



**NOTICE OF PUBLIC MEETING & AGENDA
TRAFFIC SAFETY COMMISSION
7:00 PM, **MONDAY**, January 11, 2021**

VIA Zoom

Join from a PC, Mac, iPad, iPhone or Android device:
Please click this URL to join.

<https://zoom.us/j/98539351715?pwd=WEEdReVcwRkRFNFdZT2xydHVsbmRBZz09>

Passcode: 683611

Description: TSC Meeting

Or join by phone:

Dial (for higher quality, dial a number based on your current location):

US: +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782 or +1 312 626 6799 or +1 929 205 6099

or +1 301 715 8592

Webinar ID: 985 3935 1715

Passcode: 683611

International numbers available: <https://zoom.us/j/98539351715?pwd=WEEdReVcwRkRFNFdZT2xydHVsbmRBZz09>

“Mission Statement: To give the residents of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”

I. CALL MEETING TO ORDER

II. ROLL CALL

Tony Roos	Sarah Sand	Roger Kuhlman	Jeff Grider
Mark Carleton	Neal Klein	Lesley Woodruff	Robert Sherry
John Ehrlich	Kasper Czuk		

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS

- a. See attached from Ian McDonough
- b. See attached from John Higley

V. ELECT CHAIR VICE-CHAIR

VI. CONSENT CALENDAR

- a. 2021 Meeting Dates
- b. Traffic Safety Commission Meeting Minutes October 12, 2020

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate persons with physical impairments, please notify the Engineering Department of any special physical or language accommodations you may need as far in advance of the meeting as possible, and no later than two business days prior to the meeting. To request these arrangements, please contact the Engineering Department at (503) 537-1273. For TTY services please dial 711.



VII. STAFF REPORTS & GENERAL INFORMATION

- a. Police
- b. Engineering
 - i. Active Issues Log
 - Updated:
 - Sheridan Street
 - Meridian Street Crosswalk
 - Crosswalk on Hayes
 - Park Lane Parking
 - ii. General Information
 - 1. Project Updates

VIII. NEW BUSINESS

- a. NA

IX. OLD BUSINESS

- a. Sheridan Street/College Street – Options for Public Input
- b. Worst Intersection List – Attached

X. COMMISSIONER COMMENTS

XI. ADJOURNMENT – April 12, 2020

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate persons with physical impairments, please notify the Engineering Department of any special physical or language accommodations you may need as far in advance of the meeting as possible, and no later than two business days prior to the meeting. To request these arrangements, please contact the Engineering Department at (503) 537-1273. For TTY services please dial 711.

From: [Ian McDonough](#)
Sent: Sunday, January 3, 2021 10:25 AM
To: [Traffic Safety](#)
Subject: Submission for TSC 11 January 2021 Meeting
Attachments: Sutt Terr Prkg - Email TSC.docx; Newberg Traffic Safety Commission FRC Final.docx; Sutt Terr Prkg - Discussion Points.docx; FRC Sutton Terr Garage Ramp Options.pdf

This email originated from outside the City of Newberg's organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Please find attached documentation regarding a *potential* traffic safety issue. It is my desire that the Traffic Safety Committee be made aware of an upcoming development by the Friendsview Retirement Community (FRC) which may adversely impact traffic safety on Fulton Street.

My submission(s) are designed to be self-explanatory. I would very much like to attend the subject virtual Traffic Safety Committee meeting, but my hope is that the attachments speak for themselves. Should amplification or clarification of anything that I've submitted be desired I'd be happy to do so.

My objective is that, should the Traffic Safety Committee find merit in my concerns, the Committee will in turn inform the City of Newberg Planning Department so that full consideration might be given to the proposed project.

Attached please find:

Summary Overview

Historic Documentation of Fulton Street traffic concerns from FRC

Pro/Con discussion analysis

"Garage Ramp Study" FRC architects and consultants

Respectfully submitted,

Ian McDonough

Ian D. McDonough

1201 E FULTON ST APT 16

NEWBERG, OR 97132-1774

503-554-0595

Ian D. McDonough
1201 E FULTON ST APT 16
NEWBERG OR 97132-1774

December 30, 2020

Newberg Traffic Safety Commission
Public Safety Building
401 E. Third Street
Newberg, OR 97132

Subj: Submission for Consideration by the Commission

Summary & Recommendation:

In the Spring of 2021 Friendsview Retirement Community (FRC) will apply to the City of Newberg for permits to build a new four-story 96 unit congregate housing complex on property west of the FRC campus on Fulton Street. The current proposal includes, per the attached "GARAGE RAMP STUDY – OPTION 4", ingress/egress from underground parking from a single ramp on Fulton Street at the location of the existing Stone House located at 1101 Fulton Street. I am strongly recommending that if, upon plan submission, the parking plan "OPTION 4" remains unchanged, the City of Newberg deny permitting as requested and require FRC to provide parking access to the new complex via Cherry Street per "GARAGE RAMP STUDY – OPTION 3."

Background:

My wife and I occupied the Stone House located at 1101 Fulton Street for seven (7) years, 2013 to 2020 inclusive. During that period we saw continued growth in the City of Newberg and a concomitant increase in traffic on the secondary connector that is Fulton Street. Also during this period George Fox University (GFU) built the Duke Athletic Center, the Stoffer Stadium, and expanded the Bauman Auditorium parking lot twice, once in 2014 and again in 2020. Additionally Friendsview Retirement Community (FRC) built the 38 unit four-story congregate housing complex "University Village" on Cherry Street. All these developments significantly increased the vehicular traffic on Fulton Street. During our residency on Fulton Street we successfully appealed to the City of Newberg to restrict parking on Fulton Street to increase sight lines and improve safety for homes between the FRC main entrance on Fulton Street and the intersection of Fulton and Center Streets. Nevertheless during our residency we experienced, or witnessed, repeated instances of near-collisions, speeding, aggressive driving; and high speed bicycles and skateboards on the Fulton Street sidewalks.

As an individual resident with level driveway access to 1101 Fulton Street I found the ingress and egress to our home challenging. FRC is now proposing a 96 unit complex – more than double the size of the existing University Village - with the sole access to

and from an underground parking structure for elderly motorists at the exact same location as our former home. Motorists attempting egress would drive up a ramp, often looking into direct sunlight, cross a busy sidewalk, face bi-direction traffic exiting the (GFU) Bauman, and attempt to enter traffic on Fulton Street where the 25 MPH speed limit is frequently ignored. I do not necessarily fault the architects and consultants for this ill-advised proposal. None of them have experienced traffic on Fulton Street during other than COVID-19 conditions with virtually no students on campus at GFU, and Newberg vehicular traffic diminished as a result of the pandemic. However, the plan as currently envisioned will endanger lives both for the seniors residing in and around FRC as well as others utilizing Fulton Street as a secondary connector.

Based on extensive personal familiarity, and a legitimate sense of foreboding, I'm respectfully, but firmly, requesting that the Traffic Safety Commission recommend to the Newberg Planning Department that parking access for the proposed FRC expansion be via Cherry Street and NOT via Fulton Street.

I'd be happy to answer any additional question that might arise in this regard.

Respectfully submitted,

Ian D. McDonough
imcdonough@gmail.com
503-554-0595

Attachments:

FRC Executive Director letter; Fulton Street traffic concerns; December 3, 2014
Friendsview Expansion Garage Access – Discussion Points
GARAGE RAMP STUDY/GARAGE ENTRY DESIGNS (5 pgs) 12/15/20

Friendsview Expansion Garage Access – Discussion Points

Abbreviations: George Fox University “GFU”; Friendsview Retirement Community “FRC”; Newberg High School “NHS”

Fulton Street Access – Negative Factors

- Complexity of crossing a sidewalk, entering bi-directional traffic, while simultaneously analyzing opposing traffic entering and departing from the GFU Bauman parking lot will be extremely challenging, especially for elderly drivers
- GFU Bauman parking lot includes a bi-directional exit immediately across from proposed FRC access.
- Speed limit exceedance – common practice on Fulton Street.
- Fulton Street late afternoon westbound traffic often backs up from Meridian Street to the main entrance of FRC.
- GFU Stoffer Stadium/Bauman Auditorium events evenings and weekends increase traffic exponentially on Fulton.
- GFU students – many weeks of chaotic driver familiarization and close call collision threats with Bauman parking at the start of each semester.
- Transition from underground parking into bright southern sunlight will be difficult, especially for older drivers.
- Parking access as planned requires crossing a sidewalk.
 - Sidewalk frequently used by NHS and GFU athletes running in large formations.
 - Sidewalk frequently used by bicycles and skateboards traveling at high rates of speed.
 - Sidewalk frequently used by elderly FRC residents with walkers.

Fulton Street Access (Option 4) – Refutation of Architect/Consultant Proposed Amelioration

- Emerging from an underground parking structure, attempting to cross a sidewalk, and being confronted with not only bi-directional traffic on Fulton Street, but with bi-directional traffic exiting the GFU Bauman parking lot is in no way “similar to main entry connection to Fulton relative to turning vision, traffic, etc.”
- Vehicles entering/exiting at this location will exacerbate traffic congestion on this secondary connector.
- Enhanced artificial lighting, and a “mesh garage door” will not compensate for transition from underground parking into bright sunlight.
- “Audible and visible alarm to warn pedestrians of cars exiting” will not provide sufficient warning for persons transitioning the sidewalk at high speed.
- Unlikely that:
 - City of Newberg will allow additional “traffic calming” on an already saturated secondary connector.
 - GFU will collaborate on traffic revisions.

Friendsview Expansion Garage Access – Discussion Points

Cherry Street Access (Option 3) – Argument in Favor

- Parking access to the new complex via Cheery Street enables an exit from the garage onto a street entirely dedicated to FRC residents.
- Subsequent access to Fulton Street eliminates all the other negative consequences of the Fulton Street entrance plan, i.e. Bauman interference; sidewalk traffic; sun angles.
- Increase in safety more than compensates for minor impacts on building footprint and possible slight reduction of parking spaces.



Todd Engle, Executive Director
Friendsview Retirement Community
1301 Fulton Street
Newberg, OR 97132

December 3, 2014

Newberg Traffic Safety Commission
PO Box 970
Newberg, OR 97132

Subj: Request for yellow safety buffers on the north side of Fulton Street – 1301
Fulton Street to Center Street

Traffic Safety Commission:

Background: Due to recent increased utilization of, and access to, Fulton Street from George Fox University (GFU) our residents, staff and visitors are experiencing unsafe traffic conditions accessing the Friendsview Retirement Community (FRC) gravel parking lot and residential driveways between the main entrance of FRC and Center Street.

Immediately across the street from the impacted area is the entrance and egress to a GFU parking lot containing 160+ parking spaces. This GFU parking lot has seen increased utilization for event parking at the newly constructed football stadium, athletic support facility, and the Milo Ross Center (and Bauman Auditorium). The parking lot is also in regular use for day and night classes, and as a general entry and exit for other GFU campus traffic. There are bi-directional turn lanes for traffic departing the parking lot merging onto Fulton Street. In addition, vehicles frequently exceed the posted 25 MPH speed limit on Fulton Street. All these factors exacerbate the severely restricted sightlines due to vehicles parking at, and occasionally intruding into, the curb cuts of the driveways. These many contributing factors have resulted in numerous near-collisions with vehicles entering and departing the traffic lanes on Fulton Street at this location.

Request: I am requesting that the yellow curb safety buffers on the north side of Fulton Street, west of the main entrance to Friendsview Retirement Community, be extended continuously to Center Street.

"A Trusted Friend Since 1961"

Justification:

By way of illustration, the following difficulties are being experienced by FRC members residing at **1101 Fulton Street**. Similar problems are experienced by drivers leaving the above mentioned gravel parking lot, and other residences on the north side of Fulton Street, east of Center Street.

- **Backing out of the 1101 Fulton Street driveway:** It is virtually impossible to safely back out of the driveway. The reduced sightlines make seeing oncoming vehicular traffic extremely difficult; seeing oncoming bicycle traffic is impossible. Backing out of the driveway while navigating around vehicles parked at (or inside of) the curb cuts necessitates brief incursions into both lanes of traffic. The bi-directional exits from the GFU parking lot directly opposite the driveway exacerbate all the foregoing factors.
- **Backing into the 1101 Fulton Street driveway:** The safest way to depart the driveway in light of reduced sightlines and traffic congestion issues is to drive forward onto Fulton Street, and to back into the driveway upon arrival. The backing maneuver requires stopping in traffic with emergency flashers displayed and reversing against traffic into the driveway. Dangerous situations frequently encountered while attempting to back into the property include:
 - Drivers frequently exceeding the 25 MPH speed limit on Fulton Street. As a result other drivers frequently do not stop with enough room to allow the residents' vehicle to back into the driveway.
 - Drivers swerving around the residents' vehicle into oncoming traffic rather than waiting the few seconds it takes to accomplish the backing maneuver.
 - Drivers exiting the GFU parking lot failing to double check traffic prior to merging onto Fulton Street. Instead, drivers have repeatedly relied on a single observation of opposing traffic and then – not realizing a vehicle has stopped – pulling onto Fulton Street thereby endangering themselves, the stopped/backing vehicles, and opposite direction traffic.
- **Existing Buffers on Fulton Street:** The following relevant yellow curb buffers already exist on Fulton Street:
 - Twenty (20) foot yellow curb safety buffers on Fulton Street at the intersection with Center Street. Most often there is more traffic coming out of the GFU parking lot than there is crossing Fulton Street at Center Street.



- 25± foot yellow curb safety buffers on the north side of Fulton Street at the service access road west of the Morse Athletic Field. These buffers are provided for a rarely used service road across from a GFU residence parking lot that has much less traffic flow than the stadium/auditorium parking lot addressed above.

Supporting Documentation: Attached are representative photos showing the impaired visual sightlines. Examples show vehicles parked legally directly on the driveway curb cuts, as well as illegally parked vehicles intruding into the driveway curb cuts.

Conclusion: The dangerous situations encountered at this location have not yet resulted in a collision. However without some amelioration I believe that an accident at this location is inevitable. The requested continuous yellow curb safety buffers would improve sightlines for entering and departing the referenced properties and parking lot. These safety buffers would also provide a safe location, out of the traffic lane, for arriving vehicles to await an opening in the traffic flow prior to backing into driveways.

I am requesting that the Newberg Traffic Safety Commission immediately take the steps recommended in this letter. I will be happy to meet with you in person and to provide you with a tour of the location at your request. Thank you for your prompt attention to this potentially dangerous situation.

Sincerely,

Todd Engle, Executive Director
Friendsview Retirement Community

GARAGE RAMP STUDY

GARAGE ENTRY DESIGNS

OPTION 1: Cherry Street Garage Entry Option

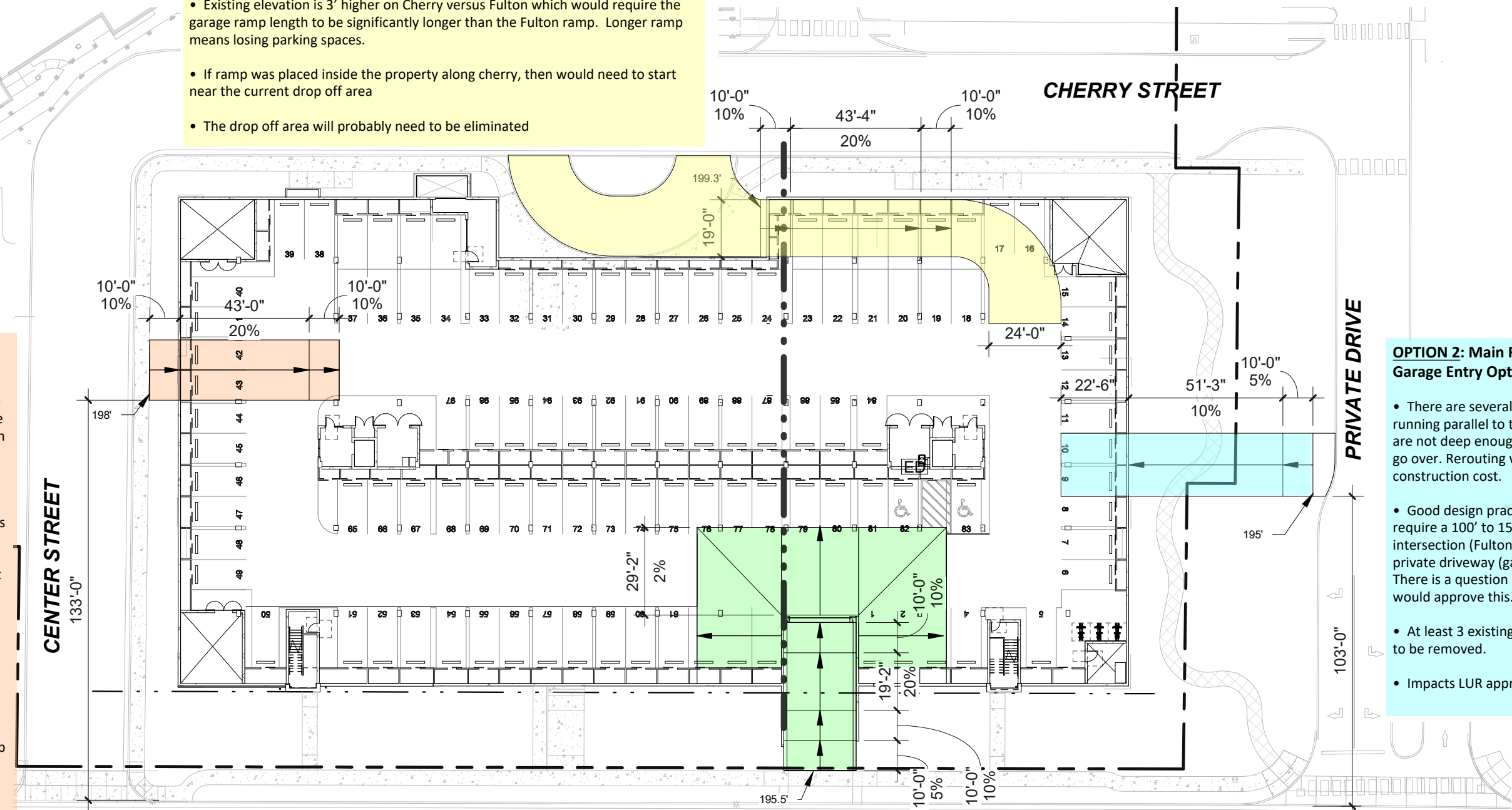
- Needs width for fire truck (26'). Cherry isn't wide enough for both fire truck and garage entry if placed in cherry street.
- Existing elevation is 3' higher on Cherry versus Fulton which would require the garage ramp length to be significantly longer than the Fulton ramp. Longer ramp means losing parking spaces.
- If ramp was placed inside the property along cherry, then would need to start near the current drop off area
- The drop off area will probably need to be eliminated

OPTION 3: Center Street Garage Entry Option

- The area fire code requires two ways into and out of whole community because of the size of the community (currently at the main entry driveway & center street). This has to be 26' min width and meet the width requirements.
- Good design practice and the city requires a 150' separation between an intersection (center/ Fulton and center/cherry) and a driveway (garage entry option). There is not enough distance to make that work.
- FRC does not own all the properties that would be needed to widen the street.
- Utilities – power, sewer and water would be disrupted as planned or exists.
- Existing elevation is 3' higher than on Fulton which would require the garage ramp length to be significantly longer than the Fulton ramp. Longer ramp means losing parking spaces.
- Potential push-back from neighbor at Center/Fulton intersection?

OPTION 2: Main FRC Entry Driveway Garage Entry Option

- There are several underground utilities running parallel to the private drive. They are not deep enough to allow for a ramp to go over. Rerouting will add significant construction cost.
- Good design practice and the city may require a 100' to 150' separation between an intersection (Fulton/ main entry drive) and a private driveway (garage entry option). There is a question on whether the city would approve this.
- At least 3 existing, mature trees will have to be removed.
- Impacts LUR approval



OPTION 4: Fulton Street Garage Entry Option

Entry Design Features

- Appropriate distance provided between driveway and street intersections meeting city requirements of over 150.'
- Lower existing elevation along Fulton versus cherry allows for a shorter ramp length along Fulton that then allows more parking spaces.
- Garage driveway off of Fulton is similar to main entry connection to Fulton relative to turning vision, traffic, etc
- Well lit garage interior. This will minimize or eliminate any concerns over eye adjustment.
- "Mesh" garage door allows additional daylight into the garage and required fresh air ventilation.
- Garage ramp provided with audible and visible alarm to warn pedestrians of cars exiting.

Fulton Street Garage Entry Design Changes to Address Concerns

- Reduced slope of transition ramp to provide a "landing" prior to crossing the sidewalk
- Removed concrete planters adjacent to ramp to provide additional visibility of Fulton.
- Adjusted grades to minimize guardrails to improve visibility of Fulton.
- The current design meets all code requirements, but additional analysis is being completed by the traffic engineer to determine what additional options to improve safe exit and egress as well as traffic calming to determine if any other measures would be reasonable to consider in collaboration with GFU.

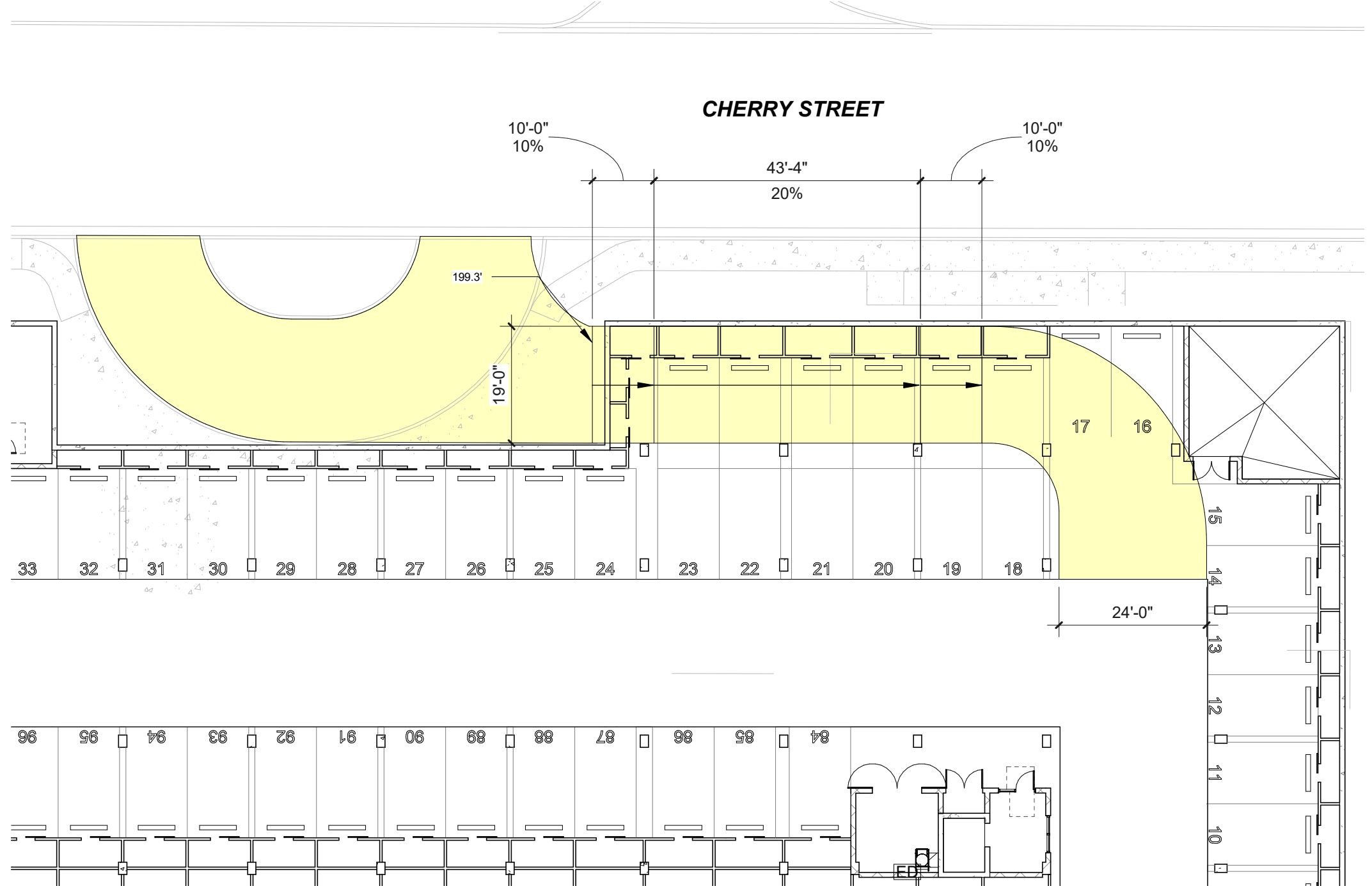
1" = 40'-0"

GARAGE ENTRY DESIGNS

OPTION 1

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1" = 20'-0"



217304 | University Village Phase 2 | Marketing Drawings
12/17/20

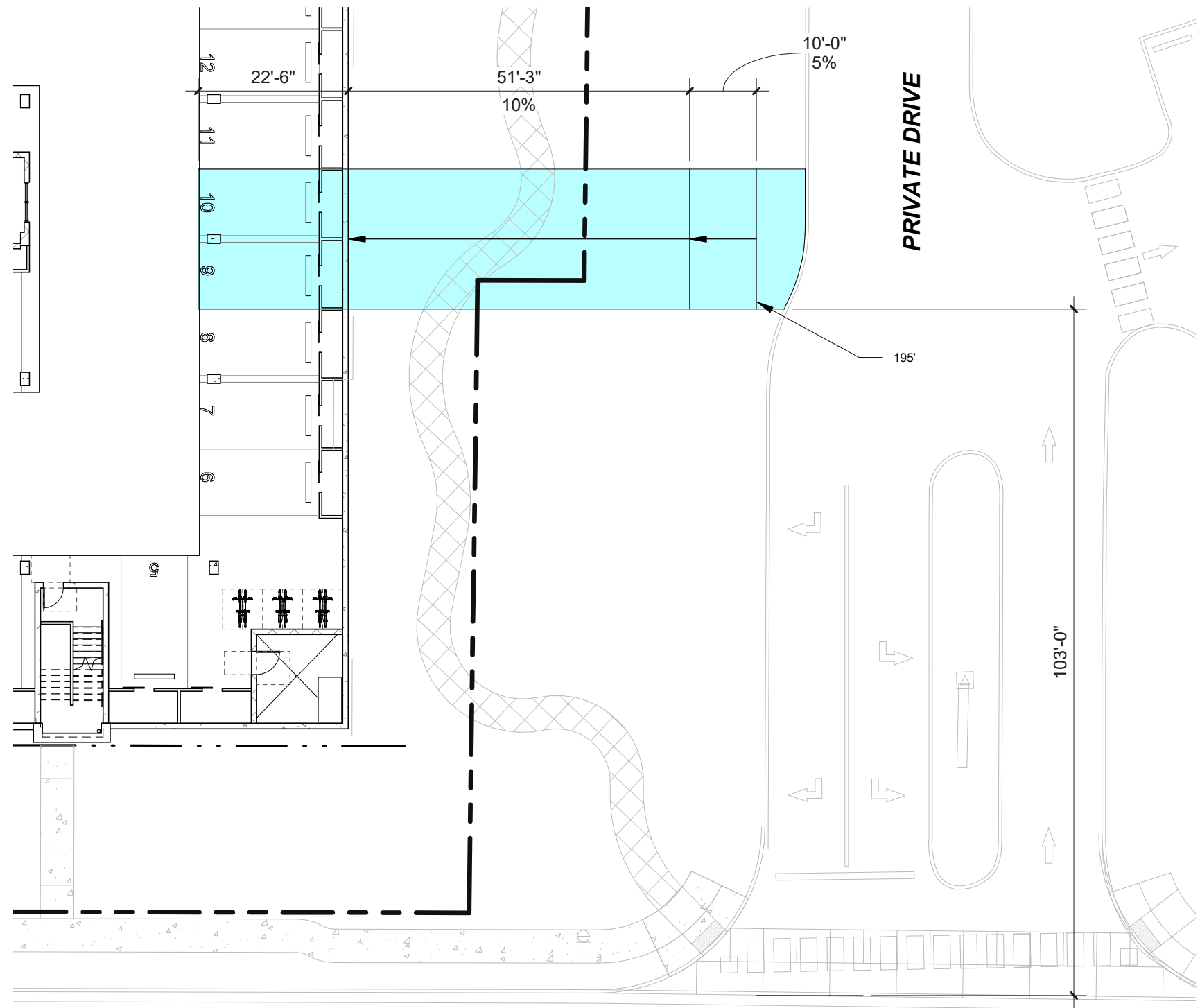


GARAGE ENTRY DESIGNS

OPTION 2

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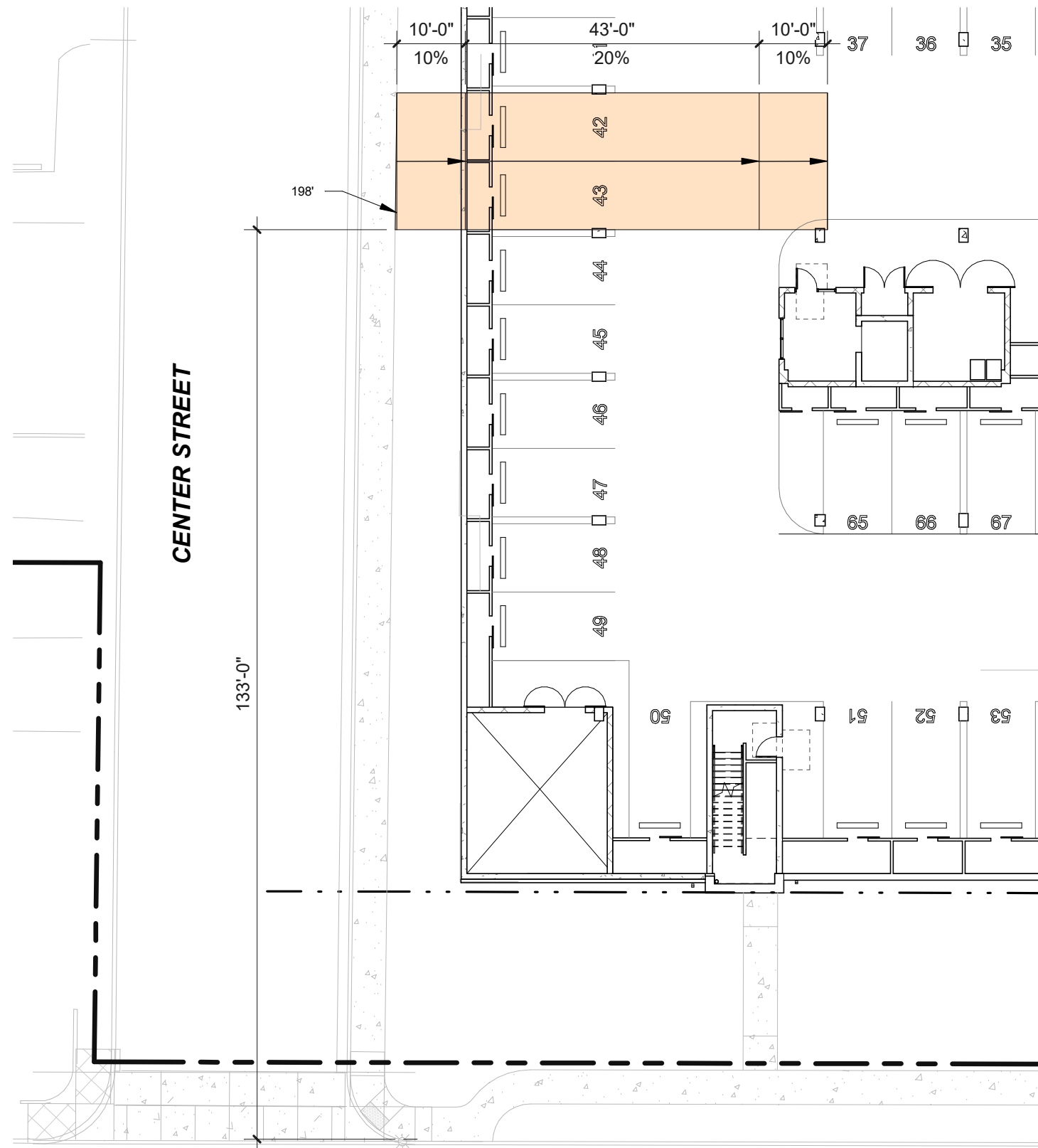


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GARAGE ENTRY DESIGNS

OPTION 4

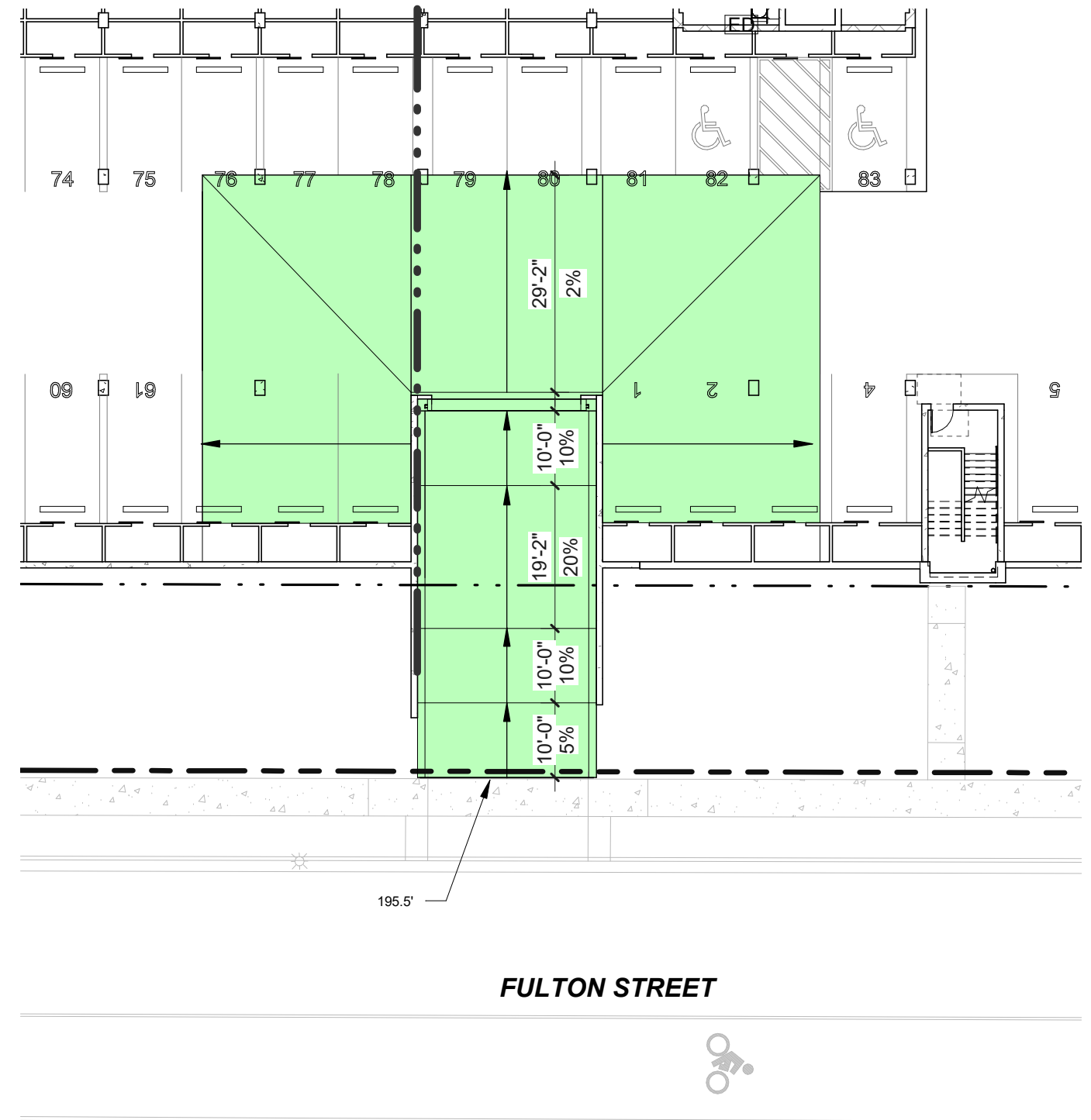
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1" = 20'-0"



217304 | University Village Phase 2 | Marketing Drawings
12/17/20



Kaaren Hofmann

From: John Fuller <johnjewels@me.com>
Sent: Thursday, December 31, 2020 9:11 PM
To: Traffic Safety
Cc: Dan Weinheimer; newbergcitycouncil@newbergorg.gov
Subject: W. Illinois St.

This email originated from outside the City of Newberg's organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Happy New Year Kaaren,

John Higley here. We corresponded when I first moved to Newberg about 5 ½ years ago after witnessing a surprising number of accidents in front of our house at 112 W. Illinois Street.

In the past few years nothing has changed, and we experience an accident every other month or so. A bad accident occurred tonight (New Years Eve). On Sunday Sept. 6th a car flew off the road and destroyed my garage and totaled my car. The telephone pole in front of the house has been hit several times and the last time it was knocked over. Across the street someone flew into the 12 foot hedge and totaled two cars in the driveway. I could go on.

I'm not sure what to do at this point. Initially (5 years ago) , there was a clear increase in police presence at Grant and Illinois Streets, that has pretty much completely varnished (not that that changed traffic much).

People coming in from Yamhill fly through town and past the house, as do folks coming from 99. Some electronic signage, speed bumps, increased enforcement.... something.

One of the reasons I moved to Newberg was it's status as one of the safest places to live in Portland. I don't know where to turn.

I would like to address the safety committee, and in fact address city council directly. Can you help me make that happen? Who can I talk to to get city police traffic reports for incidents in my neighborhood?

I appreciate your help and attention to this.

John Higley
112 W. Illinois St.
Newberg OR 97132
503-538-7257
John@GemsAndSilver.com

Sent from the iCloud



MEMORANDUM

ENGINEERING SERVICES
DEPARTMENT

P.O. Box 970 • 414 E. First Street • Newberg, Oregon
97132

Tel 503.537.1240 • Fax 503.537.1277

January 11, 2021

To: Newberg Traffic Safety Commission
Cc: Jeff Kosmicki, PD Chief
From: Kaaren Hofmann, PE, City Engineer
RE: Motion on Meeting Dates and Location for 2021

RECOMMENDATION:

Staff recommends that the Traffic Safety Commission make a motion setting the meeting location for 2021 as virtual meeting unless otherwise noted and that the meeting dates are as follows: January 11, 2021; April 12, 2021; July 12, 2021; and October 11, 2021.

EXECUTIVE SUMMARY:

The Newberg Municipal Code states:

2.15.390 Meetings, quorum, and official action.

Meetings of the commission will be called and conducted in the following manner:

A. Regular Meetings. The commission will hold regular meetings at a time and place designated by the commission. The commission will meet whenever business warrants but, in no event, not less than quarterly. Notice of meetings and the agenda will be published in accordance with Oregon Public Meetings Law.

The Code indicates that the Commission must meet quarterly and can meet more often.

“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”

CITY OF NEWBERG TRAFFIC SAFETY COMMISSION MINUTES
MONDAY, October 12, 2020 7:00 PM
Zoom Meeting

“Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”

I. CALL MEETING TO ORDER

Chair Roos called the meeting to order at 7:00 PM.

II. ROLL CALL

Members Present:	Tony Roos	Mark Carleton	Neal Klein
	Lesley Woodruff	Roger Kuhlman	Robert Sherry
	Jeff Grider	Sarah Sand	

Members Absent: John Ehrlich and Kasper Czuk

Staff Present: Kaaren Hofmann, City Engineer
Russ Thomas, Public Works Director

III. PLEDGE OF ALLEGIANCE

The pledge of allegiance was performed.

IV. PUBLIC COMMENTS

Eric Funk, Newberg resident, was observing the meeting and might possibly apply to serve on the Commission.

V. CONSENT CALENDAR

A. Traffic Safety Commission Meeting Minutes August 10, 2020

MOTION: Carleton/Kuhlman moved to approve the August 10, 2020 minutes. Motion carried (8 Yes/0 No).
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VI. CONTINUED HEARING

A. Sheridan Street

Chair Roos reopened the public hearing.

City Engineer Hofmann said in the staff report some locations for parking refuges on Sheridan Street were provided. No additional comments had been received from Waste Management or TVF&R. Staff recommended not moving forward with additional no parking on Sheridan at this time.

Commissioner Woodruff asked about the purpose for the yellow painted curbs on the corners. CE Hofmann said it was 20 feet of no parking from the corner. She did not know if they were established that way or were meant to be refuges.

Chair Roos said two letters in opposition had been received, one from the Minthorn family and one from Mr. Soppe.

Nancy Laughland, Newberg resident, had no additional comments, but wanted to make sure what was said in the Minthorn family letter was considered.

Robert Soppe, Newberg resident, supported staff's recommendation not to restrict any parking.

Chair Roos closed the public hearing.

Commissioner Klein thought this issue would be revisited in the future especially as they were putting bigger and more vehicles on old infrastructure. He was in support of staff's recommendation.

Commissioner Carleton agreed there was an infrastructure issue, but there was unanimous opposition from residents. He also was in support of the recommendation.

Commissioner Kuhlman agreed with staff's recommendation.

Commissioner Sherry said a number letters from the neighborhood had been sent in favor of leaving the street the way it was. They had not heard any further testimony from Waste Management and he was in favor of leaving it the way it was.

Commissioner Woodruff agreed they should not take any further action.

Commissioner Grider agreed that there was not sufficient evidence to go against the opinions of the neighbors.

Commissioner Sand did not think there was a reason to make a change at this time.

Chair Roos said parking on both sides helped slow down traffic. If it was a safety issue for TFV&R they would have been more vocal about the access. If Waste Management had a problem, they would send a letter saying they were no longer serving the street and the Commission could revisit it at that time.

MOTION: Grider/Woodruff moved to approve staff's recommendation for no additional no parking on Sheridan Street. Motion carried (8 Yes/0 No).

VII. STAFF REPORTS & GENERAL INFORMATION

CE Hofmann reviewed the items on the Active Issues Log. Regarding Sheridan Street at College Street, ODOT had done the investigation and said there was still an issue there. The two options they saw were either increased enforcement or a median or traffic separator to allow only right turns in and out of Sheridan Street. She was not looking for a decision tonight, but just sharing the information.

There was discussion regarding how the change might affect nearby Sherman Street, funding for the improvement, getting accident and citation reports for this intersection, options, and parking.

CE Hofmann encouraged everyone to use See Click Fix. As people started using it more, staff would utilize the reporting from the program and update the Active Issues Log in a more real time manner. Elliott Road was still moving forward, Crestview Drive had been awarded and the contract was signed, Memorial Park sidewalks had also been awarded and would be completed by the end of the year, and College Street sidewalks and bike lanes was also moving forward and preliminary plans should be done by January. The new owner of the Mill site would be demolishing the site over the next 18 months.

Chair Roos gave kudos to the City and ODOT for repairing the pothole on College and 99W.

Commissioner Carleton noted there was a pothole on Mountain View and College.

Chair Roos asked about sidewalks on Main Street. CE Hofmann said that was one of the next projects in the five year Capital Improvement Program.

There was discussion regarding the City's sidewalk program for homeowners to off-set costs for sidewalk repairs.

CE Hofmann discussed a limited decision by the City Engineer for painting a crosswalk at Hayes and Oak Grove.

Commissioner Sand was in favor as there were a lot of families and pedestrians in the area.

MOTION: Carleton/Sherry moved to approve the limited decision made by the City Engineer. Motion carried (8 Yes/0 No).

CE Hofmann discussed lowering speed limits in the neighborhoods to 20 mph. She was trying to find documentation about how well it was working in Portland. She would pass on more information as she received it. There was an email in the packet regarding no stop signs on Harrison and 2nd. The person who wrote the email had not moved forward with the process.

There was consensus that the process needed to be followed.

VIII. NEW BUSINESS

IX. OLD BUSINESS

A. Speed Zone on Springbrook Road

CE Hofmann said there were not many crashes that were affected by speed on Springbrook. The speed trailer had not been put out yet to know the speed people were going on the road.

Commissioner Kuhlman asked about the impact of the Crestview Drive extension. CE Hofmann said it would reduce traffic on Springbrook and increase it on Crestview.

Commissioner Kuhlman asked what the speed limit would be on Crestview. CE Hofmann said it would be 25 mph.

B. Worst Signal List

This item was not discussed.

X. COMMISSIONER COMMENTS

Public Works Director Thomas said work was completed on the 6th and River intersection. There was extra speed enforcement by the Police Department downtown and it seemed to have an impact.

Commissioner Sand discussed the need for a stop sign at the intersection of 4th and Howard.

Commissioner Sherry said they had not addressed the citizen suggestion for no parking on Parklane. He thought it should be on the next agenda.

There was consensus to wait to bring back the item until the Commission was meeting in person instead of virtually to allow for better public participation.

Commissioner Kuhlman thought they should have a joint meeting with the Planning Commission to discuss parking requirements. CE Hofmann said she had asked Community Development Director Rux to add it to a Planning Commission agenda.

The next Traffic Safety Commission meeting would be held on January 11, 2021.

XI. ADJOURNMENT

The meeting was adjourned at 8:08 PM.

Approved by the Newberg Traffic Safety Commission on this ?? day of ?? 2021.

Minutes Recorder

Tony Roos
Traffic Safety Commission Chair

DRAFT



TRAFFIC SAFETY COMMISSION
CITIZEN ISSUE LOG

City Engineer's Office
 Tel: 503.537.1273
www.newbergoregon.gov

Date Received	Issue Description	Comments	Status
1/30/2019	Waste Management has expressed concern with their trucks getting through Sheridan and Sherman Streets between College and Meridian Streets. When cars are parked on both sides of the street the available travel lane is reduced to only allow minimal clearance between the trucks and parked cars.	Looking into issues. This segment of Sheridan identified as being 24-feet wide with Sherman being 28-feet wide. Staff Memo to TSC prepared recommending TSC hold a public hearing to review options to address parking and access issues. TSC has requested a hearing at a future TSC meeting. Engineering staff is working on a Staff Memo to TSC outlining options.	TSC decided on no changes - Complete
2/14/2019	Resident has asked to consider adding marked crosswalks on Meridian in front GFU.	Informed resident that this is similar to other requests received previously. Issues to resolve include avoiding a congestion of marked crosswalks. Potential locations identified as Sherman or North. Consultant's recommendation was forwarded onto GFU personnel. When appropriate a meeting will be held to discuss options/recommendations.	Limited Decision Issued



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10/13/2017	Concern with parking along north side of Park Lane west of Villa when apartment project completed on south side of Park. Asked if north side of park lane could remain no parking.	Looking into concern. With the new development, parking on both sides of Park is required per TSP. Waiting for the apartment project's Public Improvement plan submittal and review to determine if any segments along Park should be identified as no parking. Review of Public Improvement plans did not identify areas to mark as No Parking at this time. Will review conditions after the new development is completed and occupied. Apartment project complete. From field investigations it appears that drivers have not fully adjusted to the widened road and parking. Will continue to monitor. Engineering staff is working on a Limited Decision memo to have yellow center line striping installed in coordination with a pavement preservation crack and slurry seal project planned for Park Lane in spring/summer 2020.	Limited Decision Issued 6/5/2020 - TSC didn't agree. Tabled for now.
8/30/2019	Residents have provided observations and concerns with parking along the north side of Park Lane.	Looking into concern. With the new development, parking on both sides of Park is required per TSP. NDPD have reviewed the area for enforcement activities. From field investigations it appears that drivers have not fully adjusted to the widened road and parking. Will continue to monitor. Engineering staff is working on a Limited Decision memo to have yellow center line striping installed in coordination with a pavement preservation crack and slurry seal project planned for Park Lane in spring/summer 2020.	Limited Decision Issued 6/5/2020 - TSC didn't agree. Tabled for now.



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10/17/2019	Resident has expressed concerns regarding the width, vegetation, utility poles, road side ditches and lack of sidewalks along Sierra Vista between N College Street and N Meridian Street.	Looking into issues. Code Enforcement asked to review the area for enforcement actions. Vegetation was cut back. Other things being considered include evaluation of existing street lighting and potentially striping to delineate travel lanes.	Ongoing
5/24/2020	Resident expressed concerns about the sight distance at the intersection of North Valley and Chehalem Drive due to the trees installed with the subdivision.	Staff reviewed the intersection. There is a tree to the east of the intersection that will be removed to increase the sight distance. Another concern noted is the sight distance to the west due to an overabundance of blackberry bushes and the grade change of the road. Staff will contact the County about the issues to the west as that is outside the City.	Tree removed. Issue resolved.
5/19/2020	Resident requested an crosswalk and ramp immediately across from the Professional Center driveway on Villa Road.	Looking into this issue.	Ongoing
5/13/2020	Resident requested a crosswalk at E First Street and OR 219.	She was directed to ODOT. ODOT responded.	No further action at this time. Staff will be reminding ODOT to have traffic counts taken in the fall to determine if signal warrants are met.
3/15/2020	Resident requested no parking be painted at the SW corner of the intersection of Park Lane and Villa Road.	Looking into issues. Working with NDPD on enforcement and education.	Limited Decision Issued
4/9/2020	Resident requested a painted crosswalk across Hayes at Oak Hollow Drive.	Looking into the issues.	Signage Installed



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8/31/2020	Resident sent an email believing a stop sign was necessary on 2nd Street at Harrison.	An email was sent noting the stop sign policy and the need for neighborhood agreement. The resident requested his email be sent onto the TSC. It is attached.	No Further Action Taken
9/16/2020	Resident requested yellow paint on Park Lane.	This is a part of the larger Park Lane discussion.	Limited Decision Issued 6/5/2020 - TSC didn't agree. Tabled for now.
9/29/2020	Resident requested yellow paint on West First Street.	An email was sent on 10/2/2020 noting the parking change policy and the need for neighbor agreement.	No Further Action Taken

STATUS

Received

Pending Investigation

Completed



MEMORANDUM

ENGINEERING SERVICES

P.O. Box 970 • 414 E. First Street • Newberg, Oregon
97132

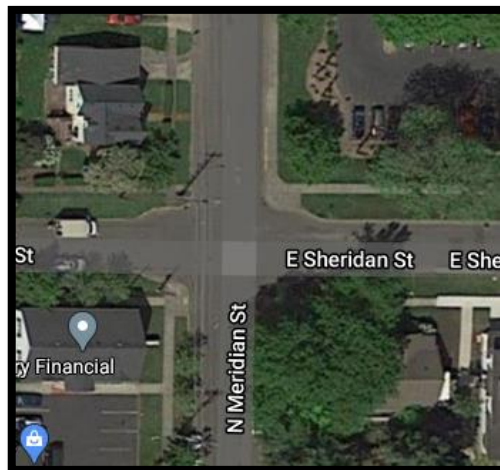
Tel 503.537.1240 • Fax 503.537.1277

November 24, 2020

To: Newberg Traffic Safety Commission
Cc: Jeff Kosmicki, PD Chief
From: Kaaren Hofmann, PE, City Engineer
RE: TSC-20-005/ Meridian Street & Sheridan Street Intersection Pedestrian Safety Issue

City of Newberg Engineering staff has been working with George Fox University about pedestrian safety crossing Meridian Street. In 2019, Staff hired Greenlight Engineering to take traffic counts and make a recommendation about a crosswalk location or other improvements. Their final memorandum and recommendations are attached.

After field reviews and follow up discussions with the University it appears all parties are in agreement to not pursue adding a marked crosswalk at this time. The University requested that safety could be improved by increasing sight distance at the intersection of Meridian and Sheridan. The submitted request asked for “no parking” yellow curb painting on the east side of Meridian (south of Sheridan) be extended another 35’ and for a similar extension on the west side (north of Sheridan). This will allow for visibility and increase safety in this corridor. A petition was submitted making this request. The petition and emails are also attached.



“Working Together for a Better Community – Serious About Service”

“Traffic Safety Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”

AUTHORITY OF THE CITY ENGINEER

The Newberg Municipal Code authorizes the City Engineer to make limited traffic decisions:

2.15.410 Authority.

A. Limited Traffic Decisions. *Limited traffic decisions are traffic decisions which affect and are confined to one particular location.*

1. The city engineer will make an initial decision based on city policies. Notice of the decision will be mailed to property owner(s) within 300 feet of the subject location if more than one property owner is affected by the decision. The notice will include information on how to appeal the decision.

2. Request for Public Hearing. A public hearing will be held before the traffic safety commission upon written request by two or more affected property owners. Notice of the hearing will be given to property owners within 300 feet of the subject location in a manner reasonably calculated to notify affected property owners.

3. Notice of the decision by the traffic safety commission will be mailed to all property owners within 300 feet of the subject location within 10 business days of the decision.

4. Appeal. Limited traffic decisions of the traffic safety commission may be appealed to the Newberg city council within 30 days of the notice of the decision. A notice of appeal and council hearing date will be mailed to property owners within 300 feet of the subject location as provided in NMC [2.15.450](#).

2.15.470 Authority of city engineer.

The city engineer will have the authority to make traffic decisions as follows:

A. General Authority. *The city engineer will have the authority to establish, maintain, remove or alter any traffic control device. Such orders of the city engineer will designate the findings as to reasons for taking such action, will make entry into the schedule of decisions, and submit a report and findings as to reasons for taking such action to the traffic safety commission.*

FISCAL IMPACT

The installation of paint will cost the City approximately \$200 initially, and will be required to be maintained periodically. The funds will come from 02-5120-541000.

ENGINEERING DECISION

Install additional “no parking” yellow curb painting as noted above.

NEXT STEPS

1. Notice of this Limited Traffic Decision will be mailed to property owner(s) within 300 feet of the subject location. The notice to include information on how to appeal the decision.
2. Engineering will work with Public Works Maintenance for the indicated modifications for “no parking” yellow curb painting.

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MEMORANDUM

ENGINEERING SERVICES

P.O. Box 970 • 414 E. First Street • Newberg, Oregon
97132

Tel 503.537.1240 • Fax 503.537.1277

November 23, 2020

To: Newberg Traffic Safety Commission
Cc: Jeff Kosmicki, PD Chief
From: Kaaren Hofmann, PE, City Engineer
RE: TSC-20-004/ Park Lane at Villa Intersection Parking Issue

City of Newberg Maintenance and Engineering staff along with the NDPD have been informed that vehicles are parking all the way up to the stop sign on Villa Road and the edges of the Chehalem Pointe Apartments driveway. This makes visibility difficult for vehicles on Park Lane, Villa Road and the driveway approach.

Field reviews and follow up discussions indicate “no parking” yellow curb painting on the curbs for

- 20 feet west from the existing stop bar on the north and south sides of Park Lane; and
- 15 feet either side of the Chehalem Pointe Apartments driveway;

should resolve the issue. This will allow for visibility and increase safety in this corridor.



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- 2. Request for Public Hearing. A public hearing will be held before the traffic safety commission upon written request by two or more affected property owners. Notice of the hearing will be given to property owners within 300 feet of the subject location in a manner reasonably calculated to notify affected property owners.***
- 3. Notice of the decision by the traffic safety commission will be mailed to all property owners within 300 feet of the subject location within 10 business days of the decision.***
- 4. Appeal. Limited traffic decisions of the traffic safety commission may be appealed to the Newberg city council within 30 days of the notice of the decision. A notice of appeal and council hearing date will be mailed to property owners within 300 feet of the subject location as provided in NMC [2.15.450](#).***

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A. General Authority. The city engineer will have the authority to establish, maintain, remove or alter any traffic control device. Such orders of the city engineer will designate the findings as to reasons for taking such action, will make entry into the schedule of decisions, and submit a report and findings as to reasons for taking such action to the traffic safety commission.

FISCAL IMPACT

The installation of paint will cost the City approximately \$200 initially, and will be required to be maintained periodically. The funds will come from 02-5120-541000.

ENGINEERING DECISION

Install additional “no parking” yellow curb painting as noted above.

NEXT STEPS

- 1. Notice of this Limited Traffic Decision will be mailed to property owner(s) within 300 feet of the subject location. The notice to include information on how to appeal the decision.**
- 2. Engineering will work with Public Works Maintenance for the indicated modifications for “no parking” yellow curb painting.**

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WORST INTERSECTION LIST

1. College & Hancock
2. College & First
3. Villa & Mountainview
4. Meridian & Hancock
5. Pedestrian Crossing at Howard & 99W
6. Second & Everest
7. Villa & OR219
8. Springbrook & 99W