

CITY OF KEIZER MISSION STATEMENT
KEEP CITY GOVERNMENT COSTS AND SERVICES TO A MINIMUM BY PROVIDING CITY SERVICES TO THE COMMUNITY IN A COORDINATED, EFFICIENT, AND LEAST COST FASHION

AGENDA

KEIZER CITY COUNCIL

REGULAR SESSION

Monday, October 4, 2010

7:00 p.m.

**Robert L. Simon Council Chambers
Keizer, Oregon**

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC TESTIMONY

This time is provided for citizens to address the Council on any matters other than those on the agenda scheduled for public hearing.

5. PUBLIC HEARINGS

a. Keizer Station Area B Master Plan

6. ADMINISTRATIVE ACTION

a. RESOLUTION – Amending Transportation Capital Improvement Plan

b. RESOLUTION – Establishing Events and Festivals Task Force

7. CONSENT CALENDAR

a. Community Development Block Grant/HOME Performance Report for Fiscal Year 2009-2010

b. Approval of September 7, 2010 Regular Session Minutes

c. Approval of September 13, 2010 Work Session Minutes

d. Approval of September 20, 2010 Regular Session Minutes

8. **COMMITTEE REPORTS**

- a. ECOtality of North America Presentation – Electric Car Stations
- b. **PROCLAMATION** - Marion County Domestic Violence Awareness Month
- c. Appointments to Keizer Planning Commission

9. **OTHER BUSINESS**

This time is provided to allow the Mayor, City Council members, or staff an opportunity to bring new or old matters before the Council that are not on tonight's agenda.

- a. New Business or Old Business Issues

10. **WRITTEN COMMUNICATIONS**

To inform the Council of significant written communications.

11. **AGENDA INPUT**

October 11, 2010

5:45 p.m. – City Council Work Session

- Water Fluoridation

October 18, 2010

7:00 p.m. – City Council Regular Session

November 1, 2010

7:00 p.m. – City Council Regular Session

12. **ADJOURNMENT**



COUNCIL MEETING: October 4, 2010

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS
THROUGH: CHRIS EPPLEY, CITY MANAGER
NATE BROWN, COMMUNITY DEVELOPMENT DIRECTOR
FROM: SAM LITKE, SENIOR PLANNER

SUBJECT: MASTER PLAN OF AREA B

ISSUE:

Prior to any development in Area B of the Keizer Station a master plan must be approved by the city which will guide the future development of this part of the Keizer Station.

DISCUSSION:

The Planning Commission held a public hearing on the proposed master plan for Area B on September 8, 2010. The master plan will allow for the development of the area with 5 buildings. Three on the west side of Keizer Station Boulevard and two on the east side. The only uses identified to date are for a doctor's office near the intersection of McLeod Lane and Lockhaven Drive, and the transit station in the eastern portion of Area B adjacent to the railroad tracks. The master plan also shows the pedestrian facilities, landscaping and buffering that will be provided along the adjacent residential properties to the north. A small neighborhood park is shown at the east end of Dennis Ray Avenue. This park is intended to be open space without park amenities typically found in larger parks and is intended for passive recreation.

During the public hearing Gary Whelan and Jeanne Bond-Esser provided comments concerning the proposed small park over benefit to the public versus maintenance costs. Steve Dickey on behalf of the Salem-Keizer Transit District provided testimony in support of the proposal to locate a transit station in Area B. At the close of the public hearing the Planning Commission unanimously recommended that the city council approved the proposal, although they did express concerns whether the park should be referred to as a park or open space area and over public access and use.

The attached staff report contains findings that support the proposed master plan; lot line adjustment; conditional use to allow the development of a transit station; and, a conditional use to allow the development of the small park. In addition, at the end of the report are recommended conditions of approval.

RECOMMENDATION:

That the City Council hold a public hearing to consider the proposed applications and direct staff to prepare an ordinance to adopt the proposal.



**KEIZER COMMUNITY DEVELOPMENT
DEPARTMENT
STAFF RECOMMENDATION
Master Plan / Lot Line Adjustment / Conditional Use
Case No. 2010-10**

TO: City Council

THRU: Nate Brown, Community Development Director

FROM: Sam Litke, Senior Planner

SUBJECT: Master Plan for Area B – Keizer Station; Lot Line Adjustment; Conditional Use for transit station; Conditional Use to create a small park.

DATE: September 23, 2010

ATTACHMENTS:

- Comments from Public Works
- Comments from ODOT
- Comments from Marion County Surveyor
- Comments from Nadine Stoltz, adjacent property owner
- Comments from Richard Cummings, adjacent property owner
- Site plan for Area B
- Applicant's statement
- Salem-Keizer Transit District's statement
- Master utility maps
- Tree removal plan
- Traffic Impact Analysis
- Architectural drawing of selected building design

The Planning staff reviewed the above referenced case and offers the following comments.

I. GENERAL INFORMATION

- A. OWNER:** With the exception of Tax Lot 6100 which is owned by Northwest National, LLC, the City of Keizer owns all of the following tax lots:

5500	0.01
5900	0.01
6000	2.98
6100	0.20
6200	0.64
1000	0.25
1100	0.89
1101	2.77
1200	0.74
1300	0.48
1400	1.45
1401	0.2

- B. APPLICANT:** City of Keizer is the applicant for the master plan and the two lot line adjustment applications and for the conditional use for the small park, and the Salem – Keizer Transit District seeks approval for the conditional use permit to operate a transit station in Area B
- C. PROPERTY LOCATION:** The site of Area B is bounded by Lockhaven Drive on its south perimeter, McLeod Drive on its west perimeter; the Portland & Western Railroad on the east perimeter; and the southern property line of homes along the south side Dennis Ray Ave and a portion of Aldine Drive. It is also bisected by Keizer Station Boulevard.
- D. EXISTING DEVELOPMENT AND PUBLIC FACILITIES:** The site has street frontage on Lockhaven Drive, Keizer Station Boulevard, and McLeod Lane, which are all public streets. The site is bisected by Keizer Station Boulevard which provides access to and from Area A of Keizer Station. Keizer Station Boulevard is a fully improved street with a sidewalk along only one side of the street - on the north and west side. Lockhaven Drive is a fully improved street along the southern site boundary. McLeod Lane is a two-lane street with a sidewalk along the site frontage. Keizer Station Boulevard and McLeod Lane each form signalized intersections with Lockhaven Drive. Public bus transit is provided by Salem Area Transit. Public water and sanitary sewer are available to serve the subject site.
- E. PLAN DESIGNATION AND ZONING:** The subject property is designated Commercial and Low Density Residential on the Comprehensive Plan Map and is zoned Commercial Mixed Use (CM) and a small portion in the northwest quadrant is zoned Residential Single Family (RS).
- F. ADJACENT ZONING AND LAND USES:** The site is bordered on the north by single family residential homes on Aldine Drive and Dennis Ray Avenue which are zoned Single Family Residential (RS). The properties across McLeod Lane to the west are single

family residential homes which are zoned RS; to the east, across the Burlington Northern Railroad, is Area 'A' of Keizer Station which is zoned Employment General (EG); and to the south, across Lockhaven Drive, are a number of single family homes on lands zoned Commercial Retail (CR), and Mixed Use (MU).

- G. PREVIOUS LAND USE ACTION:** The Planning Commission held a public hearing on the proposed action on September 8, 2010. During the public hearing Gary Whelan and Jeanne Bond-Esser provided comments concerning the proposed small park over benefit to the public versus maintenance costs. Steve Dickey on behalf of the Salem-Keizer Transit District provided testimony in support of the proposal to locate a transit station in Area B. At the close of the public hearing the Planning Commission unanimously recommended that the city council approved the proposal, although they did express concerns whether the park should be referred to as a park or open space area and over public access and use.

II. COMMENTS

AGENCY COMMENTS:

- A.** The Public Works Department has submitted a memorandum with extensive comments and recommendations regarding the proposal.
- B.** ODOT submitted a letter requesting that they be given additional to review the traffic impact analysis and that written comments would be provided in time for the public hearing before the City Council.
- C.** Marion County Surveyor's office submitted comments relating to the lot line adjustment and plat recording process.
- D.** Keizer Fire District provided verbal comments regarding minimum fire flow requirements but eh written have not been received.
- E.** Keizer Police Department, and Salem- Keizer Transit District each indicated that they had reviewed the proposal and had no comments.

Notice was provided to property owners of land within Area 'B' and to property owners within 250 feet of the area included as part of the master plan. Nadine Stoltz, 2027 Dennis Ray Avenue provided written comments that a new transit station would result in increased crime similar to in downtown Salem. Richard Cummings, 2098 Aldine Dr NE, also provided written comments that indicated objection to the transit station and access onto McLeod Lane.

III. FINDINGS

A. KEIZER DEVELOPMENT CODE

1. Section 3.113.04 - Approval of a Master Plan for an area of the Keizer Station Plan shall require compliance with the following:

A. Section 3.113.04.A - The master plan shall meet the purpose and objectives identified in the Keizer Station Design Plan.

FINDINGS:

I. Purpose and Objectives

The purpose and objectives for Area ‘B’ – Retail Service Center, are identified beginning on page 22 of the Keizer Station Plan.

A. Purpose: Area ‘B’ – Retail Service Center (12.5 acres) is envisioned to offer community supporting retail services such as a food store, personal services and specialty retail. In addition, the plan proposes the completion of Dennis Ray Avenue to complete the residential neighborhood nearby. Key issues that will need to be considered as Area ‘B’ develops include:

- **Site access.**
- **Buffering between adjacent residential areas; and**
- **Traffic operations on Lockhaven.**

FINDINGS:

The Keizer Station Master Plan envisioned that Area B would develop in a manner that would complement Area A of the Keizer Station. It was planned to allow a variety of retail, offices and other type of commercial businesses that are permitted in the CM zone, allowing it to become an integral part of the overall Keizer Station development.

The proposed master plan for Area ‘B’ indicates a combination of commercial retail, office, transit station, and an area for single family residential uses as envisioned in the Keizer Station Master Plan. The residential lots are proposed to be situated at the end of Dennis Ray Avenue, which will be consistent with the development pattern along Dennis Ray Ave. Access to the commercial developed portion of the site will be restricted to McLeod Lane,

Lockhaven Drive and Keizer Station Boulevard. One of the commercial ingress and egresses will be limited to right-in, right-out turning maneuvers. This will minimize potential vehicle conflicts and one driveway is limited to right-in only. Only residential access would be permitted onto Dennis Ray Avenue thereby eliminating this street from becoming a cut-through for commercial traffic into or out of the commercially developed portion of the site.

The submitted master plan indicates that there will be a 20 foot wide landscaped buffer along the north property line of the site between Area B and the residential uses located to the north. This will mitigate a number of potential impacts between the two adjacent uses. Uses located to the west of McLeod Lane and to the south of Lockhaven Drive are both separated by street right of way and building setbacks and so are determined to not require any additional buffering between those uses and the proposed development of Area B.

As part of the planning and design of Area B a Traffic Impact Analysis was conducted that included a number of assumptions on the possible development scenarios for Area B. The proposed site plan is consistent with the preliminary traffic assumptions. The city's traffic consultant, Kittleson and Associates has conducted an evaluation of the impact of this development on the transportation system and is included as an exhibit to this report. The analysis dated, August 2010, identified the mitigation measures that needed to assure that the street system is not adversely impact by the development of Area B.

Therefore it is determined that the master plan proposal satisfies this objective.

B. Objectives: Development in Area 'B' will be focused on achieving the following objectives:

- **Complete residential neighborhood on Dennis Ray Avenue and provide a pedestrian and bicycle connection to nearby commercial activities;**
- **Provide convenient retail opportunities for nearby residential areas;**
- **Create a landscape buffer along the northern edge of the site; and**
- **Protect traffic operations on Lockhaven Drive and McLeod Lane.**

FINDINGS:

The development of the objectives for the planning and eventual development of Area B take into consideration certain impacts that any development might have on nearby areas. The proposed concept site plan will allow for the future completion of the Dennis Ray Avenue as a single family residential neighborhood. At this time no residential development is planned. Pedestrian and bicycle connections throughout the development, as shown in the master site plan will be provided. This will include a connection between the development in Area B and the end of Dennis Ray Avenue. This connection will extend through the small park that will be constructed to the east of Dennis Ray Avenue.

This pedestrian connection will restrict vehicles from using Dennis Ray Avenue as a means of ingress and egress but will allow pedestrians and bicycles to access the commercial development.

The development of Area B will provide a variety of commercial businesses including offices and retail businesses on the site. This will provide convenient access to the site as well as being convenient to the nearby residential area. This convenience will allow for increased opportunities to walk or bicycle from the surrounding neighborhoods to Area B businesses.

A 20-foot wide landscaped buffer will be provided along the entire northern boundary of the property. This will mitigate any potential impacts (noise, visual) associated with the development of the site. Currently, a significant portion of this northern property line has a 8 foot high sight obscuring masonry wall that screens and buffers much of the adjacent properties to the north. As a condition of approval a 8 foot high sight obscuring wall will be required to be placed along the rear property lines of homes along the south side of Dennis Ray Avenue. In addition, there will be a requirement that a 20 foot wide landscaped buffer be placed along the north property line of the Area B development. The combined effect of the landscaping and wall will provide adequate screening and buffering along the northern edge of the site.

As part of the submittal of the application for a master plan a traffic impact analysis was conducted by Kittleson and Associates which is attached as an exhibit. This analysis looked at the background traffic patterns and the proposed and potential types of developments that are likely to occur within Area B and analyzed for the projected 2020 traffic flows. The result of this study determined that some additional improvements to the existing street system will be needed. This will include a new signal at the intersection of the access serving the new transit station and/or adjacent development in Building "D" and Keizer Station Boulevard and widening of Keizer Station Boulevard to allow turn lanes at the new intersection, and an additional right turn lane approach at the Keizer Station boulevard / Lockhaven Drive intersection; a deceleration lane and a new driveway that will be located between Keizer Station Boulevard and McLeod Lane. These will be needed as part of the development plans for different components within Area B. With there only being a single access point along McLeod Lane located as far from the intersection as possible will avoid having the development have an adverse impact on the operation of McLeod Lane. Other mitigation measures are less directly tied to specific developments within Area B but combined with overall regional growth, or the combined effects related to other nearby developments and will require certain levels of improvements. The TIA analyzed the project impacts of the development of not Area B but also nearby Area C that it might have along the full length of Lockhaven Drive. Two intersections, Lockhaven Drive and 14th Ave and Lockhaven Drive and River Road were noted to need future improvements owing to both growth in general but also due to affects from development of Keizer Station. The City is working on a method to assess costs from these developments based on a proportional basis. With there only being a

single access point along McLeod Lane located as far from the intersection as possible will avoid having the development have an adverse impact on the operation of McLeod Lane. The mitigation measures are all aimed at protecting traffic operation along Lockhaven Drive and McLeod Lane. As such the master plan proposal will be consistent with these objectives.

- C. Base Zones: In order to achieve Area B Development Objectives, the Comprehensive Plan designation for property within the Area B shall be Low Density Residential for those properties zoned Single Family Residential and Commercial for the property zoned Commercial Mixed Use (CM). Property within Area B shall be zoned as follows:**

Commercial Mixed Use (CM)	11.4
Single Family Residential (RS)	1.1

FINDING

The proposed master plan for Area B will allow for uses that will be consistent with the underlying CM and RS zones. Any development within the respective zone districts will need to comply with the provisions within each of the underlying zones. Two developments are being immediately proposed in the CM portion of Area B. One is a medical office located near the intersection of Lockhaven Drive and McCleod Lane, and the other development is a transit station to be located in the area east of Keizer Station Boulevard. The doctor's office is a permitted use and its development will be subject to design review and building permit process. The development of a transit station will require approval of a conditional use permit, which is included as part of this review and will be detailed later in this report. Three future single family homes will be located in the RS zoned portion of the site at the end of Dennis Ray Avenue and so will satisfy this objective.

II. Design Standards

- A. Development Standards: KDC Section 2.315 Development Standards requires all new commercial and multi-family development to apply for Development Review and to comply with standards identified in Section 2.315.08 as part of the building permit approval process.**

FINDINGS:

The intent of this provision is for new developments to be done in a manner that is consistent with the city's adopted design standards. These design standards are found within Section 2.315 of the KDC. As part of the building permit submittal process an administrative design review will be done to assure compliance with Section 2.315 of the

KDC. These are addressed in more detail further in this report. These requirements govern the design of new commercial buildings. Briefly, the development of Area B will consist of 5 buildings which will be used for office, retail, possible restaurant and one building will be used as part of the operations of the transit station. The design of the buildings will take into consideration a variety of design features such as use of differing materials and textures to avoid barren building facades and will strive to make a human scale type of development. Pedestrian plazas will be scattered throughout the development to make it more pedestrian friendly. No multi-family development will be constructed in Area B so these provisions are not applicable. With this placed as a condition of approval, it will ensure compliance with this objective.

B. Other Design Standards: In addition, the Residential Single Family (RS) and Commercial Mixed Use (CM) zones provide design standards for new development.

FINDINGS:

In addition to the design requirements outlined in Section 2.315 there are provisions within Section 2.102 (RS) and Section 2.110 (CM) which also affect the design of new buildings either commercial or residential in Area B. No residential development is proposed at this time, however the requirements within Section 2.102 will be applicable when future time single family residential development is proposed. In particular all commercial development within Area B will be required to comply with the provision within Section 2.110.08 – Design Standards in addition to Section 2.315 and any other special design standards which may be adopted as part of the master plan approval process.

III. Transportation System

Traffic operations on Lockhaven Drive are an important design issue as Area B develops. Careful consideration of the location of access points to Lockhaven Drive and McLeod to the site will need to occur. Based on initial traffic assessments for the Keizer Station Plan, the following traffic-related elements shall be a part of future development of Area B:

A. Access to Lockhaven Drive. Access will be via a single access point forming the northern leg of the Lockhaven Drive and Chemawa Road intersection. Additional or alternative access will only be allowed when it is demonstrated to the approval of the City Traffic Engineer that it can be designed so as to have minimal impacts on the safe and efficient flow of traffic on Lockhaven Drive.

FINDINGS:

The intent of this objective recognizes that traffic operations on Lockhaven Drive are an important design issue as Area B develops. No new public streets are proposed and only street frontage improvements are contemplated. Internal driveways will provide access within the commercial portions of the master plan area. To minimize traffic impacts on the surrounding public street system, driveway access is limited to right in-right out driveways on Lockhaven Drive; a full service driveways on McLeod Lane and at Keizer Station Boulevard; and a right-in only along Lockhaven Drive.

A traffic impact analysis was prepared by Kittleson and Associates (dated August 2010) and is included as part of the proposal. This analysis looked at the background traffic patterns and the proposed and potential types of developments that are likely to occur within Area B and analyzed for the projected 2020 traffic flows. The result of this study was to determine that some additional improvements to the existing street system will be needed. This will include a new signal at the intersection of the access serving the new transit station and Keizer Station Boulevard; a deceleration lane along the frontage of the site between Keizer Station Boulevard and the new driveway that will be located between Keizer Station Boulevard and McLeod Lane. These improvements are determined to be needed as part of certain phases of the development occur. For example, as the transit station or use in Building "D" is developed the requirements for the widening and turning lane at the new intersection, and an additional right turn lane approach at the Keizer Station boulevard / Lockhaven Drive intersection and new signal at the intersection of the access serving the transit station and Keizer Station Boulevard will be required as it is directly related to the operation of the transit station and/or the development of Building "D". The right-in only ingress east of Keizer Station Boulevard is related to the development of Building "D". The deceleration lane serving the new driveway mid-way between McLeod Lane and Keizer Station Boulevard is related to the operation of new buildings located at the west end of this portion of Area B. Certain other improvements are linked less directly to the development of Area B both to the development of both Area B and Area C as well as with general projected growth within the city (Lockhaven Drive / 14 th intersection and Lockhaven Drive / River Road). These two intersection improvements are also identified in the city's Transportation System Plan and will require additional turn lane improvements. The City is working on a method to assess costs from these developments based on a proportional basis. With the TIA's improvement recommendation made as a condition of approval will assure that the development of Area B does not adversely impact the operation of Lockhaven Drive and Chemawa Road.

Transit Considerations

Salem Area Mass Transit District (SAMTD) provides scheduled bus service to the area with a temporary bus transfer in Area A of the Keizer Station. The proposed site plan provides SAMTD the opportunity to establish a transit station in Area B. This is detailed further in this report under the Conditional Use section. Briefly, the proposal will allow the construction of a transit station in the eastern portion of the site. This will provide service for not only Area B but also for the community and will provide an enhanced level of service from what is currently being provided by the Transit District.

IAMP

To better plan for the future improvement needs of the I-5 / Chemawa Road interchange an Interchange Area Management Plan (IAMP) is in the process of being developed. This plan involves Keizer, Salem, Marion County and ODOT jointly planning for the projected traffic needs. The project leader for this planning study has reviewed the proposal. With the results of the traffic impact analysis the proposed master plan is consistent with the goal of the IAMP.

- B. Access to McLeod. Access may be provided via a single access point located as far north as possible. No automobile access shall be allowed to Dennis Ray Avenue. At the City Traffic Engineer's discretion, this driveway may be limited to right-in/right-out depending on anticipated traffic flows.**

FINDINGS:

A proposed driveway location is shown on the site plan located approximately 200 feet north of the McLeod Lane / Lockhaven Drive intersection. This driveway is located as far north from the intersection as is possible and still allow access into and out of the site. The traffic impact analysis conducted by Kittleson and Associates and the City Engineer have each recommended that this location is adequate to provide ingress and egress to Area B and will not impact the traffic flows along McLeod Lane. No additional improvements are necessary along McLeod Lane. No vehicle connection from Area B onto Dennis Ray Avenue is proposed. Therefore, the proposal is consistent with the criterion.

- C. Pedestrian Connectivity. A pedestrian/bicycle connection Area B shall be provided at Dennis Ray Avenue. The circulation system shall include provisions to provide pedestrian and bicycle connections to the overall Keizer Station Activity Center area from Area B and to Dennis Ray Avenue.**

FINDINGS:

A pedestrian connection is proposed connecting Keizer Station Boulevard and Dennis Ray Avenue. The pedestrian facility will meander through the small park that will be constructed at the end of Dennis Ray Avenue. The pedestrian walkway will be 10 feet wide and paved. This will also provide a link to the existing sidewalk and bicycle lanes leading to and from Keizer Station in Areas A and B and as such will meet with this objective of the master plan review criteria.

- D. Internal Circulation. This is provided to allow internal circulation and avoid the need to use Lockhaven Drive for vehicle trips within Area B.**

FINDINGS:

The intent of this provision is to reduce or avoid the need to use Lockhaven Drive as a means to travel between businesses in Area B. The site plan shows that there will be a access point into the site in the area between Keizer Station Boulevard and McLeod Lane. A new signalized intersection on Keizer Station Boulevard will provide ingress and egress to the transit station and also for the future building planned to be located adjacent to the transit station (Building “D”). This intersection will also provide access to the west side of Keizer Station Boulevard. The design of the west side of Area B will make use of a travel aisle throughout the development thereby eliminating the need to exist and then re-enter the development. The development will allow for internal circulation of the site to the fullest extent possible, given the existing street system and associated access limitations and so will satisfy this objective.

E. Pedestrian circulation:

- 1. The on-site pedestrian circulation system shall be continuous, connecting the ground-level entrances of primary structure(s) to the following:**
 - a. Streets abutting the site;**
 - b. Parking areas;**
 - c. Abutting transit stops; and**
 - d. Adjacent buildings.**
- 2. There shall be at least one pedestrian connection to an abutting street frontage for each 300 linear feet of street frontage.**

FINDINGS:

The focus of this objective is to facilitate pedestrian circulation throughout Area B. This is to both reduce the reliance on automobile travel and also to encourage pedestrian travel between the adjacent residential areas and Area B. A system of internal pedestrian walkways to buildings will be constructed thereby facilitating pedestrian linkages between buildings, parking areas, abutting streets, and to the transit center which will be constructed in the eastern portion of Area B. These connections will include articulated building entrance plazas which will vary in width and the outdoor plaza areas which will further enhance the pedestrian travel / shopping experience. The circulation system is shown in the master site plan.

The master site plan is intended to make the Lockhaven Drive and Keizer Station Boulevard intersection into a pedestrian area, which facilitates safe street crossing as well as it being a pleasant pedestrian environment. Plazas are proposed to offer outdoor use opportunities and easy connections to the buildings near the intersection. Amenities may potentially include seating, tables, pedestrian plazas, specialty lighting and more intense landscaping is planned for the development.

As demonstrated in the site plan, internal access is provided throughout the site for pedestrians and cyclists. In particular, the plan emphasizes convenient pedestrian access around the site and to the major intersections at McCleod / Lockhaven and Keizer Station Boulevard / Lockhaven. The master plan indicates that there will be sufficient pedestrian connections based on the frontage formula above. Further, the proposal to include a transit station located in the eastern portion of Area B will allow the master plan to comply with the provision for providing a transit facility and so the master plan proposal will meet with this objective.

IV. Utilities

In addition to the development standards of Utility Lines and Facilities – Section 2.307 the following standard shall apply to new utilities: All new utility connections and lines shall be located underground.

FINDINGS:

The intent of this provision is to eliminate all above ground utility poles from the proposed development and to have a development which is aesthetically pleasing. All utility connections will be located underground as required by the city and by the design standards of the Public Works Department. This is consistent not only with this provision but also with the developments within Area A of the Keizer Station. With this required as a condition of approval will ensure that this objective will be met.

V. Landscape

In addition to the development standards of Site and Landscape Design – Section 2.309 the following standard shall apply:

- A. A coordinated landscape plan, including the use of trees, shall be provided for the frontage portion of Area B along Lockhaven Drive and McLeod with the request for master plan approval.**
- B. Restriction on Tree Removal. From the date of adoption of this ordinance, no trees shall be removed from any property within Area B without approval from the City. The City recognizes that factors such as disease and safety concerns or other practical considerations may require the approval to remove such trees. The City otherwise may determine existing trees to remain on the property.**
 - 1. Upon application for master plan approval, the applicant shall submit a tree inventory of all existing trees and trees removed since the date of this ordinance.**

FINDINGS:

Development and grading on the site will require removal of some of the trees on the site. The trees which are anticipated to be removed are primarily located around the existing home located on the east side of Keizer Station Boulevard and also in a small cluster on the west side of the same street. Many of the trees located around the old Tiersma home site are larger trees which will need to be replaced consistent with the city's tree replacement requirements for significant trees at a two to one ratio. While there are a number of trees on the site there only 21 trees on the site that would qualify as significant trees (trees that area greater than 12 inches wide or taller than 50 feet). Many of the trees on the site are smaller than that standard as well as numerous trees which appear to be diseased or otherwise unhealthy. Over 2/3 of the significant trees were cottonwoods, firs, and associated pines. The trees which are located in this area will also likely need to be removed as they all appear to be located in the proposed access way and parking area. The majority of Area B is devoid of trees. The development plans will encourage the retaining of identified significant trees. Unfortunately it appears that only two trees are situated to make them prime candidates for saving. These are two diadora cedar trees which are located in the eastern portion and will provide screening for the transit station. The number of replacement trees that will be planted throughout the site to be consistent with the city's 2 to 1 ratio will be 38 trees or provide compensation into the city's tree replacement program. The tree removal plan illustrates that the proposal will comply with this provision.

B. Section 3.113.04.B - The master plan shall meet the following standards as identified in the Keizer Station Plan in addition to standards within applicable zones:

1. Section 3.113.04.B.1 - Design standards

a. Residential

Because a small portion of the site plan is designated RS any development of single family homes within the RS designated portion of Area B shall comply with the design standards in Section 2.314 as specified in Section 2.102.06 which is the Development Standards of the RS zone chapter. At this time no residential development is being proposed for the area that is designated as RS. If in the future this type of development occurs it will be required to comply with these sections of the Development Code.

b. Commercial

1. Section 2.110.08 Design Standards -All development in the CM Zone shall comply with the applicable design standards described below: Building Design Standards. Primary buildings shall comply with the following design standards:

Design Standards - Unless specifically modified by provisions in this Section, buildings located within the CM zone shall comply with the following standards:

- a. Single family homes shall comply with the design standards in Section 2.314.**
- b. Multi-family buildings and non-residential structures shall comply with the provisions in Section 2.315 - Design Standards.**

FINDINGS:

No new residential uses are proposed within the CM designated portion of Area B so this provision is not applicable. As previously indicated no residential development, either single family or multiple family is being proposed at this time and so this provision is not applicable. All non-residential development will be required to be reviewed for compliance with the provisions within Section 2.315. With this placed as a condition of approval, this criterion is met.

2. Section 2.315.08.B. Building Design

a. Section 2.315.08.B (1)(a) - Ground floor windows

In the CM, CR, and MU zones, all street-facing elevations containing permitted uses as listed under Sections 2.110.02 F, G, H, I, J and K shall have no less than 50 percent of the ground floor wall area with windows, display areas or doorway openings.

FINDINGS:

The intent of this requirement is to avoid new developments from having stark building facades lacking any architectural or aesthetic features. Two of the buildings which are planned to be constructed first are the doctor's clinic and the transit station. The transit station is a 3,000 square foot building with a significant portion of the building façade facing Lockhaven Drive in the form of windows and doorway openings. Based on preliminary drawings the doctor's clinic appears to have more than 50% of the façade facing Lockhaven Drive in the form of windows and entryway. And so will meet with this provision. While the architectural design of all the buildings within the CM designated portion of Area B (the other two zones are not applicable) have not been fully developed compliance will be confirmed during permit review when building plans are submitted as part of the city's design review process. With this as a condition of approval will assure compliance with this requirement.

b. Section 3.15.08.B(2)(a) - Building facades

In the CM, CR, and MU zones, facades that face a public street shall extend no more than 30 feet without providing a variation in building materials, a building off-set of at least 2 feet, or a wall area this is entirely separated from other wall

areas by a projection, such as a porch or a roof over a porch. No building facade shall extend for more than 300 feet without a pedestrian connection between or through the building, provided that there is a pedestrian purpose being served.

FINDINGS:

The architectural design of the buildings in Area B of the Keizer Station is of great importance and it is determined that the architectural design of the buildings of Area B be developed in a manner that is architectural compatible with Area A, but necessarily similar to the style which was selected in Area A. While the architectural design of all the buildings has not been developed, the doctor's office building and the building in the transit station have been preliminarily designed. The doctor's office has a design that makes use of a variety of building materials. The primary materials are proposed to be brick and grey CMU block. A window awning system also provides an offset to the building façade. In the mid-section of the building is an interesting awning shaped feature that will further add projection and sense of depth to the building facade. It is difficult to verify if the building will comply with the variation in materials every 30 feet requirement. This will be verified as part of design review. The master plan indicates that no building will have a façade that will be greater than 300 feet in length. For the buildings which have not been designed, compliance will be confirmed during permit review when building plans are submitted when a design review will be accomplished. With this as a condition of approval will assure compliance with this requirement.

- c. Section 2.315.08.B(3) - Awnings – Awnings or canopies, shall be provided along building storefronts abutting a public sidewalk. Awnings and canopies shall be constructed of canvass, acrylic fabric, laminated vinyl, metal or similar standard material. Awnings and canopies of corrugated fiberglass or polycarbonate roofing shall be prohibited. Awnings and canopies shall not be back lit.**

FINDINGS:

Given the fact that inclement weather is an all too often occurrence in the western part of Oregon it is important that awnings are provided not only for aesthetics purposes but also to protect pedestrians and enhance the shopping experience. The doctor's clinic will have an extended awning on the north side entrance to the building. The architectural design of all the buildings has not been developed, and compliance will need to be confirmed during permit review when building plans are submitted as part of the design review process that will be required. With this placed as a condition of approval will assure compliance with this requirement.

d. Section 2.315.08.B(4) - Materials and Texture

1. Building Materials.

- a. All buildings shall have wood, brick, stone, or stucco siding, or vinyl siding made to look like wood siding. Metal siding as described in this section shall be allowed.**
- b. Metal siding other than corrugated or reflective material are allowed except for residential buildings housing 3 or more dwellings and buildings within the EG zone metal siding is allowed with the exception of corrugated or reflective metal.**
- c. Plain concrete block, plain concrete, plywood and sheet press board may not be used as exterior finish materials.**

FINDINGS:

Intent of this provision is to require a greater attention to the architectural materials that are used so as to result in a higher quality finished product. The two buildings that are planned to be constructed first each will make use of materials that will comply with this provision. The doctor's clinic is shown with brick and colored CMU block material. The architectural design of all the buildings has not been developed. Compliance will be confirmed during permit review when building plans are submitted for review by the city. Information of this requirement will be conveyed to any prospective developer within Area B. With this placed as condition of approval will assure compliance with this requirement.

2. Trim Material. Building trim shall be wood, brick, stone, stucco, vinyl siding material made to look like wood, or metal.

FINDINGS:

The architectural design of all the buildings that will be constructed in Area B has not been developed at this time. Compliance will be confirmed during permit review when building plans are submitted for review. With this as condition will assure compliance with this requirement.

3. Roofing Material. Any roofing material is allowed including metal roofs.

FINDINGS:

The architectural design of all the buildings has not been developed. Compliance will be confirmed during permit review when final building plans are submitted for review. With this as condition will assure compliance with this requirement.

4. **Foundation Material.** Foundation material may be plain concrete or plain concrete block where the foundation material is not revealed for more than 3 feet.

FINDINGS:

The intent of this provision is to avoid having plain concrete be a predominate feature used as a foundation material. The architectural design of the buildings has not been developed, and compliance will be confirmed during permit review when building plans are submitted for review. With this as condition will assure compliance with this requirement.

3. **Section 2.110 COMMERCIAL MIXED USE (CM)**

- A. **Section 2.110.02 through 2.110.05 identify the use requirements for the CM zone, including the permitted, special permitted, and use restrictions, which apply to the site. A maximum of 80,000 square feet of floor area may be devoted to specified retail uses identified in Section 2.110.05 D.**

FINDINGS:

The development of Area B is proposed to include a two story 26,538 square foot doctor's clinic (Building "A") ; 3,000 square feet for a building associated with the transit operations; 10,000 square feet of office space adjacent to the transit station (Building "D") ; and the allowance for two buildings totaling 34,000 square feet along the west side of Keizer Station Boulevard that would be a mix of office and retail (Buildings "B" and "C"). All of this will be located on the portion of Area B that is zoned CM. The uses proposed under the commercial categories comply with the KDC requirements and is within the maximum cap allowance for Area B and so complies with this provision.

- B. **Section 2.110.06.A. Minimum Lot Dimension and Height Requirements. Commercial and mixed use development does not have any minimum dimensional requirements for lots and the maximum building height is 50 feet.**

FINDINGS:

This provision seeks to ensure that buildings are not constructed that might violate the height limitation of the CM zone. The CM zone has no minimum lot size and no minimum lot dimension standards other than a maximum height restriction of 50 feet. All proposed buildings will result in structures being constructed that are less than 50 feet tall. The lot which will be developed with a doctor's office will be 1.8 acres in size, and the transit center will be constructed on a 2.7 acre parcel. Each will be of sufficient size and shape to accommodate the development of each lot with its proposed use. No other lots are proposed to be created at this time. Any change that will result in additional lots will need to be done through either the city's partition or subdivision process and will need to comply with the

regulations in place for that process. All development within Area B will be limited to these restrictions which will assure compliance with this section.

C. Section 2.110.06 B. Minimum Yard Setback Requirements

SETBACKS	Single Family or Duplex	Multi-Family	Commercial	Mixed Use
Front	10 feet	10 feet	10 feet	10 feet
Side	5 feet (1)	(3)	(3)	(3)
Rear	(2)	(3)	(3)	(3)
Street-side (4)	10 feet	10 feet	10 feet	10 feet
Garage entrance (5)	20 feet (5)	20 feet (5)	20 feet (5)	20 feet (5)

- (1) Zero side yard dwelling units are subject to the setback provisions in Section 2.404.*
- (2) The rear yard setback shall be as follows: 14 feet for a 1-story home, 20 feet for a 2-story home.*
- (3) The setback shall be no less than the minimum rear yard setback of the zone on the adjacent property. For the CM zone, the rear yard setback is 0 feet.*
- (4) Setbacks are measured from property lines, not easement lines. However, no structure shall be placed any closer than five feet from the edge of an access easement or 20 feet from the right-of-way of an arterial or collector street.*
- (5) The garage entrance setback shall be measured from the property line or edge of private access easement to the entrance of the garage. The centerline of the driveway shall be measured if the driveway to the garage entrance is not perpendicular to the property line or private access easement. In no case shall a garage be set back less than the minimum front, side, and rear setbacks.*

FINDINGS:

The intent of building setbacks is to ensure that new buildings are constructed so that there is an adequate separation between the new building and all property lines. This will result in the building not being located such that it is too close to any one property line. With the exception of the RS zoned portion of Area B all of the development will be commercial and so will be required to comply with the provisions within this section. As shown on the concept site plan, these setback requirements will be satisfied with each of the proposed building locations. Compliance will be verified through the building permit review process.

4. Section 2.110.07 Development Standards

All development in the CM Zone shall comply with the applicable provisions of this Ordinance. The following includes referenced items as well as additional development requirements. If a conflict exists with a specific standard found in this section and a standard found elsewhere in this Ordinance, the standard in this section shall govern. (5/98)

A. Section 2.110.07.A - Off-street parking:

- 1. Parking shall be as specified in Section 2.303. In the event that on-street parking is provided, on-street parking that abuts the property can be used to meet the standard.**
- 2. No off-street parking is required for uses above the ground floor.**
- 3. The off-street parking requirement for residential uses is one space per unit.**
- 4. If mixed uses on the ground floor exhibit peak parking demand at different times, the resulting parking requirement is limited to the number of spaces generated at the highest combined peak demand at any one particular time. (For example, if there is a movie theater exhibiting peak parking demand between 7:00 and 10:00 PM with a total requirement of 100 spaces, and a pet store exhibiting peak demand between 1:00 and 5:00 PM with a requirement of 50 spaces, the total requirement for the building would be 100 spaces.)**

FINDINGS:

The intent of this provision is to ensure that new development provides sufficient parking to avoid it becoming a burden on adjacent areas. The development of Area B will be required to provide sufficient parking on the site and not use any on-street parking along any of the three adjacent public streets. The transit station is shown being developed with 68 parking spaces for patrons of the bus system who wish to drive to the transit station and then connect with the bus system. Adjacent to the transit facility is Building “D” which has 77 parking spaces near it. Building “C” has 54 parking spaces to the east, Building “B” has 46 parking spaces to the west and east of it, and Building “A”, the doctor’s office is shown with 102 parking spaces. The master plan shows a total of 346 parking spaces provided throughout the whole site. If the entire site were built out with retail/office uses it would require a minimum of 244 parking spaces. As provided on the master site plan, the provided parking spaces will satisfy the standards for the retail and office uses proposed.

C. Section 2.110.07.C -Yards and Lots. Yards and lots shall conform to the standards of Section 2.312.

FINDINGS:

The master plan illustrates that each of the proposed 5 building will conform with the required building setbacks. Building “A” is shown 20 feet from the property lines along both McLeod Lane and Lockhaven Drive and far exceeds the setback to the north and east property lines. Building “B” is shown 20 feet from Lockhaven Drive and almost 120 feet from Keizer Station Boulevard, and is almost 40 feet from the north property line. Building “C” is shown 20 feet from Keizer Station Boulevard and 100 feet from Lockhaven Drive, and more than 40 from the north property line. Building “D” is 20 feet from Keizer Station Boulevard and Lockhaven Drive. Building “E” is more than 70 feet from the property line along Lockhaven Drive and almost 100 feet to the east property line and 250 feet from Keizer Station Boulevard to the north. As demonstrated herein, the minimum lot size and yard standards will be satisfied by the master plan.

D. Section 2.110.07.D - Signs. Signs shall conform to the requirements of Section 2.308.

FINDINGS:

The intent of this provision to ensure that all signs are places and designed and in accordance with the city’s sign code regulations. There are currently two Keizer Station identity signs located at the intersection of Keizer Station Boulevard and Lockhaven Drive. Those two signs are to remain as they are an integral part of the entire Keizer Station and not specifically related to any development necessarily within Area B. Signage will be regulated by the requirements outlined in Section 2.308 and will require a sign permit that will be reviewed to ensure compliance with this provision.

E. Section 2.110.07.E - Accessory Structures: Accessory structures shall conform to requirements in Section 2.313.

FINDINGS:

No accessory structures are proposed at this time. However if any are to be constructed they will be required to comply with the requirements within Section 2.313 and with the requirements in Section 2.315. This will be verified as part of the building permit review process and so will assure compliance with this provision.

F. Section 2.110.07.F - Storage, Trash, and Service Functions: Storage areas, trash, recycling, utilities and other service functions shall be located within the main structure if possible. If any of the above functions are located outside the main structure, the area containing the function must be screened with a solid, durable structure that is architecturally related to the building.

FINDINGS:

The intent of this provision is to avoid having outdoor trash and other storage areas that are unsightly. From experience the majority of businesses will use some form of outdoor trash receptacles. The provisions within Section 2.315 will prohibit merely having a garbage container outside that is not hidden from view. It has become common practice that the trash structures are constructed to compliment the building. All development in Area B will be required to comply with Section 2.315. Storage and trash functions shall be designed and constructed so as to comply with this provision. This will be verified as part of the building permit review process.

I. Section 2.110.07.I - Lot Coverage: The maximum coverage allowed for buildings, accessory structures and paved parking shall be as follows:

	<u>Max.</u>	<u>Min</u>
Commercial development:	90%	50%
Mixed commercial and residential development:	85%	50%
Residential development:	80%	50%

FINDINGS:

The purpose of this requirement is to establish minimum and maximum lot coverage standards. It is not in the city interest to allow new development to develop in either a manner that is too inefficient or is too over developed. As shown on the concept site plan, the standards are satisfied. The site plan indicates that approximately 80% of the commercial portion of Area B will be developed with buildings, parking areas and sidewalks will meet with this provision.

J. Section 2.110.07.J - Density: The maximum residential density shall be 24 units per acre and minimum residential density shall be 8 units per acre. Developments limited exclusively to residential uses and containing less than 8 dwelling units per acre are allowed if they comply with the following:

FINDINGS:

No residential uses are proposed on the CM zoned area so this provision is not applicable.

5. Section 3.113.04.B.2 - Transportation system standards

Relevant section within the KDC pertaining to transportation standards include the following:

A. Section 2.302.A. General Requirements. The location, width, and grade of streets shall be considered in their relation to existing and planned streets, to topographical

conditions, to public convenience and safety, and to the proposed use of the land to be served by the streets.

FINDINGS:

The proposed development of Area B will not include the development of any new streets. The existing city street system will serve Area B. McLeod Lane is a collector street and both Lockhaven Drive and Keizer Station Boulevard are designated as arterial streets. Keizer Station Boulevard has 66 feet of improved street within a 94 foot wide right of way. McLeod Lane has an improved street that ranges from 43 to 46 feet wide within a right of way that ranges from 55 to 60 feet wide in the area of the frontage of the site. Lockhaven Drive has an 84 foot wide street within a 120 foot wide right of way. The Traffic Impact Analysis done by Kittleston and Associates (dated August 2010) analyzed and addressed the impacts on the transportation system as a result of the development of Area B. This analysis looked at the background traffic patterns and the proposed and potential types of developments that are likely to occur within Area B and analyzed for the projected 2020 traffic flows. The result of this study was to determine that some additional improvements to the existing street system will be needed. This will include a new signal at the intersection of the access serving the new transit station or adjacent use in Building "D" and Keizer Station Boulevard. A deceleration lane along the frontage of the site between Keizer Station Boulevard and the new driveway that will be located between Keizer Station Boulevard and McLeod Lane which will serve businesses on the west side of Keizer Station Boulevard. This is in addition to the access which will be required along McLeod Lane to serve businesses on the west side of Keizer Station Boulevard. A right-in only access which will serve Building "D". These improvements are determined to be needed as part of certain phases of the development occur. For example, as the transit station is developed the requirements for the widening and turning lane and new signal at the intersection of the access serving the transit station and Keizer Station Boulevard will be required when the first use on the east side of Keizer Station Boulevard is developed. The deceleration lane serving the new driveway mid-way between McLeod Lane and Keizer Station Boulevard is related to the operation of new buildings located at the west end of this portion of Area B and will be needed when the first use is developed. Certain other improvements are linked less directly to the development of Area B both to the development of both Area B and Area C as well as with general projected growth within the city (Lockhaven Drive / 14 th intersection and Lockhaven Drive / River Road). With the requirements specified in the conditions of approval will assure compliance with this provision.

- B. Section 2.302.B. Continuation of Streets. Development proposals, including subdivisions and partitions, shall provide for the continuation of, and connection to, streets where necessary to promote appropriate traffic circulation in the vicinity of the development. Where necessary to give access or permit a satisfactory future division of adjoining land, streets and utilities shall be extended to property**

boundaries to allow the future extension of streets and infrastructure. A temporary turnaround shall be constructed for stub streets in excess of 150 feet in length.

FINDINGS:

The proposed development of Area B will not include the development of any new streets nor will it result in the continuation of any public street from this site onto any adjacent property. It will allow for the continuation of Dennis Ray Avenue, although at this time no continuation is planned. The continuation of the street will result in there being a turnaround provided at the end of the street. Therefore, this section is satisfied.

- C. Section 2.302.C Alignment. All streets other than minor streets or cul-de-sacs, as far as practical, shall be in alignment with existing streets by continuation of the existing centerlines. The staggering of street alignments resulting in "T" intersections shall, wherever practical, leave a minimum distance of 200 feet between the center lines of streets having approximately the same direction and otherwise shall not be less than 100 feet.**

FINDINGS:

The proposed master plan for Area B will not affect the alignment of the existing street system, nor will it result in the alteration of the two nearby intersections. Therefore, this provision is determined to be not applicable.

- D. Section 2.302.D Future extension of streets. When it appears possible to continue a street, bicycle path and/or pedestrian accessway into a future subdivision, adjacent acreage or area attractors such as schools and shopping centers, streets, bicycle paths and/or pedestrian accessway facilities shall be platted and built to a boundary of the subdivision. The street may be platted without a turnaround unless the Public Works Department finds a turnaround is necessary for reasons of traffic safety. Any street extension exceeding 150 feet in length shall be provided with an approved turnaround as set forth in Section 902.2.2.4 "Dead Ends" of the Uniform Fire Code, 1994 edition.**

FINDINGS:

The proposed development will not include the development of any new streets other than a short extension of the existing Dennis Ray Avenue. The extension will essentially be a turn-around to the street and will not result in the extension of this street either onto the commercially developed portion of Area B, or onto any other property, and so the proposal will comply with this provision. A pedestrian connection will be provided from the end of Dennis Ray Avenue through the small park and into Area B.

- E. Section 2.302 D Intersection angles.** Streets shall be laid out to intersect at angles as near to right angles as practical, except where topography requires lesser angles. Intersections of less than 60 degrees shall require special intersection designs. Streets shall have at least 50 feet of tangent adjacent to intersections unless topography requires lesser distances. Intersections that are not at right angles shall have minimum corner radii of 15 feet. Major arterial intersections shall have curb radii of not less than 35 feet. Other street intersections shall have curb radii of not less than 20 feet.)

FINDINGS:

Other than the new intersection at the intersection of the driveway serving the transit station / building “D” and Keizer Station Boulevard no new street intersections are proposed. The development of Area B will utilize the existing city street system. The existing intersection at Keizer Station Boulevard / Lockhaven Drive, and the intersection at McLeod Lane and Lockhaven Drive both comply with this requirement.

- F. Section 2.302.F Existing Streets.** Whenever existing public streets adjacent to or within a tract are of a width less than the street design standards, additional right-of-way shall be provided at the time of subdivision, partitioning, or development.

FINDINGS:

Keizer Station Boulevard has a right of way width of 94 feet and has a paved street 68 feet wide. To serve the projected needs of the transit station a portion of Keizer Station Boulevard will need to be widened to provide a left turn lane for buses entering the transit station from the east; a right turn drive thru lane; right turn lane in the east bound lane; and there will also need to be an additional right turn only lane after this new intersection and the Keizer Station Boulevard / Lockhaven Drive intersection. This is determined to be sufficient to serve the proposed development of Area B. McLeod Lane has a right of way width of 60 feet and Public Works has commented that it is adequate and no additional right way will be needed along the frontage of the site with this street. Lockhaven Drive has a right of way width of that ranges from 100 feet along the west end of the site to 120 plus feet along the eastern side of the southern frontage. Public Works has commented that additional right way will be needed along the frontage of the site with this street to allow for the construction of a deceleration lane for vehicles entering into the new driveway located west of Keizer Station Boulevard. With the requirement for additional right of way dedication along Lockhaven Drive will assure that all streets along the property frontage will meet current city standards and so will satisfy this provision.

- G. Section 2.302.G Half-Streets.** Half-streets may be approved where essential to the reasonable development of an area and when the City finds it to be practical to require the dedication of the other half when the adjoining property is developed. When a ¼ width street can reasonably be developed, as determined the Department of Public

Works, a half street will be constructed with an additional 10 feet of pavement on the opposite side of the street from full improvement.

FINDINGS:

No half streets are proposed so this provision is not applicable.

H. Section 2.302.H Cul-de-sacs. The maximum length shall be 800 feet.

FINDINGS:

While no new streets or street extensions are proposed it is planned that at some future point that Dennis Ray Avenue will be provided with a turnaround. With the eventual turn around the length of the street will comply with the maximum length provision, so this provision will be satisfied.

I. Section 2.302.I Street Names. Street names and numbers shall conform to the established standards and procedures in the City.

FINDINGS:

No new streets will be created as part of this application, so this provision is not applicable.

J. Section 2.302.J Grades and Curves. Grades shall not exceed 7 percent on arterials, 10 percent on collector streets or 15 percent on any other street. Street grades of 15 percent shall not exceed 200 feet in length. To provide for adequate drainage, all streets shall have a minimum slope of 0.5 percent. On arterials there shall be a tangent of not less than 100 feet between reversed curves.

FINDINGS:

No new streets will be created as part of this application and the existing streets will be used. Both McLeod Lane and Lockhaven Drive are flat and straight along the frontage of the site. Keizer Station Boulevard is a curved street dropping in elevation from west to east so that the street can pass under the rail road bridge. This street was designed as part of the development of Area A and accepted as part of the city's street system and no changes are proposed that would alter the current grade. Therefore, this provision is satisfied.

K. Section 2.302.K Frontage Streets. If a development abuts or contains an existing or proposed arterial or collector street, the City may allow frontage streets, or may require reverse frontage lots with suitable depth, screen planting contained in a

non-access reservation along the rear or side property line, or such other treatment as may be necessary for adequate protection of residential properties, to afford separation of through and local traffic, and to preserve the capacity and safety of the collector or arterial street.

FINDINGS:

No frontage streets are proposed, so this section is not applicable.

- L. Section 2.302.L Alleys. Alleys shall be provided in commercial and industrial zones unless other permanent provisions for access to off-street parking and loading facilities are provided. The corners of alley intersections shall have radii of not less than 10 feet.**

FINDINGS:

No alleys are proposed. The site provides adequate access to off-street parking and loading facilities so this section will not be applicable.

- M. Section 2.302.M Street Landscaping. Where required as part of the right-of-way design, planting strips shall conform with the following standards:**

- 1. Street trees shall be planted at a ratio of no less than one tree per 30 feet of property frontage. Street trees shall conform with the list of acceptable trees included in the City's Street Tree Ordinance. Installation of street trees shall be included in any improvement agreement covering the installation of public facilities and services on a property.**
- 2. Planting strips shall be planted and maintained in predominantly living groundcover materials with hard surfaces consisting of bricks, pavers, rocks, decorative concrete work, etc., only being included as part of an overall landscape design where living plant material is predominant. In no case shall asphalt be used within the planting strip.**

FINDINGS:

The conceptual landscaping plan proposes that street trees shall be planted with appropriate spacing consistent with the requirement listed above. Street trees have already been planted along Keizer Station Boulevard and along the north side of Lockhaven Drive. As it will be necessary to provide additional street improvements along Lockhaven Drive it will be necessary that the existing trees be dug up and relocated or that new trees be planted. If new trees are planted then they will be required to be a minimum caliper of 2 inches will be planted. This is consistent with the trees which were planted in Area A and also with the city's Development Code. The vision of the Keizer Station plan is that there be an abundance of trees so as to provide both shade during the summer months but

to also provide a natural aesthetic sense to the shopping experience. Therefore, this provision will be met.

6. Section 3.113.04.B.3 - Utility standards

Relevant sections of the KDC pertaining to utility standards include the following:

- A. Section 2.307.02.A Impact. The location, design, installation and maintenance of all utility lines and facilities shall be carried out with minimum feasible disturbances of soil and site.**

FINDINGS:

The purpose of this provision is to avoid having runoff into any nearby stream or other soils disturbances as result of the new development. It is a development requirement that the development of any portion of Area B that all utility lines and facilities be designed and installed with the minimum feasible disturbance to soil and site. In particular to Area B there is an existing pile of soil that was relocated from Area A as part of the development of Area A. This will need to be included as part of the development of Area B. This will be verified by Public Works staff to assure compliance with this provision.

- B. Section 2.307.02.B Water. All development that has a need for water service shall install water facilities and grant necessary easements pursuant to the requirements of the City.**

FINDINGS:

All new development in Area B will be required to connect to city water lines. These lines are nearby and can serve all future development of Area B. A 12 inch water service is located within the Keizer Station Boulevard street right of way and there is sufficient capacity in the system to be available to the site. A 12 inch water service is located within the Lockhaven Drive street right of way and there is sufficient capacity in the system to be available to the site. An 8 inch water service is located within the McLeod Lane street right of way and there is sufficient capacity in the system to be available to the site. Area B is subject to assessment as part of the construction for the water storage facility that was recently constructed as part of the development of the Keizer Station. A 7 ½ % payback agreement for the subject property is in place for reimbursement for costs associated with the elevated water tank constructed to serve the area. The Area B share of the costs is approximately \$135,000.00. Payment of the required reimbursement may be made in phases as the development of the subject property progresses. Payments shall be made when public improvement construction permits are issued or building permits are issued whichever occurs first. Reimbursement costs will be calculated on a square foot basis.

A master water plan was submitted as part of the application. The Public Works Department reviewed the master water system plan and their comments are included in the Conditions section of this staff report. Prior to submittal of final construction plans the applicant's engineer shall arrange for a pre-design conference to discuss water main sizing, meter sizing and locations, fire hydrant locations, fire sprinkler line locations and easement width for all public lines located outside of proposed right of ways. Final location of all meters to be approved by the Keizer Department of Public Works. Appropriate easements for all public water mains and fire hydrants will be required if construction is to be outside of public right of ways. It will be the responsibility of the developer to abandon all existing wells prior to site grading in accordance with the rules of the Oregon State Water Resources Department unless the City has determined that water rights are available in some cases that could be transferred to municipal use by the city.

Any system development charges for water system improvements will be those in place at the time of individual service connections. Final development plans shall be reviewed by the Keizer Fire Department with regard to access and adequate location of fire hydrants prior to any issuance of public works construction permits by the City of Keizer.

- C. Section 2.307.02.C Private Utilities. All development that has a need for electricity, gas and communications services shall install them pursuant to the requirements of the district or company serving the development. Except where otherwise prohibited by the utility district or company, all such facilities shall be underground.**

FINDINGS:

It is a development requirement that the electricity, gas, and communications services shall be installed pursuant to the requirements of the appropriate district or company serving the development. In addition it will be a requirement that all of these facilities are located underground and so will comply with this provision.

- D. Section 2.307.02.D Sanitary Sewers. All development that has a need for public/private sanitary sewers shall install the facilities pursuant to the requirements of the city. Installation of such facilities shall be coordinated with the extension of necessary water services and storm drainage facilities.**

FINDINGS:

As part of the application a master sanitary sewer plan was submitted for review. This plan shows the existing sanitary sewer lines that are either within Area B, or immediately adjacent to Area B and it shows the location of lines that will need to be constructed to serve the future development of Area B. The intent of this provision is to ensure that the new development will be served by sanitary sewer. The subject property is located within the

original Keizer Sewer District and therefore an acreage fee is not required. There is a 8 inch sanitary sewer line located in Lockhaven Drive; and 8 inch sewer line located in the McLeod Lane right of way; and, a 10 inch sanitary sewer line located in Keizer Station Boulevard. Each of these lines has adequate size and depth to provide for additional capacity to serve Area B.

A review of the construction plans for the subject property will be required to assure that capacity of the master plan sewer trunk lines is not exceeded. The Public Works Department comments include specific conditions of approval related to sanitary sewers.

E. Section 2.307.02.E Street Lights. When required, installation of street lights shall be pursuant to the requirements of the city and the company serving the development.

FINDINGS:

The intent of this provision is to ensure that there is adequate lighting along the streets serving the new development. Currently, there are street lights along each of the three streets (Lockhaven Drive, McLeod Lane, Keizer Station Boulevard) along Area B. If it is determined that additional lights are needed they will be located pursuant to city specifications. With the potential for additional widening of Lockhaven Drive along a portion of the frontage of the site it may be necessary to relocate some of all of the street lights along the frontage of the site.

F. Section 2.307.02.F Easements. Easements shall be provided along property lines as deemed necessary by the City, special districts, and utility companies. Easements for special purpose uses shall be of a width deemed appropriate by the responsible agency. Such easements shall be designated on the final plat of all subdivisions, and on the final plat of all partitions.

FINDINGS:

All easements shall be located in the appropriate locations based on actual approved plans. There is a storm drainage easement located along the northern edge of the area. This line serves development within Area B and adjacent residential properties. There are existing sanitary sewer and water lines through a portion of Area B. The master utility plan indicates both the existing utilities and also where the proposed lines to serve the development will be located. No development may occur within the identified easement area. No final plat shall be approved prior to approval of construction plans including easement widths and locations.

G. Section 2.306.05. General Standards_All development shall be planned, designed, constructed and maintained to:

1. **Protect and preserve existing natural drainage channels to the maximum practicable extent;**
2. **Protect development from flood hazards;**
3. **Provide a system by which water within the development will be controlled without causing damage or harm to the natural environment, or to property or persons within the drainage basin;**
4. **Assure that waters drained from the development are substantially free of pollutants, through such construction and drainage techniques as sedimentation ponds, reseeded, phasing of grading;**
5. **Assure that waters are drained from the development in such a manner that will not cause erosion to any greater extent than would occur in the absence of development;**
6. **Provide dry wells, french drains, or similar methods, as necessary to supplement storm drainage systems;**
7. **Avoid placement of surface detention or retention facilities in road rights-of-way.**

FINDINGS:

The Public Works Department reviewed the drainage plan and their comments are included in the *Recommendations and Conditions* section of this staff report. A major facet of the design for Area B will include utilizing techniques to avoid having the storm water runoff the site as has been the traditional practice of development. This will involve using inverted landscaped areas and having the storm water be directed to these areas where it can then be allowed to naturally infiltrate into the ground avoiding the need to have it enter into the city's system.

The subject property is within a critical drainage basin and strict compliance with city ordinances will be necessary. No increase in runoff during any design storm will be allowed as development occurs. A Storm Drainage Master Plan is required for the areas west and east of Keizer Station Boulevard.

Storm water detention and low impact development design will be required for areas east and west of Keizer Station Boulevard. All storm water including roof drains are to be connected to an approved system designed to provide adequate drainage for proposed new driveways, parking lots and other impervious surfaces. Where on-site detention is planned, adequate covenant, conditions and restrictions (CCR) shall be recorded to alert future owners/developers that detention and/or treatment shall be required to be constructed to the standards in effect at the time of building permit application.

A grading and drainage plan shall be developed for the subject property including proposed lot corner elevations. Details shall include adequate conveyance of storm water from adjacent property across the subject property. It is anticipated that on-site storm water detention/retention for this area can be achieved based on percolation tests results that were conducted in the spring of 2010. It appears that the area east of Dennis Ray Avenue will be used as a park and storm-water management area. Prior to any development of the area west of Keizer Station Boulevard a final storm water plan for the park shall be submitted for review and approval by the Department of Public Works.

A phasing plan shall be submitted to indicate how the storm water management will be developed to provide service to each area. The developer shall submit to the Department of Public Works a master plan for erosion control for the entire site prior to any site development. The plan shall be approved by the Department of Public Works. Prior to any development, including site grading, the applicant shall obtain an NPDES permit from the Oregon Department of Environmental Quality.

Easements for any existing or proposed storm drain lines within the subject property will be required if not located within public right of ways. A public storm drain line has been constructed from the easterly end of Dennis Ray Avenue to the northeast corner of the subject property. The existing line will provide for a storm drain outlet for the west portion of Area B. A storm drain line has been constructed to the west line of the BNRR south of Keizer Station Boulevard and will be available for the portion of Area B east of Keizer Station Boulevard.

The developer shall submit to the Department of Public Works a master plan for erosion control for the entire site. The master plan shall be approved by the Department of Public Works. Prior to any development, including site grading, the applicant shall obtain an NPDES permit from the Oregon Department of Environmental Quality.

7. Section 3.113.04.B.4 - Parking standards

Relevant sections of the KDC pertaining to utility standards include the following:

- A. Section 2.303.05 Joint Use. Parking area may be used for a loading area during those times when the parking area is not needed or used. Parking areas may be shared subject to Administrator approval for commercial and industrial uses where hours of operation or use are staggered such that peak demand periods do not occur simultaneously. Such joint use shall not be approved unless satisfactory legal evidence is presented which demonstrates the access and parking rights of parties.**

FINDINGS:

Where feasible in Area B the parking areas will be shared between adjoining uses. The total amount of parking spaces will support the individual use within Area B. This type of use is consistent with Area A in which a master parking plan was developed. The intent of the master parking plan is to allow the joint use of parking areas and to avoid requiring the development of excessive amounts of parking. It is anticipated that the option of a master parking plan will be developed for Area B and that cross access easements will be required between the various parcel owners to allow the joint use of parking spaces. The master plan indicates that approximately 346 parking spaces can be located on the site to accommodate the proposed level of development as shown in the master plan. This will assure compliance with this provision.

B. Section 2.303.6 Off-Street Automobile Parking Requirements. Off-street parking shall be provided in the amount not less than:

- **Retail store: 1 per 300 square feet**
- **Bank, offices, medical clinic: 1 per 300 square feet**
- **Eating and drinking establishment: 1 per 125 square feet**

FINDINGS:

The intent of this provision is to ensure that new developments provide sufficient parking to serve their needs. The parking provided on the concept site plan was calculated using the standards above. For example, the doctor's office, Building "A", is projected to have 28,000 square feet of area and will need to provide 80 parking spaces to serve this facility and 102 parking spaces are shown. The Salem – Keizer Transit Center located in the eastern portion of Area B is shown providing 68 parking spaces. This number is intended to serve transit users who will drive to the site and park their car and then continue their travel by bus. It will also provide some parking for a potential commuter rail station. A building footprint accommodating 10,000 square feet (Building "D") adjacent to the transit station is shown with 77 parking spaces where 40 would be required. This use is projected to be office and the level of parking spaces is sufficient to accommodate this type of use. On the west side of Keizer Station Boulevard is a 14,000 square foot building (Building "B") and a 10,000 square foot building (Building "C") footprint that would be comprised with a combination of office and retail uses. This type of use would require 80 parking spaces and the master plan indicates that 99 parking spaces are shown. Additional users haven not been identified but when they are they will need to comply with the specification within Section 2.303. The minimum parking requirements are met, and that there are a total of 346 parking spaces throughout the development are shown on the submitted site plan. Therefore, the master plan complies with this requirement.

C. Section 2.303.07 Standards for Disabled Person Parking Spaces. Disabled Person Parking Spaces shall comply with the requirements of the Uniform Building Code and ODOT standards.

FINDINGS:

This is to guarantee compliance with state and federal regulations governing disabled parking. ADA parking shall be provided in the final plan as appropriate and will be a condition of building permit review and will be verified as part of the final building inspection and so will assure compliance with this provision.

D. Section 2.303.08.A Bicycle Parking **Bicycle Parking shall be required in all public and semi-public, commercial and industrial development as well as park-and-ride lots. Bicycle parking shall be provided in the following amounts:**

- **Retail store: 1 per 10 required vehicle parking spaces with a maximum of 6 required**
- **Bank, offices, medical clinic: 1 per 20 required vehicle parking spaces with a maximum of 6 required**

FINDINGS:

This provision specifies the amount of bicycle parking that is required based on different type of use. For example, the doctor's office will be required to provide 4 bicycle parking spaces. Bike parking is proposed in areas near the building entrances and will be a condition of building permit review and will be verified as part of the final building inspection and so will comply with this provision.

E. Section 2.303.08.B Bicycle Parking Development Requirements

1. **Space Size.** Each bicycle parking space shall be a minimum of six feet long and two feet wide and be accessible by a minimum four foot aisle.
2. **Location.** All bicycle parking areas shall be within 100 feet of a building entrance and located within a well-lit area.
3. **Rack Design.** Bicycle racks must be designed to secure the bicycle frame and at least one wheel, and, accommodate a locking device. Racks, lockers or other related facilities shall be securely anchored to the ground or to a structure. As an alternative, the bicycle spaces can be provided within a secured compound.
4. **Access.** Access to a public right-of-way and pedestrian access from the bicycle parking area to the building entrance must be provided.

FINDINGS:

Specific designs for the parking of bicycles will ensure that this type of user to the new development will have adequate parking spaces for bicycles. This shall be provided as part of the final plans and will be verified as part of the final building inspection and will assure compliance with this provision.

- F. Section 2.303.09 Carpool and Vanpool Parking.** New office or industrial development with 100 or more parking spaces shall designate at least 5% of the parking spaces for carpool or vanpool parking. These designated spaces shall be the closest parking spaces to the building entrance normally used by employees, with the exception of handicapped parking spaces. The carpool/vanpool spaces shall be clearly marked "Reserved - Carpool/Vanpool Only" along with specific hours of use. Any other use establishing car and vanpool spaces may reduce the minimum parking requirement by 3 spaces for each carpool/vanpool space created.

FINDINGS:

Building "A" is shown with 102 parking spaces around the building. If an office building has more than 100 parking spaces then appropriate carpool parking will be required to be identified as part of the final development plan and will be required as part of the building permit process will assure compliance with this provision. All other buildings in Area B are shown with parking areas that are less than the 100 spaces threshold which will mean that this provision is not applicable.

- G. Section 2.303.10 Off-Street Loading Requirements.** Commercial office buildings shall require a minimum loading space size of 12 feet wide, 20 feet long and 14 feet high in the following amounts: for buildings over 5,000 square feet of gross floor area, 1 space; for each additional 40,000 square feet of gross floor area, or any portion thereof, 1 space.

All other commercial or industrial buildings shall require a minimum loading space of 12 feet wide, 30 feet long, and 14 feet high in the following amount: for buildings containing over 5,000 square feet of gross floor area, 1 space; for each additional 40,000 square feet of gross floor area, or any portion thereof, 1 space.

FINDINGS:

The intent of this requirement is to specify the loading dimension requirements so as to ensure that there are safe and adequate off-street loading facilities to serve the needs of each new business. Sufficient paved areas and designated loading areas will be required to be identified on building permit plans and verified as part of the final inspection to assure compliance with this provision.

- H. Section 2.303.11 Parking and Loading Area Development Requirements**

1. Section 2.303.11.A Surfacing. All driveways, parking and loading areas shall have a durable, hard, dust free surface built to Department of Public Works standards.

FINDINGS:

This is required to eliminate any unpaved parking areas from being used which might result in nuisance problems related to dust, drainage, and poor construction. The master plan indicates that the parking and loading areas will be paved. Pavement shall be required as part of the building permit process and will need to be consistent with city requirements and so will satisfy this provision.

2. Section 2.303.11.B Parking Spaces

Dimensions. Parking spaces shall be a minimum 9 feet wide and 18 feet in length.

Compact Spaces. Compact parking spaces, at a reduced width of 8.5 feet, shall be permitted on sites with more than five (5) parking spaces. No more than 30% of the required parking shall be compact spaces and each space must be identified as a "Compact Space."

FINDINGS:

The intent of this requirement is to specify the parking lot and space dimension requirements so as ensure that there are safe and adequate parking facilities to serve the public which will frequent the new businesses. The master plan illustrates that all parking spaces will measure 9 feet by 18 feet. The proposal meets these requirements, by providing all standard spaces. Parking space number and dimensions will be verified at the time of building permit submittal and also at final occupancy to assure compliance with this provision.

3. Section 2.303.11.C Aisle The following minimum aisle dimensions shall apply: Without adjacent parking:

- b. One-way: 12 feet**
- c. Two-way: 22 feet**

With adjacent parking:

PARKING ANGLE	DRIVEWAY WIDTH
0 to 40	12 feet
41 to 45	13 feet
46 to 55	15 feet
56 to 70	18 feet
71 to 90	24 feet

FINDINGS:

The intent of this requirement is to specify the parking lot and space dimension requirements so as ensure that there is safe and adequate parking facilities to serve the public. The proposal shows the parking lot aisles all of which are shown 24 feet wide. This meets these requirements as shown on the concept site plan. Field verification will be required as part of the final inspection to ensure compliance.

4. **Section 2.303.11.D Screening. When any public parking or loading area is within or abuts a residential zone along a side or rear lot line, the parking or loading area shall be separated from the lot line by a 20 foot landscaped yard, or shall be screened from the residential property with an ornamental fencing or wall of at least 4 feet in height.**

FINDINGS:

The intent of this provision is to minimize any impacts between parking and loading areas and adjacent residential uses. Residential zoning abuts the site to the north and is developed with residential single family homes. The required 20-foot landscaped buffer and 6 foot high masonry wall will provide an appropriate level of screening. In the area of the small park the buffer will effectively be increased to as much as 170 feet of landscaped buffer. In addition, there is an existing 8 foot high sight obscuring wall along a portion of the north property line and a 8 foot high sight obscuring will be placed along the south property lines of the homes along the south side of Dennis Ray Avenue. This will further buffer the properties to the north from any development in this portion of Area B. While there are residential uses to the west across McLeod Lane and to the south of Lockhaven Drive in neither case will any parking lot abut any of these properties so this provision is determined to not apply to homes which are located to the south and west of Area B. There are no residential uses located to the east of Area B as it is part of the commercially development Area A of Keizer Station. This combination of landscaped buffer and sight obscuring wall satisfy this provision.

5. **Section 2.303.11.E Lighting. All lighting shall be directed entirely onto the loading or parking area and away from any residential use. The lighting shall not cast a glare or reflection onto the public rights-of-way.**

FINDINGS:

The purpose of this provision is ensure that the site is adequately illuminated without the lighting becoming a nuisance to neighboring properties or a hazard to vehicles on the public streets. The exterior lighting will be designed so that it does not cast any light or glare toward these properties or onto any public right of way and so will comply with this provision.

6. **Section 2.303.11.F Landscaping.** A tree shall be planted for every eight lineal parking spaces not located adjacent to a building. The planting space shall measure no less than 4 feet square and be surrounded by concrete curbing. The plant shall be of a species that the root system will not interfere with underground utilities or the parking surface, and, is capable of achieving a 15 foot radius. The specific planting enclosure and appropriate tree selection will be provided by the City.

FINDINGS:

The intent of this requirement is to create a parking area which has a treed feel to it. The allowance for a tree per every 8 parking spaces will result in a “greening” of the parking areas and avoid them from becoming an otherwise barren sea of asphalt. The planting of trees within the parking area will create shade which will help to reduce summer temperatures within the parking area. It will also help to increase the overall amount of landscaping within the development. The proposed concept site plan show the appropriate landscaped areas for trees as required above. A minimum of approximately 50 trees are shown planted in the parking areas. The specific species will be approved during final approval and will be verified during on-site field inspection. With this placed as a condition of approval will satisfy this requirement

7. **Section 2.303.11.G Traffic Flow.** Service drives to off-street parking areas shall be designed and constructed to allow flow of traffic, provide maximum safety of traffic access and egress and the maximum safety of pedestrians and vehicular traffic on the site.

FINDINGS:

This provision is geared to safety of pedestrian and vehicles entering and exiting Area B. The access to and from the parking lots is controlled and designed to provide suitably spaced driveway intersections on Lockhaven Drive, Keizer Station Boulevard, and McLeod Lane. The design of the parking areas will comply with city standards for parking lot design and will provide for safe travel within the parking areas which will be constructed in Area B. This will include 24 foot wide travel aisles which will comply with minimum width requirements. With the construction of a separated pedestrian walkway connecting Dennis Ray Avenue and the development will minimize the need for pedestrians traveling through the development from using parking areas as pedestrian routes. This design will provide for safe and efficient traffic and pedestrian flow throughout the site and will meet the provisions of this section.

8. **Section 2.303.11.H Entrance/Exits.** Service drive exits shall have a minimum vision clearance area of 15 feet from the intersection of the street and driveway.

FINDINGS:

The intent of this provision is to assure that new developments construct driveway intersections that are safe and that the vision clearance area is free of plants, signs or other objects that might otherwise interfere with a driver's line of sight. The four entrances and one right in only entrance will provide access to developments within Area B and all will have safe and adequate vision clearance areas. The plants which will be selected for planting in these areas will not interfere with vision clearance at the intersection of the street and the access points. All signage will be required to be located outside this vision clearance area. This provision is not unique to the development of Area B but is a requirement of all new developments throughout the city. Compliance with this provision will assure a safe development proposal.

9. **Section 2.303.11.I Bumper Rails. Parking spaces along the outer boundaries of a parking area shall be contained by a curb or a bumper rail to prevent a motor vehicle from extending over an adjacent property, a street, or a sidewalk. The bumper shall be at least 4" high and located a minimum of 3 feet from the property line.**

FINDINGS:

This is a design detail, which is not shown in the submitted plans, and will be required to be provided as part of the building permit review.

8. Section 3.113.04.B.5 - Landscape standards

Relevant sections of KDC pertaining to landscaping standards include the following:

1. **Section 2.309.03 Minimum Area Requirements. Landscaped areas may include landscaping around buildings; in open spaces and outdoor recreation areas; in islands and perimeter planting areas in parking and loading areas; and in areas devoted to buffering and screening as required in this Section and elsewhere in this Ordinance. The following area requirements shall be the minimum areas devoted to landscaping: A minimum of 10% of the gross land area shall be devoted to landscaping in commercial developments.**

FINDINGS:

The purpose of this provision is to establish minimum landscaping requirements to ensure that an acceptable level of landscaping is provided. The city through its development code requirements has identified that 10% of a site that is proposed to be developed as the minimum necessary for new commercial developments. The master plan indicates that more than 20% of Area B will be set aside for landscaping. The landscaping includes a variety of trees, shrubs, and miscellaneous flowering plants and grasses. This will be located around the buildings, along the streets, within the parking areas and also within the small park. If the small park that is part of Area B is included as part of the landscaping

calculations then the amount to landscaping is increased to about 2 ½ acres or nearly 25% of the overall area of Area B. By meeting the maximum lot coverage requirements sufficient landscaped area will be provided as noted herein and so meets with this provision.

2. Section 2.309.05 Screening and Buffering

Screening. Screening shall be used to eliminate or reduce the visual impacts of the following uses:

- 1. Commercial and industrial uses when abutting residential uses.**
- 2. Industrial uses when abutting commercial uses.**
- 3. Service areas and facilities, including garbage and waste disposal containers, recycling bins, and loading areas.**
- 4. Outdoor storage areas.**
- 5. Parking areas for 20 or more vehicles for multi-family developments, or 30 or more vehicles for commercial or industrial uses.**
- 6. At and above-grade electrical and mechanical equipment, such as transformers, heat pumps, and air conditioners.**

Screening Methods. Screening may be accomplished by the use of sight-obscuring plant materials (generally evergreens), earth berms, walls, fences, building parapets, building placement or other design techniques.

FINDINGS:

The master plan shows that screening will be provided along the northern side of Area B utilizing a 20 foot wide landscaped buffer incorporating shrubs and trees, and a 8 foot high sight obscuring wall along a significant portion of the north property line. Properties to the north are residentially developed. This existing masonry wall was placed at the time of the development of Area A of the Keizer Station. A 8 foot high sight obscuring wall is planned to be located along the rear property lines of homes along the south side of Dennis Ray Avenue. The walls, along with the landscaped areas will provide sufficient screening for the residents on the north side of the site. No industrial uses are planned for Area B only commercial uses that are allowed in the CM zone.

Service areas within the development are proposed to be screened with vegetation and fencing. No outdoor storage areas are proposed. The plans are not sufficiently detailed to show electrical and mechanical equipment, but if any of these types of equipment are provided it will be a requirement that they are appropriately screened. Parking areas will all

be surrounded by landscaping consisting of ground cover, shrubs, and trees. The specific screening details will need to be reviewed and approved during the building permit process. In consideration of this, the proposal will comply with this provision.

Buffering. Buffering shall be used to mitigate adverse visual impacts, dust, noise or pollution, and to provide for compatibility between dissimilar adjoining uses. Where buffering is determined to be necessary, one of the following buffering alternatives shall be employed:

1. **Planting Area:** Width not less than 15 feet, planted with the following materials:
 - a. At least one row of deciduous or evergreen trees staggered and spaced not more than 15 feet apart.
 - b. At least one row of evergreen shrubs that will grow to form a continuous hedge at least five feet in height within one year of planting.
 - c. Lawn, low-growing evergreen shrubs or evergreen ground cover covering the balance of the area.
2. **Berm Plus Planting Area:** Width not less than 10 feet, developed in accordance with the following standards:
 - a. Berm form should not slope more than 40 percent (1:2.5) on the side away from the area screened from view. The slope for the other side (screened area) may vary.
 - b. A dense evergreen hedge shall be located so as to most effectively buffer the proposed use.
 - c. The combined total height of the berm and hedge shall be not less than five feet.
3. **Wall Plus Planting Area:** Width must not be less than five feet developed in accordance with the following standards:
 - a. A masonry wall or fence not less than five feet in height.
 - b. Lawn, low-growing evergreen shrubs, and evergreen ground cover covering the balance of the area.

- 4. Other methods which produce an adequate buffer considering the nature of the impacts to be mitigated, as approved by the City.**

FINDINGS:

As required, a 20-foot wide landscaped buffer will be provided between the development and the neighborhood to the north. This is indicated on the master plan. The landscaped buffer will entail a variety of tree species and assorted shrubs and will provide a buffer that will both offer vegetative screening and an aesthetic attribute to the development. Along a significant portion of the north property line there is an existing 8 foot sight obscuring wall. This feature will be provided along the rear property lines of homes that are located along the south side of Dennis Ray Avenue. The combination of vegetation, and sight obscuring masonry wall will meet with this requirement and will provide ample buffering consistent with this provision of the code.

- C. Section 2.309.06. Planting Height. No sight-obscuring plantings exceeding 30 inches in height shall be located within any required vision clearance area in accordance with Section 2.312.09 of this Ordinance.**

FINDINGS:

The intent of this provision is to avoid having landscaping from becoming a vision hazard in the vision clearance triangle that is located at the intersection of driveways and streets. The types of plants which will be planted near driveway and street intersections will all be low growing species that will not attain a height of 30 inches. As such, the proposal will comply with the standard and not result in a vision clearance hazard and so will comply with this provision.

- D. Section 2.309.06. Plant Materials. Plant materials shall not cause a hazard. Landscape plant materials over walks, pedestrian paths and seating areas shall be pruned to a minimum height of eight feet and to a minimum height of 15 feet over streets and vehicular traffic areas.**

FINDINGS:

The intent of this provision is to avoid plant material from becoming a hazard to pedestrians or to vehicles. Based upon the landscaped plan showing the potential plantings in the areas of the pedestrian paths this problem is not anticipated. Street trees which extend over sidewalks, streets, or paths and seating areas will be required to be pruned regularly and so will comply with this requirement. Therefore, this provision will be met.

- E. Section 2.309.06. Utility Interference. Landscape plant materials shall be selected, which do not generally interfere with utilities above or below ground.**

FINDINGS:

This is to avoid having conflicts between landscaped material and utilities. Utilities will be placed underground so there will be no above ground utilities. No conflicts are foreseen between the preliminary landscaping plan and the placement of required utilities and so this section will be complied with.

- F. Section 2.309.06. Installation. Landscape plant materials shall be properly guyed and staked to current industry standards as necessary. Stakes and guy wires shall not interfere with vehicular or pedestrian traffic.**

FINDINGS:

The intent of this provision is to avoid having landscaped material planted in a manner that is inconsistent with industry standards thereby increasing the likelihood of the material not surviving. Proper tree planting will be monitored as part of the building permit approval process to assure compliance with this requirement.

- G. Section 2.309.06. Suitability. Plant materials shall be suited to the conditions under which they will be growing. As an example, plants to be grown in exposed, windy areas that will not be irrigated should be sufficiently hardy to thrive under these conditions. Plants should have vigorous root systems, and be sound, healthy, free from defects, diseases, and infections.**

FINDINGS:

The plants which will be required to be planted will be those that are appropriate for the conditions of the site and climate considerations. This will be inspected as part of the building permit review to assure compliance with this provision.

- H. Section 2.309.06. Deciduous Trees. Deciduous trees should be fully branched, have a minimum caliper of 2 inches, and a minimum height of 8 feet at the time of planting.**

FINDINGS:

The intent of this provision is to avoid having trees that may be too small to be otherwise considered as a tree from being planted. Deciduous trees allow for planting that will have a fully branched canopy and avoid “stick” trees without any canopy. The majority of trees that will be planted throughout Area B will be deciduous trees. As noted above, the master plan calls for deciduous trees that will meet or exceed this 2 inch caliper size. This will be a requirement of the building permit process and will be verified during final inspection to ensure compliance.

- I. Section 2.309.06. Evergreen Trees. Evergreen trees shall be a minimum of 6 feet in height, fully branched at time of planting.**

FINDINGS:

The intent of this provision is to avoid having evergreen trees planted that may be too small to be otherwise considered as a tree from being planted. Some evergreen trees may be planted for landscaping effect but deciduous trees will be the primary tree that is planted throughout the development. This standard will be met with the final landscaping and planting plan.

- J. Section 2.309.06. Shrubbery. Shrubs shall be supplied in a minimum 1 gallon containers or 8 inch burlap balls with a minimum spread of 12 to 15 inches.**

FINDINGS:

The purpose of this provision is to specify the size of shrubbery that is determined to be a viable size for landscaping. This is considered to be an industry standard and will result in both healthy plants and plants which can grow to fill in landscaped areas. This standard will be met with the final landscaping and planting plan.

- K. Section 2.309.06. Ground Cover. Ground cover plants shall be spaced in accordance with current nursery industry standards to achieve covering of the planting area. Rows of plants are to be staggered for a more effective covering. Ground cover shall be supplied in a minimum 4 inch size container or a 2 1/4 inch container or equivalent if planted 18 inches on center.**

FINDINGS:

This standard seeks to avoid having bark dust or gravel from becoming a substitute for landscaping. Rather it seeks to incorporate ground cover into the landscaping to fill out the empty spots in the landscaped areas and provide depth and balance to the landscaping. This standard will be met with the final landscaping and planting plan and will be verified during final inspection and so will comply with this provision.

- L. Section 2.309.06 Irrigation. All developments are required to provide appropriate methods of irrigation for the landscaping. Sites with over 1,000 square feet of landscaped area shall be irrigated with automatic sprinkler systems to insure the continued health and attractiveness of the plant materials. Sprinkler heads shall not cause any hazard to the public. Irrigation shall not be required in wooded areas, wetlands, floodplains, or along natural drainage channels or stream banks.**

FINDINGS:

The purpose of this provision is to avoid having plants not be watered and die during the summer months. By requiring that an irrigation system be included in the landscaped areas will increase the survivability of the landscaped material. An irrigation system is proposed to be included for the entire development. Irrigation plans will need to be reviewed and approved as part of the building permit review process and so will ensure compliance with this provision.

- M. Section 2.309.06 Re-planting. Trees or shrubbery which die-off shall be replaced with a new plant of the same or similar type. Replacement is ultimately the responsibility of the property owner.**

FINDINGS:

This provision seeks to avoid having empty holes in the landscaping as plants die if they are not replaced. This will be done as necessary if any of the plants die and so will assure compliance with this provision.

- N. Section 2.309.06 Maintenance. Landscaping shall be continually maintained. Appropriate methods of care and maintenance of landscaped plant material shall be provided by the owner of the property.**

FINDINGS:

The intent of this section is to avoid having the landscaped areas become an unmaintained weed infested area, but rather to have it be an area which is continually maintained and which adds aesthetic balance to the development. This shall be expected by the city and will be placed as condition of approval to ensure continual compliance.

- O. Section 2.309.06 Plant Protection. Landscape plant material shall be protected from damage due to heavy foot traffic or vehicular traffic by protective tree grates, pavers or other suitable methods.**

FINDINGS:

The purpose is to avoid locating plants in areas that would result in their being damaged or destroyed. The master plan appears to have the landscaped areas well-protected from foot traffic or vehicle traffic. This will need to be confirmed when the final landscaping plans are submitted for approval as part of the building permit process.

- P. Section 2.110.07 - Landscaping-General: All required yards shall be landscaped. Landscaped areas shall be landscaped as provided in Section 2.309.**

1. **The minimum landscaped area requirements shall be as follows:**

Commercial development:	10%
Mixed commercial and residential development:	15%
Residential development:	20%

2. **Properties located within Area B as defined in the Keizer Station Plan shall have a 20-foot landscape buffer along all property lines adjacent to any residential zone. Landscape and buffer requirements shall be met as defined in the Keizer Station Plan.**

FINDINGS:

The purpose of this provision is to ensure that there is both a sufficient buffer between the commercial uses and the adjacent non-commercial uses to the north so as to minimize potential conflicts from noise, visual, parking, etc and that there is an acceptable level of landscaping throughout the new development. The 20 foot wide landscaped buffer is shown in the master plan along the north property line. The inclusion of a small park along the end of Dennis Ray Avenue will further increase the buffer between the central portion of Area B and the future homes that may be built at the end of Dennis Ray Avenue. It will be improved with landscaping and a masonry wall as provided in the Keizer Station Plan. The combined effect of the buffer and additional landscaping adjacent to the buildings will result in approximately 2 acres, or about 20% of Area B being landscaped. This far exceeds the required minimum 10% landscaped area standard as shown on the concept site plan and so meets with this requirement.

- Q. Section 2.110.07 - Landscaping-Parking Lots: One tree shall be provided for every eight parking spaces in parking lots. The trees shall be dispersed throughout the parking lot in minimum four by four foot planters located between parking spaces.**

FINDINGS:

The intent of this requirement is to create a parking area which has a treed feel to it. The allowance for a tree per every 8 parking spaces will result in a “greening” of an otherwise barren sea of asphalt. Thereby reducing summer temperatures and increasing the overall landscaping in the development. As shown on the master plan, these standards are satisfied with each of the parking areas containing numerous landscaped islands for planting trees. In fact, over 50 trees are planned to be planted within the various parking areas throughout the development. In addition, this will be a requirement of the building permit for any development within Area B of the Keizer Station development and so will comply with this provision.

9. Section 3.113.04.C. -Development Strategies

Pedestrian Access, Safety and Comfort

- a. To ensure safe, direct, and convenient pedestrian circulation, development shall provide a continuous pedestrian and/or multi-use path system.**
- b. The pathway system shall extend throughout the development site, and connect to all future phases of development, adjacent trails, public parks and open space areas wherever possible.**
- c. Pathways with developments shall provide safe, reasonably direct and convenient connections between primary building entrances and all adjacent streets and parking areas.**
- d. For all developments subject to Master Plan review, pathways shall connect all building entrances to one another. In addition, pathways shall connect all parking areas, storage areas, recreational facilities and common areas (as applicable), and adjacent developments to the site, as applicable.**
- e. Recessed entries, canopies, and/or similar features shall be used at the entries to a building in order to create a pedestrian scale.**
- f. For driveways that service more than 100 parking spaces, shall not have any parking within twenty-five feet of the driveway intersection. This area shall be landscaped in accordance with Section 2.309 of the Keizer Development Code.**
- g. The proposal contains an equally good or superior way to achieve the intent of the above criterion and guidelines.**

FINDINGS:

An integral component of the design of the master plan for Area B is that it will make use of sidewalks and walkways in a manner that will meet this provision. The site plan for Area B illustrates that there will be walkways and sidewalks that will connect each of the primary buildings with parking areas, streets, and other amenities that will be provided. Area B is planned to be a phased development with the eastern and the western portions developed in the first phase. Therefore, not all of the site will be developed with these pedestrian facilities at the same time but will be phased in as development within Area B occurs. With the transit station planned to be developed in the eastern portion of Area B means that a pedestrian walkway will be an important aspect of the development of the site. This will be accommodated by a pedestrian link between the site and the end of Dennis Ray Avenue through the new small park that will be provided. The walkway will be a paved 10 foot wide pedestrian facility. This and other sidewalks will provide safe and direct connections within Area B. The parking area that will have greater than 100 spaces (Building “A”) appear to meet with this provision. The buildings will all be designed to make use of awnings, or recessed entries in order to create a pedestrian scale.

For these reasons the proposal is determined to satisfy these development strategies provisions.

Additional sections of the KDC which pertain to pedestrian amenities include the following:

- A. Section 2.315.08.A. Pedestrian Circulation.** As used herein “walkway” means a hard surfaced area intended and suitable for use by pedestrians, including both public and private sidewalks.
- 1. Connection Required.** The pedestrian circulation system for the proposed development must connect uses, building entrances, adjacent streets, and nearby transit stops.

FINDINGS:

As indicated above, and shown on the master plan, this pedestrian transportation feature will be provided with the development of Area B. An integral part of the design of the Keizer Station Area A has been the inclusion of pedestrian amenities that facilitate walking, either to and from buildings, be continued in Area B. This system will include sidewalks that will connect from the public streets to all of the buildings within Area B and will also connect the various building throughout the development. It will also include a linkage from the end of Dennis Ray Avenue to the development. This walkway will be paved and 10 feet wide. This will allow people to be able to walk and bicycle from outside of the development into and through Area B. As such, the proposal will comply with this provision.

- 2. Walkway Location and Design.** Walkway(s) shall be located so that a pedestrian can conveniently walk between a transit street and the entrance(s) to a building(s). Except where it crosses a driveway, a walkway shall be separated by a raised curb or other physical barrier from the auto travel lane and parking. If a raised path is used the ends of the raised portions must be equipped with curb ramps which comply with Oregon State Building Code Requirements.

FINDINGS:

Transit service is provided along the three streets which front Area B. In addition, the development of a transit station in the eastern portion of Area B will greatly enhance the level of transit service and make the use of this transportation system more practical. Providing for the development of uses that are clustered near the streets, as provided in this plan, will facilitate transit use by creating easier pedestrian access. All walkways including ramps at curbs will be designed and constructed to comply with ADA requirements and this section will be complied with.

- 3. Additional Street Access.** A walkway from a building entrance to a public street shall be provided for every 300 feet of street frontage.

FINDINGS:

The frontage of Area B between the railroad tracks and Keizer Station Boulevard is approximately 550 feet in length will have 3 pedestrian connections with the longest distance between connections 220 feet in length. On the west side of Keizer Station Boulevard there is approximately 560 feet of frontage and there are 6 pedestrian connections with the longest distance between connections being 190 feet. As demonstrated in the master site plan, this standard is satisfied.

- 4. Driveway Crossings.** Driveway crossings shall be a maximum of 36 feet in width. Where the pedestrian system crosses driveways, parking areas and loading areas, the system must be clearly identifiable through the use of elevation changes, a different paving material, texture, or other similar method.

FINDINGS:

The driveways as shown on the master plan will all be no more than 36 feet in width and will all have clearly identifiable either through the use of different materials or textures, or will be scored, to delineate the point where the pedestrian system crosses driveways, parking areas or loading areas. The use of delineating driveways is consistent with the development pattern within Area A. Therefore, the master plan will meet with this provision.

- 5. Lighting.** Lighting shall be provided for all walkways. Pedestrian walkways must be lighted to a level where the system can be used at night by employees and customers.

FINDINGS:

While the lighting that will be used throughout the development has not yet been identified the lighting that will be used in Area B will provide appropriate illumination for the development and for all walkways and pedestrian sidewalks that are within or connected to the development, and so will meet this provision.

- 6. Walkway Coverage.**

- a. Any portion of a walkway located within three feet of a building frontage shall be covered with awnings or building overhangs. The minimum vertical clearance shall be 9 feet for awnings and building overhangs. The maximum vertical clearance shall be 15 feet.**

FINDINGS:

The architectural details of the individual buildings have not been developed, but the final design can, and will meet this standard. This will be implemented through the design review process at the time of building permit review to assure compliance with this provision.

- 7. Dimensions. Walkways shall be at least five feet in paved unobstructed width. Walkways that serve multiple uses or tenants shall have a minimum unobstructed width of eight feet.**

FINDINGS:

The master plan demonstrates that all of the sidewalks will have a width of 5 feet and the walkway through the park connecting Dennis Ray Avenue and Area B will be 10 feet in width and so will comply with this standard.

- 8. Stairs or ramps shall be in place where necessary to provide a direct route between the transit street and the building entrance. Walkways without stairs shall comply with the accessibility requirements of the Oregon State Building Code.**

FINDINGS:

This site is relatively flat, and stairs or grades that exceed ADA standards are not anticipated as part of the design and development of Area B. All walkways will be designed and constructed to comply with all accessibility requirements of the state of Oregon and so will meet with this requirement.

- 9. Access to Adjacent Property. If the proposed development has the potential of being a significant attractor or generator of pedestrian traffic, potential pedestrian connections between the proposed development and existing or future development on adjacent properties other than connections via the street system shall be identified.**

FINDINGS:

As shown in the master plan the development of Area B will allow for a pedestrian connection to Area A, which is a significant attractor as it is developed with a variety of retail businesses. In addition, there will be a connection to the transit station which will be constructed in the eastern portion of Area B. A pedestrian connection will be provided through the park connecting Dennis Ray Avenue and adjacent residential areas with the development in Area B. There will also be pedestrian connections along Lockhaven Drive which will provide connections to the future development of Area C located on the south side of Lockhaven Drive. For these reasons the submitted master plan meets with this provision.

10. **The building permit application or Development Standards Alternative-application shall designate walkways and pedestrian connections on the proposed site plan. If the applicant considers walkways are infeasible or proposed findings shall be submitted demonstrating that the walkway or connection is infeasible. The findings will be evaluated in conjunction with the building permit or Development Standards Alternative process.**

FINDINGS:

The walkways and other pedestrian connections that are shown on the master plan are considered to be not only feasible but also desirable and necessary to the development of Area B. These facilities will form an integral component of the transportation infrastructure within Area B. This will be included as part of the building permit review.

11. **Section 3.113.04.C. 2. - Vehicular Movement**

FINDINGS:

The master plan for Area B is consistent with the approved and developed public street system in the area. No new streets within the development are proposed. The development will make use of the existing public streets. The site plan indicates that the development on the east side of Keizer Station Boulevard will share a common access and the developments on the west of Keizer Station Boulevard will all share three access points. Building "D" also makes use of a right-in only ingress. One driveway is shown on the east side of McLeod Drive another approximately mid block between the McLeod Lane / Lockhaven Drive intersection and the Keizer Station Boulevard / Lockhaven Drive intersection, and with another driveway serving the project off the west side of Keizer Station Boulevard. Each of the new access points will be required to be designed and constructed to the city's standards with regard to location, design and construction. The access points combined with the layout of Area B will allow for internal vehicle circulation which will minimize the need to exit and then re-enter the development. The traffic impact analysis done by Kittleson and Associates, dated August 2010, identifies the traffic flows that are projected to occur as a result of the development of Area B. The design of the Area B took into consideration this information, and the identified mitigation measures to achieve a development that will allow for a safe and efficient movement of vehicles not only within the development but also along the adjacent street system. The TIA identified the mitigation measures that are a direct result of the development of Area B and also those that are a result of the development of Area B and Area C and in addition to the regional increases over time. In addition a methodology to assess a proportionate costs is being developed and will be assessed for developments within Area B. The driveway locations have been located to maximize the flow of traffic

entering and exiting the development. Therefore, the master plan proposal meets the criteria above.

12. Section 3.113.04.C.3. - Crime Prevention and Security

Crime prevention shall be considered in the site design through application of all of the following guidelines:

- a. Territoriality – All proposed building entrances, parking areas, pathways and other elements are defined with appropriate features that express ownership. For example, landscaping, fences, pavement treatments, art and signs are some physical ways to express ownership through design. Such features should not conflict with the need for natural surveillance, as described in b.; and**
- b. Natural Surveillance – The proposed site layout, building and landscape design promote natural surveillance. Physical features and activities should be oriented and designed in ways that maximize the ability to see throughout the site. For example, window placement, the use of front porches or stoops, use of low or see-through walls, and appropriate use of landscaping and lighting can promote natural surveillance. Sight-obscuring shrubs and walls should be avoided, except as necessary for buffering between commercial uses and lower density residential districts, and then shall be minimized; and**
- c. Activity Support – The proposed site layout and building design encourage legitimate activity in public spaces. For example, locating outdoor seating in areas that are visible from inside a restaurant helps to discourage crime and supports the activity of dining; and**
- d. Access Control – By properly siting and designing entrances and exits (i.e., in clear view from the store), and through the appropriate use of lighting, signs and/or other features, the proposed plan controls access in ways that discourage crime; and/or**
- e. The proposal contains an equally good or superior way to achieve the intent of the above criterion and guidelines.**

FINDINGS:

The intent of the provision is to require that new development are designed in such a manner so that crime prevention and security issues are factored into the overall design so as to avoid the development from becoming a crime plagued problem. The Keizer Police Department was given an opportunity to comment on the proposed master plan and their comments are attached. The site plan indicates that buildings will be located such that there will be one building near the intersection of McLeod Lane and Lockhaven Drive, another three near the intersection of Keizer Station Boulevard and Lockhaven Drive (two buildings on the west side of Keizer Station Boulevard and one to the east of Keizer

Station Boulevard), and a fifth building at the transit station facility. The 5 buildings will be situated such that they will all be visible from the adjacent streets. The development will provide lighting throughout the development to provide ample opportunities for surveillance. The entrance to the buildings will be located such that they will help to discourage crime. While the site will be landscaped the level of landscaping and location of plantings will avoid creating areas that might become areas where surveillance might become an issue. A comment from an adjacent property owner commented that the transit station will result in increased crime. The difference between what is being proposed in Area B and the transit center in downtown Salem is scale of difference. The center in Salem is the main transit center for the entire metropolitan area and so it receives the major amount of transit ridership visits. The transit station that is being proposed will essentially be a satellite operation where buses serving Keizer and also Salem will meet at this location and transfers will be made. It is unlikely that this type of operation will attract large users as can be seen at the main transit center in Salem. Also, numerous people who use the transit center in Salem are attracted to it because of the downtown amenities which are clearly lacking in the Keizer Station. If the issue of crime associated with the operation of the transit station were to become an issue it will be the responsibility of the Salem-Keizer Transit District to identify measures to reduce this issue as they have done by working with the Salem Police Department at their main center in Salem. The proposed master plan is designed to allow a development that will comply with these provisions.

13. Section 3.113.04.C.4. Reduced Parking

Reduce or waive minimum off-street parking standards. The applicant may request a reduction to or waiver of parking standards based on a parking impact study. The study allows the applicant to propose a reduced parking standard based on estimated peak use, reductions due to easy pedestrian accessibility; availability of transit service, and likelihood of car pool use; and adjacent on-street parking. The parking study is subject to review and approval or modification by the City.

FINDINGS:

The intent of this is to make allowance for reduction of parking areas. At this time the proposed level of development in Area B will be done in a manner consistent with the parking space requirements with the city's development code and does not appear that it will necessitate the allowance which this section affords. However, if it is determined that this would be an appropriate action then a parking study will need to be submitted for review and approval. As such, the proposal will meet with the city's parking requirements.

14. Section 3.113.04.C. 5.- Creating and Protecting Public Spaces

- a. **The development provides an appropriate amount of public space as determined by the City Council in addition to sidewalks and landscaping.**
- b. **Public space may be a landscaped open space or plaza with pedestrian amenities, as approved by the City Council.**

FINDINGS:

The master plan for Area B makes allowance for public plazas and other areas which could be used for public art, or that may be used for open space, or for public gathering areas which will be in addition to the sidewalks and landscaped areas. These are shown near the two building to the west and east of the intersection of Keizer Station Boulevard and Lockhaven Drive. These areas will be developed in a manner that is consistent with the plaza areas that are located in Area A and make use of colored concrete and alternative textures or patterns to create an inviting open area. In addition, the small park will provide open space and landscaped areas where people may choose to visit and so the master plan proposal will meet with this criterion.

15. Section 3.113.04.C.6. Human Scaled Building Design

Building facades are designed to a human-scale, for aesthetic appeal, pedestrian comfort, and design character of a development. The City Council may determine architectural character, continuity of building sizes, roof forms, rhythm of window and door spaces and the general relationship of buildings to public spaces such as street, plazas, other open space and public parking.

FINDINGS:

The intent of this provision is to avoid constructing buildings that have large building facades that are devoid of any aesthetic features and lose their human scale or have no aesthetic appeal. The master plan shows a variety of building footprints that will have both interesting design character and allowance for architectural features which will create a pleasing and aesthetic environment. The building to the west of Keizer Station Boulevard is shown with a number of jogs in the façade that faces the two streets which will result in an aesthetically pleasing building design. The building at the corner of McLeod Lane and Lockhaven Drive also shows a number of offsets and will have an interesting building design. The preliminary design for Building “A” has been submitted and shows that the building will include a number of windows and glazed entryway in the design which will help to convey a sense of rhythm in the presentation of the building. With the requirement that the buildings are designed to provide for features that contain human scaled building design will result in the development containing an interesting design character and will satisfy this requirement.

16. SECTION 2.305 TRANSIT FACILITIES

A. Section 2.305.01 - Siting Requirements. The location of transit facilities shall be based upon the size and trip generation potential of major new development adjacent to a transit street. Section 2.305.02 outlines the maximum transit facilities that may be required by the City. Determination of specific requirements will be made on a case by case basis for each development by evaluation the following factors:

- 1. Expected transit ridership generated by a development.**
- 2. The level of existing or planned transit service adjacent to the development. Planned transit service is defined as service that is planned to be established within five years after the completion of development according to the latest officially adopted transit plan by the Transit District.**
- 3. The location of existing facilities.**
- 4. The proximity of other transit ridership generators.**

FINDINGS:

With the development of the eastern portion of Area B with a transit station it is determined that these requirements are not applicable since no new bus stops will be required to be located so close to the main transit station serving Keizer. Because the transit station will be located within Area B it is anticipated that new developments within not only Area B but also within the other areas of the Keizer Station will experience increased ridership of patrons using the enhanced bus system and so the proposal with the component for a transit station in Area B will satisfy the intent of this provision.

B. Section 2.305.02 - Design Requirements. Retail /industrial/institutional peak hour traffic trips of more than 200 require a concrete boarding pad and transit turnout.

FINDINGS:

The need for this will be determined by the city and the transit agency during final plan development. However, with the development of the eastern portion of Area B with a transit center it is determined that these requirements are not applicable since no new bus stops will be required to be located so close to the main transit center serving Keizer. Because the transit center will be located within Area B it is anticipated that new developments within not only Area B but also within the other areas of the Keizer Station will experience increased ridership of patrons using the enhanced bus system and so will satisfy with the intent of this provision.

Based on the compliance with the above discussed criteria the proposed master plan is determined to satisfy the master plan review criteria.

The following facts and findings address the proposed lot line adjustment.

C. LOT LINE ADJUSTMENT

5500	0.01	same	
5900	0.01	same	
6000	2.98	-1.16	1.82
6100	0.20	same	
6200	0.64	+1.16	1.8
1000	0.25	+2.46	2.71
1100	0.89	same	
1101	2.77	-2.46	0.31
1200	0.74	same	
1300	0.48	same	
1400	1.45	same	
1401	0.2	same	

1. **Section 3.106.04.A. The adjustment of the lot lines results in no more parcels than originally existed.**

FINDINGS: The lot line adjustments will only affect 4 of the lots in Area B. It adjusts the common property lines between existing and contiguous parcels and does not increase the number of parcels that originally existed. The result of the property line adjustment is that on the west side of Keizer Station Boulevard tax lot 0603W36BC6200 will be increased from 0.64 acres in area to 1.8 acres in size, and tax lot 0603W36BC6000 will be decreased from 2.98 acres in area to 1.82 acres in size. A second lot line adjustment proposal, on the east side of Keizer Station Boulevard tax lot 0603W36BD1000 will be increased from its current size of 0.25 acres to 2.71 acres and tax lot 0603W36BD1101 will be decreased from 2.77 acres to 0.31 acres. No new parcels will be created. Nor will any other parcels in Area B be affected. Therefore, this request satisfies this criterion.

2. **Section 3.106.04. B. The proposed lot line adjustment results in parcels that meet all area and dimension standards of the Keizer Development Code.**

FINDINGS: The properties that are involved in the lot line adjustment portion of the application are zoned CM (Commercial Mixed Use) and are subject to the standards outlined in Keizer Development Code *Section 2.110.05 Dimensional Standards*. This section of the development code has no minimum lot size for commercial uses and no minimum lot width or minimum lot depth provisions. The lots are proposed to be 1.8 acres and 1.82 acres on the west side of Keizer Station Boulevard and 2.71 and 0.31 acres on the east side of Keizer Station Boulevard. Also, each parcel will be developed with commercial uses and will be consistent with the requirements within Section 2.110. The lots are vacant and setback requirements will be regulated at the time of building permit approval for the development of any of the parcels involved in the adjustment of the common lot lines. As a condition of approval the Marion County Surveyor's Office requirements regarding the plat process shall be complied with. The plat shall show all area and dimensional standards of each of the lots. Therefore, this request satisfies this criterion.

3. **Section 3.106.04.C. The proposed lot line adjustment does not locate lines in violation of the setback and height provisions of the Code relative to existing structures and improvements.**

FINDINGS: The parcels are vacant so the issue of any current setback or building height violations is a moot issue. Setbacks to any proposed future structures will be regulated at the time of development through the building permit review and approval process and will be required to comply with the provision within the CM zone regarding building setbacks and building heights. Therefore, this request satisfies this criterion.

4. **Section 3.106.04.D. The proposed lot line adjustment does not result in creating Infill parcels which previously did not meet the criteria for an Infill Development parcel as defined in Section 2.316.03.**

FINDINGS: The proposed lot line adjustments will not change the status of the lots as infill or non-infill parcels. Currently, the parcels are not subject to the criteria for infill development, since they are part of an area proposed for commercial development that was not subject to infill standards. Therefore, this request satisfies this criterion.

Based on the above findings the proposed lot line adjustment is determined to comply with the review criteria in Section 3.103 of the Keizer Development Code.

The following facts and findings address the proposal to locate a transit station in Area B.

D. CONDITIONAL USE PERMIT - To establish a Transit Station

1. The use is listed as a conditional use in the underlying district.

FINDINGS: The portion of Area B that is planned to be developed with a transit station is zoned Commercial Mixed Use (CM) and is subject to Section 2.110 of the KDC. A transit station is listed in Section 2.110.04.B as a conditional use subject to the provisions outlined in Section 2.429. Therefore, since the use is listed as a conditional use in the CM zone, staff finds this request satisfies this criterion.

2. The characteristics of the site are suitable for the proposed use considering size, shape, location, topography, and location of improvements and natural features.

FINDINGS:

Size and Shape: The subject property that will be developed with the transit station will be approximately 2.71 acres in area after the lot line adjustment is complete and will be a regular shaped property. The Salem – Keizer Transit District proposes to develop a transit station with 10 bus bays and a parking area to accommodate patrons of the bus facility with 68 parking spaces provided and a small building to serve the transit drivers needs for break room, bathroom facilities, etc. While the development code does not explicitly define the number of parking spaces needed for this particular type of use, staff has worked with the Salem Keizer Transit District to determine what an appropriate level of parking spaces should be. Since the proposed use is a transit station where buses from routes in Keizer will converge so that patrons can then be able to transfer onto a bus traveling to Salem will mean that the majority of patrons to the site will likely arrive by bus and not by car. In consideration of this, staff finds this proposed number of parking spaces acceptable and so will comply with the parking standards of the KDC. The site plan demonstrates the property is of sufficient size and shape to accommodate the proposed facility and parking and loading areas.

Location: The area to be developed with a transit station is located on the east side of Keizer Station Boulevard and also on the north side Lockhaven Drive. It is also along the west side of Burlington Northern rail road tracks. With a component of the site design for the transit station to incorporate the potential for a future commuter rail station the site is ideally located to be able to serve both the needs of bus users and also provide a future link to the adjacent commuter rail system.

Topography: The site is relatively flat with no natural features that would preclude the establishment of the proposed use. As a condition of approval, a grading and drainage plan must be developed for the site and approved by the Public Works Department to ensure that adequate erosion control and conveyance of storm water from adjacent property across the subject property is provided. This drainage plan must be submitted and approved prior to

the establishment of the use and parking area. The plan must demonstrate how the drainage will be addressed.

Location of Improvements: Sanitary sewer and water are both located nearby and are available for use in this section Area B to serve the proposed transit station. There is a 12 inch water and a 10 inch sanitary sewer line located along the northern portion of the transit station site. Each require new extensions to be able to serve the proposed project. Lockhaven Drive is adjacent to the south and is a fully developed arterial. Keizer Station Boulevard is along the northern frontage of the site and is an arterial street which will require some additional improvement as specified in the traffic impact analysis recently done by Kittleson and Associates and are addressed in greater detailed further in this section of the report.

Natural Features: The property is shown to be located within Zone X of the FEMA FIRM map 41047C0194G dated January 19, 2000 and is therefore not subject to floodplain development requirements. There are no steep slopes, wetlands, floodplains or other natural features that will be affected by this proposal.

Staff finds that with the above mentioned conditions of approval, the characteristics of the site are suitable for this proposed use and as such, this request satisfies this criterion.

3. *The proposed development is timely, considering the adequacy of transportation systems, public facilities and services, existing or planned for the area affected by the use.*

FINDINGS: The KDC requires improvements for commercial development as outlined in section 2.301. Section 2.301 of the KDC prohibits development, including building permits, unless improvements are provided as outlined in the “Public Facilities Improvement Requirements Table” of the KDC. These include fire hydrants, street improvements, water, sewer, and storm drain facilities, and street lights.

Transportation System: The property is located on the east side of Keizer Station Boulevard and also on the north side Lockhaven Drive and adjacent to the BN Rail Road Tracks. Keizer Station Boulevard is designated as an arterial street in the Keizer Transportation System Plan, and is improved to arterial street standards. However, this street will require some additional improvements as specified in the traffic impact analysis recently done by Kittleson and Associates (August 2010). This will include widening of Keizer Station Boulevard to facilitate adequate turning movements by the buses entering and exiting the site; a right turn lane on each approach to the new intersection; and a new signal be installed at the access with Keizer Station Boulevard and a new right turn lane approaching the Keizer Station Boulevard / Lockhaven Drive intersection. The TIA indicated that the improvements are directly related to the design and function of the transit station and /or the adjacent use in Building “D” and will be needed at the time either use is first developed. These improvements will enhance the transportation system and will allow the site to be developed with a transit center and not adversely impact the immediate street

system. Lockhaven Drive is an improved arterial and will require no additional improvements along the frontage of the site to be developed with the transit station.

Public Facilities and Services: The property is not currently connected to public water or sewer, and is not served by an approved storm drainage system. A building permit or development as defined in the development code will require connection to public facilities and services including sanitary sewer, water, and the city's storm drainage system.

All new development including the development of a transit station in Area B will be required to connect to city water lines. These lines are nearby and can serve all future development of Area B. A 12 inch water service is located within the Keizer Station Boulevard street right of way and there is sufficient capacity in the system to be available to the site. A 12 inch water service is located within the Lockhaven Drive street right of way and there is sufficient capacity in the system to be available to the site. A 8 inch water service is located within the McLeod Lane street right of way and there is sufficient capacity in the system to be available to the site. Appropriate easements for all public water mains and fire hydrants will be required if construction is to be outside of public right of ways. Any system development charges for water system improvements will be those in place at the time of individual service connections. Final development plans shall be reviewed by the Keizer Fire Department with regard to access and adequate location of fire hydrants prior to any issuance of public works construction permits by the City of Keizer. The issue of reimbursement for the water tower as previously discussed applies to the development of the site with a transit station. The Public Works Department reviewed the master water system plan and their comments are included in the Conditions section of this staff report.

All new development must be connected to the sanitary sewer system. The subject property is located within the original Keizer Sewer District and therefore an acreage fee is not required. There is a 8 inch sanitary sewer line located in Lockhaven Drive; an 8 inch sewer line located in the McLeod Lane right of way; and, a 10 inch sanitary sewer line located in Keizer Station Boulevard. Each of these lines has adequate size and depth to provide for additional capacity to serve Area B.

A review of the construction plans for the subject property will be required to assure that capacity of the master plan sewer trunk lines is not exceeded. The Public Works Department comments include specific conditions of approval related to sanitary sewers.

Staff finds that with the conditions required above, the proposal is timely. Furthermore, since development on the site will require additional improvements, this will ensure the development can be served by adequate transportation and public facilities and services. Therefore, this request can satisfy this criterion.

4. *The proposed use will not alter the character of the surrounding area in a manner that substantially limits, impairs, or precludes the use of surrounding properties for the primary uses listed in the underlying district.*

FINDINGS: The purpose of the CM zone is to provide appropriate areas which are identified in Section 2.110 as being either permitted, special uses, or uses that may be permitted with a conditional use. The area proposed to be used for a transit station is on the east portion of Area B within the Keizer Station. Currently, with the exception of the single family house which is vacant and scheduled to be removed, Area B is undeveloped. Area A, to the east across the railroad tracks is a developing shopping center with the area closest to the transit station developed with a variety of commercial businesses. Area C, across Lockhaven Drive to the south, is comprised of several single family homes and a number of vacant parcels. It is not currently developed with any retail businesses and prior to it being able to be developed with retail it will need to be granted master plan approval. To the southeast, Area D which has been previously granted master plan approval but is undeveloped. Properties to the north of Keizer Station Boulevard are developed with residential single family homes. The closest residence to the north of the proposed transit station are approximately 120 feet away and are separated by the Keizer Station Boulevard, a collector road. In addition, there is a 8 foot high sight obscuring masonry wall along the rear (south) property lines of these same residences. This masonry wall was constructed as part of the development of Area A in part to mitigate any adverse impacts associated with the development of the Keizer Station, and presumably any developments within Area B. This proposal will not preclude the use of adjacent properties since the proposed facility will be located well within the property boundary; will satisfy all setback and development requirements; and will be buffered by an existing 8 foot high masonry wall. Staff finds that this proposal will not limit, impair, or preclude the use of the surrounding properties for the primary uses of the zone. For these reasons, staff finds this request complies with this criterion.

5. *The proposal satisfies any applicable goals and policies of the Comprehensive Plan which apply to the proposed use.*

FINDINGS: The following goals and policies are found to be applicable:

- a. City of Keizer Transportation System Plan; Goal 6 – “Support a public transit system for all Keizer residents focusing on accessibility and mobility.” The intent of the proposal is to locate a transit station in Area B of the Keizer Station. Its development will enhance the accessibility of transit for transit users in Keizer. The development of a portion of Area B with a transit station will allow for greater access to the transit system by Keizer residents. The new transit station will incorporate recent route configurations in what is referred to as a “3C” design system. With the availability of on-site parking it will allow for residents to drive to the site to then board the bus system which make it easier for some transit users and so will comply with this goal.
- b. City of Keizer Transportation System Plan; Goal 6, Objective 1, Policy 2 – “The City will work with the Transit District to assure continued high quality transit system

responsive to local community needs.” The siting of the transit station in Area B was done after an extensive public involvement period which allowed the Transit District to more accurately gauge the need for the community support for a transit station as well as the preferred location for a new facility.

The determination of the need for a site selection process extended over a two year period. Public input was valuable and a significant factor in the site selection process. Public and business outreach included:

- Six public meetings and/or open houses in the Keizer area, hosted by SKT to share information about the project, the evaluation of various sites and encourage public input and feedback.
- Six SKT Board of Directors Meetings with public hearings, where the transit center siting study was discussed and public input was encouraged.
- Work sessions between the SKT Board of Directors, the Keizer City Council and Keizer Planning Commission.
- Staff outreach to residents and businesses in the areas that were being considered for the new transit center.

After extensive public comment, the study team added sites in the Keizer Station area and eliminated the sites in central Keizer. Following the July 2009 SKT Board Meeting that included a public hearing and significant public support for the preferred Keizer Station site, the SKT Board of Directors directed staff to move forward with a transit station located in the Keizer Station commercial area. With the recognition of the public process that was used to both determine the level of need and level of support for a site location satisfies this policy.

- c. City of Keizer Transportation System Plan; Goal 6, Objective 2, Policy 1 - “Future development in Keizer Station in Area C may require the development of a commuter rail link and/or satellite transit connection.” The city has approved a recent text amendment that allowed for the commuter rail station to be shifted from Area C to Area B. The rationale for this relocation was based on the fact that it would be part of the design of the transit center and so would offer a fuller integrated transportation center and that it would eliminate the need for users of these two facilities to have to cross Lockhaven Drive, a busy arterial street. With the approval of the relocation of the commuter rail station from Area C to Area B it is determined that the proposal is consistent with this policy. With this request involving a proposal to construct a transit center in the eastern portion of Area B which was incorporated in its design for a commuter rail station it will meet with this policy.
- d. City of Keizer Transportation System Plan; Goal 7, Objective 4, Policy 1 - “Support the development of a commuter rail station as shown in the Keizer Station Master Plan to be provided in Area C of Keizer Station. While no specific design or analysis has been done, this facility is to be either provided or an area set aside for its development within Area C, unless it can be shown that a better location can be provided that will satisfy the

design specification for a commuter rail station, parking and associated facilities.” The city has approved a recent text amendment that allowed for the commuter rail station to be shifted from Area C to Area B. The rationale for this relocation was based on the fact that it would be part of the design of the transit center and so would offer a fuller integrated transportation center and that it would eliminate the need for users of these two facilities to have to cross Lockhaven Drive, a busy arterial street. During the public hearing before the Planning Commission Steve Dickey, Operations Director for the Salem-Keizer Transit District testified that while there are no plans to construct a commuter rail station at this time that it could become feasible in perhaps 15 to 20 years depending on federal and state funding. He explained the likely role that the transit district could provide when the commuter rail becomes a reality by providing express bus linkages to other parts of the transit’s service area. With the approval of the relocation of the commuter rail station from Area C to Area B it is determined that the proposal is consistent with the intent of this policy which is to support the development of a future commuter rail station in Keizer Station.

- e. City of Keizer Transportation System Plan; Goal 6, Objective 2, Policy 2 – “Establish a transit center to serve the needs of the community. The site should accommodate the proposed use and provide adequate buffering and screening to mitigate any impacts on adjacent properties.” As previously addressed the determination to construct a transit station in Area B was done only after a lengthy public process was used to determine both the level of need and the level of support for the new transit station. The design of the transit station indicates that it will be screened from parcels in Area A of the Keizer Station by the railroad tracks and the railroad overpass over Keizer Station Boulevard. A number of trees are shown on the master plan along a significant portion of the east, south, west and north property lines. While there currently is an existing single family home adjacent to the site this property was recently purchased by the city and is planned to be removed to allow for a commercial use as part of the development of Area B, although at this time no uses have been identified. While there are currently nearby residences across Lockhaven Drive to the south these are within an area that are designated as Area C of Keizer Station which is planned to be developed as part of the Keizer Station, although at this time it has not received master plan approval. The closest residences which are outside of the Keizer Station to the north are more than 120 feet away and are buffered by both this separation and an existing sight obscuring 6 foot tall masonry wall along the south property lines of these properties. This distance and screening is considered to be an adequate separation and buffering. The closest residences outside of Area C are approximately 700 feet to the southwest. This distance combined with the Lockhaven Drive right of way is considered to be adequate and not warrant additional buffering. As such it is determined that the proposal meets with this policy.
- f. City of Keizer Comprehensive Plan; Policy B(2)(b)(8) - “Use public facilities and services as a frame work for urban development.” The area selected for development

with a transit station can be served by the full range of urban services and so will comply with this policy.

- g. City of Keizer Comprehensive Plan; Policy E(4)(d)(2)(c)- “ Increase transit service to the Keizer Station.” The proposal to locate a new transit station in Area B of the Keizer Station will enhance the level of service that is currently provided to the Keizer Station. It will increase the opportunity for transit riders who wish to either shop at businesses in the Keizer Station or for employees who work at businesses in the Keizer Station and so satisfies this policy.
- h. City of Keizer Comprehensive Plan; Policy E(4)(d)(2)(d)- “Ensure that major new developments provide transit facilities, and are designed in such a way to make transit service efficient and convenient.” The proposal to develop a transit station as part of the development of Area B of the Keizer Station will enhance the service that is already provided to the Keizer Station and at the same time will make it more convenient for patrons and employees of businesses in the Keizer Station by making the use of transit a viable transportation option. As such, it will be consistent with this policy.
- i. City of Keizer Comprehensive Plan; Policy D(2)(h)(8) - “Establish the following objectives for the Keizer Station: (a) The primary uses are regional service center, light industry, hotel/motel and supporting facilities, convention facilities, and retail shopping facilities. (b) Improve access to the district and Lockhaven Drive. Coordinate transportation improvements with the industrial district to the north.” The proposal to locate a transit station in Area B will increase transportation options for patrons of the commercial businesses within the Keizer Station and so will be consistent with this policy.
- j. City of Keizer Comprehensive Plan; Policy E(4)(c)(4) – “Ensure that Lockhaven Drive from North River Road to the Chemawa Interchange is carefully studied to determine the need for future widening, noise buffering, and for pedestrian crossing and safety improvements near the Whiteaker Middle School. Require that existing and planned residential areas be protected from excessive noise levels resulting from an increase in traffic.” As part of this application a TIA was done by Kittleson and Associates, August 2010, which studied the impacts of the proposal not only on the roads within the Keizer Station but also the impacts that may be to Lockhaven Drive. The TIA identified several mitigation measures to assure that there will be no adverse impacts. These include the location of the ingress and egresses; need for additional widening along Keizer Station Boulevard for a right turn lane approaching the Keizer Station Boulevard / Lockhaven Drive intersection and right turn lane at the new intersection; new signal at the intersection of the driveway serving the transit station and Keizer Station Boulevard; and future improvement that will be need along Lockhaven resulting from the combined effects of development in Areas B and C and general growth of the area. The City of Keizer has been an active participant in ODOT pending Chemawa interchange management planning process. The intent of the planning process is to identify future

problems associated with the interchange and to develop strategies for mitigating those impacts. With this proposal being required to be consistent with the ongoing planning process will assure compliance with this policy.

6. Where permitted as a conditional use, a Transit Station application, in addition to the requirements in Section 3.103, shall meet the following criteria in Section 2.429:

A. Justification of the amount of area required for the use shall be established.

FINDING: The area proposed to be developed with a transit station is comprised of approximately 2.7 acres. The site has been designed so that it will include boarding / parking bays for between 8 to 10 buses; pedestrian waiting platform; breakroom, restrooms, and area for customer service; security features; park and ride lot with approximately 70 parking spaces; area for potential future commuter rail station; driveway; and turning areas for buses; and landscaping along the perimeter and within the site. The site has been designed by professional land use planners making use of detailed information from engineers and other professionals. The area proposed to be with this facility is therefore determined to be of sufficient size to accommodate the proposed use and so meets with this provision.

B. Need for the facility at the proposed location shall be identified.

FINDING: The Environmental Assessment, December 2009, developed for the Salem – Keizer Transit District documented the need for the transit station. It indicated that transportation and land use planning efforts conducted at both the local and regional level in the Salem-Keizer area have called for additional investment in alternative forms of transportation including transit, bicycle and pedestrian facilities. The goal is to move toward a more balanced transportation system that offers alternatives to the continued growth in automobile trips in the Salem-Keizer urban area and larger Willamette Valley region.

Salem-Keizer Transit collaborated with the City of Keizer, the City of Salem, the Mid-Willamette Valley Council of Governments, Marion County and the Oregon Department of Transportation to advance the Salem-Keizer Transit System Redesign generally, and specifically to identify a site for a new transit station in the northern portion of the transit district. An early activity of the Keizer Transit Center Project study committee was the development and adoption of a Purpose and Need Statement. A draft purpose and need statement was prepared by the technical committee, reviewed with the SKT management team, Board of Directors and City of Keizer. It was also shared with

the public at the early transit center siting study public meetings. Concurrent with this effort the committee also developed a set of siting objectives for the Keizer Transit Center Project. The process of developing both statements created a significant amount of dialogue that served to clarify the overall intent and expectations for implementing new transit facilities in the Salem-Keizer transit district.

The purpose and need statement for the Keizer Transit Center, as adopted by the SKT Board of Directors, is:

To construct a transit center in Keizer that consolidates local and regional interconnected transit services and other transportation functions at a single location, implements the “3C” concept as refined in the “Strategic Transit System Redesign” adopted by the SKT Board, and provides user-friendly transitions between public transit services, pedestrians, bicyclists and other transportation modes. It will serve as a gateway to Keizer for transit users and visitors, and be a catalyst for implementation of broader City of Keizer land-use and economic development goals.

The **need** for the Keizer Transit Center results from:

- The community desire to connect the range of local and regional transit and transit related
- services in Keizer in one location,
- The agency desire to accommodate the changing pattern of trips in the Salem-Keizer area, whereby residents are making more non-downtown Salem trips, by further implementing its “3C” operating concept,
- The projected population and employment growth in the Salem-Keizer metropolitan area,
- The increasing levels of traffic congestion and travel delay within Keizer resulting in continued deterioration of travel conditions for transportation modes within Keizer and traveling to downtown Salem,
- The demand for improved, more efficient, effective and easily understood transit services in the Keizer area,
- The agency desire to plan for possible future commuter rail service in Keizer, and,
- The adopted regional and local transportation and land-use plans that encourage a cost efficient, innovative and effective multi-modal transportation system.

As such, the request complies with the criterion and the need for the facility has been demonstrated.

C. If a park-and-ride facility is proposed, applicant shall justify the lot area, number of spaces and any accessory facilities.

FINDING: The Salem-Keizer Transit District has submitted a site plan which shows that there will be a park and ride parking area that will accommodate 68 vehicles. The

parking area is designed to accommodate transit users who might wish to drive to the transit station and then make a bus connection. The transit station will also have a small office building associated with its design. This park and ride facility also supports the development of the future commuter rail station. With these considerations the proposal meets with this provision.

D. Traffic impact analysis shall be provided and proposed measure(s) to mitigate any impact(s) on surrounding properties and streets shall be identified.

FINDING: A traffic analysis was prepared by Kittleson and Associates for the Environmental Assessment dated December 2009 in order to quantify the potential traffic effects associated with development of the Keizer Transit Center at the proposed site, and is attached as an exhibit. The traffic analysis includes an evaluation of the impact of the KTC on p.m. peak hour intersection operations in the vicinity of the proposed transit center. The following signalized intersections were included in the traffic analysis: Intersections Managed by the City of Keizer are Lockhaven Drive NE/McLeod Lane NE and Lockhaven Drive NE /Keizer Station Boulevard NE. Intersections Managed by the Oregon Department of Transportation are Lockhaven Drive NE /Stadium Drive NE /Ulali Drive NE, Chemawa Road NE /I-5 Southbound Ramp Terminal, and Chemawa Road NE /I-5 Northbound Ramp Terminal.

In addition, the traffic analysis evaluated the operational aspects of the proposed Keizer Transit Center access point on Keizer Station Boulevard NE, which is planned as a full-movement intersection (all turning movements would be allowed) located approximately 450 feet north of the Lockhaven Drive NE /Keizer Station Boulevard NE intersection. Intersection level-of-service was calculated for each of these six study area intersections for the p.m. peak period for the following conditions:

- Existing conditions (2008)
- Opening year (2012)
- No-Build Alternative
- Keizer Transit Center Alternative
- Horizon year (2031)
- No-Build Alternative
- Keizer Transit Center Alternative

The City of Keizer and ODOT have developed an intergovernmental agreement (IGA) as part of the Keizer Station master planning process that outlines that a volume-to-capacity threshold of 0.87 plus/minus 2-percent will be used as the mobility standard for determining the acceptable or unacceptable operation of signalized intersections.

The Chemawa Road/I-5 NB Ramp Terminal does not satisfy the volume-to-capacity threshold standard of 0.87 as set forth under the intergovernmental agreement. This intersection also operates at a level-of-service “D” under existing conditions. All other intersections operate at level-of-service “C” or better and at a volume-to-capacity ratio of less than 0.87 under existing conditions.

Year 2012 No-Build Traffic Conditions

The year 2012 No-Build traffic volumes were developed by applying a 1.5 percent per year linear growth rate to the existing p.m. peak hour traffic volumes and by adding assumed trips generated by the continuing build-out of Keizer Station. No roadway or intersection modifications were assumed for the intersection operations analysis for the No-Build traffic conditions. Trip generation rates for the Keizer Station build-out were estimated based on observed trip generation rates for the development that has occurred at Keizer Station thus far. Applying the trip generation rates and the 1.5 percent per year growth rate generated traffic volume projections for the 2012 No-Build traffic conditions.

The following signalized intersections are forecast to operate at level-of service “D” or worse under year 2012 weekday p.m. peak hour No-Build conditions:

- Lockhaven Drive NE /Keizer Station Boulevard NE
- Chemawa Road NE /I-5 SB Ramp Terminal
- Chemawa Road NE /I-5 NB Ramp Terminal

These level-of-service deficiencies are the result of regional traffic growth through the year 2012 and the inclusion of assumed traffic volumes associated with continued build-out of Keizer Station. All other intersections are forecast to operate at a level-of-service “C” or better under year 2012 weekday p.m. peak hour No-Build traffic conditions.

The Chemawa Road NE /I-5 SB Ramp and Chemawa Road NE /I-5 NB Ramp terminals are forecast to exceed the volume-to-capacity threshold standard of 0.87 as set forth by the IGA under year 2012 weekday p.m. peak hour No-Build conditions. Although not assumed in the 2012 No-Build traffic analysis, the IGA between the City of Keizer and ODOT has identified several improvements at these ramp terminal intersections. While the Lockhaven Drive NE /Keizer Station Boulevard NE intersection performed at level-of service “D,” it does not exceed the volume-to-capacity threshold standard of 0.87 under year 2012 weekday p.m. peak hour No-Build conditions.

Year 2012 Keizer Transit Center Alternative Traffic Conditions

The KTC would include a new park-and-ride lot with approximately 70 spaces and a transit center with 10 bus bays. For purposes of this analysis, the Keizer TC is assumed to be fully constructed and open in the year 2012. Access to the proposed KTC is envisioned via a full-movement driveway (all turning movements would be allowed) located off of

Keizer Station Boulevard NE. This access would be located approximately 450 feet north of the Lockhaven Drive NE /Keizer Station Boulevard NE intersection. For the purposes of this analysis, it was initially assumed that the access would be unsignalized. Trip generation during the weekday p.m. peak hour for the proposed Keizer TC was estimated by performing a detailed examination of the bus routes that the transit district plans to serve the transit center and the expected demand for the park-and-ride and drop-off/pick-up facilities.

Trip generation rates were developed for the opening year (year 2012) analysis and the horizon year (year 2031) analysis. The expectation is that as Keizer Station continues to build out, the transit center would become more utilized due to the increased activity in the area of the KTC.

As in the 2012 No-Build traffic conditions, the Lockhaven Drive/Keizer Station Boulevard, Chemawa Road/I-5 SB Ramps, and Chemawa Road/I-5 NB Ramps are all forecast to operate at level-of-service “D” or worse under year 2012 weekday p.m. peak hour Keizer Transit Center Alternative traffic conditions. The additional trips generated by the proposed KTC do not degrade the level-of-service beyond the 2012 No-Build traffic conditions with the exception of the KTC Access/Keizer Station Boulevard intersection.

The critical exiting movement at the KTC Access/Keizer Station Boulevard intersection is forecast to degrade to level-of-service “F” (but under capacity with a volume-to-capacity ratio of 0.43) as a result of the additional traffic generated by the KTC. Given the delays that would be experienced for buses and transit riders exiting the site driveway, the installation of a traffic signal may need to be considered. However, it is unlikely that a signal would be warranted outright based on forecast 2012 traffic volumes. It is suggested that the level of build-out in the Keizer Station commercial district be monitored in accordance with the Keizer TC build-out to determine when a traffic signal would be needed. Analysis found that the installation of a new traffic signal, which would be coordinated with the existing signalized Lockhaven Drive NE/Keizer Station Boulevard NE intersection, would mitigate the level-of-service “F”.

Year 2031 No-Build Traffic Conditions

Year 2031 No-Build weekday p.m. peak hour traffic conditions were developed using the Salem- Keizer Area Transportation Study (SKATS) regional travel demand model. The year 2031 weekday p.m. peak hour No-Build traffic conditions were estimated by assuming the lane configurations and traffic volumes from the SKATS model for each of the study intersections. Lastly, improvements at the I-5 ramp terminals that are included in the IGA between ODOT and the City of Keizer have been modeled. These improvements would be assumed to be implemented between 2012 and 2031, but not as a part of the Keizer TC development project.

The following signalized intersections are forecast to operate at level-of-service “D” or worse under year 2031 weekday p.m. peak hour No-Build conditions:

- Lockhaven Drive NE/Keizer Station Boulevard NE
- Lockhaven Drive NE /Stadium Drive NE /Ulali Drive NE
- Chemawa Road NE /I-5 SB Ramps
- Chemawa Road NE /I-5 NB Ramps

These level-of-service deficiencies occur as a result of regional traffic growth and continued development in the Keizer Station commercial district.

The following intersections are forecast to exceed the volume-to-capacity threshold standard of 0.87 as set forth by the intergovernmental agreement under year 2031 weekday p.m. peak hour No-Build conditions:

- Lockhaven Drive NE /McLeod Lane NE
- Lockhaven Drive NE Keizer Station Boulevard NE
- Lockhaven Drive NE /Stadium Drive NE /Ulali Drive NE
- Chemawa Road NE /I-5 SB Ramps
- Chemawa Road NE /I-5 NB Ramps

In spite of the improvements included in the IGA between ODOT and the City of Keizer, the freeway ramp terminals are forecast to continue to operate over capacity. ODOT’s Chemawa Road Interchange Area Management Plan (IAMP), currently underway, would include solutions for the intersections that are failing. Long-term solutions would fix the 2031 No-Build conditions and would accommodate the incremental growth.

As in the 2031 No-Build traffic conditions, the Lockhaven Drive/Keizer Station Boulevard, Lockhaven Drive/Stadium Drive/Ulali Drive, Chemawa Road/I-5 SB Ramps, and Chemawa Road/I-5 NB Ramps are all forecast to operate at level-of-service “D” or worse under year 2031 weekday p.m. peak hour Keizer Transit Center Alternative traffic conditions. The additional trips generated by the proposed KTC do not degrade the level-of-service beyond the 2031 No-Build traffic conditions with the exception of the Lockhaven Drive/Keizer Station Boulevard and KTC Access/Keizer Station Boulevard intersections. The critical exiting movement at the KTC Access/Keizer Station Boulevard intersection is forecast to degrade to level-of-service “F” as a result of the additional traffic generated by the KTC. Based on the 2031 traffic volumes and given the volume-to-capacity ratio of 0.98 and level-of-service “F”, the KTC Access/Keizer Station Boulevard intersection would need to be signalized. The installation of a traffic signal that would be coordinated with the existing signalized Lockhaven Drive/Keizer Station Boulevard intersection would mitigate the level-of-service “F” conditions as shown in Table 3.1-7 of the Environmental Assessment.

The Lockhaven Drive/Keizer Station Boulevard intersection is forecast to degrade from level-of service “E” conditions under 2031 No-Build to level-of-service “F” under 2031

Keizer Transit Center Alternative traffic conditions. Implementation of a dual southbound left-turn would improve operations to level-of-service “D” conditions.

Year 2031 Queuing Analysis

In order to maintain reliable transit schedules, it is important for buses and other vehicles accessing the transit center or park-and-ride to be able to enter and exit the site with minimal delay. If the access to the proposed transit center and park-and-ride is blocked, delays to buses utilizing the transit center could reduce the attractiveness of the system to riders. A 95th percentile queuing analysis was performed under year 2031 weekday p.m. peak hour Keizer Transit Center Alternative traffic conditions. This assesses how long vehicle queues resulting from intersection delays would be during the peak hour. The forecast queues at the northbound left-turn and westbound left-turn movements at the unsignalized KTC Access/Keizer Station Boulevard intersection are forecast to be one vehicle. The queue for the southbound left-turn movement at the Lockhaven Drive/Keizer Station Boulevard intersection is forecast to be 615-feet under year 2031 Keizer Transit Center Alternative traffic conditions, which is greater than the distance between this intersection and the KTC Access/Keizer Station Boulevard intersection. Implementing a second southbound left-turn lane at the Lockhaven Drive/Keizer Station Boulevard intersection would reduce the queue length to 250-feet.

Conclusions and Recommendations

As part of the submittal for the master plan a traffic impact analysis was conducted by Kittleson and Associates, August 2010, which was used to assess the impacts associated with the whole Area B. That report revealed that the widening of Keizer Station Boulevard to allow for additional right turn lanes and the new signal at the intersection of the driveway serving the transit station and Keizer Station Boulevard is warranted based on the development of the transit station and will be required as part of the development of the transit station or the adjacent use in Building “D” whichever develops first.

With the mitigation measures as identified in the Executive Summary of the Kittleson and Associates TIA dated August 2010 placed as conditions of approval will assure the site is developed in a safe manner and not impact the nearby street system. Therefore, the proposal complies with this provision.

E. A Transit Station shall have direct access to a collector or arterial street.

FINDING: The intent of this provision is to avoid having a transit station developed with its direct access onto streets which may not be adequate to accommodate the bus and associated vehicle traffic. A collector or arterial street has been determined to be of sufficient width and pavement to accommodate the projected level of bus traffic. The transit station will have its direct access onto Keizer Station Boulevard which is designated in the Keizer Transportation System Plan as an arterial street and so meets with this provision.

F. A Transit Station shall be located on land that is of sufficient size to accommodate the proposed use.

FINDING: The intent of this provision is to ensure that the facility can be located on land that will accommodate all the proposed aspects of the transit station. The area proposed to be developed with a transit station is comprised of approximately 2.7 acres. The site has been designed so that it will include boarding / parking bays for between 8 to 10 buses; pedestrian waiting platform; break-room restrooms, and area for customer service; security features; park and ride lot with approximately 70 parking spaces; area for potential future commuter rail station; driveway; and turning areas for buses; and landscaping along the perimeter and within the site. The site has been designed by professional land use planners making use of detailed information from engineers and other professionals. The area proposed to be developed with this facility is determined to be of sufficient size to accommodate the proposed use and so meets with this provision.

G. As conditioned, the Transit Station will not unreasonably impact existing or planned uses in the neighborhood of the subject property.

FINDING: It is not anticipated that the development of this portion of Area B with a transit station will have any unreasonable impacts on the neighborhood. The immediate neighboring properties to the west are within Area B, a soon to be developing retail – office complex. This includes the vacant single family residence located adjacent to the transit station site. This dwelling is owned by the City and is planned to either be demolished, or relocated to allow for a future office use or possibly a restaurant. The development of the site with a transit station will not impact the use either this future use or any other in Area B. Lands to the east, across the railroad tracks are developed, or developing, as part of the commercial development known as Keizer Station Area A.

Lands to the south, across Lockhaven Drive, are currently a mix of residential and vacant uses and is planned to be developed with a variety of commercial uses. Although at this time a master plan for Area C has not been approved. To the southeast is Area D of the Keizer Station, which is also at the present undeveloped but has an approved master plan to allow commercial development. Lands to the north are designated RS and developed with single family homes along Aldine Court. With the development of Area A an 8 foot high masonry wall was constructed along the south property line of these homes. This was intended to mitigate any impacts associated with the development of both Area A and Area B. With this fact it is anticipated that this area will be not adversely impact by the development of a transit station. Overall, the development of a transit station should have a positive impact on properties within the Keizer Station as it will provide an efficient transportation alternatives for people who may not chose to drive to the businesses that are and will be located in both Area B but also all other areas within the Keizer Station. Therefore, staff finds this request satisfies this criterion.

H. A transit station will be required to provide adequate buffering and screening to mitigate any impacts on adjacent properties.

FINDING: The design of the transit station indicates that it will be screened from parcels in Area A of the Keizer Station by the railroad tracks and the railroad overpass over Keizer Station Boulevard. A number of trees are shown on the site plan which will provide buffering. While there currently is an existing single family adjacent to the site this property is planned to be converted to a commercial use as part of the development of Area B. Likewise, while there are currently nearby residences across Lockhaven Drive to the south this is within an area designated as Area C of Keizer Station and is also planned to be developed as part of the Keizer Station. The closest residences which are outside of the Keizer Station to the north are more than 120 feet away and are buffered by both this separation and the fact that there is an existing sight obscuring 8 foot tall masonry wall along the south property lines of these properties and this is considered to be adequate separation and buffering. The closest residences outside of Area C are approximately 700 feet to the southwest. This distance combined with the Lockhaven Drive right of way is considered to be adequate and not warrant additional buffering. As such it is determined that the proposal meets with this provision.

Based on the above discussion, the request for a transit station is consistent with the conditional use review criteria and with the special use requirements.

The following addresses the proposal to create a small park in Area B

E. CONDITIONAL USE PERMIT to establish a Park

1. *The use is listed as a conditional use in the underlying district.*

FINDINGS: The portion of Area B that is planned to be developed with a small park is zoned Residential Single Family (RS) and is subject to Section 2.102 of the KDC. A public park is listed in Section 2.102.04.B as a conditional use. Therefore, staff finds this request satisfies this criterion.

2. *The characteristics of the site are suitable for the proposed use considering size, shape, location, topography, and location of improvements and natural features.*

FINDINGS:

Size and Shape: The area which is designated for park use is approximately ½ acre in size and is an undeveloped irregular shaped area. The site plan demonstrates the area is of sufficient size and shape to accommodate the proposed park and storm detention facility and also allow for limited passive recreation opportunities including seating areas, and a multiuse path meandering through the park providing a connection between Dennis Ray Avenue and Area B.

Location: The area to be developed with a small park is located in the northwest corner of the Area B. It is to the east of the terminus of Dennis Ray Avenue.

Topography: The site is relatively flat with no natural features that would preclude the establishment of the proposed use. A grading and drainage plan has been developed for the site to ensure that adequate erosion control and conveyance of storm water from adjacent property across the subject property is provided.

Location of Improvements: The park itself will require no necessary public facilities. However, a storm detention system will run through a portion of the area. Even though both sanitary sewer and potable water lines will be adjacent the park itself will not require any connection to either sanitary sewer or water lines other than a connection to provide landscaping irrigation. The area will have pedestrian and bicycle access off the end of Dennis Ray Avenue as well as though the development in Area B.

Natural Features: The property is shown to be located within Zone X of the FEMA FIRM map 41047C0194G dated January 19, 20000 and is therefore not subject to floodplain development requirements. There are no steep slopes, wetlands, floodplains or other natural features that will be affected by this proposal.

Staff finds that with the above mentioned conditions of approval, the characteristics of the site are suitable for this proposed use and as such, this request satisfies this criterion.

3. *The proposed development is timely, considering the adequacy of transportation systems, public facilities and services, existing or planned for the area affected by the use.*

FINDINGS: The KDC requires improvements for development as outlined in Section 2.301. Section 2.301 of the KDC prohibits development, including building permits, unless improvements are provided as outlined in the “Public Facilities Improvement Requirements Table” of the KDC. As indicated only storm drainage detention facilities, pedestrian path, and landscaping irrigation will be required in the new area to be dedicated as a park.

Transportation System: The area in Area B where the park is proposed to be located is to the east of the terminus of Dennis Ray Avenue. Keizer Station Boulevard is designated as an arterial street in the Keizer Transportation System Plan, and is improved to arterial street standards. Dennis Ray Avenue is a local street. The small pocket will be a neighborhood pocket park and will not have large scale recreational amenities and so will not require extensive transportation improvements or connections as it will not have any impact on the local street system.

Public Facilities and Services: The park area will not require any connection to public water or sewer other than for irrigation purposes. It will be served by an approved storm drainage system.

Staff finds that the proposal is timely. Furthermore, since development on the site will require very limited additional improvements will ensure the development can be served by adequate public facilities and services. During the public hearing Gary Whelan and Jeanne Bond-Esser provided comments concerning the proposed small park over benefit to the public versus maintenance costs. At the close of the public hearing the Planning Commission unanimously recommended that the city council approved the proposal, although they did express concerns whether the park should be referred to as a park or open space area and over public access and use. The intent of the park space is that it will offer low key passive opportunities for recreation and will not have amenities typically found in larger city parks. Because this fact it should require limited maintenance and operational expenses. Therefore, this request can satisfy this criterion.

4. *The proposed use will not alter the character of the surrounding area in a manner that substantially limits, impairs, or precludes the use of surrounding properties for the primary uses listed in the underlying district.*

FINDINGS: The purpose of the RS zone is to provide appropriate areas for uses which are identified in Section 2.101 as being either permitted, special uses, or uses that may be permitted with a conditional use. The area proposed to be used with a small park is on the

west portion of Area B within the Keizer Station and east of Dennis Ray Avenue. Currently, it is undeveloped. Area A, to the east across the railroad tracks the Keizer Station is a developing shopping center with a variety of commercial businesses. Area C is across the Lockhaven Drive to the south and is comprised of several single family homes and vacant parcels. It is not currently developed with any retail businesses and prior to it being able to be developed will need to be granted master plan approval. To the southeast, Area D which has a master plan approval but is undeveloped. Properties to the north of Keizer Station Boulevard are residential single family. The RS portion of the Keizer Station has the potential for being developed with 3 single family lots. These are shown on the master plan as being located with two future lots along the south side of the short extension of Dennis Ray Avenue and 1 along the north side. This proposal for a small pocket park will not affect the ability of these adjacent properties to be developed with allowed uses since the proposed park will be located within the property boundary and will satisfy all setback and development requirements including setback requirements. Each of the proposed future lots will be required to be of sufficient size to allow for single family development that meets with RS development standards. All other lots along Dennis Ray Avenue and also Aldine Court to the north are developed with single family homes so the allowance for the small park will not affect the development of these lots. Since the park area will be a small, basically undeveloped open space except for a storm detention facility and it will have no ball fields or other recreation amenities it will not attract large groups of people the park and so will not limit, impair, or preclude the use of the surrounding properties. It will not alter the character of the surrounding area as it will allow for the continued use of surrounding properties as they are currently being used. If anything the park may have a positive affect in that it will provide for additional landscape buffer and open space area for the use of the immediate neighborhood. For these reasons, staff finds this request complies with this criterion.

5. *The proposal satisfies any applicable goals and policies of the Comprehensive Plan which apply to the proposed use.*

FINDINGS: The following goals and policies are found to be applicable:

City of Keizer Comprehensive Plan, Objective 1(a)- “Provide a variety of recreational opportunities with the Keizer park system.” This small park will provide for an open space amenity and for a small neighborhood pocket park within the city’s park system. Many of the city’s parks are large park with opportunities for a full and diverse recreational palette while this park because of its size will afford limited recreation opportunities and there in lies its unique aspect. It will offer a quiet space for people who looking for a small area in which do a range of passive activities such as sitting and reading, quiet contemplation or small picnic. As such, it will be consistent with this objective.

City of Keizer Comprehensive Plan, Objective 1(b) – “Develop a park system with locations convenient to most residents in Keizer. Where feasible, provide a park within

½ mile walking distance of each resident.” The area to the north and west of the site selected for the small park is identified in the Master Park and Recreation Plan as an “opportunity zone” meaning that it is currently underdeveloped with a regard to parks. This park as it is aimed to specifically be geared to the immediate neighborhood but will also be available for occasional use by patrons or employees of businesses within Keizer Station. It will help to offset this deficit and so satisfies with this objective.

City of Keizer Comprehensive Plan; Policy B(2)(b)(8) - “Use public facilities and services as a frame work for urban development.” The area selected for development of Area B with a transit station is served by the full range of urban services and so will comply with this policy.

City of Keizer Comprehensive Plan; Policy D(2)(h)(8) - “Establish the following objectives for the Keizer Station: (a) The primary uses are regional service center, light industry, hotel/motel and supporting facilities, convention facilities, and retail shopping facilities. (b) Improve access to the district and Lockhaven Drive. Coordinate transportation improvements with the industrial district to the north.” The proposal to locate a small passive park in Area B will have no impact on this policy as the primary uses will continue to those identified in the policy. The park will be a small secondary use within the overall Keizer Station development and will provide a pedestrian / bicycle connection between the adjacent neighborhoods and the Keizer Station businesses and so will assure compliance with this policy.

6. The alteration of the use or structure is necessary to comply with a lawful requirement, or, will not result in a greater adverse impact on the neighborhood.

FINDINGS: It is not anticipated that the development of this portion of Area B with a small park will have any adverse impacts on the neighborhood. The immediate neighboring properties to the south are within Area B, a soon to be developing retail – office complex. Lands to the east, across the railroad tracks are developed, or developing, as part of the commercial development known as Keizer Station. Lands further to the south, across Lockhaven Drive, are currently a mix of residential and vacant uses. However, this area is identified as being Area C of the Keizer Station and is planned to be developed with a variety of commercial uses. Although at this time a master plan for Area C has not been approved. To the southeast is Area D of the Keizer Station, which is also at the present undeveloped but has an approved master plan to allow commercial development. Lands to the north and to the west are designated RS and developed with single family homes along Aldine Court. The development of a small 1.2 acre park will result in no structures being built on the site. Since the park area will be small, basically undeveloped open space except for a storm detention facility and it will have no ball fields or any other recreation amenities that might attract large groups of people the park will not limit, impair, or preclude the use of the surrounding properties for the primary uses of the zone. It will not alter the character of the surrounding area as it will

allow for the continued use of surrounding properties as they are currently being used. If anything it may have a positive affect in that it will provide for additional landscape buffer and open space area for the use of the immediate neighborhood. With this fact it is anticipated that this area will be not adversely impact by the development of a transit center. Therefore, staff finds with the above mentioned conditions, this request satisfies this criterion.

For the above reasons the proposed conditional use for a small park satisfies that review criteria.

IV. RECOMMENDATION AND CONDITIONS FOR MASTER PLAN APPLICATION

SANITARY SEWERS:

The subject property is located within the original Keizer Sewer District and therefore an acreage fee is not required. The Master Sewer Plan provides for a sewer trunk line to be constructed through the adjacent property (Area A) with adequate size and depth to provide for additional capacity for areas located within the original sewer district west of the BNSF railroad. A sanitary sewer trunk line has been constructed and is available for use by the subject property. Additionally, the following requirements shall be applied:

1. A Master Sewer Plan for the proposed development has been prepared which indicates that all proposed development in Area B will be connected to the existing public sanitary line constructed to provide service to the area.
2. City of Salem approval for local sewers is required. Permits from the City of Salem shall be issued prior to construction. Prior to submitting plans to the City of Salem for approval, the developer's engineer shall submit plans to the City of Keizer for review and determination of compliance with the City's Master Sewer Plan for the area.
3. Connecting to existing sewers that serve the general area will be the responsibility of the developer of the property.
4. Appropriate easements will be required for any public or private sewer lines located within the subject property if located outside platted right of ways.
5. It will be the responsibility of the developer's engineer to locate any existing wells (including those on adjacent property) in the vicinity of the proposed new sanitary sewer lines for the subject property. Any conflicts between existing wells and

- proposed sanitary sewers shall be addressed by the developer prior to issuance of public works construction permits.
6. Easements for any existing sanitary sewer lines located on the subject property will be required to be recorded in favor of the City of Keizer.

WATER SYSTEM:

7. A Master Water System Plan has been developed for the subject property showing proposed routes of public water mains, fire hydrants and individual services. Prior to submittal of final construction plans the developer's engineer shall arrange for a pre-design conference to discuss water main sizing, meter sizing and locations, fire hydrant locations, fire sprinkler line locations and easement width for all public lines located outside of proposed right of ways. Final location of all meters and fire hydrants to be approved by the Keizer Department of Public Works. Appropriate easements for all public water mains and fire hydrants will be required if construction is to be outside of public right of ways. Any system development charges for water system improvements will be those in place at the time of individual service connections.
8. Final development plans shall be reviewed by the Keizer Fire Department and the City of Keizer Department of Public Works with regard to access and adequate location of fire hydrants prior to any issuance of public works construction permits by the City of Keizer.
9. It will be the responsibility of the developer to abandon all existing wells prior to site grading in accordance with the rules of the Oregon State Water Resources Department unless the City has determined that water rights are available in some cases that could be transferred to municipal use by the city.
10. A 7 ½ % payback agreement for the subject property is in place for reimbursement for costs associated with the elevated water tank constructed to serve the area. The Area B share of the costs is approximately \$135,000.00. Payment of the required reimbursement may be made in phases as the development of the subject property progresses. Payments shall be made when public improvement construction permits are issued or building permits are issued whichever occurs first. Reimbursement costs will be calculated on a square foot basis.

STORM DRAINAGE IMPROVEMENTS:

11. The subject property is within a critical drainage basin and strict compliance with city ordinances will be necessary. No increase in runoff during any design storm will be

allowed as development occurs. A Storm Drainage Master Plan is required for the areas west and east of Keizer Station Boulevard.

12. Storm water detention and low impact development design will be required for areas east and west of Keizer Station Boulevard. All storm water including roof drains are to be connected to an approved system designed to provide adequate drainage for proposed new driveways, parking lots and other impervious surfaces. Where on-site detention is planned, adequate covenant, conditions and restrictions (CCR) shall be recorded to alert future owners/developers that detention and/or treatment shall be required to be constructed to the standards in effect at the time of building permit application.
13. A grading and drainage plan shall be developed for the subject property including proposed lot corner elevations. Details shall include adequate conveyance of storm water from adjacent property across the subject property. It is anticipated that on-site storm water detention/retention for this area can be achieved based on percolation tests results that were conducted in the spring of 2010. It appears that the area east of Dennis Ray Avenue will be used as a park and storm-water management area. Prior to any development of the area west of Keizer Station Boulevard a final storm water plan for the park shall be submitted for review and approval by the Department of Public Works.
14. A phasing plan shall be submitted to indicate how the storm water management will be developed to provide service to each area.
15. The developer shall submit to the Department of Public Works a master plan for erosion control for the entire site prior to any site development. The plan shall be approved by the Department of Public Works. Prior to any development, including site grading, the applicant shall obtain an NPDES permit from the Oregon Department of Environmental Quality.
16. Easements for any existing or proposed storm drain lines within the subject property will be required if not located within public right of ways. A public storm drain line has been constructed from the easterly end of Dennis Ray Avenue to the northeast corner of the subject property. The existing line will provide for a storm drain outlet for the west portion of Area B. A storm drain line has been constructed to the west line of the BNRR south of Keizer Station Boulevard and will be available for the portion of Area B east of Keizer Station Boulevard.

PARKS:

17. The submitted site plan indicates open space in Area B west for stormwater management and public park amenities. An overall development plan of the

park/open space area shall be submitted to the Department of Public Works for review and approval.

TRANSPORTATION:

18. The city public works staff review of the proposal indicates the development will generate in excess of 250 vehicles trips per day. A Traffic Impact Analysis (TIA) titled "Keizer Station Area B Master Plan, Keizer, Oregon, August 2010" has been prepared by Kittelson & Associates., Inc. Migration measures identified in the TIA shall be required as specified in the table in the Executive Summary.
19. The proposed Site Plan indicates a "right-in only" access from Lockhaven Drive to Area B east of Keizer Station Boulevard, a "right-in-right-out" access to the area west of Keizer Station Boulevard with a west-bound deceleration lane, a new signalized intersection on Keizer Station Boulevard which will provide for access to both areas east and west of Keizer Station Boulevard which will be synchronized with the existing intersection at Lockhaven Drive/Keizer Station Boulevard designed to City of Salem Standards, and a driveway access from McLeod Lane to the western portion of Area B. All new intersections shall be designed to the standards of the City of Keizer under the standard construction permit process. Appropriate right of way dedication for necessary construction of the above accesses will be determined when completion of the final TIA is made available to the Department of Public Works and construction plans are completed. Prior to any development of the Transit Station an intergovernmental agreement between the Salem/Keizer Transit District and the City of Keizer shall be in place if the District intends to construct private improvements within the old Chemawa Road right of way.
20. The existing portion of Keizer Station Boulevard will require right of way dedication for any portions of the street that do not currently lie within street right of way.
21. Street construction improvement plans shall include evaluation of existing street lighting to determine if new lighting is necessary or if existing lighting is required to be relocated.

GENERAL:

22. Construction permits are required by the Department of Public Works prior to any facility construction or site grading, including preparation for development.
23. A Pre-design meeting with the City of Keizer Department of Public Works will be

required prior to the Developer's Engineer submitting plans to either the city of Keizer or the City of Salem for review.

24. Street opening permits are required for any work within the City right of way that is not covered by a Construction Permit.
25. Facility phasing plans and arrangements for reimbursing developers for providing additional capacity to serve future development shall be approved by the Keizer Department of Public Works and the City Council.
26. All easements to be located in the appropriate locations based on actual approved plans. No final plat shall be approved prior to approval of construction plans including easement widths and locations.
27. An improvement agreement or other acceptable form of guarantee for all required construction shall be in place prior to construction permits being issued or the final subdivision plat approval.

DESIGN:

28. Buildings shall be substantially located as shown on master plan, as determined by the Community Development Director.
29. All dimensional requirements for building heights, lots, and setbacks shall be met as specified in Section 2.110 and 2.102 KDC.
30. Street trees shall be planted with 30-foot spacing using one or more of 13 identified varieties. A minimum caliper of 2 inches shall be used for street trees and all other trees in areas subject to damage near pathways, walkways and streets. A final street tree planting plan shall be approved by the Community Development Director prior to planting. All the other landscaping standards of the KDC shall be met.
31. Ground cover and shrubbery shall be planted in conformity with the KDC and industry standards as approved by the Community Development Director, and shall reach full coverage by the third year of growth.
32. Parking areas shall be provided and shall comply with design requirements outlined in Section 2.303 KDC. Verification shall be provided during building permit review.
33. Bicycle parking shall be provided as required by Section 2.303.08 KDC. In addition, the bicycle rack design shall provide secure support for bicycles and the ability to lock bicycles securely. The bicycle rack design, installation, and locations shall be approved by the Community Development Director prior to installation.

34. All driveway, loading, and parking areas shall be paved as required in Section 2.303 KDC.
35. A tree shall be planted for every eight lineal parking spaces in accordance with KDC standards.
36. A minimum of 10% of the gross land area shall be devoted to landscaping. To provide for adequate vision clearance the landscaping material shall be selected to provide for the maintenance of adequate site distance as specified in Section 2.309.
37. 20 foot wide buffering shall be provided along the northern edge of the project, in a manner, which is consistent with the proposed master plan. Electric and mechanical equipment shall be screened with vegetation and/or fencing.
38. Irrigation system plans shall be submitted for approval as part of the building permit review process. Approved irrigation systems shall be installed prior to issuance of an occupancy permit.
39. A 10 foot wide paved pedestrian connection between the end of Dennis Ray Avenue and Area B shall be provided as part of the initial development of Area B.
40. Driveway crossings shall be a maximum of 36 feet wide. Driveway crossings shall make use of differing material or textures (eg. scored concrete) to clearly identify driveway crossing.
41. Pedestrian walkways must be lighted to a level where the system can be used at night by employees and customers.
42. The proposed site lighting shall not cast any light or glare toward the adjacent residential properties or onto adjacent streets. Lights features for pedestrian walkways shall be low in height.
43. Building design elements including ground floor windows, facades, awnings and materials shall satisfy Section 2.315.08 KDC.
44. The elevations of all buildings shall be varied in texture, building materials and shall create a very human scale in blocking and incorporate human scale design elements. Elevations of all buildings shall incorporate no more than fifteen feet between varied vertical elements (such as scoring, patterns and textures), punctuated frequently with various architectural features (such as columns, projections, and differing planes). A variety of materials, varied at the same frequency as the architectural elements, shall be used with no single material being used more than 50% of the building facade.

The colors used shall be in compliance with the Development Standards. The materials shall be consistent with those used in Area A.

45. Final building designs for commercial uses shall conform with the design concepts submitted with this application, and shall be reviewed by the Community Development Director for compliance with applicable design standards in Section 2.315 KDC as part of the building permit review. Residential uses shall comply with the design Standards of Section 2.314.
46. Maintenance of the storm drainage facilities and landscaping located on private property, and for the plazas shall be the responsibility of the property owners.
47. Construction specifications (e.g., base rock, pavement thickness) for the separate pathway shall be subject to Public Works Department approval in accordance with Keizer City Standards.
48. During construction, residential properties shall be protected from impacts of noise at unreasonable hours, unreasonable dust, and safety concerns, and shall conform to Keizer city requirements regulating such impacts.
49. In addition to the development standards of Utility Lines and Facilities - Section 2.307 all new utility connections and lines shall be located underground.
50. A 8 foot tall sight obscuring wall shall be constructed of Concrete Masonry Units or equivalent between the residential properties along the south side of Dennis Ray Avenue and the northern border of Area B.
51. Thirty-eight trees shall be planted in Area B to replace the 19 trees that were removed. These shall be in addition to the required street and parking lot trees. An alternative to planting can be to provide funding into the city's tree replacement program.

VI. RECOMMENDED CONDITIONS FOR LOT LINE ADJUSTMENT APPLICATION

52. Completion, submittal and recording of the final plats shall comply with the requirements contained in the Keizer Development Code. The applicant will be required to comply with the Marion County Surveyor's Office requirements regarding the replat process. This is required in order to accomplish the lot line adjustment. The replat shall show all area and dimensional standards (including net area) of each of the lots.

53. Unless otherwise required by this decision, development of the parcels shall comply with the applicable requirements of the Keizer Development Code and building requirements of the Marion County Building Inspection Division.
54. The result of the property line adjustment is that on the west side of Keizer Station Boulevard Tax Lot 0603W36BC6200 will be increased from 0.64 acres in area to 1.8 acres in size, and Tax Lot 0603W36BC6000 will be decreased from 2.98 acres in area to 1.82 acres in size. On the east side of Keizer Station Boulevard Tax Lot 0603W36BD1000 will be increased from its current size of 0.25 acres to 2.71 acres and Tax Lot 0603W36BD1101 will be decreased from 2.77 acres to 0.31 acres. No other tax lots will be affected by this decision.

VI. RECOMMENDED CONDITIONS FOR CONDITIONAL USE PERMIT FOR TRANSIT STATION

55. Locate new Transit Station as shown on master plan.
56. New signal and widening of Keizer Station Boulevard to allow for additional right turn lanes at the new signalization intersection and also at the approach to the Keizer Station boulevard / Lockhaven Drive intersection be completed prior to operation of Transit Station.

VII. RECOMMENDED CONDITIONS FOR CONDITIONAL USE PERMIT FOR PARK

57. New park shall be located as is shown on the master plan.
58. Park shall be constructed as part of phase 1 of the development of Area B.
59. A 10 foot wide paved pedestrian walkway shall be provided connecting the end of Dennis Ray Avenue with Area B and shall be included as part of the development of the park.

Applicant's Written Statement for Keizer Station Area B

Applicant: City of Keizer

Request: Master Plan Approval for Keizer Station Area B
Lot Line Adjustment (affects a total of 4 parcels)
Conditional Use for a park in RS zone

DATE: June 2010

GENERAL INFORMATION

- A. OWNER:** With the exception of Tax Lot 6100 which is owned by Northwest National LLC, the City of Keizer owns all of the properties in Area B of the Keizer Station area. Below is a table of all of the tax lots:

5500	0.01
5900	0.01
6000	2.98
6100	0.20
6200	0.64
1000	0.25
1100	0.89
1101	2.77
1200	0.74
1300	0.48
1400	1.45
1401	0.2

- B. PROPERTY LOCATION:** The site of Area B is bounded by Lockhaven Drive on its south perimeter, McLeod Drive on its west perimeter; the Portland & Western Railroad on the east perimeter; and the southern property line of homes along the south side of Dennis Ray Ave and a portion of Aldine Drive. Area B has two distinct areas as it is also bisected by Keizer Station Boulevard.
- C. EXISTING DEVELOPMENT AND PUBLIC FACILITIES:** The site has street frontage on Lockhaven Drive, Keizer Station Boulevard, and McLeod Lane, which are all public streets. The site is bisected by Keizer Station Boulevard which provides access to and from Area A of Keizer Station. Keizer Station Boulevard is a fully improved street with a sidewalk along only one side of the street - on the north and west side. Lockhaven Drive is a fully improved street along the southern site boundary. McLeod Lane is a two-

lane street with a sidewalk along the site frontage. Keizer Station Boulevard and McLeod Lane each form signalized intersections with Lockhaven Drive. Public bus transit is provided by Salem Area Transit. Public water and sanitary sewer are available to serve the subject site.

- D. PLAN DESIGNATION AND ZONING:** The subject property is designated Commercial and Low Density Residential on the Comprehensive Plan Map and is zoned Commercial Mixed Use (CM) and a small portion in the northwest quadrant is zoned Residential Single Family (RS).
- E. ADJACENT ZONING AND LAND USES:** The site is bordered on the north by single family residential homes on Aldine Drive and Dennis Ray Avenue and across McLeod Lane to the west are single family residential homes which are zoned Single Family Residential (RS); to the east across the Portland and Western Railroad is Area 'A' of Keizer Station which is zoned Employment General (EG); and, to the south across Lockhaven Drive are a number of single family homes to the south on lands zoned Commercial Retail (CR), and Mixed Use (MU) which are planned to be redeveloped at some point in the future, since they are located within Area C of Keizer Station.
- F. BACKGROUND:**

The proposal intends to site a medical office building, a transit center, a future commuter rail facility, a small park, and a mix of commercial uses which may include retail, office, and restaurant uses. The medical office building will be located on the corner of McLeod Lane and Lockhaven Drive and will have access to the public street system. The transit center is strategically located adjacent to the railroad tracks off Keizer Station Boulevard so as to provide adjacency to the future commuter rail facility. It is envisioned that this location will allow for the facilities to work in conjunction with one another to maximize transportation options to the Keizer Station development and City as a whole. The small park area is to be located at the end of Dennis Ray Avenue and will be used for storm water treatment and passive recreation. It will also serve to buffer the adjacent residential neighborhood from the proposed commercial development. Overall, the locations of proposed uses are designed to efficiently utilize the available land and promote connectivity between uses. A network of sidewalks and pathways will connect proposed uses as well as the surrounding neighborhood to the development. The site will be landscaped with a variety of plant materials and public plazas are to be provided which will bring a pedestrian scale to the development and will encourage its use by pedestrians. A Traffic Impact Analysis (TIA) has been conducted which outlines the need for transportation improvements and mitigation measures to support the proposed level of development on the site. These recommended improvements and mitigation measures will protect traffic operations in the surrounding area and ensure that adequate transportation facilities are provided to effectively move traffic within and through the site, without unduly impacting the surrounding area and transportation system.

The specific Review Criteria for Master Plan approval is outlined in Section 3.113 of the Keizer Development Code. The criteria range from overall master plan objectives and arrangement of uses to landscaping, site planning, and architectural details. It should be

noted that due to the fact that development of the site is expected to occur over time and that the City of Keizer is not planning to develop the site, exact design details of buildings and some uses are not fully known at this time. We have provided a typical elevation that represents the architectural look of the buildings and a site plan which shows proposed building locations and uses. It is understood that many of the specific design details will need to be evaluated during the building permit review process and as an applicant; we are bound to the overall objectives of the Keizer Station Plan and related KDC provisions. This proposal is being submitted to receive an overall conceptual master plan approval for Area B of the Keizer Station in order to guide and regulate the future development of the site. We feel that our written response to the review criteria, along with the submitted materials provides the information required by the KDC and satisfies the applicable review criteria of Section 3.113.04. Our response to the specific criteria is as follows:

Section 3.113.04.A - The master plan shall meet the purpose and objectives identified in the Keizer Station Design Plan.

I. Purpose and Objectives

The purpose and objectives for Area 'B' – Retail Service Center, are identified beginning on page 22 of the Keizer Station Plan.

A. Purpose: Area 'B' – Retail Service Center (12.5 acres) is envisioned to offer community supporting retail services such as a food store, personal services and specialty retail. In addition, the plan proposes the completion of Dennis Ray Avenue to complete the residential neighborhood nearby. Key issues that will need to be considered as Area 'B' develops include:

- **Site access.**
- **Buffering between adjacent residential areas; and**
- **Traffic operations on Lockhaven.**

APPLICANT'S RESPONSE:

The proposed Master Plan for Area B will complement Area A of the Keizer Station. The proposal is capable of accommodating a variety of uses including retail, office, dining, and other types of commercial businesses that are permitted in the CM zone. The proposed plan will allow Area B to become an integral part of the overall Keizer Station development.

While it is uncertain as to all of the exact uses that will be established, the proposal indicates a combination of commercial retail, office, a transit center, an area for future single family residential uses, and a small park. The residential lots are proposed to be situated at the end of Dennis Ray Avenue, consistent with the existing development pattern. Access to the commercial portion of the site will be restricted to McLeod, Lockhaven Drive and Keizer Station Boulevard. Most of the commercial ingress and egress will be limited to right-in,

right-out turning maneuvers as shown on the submitted site plan. This will minimize potential vehicle conflicts. Only residential access would be permitted onto Dennis Ray Avenue thereby eliminating this street from becoming a cut-through for commercial traffic into or out of the commercially developed portion of the site. There will be a 20 foot wide landscaped buffer along the north property of the site between the commercial and the residential uses located to the north which will mitigate potential adverse impacts between the uses. In addition a small park is to be provided which will help to further mitigate the impacts the commercial use has on the adjacent residential neighborhood.

As part of the planning and design of Area A of the Keizer Station, a Traffic Impact Analysis (TIA) was conducted that included a number of assumptions on the possible development scenarios for Area B. The proposed site plan is consistent with those preliminary traffic assumptions. The city's traffic consultant has conducted a preliminary evaluation of the impact of this development on the transportation system. The street design is based upon this input.

The TIA has been prepared by Kittleson & Associates, and takes into account the current development proposal. The TIA will outline the necessary mitigation measures required to adequately provide for an efficient and safe transportation system to serve the area.

B. Objectives: Development in Area 'B' will be focused on achieving the following objectives:

- **Complete residential neighborhood on Dennis Ray Avenue and provide a pedestrian and bicycle connection to nearby commercial activities;**
- **Provide convenient retail opportunities for nearby residential areas;**
- **Create a landscape buffer along the northern edge of the site; and**
- **Protect traffic operations on Lockhaven Drive and McLeod Lane.**
- **Location and operation of future Commuter Rail Transit Station.**

APPLICANT'S RESPONSE:

The proposed concept site plan will allow for the future completion of Dennis Ray Avenue as a single family residential neighborhood. At this time no residential development or land division is planned. A small park is also proposed to be located at the end of Dennis Ray Avenue to serve the neighborhood and will provide storm water detention and treatment, as well as a place for passive recreation. The park will be developed at the time of site development of Area B, as governed by the grading and drainage requirements of the site. When developed, the park will provide a multi-use pedestrian and bicycle connection as shown in the concept site plan, which will connect the commercial area to the adjacent neighborhood. This connection will restrict vehicles from using Dennis Ray Avenue as a means of ingress and egress, but will promote pedestrian and bicycle access to the commercial development.

The proposal provides for a variety of commercial businesses including offices, retail businesses, a transit center, and the possibility for other commercial uses such as restaurants, food stores, or other specialty retailers. This will provide convenient access

to the site as well as being convenient to the nearby residential area. This convenience will allow for increased opportunities to walk or bicycle from the surrounding neighborhoods to Area B businesses.

A 20-foot wide landscaped buffer will be provided along the northern boundary of the property. This will mitigate potential adverse impacts associated with the development of the site. A 6 foot high sight obscuring wall will be installed at the northern property line to screen and buffer the existing and proposed residential homes located on Dennis Ray. A small park is also to be provided which will help to further buffer the residential neighborhood from the commercial development.

It is anticipated, that the traffic impact analysis which is in the process of being completed will recommend appropriate improvements and mitigation measures that will protect the traffic operations on both Lockhaven Drive and McLeod Lane.

The proposed plan shows an area designated for a future commuter rail facility, which is located adjacent to the railroad tracks in the northeast corner of Area B. The facility is proposed to be located adjacent to the proposed Transit Center. Included with this application for master plan approval, is also a conditional use request to establish the proposed transit center. If approved, the transit center and future commuter rail facility be integrated to provide alternate modes of transportation to the community.

C. Base Zones: In order to achieve Area B Development Objectives, the Comprehensive Plan designation for property within the Area B shall be Low Density Residential for those properties zoned Single Family Residential and Commercial for the property zoned Commercial Mixed Use (CM). Property within Area B shall be zoned as follows:

Commercial Mixed Use (CM)	11.4
Single Family Residential (RS)	1.1

APPLICANT'S RESPONSE:

The proposed master plan allows for uses that are consistent with the CM and RS zones. It is intended that all development will comply with the provisions of the underlying zones. Two developments are being immediately proposed in the CM portion of Area B. One is the doctor's/medical office located in the area near the intersection of Lockhaven Drive and McLeod Lane, and the other is a transit center to be located in the area east of Keizer Station Boulevard. The doctor's office is a permitted use and the submitted architectural elevations and site plan demonstrate compliance with the provisions of the CM zone. The architectural elevations and site plan submitted for the transit center demonstrate compliance with the CM zone, however, conditional use approval is required which is included as part of this application.

II. Design Standards

- A. Development Standards:** KDC Section 2.315 Development Standards requires all new commercial and multi-family development to apply for Development Review and to comply with standards identified in Section 2.315.08 as part of the building permit approval process.

APPLICANT'S RESPONSE:

The architectural elevations submitted demonstrate compliance with the design standards found within Section 2.315 of the KDC. At this time, full construction plans have not been prepared for all of the proposed buildings, since actual tenants are unknown for the majority of the development. It is understood that all proposed buildings will comply with the design standards of Section 2.315 and full compliance with those standards must be shown at the time of building permit submittal. The doctor's office and transit center, which are fairly complete in design, show compliance with these standards.

- B. Other Design Standards:** In addition, the Residential Single Family (RS) and Commercial Mixed Use (CM) zones provide design standards for new development.

APPLICANT'S RESPONSE:

No residential development is proposed at this time, but it is understood that residential development will be required to comply with the design standards of the RS zone. The proposed commercial development within Area B complies with Section 2.110.08 – Design Standards in addition to Section 2.315.

III. Transportation System

Traffic operations on Lockhaven Drive are an important design issue as Area B develops. Careful consideration of the location of access points to Lockhaven Drive and McLeod to the site will need to occur. Based on initial traffic assessments for the Keizer Station Plan, the following traffic-related elements shall be a part of future development of Area B:

- A. Access to Lockhaven Drive.** Access will be via a single access point forming the northern leg of the Lockhaven Drive and Chemawa Road intersection. Additional or alternative access will only be allowed when it is demonstrated to the approval of the City Traffic Engineer that it can be designed so as to have minimal impacts on the safe and efficient flow of traffic on Lockhaven Drive.

APPLICANT'S RESPONSE:

No new public streets are proposed. Internal driveways will provide access within the commercial portions of the master plan area. Driveway access is proposed as right in-right out driveways on Lockhaven Drive and Keizer Station Boulevard. A traffic impact analysis is being conducted, as is required for this development, since it is expected to generate more than 250 trips per day. The TIA will consider the proposed right in-right out access point

onto Lockhaven Drive, as a part of the analysis to ensure that adequate mitigation measures are provided to guarantee a safe and efficient flow of traffic on Lockhaven Drive.

- B. Access to McLeod. Access may be provided via a single access point located as far north as possible. No automobile access shall be allowed to Dennis Ray Avenue. At the City Traffic Engineer's discretion, this driveway may be limited to right-in/right-out depending on anticipated traffic flows.**

APPLICANT'S RESPONSE:

A full service driveway is proposed on McLeod Lane, which is to be located as far to the north of the property as practical. The driveway is located as far north from the intersection of McLeod and Lockhaven as is possible while still allowing access into and out of the site. The City Traffic Engineer has agreed to allow this full service driveway location, taking into consideration that the TIA may require additional mitigation measures to make the transportation system adequately function. No vehicle connection from Area B onto Denis Ray Avenue is proposed.

- C. Pedestrian Connectivity. A pedestrian/bicycle connection to Area B shall be provided at Dennis Ray Avenue. The circulation system shall include provisions to provide pedestrian and bicycle connections to the overall Keizer Station Activity Center area from Area B and to Dennis Ray Avenue.**

APPLICANT'S RESPONSE:

An 8 foot wide multi-use pedestrian/bicycle connection is proposed which will connect Keizer Station Boulevard and Dennis Ray Avenue. This will also provide a link to the existing sidewalk and bicycle lanes leading to and from Keizer Station in Areas A and B. The multi-use pathway will be installed when the small park is constructed.

- D. Internal Circulation. This is provided to allow internal circulation and avoid the need to use Lockhaven Drive for vehicle trips within Area B.**

APPLICANT'S RESPONSE:

The site plan shows that there will be a single access point into the site in the area between Keizer Station Boulevard and McLeod Lane. This access will be a right in-right out only. One access point east of Keizer Station Boulevard is planned which will provide only ingress to the transit center and future commercial use building planned to be located adjacent to the transit center. The aisle widths proposed within the development are designed to be adequate to support two-way traffic and provide the internal circulation required by the Keizer Station Plan. That coupled with the fact that there are no full service driveways out onto Lockhaven will effectively discourage patrons from using Lockhaven Drive for trips within Area B. This proposal allows for internal circulation within the site to the fullest extent possible, given the existing street system and associated access limitations.

E. Pedestrian circulation:

- 1. The on-site pedestrian circulation system shall be continuous, connecting the ground-level entrances of primary structure(s) to the following:**
 - a. Streets abutting the site;**
 - b. Parking areas;**
 - c. Abutting transit stops; and**
 - d. Adjacent buildings.**
- 2. There shall be at least one pedestrian connection to an abutting street frontage for each 300 linear feet of street frontage.**

APPLICANT'S RESPONSE:

The proposed system of internal pedestrian walkways facilitates pedestrian linkages between buildings, parking areas, abutting streets, the small park, and to the transit center. These connections will include articulated building entrance plazas which will vary in width and the outdoor plaza areas which will further enhance the pedestrian travel / shopping experience. The circulation system is shown in the concept site plan.

The concept site plan is intended to make the Lockhaven Drive and Keizer Station Boulevard intersection into a pedestrian area, which facilitates safe street crossing as well as it being a pleasant pedestrian environment. Plazas are proposed to offer outdoor use opportunities and easy connections to the buildings near the intersection. Amenities will potentially include seating, tables, articulated plaza features, trellises, specialty lighting and more intense landscaping. The proposed plaza areas are intended to be developed in a similar fashion and consistent with the design elements of the plaza areas previously developed in Keizer Station Area A.

Internal access is provided throughout the site for pedestrians and cyclists. In particular, the plan emphasizes convenient pedestrian access around the site and to the major intersections at McLeod / Lockhaven and Keizer Station Boulevard / Lockhaven. There will also be a multi-use pathway that connects the site to the neighborhood on Dennis Ray through the park and connects to the multi-use pathway which serves Keizer Station Area A. Pedestrian connections are provided for every 300 linear feet of frontage. The proposed transit center will adequately provide transit service to the site.

IV. Utilities

In addition to the development standards of Utility Lines and Facilities – Section 2.307 the following standard shall apply to new utilities:

All new utility connections and lines shall be located underground.

APPLICANT'S RESPONSE:

All utility connections will be located underground as required by the city and by the design standards of the Public Works Department. The development is intended to be consistent with Area A of the Keizer Station, and therefore utilities will be placed accordingly.

V. Landscape

In addition to the development standards of Site and Landscape Design – Section 2.309 the following standard shall apply:

- A. A coordinated landscape plan, including the use of trees, shall be provided for the frontage portion of Area B along Lockhaven Drive and McLeod with the request for master plan approval.**
- B. Restriction on Tree Removal. From the date of adoption of this ordinance, no trees shall be removed from any property within Area B without approval from the City. The City recognizes that factors such as disease and safety concerns or other practical considerations may require the approval to remove such trees. The City otherwise may determine existing trees to remain on the property.**
 - 1. Upon application for master plan approval, the applicant shall submit a tree inventory of all existing trees and trees removed since the date of this ordinance.**

APPLICANT'S RESPONSE:

Development and necessary grading on the site will require the removal of significant trees, as is shown on the tree removal plan. The trees which are anticipated to be removed are primarily located around the existing home located on the east side of Keizer Station Boulevard and also in a small cluster on the west side of the same street. Many of the trees located around the old Tiersma home site are larger trees which will need to be replaced consistent with the city's tree replacement requirements for significant trees at a two to one ratio. The trees which are located in this area will also likely need to be removed as they all appear to be located in the proposed access way and parking area. The remaining area in Area B is mostly devoid of trees. The landscaping shows that the number of replacement trees provided throughout the site will exceed the city's 2 to 1 ratio and therefore, will represent an overall increase in the number of trees on the site.

Section 3.113.04.B - The master plan shall meet the following standards as identified in the Keizer Station Plan in addition to standards within applicable zones:

- 1. Section 3.113.04.B.1 - Design standards**
 - a. Residential*

A small portion of the site is designated RS and it is recognized residential development must comply with the design standards in Section 2.314 as specified in Section 2.102.06. A combination of residential area and a multi-use park/stormwater treatment area is being proposed for this area; the small park will require conditional use approval.

b. *Commercial*

Section 2.110.08 Design Standards -All development in the CM Zone shall comply with the applicable design standards described below: **Building Design Standards.** Primary buildings shall comply with the following design standards:

Design Standards - Unless specifically modified by provisions in this Section, buildings located within the CM zone shall comply with the following standards:

- a. Single family homes shall comply with the design standards in Section 2.314.
- b. Multi-family buildings and non-residential structures shall comply with the provisions in Section 2.315 - Design Standards.

APPLICANT'S RESPONSE:

No new residential uses are proposed within the CM designated portion of Area B so this provision is not applicable. All non-residential development will be required to be reviewed for compliance with the provisions within Section 2.315. As previously indicated no residential development is proposed at this time.

Section 2.315.08.B. Building Design

a. **Section 2.315.08.B (1)(a) - Ground floor windows**

In the CM, CR, and MU zones, all street-facing elevations containing permitted uses as listed under Sections 2.110.02 F, G, H, I, J and K shall have no less than 50 percent of the ground floor wall area with windows, display areas or doorway openings.

APPLICANT'S RESPONSE:

The buildings proposed are intended to comply with this standard, however exact architectural designs have not yet been developed. The submitted application materials show typical construction types, materials, and elevations that will be utilized in order to comply with the design standards of the KDC.

b. **Section 2.3.15.08.B(2)(a) - Building facades**

In the CM, CR, and MU zones, facades that face a public street shall extend no more than 30 feet without providing a variation in building materials, a building off-set of at least 2 feet, or a wall area this is entirely separated from other wall areas by a projection, such as a porch or a roof over a porch. No building facade shall extend for more than 300 feet without a pedestrian connection between or through the building, provided that there is a pedestrian purpose being served.

APPLICANT'S RESPONSE:

The proposal demonstrates the architectural design of the buildings of Area B will be consistent with the buildings of Area A. The submitted architectural samples show that the proposed buildings will provide a variation in materials and textures, and that appropriate pedestrian connections will be provided. Exact architectural designs of the buildings have not yet been developed; however, buildings are intended to comply with these standards.

The submitted application materials show typical construction types, materials, textures, and elevations that will be utilized in order to comply with the design standards of the KDC.

- c. **Section 2.315.08.B(3) - Awnings – Awnings or canopies, shall be provided along building storefronts abutting a public sidewalk. Awnings and canopies shall be constructed of canvass, acrylic fabric, laminated vinyl, metal or similar standard material. Awnings and canopies of corrugated fiberglass or polycarbonate roofing shall be prohibited. Awnings and canopies shall not be back lit.**

APPLICANT’S RESPONSE:

Awnings and/or canopies are proposed to be provided along building storefronts that abut sidewalks. This is shown in the architectural samples and although exact designs are not yet determined, it is intended that the buildings in Area B be developed consistent with the architectural design of the buildings in Area A.

- d. **Section 2.315.08.B(4) - Materials and Texture**

1. Building Materials.

- a. **All buildings shall have wood, brick, stone, or stucco siding, or vinyl siding made to look like wood siding. Metal siding as described in this section shall be allowed.**
- b. **Metal siding other than corrugated or reflective material are allowed except for residential buildings housing 3 or more dwellings and buildings within the EG zone metal siding is allowed with the exception of corrugated or reflective metal.**
- c. **Plain concrete block, plain concrete, plywood and sheet press board may not be used as exterior finish materials.**

APPLICANT’S RESPONSE:

The submitted architectural drawings indicate that a variety of materials and textures will be utilized in the design of the proposed buildings. This information is intended to provide a framework for future building construction and is consistent with the types of materials and textures used in Area A. The actual design of the buildings is yet to be determined, since actual tenants are unknown at this time.

2. **Trim Material. Building trim shall be wood, brick, stone, stucco, vinyl siding material made to look like wood, or metal.**

APPLICANT’S RESPONSE:

The proposed architectural “typicals” demonstrate compliance with this standard.

3. **Roofing Material. Any roofing material is allowed including metal roofs.**

APPLICANT’S RESPONSE:

The buildings proposed will comply with this standard, however exact architectural designs have not yet been developed. The submitted application materials show typical construction

types, materials, and elevations that will be utilized in order to create a design aesthetic similar to the buildings in Area A.

- 4. Foundation Material.** Foundation material may be plain concrete or plain concrete block where the foundation material is not revealed for more than 3 feet.

APPLICANT'S RESPONSE:

Foundation material is not proposed to be revealed for more than 3 feet. The submitted architectural drawings/elevation examples show that proposed buildings will comply with this standard

Section 2.110 COMMERCIAL MIXED USE (CM)

- A. Section 2.110.02 through 2.110.05 identify the use requirements for the CM zone, including the permitted, special permitted, and use restrictions, which apply to the site. A maximum of 80,000 square feet of floor area may be devoted to specified retail uses identified in Section 2.110.05 D.**

APPLICANT'S RESPONSE:

The development of Area B is proposed to include a 28,000 square foot doctor's clinic; 3,000 square feet for a building associated with the transit operations; 12,000 square feet of office space adjacent to the transit center; and the allowance for 35,000 square feet along the west side of Keizer Station Boulevard that would be mix of office and retail. All of this will be located on the portion of Area B that is zoned CM. The uses proposed under the commercial categories comply with the KDC requirements and is within the maximum cap allowance for Area B and so complies with this provision.

- B. Section 2.110.06.A. Minimum Lot Dimension and Height Requirements. Commercial and mixed use development does not have any minimum dimensional requirements for lots and the maximum building height is 50 feet.**

APPLICANT'S RESPONSE:

The CM zone has no minimum lot size and no minimum lot dimension standards other than a maximum height restriction of 50 feet. None of the proposed buildings are planned to be more than 50 feet tall.

C. Section 2.110.06 B. Minimum Yard Setback Requirements

SETBACKS	Single Family or Duplex	Multi-Family	Commercial	Mixed Use
Front	10 feet	10 feet	10 feet	10 feet
Side	5 feet (1)	(3)	(3)	(3)
Rear	(2)	(3)	(3)	(3)
Street-side (4)	10 feet	10 feet	10 feet	10 feet
Garage entrance (5)	20 feet (5)	20 feet (5)	20 feet (5)	20 feet (5)

- (1) *Zero side yard dwelling units are subject to the setback provisions in Section 2.404.*
- (2) *The rear yard setback shall be as follows: 14 feet for a 1-story home, 20 feet for a 2-story home.*
- (3) *The setback shall be no less than the minimum rear yard setback of the zone on the adjacent property. For the CM zone, the rear yard setback is 0 feet.*
- (4) *Setbacks are measured from property lines, not easement lines. However, no structure shall be placed any closer than five feet from the edge of an access easement or 20 feet from the right-of-way of an arterial or collector street.*
- (5) *The garage entrance setback shall be measured from the property line or edge of private access easement to the entrance of the garage. The centerline of the driveway shall be measured if the driveway to the garage entrance is not perpendicular to the property line or private access easement. In no case shall a garage be set back less than the minimum front, side, and rear setbacks.*

APPLICANT'S RESPONSE:

As shown on the concept site plan, the setback requirements of the CM zone will be satisfied. Currently, Bldg A (Doctor's Office) and Bldg E (Transit Center) have gone through a fairly significant and complete site design process, and the site plans for those buildings show compliance with the setback requirements of the zone. The other buildings shown on the site plan comply with the setback standards; however, exact building footprints are not necessarily finalized. It is quite possible that the footprints of the buildings may change somewhat, but it is understood that the setback requirements of the CM zone will need to be complied with.

Section 2.110.07 Development Standards

All development in the CM Zone shall comply with the applicable provisions of this Ordinance. The following includes referenced items as well as additional development requirements. If a conflict exists with a specific standard found in this section and a standard found elsewhere in this Ordinance, the standard in this section shall govern. (§ 98)

A. Section 2.110.07.A - Off-street parking:

- 1. Parking shall be as specified in Section 2.303. In the event that on-street parking is provided, on-street parking that abuts the property can be used to meet the standard.**
- 2. No off-street parking is required for uses above the ground floor.**
- 3. The off-street parking requirement for residential uses is one space per unit.**
- 4. If mixed uses on the ground floor exhibit peak parking demand at different times, the resulting parking requirement is limited to the number of spaces generated at the highest combined peak demand at any one particular time. (For example, if there is a movie theater exhibiting peak parking demand between 7:00 and 10:00 PM with a total requirement of 100 spaces, and a pet store exhibiting peak demand between 1:00 and 5:00 PM with a requirement of 50 spaces, the total requirement for the building would be 100 spaces.)**

APPLICANT'S RESPONSE:

The site plan demonstrates that sufficient parking will be provided on the site and will not use any on-street parking along any of the three adjacent public streets. The transit center is shown being developed with 68 parking spaces for patrons of the bus system who wish to drive to the transit center and then connect with the bus system. The doctor's office is shown with 107 parking spaces. The master plan shows a total of 232 parking spaces provided throughout the whole site. As provided on the concept site plan, the parking shown will satisfy the standards for the uses proposed.

B. Section 2.110.07.D - Signs. Signs shall conform to the requirements of Section 2.308.

APPLICANT'S RESPONSE:

An overall signage program has not been developed for Area B, nor is one proposed with this application. The locations for freestanding signs are shown on the site plan for convenience. The exact design of these signs has not yet been developed, but it is understood that they will be limited to 100 square feet in area and must be located outside of vision clearance areas, with a limit of one per street frontage. These locations are outside of vision clearance areas and adequately provide appropriate levels of identification for the businesses located within Area B. It is understood that Area B will be considered an integrated business center by the development code and as such will be allowed one freestanding sign per street frontage. At the time of construction, sign permits and building permits will be obtained as required, and all signage will conform to the standards set forth in section 2.308 of the KDC.

C. Section 2.110.07.E - Accessory Structures: Accessory structures shall conform to requirements in Section 2.313.

APPLICANT'S RESPONSE:

No accessory structures are proposed as a part of this application.

- D. Section 2.110.07.F - Storage, Trash, and Service Functions: Storage areas, trash, recycling, utilities and other service functions shall be located within the main structure if possible. If any of the above functions are located outside the main structure, the area containing the function must be screened with a solid, durable structure that is architecturally related to the building.**

APPLICANT'S RESPONSE:

The proposed site plan show approximate locations for trash enclosures. The enclosures will be constructed with materials similar to the buildings they are adjacent to, and will comply with the additional requirements of section 2.315.

- E. Section 2.110.07.I - Lot Coverage: The maximum coverage allowed for buildings, accessory structures and paved parking shall be as follows:**

	<u>Max.</u>	<u>Min</u>
Commercial development:	90%	50%
Mixed commercial and residential development:	85%	50%
Residential development:	80%	50%

APPLICANT'S RESPONSE:

The proposed site plan demonstrates that the above standards are satisfied. Approximately 80% of the area will be developed with buildings, parking areas, sidewalks, and plazas.

2. Section 3.113.04.B.2 - Transportation system standards

Relevant sections within the KDC pertaining to transportation standards include the following:

- A. Section 2.302.A. General Requirements. The location, width, and grade of streets shall be considered in their relation to existing and planned streets, to topographical conditions, to public convenience and safety, and to the proposed use of the land to be served by the streets.**

APPLICANT'S RESPONSE:

The proposed development does not include any new streets. The existing street system will serve Area B. A TIA is being prepared, but is not yet complete. It is anticipated that the TIA will provide recommendations as to what additional improvements will be needed to provide for adequate carrying capacity and acceptable levels of service. As part of the development of the eastern portion of Area B with a transit center, it is anticipated that a traffic signal will need to be installed to provide adequate traffic movements and carrying capacity in and out of Area B onto Keizer Station Boulevard. It is also expected that McLeod Lane, Lockhaven Drive, and possibly Keizer Station Boulevard will need additional improvements along the frontage of the sight. The exact details on the mitigation measures required to provide appropriate levels of improvements will be determined by the Traffic Impact Analysis, and as the site develops, it is proposed that individual users will need to provide their fair share of those improvements.

- B. Section 2.302.B. Continuation of Streets.** Development proposals, including subdivisions and partitions, shall provide for the continuation of, and connection to, streets where necessary to promote appropriate traffic circulation in the vicinity of the development. Where necessary to give access or permit a satisfactory future division of adjoining land, streets and utilities shall be extended to property boundaries to allow the future extension of streets and infrastructure. A temporary turnaround shall be constructed for stub streets in excess of 150 feet in length.

No street or utility extensions are required when any of the following circumstances exist:

1. Less than three additional existing or future lots on adjoining parcels would gain access from the extension. For purposes of this criterion, the size of said future lots shall be no greater than two times the minimum lot size of the zone.
2. Parcel shape or size prevents new lots from meeting lot width or depth standards when a public street or infill street is proposed through the parcel.
3. Partial-width streets where adjoining development would provide a full-width public street or infill street; does not eliminate the need for variances to lot depth or width requirements.
4. Natural physical obstructions or barriers, such as parkland, floodplain, slopes, or significant trees, make access and connectivity unreasonable or impracticable.
5. Providing access and connectivity to one or more adjoining parcel(s) would not be useful given that at least one of the following conditions exist:
 - a. A future street plan demonstrates that adequate access and connectivity is provided from the adjacent parcel(s).
 - b. The development potential of the adjoining parcel(s) is (are) limited due to physical or jurisdictional constraints to such a degree that connectivity is unreasonable or impracticable.

APPLICANT'S RESPONSE:

The proposal will not include the development of any new streets nor will it result in the continuation of any public street from this site onto any adjacent property. It will allow for the continuation of Dennis Ray Avenue to serve the future residential parcels, but this will result in a short extension and appropriate termination of the street to provide a turnaround.

- C. Section 2.302.C Alignment.** All streets other than minor streets or cul-de-sacs, as far as practical, shall be in alignment with existing streets by continuation of the existing centerlines. The staggering of street alignments resulting in "T" intersections shall, wherever practical, leave a minimum distance of 200 feet between the center lines of

streets having approximately the same direction and otherwise shall not be less than 100 feet.

APPLICANT'S RESPONSE:

This proposal will not affect the alignment of the existing street system, nor will it result in the alteration of the alignment of the two nearby intersections.

- D. Section 2.302.D Future extension of streets. When it appears possible to continue a street, bicycle path and/or pedestrian accessway into a future subdivision, adjacent acreage or area attractors such as schools and shopping centers, streets, bicycle paths and/or pedestrian accessway facilities shall be platted and built to a boundary of the subdivision. The street may be platted without a turnaround unless the Public Works Department finds a turnaround is necessary for reasons of traffic safety. Any street extension exceeding 150 feet in length shall be provided with an approved turnaround as set forth in Section 902.2.2.4 "Dead Ends" of the Uniform Fire Code, 1994 edition.**

APPLICANT'S RESPONSE:

The proposal includes a short extension of the existing Dennis Ray Avenue. The extension will essentially be a cul-de-sac to the street and will not result in the extension of this street either onto the commercially developed portion of Area B or onto any other property.

- E. Section 2.302 D Intersection angles. Streets shall be laid out to intersect at angles as near to right angles as practical, except where topography requires lesser angles. Intersections of less than 60 degrees shall require special intersection designs. Streets shall have at least 50 feet of tangent adjacent to intersections unless topography requires lesser distances. Intersections that are not at right angles shall have minimum corner radii of 15 feet. Major arterial intersections shall have curb radii of not less than 35 feet. Other street intersections shall have curb radii of not less than 20 feet.)**

APPLICANT'S RESPONSE:

No new street intersections are proposed. However, the anticipated traffic signal will create an intersection of sorts connecting Area B to Keizer Station Boulevard. The proposal shows that this intersection is laid out at right angles as far as is practical. The City Engineer has reviewed this proposal, and supports the design of the signal location.

- F. Section 2.302.F Existing Streets. Whenever existing public streets adjacent to or within a tract are of a width less than the street design standards, additional right-of-way shall be provided at the time of subdivision, partitioning, or development.**

APPLICANT'S RESPONSE:

Area B is currently served by existing streets that meet the City standards. As was previously addressed, a TIA is being prepared that will address whether or not additional right of way dedication and/or improvements are necessary. If required, additional right of way can be dedicated to provide for needed improvements.

- G. Section 2.302.G Half-Streets. Half-streets may be approved where essential to the reasonable development of an area and when the City finds it to be practical to require**

the dedication of the other half when the adjoining property is developed. When a ¼ width street can reasonably be developed, as determined the Department of Public Works, a half street will be constructed with an additional 10 feet of pavement on the opposite side of the street from full improvement.

APPLICANT'S RESPONSE:

No half streets are proposed.

H. Section 2.302.H Cul-de-sacs. The maximum length shall be 800 feet.

APPLICANT'S RESPONSE:

This proposal will extend Dennis Ray Avenue and terminate it with an approved turnaround. The length of the street will comply with the maximum length provision.

I. Section 2.302.I Street Names. Street names and numbers shall conform to the established standards and procedures in the City.

APPLICANT'S RESPONSE:

No new streets will be created as part of this application.

J. Section 2.302.J Grades and Curves. Grades shall not exceed 7 percent on arterials, 10 percent on collector streets or 15 percent on any other street. Street grades of 15 percent shall not exceed 200 feet in length. To provide for adequate drainage, all streets shall have a minimum slope of 0.5 percent. On arterials there shall be a tangent of not less than 100 feet between reversed curves.

APPLICANT'S RESPONSE:

No new streets will be created as part of this application and the existing streets will be used. Both McLeod Lane and Lockhaven Drive are flat and straight along the frontage of the site. Keizer Station Boulevard is a curved street dropping in elevation from west to east so that the street can pass under the rail road bridge. This street was designed as part of the development of Area A and accepted as part of the city's street system and no changes are proposed that would alter the current grade.

K. Section 2.302.K Frontage Streets. If a development abuts or contains an existing or proposed arterial or collector street, the City may allow frontage streets, or may require reverse frontage lots with suitable depth, screen planting contained in a non-access reservation along the rear or side property line, or such other treatment as may be necessary for adequate protection of residential properties, to afford separation of through and local traffic, and to preserve the capacity and safety of the collector or arterial street.

APPLICANT'S RESPONSE:

No frontage streets are proposed, however, the main parking lot aisle serving the west portion of Area B will function as a sort of frontage road. A 20 foot wide buffer area is proposed to protect the residential properties located along Dennis Ray to the north of the development.

- L. Section 2.302.L Alleys.** Alleys shall be provided in commercial and industrial zones unless other permanent provisions for access to off-street parking and loading facilities are provided. The corners of alley intersections shall have radii of not less than 10 feet.

APPLICANT'S RESPONSE:

No alleys are proposed. The site provides adequate access to off-street parking and loading facilities.

- M. Section 2.302.M Street Landscaping.** Where required as part of the right-of-way design, planting strips shall conform with the following standards:

- 1. Street trees shall be planted at a ratio of no less than one tree per 30 feet of property frontage. Street trees shall conform with the list of acceptable trees included in the City's Street Tree Ordinance. Installation of street trees shall be included in any improvement agreement covering the installation of public facilities and services on a property.**
- 2. Planting strips shall be planted and maintained in predominantly living groundcover materials with hard surfaces consisting of bricks, pavers, rocks, decorative concrete work, etc., only being included as part of an overall landscape design where living plant material is predominant. In no case shall asphalt be used within the planting strip.**

APPLICANT'S RESPONSE:

The proposed landscaping plan shows that street trees will be planted along the frontage of all streets. The plan shows that the spacing is consistent with the requirements listed above. Street trees have already been planted along Keizer Station Boulevard and along the north side of Lockhaven Drive. If it is necessary to provide additional street improvements along Lockhaven Drive, existing trees will need to be relocated or new trees will need to be planted. New trees will be a minimum caliper of 2 inches. The proposed landscape plan is consistent with the landscape design in Area A and also with the city's Development Code.

- N. Section 2.305.01 – Transit Facility Siting Requirements.** The location of transit facilities shall be based upon the size and trip generation potential of major new development adjacent to a transit street. Section 2.305.02 outlines the maximum transit facilities that may be required by the City. Determination of specific requirements will be made on a case by case basis for each development by evaluation the following factors:

- 1. Expected transit ridership generated by a development.**
- 2. The level of existing or planned transit service adjacent to the development. Planned transit service is defined as service that is planned to be established within five years after the completion of development according to the latest officially adopted transit plan by the Transit District.**
- 3. The location of existing facilities.**

4. The proximity of other transit ridership generators.

APPLICANT'S RESPONSE:

The proposed transit center in Area B will provide adequate transit service to the development. No new bus stops other than the transit center are proposed. Because the transit center will be located within Area B, it is anticipated that new developments within not only Area B, but also within the other areas of the Keizer Station will experience increased ridership of patrons using the enhanced bus system.

- O. Section 2.305.02 - Design Requirements. Retail /industrial/institutional peak hour traffic trips of more than 200 require a concrete boarding pad and transit turnout.**

APPLICANT'S RESPONSE:

It is not anticipated that additional boarding pads or transit turnouts will be necessary, due to the proposed transit center in Area B. However, if determined by the city and the transit agency that this is necessary, appropriate facilities can be provided.

3. Section 3.113.04.B.3 - Utility standards

Relevant sections of the KDC pertaining to utility standards include the following:

- A. Section 2.307.02.A Impact. The location, design, installation and maintenance of all utility lines and facilities shall be carried out with minimum feasible disturbances of soil and site.**

APPLICANT'S RESPONSE:

A master water, sewer, and storm drainage plan was submitted as a part of this application. This plan was developed in conjunction with the City Engineer and is designed to create the least amount of impact as possible.

- B. Section 2.307.02.B Water. All development that has a need for water service shall install water facilities and grant necessary easements pursuant to the requirements of the City.**

APPLICANT'S RESPONSE:

A master water system plan has been submitted as a part of this application. This plan has been prepared in conjunction with the City Engineer's office to ensure that the water facilities being provided are adequate to serve the development.

- C. Section 2.307.02.C Private Utilities. All development that has a need for electricity, gas and communications services shall install them pursuant to the requirements of the district or company serving the development. Except where otherwise prohibited by the utility district or company, all such facilities shall be underground.**

APPLICANT'S RESPONSE:

As the site develops, it will be connected to electricity, gas, and communications services. These services will be installed pursuant to the requirements of the appropriate district or

company serving the development. It is planned that all of these facilities will be underground.

- D. Section 2.307.02.D Sanitary Sewers. All development that has a need for public/private sanitary sewers shall install the facilities pursuant to the requirements of the city. Installation of such facilities shall be coordinated with the extension of necessary water services and storm drainage facilities.**

APPLICANT'S RESPONSE:

As part of the application submittal, a master sanitary sewer plan was submitted for review. This plan has been prepared in conjunction with the City Engineer's office to ensure that the facilities being provided are adequate to serve the development.

- E. Section 2.307.02.E Street Lights. When required, installation of street lights shall be pursuant to the requirements of the city and the company serving the development.**

APPLICANT'S RESPONSE:

Currently, there are street lights along each of the three streets (Lockhaven Drive, McLeod Lane, Keizer Station Boulevard) along Area B. If it is determined that additional lights are needed they will be located pursuant to city specifications. With the potential for additional widening of Lockhaven Drive it may be necessary to relocate street lights along the frontage of the site.

- F. Section 2.307.02.F Easements. Easements shall be provided along property lines as deemed necessary by the City, special districts, and utility companies. Easements for special purpose uses shall be of a width deemed appropriate by the responsible agency. Such easements shall be designated on the final plat of all subdivisions, and on the final plat of all partitions.**

APPLICANT'S RESPONSE:

There is a storm drainage easement located along the northern edge of the area which serves development within Area A. No development is proposed within the identified easement area. A utility easement will be provided along the street frontages of Area B if required by the Public Works department.

- G. Section 2.306.05. General Standards_ All development shall be planned, designed, constructed and maintained to:**

- 1. Protect and preserve existing natural drainage channels to the maximum practicable extent;**
- 2. Protect development from flood hazards;**
- 3. Provide a system by which water within the development will be controlled without causing damage or harm to the natural environment, or to property or persons within the drainage basin;**

4. **Assure that waters drained from the development are substantially free of pollutants, through such construction and drainage techniques as sedimentation ponds, reseeded, phasing of grading;**
5. **Assure that waters are drained from the development in such a manner that will not cause erosion to any greater extent than would occur in the absence of development;**
6. **Provide dry wells, french drains, or similar methods, as necessary to supplement storm drainage systems;**
7. **Avoid placement of surface detention or retention facilities in road rights-of-way.**

APPLICANT'S RESPONSE:

A preliminary storm drainage plan was included for review along with the master plan application. As designed, no increase in runoff will result from the proposed development, since adequate facilities will be provided. Storm water detention will be provided for this site by utilizing the small park area and the landscaping area surrounding the parking lot to treat and retain storm water. The plan shows that we intend to develop the site utilizing "low impact" design strategies to protect the existing storm drainage system and to prevent this critical basin from being inundated with additional storm water runoff. The submitted grading and drainage plan includes corner elevations and shows that adequate conveyance of storm water from adjacent property across the subject property.

Erosion control for the site will be addressed at the time of actual development. As the individual elements of the masterplan are developed, appropriate erosion control measures will be taken.

4. Section 3.113.04.B.4 - Parking standards

Relevant sections of the KDC pertaining to parking standards include the following:

- A. **Section 2.303.05 Joint Use. Parking area may be used for a loading area during those times when the parking area is not needed or used. Parking areas may be shared subject to Administrator approval for commercial and industrial uses where hours of operation or use are staggered such that peak demand periods do not occur simultaneously. Such joint use shall not be approved unless satisfactory legal evidence is presented which demonstrates the access and parking rights of parties.**

APPLICANT'S RESPONSE:

The proposed site plan shows that parking areas are designed in such a way that will allow them to be shared between adjoining uses, as much as is practical. The total amount of parking provided is adequate to support the proposed development within Area B. This type of use is consistent with Area A in which a master parking plan was developed. It is anticipated that at the time of development of individual uses, cross easements will be required between various parcel owners to allow the joint use of parking spaces, if necessary.

B. Section 2.303.6 Off-Street Automobile Parking Requirements. Off-street parking shall be provided in the amount not less than:

- **Retail store: 1 per 300 square feet**
- **Bank, offices, medical clinic: 1 per 300 square feet**
- **Eating and drinking establishment: 1 per 125 square feet**

APPLICANT'S RESPONSE:

The parking provided on the concept site plan was calculated using the standards above. Area B is bisected by Keizer Station Boulevard, which creates two distinct areas of development. Practically speaking, parking to support the individual uses within each area will need to be provided within that area. The proposed plan shows that adequate parking for the uses in the western part of Area B are provided in the western part of Area B, and parking for the uses in the eastern part of Area B are provided in the eastern part of Area B. The proposed plan demonstrates that parking needs are adequately addressed.

Western portion of Area B:

The doctor's office is projected to have approximately 27,000 square feet of area which requires 90 parking spaces. There are also two separate buildings located in the western portion of Area B totaling 24,000 square feet in area. These are intended to be occupied by either office or retail use, and as such would require an additional 80 parking spaces. As proposed, the western portion of Area B is required to provide a minimum of 170 parking spaces, and a maximum of 255. The site plan shows 216 parking spaces will be provided.

Eastern portion of Area B:

The Transit Center is shown providing 68 parking spaces. This number is intended to serve transit users who will drive to the site and park their car and then continue their travel by bus. It will also provide parking for the future commuter rail station. While no specific number is provided in the KDC to offer guidance and how much parking should be required for this specific use, based upon discussions with the Transit District and Keizer staff, this number seems appropriate. A building footprint accommodating 10,000 square feet for a sit down restaurant is also shown in the eastern portion of Area B, adjacent to the transit station. This use requires 80 parking spaces, and 82 are shown on the site plan.

C. Section 2.303.07 Standards for Disabled Person Parking Spaces. Disabled Person Parking Spaces shall comply with the requirements of the Uniform Building Code and ODOT standards.

APPLICANT'S RESPONSE:

ADA parking spaces are shown on the site plan adjacent to individual buildings as required. It is expected that at the time of building permit approval, exact location, number, and space types will be confirmed and regulated through the building permit review and approval process.

- D. Section 2.303.08.A Bicycle Parking** Bicycle Parking shall be required in all public and semi-public, commercial and industrial development as well as park-and-ride lots. Bicycle parking shall be provided in the following amounts:

- **Retail store:** 1 per 10 required vehicle parking spaces with a maximum of 6 required
- **Bank, offices, medical clinic:** 1 per 20 required vehicle parking spaces with a maximum of 6 required

APPLICANT'S RESPONSE:

Bike parking is proposed in areas near the building entrances and adjacent to the transit center. The site plan shows proposed locations which can accommodate the required amount of bicycle parking spaces.

- E. Section 2.303.08.B Bicycle Parking Development Requirements**

1. **Space Size.** Each bicycle parking space shall be a minimum of six feet long and two feet wide and be accessible by a minimum four foot aisle.
2. **Location.** All bicycle parking areas shall be within 100 feet of a building entrance and located within a well-lit area.
3. **Rack Design.** Bicycle racks must be designed to secure the bicycle frame and at least one wheel, and, accommodate a locking device. Racks, lockers or other related facilities shall be securely anchored to the ground or to a structure. As an alternative, the bicycle spaces can be provided within a secured compound.
4. **Access.** Access to a public right-of-way and pedestrian access from the bicycle parking area to the building entrance must be provided.

APPLICANT'S RESPONSE:

The submitted site plan and architectural details show bike rack location and design. These details comply with the above standards and it is expected that compliance will be regulated at the time of building permit review and approval.

- F. Section 2.303.09 Carpool and Vanpool Parking.** New office or industrial development with 100 or more parking spaces shall designate at least 5% of the parking spaces for carpool or vanpool parking. These designated spaces shall be the closest parking spaces to the building entrance normally used by employees, with the exception of handicapped parking spaces. The carpool/vanpool spaces shall be clearly marked "Reserved - Carpool/Vanpool Only" along with specific hours of use. Any other use establishing car and vanpool spaces may reduce the minimum parking requirement by 3 spaces for each carpool/vanpool space created.

APPLICANT'S RESPONSE:

No buildings are proposed that would require carpool/vanpool parking spaces, and as such none are shown.

- G. Section 2.303.10 Off-Street Loading Requirements.** Commercial office buildings shall require a minimum loading space size of 12 feet wide, 20 feet long and 14 feet high in the following amounts: for buildings over 5,000 square feet of gross floor area, 1 space; for each additional 40,000 square feet of gross floor area, or any portion thereof, 1 space.

All other commercial or industrial buildings shall require a minimum loading space of 12 feet wide, 30 feet long, and 14 feet high in the following amount: for buildings containing over 5,000 square feet of gross floor area, 1 space; for each additional 40,000 square feet of gross floor area, or any portion thereof, 1 space.

APPLICANT'S RESPONSE:

The submitted site plan shows that a loading space will be provided adjacent to each building, with the exception of the transit building, since it is less than 5,000 square feet in area.

- H. Section 2.303.11 Parking and Loading Area Development Requirements**

- 1. Section 2.303.11.A Surfacing.** All driveways, parking and loading areas shall have a durable, hard, dust free surface built to Department of Public Works standards.

APPLICANT'S RESPONSE:

The parking lot areas will be surfaced with asphalt and have scored concrete crossings delineating pedestrian connections.

- 2. Section 2.303.11.B Parking Spaces**
Dimensions. Parking spaces shall be a minimum 9 feet wide and 18 feet in length.

Compact Spaces. Compact parking spaces, at a reduced width of 8.5 feet, shall be permitted on sites with more than five (5) parking spaces. No more than 30% of the required parking shall be compact spaces and each space must be identified as a "Compact Space."

APPLICANT'S RESPONSE:

The proposed site plan does not show any compact spaces. All other spaces are designed to be a minimum of 9 feet in width and 18 feet in length.

- 3. Section 2.303.11.C Aisle** The following minimum aisle dimensions shall apply:
Without adjacent parking:

- b. One-way: 12 feet**
- c. Two-way: 22 feet**

With adjacent parking:

PARKING ANGLE	DRIVEWAY WIDTH
0 to 40	12 feet
41 to 45	13 feet
46 to 55	15 feet
56 to 70	18 feet
71 to 90	24 feet

APPLICANT'S RESPONSE:

The site plan shows that all aisle widths proposed comply with the provisions above. 24 foot wide aisle widths are provided between parking areas throughout Area B, and the main connecting aisles are designed to be 30 feet wide for added safety.

4. **Section 2.303.11.D Screening.** When any public parking or loading area is within or abuts a residential zone along a side or rear lot line, the parking or loading area shall be separated from the lot line by a 20 foot landscaped yard, or shall be screened from the residential property with an ornamental fencing or wall of at least 4 feet in height.

APPLICANT'S RESPONSE:

This proposal includes a 20-foot wide landscaped buffer as well as a 6 foot high sight obscuring wall along the north property line which will buffer the residential properties to the north from commercial development in Area B. In addition, the proposed park will serve to provide additional open space and landscaping which will further buffer the residential homes from the commercial development in Area B.

5. **Section 2.303.11.E Lighting.** All lighting shall be directed entirely onto the loading or parking area and away from any residential use. The lighting shall not cast a glare or reflection onto the public rights-of-way.

APPLICANT'S RESPONSE:

Parking lot lighting is proposed to be installed to adequately illuminate the parking area without casting glares or reflections onto the public rights-of-way or adjacent residential properties.

6. **Section 2.303.11.F Landscaping.** A tree shall be planted for every eight lineal parking spaces not located adjacent to a building. The planting space shall measure no less than 4 feet square and be surrounded by concrete curbing. The plant shall be of a species that the root system will not interfere with underground utilities or the parking surface, and, is capable of achieving a 15 foot radius. The specific planting enclosure and appropriate tree selection will be provided by the City.

APPLICANT'S RESPONSE:

The proposed site plan and landscaping plan show that trees are to be planted within the parking lot area as required. Trees are shown to be planted for every 8 lineal spaces and within appropriate landscaping enclosures.

7. **Section 2.303.11.G Traffic Flow.** Service drives to off-street parking areas shall be designed and constructed to allow flow of traffic, provide maximum safety of traffic access and egress and the maximum safety of pedestrians and vehicular traffic on the site.

APPLICANT'S RESPONSE:

The proposed access to and from the parking lots is designed to provide suitably spaced driveway intersections on Lockhaven Drive, Keizer Station Boulevard, and McLeod Lane. The design of the parking areas comply with city standards for parking lot design and provide for safe travel within the parking areas. Travel aisles comply, and in some cases exceed the minimum width requirements. In addition, the pedestrian system has designated areas for marked crossings to ensure the circulation and safety of the pedestrian system throughout the site.

8. **Section 2.303.11.H Entrance/Exits.** Service drive exits shall have a minimum vision clearance area of 15 feet from the intersection of the street and driveway.

APPLICANT'S RESPONSE:

The driveway entrances show on the site plan provide access to the development which are designed to provide adequate vision clearance areas. The landscaping plan shows that plant materials within the vision clearance areas will be low-growing and comply with the provisions of the ordinance. In addition the locations of the freestanding signs that are shown on the site plan are located outside of the vision clearance areas as well.

9. **Section 2.303.11.I Bumper Rails.** Parking spaces along the outer boundaries of a parking area shall be contained by a curb or a bumper rail to prevent a motor vehicle from extending over an adjacent property, a street, or a sidewalk. The bumper shall be at least 4" high and located a minimum of 3 feet from the property line.

APPLICANT'S RESPONSE:

There are no parking areas adjacent to property lines; however, some of the parking areas are adjacent to sidewalks. In these cases, an 8 foot wide sidewalk is provided to allow for adequate width for pedestrians to safely use the sidewalk and allow for vehicles to park adjacent to it. If it is determined to be necessary in other areas, bumper rails can be installed.

5. **Section 3.113.04.B.5 - Landscape standards**

Relevant sections of KDC pertaining to landscaping standards include the following:

1. **Section 2.309.03 Minimum Area Requirements.** Landscaped areas may include landscaping around buildings; in open spaces and outdoor recreation areas; in islands and perimeter planting areas in parking and loading areas; and in areas devoted to buffering and screening as required in this Section and elsewhere in this Ordinance. The following area requirements shall be the minimum areas devoted to landscaping: A minimum of 10% of the gross land area shall be devoted to landscaping in commercial developments.

APPLICANT'S RESPONSE:

The KDC requires that at least 10% of the area be landscaped for new commercial developments. The proposed landscaping plan shows compliance with this standard. A 20 foot wide landscaped buffer will be provided along the north property line, and landscaping is to be provided around buildings and within the parking lot area, as required by code. In addition, the small park that is part of Area B will provide landscaping which, while technically located in a residential zone, will act as a sort of transition between the residential uses and commercial uses of Area B. As shown by the submitted landscaping plan, sufficient landscaped area will be provided to satisfy this requirement.

2. Section 2.309.05 Screening and Buffering

Screening. Screening shall be used to eliminate or reduce the visual impacts of the following uses:

1. Commercial and industrial uses when abutting residential uses.
2. Industrial uses when abutting commercial uses.
3. Service areas and facilities, including garbage and waste disposal containers, recycling bins, and loading areas.
4. Outdoor storage areas.
5. Parking areas for 20 or more vehicles for multi-family developments, or 30 or more vehicles for commercial or industrial uses.
6. At and above-grade electrical and mechanical equipment, such as transformers, heat pumps, and air conditioners.

Screening Methods. Screening may be accomplished by the use of sight-obscuring plant materials (generally evergreens), earth berms, walls, fences, building parapets, building placement or other design techniques.

APPLICANT'S RESPONSE:

A 20 foot wide landscaped buffer, trees, and a 6 foot high sight obscuring wall will be provided along the northern side of Area B. Properties to the north are residentially developed. The width of the landscaped areas along with the trees and proposed wall will provide sufficient screening for the residents on the north side of the site. Service areas within the development are proposed to be screened with vegetation and appropriate enclosures. No outdoor storage areas are proposed. Parking areas will be surrounded by landscaping.

Buffering. Buffering shall be used to mitigate adverse visual impacts, dust, noise or pollution, and to provide for compatibility between dissimilar adjoining uses. Where buffering is determined to be necessary, one of the following buffering alternatives shall be employed:

1. **Planting Area:** Width not less than 15 feet, planted with the following materials:
 - a. At least one row of deciduous or evergreen trees staggered and spaced not more than 15 feet apart.
 - b. At least one row of evergreen shrubs that will grow to form a continuous hedge at least five feet in height within one year of planting.
 - c. Lawn, low-growing evergreen shrubs or evergreen ground cover covering the balance of the area.
2. **Berm Plus Planting Area:** Width not less than 10 feet, developed in accordance with the following standards:
 - a. Berm form should not slope more than 40 percent (1:2.5) on the side away from the area screened from view. The slope for the other side (screened area) may vary.
 - b. A dense evergreen hedge shall be located so as to most effectively buffer the proposed use.
 - c. The combined total height of the berm and hedge shall be not less than five feet.
3. **Wall Plus Planting Area:** Width must not be less than five feet developed in accordance with the following standards:
 - a. A masonry wall or fence not less than five feet in height.
 - b. Lawn, low-growing evergreen shrubs, and evergreen ground cover covering the balance of the area.
4. **Other methods which produce an adequate buffer considering the nature of the impacts to be mitigated, as approved by the City.**

APPLICANT'S RESPONSE:

The proposed 20-foot wide landscaped buffer, plus wall, trees, and plantings exceeds the minimum requirements outlined by the KDC. The landscaped buffer will entail a variety of tree species and assorted shrubs and will provide a buffer that will both offer vegetative screening and an aesthetic attribute to the development. A 6 foot tall sight obscuring wall will be provided along the rear property lines of homes that are located along the south side of Dennis Ray Avenue, which abut Area B.

- C. Section 2.309.06.A Planting Height.** No sight-obscuring plantings exceeding 30 inches in height shall be located within any required vision clearance area in accordance with Section 2.312.09 of this Ordinance.

APPLICANT'S RESPONSE:

As the landscaping plan demonstrates, the plantings near driveway and street intersections will be low growing species, so as not to cause vision clearance hazards. Larger landscape species are located further away from intersection so as not to cause a vision clearance hazard.

- D. Section 2.309.06.B Plant Materials. Plant materials shall not cause a hazard. Landscape plant materials over walks, pedestrian paths and seating areas shall be pruned to a minimum height of eight feet and to a minimum height of 15 feet over streets and vehicular traffic areas.**

APPLICANT'S RESPONSE:

As far as is practical, the landscape plan demonstrates compliance with this standard. Street trees will be provided along all streets, as well as adjacent to and within the parking lot areas. Some of these trees may extend over sidewalks, streets, or paths and seating areas over time and as such will be required to be pruned regularly to maintain compliance with this standard.

- E. Section 2.309.06.C Utility Interference. Landscape plant materials shall be selected, which do not generally interfere with utilities above or below ground.**

APPLICANT'S RESPONSE:

Utilities will be placed underground so there will be no above ground utilities. No conflicts are foreseen between the preliminary landscaping plan and the placement of required utilities.

- F. Section 2.309.06.D Installation. Landscape plant materials shall be properly guyed and staked to current industry standards as necessary. Stakes and guy wires shall not interfere with vehicular or pedestrian traffic.**

APPLICANT'S RESPONSE:

Details on planting are included with the landscape plan. This plan has been prepared in accordance with industry standards, and as proposed will ensure the survivability of the proposed plantings.

- G. Section 2.309.06.E Suitability. Plant materials shall be suited to the conditions under which they will be growing. As an example, plants to be grown in exposed, windy areas that will not be irrigated should be sufficiently hardy to thrive under these conditions. Plants should have vigorous root systems, and be sound, healthy, and free from defects, diseases, and infections.**

APPLICANT'S RESPONSE:

The proposed landscape plan takes into consideration the conditions under which they will be growing. For example, a vegetative swale is proposed for the 20 foot wide landscape buffer. This area will not only serve as a landscape buffer, but also will provide storm water treatment and detention, as outlined on the storm drainage plan. As such, appropriate plant types have been chosen in conjunction with the City of Keizer Environmental Program Coordinator.

- H. Section 2.309.06.F Deciduous Trees.** Deciduous trees should be fully branched, have a minimum caliper of 2 inches, and a minimum height of 8 feet at the time of planting.

APPLICANT'S RESPONSE:

The landscape plan calls for deciduous trees that will meet or exceed this 2 inch caliper size.

- I. Section 2.309.06.G Evergreen Trees.** Evergreen trees shall be a minimum of 6 feet in height, fully branched at time of planting.

APPLICANT'S RESPONSE:

The landscape plan calls for evergreen trees that will meet or exceed this size.

- J. Section 2.309.06.H Shrubbery.** Shrubs shall be supplied in a minimum 1 gallon containers or 8 inch burlap balls with a minimum spread of 12 to 15 inches.

APPLICANT'S RESPONSE:

The landscaping plan specifies a variety of plants and shrubs which will be supplied according to the provisions of the KDC.

- K. Section 2.309.06.I Ground Cover.** Ground cover plants shall be spaced in accordance with current nursery industry standards to achieve covering of the planting area. Rows of plants are to be staggered for a more effective covering. Ground cover shall be supplied in a minimum 4 inch size container or a 2 1/4 inch container or equivalent if planted 18 inches on center.

APPLICANT'S RESPONSE:

The landscaping plan submitted has been prepared in accordance with the standards of the KDC. Where proposed, ground cover plantings will comply with this standard.

- L. Section 2.309.06.J Irrigation.** All developments are required to provide appropriate methods of irrigation for the landscaping. Sites with over 1,000 square feet of landscaped area shall be irrigated with automatic sprinkler systems to insure the continued health and attractiveness of the plant materials. Sprinkler heads shall not cause any hazard to the public. Irrigation shall not be required in wooded areas, wetlands, floodplains, or along natural drainage channels or stream banks.

APPLICANT'S RESPONSE:

The landscaped areas will be irrigated as required by code. An irrigation plan has not been prepared, but it is expected that as individual uses develop, the area required to be landscaped will be installed and irrigated as necessary. It is expected that this will be a part of the building permit review process.

- M. Section 2.309.06.K Re-planting.** Trees or shrubbery which die-off shall be replaced with a new plant of the same or similar type. Replacement is ultimately the responsibility of the property owner.

APPLICANT'S RESPONSE:

Re-planting will be done as necessary if any of the plants die off.

- N. Section 2.309.06.L Maintenance. Landscaping shall be continually maintained. Appropriate methods of care and maintenance of landscaped plant material shall be provided by the owner of the property.**

APPLICANT'S RESPONSE:

The maintenance of the landscaped areas will be the responsible of the individual users that they are adjacent to. The small park that is proposed will be maintained by the City and is designed to be low-maintenance, planted with a variety of native vegetation, trees and grasses, and will provide a small area of lawn for passive recreation activities.

- O. Section 2.309.06.M Plant Protection. Landscape plant material shall be protected from damage due to heavy foot traffic or vehicular traffic by protective tree grates, pavers or other suitable methods.**

APPLICANT'S RESPONSE:

The proposed landscaping plan is designed to protect the vegetation and trees, by placing them in landscaped areas that are protected by curbs or parking bumpers, and located far enough from sidewalks and pathways to protect them.

- P. Section 2.110.07.G - Landscaping-General: All required yards shall be landscaped. Landscaped areas shall be landscaped as provided in Section 2.309.**

- 1. The minimum landscaped area requirements shall be as follows:**

Commercial development:	10%
Mixed commercial and residential development:	15%
Residential development:	20%

- 2. Properties located within Area B as defined in the Keizer Station Plan shall have a 20-foot landscape buffer along all property lines adjacent to any residential zone. Landscape and buffer requirements shall be met as defined in the Keizer Station Plan.**

APPLICANT'S RESPONSE:

The landscaping plan demonstrates compliance with the requirement to provide 10% landscaping for commercial development. A 20 foot wide landscaped buffer is shown in the concept site plan along the north property line. The inclusion of a small park along the end of Dennis Ray Avenue will further increase the buffer between the central portion of Area B and the future homes that may be built at the end of Dennis Ray Avenue. It will be improved with landscaping and a wall as provided in the Keizer Station Plan.

- Q. Section 2.110.07.H - Landscaping-Parking Lots: One tree shall be provided for every eight parking spaces in parking lots. The trees shall be dispersed**

throughout the parking lot in minimum four by four foot planters located between parking spaces.

APPLICANT'S RESPONSE:

The site plan complies with these standards. Landscape islands are provided which include trees every eight parking spaces. These landscaped areas are intended to provide storm water detention and treatment for parking lot area run off. Therefore, a variety of trees, bushes, and grasses will be planted within these areas to provide not only an aesthetic quality to the development, but also an environmentally responsible storm water management program throughout the site.

Section 3.113.04.C. -Development Strategies

1. Section 3.113.04.C.1 - Pedestrian Access, Safety and Comfort

- a. To ensure safe, direct, and convenient pedestrian circulation, development shall provide a continuous pedestrian and/or multi-use path system.**
- b. The pathway system shall extend throughout the development site, and connect to all future phases of development, adjacent trails, public parks and open space areas wherever possible.**
- c. Pathways with developments shall provide safe, reasonably direct and convenient connections between primary building entrances and all adjacent streets and parking areas.**
- d. For all developments subject to Master Plan review, pathways shall connect all building entrances to one another. In addition, pathways shall connect all parking areas, storage areas, recreational facilities and common areas (as applicable), and adjacent developments to the site, as applicable.**
- e. Recessed entries, canopies, and/or similar features shall be used at the entries to a building in order to create a pedestrian scale.**
- f. For driveways that service more than 100 parking spaces, shall not have any parking within twenty-five feet of the driveway intersection. This area shall be landscaped in accordance with Section 2.309 of the Keizer Development Code.**
- g. The proposal contains an equally good or superior way to achieve the intent of the above criterion and guidelines.**

APPLICANT'S RESPONSE:

The proposed site plan illustrates that there will be walkways and sidewalks connecting each of the primary buildings with parking areas, streets, and other amenities that may be provided. Area B is planned to be a phased development with the eastern and the western portions developed in the first phase. Therefore, not all of the site will be developed with these pedestrian facilities at the same time but will be phased in as development within Area B occurs. The submitted architectural detail shows that a pedestrian scale will be created by utilizing elements such as awnings and recessed entries. In addition, plazas

are proposed to be located on the corners of Keizer Station Blvd and Lockhaven, adjacent to the commercial business uses.

Additional sections of the KDC which pertain to pedestrian amenities include the following:

A. Section 2.315.08.A. Pedestrian Circulation. As used herein “walkway” means a hard surfaced area intended and suitable for use by pedestrians, including both public and private sidewalks.

1. Connection Required. The pedestrian circulation system for the proposed development must connect uses, building entrances, adjacent streets, and nearby transit stops.

APPLICANT’S RESPONSE:

The proposed site plan demonstrates compliance with this provision. Pedestrian walkways are provided that connect the proposed uses to the existing street system, the proposed park, and the proposed transit center.

2. Walkway Location and Design. Walkway(s) shall be located so that a pedestrian can conveniently walk between a transit street and the entrance(s) to a building(s). Except where it crosses a driveway, a walkway shall be separated by a raised curb or other physical barrier from the auto travel lane and parking. If a raised path is used the ends of the raised portions must be equipped with curb ramps which comply with Oregon State Building Code Requirements.

APPLICANT’S RESPONSE:

Transit service is provided along the three streets which front Area B. In addition, the proposed Transit Center in the eastern portion of Area B will greatly enhance and make using this transportation system more practical. Proposed uses are clustered near the streets, as shown on the site plan, which will facilitate transit use by creating easier pedestrian access. All walkways including ramps at curbs will be designed and constructed to comply with ADA requirements, and scored concrete crossings will be provided to delineate the pedestrian walkways at street/driveway intersections.

3. Additional Street Access. A walkway from a building entrance to a public street shall be provided for every 300 feet of street frontage.

APPLICANT’S RESPONSE:

As demonstrated in the concept site plan, this standard is satisfied.

4. Driveway Crossings. Driveway crossings shall be a maximum of 36 feet in width. Where the pedestrian system crosses driveways, parking areas and loading areas, the system must be clearly identifiable through the use of elevation changes, a different paving material, texture, or other similar method.

APPLICANT’S RESPONSE:

The driveways shown on the concept plan will be no more than 36 feet in width and will all have clearly identifiable changes. The intent is that scored concrete crossings will provided,

similar to the crossings developed in Keizer Station Area A to delineate the pedestrian system where it crosses the driveways, parking areas or loading areas.

- 5. Lighting. Lighting shall be provided for all walkways. Pedestrian walkways must be lighted to a level where the system can be used at night by employees and customers.**

APPLICANT'S RESPONSE:

The general lighting proposed for Area B will provide appropriate illumination for the development and for all walkways and pedestrian sidewalks that are within or connected to the development.

- 6. Walkway Coverage.**

- a. Any portion of a walkway located within three feet of a building frontage shall be covered with awnings or building overhangs. The minimum vertical clearance shall be 9 feet for awnings and building overhangs. The maximum vertical clearance shall be 15 feet.**

APPLICANT'S RESPONSE:

The submitted architectural details meet this standard. Building 'A' is proposed to have a landscape strip between the walkway and building. Buildings 'B, C, D, and E' all will provide awnings and/or building overhangs as required by the KDC.

- 7. Dimensions. Walkways shall be at least five feet in paved unobstructed width. Walkways that serve multiple uses or tenants shall have a minimum unobstructed width of eight feet.**

APPLICANT'S RESPONSE:

The concept master plan demonstrates compliance with this standard.

- 8. Stairs or ramps shall be in place where necessary to provide a direct route between the transit street and the building entrance. Walkways without stairs shall comply with the accessibility requirements of the Oregon State Building Code.**

APPLICANT'S RESPONSE:

This site is relatively flat, and stairs or grades that exceed ADA standards are not anticipated. All walkways will be designed and constructed to comply with all accessibility requirements of the state of Oregon.

- 9. Access to Adjacent Property. If the proposed development has the potential of being a significant attractor or generator of pedestrian traffic, potential pedestrian connections between the proposed development and existing or future development on adjacent properties other than connections via the street system shall be identified.**

APPLICANT'S RESPONSE:

As shown in the master plan, the development of Area B will allow for pedestrian connections to the surrounding area. The pedestrian system will connect to the existing

multi-use path serving Area A, which is a significant attractor as it is developed with a variety of retail businesses. There will be a connection to the transit center proposed in the eastern portion of Area B with a signalized crossing in Keizer Station Blvd. There are pedestrian connections along Lockhaven Drive which will provide connections to the future development of Area C located on the south side of Lockhaven Drive. Finally there is a multi-use pathway proposed through the small park area which will connect Area B to the immediately adjacent neighborhood.

10. The building permit application or Development Standards Alternative application shall designate walkways and pedestrian connections on the proposed site plan. If the applicant considers walkways are infeasible proposed findings shall be submitted demonstrating that the walkway or connection is infeasible. The findings will be evaluated in conjunction with the building permit or Development Standards Alternative process.

APPLICANT'S RESPONSE:

The walkways and other pedestrian connections that are shown on the master plan are considered to be not only feasible but also desirable and necessary to the development of Area B. These facilities will form an integral component of the transportation infrastructure within Area B.

2. Section 3.113.04.C.2 - Crime Prevention and Security (2/03)

Crime prevention shall be considered in the site design through application of all of the following guidelines: (2/03)

- a. Territoriality – All proposed building entrances, parking areas, pathways and other elements are defined with appropriate features that express ownership. For example, landscaping, fences, pavement treatments, art and signs are some physical ways to express ownership through design. Such features should not conflict with the need for natural surveillance, as described in b.; and (2/03)**
- b. Natural Surveillance – The proposed site layout, building and landscape design promote natural surveillance. Physical features and activities should be oriented and designed in ways that maximize the ability to see throughout the site. For example, window placement, the use of front porches or stoops, use of low or see-through walls, and appropriate use of landscaping and lighting can promote natural surveillance. Sight-obscuring shrubs and walls should be avoided, except as necessary for buffering between commercial uses and lower density residential districts, and then shall be minimized; and (2/03)**
- c. Activity Support – The proposed site layout and building design encourage legitimate activity in public spaces. For example, locating outdoor seating in areas that are visible from inside a restaurant helps to discourage crime and supports the activity of dining; and (2/03)**
- d. Access Control – By properly siting and designing entrances and exits (i.e., in clear view from the store), and through the appropriate use of lighting, signs**

and/or other features, the proposed plan controls access in ways that discourage crime; and/or (2/03)

- e. The proposal contains an equally good or superior way to achieve the intent of the above criterion and guidelines. (2/03)**

APPLICANT'S RESPONSE:

The site plan was developed with crime prevention and security in mind. Buildings are proposed to be located so they are visible from adjacent streets, and lighting will be provided throughout the development to promote surveillance and safety.

3. Section 3.113.04.C.3 - Reduced Parking

Reduce or waive minimum off-street parking standards. The applicant may request a reduction to or waiver of parking standards based on a parking impact study. The study allows the applicant to propose a reduced parking standard based on estimated peak use, reductions due to easy pedestrian accessibility; availability of transit service, and likelihood of car pool use; and adjacent on-street parking. The parking study is subject to review and approval or modification by the City.

APPLICANT'S RESPONSE:

The proposal for Area B is consistent with the off-street parking space requirements of the KDC. Reduced parking standards are not requested as a part of this application.

4. Section 3.113.04.C. 4 - Creating and Protecting Public Spaces

- a. The development provides an appropriate amount of public space as determined by the City Council in addition to sidewalks and landscaping.**
- b. Public space may be a landscaped open space or plaza with pedestrian amenities, as approved by the City Council.**

APPLICANT'S RESPONSE:

The master plan for Area B makes allowance for public plazas which could be used for public art, open space, or for public gathering areas which will be in addition to the sidewalks and landscaped areas. These are shown as being near the two building to the west and east of the intersection of Keizer Station Boulevard and Lockhaven Drive. These areas will be developed in a manner that is consistent with the plaza areas that are located in Area A and will make use of colored concrete and alternative textures or patterns to create inviting open space. In addition, the small proposed park will function as additional open space. This area will be developed with a multi-use pathway, landscaping, and seating areas to allow for passive recreation.

5. Section 3.113.04.C.5 - Human Scaled Building Design

Building facades are designed to a human-scale, for aesthetic appeal, pedestrian comfort, and design character of a development. The City Council may determine

architectural character, continuity of building sizes, roof forms, rhythm of window and door spaces and the general relationship of buildings to public spaces such as street, plazas, other open space and public parking.

APPLICANT'S RESPONSE:

The master plan shows a variety of building footprints. At this time, both the transit center (Bldg 'E'), and Building 'A' have gone through extensive design and the architectural detail for these buildings is known. As submitted, these buildings comply with the provisions of the KDC and provide an appropriate level of human scaled building design. The exact design of the other buildings is not yet known. However, architectural typicals have been submitted which show that a variety of human-scale elements will be utilized so as to comply with this section.

6. Section 3.113.04.C.6 – Request for Reallocation of Retail Square Footage Limit

The Keizer Station Plan (as amended) allows an applicant to request a reallocation of the retail square footage limits in the context of a master plan or master plan amendment application:

APPLICANT'S RESPONSE:

No reallocation is requested as a part of this master plan application.

Lot Line Adjustment Request- affecting four properties

The following justification is offered in requesting Lot Line Adjustment approval for four (4) properties located within Keizer Station Area B. The chart below shows the parcels within Area B and the 4 parcels that will be affected by this request. The review criteria for Lot Line Adjustment approval is found in Section 3.106 of the Keizer Development Code and our response to the criteria follows after the information chart below:

Parcels/properties within Area B:

5500	0.01	same	
5900	0.01	same	
6000	2.98	-1.16	1.82
6100	0.20	same	
6200	0.64	+1.16	1.8
1000	0.25	+2.46	2.71
1100	0.89	same	
1101	2.77	-2.46	0.31
1200	0.74	same	
1300	0.48	same	
1400	1.45	same	
1401	0.2	same	

Lot Line Adjustment Criteria:

1. **Section 3.106.04.A. The adjustment of the lot lines results in no more parcels than originally existed.**

APPLICANT'S RESPONSE: There are 12 lots involved in Area B. The proposed lot line adjustments will only affect 4 of them. The proposal will adjust the common property lines between existing and contiguous parcels and does not increase the number of parcels that originally existed. The result of the property line adjustment is that on the west side of Keizer Station Boulevard, Tax Lot 0603W36BC6200 will be increased from 0.64 acres in area to approximately 1.8 acres in size, and Tax Lot 0603W36BC6000 will be decreased from 2.98 acres in area to 1.82 acres in size. On the east side of Keizer Station Boulevard tax lot 0603W36BD1000 will be increased from its current size of 0.25 acres to 2.71 acres and tax lot 0603W36BD1101 will be decreased from 2.77 acres to 0.31 acres. No new parcels will be created. Nor will any other parcels in Area B be affected.

2. **Section 3.106.04. B. The proposed lot line adjustment results in parcels that meet all area and dimension standards of the Keizer Development Code.**

APPLICANT'S RESPONSE: The properties involved are zoned CM (Commercial Mixed Use) and are subject to the standards outlined in Keizer Development Code *Section 2.110.05 Dimensional Standards*. This section of the development code has no minimum lot size for commercial uses and no minimum lot width or minimum lot depth provisions. The lot line adjustment is proposed to allow for the development of Building 'A' and the development of the Transit Center (Bldg 'E') as indicated on the proposed masterplan. The lots will be adequate to contain the proposed structures and parking lot areas and provide adequate setbacks and landscaped areas. The remaining parcels are not proposed to be developed at this time, but it is anticipated that future lot consolidations or subdivision process will be a part of developing the remaining land in Area B.

3. **Section 3.106.04. C. The proposed lot line adjustment does not locate lines in violation of the setback and height provisions of the Code relative to existing structures and improvements.**

APPLICANT'S RESPONSE: The parcels involved in the lot line adjustment are currently vacant. Setbacks to the proposed future structures on these parcels will be regulated at the time of development through the building permit review and approval process. As submitted, the site plan demonstrates compliance with the CM zone

4. **Section 3.106.04. D. The proposed lot line adjustment does not result in creating Infill parcels which previously did not meet the criteria for an Infill Development parcel as defined in Section 2.316.03.**

APPLICANT'S RESPONSE: The proposed lot line adjustment will not change the status of the lots as infill or non-infill parcels. Currently, the parcels are not subject to the criteria for infill development, since they are part of an area proposed for commercial development that was not subject to infill standards.

CONDITIONAL USE PERMIT - To establish a Park

The following justification is offered in support of allowing the establishment of a Park in Area B of the Keizer Station Area on land designated Residential Single Family. The review criteria for conditional use approval is found in Section 3.103 of the Keizer Development Code:

1. The use is listed as a conditional use in the underlying district.

APPLICANT'S RESPONSE: The portion of Area B that is planned to be developed with a small park is zoned Residential Single Family (RS) and is subject to Section 2.102 of the KDC. A public park is listed in Section 2.102.04.B as a conditional use.

2. The characteristics of the site are suitable for the proposed use considering size, shape, location, topography, and location of improvements and natural features.

APPLICANT'S RESPONSE:

The area which is designated for park use is approximately ½ acre in size and is an undeveloped irregular shaped area. The site plan demonstrates the area is of sufficient size and shape to accommodate the proposed park and storm detention facility and also allow for limited passive recreation opportunities. The park will be located in the northwest corner of the Area B, at the east of the terminus of Dennis Ray Avenue and will serve to buffer the residential neighborhood from the proposed commercial development in Area B. The site is relatively flat with no natural features that would preclude the establishment of the proposed use. A preliminary grading and drainage plan has been submitted with this application and was developed in conjunction with the Keizer Public Works Department to ensure that adequate erosion control and conveyance of storm water from adjacent property across the subject property is provided. The park itself will require no necessary public facilities; however, a storm detention facility will run through the park. The park will have pedestrian and bicycle access off the end of Dennis Ray Avenue as well as through the development in Area B. There are no steep slopes, wetlands, floodplains or other natural features on the property.

3. The proposed development is timely, considering the adequacy of transportation systems, public facilities and services, existing or planned for the area affected by the use.

APPLICANT'S RESPONSE:

Transportation System: The area where the park is proposed to be located is to the east of the terminus of Dennis Ray Avenue. Keizer Station Boulevard is designated as a collector street in the Keizer Transportation System Plan, and is improved to collector street standards. Dennis Ray Avenue is a local street. The small park is intended to be a neighborhood pocket park and will not have large scale recreational amenities, so it will not require extensive transportation improvements or connections. Parking for the park is proposed to be located within Area B.

Public Facilities and Services: A portion of the park is proposed to be irrigated, which will necessitate connecting to public water. There is no need for a public sewer connection as no sewer system is proposed. The park itself, will function as a storm drainage detention and treatment facility, which will serve the commercial development within Area B. As such, with the development of the park, adequate public facilities and services will be provided.

4. *The proposed use will not alter the character of the surrounding area in a manner that substantially limits, impairs, or precludes the use of surrounding properties for the primary uses listed in the underlying district.*

APPLICANT'S RESPONSE: The area proposed to contain the park is zoned RS and the properties surrounding the proposed park are zoned RS and CM. The area that is zoned RM is proposed to be developed with residential lots in the future, as shown on the submitted master plan. The area zoned CM is proposed to be developed with commercial uses and parking areas, as shown on the submitted site plan. This proposal for a small pocket park will not affect the ability of these adjacent properties to be developed with allowed uses since the proposed park will be located well within the property boundary and will satisfy all setback and development requirements. Furthermore, the design of the proposed park will include storm drainage facilities which will support the future development of the surrounding properties by providing a way for storm water runoff to be managed. The park, as proposed will not alter the character of the surrounding area as it will allow for the continued use of surrounding properties as they are currently being used, and will provide limited passive recreation opportunities. If anything it may have a positive affect in that it will provide for additional landscape buffer and open space area for the immediate neighborhood.

5. *The proposal satisfies any applicable goals and policies of the Comprehensive Plan which apply to the proposed use.*

APPLICANT'S RESPONSE:

City of Keizer Comprehensive Plan, Objective 1(a)- "Provide a variety of recreational opportunities with the Keizer park system." This small park will provide for an open space amenity and for a small neighborhood pocket park within the city's park system. It will offer a quiet space for people who looking for a small area in which do a range of passive activities such as sitting and reading, quiet contemplation, or even a small picnic.

City of Keizer Comprehensive Plan, Objective 1(b) – "Develop a park system with locations convenient to most residents in Keizer. Where feasible, provide a park within ½ mile walking distance of each resident." This park is specifically intended to serve the immediate neighborhood and offers a pedestrian and bicycle connection directly to the neighborhood.

Applicant's Written Statement

CONDITIONAL USE PERMIT - To establish a Transit Center

The following justification is offered in support of allowing the establishment of a Transit Center in Area B of the Keizer Station Area. The review criteria for conditional use approval is found in Section 3.103 of the Keizer Development Code:

1. The use is listed as a conditional use in the underlying district.

APPLICANT'S RESPONSE: The portion of Area B that is planned to be developed with a transit center is zoned Commercial Mixed Use (CM) and is subject to Section 2.110 of the KDC. A transit center is listed in Section 2.110.04.B as a conditional use subject to the provisions outlined in Section 2.429.

2. The characteristics of the site are suitable for the proposed use considering size, shape, location, topography, and location of improvements and natural features.

APPLICANT'S RESPONSE:

Size and Shape: The subject property is approximately 2.71 acres in area and is an undeveloped regular shaped property. The Salem – Keizer Transit District proposes to develop a transit station with 10 bus bays and a parking area to accommodate patrons of the bus facility with 68 parking spaces. While the development code does not explicitly define the number of parking spaces needed for this particular type of use, it has been determined that this is an appropriate number of parking spaces. The proposed site plan demonstrates the property is of sufficient size and shape to accommodate the proposed facility and parking and loading areas.

Location: The area to be developed with a transit center is located on the east side of Keizer Station Boulevard and also on the north side Lockhaven Drive. It is also along the west side of the BNSF railroad tracks. A component of the site design also incorporates the potential for a future commuter rail station, which makes the site ideally located to serve both the needs of bus users and provide a future link to the adjacent commuter rail system. In addition, the location of the transit center in Area B was decided upon after an extensive public involvement period which allowed the Transit District to more accurately gauge the need and community support for a transit center, as well as the preferred location for a new facility

Topography: The site is relatively flat with no natural features that would preclude the establishment of the proposed use. A preliminary grading and drainage plan has been submitted which was prepared with the input of the Keizer Public Works Department to ensure that adequate erosion control and conveyance of storm water from adjacent property across the subject property is provided. It is intended that the parking lot area will be designed with low impact development storm water management strategies. This will include utilizing landscaped areas to provide for run-off treatment and detention.

Location of Improvements: Currently, the site is undeveloped, but is bound by Lockhaven Drive and Keizer Station Boulevard. Water and Sewer are available to the site and will be extended as required by the Public Works Department, as shown on the master water/sewer plan included as a part of this application. It is anticipated that a new traffic signal will be required as a part of this development to be located on Keizer Station Boulevard.

Natural Features: There are no steep slopes, wetlands, floodplains or other natural features that will be affected by this proposal.

3. *The proposed development is timely, considering the adequacy of transportation systems, public facilities and services, existing or planned for the area affected by the use.*

APPLICANT'S RESPONSE:

Transportation System: The property will be served by the existing street system which is built to City standards. A TIA is being prepared that will recommend appropriate mitigation measures to ensure the transportation system functions in a safe and efficient manner. As a part of the development of the Transit Center, it is expected that some additional improvements may be needed, which will result in appropriate improvements to serve the development.

Public Facilities and Services: At the time of development, the transit center will connect to public water and sewer, and appropriate storm drainage facilities will be installed to drain the site. An overall grading and drainage plan was submitted as a part of the master plan application. In addition, a water and sewer master plan was submitted as a part of the application which shows how the property will be served.

4. *The proposed use will not alter the character of the surrounding area in a manner that substantially limits, impairs, or precludes the use of surrounding properties for the primary uses listed in the underlying district.*

APPLICANT'S RESPONSE: The area proposed to be used for the transit center is on the east portion of Area B within the Keizer Station. Currently, with the exception of a single family home which is vacant and scheduled to be removed, Area B is undeveloped. Area A, to the east across the railroad tracks is a developing shopping center which contains a variety of commercial businesses. Area C, across Lockhaven Drive to the south is comprised of several single family homes and vacant parcels, and is proposed to be developed with a mix of commercial and residential uses subject to master plan approval. It is unknown at this time, when Area C will develop, but it is a part of the Keizer Station Area and Activity Overlay Zone. To the southeast, Area D is also undeveloped, but has received master plan approval for a mix of retail and industrial business park uses. Properties to the north of Keizer Station Boulevard are residential single family. This proposal will not affect the ability of adjacent properties to be developed with allowed uses, since the proposed facility will be located well within the property boundary and will

satisfy all setback and development requirements. Furthermore, the establishment of a transit center will support future development of surrounding properties by providing transportation opportunities which will promote access to the site and immediate surrounding area.

5. *The proposal satisfies any applicable goals and policies of the Comprehensive Plan which apply to the proposed use.*

APPLICANT'S RESPONSE: The following goals and policies are found to be applicable:

- a. City of Keizer Transportation System Plan; Goal 6 – “Support a public transit system for all Keizer residents focusing on accessibility and mobility.” The proposal to locate a transit center in Area B of the Keizer Station will enhance the accessibility of transit for transit users in Keizer. The new transit center will incorporate recent route configurations in what is referred to as a “3C” design system. With the availability of on-site parking it will allow for residents to drive to the site and then board the bus system which will make it more convenient for transit users.
- b. City of Keizer Transportation System Plan; Goal 6, Objective 1, Policy 2 – “The City will work with the Transit District to assure continued high quality transit system responsive to local community needs.” The proposed location for the transit center in Area B was determined after an extensive public involvement period which allowed the Transit District to more accurately gauge the need and community support for a transit center as well as the preferred location for a new facility.

The site selection process extended over a two year period. Public input was a valuable and significant factor in the site selection process. Public and business outreach included:

- Six public meetings and/or open houses in the Keizer area, hosted by SKT to share information about the project, the evaluation of various sites and encourage public input and feedback.
- Six SKT Board of Directors Meetings with public hearings, where the transit center siting study was discussed and public input was encouraged.
- Work sessions between the SKT Board of Directors, the Keizer City Council and Keizer Planning Commission.
- Staff outreach to residents and businesses in the areas that were being considered for the new transit center.

After extensive public comment, the study team added sites in the Keizer Station area and eliminated the sites in central Keizer. Following the July 2009 SKT Board Meeting that included a public hearing and significant public support for the preferred Keizer Station site, the SKT Board of Directors directed staff to move forward with a transit center located in the Keizer Station commercial area.

- c. City of Keizer Transportation System Plan; Goal 6, Objective 2, Policy 1 - “Future development in Keizer Station in Area C may require the development of a commuter rail link and/or satellite transit connection.” The city approved a recent text amendment that shifted the requirement for the commuter rail station from Area C to Area B.
- d. City of Keizer Transportation System Plan; Goal 7, Objective 4, Policy 1 - “Support the development of a commuter rail station as shown in the Keizer Station Master Plan to be provided in Area C of Keizer Station. While no specific design or analysis has been done, this facility is to be either provided or an area set aside for its development within Area C, unless it can be shown that a better location can be provided that will satisfy the design specification for a commuter rail station, parking and associated facilities.” The city has approved a recent text amendment that allowed for the commuter rail station to be shifted from Area C to Area B. The rationale for this relocation was based on the fact that it would be part of the design of the transit center and so would offer a more integrated transportation center and that it would eliminate the need for users of these two facilities to have to cross Lockhaven Drive, a busy arterial street. The proposed site plan shows an area for the future commuter rail station which is located in the northeast corner of the site.
- e. City of Keizer Transportation System Plan; Goal 6, Objective 2, Policy 2 – “Establish a transit center to serve the needs of the community. The site should accommodate the proposed use and provide adequate buffering and screening to mitigate any impacts on adjacent properties.” As previously addressed the determination to construct a transit station in Area B was done only after a lengthy public process was used to determine both the level of need and the level of support for the new transit station. A number of trees are shown along a significant portion of the east, south, west and north property lines, which will provide an adequate level of screening. While there currently is an existing single family home adjacent to the site, this property was recently purchased by the city of Keizer and is planned to be removed/relocated as part of the development of Area B.

City of Keizer Comprehensive Plan; Policy E(4)(d)(2)(c)- “Increase transit service to the Keizer Station.” The proposal to locate a new transit station in Area B of the Keizer Station will enhance the level of service that is currently provided to the Keizer Station and will increase the opportunity for transit riders who wish to either shop at businesses in the Keizer Station or for employees who work at businesses in the Keizer Station.

City of Keizer Comprehensive Plan; Policy E(4)(d)(2)(d)- “Ensure that major new developments provide transit facilities, and are designed in such a way to make transit service efficient and convenient.” The proposal to include a transit station as part of the development of Area B of the Keizer Station will enhance the service that is already provided to the Keizer Station and at the same time will

make it more convenient for patrons and employees of businesses in the Keizer Station by making the use of transit a viable transportation option.

Where permitted as a conditional use, a Transit Station application, in addition to the requirements in Section 3.103, shall meet the following criteria in Section 2.429:

A. Justification of the amount of area required for the use shall be established.

APPLICANT'S RESPONSE: The area proposed to be developed with a transit station is comprised of approximately 2.71 acres. The site has been designed so that it will include boarding areas and parking bays for between 8 to 10 buses; pedestrian waiting platforms; break room, restrooms, and area for customer service; security features; park and ride lot with 68 parking spaces; area for potential future commuter rail station; driveway; and turning areas for buses; and landscaping along the perimeter and within the site. The site has been designed by professional land use planners making use of detailed information from engineers and other professionals. The proposed site plan demonstrates the area proposed is appropriate for the development of the Transit Center.

B. Need for the facility at the proposed location shall be identified.

APPLICANT'S RESPONSE: The Environmental Assessment, December 2009, developed for the Salem –Keizer Transit District documented the need for the transit center. It indicated that transportation and land use planning efforts conducted at both the local and regional level in the Salem-Keizer area have called for additional investment in alternative forms of transportation including transit, bicycle and pedestrian facilities. The goal is to move toward a more balanced transportation system that offers alternatives to the continued growth in automobile trips in the Salem-Keizer urban area and larger Willamette Valley region.

The purpose and need statement for the Keizer Transit Center, as adopted by the SKT Board of Directors, is:

To construct a transit center in Keizer that consolidates local and regional interconnected transit services and other transportation functions at a single location, implements the "3C" concept as refined in the "Strategic Transit System Redesign" adopted by the SKT Board, and provides user-friendly transitions between public transit services, pedestrians, bicyclists and other transportation modes. It will serve as a gateway to Keizer for transit users and visitors, and be a catalyst for implementation of broader City of Keizer land-use and economic development goals.

The **need** for the Keizer Transit Center results from:

- The community desire to connect the range of local and regional transit and transit related services in Keizer in one location
- The agency desire to accommodate the changing pattern of trips in the Salem-Keizer area, whereby residents are making more non-downtown Salem trips, by further implementing its “3C” operating concept
- The projected population and employment growth in the Salem-Keizer metropolitan area
- The increasing levels of traffic congestion and travel delay within Keizer resulting in continued deterioration of travel conditions for transportation modes within Keizer and traveling to downtown Salem
- The demand for improved, more efficient, effective and easily understood transit services in the Keizer area
- The agency desire to plan for possible future commuter rail service in Keizer
- The adopted regional and local transportation and land-use plans that encourage a cost efficient, innovative and effective multi-modal transportation system.

C. If a park-and-ride facility is proposed, applicant shall justify the lot area, number of spaces and any accessory facilities.

APPLICANT’S RESPONSE: The Salem-Keizer Transit District has submitted a site plan which shows that there will be a park and ride parking area that will accommodate 68 vehicles. The parking area is designed to accommodate transit users who might wish to drive to the transit station and then make a bus connection. The transit station will also have a small office building associated with its design. The plan also provides for the possible future location of a commuter rail station located adjacent to and in conjunction with the transit center.

D. Traffic impact analysis shall be provided and proposed measure(s) to mitigate any impact(s) on surrounding properties and streets shall be identified.

APPLICANT’S RESPONSE: A TIA is being prepared by Kittleson and Associates for all of Area B, but at the time of this application, has not been completed. It is anticipated that mitigation measure will be recommended, and it is the intent of the Transit Center to install appropriate transportation facilities, as

required by the TIA. It is anticipated that a new street signal may be required on Keizer Station Boulevard, and that widening of Lockhaven, Keizer Station Boulevard, and McLeod Lane may be necessary to adequately address the impacts of the proposed development on the existing transportation system.

E. A Transit Station shall have direct access to a collector or arterial street.

APPLICANT'S RESPONSE: The transit center will have its direct access onto Keizer Station Boulevard which is designated in the Keizer Transportation System Plan as a minor arterial. There will also be a right-in only access point from Lockhaven Drive, which is designated as a major arterial street.

F. A Transit Station shall be located on land that is of sufficient size to accommodate the proposed use.

APPLICANT'S RESPONSE: The area proposed to be developed with a transit station is comprised of approximately 2.71 acres. The site has been designed so that it will include boarding / parking bays for between 8 to 10 buses; pedestrian waiting platform; breakroom restrooms, and area for customer service; security features; park and ride lot with approximately 70 parking spaces; area for potential future commuter rail station; driveway; and turning areas for buses; and landscaping along the perimeter and within the site. The site has been designed by professional land use planners making use of detailed information from engineers and other professionals. The site plan, as submitted demonstrates that the area proposed is of sufficient size to accommodate the proposed use.

G. As conditioned, the Transit Station will not unreasonably impact existing or planned uses in the neighborhood of the subject property.

APPLICANT'S RESPONSE: It is not anticipated that the development of this portion of Area B with a transit center will have any adverse impacts on the neighborhood. The immediate neighboring properties to the west are within Area B, a soon to be developing retail –office complex. Lands to the east, across the railroad tracks are developed, or developing, as part of the commercial development known as Keizer Station. Lands to the south, across Lockhaven Drive, are currently a mix of residential and vacant uses. However, this area is identified as being Area C of the Keizer Station and is planned to be developed

with a variety of commercial and residential uses, subject to master plan approval. To the southeast is Area D of the Keizer Station, which is also at the present undeveloped but has an approved master plan to allow commercial development. Lands to the north are designated RS and are developed with single family homes along Aldine Court. With the development of Area A, a 6 foot high masonry wall was constructed along the south property line of these homes. This was intended to mitigate any impacts associated with the development of both Area A and Area B.

H. A transit station will be required to provide adequate buffering and screening to mitigate any impacts on adjacent properties.

APPLICANT'S RESPONSE: The design of the transit station indicates that it will be screened from parcels in Area A of the Keizer Station by the railroad tracks and the railroad overpass over Keizer Station Boulevard. A number of trees are shown along a significant portion of the east, south, west and north property lines. While there currently is an existing single family home immediately adjacent to the site, the home is planned to be removed or relocated to allow for the development of commercial uses as part of the development of Area B. Likewise, while there are currently nearby residences across Lockhaven Drive to the south this is within an area designated as Area C of Keizer Station and is also planned to be developed as part of the Keizer Station. The closest residences which are outside of the Keizer Station to the north are more than 120 feet away and are buffered by both this separation and the fact that there is an existing sight obscuring 6 foot tall masonry wall along the south property lines of these properties which provides buffering.

Transportation Impact Analysis

Keizer Station Area B Master Plan

Keizer, Oregon

August 2010

Transportation Impact Analysis

Keizer Station Area B Master Plan

Keizer, Oregon

Prepared For:
City of Keizer

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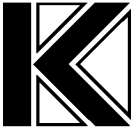


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Section 1

Executive Summary

Executive Summary

Per an intergovernmental agreement (IGA) with the Oregon Department of Transportation (ODOT), the City of Keizer (City) is preparing an updated master plan that focuses specifically on Area "B" in the larger Keizer Station development. Consistent with the previous Keizer Station master planning work, the following traffic study analyzed 2020 traffic conditions to ensure that the surrounding infrastructure will continue to operate acceptably in the long-term future.

Based on the results of this study, Area "B" can be developed while maintaining acceptable traffic operations and safety at the study intersections within the site vicinity assuming provision of the recommended mitigation measures as outlined in the table below. It should be noted these are mitigations to accommodate full development of the site and 2020 traffic volumes. The timing of development of the site and system traffic volume increases will determine when these improvements need to be implemented.

Intersection/Road Segment	Recommendations	Implementation
Improvements Associated with Area "B"		
Chemawa Road corridor	Provide a right-in only driveway to serve Area "B" East.	The right-in only driveway will be constructed when the non transit center component of Area "B" East is constructed.
Keizer Station Boulevard corridor	- Provide a full access driveway located off of Keizer Station Boulevard that would provide access to Area "B" East and West. This access would be located approximately 450 feet north of the Chemawa Road/Lockhaven Drive/Keizer Station Boulevard intersection. Signalize the intersection and coordinate it with the downstream Keizer Station Boulevard/Lockhaven Drive intersection. - Widen Keizer Station Boulevard west of the railroad underpass to include two southwest bound through lanes (with one lane being a shared through-right lane) and a separate left-turn lane at the above driveway access. - Reconfigure the southbound Keizer Station Boulevard approach at the Chemawa Road/Lockhaven Drive/Keizer Station Boulevard intersection to include dual left-turn lanes and a separate through lane. In addition to the lane reconfigurations, widen the approach to include a separate southbound right-turn lane with 200' of storage.	- The Area "B" West driveway will be constructed when the first development component of Area "B" west takes place - The Area "B" East driveway and traffic signal will be constructed when the first development component in Area "B" East takes place. - The Keizer Station Boulevard widening will be constructed when the first development component in Area "B" East takes place.
Lockhaven Drive corridor	Provide a right-in/right-out driveway located off of Lockhaven Drive between the Keizer Station Boulevard and McLeod Lane intersections. This driveway would include a westbound right-turn deceleration lane.	The right-in/right-out driveway and deceleration lane will be constructed when the first development component in Area "B" West occurs.
McLeod Lane	Provide a full access driveway off of McLeod Lane to serve Area "B" West.	The full access driveway will be constructed when the first development component in Area "B" West occurs.

Intersection Improvements Needed to Specifically Mitigate the Traffic Impacts of Areas "B" and "C"		
Lockhaven Drive / 14 th Avenue	Add a westbound right-turn lane on Lockhaven Drive	The City of Keizer will construct the right-turn lane using fee-in-lieu-contributions from the proportionate share impacts of Areas "B" and "C" by the year 2014.
Improvements Needed to Mitigate the Traffic Impacts of Regional Growth and Areas "B" and "C"		
Lockhaven Drive / River Road	- Modify the westbound approach to provide dual westbound left-turn lanes, a single through lane, and a single right-turn lane. - Modify the east-west signal phasing from split phasing to protected phasing	The City of Keizer will construct the improvements using, among others, an assessment of proportionate share contributions of Areas "B" and "C" by the year 2020.
Chemawa Road / I-5 NB ramp terminal	- Provide dual eastbound left-turn lanes (and the accompanying northbound on-ramp lane widening). - Add a separate westbound right-turn lane	The City of Keizer will collect proportionate share contributions from Areas "B" and "C" so that improvements can be constructed when full funding is available.
Improvements Associated with Area "C"		
Chemawa Road corridor	- Provide a five-lane section (two northbound and southbound through lanes with a center left-turn lane) from Lockhaven Drive to approximately 400 feet south of the McLeod Lane intersection. - Install a raised median along Chemawa Road between Lockhaven Drive and McLeod lane. - Provide a northbound and southbound left-turn lane at McLeod Lane. - Provide a second northbound right-turn lane at Lockhaven Drive. - Provide a right-in/right-out driveways to serve the east and west sections of Area "C".	- All Chemawa Road corridor improvements will be constructed when the first development component of Area "C" occurs. - The right-in/right-out driveways will be constructed when the first development component in the respective sections occurs.
Chemawa Road / McLeod Lane	- Signalize the intersection - Provide a separate left-turn and shared through/right-turn lane on the east/west McLeod Lane approaches.	All Chemawa Road/McLeod Lane intersection improvements will be constructed when the first development component of Area "C" occurs.
McLeod Lane corridor	- Widen McLeod Lane to a three-lane cross section from Lockhaven Drive to Chemawa Road. Extend McLeod Lane southeast of Chemawa Road and connect it to the existing Ridge Drive. This extension will include a full three-lane cross section with sidewalks and bike lanes. - At the McLeod Lane extension with Ridge Drive, reconstruct the intersection to provide a continuous flow movement between the two corridors. - Provide a full access driveway to serve the west section of Area "C".	All McLeod Lane corridor improvements will be constructed when the first development component of Area "C" occurs.

Additional details of the study methodology, findings, and recommendations are provided within this report.

Section 2

Introduction

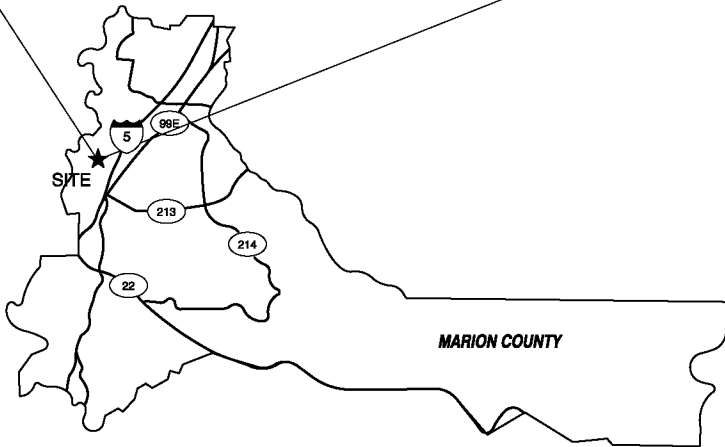
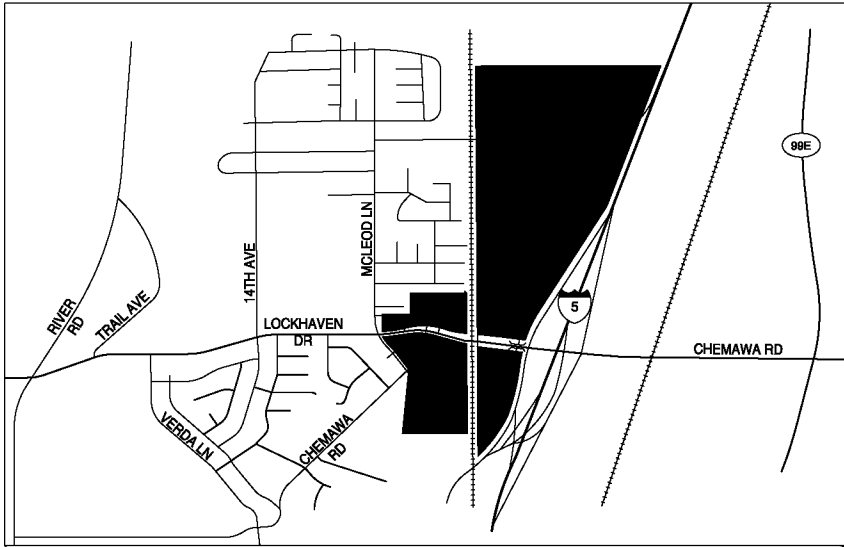
Introduction

In 2004, a transportation impact analysis (*Keizer Station Master Plan, 2004, [Reference 1]*) was prepared for the entire Keizer Station development (Areas "A", "B", "C", and "D") in Keizer, Oregon. As a result of that study effort, Areas "A" and "D" were formally approved for development. Since that time, the City of Keizer has acquired the majority of land that constitutes Area "B". In order for future development to occur in Area "B", an updated master plan is required per an intergovernmental agreement (IGA) with the Oregon Department of Transportation (ODOT) (additional details of the IGA will be provided later in this report). This master plan will ensure that the land can be reasonably developed in a way that fits the constrained nature of the site and is consistent with the overall characteristics of the larger Keizer Station development. The master plan refinement for Area "B" will lay out the basic development characteristics and identify the necessary infrastructure improvements needed to ultimately support future development.

The general location of the larger Keizer Station development area is illustrated in Figure 1. Figure 2 illustrates Area "B" in relation to the other sub-areas that make up Keizer Station. As shown in Figure 2, Area "B" is bisected by Keizer Station Boulevard and divided into east and west halves. The east half is bordered by Chemawa Road to the south, Keizer Station Boulevard to the west and north, and the Portland & Western railroad line to the east. The west half is bordered by Lockhaven Drive to the south, Keizer Station Boulevard to the east, McLeod Lane to the west, and single family residential development to the north.

This report evaluates these transportation issues:

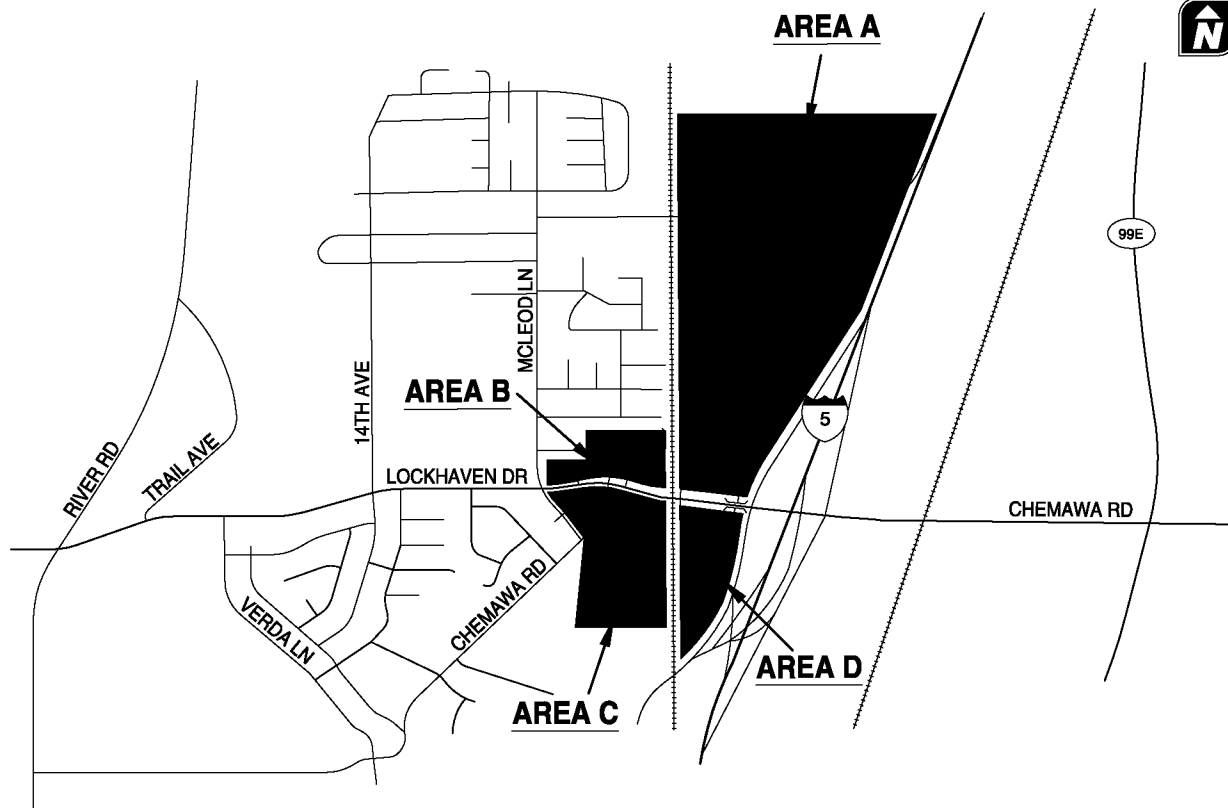
- Year 2010 existing land-use and transportation-system conditions within the site vicinity during the weekday p.m. peak period;
- Developments and transportation improvements planned in the study area;
- Assumptions and methodology of the traffic analysis;
- Forecast year 2020 background traffic conditions (without development of Area "B") during the weekday p.m. peak period;
- Trip generation and distribution estimates for the proposed development;
- Forecast year 2020 (with development of Area "B") total traffic conditions during the weekday p.m. peak period;
- On-site traffic operations and circulation.



**SITE VICINITY MAP
KEIZER, OREGON**

**FIGURE
1**

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KEIZER STATION MASTER PLAN SUB-AREAS
KEIZER, OREGON

Section 3 Existing Conditions

Existing Conditions

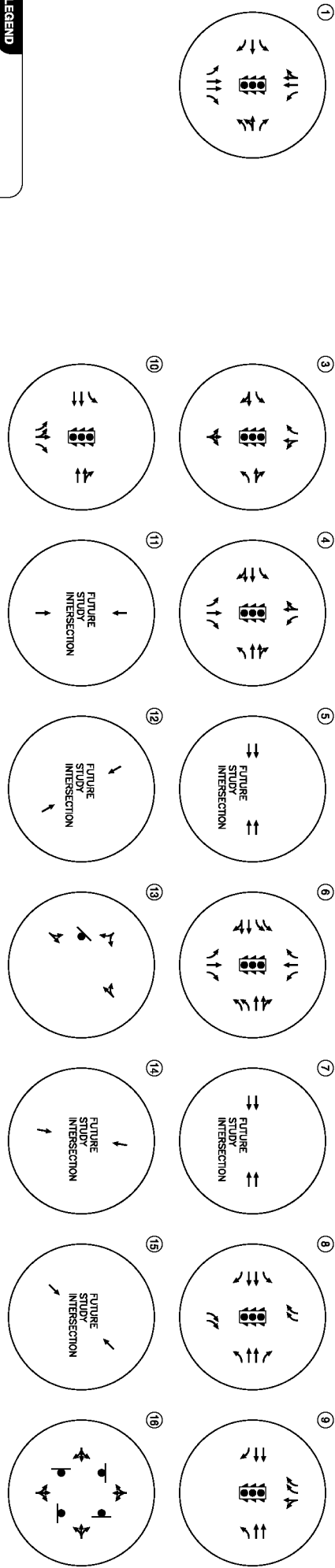
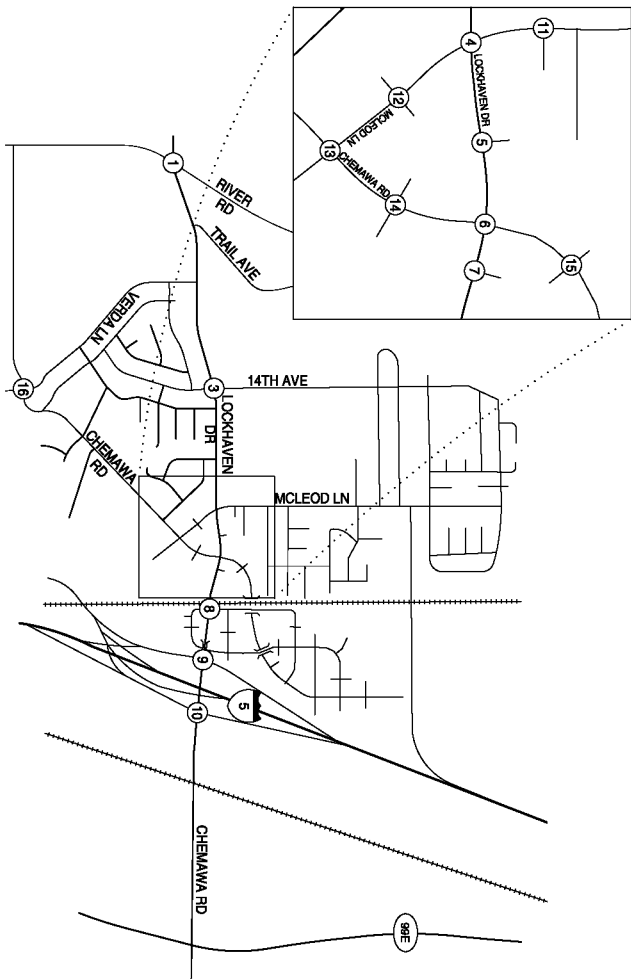
The existing conditions analysis identifies the site conditions and current operational and geometric characteristics of the roadways within the study area. These conditions will be compared with future conditions later in this report. Kittelson & Associates, Inc. (KAI) staff visited and inventoried the sub-area site and surrounding study area. At those times, KAI collected information regarding site conditions, adjacent land uses, existing traffic operations, and transportation facilities in the study area.

TRANSPORTATION FACILITIES

Table 1 summarizes the existing transportation facilities and roadways in the study area and Figure 3 identifies the existing lane configurations and traffic control devices at the study intersections.

Table 1
Existing Transportation Facilities and Roadway Designations

Roadway	Functional Classification	Number of Lanes	Posted Speed	Sidewalks	Bicycle Lanes	On-Street Parking
Lockhaven Drive	Major Arterial	<u>West of McLeod:</u> 3 lanes with a center turn lane	35 mph	Both Sides	Yes	No
		<u>East of McLeod:</u> 5 lanes with a center turn lane	45 mph		Yes	No
Chemawa Road	Minor Arterial	<u>South of Lockhaven:</u> 2-lanes	35 mph	No	Yes	No
		<u>East of Keizer Station Blvd.:</u> 5 lanes with a center turn lane	45 mph	Yes	Yes	No
McLeod Lane	Collector	2-lanes	25 mph	Both Sides	Yes	No
14 th Avenue	Local Street	2-lanes	25 mph	Both Sides	No	Yes
Verda Lane	Minor Arterial	2-lanes	35 mph	No	Yes	No
River Road	Major Arterial	<u>North of Lockhaven:</u> 5-lanes with center left-turn lane	45 mph	Both Sides	Yes	No
		<u>South of Lockhaven:</u> 5-lanes with center left-turn lane	35 mph			
Keizer Station Boulevard	Minor Arterial	2/3-lanes	35 mph	North side	Yes	No



LEGEND

— STOP SIGN

— TRAFFIC SIGNAL

EXISTING LANE CONFIGURATIONS AND TRAFFIC CONTROL DEVICES
KEIZER, OREGON

EXISTING TRAFFIC VOLUMES AND PEAK HOUR OPERATIONS

Existing Traffic Volumes

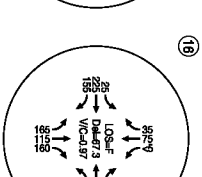
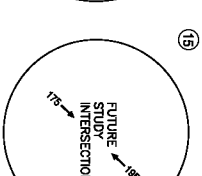
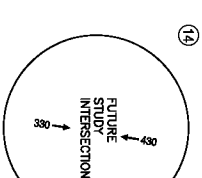
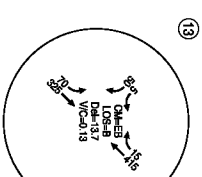
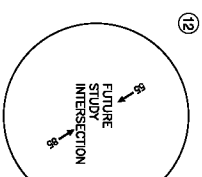
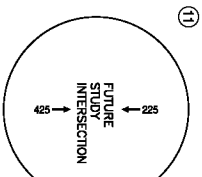
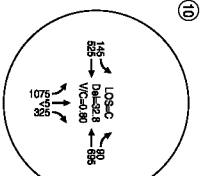
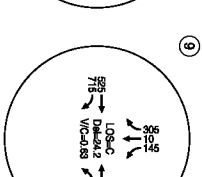
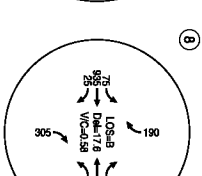
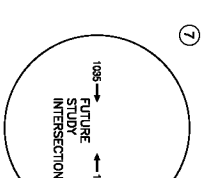
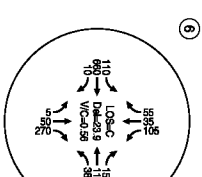
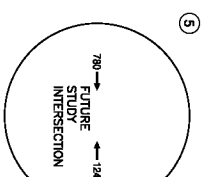
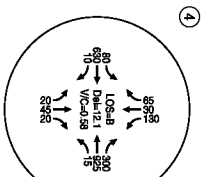
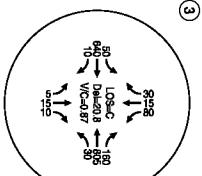
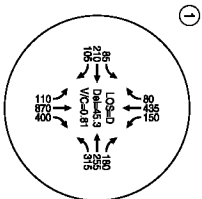
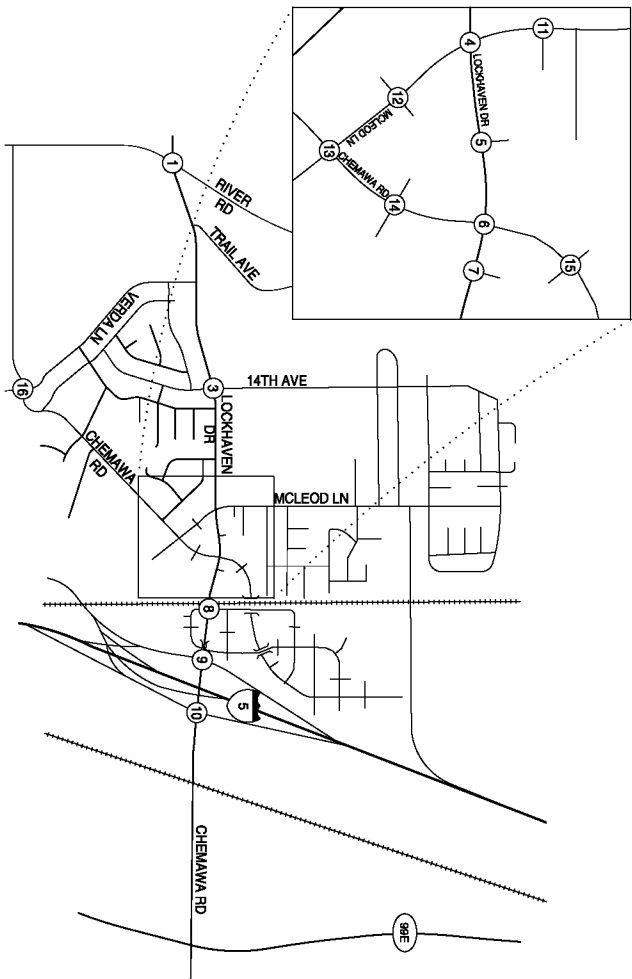
Seasonally adjusted weekday p.m. peak hour turning movement volumes at all of the study intersections were conducted by ODOT as developed for the Chemawa Road Interchange Access Management Plan (IAMP) (Reference 2). Although the majority of these counts were conducted in 2008, it was determined that some of them were still appropriate for use as part of this study effort. However, given that there has been some development changes in Keizer Station Area "A" since 2008, it was also determined that updated traffic counts were necessary at the following intersections:

- Lockhaven Drive/Chemawa Road/Keizer Station Boulevard
- Chemawa Road/Stadium Drive/Ulali Drive
- Chemawa Road/Interstate 5 (I-5) Southbound (SB) Ramp Terminal
- Chemawa Road/I-5 Northbound (NB) Ramp Terminal

As such, new weekday p.m. peak hour turning movement counts were conducted at these intersections on a July weekday evening (4:00 p.m. - 6:00 p.m.).

Seasonal Adjustment

Per standard ODOT analysis procedures, the traffic counts were investigated for adjustment to 30th highest hour volumes. Since there are no Automatic Traffic Recorder (ATR) stations located in the study area, the ODOT Characteristic Table Method was used for this analysis. The Characteristics Table Method procedure involves matching study area roadways with other ATR roadways around Oregon that have similar characteristics and utilizing the seasonal adjustment factors for the matching ATR location. Consistent with the seasonal adjustment procedures used as part of the Chemawa Road IAMP, an average of ATR stations 26-003, 27-006, and 03-011 was used to calculate the 30th highest hour volume adjustment factor as summarized in Table 2. Given that the intersection turning movement counts were conducted in July during the peak travel season, a minimal season adjustment factor of 1.01 was applied to the turning movement volumes. As a result, the adjusted and balanced turning movement counts are shown in Figure 4. *Appendix A contains the updated traffic count sheets used in this study.*



LEGEND

- CM = CRITICAL MOVEMENT (TMS)
- LOS = INTERSECTION LEVEL OF SERVICE
- LEVEL OF SERVICE (TMS)
- DAI = INTERSECTION AVERAGE CONTROL DELAY (SIGNALIZED/AMSC) / CRITICAL MOVEMENT CONTROL DELAY (TMS)
- V/C = CRITICAL VOLUME-TO-CAPACITY RATIO
- TMS = TWO-WAY STOP CONTROL
- AMSC = ALL-WAY STOP CONTROL

2010 EXISTING TRAFFIC CONDITIONS
WEEKDAY PM PEAK HOUR
KEIZER, OREGON

Table 2 Percentage of AADT, ATR 26-003, 27-006, & 03-011

	2009	2008	2007	2006	2005	Average	Factor
ATR 26-003 Peak Month	124	122	121	119	119	120.67	1.00
Count Month (July)	124	122	121	119	119	120.67	
ATR 27-006 Peak Month	110	109	110	107	107	108.67	1.01
Count Month (July)	110	109	107	105	107	107.67	
ATR 03-011 Peak Month	110	111	117	111	110	110.67	1.02
Count Month (July)	109	110	110	106	106	108.33	
Average of the three ATR Factors							

Existing Intersection Operations

All level-of-service analyses described in this report were performed in accordance with the procedures stated in the 2000 Highway Capacity Manual using the traffic analysis program Synchro. *A description of level of service and the criteria by which they are determined is presented in Appendix "B".* All intersection level-of-service evaluations are based on the peak 15-minute flow rate during the weekday p.m. peak hour. Using the peak 15-minute flow rate ensures that this analysis is based on a reasonable worst-case scenario. For this reason, the analysis reflects conditions that are only likely to occur for 15 minutes out of each average peak hour. The transportation system will likely operate under conditions better than those described in this study during all other time periods.

Level of service (LOS) represents ranges in the average amount of delay that motorists experience when passing through the intersection. LOS is measured on an "A" (best) to "F" (worst) scale. At signalized and all-way stop-controlled intersections LOS is based on the average delay experienced by all vehicles entering the intersection. At two-way stop-controlled intersections LOS is based on the average delay experienced by the worst movement at the intersection, typically a left-turn from the stop-controlled street. For signalized intersections in the City of Keizer, LOS "D" is considered to be the minimum acceptable operational level. For unsignalized intersections LOS "E" is considered to be the minimum acceptable level.

The volume-to-capacity (v/c) ratio is a measure of how close an intersection is operating to its theoretical capacity. The City of Keizer maintains a v/c standard for arterial/arterial intersections as the operation of these intersections is critical to the operation of the network as a whole. Therefore an intersection of two arterial roadways must have a v/c ratio of 0.95 or less to be operating acceptably. For all other intersection types, only the LOS is used for determining intersection operation.

Finally, the City of Keizer and ODOT have developed an IGA (Reference 3) as part of the 2004 Keizer Station master planning process that outlines that a volume-to-capacity threshold of 0.87 plus/minus 2-percent will be used as the mobility standard for determining the acceptable or unacceptable operation of signalized intersections within the vicinity of the I-5 interchange. This v/c standard applies to the Lockhaven Drive/Chemawa Road/Keizer Station Boulevard, Chemawa Road/Stadium Drive/Ulali Drive, Chemawa Road/I-5 SB ramp terminal, and Chemawa Road/I-5 NB ramp terminal intersections.

Figure 4 and Table 3 summarize the intersection operations analyses for the study intersections under the weekday p.m. peak hour existing traffic conditions. *Appendix "C" provides the existing conditions Synchro worksheets and can be referenced for detailed information related to lane configurations, levels of service, and volume-to-capacity ratios.*

As shown in Figure 4 and Table 3, only the Chemawa Road / Verda Lane intersection does not meet the applicable operational performance standards. This all-way stop-controlled intersection is currently operating a LOS "F" during the weekday p.m. peak hour. Recognizing the inadequacy of this intersection, the City of Keizer is in the process of securing funding to construct a roundabout per the long-term recommendations of the City's Transportation System Plan. Additional details of this future improvement project are provided in subsequent sections of this report.

Table 3 Existing Conditions Traffic Operations Analysis Summary

Intersection	Seasonally Adjusted Weekday PM Existing Conditions
Lockhaven Drive / River Road	LOS = D, v/c = 0.81
Lockhaven Drive / 14 th Avenue	LOS = C
Lockhaven Drive / McLeod Lane	LOS = B
Lockhaven Drive / Chemawa Road / Keizer Station Blvd	v/c = 0.56
Chemawa Road / Stadium Drive / Ulali Road	v/c = 0.58
Chemawa Road / I-5 SB Ramp Terminal	v/c = 0.63
Chemawa Road / I-5 NB Ramp Terminal	v/c = 0.80
Chemawa Road / McLeod Lane	LOS = B (eastbound approach)
Chemawa Road / Verda Lane	LOS = F

LOS = Level of Service

v/c = volume to capacity ratio

Section 4

Planned Improvements

Planned Improvements

The documents listed below provide background on the planned road improvements within the site vicinity. This information is being presented to demonstrate that this study is being prepared consistent with previously identified/planned infrastructure improvements. A general description of the planned improvement is listed below in standard text followed by a remark in *italics* text on how it relates to the Area “B” study effort.

INTERGOVERNMENTAL AGREEMENT KEIZER STATION, JANUARY 2008

In 2008, the City and the ODOT entered into an IGA that outlined a number of transportation improvement projects within the I-5 interchange study area. Those projects that have not already been implemented include the following:

- Construct dual westbound left-turn lanes and dual eastbound right-turn lanes at the Chemawa Road/I-5 SB ramp terminal (*The City of Keizer is in the process of securing funding to implement these improvements. As will be noted later in this report, it is assumed that this project will be constructed within the next several years*).
- Install a 50-foot mast arm eastbound on Chemawa Road at the I-5 NB ramp terminal (*The City of Keizer is in the process of securing funding to implement this improvement. As will be noted later in this report, it is assumed that this project will be constructed within the next several years*).

KEIZER STATION MASTER PLAN, APRIL 2004

The April 2004 *Keizer Station Master Plan* identified a number of improvements to the study vicinity that have not yet been built. These improvements are associated with the unbuilt Area “B” and Area “C” components or the larger development vision.

Chemawa Road (south of Lockhaven Drive)

- Widen Chemawa Road to a five-lane cross section from Lockhaven Drive to approximately 400 feet south of McLeod Lane (*These improvements are currently identified in the Area “C” development plan¹*).
- At the intersection of Lockhaven Drive:
 - Provide dual northbound right-turn lanes, a single through lane, and a single left-turn lane (*These improvements are currently identified in the Area “C” development plan*).
- At the intersection of McLeod Lane:

¹ Concurrent with this Area “B” study effort, a separate master plan for Area “C” is being developed. Additional details of this development and how it relates to the Area “B” study are provided in Section 7 of this report.

- Provide a left-turn lane, a single through lane, and a shared through/right-turn lane on both the north and southbound approaches (*These improvements are currently identified in the Area "C" development plan*).

McLeod Lane (south of Lockhaven Drive)

- Widen McLeod Lane to a three-lane cross section from Lockhaven Drive to Chemawa Road. Extend McLeod Lane southeast of Chemawa Road and connect it to the existing Ridge Drive (*These improvements are currently identified in the Area "C" development plan*).
- At the Chemawa Road intersection, provide separate left and shared through/right-turn lanes on the eastbound approach and provide separate left-, through, and right-turn lanes on the westbound approach (*These improvements are currently identified in the Area "C" development plan*).

CITY OF KEIZER TRANSPORTATION SYSTEM PLAN, APRIL 2009

The City of Keizer's Transportation System Plan (TSP) (*Reference 4*) has identified the following improvement needs in the site vicinity.

Lockhaven Drive / River Road

- Convert westbound approach to dual left-turn lanes, single through lane, and separate right-turn lane
- Convert the east-west split phasing to protected left-turn phasing.
- *These projects are identified as a long-term operational improvements, but they are not specifically associated with any existing or planned development project. According to City staff, there is no existing implementation timeframe for these improvements.*

Lockhaven Drive / 14th Avenue

- Construct a westbound right-turn lane.
- Modify northbound and southbound approaches to include separate left-turn lane and shared through and right-turn lanes.
- *These projects are identified as a long-term operational improvements, but they are not specifically associated with any existing or planned development project. According to City staff, there is no existing implementation timeframe for these improvements.*

Chemawa Road / Verda Lane

- Convert the all-way stop-controlled intersection to a single lane roundabout.
- *This project is identified as a long-term operational improvement. As identified in the existing conditions section of this report, this project is currently identified for funding in the STP-U project list. Given this funding source, City staff feels that is reasonably likely that construction of a roundabout at this intersection will occur within the 2015 time-frame.*

Section 5

Assumptions and Methodology

Assumptions and Methodology

This section outlines the study assumptions and methodologies used to complete the Area “B” master plan operations analysis.

ASSUMPTIONS

The purpose of the transportation impact analysis is to identify the impact of Area “B” development on the surrounding transportation system. As is common for phased developments of this magnitude, the actual land uses, tenants and size of buildings may vary over time as the marketplace demands during the build-out of the site. Therefore, this transportation facilities analysis has been prepared using reasonable worst-case assumptions to accommodate future market driven changes to the development plan. The trip generation identified in this study is intended to operate as a trip cap for the development with particular uses varying with development.

Land Use Assumptions

According to conversations with the City, Area “B” is likely to develop with a number of different land uses ranging from a Salem-Keizer Transit Center to office and retail uses. Based on this general guidance, Table 4 provides the land use assumptions for the master plan and the trip generation source that will be used for each of the typical land uses.

Table 4 Area “B” – Land Use Assumptions

	Land Use	Source
Area “B”	Transit Center	Keizer Transit
	Professional Medical Office	ITE 720
	Office	ITE 710
	Retail	ITE 820

Trip Type Assumptions

For the Area “B” trip generation development, the following trip types and assumptions will be utilized.

Internal Trips

A portion of trips generated by mixed-use developments will travel between the different uses internal to the site. Area “B” has a range of different land uses, which are served by internal road systems and motorists will not have to use the external transportation system (i.e., Keizer Station Boulevard and Lockhaven Drive) to move between the different land uses. The *ITE Trip Generation Handbook* (Reference 5) provides a summary of recent studies from around the country on trip internalization. These studies suggest a trip internalization rate in the range of 5 to 15 percent would be appropriate for a development like Keizer Station. On this basis, and internalization rate

of 10 percent was assumed for Area “B” of the Keizer Station Plan. This is conservative and consistent with previous traffic studies conducted in the area.

Pass-by Trips

Pass-by trips are trips that are passing directly by the generator. A visit to the generator is an intermediate stop on the way from an origin to a primary trip destination without requiring a diversion. Because no diversion is required, a pass-by trip adds only turning movements to the transportation system at the site-access driveway. Pass-by trips occur on the roadways adjacent to Area “B”; in this case the Lockhaven Drive and Keizer Station Boulevard corridors would be the primary roadways that serve pass-by trips. Based on the ITE data, the average pass-by rate for shopping centers is 34 percent. Typically the goal is to limit the pass-by trips along the adjacent facility not to exceed 20 percent of the traffic traveling along these corridors. *(Example: if 1,000 vehicles pass-by the site, a maximum of 20 percent [or 200] would stop at the retail center. The total pass-by trips would be 200 [100 in and 100 out].)* After a review of the current traffic volumes along the facilities during the current weekday p.m. peak hour, only **15 percent** of the commercial trips are assumed to be pass-by trips. Again, this is conservative and consistent with previous traffic studies conducted in the area.

Diverted Trips

Diverted linked trips are trips made by vehicles that are currently on the roadway system en route to a destination, but change paths and travel some distance out of direction to access the development. The trip to the site is not the primary trip for this vehicle. Diverted linked trips add traffic to streets adjacent to a site, but may not add traffic to the area's major travel routes. For this study, I-5 would be the primary roadway that serves diverted trips. There will be no distinction between diverted and primary (net new) trips through the study intersection; therefore diverted trips are not tracked separate in this study.

METHODOLOGY

Study Intersections

This analysis determines the transportation-related impacts associated with the development in Area “B” of the Keizer Station development and was prepared to be consistent with previous master planning efforts for Areas “A” and “D”. As such, operational analyses were performed at the following intersections:

- Lockhaven Drive/River Road (City jurisdiction)
- Lockhaven Drive/14th Avenue (City jurisdiction)
- Lockhaven Drive/McLeod Lane (City jurisdiction)
- Lockhaven Drive/Chemawa Road/Keizer Station Boulevard (City jurisdiction)
- Chemawa Road/Stadium Drive/Ulali Drive (ODOT jurisdiction)
- Chemawa Road/I-5 Southbound ramp terminal (ODOT jurisdiction)

- Chemawa Road/I-5 Northbound ramp terminal (ODOT jurisdiction)
- Chemawa Road/McLeod Lane (City jurisdiction)
- Chemawa Road/Verda Lane (City jurisdiction)

Analysis Period

The weekday p.m. peak hour was identified as the critical time period. This is the time when the combination of site-generated traffic and surrounding traffic volumes is greatest. This time period is also consistent with City's TSP. In addition, ODOT is currently conducting an IAMP for the I-5/Chemawa Road interchange and analyzes only the weekday p.m. peak hour.

Analysis Scenarios

Based on conversations with the Keizer Station developers and City staff, it was concluded that a reasonable buildout year for Area "B" (as well as buildout of the rest of Keizer Station) is 2020. This time period is in tune with the current progression of development occurring in Area "A" and is consistent with previous master planning efforts for Keizer Station. As such, the study intersections will be analyzed under existing and 2020 build-out conditions with this long-term horizon year. Specific details and assumptions within these time periods are outlined below:

- 2010 Existing Traffic Conditions (discussed previously in Section 3)
- 2020 Background Traffic Conditions
 - This analysis assumes a moderate amount of regional traffic growth through the study area as well as the assumed buildout of the remaining segments of Area "A" and Area "D".
- 2020 Total Traffic Conditions
 - In addition to the 2020 background traffic growth, this analysis assumes buildout of Area "B" as well as Area "C".

Saturation Flow

The TPAU Analysis Procedures Manual (Reference 6) states that *inside the Salem MPO urban growth boundaries an unadjusted saturation flow rate of 1,900 pcphgl may be used unless one or more of the conditions listed below are present, in which case 1,750 pcphgl shall be used.* The City of Keizer falls within the Salem MPO.

- On-street parking
 - a. Response: There are no study area roadways that have or allow on-street parking. Condition not present.
- Greater than 5% trucks
 - b. Response: Truck percentages along the Chemawa Road/Lockhaven Drive corridor are less than 5%. Condition not present.

- Roadways intersect at severe skew angle
 - c. Response: Condition not present.
- One or more driveway approaches within functional area
 - d. Response: All of the roadways within the critical interchange area are public streets and there are no private driveways located between major study intersections. Therefore, condition not present.
- Poor signal spacing and observed queue spill back
 - e. Response: The five signalized intersections along the Chemawa Road/Lockhaven Drive corridor are equally spaced at approximately 700-800 feet. The recent improvements associated with the Area "A" development provided significant additional capacity in the vicinity of the I-5/Chemawa Road interchange. Therefore, condition not present.
- Less than 12-foot travel lanes
 - f. Response: There are 12-foot travel lanes along the Chemawa Road-Lockhaven Drive corridor with the exception of the approximately 600 feet over the existing I-5/Chemawa Road Bridge. The leftmost through travel lane in both directions is 11 feet, but the rightmost through and turn lanes are all 12 feet to ensure that slower vehicles, especially trucks have the standard lane width.

As part of the approval of the larger Keizer Station development, all parties agreed that the use of 1,900 pcphpl as the base saturation flow rate was appropriate to be used on all signalized approaches. This agreement is further supported by the fact that the *Highway Capacity Manual* and the Synchro and SimTraffic computer models all use 1,900 pcphpl as a recommended default value in the absence of better data.

Section 6
2020 Background Traffic
Conditions

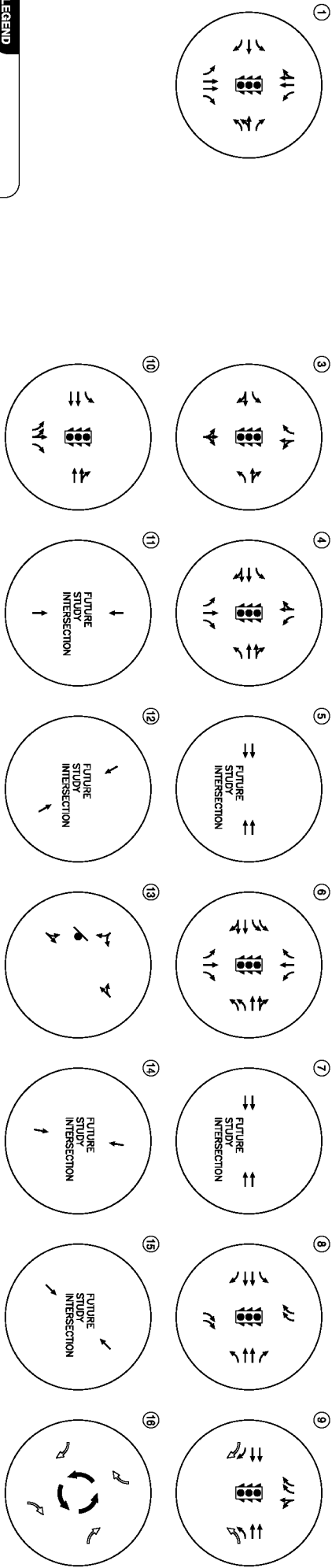
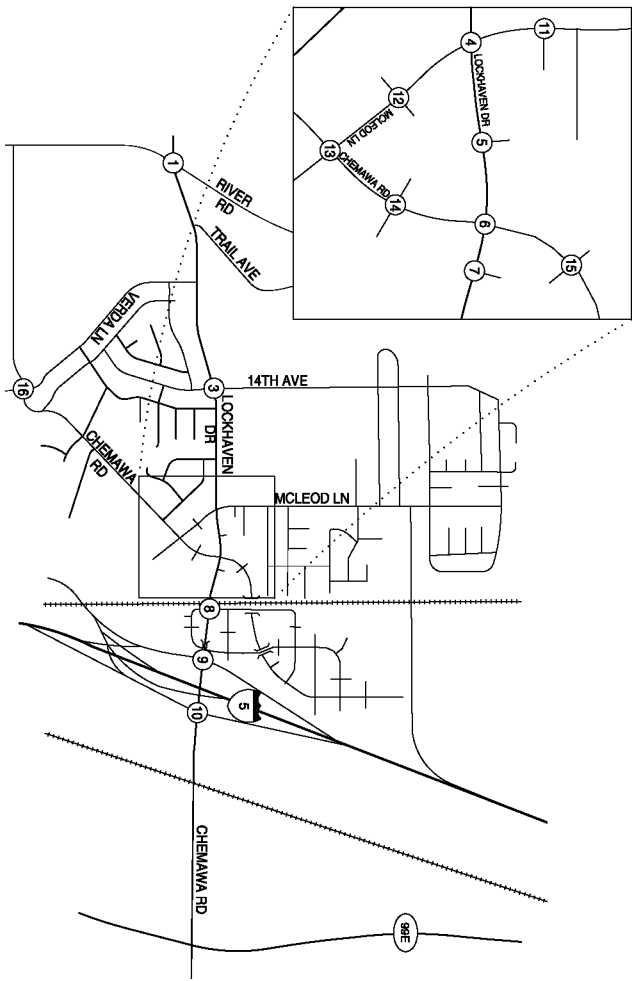
2020 Background Traffic Conditions

The 2020 background traffic conditions analyze the impacts of regional traffic growth and growth from previously approved but not yet constructed developments.

2020 BACKGROUND INFRASTRUCTURE IMPROVEMENTS

As previously stated, there are a number of roadway and intersection improvements planned for the general study area. Based on conversations with City staff, it is assumed for the purposes of this study that the following improvements will be constructed within the 2020 study horizon year: Figure 5 illustrates the future lane configurations and traffic control devices at the study intersections.

- Chemawa Road / Verda Lane
 - This all-way stop-controlled intersection will be converted to a single lane roundabout. Given this project has a funding source, City staff feels that is reasonably likely that construction of a roundabout at this intersection will occur within the 2015 time-frame.
- Chemawa Road / I-5 southbound ramp terminal
 - Implement dual westbound right-turn lanes and dual eastbound right-turn lanes. The City of Keizer is currently securing funding to implement these improvements within the next several years.



LEGEND

— STOP SIGN

— TRAFFIC SIGNAL

ASSUMED 2020 BACKGROUND LANE CONFIGURATIONS AND TRAFFIC CONTROL DEVICES
KEIZER, OREGON

YEAR 2020 BACKGROUND TRAFFIC VOLUMES

Regional Traffic Growth

The future traffic volumes are proposed to be developed by applying a per year linear growth rate to the existing traffic volumes (including the seasonal adjustment factor). This growth rate is consistent with that used to update to the City's TSP. The TSP based traffic growth, in part, on modeling conducted by the Salem/Keizer Area Transportation Study (SKATS), which identified future turning movement volumes for select intersections in the City. A summary of this analysis is presented in Table 5.

Table 5 Keizer Transportation Growth Calculations

Intersection		2007 Volume	2031 Volume	Growth Rate
Lockhaven Dr/River Rd	TEV ¹	3,345	4,595	1.56%
	Major Street ²	1,165	1,555	1.39%
Lockhaven Dr/14 th Ave	TEV	1,870	2,635	1.70%
	Major Street ²	1,640	2,325	1.74%
Chemawa Rd/River Rd	TEV	3,670	4,825	1.31%
	Major Street ³	1,270	1,620	1.15%
Total	TEV	8,885	12,055	1.49%
	Major Street	4,075	5,500	1.46%

¹ TEV – Total Entering Volume

² Major Street – Total volume for approaches on Lockhaven Drive

³ Major Street – Total volume for approaches on Chemawa Road

As shown in Table 5, the growth calculations for nearby intersections are relatively consistent. The cumulative growth rate for total entering volume for the three intersections is approximately 1.49 percent per year, and 1.46 percent per year if only the major study roadways are considered. However, it should be noted that the 2031 SCATS volumes include model assumptions for the full buildout of Keizer Station. Although it is difficult to accurately backout the Keizer Station specific traffic volumes from the model output, the trip generation calculations outlined in subsequent sections of this report imply that the undeveloped portion of Keizer Station is likely attributing up to 300 trips along the Lockhaven Drive corridor. Accounting for this total, the actual regional growth rate that is not attributed to Keizer Station is likely less than one percent. However, for conservative reasons, this study effort has assumed a regional growth rate of 1.0 percent that will be applied to the existing traffic volumes.

Keizer Station In-Process Trip Generation

The April 2004, the *Keizer Station Master Plan Traffic Impact Analysis* included a formal trip generation assessment for Areas "A" and "D" that was subsequently approved by the City of Keizer. While Area "A" has since seen a significant amount of commercial development, it has yet to reach its full build-out potential. Furthermore, the formally approved development for Area "D"

has not undergone any development to date. Given that these Area “A” and “D” developments are already approved and the infrastructure to support them is in place, it was determined for the purposes of this study that the in-process/build-out trips should be included in the background traffic conditions. The methodology for determining these in-process/build-out trips is outlined in the following sections.

Area “A”

In 2010, new traffic counts were conducted during the weekday p.m. peak hour (4:30-5:30 p.m.) at all of the main intersections serving the built portion of Area “A”. As such, these volumes indicate how much traffic is being generated by the portion of Area “A” that has been built to date.

The latest site plan for Area “A” shows 706,806 square feet of retail, 100,000 square feet of office, and a 70-room motel. At the time of the 2010 traffic counts, the retail component of Area “A” had 526,093 square feet constructed and occupied. Based on the traffic volumes entering and exiting the site at the intersections of Lockhaven Drive/Chemawa Road/Keizer Station Boulevard and Chemawa Road/Stadium Drive/Ulali Drive, 526,093 square feet of Area “A” generated approximately 1,415 (725 inbound; 690 outbound) weekday p.m. peak hour driveway trips. This equates to an observed trip generation rate of approximately 2.69 trips per 1,000 square feet. Applying this rate to the remaining 180,713 square feet of retail that has yet to develop, it is estimated the retail component of Area “A” will generate approximately 485 additional weekday p.m. peak hour trips (primary and pass-by trips). The office and motel components of Area “A” are estimated to add an additional 185 weekday p.m. peak hour trips.

Area “D”

As previously mentioned, Area “D” is formally approved, but has not yet undergone development. Therefore the previous trip generation (as developed in the 2004 *Keizer Station Master Plan Transportation Impact Analysis*) associated with Area “D” will be utilized for in-process development.

The assumed build-out/in-process development trips associated with Areas “A” and “D” are summarized in Table 6.

Table 6 Areas "A" and "D" In-Process/Build-Out Traffic Volumes

Land Use	Source	Size (sq. ft.)	Weekday PM Peak Hour Trips		
			Total	In	Out
Additional Trips of Area A					
Retail	Existing trip rate of the built portion of Area A	180,713	485	250	235
Office	ITE 710	100,000	150	25	125
Motel	ITE 320	70 rooms	35	20	15
Total Trips for Area A			670	295	375
Internal Trips			20	10	10
Pass-by & Diverted Trips			160	80	80
Primary Trips			490	205	285
Area D Buildout					
Motel	ITE 320	100 rooms	45	25	20
Restaurant	ITE 932	8,000	90	55	35
Fuel Station	ITE 946	12 fueling positions	165	85	80
Professional Offices	ITE 710	42,000	60	10	50
Retail Stores	ITE 820	13,000	160	80	80
Fast Food Outlets	ITE 834	6,000	205	105	100
Light Manufacturing	ITE 110	2 acres	15	5	10
Total Trips for Area D			740	365	375
Internal Trips			80	40	40
Pass-by & Diverted Trips			250	125	125
Primary Trips			410	200	210
Total Area A & B In-Process Trips			900	405	495

2020 Background Intersection Operations

With the assumed regional background growth and increased traffic volumes from Areas "A" and "D", Figure 6 and Table 7 summarize the intersection operations analyses for the study intersections under the weekday p.m. peak hour background traffic conditions. Attachment "D" provides the 2020 background conditions Synchro worksheets and can be referenced for detailed information related to lane configurations, levels of service, and volume-to-capacity ratios.

As shown in Figure 6 and Table 7, the following intersections are forecast to operate above capacity or at unacceptable levels-of-service:

- Lockhaven Drive / River Road
- Chemawa Road / I-5 NB ramp terminal

Table 7 2020 Background Conditions Traffic Operations Analysis Summary

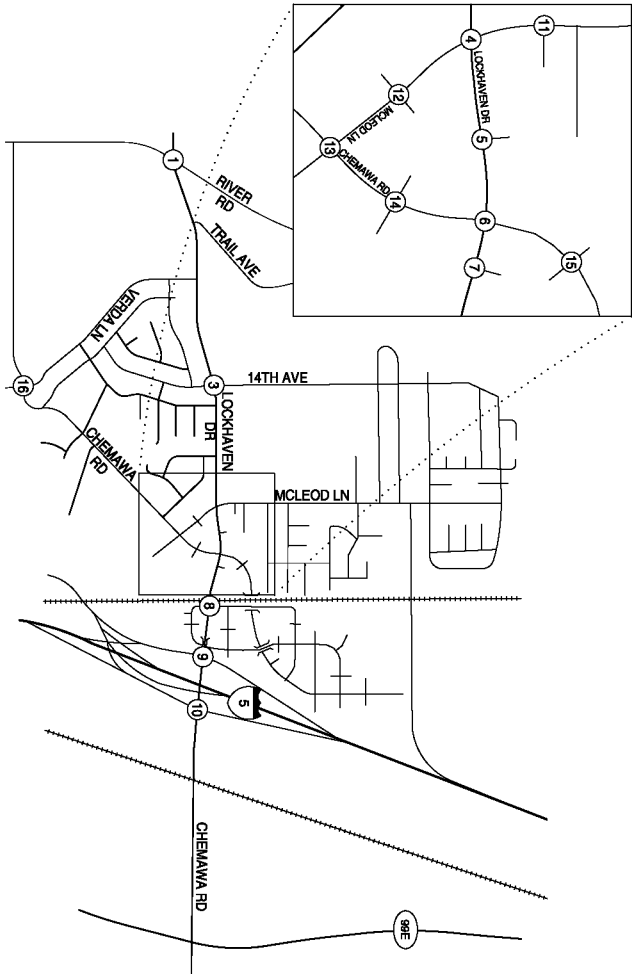
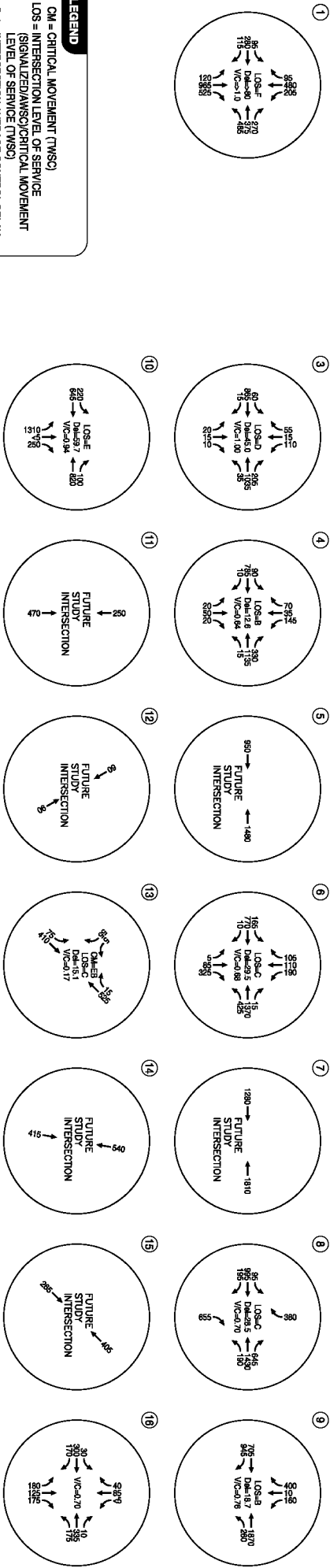
Intersection	2020 Background Conditions
Lockhaven Drive / River Road	LOS = F, v/c = 1.02
Lockhaven Drive / 14 th Avenue	LOS = D
Lockhaven Drive / McLeod Lane	LOS = B
Lockhaven Drive / Chemawa Road / Keizer Station Blvd	v/c = 0.68
Chemawa Road / Stadium Drive / Ulali Road	v/c = 0.70
Chemawa Road / I-5 SB Ramp Terminal	v/c = 0.76
Chemawa Road / I-5 NB Ramp Terminal	v/c = 0.94
Chemawa Road / McLeod Lane	LOS = C (eastbound approach)
Chemawa Road / Verda Lane	v/c = 0.70

LOS = Level of Service

v/c = volume to capacity ratio

LEGEND

CM = CRITICAL MOVEMENT (TWSC)
LOS = INTERSECTION LEVEL OF SERVICE
(SIGNALIZED/ANSC)/CRITICAL MOVEMENT
LEVEL OF SERVICE (TWSC)
Dcl = INTERSECTION AVERAGE CONTROL DELAY
(SIGNALIZED/ANSC) / CRITICAL MOVEMENT
V/C = CRITICAL VOLUME-TO-CAPACITY RATIO
TWSC = TWO-WAY STOP CONTROL
ANSC = ALL-WAY STOP CONTROL



2020 BACKGROUND TRAFFIC CONDITIONS
WEEKDAY PM PEAK HOUR
KEIZER, OREGON

FIGURE 6

Section 7
Site Layout, Trip
Generation, Distribution
and Assignment

Site Layout, Trip Generation, Distribution, and Assignment

This section describes the general site layout for Area “B” and applies the assumptions outlined in the previous section to the general development plan for Area “B”.

AREA “B” SITE LAYOUT

Figure 7 shows the general site layout for Area “B”. The proposed site access layout includes the following provisions:

Area “B” East of Keizer Station Boulevard

- A right-in only driveway located off of Chemawa Road that would provide access to the office parking lot and cross-over access to the Keizer Transit Center access road.
- A full access driveway located off of Keizer Station Boulevard that would provide access to the Keizer Transit Center. This access would be located approximately 450 feet north of the Chemawa Road/Lockhaven Drive/Keizer Station Boulevard intersection. For the purposes of this analysis, it has been initially assumed that the access would be signalized and coordinated with the downstream Keizer Station Boulevard/Chemawa Road/Lockhaven Drive intersection.

Area “B” West of Keizer Station Boulevard

- A full access driveway located off of Keizer Station Boulevard opposite the Keizer Transit Center access road.
- A right-in/right-out driveway located off of Lockhaven Drive between the Keizer Station Boulevard and McLeod Lane intersections. This driveway would include a westbound right-turn deceleration lane.
- A full access driveway located off of McLeod Lane.

Lockhaven Drive

- A westbound right-turn deceleration lane to the Area “B” west right-in/right-out driveway.

Keizer Station Boulevard

- A widening of Keizer Station Boulevard west of the railroad underpass to accommodate two south/westbound travel lanes and a separate left-turn lane at the Area “B” access.
- A reconfiguration of the southbound Keizer Station Boulevard approach at the Chemawa Road/Lockhaven Drive/Keizer Station Boulevard intersection that includes dual left-turn lanes and a separate through lane. In addition to the lane reconfigurations, a widening of the approach to include a separate southbound right-turn lane with 200' of storage.

AREA "B" TRIP GENERATION

As previously mentioned, Area "B" will consist of the Keizer Transit Center and a likely mix of medical/dental, general office, and retail uses. Outside of the transit center, the *ITE Trip Generation Manual* (Reference 7) was utilized to estimate the trip generation potential.

Trip generation during the weekday p.m. peak hour for the proposed transit center was estimated by performing a detailed examination of the bus routes that would use the transit center and the park-and-ride and drop-off/pick-up facilities. Local knowledge of the bus routes (as provided by Salem-Keizer Transit) and expected usage of the transit center was used instead of rates from the *ITE Trip Generation Manual*, as it was determined that a more accurate estimate of trips could be gained in this manner. Under full buildout conditions, the transit center is expected to have ten bus routes with 30 total buses entering the facility for a total of 60 weekday p.m. peak hour bus trips. For the park-and-ride and drop-off/pick-up facilities, 105 weekday p.m. peak hour trips are forecast under buildout conditions. Table 8 provides the estimated weekday p.m. peak hour bus and vehicle trips generated by the transit center and retail/office components under full buildout conditions.

Table 8 Estimated Trip Generation for Area "B"

Land Use	Source	Size (sq. ft.)	Weekday PM Peak Hour Trips		
			Total	In	Out
Bus Parking Area		10 bus bays	60	30	30
Drop-off/Pick-up		N/A	40	20	20
Park-and-Ride		70	65	5	60
Total Transit Trips for Area "B"			165	55	110
Medical-Dental Office Building	ITE 720	28,000	70	20	50
Office	ITE 710	20,000	30	5	25
Shopping Center	ITE 820	16,000	60	30	30
Office (east side of Area "B")	ITE 710	15,000	25	5	20
Total Trips for Non-Transit Portion of Area "B"			185	60	125
<i>Internal Trips</i>			<i>10</i>	<i>5</i>	<i>5</i>
<i>Pass-by & Diverted Trips</i>			<i>10</i>	<i>5</i>	<i>5</i>
<i>Primary Trips</i>			<i>165</i>	<i>50</i>	<i>115</i>
Total Net New Trips			330	105	225

AREA "C" SITE LAYOUT

It should be noted that a separate master plan is being prepared for Area "C" concurrent with this study of Area "B". Given the parallel course of the Area "C" submittal and the likelihood that it will develop within the same time parameters as Area "B", the trip generation for this section of Keizer Station is summarized and the trips included within this study.

Figure 8 shows the general site plan for Area “C”. The proposed site access layout includes the following provisions:

Area “C” East of Chemawa Road

- A new roadway that would connect to Chemawa Road opposite the existing McLeod Lane intersection. The intersection with Chemawa Road/McLeod Lane would be full access and assumed to be signalized based on the previous 2004 master planning study effort.
- A right-in/right-out driveway off of Chemawa Road between the McLeod Lane and Lockhaven Drive intersections.

Area “C” West of Chemawa Road

- A full access unsignalized driveway located off of McLeod Lane between the Lockhaven Drive and Chemawa Road intersections.
- A right-in/right-out driveway located off of Chemawa Road between Lockhaven Drive and McLeod Lane.

In addition to the site access provisions, Area “C” is proposing to enhance the Chemawa Road corridor south of the Lockhaven Drive intersection as well as the McLeod Lane corridor between Lockhaven Road and Chemawa Road. These enhancements are based on the original guidance outlined in the 2004 master plan work and include the following:

Chemawa Road

- Widen Chemawa Road to a five-lane cross section from Lockhaven Drive to approximately 400 feet south of McLeod Lane.
- At the intersection of Lockhaven Drive:
 - Provide dual northbound right-turn lanes, a single through lane, and a single left-turn lane.
- At the intersection of McLeod Lane:
 - Provide a left-turn lane, a single through lane, and a shared through/right-turn lane on both the north and southbound approaches.

McLeod Lane

- Widen McLeod Lane to a three-lane cross section from Lockhaven Drive to Chemawa Road. Extend McLeod Lane southeast of Chemawa Road and connect it to the existing Ridge Drive.
- At the Chemawa Road intersection, provide separate left and shared through/right-turn lanes on the eastbound and westbound approaches.

AREA "C" TRIP GENERATION

Area "C" is located along the Lockhaven Drive/Chemawa Road corridor at the intersection with Keizer Station Boulevard/Chemawa Road. Although a precise development proposal for Area "C" has yet to be formally completed, E Village, LLC is proposing to develop Area "C" with a mix of commercial, office, and residential uses consistent with the current zoning of the respective parcels. For the purposes of this study, it is proposed that Area "C" be treated as in-process traffic given its significance and similar development timetable. A conservative estimate of uses has been assumed that reflects the projected types of tenants that are likely to occupy the development. A preliminary outline of the development potential is shown in Table 9 below. While this mix of uses and square footages may change, it is considered a conservative outline that will adequately represent the reasonable maximum trip generation capabilities.

Table 9 Estimated Trip Generation for Area "C"

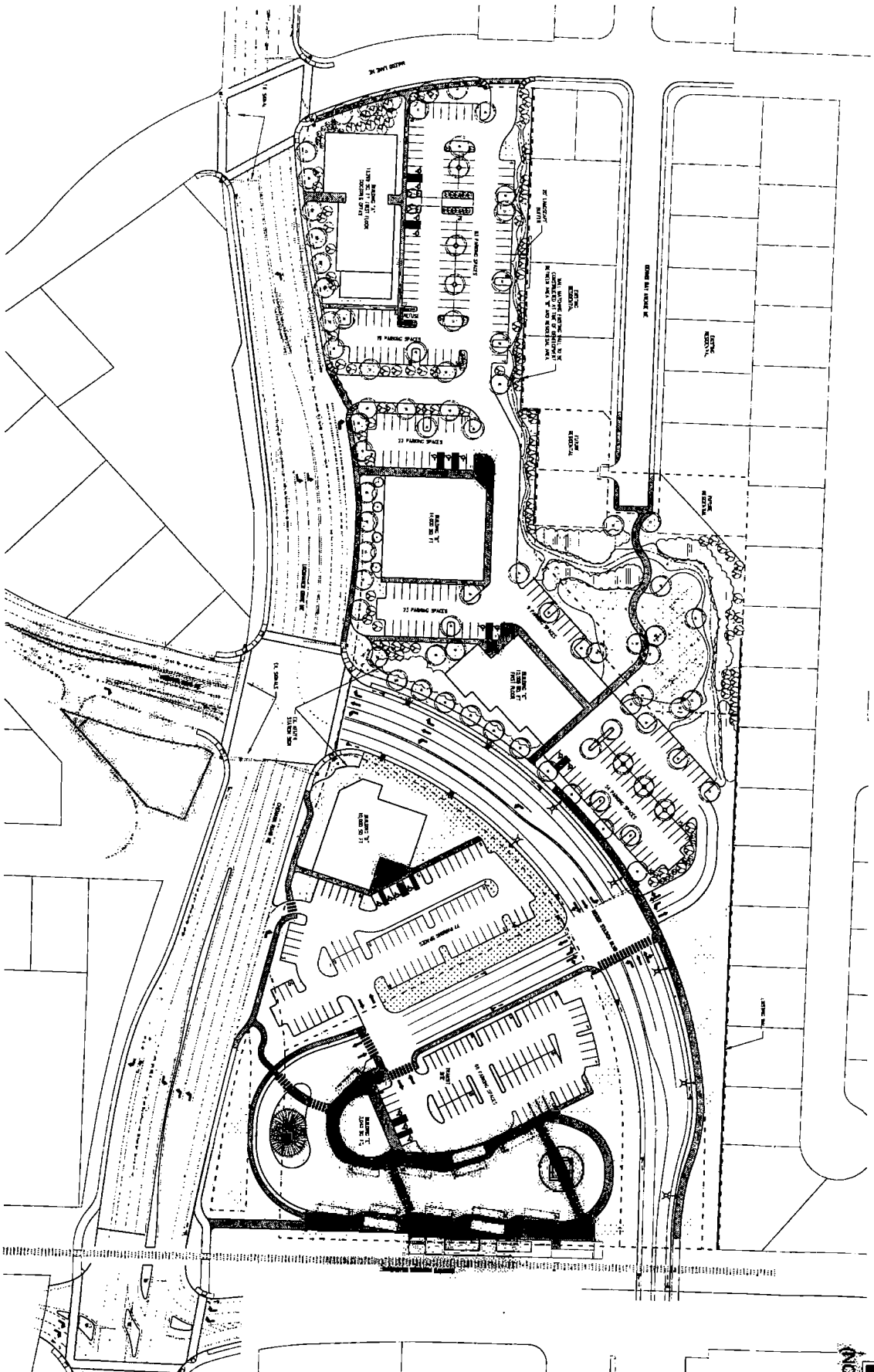
Land Use	Source	Size (sq. ft.)	Weekday PM Peak Hour Trips		
			Total	In	Out
General Office	ITE 710	18,486	30	5	25
High Turnover Sit-Down Restaurant	ITE 932	5,800	65	40	25
Shopping Center	ITE 820	33,090	130	60	70
Medical Dental Office Building	ITE 720	53,000	185	50	135
Free Standing Discount Superstore	ITE 813	116,882	540	265	275
Residential Condominium/Townhouse	ITE 230	60 units	30	20	10
Apartments	220	117 units	75	50	25
Total Trips for Area C			1,055	490	565
<i>Internal Trips</i>			<i>110</i>	<i>50</i>	<i>60</i>
<i>Pass-by & Diverted Trips</i>			<i>140</i>	<i>70</i>	<i>70</i>
<i>Primary Trips</i>			<i>805</i>	<i>370</i>	<i>435</i>

TRIP DISTRIBUTION

The distribution of the site-generated trips is based on a review of the surrounding transportation system, an economic study conducted as part of the previous Keizer Station master planning work, and model data provided by the Salem Keizer Area Transportation Study (SKATS). Figure 9 illustrates the trip distribution for the primary trips.

SUMMARY OF TRIPS

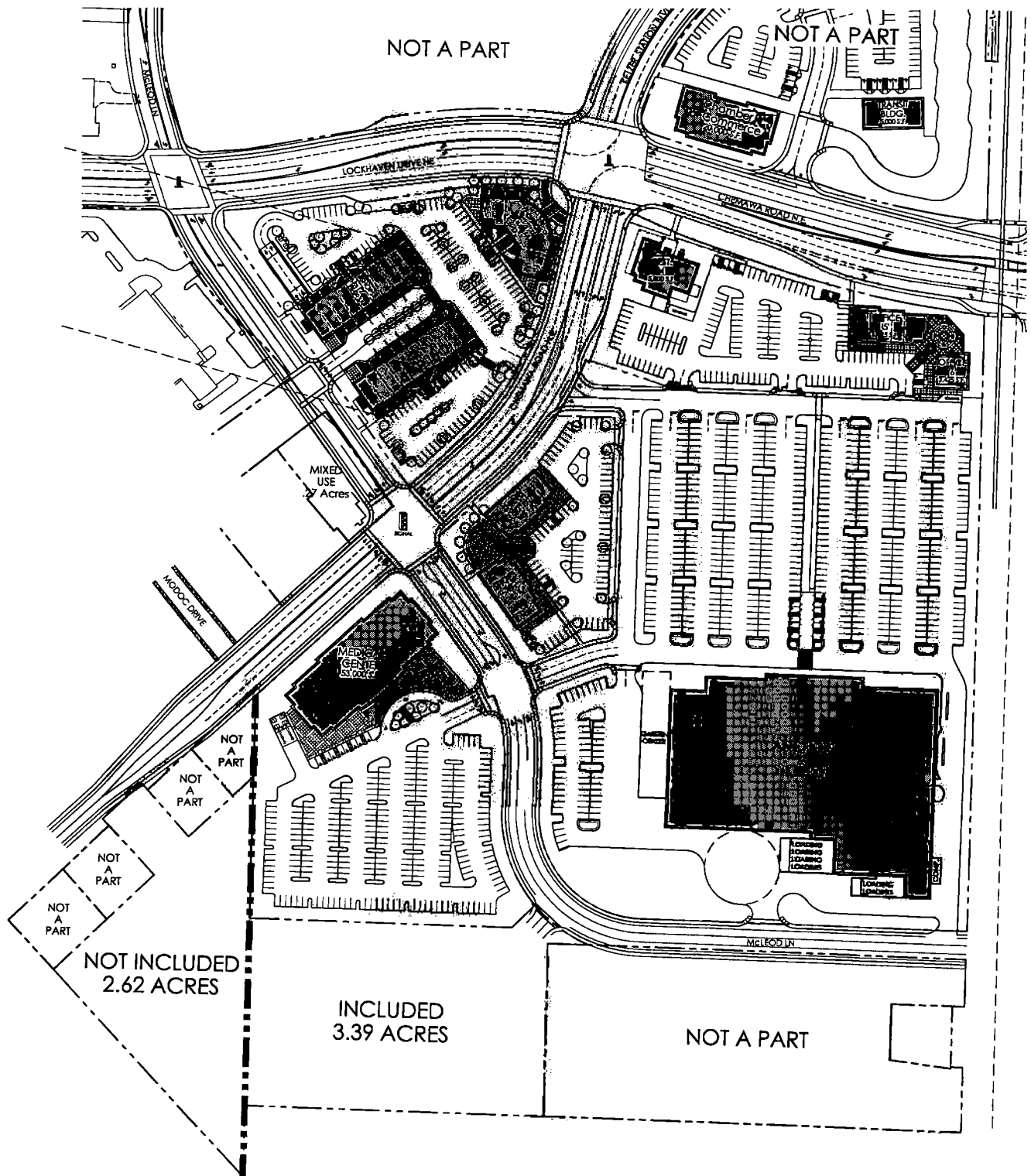
Figure 10 provides a summary of all trips reflecting the pass-by and primary/net new trips being generated by Area "B" and Area "C". Figures E-1 and E-2 in *Appendix E* provides a detailed breakdown of trip types onto the study area network.



AREA "B" CONCEPTUAL SITE LAYOUT
KEIZER, OREGON



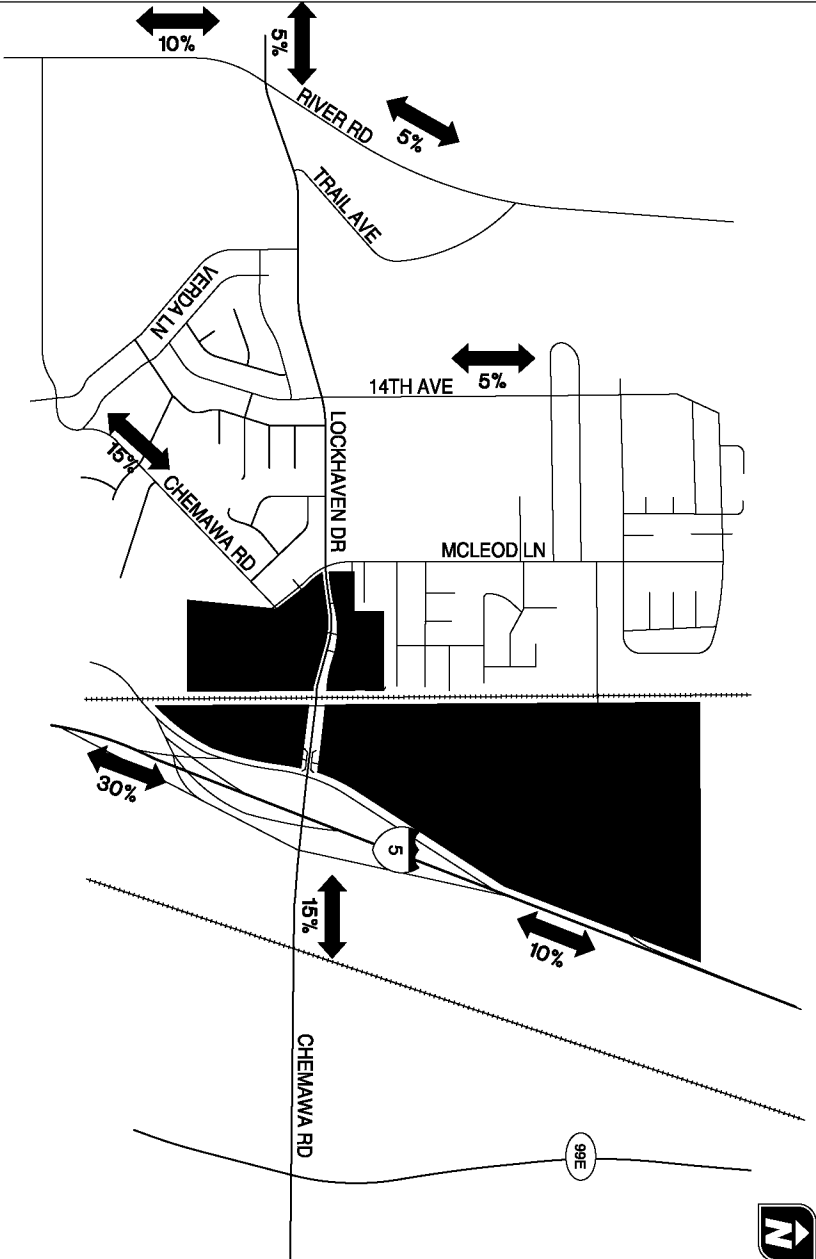
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AREA "C" CONCEPTUAL SITE LAYOUT
KEIZER, OREGON

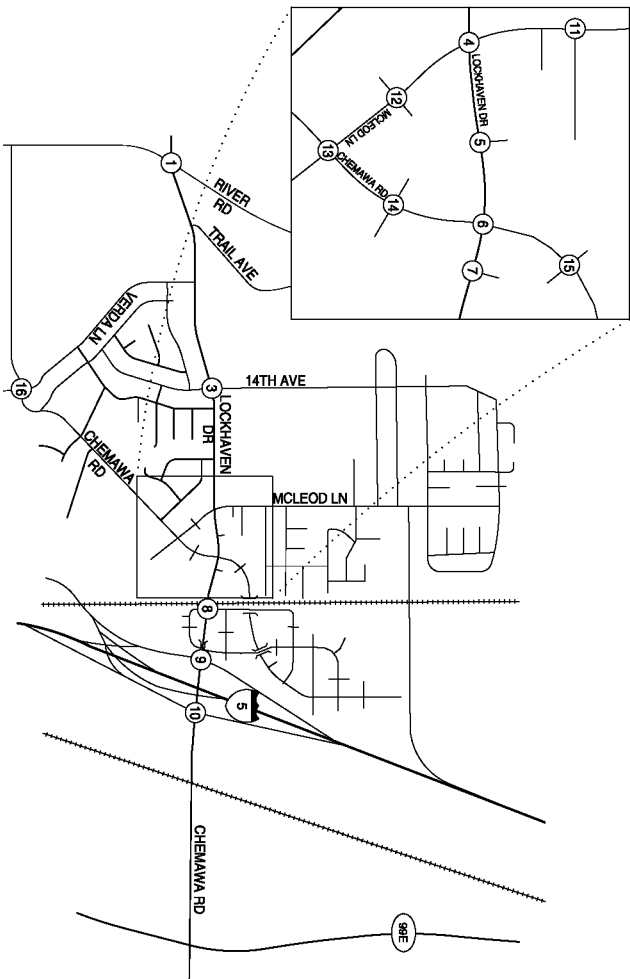
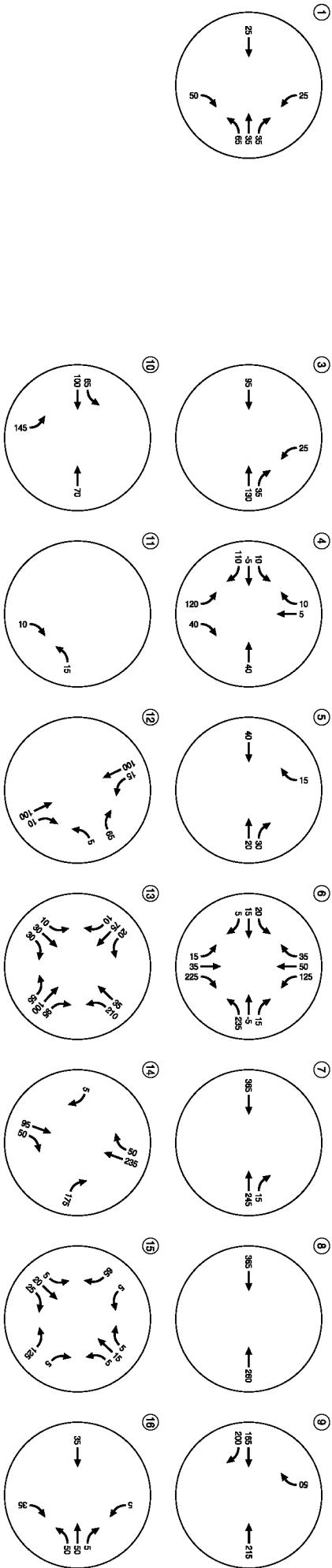
FIGURE

8



ESTIMATED TRIP DISTRIBUTION PATTERN (PRIMARY TRIPS)
KEIZER, OREGON





SUMMARY OF AREA "B" AND AREA "C" ADDED TRIPS
WEEKDAY PM PEAK HOUR
KELZER, OREGON

Section 8
2020 Total Traffic
Conditions

2020 Total Traffic Conditions

The 2020 traffic conditions analysis identifies site conditions and the expected operational and geometric characteristics of roadways within the study area. The total traffic conditions analysis forecasts how the study area's transportation system will operate with the inclusion of traffic from the eventual development of Area "B"².

2020 TOTAL TRAFFIC CONDITIONS

Year 2020 base traffic volumes were developed to compare the impact of the eventual development. Traffic volumes related to the development of Areas "B" and "C" (shown in Figure 10) were applied to the base 2020 traffic volumes (shown in Figure 6). Figure 11 illustrates the resulting forecast year 2020 total traffic volumes for Areas "B" and "C".

Operational Analysis

Figure 11 illustrates the 2020 total traffic volumes, level of service, and volume-to-capacity ratios during the weekday p.m. peak hour at the study intersections. *Attachment "F" provides the 2020 total traffic conditions Synchro worksheets and can be referenced for detailed information related to lane configurations, levels of service, and volume-to-capacity ratios.*

As shown in Figure 11 and summarized in Table 10, the following intersections are forecast to continue to operate above capacity or at unacceptable levels: In other words, these intersections were already forecast to operate poorly under 2020 background traffic conditions and are now forecast to experience a worsening under development in Areas "B" and "C".

- Lockhaven Drive / River Road
- Chemwaw Road / I-5 NB ramp terminal

The following intersections are forecast to operate above capacity or at unacceptable levels as a direct result of the additional traffic generated by Areas "B" and "C".

- Lockhaven Drive / 14th Avenue

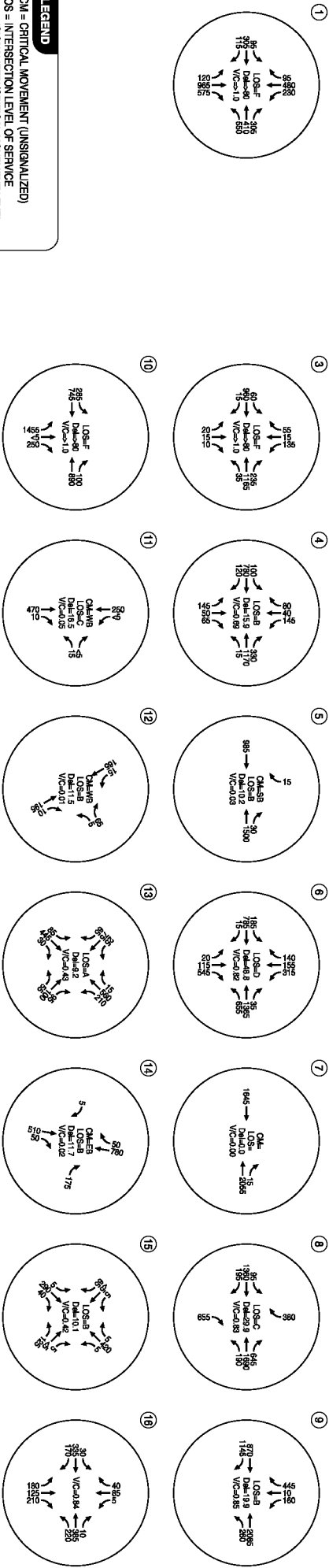
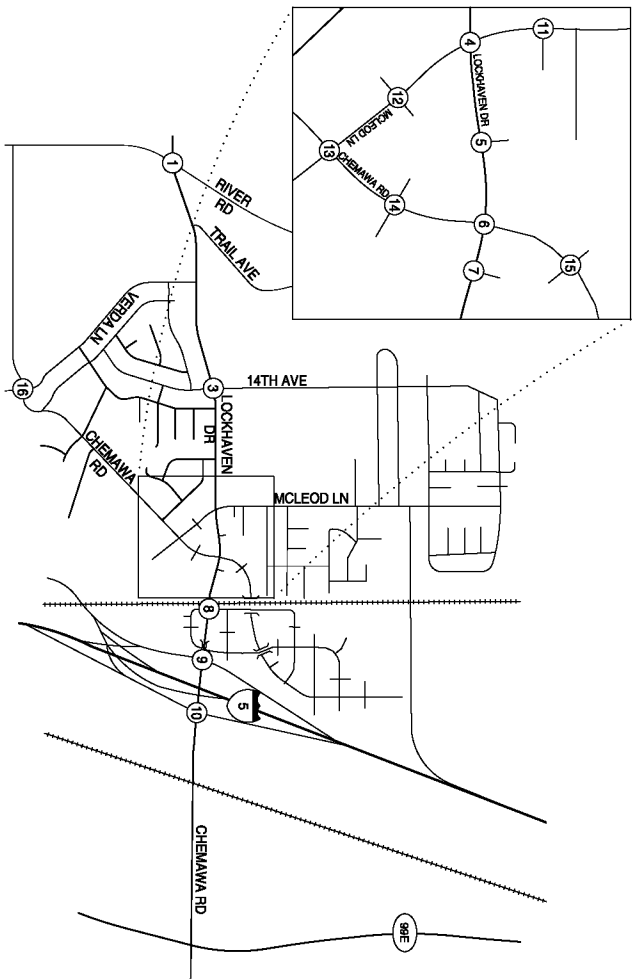
² Given that a master plan for Area "C" is also being prepared at the same time, the total traffic analysis also includes the development impacts of Area "C".

Table 10 2020 Total Traffic Conditions Traffic Operations Analysis Summary

Intersection	2020 Background Conditions	2020 Total Traffic Conditions
Lockhaven Drive / River Road	LOS = F, v/c = 1.02	LOS = F, v/c = 1.09
Lockhaven Drive / 14 th Avenue	LOS = D	LOS = F
Lockhaven Drive / McLeod Lane	LOS = B	LOS = B
Lockhaven Drive / Area "B" West RI/RO		LOS = A (southbound approach)
Lockhaven Drive / Chemawa Road / Keizer Station Blvd	v/c = 0.68	v/c = 0.82
Lockhaven Drive / Area "B" East RI/RO		LOS = B (westbound RI)
Chemawa Road / Stadium Drive / Ulali Road	LOS = C, v/c = 0.70	v/c = 0.82
Chemawa Road / I-5 SB Ramp Terminal	v/c = 0.76	v/c = 0.85
Chemawa Road / I-5 NB Ramp Terminal	v/c = 0.94	v/c = 1.06
Chemawa Road / McLeod Lane	LOS = C (eastbound approach)	LOS = A
Chemawa Road / Verda Lane	v/c = 0.77	v/c = 0.84
McLeod Lane / Area "B" Full Access		LOS = A
McLeod Lane / Area "C" Full Access		LOS B (westbound left-turn)
Chemawa Road / Area "C" RI/RO Access		LOS A (eastbound right-turn)
Keizer Station Boulevard Full Access		LOS = B, v/c = 0.42

LOS = Level of Service

v/c = volume to capacity ratio



LEGEND

CM = CRITICAL MOVEMENT (UNIGNALIZED)

LOS = INTERSECTION LEVEL OF SERVICE (IGNALIZED)/CRITICAL MOVEMENT LEVEL OF SERVICE (UNIGNALIZED)

Del = INTERSECTION AVERAGE CONTROL DELAY (IGNALIZED)/CRITICAL MOVEMENT CONTROL DELAY (UNIGNALIZED)

V/C = CRITICAL VOLUME-TO-CAPACITY RATIO

2020 TOTAL TRAFFIC CONDITIONS
WEEKDAY PM PEAK HOUR
KEIZER, OREGON

Section 9

Mitigation Measures

Mitigation Measures

This section identifies the capacity improvements required to meet the operating threshold for the year 2020 traffic conditions.

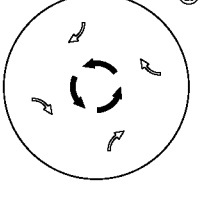
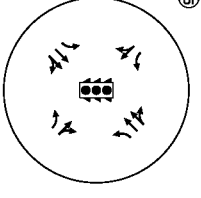
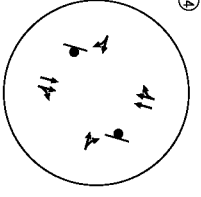
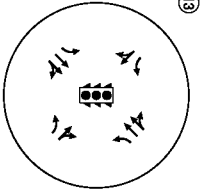
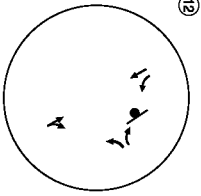
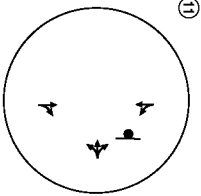
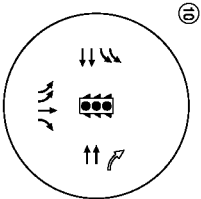
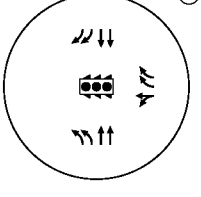
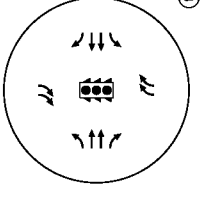
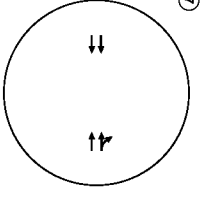
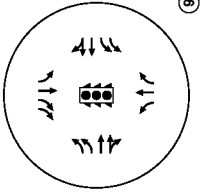
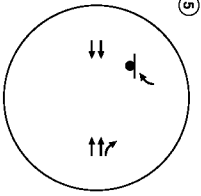
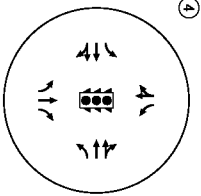
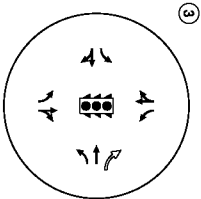
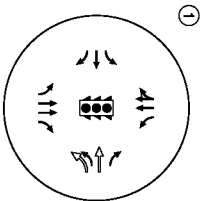
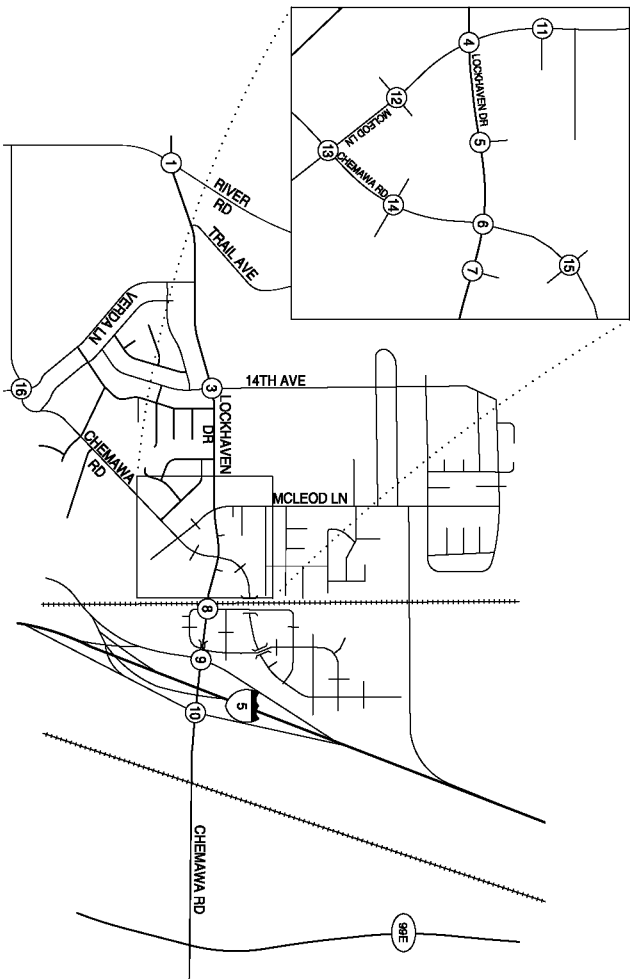
PROPOSED MITIGATION MEASURES

Based on the results of the weekday p.m. peak hour operational analysis, the capacity improvements summarized in Table 11 are recommended in the study area to mitigate intersections that are either operating poorly/unacceptably as a result of background traffic conditions or as a result of additional traffic being generated by Areas "B" and "C".

Table 11 Recommended Capacity Improvements

Intersection/Road Segment	Recommended Improvements
To Mitigate Traffic from both Areas "B" and "C"	
Lockhaven Drive / River Road	• Provide dual westbound left-turn lanes • Modify the east-west signal phasing from split phasing to protected phasing
Lockhaven Drive / 14 th Avenue	• Add a westbound right-turn lane on Lockhaven Drive
Chemawa Road / I-5 NB ramp terminal	• Modify the off-ramp approach to include dual northbound left-turn lanes, a separate through lane and a separate right-turn lane • Provide dual eastbound left-turn lanes • Add a separate westbound right-turn lane

Figure 12 illustrates the proposed lane configurations with the recommended intersection/corridor mitigation measures from Table 11.



LEGEND

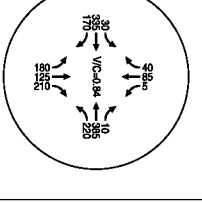
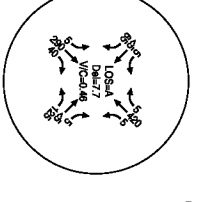
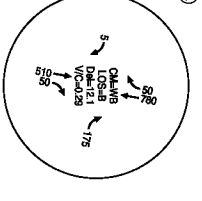
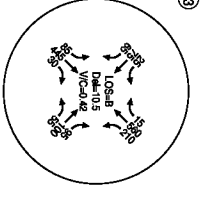
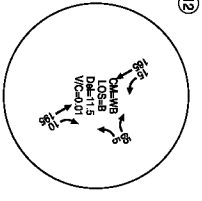
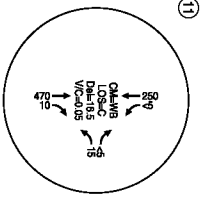
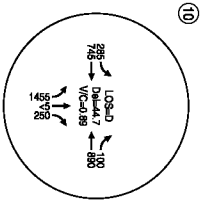
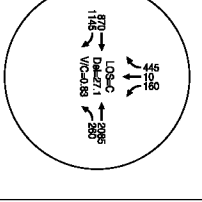
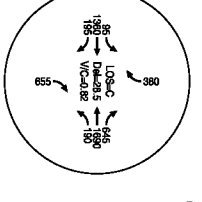
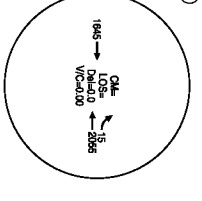
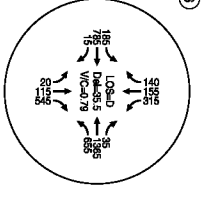
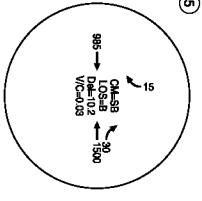
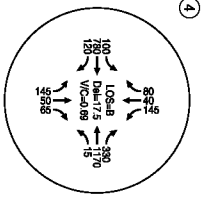
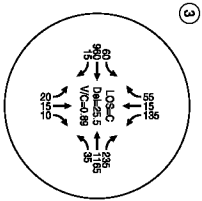
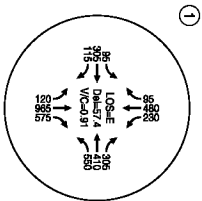
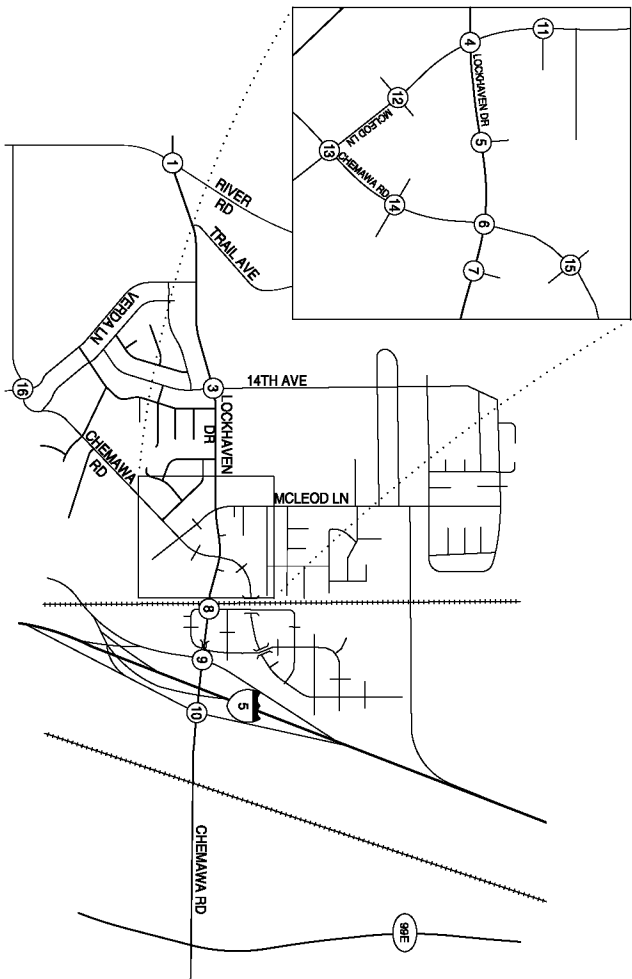


- STOP SIGN



- TRAFFIC SIGNAL

MITIGATED 2020 LANE CONFIGURATIONS AND TRAFFIC CONTROL DEVICES
KEIZER, OREGON



LEGEND

CM = CRITICAL MOVEMENT (UNIGNALIZED)
LOS = INTERSECTION LEVEL OF SERVICE
(IGNALIZED)/CRITICAL MOVEMENT LEVEL
OF SERVICE (UNIGNALIZED)

Del = INTERSECTION AVERAGE CONTROL DELAY
(IGNALIZED)/CRITICAL MOVEMENT CONTROL
DELAY (UNIGNALIZED)

V/C = CRITICAL VOLUME-TO-CAPACITY RATIO

MITIGATED 2020 TOTAL TRAFFIC CONDITIONS
WEEKDAY PM PEAK HOUR

KEIZER, OREGON

MITIGATED INTERSECTION OPERATIONS

The study intersections were analyzed with the recommended mitigation outlined in Table 12. Figure 13 provides the 2020 forecast traffic levels of service and volume to capacity analyses associated with the weekday p.m. peak hour of the mitigated transportation system. As summarized in Table 12, all of the study intersections will operate acceptably and within the outlined thresholds. *Appendix G includes the 2020 mitigated traffic conditions worksheets.*

Table 12 Mitigated 2020 Total Traffic Conditions

Intersection	2020 Background Conditions	2020 Total Traffic Conditions	Mitigated 2020 Total Traffic Conditions
Lockhaven Drive / River Road	LOS = F, v/c = 1.02	LOS = F, v/c = 1.09	LOS = E, v/c = 0.91
Lockhaven Drive / 14 th Avenue	LOS = D	LOS = F	LOS = C
Lockhaven Drive / McLeod Lane	LOS = B	LOS = B	
Lockhaven Drive / Area "B" West RI/RO	N/A	LOS = A (southbound approach)	
Lockhaven Drive / Chemawa Road / Keizer Station Blvd	LOS = C, v/c = 0.68	LOS = D, v/c = 0.82	
Lockhaven Drive / Area "B" East RI/RO	N/A	LOS = B (westbound RI)	
Chemawa Road / Stadium Drive / Ulali Road	LOS = C, v/c = 0.70	v/c = 0.83	
Chemawa Road / I-5 SB Ramp Terminal	v/c = 0.76	v/c = 0.83	
Chemawa Road / I-5 NB Ramp Terminal	v/c = 0.94	v/c = 1.06	v/c = 0.89
Chemawa Road / McLeod Lane	LOS = C (eastbound approach)	LOS = A	
Chemawa Road / Verda Lane	v/c = 0.77	v/c = 0.84	
McLeod Lane / Area "B" Full Access	N/A	LOS = A	
McLeod Lane / Area "C" Full Access	N/A	LOS B (westbound left-turn)	
Chemawa Road / Area "C" RI/RO Access	N/A	LOS A (eastbound right-turn)	
Keizer Station Boulevard Full Access	N/A	LOS = B, v/c = 0.42	

LOS = Level of Service
v/c = volume to capacity ratio

Section 10
Conclusions and
Recommendations

Conclusions and Recommendations

Based on the results of the traffic impact analysis, development in Area “B” can occur with the proposed site access layout while maintaining acceptable levels of service and safety on the surrounding transportation system. The analysis developed the following conclusions and recommendations.

CONCLUSIONS

Existing Conditions

- During the weekday p.m. peak hour, all study intersections currently operate within acceptable standards with the exception of the Chemawa Road/Verda Lane intersection.

Year 2020 Background Traffic Conditions

- The annual background growth rate within the study area was assumed to 1.0 percent.
- Areas “A” and “D” are anticipated to buildout within the 2020 study horizon year. Traffic from this buildout is included in the 2020 background traffic conditions.
- The following planned infrastructure improvements are assumed to be completed by the City of Keizer by the year 2020.
 - Chemawa Road / Verda Lane - This all-way stop-controlled intersection will be converted to a single lane roundabout.
 - Chemawa Road / I-5 southbound ramp terminal - Dual westbound right-turn lanes and dual eastbound right-turn lanes will be implemented.
- The following intersections are forecast to operate above capacity or at unacceptable levels-of-service:
 - Lockhaven Drive / River Road
 - Chemawa Road / I-5 NB ramp terminal

Trip Generation

- Development in Area “B” is estimated to generate approximately 330 net new weekday p.m. peak hour trips.
- Development in Area “C” is estimated to generate approximately 805 net new weekday p.m. peak hour trips.
- As is common for developments of this nature, the specific uses are likely to change as the site develops. As long as the overall trip generation remains comparable or less, the traffic study will remain valid.

Year 2020 Total Traffic Conditions

- The following intersections are forecast to continue to operate above capacity or at unacceptable levels:
 - Lockhaven Drive / River Road
 - Chemwaw Road / I-5 NB ramp terminal
- The following intersections are forecast to operate above capacity or at unacceptable levels as a direct result of the additional traffic generated by Areas "B" and "C".
 - Lockhaven Drive / 14th Avenue

Mitigation Measures

- With the capacity improvements identified in Table 11, the study area intersections will operate within acceptable thresholds.

RECOMMENDATIONS

For the transportation system to operate acceptably, it is recommended that the following capacity improvements be implemented as a result of continued regional growth, buildout of Areas "B" and "C".

Intersection/Road Segment	Recommendations	Implementation
Improvements Associated with Area "B"		
Chemawaw Road corridor	• Provide a right-in only driveway to serve Area "B" East.	• The right-in only driveway will be constructed when the non transit center component of Area "B" East is constructed.
Keizer Station Boulevard corridor	• Provide a full access driveway located off of Keizer Station Boulevard that would provide access to Area "B" East and West. This access would be located approximately 450 feet north of the Chemawaw Road/Lockhaven Drive/Keizer Station Boulevard intersection. Signalize the intersection and coordinate it with the downstream Keizer Station Boulevard/Lockhaven Drive intersection. • Widen Keizer Station Boulevard west of the railroad underpass to include two southwest bound through lanes (with one lane being a shared through-right lane) and a separate left-turn lane at the above driveway access. • Reconfigure the southbound Keizer Station Boulevard approach at the Chemawaw Road/Lockhaven Drive/Keizer Station Boulevard intersection to include dual left-turn lanes and a separate through lane. In addition to the lane reconfigurations, widen the approach to include a separate southbound right-turn lane with 200' of storage.	• The Area "B" West driveway will be constructed when the first development component of Area "B" west takes place • The Area "B" East driveway and traffic signal will be constructed when the first development component in Area "B" East takes place. • The Keizer Station Boulevard widening will be constructed when the first development component in Area "B" East takes place.

Lockhaven Drive corridor	• Provide a right-in/right-out driveway located off of Lockhaven Drive between the Keizer Station Boulevard and McLeod Lane intersections. This driveway would include a westbound right-turn deceleration lane.	• The right-in/right-out driveway and deceleration lane will be constructed when the first development component in Area "B" West occurs.
McLeod Lane	• Provide a full access driveway off of McLeod Lane to serve Area "B" West.	• The full access driveway will be constructed when the first development component in Area "B" West occurs.
Intersection Improvements Needed to Specifically Mitigate the Traffic Impacts of Areas "B" and "C"		
Lockhaven Drive / 14 th Avenue	• Add a westbound right-turn lane on Lockhaven Drive	• The City of Keizer will construct the right-turn lane using fee-in-lieu contributions from the proportionate share impacts of Areas "B" and "C" by the year 2014.
Improvements Needed to Mitigate the Traffic Impacts of Regional Growth and Areas "B" and "C"		
Lockhaven Drive / River Road	• Modify the westbound approach to provide dual westbound left-turn lanes, a single through lane, and a single right-turn lane. • Modify the east-west signal phasing from split phasing to protected phasing	• The City of Keizer will construct the improvements using, among others, an assessment of proportionate share contributions of Areas "B" and "C" by the year 2020.
Chemawa Road / I-5 NB ramp terminal	• Provide dual eastbound left-turn lanes (and the accompanying northbound on-ramp lane widening). • Add a separate westbound right-turn lane	• The City of Keizer will collect proportionate share contributions from Areas "B" and "C" so that improvements can be constructed when full funding is available.
Improvements Associated with Area "C"		
Chemawa Road corridor	• Provide a five-lane section (two northbound and southbound through lanes with a center left-turn lane) from Lockhaven Drive to approximately 400 feet south of the McLeod Lane intersection. • Install a raised median along Chemawa Road between Lockhaven Drive and McLeod lane. • Provide a northbound and southbound left-turn lane at McLeod Lane. • Provide a second northbound right-turn lane at Lockhaven Drive. • Provide a right-in/right-out driveways to serve the east and west sections of Area "C".	• All Chemawa Road corridor improvements will be constructed when the first development component of Area "C" occurs. • The right-in/right-out driveways will be constructed when the first development component in the respective sections occurs.
Chemawa Road / McLeod Lane	• Signalize the intersection • Provide a separate left-turn and shared through/right-turn lane on the east/west McLeod Lane approaches.	• All Chemawa Road/McLeod Lane intersection improvements will be constructed when the first development component of Area "C" occurs.
McLeod Lane corridor	• Widen McLeod Lane to a three-lane cross section from Lockhaven Drive to Chemawa Road. Extend McLeod Lane southeast of Chemawa Road and connect it to the existing Ridge Drive. This extension will include a full three-lane cross section with sidewalks and bike lanes. • At the McLeod Lane extension with Ridge Drive, reconstruct the intersection to provide a continuous flow movement between the two corridors. • Provide a full access driveway to serve the west section of Area "C".	• All McLeod Lane corridor improvements will be constructed when the first development component of Area "C" occurs.

Section 11

References

References

1. Kittelson & Associates, Inc. *Keizer Station Master Plan*. April 2004.
2. CH2M HILL. *Chemawa Road IAMP, Technical Memorandum 5.1, Existing Transportation Conditions*. July 2008.
3. City of Keizer/ODOT. *Intergovernmental Agreement Keizer Station*. January 2008.
4. City of Keizer and Kittelson & Associates, Inc. *City of Keizer Transportation System Plan*. April 2009.
5. Institute of Transportation Engineers. *Trip Generation Handbook*. 2001.
6. Oregon Department of Transportation. *Analysis Procedures Manual*. 2006.
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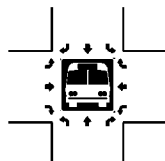
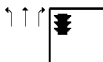
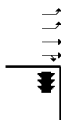
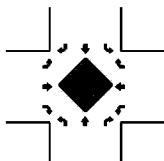
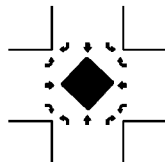
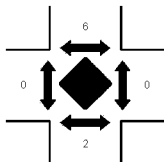
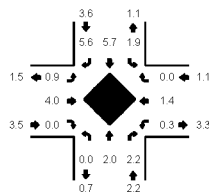
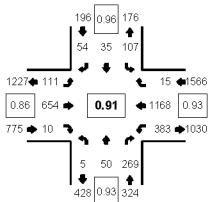
Appendix A

Traffic Count Data

LOCATION: Keizer Station Blvd – Chemawa Rd/Lockhaven
CITY/STATE: Keizer, OR

QC JOB #: 10520904
DATE: 7/20/2010

Peak-Hour: 4:35 PM – 5:35 PM
Peak 15-Min: 5:05 PM – 5:20 PM



3-Min Count Period Beginning At	Keizer Station Blvd (Northbound)				Keizer Station Blvd (Southbound)				Chemawa Rd/Lockhaven (Eastbound)				Chemawa Rd/Lockhaven (Westbound)				Total	Hourly Totals
	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U		
4:00 PM	1	5	15	0	10	4	2	0	9	41	0	0	25	63	1	0	177	
4:05 PM	0	3	19	0	8	0	3	0	2	74	0	0	21	93	0	0	223	
4:10 PM	1	2	15	0	9	3	4	0	7	48	0	0	16	91	1	0	197	
4:15 PM	0	7	24	0	15	8	3	0	6	39	1	0	30	79	0	0	212	
4:20 PM	0	5	21	0	13	3	1	0	5	55	0	0	43	87	2	0	235	
4:25 PM	0	3	21	0	5	6	5	0	4	50	0	0	18	86	1	0	199	
4:30 PM	2	3	13	0	12	5	6	0	4	48	1	0	25	69	0	0	188	

5:35 PM	0	8	26	0	9	7	5	0	7	52	1	0	23	79	1	0	218	2837
5:40 PM	1	11	25	0	4	4	4	0	10	50	0	0	31	85	3	0	228	2838
5:45 PM	1	2	15	0	10	1	6	0	7	60	0	0	24	92	0	0	218	2842
5:50 PM	0	4	27	0	9	4	5	0	10	36	0	0	26	80	3	0	204	2806
5:55 PM	2	13	24	0	13	6	5	0	4	36	0	0	22	63	0	0	188	2778

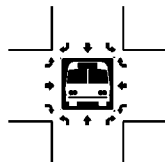
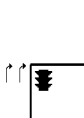
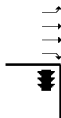
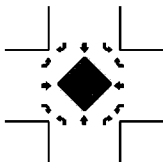
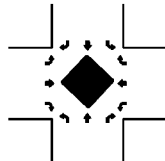
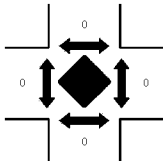
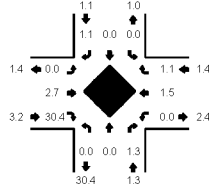
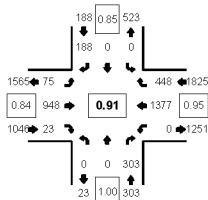
Peak 15-Min Flowrates	Northbound				Southbound				Eastbound				Westbound				Total
	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U	
All Vehicles	4	32	312	0	120	20	64	0	128	772	4	0	368	1304	16	0	3144
Heavy Trucks	0	0	4		0	0	0		0	36	0		0	16	0		56
Pedestrians																	4
Bicycles																	
Railroad																	
Stopped Buses																	

Comments:

LOCATION: Stadium Dr/Ulali Dr – Chemawa Rd
CITY/STATE: Keizer, OR

QC JOB #: 10520903
DATE: 7/20/2010

Peak-Hour: 4:35 PM – 5:35 PM
Peak 15-Min: 5:05 PM – 5:20 PM



3-Min Count Period Beginning At	Stadium Dr/Ulali Dr (Northbound)				Stadium Dr/Ulali Dr (Southbound)				Chemawa Rd (Eastbound)				Chemawa Rd (Westbound)				Total	Hourly Totals
	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U		
4:00 PM	0	0	13	0	0	0	11	0	5	80	1	0	0	88	34	0	212	
4:05 PM	0	0	34	0	0	0	14	0	5	79	1	0	0	90	31	0	254	
4:10 PM	0	0	16	0	0	0	17	0	1	84	0	0	0	94	43	0	255	
4:15 PM	0	0	19	0	0	0	14	0	3	73	3	0	0	102	45	0	259	
4:20 PM	0	0	31	0	0	0	20	0	8	73	1	0	0	106	30	0	269	
4:25 PM	0	0	19	0	0	0	15	0	6	75	1	0	0	87	38	0	241	
4:30 PM	0	0	31	0	0	0	6	0	6	67	1	0	0	98	31	0	240	

5:35 PM	0	0	24	0	0	0	12	0	5	78	0	0	0	101	28	0	248	3343
5:40 PM	0	0	19	0	0	0	10	0	7	72	1	0	0	104	37	0	250	3321
5:45 PM	0	0	23	0	0	0	11	0	5	83	3	0	0	99	28	0	252	3288
5:50 PM	0	0	16	0	0	0	16	0	0	63	5	0	0	99	27	0	226	3243
5:55 PM	0	0	23	0	0	0	14	0	6	69	0	0	0	88	31	0	233	3217

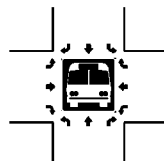
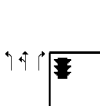
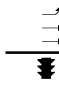
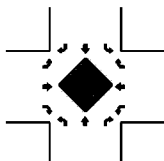
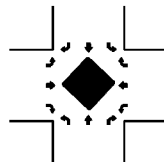
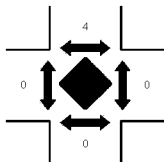
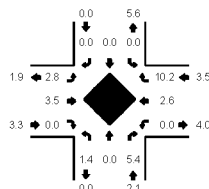
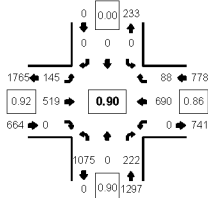
Peak 15-Min Flowrates	Northbound				Southbound				Eastbound				Westbound				Total
	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U	
All Vehicles	0	0	300	0	0	0	220	0	108	1136	8	0	0	1540	380	0	3692
Heavy Trucks	0	0	4	0	0	0	0	0	0	40	0	0	0	32	0	0	76
Pedestrians	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bicycles	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Railroad	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stopped Buses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Comments:

LOCATION: I-5 NB Ramps – Chemawa Rd
CITY/STATE: Keizer, OR

QC JOB #: 10520902
DATE: 7/20/2010

Peak-Hour: 4:35 PM – 5:35 PM
Peak 15-Min: 5:05 PM – 5:20 PM



3-Min Count Period Beginning At	I-5 NB Ramps (Northbound)				I-5 NB Ramps (Southbound)				Chemawa Rd (Eastbound)				Chemawa Rd (Westbound)				Total	Hourly Totals
	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U		
4:00 PM	78	0	10	0	0	0	0	0	10	40	0	0	0	57	5	0	200	
4:05 PM	69	0	14	0	0	0	0	0	11	43	0	0	0	37	8	0	182	
4:10 PM	99	0	15	0	0	0	0	0	11	40	0	0	0	51	6	0	222	
4:15 PM	65	0	13	0	0	0	0	0	8	55	0	0	0	69	4	0	214	
4:20 PM	81	0	16	0	0	0	0	0	16	36	0	0	0	46	8	0	203	
4:25 PM	78	0	9	0	0	0	0	0	9	38	0	0	0	61	8	0	203	
4:30 PM	68	0	18	0	0	0	0	0	10	46	0	0	0	56	4	0	202	

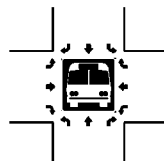
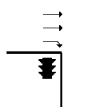
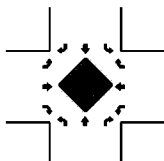
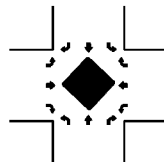
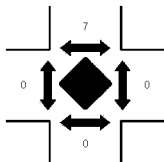
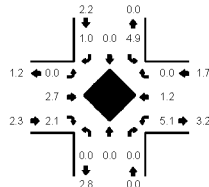
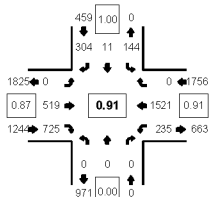
Peak 15-Min Flowrates	Northbound				Southbound				Eastbound				Westbound				Total
	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U	
All Vehicles	1172	0	268	0	0	0	0	0	128	582	0	0	0	816	84	0	3060
Heavy Trucks	8	0	16	0	0	0	0	0	0	24	0	0	0	24	8	0	80
Pedestrians																	4
Bicycles																	
Railroad																	
Stopped Buses																	

Comments:

LOCATION: I-5 SB Ramps – Chemawa Rd
CITY/STATE: Keizer, OR

QC JOB #: 10520901
DATE: 7/20/2010

Peak-Hour: 4:35 PM – 5:35 PM
Peak 15-Min: 5:05 PM – 5:20 PM



3-Min Count Period Beginning At	I-5 SB Ramps (Northbound)				I-5 SB Ramps (Southbound)				Chemawa Rd (Eastbound)				Chemawa Rd (Westbound)				Total	Hourly Totals
	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U		
4:00 PM	0	0	0	0	15	0	26	0	0	31	39	0	28	96	0	0	235	
4:05 PM	0	0	0	0	10	0	24	0	0	48	51	0	17	100	0	0	250	
4:10 PM	0	0	0	0	12	0	24	0	0	40	57	0	23	110	0	0	266	
4:15 PM	0	0	0	0	10	0	27	0	0	50	47	0	18	119	0	0	271	
4:20 PM	0	0	0	0	7	0	25	0	0	42	60	0	16	110	0	0	260	
4:25 PM	0	0	0	0	8	1	13	0	0	39	53	0	29	115	0	0	258	
4:30 PM	0	0	0	0	10	0	21	0	0	47	63	0	13	105	0	0	259	

Peak 15-Min Flowrates	Northbound				Southbound				Eastbound				Westbound				Total	
	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U	Left	Thru	Right	U		
All Vehicles	0	0	0	0	144	12	284	0	0	580	856	0	308	1832	0	0	3816	
Heavy Trucks	0	0	0	0	12	0	8	0	0	16	16	0	4	20	0	0	76	
Pedestrians	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Bicycles	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Railroad	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Stopped Buses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

Comments:

Appendix B
Description of Level-of-
Service Methods and
Criteria

Appendix B Level-of-Service Concept

Level of service (LOS) is a concept developed to quantify the degree of comfort (including such elements as travel time, number of stops, total amount of stopped delay, and impediments caused by other vehicles) afforded to drivers as they travel through an intersection or roadway segment. Six grades are used to denote the various level of service from "A" to "F".¹

SIGNALIZED INTERSECTIONS

The six level-of-service grades are described qualitatively for signalized intersections in Table B1. Additionally, Table B2 identifies the relationship between level of service and average control delay per vehicle. Control delay is defined to include initial deceleration delay, queue move-up time, stopped delay, and final acceleration delay. Using this definition, Level of Service "D" is generally considered to represent the minimum acceptable design standard.

Table B-1 Level-of-Service Definitions (Signalized Intersections)

Level of Service	Average Delay per Vehicle
A	Very low average control delay, less than 10 seconds per vehicle. This occurs when progression is extremely favorable, and most vehicles arrive during the green phase. Most vehicles do not stop at all. Short cycle lengths may also contribute to low delay.
B	Average control delay is greater than 10 seconds per vehicle and less than or equal to 20 seconds per vehicle. This generally occurs with good progression and/or short cycle lengths. More vehicles stop than for a level of service A, causing higher levels of average delay.
C	Average control delay is greater than 20 seconds per vehicle and less than or equal to 35 seconds per vehicle. These higher delays may result from fair progression and/or longer cycle lengths. Individual cycle failures may begin to appear at this level. The number of vehicles stopping is significant at this level, although many still pass through the intersection without stopping.
D	Average control delay is greater than 35 seconds per vehicle and less than or equal to 55 seconds per vehicle. The influence of congestion becomes more noticeable. Longer delays may result from some combination of unfavorable progression, long cycle length, or high volume/capacity ratios. Many vehicles stop, and the proportion of vehicles not stopping declines. Individual cycle failures are noticeable.
E	Average control delay is greater than 55 seconds per vehicle and less than or equal to 80 seconds per vehicle. This is usually considered to be the limit of acceptable delay. These high delay values generally (but not always) indicate poor progression, long cycle lengths, and high volume/capacity ratios. Individual cycle failures are frequent occurrences.
F	Average control delay is in excess of 80 seconds per vehicle. This is considered to be unacceptable to most drivers. This condition often occurs with oversaturation. It may also occur at high volume/capacity ratios below 1.0 with many individual cycle failures. Poor progression and long cycle lengths may also contribute to such high delay values.

¹ Most of the material in this appendix is adapted from the Transportation Research Board, Highway Capacity Manual, (2000).

Table B2 Level-of-Service Criteria for Signalized Intersections

Level of Service	Average Control Delay per Vehicle (Seconds)
A	<10.0
B	>10 and ≤20
C	>20 and ≤35
D	>35 and ≤55
E	>55 and ≤80
F	>80

UNSIGNALIZED INTERSECTIONS

Unsignalized intersections include two-way stop-controlled (TWSC) and all-way stop-controlled (AWSC) intersections. The 2000 Highway Capacity Manual (HCM) provides models for estimating control delay at both TWSC and AWSC intersections. A qualitative description of the various service levels associated with an unsignalized intersection is presented in Table B3. A quantitative definition of level of service for unsignalized intersections is presented in Table B4. Using this definition, Level of Service "E" is generally considered to represent the minimum acceptable design standard.

Table B3 Level-of-Service Criteria for Unsignalized Intersections

Level of Service	Average Delay per Vehicle to Minor Street
A	- Nearly all drivers find freedom of operation. - Very seldom is there more than one vehicle in queue.
B	- Some drivers begin to consider the delay an inconvenience. - Occasionally there is more than one vehicle in queue.
C	- Many times there is more than one vehicle in queue. - Most drivers feel restricted, but not objectionably so.
D	- Often there is more than one vehicle in queue. - Drivers feel quite restricted.
E	- Represents a condition in which the demand is near or equal to the probable maximum number of vehicles that can be accommodated by the movement. - There is almost always more than one vehicle in queue. - Drivers find the delays approaching intolerable levels.
F	- Forced flow. - Represents an intersection failure condition that is caused by geometric and/or operational constraints external to the intersection.

Table B4 Level-of-Service Criteria for Unsignalized Intersections

Level of Service	Average Control Delay per Vehicle (Seconds)
A	<10.0
B	>10.0 and ≤ 15.0
C	>15.0 and ≤ 25.0
D	>25.0 and ≤ 35.0
E	>35.0 and ≤ 50.0
F	>50.0

It should be noted that the level-of-service criteria for unsignalized intersections are somewhat different than the criteria used for signalized intersections. The primary reason for this difference is that drivers expect different levels of performance from different kinds of transportation facilities. The expectation is that a signalized intersection is designed to carry higher traffic volumes than an unsignalized intersection. Additionally, there are a number of driver behavior considerations that combine to make delays at signalized intersections less galling than at unsignalized intersections. For example, drivers at signalized intersections are able to relax during the red interval, while drivers on the minor street approaches to TWSC intersections must remain attentive to the task of identifying acceptable gaps and vehicle conflicts. Also, there is often much more variability in the amount of delay experienced by individual drivers at unsignalized intersections than signalized intersections. For these reasons, it is considered that the control delay threshold for any given level of service is less for an unsignalized intersection than for a signalized intersection. While overall intersection level of service is calculated for AWSC intersections, level of service is only calculated for the minor approaches and the major street left turn movements at TWSC intersections. No delay is assumed to the major street through movements. For TWSC intersections, the overall intersection level of service remains undefined: level of service is only calculated for each minor street lane.

In the performance evaluation of TWSC intersections, it is important to consider other measures of effectiveness (MOEs) in addition to delay, such as v/c ratios for individual movements, average queue lengths, and 95th-percentile queue lengths. By focusing on a single MOE for the worst movement only, such as delay for the minor-street left turn, users may make inappropriate traffic control decisions. The potential for making such inappropriate decisions is likely to be particularly pronounced when the HCM level-of-service thresholds are adopted as legal standards, as is the case in many public agencies.

Appendix C
Existing Conditions
Operations Worksheets

HCM Signalized Intersection Capacity Analysis

1: Lockhaven Dr & River Rd

8/6/2010

												
Lane Configurations												
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	0.95	0.95	1.00	1.00	0.95	1.00	1.00	0.95	0.95
Fit Protected	0.95	1.00	1.00	0.95	0.99	1.00	0.95	1.00	1.00	0.95	1.00	1.00
Fit Permitted	0.95	1.00	1.00	0.95	0.99	1.00	0.95	1.00	1.00	0.95	1.00	1.00
Peak-hour factor, PHF	0.90	0.90	0.90	0.88	0.88	0.88	0.91	0.91	0.91	0.90	0.90	0.90
RTOR Reduction (vph)	0	0	99	0	0	96	0	0	83	0	12	0
Heavy Vehicles (%)	6%	6%	6%	3%	3%	3%	1%	1%	1%	4%	4%	4%
Protected Phases	7	7		8	8	1	5	2	8	1	6	
Actuated Green, G (s)	19.5	19.5	19.5	31.0	31.0	46.3	11.3	43.7	74.7	15.3	47.7	
Actuated g/C Ratio	0.15	0.15	0.15	0.24	0.24	0.36	0.09	0.34	0.57	0.12	0.37	
Vehicle Extension (s)	1.0	1.0	1.0	1.0	1.0	0.5	0.5	0.5	1.0	0.5	0.5	
w/s Ratio Prot	0.06	0.13		0.19	0.19	0.02	0.07	0.27	0.09	0.10	0.17	
w/c Ratio	0.37	0.86	0.08	0.80	0.79	0.19	0.77	0.80	0.36	0.83	0.46	
Progression Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Delay (s)	50.1	76.4	47.6	56.6	55.8	29.0	77.5	44.7	14.9	78.4	32.4	
Approach Delay (s)		63.2			49.7			38.7			42.9	
HCM Volume to Capacity ratio			0.81									
Intersection Capacity Utilization		76.1%		ICU Level of Service					D			

c Critical Lane Group

HCM Signalized Intersection Capacity Analysis

3: Lockhaven Dr & 14th Ave

8/6/2010

												
Lane Configurations												
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	4.0	5.0	4.0	5.0				4.0			4.0	4.0
Fit	1.00	1.00	1.00	0.98				0.96			1.00	0.85
Satd. Flow (prot)	1947	1920	1888	1817				1917			1787	1683
Satd. Flow (perm)	1947	1920	1888	1817				1801			1603	1682
Adj. Flow (vph)	51	669	12	35	958	189	9	22	12	109	20	39
Lane Group Flow (vph)	51	681	0	35	1142	0	0	33	0	0	129	5
Turn Type	Prot		Prot		Perm			Perm			Perm	Perm
Permitted Phases							8			4		4
Effective Green, g (s)	3.7	58.1	3.2	57.6			10.7			10.7	10.7	
Clearance Time (s)	4.0	5.0	4.0	5.0			4.0			4.0	4.0	
Lane Grp Cap (vph)	85	1312	71	1231			227			189	199	
w/s Ratio Perm							0.02			c0.09	0.00	
Uniform Delay, d1	39.9	6.6	40.1	11.9			33.1			35.5	32.6	
Incremental Delay, d2	7.9	0.3	2.0	12.0			0.1			7.8	0.0	
Level of Service	D	A	D	C			C			D	C	
Approach LOS		A		C			C			D		
HCM Average Control Delay		20.8			HCM Level of Service			C				
Actuated Cycle Length (s)		85.0			Sum of lost time (s)			13.0				
Analysis Period (min)		15										

HCM Signalized Intersection Capacity Analysis

4: Lockhaven Dr & McLeod Ln

8/6/2010

Lane Configurations	↰	↑↑	↰	↑↑	↰	↑↑	↰	↑	↰	↱	↱	↱
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	0.95	1.00	0.95	1.00	0.95	1.00	1.00	1.00	1.00	1.00	1.00
Flt Protected	0.95	1.00	0.95	1.00	0.95	1.00	0.95	1.00	1.00	0.95	1.00	1.00
Flt Permitted	0.15	1.00	0.37	1.00	0.68	1.00	0.68	1.00	1.00	0.46	1.00	1.00
Peak-hour factor, PHF	0.89	0.89	0.89	0.84	0.94	0.94	0.83	0.83	0.83	0.75	0.75	0.75
RTOR Reduction (vph)	0	1	0	0	18	0	0	0	8	0	61	0
Heavy Vehicles (%)	1%	1%	1%	1%	1%	1%	0%	0%	0%	1%	1%	1%
Protected Phases	5	2	1	6	3	8	7	4				
Actuated Green, G (s)	94.2	89.3	87.4	85.9	9.9	6.9	89.3	26.2	19.2			
Actuated g/C Ratio	0.72	0.69	0.67	0.66	0.08	0.06	0.69	0.20	0.15			
Vehicle Extension (s)	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5			
v/s Ratio Prot	c0.01	0.20	0.00	c0.37	0.01	0.03	c0.07	0.04				
v/c Ratio	0.34	0.29	0.03	0.56	0.22	0.53	0.01	0.61	0.26			
Progression Factor	1.00	1.00	0.42	0.26	1.00	1.00	1.00	1.00	1.00			
Delay (s)	8.7	8.3	3.0	3.2	56.6	62.7	6.5	48.7	49.3			
Approach Delay (s)		8.3		3.2		48.0		49.0				
HCM Volume to Capacity ratio			0.58									
Intersection Capacity Utilization		64.3%		ICU Level of Service				C				

c Critical Lane Group

HCM Signalized Intersection Capacity Analysis
6: Lockhaven Dr & Kelzer Station Blvd

8/6/2010

												
Lane Configurations	TT	TT	TT	TT	TT	TT	TT	TT	TT	TT	TT	TT
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	4.0	5.0	4.0	5.0	4.0	5.0	5.0	4.0	5.0	5.0	5.0	5.0
Fit	1.00	1.00	1.00	1.00	1.00	1.00	0.85	1.00	1.00	0.85	1.00	0.85
Satd. Flow (prot)	3367	3463	3467	3568	1770	1863	1583	1793	1827	1553	1827	1553
Satd. Flow (perm)	3367	3463	3467	3568	1367	1863	1583	923	1827	1553	1827	1553
Adj. Flow (vph)	128	767	12	414	1269	16	5	54	290	109	36	57
Lane Group Flow (vph)	128	778	0	414	1285	0	5	54	165	109	36	37
Turn Type	Prot		Prot		perm		custom	perm		custom		
Permitted Phases					8		2	4				6
Effective Green, g (s)	7.9	74.0	18.5	84.6	9.2	8.4	74.0	23.5	18.7	84.6		
Clearance Time (s)	4.0	5.0	4.0	5.0	4.0	5.0	5.0	4.0	5.0	5.0		
Lane Grp Cap (vph)	205	1971	493	2322	99	120	901	241	263	1011		
w/s Ratio Perm					0.00		0.10	0.04		0.02		
Uniform Delay, d1	59.6	15.6	54.3	12.4	56.3	58.6	13.5	46.5	48.6	8.1		
Incremental Delay, d2	4.0	0.6	10.1	0.1	0.1	1.0	0.4	0.5	0.1	0.0		
Level of Service	E	B	E	B	E	E	B	D	D	A		
Approach LOS		C		C		C		D				
HCM Average Control Delay		23.9										
HCM Level of Service												
Actuated Cycle Length (s)		130.0										
Sum of lost time (s)												
Analysis Period (min)		15										

HCM Signalized Intersection Capacity Analysis

8: Lockhaven Dr & Stadium Dr

8/6/2010

												
Lane Configurations	LT	TH	LT	TH	TH	TH	TH	TH	TH	TH	TH	TH
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	0.95	1.00		0.95	1.00			0.88			0.88
Flt Protected	0.95	1.00	1.00		1.00	1.00			1.00			1.00
Flt Permitted	0.95	1.00	1.00		1.00	1.00			1.00			1.00
Peak-hour factor, PHF	0.91	0.91	0.91	0.95	0.95	0.95	1.00	1.00	1.00	0.85	0.85	0.85
RTOR Reduction (vph)	0	0	0	0	0	0	0	0	0	0	0	0
Heavy Vehicles (%)	3%	3%	3%	1%	1%	1%	1%	1%	1%	1%	1%	1%
Protected Phases	5	2		1	6							7
Actuated Green, G (s)	9.1	89.4	89.4		96.3	96.3			17.0			19.7
Actuated g/C Ratio	0.07	0.69	0.69		0.74	0.74			0.13			0.15
Vehicle Extension (s)	0.5	1.0	1.0		0.5	0.5			0.5			0.5
w/s Ratio Prot	0.05	0.29			0.41							0.04
w/c Ratio	0.67	0.43	0.03		0.55	0.40			0.83			0.44
Progression Factor	1.41	0.97	0.43		1.00	1.00			1.00			1.00
Delay (s)	90.0	9.2	2.8		7.5	6.3			68.7			50.3
Approach Delay (s)		15.1			7.2				68.7			50.3
HCM Volume to Capacity ratio			0.58									
Intersection Capacity Utilization			52.6%									
ICU Level of Service									A			

c Critical Lane Group

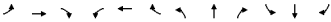
HCM Signalized Intersection Capacity Analysis
9: Lockhaven Dr & SBI-5 Ramps

8/6/2010

Lane Configurations	↑↑	↑	↘	↑↑							↙	↑↑
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	5.0	5.0	4.0	5.0							5.0	5.0
Fit	1.00	0.85	1.00	1.00							1.00	0.85
Satd. Flow (prot)	3639	1583	1770	3639							1898	2972
Satd. Flow (perm)	3639	1583	1770	3639							1898	2972
Adj. Flow (vph)	0	577	796	258	1687	0	0	0	0	153	11	321
Lane Group Flow (vph)	0	577	363	258	1687	0	0	0	0	0	164	285
Turn Type			Perm	Prot							Prot	Perm
Permitted Phases			2									4
Effective Green, g (s)	41.3	41.3	18.8	64.1							35.9	35.9
Clearance Time (s)	5.0	5.0	4.0	5.0							5.0	5.0
Lane Grp Cap (vph)	1329	594	303	2062							619	970
w/s Ratio Perm			0.23								0.09	0.10
Uniform Delay, d1	25.6	27.8	44.2	18.3							27.3	27.6
Incremental Delay, d2	1.0	4.6	11.6	2.1							0.1	0.1
Level of Service	C	C	E	B							C	C
Approach LOS	C			B			A				C	
HCM Average Control Delay		24.2			HCM Level of Service			C				
Actuated Cycle Length (s)		110.0			Sum of lost time (s)			10.0				
Analysis Period (min)		15										

HCM Signalized Intersection Capacity Analysis
10: Lockhaven Dr & NB I-5 Ramps

8/6/2010

												
Lane Configurations	↰	↱	↰	↱	↰	↱	↰	↱	↰	↱	↰	↱
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	0.95			0.95		0.95	0.95	1.00			
Fit Protected	0.95	1.00			1.00		0.95	0.95	1.00			
Fit Permitted	0.95	1.00			1.00		0.95	0.95	1.00			
Peak-hour factor, PHF	0.92	0.92	0.92	0.90	0.90	0.90	0.90	0.90	0.90	0.92	0.92	0.92
RTOR Reduction (vph)	0	0	0	0	9	0	0	0	133	0	0	0
Heavy Vehicles (%)	3%	3%	3%	4%	4%	4%	2%	2%	2%	0%	0%	0%
Protected Phases	5	2			6				8			
Actuated Green, G (s)	12.9	56.4			39.5		43.6	43.6	43.6			
Actuated g/C Ratio	0.12	0.51			0.36		0.40	0.40	0.40			
Vehicle Extension (s)	0.5	2.0			2.0		0.5	0.5	0.5			
w/s Ratio Prot	0.09	0.16			0.25							
w/c Ratio	0.77	0.32			0.70		0.90	0.90	0.36			
Progression Factor	0.64	0.72			1.00		1.00	1.00	1.00			
Delay (s)	31.8	11.2			33.7		45.4	45.4	23.5			
Approach Delay (s)		15.7			33.7			40.3			0.0	
HCM Volume to Capacity ratio		0.80										
Intersection Capacity Utilization		77.6%			ICU Level of Service				D			

c Critical Lane Group

HCM Unsignalized Intersection Capacity Analysis

13: McLeod Ln & Chemawa Rd

8/6/2010



Lane Configurations						
Sign Control	Stop		Free		Free	
Peak Hour Factor	0.92	0.92	0.93	0.93	0.93	0.93
Pedestrians						
Walking Speed (ft/s)						
Right turn flare (veh)						
Median storage (veh)						
pX, platoon unblocked						
vC1, stage 1 conf vol						
vOu, unblocked vol	964	454	462			
TC, 2 stage (s)						
p0 queue free %	98	91	93			
Volume Left	5	75	0			
cSH	643	1099	1700			
Queue Length 95th (ft)	9	6	0			
Lane LOS	B	A				
Approach LOS	B					
Average Delay				1.7		
Analysis Period (min)				15		

HCM Unsignalized Intersection Capacity Analysis
16: Chemawa Rd & Verda Ln

8/6/2010



Lane Configurations	+			+			+			+		
Volume (vph)	27	225	155	157	244	7	163	115	159	1	75	37
Hourly flow rate (vph)	30	247	170	176	274	8	177	125	173	1	97	48
Volume Total (vph)	447	458	475	147								
Volume Right (vph)	170	8	173	48								
Departure Headway (s)	7.8	8.0	7.8	9.3								
Capacity (veh/h)	458	458	465	380								
Approach Delay (s)	62.6	76.5	78.0	17.9								
HCM Level of Service	F											
Analysis Period (min)	15											

Appendix D
2020 Background Traffic
Operations Worksheets

HCM Signalized Intersection Capacity Analysis

1: Lockhaven Dr & River Rd

8/6/2010

												
Lane Configurations												
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	0.95	0.95	1.00	1.00	0.95	1.00	1.00	0.95	0.95
Fit Protected	0.95	1.00	1.00	0.95	0.99	1.00	0.95	1.00	1.00	0.95	1.00	1.00
Fit Permitted	0.95	1.00	1.00	0.95	0.99	1.00	0.95	1.00	1.00	0.95	1.00	1.00
Peak-hour factor, PHF	0.90	0.90	0.90	0.91	0.91	0.91	0.95	0.95	0.95	0.95	0.95	0.95
RTOR Reduction (vph)	0	0	104	0	0	100	0	0	56	0	13	0
Heavy Vehicles (%)	6%	6%	6%	3%	3%	3%	1%	1%	1%	4%	4%	4%
Protected Phases	7	7		8	8	1	5	2	8	1	6	
Actuated Green, G (s)	25.2	25.2	25.2	24.9	24.9	43.5	11.6	40.8	65.7	18.6	47.8	
Actuated g/C Ratio	0.19	0.19	0.19	0.19	0.19	0.33	0.09	0.31	0.51	0.14	0.37	
Vehicle Extension (s)	1.0	1.0	1.0	1.0	1.0	0.5	0.5	0.5	1.0	0.5	0.5	
w/s Ratio Prot	0.06	0.17		0.28	0.28	0.05	0.07	0.28	0.11	0.12	0.17	
w/c Ratio	0.31	0.89	0.08	1.45	1.45	0.38	0.80	0.90	0.57	0.87	0.47	
Progression Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Delay (s)	45.2	74.1	43.0	273.8	270.1	33.1	80.4	54.6	22.9	80.5	32.8	
Approach Delay (s)		61.2			214.6			46.2			45.3	
HCM Volume to Capacity ratio			1.02									
Intersection Capacity Utilization			93.2%									
ICU Level of Service									F			

c Critical Lane Group

HCM Signalized Intersection Capacity Analysis

3: Lockhaven Dr & 14th Ave

8/6/2010

												
Lane Configurations												
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	4.0	5.0		4.0	5.0			4.0			4.0	4.0
Fit	1.00	1.00		1.00	0.98			0.97			1.00	0.85
Satd. Flow (prot)	1947	1919		1888	1817			1911			1786	1683
Satd. Flow (perm)	1947	1919		1888	1817			1655			1433	1582
Adj. Flow (vph)	64	900	18	35	1088	215	26	20	13	132	20	65
Lane Group Flow (vph)	64	917	0	35	1298	0	0	48	0	0	152	9
Turn Type	Prot		Prot		Perm		Perm		Perm		Perm	
Permitted Phases					8		4		4			
Effective Green, g (s)	5.2	60.1		3.3	58.2			12.5			12.5	12.5
Clearance Time (s)	4.0	5.0		4.0	5.0			4.0			4.0	4.0
Lane Grp Cap (vph)	114	1297		70	1190			219			201	223
w/s Ratio Perm					0.03		0.11		0.01			
Uniform Delay, d1	40.7	8.9		42.0	15.4			33.9			36.7	33.0
Incremental Delay, d2	3.7	1.7		2.0	54.4			0.2			13.4	0.0
Level of Service	D	B		D	E			C			D	C
Approach LOS	B		E		C		D					
HCM Average Control Delay	45.0		HCM Level of Service		D							
Actuated Cycle Length (s)	88.9		Sum of lost time (s)		13.0							
Analysis Period (min)	15											

HCM Signalized Intersection Capacity Analysis

4: Lockhaven Dr & McLeod Ln

8/6/2010

											
Lane Configurations											
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	0.95	1.00	0.95	1.00	0.95	1.00	1.00	1.00	1.00	1.00
Flt Protected	0.95	1.00	0.95	1.00	0.95	1.00	1.00	1.00	0.95	1.00	
Flt Permitted	0.10	1.00	0.32	1.00	0.68	1.00	1.00	1.00	0.45	1.00	
Peak-hour factor, PHF	0.95	0.95	0.95	0.95	0.95	0.95	0.85	0.85	0.85	0.85	0.85
RTOR Reduction (vph)	0	1	0	0	16	0	0	0	8	0	62
Heavy Vehicles (%)	1%	1%	1%	1%	1%	1%	0%	0%	0%	1%	1%
Protected Phases	5	2	1	6	3	8			7	4	
Actuated Green, G (s)	34.9	39.4	36.9	35.4	10.3	7.2	39.4	26.1	19.0		
Actuated g/C Ratio	0.73	0.69	0.67	0.66	0.08	0.06	0.69	0.20	0.15		
Vehicle Extension (s)	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	
w/s Ratio Prot	0.02	0.23	0.00	0.44	0.01	0.03			0.07	0.04	
w/c Ratio	0.45	0.34	0.04	0.67	0.23	0.56	0.02	0.60	0.25		
Progression Factor	1.00	1.00	0.68	0.47	1.04	1.04	0.67	1.00	1.00		
Delay (s)	12.5	8.7	4.9	7.0	58.5	66.1	4.3	48.4	49.4		
Approach Delay (s)	9.0		7.0		49.8		48.8				
HCM Volume to Capacity ratio	0.64										
Intersection Capacity Utilization	72.2%				ICU Level of Service				C		

c Critical Lane Group

HCM Unsignalized Intersection Capacity Analysis

5: Lockhaven Dr & Area B West Right-in Right-out

8/6/2010



Lane Configurations	↑↑	↑↑				
Sign Control	Free	Free		Stop		
Peak Hour Factor	0.95	0.95	0.95	0.95	0.85	0.85
Pedestrians						
Walking Speed (ft/s)						
Right turn flare (veh)						
Median storage (veh)						
pC, platoon unblocked	0.70			0.74	0.70	
vC1, stage 1 conf vol						
vC2, unblocked vol	928			1161	0	
TC, 2 stage (s)						
p0 queue free %	100			100	100	
Volume Left	0	0	0	0		
cSH	1700	1700	1700	1700		
Queue Length 95th (ft)	0	0	0	0		
Lane LOS						
Approach LOS						
Average Delay				0.0		
Analysis Period (min)				15		

HCM Signalized Intersection Capacity Analysis
6: Lockhaven Dr & Kelzer Station Blvd

8/6/2010

												
Lane Configurations	TT	TT	TT	TT	TT	TT	TT	TT	TT	TT	TT	TT
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	4.0	5.0	4.0	5.0	4.0	5.0	5.0	4.0	5.0	5.0	5.0	5.0
Fit	1.00	1.00	1.00	1.00	1.00	1.00	0.85	1.00	1.00	0.85	1.00	0.85
Satd. Flow (prot)	3367	3464	3467	3568	1770	1863	1583	1793	1827	1553	3367	3464
Satd. Flow (perm)	3367	3464	3467	3568	1273	1363	1583	924	1827	1553	3367	3464
Adj. Flow (vph)	176	811	12	446	1440	18	6	87	340	199	114	112
Lane Group Flow (vph)	176	822	0	446	1458	0	6	87	169	199	114	64
Turn Type	Prot	Prot	Prot	Prot	perm	perm	custom	perm	perm	custom	custom	custom
Permitted Phases	8		2		4		6					
Effective Green, g (s)	9.8	64.6	20.0	74.8	13.4	12.5	64.6	31.4	26.5	74.8	13.4	12.5
Clearance Time (s)	4.0	5.0	4.0	5.0	4.0	5.0	5.0	4.0	5.0	5.0	4.0	5.0
Lane Grp Cap (vph)	254	1721	533	2053	135	179	787	323	372	894	254	1721
w/s Ratio Perm	0.00		0.11		0.08		0.04					
Uniform Delay, d1	58.6	21.6	53.4	19.8	52.5	55.7	18.4	42.2	43.9	12.2	58.6	21.6
Incremental Delay, d2	6.1	0.9	8.5	0.7	0.0	0.8	0.6	2.5	0.2	0.0	6.1	0.9
Level of Service	E	C	E	C	D	E	B	D	D	B	E	C
Approach LOS	C		C		C		D					
HCM Average Control Delay	31.3		HCM Level of Service		C							
Actuated Cycle Length (s)	130.0		Sum of lost time (s)		8.0							
Analysis Period (min)	15											

HCM Unsignalized Intersection Capacity Analysis

7: Lockhaven Dr & Area B East Right-in

8/6/2010



Lane Configurations

↑↑ ↑↑

Sign Control

Free Free Stop

Peak Hour Factor

0.95 0.95 0.95 0.95 0.85 0.85

Pedestrians

Walking Speed (ft/s)

Right turn flare (veh)

Median storage (veh)

pC, platoon unblocked

0.74 0.82 0.74

vC1, stage 1 conf vol

vCu, unblocked vol

1521 1636 238

TC, 2 stage (s)

p0 queue free %

100 100 100

Volume Left

0 0 0 0

cSH

1700 1700 1700 1700

Queue Length 95th (ft)

0 0 0 0

Lane LOS

Approach LOS

Average Delay

0.0

Analysis Period (min)

15

HCM Signalized Intersection Capacity Analysis

8: Lockhaven Dr & Stadium Dr

8/6/2010

												
Lane Configurations												
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	0.95	1.00	1.00	0.95	1.00			0.88			0.88
Flt Protected	0.95	1.00	1.00	0.95	1.00	1.00			1.00			1.00
Flt Permitted	0.95	1.00	1.00	0.95	1.00	1.00			1.00			1.00
Peak-hour factor, PHF	0.95	0.95	0.95	0.95	0.95	0.95	1.00	1.00	1.00	0.85	0.85	0.85
RTOR Reduction (vph)	0	0	0	0	0	0	0	0	0	0	0	0
Heavy Vehicles (%)	3%	3%	3%	1%	1%	1%	1%	1%	1%	1%	1%	1%
Protected Phases	5	2		1	6							7
Actuated Green, G (s)	10.6	63.5	63.5	33.6	85.5	85.5			33.6			30.5
Actuated g/C Ratio	0.08	0.49	0.49	0.26	0.66	0.66			0.26			0.23
Vehicle Extension (s)	0.5	1.0	1.0	0.5	0.5	0.5			0.5			0.5
w/s Ratio Prot	0.06	0.30		0.11	0.42							0.09
w/c Ratio	0.69	0.61	0.27	0.43	0.64	0.65			0.90			0.60
Progression Factor	1.12	1.06	0.98	1.00	1.00	1.00			1.00			1.00
Delay (s)	74.2	27.1	20.0	40.5	13.6	14.3			60.6			46.1
Approach Delay (s)		29.5			16.0			60.6				45.1
HCM Volume to Capacity ratio			0.70									
Intersection Capacity Utilization			60.3%									
ICU Level of Service									8			

c Critical Lane Group

HCM Signalized Intersection Capacity Analysis
9: Lockhaven Dr & SBI-5 Ramps

8/6/2010

Lane Configurations	↑↑	↑↑	↑↑	↑↑	↑↑	↑↑	↑↑	↑↑	↑↑	↑↑	↑↑	↑↑
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	5.0	5.0	4.0	5.0							5.0	5.0
Fit	1.00	0.85	1.00	1.00							1.00	0.85
Satd. Flow (prot)	3639	2787	3433	3639							1898	2972
Satd. Flow (perm)	3639	2787	3433	3639							1898	2972
Adj. Flow (vph)	0	744	995	273	1968	0	0	0	0	169	12	419
Lane Group Flow (vph)	0	744	483	273	1968	0	0	0	0	0	181	400
Turn Type			Perm	Prot						Prot		Perm
Permitted Phases			2									4
Effective Green, g (s)		53.4	53.4	11.1	68.5						31.5	31.5
Clearance Time (s)		5.0	5.0	4.0	5.0						5.0	5.0
Lane Grp Cap (vph)		1718	1353	346	2204						544	851
w/s Ratio Perm			0.17								0.10	0.13
Uniform Delay, d1		18.4	17.6	48.3	17.6						31.0	32.4
Incremental Delay, d2		0.8	0.7	2.8	1.6						0.1	0.2
Level of Service		B	B	E	A						C	C
Approach LOS		B			B			A			C	
HCM Average Control Delay			18.7		HCM Level of Service				B			
Actuated Cycle Length (s)			110.0		Sum of lost time (s)				10.0			
Analysis Period (min)			15									

HCM Signalized Intersection Capacity Analysis

10: Lockhaven Dr & NB I-5 Ramps

8/6/2010

												
Lane Configurations												
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	0.95		0.95			0.95	0.95	1.00			
Flt Protected	0.95	1.00		1.00			0.95	0.95	1.00			
Flt Permitted	0.95	1.00		1.00			0.95	0.95	1.00			
Peak-hour factor, PHF	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95
RTOR Reduction (vph)	0	0	0	0	8	0	0	0	87	0	0	0
Heavy Vehicles (%)	3%	3%	3%	4%	4%	4%	2%	2%	2%	0%	0%	0%
Protected Phases	5	2		6			8					
Actuated Green, G (s)	17.0	59.6		38.6			40.4	40.4	40.4			
Actuated g/C Ratio	0.15	0.54		0.35			0.37	0.37	0.37			
Vehicle Extension (s)	0.5	2.0		2.0			0.5	0.5	0.5			
w/s Ratio Prot	c0.13	0.19		c0.28								
w/c Ratio	0.86	0.36		0.80			1.12	1.12	0.30			
Progression Factor	0.73	1.02		1.00			1.00	1.00	1.00			
Delay (s)	35.8	14.7		37.8			107.5	108.1	24.8			
Approach Delay (s)		20.1		37.8				94.6			0.0	
HCM Volume to Capacity ratio		0.94										
Intersection Capacity Utilization		85.9%		ICU Level of Service				E				

c Critical Lane Group

HCM Unsignalized Intersection Capacity Analysis

11: Area B West Full Access & McLeod Ln

8/6/2010



Lane Configurations			↑		↑	
Sign Control	Stop		Free		Free	
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95
Pedestrians	468					
Walking Speed (ft/s)	4.0					
Right turn flare (veh)						
Median storage (veh)						
pC, platoon unblocked	0.98	0.98			0.98	
vC1, stage 1 conf vol						
vCu, unblocked vol	1280	983			983	
TC, 2 stage (s)						
p0 queue free %	100	100			100	
Volume Left	0	0				
cSH	1700	1700				
Queue Length 95th (ft)	0	0				
Lane LOS						
Approach LOS						
Average Delay			0.0			
Analysis Period (min)			15			

HCM Unsignalized Intersection Capacity Analysis

12: Area C West Full Access & McLeod Ln

8/6/2010



Lane Configurations			↑		↑					
Sign Control	Stop		Free		Free					
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95				
Pedestrians										
Walking Speed (ft/s)										
Right turn flare (veh)										
Median storage (veh)										
pX, platoon unblocked										
vC1, stage 1 conf vol										
vOu, unblocked vol	182	111			111					
TC, 2 stage (s)										
p0 queue free %	100	100			100					
Volume Left	0	0								
cSH	1700	1700								
Queue Length 95th (ft)	0	0								
Lane LOS										
Approach LOS										
Average Delay			0.0							
Analysis Period (min)			15							

HCM Unsignalized Intersection Capacity Analysis

13: McLeod Ln & Chemawa Rd

8/6/2010



Lane Configurations						
Sign Control	Stop		Free		Free	
Peak Hour Factor	0.95	0.85	0.90	0.90	0.90	0.90
Pedestrians						
Walking Speed (ft/s)						
Right turn flare (veh)						
Median storage (veh)						
pX, platoon unblocked	0.98	0.98	0.98			
vC1, stage 1 conf vol						
vOu, unblocked vol	1217	674	684			
TC, 2 stage (s)						
p0 queue free %	96	87	91			
Volume Left	7	86	0			
cSH	429	970	1700			
Queue Length 95th (ft)	15	7	0			
Lane LOS	C	A				
Approach LOS	C					
Average Delay	1.9					
Analysis Period (min)	15					

HCM Unsignalized Intersection Capacity Analysis

14: Area C Right-in Right-out & Chemawa Rd

8/6/2010



Lane Configurations	↑↑		↑↑	
Sign Control	Stop	Free	Free	Free
Peak Hour Factor	0.95	0.95	0.90	0.90
Pedestrians				
Walking Speed (ft/s)				
Right turn flare (veh)				
Median storage (veh)				
p0, platoon unblocked				
vC1, stage 1 conf vol				
v0u, unblocked vol	796	242	484	
TC, 2 stage (s)				
p0 queue free %	100	100	100	
Volume Left	0	0	0	0
cSH	1700	1700	1700	1700
Queue Length 95th (ft)	0	0	0	0
Lane LOS				
Approach LOS				
Average Delay	0.0			
Analysis Period (min)	15			

HCM Unsignalized Intersection Capacity Analysis

15: Area B Full Access & Keizer Station Blvd

8/6/2010



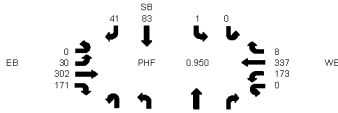
Lane Configurations													↑			↑
Sign Control	Stop			Stop			Free			Free						
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90	0.95	0.95	0.95	0.95	0.95	0.95	0.95			
Pedestrians																
Walking Speed (ft/s)																
Right turn flare (veh)																
Median storage (veh)																
pX, platoon unblocked	1.00	1.00	1.00			1.00	1.00				1.00					
vC1, stage 1 conf vol																
vCu, unblocked vol	704	704	423	704	704	280	423				280					
tC, 2 stage (s)																
p0 queue free %	100	100	100	100	100	100	100				100					
Volume Left	0	0														
cSH	1700	1700														
Queue Length 95th (ft)	0	0														
Lane LOS																
Approach LOS																
Average Delay	0.0															
Analysis Period (min)	15															

Project
Location
Scenario
Filename
Analyst
Date

H:\proj\file10745 - Keizer Station Area B-C Master Plan\SynchroOutputs\2020 Roundabout.xls\Summary
11-Aug-10

Turning movement year/source
Time period

EXISTING (2020 Back) (DEFAULT)
PERIOD 1 (Thursday P.M.) (DEFAULT)



FHWA 2000 Urban Compact
FHWA 2000 Single Lane
FHWA 2000 Double Lane
British (vimber)
HCM 2000 Upper
HCM 2000 Lower
NCHRP 3-65 1 circ lane
NCHRP 3-65 2 circ lane

1
2
3
4
5
6
7
8

A
B
C
D
E
F
G
H

EXISTING (2020 Back) (DEFAULT)
FUTURE (2020 Total)
GROWTH ()
INTERPOLATED (2015)

1
2
3
4

E
F
G
I

PERIOD 1 (Thursday P.M.) (DEF.
PERIOD 2 (Friday P.M.)

1
2

M
U

METRIC (DEFAULT)
US CUSTOMARY

1
2

M
U

YES
NO

Y
N

Model

NCHRP 3-65 1 circ lane
NCHRP 3-65 1 circ lane
NCHRP 3-65 1 circ lane
NCHRP 3-65 1 circ lane

Fleet mix

Subbus
Combo
Bike/motorcycle
Conflicting Peds (0=ignore)
RT bypass?

For FHWA Double only (ignored for all others):
Single-lane or short-lane approach?
Length (vsn) (0=single lane)

British Parameters (only used if B option selected above)

Units: US CUSTOMARY

Inscribed circle diameter, D (ft)
Entry radius, r (ft)
Entry angle, phi (deg)
Approach half width, w (ft)
Entry width, e (ft)
Effective flare length, f (ft)

Summary of results:

Approach/entry
Entering volume (pcv)
Critical lane (pcv)
Non-critical lane (pcv)
Conflicting volume (pcv)
Adjusted capacity (pcv)
Adjusted capacity (veh)

NB
SB
EB
WB
Overall

Volume-to-capacity ratio
Control delay (sec/veh)

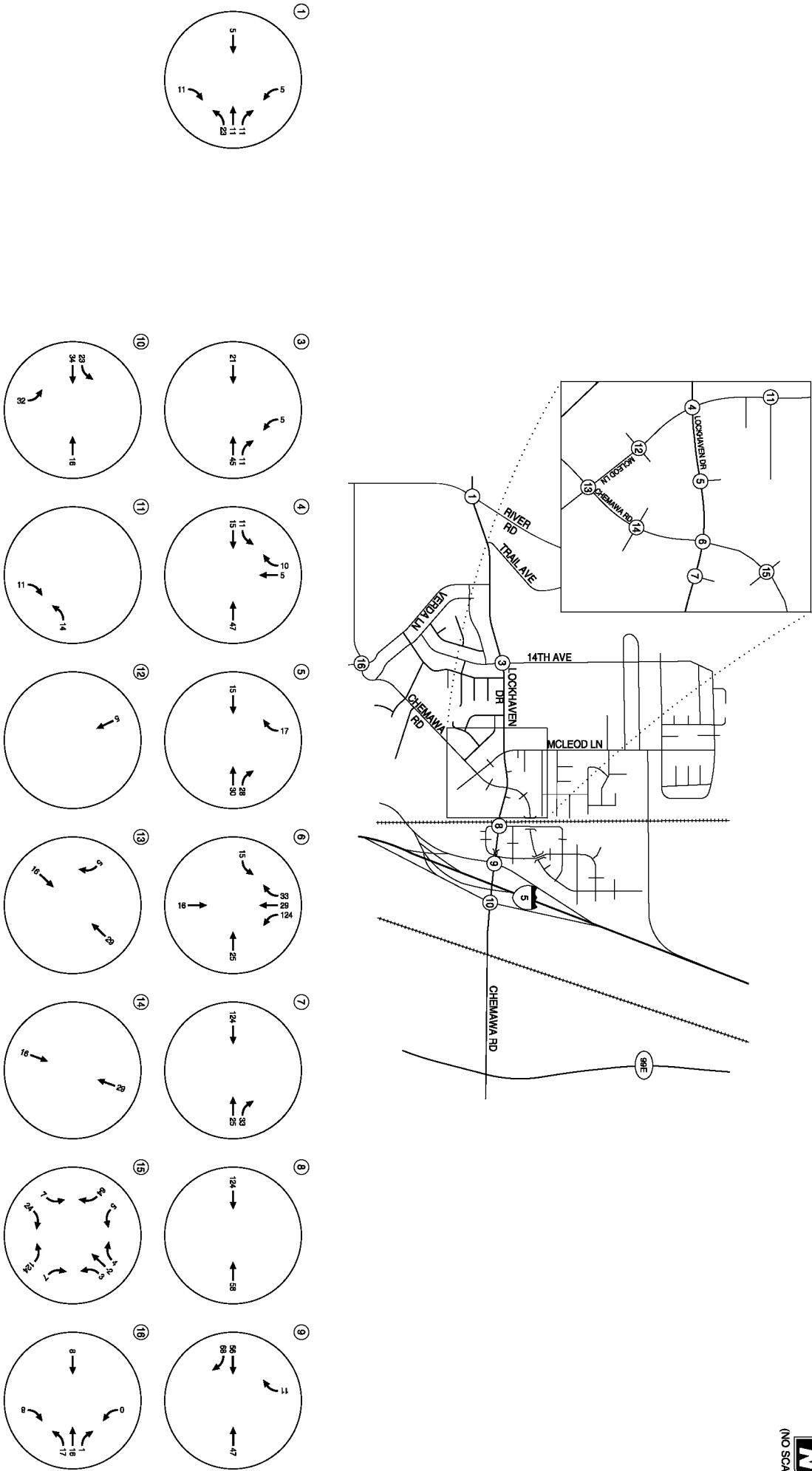
Approach average queue (veh)
Approach 95%ile queue (veh)

Adjacent exit
(SB)
(NB)
(WB)
(EB)

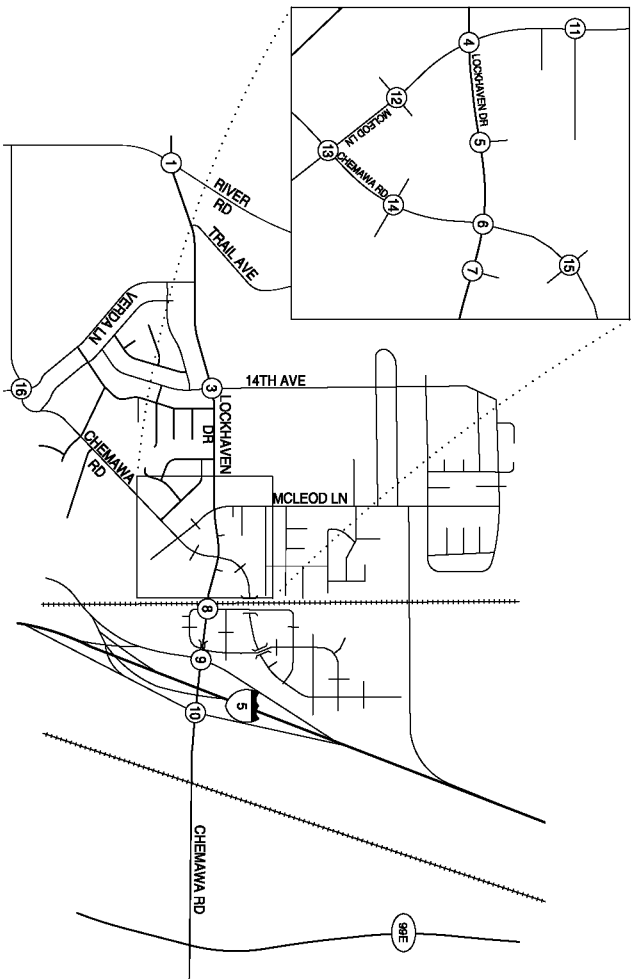
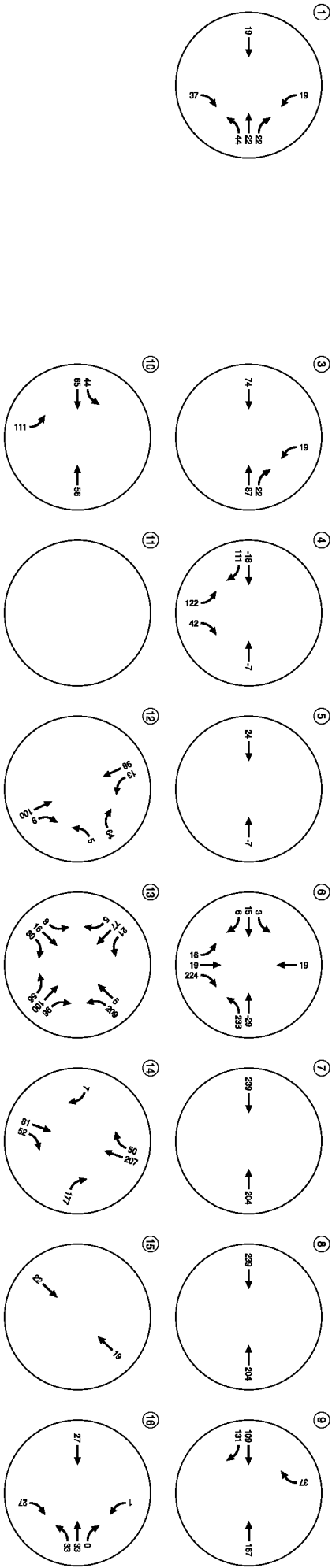
Adjacent exit volume (pcv)
Assumed exit capcy (pcv/lane)
Number of lanes required

Roundabout Spreadsheet v. 6.2, © 2006, Kitchell & Associates, Inc.

Appendix E
Trip Assignment Summary
Worksheets



SUMMARY OF AREA "B" NET NEW TRIPS
WEEKDAY PM PEAK HOUR
KEIZER, OREGON



SUMMARY OF AREA "C" NET NEW TRIPS
WEEKDAY PM PEAK HOUR
KEIZER, OREGON

Appendix F
Year 2020 Total Traffic
Operations Worksheets

HCM Signalized Intersection Capacity Analysis

1: Lockhaven Dr & River Rd

8/11/2010

												
Lane Configurations												
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	0.95	0.95	1.00	1.00	0.95	1.00	1.00	0.95	0.95
Fit Protected	0.95	1.00	1.00	0.95	0.99	1.00	0.95	1.00	1.00	0.95	1.00	1.00
Fit Permitted	0.95	1.00	1.00	0.95	0.99	1.00	0.95	1.00	1.00	0.95	1.00	1.00
Peak-hour factor, PHF	0.90	0.90	0.90	0.91	0.91	0.91	0.95	0.95	0.95	0.95	0.95	0.95
RTOR Reduction (vph)	0	0	104	0	0	100	0	0	46	0	13	0
Heavy Vehicles (%)	6%	6%	6%	3%	3%	3%	1%	1%	1%	4%	4%	4%
Protected Phases	7	7		8	8	1	5	2	8	1	6	
Actuated Green, G (s)	25.1	25.1	25.1	22.0	22.0	43.6	11.6	40.8	62.8	21.6	50.8	
Actuated g/C Ratio	0.19	0.19	0.19	0.17	0.17	0.34	0.09	0.31	0.48	0.17	0.39	
Vehicle Extension (s)	1.0	1.0	1.0	1.0	1.0	0.5	0.5	0.5	1.0	0.5	0.5	
w/s Ratio Prot	0.06	0.19		0.21	0.21	0.07	0.07	0.28	0.11	0.14	0.17	
w/c Ratio	0.31	0.97	0.08	1.82	1.84	0.45	0.80	0.90	0.67	0.84	0.46	
Progression Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Delay (s)	45.2	92.9	43.1	437.9	443.5	34.0	80.4	54.6	27.3	70.4	30.3	
Approach Delay (s)	73.1			342.7				47.0			41.8	
HCM Volume to Capacity ratio	1.09											
Intersection Capacity Utilization	98.6%				ICU Level of Service				F			

c Critical Lane Group

HCM Signalized Intersection Capacity Analysis

3: Lockhaven Dr & 14th Ave

8/11/2010

												
Lane Configurations												
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	4.0	5.0		4.0	5.0			4.0			4.0	4.0
Fit	1.00	1.00		1.00	0.97			0.97			1.00	0.85
Satd. Flow (prot)	1947	1920		1888	1816			1911			1783	1683
Satd. Flow (perm)	1947	1920		1888	1816			1501			1414	1582
Adj. Flow (vph)	64	999	18	35	1227	249	26	20	13	160	20	65
Lane Group Flow (vph)	64	1017	0	35	1470	0	0	48	0	0	180	10
Turn Type	Prot			Prot			Perm			Perm		Perm
Permitted Phases							8			4		4
Effective Green, g (s)	5.3	60.1		3.3	58.1			14.3			14.3	14.3
Clearance Time (s)	4.0	5.0		4.0	5.0			4.0			4.0	4.0
Lane Grp Cap (vph)	114	1272		69	1163			237			223	250
w/s Ratio Perm							0.03			c0.13		0.01
Uniform Delay, d1	41.6	11.0		42.9	16.3			33.2			36.9	32.4
Incremental Delay, d2	3.7	3.5		2.1	126.9			0.2			17.9	0.0
Level of Service	D	B		D	F			C			D	C
Approach LOS		B			F			C			D	
HCM Average Control Delay			83.9			HCM Level of Service			F			
Actuated Cycle Length (s)			90.7			Sum of lost time (s)			13.0			
Analysis Period (min)			15									

HCM Signalized Intersection Capacity Analysis
4: Lockhaven Dr & McLeod Ln

8/11/2010

												
Lane Configurations												
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	0.95		1.00	0.95		1.00	1.00	1.00	1.00	1.00	
Fit Protected	0.95	1.00		0.95	1.00		0.95	1.00	1.00	0.95	1.00	
Fit Permitted	0.09	1.00		0.28	1.00		0.52	1.00	1.00	0.52	1.00	
Peak-hour factor, PHF	0.95	0.95	0.95	0.95	0.95	0.95	0.85	0.85	0.85	0.85	0.85	0.85
RTOR Reduction (vph)	0	7	0	0	16	0	0	0	24	0	65	0
Heavy Vehicles (%)	1%	1%	1%	1%	1%	1%	0%	0%	0%	1%	1%	1%
Protected Phases	5	2		1	6		3	8		7	4	
Actuated Green, G (s)	94.3	88.8		85.4	83.9		20.0	7.7	88.8	25.4	10.4	
Actuated g/C Ratio	0.73	0.68		0.66	0.65		0.15	0.06	0.68	0.20	0.08	
Vehicle Extension (s)	0.5	0.5		0.5	0.5		0.5	0.5	0.5	0.5	0.5	
w/s Ratio Prot	c0.03	0.27		0.00	c0.45		c0.07	0.03		c0.07	0.04	
w/c Ratio	0.51	0.39		0.05	0.70		0.74	0.52	0.05	0.59	0.56	
Progression Factor	1.00	1.00		0.43	0.38		1.02	1.02	0.97	1.00	1.00	
Delay (s)	14.9	9.4		3.4	6.3		62.3	62.8	6.6	48.5	60.7	
Approach Delay (s)		10.0			6.2			48.6			54.1	
HCM Volume to Capacity ratio			0.69									
Intersection Capacity Utilization			73.9%			ICU Level of Service				D		

c Critical Lane Group

HCM Unsignalized Intersection Capacity Analysis
 5: Lockhaven Dr & Area B West Right-in Right-out

8/11/2010



Lane Configurations	↑↑	↑↑	↑↑	↑↑	↑↑
Sign Control	Free	Free	Free	Free	Stop
Peak Hour Factor	0.95	0.95	0.95	0.95	0.85
Pedestrians					
Walking Speed (ft/s)					
Right turn flare (veh)					
Median storage (veh)					
pC, platoon unblocked	0.65			0.71	0.65
vC1, stage 1 conf vol					
vCu, unblocked vol	365			1059	0
TC, 2 stage (s)					
p0 queue free %	100			100	97
Volume Left	0	0	0	0	0
cSH	1700	1700	1700	1700	706
Queue Length 95th (ft)	0	0	0	0	2
Lane LOS					B
Approach LOS					B
Average Delay			0.1		
Analysis Period (min)			15		

HCM Signalized Intersection Capacity Analysis
6: Lockhaven Dr & Kelzer Station Blvd

8/11/2010

												
Lane Configurations	TT	TT	TT	TT	TT	TT	TT	TT	TT	TT	TT	TT
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	4.0	5.0	4.0	5.0	4.0	5.0	5.0	4.0	5.0	5.0	4.0	5.0
Fit	1.00	1.00	1.00	1.00	1.00	1.00	0.85	1.00	1.00	0.85	1.00	0.85
Satd. Flow (prot)	3367	3460	3467	3519	1770	1863	2767	1793	1827	1653	3367	3460
Satd. Flow (perm)	3367	3460	3467	3519	1217	1863	2767	717	1827	1653	3367	3460
Adj. Flow (vph)	195	826	18	692	1436	36	23	123	576	329	164	146
Lane Group Flow (vph)	195	843	0	692	1471	0	23	123	195	329	164	77
Turn Type	Prot		Prot		perm		custom	perm		custom		
Permitted Phases					8		2	4		6		
Effective Green, g (s)	10.5	44.0	35.0	68.5	16.2	13.2	44.0	37.0	30.0	68.5		
Clearance Time (s)	4.0	5.0	4.0	5.0	4.0	5.0	5.0	4.0	5.0	5.0		
Lane Grp Cap (vph)	272	1171	903	1854	164	189	943	368	422	818		
w/s Ratio Perm					0.01		0.07	0.12		0.06		
Uniform Delay, d1	58.3	37.6	43.4	25.0	50.5	56.2	30.6	41.4	42.3	15.3		
Incremental Delay, d2	6.8	3.6	1.9	1.5	0.1	5.9	0.5	21.7	0.2	0.0		
Level of Service	E	D	D	C	D	E	F	E	D	C		
Approach LOS		D		D		F		D				
HCM Average Control Delay		48.8		HCM Level of Service		D						
Actuated Cycle Length (s)		130.0		Sum of lost time (s)		13.0						
Analysis Period (min)		15										

HCM Unsignalized Intersection Capacity Analysis

7: Lockhaven Dr & Area B East Right-in

8/11/2010



Lane Configurations

↑↑ ↑↑

Sign Control

Free Free Stop

Peak Hour Factor

0.95 0.95 0.95 0.95 0.85 0.85

Pedestrians

Walking Speed (ft/s)

Right turn flare (veh)

Median storage (veh)

pC, platoon unblocked

0.63 0.74 0.63

vC1, stage 1 conf vol

vCu, unblocked vol

1696 1759 0

tC, 2 stage (s)

p0 queue free %

100 100 100

Volume Left

0 0 0 0

cSH

1700 1700 1700 1700

Queue Length 95th (ft)

0 0 0 0

Lane LOS

Approach LOS

Average Delay

0.0

Analysis Period (min)

15

HCM Signalized Intersection Capacity Analysis
8: Lockhaven Dr & Stadium Dr

8/11/2010

												
Lane Configurations	↰	↱	↰	↱	↰	↱			↰	↱		↰
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	0.95	1.00	1.00	0.95	1.00			0.88			0.88
Flt Protected	0.95	1.00	1.00	0.95	1.00	1.00			1.00			1.00
Flt Permitted	0.95	1.00	1.00	0.95	1.00	1.00			1.00			1.00
Peak-hour factor, PHF	0.95	0.95	0.95	0.95	0.95	0.95	1.00	1.00	1.00	0.85	0.85	0.85
RTOR Reduction (vph)	0	0	0	0	0	0	0	0	0	0	0	0
Heavy Vehicles (%)	3%	3%	3%	1%	1%	1%	1%	1%	1%	1%	1%	1%
Protected Phases	5	2		1	6							7
Actuated Green, G (s)	10.2	61.0	61.0	34.5	84.3	84.3			34.5			31.7
Actuated g/C Ratio	0.08	0.47	0.47	0.27	0.65	0.65			0.27			0.24
Vehicle Extension (s)	0.5	1.0	1.0	0.5	0.5	0.5			0.5			0.5
w/s Ratio Prot	0.06	0.41		0.11	0.50							0.10
w/c Ratio	0.72	0.87	0.28	0.42	0.77	0.66			0.88			0.58
Progression Factor	1.31	0.87	0.74	1.00	1.00	1.00			1.00			1.00
Delay (s)	88.5	32.4	16.3	39.7	17.4	15.1			56.7			43.9
Approach Delay (s)		33.7			18.5			56.7				43.9
HCM Volume to Capacity ratio			0.83									
Intersection Capacity Utilization			68.0%									
ICU Level of Service									C			

c Critical Lane Group

HCM Signalized Intersection Capacity Analysis
9: Lockhaven Dr & SBI-5 Ramps

8/11/2010

														
Lane Configurations	↑↑		↑↑		↑↑		↑↑				↓		↑↑	
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	5.0		5.0		4.0		5.0				5.0		5.0	
Fit	1.00		0.85		1.00		1.00				1.00		0.85	
Satd. Flow (prot)	3639		2787		3433		3639				1898		2972	
Satd. Flow (perm)	3639		2787		3433		3639				1898		2972	
Adj. Flow (vph)	0	918	1203	273	2194	0	0	0	0	0	168	12	469	
Lane Group Flow (vph)	0	918	633	273	2194	0	0	0	0	0	0	180	463	
Turn Type			Perm		Prot						Prot		Perm	
Permitted Phases			2										4	
Effective Green, g (s)	57.9		57.9		11.1		73.0				27.0		27.0	
Clearance Time (s)	5.0		5.0		4.0		5.0				5.0		5.0	
Lane Grp Cap (vph)	1363		1467		346		2349				466		729	
w/s Ratio Perm			0.23								0.09		c0.15	
Uniform Delay, d1	16.7		16.0		48.3		16.4				34.6		37.0	
Incremental Delay, d2	0.9		0.9		1.0		0.9				0.2		1.2	
Level of Service	B		B		D		B				C		D	
Approach LOS	B				B				A				D	
HCM Average Control Delay			19.9		HCM Level of Service				B					
Actuated Cycle Length (s)			110.0		Sum of lost time (s)				10.0					
Analysis Period (min)			15											

HCM Signalized Intersection Capacity Analysis
10: Lockhaven Dr & NB I-5 Ramps

8/11/2010

												
Lane Configurations												
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	0.95		0.95		0.95	0.95	1.00				
Flt Protected	0.95	1.00		1.00		0.95	0.95	1.00				
Flt Permitted	0.95	1.00		1.00		0.95	0.95	1.00				
Peak-hour factor, PHF	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95
RTOR Reduction (vph)	0	0	0	0	8	0	0	0	82	0	0	0
Heavy Vehicles (%)	3%	3%	3%	4%	4%	4%	2%	2%	2%	0%	0%	0%
Protected Phases	5	2		6			8					
Actuated Green, G (s)	20.4	62.4		38.0		37.6	37.6	37.6				
Actuated g/C Ratio	0.19	0.57		0.35		0.34	0.34	0.34				
Vehicle Extension (s)	0.5	2.0		2.0		0.5	0.5	0.5				
w/s Ratio Prot	0.17	0.22		0.30								
w/c Ratio	0.93	0.39		0.87		1.33	1.33	0.33				
Progression Factor	0.72	0.87		1.00		1.00	1.00	1.00				
Delay (s)	36.4	11.6		42.9		195.8	196.6	27.0				
Approach Delay (s)		18.5		42.9			171.5				0.0	
HCM Volume to Capacity ratio		1.06										
Intersection Capacity Utilization		95.5%		ICU Level of Service			F					

c Critical Lane Group

HCM Unsignalized Intersection Capacity Analysis

11: Area B West Full Access & McLeod Ln

8/11/2010



Lane Configurations	Left	Thru	Thru
Sign Control	Stop	Free	Free
Peak Hour Factor	0.95	0.95	0.95
Pedestrians			
Walking Speed (ft/s)			
Right turn flare (veh)			
Median storage (veh)			
pC, platoon unblocked	0.98	0.98	0.98
vC1, stage 1 conf vol			
vC0, unblocked vol	337	640	646
TC, 2 stage (s)			
p0 queue free %	96	100	100
Volume Left	16	0	0
cSH	331	1700	1004
Queue Length 95th (ft)	4	0	0
Lane LOS	C		
Approach LOS	C		
Average Delay		0.3	
Analysis Period (min)		15	

HCM Unsignalized Intersection Capacity Analysis
12: Area C West Full Access & McLeod Ln

8/11/2010



Lane Configurations	←	←	↑	→	→	↓
Sign Control	Stop	Stop	Free	Free	Free	Free
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95
Pedestrians						
Walking Speed (ft/s)						
Right turn flare (veh)						
Median storage (veh)						
p/C, platoon unblocked						
v/C1, stage 1 conf vol						
v/Cu, unblocked vol	466	234			239	
TC, 2 stage (s)						
p0 queue free %	99	91			99	
Volume Left	6	0	0	15		
cSH	666	806	1700	1328		
Queue Length 95th (ft)	1	8	0	1		
Lane LOS	B	A		A		
Approach LOS	B					
Average Delay			1.8			
Analysis Period (min)			15			

HCM Signalized Intersection Capacity Analysis
13: McLeod Ln & Chemawa Rd

8/11/2010

												
Lane Configurations												
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	0.96	1.00	0.96	1.00	0.96		
Flt Protected	0.96	1.00	0.96	1.00	0.96	1.00	0.96	1.00	0.96	1.00		
Flt Permitted	0.50	1.00	0.62	1.00	0.39	1.00	0.46	1.00				
Peak-hour factor, PHF	0.85	0.85	0.85	0.85	0.85	0.85	0.90	0.90	0.90	0.90	0.90	0.90
RTOR Reduction (vph)	0	47	0	0	53	0	0	7	0	0	3	0
Turn Type	Perm		Perm		Perm		Perm		Perm			
Permitted Phases	4		4		2		6					
Effective Green, g (s)	17.0	17.0	17.0	17.0	40.0	40.0	40.0	40.0	40.0	40.0		
Clearance Time (s)	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0		
v/s Ratio Prot		0.07		0.10		0.16		0.18				
v/c Ratio	0.13	0.27	0.22	0.39	0.21	0.24	0.45	0.29				
Progression Factor	0.99	1.03	1.00	1.00	1.00	1.00	0.98	0.47				
Delay (s)	19.2	21.0	20.5	22.3	6.6	5.9	8.7	3.0				
Approach Delay (s)		20.7		21.9		6.0		4.5				
HCM Volume to Capacity ratio			0.43									
Intersection Capacity Utilization			52.6%		ICU Level of Service			A				

c Critical Lane Group

HCM Unsignalized Intersection Capacity Analysis
 14: Area C Right-in Right-out & Chemawa Rd

8/11/2010



Lane Configurations	↰		↰		↕		↕		↕		↕	
Sign Control	Stop		Stop		Free		Free		Free		Free	
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95	0.90	0.90	0.90	0.90	0.90	0.90
Pedestrians												
Walking Speed (ft/s)												
Right turn flare (veh)												
Median storage (veh)												
pC, platoon unblocked	0.96	0.96		0.96	0.96	0.96				0.96		
vC1, stage 1 conf vol												
vOu, unblocked vol	1326	1463	461	964	1462	213	922			636		
TC, 2 stage (s)												
p0 queue free %	100	100	98	100	100	73	100			100		
Volume Left	0	0	0	0	0	0						
cSH	647	764	1700	1700	1700	1700						
Queue Length 95th (ft)	1	28	0	0	0	0						
Lane LOS	B	B										
Approach LOS	B	B										
Average Delay					1.4							
Analysis Period (min)					15							

HCM Signalized Intersection Capacity Analysis

15: Area B Full Access & Keizer Station Blvd

8/11/2010



Lane Configurations	↖	↑	↖	↑	↖	↑	↖	↑
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Fit Protected	0.95	1.00	0.95	1.00	0.95	1.00	0.95	1.00
Fit Permitted	0.75	1.00	0.71	1.00	0.48	1.00	0.55	1.00
Peak-hour factor, PHF	0.90	0.90	0.90	0.90	0.90	0.95	0.95	0.95
RTOR Reduction (vph)	0	59	0	7	0	0	6	0
Heavy Vehicles (%)	2%	2%	2%	27%	2%	30%	2%	2%
Protected Phases	4		8		2		6	
Actuated Green, G (s)	11.3	11.3	11.3	11.3	45.7	45.7	45.7	45.7
Actuated g/C Ratio	0.17	0.17	0.17	0.17	0.70	0.70	0.70	0.70
Vehicle Extension (s)	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0
w/s Ratio Prot	0.01		0.00		0.19		0.24	
w/c Ratio	0.02	0.04	0.75	0.01	0.01	0.27	0.00	0.34
Progression Factor	1.00	1.00	1.00	1.00	0.12	0.56	1.00	1.00
Delay (s)	22.3	22.4	40.5	22.2	0.4	2.4	2.9	4.5
Approach Delay (s)	22.4		39.5		2.4		4.5	
HCM Volume to Capacity ratio	0.42							
Intersection Capacity Utilization	42.6%		ICU Level of Service		A			

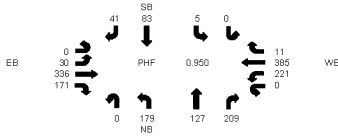
c Critical Lane Group

Project
Location
Scenario
Filename
Analyst
Date

H:\projfiles\1745 - Keizer Station Area B-C Master Plan\SynchroOutputs\2020 Roundabout.xls\Summary
11-Aug-10

Turning movement year/source
Time period

FUTURE (2020 Total)
PERIOD 1 (Thursday P.M.) (DEFAULT)



Model

NB NCHRP 3-65 1 circ lane SB NCHRP 3-65 1 circ lane EB NCHRP 3-65 1 circ lane WB NCHRP 3-65 1 circ lane

Fleet mix
Subbus
Combo
Bike/motorcycle
Conflicting Peds (0=ignore)
RT bypass?
For FHWA Double only (ignored for all others):
Single-lane or short-lane approach?
Length (veh) (0=single lane)

British Parameters (only used if B option selected above)

Units: US CUSTOMARY

Inscribed circle diameter, D (ft)
Entry radius, r (ft)
Entry angle, phi (deg)
Approach half width, w (ft)
Entry width, e (ft)
Effective flare length, f (ft)

Summary of results:

Approach/entry	NB	SB	EB	WB	Overall
Entering volume (pcv)	550	141	577	657	
Critical lane (pcv)					
Non-critical lane (pcv)					
Conflicting volume (pcv)	398	851	336	364	
Adjusted capacity (pcv)	759	482	608	785	
Adjusted capacity (veh)					
Volume-to-capacity ratio	0.74	0.29	0.71	0.84	
Control delay (sec/veh)	16.8	10.5	14.8	23.3	17.9
Approach average queue (veh)	2.6	0.4	2.4	4.3	
Approach 95%ile queue (veh)	6.6	1.2	6.2	9.6	
Adjacent exit	(SB)	(NB)	(WB)	(EB)	
Adjacent exit volume (pcv)	514	170	656	593	
Assumed exit copy (pcv/lane)	1200	1200	1200	1200	
Number of lanes required	1	1	1	1	

Roundabout Spreadsheet v. 6.2, © 2006, Kitchell & Associates, Inc.

FHWA 2000 Urban Compact
FHWA 2000 Single Lane
FHWA 2000 Double Lane
British (vimber)
HCM 2000 Upper
HCM 2000 Lower
NCHRP 3-65 1 circ lane
NCHRP 3-65 2 circ lane
EXISTING (2020 Back) (DEFAULT)
FUTURE (2020 Total)
GROWTH ()
INTERPOLATED (2015)
PERIOD 1 (Thursday P.M.) (DEF.
PERIOD 2 (Friday P.M.)
METRIC (DEFAULT)
US CUSTOMARY
YES
NO

1
2
3
4
5
6
7
8
1
2
3
4
1
2
1
2
Y
N

Appendix G
Year 2020 Total Traffic
(Mitigated) Operations
Worksheets

HCM Signalized Intersection Capacity Analysis

1: Lockhaven Dr & River Rd

8/11/2010

												
Lane Configurations												
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	0.97	1.00	1.00	1.00	0.96	1.00	1.00	0.96	
Fit Protected	0.96	1.00	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00	
Fit Permitted	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00	
Peak-hour factor, PHF	0.90	0.90	0.90	0.91	0.91	0.91	0.95	0.95	0.95	0.95	0.95	0.95
RTOR Reduction (vph)	0	0	118	0	0	97	0	0	69	0	10	0
Heavy Vehicles (%)	6%	6%	6%	3%	3%	3%	1%	1%	1%	4%	4%	4%
Protected Phases	7	4		3	8	1	5	2	3	1	6	
Actuated Green, G (s)	12.5	31.3	12.5	28.5	47.3	69.7	13.4	47.3	75.8	22.4	56.3	
Actuated g/C Ratio	0.08	0.21	0.08	0.19	0.32	0.46	0.09	0.32	0.51	0.15	0.38	
Vehicle Extension (s)	1.0	1.0	1.0	1.0	1.0	0.5	0.5	0.5	1.0	0.5	0.5	
w/s Ratio Prot	0.06	0.19		0.18	0.24	0.05	0.07	0.28	0.13	0.14	0.18	
w/c Ratio	0.73	0.90	0.08	0.94	0.77	0.33	0.79	0.90	0.66	0.93	0.47	
Progression Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Delay (s)	81.5	80.6	63.6	80.7	52.2	25.4	88.7	60.5	29.2	100.2	36.7	
Approach Delay (s)		76.9			58.1			51.7			54.8	
HCM Volume to Capacity ratio			0.91									
Intersection Capacity Utilization			88.2%									
ICU Level of Service									E			

c Critical Lane Group

HCM Signalized Intersection Capacity Analysis

3: Lockhaven Dr & 14th Ave

8/11/2010

												
Lane Configurations												
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	4.0	5.0	4.0	5.0	5.0	4.0	4.0		4.0	4.0		
Fit	1.00	1.00	1.00	1.00	0.85	1.00	0.94		1.00	0.89		
Satd. Flow (prot)	1947	1920	1888	1863	1583	1687	1894		1770	1649		
Satd. Flow (perm)	1947	1920	1888	1863	1583	1138	1894		1370	1649		
Adj. Flow (vph)	64	999	18	35	1227	249	26	20	13	160	20	65
Lane Group Flow (vph)	64	1016	0	35	1227	196	26	22	0	160	29	0
Turn Type	Prot		Prot		Perm	Perm			Perm			
Permitted Phases					6	8			4			
Effective Green, g (s)	5.0	95.7	3.0	93.7	93.7	17.7	17.7		17.7	17.7		
Clearance Time (s)	4.0	5.0	4.0	5.0	5.0	4.0	4.0		4.0	4.0		
Lane Grp Cap (vph)	75	1420	44	1349	1146	156	259		187	226		
w/s Ratio Perm					0.12	0.02			0.12			
Uniform Delay, d1	61.8	9.3	62.9	14.4	5.6	49.3	48.8		54.6	49.1		
Incremental Delay, d2	55.4	1.6	59.8	9.2	0.1	0.2	0.1		28.8	0.1		
Level of Service	F	B	F	C	A	D	D		F	D		
Approach LOS		B		C			D			E		
HCM Average Control Delay		25.5										
HCM Level of Service									C			
Actuated Cycle Length (s)		129.4			Sum of lost time (s)				13.0			
Analysis Period (min)		15										

HCM Signalized Intersection Capacity Analysis

4: Lockhaven Dr & McLeod Ln

8/11/2010

												
Lane Configurations												
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	0.95	1.00	0.95	1.00	1.00	1.00	1.00	1.00	1.00		
Flt Protected	0.95	1.00	0.95	1.00	0.95	1.00	1.00	0.95	1.00			
Flt Permitted	0.09	1.00	0.28	1.00	0.52	1.00	1.00	0.52	1.00			
Peak-hour factor, PHF	0.95	0.95	0.95	0.95	0.95	0.95	0.85	0.85	0.85	0.85	0.85	0.85
RTOR Reduction (vph)	0	7	0	0	16	0	0	0	24	0	65	0
Heavy Vehicles (%)	1%	1%	1%	1%	1%	1%	0%	0%	0%	1%	1%	1%
Protected Phases	5	2	1	6	3	8	7	4				
Actuated Green, G (s)	94.3	88.8	85.4	83.9	20.0	7.7	88.8	25.4	10.4			
Actuated g/C Ratio	0.73	0.68	0.66	0.65	0.15	0.06	0.68	0.20	0.08			
Vehicle Extension (s)	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5			
w/s Ratio Prot	c0.03	0.27	0.00	c0.45	c0.07	0.03	c0.07	0.04				
w/c Ratio	0.51	0.39	0.05	0.70	0.74	0.52	0.05	0.59	0.56			
Progression Factor	1.00	1.00	0.40	0.61	0.98	0.97	1.70	1.00	1.00			
Delay (s)	14.9	9.4	3.2	9.7	60.3	59.7	11.5	48.5	60.7			
Approach Delay (s)		10.0		9.6		48.1		54.1				
HCM Volume to Capacity ratio			0.69									
Intersection Capacity Utilization		73.9%		ICU Level of Service				D				

c Critical Lane Group

HCM Unsignalized Intersection Capacity Analysis
 5: Lockhaven Dr & Area B West Right-in Right-out

8/11/2010



Lane Configurations	↑↑	↑↑	↑↑	↑↑	↑↑
Sign Control	Free	Free	Free	Stop	Stop
Peak Hour Factor	0.95	0.95	0.95	0.95	0.85
Pedestrians					
Walking Speed (ft/s)					
Right turn flare (veh)					
Median storage (veh)					
pC, platoon unblocked	0.68			0.73	0.68
vC1, stage 1 conf vol					
vCu, unblocked vol	964			1134	0
TC, 2 stage (s)					
p0 queue free %	100			100	97
Volume Left	0	0	0	0	0
cSH	1700	1700	1700	1700	737
Queue Length 95th (ft)	0	0	0	0	2
Lane LOS				B	
Approach LOS				B	
Average Delay			0.1		
Analysis Period (min)			15		

HCM Signalized Intersection Capacity Analysis
6: Lockhaven Dr & Keizer Station Blvd

8/11/2010

												
Lane Configurations	TT	TT	TT	TT	TT	TT	TT	TT	TT	TT	TT	TT
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	4.0	5.0	4.0	5.0	4.0	5.0	5.0	4.0	5.0			
Fit	1.00	1.00	1.00	1.00	1.00	1.00	0.85	1.00	0.90			
Satd. Flow (prot)	3367	3460	3467	3519	1770	1863	2767	3479	1698			
Satd. Flow (perm)	3367	3460	3467	3519	605	1863	2767	1606	1698			
Adj. Flow (vph)	196	826	18	692	1436	36	23	123	576	329	164	146
Lane Group Flow (vph)	196	843	0	692	1471	0	23	123	241	329	284	0
Turn Type	Prot		Prot		perm		custom	perm				
Permitted Phases					8		2	4				
Effective Green, g (s)	9.9	54.5	29.0	73.6	19.1	16.7	54.5	32.5	25.1			
Clearance Time (s)	4.0	5.0	4.0	5.0	4.0	5.0	5.0	4.0	5.0			
Lane Grp Cap (vph)	256	1451	773	1992	110	239	1168	572	341			
w/s Ratio Perm					0.03		0.09	0.09				
Uniform Delay, d1	53.9	29.0	49.0	21.0	46.1	52.9	24.0	40.6	49.9			
Incremental Delay, d2	10.7	1.6	9.0	0.9	0.3	0.8	0.4	0.9	15.3			
Level of Service	E	C	E	B	D	E	C	D	E			
Approach LOS		C		C		C		D				
HCM Average Control Delay		35.5		HCM Level of Service		D						
Actuated Cycle Length (s)		130.0		Sum of lost time (s)		13.0						
Analysis Period (min)		15										

HCM Unsignalized Intersection Capacity Analysis

7: Lockhaven Dr & Area B East Right-in

8/11/2010



Lane Configurations	↑↑	↑↑	↑↑	↑↑	↑↑
Sign Control	Free	Free	Free	Stop	Stop
Peak Hour Factor	0.95	0.95	0.95	0.95	0.85
Pedestrians					
Walking Speed (ft/s)					
Right turn flare (veh)					
Median storage (veh)					
pC, platoon unblocked	0.63			0.76	0.63
vC1, stage 1 conf vol					
vC2, unblocked vol	1637			1487	0
TC, 2 stage (s)					
p0 queue free %	100			100	100
Volume Left	0	0	0	0	0
cSH	1700	1700	1700	1700	1700
Queue Length 95th (ft)	0	0	0	0	0
Lane LOS				A	
Approach LOS				A	
Average Delay			0.0		
Analysis Period (min)			15		

HCM Signalized Intersection Capacity Analysis

8: Lockhaven Dr & Stadium Dr

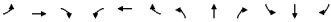
8/11/2010

												
Lane Configurations												
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	0.95	1.00	1.00	0.95	1.00			0.88			0.88
Flt Protected	0.95	1.00	1.00	0.95	1.00	1.00			1.00			1.00
Flt Permitted	0.95	1.00	1.00	0.95	1.00	1.00			1.00			1.00
Peak-hour factor, PHF	0.95	0.95	0.95	0.95	0.95	0.95	1.00	1.00	1.00	0.85	0.85	0.85
RTOR Reduction (vph)	0	0	0	0	0	0	0	0	0	0	0	0
Heavy Vehicles (%)	3%	3%	3%	1%	1%	1%	1%	1%	1%	1%	1%	1%
Protected Phases	5	2		1	6							7
Actuated Green, G (s)	11.7	58.7	58.7	37.7	83.7	83.7			37.7			32.3
Actuated g/C Ratio	0.09	0.45	0.45	0.29	0.64	0.64			0.29			0.25
Vehicle Extension (s)	0.5	1.0	1.0	0.5	0.5	0.5			0.5			0.5
w/s Ratio Prot	0.06	c0.41		0.11	0.50							c0.09
w/c Ratio	0.62	0.90	0.29	0.39	0.77	0.66			0.80			0.57
Progression Factor	1.02	0.73	0.72	1.00	1.00	1.00			1.00			1.00
Delay (s)	62.8	32.2	17.0	37.1	17.9	15.6			48.1			43.3
Approach Delay (s)		32.1			18.8			48.1				43.3
HCM Volume to Capacity ratio			0.82									
Intersection Capacity Utilization			68.0%									
ICU Level of Service												C

c Critical Lane Group

HCM Signalized Intersection Capacity Analysis
9: Lockhaven Dr & SBI-5 Ramps

8/11/2010

												
Lane Configurations	↑↑	↑↑	↑↑	↑↑	↑↑	↑↑	↑↑	↑↑	↑↑	↑↑	↑↑	↑↑
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	5.0	5.0	4.0	5.0							5.0	5.0
Fit	1.00	0.85	1.00	1.00							1.00	0.85
Satd. Flow (prot)	3639	2787	3433	3639							1898	2972
Satd. Flow (perm)	3639	2787	3433	3639							1898	2972
Adj. Flow (vph)	0	918	1203	273	2194	0	0	0	0	168	12	469
Lane Group Flow (vph)	0	918	654	273	2194	0	0	0	0	0	180	464
Turn Type			Perm	Prot						Prot		Perm
Permitted Phases			2									4
Effective Green, g (s)		81.6	81.6	14.4	100.0						40.0	40.0
Clearance Time (s)		5.0	5.0	4.0	5.0						5.0	5.0
Lane Grp Cap (vph)		1925	1516	330	2359						506	793
w/s Ratio Perm			0.23								0.09	c0.15
Uniform Delay, d1		21.1	20.4	66.6	21.9						44.6	47.6
Incremental Delay, d2		0.8	0.9	7.5	4.2						0.2	0.6
Level of Service		C	C	E	C						D	D
Approach LOS		C			C			A			D	
HCM Average Control Delay			27.1		HCM Level of Service			C				
Actuated Cycle Length (s)			150.0		Sum of lost time (s)			10.0				
Analysis Period (min)			15									

HCM Signalized Intersection Capacity Analysis

10: Lockhaven Dr & NB I-5 Ramps

8/11/2010

												
Lane Configurations	TT	TT			TT	T	TT		T			
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	0.97	0.95			0.95	1.00	0.97		1.00			
Flt Protected	0.95	1.00			1.00	1.00	0.95		1.00			
Flt Permitted	0.95	1.00			1.00	1.00	0.95		1.00			
Peak-hour factor, PHF	0.96	0.95	0.95	0.95	0.95	0.95	0.95	0.96	0.95	0.95	0.96	0.95
RTOR Reduction (vph)	0	0	0	0	0	53	0	0	54	0	0	0
Heavy Vehicles (%)	3%	3%	3%	4%	4%	4%	2%	2%	2%	0%	0%	0%
Protected Phases	5	2			6				8			
Actuated Green, G (s)	15.2	68.9			49.7	49.7	71.1		71.1			
Actuated g/C Ratio	0.10	0.46			0.33	0.33	0.47		0.47			
Vehicle Extension (s)	0.5	2.0			2.0	2.0	0.5		0.5			
w/s Ratio Prot	c0.09	0.22			c0.27							
w/c Ratio	0.87	0.49			0.81	0.10	0.94		0.28			
Progression Factor	0.80	1.15			1.00	1.00	1.00		1.00			
Delay (s)	55.5	32.6			52.3	35.0	48.2		23.9			
Approach Delay (s)		38.9			50.6				44.7			0.0
HCM Volume to Capacity ratio		0.89										
Intersection Capacity Utilization		85.9%			ICU Level of Service				E			

c Critical Lane Group

HCM Unsignalized Intersection Capacity Analysis

11: Area B West Full Access & McLeod Ln

8/11/2010



Lane Configurations						
Sign Control	Stop		Free		Free	
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95
Pedestrians						
Walking Speed (ft/s)						
Right turn flare (veh)						
Median storage (veh)						
pC, platoon unblocked	0.98	0.98			0.98	
vC1, stage 1 conf vol						
vC0, unblocked vol	337	640			646	
TC, 2 stage (s)						
p0 queue free %	96	100			100	
Volume Left	16	0	0			
cSH	331	1700	1004			
Queue Length 95th (ft)	4	0	0			
Lane LOS	C					
Approach LOS	C					
Average Delay			0.3			
Analysis Period (min)			15			

HCM Unsignalized Intersection Capacity Analysis

12: Area C West Full Access & McLeod Ln

8/11/2010



Lane Configurations	↰	↱	↰	↱	↰	↱
Sign Control	Stop	Free	Free	Free	Free	Free
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95
Pedestrians						
Walking Speed (ft/s)						
Right turn flare (veh)						
Median storage (veh)						
p/C, platoon unblocked						
v/C1, stage 1 conf vol						
v/Cu, unblocked vol	466	234			239	
TC, 2 stage (s)						
p0 queue free %	99	91			99	
Volume Left	6	0	0	15		
cSH	666	806	1700	1328		
Queue Length 95th (ft)	1	8	0	1		
Lane LOS	B	A		A		
Approach LOS	B					
Average Delay			1.8			
Analysis Period (min)			15			

HCM Signalized Intersection Capacity Analysis
13: McLeod Ln & Chemawa Rd

8/11/2010

												
Lane Configurations												
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00		1.00	1.00		1.00	0.96		1.00	0.96	
Fit Protected	0.96	1.00		0.96	1.00		0.96	1.00		0.96	1.00	
Fit Permitted	0.41	1.00		0.57	1.00		0.40	1.00		0.46	1.00	
Peak-hour factor, PHF	0.85	0.85	0.85	0.85	0.85	0.85	0.90	0.90	0.90	0.90	0.90	0.90
RTOR Reduction (vph)	0	52	0	0	59	0	0	6	0	0	3	0
Turn Type	Perm		Perm		Perm		Perm		Perm		Perm	
Permitted Phases	4		4		2		6		6			
Effective Green, g (s)	11.5	11.5		11.5	11.5		45.5	45.5		45.5	45.5	
Clearance Time (s)	4.0	4.0		4.0	4.0		4.0	4.0		4.0	4.0	
Lane Grp Cap (vph)	134	307		187	305		526	2456		596	2496	
v/s Ratio Perm	0.04		0.06		0.13		0.27		0.27			
Uniform Delay, d1	23.0	23.6		23.5	24.5		3.4	3.4		4.0	3.6	
Incremental Delay, d2	0.9	0.7		1.2	2.4		0.8	0.2		1.4	0.2	
Level of Service	C		C		A		A		A		A	
Approach LOS	C		C		A		A		A		A	
HCM Average Control Delay	10.5		HCM Level of Service		B							
Actuated Cycle Length (s)	65.0		Sum of lost time (s)		8.0							
Analysis Period (min)	15											

HCM Unsignalized Intersection Capacity Analysis
 14: Area C Right-in Right-out & Chemawa Rd

8/11/2010



Lane Configurations	↶		↷		↶		↷		↶		↷	
Sign Control	Stop		Stop		Free		Free		Free		Free	
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95	0.90	0.90	0.90	0.90	0.90	0.90
Pedestrians												
Walking Speed (ft/s)												
Right turn flare (veh)												
Median storage (veh)												
pC, platoon unblocked	0.99	0.99		0.99	0.99	0.99					0.99	
vC1, stage 1 conf vol												
vCu, unblocked vol	1363	1498	461	1009	1496	275	922				591	
IC, 2 stage (s)												
p0 queue free %	100	100	98	100	100	71	100				100	
Volume Left	0	0	0	0	0	0						
cSH	647	712	1700	1700	1700	1700						
Queue Length 95th (ft)	1	30	0	0	0	0						
Lane LOS	B	B										
Approach LOS	B	B										
Average Delay	1.5											
Analysis Period (min)	15											

HCM Signalized Intersection Capacity Analysis
15: Area B Full Access & Keizer Station Blvd

8/11/2010

																								
Lane Configurations																								
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00	
Fit Protected	0.95	1.00		0.95	1.00		0.95	1.00		0.95	1.00		0.95	1.00		0.95	1.00		0.95	1.00		0.95	1.00	
Fit Permitted	0.75	1.00		0.71	1.00		0.47	1.00		0.55	1.00		0.55	1.00		0.55	1.00		0.55	1.00		0.55	1.00	
Peak-hour factor, PHF	0.90	0.90	0.90	0.90	0.90	0.90	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95
RTOR Reduction (vph)	0	54	0	0	6	0	0	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Heavy Vehicles (%)	2%	2%	2%	27%	2%	30%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
Protected Phases	4		8		2		6																	
Actuated Green, G (s)	9.3	9.3		9.3	9.3		22.7	22.7		22.7	22.7		22.7	22.7		22.7	22.7		22.7	22.7		22.7	22.7	
Actuated g/C Ratio	0.23	0.23		0.23	0.23		0.57	0.57		0.57	0.57		0.57	0.57		0.57	0.57		0.57	0.57		0.57	0.57	
Vehicle Extension (s)	3.0	3.0		3.0	3.0		3.0	3.0		3.0	3.0		3.0	3.0		3.0	3.0		3.0	3.0		3.0	3.0	
w/s Ratio Prot	0.01		0.00		0.18		0.24																	
w/c Ratio	0.02	0.04		0.56	0.01		0.01	0.33		0.01	0.42		0.01	0.42		0.01	0.42		0.01	0.42		0.01	0.42	
Progression Factor	1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00	
Delay (s)	11.9	12.0		16.3	11.8		3.8	5.4		3.8	6.1		3.8	6.1		3.8	6.1		3.8	6.1		3.8	6.1	
Approach Delay (s)	11.9		16.0		5.4		6.1																	
HCM Volume to Capacity ratio	0.46																							
Intersection Capacity Utilization	42.6%		ICU Level of Service		A																			

c Critical Lane Group

DATE: AUGUST 24, 2010

TO: NATE BROWN
COMMUNITY DEVELOPMENT DIRECTOR

SUBJECT: PUBLIC WORKS DEPARTMENT
REQUIREMENTS/CONDITIONS FOR
MASTER PLAN/LOT LINE ADJUSTMENT/CONDITIONAL
USE/CONDITIONAL USE CASE 2010-10

The Public Works Department has reviewed the applicant's submittals and has compared them with the requirements of the adopted Keizer Station Plan. Prior to any construction and grading of the subject property the developer shall submit a detailed phasing plan for all required improvements including a complete site grading and erosion control plan. The following are requirements and/or conditions for incorporation into the findings for approval of the master plan.

LOT LINE ADJUSTMENT:

The Public Works Department understands that the Lot Line Adjustments are necessary to provide for parcel sizes that are needed for proposed development east and west of Keizer Station Boulevard. Requirements below are the minimum requirements that are necessary for development of Area B in Keizer Station east and west of Keizer Station Boulevard.

SANITARY SEWERS:

The subject property is located within the original Keizer Sewer District and therefore an acreage fee is not required. The Master Sewer Plan provides for a sewer trunk line to be constructed through the adjacent property (Area A) with adequate size and depth to provide for additional capacity for areas located within the original sewer district west of the BNSF railroad. A sanitary sewer trunk line has been constructed and is available for use by the subject property. Additionally, the following requirements shall be applied:

- a. A Master Sewer Plan for the proposed development has been prepared which indicates that all proposed development in Area B will be connected to the existing public sanitary line constructed to provide service to the area.
- b. City of Salem approval for local sewers is required. Permits from the City of Salem shall be issued prior to construction. Prior to submitting plans to the City of Salem for approval, the developer's engineer shall submit plans to the City of Keizer for review and determination of compliance with the City's Master Sewer Plan for the area.
- c. Connecting to existing sewers that serve the general area will be the responsibility of the developer of the property.

- d. Appropriate easements will be required for any public or private sewer lines located within the subject property if located outside platted right of ways.
- e. It will be the responsibility of the developer's engineer to locate any existing wells (including those on adjacent property) in the vicinity of the proposed new sanitary sewer lines for the subject property. Any conflicts between existing wells and proposed sanitary sewers shall be addressed by the developer prior to issuance of public works construction permits.
- f. Easements for any existing sanitary sewer lines located on the subject property will be required to be recorded in favor of the City of Keizer.

WATER SYSTEM:

- g. A Master Water System Plan has been developed for the subject property showing proposed routes of public water mains, fire hydrants and individual services. Prior to submittal of final construction plans the developer's engineer shall arrange for a pre-design conference to discuss water main sizing, meter sizing and locations, fire hydrant locations, fire sprinkler line locations and easement width for all public lines located outside of proposed right of ways. Final location of all meters and fire hydrants to be approved by the Keizer Department of Public Works. Appropriate easements for all public water mains and fire hydrants will be required if construction is to be outside of public right of ways. Any system development charges for water system improvements will be those in place at the time of individual service connections.
- h. Final development plans shall be reviewed by the Keizer Fire Department and the City of Keizer Department of Public Works with regard to access and adequate location of fire hydrants prior to any issuance of public works construction permits by the City of Keizer.
- i. It will be the responsibility of the developer to abandon all existing wells prior to site grading in accordance with the rules of the Oregon State Water Resources Department unless the City has determined that water rights are available in some cases that could be transferred to municipal use by the city.
- j. A 7 ½ % payback agreement for the subject property is in place for reimbursement for costs associated with the elevated water tank constructed to serve the area. The Area B share of the costs is approximately \$135,000.00. Payment of the required reimbursement may be made in phases as the development of the subject property progresses. Payments shall be made when public improvement construction permits are issued or building permits are issued whichever occurs first. Reimbursement costs will be calculated on a square foot basis.

STORM DRAINAGE IMPROVEMENTS:

- k. The subject property is within a critical drainage basin and strict compliance with city ordinances will be necessary. No increase in runoff during any design storm

will be allowed as development occurs. A Storm Drainage Master Plan is required for the areas west and east of Keizer Station Boulevard.

- l. Storm water detention and low impact development design will be required for areas east and west of Keizer Station Boulevard. All storm water including roof drains are to be connected to an approved system designed to provide adequate drainage for proposed new driveways, parking lots and other impervious surfaces. Where on-site detention is planned, adequate covenant, conditions and restrictions (CCR) shall be recorded to alert future owners/developers that detention and/or treatment shall be required to be constructed to the standards in effect at the time of building permit application.
- m. A grading and drainage plan shall be developed for the subject property including proposed lot corner elevations. Details shall include adequate conveyance of storm water from adjacent property across the subject property. It is anticipated that on-site storm water detention/retention for this area can be achieved based on percolation tests results that were conducted in the spring of 2010. It appears that the area east of Dennis Ray Avenue will be used as a park and storm-water management area. Prior to any development of the area west of Keizer Station Boulevard a final storm water plan for the park shall be submitted for review and approval by the Department of Public Works.
- n. A phasing plan shall be submitted to indicate how the storm water management will be developed to provide service to each area.
- o. The developer shall submit to the Department of Public Works a master plan for erosion control for the entire site prior to any site development. The plan shall be approved by the Department of Public Works. Prior to any development, including site grading, the applicant shall obtain an NPDES permit from the Oregon Department of Environmental Quality.
- p. Easements for any existing or proposed storm drain lines within the subject property will be required if not located within public right of ways. A public storm drain line has been constructed from the easterly end of Dennis Ray Avenue to the northeast corner of the subject property. The existing line will provide for a storm drain outlet for the west portion of Area B. A storm drain line has been constructed to the west line of the BNRR south of Keizer Station Boulevard and will be available for the portion of Area B east of Keizer Station Boulevard.

PARKS:

- q. The submitted site plan indicates open space in Area B west for stormwater management and public park amenities. An overall development plan of the park/open space area shall be submitted to the Department of Public Works for review and approval.

TRANSPORTATION:

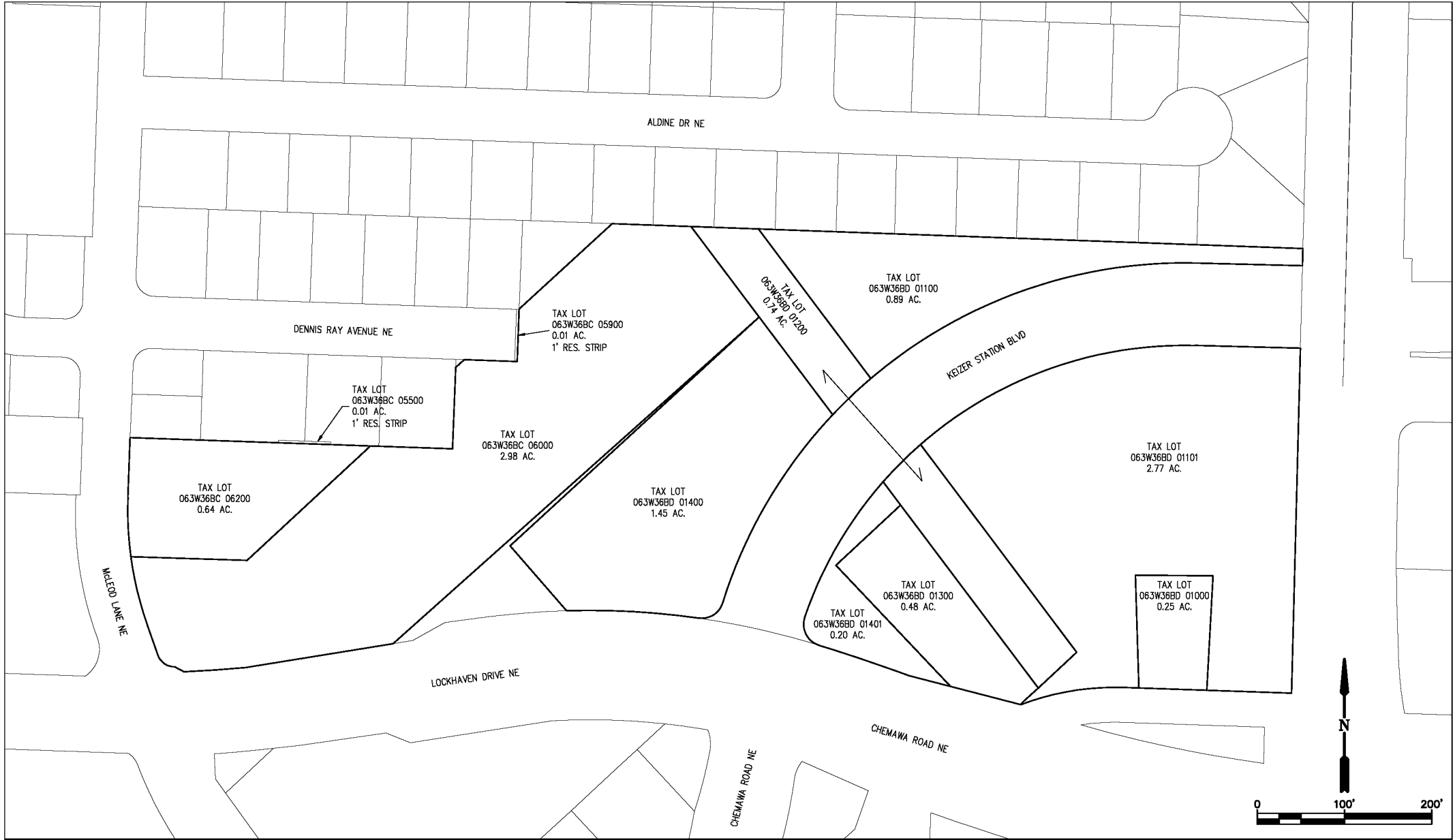
- r. The city public works staff review of the proposal indicates the development will generate in excess of 250 vehicles trips per day. A Traffic Impact Analysis (TIA) titled "Keizer Station Area B Master Plan, Keizer, Oregon, August 2010" has been prepared by Kittelson & Associates., Inc. This TIA is being reviewed by the City's traffic Engineering consultant and additional comments and adjustments may be presented in the public hearing.
- s. The proposed Site Plan indicates a "right-in only" access from Lockhaven Drive to Area B east of Keizer Station Boulevard, a "right-in-right-out" access to the area west of Keizer Station Boulevard with a west-bound deceleration lane, a new signalized intersection on Keizer Station Boulevard which will provide for access to both areas east and west of Keizer Station Boulevard which will be synchronized with the existing intersection at Lockhaven Drive/Keizer Station Boulevard designed to City of Salem Standards, and a driveway access from McLeod Lane to the western portion of Area B. All new intersections shall be designed to the standards of the City of Keizer under the standard construction permit process. Appropriate right of way dedication for necessary construction of the above accesses will be determined when completion of the final TIA is made available to the Department of Public Works and construction plans are completed. Prior to any development of the Transit Station an intergovernmental agreement between the Salem/Keizer Transit District and the City of Keizer shall be in place if the District intends to construct private improvements within the old Chemawa Road right of way.
- t. The existing portion of Keizer Station Boulevard will require right of way dedication for any portions of the street that do not currently lie within street right of way.
- u. Street construction improvement plans shall include evaluation of existing street lighting to determine if new lighting is necessary or of existing lighting is required to be relocated.

GENERAL:

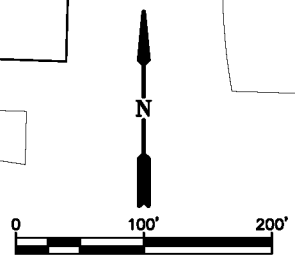
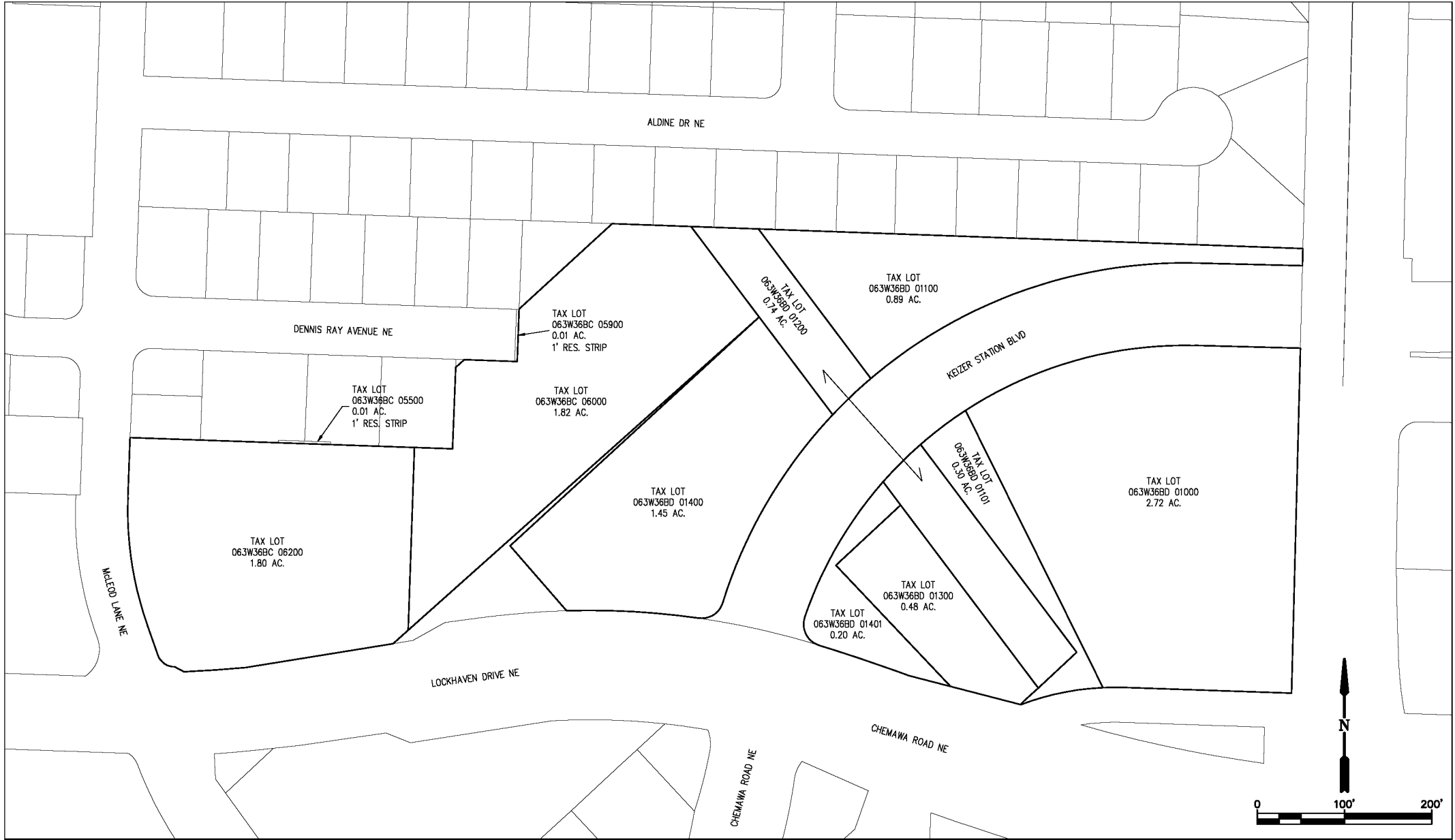
- v. Construction permits are required by the Department of Public Works prior to any facility construction or site grading, including preparation for development.
- w. A Pre-design meeting with the City of Keizer Department of Public Works will be required prior to the Developer's Engineer submitting plans to either the city of Keizer or the City of Salem for review.
- x. Street opening permits are required for any work within the City right of way that is not covered by a Construction Permit.
- y. Facility phasing plans and arrangements for reimbursing developers for providing additional capacity to serve future development shall be approved by the Keizer

Department of Public Works and the City Council.

- z. All easements to be located in the appropriate locations based on actual approved plans. No final plat shall be approved prior to approval of construction plans including easement widths and locations.
- aa. An improvement agreement or other acceptable form of guarantee for all required construction shall be in place prior to construction permits being issued or the final subdivision plat approval.

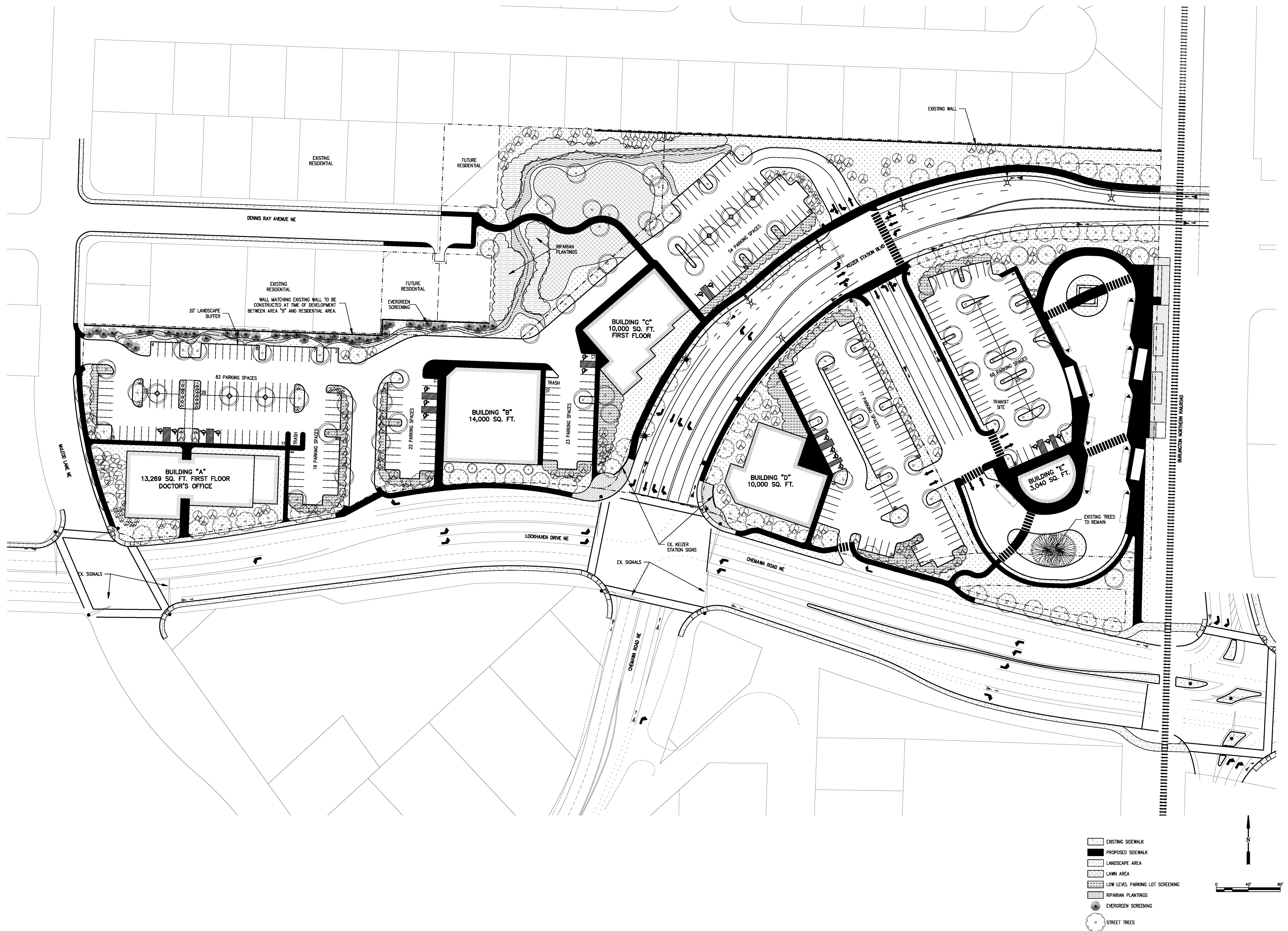


KEIZER STATION AREA "B"
EXISTING PARCEL CONFIGURATION



KEIZER STATION AREA "B"
PROPOSED PARCEL CONFIGURATION

9/22/2010 4:15:54 PM Z:\CD 2009 Projects\152 - Keizer Station Area B\11 DWG\Area B-Master Plan - 6.dwg



WILLIAM I. PETERSON
ENGINEERING CONSULTANTS INC.
4300 CHERRY AVE. NE, KEIZER, OR. 97303
(503) 380-7402 FAX # 380-7481

NOT FOR
CONSTRUCTION
UNLESS STAMPED
APPROVED



CITY OF KEIZER
P.O. BOX 21000 KEIZER, OR. 97303

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Checked: W.I.P.
Date: 9/22/10
Scale: AS SHOWN
As-Built:

CITY OF
KEIZER

KEIZER STATION
AREA "B"

Job Number
0000
Sheet Number
1 of 1



Oregon

Theodore R. Kulongoski, Governor

Department of Transportation

Region 2 Headquarters

455 Airport Road SE Building B

Salem, Oregon 97301-5395

Telephone (503) 986-2600

Fax (503) 986-2630

September 7, 2010

Shane Witham
Associate Planner
PO Box 21000
Keizer, Oregon 97307 -1000

**SUBJECT: Supplemental Comment on Master Plan/Lot Line
Adjustment/Conditional Use/Conditional Use Case 2010-10 and Comment on
Notice of Public Hearing Amendment to Keizer Development Code Tax
Amendment Case No. 2010-10 (City of Keizer)**

The subject property is addressed in the 2300/2400 block of Lockhaven Drive and is identified on the Marion County Tax Assessor's Maps as Township 6 South; Range 3 West; Section 36BC; Tax Lots # 05500, 05900, 06000, 06100, and 06200; and on Section 36 BD tax Lots 3 01000, 01100, 1101, 01200, 01300, 1401, and 01400.

ODOT will need additional time to evaluate the Draft TIA prepared by Kittelson & Associates dated August 2010 given that ODOT has jurisdiction over traffic signals on Chemawa Road from east of the rail road tracks to and including the signal at the north bound interchange ramp to I-5.

The Intergovernmental Agreement (IGA) No 23, 562 states under Keizer Obligations #4 (pgs 2 & 3); "Areas B and C of the Keizer Station Plan will be planned through the master planning process required by the Keizer Station Plan and applicable Keizer City Codes"... Our preliminary assessment of the TIA for phase B and C of Keizer Station appears to show that the TIA (1) does not have an opening day analysis, and (2) does not demonstrate that they will mitigate (opening day) to the adopted state and local alternative mobility standard of 0.87 V/C as determined through previous agreements.

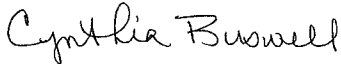
The Keizer development code, contains Conditions of Approval for all phases of Keizer Station in section 3.113.05, sub F. These conditions require that Keizer Station development phases "...minimize congestion and traffic impact within the development and in adjacent areas." The Keizer code also has TIA requirements in section 2.301.04, sub E, which require that "...the Traffic Impact Analysis shall include mitigation measures that meet the City's Level-of-Service and

Volume/Capacity standards and are satisfactory to the City Engineer, and ODOT when applicable."

The IGA's Keizer Obligations #4 goes on to state: "... at intersections under ODOT jurisdiction ODOT analysis methodology shall be used for determining volume-to-capacity (v/c) ratio anticipated from the new development. The anticipated future v/c ratio will be computed at the time of submittal of an application for approval of a subarea master plan. The v/c ratios will be calculated by an independent consultant (chosen by ODOT) using approved ODOT methodology. "

ODOT does not object to the Planning Commission making a recommendation on the project at tonight's hearing. However, we recommend that final action by the City Council be deferred until ODOT has conducted our independent review of the TIA pursuant to City of Keizer Obligation #4 in IGA 23,562.

This letter should be included in the record as ODOT testimony. ODOT should be considered a party to the hearing and be entitled to notices of future hearings, or hearing continuances or extensions. Please provide me with a copy of the City's decision, including findings and conditions of approval.

A handwritten signature in cursive script that reads "Cynthia Buswell".

Cynthia Buswell
Development Review Coordinator
ODOT Region 2 Planning and Development

Cc: Dan Fricke
Robert Earl
David Knitowski



REQUEST FOR COMMENTS

August 11, 2010

TO: Area Property Owner(s)

FROM: Nate Brown, Community Development Director

CASE: Master Plan/Lot Line Adjustment/Conditional Use/Conditional Use Case 2010-10

RESPONSE DATE: **August 24, 2010**

APPLICATION: The applicant is requesting a Master Plan for Area B in the Keizer Station. The result of the property line adjustment is that on the west side of Keizer Station Boulevard Tax Lot 0603W36BC6200 will be increased from 0.64 acres in area to 1.8 acres in size, and Tax Lot 0603W36BC6000 will be decreased from 2.98 acres in area to 1.82 acres in size. On the east side of Keizer Station Boulevard Tax Lot 0603W36BD1000 will be increased from its current size of 0.25 acres to 2.71 acres and Tax Lot 0603W36BD1101 will be decreased from 2.77 acres to 0.31 acres. A conditional use is requested to allow the development of a small park in the northwest portion of Area B; and, a conditional use is requested by the Salem-Keizer transit District to operate a transit station in the east portion of Area B. Area B is designated Commercial and Low Density Residential on the Comprehensive Plan Map and is zoned Commercial Mixed Use (CM) and a small portion in the northwest quadrant is zoned Residential Single Family (RS).

APPLICANT: City of keizer

LOCATION: The subject property is located In Area B of the Keizer Station.

The City of Keizer, Planning Department is soliciting comments from affected property owners on the above referenced land use application. Your comments should address the criteria listed on the reverse side of this request. These comments will be considered as part of the staff report. Please return your comments to our office by 8/24/2010 in order that we may process the application in a timely manner. If we receive no response, we will assume you have no concerns. You may use this response form, or, attach a separate letter. Please return your written responses to the Keizer Planning Department, P.O. Box 21000, Keizer, Oregon 97307-1000. Questions regarding the application may be directed to the Community Development Office, at (503) 856-3441. Thank you for your assistance.

Please see reverse side for comment information

PLEASE CHECK THE APPROPRIATE ITEMS:

Comments submitted will be made a part of the decision and are not considered confidential.

— I/we reviewed the proposal and determined I/we have no comment.

— My/our comments are in the attached letter.

— My/our comments are: I live on Dennis Ray and
I believe 2 Transit Station in this
area would not be good for a
neighborhood. It would increase crime
in our area, just as the close of Salem
Transit Down town has decreased crime.
Please do not change Conditional Use Permit.

Response Date: 8/24/10 Person commenting: Nadine Stoltz
Phone No. (not required) _____ Address 2027 Dennis Ray Ave NE

Comments submitted must address the following criteria:

- A. Keizer Station Master Plan Review - Section 3.113 of the Keizer Development Code.
- B. Lot Line Adjustment – Section 3.106 of the Keizer Development Code.
- C. Conditional Use Permit – Section 3.103 of the Keizer Development Code.
- D. Transit Station – Section 2.427 of the Keizer Development Code.

Copies of the Keizer Development Code are available for viewing at the Community Development Department or on our website at www.keizer.org. To view the Development Code on the web, start at the City's home page and choose the link labeled "City Departments" and then "Community Development". Continue by clicking on the link labeled "Development Code".



REQUEST FOR COMMENTS

August 11, 2010

RECEIVED

AUG 24 2010

CITY OF KEIZER
OREGON 97303

TO: Area Property Owner(s)

FROM: Nate Brown, Community Development Director

CASE: Master Plan/Lot Line Adjustment/Conditional Use/Conditional Use Case
2010-10

RESPONSE DATE: **August 24, 2010**

APPLICATION: The applicant is requesting a Master Plan for Area B in the Keizer Station. The result of the property line adjustment is that on the west side of Keizer Station Boulevard Tax Lot 0603W36BC6200 will be increased from 0.64 acres in area to 1.8 acres in size, and Tax Lot 0603W36BC6000 will be decreased from 2.98 acres in area to 1.82 acres in size. On the east side of Keizer Station Boulevard Tax Lot 0603W36BD1000 will be increased from its current size of 0.25 acres to 2.71 acres and Tax Lot 0603W36BD1101 will be decreased from 2.77 acres to 0.31 acres. A conditional use is requested to allow the development of a small park in the northwest portion of Area B; and, a conditional use is requested by the Salem-Keizer transit District to operate a transit station in the east portion of Area B. Area B is designated Commercial and Low Density Residential on the Comprehensive Plan Map and is zoned Commercial Mixed Use (CM) and a small portion in the northwest quadrant is zoned Residential Single Family (RS).

APPLICANT: City of keizer

LOCATION: The subject property is located In Area B of the Keizer Station.

The City of Keizer, Planning Department is soliciting comments from affected property owners on the above referenced land use application. Your comments should address the criteria listed on the reverse side of this request. These comments will be considered as part of the staff report. Please return your comments to our office by 8/24/2010 in order that we may process the application in a timely manner. If we receive no response, we will assume you have no concerns. You may use this response form, or, attach a separate letter. Please return your written responses to the Keizer Planning Department, P.O. Box 21000, Keizer, Oregon 97307-1000. Questions regarding the application may be directed to the Community Development Office, at (503) 856-3441. Thank you for your assistance.

Please see reverse side for comment information

PLEASE CHECK THE APPROPRIATE ITEMS:

Comments submitted will be made a part of the decision and are not considered confidential.

— I/we reviewed the proposal and determined I/we have no comment.

— My/our comments are in the attached letter.

X My/our comments are: NO TRANSIT MALL-

NO EXIT ON TO McLEOD LN.

Response Date: 8/27/10 Person commenting: RICHARD Cummings
Phone No. (not required) 503-799-7910 Address 2098 ALDINE DR NE

Comments submitted must address the following criteria:

- A. Keizer Station Master Plan Review - Section 3.113 of the Keizer Development Code.
- B. Lot Line Adjustment – Section 3.106 of the Keizer Development Code.
- C. Conditional Use Permit – Section 3.103 of the Keizer Development Code.
- D. Transit Station – Section 2.427 of the Keizer Development Code.

Copies of the Keizer Development Code are available for viewing at the Community Development Department or on our website at www.keizer.org. To view the Development Code on the web, start at the City's home page and choose the link labeled "City Departments" and then "Community Development". Continue by clicking on the link labeled "Development Code".



REQUEST FOR COMMENTS

Marion County Surveyor's Office

August 11, 2010

TO: M.C. SURVEYOR

FROM: Nate Brown, Community Development Director

CASE: Master Plan/Lot Line Adjustment/Conditional Use/Conditional Use Case 2010-10

RESPONSE DATE: **August 24, 2010**

APPLICATION: The applicant is requesting a Master Plan for Area B in the Keizer Station. The result of the property line adjustment is that on the west side of Keizer Station Boulevard Tax Lot 0603W36BC6200 will be increased from 0.64 acres in area to 1.8 acres in size, and Tax Lot 0603W36BC6000 will be decreased from 2.98 acres in area to 1.82 acres in size. On the east side of Keizer Station Boulevard Tax Lot 0603W36BD1000 will be increased from its current size of 0.25 acres to 2.71 acres and Tax Lot 0603W36BD1101 will be decreased from 2.77 acres to 0.31 acres. A conditional use is requested to allow the development of a small park in the northwest portion of Area B; and, a conditional use is requested by the Salem-Keizer transit District to operate a transit station in the east portion of Area B. Area B is designated Commercial and Low Density Residential on the Comprehensive Plan Map and is zoned Commercial Mixed Use (CM) and a small portion in the northwest quadrant is zoned Residential Single Family (RS).

APPLICANT: City of Keizer
ADDRESS: Keizer Station Boulevard / Lockhaven Drive
ZONE: Commercial Mixed use (CM) & Residential

The Community Development Department is soliciting comments from affected agencies on the above referenced land use application. These comments will be considered as part of the staff report. Please return your comments to our office by **8/24/2010** in order that we may process the application in a timely manner. Phone calls are acceptable if it is not possible to respond in writing by this date. If we receive no response, we will assume your agency has no concerns. You may use this response form, or, attach a separate letter. Please return your written responses to the Keizer Community Development Department, P.O. Box 21000, Keizer, Oregon 97307-1000. Questions regarding the application may be directed to Shane Witham, Associate Planner, at (503) 856-3439. Thank you for your assistance.

PLEASE CHECK THE APPROPRIATE ITEMS:

- ☐ Our agency reviewed the proposal and determined we have no comment.
- ☐ Our agency would like to receive a copy of the staff decision/report and notice of any public hearings in this case.
- ☒ Our comments are in the attached letter.
- ☐ Our Agency's comments are: _____

Response Date: 8/17/2010

Person commenting: Phil Jones

Comments on Planning Action: Master Plan/Lot Line Adjustment/Conditional Use Case 2010-10

Date 8 / 17 / 2010 Person Commenting Phil Jones

Subdivision:

- ☐ 1. Subdivision name must be approved per ORS 92.090.
- ☐ 2. Must be surveyed and platted per ORS 92.050.
- ☐ 3. Subdivision plat must be submitted for review.
- ☐ 4. Checking fee and second mylar fee required.
- ☐ 5. Per ORS 92.065 - Remaining monumentation bond may be required if some of the plat monuments have not been set and/or the installation of street and utility improvements has not been completed, or other conditions or circumstances cause the delay (or resetting) of monumentation.
- ☐ 6. A current or updated title report must be submitted at the time of review.
Title reports shall be no less than 15 days old at the time of approval of the plat by the Surveyor's Office, which may require additional updated reports.

Partition:

- ☐ 1. No survey required on parcels created over ten acres.
- ☐ 2. Parcels ten acres and less must be surveyed.
- ☐ 3. Per ORS 92.050, plat must be submitted for review.
- ☐ 4. Checking fee, second mylar fee, and recording fee required.
- ☐ 5. A current or updated title report must be submitted at the time of review.
Title reports shall be no less than 15 days old at the time of approval of the plat by the Surveyor's Office, which may require additional updated reports.

Property Line Adjustment:

- ☐ 1. No survey required. The abutting properties are each greater than ten acres.
- ☒ 2. Must be surveyed per ORS 92.060 (7) and the survey submitted for review.
- ☒ 3. Survey checking fee required at the time of review.
- ☒ 4. Property line adjustment deed shall be recorded with the county clerk.

Per ORS 92.190 (4): The deed shall contain the names of the parties, the description of the adjusted line, references to original recorded documents and signatures of all parties with proper acknowledgment.
- ☐ 5. Property Line Adjustment within a recorded subdivision or partition plat
(Requires a Replat)

WILLIAM I PETERSON
ENGINEERING CONSULTANTS INC.
4300 CHERRY AVE. NE, KEIZER, OR. 97303
(503) 390-7402 FAX # 390-7461



CITY OF KEIZER
P.O. BOX 21000 KEIZER, OR. 97303



NO CHANGES OR MODIFICATIONS
OR REPRODUCTIONS ARE TO BE
MADE TO THESE DRAWINGS
WITHOUT A WRITTEN
AUTHORIZATION FROM THE
ENGINEER WHOSE STAMP
APPEARS ON THESE DRAWINGS
DATE OF RECORD -

Design: G.H.B.
Drawn: G.H.B.
Checked: W.L.B.
Date: 8/23/2010
Scale: AS SHOWN
As-Built: _____

KEIZER STATION
AREA "B"

SIGNIFICANT TREE
INVENTORY

Job Number
1152
Sheet Number
1 of 1

* Douglas Fir	Pseudotsuga menziesii	6 ea.
△ Scotch Pine	Pinus sylvestris	2 ea.
□ Cottonwood	Populus angustifolia	8 ea.
+ Austrian Pine	Pinus nigra	2 ea.
⊗ Giant Sequoia	Sequoia sempervirens	2 ea.
○ Deodar Cedar	Cedrus deodara	2 ea. **
Total		21 trees

** Trees to remain



WILLIAM T. PETERSON
ENGINEERING CONSULTANTS, INC.
4300 GARDENWAY AVE., NE, SUITE 200
(503) 390-7402 FAX # 390-7401
KIDDER, OR 97230

NOT FOR
CONSTRUCTION
UNLESS STAMPED
APPROVED



CITY OF KEIZER
P.O. BOX 21000 KEIZER, OR 97203

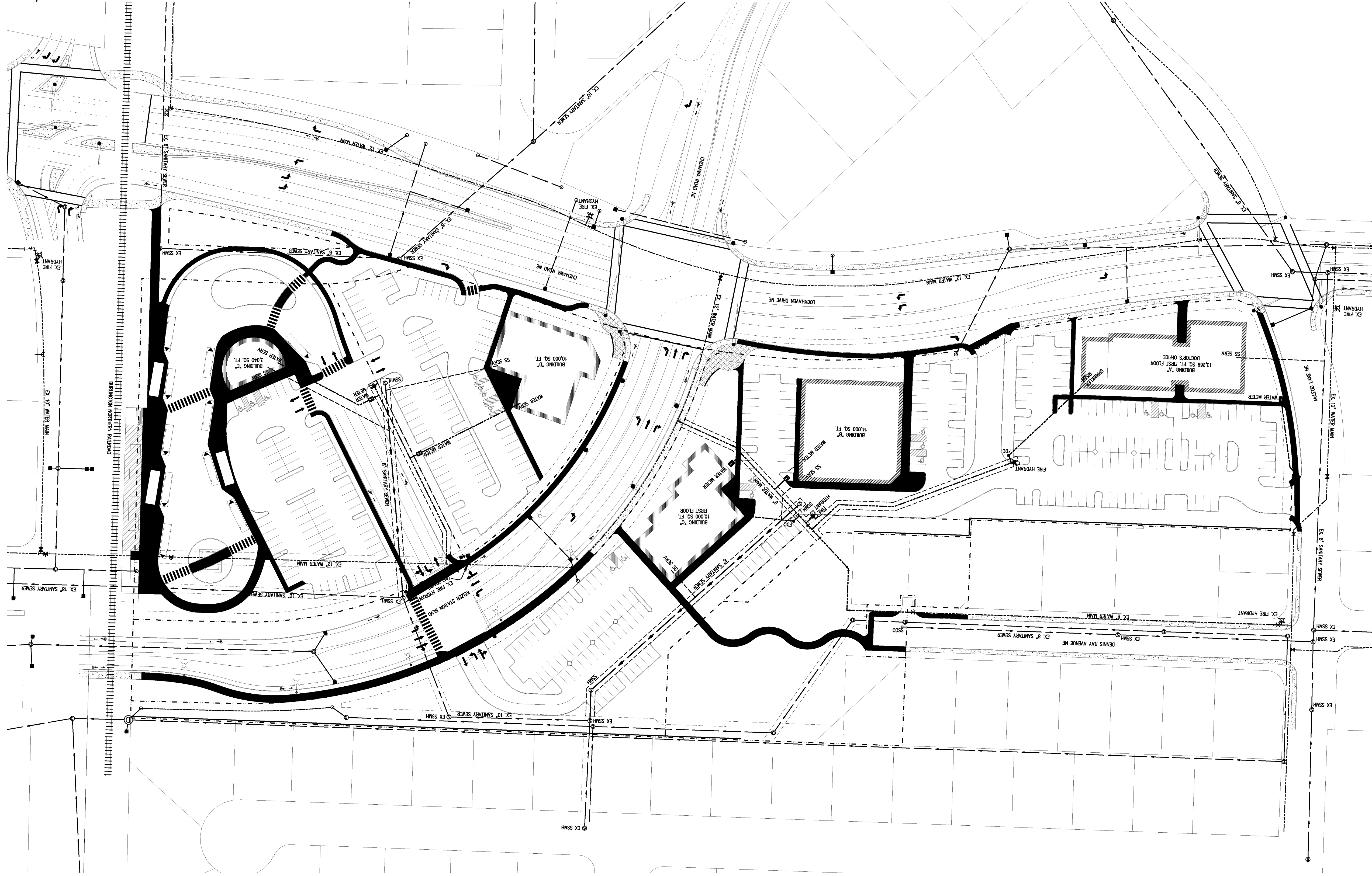
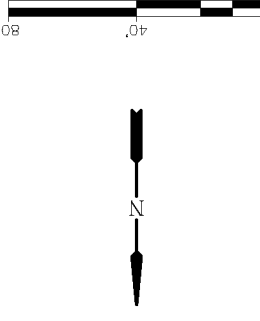
DATE OF RECORD -
NO CHANGES OR MODIFICATIONS
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AUTHORIZATION FROM THE
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APPEARS ON THESE DRAWINGS

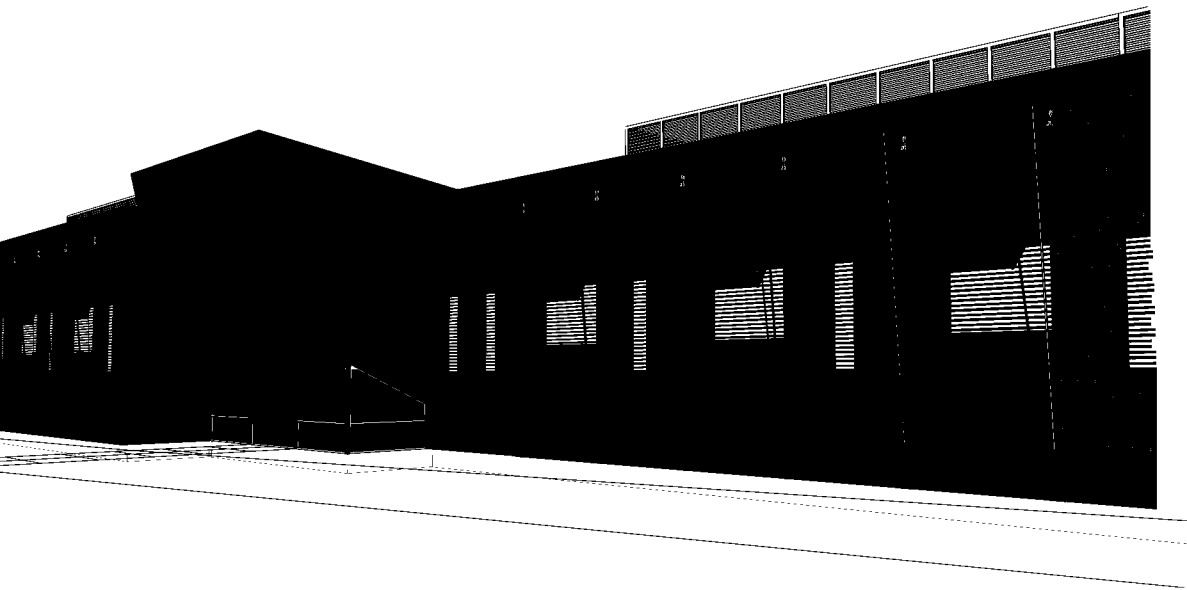
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Checked: W.L.P.
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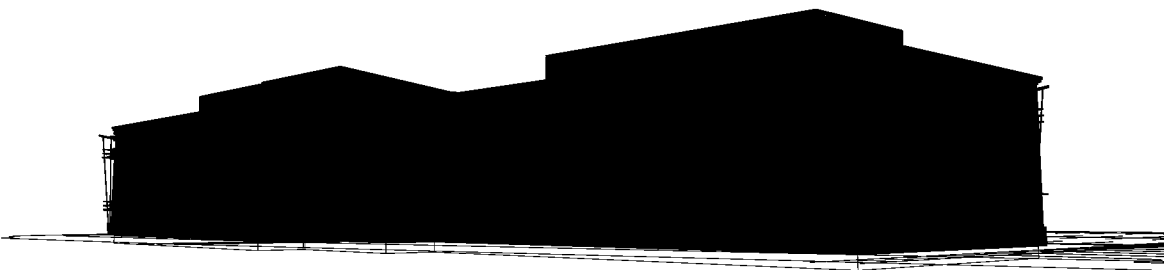
KEIZER STATION AREA "B"

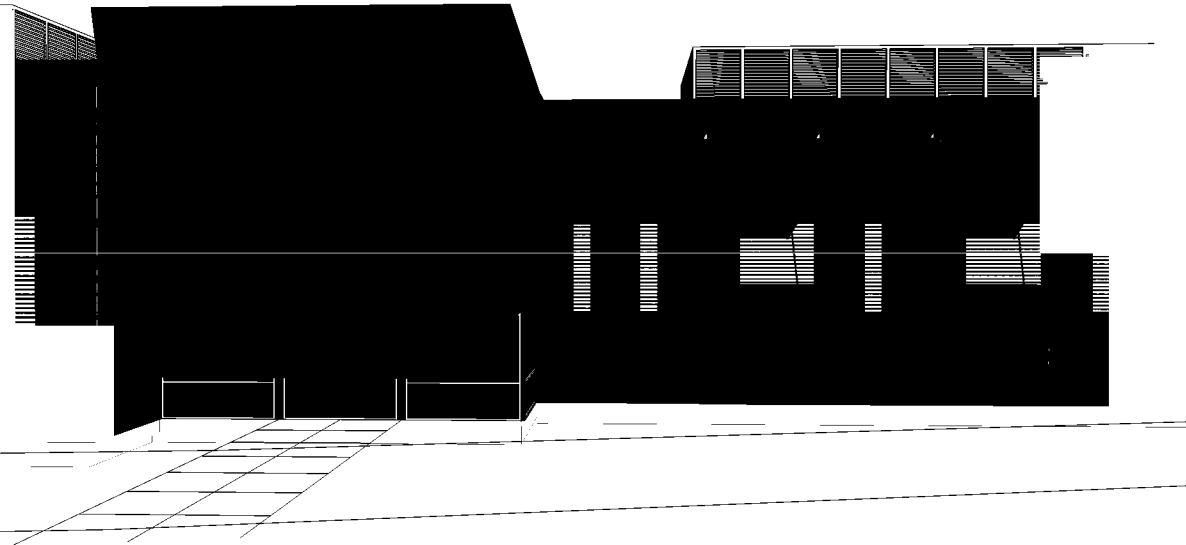
WATER AND SANITARY SEWER
MASTER PLAN

Job Number
0000
Sheet Number
1 of 1









COUNCIL MEETING: October 4, 2010

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: NATE BROWN
COMMUNITY DEVELOPMENT DIRECTOR**

**SUBJECT: AMENDMENT TO TRANSPORTATION CAPITAL IMPROVEMENT
PROJECT LIST TO INCLUDE SOUTH BOUND I-5/PARKWAY ON-RAMP
IMPROVEMENTS**

BACKGROUND:

As part of the Inter Governmental Agreement adopted between the City and Oregon Department of Transportation, the City is obligated to improve the southbound on-ramp to I-5/Parkway. The City has analyzed this improvement through the consultant group, TRANSP0, who has confirmed this improvement necessary due to growth related issues (see Attachment 1). As such, it would be appropriate to use funds collected as part of the City's Transportation System Development Charges (TSDC) fee process. However, in order for this to be possible, the project must be included in the TSDC methodology qualifying projects list, which currently it is not.

ISSUE:

Oregon Administrative Rule allows cities to amend their TSDC's without a public hearing as long as the TSDC is not proposed to be increased. The TSDC fees must be spent on growth related improvements. TSDC fees have been collected on all projects constructed since the adoption of TSDC's on April 4, 2005, and currently there is \$1.5M in the TSDC account.

The scope of this project would be to provide two lanes at the southbound on-ramp to I-5 and Parkway, restriping to provide dual left turn lanes from the westbound direction, and restriping the eastbound right turn improvements where currently the second lane is crosshatched out. The project cost for this improvement is estimated to be approximately \$375,000.

The Street Projects list would be amended to include this improvement (see Attachment 2). Specifically, an additional "Street Improvement" in the category of Arterial Streets which would be: SB I-5 on-ramp, Major Arterial, and would include the improvement categories of Street Widening, Traffic Signal Modifications, and Other (lane striping).

The project is listed in the adopted Transportation System Plan as project # R1, with high priority.

FISCAL IMPACT:

This project would, unless council chooses to raise the TSDC fees, use funds that are intended for the specific projects listed in the methodology. Therefore, over the long term, some of the projects included in the methodology would have reduced funding available or may not be constructed.

The total amount of projects included in that methodology amount to \$41,629,760 and this project would represent a 0.9% difference. Staff urges council to consider this a unique situation due to the previous commitment it has made with ODOT in the Inter Governmental Agreement, and not look to this action as a precedent for future project funding.

RECOMMENDATION:

Staff recommends Council: Approve the attached resolution adding the Southbound I-5 onramp widening to the Transportation System Development Charges Street Projects list, without adjusting the fee rate.

MEMORANDUM

Date:	March 13, 2009	TG:	04166.01
To:	Rob Kissler, Director of Public Works, City of Keizer		
From:	Andrew Mortensen		
cc:	Mike Swenson, P.E.		
Subject:	Revised Traffic Level of Service: 2004 AM Peak Period / I-5 & Chemawa Road		

Background

In the course of re-evaluating the level of service analysis conducted as part of our assessment of the Keizer Station traffic impact study and Keizer's Transportation Systems Development Charge and Capital Improvement Plan (2005), we discovered a software problem in the older version of *Traffix* (v. 7.7). *Traffix* is the traffic analysis program originally used by the Keizer Station consultant and eventually by Transpo Group to develop consistent analytical results for Keizer's SDC analysis for the Keizer Station area. Our original work for Keizer was completed in 2005. Since 2005 the newer version of *Traffix* (v. 7.9) has been corrected by the software developer. We documented these issues in our memorandum dated December 18, 2008.

This memorandum summarizes our re-calculation of the subject area intersection levels of service using both the revised *Traffix* software and Synchro.

Original Study Assumptions

For context, we state our original study assumptions here. The original scope of the analysis and key assumptions are consistent with those assumptions made for the Keizer Station Area Master plan, weekday PM peak hour analysis previously prepared by Kittelson and Associates¹. The scope of the analysis included an evaluation of the following intersections:

- I-5 NB Ramps & Chemawa Rd
- I-5 SB Ramps & Chemawa Rd
- Chemawa/Lockhaven/Radiant Dr
- McLeod Ln & Lockhaven Dr
- 14th Ave & Lockhaven Dr
- River Rd & Lockhaven Dr

The purpose of this analysis is to determine what, if any, deficiencies exist during the weekday AM peak hour at any of the study area intersections under existing, 2024 background, and with conditions with traffic from the proposed KSMP.

Traffic Volumes

Existing traffic counts for the weekday AM peak hour were collected in March, 2005. To remain consistent with the City's DRAFT System Development Charge (SDC) methodology, a 2024

¹ Transportation Impact Analysis, April 2004

horizon year was identified for this analysis². Future background traffic volumes were estimated by applying a 1 percent annual compounding growth rate. The use of a 1 percent growth rate is consistent with the assumptions used in the analysis of the PM peak hour.

Future traffic volumes with the proposed Keizer Station, were developed in two steps. First, the traffic to be generated by the proposed project was estimated by applying trip rates as identified in the ITE Trip Generation Manual, to the same project information contained in the April 2004 Transportation Impact Analysis. All other information such as pass-by and internal capture percentages were kept consistent with the PM peak hour analysis. A summary of the weekday AM peak hour trip generation is attached to this memorandum. Project trips were assigned to the study area intersections using the same distribution as used in the KSMP analysis of the weekday PM peak hour conditions. The final Keizer Station traffic volumes were determined by adding the project trips to the future background traffic volumes previously discussed.

A level of service analysis was conducted at the study area intersections using the same methodology discussed in the April 2004 TIA. Traffix, a level of service analysis program, was utilized for the original LOS calculations. All assumptions with respect to intersection geometry were kept consistent with the PM peak hour analysis, with the exception of the intersection of Lockhaven/Radiant Drive. Since the realignment of Radiant Drive has been committed to by the City, it was assumed in the analysis of the future background weekday AM peak hour conditions. The analysis conducted by Kittelson and Associates did not assume this realignment as part of future background conditions.

The study employed the City of Keizer and ODOT v/c mobility standard of 0.89.

Revised Analysis

As a reminder, year 2003 volume were considered "existing" conditions in the original Keizer Station Transportation Impact Analysis. Future PM Peak hour forecasts were estimated for year 2020. We list future PM Peak hour (2020) and AM Peak hour (2024) in the same columns.

Table 1 compares the LOS results using Traffix software, and **Table 2** summarizes the Synchro software results. Original and consistent turn-volume data and Keizer Station Area mitigation improvements were assumed in our analysis. The Traffic and Synchro results compare favorably.

² A 2020 horizon year was utilized in the April 2004 Transportation Impact Analysis, Kittelson and Associates, Inc.

Table 1. Existing & Future With-Project & Mitigation LOS Summary (Traffic)

Intersection	2003 Existing Conditions			2020 or 2024 Future w/ Current Lane Configuration			2020 or 2024 Future With Mitigation		
	LOS ¹	Delay ²	V/C ³	LOS	Delay	V/C	LOS	Delay	V/C
Weekday AM Peak Hour									
I-5 NB Ramps/Chemawa Rd	C	24.7	0.62	E	60.2	1.05	C	26.9	0.69
I-5 SB Ramps/Chemawa Rd	B	15.1	0.60	D	46.4	1.09	B	12.1	0.61
Chemawa/Lockhaven/Radiant Dr	F	309.9	NB	F	163.3	1.48	C	24.6	0.83
McLeod Ln/Lockhaven Dr	C	25.7	0.76	D	44.4	0.96	C	23.1	0.70
14th Ave/Lockhaven Dr	C	24.0	0.72	D	48.0	1.00	D	44.3	1.00
River Rd/Lockhaven Dr	D	36.8	0.81	D	37.8	0.84	C	32.3	0.77
Weekday PM Peak Hour⁵									
I-5 NB Ramps/Chemawa Rd	C	27.3	0.81	E	63.6	1.10	C	26.5	0.89
I-5 SB Ramps/Chemawa Rd	B	19.6	0.64	E	73.3	1.14	B	15.5	0.86
Chemawa/Lockhaven/Radiant Dr	D	29.4	NB	F	183.3	1.46	B	17.2	0.76
McLeod Ln/Lockhaven Dr	B	16.5	0.76	D	39.8	0.977	B	15.8	0.82
14th Ave/Lockhaven Dr	B	17.3	0.78	E	64.9	1.12	C	23.5	0.89
River Rd/Lockhaven Dr	B	41.0	0.84	F	81.6	1.11	D	38.7	0.93

1. Level of Service
2. Delay expressed in average seconds per vehicle
3. Volume to capacity ratio
4. Future background based on 2020 conditions. Source: Transportation Impact Analysis, Keizer Station Master Plan, Kittelson and Associates, Inc, April 2004
5. Future background based on 2020 conditions. Source: Transportation Impact Analysis, Keizer Station Master Plan, Kittelson and Associates, Inc, April 2004

Table 2. Existing & Future With-Project & Mitigation LOS Summary (Synchro)

Intersection	2003 Existing Conditions			2020 or 2024 Future w/ Current Lane Configuration			2020 or 2024 Future With Mitigation		
	LOS ¹	Delay ²	V/C ³	LOS	Delay	V/C	LOS	Delay	V/C
Weekday AM Peak Hour									
I-5 NB Ramps/Chemawa Rd	B	16.1	0.57	E	67.3	1.06	C	24.3	0.75
I-5 SB Ramps/Chemawa Rd	B	11.1	0.62	B	11.2	0.95	A	6.7	0.51
Chemawa/Lockhaven/Radiant Dr	F	256.8	NB	F	241.7	1.69	C	29.6	0.93
McLeod Ln/Lockhaven Dr	C	26.5	0.67	F	81.2	1.08	C	23.1	0.78
14th Ave/Lockhaven Dr	B	14.9	0.70	D	54.3	1.08	D	53.6	1.07
River Rd/Lockhaven Dr	C	34.4	0.79	D	49.3	0.89	D	35.9	0.85
Weekday PM Peak Hour⁵									
I-5 NB Ramps/Chemawa Rd	C	26.1	0.72	F	104.2	1.21	C	34.0	0.93
I-5 SB Ramps/Chemawa Rd	B	12.3	0.61	F	88.0	1.27	B	15.3	0.86
Chemawa/Lockhaven/Radiant Dr	E	35.9	NB	F	414.5	1.96	C	32.9	0.84
McLeod Ln/Lockhaven Dr	B	15.4	0.69	F	88.7	1.02	B	17.4	0.76
14th Ave/Lockhaven Dr	B	10.6	0.69	F	81.5	1.19	C	20.1	0.94
River Rd/Lockhaven Dr	D	40.5	0.89	F	121.4	1.18	D	48.6	0.99

1. Level of Service
2. Delay expressed in average seconds per vehicle
3. Volume to capacity ratio
4. Future background based on 2020 conditions. Source: Transportation Impact Analysis, Keizer Station Master Plan, Kittelson and Associates, Inc, April 2004
5. Future background based on 2020 conditions. Source: Transportation Impact Analysis, Keizer Station Master Plan, Kittelson and Associates, Inc, April 2004

Findings

Year 2003 "current" year LOS at the Chemawa intersection with the I-5 southbound ramps are well within ODOT/Keizer mobility thresholds. The recent enhancements by constructing space for two separate right-turn lanes (currently, only one right-turn lane is striped) can and should be reconsidered within the City's Transportation Capital Improvement Plan as SDC-eligible, with commensurate revision to Keizer's current SDC rate.

EXHIBIT 1: Recommended Keizer CIP Projects

NOTES:	
[1]	Required mitigation in the Keizer Station Master Plan area.
[2]	Remaining portion of Chemawa Road widening north of McLeod is required mitigation in the Keizer Station Master Plan area.
[3]	Recommended addition to CIP based on TSP and River Road Renaissances Study findings, costs to be refined and coordinated with regional High Capacity Transit Study.
[4]	Original CIP project cost estimates - 1999 Dollars
[5]	Private property - belongs in Bair Park Master Plan (when completed)
[6]	City to determine removal of bus pull-out project on North River Road from the CIP.
[7]	Added CIP project per City Council, March 14, 2005.

1 CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

2
3 Resolution R2010-____

4
5
6 AMENDING TRANSPORTATION CAPITAL IMPROVEMENT
7 PLAN; **AMENDING RESOLUTION NO. R2005-1571 AND**
8 **RESOLUTION NO. R2005-1572**
9

10
11 WHEREAS, state statute requires the City to adopt Capital Improvement Plan
12 listing the capital improvements that may be funded with the Transportation System
13 Development Charge Revenues and the estimated costs for each improvement;

14 WHEREAS, the City Council has determined that the addition of the I-5/Parkway
15 – southbound on-ramp project should be added to the Capital Improvement Plan list;

16 WHEREAS, the modification of the list by addition of such project will not result
17 in an increase in the System Development Charge and therefore a public hearing is not
18 required;

19 NOW, THEREFORE,

20 BE IT RESOLVED by the City Council of the City of Keizer that the Capital
21 Improvement Plan list is modified by the addition of the following Street Improvement
22 (Arterial Streets):

23 Southbound Interstate 5 on-ramp, Major Arterial, including the improvement
24 categories of Street Widening, Traffic Signal Modifications and Other (land
25 striping).

1 BE IT FURTHER RESOLVED that Resolution R2005-1571 and Resolution
2 R2005-1572 are hereby amended by the addition of the above project to the Capital
3 Improvement Plan list.

4 PASSED this _____ day of _____, 2010.

5
6 SIGNED this _____ day of _____, 2010.

7
8
9 _____
10 Mayor

11 _____
12 City Recorder

COUNCIL MEETING: October 4, 2010

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS C. EPPLEY
CITY MANAGER**

**FROM: KEVIN WATSON
ASSISTANT TO THE CITY MANAGER**

SUBJECT: ESTABLISH A SPECIAL EVENTS AND FESTIVALS TASK FORCE

BACKGROUND:

Over the past few years, the City of Keizer has seen a significant increase in the number of special events/opportunities within the community: Keizer River Fair and Good Vibrations to name a couple. The Iris festival is well established and with the development of Keizer Rotary Amphitheatre and Keizer Community Center at City Hall, the opportunities for new events are only increasing.

Joe Egli, Keizer Chamber of Commerce President, presented an opportunity to the City Council in August 2010 to establish a new task force designed to develop policy, identify facility opportunities and coordinate between business, community groups and other agencies. This task force would include:

- Three (3) City Councilors appointed by the Mayor.
- Two (2) Chamber of Commerce Representatives appointed by the Board and Chamber Director.
- One (1) Renaissance Inn/Good Vibrations Representatives
- Up to Two (2) Representatives of art, media or other entertainment organizations.
- Staff liaison is the Assistant to the City Manager and other staff as needed in a non-voting capacity.

The purpose of the Task Force is detailed in Appendix A.

RECOMMENDATION:

Staff recommends the City Council adopt the attached Resolution Establishing the Events and Festivals Task Force with a dissolution date no later than April 30, 2011.

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2010_____

ESTABLISHING EVENTS AND FESTIVALS TASK FORCE

WHEREAS, events and festivals are important components of a comprehensive economic policy and contribute to a more livable community by providing recreational and entertainment opportunity for the general public;

WHEREAS, the Keizer City Council finds it necessary and appropriate to appoint a task force to assist in development of policies and facilities that encourage promotion of events and festivals within the City of Keizer;

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that the Events and Festivals Task Force is hereby established as outlined in Appendix "A", which is attached hereto and by this reference made a part hereof.

PASSED this _____ day of _____, 2010.

SIGNED this _____ day of _____, 2010.

Mayor

City Recorder

Appendix “A” City Council Task Force

Name: Events and Festivals Task Force

Purpose: To make recommendations to the Keizer City Council regarding the following:

1. Creation of a multi-use “Keizer Festival Park” on the 5 acres of city land near Keizer Station, or an alternative location with similar access and availability. Include coordination of use policies with those of Keizer Civic Center and Keizer Rotary Amphitheater.
2. Policies that need to be updated to for festivals and events. This may include, but is not limited to: signage, camping, sound, and vendors.
3. Development of an electronic community calendaring venue in which government, civic, entertainment, education, service, sports, business, and other groups may post their events. Include policies for content, responsibility, management, and costs.
4. Development of a marketing plan and strategy for bringing events to Keizer, including coordination with sports, civic, service groups on their events. Create a basic plan for first year (2011 – 2012).
5. Establishment of a permanent advisory committee that will create marketing plans and coordination for future years.
6. Development of a plan for the permanent city advisory committee on travel, events and festivals. Include in such plan recommendations regarding the City's scope, membership, and role as a partner in promoting economic opportunity for Keizer through tourism, events and festivals.

Membership: The Task Force shall consist of three City Council members to be appointed by the Mayor, two Keizer Chamber of Commerce representatives to be appointed by the Chamber Board, one Renaissance Inn/Good Vibrations representative to be appointed by the Chair, and up to two representatives of the arts, media, or entertainment organizations to be appointed by the Chair of its organization. The Task Force will be staffed by the Assistant to the City Manager and other city staff members as non-voting members.

Chair and Vice-Chair: The Task Force will elect the Chair and Vice-Chair at the first meeting.

Meetings: The Task Force shall meet as determined by a majority of the members. All meetings of the Committee shall follow Robert Rules of Order Newly Revised and the Oregon Public Meeting Laws.

Attendance: It is the duty of each member to attend at least 75% of the meetings each calendar year. When a member is unable to attend a meeting, the member shall notify the Chair.

Duration: This Task Force shall be dissolved no later than April 30, 2011, unless extended by City Council action. However, the Task Force can make recommendations to City Council at any time.

CITY COUNCIL MEETING: October 4, 2010

AGENDA ITEM NO: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: RICK L. SCOTT
CITY OF SALEM URBAN DEVELOPMENT DIRECTOR**

**SUBJECT: COMMUNITY DEVELOPMENT BLOCK GRANT/HOME
PERFORMANCE REPORT FOR FISCAL YEAR 2009/2010**

ISSUE:

Information regarding the PY 2009/2010 Consolidated Annual Performance Report (CAPR) addressing accomplishments achieved using the City's allocation of Community Development Block Grant (CDBG) and HOME program funds received from US Department of Housing and Urban Development (HUD).

BACKGROUND:

The City of Salem is required to file a CAPR with HUD for the CDBG and HOME Programs (Attachment A). The report lists projects funded through these funding sources including homeless activities, housing activities, public improvements, public service programs, housing rehabilitation, and various required planning and administrative activities. The CAPR assesses the progress made toward the community's housing and community development goals. A notice was published (a minimum of 15 days) to allow citizens an opportunity to comment on the CAPR. The required comment period will end on September 27, 2010, at noon. As of the writing of this report, no comments have been received. If comments are received, staff will inform Council and address all comments before forwarding to HUD.

HUD requires only information recorded in the Integrated Disbursement and Information System (IDIS) during the program year to be reported in the CAPR. Therefore, the financial information summarized in the standard HUD report may not correlate to the City's financial records which are based on accrual accounting methods.

FACTS AND FINDINGS:

1. Opportunity for Citizen Involvement

A public notice, making the report available, appeared in the Statesman Journal on September 13, 2010. The report has been available at the Salem Public Library, the Salem Housing Authority at 360 Church Street SE, and at the Keizer Department of Community Development. The Housing and Urban Development Advisory Committee members also received copies of the report.

2. Report Highlights

The PY 2009/2010 annual report shows activities undertaken during the past fiscal year to address priorities identified in the five-year Housing and Community Development Consolidated Plan.

A summary of the project and administrative expenditures is presented below. In PY 2009/2010, \$1,363,668 in CDBG funds and \$732,416 in HOME funds were expended, including administrative expenses. These expenditures include all ongoing and completed projects.

Community Development Block Grant and/or HOME	Expenditures
Goal 1 - Homelessness	\$197,057
Goal 2 – Community Development/Economic Development	\$86,000
Goal 3 – Affordable Housing	\$1,790,700
Goal 4 – Revitalizing Neighborhoods	\$143,475
Project Monitoring, Management and Reporting	\$423,647
Section 108 Loan Repayment	\$460,001

RECOMMENDATION:

The report is for information only.

Attachment A: Consolidated Annual Performance Report (CAPR)



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EXECUTIVE SUMMARY

The 2009-2013 Consolidated Plan (Plan) reflects the City's vision in the development of strong communities by addressing the issue of homeless, expanding economic opportunities for low and moderate income persons, providing affordable housing and local community development. This Consolidated Annual Performance and Evaluation Report (CAPER) will evaluate and assess the City's performance in meeting its long-range goals during the 2009-2010 Program Year (PY). The CAPER also measures overall performance from 2009 to 2013, the five year period of the City of Salem's Consolidated Plan (Plan).

Ending homelessness is the number one priority identified in the Plan. Staff has been collaborating with the local nonprofit agency leaders to increase alignment with the Plan, the 10 year Plan to End Homelessness and the Continuum of Care Plan. The outcome of this collaboration is expected to increase efficiency and better serve the community with the limited resources available and create a more unified social service network.

Funds were allocated to various public service agencies during the program year to support efforts to prevent homelessness. The City of Salem was allocated \$597,562 through the Homeless Prevention and Rapid Re-Housing program which is being administered by the Mid-Willamette Valley Community Action Agency (MWVCAA). Homelessness is an ongoing challenge. A one day homeless count was conducted by MWVCAA in January. This survey, in comparison to one conducted in 2009, resulted in an increase of 122 homeless individuals in the community. The difficult economy appears to be the primary reason for that increase. The City is continuing efforts to focus on this economic challenge.

The second priority identified in the Plan is promoting economic development. In 2009-2010 the City identified an increased need in stabilizing the economy through microenterprises. Two programs were funded to provide business education and training for several low income citizens in Salem. A small business loan program was developed to assist small businesses with capital start up funding. The program is expected to assist 15 entrepreneurs with various capital expenses.

The third priority of the Plan is to expand and sustain affordable housing stock. In 2009-2010 federal funds were used to acquire and rehabilitate three multifamily apartment complexes. These projects improved housing for a number of low-income residents in the Salem/Keizer area. Four other housing projects are currently underway and are expected to be completed later this year.

The fourth and last priority identified in the Plan is to revitalize low income neighborhoods. The Neighborhood Stabilization Program aided in this area with 18 foreclosed homes being acquired by low-income families.

In 2009-2010 a major effort was undertaken regarding streamlining of HOME monitoring by collaborating with other funding agencies within the state of Oregon. The goal of this effort is to reduce the ongoing disruption to tenants by funding partners monitoring one time a year collectively verses numerous times throughout the year individually. Once the pilot program has been adopted, this will result in one agency completing the onsite monitoring and inspections for all funders, which will result in ongoing efficiency.

SUMMARY OF RESOURCES AND DISTRIBUTION OF FUNDS

In the following pages, the CAPER documents the accomplishments of federal investments within the cities of Salem and Keizer through the following funding sources:

- **CDBG – the Community Development Block Grant**
The CDBG program assists the City of Salem in addressing affordable housing, homelessness, community development and economic development needs. CDBG is administered by the City of Salem, Urban Development Department, Housing and Social Services Division (HSS).

- **HOME – the HOME Investment Partnerships**

The HOME program funds the acquisition, construction, rehabilitation of affordable housing and also assists renters and homebuyers. The City of Salem and the City of Keizer entered into a Consortium agreement to allow both communities to benefit from the affordable housing objectives.

During PY 2009-10 the following funds were available to award for eligible projects and programs to further the objectives of the consolidated plan:

Program	Funds available	Funds Committed	Funds Expended	Program Income
CDBG	\$1,452,476	\$1,821,786	\$1,363,66	\$369,397
HOME	\$991,930	\$976,696	\$ 732,416	\$307,836

The City does not participate in a Section 108 program and therefore there are no proceeds.

Geographic distribution and location

The City of Salem provides CDBG assistance to low income persons or families within the city limits of Salem. HOME funds assist low-income persons or households within the city limits of both Salem and Keizer. In compliance with the Fair Housing Act, the Salem-Keizer Consortium attempts to avoid undue concentrations of affordable housing development within areas of low income or minority concentration. The Consolidated Plan promotes housing choices throughout Salem and Keizer for very low and low-moderate income individuals and families, especially near employment, shopping and supportive services.

CDBG infrastructure projects, such as parks, benefit specific geographic areas and are located in low and moderate-income areas based on the identified service area.

Specific CDBG and HOME project locations are included in the Appendix maps which identify the areas with a concentration of low income households based on the 2000 census information. Also included is a map with areas of minority concentration. Within the Salem area, persons of Hispanic descent represent the largest minority population in the community.

The following HOME projects were completed during the 2009-2010 program year:

Project	Geographic Location	Census Tract	Amount Funded	% Expended
Mildred Lane SE	5759 and 5779 Samaritan Lane SE	23.02	\$175,200	98%
Windsor Place	5050 Windsor Island Rd. N, Keizer	14	\$122,500	69%
TBRA - Mid-Willamette Valley Community Action Agency	2475 Center St NE	8	\$40,000	96%
Winter Street, acquisition and rehabilitation	2029 Winter St SE	12	\$397,000	92%
Security Deposit	360 Church St SE	2	\$34,000	100%
Englewood West Rehabilitation	1068 Park Ave East	7	\$84,530	94%
Single Family Homebuyer	360 Church St SE	2	\$160,000	87%
Salem-Keizer CDC, CHDO Administration	945 Columbia St NE	3	\$24,000	100%
CCS, CHDO Administration	3737 Portland Rd NE	4	\$24,000	100%

The following projects were completed during the 2009-2010 PY with CDBG funds:

Project	Geographic Location	Census Tract	Amount Funded	% Expended
Samaritan Lane	5769 Samaritan Lane S	23.02	\$237,000	28%
Englewood East Apartment Rehabilitation	3140 Tess Ave NE	7	\$87,431	99%
Latino Microenterprise	161 High Street SE, Suite 234	2	\$50,000	100%
Interim Housing Assistance	360 Church St SE	2	\$74,740	100%
Single Family Critical Repair	360 Church St SE	2	\$120,040	29%
Single Family Rehabilitation	360 Church St SE	2	\$480,373	26%
MERIT Microenterprise Program	626 High Street NE, Suite 210	2	\$36,000	100%
YWCA: Salem Outreach Shelter case management	2933 Center Street NE	7	\$13,552	100%
HOST day youth shelter	1143 Liberty St. NE	2	\$34,591	100%
Mid-Valley Women's Crisis Services	795 Winter St NE	2	\$55,940	100%
Homeless Transportation	1309 Ferry St. SE	9	\$3,511	58%
YWCA: Resource Assistance Program	1255 Broadway NE, Suite 110, Room 116	3	\$55,940	100%
Cascadia Behavioral	3321 Harold Drive NE	16.04	\$35,000	100%

THREE –FIVE YEAR GOALS AND OBJECTIVES

The 2009-2013 Housing and Community Development Consolidated Plan (Plan) established four (4) primary goals listed below for allocating Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) funds. Projects receiving an allocation of CDBG or HOME funds or funds carried over from previous years, helped the City meet the four (4) goals of the Plan by assisting individuals and families earning 80% or less Median Family Income (MFI).

Accomplishments

The following is a summary of the goals identified in the Plan. The table following this summary indicates the progress the City has made in meeting the long term goals outlined in the Plan:

Goal 1 End Homelessness

- Create new permanent housing beds for chronically homeless persons.
- Prioritize capacity building among social service agencies to identify and assist persons at risk of homelessness, their needs, and support systems available.
- Direct housing and community service programs including supportive employment and vocational training to chronically homeless persons.

Goal 2 Promote Economic Development

- Support community economic development activities and diversification that generate jobs and lead to sustainable self-sufficiency living standards for low- and moderate- income individuals and families.
- Expand neighborhood revitalization strategies that link physical, economic, and social programs to Salem's historic character.
- Support entrepreneurship and micro-enterprise initiatives directed at capacity development for small businesses.
- Strengthen institutional capacity to enhance the vitality of the downtown retail, business, and housing environment.

Goal 3 Expand and Sustain Owner and Renter Affordable Housing Stock

- Support organizations that provide affordable housing and housing rehabilitation programs to low- and moderate-income persons.
- Provide single family rehabilitation and critical repair grants/loans to low- and moderate-income residents.
- Direct HUD funds to low income neighborhoods to maintain, improve, and revitalize affordable housing.
- Develop new affordable housing on vacant or abandoned lots.

Goal 4 Revitalize Low-income Neighborhoods

- Promote education and outreach programs to lenders and potential low- moderate-income homebuyers about available homebuyer assistance programs
- Support housing and social service activities that promote housing accessibility
- Ensure equal access to affordable housing resources devoid of predatory/unfair lending

Progress toward Goals

The table following identifies the total number of projects/programs the City completed in 2009-2010 with CDBG and HOME funds. As the second column (Goal/Actual 2009) below indicates, the City met every goal and exceeded the Economic Development goal. Goal #3 (Expand/Sustain Owner/renter affordable housing stock) doubled the estimated goal.

Goal 1 - End Homelessness: • HOST Program (SL-3) • Homeless Transportation Pgm (SL-3) • YWCA Resource Assistance Pgm (SL-3) • Salem Outreach Shelter (SL-3) • Women's Crisis Services (SL-3) • Cascadia Behavioral (SL-3)	\$198,534	5/6	5	5	5	5	25/6
Goal 2 – Promote Economic Development: • MERIT Program (EO-3) • Latino Microenterprise Pgm (EO-3)	\$86,000	2/2	2	2	2	2	10/2
Goal 3 – Expand/Sustain Owner/renter affordable housing stock: • SKCDC, CHDO Administration (DH-1) • CCS, CHDO Administration (DH-1) • Englewood West Apartment Rehabilitation (DH-3) • Englewood East Apartment Rehabilitation (DH-3) • Winter Street Apartments, Acquisition/rehabilitation (DH-3) • Windsor Place (DH-2) • Samaritan Lane (DH-2) • Mildred Lane (DH-2) • Single Family Rehabilitation Pgm (SL-2) • Critical Repair Pgm (SL-2) • Homebuyer Pgm (DH-2)	\$1,675,344	5/11	5	5	5	5	25/11
Goal 4 – Revitalize Low-income neighborhoods • Security Deposit Pgm (DH-1) • Interim Housing Pgm (DH-1) • Tenant Based Rental Assistance Pgm (DH-1)	\$148,700	3/3	3	3	3	3	15/3

OUTCOME INDICATOR

OBJECTIVE/OUTCOME = DH-1 (increasing the availability and accessibility of decent housing)

The City of Salem committed \$122,000 in HOME funds for low income and special needs families obtain a suitable living environment. This included offering Community Housing Development Organizations (CHDO) administrative support. CDBG funds in the amount of \$74,700 were provided for interim housing assistance.

SKCDC, CHDO Admin	945 Columbia St NE	\$24,000	HOME
CCSF, CHDO Admin	3737 Portland Rd NE	\$24,000	HOME
TBRA	2475 Center St NE	\$40,000	HOME
Security Deposit	360 Church St SE	\$34,000	HOME
Interim Assistance	360 Church St SE	\$74,700	CDBG

OBJECTIVE/OUTCOME = DH-2 (increase the affordability of decent housing)

The City of Salem committed \$180,000 to CDBG projects and \$322,500 to HOME projects for a total of \$502,500 to increase the affordability of decent housing as indicated in the following chart. This included acquisition of single family housing for low income families and the acquisition for Samaritan, Windsor Place and Mildred Lanes (Habitat for Humanity housing).

Builder's Blitz, Mildred Lane SE	5759 and 5779 Samaritan Lane SE	\$120,000	HOME
Windsor Place	5050 Windsor Island NE	\$72,500	HOME
Single Family Homebuyer	360 Church St SE	\$130,000	HOME
Samaritan Lane	5769 Samaritan Lane S	\$180,000	CDBG

OBJECTIVE/OUTCOME = DH-3 (sustainability of decent housing)

The City of Salem committed \$477,000 in HOME funds to rehabilitate a multifamily apartment rental complex and to acquire and rehabilitate another. Another multifamily unit was funded with \$77,431 in CDBG. The total combined funds expended were \$524,431.

Englewood West	1068 Park Ave NE	\$70,000	HOME
Winter Street	2029 Winter St SE	\$377,000	HOME
Englewood East Apts.	3140 Tess Ave NE	\$77,431	CDBG

OBJECTIVE/OUTCOME = SL-2 (increasing the affordability of suitable housing)

The City of Salem committed \$600,413 in CDBG and HOME funds for the rehabilitation and critical repair of owner-occupied, single family housing.

Single Family Critical Repair Program	360 Church St SE	\$120,040	CDBG
Single Family Rehabilitation Program	360 Church St SE	\$480,373	HOME

OBJECTIVE/OUTCOME = SL-3 (sustainability of a suitability of living environment).

The City of Salem committed \$198,534 in CDBG funds for public services benefiting low-income people.

SKCSC: Homeless Transport	1309 Ferry St. SE	\$3,511	CDBG
YWCA: SOS	2933 Center Street Northeast	\$13,552	CDBG
NWHS: HOST	1143 Liberty St. NE	\$34,591	CDBG
Mid-Valley Women's Crisis Services	795 Winter St Ne	\$55,940	CDBG
YWCA: Resource Assistance	1255 Broadway NE, Suite 110, Room 116	\$55,940	CDBG
Cascadia Behavioral	3321 Harold Drive NE	\$35,000	CDBG

OBJECTIVE/OUTCOME = EO-3 (provide economic opportunity through new and improved accessibility and opportunities). The City of Salem committed \$86,000 to provide training and technical assistance through the MERIT and Interface Microenterprise Programs.

ED - MERIT	626 High Street NE, Suite 210	\$36,000	CDBG
ED - Latino Micro-Enterprise	161 High Street SE, Suite 234	\$50,000	CDBG

Changes to program

As the community environment is always in constant change, the City must also be prepared to make programmatic changes to ensure citizens are provided with the opportunities they need. Due to the economic climate, a decision was made to eliminate the Homebuyer Program effective July 1, 2010. There are no other changes currently planned at this time.

AFFIRMATIVELY FURTHERING FAIR HOUSING

The City of Salem supports affirmative marketing efforts and training programs undertaken by local organizations such as the Multi-Family Housing Council and the Board of Realtors. All successful applicants agree to develop and follow an approved affirmative marketing program based on federal and City requirements.

The City also requires all housing subrecipients to provide an Affirmative Fair Housing Marketing Plan. These plans must indicate how they will market housing units in the community fairly and reach the populations most difficult to house. The City ensures that all public notices comply with fair housing regulations and that all protected classes are included.

The City markets the Critical Repair and Single Family Rehabilitation programs in local papers and Hispanic publications. The City provides flyers to neighborhoods and known minority organizations. The City continually updates the stakeholder list as staff becomes aware of additional organizations that could possibly benefit from federal funds.

The Human Rights and Relations Advisory Committee (HRRAC) is active in several areas of fair housing and human rights. The City provides staffing and oversight of the HRRAC and creation of partnerships at the state and local levels to enhance human rights within the community. Staff oversees the administration of the Salem City Ordinance for protected classes as well as the City's Title VI and Limited English Proficiency Plans.

The HRRAC and Federal Program staff attempt to mediate and find resolution of citizen issues to the satisfaction of the parties concerned. In PY 2009-2010 the City received five complaints related to rental housing or tenant issues. All of those were resolved through the City of Salem Human Rights process. One complaint was referred to another agency and is pending further contact by complainant.

The Fair Housing Council of Oregon receives complaints from citizens throughout the state on housing and other issues. During the 2009-2010 PY 67 calls were received with 32 of those related to fair housing issues in Salem.

Race Break Down for the fair housing calls is as follows:

92% White

21% Hispanic

4% Native American

4% African American

*Hispanic is contained within definition white

Below is a breakdown of fair housing calls by protected class with disability being the most common complaint due to lack of reasonable accommodations. Issues involving service animal were over half of the disability complaints received, most frequently over the size or reputation of the service animal:

62% Disability

25% Familial Status

7% National Origin

6% Sexual Orientation

Ongoing efforts are made to educate staff, sponsors, the public and other governmental agencies on housing needs and fair housing laws within the community. A fair housing seminar was sponsored by the City in December 2009 and was well attended by local landlords and recipients of federal funds.

In recent years, fair housing programs and practices have made great strides towards addressing many actual and potential impediments in the cities of Salem and Keizer. In 2010-2011 funds have been awarded to the Fair Housing Council of Oregon (FHCO) to continue the educational outreach to ensure the community continues to treat all citizens fairly. FHCO will also make efforts to eliminate the following Fair Housing issues identified in the 2007 Analysis of Impediments to Fair Housing.

Summary of Fair Housing Impediments

Below are the impediments to Fair Housing identified in the 2007 Analysis:

Impediment #1: Language and Cultural Barriers

As Salem and Keizer's minority population continues to grow, increasing cultural and language differences become impediments in various forms. Complaints filed with HUD and City of Salem Human Rights and Relation Commission indicate that even though language is not a protected class, it aligns with national origin, ethnicity and sometimes race. When adequate communication is absent, issues of discrimination arise either intentionally or unintentionally. The City encourages sponsors to have bi-lingual staff or resources available to assist tenants who are not fluent in English.

- **Actions to Overcome Impediment #1:**

As Salem and Keizer minority Hispanic/Latino population continues to grow, additional efforts have been taken to ensure the Annual Plan, Consolidated Plan and CAPER public notices are published in Latino publications. The City of Salem has a language line to translate over 20 different languages. The City also maintains a list of employees fluent in various languages to provide assistance to customers. The City has a contract in place to translate documents into Spanish to aid Hispanic clients. The City of Salem website can translate over a dozen languages with relative ease. This program has been tested by a number of community members who have provided very positive feedback.

Impediment #2: Lack of Knowledge of Fair Housing Resources/Rights

Housing consumers, especially those classified as protected classes in the community need sensitization on their housing rights. Lack of knowledge of the complaint process and availability of housing resources is acknowledged to be an impediment to fair housing. This is because it intensifies discriminatory practices by failing to identify and eliminate them. When the City is made aware that potential discriminatory issues have occurred, citizens are referred to the Human Rights and Relations Commission.

- **Actions to Overcome Impediment #2:**

The City of Salem's General Fund has provided assistance to Mano a Mano, a Latino organization, to serve as a bridge to connect Hispanic clients to service providers. Services provided include rental application fees, security deposits, interim housing assistance, food, and other basic necessities. The Salem Housing Authority has a number of Spanish speaking case managers to assist clients in obtaining security deposits and interim housing assistance. If a client speaks only Spanish, they are automatically assigned to a case manager who can assist them in Spanish.

Impediment #3: Housing Industry Practices

Housing industry practices as well as additional requirements and cost make both rental and owner occupied residential housing inaccessible to low and moderate-income families.

Impediments analysis and education is important to increasing awareness of agencies and private individuals who provide housing in the community. Housing consumers, especially those classified as protected classes in the community, need sensitization on their fair housing rights, complaint processes, and the availability of affordable housing assistance programs. Lack of knowledge regarding the complaint process is potentially an impediment to fair housing because it intensifies discriminatory practices by failing to identify and eliminate them.

- **Actions to Overcome Impediment #3:**

Data from the Home Mortgage Disclosure Act (HMDA) indicated there was unequal lending on the basis of ethnicity and race in Salem. The 2009-2013 Consolidated Plan recognizes this fact and stresses support actions to increase affordable housing stock and reduce the cost burden for residents of Salem.

The City continues to inform and educate affordable housing developers, property managers, realtors, and lenders to the rules and requirements under the Fair Housing Act by providing fair housing summits. All organizations receiving federal funds must comply with all federal housing laws. The HRRAC and FHCO screens calls and assists landlords and tenants in the Salem/Keizer area with fair housing compliance. During the 2010-11 PY, funds have been dedicated to the FHCO to increase education and decrease the identified impediments to fair housing.

Other Impediments

The impediments analysis identified numerous barriers to fair housing in Salem and Keizer. Several barriers to affordable housing were also identified in the Consolidated Plan to be problems intensifying the lack of access and availability to fair housing choices. Some of the barriers to affordable housing include:

- Population growth
- Decreased financial resources for families, agencies, and publicly funded assistance programs
- Relatively high housing development fees and system development charges
- Resistance in some neighborhoods to accept special needs affordable housing
- Rental application fees and security deposits

The City of Salem, General Fund and CDBG programs provide over \$548,320 in social funds to assist families struggling for basic needs. Programs funded included those providing interim housing assistance, security deposits and shelter so families have decent, safe and sanitary housing to eliminate barriers to fair housing in the area.

The City continues to provide System Development Charge waivers for organizations constructing new affordable housing using federal funds. This helps eliminate housing barriers by keeping construction costs lower which allows more affordable housing options.

All sponsors requesting funds for construction and rehabilitation projects are required to submit documentation they have public support for their project. This can include support from the neighborhood association where the project is located or documentation of a town meeting, including outreach efforts to invite the public for input on projects.

AFFORDABLE HOUSING

The City has made great progress in meeting the affordable housing objectives identified in the Plan. Table 2A includes the goals and actual progress made in housing low income citizens, including the actual number of extremely low income, low income and moderate income renter and owner households assisted. This table also includes the number of households served that meet the Section 215 requirements.

Table 2A Priority Housing Needs/Investment Plan Goals

Renters						
0 - 30 of MFI	495	99/70	99	99	99	99
31 - 50% of MFI	608	121/10	121	122	122	122
51 - 80% of MFI	1,221	244/14	244	244	245	245
Owners						
0 - 30 of MFI	89	17/6	18	18	18	18
31 - 50 of MFI	136	27/10	27	27	27	28
51 - 80% of MFI	104	20/31	21	21	21	21
Homeless*						
Individuals	220	44/347	44	44	44	44
Families	80	16/215	16	16	16	16
Non-Homeless Special Needs						
Elderly	155	31/42	31	31	31	31
Frail Elderly	0	0	0	0	0	0
Severe Mental Illness	0	0	0	0	0	0
Physical Disability	0	0	0	0	0	0
Developmental Disability	0	0	0	0	0	0
Alcohol/Drug Abuse	0	0	0	0	0	0
HIV/AIDS	0	0	0	0	0	0
Victims of Domestic Violence	0	0	0	0	0	0
Total	0	0	0	0	0	0
Total Section 215						
212 Renter	2324	464/94	464	464	464	464
215 Owner	329	64/47	64	64	64	64

Worst Case Needs

In 2009-2010, the interim housing, security deposit and tenant based rental assistance programs were allocated \$148,700 to address worst case needs of low-income renters with severe cost burden, those in substandard housing, or those involuntarily displaced. Public service programs were allocated \$198,534 to assist worst case emergency needs throughout the city. There are still unmet needs within the City of Salem and Keizer but through local collaboration efforts will continue meet those needs. During the 2009-2010 PY there were no tenants involuntarily displaced due to rehabilitation or construction projects.

Accessibility Needs

Accessibility needs of persons with disabilities are addressed with the rehabilitation of all rental and construction projects funded with CDBG or HOME. All construction and rehabilitation projects are required to meet ADA guidelines as applicable. All programs funded are required to have ADA access and provide reasonable accommodations as requested.

CONTINUUM OF CARE SPECIAL NEEDS/SUPPORTIVE HOUSING

The City of Salem and the City of Keizer supports Continuum of Care applications from other agencies in the community. In addition, the Consortium has provided funding for specific types of housing, targeted to the Continuum of Care as one of the Plan priorities. This would include projects for transitional housing; emergency housing and special needs housing. The City provides funds to MWVCAA for tenant based rental assistance (TBRA) which is combined with the ARCHES Program to support individuals and families and connect them to housing and other Continuum of Care programs. The City of Salem staff does outreach to private sector developers and agencies that can produce additional shelter capacity, transitional and special needs housing.

The MWVCAA is the lead agency for the Continuum of Care. This organization provides leadership and funding to local nonprofit agencies that support those who are homeless and those at risk of homelessness. Through the efforts of MWVCAA, a collaborative of all Continuum of Care contractors gather with other interested community partners to discuss local homeless issues and identify methods to address these issues. In addition to providing services to homeless persons with mental health issues, drug/alcohol addictions and those with disabilities, the Continuum of Care has implemented procedures that include early intervention with those who have recently become homeless and those who are at-risk of becoming homeless due to recent unemployment. Funding for the Homeless Prevention and Rapid Re-housing Program has made this additional intervention possible.

The social service programs with CDBG funds committed in 2009-2010 include case management for a domestic violence crisis shelter, case management for transitional housing, TBRA, health care and a resource assistance program that coordinates direct services within the City. The primary function of the transitional shelters is to coordinate with community partners to assist homeless persons make transition into permanent housing and independent living.

MWVCAA conducted the annual homeless count and survey on January 27, 2010 to determine the number of homeless individuals and families in the community. The 10 year Plan to End Homelessness can be found at www.mwvcaa.org along with all the findings from the one night shelter count. These reports are valuable tools that enable the community and social service agencies to better assess, understand and address the needs of the homeless individuals who are part of the Salem community.

The 10 Year Plan to End Homelessness includes a goal to provide a day of services to the homeless community. In March 2009 a Homeless Connect Program was held. This one day program was located in the center of Salem which brought 67 social service agencies together to aid over 778 homeless individuals. Assistance for the homeless ranged from offering help in maneuvering the social service system, to contributing free clean clothing, providing a warm meal, giving care for animals, providing dental and medical assistance as well as many other much needed services. This was the second year of this event and was again deemed a huge success.

Housing Transition

Homeless Prevention and Rapid Re-housing funds has made it possible for the Continuum of Care to increase early intervention with those families who are at risk of becoming homeless, making certain that families are fully aware of local resources to which they are entitled. Short-term rental assistance has also been provided to families to help bridge the gap when their funds have been depleted because of lengthy unemployment. Interfacing with local homeless shelters enable services to be offered to families who have recently become homeless. Other Continuum of Care programs provide transitional housing case management to the homeless to increase the family's ability to become self-sufficient and move into permanent housing. One Continuum of Care program provides permanent housing for disabled persons who were formerly homeless.

MWVCAA and their social service partners continue to outreach with other agencies to prevent homelessness and to help homeless persons make the transition to permanent housing and independent living. In the 2009-2010 PY, MWVCAA received \$597,652 in Homeless Prevention and Rapid Re-housing Funds from the City of Salem and \$818,455 from the State of Oregon to expend over the next three years. They also received \$663,672 in CSBG ARRA funds to expend in the next 15 months. These programs will provide support for the homeless or those at risk of homelessness.

HOMELESS SuperNofa

The Continuum has been awarded funding through the Permanent Housing Bonus Project to increase services to disabled persons who were formerly homeless. Shangri-La Corporation will provide permanent housing for these individuals and provide case management to help them increase their self-sufficiency.

OTHER ACTIONS SUPPORTING THE "PLAN"

All of the actions taken by Federal Programs in the management of HOME and CDBG funds are completed in support of the CDBG or HOME program goals and/or to help successfully meet the Plan goals. The City of Salem is committed to assisting the citizens of Salem and Keizer in obtaining clean, safe, affordable living conditions.

Obstacles in Meeting Underserved Needs

Coordination between public and private housing and social services agencies is an extremely important activity. The City participates in the Continuum of Care Collaborative, which is comprised of various housing and social service agencies. The ongoing collaboration with local organizations provides better service to the underserved by streamlining services. Partnering with these institutions is vital to overcoming any gaps in institutional structure and meeting the underserved needs in the community.

Foster Affordable Housing

Affordable housing is the City's number two priority. The City continues to help foster and maintain affordable housing by providing HOME funds to Community Housing Development Organizations (CHDO) and other nonprofit housing organizations. These partnerships have helped to remove some of the many housing barriers which can consist of cost, availability and location of housing. As mentioned, the City provides System Development Charge waivers for organizations constructing new affordable housing using federal funds. This helps keep the cost of construction down which in turn allows for lower rents. These organizations are then required to maintain the property as affordable housing for a prescribed number of years. To ensure affordable housing is maintained the City follows all compliance monitoring requirements on a regulated schedule.

When property is acquired or rehabilitated, steps are taken to cause as little disruption as possible for tenants. Actions are taken to avoid displacement whenever possible. Required notices are initially sent to tenants as part of the application process and once funding is awarded. Verification these steps have been taken is a condition of funding. Staff attends Uniform Relocation Act (URA) training whenever offered and trains sponsors on the importance of compliance.

Elimination of Barriers to Affordable Housing

The City partners with the local housing authority and other organizations to provide funds for housing improvements. This coordination of housing delivery reduces gaps and improves public housing for the citizens of Salem and Keizer. It also increases efficiency of funds that are never sufficient to serve all of those in need of services.

Gaps in Institutional Structures

Through the analysis conducted when the Plan was completed, the City identified gaps in homeless services, economic development and affordable housing. The City has been working with local partners to provide additional services and housing. To overcome gaps HSS cooperates with other city departments essential to the administration of the CDBG program as it relates to projects or programs outlined in the Plan. The City ensures that adequate public participation is obtained during both program development and program implementation.

The City is a partner in the Continuum of Care consortium and the Emergency Housing Network. Both of these groups work to fill gaps in services. The City provides general funds to various organizations providing essential services to low income individuals and families. All projects that receive general, HOME and CDBG funds are required to meet the eligibility standards set forth by the US Department of Housing and Urban Development. In some cases the general fund programs do not fit into the federal guidelines and exceptions are made on a case by case basis.

Public Housing and Resident Initiatives

This year there were no applications submitted to assist in rehabilitating public housing facilities. The Security Deposit program was funded and is available to all residents, including those interested in living in public housing facilities.

The Salem Housing Authority (SHA) operates the Family Self Sufficiency Program. This program connects Section 8 or Public Housing tenants to outside resources to remove barriers that prevent them from being self sufficient and the program helps them achieve better living conditions. Staff assists tenants in setting individual goals such as financial management, preparation for homeownership, completion of GED or vocational training to acquire job skills which often translates into higher income jobs and self sufficiency. The goals are converted into a five year contract which includes completion dates or deadlines to help keep tenants accountable. Staff meets with tenants on a quarterly basis or more frequently if needed to offer encouragement and moral support throughout the five year period. One SHA position is funded through Public Housing to assist senior clients residing in public housing who rely on resources so they can continue to live independently.

SHA encourages residents to be involved in a variety of activities involving public housing management. Robert Lindsey Tower (RLT), a public housing for tenants 62 years and older, has a Tenant Association which is a formal board comprised of tenants who address a variety of complex issues that impact their community. RLT has a Resident Service Representative who receives a stipend to act as the "eyes and ears" for the property and also serves as a recycling coordinator.

The bylaws of both the SHA and the Housing Advisory Committee require at least one tenant serve on the board with a goal of at least 3-5 tenants attending. There is no maximum number of tenants who can participate but a minimum of 20 tenants are invited to participate in the scheduled meetings. Tenants are always welcome to attend meetings without actually serving on the committee.

A resident advisory board is comprised of tenants who review the Family Self Sufficiency Program action plan and review any proposed policy changes. Tenants are sent newsletters and other correspondence to ensure awareness of SHA activities and are encouraged to provide feedback to staff.

All tenants are given a 30-60 day period to comment on updated utility allowances, changes made to the security deposits, updates to maintenance charges, modifications to the Admission and Continued Occupancy Policy, as well as revisions to leases and addendums or other items that could directly affect them.

Reduction of Lead-based Paint

The evaluation and reduction of lead-based paint hazards is included in standard operation procedures for all funded projects and programs. For the Homebuyer program, all homes built after 1978 must pass a visual lead inspection. Lead based paint inspections are required on all Single Family Rehabilitation projects built after 1978. If lead based paint is found at a level unacceptable by HUD, mitigation will be required. Lead based paint abatement loans are available up to \$10,000 and are forgivable after one year.

To ensure that housing assisted by CDBG and HOME funds are safe, the City of Salem continues to perform lead-based paint inspections on all CDBG or HOME supported rehabilitation activities. This effort is in support of HUD's goals of having all homes lead-safe by 2011. The City of Salem completes HOME rental housing inspections on all projects funded with HOME dollars. These inspections are part of the HOME monitoring effort and all units inspected must meet Salem's Local Housing Codes. The City's local housing codes exceed the requirements of Housing Quality Standards (HQS).

Compliance with Comprehensive Planning

The City uses a systematic approach to managing its CDBG program. Activities considered during the application/funding process are tested for adherence to 24 CFR Part 570.208 with respect to meeting one of the following national objectives: 1) Benefit to Low-Income; 2) Elimination of Slum and Blight; and 3) Urgent Need to ensure all activities meet the low-income benefit objective. City staff reviews the eligibility of an activity pursuant to 24 CFR 570.201. The final selection of CDBG activities is completed pursuant to the public participation requirements outlined in 24 CFR Part 570.486. Once a list of proposed activities is developed, City staff obtains citizen comment throughout the public comment period. Following public input City staff makes a final recommendation to the City Council who makes the final decision on the use of CDBG funds in a public hearing. Special efforts are made to include low-income persons, minorities and non-English speaking persons, as well as persons with disabilities in this process.

Most activities are carried out by private nonprofit organizations that enter into a formal agreement with the City which specifies all local, state and federal regulations with which the agency must comply. Each agreement contains performance criteria which defines the minimum progress each organization must make to remain in compliance. Failure to comply with the regulations and performance criteria outlined in the agreement is grounds for the City to invoke remediation and/or termination of the contract.

Poverty Level Reduction

The City has committed to provide 15% of its total allocation of CDBG to organizations that serve individuals and families living below the poverty line. Some of these services include funding to organizations such as Mid Valley Women's Crisis Shelter, HOST (youth homeless/crisis service) and Salem Keizer School District for local public bus passes for the homeless. Through the City's general fund other organizations such as Marion-Polk Food Share, Salvation Army, Mano a Mano and other organizations provide emergency services for low income families. These programs help alleviate the obstacles many families face due to living below the poverty line while providing tools to help them move beyond their current living conditions.

Poverty reduction strategies in the area encompass a variety of processes that provide support for the needs of individuals and households as they progress toward economic independence and self sufficiency. Community Housing and Development Organizations (CHDO's) have worked meticulously with City housing service agencies to provide decent, safe and sanitary housing that is affordable to low- and moderate income persons. All housing support programs and activities in the area prioritize stability in the lives of individuals and families. More and more organizations are providing wrap around services to the clients they serve.

Over the years, Salem's number one poverty reduction strategy prioritized education, economic development, and income redistribution strategies that lift low-income individuals from the brinks of poverty. To support the efforts of housing providers in the area, the City works with the MWVCAA who steers the local Continuum of Care efforts. The Continuum of Care efforts are collaborative efforts to identify human service needs such as supportive housing and community economic development strategies that lead to self-sufficiency.

LEVERAGING PUBLIC PRIVATE RESOURCES

A key objective for the City of Salem and the Salem/Keizer Consortium is to leverage resources to the maximum extent possible. Private sector lenders and private nonprofit agencies provide some of these resources. CDBG and HOME fund allocations are leveraged through the City's partnerships. These partners leverage the allocations they receive from the City through private loans, grants received from local nonprofits, LIHTC, Oregon Housing Tax credits, Oregon Housing Trust Funds, Weatherization grants, donations, and volunteer support. The local CHDO's typically apply for both HOME and tax credits to construct new workforce/special needs housing.

MWCAA is the lead organization for the City's Continuum of Care. The partnership between MWCAA and the City is essential to the reduction of homelessness and the personal wealth creation for the citizens of the City.

The City provides approximately \$384,000 in general funds for individuals and families in need of essential services including food, shelter, health etc. The CDBG public service allocation works in conjunction with the general funds towards meeting the same goals.

The City has not pursued applying for any additional federal funds but is currently monitoring the government grant website for SuperNOFA's that may be used to meet the Plan goals.

The City continues to look for ways to leverage additional dollars for all the projects funded with CDBG and HOME. For all programs/projects (regardless of federal funding source) the City requires a 25% match.

Housing Choice Program

Funds are leveraged through the Housing Choice Program. At the beginning of the City's 2009 fiscal year, 2,869 units were under contract in the Housing Choice Program (Section 8 rental assistance). The number under contract at the end of the PY 2010 was 2,904. It is anticipated this number will increase to 2950 as the Veterans Administration Supportive Housing program begins in October 2010 and will remain stable throughout the year. The number under contract at any one time is a delicate balancing act between families leasing new units and families terminating from the program. The time it takes for new families to find and lease a unit, once they have been issued a voucher, can take up to four months.

**Table 4A
Priority Public Housing Needs
Local Jurisdiction**

Capital Fund Program (CFP)

The Capital Fund Program table shows FY 2007, 2008 and 2009 budget allocations and actual expenditures.

Capital Fund Budget and Expenditures		
Year	Budget	Expended as of 6-30-10
2007	\$736,682	\$735,608.601 (99.85%)
2008	\$777,539	\$715,094.31 (91.97%)
2009	\$775,039	\$704,971.13 (90.96%)
2009 ARRA	\$984,210	\$984,210 (100%)

The Salem Housing Authority is on schedule for obligation and expenditure of funds in all CFP programs. Their performance as a Public Housing High Performer under the HUD Public Housing Assessment Program, has qualified them for a financial bonus over the last four years.

Public Housing Improvements

The Capital Fund Program provides funds to Public Housing Authorities for facility rehabilitation activities. Improvements to public housing facilities in FY 2009-2010 included:

- Roof repair Glenn Creek Village
- Robert Lindsey Tower HVAC upgrades
- Exterior painting Glenn Creek Village
- Elevator controls Robert Lindsey Tower
- Scattered Site Energy Upgrades
- Scattered Site reroofing

Matching Resources

The HOME program requires a twenty-five percent match for all activities (excluding administration) completed during a program year. The match liability for PY 2009 was \$140,368.80. Total match contributed was \$472,303. (See Appendix C). Match contributions include volunteer time, in-kind donations, grants, System Development Charges waivers and property tax waivers.

CITIZEN COMMENTS

The City held extensive public participation process to receive input for the Annual Action Plan which included data collection of citizen input at public meetings and a 30 day comment period for the draft Annual Action Plan. The 30 day comment period began on March 26, 2010 at which time a draft plan was also posted on the City's website. A public hearing was held on April 26, 2010 at which time City Council approved the Annual Action Plan. The only comment received during that period was a citizen interested in developing workforce housing in the downtown core area.

In conjunction with the Citizen Participation plan, the following steps are taken to receive public input on the 2009-2010 CAPER:

- 1) Notification was published in the Statesman Journal newspaper on September 10, 2010 alerting citizens the CAPER is available for review until September 27, 2010 at noon. The Plan was available for review at the following locations: Salem Housing Authority (360 Church St SE), Keizer City Hall (930 Chemawa Rd NE), and the Salem Public Library. A telephone number was included in the publication as well as a TDD and the offer for interpretive services upon request.
- 2) A notice was also sent to the Latin American Times, Inc. which was published on September 9, 2010.
- 3) The document was placed online at the Federal Program website:
<http://www.cityofsalem.net/Departments/UrbanDevelopment/FederalPrograms/Pages/CDBGHOME.asp>
X
- 4) A public hearing was held at Salem City Council on the evening of September 27, 2010.

Despite these efforts no public comments received.

SELF-EVALUATION

The City has been addressing emergency needs and homelessness by conducting numerous meetings and collaborative opportunities with social service providers. Projects continue to be funded that help break the cycle of poverty while developing more independence and self sufficiency. Emergency food relief and medical care has been provided for homeless families through the General Fund.

Housing Rehabilitation and Critical Repair activities are preserving the largest supply of affordable housing while making homes safe for residents. Public service programs are helping to break the cycle of poverty. Emergency food relief and regularly scheduled meals avoids the more expensive public safety remedies associated with catastrophic illness. Care is being provided for homeless women and children resulting from domestic violence providing alternatives to further suffering and abuse. Homeownership is being made possible for families that would not otherwise have the means to the long term financial security that home equity provides and helps eliminate the cycle of generations of poverty. By accomplishing the above listed priority needs and specific objectives the impact has been significant. Over 54,000 people were served through social service organizations receiving general funds. The CDBG social service funds assisted 2,329 people acquire much needed emergency services.

A number of activities and strategies have been put in place that is just beginning to have an impact on the needs identified in the Plan. The City Council identified homelessness as a council goal and will be working to reduce and eliminate homeless within the City. The City is on track with the goals outlined in the Plan and will continue collaborating with key partners to make the community's vision of the future a reality.

Barriers

The following barriers have been identified which impacts the success of these objectives: 1) difficulty in obtaining additional funding partners for new construction projects; 2) the high and continuing unemployment rate; 3) fewer families are able to maintain stable housing and 4) the homeless rate and people requiring social services continues to increase.

Adjustments

The City is no longer funding the Homebuyer Program; therefore the goals of assisting residents to purchase homes will not be realized. Other necessary adjustments include partnering with additional Community Housing and Development Organizations (CHDO) to help further the goal of increasing new multifamily housing. The City will continue to look for opportunities to increase grant acquisition activities with respect to finding new funding sources.

MONITORING FREQUENCY

Monitoring is essential to the Federal Programs Division's success in administration of the HOME and CDBG programs to insure that investments of federal funds are provided to recipients and subrecipients capable of successfully managing these funds.

During the initial application file review all projects are monitored to ensure they are eligible for federally funds and that sponsors have met the Uniform Relocation Act notice requirements. Once funded with HOME or CDBG funds, construction or rehabilitation projects are monitored to ensure compliance with all federal requirements. Site visits are coordinated on an ongoing basis until project completion to ensure the project meets all of the agreement specifications and the City building code requirements. For all projects triggering Davis Bacon prevailing wages, a staff member is designated responsibility to oversee the project to ensure Department of Labor compliance throughout. Information is obtained through Tenant Income Certification or Client eligibility forms and is reviewed to confirm all tenants are income eligible before funds are released and a project is closed out.

Grant Program Status

HOME rental housing programs are tracked through a matrix and monitored according to the prescribed guidelines. HOME monitoring ensures that recipients manage projects in compliance with HOME eligibility and record keeping requirements. Property inspections must meet the requirements of the State and local codes and City Rehabilitation standards for projects in the cities of Salem and Keizer. The number of housing units in a given project determines the required frequency of property inspections. The schedule is as follows:

- 1 – 4 units, every three years
- 5 – 25 units, every two years
- 26 units or more, annually

Monitoring includes:

- Site visits and inspections (a minimum of 20% of the units are inspected)
- Client Eligibility documentation review
- Tenant/ participant file review (a minimum of 20% of the units are inspected)
- Management systems review (administrative and financial)
- Vacancy rate review

In addition to frequency of visits, the total amount of HOME funding in a project determines the duration the project must comply with HOME regulations. An annual report must be submitted by all sponsors with housing projects that are still within affordability period. The only sponsors not required to submit annual reports are those with properties that are monitored annually. This report indicates if there is a change in staff, the vacancy rate, when source documentation must be obtained again and asks other pertinent questions to ensure understanding of the HOME expectations. Annual reports are reviewed by staff to determine if risk levels have increased resulting in the need for more frequent monitoring, technical assistance or if personal contact is needed. This report has proven to be a very useful monitoring tool.

The City performs onsite inspections for all funding requests for acquisition and rehabilitation of rental housing. In the past year, seventeen HOME projects were monitored, which includes tenant file monitoring as well as onsite, physical inspections. The onsite inspections are analyzed using local codes, ordinances and rehabilitation standards. The inspections performed during the 2009-2010 PY indicated all HOME projects are being maintained in a manner that increases the life of affordable housing and the property.

Of the projects monitored this PY year, the most frequent issues found during unit inspections was caulking issues around the bathtub and sink areas, mold and mildew, minor electrical (reverse polarity in plugs), television cables being draped from room to room, and hot water tanks being surrounded by flammable materials. Sponsors are aware of those issues and all findings were resolved and documented during a second inspection. All tenants residing in HOME units were income eligible and had Tenant Income Certification (TIC) forms in their files. Staff continues to offer ongoing training and support to sponsors and their staff.

The Single Family Rehabilitation, Critical Repair and Homebuyer Programs are typically monitored on an annual basis. This year, due to a determination by staff not involved with daily operation of the programs, this program was considered low risk after a desk audit was conducted. This determination was based on having no changes in staff and all past monitoring issues were resolved. Depending on the outcome of the desk audit, a more in-depth review of the files may occur. If that occurs, a summary report is sent to the Federal Programs Manager who addresses any issues discovered.

The Homebuyer Program recipients are monitored on an annual basis to ensure owner occupancy for a minimum of five years. During the 2009-2010 PY, 38 homebuyers were monitored, which included 7 Habitat for Humanity homeowners. This monitoring resulted in no compliance issues being noted.

When programs or projects are found to be out of compliance, staff works diligently with sponsors to correct issues. An important part of this effort includes coaching sponsors so procedure manuals are kept up to date and that new staff are well trained.

Project Schedules

Projects or programs receiving CDBG and/or HOME allocations are typically completed in a timely manner. In some cases, due to various situations, delays occur. The following projects/programs will be carried over due to project delays that could include project permitting, program design and lease up issues:

1. Woodmansee Apartments: new rental housing for developmentally disabled individuals
2. Salem Outreach Shelter: Property acquisition
3. Marion-Polk Foodshare: kitchen rehabilitation project
4. Southview Terrace, window replacement in multifamily apartment complex
5. West Salem Clinic: clinic rehabilitation
6. Tenant based rental assistance (TBRA): MWVCAA began the lease up process late in the year. This is designed as a two year program
7. Statesman Village; new rental housing for developmentally disabled individuals

Of these projects, the first five are expected to be completed by the end of the calendar year. The TBRA program will be completed by the end of the program year. Statesman Village is still in the permit phase. At this time it is expected to be completed by next fall. Sponsors are aware that funding may not be allocated in the future if projects are not completed timely.

Expenditures and Grant Disbursements

The City of Salem has completed grant disbursement requests from the Line of Credit on a quarterly basis. Moving forward, the City has increased staff capacity and a monthly draw schedule will be followed. Due to the City being on a cash accrual basis, the end of the year reports may not reconcile actual expenditures to the letter of credit.

HSS staff requires recipients and subrecipients to submit pay requests monthly. Every pay request must include complete documentation to support the pay request or funds will not be disbursed until the information is received. Documentation typically includes Client Eligibility Forms, timesheets, TBRA set up forms or invoices.

ASSESSMENT TOWARD THE CDBG GOALS AND OBJECTIVES

The Community Development Block Grant (CDBG) Program assists citizens in the metropolitan area of Salem, Oregon address affordable housing, homelessness, community development and economic development. CDBG is administered by the City of Salem, Urban Development Department, Housing and Social Services Division. Eligible applicants are households and individuals whose income does not exceed 80% of the median income for a family equivalent to their size. These income limits are provided to the City of Salem from HUD in the spring of each year.

CDBG funds have been used for a number of activities to address the priorities, needs, goals and objectives outlined in the Plan. The first priority identified in the Plan is ending homelessness which includes providing decent housing. CDBG funds have been provided to meet the objective of this goal through the Interim Assistance Program. This program has assisted 130 of people obtain safe, decent and sanitary living conditions. Other strategies, needs and objectives of the Plan include the following:

Priority 1

1. Collaborate with Community Action to Implement Continuum of Care Ten Year Plan to End Homelessness

Staff maintains involvement with the 10 year Plan to End Homelessness by attending collaborative meetings coordinated by MWVCAA, by participating in the annual homeless count and by overseeing the Social Services Advisory Board (SSAB) which serves as a valuable conduit to social service agencies. During the PY no new beds for chronically homeless people were created. Staff continues to work with nonprofit organizations to consider options to increase beds for the homeless. Those ongoing discussions will continue with the expectation of meeting that goal.

It is a priority to help build capacity among social service agencies that assist persons at risk of homelessness. The Salem Outreach Shelter (a homeless shelter) and HOST (a day shelter for youth) were both funded to assist homeless people during the PY. The Salem Keizer School District was also funded to provide support to homeless families by offering school bus passes to homeless students. Eliminating homelessness will continue to be a high priority of the City.

2. Increase the percentage of homeless individuals and households receiving support in permanent housing settings.

This goal has been met through the Interim Assistance Program. This program provides assistance in the form of rent or security deposits to those homeless or at risk of homelessness. The Interim Assistance Program assisted 130 people locate mainstream housing and help them progress toward self sufficiency. Tenant education and life skills training helps people learn skills necessary to become successful in their housing arrangements through the Salem Outreach Shelter (SOS) program. The SOS has also been instrumental in reaching the goal of moving people from transitional to permanent housing. The case managers work diligently with families to help them become self sufficient, which includes assisting them to find permanent housing. The Mid-Valley Women's Crisis Services also helps individuals involved in domestic violence situations move from safe shelters into permanent housing. They work with the Salem Housing Authority and other housing providers to assist their clients in finding safe housing.

3. Increase the percentage of employed homeless persons exiting shelters.

The goal of the homeless shelters is helping people find employment and to become self sufficient. They have case managers who offer wrap around services to help remove barriers the residents may have that prevent them from being self sufficient. The SOS assists people in finding employment. The City also partners with the MWVCAA on an ongoing basis. The MWVCAA was the recipient of the HPRP funds and is a valuable community partner in helping the homeless to become self sufficient.

4. Increased availability/accessibility of homeless assistance and resources to households and individuals.

The City allocates 15% of all CDBG funds to Social Service programs to help assist the homeless in the community. The priorities identified in the Plan will continue to be focused on homelessness when funds are allocated in the future.

Priority 2

The second priority of the plan is to promote economic development by creating economic opportunities. The strategies, needs and objectives to meet that priority are as follows:

1. Expand community economic development and business diversification that create jobs

The City provides funds for the MERIT and Latino Microenterprise programs to support community economic development activities that lead to self sufficiency. During this program year, these programs have resulted in the creation of 93 new businesses. This PY, the City has supported entrepreneurship and micro-enterprise initiatives for small businesses by creating a microloan program. This program became available July 1, 2010. The City established a NRSA area to target neighborhoods in need of revitalization to link physical, economic and social programs. During this PY, four families purchased homes in the NRSA through the Homebuyer Program and had repairs completed through the Critical Repair Program. Staff continues to meet with potential partners to expand revitalization strategies.

2. Support of Salem Urban Renewal Activities

The tax incentive programs have been used to encourage businesses to invest in Salem. During the last PY Sanyo opened a business in Salem which resulted in the creation of 200 jobs. There have been ongoing discussions regarding mixed income projects in the downtown area, however, with financing being difficult to obtain, that goal has not yet been reached. Conversations are continuing with the hopes of seeing a mixed use facility being constructed in the next five years. During the last PY, 93 jobs were created through the microenterprise programs to encourage economic development. Through incentives and programs aimed at creating economic development, 200 jobs were created in Salem through Sanyo.

Priority 3

The third priority is to expand and sustain owner and renter affordable housing stock.

1. Preserve Existing Owner and Renter Affordable Housing Stock

CDBG funds assisted 8 families through the Critical Repair and Single Family Rehabilitation programs. Homes were made safe, decent and sanitary through the aid of federal funds. The Englewood Apartments are located in a low income neighborhood and were rehabilitated to maintain, improve and revitalize affordable housing. This project consisted of adding tankless water heaters and adding ceiling insulation to decrease energy costs for 42 low income residents. No new affordable housing projects were built on vacant or abandoned lots.

2. Increase the availability of affordable housing options

CDBG funds were used to acquire property for one Habitat for Humanity project, which assisted low income families purchase homes. Developer fees are typically available to nonprofit agencies undertaking the purchase or rehabilitation of affordable housing projects. The goal in waiving these fees is to offer financial assistance to the production of affordable housing for low and moderate income persons. During the PY no developer fees were requested.

3. Remove barriers to affordable housing

To remove barriers to affordable housing, staff promoted education and outreach programs to lenders and potential low-moderate income homebuyers regarding the homebuyer assistance program. Federal programs are marketed in a number of ways. Flyers are available at various locations, articles are published in local newspapers, information is included in City water bills and information is also available on the City's website. Staff has met with realtors and other funding groups to promote the Homebuyer and NSP programs throughout the year. Housing accessibility is also supported with CDBG funds through the Interim Assistance Program in which 130 residents were assisted. The SOS is supported and provided shelter for 106 residents. The HOST program was also funded and assisted 156 homeless youth. The Resource Assistance Program served 365 people obtain language assistance to reach much needed services, including locating housing.

The Human Rights Specialist is active in several areas of fair housing to ensure equal access to affordable housing. The HRRAC and HSS staff attempts to mediate and find resolution of citizen issues to the satisfaction of the parties concerned. In PY 2010-2011 the City received five complaints related to rental housing or tenant issues. All of those were resolved through the City of Salem Human Rights process. One complaint was referred to other agency and is closed pending further contact by complainant.

Priority 4

The fourth priority is to revitalize low income neighborhoods and create a suitable living environment.

1. Improve community parks facilities, public housing, infrastructure, and remove slums and blight

There was no facility improvements completed that supported low- and moderate-income persons or the homeless and special needs individuals during the PY. The West Salem Clinic was funded during the PY and is expected to be completed in the fall and be reported on next year. During the PY, no projects were undertaken to replace vacant and abandoned housing lots. During the PY, no projects involved the demolition of slums and blighted structures to improve the visual appeal of neighborhoods.

2. Support human service facilities and programs for low-moderate income persons.

The Mid-Valley Women's Crisis Services provided support to 1014 individuals who were victims of domestic violence. The Cascadia Detox program provided assistance to 546 individuals undergoing detoxification and associated services.

CHANGES IN PROGRAM OBJECTIVES

During the PY the City did not change the program objectives as it pertained to the Consolidated Plan or the Annual Plan. A decision was made during the year to no longer fund the Homebuyer Program due to the struggling economy. Staff will continue to evaluate that decision in the future as the economy improves and may change course as a result.

ASSESSMENT IN CARRYING OUT PLANNED ACTIONS

The City has made efforts to pursue any additional funding that was indicated in the Plan and continues to partner with the MWVCAA and supports the Continuum of Care. The City continues to provide general fund dollars to help reduce the number of homeless individuals. On occasion sources to assist in project funding include money from low income Tax Credits, Oregon Affordable Tax Credits, and Trust grants. During the current year there were no Tax Credits, and Affordable Tax Credits awarded to HOME or CDBG applicants. Attempts to partner with other agencies in the future will be a priority so funds can be better leveraged. The local CHDO has partnered with the MWVCAA to update a number of low income housing units so they are more energy efficient. These funds are allocated through the Energy Trust Grant. Single Family Rehabilitation clients also are recipients of energy grants as funds are available to reduce the energy costs for low income families.

The City provides Certification of Consistency for the local Continuum of Care recipients and the local housing authorities. The City reviewed all certification requests to determine the alignment with the Plan. If the request aligned, then the City signed the certification and forwarded it to the recipient. If a request did not meet the goals outlined in the Plan the certificate was returned unsigned and did not certify consistency with the Plan regardless of the proposing agency.

The City does not hinder the Plan implementation by actions or willful inactions. All inquiries into the implementation of the Plan are documented and a matter of public record. The record shows no contrary action or willful inaction. City staff is required to complete a conflict of interest form that stipulates all conflicts must be declared should they occur.

USE OF CDBG FUNDS

CDBG funds awarded during the program year were exclusively used for activities benefiting low or moderate income persons. The City expended 100% of the CDBG funds on activities benefiting low and moderate income persons.

ANTI-DISPLACEMENT AND RELOCATION

Staff works closely with applicants to minimize the amount of displacement resulting from CDBG assisted activities and to ensure notices to tenants are timely.

In 2009-2010, there was one CDBG multi-family rental rehabilitation (Englewood West) application received. An initial General Information Notice (GIN) was sent to the tenants as soon as the sponsor made the decision to apply for federal funding notifying tenants of their application for federal funds. They also held a community meeting to discuss the scope of work and had tenants sign in as they arrived to the meeting. A second GIN notice was sent to alert tenants once federal funding had been secured. The project consisted of renovating an elevator. All new tenants were also provided notification when they moved into the facility.

It is a priority to disrupt tenants as little as possible during rehabilitation, which is relayed to each sponsor interested in undertaking a rental rehabilitation project. Contractors are also made aware of expectations, including when work can commence, being respectful of the tenants etc. During the PY, no tenants were displaced and were impacted on a minor scale for a short duration. Tenants were very happy to have the elevator improvements made to their complex.

LOW/MOD JOB ACTIVITIES

Section 3 documentation is included in all bid packets if the project exceeds \$100,000 in federal funds. Included in the information is a Section 3 self certification form that indicates if the contractor or subcontractor is a Section 3 business. Preference in awarding the bid is given to those contractors who meet the Section 3 requirements. Bid packets include language that notification of job openings must be provided to the City to be posted at public housing sites. The Salem Housing Authority (SHA) keeps a list of various trades that may be utilized during construction projects so they can be contacted directly, as well.

No permanent jobs were created or retained for CDBG or HOME construction or rehabilitation projects. During the program year there were no jobs available to low/mod persons that required special skills, work experience or education.

PROGRAM INCOME RECEIVED

The City did not have any program income that was returned to any revolving fund as the City does not have a revolving fund program. The City does not have a float funded activity program. No loan repayments were received for Economic Development in this program year. The City did not receive program income from the sale of any property.

PRIOR PERIOD ADJUSTMENTS

The City had no prior year adjustments during the 2009-2010 PY.

LOANS AND OTHER RECEIVABLES

The City of Salem does not float-fund activities. The following information is a summary of the City's outstanding loans:

- Single Family Rehabilitation:
 - Terms: \$30,000 maximum, \$10,000 maximum for lead based paint abatement
 - 0% interest deferred payment loan. No payment is required until property is no longer owner occupied.
 - Number of loans – 174
 - Number of deferred or forgivable loans - 174
 - Outstanding loan balance - \$4,673,030.
- Homebuyer:
 - Terms: 3% interest and deferred payment loan. No payment no interest is required until property is no longer owner occupied.
 - Number of loans – 69
 - Number of deferred or forgivable loans - 69
 - Outstanding loan balance - \$1,438,515.

- Critical Repair:
 - Terms: \$10,000 maximum,
 - 0% interest deferred payment loan. No payment is required until property is no longer owner occupied.
 - Number of loans – 32
 - Number of deferred or forgivable loans - 32
 - Outstanding loan balance - \$205,799.
- Public Facility:
 - 0-3% interest rate
 - Number of loans – 7
 - Number of deferred or forgivable loans - 6
 - Outstanding loan balance - \$100,075
- Special Needs Housing:
 - 0-3% interest rate
 - Number of loans – 18
 - Number of deferred or forgivable loans - 3
 - Outstanding loan balance - \$959,641
- Single Family Acquisition:
 - 0-3% interest rate
 - Number of loans – 29
 - Number of deferred or forgivable loans - 0
 - Outstanding loan balance - \$935,964
- Multi-family new construction and rehabilitation:
 - 0-3% interest rate
 - Number of loans – 45
 - Number of deferred or forgivable loans - 23
 - Outstanding loan balance - \$3,965,265

Salem Conference Center

A total of \$502,634.52 was paid into the Loan Repayment Investment Account in order to make debt service on the Salem Conference Center Section 108 loan payment. These funds were a combination of CDBG program income, Riverfront-Downtown Urban Renewal Funds and Conference Center operating income. In 2009-2010, there were 565 events held at the center with 81,608 attendees.

The City had no CDBG loans that were in default or any that were written off in this reporting period. The City does not own any property that was acquired with CDBG funds.

LUMP SUM AGREEMENTS

The City had no lump sum agreements during the 2009-2010 PY.

NEIGHBORHOOD REVITALIZATION STRATEGIES

The City has created a Neighborhood Revitalization Strategy Area (NRSA) to target neighborhoods in need of revitalization. Meetings have been held to encourage project submission but currently two projects were funded during the program year that fell within the NRSA. Both projects were not completed by the end of the fiscal year but Southview Terrace, apartment rehabilitation for 53 HOME units, is expected to be completed in early fall. The other is Statesman Village, a new construction 15 multifamily apartment unit, which is in the initial stages of development. Staff continues to meet with citizens and stakeholders to consider options of improving this area and to encourage additional application submittals. A numeric goal of assisting new construction for 100 affordable housing units was established, with 15 units being realized in the near future.

The NRSA also identified a goal of assisting 40 residents with homeownership assistance (down payments assistance, and interest subsidies). The Homebuyer Program assisted 9 families during the program year. Of those, one was within the NRSA.

The NRSA identified a goal of assisting 100 residents with home rehabilitation including; acquisitions and rehabilitation for residential purposes, lead based paint testing and mitigation, and other related improvement, costs and services. During the last program year, 8 homes received rehabilitation and critical repair assistance. Of those, three homes were within the NRSA. The City will continue to strive to reach the goals established.

Benchmarks

A NRSA was established in conjunction with the Plan to increase stability in a low income neighborhood through revitalization activities. Staff attended a number of neighborhood association meetings as part of the development of the NRSA to receive public feedback. During the last program year, there were no applications received for projects in the NRSA. There have been ongoing meetings with neighborhood associations and other groups to encourage revitalization in this area. Staff will continue to encourage groups to consider options to revitalize this area and will give priority to applications submitted that fall within the area.

ASSESSMENT OF HOME FUNDS TO GOALS AND OBJECTIVES

All projects funded through the HOME program meet the national objective that minority, small businesses and low-and-very-low income persons benefit from the contracts. Expanding the supply of decent affordable housing to low income households and implementing strategies for achieving adequate supplies of decent affordable housing are priorities for the HOME program. The HOME program assists citizens in the Salem and Keizer areas and is administered by HSS. Eligible applicants are households and individuals whose income does not exceed 60% of the median income for a family equivalent to their size. These income limits are provided to the City from HUD in the spring of each year.

HOME funds have been used in a number of activities to address the priorities, needs, goals and objectives outlined in the Plan. The first priority identified in the Plan is ending homelessness which includes providing decent housing. HOME funds have been provided to meet the objective of this goal through the TBRA and Security Deposit Programs to assist in providing housing. The TBRA program assisted 5 families and the Security Deposit assisted 71 families obtain safe and decent housing. Other strategies, needs and objectives of the Plan include the following:

Priority 1

1. Collaborate with Community Action to Implement Continuum of Care Ten Year Plan to End Homelessness

Staff maintains involvement with the 10 year Plan to End Homelessness by attending collaborative meetings held by MWVCAA, by participating in the annual homeless count and by overseeing the SSAB which is a valuable conduit to social service agencies. HOME does not allow for the funding of transitional housing but the City will continue to look for opportunities all funds can be used to end homelessness.

2. Increase the percentage of homeless individuals and households receiving support in permanent housing settings.

This goal has been met through the TBRA and Security Deposit Programs to assist in providing housing. The TBRA program assisted 5 families and the Security Deposit assisted 71 families obtain safe and decent housing, which includes assisting those who are homeless or at risk of homelessness progress toward self sufficiency. Tenant education and life skills training help people learn skills necessary to be successful in their housing arrangements has been realized through the SOS program.

3. Increase the percentage of employed homeless persons exiting shelters.

The goal of assisting homeless shelters is realized through CDBG funds.

4. Increased availability/accessibility of homeless assistance and resources to households and individuals.

The TBRA and Security Deposit Program assist in providing housing. The TBRA program assisted 5 families and the Security Deposit assisted 71 families obtain safe and decent housing. The priorities identified in the Plan will continue to be focused on homelessness as funds are allocated in the future.

Priority 2

The second priority of the Plan is to promote economic development by creating economic opportunities. The strategies, needs and objectives to meet that priority are as follows:

1. Expand community economic development and business diversification that create jobs

The strategies, needs and objectives are met through programs funded with CDBG.

Priority 3

The third priority is to expand and sustain owner and renter affordable housing stock.

1. Preserve Existing Owner and Renter Affordable Housing Stock

HOME funds assisted 6 families with the acquisition and rehabilitation of Winter Street apartments. The Englewood West apartment rehabilitation project consisted of upgrading an elevator for 24 low income residents. Homes were made available, safe, decent and sanitary through the aid of these programs. No new affordable housing projects were built on vacant or abandoned lots. Support for housing providers is provided through the HOME program. Two organizations, Salem-Keizer CDC and Catholic Community Services, received CHDO operating support.

2. Increase the availability of affordable housing options

Habitat for Humanity completed the construction of one home in the Keizer area and another in south Salem. Nine homes were purchased through the Homebuyer program. Developer fees are typically available to nonprofit agencies undertaking the purchase or rehabilitation of affordable housing projects. The goal in waiving these fees is to offer financial assistance to the production of affordable housing for low and moderate income persons. During the FY, no developer fees were requested. HOME funds are planned to be used to support an affordable workforce housing in the downtown core of Salem once property is available and funding has been secured.

3. Remove barriers to affordable housing

To remove barriers to affordable housing staff conducts information sessions on the HOME and CDBG application requirements and process. Technical assistance is provided to sponsors to ensure the affordability requirements are met. The City markets the CDBG and HOME programs in a number of ways. Flyers are available at various locations, news articles are published in local newspapers, information is included in City water bills and it is also available on the City's website. Staff has met with applicants with questions regarding potential projects and programs throughout the year.

Priority 4

The fourth priority is to revitalize low income neighborhoods and create a suitable living environment. This priority is satisfied through CDBG funding.

HOME GOALS

The City had projects that were completed within the deadlines for commitment and expenditures. The City continues to monitor projects closely to ensure compliance with project deadlines. All projects are required to submit timelines and schedules. If projects are delayed then an explanation must be submitted. The City has not been required to return funds due to not meeting the commitment deadlines.

To assist the City in achieving its number two Plan goal, Affordable Housing, the City employs a number of techniques and leverages other community resources. The City currently provides assistance to local home owners by funding single-family rehabilitation and homebuyer activities in Salem and Keizer. These programs encourage homeownership and the preservation of affordable housing.

The City partners with nonprofit agencies that provide affordable housing and services to families with the worst case needs. The City has funded programs that provide TBRA, affordable rents and social services. The City provides onsite inspections of affordable housing which includes reviewing rent rolls, tenant income review, as well as rent and utility allowances to ensure there is no cost burden and the living conditions for low income tenants are not substandard.

. During the PY households of varying incomes received much needed housing or rehabilitation of owner occupied housing. This included completion of four Habitat homes that are now owned by low income families; a 42 unit apartment complex that received energy efficiency upgrades to reduce energy costs for low income tenants; and eight owner occupied homes were made more safe, sanitary and decent for low-income homeowners.

CDBG affordable housing goals are outlined on Table 2A. All individuals provide documentation of income and cannot exceed 80% median family income. In some cases they are below 30% median family income or are homeless:

- No rental units were acquired this year using CDBG funds, which missed the goal of two. The lack of applications submitted for the acquisition of new units is likely due to the difficult economy.
- The goal of rehabilitating one rental unit was reached this year.
- The goal of producing new units with CDBG funds was three; however, only two projects were completed. The goal of rehabilitating 12 owner units was not met this year with only four units receiving critical repairs. There was a definite increase in applications received toward the end of the fiscal year for both the Critical Repair and Single Family Rehabilitation programs however; work was not completed by June 30th. Next year that goal is expected to be exceeded.

HOME affordability housing goals:

All households meet the 60% or below income requirement at initial lease up and must meet income standards throughout the monitoring period.

- One rental unit was acquired this year using HOME funds, which missed the goal of two. Another project was funded however; is currently under negotiation and expected to close this fall.
- The goal of producing one new rental with HOME funds was not met; however a project is nearly completed and will be reported next year.
- The goal of rehabilitating one rental unit was reached this year.
- The goal of aiding 28 families with rental assistance was exceeded with 76 families being assisted.
- Four owner occupied homes were rehabilitated this year which did not meet the goal of 16. Applications were received, but not all were completed by the end of the fiscal year. This goal is expected to be met or exceeded next year.
- The homeownership goal was 16 but only 9 homes were purchased. This program will not be funded in the future due to the lack of demand during a challenging economy.

The City oversees the allocation and monitoring of the programs funded with General Funds through the City. During the last PY the following accomplishments occurred which resulted in over 54,000 low income people, including homeless or those at risk of being homeless, being assisted.

General Funded Program	Number Served
Community Action Agency, Food HOME program	758
Congregations Helping People, Direct Emergency Services	628
Mano a Mano, Emergency Services and Self Sufficiency	3641
Marion Polk Food Share, Food	38,832
Mid-Valley Women's Crisis Service, Meals	286
NW Human Services Crisis Intervention and Emergency Medicine	4,413
NW Human Services, Homes Offering Shelter to Teens	156
Salem-Keizer School District, Homeless Case Management	271
Salvation Army Shelter, Meals Program	2,714
Salem Outreach Shelter, food	2,226
YWCA Translation Services, case management	171
Total Number Served	54,096

HOME MATCH REPORT

Attached is HOME Match Report, HUD-40107-A which reports the match contribution and liability for the program year.

HOME MBE AND WBE REPORT

The City of Salem encourages Minority Business Enterprises (MBE) and Women's Business Enterprises (WBE) to bid on contracts funded with federal dollars. The City utilizes the State of Oregon's list of MBE's and WBE's as part of the notification process. Those businesses are sent a postcard indicating where the bid packet can be reviewed.

Attached is the HUD form 40107 which reports the contracts and subcontract with Minority Business Enterprises (MBE) and Women's Business Enterprises (WBE).

HOME MONITORING ASSESSMENT

The City monitored the following projects with the following outcome:

Project	Amount Funded	Monitoring Status
4768 Music St. SE	\$25,000	Tenant files: No findings. Unit inspection: 1 Finding; Resolved upon re-inspection.
Highland Station Units 1260, 1270, 1280	\$294,500	Tenant Files: 1 Finding. Unit inspection: 5 Findings. All issues resolved upon re-inspection.
Duniway, 2430 State Street	\$196,224	Tenant files: No findings. Unit inspection: No findings.
Emerson, 769-789 Hawthorne NE	\$150,900	Tenant files: 2 Findings. Unit inspection: 17 Findings. All issues resolved upon re-inspection.
Winter Street, 2029 Winter St SE	\$377,000	Tenant files: No findings. Unit Inspection: No findings
The Grotto, 4375 Rickey St.	\$100,000	Tenant files: 1 Finding. Unit inspection: No findings.
Vista, 1446-1454 Vista Ave	\$75,000	Tenant files: No findings. Unit Inspection: No findings
New Horizons, 2450 State St	\$258,224	Tenant files: 1 Finding. Unit inspection: 1 Finding. All issues resolved upon re-inspection.
River Park Apts. 2981-2999 River Rd	\$135,000	Tenant files: 1 Finding. Unit inspection: 2 Findings. All issues resolved upon re-inspection.
Wallerwood, 1130-1150 Waller St	\$200,000	Tenant files: 3 Findings. Unit inspections: 17 Findings. All issues resolved upon re-inspection.
Parkway Village, 3103-3167 7th Place NE	\$191,400	Tenant files: No Findings. Unit inspection: 2 Findings. All issues resolved upon re-inspection.
Salishan (1483, 1489, 1493 Salishan NE) & Hawthorne (3498, 3491, 3493 Hawthorne NE)	\$100,000	Tenant files: No findings. Unit inspection: No findings.
1870 Fisher & 1915 Sizemore	\$140,000	Tenant files: No findings. Unit inspections: 4 Findings. Re-inspection scheduled.
Marilyn St., 1250, 1252, 1254, 1256	\$220,696	Tenant files: No findings. Unit inspection: 4 Findings. All issues resolved during re-inspection.
Englewood West, 1068 Park Ave NE	\$70,000	Tenant files: No findings. Unit Inspection: No findings
New Day @ 2455 State Street	\$205,000	Tenant files: No findings. Unit inspection: 1 Finding. All issues resolved upon re-inspection.
Englewood West, 1068 Park Ave NE	\$70,000	Tenant files: No findings. Unit Inspection: No findings

AFFIRMATIVE MARKETING ACTIONS

The City widely markets its programs through press releases, written program information and the City's website which details all available programs and the parameters under which citizens may gain access to services. All written information includes the following language to ensure that all citizens have access:

"It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity and source of income, as provided by Salem Revised Code Chapter 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, and related statutes and regulations, in all programs and activities".

For SSAB and other public meetings, the following information is included on agenda's:

"To ensure the broadest range of services to individuals with disabilities, the City of Salem is prepared to make necessary arrangements. Please call at least three working days in advance for services: Voice: 503-588-6178, TTY: 503-588-6370. The City of Salem values all persons without regard to race, color, religion, national origin, sex, age, marital status, domestic partnership, disability, familial status, sexual orientation, gender identity, and source of income".

In addition the following icons are printed along with program information:



Outreach to Minority and Women Owned Business

The City encourages the participation of MBE and WBE in contracts funded with CDBG and HOME and requires all contractors and sub-contractors receiving federal funds comply with Section 3 requirements.

The purpose of this is to take affirmative steps to assure that small and minority businesses and women's business enterprises are utilized whenever possible as a source of supplies, equipment, construction, and services. These affirmative steps will include the following.

- The inclusion of qualified small and minority businesses and women's business enterprises on solicitation lists, solicitation of bidding for public works, professional service or rehabilitation contracts
- Assurances that small and minority businesses and women's business enterprises are solicited whenever they are potential sources, particularly for purchases of supplies and materials

If any subcontracts are to be let, the prime contractor is required to take the affirmative steps noted above.

The City requires all recipients/subrecipients with construction/rehabilitation projects to provide documentation of their efforts taken to hire minorities or women owned businesses. The City also provides a mailing list of women and minority businesses obtained from a list maintained by the State of Oregon to ensure outreach efforts include those businesses. The City has a marketing and application process for all contractors interested in working with the Single Family Rehabilitation program. This process resulted in a list which includes women and minority based businesses. Homeowners are given the option of selecting a contractor from the list or selecting their own contractor.

Staff has met with the City of Salem Procurement Department and will continue to work with City departments to better reach Minority and Women-Owned Business Enterprises and Section 3 contractors. During the PY eleven out of 17 contracts were awarded to Minority Business Enterprises and Women-Owned Business Enterprises; however, this is an area the City will continue to strive to improve upon.

PUBLIC PARTICIPATION

The City ensures that adequate public participation is obtained during both program development and program implementation. The City relies on local nonprofit organizations, advisory boards and commissions to inform the public of the Consolidated and Annual Action Planning process.

The City oversees the SSBA who makes funding recommendations to City Council on the CDBG and general fund social service programs. The board meets once per month and invites all social service providers to the meetings.

The Housing and Urban Development Commission (HUDAC) serves as an advisory board to City Council. This Commission reviews all Plans and reports sent to City Council and also makes CDBG and HOME funding recommendation. The Commission is comprised of a variety of community members who represent the Chamber of Commerce, the City of Keizer, the Planning Commission and other community organizations. All meetings are advertised and open to the public.

After the SSAB and HUDAC make recommendations, the CAPER is made available for public review in at least three different locations and posted on the Urban Development Department's website for a period of 15 days. A copy of the performance information is sent to HUD that includes a summary of any public comments received.

Priority Housing Activities/Investment Plan Table
Table 2A
Priority Housing Activities

Priority Need	5 year Goal	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/Act	Yr. 5 Goal Plan/Act
Acquisition of existing rental units	10	2/0	2	2	2	2
Production of new rental units	0	0	0	0	0	0
Rehabilitation of existing rental units	5	1/1	1	1	1	1
Rental assistance	0	0	0	0	0	0
Acquisition of existing owner units	0	0	0	0	0	0
Production of new owner units	15	3/2	3	3	3	3
Rehabilitation of existing owner units	60	12/4	12	12	12	12
Homeownership assistance	0	0	0	0	0	0
Acquisition of existing rental units	10	2/1	2	2	2	2
Production of new rental units	3	1/0	1	0	0	1
Rehabilitation of existing rental units	5	1/1	1	1	1	1
Rental assistance	140	28/76	28	28	28	28
Acquisition of existing owner units	0	0	0	0	0	0
Production of new owner units	10	2/0	2	2	2	2
Rehabilitation of existing owner units	80	16/4	16	16	16	16
Homeownership assistance	80	16/9	16	16	16	16
Rental assistance	0	0	0	0	0	0
Short term rent/mortgage utility payments	0	0	0	0	0	0
Facility based housing development	0	0	0	0	0	0
Facility based housing operations	0	0	0	0	0	0
Supportive services	0	0	0	0	0	0

Table 2A
Priority Housing Needs/Investment Plan Table

Renter	Small Related	0-30%	1	2245
		31-50%	2	2256
		51-80%	2	785
	Large Related	0-30%	1	956
		31-50%	2	574
		51-80%	2	347
	Elderly	0-30%	1	2137
		31-50%	2	0794
		51-80%	2	0817
	All Other	0-30%		0
		31-50%		0
		51-80%		0
Owner	Small Related	0-30%	1	69
		31-50%	2	89
		51-80%	2	25
	Large Related	0-30%	1	20
		31-50%	2	47
		51-80%	2	76
	Elderly	0-30%	1	99
		31-50%	2	56
		51-80%	2	0
	All Other	0-30%	0	0
		31-50%	0	0
		51-80%	0	0
Non-Homeless Special Needs	Elderly	0-80%	2	3748
	Frail Elderly (special needs)	0-80%	2	155
	Severe Mental Illness	0-80%	0	0
	Physical Disability	0-80%	0	0
	Developmental Disability	0-80%	0	0
	Alcohol/Drug Abuse	0-80%	0	0
	HIV/AIDS	0-80%	0	0
	Victims of Domestic	0-80%	0	0

Annual Housing Completion Goals (Table 3B)

Grantee Name: City of Salem Program Year: 2009-2010	Expected Annual Number of Units To Be Completed	Actual Annual Number of Units Completed		
			CDBG	HOME
Homeless households	997	347	☒	☐
Non-homeless households	0	0	☐	☐
Special needs households	0	0	☐	☐
Total Sec. 215 Beneficiaries*	997	347	☒	☐
Acquisition of existing units	6	6	☐	☒
Production of new units	0	0	☐	☐
Rehabilitation of existing units	66	66	☒	☒
Rental Assistance	228	249	☒	☒
Total Sec. 215 Affordable Rental	300	321	☒	☒
Acquisition of existing units	0	0	☐	☐
Production of new units	8	6	☒	☒
Rehabilitation of existing units	21	8	☒	☒
Homebuyer Assistance	9	9	☐	☒
Total Sec. 215 Affordable Owner	38	23	☒	☒
Acquisition of existing units	6	6	☐	☒
Production of new units	8	6	☒	☒
Rehabilitation of existing units	87	74	☒	☒
Rental Assistance	228	249	☒	☒
Homebuyer Assistance	9	9	☐	☒
Combined Total Sec. 215 Goals*	338	344	☒	☒
Annual Rental Housing Goal	300	321	☒	☒
Annual Owner Housing Goal	38	23	☒	☒
Total Overall Housing Goal	338	344	☒	☒

* The total amounts for "Combined Total Sec. 215 Goals" and "Total Sec. 215 Beneficiary Goals" should be the same number.

Priority Community Development Activities

(Table 2B)

Priority Need	5-Yr. Goal Plan/Act	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/Act	Yr. 5 Goal Plan/Act
Acquisition of Real Property (Winter Street)	3	1/1	0	1	0	1
Disposition	0	0	0	0	0	0
Clearance and Demolition	0	0	0	0	0	0
Clearance of Contaminated Sites	0	0	0	0	0	0
Code Enforcement	0	0	0	0	0	0
Public Facility (General)	2	0/0	1	0	1	0
Senior Centers	0	0	0	0	0	0
Handicapped Centers	0	0	0	0	0	0
Homeless Facilities (SOS)	500	100/106	100	100	100	100
Youth Centers (HOST)	500	100/156	100	100	100	100
Neighborhood Facilities	0	0	0	0	0	0
Child Care Centers	0	0	0	0	0	0
Health Facilities	0	0	0	0	0	0
Mental Health Facilities	0	0	0	0	0	0
Parks and/or Recreation Facilities	2	0/0	1	0	1	0
Parking Facilities	0	0	0	0	0	0
Tree Planting	0	0	0	0	0	0
Fire Stations/Equipment	0	0	0	0	0	0
Abused/Neglected Children Facilities	0	0	0	0	0	0
Asbestos Removal	0	0	0	0	0	0
Non-Residential Historic Preservation	0	0	0	0	0	0
Other Public Facility Needs	0	0	0	0	0	0
Infrastructure (General)	0	0	0	0	0	0
Water/Sewer Improvements	0	0	0	0	0	0
Street Improvements	0	0	0	0	0	0
Sidewalks	0	0	0	0	0	0
Solid Waste Disposal Improvements	0	0	0	0	0	0
Flood Drainage Improvements	0	0	0	0	0	0
Other Infrastructure	0	0	0	0	0	0
Public Services (General) (WCS)	2500	500/1014	500	500	500	500
Senior Services	0	0	0	0	0	0
Handicapped Services	0	0	0	0	0	0
Legal Services	0	0	0	0	0	0
Youth Services	0	0	0	0	0	0
Child Care Services	0	0	0	0	0	0
Transportation Services (SKSD)	150	50/85	0	50	0	50
Substance Abuse Services	0	0/546	0	0	0	0
Employment/Training Services	0	0	0	0	0	0
Health Services	0	0	0	0	0	0
Lead Hazard Screening	0	0	0	0	0	0
Crime Awareness	0	0	0	0	0	0
Fair Housing Activities	5	1/0	1	1	1	1
Tenant/Landlord Counseling	0	0	0	0	0	0
Other Services (Res Ast)	2000	500/365	500	500	500	500
Economic Development (General)	0	0	0	0	0	0
C/I Land Acquisition/Disposition	0	0	0	0	0	0
C/I Infrastructure Development	0	0	0	0	0	0
C/I Building Acq/Const/Rehab	0	0	0	0	0	0
Other C/I	0	0	0	0	0	0
ED Assistance to For-Profit	0	0	0	0	0	0
ED Technical Assistance	0	0	0	0	0	0
Micro-enterprise Assistance	375	75/93	75	75	75	75

Transition Table 2C
Summary of Specific Housing/Community Development Objectives
(Table 2A/2B Continuation Sheet)

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome/Objective*
	Rental Housing					
1.	Address the needs of accessibility to decent housing by offering rental assistance to the homeless and those at risk of homelessness	CDBG HOME	Number of people receiving first time service.	249	206	DH1.1
2.	Address the need for sustainable housing by offering rehabilitation of multi-family rentals	CDBG HOME	Number of households that received service.	72	72	DH3.1r
3.	Address the need to maintain affordable safe/decent housing to low income families	HOME CDBG	Number of low-mod households that receive home rehabilitation loans/grants.	21	8	SL2.1r
	Owner					
4.	Address the need for affordable decent housing by offering homebuyer assistance	CDBG HOME	Number of new loans.	15	15	DH2.1
	Community Development					
5.	Provide sustainability by funding improvements to local neighborhoods	CDBG	Number of improvements to local neighborhoods completed.	0	0	SL3.2
	Infrastructure					
	Public Facilities					
6.	Provide accessibility by funding improvements to public facilities.	CDBG	Number of public facilities improvement projects completed.	0	0	SL1.2
	Public Services					
7.	Address the social service needs of the homeless or those at risk of homelessness	CDBG	Number of homeless or those at the risk of homelessness served.	2197	2314	SL3.1
	Economic Development					
8.	Provide Economic opportunity through new and improved accessibility.	CDBG	Number of new entrepreneurs to use service.	44	93	EO1.1

	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	O-3

*Outcome/Objective Codes

Transition Table 1C
Summary of Specific Housing/Community Development Objectives
 (Table 1A/1B Continuation Sheet)

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome/ Objective *
	Homeless Objectives					
9.	Address the social service needs of the homeless or those at risk of homelessness	CDBG	Number of homeless or those at the risk of homelessness served.	2197	2314	SL3.1
10.	Address the needs of accessibility to decent housing by offering rental assistance to the homeless and those at risk of homelessness	CDBG HOME	Number of people receiving first time service.	249	206	DH1.1
	Special Needs Objectives					
11.	Address the need for special needs/elderly housing by funding new accessible living environments	CDBG	Number of persons receiving a benefit	42	42	SL1.1
	Other Objectives					

	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

OUTCOME PERFORMANCE MEASUREMENTS
(Table 1C, 2C, 3A)

Specific Objective		Source of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
DH1.1	Address the needs of accessibility to decent housing by offering rental assistance to the homeless and those at risk of homelessness	CDBG HOME	Number of people receiving first time service.	2009	250	206	14%
				2010	300		
				2011	303		
				2012	284		
			2013	363			
MULTI-YEAR GOAL				1500			
DH2.1	Address the need for affordable decent housing by offering first-time homebuyer assistance	CDBG HOME	Number of new loans.	2009	20	15	15%
				2010	22	0	0%
				2011	26	0	0%
				2012	12	0	0%
			2013	20	0	0%	
MULTI-YEAR GOAL				100			
DH3.1	Address the need for sustainable housing by offering rehabilitation of multi-family rentals	CDBG HOME	Number of households that received service.	2009	55	72	29%
				2010	64	0	0%
				2011	82	0	0%
				2012	50	0	0%
			2013	6	0	0%	
MULTI-YEAR GOAL				245			
SL1.1	Address the need for special needs/elderly housing by funding new accessible living environments	CDBG	Number of persons receiving a benefit.	2009	129	42	17%
				2010	0	0	0%
				2011	62	0	0%
				2012	11	0	0%
			2013	51	0	0%	
MULTI-YEAR GOAL				253			
SL2.1	Address the need to maintain affordable safe/decent housing to low income families	HOME CDBG	Number of low-mod households that receive home rehabilitation loans/grants.	2009	78	8	4%
				2010	50	0	0%
				2011	18	0	0%
				2012	28	0	0%
			2013	10	0	0%	
MULTI-YEAR GOAL				202			
SL3.1	Address the social service needs of the homeless or those at risk of homelessness	CDBG	Number of homeless or those at the risk of homelessness served.	2009	2500	2314	19%
				2010	1960	0	0%
				2011	3397	0	0%
				2012	2620	0	0%
			2013	1523	0	0%	
MULTI-YEAR GOAL				12,000			

Community Development Objectives
(Table 1C, 2C, 3A)

	Specific Objective	Source of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
EO 1.1	Provide Economic opportunity through new and improved accessibility.	CDBG	Number of new entrepreneurs to use service.	2009	25	93	47%
				2010	75	0	0%
				2011	55	0	0%
				2012	44	0	0%
				2013	0	0	0%
			MULTI-YEAR GOAL		199		
SL 1.2	Provide accessibility by funding improvements to public facilities.	CDBG	Number of public facilities improvement projects completed.	2009	0	0	0%
				2010	0	0	0%
				2011	0	0	0%
				2012	1	0	0%
				2013	0	0	0%
			MULTI-YEAR GOAL		1		
SL 3.2	Provide sustainability by funding improvements to local neighborhoods	CDBG	Number of improvements to local neighborhoods completed.	2009	1	0	0%
				2010	1	0	0%
				2011	0	0	0%
				2012	1	0	0%
				2013	0	0	0%
			MULTI-YEAR GOAL		3		

Attachments Provided Upon Request



MINUTES
KEIZER CITY COUNCIL
Tuesday, September 7, 2010
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Christopher called the meeting to order at 7:00 pm. Roll Call was taken as follows:

Present:

Lore Christopher, Mayor
Jim Taylor, Council President
Richard Walsh, Councilor
Cathy Clark, Councilor
Mark Caillier, Councilor
David McKane, Councilor
Brandon Smith, Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Rob Kissler, Public Works
Nate Brown, Community Development
Marc Adams, Police Chief
Kevin Watson, Assistant to the City Manager
Tracy Davis, City Recorder

FLAG SALUTE

Mayor Christopher led the pledge of allegiance.

PUBLIC TESTIMONY

Allen Pollock, General Manager for Salem Keizer Transit District, noted that he was appearing before Council along with Board members, Ron Christopher and Kate Tarter. He reminded Council that on the agenda for the evening is a letter of support for the location of the temporary transit mall. He provided a brief history of recent moves brought about by the unsafe building conditions of the downtown facility and possible alternate locations. He noted that the District is looking to locate the facility in a "permanent temporary" location on Church Street between Marion and Union Street and will be approaching Salem City Council for approval of an intergovernmental agreement which would allow operation of the mall at this location. Administrative offices will be at 925 Commercial Street SE. He concluded noting that he would also like to speak regarding the Keizer Station Transit Center.

City Attorney Shannon Johnson responded that because there have been some issues regarding ex parte contacts, any comments regarding the Keizer Station Area B Master Plan would be appropriate only in writing or at the Planning Commission meeting.

Councilor Clark thanked Mr. Pollock and members of the Board for attending the meeting and read the letter of support from the Agenda Packet.

Mr. Pollock noted that the upcoming Planning Commission meeting would address the Master Plan for Area B of Keizer Station and depending on the process the issue would then come to City Council. He

explained that the District is currently completing an analysis for the land acquisition process and construction would begin when the next construction season begins and after the Master Plan is approved. Community Development Director Nate Brown provided additional information noting that completion of the final aspect of the environmental aspect is the last hurdle.

Joe Egli, Keizer, explained that Keizer contractor and Vice President of the Chamber of Commerce Rich Duncan is the lead contractor on the Extreme Makeover project at the School for the Deaf and invited the Council to the private party on Friday from 11 to 1. Mayor Christopher explained that the project includes 4,000 square feet of dorm space and renovation of the Haunted House with the help of Disney. She noted that proceeds from the Haunted House help defray school operating costs.

PUBLIC HEARINGS None

ADMINISTRATIVE ACTION

a. ORDINANCE ~ Relating to the Abatement of Nuisances Created by the Accumulation of Solid Waste and/or Inoperable Vehicles; Repealing Ordinance No. 94-281

City Attorney Shannon Johnson reminded Council that they had directed staff to come back with an Ordinance after the Public Hearing in August. He explained that there are two ordinances: one being a code enforcement ordinance and the other a land use/development code; that the ordinances basically delete the section on junk and junkyards and move much of the section into the solid waste/nuisance ordinance and they also address solid waste enclosures.

Mr. Brown then fielded questions regarding the definition of construction waste and scrap materials.

Councilor Taylor moved to adopt a Bill for an Ordinance Relating to the Abatement of Nuisances Created by the Accumulation of Solid Waste and/or Inoperable Vehicles; Repealing Ordinance No. 94-281. Councilor Walsh seconded. Motion passed unanimously as follows:

AYES: Christopher, Walsh, Smith, McKane, Caillier, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

ORDINANCE ~ Amending Keizer Development Code Regarding Section 2.205 and Section 2.315; Amending Ordinance 98-389

Councilor Taylor moved to adopt a Bill for an Ordinance Amending Keizer Development Code Regarding Section 2.205 (Junk and Junkyards) and Section 2.315 (Development Standards); Amending Ordinance 98-389. Motion passed unanimously as follows:

AYES: Christopher, Walsh, Smith, McKane, Caillier, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**b. RESOLUTION ~
Authorizing
Public Works
Director to
Expend Funds
from the Park
Improvement
Fund for Keizer
Rapids Park Dog
Park
Improvements**

Public Works Director Rob Kissler reminded Council of the proposal by Clint Holland regarding improvements at the Keizer Rapids Park Dog Park. He noted that the Parks & Recreation Advisory Board unanimously supported this proposal and that Council had indicated support and a willingness to fund a portion of the overall improvement estimated at \$43,000. Mr. Holland has requested the amount of \$19,000. He concluded his report noting that staff is recommending that irrigation be sized to accommodate future expansion on the north and west areas outside and adjacent to the dog park; he provided specific locations and a general timeline for the improvements and noted that staff recommends adoption of the resolution to expend \$19,000 for irrigation supplies, turf and decomposed granite materials for renovation.

Mr. Kissler then fielded questions regarding using lower maintenance materials rather than grass and concurred that grass is high maintenance and will require maintenance dollars in the future. He added that fescue is more tolerant of traffic and responds well to watering. Discussion followed regarding methods of rejuvenation, the need for the City to maintain the dog park after the improvements are done, alterations made to the original plan and labor requirements for grass maintenance. Councilors McKane and Clark suggested additional research be done into alternative surfaces and the establishment of a "Friends of the Dog Park" be explored so that those using the park would contribute towards the maintenance.

Councilor Taylor moved to adopt a Resolution Authorizing Public Works Director to Expend Funds from the Park Improvement Fund for Keizer Rapids Park Dog Park Improvements. Councilor Walsh seconded. Motion passed as follows:

AYES: Christopher, Walsh, Smith, Caillier and Taylor (5)

NAYS: Clark and McKane (2)

ABSTENTIONS: None (0)

ABSENT: None (0)

**c. ORDINANCE ~
Relating to the
Amendment of
the Electric
Utility License
Fee Ordinance –
Amending
Ordinance No.
94-286**

City Attorney Shannon Johnson explained that these were previously extended to September 15; the additional four months would allow time to review, negotiate and finalize the terms of the franchises and staff is recommending extension to January 31, 2011.

Councilor Taylor moved to adopt a Bill for an Ordinance Relating to the Amendment of the Electric Utility License Fee Ordinance – Amending Ordinance No. 94-286. Councilor Smith seconded. Motion passed unanimously as follows:

AYES: Christopher, Walsh, Smith, McKane, Caillier, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**ORDINANCE ~
Relating to the
Amendment of the
Gas Utility License
Fee Ordinance –
Amending
Ordinance No.
94-285**

Councilor Taylor moved to adopt a Bill for an Ordinance Relating to the Amendment of the Gas Utility License Fee Ordinance – Amending Ordinance No. 94-285. Councilor Smith seconded. Motion passed unanimously as follows:

AYES: Christopher, Walsh, Smith, McKane, Caillier, Taylor and Clark (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

**CONSENT
CALENDAR**

- A. RESOLUTION ~ Authorizing the City Manager to Enter Into Agreement with PGE for Street Lighting Along Wheatland Road North
- B. RESOLUTION ~ Authorizing the City Manager to Sign the First Amendment to the Keizer Rotary Amphitheater Management Agreement for 2010 City Sponsored Concert Series – Repealing R2010-2070
- C. Letter of Support – Salem Keizer Area Mass Transit District Facility
- D. Approval of August 2, 2010 Regular Session Minutes
- E. Approval of August 9, 2010 Work Session Minutes

Councilor Taylor moved for approval of the Consent Calendar. Councilor Walsh seconded. Motion passed as follows:

AYES: Christopher, Taylor, Walsh, Caillier, McKane, Smith and Clark (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

**COMMITTEE
REPORTS**

Councilor Clark reported that

- She had been accepted as a volunteer in the Extreme Makeover event. She commended Rich Duncan for serving as lead contractor.
- The new signs are in place in the Palma Ciea area. She commended Gary Blake and Eric Duran for their efforts on this project.
- K-23 Advisory Committee is working on fall scheduling, internships, and policies and procedures and will have some proposals for Council later this fall.

She also reminded everyone of the upcoming West Keizer Neighborhood Association meeting, the 9/11 Memorial Service at the Keizer Fire District and the City Hall Week event in Newberg.

Councilor McKane reminded everyone of the Parks Board/Council Work Session Parks Tour and encouraged them to attend the 9/11 Memorial Service put on by the Keizer Fire District.

Councilor Caillier reported that the Planning Commission would be having a special meeting on September 29 to address sign code issues.

Councilor Walsh reported that

- The Keizer Community Library Task Force will be meeting at the KeizerTimes to explore various options. He encouraged citizens to contribute ideas.

- The meeting with the Department of Agriculture representative was a success.
- Portland General Electric gave a presentation at the Economic Development and Government Affairs meeting regarding Environmental Protection Agency regulations and retrofitting of the Boardman plant.
- Personnel Policy Committee will be reviewing classifications of positions.
- He attended the funeral for Sheila Goodman and extended his condolences to the family.

Councilor Walsh also encouraged everyone to attend the 9/11 Memorial Service as well as the upcoming free concert at Keizer Rapids Park.

OTHER BUSINESS

City Manager Chris Eppley commended Finance Director Susan Gahlsdorf and her team noting that every year she submits the City Budget and Comprehensive Annual Financial Report to the Government Finance Officers of America and each year the City is awarded a Certificate of Excellence. He noted that in light of the current economy this deserved recognition and commendation for making sure that the finances of the City are well attended to.

Chief of Police Marc Adams reminded everyone of the expired prescription drop off event noting that last year several hundred pounds were collected and he hoped to do that again this year.

Public Works Director Rob Kissler reported that the American Recovery and Reinvestment Act project is nearly complete. He then fielded questions regarding the Chemawa Road paving project.

Assistant to the City Manager, Kevin Watson

- Thanked Noah Jones with Highway Fuel for donating bark dust for the Focal Point at Chemawa and River Road.
- Reported that the Civic Center building had been officially recognized as a LEED Silver building. The City will receive a plaque recognizing this designation as well as a check from the Oregon Energy Trust.
- Noted that in addition to the Secretary of Agriculture visiting Keizer, Tom Vilsack gave a presentation regarding rural economic opportunities and Kurt Schrader attended also. Mr. Watson expressed the hope that this would generate more interest in Keizer.

WRITTEN COMMUNICATIONS

Mayor Christopher read a letter applauding City Officials for having the foresight to include the rentable rooms in the Civic Center and commended City staff, Paula Collins, Greg Wingett and Kevin Watson for their professionalism.

AGENDA INPUT

September 13, 2010

5:45 p.m. – City Council Work Session

- Parks Tour

September 20, 2010

7:00 p.m. – City Council Regular Session

October 4, 2010

7:00 p.m. – City Council Regular Session

ADJOURNMENT

Mayor Christopher adjourned the meeting at 7:59 p.m.

MAYOR:

APPROVED:

Lore Christopher

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – David McKane

Councilor #4 – Cathy Clark

Councilor #2 – Brandon Smith

Councilor #5 – Richard Walsh

Councilor #3 – Mark Caillier

Councilor #6 – James Taylor

Minutes approved:



MINUTES
KEIZER CITY COUNCIL/PARKS ADVISORY BOARD
WORK SESSION
Monday, September 13, 2010
Keizer Civic Center
Keizer, Oregon

CALL TO ORDER The Work Session was called to order at 5:50 in the Civic Center employee break room. The following were present:

Councilors:

Lore Christopher, Mayor
Richard Walsh, Councilor
Cathy Clark, Councilor
Brandon Smith, Councilor
David McKane, Councilor
Mark Caillier, Councilor
Jim Taylor, Councilor

Parks Advisory Board:

Jeanne Bond-Esser
Garry Whalen
Clint Holland
Danny Boyd

Absent:

David Philbrick
Rick Day
Alex Pellico
A.J. Nash
James Parent

Also Attending:

Rex Robertson, K-23
Ron Christopher, Citizen
Julie Thomas, Citizen
Steve Thomas, Citizen

Staff:

Rob Kissler, Public Works
Bill Lawyer, Public Works
Terry Witham, Parks
Robert Johnson, Parks
Debbie Lockhart, Deputy City Recorder

Parks Advisory Board Chair Jeanne Bond-Esser reviewed the parks listed on the agenda and provided an update on improvements to those parks.

Rob Kissler reported that the City had received a grant for the improvements made at Ben Miller Park which were made in partnership with Claggett Creek Watershed Council and the Keizer Rotary. Councilor Caillier added that the weed mats were developed by and purchased from Garten who is now producing them for other organizations.

Meeting recessed at 5:55 p.m. for the ride to Keizer Station Park.

Meeting reconvened at 6:05 p.m.

Participants viewed the Marie Dorian kiosk with staff explaining that the developer built the park as part of the stormwater drainage system. The area was part of the original drainage and it was incorporated into the development. Participants expressed the opinion that additional signage was needed to direct people to the park.

Meeting recessed at 6:20 p.m. for the ride to Mike Whittam Park.

Meeting reconvened at 6:25 p.m. at Mike Whittam Park.

Participants walked around the gardens which included both vegetable and flower gardens. Bill Lawyer explained that more plots would be established

**KEIZER
STATION
PARK**

**WHITTAM
COMMUNITY
GARDEN**

when funding is available and that there had been no problem with vandalism. He added that there will be a "clean up" in conjunction with the Marion-Polk Food Share sometime after Halloween and that in February the plots will be made available for lease for another year (February to February).

Meeting recessed at 6:35 p.m. for the ride to Ben Miller Park.

BEN MILLER PARK

Meeting reconvened at 6:40 p.m. at Ben Miller Park.

Participants briefly viewed the improvements from the bridge. Mayor Christopher noted that she had never seen the park looking so good.

Meeting recessed at 6:45 p.m. for the ride to Wallace House Park.

WALLACE HOUSE PARK

Meeting reconvened at 6:50 p.m. at Wallace House Park.

Participants walked the grounds of the park viewing the grassy area, paved pathway and play structure.

Meeting recessed at 7:00 p.m. for the ride to Keizer Rapids Park.

KEIZER RAPIDS PARK

Meeting reconvened at 7:10 at Keizer Rapids Park.

Clint Holland reviewed the plans for improvements at the dog park. Discussion took place regarding the possibility of developing an alternate entrance to the park to reduce wear and tear and to allow rehabilitation of the grass. Terry Witham explained that he would be putting out signage to notify users that the small dog park would be closed for repairs and small dogs will have to share space with the large dogs. He noted that the entire park would be closed for eight months starting the first week of October in order to make improvements.

ADJOURNMENT Meeting adjourned at Keizer Rapids Park at 7:35 p.m.

APPROVED:

MAYOR:

Debbie Lockhart, Deputy City Recorder

Lore Christopher

COUNCIL MEMBERS

Councilor #1 – David McKane

Councilor #4 – Cathy Clark

Councilor #2 – Brandon Smith

Councilor #5 – Richard Walsh

Councilor #3 – Mark Caillier

Councilor #6 – James Taylor

Minutes approved: _____



MINUTES
KEIZER CITY COUNCIL
Monday, September 20, 2010
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Christopher called the meeting to order at 7:00 pm. Roll Call was taken as follows:

Present:

Lore Christopher, Mayor
Jim Taylor, Council President
Richard Walsh, Councilor (7:04)
Cathy Clark, Councilor
Mark Caillier, Councilor
David McKane, Councilor
Brandon Smith, Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Rob Kissler, Public Works
Nate Brown, Community Development
Marc Adams, Police Chief
Kevin Watson, Assistant to the City Mgr.
Tracy Davis, City Recorder

FLAG SALUTE

Mayor Christopher led the pledge of allegiance.

PUBLIC TESTIMONY

Art Burr, Keizer, representing the Keizer Community Library, reminded Council that they had dropped support for the library due to budget constraints and requested that they reconsider that action. He explained that the library is in desperate need of space; they have no room for adult or youth activities or study, books are being kept in storage, and the library has only one public computer. He explained that membership is growing by 25 or 30 per month and that it is facing the possibility of losing the space that they now occupy. An advisory committee is examining alternatives but those alternatives will require funding. Mr. Burr concluded with a request that the \$1700 annual stipend be reinstated and fielded questions regarding space needs. Mayor Christopher clarified that there is no surplus in the budget but completion of negotiations with Clear Communications has allowed the City approximately \$11,000 in franchise fees so now some unfunded needs can be addressed. She urged the Library to bring a plan showing how much money is needed and exactly what that funding would provide. Councilor Smith noted that the Keizer Heritage Task Force would be meeting on October 12. Mayor Christopher suggested that action be delayed until their work is complete on December 1.

Albert Castaneda, Keizer, provided a Planning Commission update noting that the Commission had unanimously recommended for Council approval the Area B Master Plan. He added that the Commission will be meeting again in September to review amendments to the Sign Code.

ADMINISTRATIVE ACTION

**a. ORDINANCE ~
Establishing
Keizer Parks
Regulations –
(Repealing
Ordinance No.
2007-558, 2007-
587 and 2010-
601)**

City Attorney Shannon Johnson explained that a disconnect was discovered between the computer programs used by the Police and the latest park regulation ordinance. He explained that any violation of a park ordinance is a "Class A" violation and over the last couple of sessions the legislature has substantially raised all fines for these violations. Upon closer review of City Park regulations, all currently fall under Class A violations but do not technically qualify as such so they are divided into "B", "C" and "D" with decreasing fines. He provided more specific information regarding the different classifications and noted that the only change to the Ordinance is to the fine amounts. He then fielded questions regarding permit requirements, reservable park amenities, pending fines, the effect of these changes on Peer Court regulations, and park leash laws. Councilor Walsh suggested that an emergency clause be added to the ordinance so that it would become effective immediately.

Councilor Taylor moved to adopt a Bill for an Ordinance Establishing Keizer Parks Regulations – (Repealing Ordinance No. 2007-558, 2007-587 and 2010-601) and declaring an emergency to be effective immediately on passage. Councilor Smith seconded.

Mr. Johnson explained that the rule with ordinances is that they have to be read exactly. Therefore the emergency clause language which would be replacing "effective date" in Section 29 on the last page would be: "This ordinance being necessary for the immediate preservation of the public health, safety and welfare, an emergency is declared to exist and this ordinance shall take effect immediately upon its passage."

Motion passed unanimously as follows:

AYES: Christopher, Walsh, Smith, McKane, Caillier, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**b. RESOLUTION ~
Supplemental
Budget for
Carpet Cleaners,
Reimbursement
for Good
Vibrations Event,
and Urban
Growth
Boundary
Consultant**

City Manager Chris Eppley explained that the City had entered into an agreement with Clear Wireless LLC which would provide \$11,300 in unanticipated revenue to the City's General Fund. A portion of these funds is needed to: supplement donations received for purchasing a carpet cleaner for the Civic Center, pay outstanding charges for the Good Vibrations breakfast and pay for an Adequacy Review as part of the City's Economic Opportunity Analysis, a State mandated requirement. The remaining funds would not be appropriated at this time but would be available as needed for future expenditures during the year. He noted that funds in the Unappropriated Ending Fund Balance are more restricted than those in the Contingency Fund.

Nate Brown explained that a land use attorney would be used for the last project; that the City is making every effort to work closely with the DLCD and develop a good solid process to make sure that the Economic Opportunity Analysis will withstand any test and not be overturned in the

Court of Appeals.

Councilor Taylor noted that a member of the Budget Committee had suggested that all expenditures be delayed until late November. He noted that \$5000 of the planned expenditure is State mandated but suggested that the remaining funds be guarded closely. Additional discussion then took place regarding the remaining funds.

Councilor Taylor moved to adopt a Resolution Supplemental Budget for Carpet Cleaner, Reimbursement for Good Vibrations Event, and Urban Growth Boundary Consultant. Councilor Clark seconded.

Councilor Smith offered a friendly amendment to change the remaining \$5300 from Unappropriated Ending Fund Balance to the Contingency Fund. Councilors Taylor and Clark accepted the amendment.

Motion passed unanimously as follows:

AYES: Christopher, Walsh, Smith, McKane, Caillier, Taylor and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

CONSENT CALENDAR

A. Approval of August 16, 2010 Regular Session Minutes

Councilor Taylor moved for approval of the Consent Calendar. Councilor Smith seconded. Motion passed as follows:

AYES: Christopher, Taylor, Walsh, Caillier, McKane, Smith and Clark (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

COMMITTEE REPORTS

Councilor Smith announced that

- The Stormwater Advisory Committee met but did not have a quorum. New membership, procedures, policies and meeting times are being explored.
- He attended the 9-11 Memorial and thanked the Fire District for a good event.
- He would be attending the upcoming Keizer Urban Renewal Board meeting and League of Oregon Cities conference.

Councilor Walsh reported that

- Keizer Chamber Tourism Committee met to discuss the relationship between the City and Chamber and how it will work with the Festival Task Force. They have ideas on how to blend together and are interested in having an ongoing committee.
- He attended the 9-11 Memorial and thanked the Fire District for a good event.
- The Oregon Recreation and Parks Association is having a convention in Salem, September 26-29 with representatives from different Parks Departments from Oregon. He will be speaking about the water trail and Keizer Rapids Park

- He will be attending the upcoming League of Oregon Cities conference and the Amphitheater Task Force meeting.

Councilor Taylor reported that Syd Francisco was interviewed for the Oral History project; Jason Cox was the host; it should be aired on K-23 soon. He also invited anyone interested to attend the next Keizer Points of Interest Committee meeting.

Councilor Caillier noted that

- He would also be attending the upcoming League of Oregon Cities conference
- A special Planning Commission meeting would be held on the 29th to discuss changes to the sign code
- The catering staging area of the Civic Center passed the electrical inspection, microwaves are almost in, and appliances will not be ordered until all inspection approvals have been received.

Councilor McKane reminded everyone of the upcoming Traffic Safety Commission meeting.

Councilor Clark

- Reported that she had attended the West Keizer Neighborhood Association and Gubser Neighborhood Association meetings, and City Hall Week at Newberg presented by the League of Oregon Cities.
- Noted that she would also be attending the League of Oregon Cities conference.
- Invited everyone to the upcoming K-23 Advisory Committee meeting.
- Urged everyone to check out programming on KeizerTV.com to view interviews and Council meetings on demand.
- Reviewed meetings she was planning to attend including the Salem/Keizer Area Transportation Study and Fire Prevention Week at the Keizer Fire District.
- Noted the importance of the Events and Festivals Task Force which will define how the City can partner with local businesses, tours and groups to help facilitate bringing in events and festivals. She noted that representatives of the Chamber, the Renaissance, and Councilors Caillier and McKane had volunteered to serve on the task force. She will be asking for Task Force formation approval at the October 4 Council meeting for an anticipated 6-months. She added that the Task Force will also scope the membership and functions of an ongoing Events and Festivals Advisory Committee.

Mayor Christopher reported that the annual Parks Tour was very interesting with useful information about upcoming plans. She also thanked the Fire District for hosting a wonderful 9-11 event.

OTHER BUSINESS

City Manager Chris Eppley reported that he would be attending the League of Oregon Cities Conference.

Chief Marc Adams reminded everyone of the upcoming prescription drug turn in event. He noted that the Police Color Guard had participated at

the Fire District 9-11 event.

Councilor Taylor reminded everyone that on the Fall Equinox an egg can be balanced on its end.

**WRITTEN
COMMUNICATIONS**

None

AGENDA INPUT

October 4, 2010

7:00 p.m. – City Council Regular Session

October 11, 2010

5:45 p.m. – City Council Work Session

- Water Fluoridation

October 18, 2010

7:00 p.m. – City Council Regular Session

November 1, 2010

7:00 p.m. – City Council Regular Session

ADJOURNMENT

Mayor Christopher adjourned the meeting at 7:56 p.m.

MAYOR:

APPROVED:

Lore Christopher

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – David McKane

Councilor #4 – Cathy Clark

Councilor #2 – Brandon Smith

Councilor #5 – Richard Walsh

Councilor #3 – Mark Caillier

Councilor #6 – James Taylor

Minutes approved:

CITY COUNCIL MEETING: October 4, 2010

AGENDA ITEM NO: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: KEVIN WATSON
ASSISTANT TO THE CITY MANAGER**

SUBJECT: ECOTALITY OF NORTH AMERICA PRESENTATION

ISSUE:

The EV Project is the largest deployment of electric vehicles and charge infrastructure in history. Ecotality was awarded nearly \$230 million in grants by the US Department of Energy, Nissan North America and other private investors, to invest in infrastructure for electric car charging stations in select parts of the United States. Oregon, with Portland metro, Salem/Keizer, Corvallis and Eugene/Springfield, is one of the showcase States for the program. Ecotality will be coordinating with local property owners, municipalities and electric utility providers to install these charging stations. Once installed, Ecotality will collect data from the unit and evaluate the potential for a larger program across the nation.

CITY COUNCIL MEETING: October 4, 2010

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: TRACY L. DAVIS, MMC
CITY RECORDER**

SUBJECT: PROCLAMATION - DOMESTIC VIOLENCE AWARENESS MONTH

ISSUE:

Kim Larson, chair of the Marion County Domestic Violence Council requested time on the October 4th agenda for a short presentation on Domestic Violence by District Attorney, Walt Beglau, and Executive Director of Mid-Valley Women's Crisis Service, Jayne Downing. In addition, they have requested the Mayor sign a proclamation declaring October 2010 as Domestic Violence Awareness month.

City of Keizer, Oregon

Proclamation

Whereas, domestic violence is a serious crime that far too often results in death, with 27 people being murdered in Oregon in the last 12 months as a result of domestic violence; and

Whereas, in difficult economic times, resources for women and children are even more scarce, making finding a job, looking for safe housing and providing for their children an even more overwhelming obstacle to leaving; and

Whereas, Mid-Valley Women's Crisis Service received more than 14,000 calls to their hotline last year and sheltered 294 individuals, with nearly one-half of those sheltered being children; and

Whereas, the Marion County District Attorney's office received nearly 1,200 reports of domestic violence in the last year; and

Whereas, the impact of domestic violence extends beyond individuals and reaches into families and communities, and society as a whole; and

Whereas, only a coordinated community response will end domestic violence; and

NOW, THEREFORE, I, LORE CHRISTOPHER, Mayor of the City of Keizer, State of Oregon, do hereby proclaim the month of October, 2010 as

Domestic Violence Awareness Month

And resolve that during this month we rededicate ourselves to changing attitudes that support violence and eliminating domestic violence in our community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Keizer this ____ day of October, 2010.

*MAYOR LORE CHRISTOPHER
CITY OF KEIZER*

CITY COUNCIL MEETING: October 4, 2010

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: TRACY L. DAVIS, MMC
CITY RECORDER**

SUBJECT: KEIZER PLANNING COMMISSION APPOINTMENTS

ISSUE:

On September 30th, the Planning Commission terms of Holly Graf (Position #1), Jim Jacks (Position #2), and Greg Rands (Position #3) expired. Ms. Graf was ineligible to serve an additional term, however Commissioners Jacks and Rands can be considered for another term. A media release was distributed and six volunteer applications were received. The Volunteer Coordinating Committee will be meeting on September 30th to review the applications and make a recommendation for appointment for each of these positions. An updated staff report outlining the recommendations of the Volunteer Coordinating Committee will be provided on October 1st.

Staff is presenting this issue to the City Council on October 4th rather than waiting until the October 18th meeting due to the pending issues currently before the Planning Commission. The next Planning Commission meeting is on October 13th.

RECOMMENDATION:

It is recommended the City Council accept the recommendations of the Volunteer Coordinating Committee and appoint individuals to positions 1, 2, and 3 for a three-year term.