches, and overhead lighting along the whole area change the transit environment for the pedestrian and visibly walking in the area will calm the traffic. Pedestrian activated beacons make crossing the street safer because the user will be seen and the wait time to cross is reduced. The Transit Plaza with bike racks and benches make the user more comfortable. Combined, the transit user feels safer and their experience is of greater quality.

The development plan demonstrates that a Continuous Walkway System extends throughout the development site, and to existing or planned off-site adjacent sidewalks, trails, common open space areas, bus stops and transit plazas and adjacent lands.

Routes are direct with access routes that do not deviate unnecessarily from a straight line or a route that does not involve a significant amount of out-of-direction travel for likely users. Walkways that cross a parking area or driveway are clearly marked with contrasting paving materials and they are all raised/hump crossing areas.

All units have direct access to and from the primary entrance courtyard of the building via sidewalks and breezeways on sidewalks and pathways to other buildings, other units, trash, recycling, parking spaces, open space areas, public sidewalks and transit station.

All units have direct access from their exterior to the courtyards primary entrance and breezeway from sidewalks to other buildings, units, trash, parking and open space areas.

All units have direct access to and from the primary entrance courtyard of the building via sidewalks and breezeways on sidewalks and pathways to other buildings, other units, trash, recycling, parking spaces, open space areas, public sidewalks and transit station.

All sidewalk walkways in the driveway areas are built with curbs that have a raise 6-inch curb. Walkways are both either concrete or asphalt and at least five feet wide. All surfaces are hard and smooth.

All walkway termination points have ADA compliant ramps as noted on the site plan.
The proposed development area is in the UGB and is undeveloped and vacant. It lacks all public facilities including transportation and utilities. It's at the entrance of Ashland and very distinguishable by the sloping topography and roadside ditches and high berms of earth along the roadway, vegetated wetlands including a number of various trees, open unirrigated fields on sloping lands along the roadway and forested hillsides adjacent. The area has remarkably dark streets unfit for pedestrians and wraps around unimproved commercial storefronts with unimproved parking lots, or safe driveways. The use is mixed with a body paint shop, storage facilities, animal hospital and car lots. For safety the area is spotted with bright blinding security lights on 30-foot poles for their own property protection due to the lack of secure sidewalks, lighting and pedestrian presence.

Updated Transportation Report

By Sandow Engineering

As per your request, Sandow Engineering has performed an evaluation of the adjacent roadway traffic volumes to determine if there is a significant enough change in traffic levels to warrant an update to the traffic analysis prepared for the Grand Terrace apartments in Ashland, Oregon.

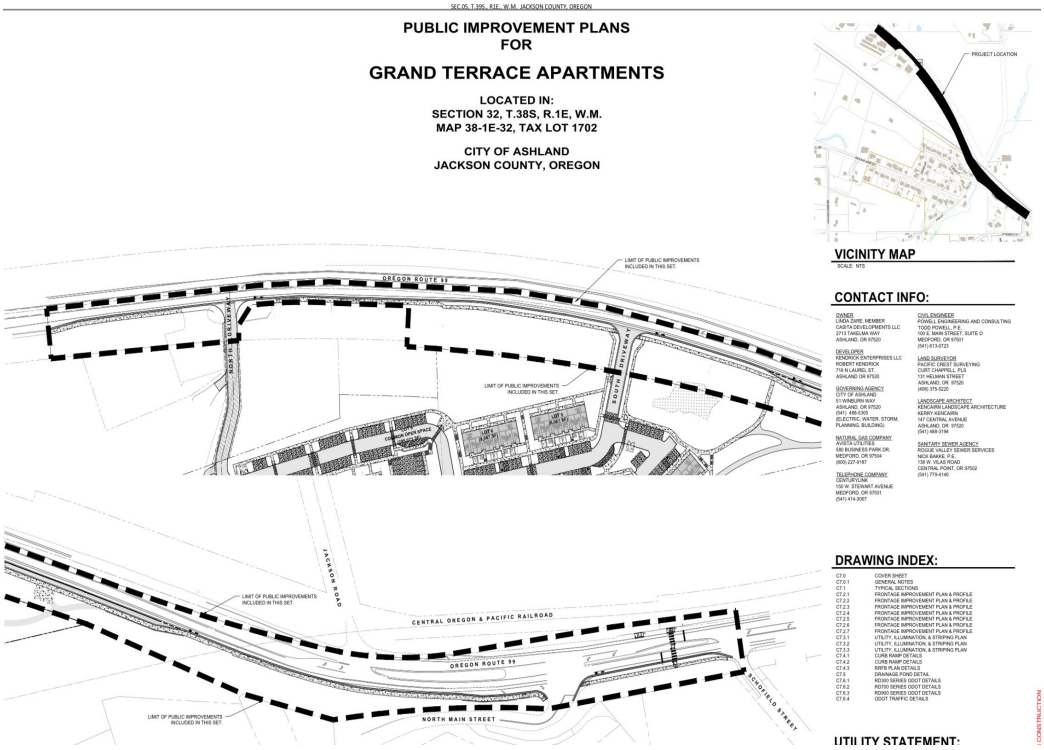
Sandow Engineering performed recent turning movement counts at the intersection of Highway 99 at Valley View Road on December 3, 2024, from 3-6 PM and December 4, 2024, from 6-9 AM. These counts were used to determine the peak one-hour traffic volumes at this intersection. The peak one-hour traffic volumes during the AM and PM time periods are adjusted to reflect the peak season conditions using ODOT's Seasonal Adjustment Methodology, as standard in performing Traffic Impact Analysis. The data for the "commuter" trend illustrates that the December volumes should be adjusted by a factor of 1.15 to represent peak season volumes. The peak season year 2024 volumes are compared to the base year 2019 volumes within the TIA. The volumes are provided in the illustrations below.

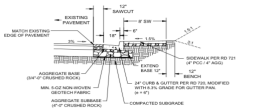
As demonstrated in the volume illustrations, the year 2024 traffic volumes at this intersection are approximately 20% lower during the AM peak hour and 8% lower during the PM peak hour than the year 2019 volumes.

Additionally, ODOT's Automatic Traffic Recorders located within the area were reviewed for traffic volume changes between the year 2019 and year 2024. ODOT has 3 ATRs located near Ashland: one is located on Highway 99 approximately 1 mile north of Valley View, one is located on I-5 just south of the Valley View interchange, and the third is located on I-5 just south of the Highway 99 interchange. The ATR data, provided below, illustrates a significant drop in traffic volumes at all three locations between the years 2019 and 2024.

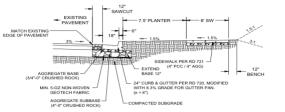
As the volumes have not increased, the intersection evaluation in the existing Traffic Impact Analysis would be sufficient to evaluate impacts from the Grand Terrace A

TRANSPORTATION DISPLAYS

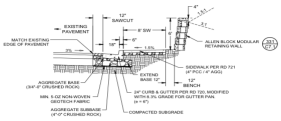




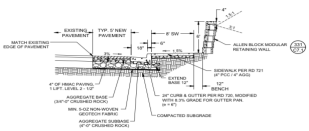
SECTION A - CURB LINE SIDEWALK
SCALE: NTS



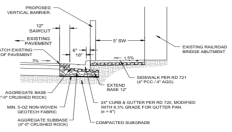
SECTION B - SEPARATED SIDEWALK
SCALE: NTS



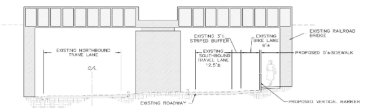
SECTION C - RETAINING WALL
SCALE: NTS



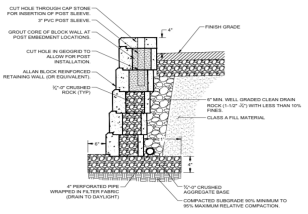
SECTION D - BUS PULL OUT LANE
SCALE: NTS



SECTION E - BRIDGE ABUTMENT
SCALE: NTS

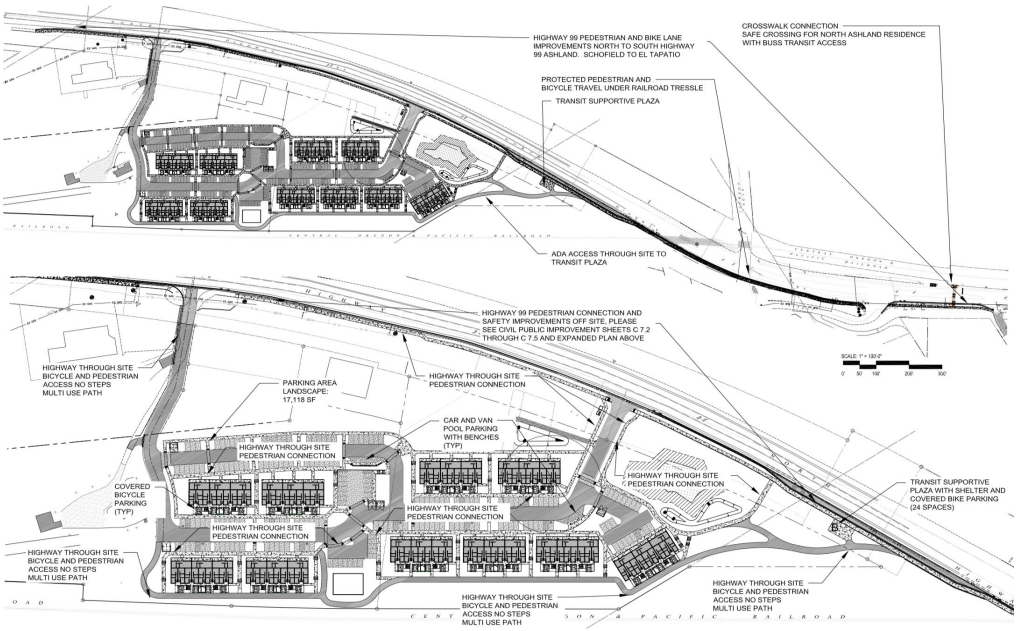


SECTION E - FULL SECTION @ BRIDGE ABUTMENT
SCALE: NTS



NOTES
1. ALLAN BLOCK, KEYSTONE WALL, LOCK BLOCK OR OTHER APPROVED SOURCE BUILT TO MANUFACTURERS SPECIFICATIONS.
2. WALL HEIGHT VARIES PER PLAN.

331 **MODULAR BLOCK WALL**
SCALE: NTS



SANDOWENGINEERING
160 MADISON STREET, SUITE A • EUGENE, OREGON 97402 • 541.513.3376

TECH MEMO

TO: Michael Wang PE
Oregon Departments of Transportation

FROM: Kelly Sandow P.E.
Sandow Engineering

DATE: February 3, 2020

RENEWAL 06/30/20

RE: Grand Terrace Residential Development TIA-Response to ODOT Comments

The following provides a response to the October 25, 2019 ODOT comments provided as part of the review of the Grand Terrace TIA.

Comment #1: ODOT private approach permit and access reservation indenture applications will be required for the proposed easterly access. Please contact ODOT permit specialist for these applications.

Response to Comment #1: The applicant will provide applications for the approach permits as required by ODOT once the development proposal has been approved.

Comment #2: ODOT reviewed the sight distance in the field and measured a distance of 307 feet. Therefore, the recommendation was a restricted access to right in, right out, left-in movements.

Response to Comment #2: ODOT revised the sight distance measurement based on a more accurate location of the site access onto Highway 99. With the revision then found that the sight distance is met and that the access can be a full movement.

Comment #3: ODOT staff observed existing queuing issue at OR 99 & Valley View intersection at least 700 feet and the queuing issue at the Main & Maple intersection of over 3500 feet. The TIA only shows 95th percentile queuing of 250 feet at the OR 99 & Valley View and 350 feet at the Main & Maple.

Response to Comment #3:
The Synchro and Simtraffic models were built according to ODOT standards as per the Analysis Procedures Manual. The input variables are as follows:

1) Saturation Flow Rate: 1750 as per ODOT standards for this area
2) Peak Hour Factor: Taken from the traffic counts

3) Traffic Counts: taken by Southern Oregon Transportation Engineering as part of the road diet project and the additional as needed for this project. The counts were performed to standard methodologies
4) Signal timing parameters: According to the Analysis Procedures Manual.

The Synchro model was completed following all standards and methodology typically required for this type of project. As Sandow Engineering understands it, the road diet has created an unstable traffic flow. What this means is that the traffic flow can be moving as normal and something within the system will cause a delay in travel that will cause backups for the remainder of the peak travel time. This delay is commonly caused by buses stopping to pick up/drop off riders, garbage trucks stopping, vehicles stopping for pedestrians not crossing at signalized intersections, and other factors within the roadway. Unfortunately, this type of instability within the system is not able to be modeled within Synchro. Synchro does not model a bus or garbage truck stopping within the roadway midblock. The only way to model the levels of queuing that ODOT is referencing is to make modifications to the input parameters at the intersections. The modifications made were:

1) Increase pedestrian calls to provide more delay on the main line
2) Reduce the peak hour factor to 0.50 for all movements at all intersections
3) Reduce the signal cycle length
4) Reduce the green time to the major movements at the traffic signals
5) Reduced the saturation flow rate from 1750 to 1600.

The queueing results from the modifications to the Synchro model are illustrated in Table 1. The outputs are included as an attachment.

TABLE 1: INTERSECTION QUEUING: PM PEAK HOUR

		2021 No-Build		2021 Build		2034 No-Build		2034 Build	
Movement	Available Storage	Avg	95th Percentile	Avg	95th Percentile	Avg	95th Percentile	Avg	95th Percentile
S. Valley View at Rogue Valley Highway (S Jackson/Valley View & 99)									
SEB Left-Highway	225	25	75	25	50	25	50	75	225
SEB Thru	>500	100	200	100	200	100	200	250	600
SEB Thru- Right	>500	50	125	50	150	50	150	200	550
NWB Left-Highway	475	25	50	25	50	25	50	25	50
NWB-Thru	>500	75	100	75	125	75	125	75	125
NWB-Thru	>500	75	125	75	125	75	150	100	175
NWB-Right	100	75	125	50	125	50	125	75	150
NB-Left-Thru-	75	25	50	25	50	25	50	25	75
NB-Right	100	25	50	25	50	25	50	25	50
SB-LTR-Valley View	>500	600	1000	925	1475	700	1425	1100	2325
Jackson Road at Rogue Valley Highway (99 & Jackson)									
SEB Left	100	25	50	25	75	25	50	25	100
NWB Left	100	25	25	25	25	25	25	25	25
NEB Left-Thru-Right	100	50	150	75	175	75	225	150	300
SWB Left-Thru-	200	100	225	125	275	150	300	175	350
Jackson Road at Main Street									
SW Left- Right	175	25	25	25	25	25	25	25	100
SB Left	50	25	25	25	25	25	25	25	50
Maple Street at Main Street									
EB Left-Thru-Right	400	75	150	75	150	75	175	150	300
WB Left-Thru-Right	175	25	50	25	50	25	50	25	50
NB Left	150	225	600	250	600	250	600	275	625
NB Thru	>500	1000	1300	100	1275	1050	1275	1025	1300
NB Right	160	50	200	50	200	25	150	50	200
SB Left	75	25	100	25	125	50	125	25	100
SB Thru	>500	1150	2750	1475	3250	1775	3550	2075	4275
SB Right	195	150	400	175	400	225	425	175	400

As illustrated, the queuing is shown to be more in line with what ODOT observed in the field. The queuing lengths along Highway 99 are a result of the recent reduction in through lanes as part of the City of Ashland's road diet. There is no recommended mitigation for reducing the queue lengths.

Please feel free to contact me if you have any questions or need any additional information
541.513.3376

Intersection: 3: Main Street & Jackson Road, Interval #1

Movement	SB	SW
Directions Served	L	LR
Maximum Queue (ft)	16	11
Average Queue (ft)	4	2
95th Queue (ft)	20	12
Link Distance (ft)		303
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (ft)	50	
Storage Blk Time (%)		
Queuing Penalty (veh)		

Intersection: 3: Main Street & Jackson Road, Interval #2

Movement	SB	SW
Directions Served	L	LR
Maximum Queue (ft)	23	24
Average Queue (ft)	1	4
95th Queue (ft)	10	20
Link Distance (ft)		303
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (ft)	50	
Storage Blk Time (%)		
Queuing Penalty (veh)		

Intersection: 3: Main Street & Jackson Road, All Intervals

Movement	SB	SW
Directions Served	L	LR
Maximum Queue (ft)	28	29
Average Queue (ft)	2	3
95th Queue (ft)	13	19
Link Distance (ft)		303
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (ft)	50	
Storage Blk Time (%)		
Queuing Penalty (veh)		

Intersection: 4: 99 & Jackson Rd., Interval #1

Movement	SE	NW	NE	SW
Directions Served	L	L	LTR	LTR
Maximum Queue (ft)	27	11	56	44
Average Queue (ft)	8	2	24	17
95th Queue (ft)	31	15	60	43
Link Distance (ft)			219	234
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)	100	100		
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 4: 99 & Jackson Rd., Interval #2

Movement	SE	NW	NE	SW
Directions Served	L	L	LTR	LTR
Maximum Queue (ft)	34	29	74	86
Average Queue (ft)	9	4	24	37
95th Queue (ft)	31	19	57	80
Link Distance (ft)			219	234
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)	100	100		
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 4: 99 & Jackson Rd., All Intervals

Movement	SE	NW	NE	SW
Directions Served	L	L	LTR	LTR
Maximum Queue (ft)	38	30	78	86
Average Queue (ft)	9	4	24	32
95th Queue (ft)	31	19	58	74
Link Distance (ft)			219	234
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)	100	100		
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 7: S Jackson/Valley View & 99, Interval #1

Movement	NB	NB	SB	SE	SE	SE	NW	NW	NW	NW
Directions Served	LT	R	LTR	L	T	TR	L	T	T	R
Maximum Queue (ft)	24	29	339	43	108	27	35	90	96	98
Average Queue (ft)	7	11	207	16	57	8	10	57	55	42
95th Queue (ft)	27	33	372	44	112	27	34	96	99	98
Link Distance (ft)	228		2142		895	895		696	696	
Upstream Blk Time (%)										
Queuing Penalty (veh)										
Storage Bay Dist (ft)		65		225			475			100
Storage Blk Time (%)									1	0
Queuing Penalty (veh)									6	0

Intersection: 7: S Jackson/Valley View & 99, Interval #2

Movement	NB	NB	SB	SE	SE	SE	NW	NW	NW	NW
Directions Served	LT	R	LTR	L	T	TR	L	T	T	R
Maximum Queue (ft)	47	29	696	61	150	72	42	103	144	119
Average Queue (ft)	12	12	366	17	75	15	11	57	59	45
95th Queue (ft)	40	35	719	48	129	49	32	100	113	98
Link Distance (ft)	228		2142		895	895		696	696	
Upstream Blk Time (%)										
Queuing Penalty (veh)										
Storage Bay Dist (ft)		65		225			475			100
Storage Blk Time (%)	0								0	1
Queuing Penalty (veh)	0								3	1

Intersection: 7: S Jackson/Valley View & 99, All Intervals

Movement	NB	NB	SB	SE	SE	SE	NW	NW	NW	NW
Directions Served	LT	R	LTR	L	T	TR	L	T	T	R
Maximum Queue (ft)	47	29	696	61	154	72	51	103	144	122
Average Queue (ft)	10	12	328	17	71	13	10	57	58	45
95th Queue (ft)	37	35	665	47	126	44	32	99	110	98
Link Distance (ft)	228		2142		895	895		696	696	
Upstream Blk Time (%)										
Queuing Penalty (veh)										
Storage Bay Dist (ft)		65		225			475			100
Storage Blk Time (%)	0								1	0
Queuing Penalty (veh)	0								3	1

Intersection: 9: Main St/Main Street & Maple St, Interval #1

Movement	EB	WB	NB	NB	NB	SB	SB	SB
Directions Served	LTR	LTR	L	T	R	L	T	R
Maximum Queue (ft)	71	22	289	560	115	50	266	89
Average Queue (ft)	39	9	59	304	17	12	150	23
95th Queue (ft)	75	27	256	652	117	54	267	102
Link Distance (ft)	1363	235		1080			3264	
Upstream Blk Time (%)								
Queuing Penalty (veh)								
Storage Bay Dist (ft)			150		160	70		195
Storage Blk Time (%)				18			19	
Queuing Penalty (veh)				8			11	

Intersection: 9: Main St/Main Street & Maple St, Interval #2

Movement	EB	WB	NB	NB	NB	SB	SB	SB
Directions Served	LTR	LTR	L	T	R	L	T	R
Maximum Queue (ft)	114	32	450	1039	260	123	494	295
Average Queue (ft)	52	8	235	700	29	16	246	78
95th Queue (ft)	99	27	588	1120	156	83	503	267
Link Distance (ft)	1363	235		1080			3264	
Upstream Blk Time (%)				0				
Queuing Penalty (veh)				3				
Storage Bay Dist (ft)			150		160	70		195
Storage Blk Time (%)				41			29	
Queuing Penalty (veh)				27			26	

Intersection: 9: Main St/Main Street & Maple St, All Intervals

Movement	EB	WB	NB	NB	NB	SB	SB	SB
Directions Served	LTR	LTR	L	T	R	L	T	R
Maximum Queue (ft)	114	32	450	1039	260	123	494	295
Average Queue (ft)	49	8	192	605	26	15	222	65
95th Queue (ft)	94	27	538	1096	148	77	464	238
Link Distance (ft)	1363	235		1080			3264	
Upstream Blk Time (%)				0				
Queuing Penalty (veh)				3				
Storage Bay Dist (ft)			150		160	70		195
Storage Blk Time (%)				35			27	
Queuing Penalty (veh)				22			22	

Intersection: 3: Main Street & Jackson Road, Interval #1

Movement	SB	SW
Directions Served	L	LR
Maximum Queue (ft)	17	24
Average Queue (ft)	3	6
95th Queue (ft)	17	25
Link Distance (ft)		303
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (ft)	50	
Storage Blk Time (%)		
Queuing Penalty (veh)		

Intersection: 3: Main Street & Jackson Road, Interval #2

Movement	SB	SB	SW
Directions Served	L	T	LR
Maximum Queue (ft)	28	14	24
Average Queue (ft)	2	1	4
95th Queue (ft)	16	12	21
Link Distance (ft)		336	303
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)	50		
Storage Blk Time (%)		0	
Queuing Penalty (veh)		0	

Intersection: 3: Main Street & Jackson Road, All Intervals

Movement	SB	SB	SW
Directions Served	L	T	LR
Maximum Queue (ft)	29	14	30
Average Queue (ft)	3	0	5
95th Queue (ft)	16	10	22
Link Distance (ft)		336	303
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)	50		
Storage Blk Time (%)		0	
Queuing Penalty (veh)		0	

Intersection: 4: 99 & Jackson Rd., Interval #1

Movement	SE	NW	NE	SW
Directions Served	L	L	LTR	LTR
Maximum Queue (ft)	29	32	154	243
Average Queue (ft)	12	9	94	146
95th Queue (ft)	35	33	174	262
Link Distance (ft)			219	234
Upstream Blk Time (%)			0	15
Queuing Penalty (veh)			0	0
Storage Bay Dist (ft)	100	100		
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 4: 99 & Jackson Rd., Interval #2

Movement	SE	NW	NE	SW
Directions Served	L	L	LTR	LTR
Maximum Queue (ft)	34	28	156	240
Average Queue (ft)	9	3	33	56
95th Queue (ft)	31	17	102	170
Link Distance (ft)			219	234
Upstream Blk Time (%)				5
Queuing Penalty (veh)				0
Storage Bay Dist (ft)	100	100		
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 4: 99 & Jackson Rd., All Intervals

Movement	SE	NW	NE	SW
Directions Served	L	L	LTR	LTR
Maximum Queue (ft)	34	33	166	249
Average Queue (ft)	10	4	48	78
95th Queue (ft)	32	22	131	208
Link Distance (ft)			219	234
Upstream Blk Time (%)			0	7
Queuing Penalty (veh)			0	0
Storage Bay Dist (ft)	100	100		
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 7: S Jackson/Valley View & 99, Interval #1

Movement	NB	NB	SB	SE	SE	SE	NW	NW	NW	NW
Directions Served	LT	R	LTR	L	T	TR	L	T	T	R
Maximum Queue (ft)	50	37	684	64	233	206	41	110	152	114
Average Queue (ft)	19	22	447	36	157	90	16	62	78	64
95th Queue (ft)	53	46	799	65	251	216	45	106	154	120
Link Distance (ft)	228		2142		895	895		696	696	
Upstream Blk Time (%)										
Queuing Penalty (veh)										
Storage Bay Dist (ft)		65		225			475			100
Storage Blk Time (%)	0	0			1				2	1
Queuing Penalty (veh)	0	0			1				24	5

Intersection: 7: S Jackson/Valley View & 99, Interval #2

Movement	NB	NB	SB	SE	SE	SE	NW	NW	NW	NW
Directions Served	LT	R	LTR	L	T	TR	L	T	T	R
Maximum Queue (ft)	47	29	862	52	126	43	37	103	118	116
Average Queue (ft)	9	9	628	16	55	7	14	57	52	46
95th Queue (ft)	33	31	1007	43	107	28	34	95	95	97
Link Distance (ft)	228		2142		895	895		696	696	
Upstream Blk Time (%)										
Queuing Penalty (veh)										
Storage Bay Dist (ft)		65		225			475			100
Storage Blk Time (%)	0								0	0
Queuing Penalty (veh)	0								2	0

Intersection: 7: S Jackson/Valley View & 99, All Intervals

Movement	NB	NB	SB	SE	SE	SE	NW	NW	NW	NW
Directions Served	LT	R	LTR	L	T	TR	L	T	T	R
Maximum Queue (ft)	55	38	862	67	233	206	46	112	162	117
Average Queue (ft)	12	12	584	21	80	27	14	59	58	50
95th Queue (ft)	39	36	978	52	176	114	37	98	114	104
Link Distance (ft)	228		2142		895	895		696	696	
Upstream Blk Time (%)										
Queuing Penalty (veh)										
Storage Bay Dist (ft)		65		225			475			100
Storage Blk Time (%)	0	0			0				1	0
Queuing Penalty (veh)	0	0			0				7	2

Intersection: 9: Main St/Main Street & Maple St, Interval #1

Movement	EB	WB	NB	NB	NB	SB	SB	SB
Directions Served	LTR	LTR	L	T	R	L	T	R
Maximum Queue (ft)	199	33	449	1093	162	92	2410	295
Average Queue (ft)	122	12	247	1059	34	24	1113	191
95th Queue (ft)	219	35	610	1213	168	106	2353	412
Link Distance (ft)	1363	235		1080			3264	
Upstream Blk Time (%)				11				
Queuing Penalty (veh)				221				
Storage Bay Dist (ft)			150		160	70		195
Storage Blk Time (%)				54			52	
Queuing Penalty (veh)				75			97	

Intersection: 9: Main St/Main Street & Maple St, Interval #2

Movement	EB	WB	NB	NB	NB	SB	SB	SB
Directions Served	LTR	LTR	L	T	R	L	T	R
Maximum Queue (ft)	134	36	449	1097	260	123	2889	295
Average Queue (ft)	41	8	216	926	39	18	1134	132
95th Queue (ft)	93	28	567	1268	189	90	2856	359
Link Distance (ft)	1363	235		1080			3264	
Upstream Blk Time (%)				3				
Queuing Penalty (veh)				21				
Storage Bay Dist (ft)			150		160	70		195
Storage Blk Time (%)				40		0	35	
Queuing Penalty (veh)				18		0	22	

Intersection: 9: Main St/Main Street & Maple St, All Intervals

Movement	EB	WB	NB	NB	NB	SB	SB	SB
Directions Served	LTR	LTR	L	T	R	L	T	R
Maximum Queue (ft)	212	42	450	1098	260	123	2889	295
Average Queue (ft)	61	9	224	958	38	20	1129	146
95th Queue (ft)	148	30	578	1279	184	94	2748	375
Link Distance (ft)	1363	235		1080			3264	
Upstream Blk Time (%)				5				
Queuing Penalty (veh)				71				
Storage Bay Dist (ft)			150		160	70		195
Storage Blk Time (%)				43		0	39	
Queuing Penalty (veh)				32		0	40	

Intersection: 3: Main Street & Jackson Road, Interval #1

Movement	SB	SB	SW
Directions Served	L	T	LR
Maximum Queue (ft)	18	36	24
Average Queue (ft)	4	0	5
95th Queue (ft)	19	0	22
Link Distance (ft)		336	303
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)	50		
Storage Blk Time (%)		1	
Queuing Penalty (veh)		0	

Intersection: 3: Main Street & Jackson Road, Interval #2

Movement	SB	SB	B1	SW
Directions Served	L	T	T	LR
Maximum Queue (ft)	29	106	42	29
Average Queue (ft)	2	15	4	4
95th Queue (ft)	13	128	49	20
Link Distance (ft)		336	464	303
Upstream Blk Time (%)		1		
Queuing Penalty (veh)		7		
Storage Bay Dist (ft)	50			
Storage Blk Time (%)	0	3		
Queuing Penalty (veh)	0	0		

Intersection: 3: Main Street & Jackson Road, All Intervals

Movement	SB	SB	B1	SW
Directions Served	L	T	T	LR
Maximum Queue (ft)	30	106	42	29
Average Queue (ft)	2	12	3	4
95th Queue (ft)	15	110	42	20
Link Distance (ft)		336	464	303
Upstream Blk Time (%)		1		
Queuing Penalty (veh)		5		
Storage Bay Dist (ft)	50			
Storage Blk Time (%)	0	3		
Queuing Penalty (veh)	0	0		

Intersection: 4: 99 & Jackson Rd., Interval #1

Movement	SE	NW	NE	SW
Directions Served	L	L	LTR	LTR
Maximum Queue (ft)	50	33	188	249
Average Queue (ft)	26	5	114	172
95th Queue (ft)	57	25	208	309
Link Distance (ft)			219	234
Upstream Blk Time (%)			1	44
Queuing Penalty (veh)			0	0
Storage Bay Dist (ft)	100	100		
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 4: 99 & Jackson Rd., Interval #2

Movement	SE	NW	NE	SW
Directions Served	L	L	LTR	LTR
Maximum Queue (ft)	54	30	180	249
Average Queue (ft)	23	5	36	77
95th Queue (ft)	50	21	122	219
Link Distance (ft)			219	234
Upstream Blk Time (%)			1	15
Queuing Penalty (veh)			0	0
Storage Bay Dist (ft)	100	100		
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 4: 99 & Jackson Rd., All Intervals

Movement	SE	NW	NE	SW
Directions Served	L	L	LTR	LTR
Maximum Queue (ft)	55	33	195	249
Average Queue (ft)	24	5	55	100
95th Queue (ft)	52	22	159	256
Link Distance (ft)			219	234
Upstream Blk Time (%)			1	23
Queuing Penalty (veh)			0	0
Storage Bay Dist (ft)	100	100		
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 7: S Jackson/Valley View & 99, Interval #1

Movement	NB	NB	SB	SE	SE	SE	NW	NW	NW	NW
Directions Served	LT	R	LTR	L	T	TR	L	T	T	R
Maximum Queue (ft)	38	29	934	58	241	216	36	117	128	118
Average Queue (ft)	20	18	602	33	163	110	14	75	74	69
95th Queue (ft)	47	41	1000	60	270	244	38	131	150	131
Link Distance (ft)	228		2142		895	895		696	696	
Upstream Blk Time (%)										
Queuing Penalty (veh)										
Storage Bay Dist (ft)		65		225			475			100
Storage Blk Time (%)	0				2				2	2
Queuing Penalty (veh)	0				1				26	9

Intersection: 7: S Jackson/Valley View & 99, Interval #2

Movement	NB	NB	SB	SE	SE	SE	NW	NW	NW	NW
Directions Served	LT	R	LTR	L	T	TR	L	T	T	R
Maximum Queue (ft)	34	29	1224	50	129	53	45	111	109	113
Average Queue (ft)	9	9	995	13	59	10	15	52	50	41
95th Queue (ft)	31	31	1494	37	112	38	38	90	95	94
Link Distance (ft)	228		2142		895	895		696	696	
Upstream Blk Time (%)										
Queuing Penalty (veh)										
Storage Bay Dist (ft)		65		225			475			100
Storage Blk Time (%)	0								0	0
Queuing Penalty (veh)	0								1	1

Intersection: 7: S Jackson/Valley View & 99, All Intervals

Movement	NB	NB	SB	SE	SE	SE	NW	NW	NW	NW
Directions Served	LT	R	LTR	L	T	TR	L	T	T	R
Maximum Queue (ft)	43	29	1224	58	241	216	50	124	145	123
Average Queue (ft)	11	11	900	18	84	34	15	57	56	48
95th Queue (ft)	36	34	1452	47	185	134	38	103	113	106
Link Distance (ft)	228		2142		895	895		696	696	
Upstream Blk Time (%)										
Queuing Penalty (veh)										
Storage Bay Dist (ft)		65		225			475			100
Storage Blk Time (%)	0				1				1	1
Queuing Penalty (veh)	0				0				8	3

Intersection: 9: Main St/Main Street & Maple St, Interval #1

Movement	EB	WB	NB	NB	NB	SB	SB	SB
Directions Served	LTR	LTR	L	T	R	L	T	R
Maximum Queue (ft)	170	36	449	1092	162	100	2564	295
Average Queue (ft)	103	16	263	1065	40	21	1163	178
95th Queue (ft)	170	39	617	1200	188	98	2627	400
Link Distance (ft)	1363	235		1080			3264	
Upstream Blk Time (%)				12				
Queuing Penalty (veh)				238				
Storage Bay Dist (ft)			150		160	70		195
Storage Blk Time (%)				54			51	
Queuing Penalty (veh)				75			99	

Intersection: 9: Main St/Main Street & Maple St, Interval #2

Movement	EB	WB	NB	NB	NB	SB	SB	SB
Directions Served	LTR	LTR	L	T	R	L	T	R
Maximum Queue (ft)	109	24	450	1095	260	127	3038	295
Average Queue (ft)	44	8	236	961	35	25	1556	169
95th Queue (ft)	91	25	588	1260	177	107	3393	396
Link Distance (ft)	1363	235		1080			3264	
Upstream Blk Time (%)				4			0	
Queuing Penalty (veh)				28			0	
Storage Bay Dist (ft)			150		160	70		195
Storage Blk Time (%)				43			41	
Queuing Penalty (veh)				20			27	

Intersection: 9: Main St/Main Street & Maple St, All Intervals

Movement	EB	WB	NB	NB	NB	SB	SB	SB
Directions Served	LTR	LTR	L	T	R	L	T	R
Maximum Queue (ft)	171	36	450	1095	260	127	3038	295
Average Queue (ft)	58	10	242	986	36	24	1461	171
95th Queue (ft)	125	29	595	1265	180	105	3237	397
Link Distance (ft)	1363	235		1080			3264	
Upstream Blk Time (%)				6			0	
Queuing Penalty (veh)				81			0	
Storage Bay Dist (ft)			150		160	70		195
Storage Blk Time (%)				45			44	
Queuing Penalty (veh)				33			45	

Intersection: 3: Main Street & Jackson Road, Interval #1

Movement	SB	SB	B1	SW
Directions Served	L	T	T	LR
Maximum Queue (ft)	17	100	84	28
Average Queue (ft)	4	11	2	7
95th Queue (ft)	20	122	19	29
Link Distance (ft)		336	464	303
Upstream Blk Time (%)		3		
Queuing Penalty (veh)		53		
Storage Bay Dist (ft)	50			
Storage Blk Time (%)		4		
Queuing Penalty (veh)		0		

Intersection: 3: Main Street & Jackson Road, Interval #2

Movement	SB	SB	B1	B26	B2	SW
Directions Served	L	T	T	T	T	LR
Maximum Queue (ft)	42	350	227	143	27	30
Average Queue (ft)	3	67	47	23	3	4
95th Queue (ft)	22	300	282	205	30	20
Link Distance (ft)		336	464	551	1437	303
Upstream Blk Time (%)		8	5	2		
Queuing Penalty (veh)		55	33	13		
Storage Bay Dist (ft)	50					
Storage Blk Time (%)		11				
Queuing Penalty (veh)		0				

Intersection: 3: Main Street & Jackson Road, All Intervals

Movement	SB	SB	B1	B26	B2	SW
Directions Served	L	T	T	T	T	LR
Maximum Queue (ft)	43	350	227	143	27	34
Average Queue (ft)	3	53	36	17	2	5
95th Queue (ft)	22	267	244	177	26	22
Link Distance (ft)		336	464	551	1437	303
Upstream Blk Time (%)		7	4	1		
Queuing Penalty (veh)		55	25	10		
Storage Bay Dist (ft)	50					
Storage Blk Time (%)		9				
Queuing Penalty (veh)		0				

Intersection: 4: 99 & Jackson Rd., Interval #1

Movement	SE	NW	NE	SW
Directions Served	L	L	LTR	LTR
Maximum Queue (ft)	29	22	213	249
Average Queue (ft)	13	7	120	196
95th Queue (ft)	35	27	232	314
Link Distance (ft)			219	234
Upstream Blk Time (%)			13	57
Queuing Penalty (veh)			0	0
Storage Bay Dist (ft)	100	100		
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 4: 99 & Jackson Rd., Interval #2

Movement	SE	NW	NE	SW
Directions Served	L	L	LTR	LTR
Maximum Queue (ft)	34	23	211	249
Average Queue (ft)	11	4	55	111
95th Queue (ft)	33	20	179	276
Link Distance (ft)			219	234
Upstream Blk Time (%)			9	28
Queuing Penalty (veh)			0	0
Storage Bay Dist (ft)	100	100		
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 4: 99 & Jackson Rd., All Intervals

Movement	SE	NW	NE	SW
Directions Served	L	L	LTR	LTR
Maximum Queue (ft)	34	23	218	249
Average Queue (ft)	11	5	71	131
95th Queue (ft)	34	22	201	298
Link Distance (ft)			219	234
Upstream Blk Time (%)			10	35
Queuing Penalty (veh)			0	0
Storage Bay Dist (ft)	100	100		
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 7: S Jackson/Valley View & 99, Interval #1

Movement	NB	NB	SB	SE	SE	SE	NW	NW	NW	NW
Directions Served	LT	R	LTR	L	T	TR	L	T	T	R
Maximum Queue (ft)	56	46	824	59	254	227	31	120	130	103
Average Queue (ft)	19	22	545	27	178	100	16	68	69	54
95th Queue (ft)	54	52	914	60	256	227	37	118	151	110
Link Distance (ft)	228		2142		895	895		696	696	
Upstream Blk Time (%)										
Queuing Penalty (veh)										
Storage Bay Dist (ft)		65		225			475			100
Storage Blk Time (%)	1	0			2				1	1
Queuing Penalty (veh)	0	0			1				22	4

Intersection: 7: S Jackson/Valley View & 99, Interval #2

Movement	NB	NB	SB	SE	SE	SE	NW	NW	NW	NW
Directions Served	LT	R	LTR	L	T	TR	L	T	T	R
Maximum Queue (ft)	38	34	1082	46	168	104	50	104	156	123
Average Queue (ft)	9	7	738	15	62	13	15	59	59	46
95th Queue (ft)	33	28	1517	40	118	55	40	99	116	109
Link Distance (ft)	228		2142		895	895		696	696	
Upstream Blk Time (%)										
Queuing Penalty (veh)										
Storage Bay Dist (ft)		65		225			475			100
Storage Blk Time (%)	0	0			0				1	1
Queuing Penalty (veh)	0	0			0				3	1

Intersection: 7: S Jackson/Valley View & 99, All Intervals

Movement	NB	NB	SB	SE	SE	SE	NW	NW	NW	NW
Directions Served	LT	R	LTR	L	T	TR	L	T	T	R
Maximum Queue (ft)	56	50	1089	60	254	227	50	127	179	124
Average Queue (ft)	11	11	691	18	90	34	15	62	61	48
95th Queue (ft)	39	37	1407	47	193	129	39	104	126	110
Link Distance (ft)	228		2142		895	895		696	696	
Upstream Blk Time (%)										
Queuing Penalty (veh)										
Storage Bay Dist (ft)		65		225			475			100
Storage Blk Time (%)	0	0			0				1	1
Queuing Penalty (veh)	0	0			0				8	2

Intersection: 9: Main St/Main Street & Maple St, Interval #1

Movement	EB	WB	NB	NB	NB	SB	SB	SB
Directions Served	LTR	LTR	L	T	R	L	T	R
Maximum Queue (ft)	230	41	449	1093	214	149	2945	295
Average Queue (ft)	137	18	324	1085	40	38	1445	186
95th Queue (ft)	237	42	650	1096	188	139	3073	406
Link Distance (ft)	1363	235		1080			3264	
Upstream Blk Time (%)				12			0	
Queuing Penalty (veh)				291			1	
Storage Bay Dist (ft)			150		160	70		195
Storage Blk Time (%)				55			53	
Queuing Penalty (veh)				89			116	

Intersection: 9: Main St/Main Street & Maple St, Interval #2

Movement	EB	WB	NB	NB	NB	SB	SB	SB
Directions Served	LTR	LTR	L	T	R	L	T	R
Maximum Queue (ft)	132	32	450	1094	168	123	3258	295
Average Queue (ft)	44	7	215	1027	15	24	1853	204
95th Queue (ft)	94	26	567	1273	104	103	3654	419
Link Distance (ft)	1363	235		1080			3264	
Upstream Blk Time (%)				4			0	
Queuing Penalty (veh)				34			1	
Storage Bay Dist (ft)			150		160	70		195
Storage Blk Time (%)				41			41	
Queuing Penalty (veh)				22			30	

Intersection: 9: Main St/Main Street & Maple St, All Intervals

Movement	EB	WB	NB	NB	NB	SB	SB	SB
Directions Served	LTR	LTR	L	T	R	L	T	R
Maximum Queue (ft)	232	41	450	1095	260	150	3258	295
Average Queue (ft)	66	10	241	1041	21	27	1754	200
95th Queue (ft)	159	31	596	1259	129	113	3539	416
Link Distance (ft)	1363	235		1080			3264	
Upstream Blk Time (%)				6			0	
Queuing Penalty (veh)				98			1	
Storage Bay Dist (ft)			150		160	70		195
Storage Blk Time (%)				44			44	
Queuing Penalty (veh)				39			52	

Intersection: 3: Main Street & Jackson Road, Interval #1

Movement	SB	SW
Directions Served	L	LR
Maximum Queue (ft)	16	18
Average Queue (ft)	3	4
95th Queue (ft)	17	20
Link Distance (ft)		303
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (ft)	50	
Storage Blk Time (%)		
Queuing Penalty (veh)		

Intersection: 3: Main Street & Jackson Road, Interval #2

Movement	SB	SB	B1	B26	B2	SW
Directions Served	L	T	T	T	T	LR
Maximum Queue (ft)	72	436	551	640	1438	72
Average Queue (ft)	9	239	286	299	586	26
95th Queue (ft)	53	563	716	796	1701	103
Link Distance (ft)		336	464	551	1437	303
Upstream Blk Time (%)		55	50	45	3	
Queuing Penalty (veh)		1196	1093	988	56	
Storage Bay Dist (ft)	50					
Storage Blk Time (%)	0	56				
Queuing Penalty (veh)	0	6				

Intersection: 3: Main Street & Jackson Road, All Intervals

Movement	SB	SB	B1	B26	B2	SW
Directions Served	L	T	T	T	T	LR
Maximum Queue (ft)	72	436	551	640	1438	72
Average Queue (ft)	8	182	217	227	445	21
95th Queue (ft)	47	511	642	709	1500	90
Link Distance (ft)		336	464	551	1437	303
Upstream Blk Time (%)		41	37	34	2	
Queuing Penalty (veh)		897	820	741	42	
Storage Bay Dist (ft)	50					
Storage Blk Time (%)	0	42				
Queuing Penalty (veh)	0	4				

Intersection: 4: 99 & Jackson Rd., Interval #1

Movement	SE	NW	NE	SW
Directions Served	L	L	LTR	LTR
Maximum Queue (ft)	28	11	48	47
Average Queue (ft)	7	3	23	26
95th Queue (ft)	27	17	55	54
Link Distance (ft)			219	234
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)	100	100		
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 4: 99 & Jackson Rd., Interval #2

Movement	SE	SE	B8	B8	NW	NE	SW
Directions Served	L	TR	T		L	LTR	LTR
Maximum Queue (ft)	124	430	736	730	28	234	249
Average Queue (ft)	28	139	216	152	5	170	214
95th Queue (ft)	97	456	751	626	22	287	319
Link Distance (ft)		347	696	696		219	234
Upstream Blk Time (%)		30	10	2		52	78
Queuing Penalty (veh)		661	106	23		0	0
Storage Bay Dist (ft)	100				100		
Storage Blk Time (%)		32					
Queuing Penalty (veh)		11					

Intersection: 4: 99 & Jackson Rd., All Intervals

Movement	SE	SE	B8	B8	NW	NE	SW
Directions Served	L	TR	T		L	LTR	LTR
Maximum Queue (ft)	124	430	736	730	28	234	249
Average Queue (ft)	23	105	164	115	5	135	169
95th Queue (ft)	86	398	654	542	21	281	331
Link Distance (ft)		347	696	696		219	234
Upstream Blk Time (%)		23	7	2		39	58
Queuing Penalty (veh)		496	79	18		0	0
Storage Bay Dist (ft)	100				100		
Storage Blk Time (%)		24					
Queuing Penalty (veh)		9					

Intersection: 7: S Jackson/Valley View & 99, Interval #1

Movement	NB	NB	SB	SE	SE	SE	NW	NW	NW	NW
Directions Served	LT	R	LTR	L	T	TR	L	T	T	R
Maximum Queue (ft)	17	29	414	35	117	50	24	93	112	114
Average Queue (ft)	4	11	280	13	65	17	10	58	55	48
95th Queue (ft)	21	34	475	39	117	52	28	100	117	115
Link Distance (ft)	228		2142		895	895		696	696	
Upstream Blk Time (%)										
Queuing Penalty (veh)										
Storage Bay Dist (ft)		65		225			475			100
Storage Blk Time (%)									1	0
Queuing Penalty (veh)									7	0

Intersection: 7: S Jackson/Valley View & 99, Interval #2

Movement	NB	NB	SB	SE	SE	SE	NW	NW	NW	NW
Directions Served	LT	R	LTR	L	T	TR	L	T	T	R
Maximum Queue (ft)	65	54	2198	434	779	758	54	144	216	125
Average Queue (ft)	25	21	1339	62	295	254	19	78	86	68
95th Queue (ft)	59	49	2459	249	654	604	46	127	165	134
Link Distance (ft)	228		2142		895	895		696	696	
Upstream Blk Time (%)			20		3	1				
Queuing Penalty (veh)			427		0	0				
Storage Bay Dist (ft)		65		225			475			100
Storage Blk Time (%)	1	0			27				3	1
Queuing Penalty (veh)	0	0			19				40	6

Intersection: 7: S Jackson/Valley View & 99, All Intervals

Movement	NB	NB	SB	SE	SE	SE	NW	NW	NW	NW
Directions Served	LT	R	LTR	L	T	TR	L	T	T	R
Maximum Queue (ft)	65	54	2198	434	779	758	54	145	216	125
Average Queue (ft)	20	19	1083	50	240	197	17	73	78	63
95th Queue (ft)	55	46	2316	217	593	545	43	123	157	131
Link Distance (ft)	228		2142		895	895		696	696	
Upstream Blk Time (%)			15		2	1				
Queuing Penalty (veh)			320		0	0				
Storage Bay Dist (ft)		65		225			475			100
Storage Blk Time (%)	1	0			20				2	1
Queuing Penalty (veh)	0	0			14				32	4

Intersection: 9: Main St/Main Street & Maple St, Interval #1

Movement	EB	WB	NB	NB	NB	SB	SB	SB
Directions Served	LTR	LTR	L	T	R	L	T	R
Maximum Queue (ft)	93	24	449	1048	211	42	437	192
Average Queue (ft)	46	8	227	766	40	10	268	66
95th Queue (ft)	89	26	582	1081	189	51	550	239
Link Distance (ft)	1363	235		1080			3264	
Upstream Blk Time (%)				1				
Queuing Penalty (veh)				6				
Storage Bay Dist (ft)			150		160	70		195
Storage Blk Time (%)				45			33	
Queuing Penalty (veh)				24			25	

Intersection: 9: Main St/Main Street & Maple St, Interval #2

Movement	EB	WB	NB	NB	NB	SB	SB	SB
Directions Served	LTR	LTR	L	T	R	L	T	R
Maximum Queue (ft)	343	49	450	1097	260	127	3264	295
Average Queue (ft)	157	19	277	1075	38	23	2631	205
95th Queue (ft)	305	44	631	1180	182	106	4283	416
Link Distance (ft)	1363	235		1080			3264	
Upstream Blk Time (%)				14			1	
Queuing Penalty (veh)				342			25	
Storage Bay Dist (ft)			150		160	70		195
Storage Blk Time (%)				57			56	
Queuing Penalty (veh)				92			125	

Intersection: 9: Main St/Main Street & Maple St, All Intervals

Movement	EB	WB	NB	NB	NB	SB	SB	SB
Directions Served	LTR	LTR	L	T	R	L	T	R
Maximum Queue (ft)	343	49	450	1097	260	127	3264	295
Average Queue (ft)	130	16	265	1001	38	20	2061	171
95th Queue (ft)	282	41	621	1283	184	95	4268	396
Link Distance (ft)	1363	235		1080			3264	
Upstream Blk Time (%)				11			1	
Queuing Penalty (veh)				258			19	
Storage Bay Dist (ft)			150		160	70		195
Storage Blk Time (%)				54			50	
Queuing Penalty (veh)				75			100	

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TECH MEMO

TO: Robert Kendrick

FROM: Kelly Sandow P.E.
Sandow Engineering

DATE: January 26, 2021

RE: Grand Terrace Development- Access Safety Evaluation

As per your request Sandow Engineering has prepared this letter to demonstrate how the site access meets the safety requirements of AMC 18.5.8.050.E. As per 18.5.8.050.E, the application must show adequate transportation facilities can be provided for vehicles, pedestrians, and bicycles at and to the access connection for the site.

VEHICLE ACCESS SAFETY EVALUATION

The site access safety evaluation for vehicles considers:

1. The available clear line of sight for vehicles entering and exiting the driveway
2. Delay for vehicles entering and exiting the access
3. Turn conflicts

1.0 SIGHT DISTANCE

Clear line of sight, or sight distance, for vehicles at an access connection allows for drivers entering and exiting the access to make safe turning movements and allow vehicles traveling on the roadway time to react to turning vehicles in a safe manner. The sight distance measurements at the access are classified by the stopping sight distance (SSD) for the major roadway and departure/intersection sight distance (ISD) for the site access.

The standards for evaluating SSD and ISD follow the methodology in the American Associating of State Highway and Transportation Officials (AASHTO) *A Policy on Geometric Design of Highways and Streets* (2011 ed.). As per the AASHTO methodology, intersections and driveways should, at a minimum, meet the SSD requirements. However, it is desirable to achieve the ISD whenever possible. Both the ISD and SSD were evaluated for the proposed site access location.

A field verification of the SSD and ISD at the site access location was performed by Sandow Engineering on October 8, 2021.

Stopping Sight Distance
The SSD is the length of roadway needed for a vehicle traveling at the design speed to safely stop for a stationary object in the roadway. The required sight distance allows a driver to perceive and react to an object 2 feet high on the roadway visible from a driver's eye height of 3.5 feet above the ground. At access connections this allows drivers on the main road to perceive, react, and stop safely for a driver turning into or out of the access.

Stopping sight distance is based on the speed of the roadway being traveled. Hwy 99 has a posted speed of 45 mph within 800 feet of the access in either direction. As per AASHTO, the required SSD is 360 feet for vehicles traveling 45 mph. The measured available stopping sight distance was over 700 feet in the north the south directions. The available SSD exceeds the required distance. See Figure 1 for an illustration of the stopping sight distance.

Intersection Sight Distance
The (ISD) is a measure of the length of visibility of the roadway given to a stopped driver on a minor road approach. The distance provides time to perceive and react to gaps in traffic to allow a driver to safely turn into the roadway. For this calculation, it is assumed that the driver's eye is 3.5 feet above the ground and that the object to be seen is 3.5 feet above the ground of the intersecting road.

The recommended ISD is calculated for a vehicle turning from the access onto Hwy 99 for both left and right turn maneuvers. Therefore, the ISD calculations are based on Case B1 of the AASHTO manual. Again, the speed used was 45 mph, resulting in an ISD of 500 feet for this approach.

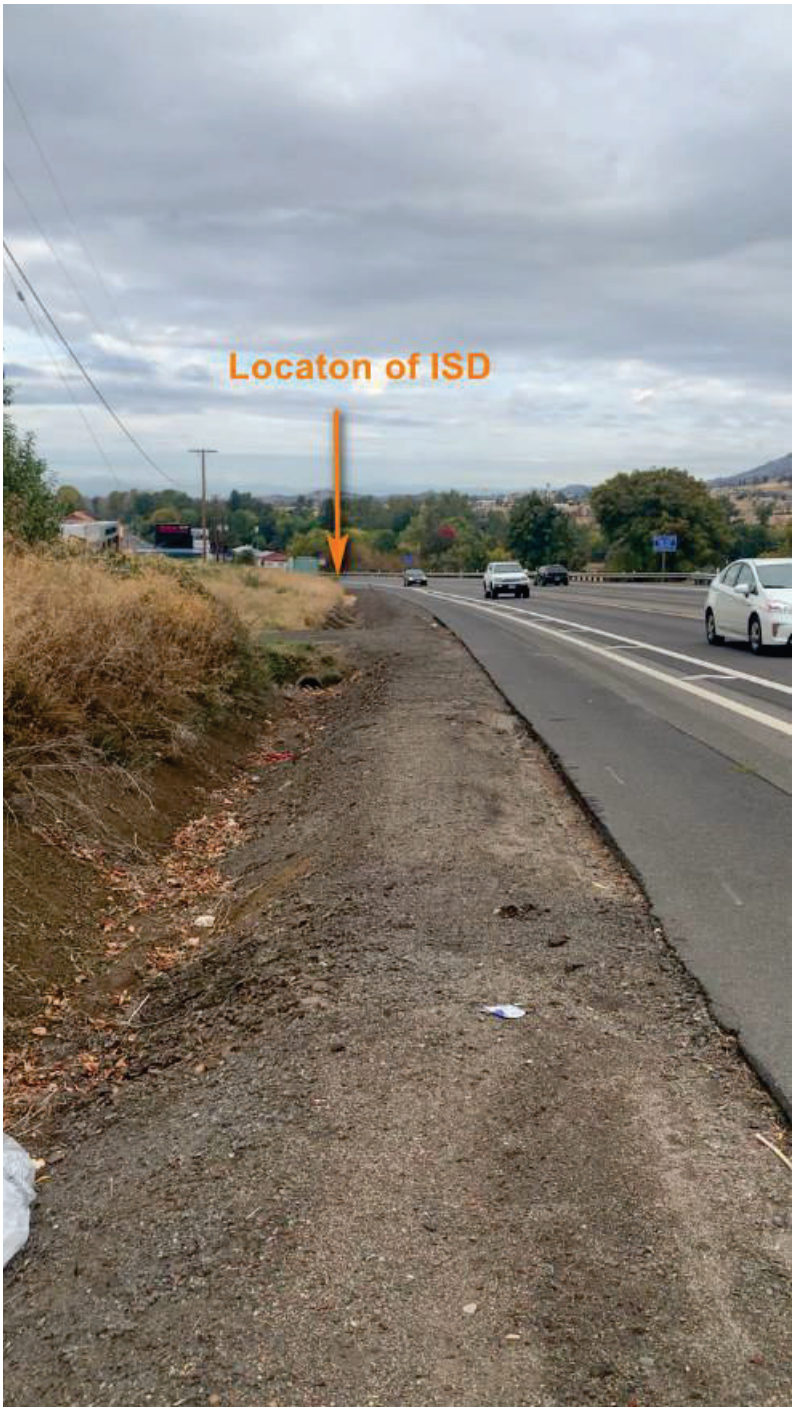
The AASHTO Methodology is to measure the ISD from the typical driver position at 14' back from the travel way. The available ISD to the north was measured at 569 feet, and the available ISD to the south was measured at 577 feet. The ISD requirements are met. Figure 1 provides an illustration of the ISD measurement. The images 1 and 2 below illustrate the field verification photos.

By meeting/exceeding the minimum ISD and SSD requirements, it is demonstrated that there is sufficient line of sight for movements into and out of the site access to be made safely and is in compliance with the jurisdictional authority, Oregon Department of Transportation.

The field verification of the ISD and SSD at the site access was performed by Sandow Engineering on October 8, 2021 and is in compliance with the jurisdictional authority, the Oregon Department of Transportation.

ISD requirement location looking north from site access. ISD is met

ISD requirement looking north from site access-zoomed in. ISD is met



ISD Requirement looking south from access location. ISD is met

ISD requirement looking north from site access-zoomed in. ISD is met

2.0 VEHICLE DELAY AND QUEING AT THE ACCESS

The delay/level of service and queuing a driver will experience while turning into or out of the site access connection was evaluated as part of the Traffic Impact Analysis for this site, dated August 5, 2019. The delay a vehicle experiences is important for safety. The low delay indicates that there are sufficient gaps in the traffic for a vehicle to make the turn in a reasonable time from and safely.

As per the State Planning Rule (OAR 660-012-0060) the evaluation is required to consider the operation at the maximum development potential of 251 units. The evaluation was performed for the current roadway configuration of one lane northbound, one lane southbound, and a center two-way left-turn lane. The analysis outputs are provided as an attachment.

At the man site the delay movements will experience during the PM peak hour through the year 2034 are estimated at:

- Eastbound left (exiting site)= 40.3 (E)
- Eastbound right (exiting site)= 20.9 (C)
- Northbound left (entering site)= 11.3 (B)
- Northbound right (entering site)= 0.0 (A)

The delay for a development scenario of 251 units in the year 2034 is within the typical standards allowed for delay at stop-controlled locations. The delay an average vehicle may experience will not cause any unreasonable safety issues at the access location.

The queuing evaluation illustrates the following queue lengths:

- Eastbound left (exiting site)= 75 feet
- Eastbound right (exiting site)= 50 feet
- Northbound left (entering site)= 50 feet
- Northbound right (entering site)= 0 feet

The queue length for the PM peak hour in year 2034 is projected at 75 feet (3 cars) at the driveway and 50 feet (2 cars). The queue length does not cause impediments to other drivers on the roadway. The delay and queuing movements into and out of the access will not cause any safety concerns.

The delay and queuing movements into and out of the access will not cause any safety concerns and are in compliance with the jurisdictional authority, the Oregon Department of Transportation.

BICYCLE ACCESS

The requirements of AMC 18.5.8.050(E) (2) state that for an annexation: 1) safe and accessible bicycle facilities according to the safety analysis and standards of the governing jurisdiction of the facility or street (e.g., City of Ashland, Jackson County, Oregon Department of Transportation) exist, or can and will be constructed. 2) Should the annexed area border an arterial street, bike lanes shall be constructed along the arterial street frontage of the annexed area. 3) Likely bicycle destinations within a quarter of a mile from the project site annexed area shall be determined and the approval authority may require the construction of bicycle lanes or multi-use paths connecting the annexed area to the likely bicycle destinations after assessing the impact of the development proposed concurrently with the annexation.

1. Hwy 99 currently has buffered bike lanes (striping) along the development frontage. There are bike lanes on both sides of Hwy 99 that extend to north of Valley View Road to the north and into downtown Ashland to the south. The bike lanes are of typical width and the striped buffer along the site frontage provide an additional safety element. The development proposal includes bicycle lanes accordance with City standards along the frontage and includes two multi-use path connections into the site. The bicycle facilities that exist or will be provided as part of the annexation is in compliance with the design and safety criteria of the governing jurisdiction, ODOT. This criterion is met.

2. The frontage street, Hwy 99, is an arterial level street. There is an existing buffered (striped) bike lane along the property frontage. The applicant will maintain the bike lanes along the frontage with the frontage improvements that are required. This criterion is met and complies with the governing jurisdiction, ODOT.

3. Bicycling destinations within 0.25 miles from the site are limited as this area is not very built out. To the south, a destination is a bus stops between Main St and Schofield St. There are no destinations to the east or west. Within 0.25 miles to the north there is a coffee shop on the east side of Hwy 99 and a restaurant and retail on the north side. Outside the 0.25-mile radius there is a connection to the Bear Creek Greenway St, Valley View and Hwy 99 intersection. There are bike lanes along Hwy 99 between these locations and the development site. Additionally, there are bike lanes from the development site to downtown Ashland. The bike lanes provide safe and accessible bicycle travel options from the site to likely destinations and are in compliance with the jurisdictional authority, the Oregon Department of Transportation.

PEDESTRIAN ACCESS

As per AMC 18.5.8.050 (E) (3), there is a requirement to provide the following: 1) safe and accessible pedestrian facilities according to the safety analysis and standards of the governing jurisdiction of the facility or street (e.g., City of Ashland, Jackson County, Oregon Department of Transportation) exist, or can and will be constructed. 2) Full sidewalk improvements shall be provided on one side of all streets bordering on the proposed annexed area. 3) Sidewalks shall be provided as required by ordinance on all streets within the annexed area. 4) Where the annexed area is within a quarter of a mile of an existing sidewalk system or a location with demonstrated significant pedestrian activity, the approval authority may require sidewalks, walkways or multi-use paths, to be constructed to extend and connect to either or both the existing system and locations with significant pedestrian activity.

1. There are currently no sidewalks along Hwy 99 between the development site and Schofield St to the south. The applicant will be providing street frontage improvements that meet the city design standards which includes full sidewalk improvements. The

sidewalk will extend south beyond the site to connect to the existing sidewalk to the south. The pedestrian facilities that will be provided as part of the annexation is in compliance with the design and safety criteria of the governing jurisdiction, ODOT. This criterion is met.

2. Hwy 99 is the only street that borders the development site. There are currently no sidewalks on either side of Hwy 99 along the frontage. The applicant will be providing full sidewalk improvements along the Hwy 99 frontage in compliance with the governing jurisdiction authority, ODOT. This criterion is met.

3. There are no interior streets proposed. There will be several pedestrian connections made between Hwy 99 and apartment buildings, parking areas, and other areas on site. This criterion is met.

4. The applicant will be providing a sidewalk connection to the south, in compliance with the governing jurisdiction, ODOT. This criterion is met.

Additionally, the applicant will be providing a High Visibility crosswalk across Hwy 99 in the form of a Rectangular Rapid Flashing Beacon (RRFB). The crossing will be place between N Main St at Schofield St near the bus stops. The RRFB crossing will provide a safe pedestrian crossing for development site users to cross Hwy 99 to access the nearest bus stop. The local ODOT authorities have given approval to install a crosswalk and Rectangular Rapid Flashing Beacon (RRFB). The developer has to design and install the facility at their expense. ODOT has agreed on the location and concept layout. Once the design has been complete, it will be submitted to ODOT for review. Figure 1 attached shows an illustration of the RRFB crossing.

The proposed sidewalk construction along the site frontage, the sidewalk connection to the existing sidewalk to the south, and the enhanced pedestrian crossing across Hwy 99 will provide the uses of the site with reasonably safe and accessible walking options between the site and adjacent destinations. All of these improvements will be in compliance with the governing jurisdiction, ODOT.

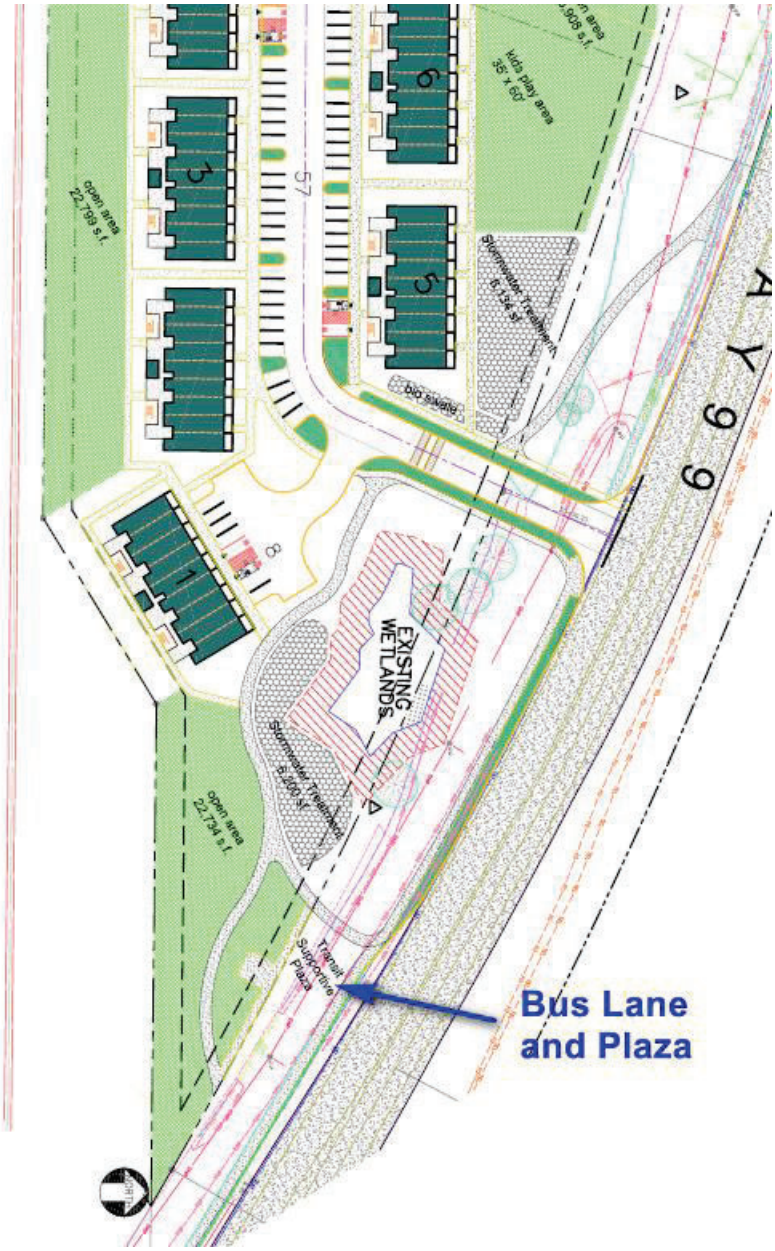
Transit

As per AMC 18.5.8.020(E)(4), for transit transportation, should transit service be available to the annexed area, or likely be extended to the annexed area in the future based on information from the local public transit provider, the approval authority may require construction of transit facilities, such as bus shelters and bus turn out lanes.

Currently, the nearest transit stop is located south of the site between Main Street and Schofield St (approximately 950 feet to the south). The applicant will be providing a High Visibility Pedestrian Crossing in the form of a Rectangular Rapid Flashing Beacon (RRFB). The crossing will be place between N Main St at Schofield St near the bus stops. The RRFB crossing will provide a safe pedestrian crossing for development site users to cross Hwy 99 to access the bus stop.

The applicant will be constructing a bus lane and a covered bus plaza for an enhances transit stop along the southern site frontage. The design will allow buses to stop outside the travel lane and have a dedicated lane to accelerate prior to merging into the travel lane. The applicant will be providing a direct multi-use path from the apartment building to the bus plaza. The illustration below demonstrates the concept level bus plaza location.

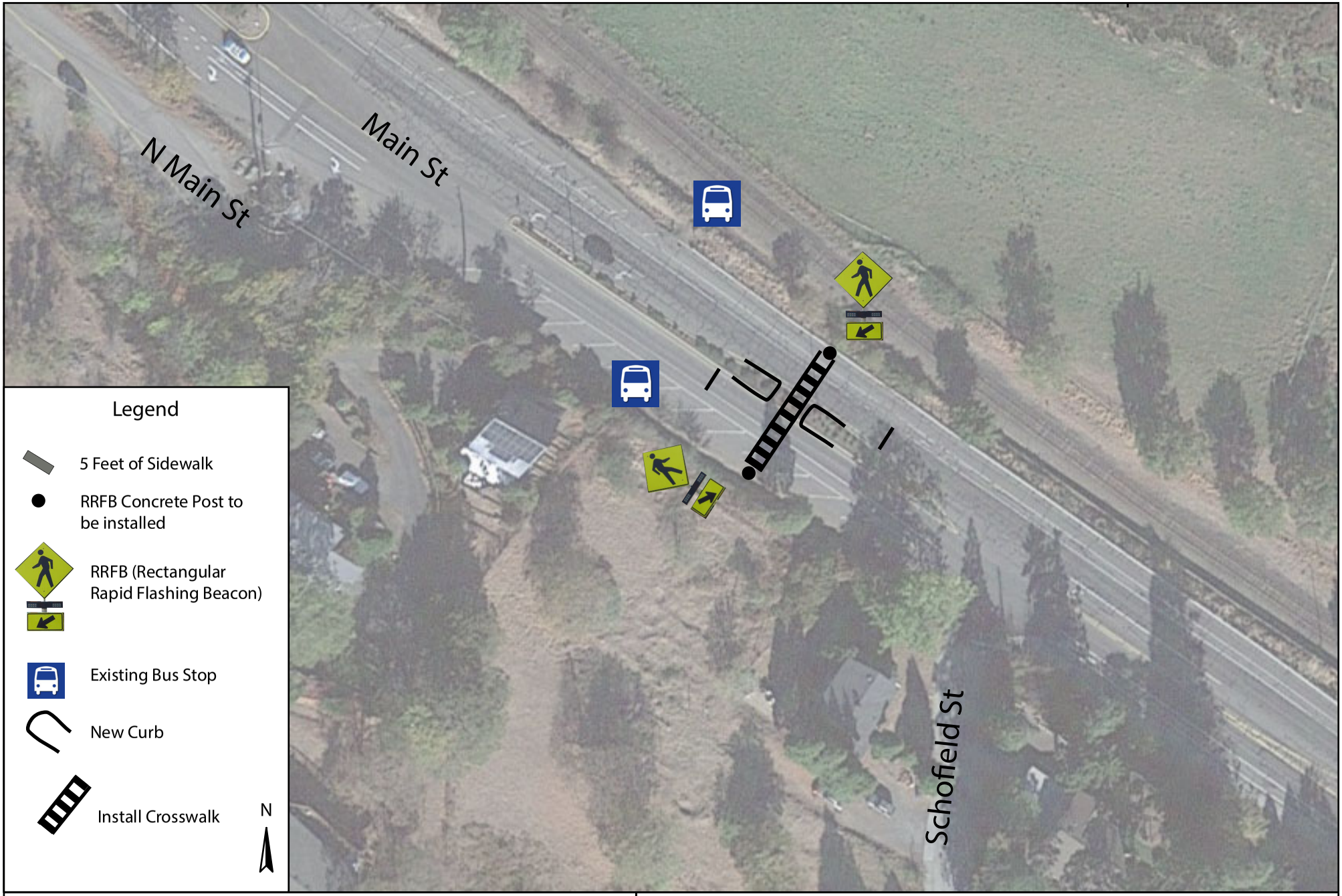
The applicant is providing safe connections to the existing transit stops and providing enhanced transit access along the site frontage at the location requested by RVTD based on their evaluation of safety for the transit access and location, in compliance with the governing jurisdiction, ODOT.



CONCLUSION

As presented in this letter, the driveway will operate safely and efficiency for the level of vehicle use proposed.

The applicant will provide full sidewalks and bicycle improvements along the site frontage, provide sidewalk connections to the south, an enhanced pedestrian crossing (RRFB) across Hwy 99, and an enhances transit stop along the southern site access. The pedestrian, bicycle, and transit facilities in place with the annexation and development of the site will provide facilities that are in compliance with the governing roadway jurisdiction safety and design requirements. Therefore, the proposed annexation is in compliance with the standards of AMC 18.5.8.050 E and the governing jurisdiction, ODOT.



Ashland, OR

Concept location of New Crosswalk and RRFB

SANDOWENGINEERING

160 Madison Street Suite A Eugene, Oregon 97402 - 541.513.3376 - sandowengineering.com

Intersection	
Int Delay, s/veh	0.6

Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations						
Traffic Vol, veh/h	18	16	29	1401	1056	54
Future Vol, veh/h	18	16	29	1401	1056	54
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	75	0	125	-	-	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	85	85	95	95	95	95
Heavy Vehicles, %	1	1	1	1	1	1
Mvmt Flow	21	19	31	1475	1112	57

Major/Minor	Minor2		Major1		Major2	
Conflicting Flow All	2678	1141	1169	0	-	0
Stage 1	1141	-	-	-	-	-
Stage 2	1537	-	-	-	-	-
Critical Hdwy	6.41	6.21	4.11	-	-	-
Critical Hdwy Stg 1	5.41	-	-	-	-	-
Critical Hdwy Stg 2	5.41	-	-	-	-	-
Follow-up Hdwy	3.509	3.309	2.209	-	-	-
Pot Cap-1 Maneuver	25	245	601	-	-	-
Stage 1	306	-	-	-	-	-
Stage 2	197	-	-	-	-	-
Platoon blocked, %				-	-	-
Mov Cap-1 Maneuver	24	245	601	-	-	-
Mov Cap-2 Maneuver	118	-	-	-	-	-
Stage 1	290	-	-	-	-	-
Stage 2	197	-	-	-	-	-

Approach	EB	NB	SB
HCM Control Delay, s	32.1	0.2	0
HCM LOS	D		

Minor Lane/Major Mvmt	NBL	NBT	EBLn1	EBLn2	SBT	SBR
Capacity (veh/h)	601	-	118	245	-	-
HCM Lane V/C Ratio	0.051	-	0.179	0.077	-	-
HCM Control Delay (s)	11.3	-	42.1	20.9	-	-
HCM Lane LOS	B	-	E	C	-	-
HCM 95th %tile Q(veh)	0.2	-	0.6	0.2	-	-

Summary of All Intervals

Run Number	1	2	3	4	5	Avg
Start Time	4:20	4:20	4:20	4:20	4:20	4:20
End Time	5:30	5:30	5:30	5:30	5:30	5:30
Total Time (min)	70	70	70	70	70	70
Time Recorded (min)	60	60	60	60	60	60
# of Intervals	3	3	3	3	3	3
# of Recorded Intervals	2	2	2	2	2	2
Vehs Entered	3527	3476	3500	3530	3568	3521
Vehs Exited	3515	3474	3535	3528	3499	3509
Starting Vehs	240	239	266	232	222	238
Ending Vehs	252	241	231	234	291	242
Travel Distance (mi)	5060	4999	4973	5002	5089	5025
Travel Time (hr)	539.6	521.6	438.9	469.6	541.5	502.3
Total Delay (hr)	382.8	367.2	285.0	314.6	384.3	346.8
Total Stops	4726	4527	4385	4255	5235	4625
Fuel Used (gal)	244.8	238.6	219.6	226.3	246.7	235.2

Interval #0 Information Seed

Start Time	4:20
End Time	4:30
Total Time (min)	10

Volumes adjusted by Growth Factors.

No data recorded this interval.

Interval #1 Information Recording

Start Time	4:30
End Time	4:45
Total Time (min)	15

Volumes adjusted by PHF, Growth Factors.

Run Number	1	2	3	4	5	Avg
Vehs Entered	918	917	894	899	942	913
Vehs Exited	881	887	906	890	873	888
Starting Vehs	240	239	266	232	222	238
Ending Vehs	277	269	254	241	291	260
Travel Distance (mi)	1312	1275	1276	1255	1283	1280
Travel Time (hr)	84.6	96.4	80.6	82.3	90.8	87.0
Total Delay (hr)	44.1	57.0	41.4	43.6	51.3	47.5
Total Stops	1246	1258	1063	1005	1173	1148
Fuel Used (gal)	50.5	53.0	49.1	48.5	51.5	50.6

Interval #2 Information Recording2

Start Time	4:45
End Time	5:30
Total Time (min)	45

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	1	2	3	4	5	Avg
Vehs Entered	2609	2559	2606	2631	2626	2606
Vehs Exited	2634	2587	2629	2638	2626	2622
Starting Vehs	277	269	254	241	291	260
Ending Vehs	252	241	231	234	291	242
Travel Distance (mi)	3748	3724	3697	3748	3806	3744
Travel Time (hr)	455.0	425.2	358.3	387.3	450.7	415.3
Total Delay (hr)	338.7	310.2	243.6	271.0	333.1	299.3
Total Stops	3480	3269	3322	3250	4062	3477
Fuel Used (gal)	194.3	185.6	170.5	177.8	195.1	184.7

Intersection: 26: 99 & South Project Access, Interval #1

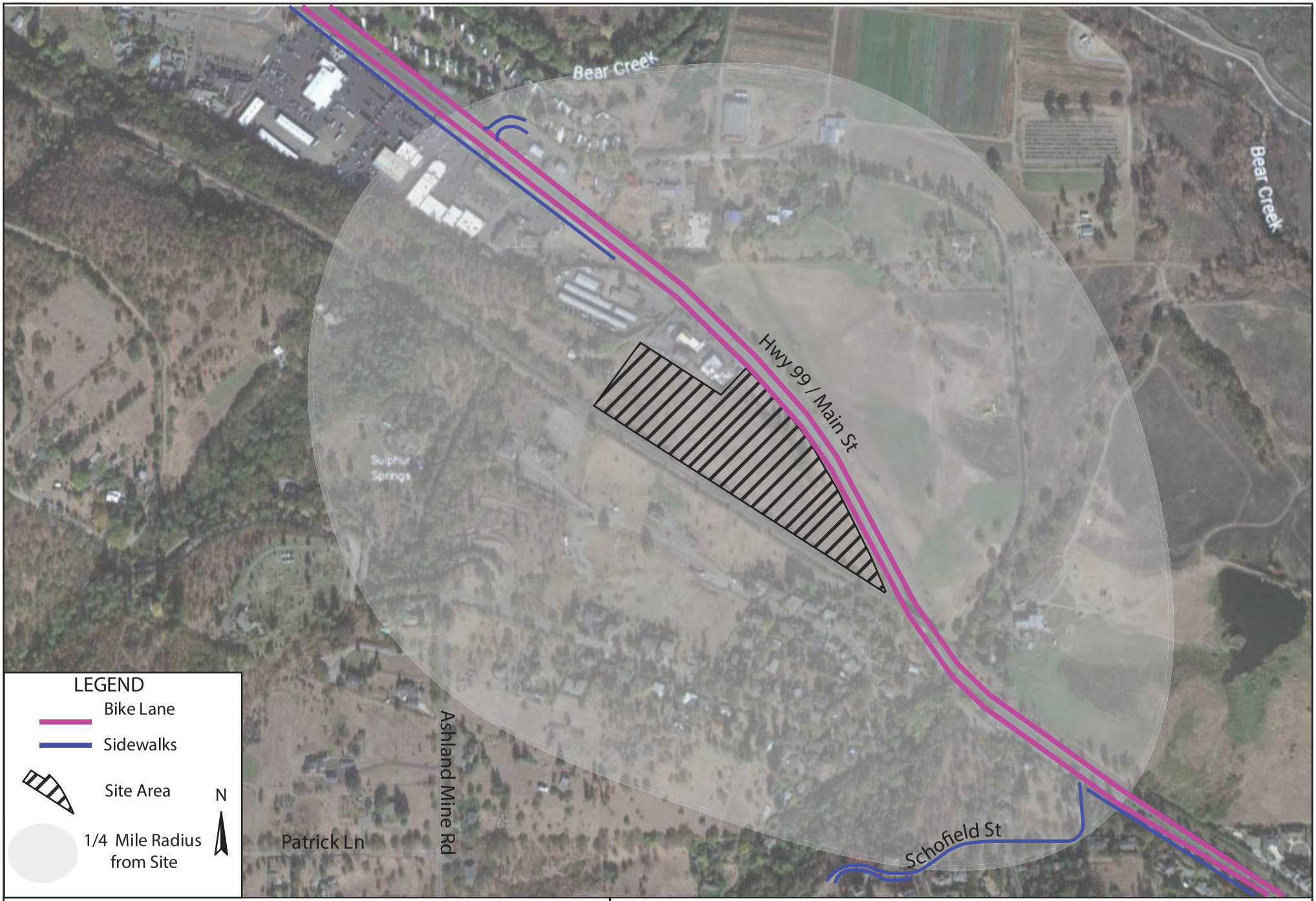
Movement	EB	EB	NB
Directions Served	L	R	L
Maximum Queue (ft)	58	43	42
Average Queue (ft)	29	17	13
95th Queue (ft)	68	47	42
Link Distance (ft)		163	
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)	75		125
Storage Blk Time (%)	5	0	
Queuing Penalty (veh)	1	0	

Intersection: 26: 99 & South Project Access, Interval #2

Movement	EB	EB	NB
Directions Served	L	R	L
Maximum Queue (ft)	71	43	44
Average Queue (ft)	23	13	17
95th Queue (ft)	62	41	45
Link Distance (ft)		163	
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)	75		125
Storage Blk Time (%)	4	0	
Queuing Penalty (veh)	1	0	

Intersection: 26: 99 & South Project Access, All Intervals

Movement	EB	EB	NB
Directions Served	L	R	L
Maximum Queue (ft)	75	54	48
Average Queue (ft)	24	14	16
95th Queue (ft)	64	43	44
Link Distance (ft)		163	
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)	75		125
Storage Blk Time (%)	4	0	
Queuing Penalty (veh)	1	0	



Grand Terrace, Ashland, OR

Pedestrian Facilities

SANDOWENGINEERING

160 Madison Street Suite A Eugene, Oregon 97402 - 541.513.3376 - sandowengineering.com

CITY OF ASHLAND

Memo

DATE: May 12, 2020

TO: Ashland Planning Commission

FROM: Derek Severson, *Senior Planner*

RE: Grand Terrace Annexation

During the Planning Commission's initial public hearing for the Grand Terrace annexation proposal back in November, a number of issues were identified by the Planning Commission as needing to be further addressed by the applicant. The Planning Commission continued the matter, and asked that the applicant work with the Oregon Department of Transportation (ODOT) and Rogue Valley Transportation District (RVTD) to address some outstanding transportation items and then take the proposal back to the Transportation Commission for a recommendation before returning to the Planning Commission.

The item was scheduled to be heard by the Transportation Commission in March, however with the COVID-19 pandemic and associated emergency declarations by the city and state, the March Transportation Commission meeting was canceled and subsequent advisory commission meetings have been suspended indefinitely. Staff believed it was prudent at this point to bring the matter back to the Planning Commission for an evidentiary hearing to consider how each of the identified issues has been addressed, and identify where Commissioners believe more attention is still needed. It is not staff's intent that a decision be made at the meeting tonight, but rather that Commissioners have a chance to refamiliarize themselves with the proposal and the issues as they currently stand after six months, to provide any feedback, and to schedule the matter for a later meeting if Commissioners believe it is appropriate to do so at this stage.

The issues identified by the Planning Commission are summarized below, along with a summary of the applicant's response for each to date and any staff comments:

- **CONTIGUITY & THE RAILROAD PROPERTY**

  During the initial public hearing it was noted that the property was separated from the city by railroad property which is not considered to be right-of-way and as such the property cannot be found to be "*currently contiguous*" to the city as required in AMC 18.5.8.050.C. There was some discussion of the possibility of extending a "cherry stem" of Highway 99 right-of-way from the existing city limits to connect the property to the city limits.

Department of Community Development
51 Winburn Way
Ashland, Oregon 97520
www.ashland.or.us

Tel: 541-488-5305
Fax: 541-552-2050
TTY: 800-735-2900

Applicant Response
In a January 28, 2020 letter responding to the outstanding issues, the applicant notes that railroads have historically been a quasi-public entity and that railroad right-of-way intersecting streets or highway has never prevented annexations as the railroad was built for public use similar to highway right-of-way, rather than as private land for development purposes. This letter and its associated exhibits also speak to the history of donation land claims in the vicinity. The applicant has also indicated that they are attempting to communicate with the railroad to obtain consent to annexation.

Staff Comments
The surveying unit from the Oregon Department of Transportation (ODOT) has provided deed records indicating that the Highway 99 corridor under the railroad overpass crosses the railroad property via easement and as such, ODOT granting a "cherry stem" connection of their right-of-way along the property frontage is not an option to resolve the issue.

In considering this issue, staff notes that AMC 18.5.8.060 provides that "*When an annexation is initiated by a private individual, the Staff Advisor may include other parcels of property in the proposed annexation to make a boundary extension more logical and to avoid parcels of land which are not incorporated but are partially or wholly surrounded by the City. The Staff Advisor, in a report to the Planning Commission and City Council, shall justify the inclusion of any parcels other than the parcel for which the petition is filed. The purpose of this section is to permit the Commission and Council to make annexations extending the City's boundaries more logical and orderly.*"

Staff would further note that ORS 222.170 discusses "***Annexation by consent before public hearing or order for election"*** in subsection 4, noting that ***"Real property... or railroad... shall not be considered when determining the number of owners, the area of land or the assessed valuation required to grant consent to annexation under this section unless the owner of such property files a statement consenting to or opposing annexation with the legislative body of the city on or before a day described in subsection (1) of this section.***"

Based on the above, the current hearing was re-noticed as including both the state highway right-of-way and the railroad property abutting the property. This notice was sent to representatives of the railroad. Subsequent to mailing of the hearing notice, representatives of the railroad contacted staff via e-mail (see attached April 29, 2020 e-mail from CORP Railroad representative Chad Mullarkey) to indicate that, "*Without having more information to go off of the railroad does not intend to allow its property to be annexed and does not approve of any developments that include railroad property at this time.*" Staff have e-mailed and left voicemail with an explanation of the situation seeking further discussion and are awaiting a response. At this point, this issue has not been resolved.

- **AFFORDABILITY**

Several of the Planning Commissioners noted that the affordability requirement for annexations in AMC 18.5.8.050.G does not provide for the exclusion of unbuildable areas from the base density used in calculating the required number of affordable units. Commissioners asked that the applicant address the affordability requirements based on the language in the Land Use Ordinance.

Applicant Response

The applicant asserts that while the Municipal Code requires that the number of affordable housing units be determined by the base density of the property, where substantial areas of the property are undevelopable it should exclude those areas. The applicant further emphasizes that the Oregon Revised Statutes in ORS 660-008-005 defines buildable land to mean "*residentially designed land within the urban growth boundary, including both vacant and developed land likely to be redeveloped that is suitable, available and necessary for residential uses…. Land is generally considered suitable and available unless it: a) Is severely constrained by natural hazards as determined under Statewide Planning Goal 7; b) Is subject to natural resource protection measures determined under Statewide Planning Goals 5,6,15,16,17 or 18; c) Has slopes of 25 percent or greater; d) Is within the 100-year flood plan; or e) Cannot be provided with public facilities.*" The applicant emphasizes that buildable land is considered in preparing the city's Buildable Lands Inventory (BLI), that the Housing Element of the Comprehensive Plan notes that density should decrease with an increase in slope to avoid excessive erosion and hillside cuts (Policy 17), and minimum density standards in AMC 18.2.5.080.B and 18.5.8.050.F provide for reductions in minimum densities for significant natural features. The applicant argues that physically constrained areas are not considered to be buildable lands and as such should not be considered as part of the area for development for purposes of calculating density. Here, a substantial area of the property has slopes of more than 35 percent, riparian drainages and wetlands that will prevent the extension of infrastructure and construction of dwellings and should be excluded from density calculations.

Staff Comments

In staff's assessment, the issue for the Commission in November was not whether unbuildable lands were to be excluded from base density and minimum density calculations. AMC 18.5.8.050.F is clear in requiring a demonstration that development, "will ultimately occur at a minimum density of 90 percent of the base density for the zone, *unless reductions in the total number of units is necessary to accommodate significant natural features, topography, access limitations, or similar physical constraints."* The issue raised by Commissioners back in November was that AMC 18.5.8.050.G.1 reads, "*The total number of affordable units provided to qualifying buyers, or to qualifying renters, shall be equal to or exceed 25 percent of the base density as calculated using the unit equivalency values set forth herein."* There is no clear provision for a reduction in the base density when calculating the number of required affordable units for annexations as there is in calculating the minimum density requirement. Staff would note that City regulations require that constrained lands (hillsides, water resource protection zones for streams and wetlands, and lands with significant natural features) be excluded from development and historically these lands have been excluded from the affordability calculations as well as from the minimum density.

TRANSPORTATION ISSUES

- **Existing Easement**

  Planning Commissioners asked that the applicant provide evidence that the existing 30-foot wide mutual access easement in place near the veterinary hospital will support the eventual access proposed in the conceptual development plan in terms of its width, location, any restrictions in easement language and ability to accommodate accessible improvements.

Applicant Response

The applicant has indicated that access to the property is provided by a 30-foot wide ingress access easement and notes that there are no reservations or limits noted upon the easement. The applicant further explains that there is a 25-foot wide right of access to the highway from the easement, and that the applicant's attorney has reviewed the easement and found no restrictions. The applicant has included a survey noting the easement area along with the easement language.

Staff Comments

Multi-family zoned property is not required to provide dedicated public streets with development. City standards in AMC 18.4.3.080.D.3 require that, "*Parking areas of more than seven parking spaces shall be served by a driveway 20 feet in width and constructed to: facilitate the flow of traffic on or off the site, with due regard to pedestrian and vehicle safety; be clearly and permanently marked and defined; and provide adequate aisles or turn-around areas so that all vehicles may enter the street in a forward manner.*" In addition, AMC 18.4.4.030.F.2.a requires that areas for vehicle maneuvering, parking and loading have a five-foot wide landscaped screening strip where abutting a property line. A 30-foot width would accommodate a 20-foot driveway with five feet of landscaping on each side.

- **Street Lighting**

  The Planning Commissioners requested that the application include details for street-lighting to increase pedestrian safety along the corridor, with particular focus on the driveway locations. Planning staff have also suggested that the applicant consider how they might more clearly delineate the northern driveway entrance at the street for drivers in conjunction with proposed frontage improvements.

  Applicant's Response

  The applicant's January 28, 2020 response letter indicates that an ODOT-standard cobra style street light or City-standard pedestrian-scaled streetlight will be placed near the improved driveway apron. In addition, Exhibits C.3 and C.4 illustrate a total of five additional lights to be installed along the property frontage.

  Staff Comments

  The applicant has provided details of lighting placement along the frontage.

- **Southbound RVTD Bus Stop**

  Planning Commissioners asked that the applicant work with RVTD and ODOT to provide design details for a southbound RVTD bus stop on the subject property's frontage which would likely need to include a pull-out, shelter with lighting, sidewalk, accessible loading pad and accessible route to the site, any necessary retaining, and a merge lane for the bus to re-enter the travel lane at an appropriate speed.

  Applicant

  The applicant notes that the project team has met with RVTD and its Bus Stop Committee, and a new, southbound bus pull-out lane, bus stop pad and future electric conduit to provide low voltage power is proposed to be provided south of the main driveway entrance to the site.

Staff Comments
The applicant's Exhibit C.4 illustrates the proposed bus pull-out lane, shelter and street light placement, and a proposed walkway connecting from the shelter onto the project site. It appears that this issue has been addressed.

- **Bicycle & Pedestrian Connectivity to Northbound RVTD Stop/s**
The Planning Commissioners asked that the applicant address safe bicycle and pedestrian connectivity to the existing northbound RVTD "flag stop" located south of the railroad bridge likely to include an *enhanced crossing* from the flag stop across Highway 99N, and also asked that the applicant address ODOT's previous recommendation for an extra-wide shared use path generally from the *enhanced crossing* to the southern driveway on site. (The approval criteria for annexation include that, *"Likely pedestrian destinations from the project site shall be determined and the safe and accessible pedestrian facilities serving those destinations shall be indicated (**AMC 18.5.8.050.E.3**)."*

Applicant Response
In the January 28, 2020 letter, the applicant notes that there are two northbound RVTD stops within 1,800 to 2,00 feet of the property. The first is near the intersection of North Main Street and Highway 99N, and the applicant emphasizes that it is a legal pedestrian crossing. The applicant indicates that in conversation with ODOT traffic engineers, while they support that the intersection is a pedestrian crossing, it cannot be marked with new striping, rapid flash beacons (RRFB's) or similar because the number of pedestrian crossings of the highway, volume of pedestrians, volume of vehicle traffic and vehicle speeds to rise to the threshold for allowing a marked crossing. The applicant further indicates that ODOT does support a median refuge at the intersection of North Main and Highway 99N along with "Pedestrian Crossing" signage, and notes that the median in this area that would have provided a pedestrian refuge was recently removed to better enable vehicles crossing at this intersection. A smaller median is in place south of the intersection, but improvements would be necessary to create an adequate pedestrian refuge.

The other northbound stop is near the intersection of Valley View Road and Highway 99N. This is a signaled intersection with a painted crosswalk in place on three of the four legs of the crossing.

The applicant emphasizes that the subject property and its proximity to both northbound stops and the new proposed southbound stop are within Transit Supportive Areas in the RVTD 2040 Transit Master Plan as the property is within the "quartermile walkshed" from transit stops. This consists of areas that are within a typical five-minute walk at a normal walking pace. The applicant concludes that like most areas in the community, there is not a northbound and southbound bus stop along the property frontage and this does not prevent commuters from crossing Highway 99N (or Siskiyou Boulevard or Highway 66) to access transit stops where they are not directly connected via a crosswalk or signalized intersection.

Staff Comments
In conversations with ODOT staff, they have indicated that they do not believe any new pedestrian crossings of Highway 99 are appropriate given the speeds, traffic volumes, sight and stopping distances when weighed against the anticipated number of pedestrians.

Staff have not seen designs drawings for any potential improvements to the existing median at the intersection of North Main Street and Highway 99N to provide pedestrian refuge and signage.

- **Exception to Street Standards/Curbside Sidewalks**
  At least one Planning Commissioner has questioned whether Exceptions to the Street Design Standards are merited, and others have inquired whether a curbside sidewalk is appropriate adjacent to a 45 MPH travel lane. Staff have recommended that the applicant more clearly articulate the basis for the requested Exceptions to not provide standard parkrow in terms of the on-site conditions in specific sections of the roadway (*i.e. based on available right-of-way, topography, existing constraints, etc.*).

  Applicant Response
  In the January 28, 2020 response letter, the applicant speaks to frontage improvements, explaining that along the entire frontage of the subject property a standard sidewalk and parkrow configuration is proposed except where the installation of the bus pull-out lane and bus shelter instead necessitate an eight-foot curbside sidewalk. The applicant discusses specific sidewalk sections in terms of the station numbers on the civil drawings.

  - **Stations 1-16 (North of Land of Paws**): An 8-foot curbside sidewalk is proposed. The applicant explains that there is a large roadside ditch and private property belonging to Anderson Autobody which prevent parkrow installation, and this curbside sidewalk will connect to existing curbside sidewalk to the north.
  - **Stations 16-23:** A 3-foot bike buffer, 6-foot bike lane, 7-½ foot parkrow, and 6-foot sidewalk are proposed along this section of the property frontage.
  - **Stations 23-27:** A bus pull-out lane, bus stop and 8-foot curbside sidewalk are proposed along this section of the property frontage. Parkrow here has been replaced by the bus pull-out lane.
  - **Station 27-34:** A 3-foot bike buffer, 6-foot bike lane, and 8-foot curbside sidewalk are proposed. The applicant explains that this section is physically constrained by a steep roadside embankment and by the railroad trestle.
  - **Station 34 – Schofield/North Main:** A 6-foot bike lane, 7½ -foot parkrow and 6-foot sidewalk are proposed in this section.

  Staff Comments
  The applicant here has explained the improvements proposed and where/why exceptions to city standards are needed.

- **Speed reduction**
  Based on the Planning Commission discussion, staff have also suggested that it may be in the applicant's interest to discuss the possibility of a speed reduction on the Highway 99 North corridor from Valley View Road south into Ashland as one means of addressing pedestrian safety and the ability of the RVTD buses to merge back into traffic from a stop.

  Applicant
  The applicant notes that ODOT is the authority on highway markings for pedestrian crossings and for highway speed limits, and at this time there is not enough justification for speeds to be lower. The applicant indicates that with a change in roadside culture through annexation and development, driving habits can change. They suggest that after improvements are made, a formal speed study to seek a reduction in highway speeds can be undertaken and eventually, if speeds are reduced and pedestrian volumes increase, potential marked crossings could be approved by ODOT.

Staff Comments
Speed reduction would ultimately require an application to ODOT after which they would conduct a zonal analysis and a decision would ultimately come from the state traffic engineer.

- **Traffic Impact Analysis (TIA)**
  ODOT had previously provided comment (October 25, 2019) on the Grand Terrace TIA, noting among other things that they had observed queuing significantly greater than that noted in the TIA for both the OR99 & Valley View and the Main & Maple intersections.

  Applicant Response
  The applicant's traffic engineer, Kelly Sandow, P.E., has submitted a technical memorandum in response to ODOT's original review comments. In the January 28, 2020 letter from the applicant responding to outstanding issues, the applicant notes that ODOT has provided preliminary review comments on the technical memorandum to the applicant team with minor suggestions, but that generally there were no major issues or concerns to require additional TIA data or off-site intersection improvements. The applicant has provided a February 24, 2020 e-mail from Wei (Michael) Wang, P.E. & M.S., the Region 3 Interim Access Management Engineer with ODOT which indicates that ODOT had reviewed the technical memorandum and had no further review comments at this time.

  Staff Comments
  In speaking with ODOT staff, they have indicated that at this point, ODOT has given their final sign-off to the TIA with the addition of the technical memorandum. Formal written comments to this effect from ODOT have not been provided, however ODOT has been notified of the upcoming electronic meeting on May 12th, and may provide additional written comments prior to May 12th.

Next Steps

Staff believes that at this stage, it would be helpful for the Planning Commissioners to weigh in on the above issues. From there, the Commission might either continue discussions and deliberation to a date certain, or identify the outstanding areas where they believe further information from the applicant is needed.

Supporting Information:

- **Packet Materials Provided for May 12 Meeting**

  - 2020-0504 E-mail from Amy Gunter re: ODOT TIA comments
  - 2020-0504 Written Submittal from Sydnee Dryer for neighbor Scott Knox
  - 2020-0429 E-Mail and Attachment from CORP Railroad Representative Chad Mullarkey
  - 2020-0428 E-Mail from Anderson Autobody
  - 2020-0228 Severson e-mail re: ODOT update
  - 2020-0203 Applicant's TIA Response Technical Memo
  - 2020-0128 Applicant's Letter Responding to PC Issues
  - 2020-0107 ODOT Survey Unit Materials re: Railroad Right-of-Way
  - 2020-0106 E-mail from Barbara Allen
  - 2019-1112 Exhibits Submitted during November PC Hearing

- **Link to the October 2019 Planning Commission Packet:** http://www.ashland.or.us/files/2019-10-08_PC_Packet-web.pdf
  NOTE: *This hearing was postponed to November at the applicant's request but packet material was distributed via the link above.*

- **Link to the November 2019 Planning Commission Packet:** http://www.ashland.or.us/files/2019-11-12_PC_Packet_web.pdf

- **Link to the November 2019 Planning Commission Video:**
  https://videoplayer.telvue.com/player/w9sPsSE7vna3XTN_39bs1rEXjVWF0kfP/media/525050?fullscreen=false&showtabssearch=true&autostart=true&jwsource=cl

- **Link to the March 2020 Transportation Commission Packet:**
  https://www.ashland.or.us/files/TC_Packet_3.19.20.pdf
  NOTE: *This hearing was canceled to the COVID-19 emergency declaration, but packet material was distributed via the link above. The packet includes new transportation-related Information provided by the applicant since the initial Planning Commission hearing including:*

Oregon
Kate Brown, Governor

Department of Transportation
Region 3 Planning and Programming
100 Antelope Drive
White City, Oregon 97503
Phone: (541) 774-6299

March 7, 2020

Mr. Derek Severson
City of Ashland – Community Development
51 Winburn Way
Ashland, OR 97529

RE: PA-T3-2019-00001, 1511 Highway 99 North

Dear Mr. Severson,

Thank you for providing the Oregon Department of Transportation (the "Department" or "ODOT") with the opportunity to provide comments associated with the zone change and annexation of approximately 16.87 acres at 1511 Highway 99 North ("Subject Property"). ODOT has worked with the City and the applicant to try to find solutions which work for all parties. Please find our comments below regarding this proposal.

i. ODOT has reviewed the Traffic Impact Analysis ("TIA") prepared by the Sandow Engineering and believe that it satisfies the requirements of the Transportation Planning Rule (OAR 660-012).
ii. The proposed southbound bus pullout has satisfactory width, striping, and exit taper. The entrance taper requires an 8:1 taper rate and should be extended slightly from the 65'on sheet C.4 to approximately 80'.
iii. ODOT is amenable to the proposed median cut north of the intersection of N Main St. and Highway 99. A striped crosswalk would not be appropriate at this location given traffic speed and sight visibility.
iv. ODOT will require a hydraulic report demonstrating the proposal will not adversely affect State facilities. We understand this will be conducted during the final engineering phase of the project, after Planning Commission. As such, approval of PA-T3-2019-00001 should be conditioned on written approval from ODOT of a satisfactory hydraulics report.
v. ODOT is satisfied with the proposed sidewalk and bike facilities with the exception of the sidewalk under the trestle which should be at least 6' in width.
vi. Approval should be conditioned on the applicant obtaining a reservation indenture, access permits and misc./utility permits from ODOT. The applicant may begin these processes by contacting Julee Scruggs at Julee.Y.Scruggs@odot.state.or.us.

Please feel free to contact me at Micah.HOROWITZ@odot.state.or.us or 541-774-6331 should you have any questions or concerns.

Sincerely,

Micah Horowitz

Micah Horowitz, AICP
Senior Transportation Planner

Memo

CITY OF ASHLAND

Date: December 12, 2024
From: Scott A. Fleury
To: Transportation Advisory Committee
RE: Wayfinding Signage

BACKGROUND:
Deputy City Manager Jordan Rooklyn will present before the TAC on the wayfinding signage project she is working on.

CONCLUSION:
Action required, discuss wayfinding signage project.

Memo

CITY OF ASHLAND

Date: December 12, 2024
From: Scott A. Fleury
To: Transportation Advisory Committee
RE: E-Bikes

BACKGROUND:
This is a continued discussion topic of the TAC.

November 2024 Background:
There has been much discussion recently at TAC meetings regarding E-Bike usage within the City, including public comment on safety related issues due to speed.

This is a formal/continued discussion in order to develop a plan moving forward to educate the public and tie into potential signage/striping improvements, specifically along the central Ashland bike path as previously discussed.

Bicycle Rules/Background:
Oregon law defines a "bicycle" as a vehicle which is designed to be operated on the ground on no more than three wheels. The wheels must measure at least 14" in diameter. The vehicle must have a seat for the rider and be propelled exclusively by human power.

E-Bikes and E-Scooters
"Electric assist bicycles" - also called "e-bikes" - are bicycles that are operated by pedaling, but get an extra boost from an electric motor. Electric assist bicycles are considered a bicycle in the Oregon Vehicle Code, but there are a few different rules that apply to electric assist and e-bikes. The minimum age to operate an e-bike is 16. People riding e-bikes may ride in bicycle lanes and on paths, but not on sidewalks. If there is not a bicycle lane, you can ride an e-bike or e-scooter in the lane with traffic. Cities, counties, and land owners often have their own rules about where e-bikes are allowed (especially in parks and on trails). Check the rules for your area before purchasing or using an e-bike.

Electric scooters, or "e-scooters", are subject to the same rules as e-bikes, except people of all ages must wear a helmet while riding
an e-scooter and travel at a max speed of 15 miles per hour.

Information on pocket bikes, mini-motorbikes, motor-assisted scooters, mopeds, Segway's and similar motorized vehicles that do not qualify as e-bikes is available at: www.oregonwalkbike.org under "Oregon Laws and Regulations."
Skateboards, Non-Motorized Scooters, and Skates

Skateboards, non-motorized scooters and skates are allowed in bicycle lanes in Oregon. Skateboards, non-motorized scooters and
skates can be used on sidewalks in Oregon unless prohibited by local rules. When riding on the sidewalk, be considerate of people
who are walking and let people know when you are approaching to pass them.

Mobility Devices
People who use mobility devices such as wheelchairs or motor assisted scooters are also allowed to use bicycle lanes and paths
under Oregon law. These devices may move slower than bicycles, so be considerate when sharing the bicycle lane and passing.

Oregon's e-bike classification system is similar to many other states and includes three classes:

- Class 1: Pedal-assist only, with no throttle, and a maximum speed of 20 mph
- Class 2: Pedal-assist and throttle-assisted, with a maximum speed of 20 mph
- Class 3: Pedal-assist only, with no throttle, and a maximum speed of 28 mph

E-bikes in Oregon are treated like regular bicycles and are subject to the same regulations, as long as they meet the following criteria:

- The motor has a maximum power output of 1,000 watts
- The bike has pedals that allow it to be propelled by human power
- The bike does not exceed 20 mph

E-bikes are allowed on bike paths but not on sidewalks. Riders under 16 years old are required to wear helmets. E-bikes are not subject to the same registration, licensing, or insurance requirements as motor vehicles.

CONCLUSION:
Action required, discuss E-bike issues within the City and possible process/education improvements.

Attached:
HB 4103 (Takes effect January 1, 2025).

Transportation (Safety and Multimodal) Advisory Committee

Work Plan Outline 2025-2027

I. Transportation System Plan Update

II. Safe Streets 4 Everyone Safety Planning Grant

III. Capital Improvement Projects(Protected Bike Lanes/Multimodal Analysis)

A. North Mountain Rehabilitation
B. B Street Bike Boulevard
C. Oak Street Rehabilitation
    1. A Street Intersection
    2. Van Ness Intersection
D. Water Street & RR Trestle
E. Van Ness & Helman Intersection

IV. Traffic Safety, Parking, Signage, Striping, etc. – Continuous
    A.Public Education and Outreach Programs
    (Collaboration with Council, Standing Advisory Committees, ASD, Parks Commission and Planning Commission)
    B. Encroachment Guidelines Review
    C. Traffic Crash and Near Miss Review (twice annually)
    D. Bike Parking Project
    E. E-Bike Safety Project
    F. Transit Support as needed (RVTD)
V. Council Directed Projects for Review
    A. Downtown Revitalization Grants
    B. ODOT Collaboration
    C. Wayfinding (With Economic Development)

Council Study Session

Date: December 16, 2024

Agenda Item	Commission & Committee Workplans & Updates 2024/2025
From	Sabrina Cotta
Contact	sabrina.cotta@ashland.or.us

SUMMARY

This is a review of all the Standing Advisory Committees. Standing Advisory Committees include Social Equity and Racial Justic Advisory Committee (SERJ), Housing and Human Services Advisory Committee (HHSAC), Public Arts Advisory Committee (PAAC), Historic Preservation Advisory Committee (HPAC), Climate & Environment Policy Advisory Committee (CEPAC), Transportation Advisory Committee (TAC). The Planning Commission and Ashland Parks and Recreation Commission (APRC) have also provided updates.

POLICIES, PLANS & GOALS SUPPORTED

- Excellence in governance and City services
- Respect for the citizens we serve, for each other and for the work we do

BACKGROUND AND ADDITIONAL INFORMATION

The City is currently in the process of updating the Ordinance that outlines the Committee's charges. Resolution 2023-06 updated the Standing Advisory Committee structure. The following information has been provided by the Committees and Commissions on accomplishments and future goals:

Social Equity and Racial Justice Advisory Committee

SERJAC has encountered much change and growth in 2024. We have changed personnel within the committee (staff, co-chairs, and members) as well as our strategy for reaching our overarching goal of improving Social Equity and Racial Justice in the City of Ashland. (See 2025 work plan)

2024 Accomplishments:

- Read, evaluated, and provided recommendations based on the City of Ashland DEI Assessment.
- Participated in starting the Welcoming Project (now Ashland Voices). This is a joint project with SOU and the Chamber of Commerce that highlights organizations and businesses led by individuals of marginalized identities in Ashland.
- Prepared SERJ Research Project and Report investigating ways in which the City of Ashland helped and/or harmed the Civil Rights of historically marginalized populations and presented it to City Council.
- Identified, contacted, and met with community partners including SOU's Black Student Union and SOU's Native Nations Liaison.
- Supported Community events including:
    1. Rev. Dr. Martin Luther King, Jr. Celebration
    2. Cesar Chavez
    3. Juneteenth
    4. SOPRIDE
    5. Indigenous People's Day
    6. Ashland Together and Ashland Sunrise Project speaker series
- Received DEIA training from an outside consultant familiar with SERJAC that was particularly tailored to the work of the committee.
- Considered and provided feedback on Climate Friendly Areas
- Welcomed two new committee members
- Engaged other committees in collaboration and support including HHSCA and CEPAC

2025 Workplan

As we move into 2025, our members are excited to continue to support the work we started this Fall to stabilize and refocus the committee on its charge to assist the City of Ashland in growing its equity lens and equity actions.
Those efforts include:

- Appointed two new members and are actively recruiting two more.
- We initiated a strategic planning process to assist in developing our 2025 workplan to ensure collaborative and measurable goals for the committee.
- And, in our biggest shift, we have assigned added responsibilities for committee members, naming each as liaison to another City of Ashland committee or commission. This makes tangible strides toward earlier goals related to better interaction with other committees

o We have liaisons for Public Arts, Historic Preservation, Housing and Human Services, CEPAC, and Parks. As we settle our new members, assignments will be finalized for 2025 and will cover all committees and Parks with the goal of assisting the committees apply an equity lens to their work and decision-making process.

- Additionally, we have set some specific goals related to better communication and connection with the City of Ashland, other municipalities and Ashland's population.
- Our goals fall into three main categories: Outreach, Communication, and Connection.

1. Outreach
    - Increase awareness of SERJAC in Ashland and beyond
    - Table at events (SOU Meet Ashland, OLLI, etc)
    - Increased visibility and participation at DEIA-aligned events in our region
    - Continue to grow partnerships and collaboration with values aligned non-profits, clubs/organizations, businesses, SOU departments, local and regional affinity groups, etc
    - Plan, write, administer, and evaluate a DEIA Climate Survey for the population of Ashland. Goal is to complete in 2025 with possible evaluation and publication crossing into 2026.
2. Communication
    - Improve internal committee communication
    - Develop more efficient ways of sharing ideas and collaborating on projects
    - Onboarding and offboarding processes
    - Improve external communication with community
    - Increase visibility of existing DEIA-related resources (e.g. Oregon DoJ Bias Response Hotline)
3. *Connection*
    - Follow through on the work we began with the City DEI Assessment and obtain a report regarding the status of the recommendations by the consultant and the trainings that are being offered to employees and assist as requested by City Council in those efforts.
    - Improve and maintain connection with Ashland's population
    - Focus: who do we serve and how do we serve them?
    - Better visibility and connection with other City of Ashland Committees (see above)
    - Connect and collaborate with other aligned municipal bodies across Oregon

Housing and Human Services Advisory Committee:

In 2024 the Housing and Human Services Advisory Committee completed or addressed the following items in pursuit of the current workplan:

- Reviewed and recommended appointment of members to the council requested ad-hoc Subcommittee to address the development of the Homeless Services Masterplan Report.
- Reviewed applications and made recommendations regarding the allocation of $134,000 in Social Service Grant funding to twelve non-profit organizations.
- Reviewed applications and made recommendations regarding the allocation of $350,000 in Affordable Housing Trust Fund Grant funding to three affordable housing organizations and one homeless services provider.

- Reviewed applications and made recommendations regarding the allocation of $179,575 in Community Development Block Grant funding to two non-profit organizations.
- Worked with Homeless Services Masterplan Subcommittee on community engagement and data collection to help inform the development of the masterplan.
- Provided a mid-cycle update as requested by Council at a Study Session on the development of the masterplan.
- Engaged in planning for the Housing Resource Fair to take place in February 2025
- Held the Annual Rent Burden Meeting in November 2024.
- Review and recommendation of the Homeless Services Masterplan Report – The Advisory Committee will review and make a recommendation to the Council at their regular meeting on July 18th.

Key Projects

- **Develop an Equitable Housing Plan-**Initial Stages
    1. The Equitable Housing Plan must be adopted concurrent with the 2025-2029 CDBG Consolidated.
    2. Development of the Plan was pre-empted by the request to develop a Homeless masterplan report and the purchase and development of 2200 Ashland street as every night low barrier emergency shelter. Staff is working on a scope of work for a consultant and the Committee is communicating with SERJAC about community engagement.
- **Rent Burden-Education and Outreach Event**– underway.
    1. The HHSAC has heard from a variety of community members regarding potential topics and formats for the annual educational event, topics range from information about ADU development, community education on the Community Land Trust Model, and workforce and middle housing.
    2. The HHSAC began developing a plan for this year's event at their regular meeting in June.
- **Manufactured Home Park Zoning Ordinance**– underway.
    1. This project will be undertaken by the Planning Commission and planning staff and will go before the HHSAC for review and recommendation.
- **Consolidated Plan for the Use of Community Development Block Grant Funding**
    1. City Staff is in the initial stages of developing a five-year plan for the use of CDBG funding. The HHSAC will primarily be engaging in Community input for development of goals and priorities for the use of funding and for reviewing and making a recommendation for the draft plan.
- **Development of a Request for Proposals for the Beach Creek Property and or other City Surplus property as directed by Council.**
    1. The HHSAC will work with staff to draft an RFP for development of the Beach Creek property by an eligible affordable housing developer.
    2. Should the City identify other surplus City Property as suitable for Affordable Housing Development, the HHSAC will advise staff on the development of an RFP for consideration by the City Council.
- **Update of the Fair Housing Analysis of Impediments to fair housing choice**
    1. The Analysis of Impediments to Fair Housing Choice must be adopted concurrent with the 2025-2029 CDBG Consolidated.
    2. The Equitable Housing Plan, the Consolidated Plan and the Analysis of Impediments have similar data and narrative sections and have several areas of overlap. All three documents require some community input, the HHSAC will work with SERJAC to complete community engagement activities with will be used to inform all three documents.

Public Arts Advisory Committee

2024 Achievements

- Implemented Street Crossing Art, "*Walking Upstream*" at entrance to Lithia Park; installed on July 2, 2024.

- Coordinated and implemented the Playwright Walk and first plaque, a Shakespeare quote in front of the Chamber, installed on October 7, 2024.
- Coordinated and implemented artist installation of three (first 3 of 20 identified) Oregon Department of Transportation utility traffic controller boxes community painting project with local artist and community engagement; implemented August – November 2024; task group planning for next set of boxes to be painted.
- Supported community-driven effort to fund and create a permanent, public art installation entitled "Ancestor's Future: Crystallizing Our Call" by Micah Blacklight inspired by the "*Say Their Names*" Memorial.
- Support community-driven effort to fund and create a public mural installation at the Elks Building in Downtown Ashland entitled "*Where the Crow Lights*" by John Pugh.
    1. *The updated design will be presented by John Pugh to the PAAC on December 19, 2024, and recommendations from the PAAC to City Council regarding the updated design are forthcoming.*
- Recruited the first SOU student representative to PAAC.
- Updated list and photos of City owned public artworks; began discussions for development of a maintenance plan.
- Kickoff meeting for update the PAAC Strategic Plan (formerly 2007 Master Plan).

2025 PAAC Upcoming Efforts

The PAAC set priorities during a Study Session on January 19, 2024, and started a formal goal setting for 2025 during a special meeting, Study Session on November 21, 2024. The following are PAAC priority projects and initiatives - some originate from the community and others are initiatives of committee members and public citizens.

- Update and adopt a Strategic Public Arts Plan in 2025, including potential launch to achieve UNESCO World Heritage status in the next 10 years.
- Continue to strategize, identify, recommend, and implement projects that align with PAAC goal to create Ashland as an art destination through "Art Activations for Art Destinations" as identified in early 2024 PAAC priorities.
- Continue to implement the Council/Oregon Department of Transportation (ODOT) MOU to promote local artist or community designed artwork on ODOT Traffic Controller Boxes, with funding assistance from the City of Ashland.
- Obtain designation of the Downtown Historic District as the next Marking Ashland Places (MAP II) district, in concert with the Historic Preservation Advisory Committee and in compliance with the APRC *Art in Parks* policy.
- Continue to support community-driven efforts in the ongoing implementation of the Playwrights Walk. Springboard from the initial philanthropic donation of 12 downtown plaques by Barry and Kathryn Thalden to an ultimate collection of 100 plaques city-wide for OSF's 100th year anniversary in 2035.
- Develop a plan, review the city insurance coverage for artwork, and evaluate ongoing maintenance and repairs needs and cost estimates to develop a line-item funding budget for artworks that are in the Public Art Collection, all in cooperation with the Public Works Department.
- Select, coordinate, and implement additional street crossing art projects
- Continue to add to the StoryMap and evaluate public reception of the self-guided Public Art Walking Tour.
- Organize a celebration of "We Are Here" for the 2026 anniversary. Make a recommendation to City Council to make a proclamation for the celebration.
- Identify opportunities and discuss and consider public art projects for southeast Ashland.
- Identify, discuss and consider a permanent alternative or addition to the "Say Their Names" memorial.
- Invite and add SERJAC member as liaison to PAAC with goal to promote and to include equity practices in public art.

- Continue to support community-driven effort to fund and create a permanent, public art installation entitled "*Ancestor's Future: Crystallizing Our Call*" by Micah Blacklight inspired by the Say Their Names Memorial.
- Continue to support community-driven effort to fund and create a public mural installation at the Elks Building in Downtown Ashland entitled "*Where the Crow Lights*" by John Pugh.
- Work to promote environmental awareness and sustainable practices in public art.

Historic Preservation Advisory Committee

Over the course of 2024, the Historic Preservation Advisory Committee (HPAC):

- Resumed the in-person HPAC Review Board, a bi-weekly subcommittee to review building permits and pre-application proposals as well as being available by appointment to discuss potential historic preservation issues.
- Celebrated Historic Preservation Week 2024. This event was a celebration of preservation in Ashland and of the first phase of the Marking Ashland Places (MAP) project in the Ashland Railroad Addition Historic District presented cooperatively with the Public Arts Advisory Committee (PAAC), Ashland Chamber of Commerce, Ashland Parks Department, Southern Oregon University (SOU) and WalkAshland.
- Continued to review and advise on land use applications in Ashland's four National Register-listed historic districts including single-family, multi-family, commercial, public and legislative projects.
- Reviewed the "Walking Upstream" painted crosswalk treatment, the "Playwright's Walk" proposal, and mural proposals for Northwest Nature Shop, the Ashland Elks Lodge and KS Wild.
- Created a subcommittee and provided detailed recommendations to the Oregon Department of Transportation (ODOT) through its Architectural Historian on the rockwork treatment in crosswalk accessibility projects and utility box replacement proposals.
- Continued the successful partnership with the Public Arts Advisory Committee and Parks Department in a subcommittee to begin looking at the next phase of the Marking Ashland Places project in the downtown.
- Met with the Parks Foundation to discuss restoration of the Butler-Perozzi Fountain and had two members (Shostrom and Whitford) who served on the Parks Foundation's steering committee for the planning and fundraising effort.
- Toured the Community Center building and had one member (Shostrom) appointed to the Management Advisory Committee (MAC) looking at options for the future of this individually listed historic resource from the National Register of Historic Places.

2025 HPAC Upcoming Efforts

The Historic Preservation Advisory Committee (HPAC) has identified the priorities and work plan below for the 2025 calendar year:

- **Update the City's Historic Preservation Plan. The** current Historic Preservation Plan was completed in 2008 using consultant services funded by a Certified Local Government (CLG) grant. The plan speaks to the city's planned preservation activities from 2009-2018. Members believe it overdue for an update and will revisit the plan and work at updating it systematically through regular meetings when there aren't land use items on the agenda.
- **Update HPAC Webpage -** HPAC members will work with staff to update the committee's page of the city's new website.
- **Continuing Education for HPAC Members** - When meeting time is available, HPAC will look at continuing to educate new and existing members on the information needed to carry out their responsibilities, including roles and responsibilities; reviewing planning action procedures and development standards; reviewing the Secretary of the Interior's national standards for historic preservation, and becoming familiar with the responsibilities of being designated as a Certified Local Government in Oregon.
- **Raise Public Awareness of Preservation and HPAC** – Promote preservation and the committee through events, activities and partnerships including the Preservation Awards, direct mailings to new

property owners in the districts, targeted outreach to professional groups, updating the Committee's webpage, and on-going work with the Public Arts & Advisory Committee to continue the Marking Ashland Places project.

Climate and Environment Policy Advisory Committee

1. - **Accomplishments**
    - *Passed on to City Council a Clean Air and Electrification Ordinance pertaining to new residential construction*
    - *Worked Jointly with the local realtor community to put in place a Clean Energy Home Score*
    - *Working with our Climate analyst, reviewed and provided feedback on USDA RESP Loan*
    - *Began regular relationships with other committees, in particular working on Transportation and Land Use issues.*
    - *Significant and on-going work addressing pollution, emissions and noise from lawn blowers and other gas powered small-engine yard and landscape equipment*

- *CEPAC 2025 Work Plan – Short Term*
- *Bring existing projects to finish line*
    1. *Clean Air Ordinance*
    2. *Small Engine / Leaf Blower plan*
    3. *Home energy scores – Secure a dedicated CEPAC member to work with the local realtor community*
    4. *USDA RESP Loan*
- *Work with, and support community groups working on climate mitigation and adaptation initiatives (CEAP 2017)*
    1. *Community Education. Who does this?*
- *Recommendations to Staff/Council re: AVISTA franchise agreement*
- *Bring CEPAC Membership back to a full complement of members*

A Suggested 2025 Work Plan – Ongoing

1) Recommendations to Council regarding decreasing methane emissions from existing Residential and Commercial structures
2) Urban, Land Use, and Transportation issues (Work with Transportation Commission)
a. Transportation System Plan (TSP)
b. Expand pedestrian and bike-friendly transportation
• Implement, and expand upon, existing Safe Routes to Schools recommendations
• Dedicated work on identifying safe bike and pedestrian routes
3) Funding Source identification and capture for climate and environmental work
4) Support food waste diversion and composting
5) On-going involvement with City Plans such as the Comprehensive Plan, Water Update, Electric Plan, TSP, etc.
6) Evaluate, and make recommendations regarding climate and environmental issues related directly to City of Ashland Municipal Operations

Transportation Advisory Committee

2024 Accomplishments:

Completed Projects

- Review and Recommendations for the Climate Friendly and Equitable Communities(Presentation with 3J consulting, ECONorthwest and JET Planning)
- Review and Recommendations for B Street Corridor Safety Analysis(including Public Engagement process with Kitteleson and Associates)
- Review and Recommendations of Type III Planning Action(Townmaker's Croman Mill Development)

- Ashland Street Rehabilitation Project (complete with protected bike lanes, and bike boxes and dedicated street sweeper as well as other mult-modal improvements)
- City-wide Bike Rack Inventory
- Bird Scooter Program review and rejection
- Letter of Support for RVTD grant to expand Route 17 Hours and Frequency
- Yearly Crash Analysis and Near Miss Review(Distracted Driving + Speed=Majority of issues)

In Process and Ongoing Work

- Securing Safe Streets and Roads 4 All Federal Grant utilizing Vision Zero Resolution and methodology, Safe Routes to School Planning for City-Wide Safety Analysis
- North Mountain Rehabilitation Project (Publicly Noticed Hearing and Design Review completed. Final Construction Review and construction to begin in 2025)
- Type III Planning Action Review Casita Development Pre Application Review 12/24
- Encroachment Ordinance Review(Parklets reviewed and not recommended)
- Crash and Near Miss Analysis Mitigation Measures
- Collaboration and Engagement with other advisory Committee and Commissions(TAC members volunteer to attend and report on other Standing Committee and Commission business; CEPAC and TAC work on Transportation Aspects of the CEAP)
- Downtown Revitalization (Wayfinding Process with Economic Development 12/24)

Education

- Chip Seal and Roadway Maintenance Overview(Includes introduction of new complaint portal SeeClickFix App)
- E-Bike Rules and Regulations(Citizen Concern, Council Questions, Enforcement, preventive mitigation discussions)

Work Plan Outline 2025-2027

I. Transportation System Plan Update
II. Safe Streets 4 Everyone Safety Planning Grant
III. Capital Improvement Projects(Protected Bike Lanes/Multimodal Analysis)
A. North Mountain Rehab
B. B Street Bike Boulevard
C. Oak Street Rehabilitation

1. A Street Intersection
2. Van Ness Intersection

D. Water Street & RR Trestle
E. Van Ness & Helman Intersection

IV. Traffic Safety, Parking, Signage, Striping, etc. – Continuous
A.Public Education and Outreach Programs
(Collaboration with Council, Standing Advisory Committees, Parks Commission and Planning Commission)
B. Encroachment Guidelines Review
C. Traffic Crash and Near Miss Review (twice annually)
D. Bike Parking Project
E. E-Bike Safety Project
F. Transit Support as needed (RVTD)
V. Council Directed Projects for Review
A. Downtown Revitalization Grants

B. ODOT Collaboration
C. Wayfinding (With Economic Development)

Planning Commission

2024 Achievements
The Planning Commission is unique among advisory bodies to the Council in that the bulk of its work plan is driven by development proposals, Council direction, and State legislative land use mandates.

Over the course of 2024, the Planning Commission conducted public hearings to consider:

- Approval of the new Parks, Trails & Open Space Map
- Approval of the new Buildable Lands Inventory
- Approval of the new East Main Street Park.
- Development of a 15-lot Performance Standards Subdivision consisting of 38 units as the final phase of the Kestrel Park Subdivision.
- Development of a five-lot Performance Standards Subdivision at 210 Alica Avenue.
- Development of a four-lot subdivision for deed-restricted affordable housing at 452 Williamson Way.
- Development of a four-lot Performance Standards Subdivision at 113 Pine Street.
- Development of a four-unit Cottage Housing Development at 765 Cambridge Street
- Site Design Review for a new RV & Truck Service Area at Les Schwab at 2308 Ashland Street.
- The installation of new Wireless Communication Facilities on the Southern Oregon University Science Building.
- Modifications to the previous hillside development approval at 329 Granite Street
- A request to vacate a portions of the public right-of-way for segments of Fern Street and Mountain Meadows Drive.

The Planning Commission also conducted Study Sessions exploring:

- The Housing Element, Housing Needs Analysis & Housing Production Strategy.
- The Transportation Element and Transportation System Plan with the Public Works Director and the Transportation Advisory Committee Chair.
- The Energy, Air & Water Conservation Element of the Comprehensive Plan and the Climate Energy Action Plan with staff Climate & Energy Analyst and the chair of the Climate & Environment Policy Advisory Committee.
- The Southern Oregon University Masterplan as a preface to a coming light update.
- The Southern Oregon University Business Venture Tournament Team's Presentation
- Recent state legislation with a focus on Senate Bill 1537.
- Climate Friendly Area review and recommendations, and public engagement plan.
- Development Process Management Advisory Committee (DPMAC) recommendations
- The Croman Mill site environmental clean-up progress.
- An update on the Manufactured Home Park Zone ordinance adoption.
- The Economic Opportunities Analysis Public Engagement Plan.

The Planning Commission also held its annual retreat which looked at:

- The redevelopment of downtown Phoenix post-Almeda Fire, with a focus on the Phoodery and the subsequent development of the adjacent properties as a success of the Phoenix Urban Renewal Agency.
- Site visits and tours of the Royal Oaks Mobile Home Park (Phoenix), Pacific Village Mobile Home Park (Phoenix) and Talent Mobile Estates (Talent) with presentations by the Housing Authority of Jackson County on the post-fire redevelopment of the Royal Oaks as affordable ownership housing and by the Coalición Fortaleza on their work with CASA of Oregon to convert Talent Mobile Estates to a resident-owned cooperative (ROC) in preparation for the coming discussions of a Manufactured Housing Park Zone ordinance for Ashland.

2025 PC Upcoming Efforts

The PC reviewed priorities during a regular meeting on November 12, 2024. The following are PC priority projects and initiatives - some originate from State legislative land use mandates, and others are reflective of Council and community goals.

Current Planning

- **Annexation for 1511 Highway 99N**

A new Grand Terrace application has been received and is now in review.

- **Annexation for 300 Clay St**

An application has been received and is now in review.

- **Kestrel Park Subdivision Multi-Family Zoned Portion**

An application has been received and is now in review.

- **Annexation and Master Plan Modification for the former Croman Mill site**

Discussions with Townmakers, LLC are on-going, the property owners continue to work with Oregon DEQ on clean-up, and an application is anticipated at any time.

Advanced (Long Range) Planning

Long-range planning involves developing and implementing policies and regulations that guide a community's growth and development over the long term, typically 20 years or more. It focuses on creating a strategic vision, addressing future challenges and opportunities, and shaping lasting impacts on land use, infrastructure, housing, and sustainability. These "long range" legislative changes are less about the time it takes to adopt them and more about their enduring influence on the community's social, economic, and environmental future. Each of the planning initiatives listed below are to be undertaken in the 2025 calendar year.

- **Climate Friendly Areas (CFA) Designation & Zoning Code Amendments**

A Council study session occurred on November 4th. The project consultant team including 3J Consulting, JET Planning and ECOnorthwest are now working on draft code language which will come back to the Planning Commission and Council for review later this fall. The deadline for this project has been extended by the state until June 30, 2025. *[This project is funded through a grant from the Department of Land Conservation & Development.]*

- **Walkable Design Standards Ordinance Adoption**

The State of Oregon has introduced "Walkable Design Standards" as a statewide initiative to promote sustainable urban design and support multi-modal travel options, including walking, biking, and wheelchair accessibility, to foster pedestrian-friendly development in communities across the state. Staff are working with Cascadia Partners to develop code changes necessary to implement Walkable Design Standards required under the Climate Friendly & Equitable Communities (CFEC) rules. It is hoped that any necessary code changes will be adopted in conjunction with the CFA adoption process. *[This project is funded through a grant from the Department of Land Conservation & Development.]*

- **Manufactured Home Park Zoning Ordinance**

3J Consulting is working with staff to develop a 'Manufactured Home Park Zone' ordinance which is one of the strategies identified in the recently adopted Housing Production Strategy. This item is to be complete by mid-2025. *[This project is funded through a grant from the Department of Land Conservation & Development.]*

- **Economic Opportunities Analysis(EOA)**

An Economic Opportunity Analysis (EOA) is moving ahead with Community Attributes, Inc. (CAI). The City of Medford is also currently conducting an EOA with CAI, and it is hoped that this will provide an opportunity for coordinated consideration of regional economic issues. The EOA is planned for completion mid-2025. *[This project is funded in part through a grant from the Department of Land Conservation & Development.]*

- **Southern Oregon University Master Plan**

Southern Oregon University staff and counsel have been in on-going discussions with Planning staff and have had a campus open house to discuss the upcoming master plan update. Staff anticipate that a pre-application submittal will be received this fall and that an application for a "light update" of the existing 2010 Master Plan will be received early in 2025.

- **Transportation System Plan (TSP) Update**

Public Works will begin a TSP update in mid-2025. Given that planning for newly identified Climate Friendly Areas will be key to the update process and that the city is expected to handle the full public engagement portion of the project, staff anticipate that the Planning Commission and Planning staff will play a bigger role in this update than they have in past updates.

Ashland Parks & Recreation Commission
2024 Accomplishments
Staffing:

- New Employees/Roles
    1. Janitorial Team
        - Rick Deckelman
        - Drew Bailey
        - Jesse Rowland
        - Forest Rota
    2. Senior Services Coordinator – Shannon Holt
    3. Golf Program Manager – Brian Weaver
    4. Environmental Education Manager – Kirsten Came
    5. Senior Services Superintendent – Natalie Mettler
    6. Director – Rocky Houston

Programs:

- Park Operations
    1. Safety/Training Initiative
    2. 37,960 restrooms cleaned and 16,790 trash cans emptied
- Recreation
    1. Ice Rink
        - New Cover for tent & new Chiller for ice
    2. SmartRec – new software for registering online
- Senior Services
    1. Exceeding pre-COVID utilization of programs and services

- Planning & Development
    1. Secured (2) OPRD Local Government Grants
        - Hunter Park Tennis Court Restoration
        - East Main Community Park – Phase I Development
    2. Parks Foundation raised $800,000 for Butler-Perozzi Fountain Restoration
    3. Capital Improvement Plan 2026-2031 completed (draft)

4. 10-year Strategic Plan ready for kickoff in 2025

FISCAL IMPACTS

SUGGESTED ACTIONS, MOTIONS, AND/OR OPTIONS

Please direct any work plan questions or suggestions to the appropriate Commission or Committee staff liaison and/or member.

REFERENCES & ATTACHMENTS

None