



**NOTICE OF PUBLIC MEETING & AGENDA
TRAFFIC SAFETY COMMISSION
7:00 PM, MONDAY, OCTOBER 10, 2016
PUBLIC SAFETY BUILDING, 401 E THIRD STREET, NEWBERG**

“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

II. ROLL CALL

Karl Birky	Neal Klein	Sarah Sand
Jeff Grider	Daniel Emslie	
David Hostetler	Chris Kelley	
Ronald Johns	Tony Roos	

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS

V. CONSENT CALENDAR

VI. STAFF REPORTS – GENERAL INFORMATION

VII. NEW BUSINESS

- A. Transportation System Plan Update – Jessica Pelz
- B. Pavement Maintenance and Funding Master Plan – Kaaren Hofmann

VIII. OLD BUSINESS

- A. Request for Reconsideration:
 - Villa Road “No Parking” at Laurel – TSC-16-002– Kaaren Hofmann
- B. Public Hearing:
 - Villa Road “No Parking” – Jason Wuertz

IX. ADJOURNMENT – Next meeting 11/14/16

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate persons with physical impairments, please notify the City Recorder’s office 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 City Recorder at (503) 537-1283. For TTY services please dial 711.

Posted: Monday, October 3, 2016



Community Development Department
P.O. Box 970 ▪ 414 E First Street ▪ Newberg, Oregon 97132
503-537-1240 ▪ Fax 503-537-1272 ▪ www.newbergoregon.gov

MEMORANDUM

TO: Newberg Traffic Safety Commission
FROM: Jessica Pelz, Associate Planner
SUBJECT: Transportation System Plan Update
DATE: October 10, 2016

Summary

The Transportation System Plan (TSP) is the 20-year plan for our transportation network, and guides all things related to transportation in the city, including future capacity and non-capacity transportation network improvement projects for streets, intersections, bicycle and pedestrian networks, and transit.

The city began the Transportation System Plan (TSP) update process with Oregon Department of Transportation (ODOT) and consulting firm DKS Associates in 2011. The TSP Update has been a collaborative process among various public agencies, key stakeholders, and the community. The process has included six Citizen Advisory Committee (CAC) meetings, individual meetings with stakeholders at two key stages during the process, workshops with decision makers, and informal conversations with members of the community. In addition, the project team held three community meetings at key stages of the TSP process to give residents an opportunity to learn about the project, advise project staff of their concerns about the transportation system, and provide feedback on possible transportation solutions.

The TSP is adopted as a supporting document to the Newberg Comprehensive Plan, and there are associated Comprehensive Plan and Development Code amendments necessary to implement the updated TSP. The City's Comprehensive Plan includes a set of goals, objectives, and policies that direct development of the City's transportation system. In addition, the City's Development Code includes regulations for development to meet which ensures new development will comply with the requirements for transportation improvements. The proposed Comprehensive Plan and Development Code amendments are included in Volume 2 of the TSP as Memo 12.

The draft TSP is organized in two volumes:

- **Volume 1** – Volume 1 is the actual Plan, compared to Volume 2 which includes the inventory data, analysis, and proposed amendments to the Comprehensive Plan Goals, Objectives and Policies and amendments to the Development Code. Volume 1 includes a comprehensive overview of Newberg's current and future transportation system, typical standards for various street types, and categories, funding, and prioritization of future transportation projects.
- **Volume 2** – Volume 2 is all of the background memos and technical data that is the basis for the TSP:

Memo 1: Public Involvement Plan
Memo 2: Background Document Review
Memo 3: Goals, Objectives, & Evaluation Criteria
Memo 4: Existing Conditions
Memo 5: Future Forecasting
Memo 6: Future Needs Analysis
Memo 7: Stakeholder Interviews #1
Memo 8: Alternatives Evaluation
Memo 9: Stakeholder Interviews #2
Memo 10: Finance Program
Memo 11: Transportation Standards
Memo 12: Code Amendments

You can review the draft Transportation System Plan online here: <http://newbergtsp.org/>.

Adoption Process

A Comprehensive Plan and Development Code amendment is a Type IV application and follows the procedures in Newberg Development Code 15.100.060. The Planning Commission will hold a legislative hearing on the application. The Commission will make a recommendation to the Newberg City Council. Following the Planning Commission's recommendation, the Newberg City Council will hold a legislative hearing to consider the matter. Important dates related to this application are as follows:

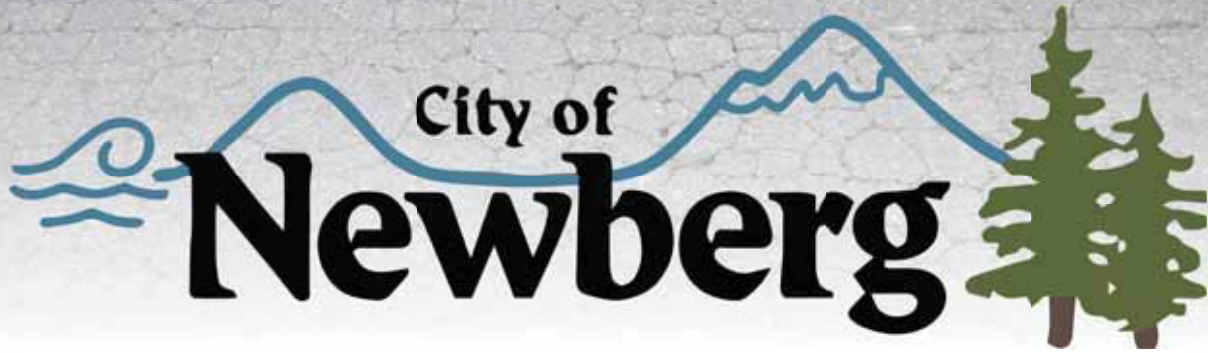
9/21/15: The Newberg City Council initiated amendments to the Newberg Comprehensive Plan and Development Code to adopt the updated Transportation System Plan and associated policies and regulations.

8/19/16: Planning staff placed notice of the public hearing on Newberg's website, and posted notice in four public places. *The Newberg Graphic* published notice of the Planning Commission hearing on 8/31/16.

9/8/16: The Planning Commission continued the hearing on the TSP to October 13, 2016, due to lack of quorum.

10/13/16: The Planning Commission will hold a legislative hearing to consider the amendments.

November/December 2016: The City Council will hold a hearing to consider the amendments.



Pavement Maintenance and Funding Master Plan

Newberg's aging roads are increasingly expensive to maintain and state tax revenues are declining. The City is exploring ways to ensure reliable funding for pavement maintenance into the future.

The city would like to:

- ✓ Gather public feedback on a proposed pavement management approach for maintaining roads into the future
- ✓ Gather public feedback on potential revenue sources to help fund road maintenance

Our Maintenance Challenge

Newberg residents say our roads should be better maintained.

Citizens have repeatedly cited maintenance of roads as a significant issue of concern in Satisfaction Surveys taken in 2000 and 2013.

In 2013, **95% of survey responses (541 out of 565) said funding street repairs is of medium to high importance.** Only emergency services and drinking water were seen as higher in importance.

our City still need to be repaired and maintained. We live in district 3 and just a few short weeks ago, we had our street "crack sealed" and it was also done last year. Now we have signs out telling us that we are going to have "slurry" laid down this weekend. Our street is in pretty good repair but 2 blocks over, River street is a mess! I am not sure who makes the decisions to which streets get repaired and which ones don't but the way it looks, doesn't make any sense at all

Pave more streets so they are nice and smooth! Springbrook between the Alison and 99!

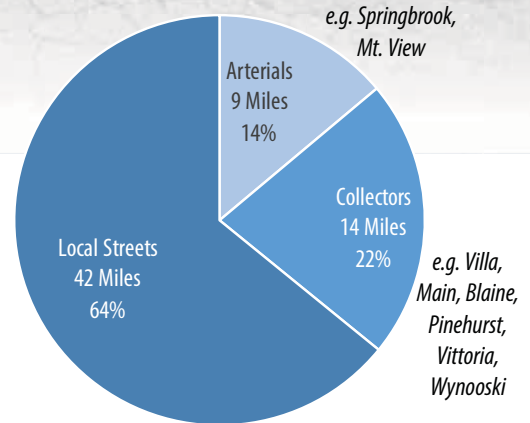
The conditions of the streets need attention. The transportation system including bike and sidewalks need advancement through innovation and development.

The street repair in my neighborhood has been on the "to do" list for 4 years, and has still not been repaired. We don't have sidewalks on both sides, and in some cases only one side of the street in many areas. I don't know what the pub works dept is doing with their money.

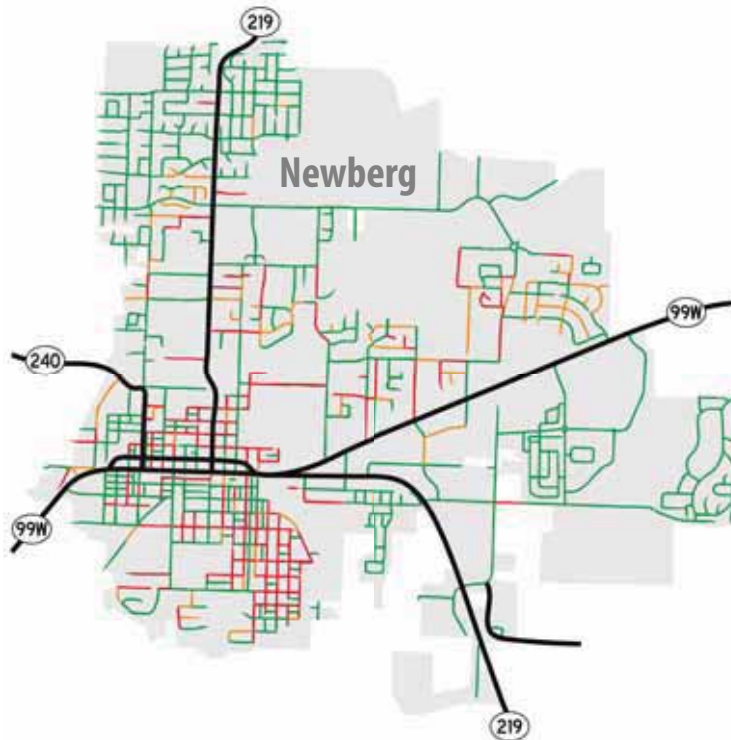
Our Maintenance Challenge

City Pavement Assets

- **65.5 miles** of paved streets
- **4 miles** of gravel roads
- Approximate replacement value of all pavement: **\$150 million**



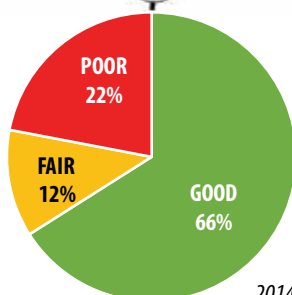
Current Pavement Condition



System wide, the city averages a Pavement Condition Index (PCI) of 68.

Average pavement condition is generally “good” but slipping toward “fair” as more roads age and funding does not allow for regular maintenance of our roadway system.

PCI Rating Scale	
■	Good (70 – 100)
■	Fair (55 – 70)
■	Poor (0 – 55)



2014



Our Maintenance Challenge



Tell us: How would you describe the condition of the roads that you use frequently?



Our Maintenance Challenge



Tell us: How would you describe the condition of the roads that you use frequently?



Our Maintenance Challenge









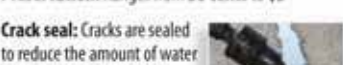





Deferred Maintenance Now Means Higher Costs Later

Our current limited funding means we are only able to react to emergencies (potholes that can damage vehicles) and citizen complaints. **This is not a cost effective way to address maintenance.**

Ideally, the City should be able to plan and schedule maintenance and repairs to the road network to optimize pavement conditions *before* they become serious problems. This would include:

- ✓ *Maintaining an inventory of current pavement conditions*
- ✓ *Assigning priorities to road segments*
- ✓ *Network analysis based on decision criteria*
- ✓ *Scheduling advance maintenance to maintain "good" streets*
- ✓ *Scheduling repairs of "poor" and "fair" streets*

The Life of a Road

PAVEMENT CONDITION	Excellent	Good	Failing	Failed
	Asphalt is a flexible, semifluid waterproof coating that protects the rock bed below. The bed carries the load of the weight from vehicles.	Sun evaporates and rain washes out oils in the asphalt, making it dry and brittle. Cracks form as pavement expands with heat and contracts in the cold. Water seeps into the cracks, through the rocks and into the soil.	Pavement becomes thinner and starts to break apart. Water pools in the wheel path ruts. The soil turns to mud and oozes upward, weakening the rock base. Without a strong rock base, the thin, brittle pavement breaks into chunks under the weight of vehicles.	Potholes worsen and expand. The road bed is ruined.
				
				
				
				
			Potholes form	
LAYERS OF A ROAD	Asphalt	Rock bed	Soil	
TREATMENT AND COST (per square yard)	<p>Preservation: Ranges from 30 cents to \$3</p> <p>Crack seal: Cracks are sealed to reduce the amount of water seeping into the rock base.</p> <p>Slurry seal: A preventive measure, slurry seal is applied on top of existing pavement to stop damage from the sun and rain.</p>  	<p>Repair or replacement: Ranges from \$10 to \$25</p> <p>Chip seal: Chip seal is applied to pavement as a waterproof seal to prevent water from seeping into the rock base. The rock coating provides both a new wearing surface and friction for safety.</p> <p>Grind & patch: Chunks of busted up pavement in isolated spots such as potholes are ground out and patched.</p> 	<p>Rehabilitation: Ranges from \$40 to \$120 +</p> <p>Overlay: A second layer of asphalt is laid on top of the existing one as a base to carry the weight of vehicles and restore a smooth ride.</p> <p>Replacement: Both the rock bed and asphalt are removed entirely and replaced.</p> 	

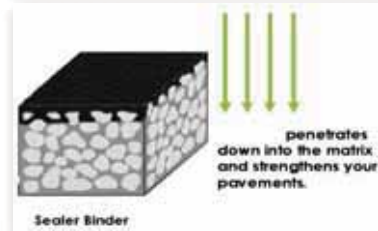
Our Maintenance Challenge

Types of Maintenance



Crack Sealing

- The least expensive treatment
- Crack sealing prevents the majority of moisture from entering the underlying aggregate base rock
- Approximately \$0.80 / linear foot



Fog Sealing

- Rejuvenates the oils in the top layer of asphalt
- Fills small gaps between the aggregate in pavement
- Reduces deterioration of surface
- Approximately \$0.60 / sq. yard



Slurry Sealing/Chip Sealing

- Slurry is mixture of asphalt emulsion, fine aggregate and water spread about 3/8" thick
- Chip is coarser aggregate placed on hot asphalt oil
- Protects pavement from water damage; provides a new surface.
- Approximately \$1.50 (slurry) \$2.50 (chip) / sq. yard

Types of Rehabilitation



Pavement Overlay

- Thin lift overlays, thickness of 1-inch
- Standard overlays are usually 2-inches
- Increases road grade
- Approximately \$12 / sq. yard depending



Pavement Grinding and Inlay

- Most common rehabilitation in a city
- Used on distressed pavement
- Grind depth depends on distress types, depths, severity, and road capacity
- Maintains road profile
- Can combine with overlay for increased thickness / strength
- Significant cost variability: \$15 to \$40 / sq. yard

Full Depth Replacement

- Cost varies: \$80 to \$120 / sq. yard

Our Maintenance Challenge

Pavement Condition After 10 Years

Annual expenditures on pavement maintenance activities:

If we continue to spend approximately
\$300,000/year

Estimated 2026 city wide
average PCI =

52.4

If we increase spending to
\$2.3 million/year*

Estimated 2026 city wide
average PCI =

78.1

** If we continue funding at this level, all roads will receive surface treatment within 15 years.*

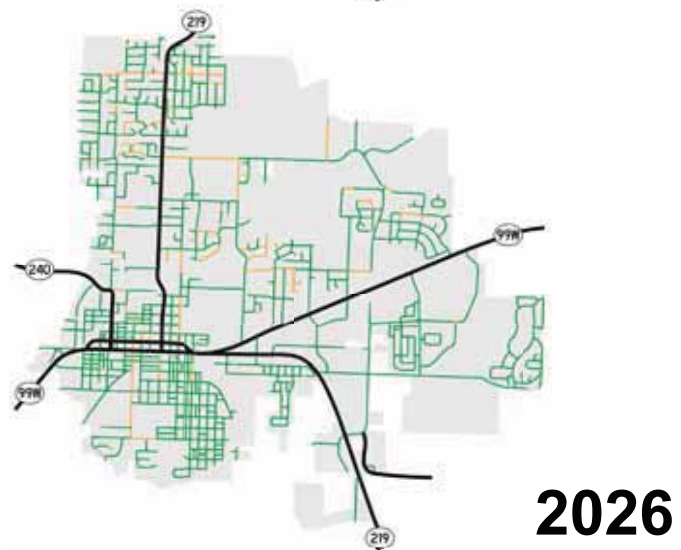
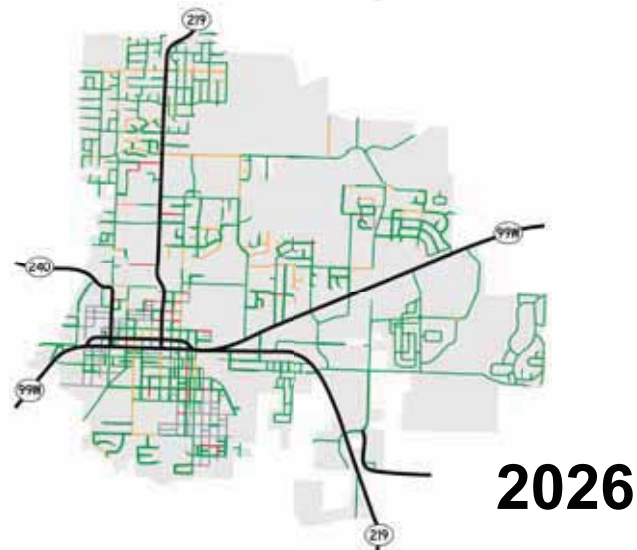
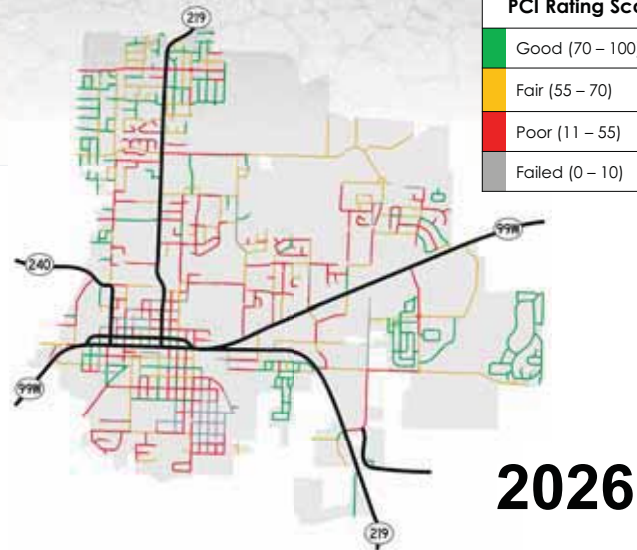
If we increase spending to
\$2.9 million/year**

Estimated 2026 city wide
average PCI =

81.4

*** If we continue funding at this level, all roads will receive surface treatment within 10 years.*

PCI Rating Scale	
Good	(70 – 100)
Fair	(55 – 70)
Poor	(11 – 55)
Failed	(0 – 10)



Proposed Approach

The City Needs a Proactive Pavement Maintenance Plan

A maintenance plan would describe which roads need repairs and would provide consistent funding to take care of roadway assets.

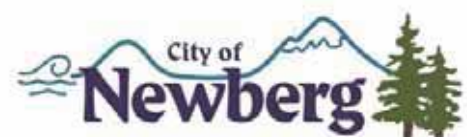
This means not waiting until our roads fall into conditions that drive community complaints.

Maintaining the road network is like maintaining a home. Just as deferring relatively inexpensive household maintenance such as painting or sealing can lead to costly problems in the future, neglecting necessary roadway maintenance today can lead to significant future costs for city residents.

Tell us what you think

Tell us what you think should be considered as the city explores these possible new revenue sources. Some of what we've heard so far:

- *"Equity and fairness are important; everyone who uses the roads should pay their 'fair' share"*
- *"Trucks should pay more"*
- *"Everyone should see benefits"*
- *"Consider temporary funding"*
- *"Hold the city accountable for delivering results: better roads"*

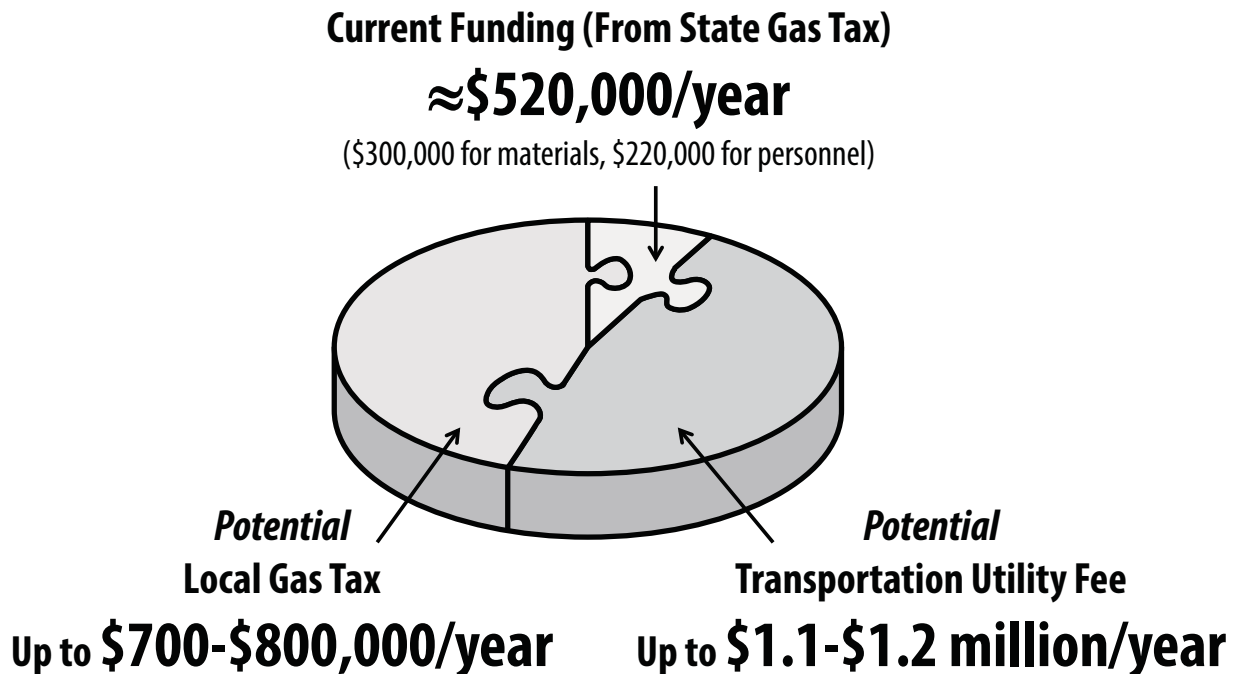


Proposed Approach

How could we raise up to \$2.3 million annually for road maintenance?

The City estimates that it will need close to \$2.3 million per year to maintain pavement conditions at current (2016) levels and is exploring ways to generate additional revenue. As statewide gas-tax revenues decline, many cities in Oregon are facing similar funding challenges and are turning to **Transportation Utility Fees** and **Local Gas Taxes** as alternatives.

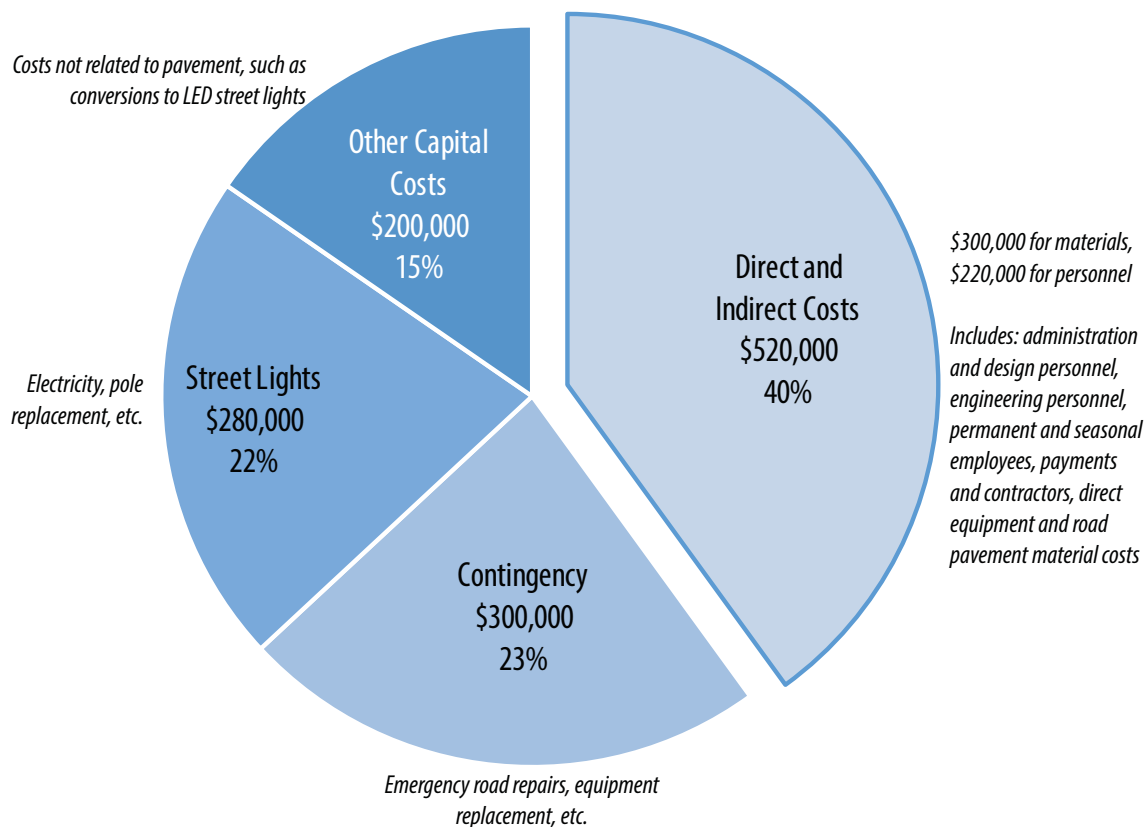
The City is currently exploring new revenue sources:



Current Funding



Newberg receives about \$1.3 Million/year from the State Gas Tax ... Only about \$520,000 benefits pavement.



Current funding comes from the state gas tax. However the funding available for basic preventative maintenance and repair to streets has not changed much over time. Meanwhile, our roads have been deteriorating, and additional revenue is needed if the City wants to do more.

Transportation Utility Fees



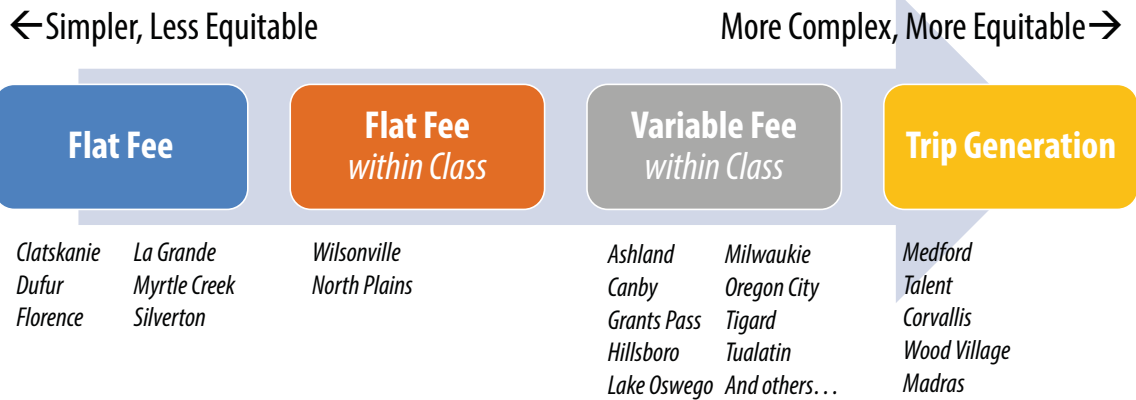
How do Transportation Utility Fees work?

Transportation Utility Fees are a dedicated funding sources and cannot be spent for other purposes outside the original intent.

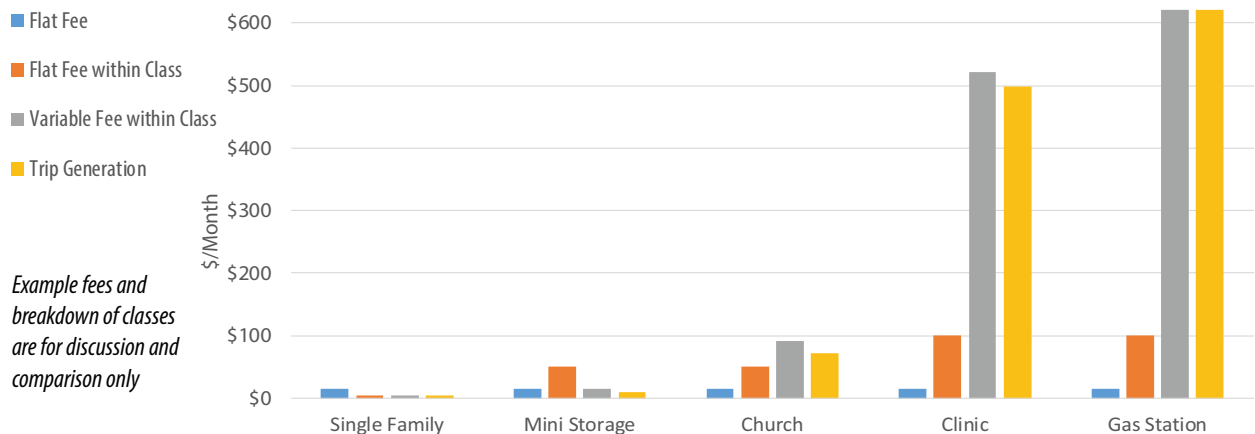
They can include:

- **Flat Fees** where everybody pays the same. A single family home pays the same as Fred Meyer or Climax.
- **Variable Fees** where different types of users pay differently based on assumptions about their use.
- **Trip Generation** where fees are directly linked to road use.

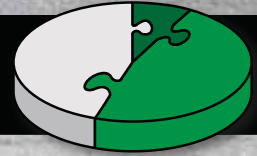
Fees can also be varied by business size or **class**. For example, although in the same "class," a small florist would pay less than a major retailer.



Example Monthly Charges by Fee Type



Transportation Utility Fees



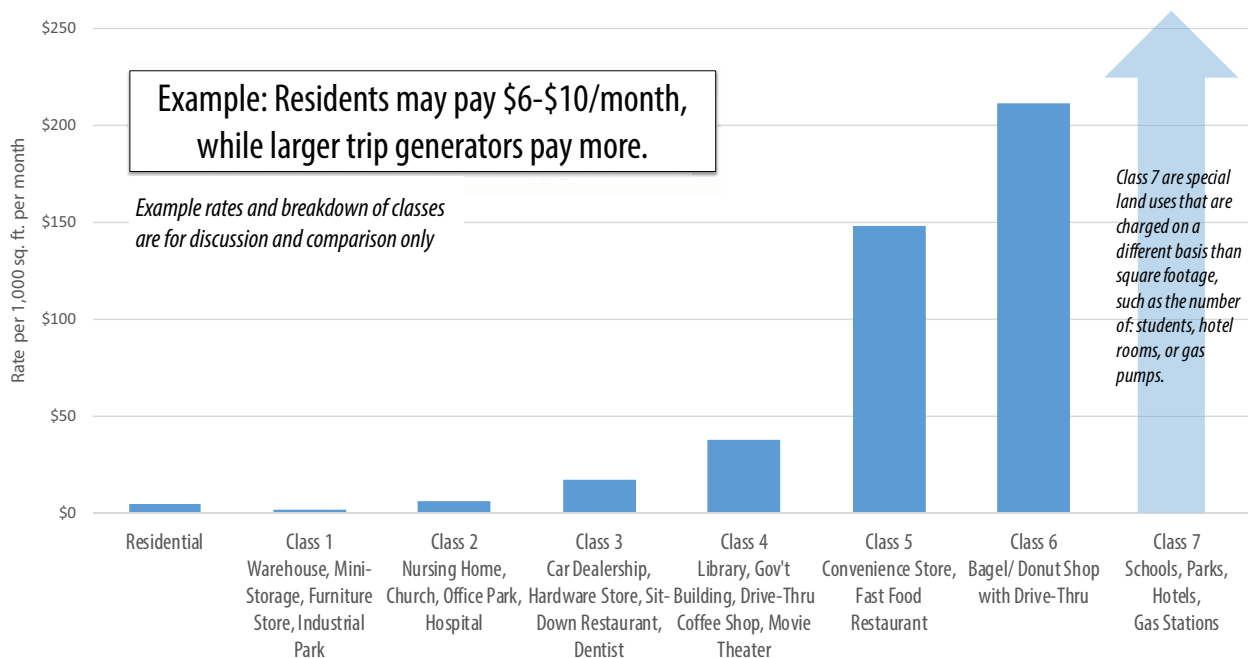
Proposal: Variable Fee Within Class

Other similarly sized cities are finding this utility fee model easy to use. It is more equitable for different types of users because it assesses fees based on multiple factors:

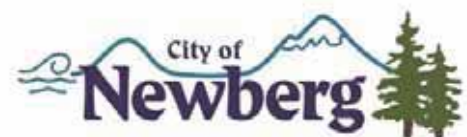
- *Type of business (class)*
- *Size of business*
- *Square footage*
- *Single family vs. multi-family residences*

This type of fee also considers the ease of collecting funds, usually using existing municipal bills to minimize administrative expense.

Example Rates by Class



Tell us: What concerns do you have about how fees could be used, calculated, or collected?



Local Gas Tax



City Council is also interested in exploring a local gas tax

A local gas tax could go on the ballot as early as spring 2017.

- Over **13 million gallons of gas** were purchased in Newberg last year.
- A **\$0.06** tax per gallon would raise between **\$700-\$800,000 per year**.

Other cities and counties are using local gas taxes:

CITY OF WOODBURN	\$.01/gallon	CITY OF NEWPORT (NOVEMBER 1 ST – MAY 31 ST)	\$.01/gallon
CITY OF EUGENE	\$.05/gallon	CITY OF NEWPORT (JUNE 1 ST – OCTOBER 31 ST)	\$.03/gallon
CITY OF SPRINGFIELD	\$.03/gallon	CITY OF HOOD RIVER	\$.03/gallon
CITY OF COTTAGE GROVE	\$.03/gallon	CITY OF TILLAMOOK	\$.015/gallon
CITY OF VENETA	\$.03/gallon	CITY OF THE DALLES	\$.03/gallon
CITY OF DUNDEE	\$.02/gallon	CITY OF STANFIELD	\$.01/gallon
CITY OF TIGARD	\$.03/gallon	CITY OF SANDY	\$.01/gallon
CITY OF MILWAUKIE	\$.02/gallon	CITY OF OAKRIDGE	\$.03/gallon
CITY OF COQUILLE	\$.03/gallon	CITY OF TROUTDALE	\$.01/gallon
CITY OF COBURG	\$.03/gallon	CITY OF PORTLAND (Expires in 2020)	\$.10/gallon
CITY OF ASTORIA	\$.03/gallon	CITY OF REEDSPORT (MAY – OCTOBER)	\$.03/gallon
CITY OF WARRENTON	\$.03/gallon	MULTNOMAH COUNTY	\$.03/gallon
CITY OF CANBY	\$.03/gallon	WASHINGTON COUNTY	\$.01/gallon

Tell us: What are your thoughts on a local gas tax in Newberg?



Schedule and Next Steps

	2016							2017
	June	July	August	September	October	November	December	→
Existing conditions Examine existing pavement conditions and funding.	[Grey bar]		[Green circle]					
Maintenance priorities How do we determine which roads are maintained and how? Look at policies and community expectations.		[Blue star]	[Green circle]	[Grey bar]				
New Funding Look at new funding sources, funding levels, and methodology to collect funding		[Grey bar]		[Green circle]	[Orange diamond]	[Blue star]		
Plan Development and Approval Compile recommendations on maintenance policies, funding and future steps				[Grey bar]		[Green circle]	[Blue star]	
Implementation Next steps on funding and maintenance based on plan								[Large grey arrow]

-  Ad-Hoc Advisory Committee Meeting
-  Council Work Session
 Council Hearing/Adoption Process
-  Community Meeting
-  Presentations to Planning Commission, Traffic Safety Commission, Downtown Coalition, and other stakeholder groups



Give us Feedback

We need to hear from you!

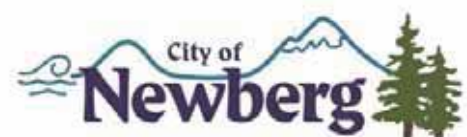
This fall, we'll be reaching out to residents, businesses, community groups, and others to hear what locals think about new revenue sources.

An ad-hoc committee of businesses, residents, non-profits, and other community organizations is helping the City consider all available information and is weighing in on the discussion.

There is still more information to examine about funding options.

Late this fall, staff and consultants will draft a plan for pavement management and funding. City council will review the plan and take action. A new street utility fee and local gas tax could be approved and go into effect later in 2017.

Please give us your comments today.





MEMORANDUM

ENGINEERING SERVICES DEPARTMENT

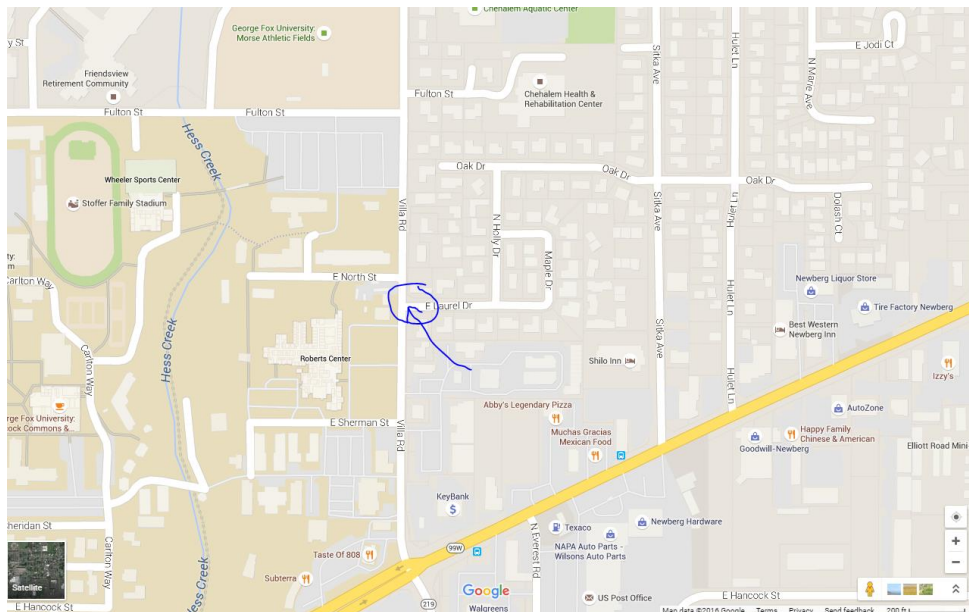
P.O. Box 970 • 414 E. First Street • Newberg, Oregon
97132

Tel 503.537.1240 • Fax 503.537.1277

October 3, 2016

To: Newberg Traffic Safety Commission
Cc: Brian Casey, PD Chief
From: Kaaren Hofmann, PE, City Engineer
RE: TSC-16-002 / Laurel & Villa No Parking Request

A citizen requested that the sight distance be evaluated at the intersection of Villa Rd and Laurel Dr, due to a safety concern that it was unsafe to turn from Laurel Dr onto Villa Rd. On May 9, 2016, the Traffic Safety Commission decided to “Direct the Public Works Department to install yellow paint along the curb on the east side of Villa Road from Laurel Dr north an additional 20’ and South from the intersection to the first driveway.” The decision is attached.



Notice was sent out on September 9, 2016 of this decision. One comment was received from Susan Utterback requesting a public hearing on this decision. As only one request for a hearing was received, the Traffic Safety Commission does not have to hold a public hearing but needs to reconsider their decision.

“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.”

The Newberg Municipal Code authorizes the Traffic Safety Commission to decide on location of parking and all traffic control devices:

2.15.400 Purpose and duties.

B. The commission will decide on the location of parking, crosswalks, safety zones, traffic lanes, truck routes and all manner of traffic control devices within the community. [Ord. [2743](#) § 1, 10-3-11; Ord. [2427](#). Code 2001 § 32.22.]

ENGINEERING RECOMMENDATION

Reaffirm the May 9, 2016 decision.



MEMORANDUM

ENGINEERING SERVICES DEPARTMENT

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

Tel 503.537.1240 • Fax 503.537.1277

May 9, 2016

To: Newberg Traffic Safety Commission
Cc: Kaaren Hofmann, PE, City Engineer; Brian Casey, PD Chief
From: Jason Wuertz, PE, Civil Engineer
RE: TSC-16-002 / Laurel & Villa No Parking Request

A citizen requested that the sight distance be evaluated at the intersection of Villa Rd and Laurel Dr, due to a safety concern that it was unsafe to turn from Laurel Dr onto Villa Rd. Engineering staff evaluated the intersection sight distance and discovered that the current allowed parking along Villa Road adjacent to the intersection does not allow for sufficient sight distance. Staff has determined that in order to meet intersection sight distance, the curb on the east side of Villa Rd, from Laurel south to the first drive should not allow parking. Additionally, the yellow (no parking) curb on the east side of Villa Rd, from Laurel Dr to the north should extend an additional 20’.

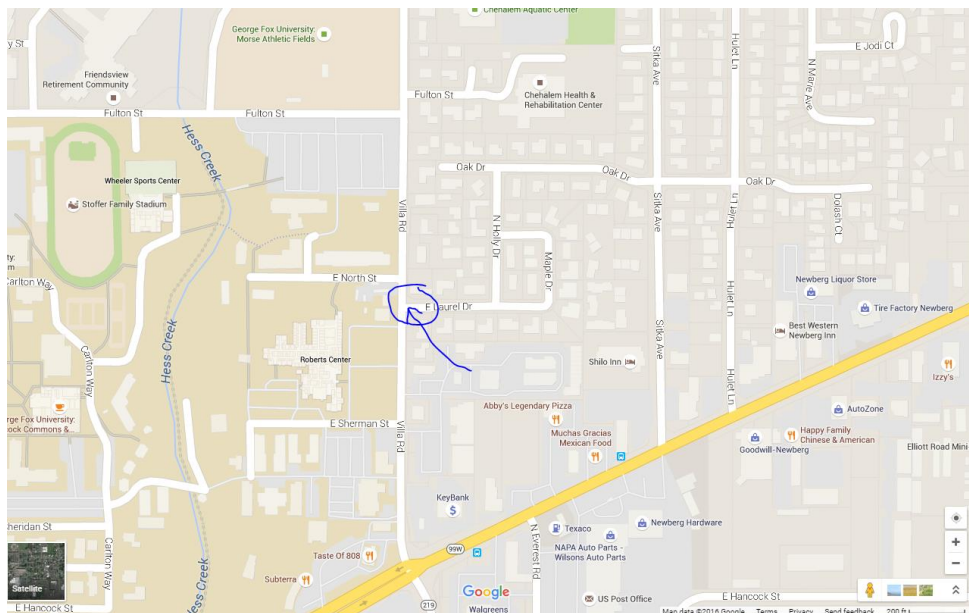


Figure 1 – Vicinity Map

“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.”



Figure 2 – Intersection of Laurel Dr & Villa Rd (Looking northeast)



Figure 3 – Intersection of Laurel Dr & Villa Rd (Looking northeast)

The Newberg Municipal Code authorizes the Traffic Safety Commission to decide on location of parking and all traffic control devices:

“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.”

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FISCAL IMPACT

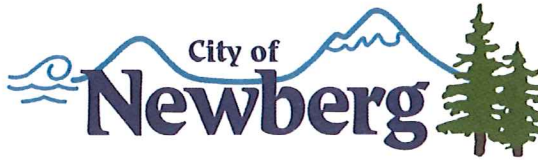
The installation of paint will cost the City approximately \$250 initially, and will be required to be maintained periodically. The funds will come from 02-5120-541000 and funds are available, although it will use funds which would otherwise be used for sign and striping maintenance.

ENGINEERING RECOMMENDATION

Direct the Public Works Department to install yellow paint along the curb on the east side of Villa Road from Laurel Dr north an additional 20' and South from the intersection to the first driveway.

Jason Wuertz
Sr. Engineer
503.554.1751

Chief of Police
503.538.8321



PO Box 970
Newberg, OR 97132

September 9, 2016

Dear Property Owner:

RE: Limited Traffic Decision (File #TSC-16-002 \ No Parking on Villa Road near Laurel Drive)

The Traffic Safety Commission (TSC) at their meeting on May 9, 2016, made a Limited Decisions to:

Adopt the Engineering recommendation to direct the Public Works Department to install yellow paint along the curb on the east side of Villa Road from Laurel Dr. north an additional 20' and South from the intersection to the first driveway. This change will mean that no parking will be allowed in these locations.

You are notified as a property owner within 300 feet that you may request the Traffic Safety Commission reconsider their decision and schedule a public hearing on this Limited Traffic Decision by submitting a written request for a hearing within fourteen days of the date of this letter to:

Newberg Traffic Safety Commission
P.O. Box 970, 414 E. First Street
Newberg, OR 97132

If a public hearing is scheduled, a public notice shall be made and a written notice to adjacent property owners shall be given. Those persons submitting a written response at the public hearing may appeal the final decision of the Commission to the Newberg City Council.

For your assistance, §2.15.450 of the Newberg City Code, outlining the appeal process, is enclosed. Please call (503) 537-1273 if you have questions or require additional information. Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kaaren Hofmann", is written over the typed name and title.

Kaaren Hofmann
City Engineer
Newberg Traffic Safety Commission
(503) 537-1273

Enclosures
cc: Newberg Public Works

"Working Together For A Better Community-Serious About Service"

"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."

2.15.450 Appeals of decisions.

The decisions of the commission can be appealed to the city council. The commission will have an opportunity to reconsider its decision when a petition for appeal is filed. The following procedure is established for an appeal of a commission decision:

A. Parties Who Can Appeal. Any party appearing before the commission, either in written form or by oral testimony, the city manager, and the chief of police have the authority to appeal the decision of the commission.

B. Petition for Appeal and Time of Filing. Any decision of the commission can be appealed to the city council if such appeal is made within 14 days of the date of the decision. Such appeal will be made upon the petition prescribed for and approved by the commission stating the name of the party, indicating standing of party to appeal, demonstrating where the decision was in error, and what, if any, new evidence is available that was not available at the hearing.

C. Reconsideration. Such petition will immediately be placed upon the next regular meeting of the commission for reconsideration of the decision. The commission may consider any new evidence presented, the record of the decision and any reason stated by the appellant. The commission may set the matter down for further hearing, affirm its previous decision, alter its decision in any manner it deems proper, or take no action.

D. Appeal to the Council. If the decision is reaffirmed or no action is taken, or within 14 days after the commission has altered its decision, and the appealing party is notified of the commission's actions, the party filing the appeal will notify the city if they wish the matter to be appealed to the city council.

E. Effect of Decision While Appeal or Reconsideration Is Pending. The decision of the commission will be held in abeyance pending appeal to the city council. However, this does not affect the ability of the chief of police to enact any decision under the authority granted to him/her under NMC 2.15.470. [Ord. 2743 § 1, 10-3-11; Ord. 2733 Att. A, 2-7-11; Ord. 2427. Code 2001 § 32.27.]

2.15.460 City council decisions.

The city council will consider any appeal of a decision by the commission using the following procedure:

A. Record Before Council and Public Testimony. The city council will hear the appeal based upon the record filed, any written information which will consist of all documents before the commission, plus the minutes of the commission. Written material can be submitted by the appellant or any party prior to the council meeting. The council may, upon the majority of the vote, set the matter down for a public hearing where testimony can be heard.

B. Authority of Council. The city council, after hearing, may reverse the commission's decision and/or completely substitute their judgment for that of the commission, and will have the authority to consider all matters, whether they were specified in the appeal or not, remand the matter back to the commission, or do whatever the council deems proper.

C. Final Decision. The decision of the city council is final. [Ord. 2743 § 1, 10-3-11; Ord. 2427. Code 2001 § 32.28.]

**Susan Utterback
PO Box 233
610 Villa Rd.
Newberg, OR 97132**

September 13, 2106

City of Newberg
PO Box 970
Newberg, OR 97132

RE: Limited Traffic Decision (File # TSC-16-002)\No Parking on Villa Road near Laurel Drive

To whom it may concern:

I would like to request there be a public hearing regarding the above mentioned decision. As a property owner on Villa Road I feel this decision will impact my property. This area already has parking issues with the addition of the new dorm at GFU. Taking away parking spaces will only have a negative effect on the property owners on the east side of Villa Rd. If safety is the concern, consider putting a stop sign at this intersection for those on Villa Rd. or enforce the 25mph speed limit. Taking away parking is not the answer.

Sincerely,



Susan Utterback



MEMORANDUM

ENGINEERING SERVICES DEPARTMENT

P.O. Box 970 • 414 E. First Street • Newberg,
Oregon 97132
Tel 503.537.1240 • Fax 503.537.1277

October 10, 2016

To: Newberg Traffic Safety Commission
Cc: Kaaren Hofmann, PE, City Engineer; Brian Casey, PD Chief
From: Jason Wuertz, PE, Civil Engineer
RE: TSC-16-003 / Villa Parking Standards

At a recent Traffic Safety Commission meeting, it was brought up that Villa Road currently allows for parking. Villa Road is classified as a major collector road and the City of Newberg standard street section for a major collector road does not allow for parking, and instead would have bike lanes.

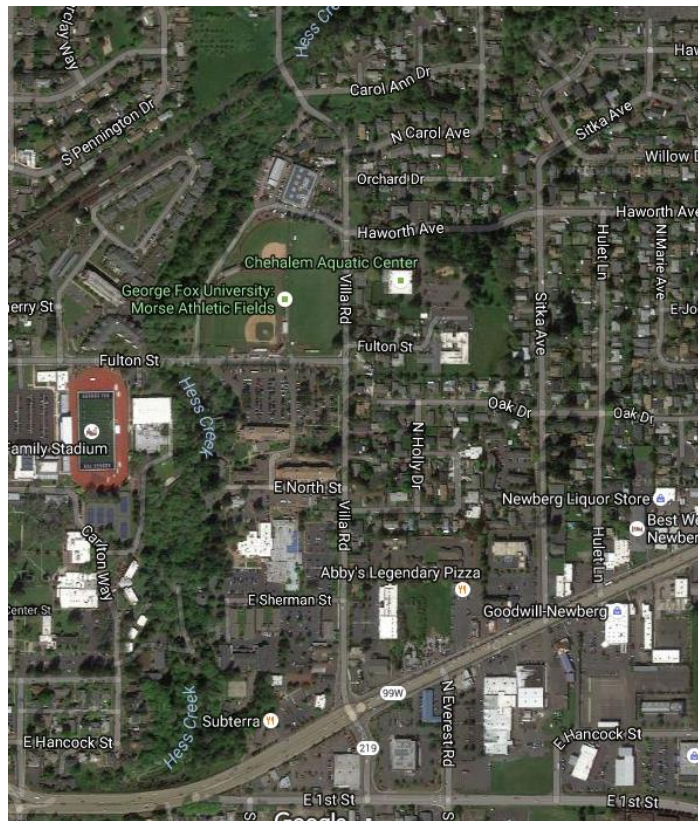


Figure 1 – Vicinity Map

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The following chart shows the development code standards for different types of roadways within Newberg:

Table 15.505.060

Street Design Standards

Type of Street	Right-of-Way Width	Curb-to-Curb Pavement Width	Motor Vehicle Travel Lanes	Center Turn Lane	Striped Bike Lane (Both Sides)	On-Street Parking
Arterial Streets						
Expressway	**	**	**	**	**	**
Major arterial	85 – 100 feet	74 feet	4 lanes	Yes	Yes	No*
Minor arterial	60 – 80 feet	46 feet	2 lanes	Yes*	Yes	No*
Collectors						
Major	60 – 80 feet	34 feet	2 lanes	No*	Yes	No*
Minor	56 – 65 feet	34 feet	2 lanes	No*	No*	Yes*
Local Streets						
Local residential	54 – 60 feet	32 feet	2 lanes	No	No*	Yes
Limited residential, parking both sides	44 – 50 feet	28 feet	2 lanes	No	No	Yes
Limited residential, parking one side	40 – 46 feet	24 feet	2 lanes	No	No	One side
Limited residential, no parking	36 – 42 feet	20 feet	2 lanes	No	No	No
Local commercial/ industrial	56 – 65 feet	34 feet	2 lanes	No*	No*	No*
* May be modified with approval of the director. Modification will change overall curb-to-curb and right-of-way width.						
** All standards shall be per ODOT expressway standards.						

Figure 2 – Development Code Street Design Standards

Villa Road between HWY 99 and Haworth Ave currently has 36’ between the existing curbs. The development code requires 34 feet curb to curb width, with 2 – 12’ travel lanes and 2 – 5’ bike lanes. The code does allow for parking on a major collector with approval of the director.

The traffic safety commission has requested information to help decide if Villa Road, between HWY 99 and Haworth Ave, should remain as it is today with parking on both sides, or if parking should not be permitted. There are three scenarios that are explored in this memo.

1. Do Nothing – Allow parking on both sides, no bike lane
2. Eliminate parking on west side, no bike lane

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2. Eliminate parking on west side, no bike lane
3. Eliminate parking on both sides, install two 6' bike lanes

The photos below show the existing road conditions, however some areas have more cars parked on a regular basis than is depicted in the images.



Figure 3 – Villa Road near HWY 99 – Looking North



Figure 4 – Villa Road near Sherman St – Looking North

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Figure 5 – Villa Road near North St – Looking North



Figure 6 – Villa Road near Haworth Ave – Looking North

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The three options that are explored are shown in the following cross sections.

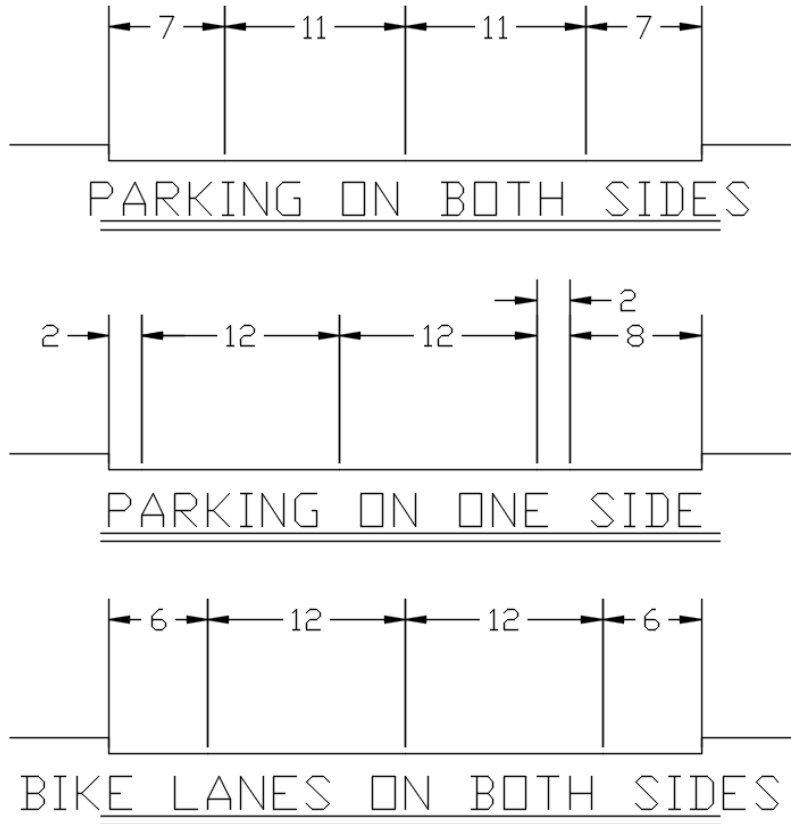


Figure 7 – Cross Section Options

Option 1 – Parking on both sides, no bike lanes

This option leaves Villa Road unchanged. Currently parking is allowed on both sides of the road. In areas near the new dorm on the George Fox University Campus, there are vehicles consistently parking on both sides. Depending on the size of the vehicles parked, and the size of the vehicles traveling along the road, this can make for a narrow travel way. This can also impede sight distance for turning vehicles at adjoining intersections.

Additionally, because there are no bike lanes, bicyclists and vehicles are required to share the lane. This is a typical scenario for a less traveled local street, however, major collectors are intended to efficiently move the users of the road between residential areas and arterials such as HWY 99.

The development code requires 12’ travel lanes and no parking on major collector roads. Parking is allowed only with director approval. If parking is allowed, the parking lane shall be 8’ wide. The current road section does not have sufficient room for two 12’ travel lanes and two 8’ parking lanes.

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Option 2 – Parking on one side, no bike lanes

This option would eliminate parking on the west side of the street. With the exception of one residence, the entire west side of Villa Road is zoned as institutional or commercial. These uses were required to provide on-site parking per the development code. Most of the east side of the street is residential. This option would keep parking on the east side to allow for street parking next to the residences.

There are no restrictions for on-street parking that would limit the use of the parking to the local residents. One consequence of this change could displace those parking on the west side, who would then park on the east side next to the residents homes. Similarly to option one, this also could impede sight distance for turning vehicles at adjoining intersections.

If this option is chosen, a 2' buffer could be provided between the parking and the travel lane. Additionally, a 2' buffer could be provided between the west curb and the travel lane. These adjustments bring the travel lanes to the standard 12' width, and provide a separated 8' parking area.

Option 3 – Bike lanes on both sides – no parking

The third option would eliminate parking on both sides and bike lanes would be installed. There is sufficient width on Villa Road to install 6' bike lanes and 12' standard travel lanes. This option brings Villa Road up to the most current development code standards.

Because there are residents occupying the east side of the road, eliminating parking would require these individuals to park completely off street on their property, or park a long distance away and walk. There are limited sidewalks on the east side.

It is possible that either option 2 or option 3 would cause an increase in speeds along Villa Road. The narrow travel lanes and parking on both sides provide a natural traffic calming effect. Opening up the travel lanes and eliminating parking, while providing a safer travel corridor, could also increase speeds.

All three options are allowable by the development code. Options 1 and 2 are only allowed with director approval. However, Villa Road is an existing road, and would be considered an existing non-conforming road. The city code does not necessitate this change.

The Newberg Municipal Code authorizes the Traffic Safety Commission to decide on location of parking and all traffic control devices:

2.15.400 Purpose and duties.

B. The commission will decide on the location of parking, crosswalks, safety zones, traffic lanes, truck routes and all manner of traffic control devices within the community. [Ord. [2743](#) § 1, 10-3-11; Ord. [2427](#). Code 2001 § 32.22.]

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FISCAL IMPACT

The installation of 4200 lineal feet of bike lane paint will cost the City approximately \$15,000 initially, and will be required to be maintained periodically. The funds for this have not been budgeted, and would need to be allocated through the budgeting process.

CITIZEN COMMENT

Several letters have been received providing comment, and they are included below:

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Jason Wuertz

From: Kaaren Hofmann
Sent: Monday, October 03, 2016 1:29 PM
To: Jason Wuertz; Brittney Jeffries
Subject: FW: Villa Road

From: Melby, Kathy [mailto:Kathy.Melby@xerox.com]
Sent: Monday, October 03, 2016 1:25 PM
To: Kaaren Hofmann <Kaaren.Hofmann@newbergoregon.gov>
Subject: Villa Road

Hi Kaaren,

I believe that you were the point person I was working with some months ago when I requested parking be blocked in front of the address at 514 Villa Road as it's unsafe pulling out from Laurel onto Villa with cars blocking the view. The first phase of the request was successful and you were waiting for the second approval as I understood it.

I've received notice of a public hearing about removing parking from both sides of Villa Road and I want to tell you that I am 100% in favor of this, as long as the parking associated to the George Fox University does not encroach into the neighborhoods beyond Villa. It's very frustrating to me that a school that is growing as fast as George Fox is hasn't provided adequate parking for their students and employees. It's a real hazard driving in the area, even during a normal school day and horrible when they are having a sports event.

Is there a requirement that they provide adequate parking for the school, or is what I see normal for on street parking?

Thank you!
Kathy

Jason Wuertz

From: Kaaren Hofmann
Sent: Monday, October 03, 2016 8:16 AM
To: Jason Wuertz; Brittney Jeffries
Subject: FW: Public Hearing - Villa Road

-----Original Message-----

From: Amy Brownell [mailto:ameliab75@hotmail.com]
Sent: Sunday, October 02, 2016 10:43 AM
To: Kaaren Hofmann <Kaaren.Hofmann@newbergoregon.gov>
Subject: Public Hearing - Villa Road

Good Morning-

I am not able to attend the meeting, but wanted to voice my opinions. My home is near Park, which directly across the street from the Martel development. Due to the high density development, I am in favor of bike lanes and NO street parking.

I know your agenda does not include discussion of the trees, but I wanted to plea for rethinking of cutting down the 2 majestic trees between the train and Park. These trees are so beautiful. I see people walking by and taking photos. When the plan is make a tree lined street - why not save what is already there. Years of growth and maturity should not be embraced in development vs. destroyed.

Thank you for your consideration of my opinions/concerns.

Thank you-
Amy Brownell
1600 Villa Road

Sent from my iPhone

Jason Wuertz

From: Kaaren Hofmann
Sent: Wednesday, September 28, 2016 10:54 AM
To: 'Jim McMaster'
Cc: Don Clements ; Jason Wuertz
Subject: RE: Villa Road parking

Thanks for your comments, Jim.

I will make sure they get to the Commission for their consideration.

Kaaren

From: Jim McMaster [mailto:jmcmaster@cprdnewberg.org]
Sent: Wednesday, September 28, 2016 10:52 AM
To: Kaaren Hofmann <Kaaren.Hofmann@newbergoregon.gov>
Cc: Don Clements <dclements@cprdnewberg.org>
Subject: Villa Road parking

The Chehalem Park and Recreation District is opposed to removing parking from both sides of the street on Villa Ave. The district would be open to closing one side only for a bike lane.

Jim McMaster
Parks & Recreation Supervisor
Chehalem Park & Recreation District
(503)209-2222
www.cprdnewberg.org