



March 11, 2024

Angela Clegg
Community and Economic Development Dept.
City of Sweet Home
3225 Main Street
Sweet Home, Oregon 97386
aclegg@sweethomeor.gov

RE: Coulter Subdivision
File Number: SD23-01

Dear Angela,

In response to questions and concerns raised at the February 1, 2024 Planning Commission Hearing for the Coulter Subdivision application we have prepared the following information as clarifications of the application materials submitted previously.

As a starting point we would like to reiterate what the staff report confirms, this application has been prepared in compliance with the applicable municipal code standards. The applicant is in agreement with the conditions of approval proposed in the staff report.

Design Intent

Beyond the basic intent of complying with the applicable municipal code provisions, the premises of the proposed subdivision layout included –

- Be an efficient use of the land and thus reduce future pressure to expand the Urban Growth Boundary.
- Create walkable blocks and minimize any lots isolated by dead end pedestrian connections.

Note: There was some anticipated pedestrian connectivity in Phase 4 that was omitted from the application drawings. A condition of approval requiring such would be acceptable to the applicant.

- Maximize the number of lots along any given length of street frontage by utilizing minimum lot widths so the cost of the new public infrastructure is spread over as many lots as possible thus reducing lot development costs and favorably impacting final home sales prices.

Traffic Impact Study (TIS)

As previously discussed, a TIS is not required with the subdivision application, but is a requirement for final plat approval, and permit issuance for public infrastructure construction. The scope of work for the phase 1 TIS would reasonably include the study items stated on the attached scope of services prepared by Clemow and Associates. Principal Chris Clemow was one of the members of the traffic engineering team who prepared the City's current Transportation System Master Plan.

Storm Drainage

The accompanying Exhibit 'J' shows in concept how the drainage facilities shown on the Exhibit 'F' series drawings will function specifically with respect to intercepting off-site, upslope, surface drainage. These subdivision improvements will intercept a considerable amount of surface drainage that presently flows to the area south of Long Street between 43rd and 46th Avenues. The intercepted storm water will be detained in the surface storage areas indicated on the drawings and released to existing drainageways and roadside ditches at predevelopment rates. The design of this system allows for release from the detention ponds at less than predevelopment rates if needed in order to reduce any downslope drainage impacts.

Wetlands

As has been acknowledged there are some jurisdictional wetlands on the property. These wetlands are regulated by the Division of State Lands (DSL) and the Army Corps of Engineers (ACOE). The City relies on DSL and ACOE to provide wetland fill permits, and requires proof of such permits along with design coordination of the permit conditions of approval prior to issuing any construction permits or final plat approval. Under the municipal code provisions there are no special local protections applied to the wetlands on the applicant's property.

The Phase 1 development as proposed does not have any wetland impacts. Phase 2 development will require some wetland fill permitting. This phasing gives the applicant time to work through the DSL and ACOE permitting processes and make adjustments to the Phase 2 layout as may be required.

Fire Department Turnarounds

Be it a cul-de-sac or hammerhead, permanent or temporary, fire and life safety access will be reviewed with the fire department during the design of public infrastructure and final plat preparation for each phase of the subdivision.

Park

The applicant appreciates the potential value and benefit to a neighborhood that a park facility offers. The City's current Parks and Recreation plan contemplates some trail connectivity in the Coulter Subdivision area but no parks. The pedestrian facilities which will be constructed with the subdivision will

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accommodate future trail connectivity. A park in this area would likely be classified as a mini park, but its location and function should be coordinated with a community wide process.

The applicant will work with city staff to identify a park(s) location and to strategize funding mechanisms. As a starting point we suggest considering the Phase 2 lot, highlighted in yellow on the following graphic, as a mini park.

This location has good pedestrian access; the adjacent storm water detention areas would provide opportunity for a landscaping backdrop; and, in addition this location is readily accessed by future development to the north along the 45th Avenue corridor. From an aerial perspective these are considerable vacant lands along 45th Avenue south of Long Street.

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,



Lyle E. Hutchens
Project Planner

LEH/jp

22-442 aclegg_sd23-01_2024-03-11.docx

cc: Cordle Construction, LLC



March 8, 2024

Cordle Construction LLC
c/o MCH Project Strategies, LLC
Attention: Lyle Hutchens
806 NW Buchanan Avenue, Suite 102
Corvallis, Oregon 97330

Sent via email to: lyle@mchps.net

Re: **Coulter Subdivision Phase 1 – Sweet Home, Oregon**
Traffic Impact Analysis (TIA) Scope of Work

C&A Project Number 20240202.00

Dear Mr. Hutchens,

Based on correspondence with the City of Sweet Home staff, the following is the traffic impact analysis (TIA) scope of work necessary to address Sweet Home Municipal Code requirements for the proposed Phase 1 of the Coulter Subdivision.

Background Information (Assumed, Based on Applicant-Provided Material)

Phase 1 of the Coulter Subdivision is located east of 43rd Avenue and north of Coulter Lane in Sweet Home, Oregon. The property is more specifically described as a portion of tax lot 2800 on Linn County Assessors Map 13S01E33D.

The total Coulter Subdivision includes 4 phases with 157 residential lots. The subject Phase 1 includes 41 single-family residential lots and associated roadways on the western portion of tax lot 2800 with access to 43rd Avenue and Coulter Lane.

The proposed subdivision is consistent with the city of Sweet Home Low-Density Residential (R-1) zone designation. As such, a TIA is necessary to address Sweet Home Municipal Code requirements outlined in Section 17.42.130. The following is the specific scope of work for Phase 1, noting that if Phase 1 materially changes from the information presented above, the following scope of work may require revision.

TRANSPORTATION ANALYSIS SCOPE OF WORK

Proposed Development

- Trip generation estimates shall be prepared using the Institute of Transportation Engineers (ITE) *Trip Generation Manual*, 11th Edition, and practices from the ITE *Trip Generation Handbook*, 3rd Edition.
- Trip distribution must be addressed both in the narrative and as a diagram in the study. Reasoning for the trip distribution must be included and based on existing count information or a logical explanation of expected origins and destinations based on the residential use.
- The Phase 1 build-out year needs to be identified. It is assumed this phase will be complete prior to the construction of other Coulter Subdivision phases.
- Existing and proposed development access locations to the public roadway must be identified. The location of access points must consider the classification and design standards of the adjacent public roadway(s), applicable Agency access control requirements, vision clearance/sight distance, number of lanes, vehicle storage and queuing, signage and striping, and pedestrian and bicycle facilities.
- The study must cover the entire area of influence from the proposed development including any intersections or accesses receiving 30 or more trips, and any other items that need to be considered such as nearby school zones or transportation projects. Based on the City of Sweet Home review, this includes the Long Street/43rd Avenue and 43rd Avenue/Coulter Lane intersections.

Existing Conditions

- Review current agency transportation facility documents including the Sweet Home Transportation System Plan (TSP) and capital facility plan to identify any known transportation system deficiencies.
- Provide a description and map of the existing conditions in the study area such as street classifications, speed limits, right-of-way and pavement widths, bike lanes, planter strips, sidewalks, lane configurations, intersections, traffic control, bicycle and pedestrian facilities, schools, and transit routes.
- A summary of existing pedestrian and bicycle facilities must be provided to document how the development will be served and any connectivity issues to existing facilities. Missing or substandard sections of sidewalks (including ADA ramps) along or adjacent to the site must be identified.
- Crash data for the past five years, and any other safety issues, must be identified and evaluated within the study area for potential impacts to the study scenarios. Collision history must be analyzed to document if any existing safety conditions may be impacted or aggravated by the development or development mitigation.

Traffic Analysis

- Analysis scenarios need to include the existing Pre-Development condition and the Post-Development condition in the Phase 1 build-out year.
- The analysis period is the PM peak hour of the adjacent roadway system.
- Traffic count data shall have been obtained within the last two years on a mid-week day. Any traffic impacts resulting from nearby schools need to be considered and accounted for.
- Background traffic growth rates shall be based on assumptions contained in the Sweet Home TSP or as directed by agency staff.
- Identify and include all in-process traffic from other developments in the project area. This information needs to be requested from and provided by the City of Sweet Home.
- Perform operations and queuing analyses at the Long Street/43rd Avenue and 43rd Avenue/Coulter Lane intersections. Highway Capacity Manual methodology must be used for traffic analysis.
- For the operations analyses, the Sweet Home mobility target is Level-of Service (LOS) D. For signalized intersections, the mobility target applies to the overall intersection, and for unsignalized intersections, it is for all approach movements having to yield the right-of-way.
- Queuing analysis must include both the average queue length and the 95th percentile queue length. The 95th percentile must be used for design and for determining the required storage for turn lanes. Conflicts with queued vehicles must be addressed, such as street or driveway accesses, adjacent vehicle lanes, RR tracks, etc.
- Applicable warrants for turn lanes and traffic signals must be identified. Where analysis shows a turn lane or signal may be needed, applicable warrants must be evaluated to justify the need.
- Sight distance for new intersections, streets, and access points must meet Sweet Home Municipal Code requirements. Any deficiencies in site distance with the proposed development plan must be identified and discussed. The analysis must also address sight distance to crosswalks and traffic control devices such as proposed signals, stop signs, and road signs. The tree planting plan must be reviewed for conflicts with proposed traffic control devices/signs.

Potential Mitigation

- Any mitigation identified in the above analysis needs to be discussed. If the TIA identifies safety concerns or LOS conditions less than the minimum standard, improvements and funding strategies must be considered concurrent with a development proposal. Any ROW required for mitigation also must be identified.
- Mitigation for impacts may be done consistent with an approved phasing plan if the mitigation phasing is clearly identified in the TIA.

TIA Summary

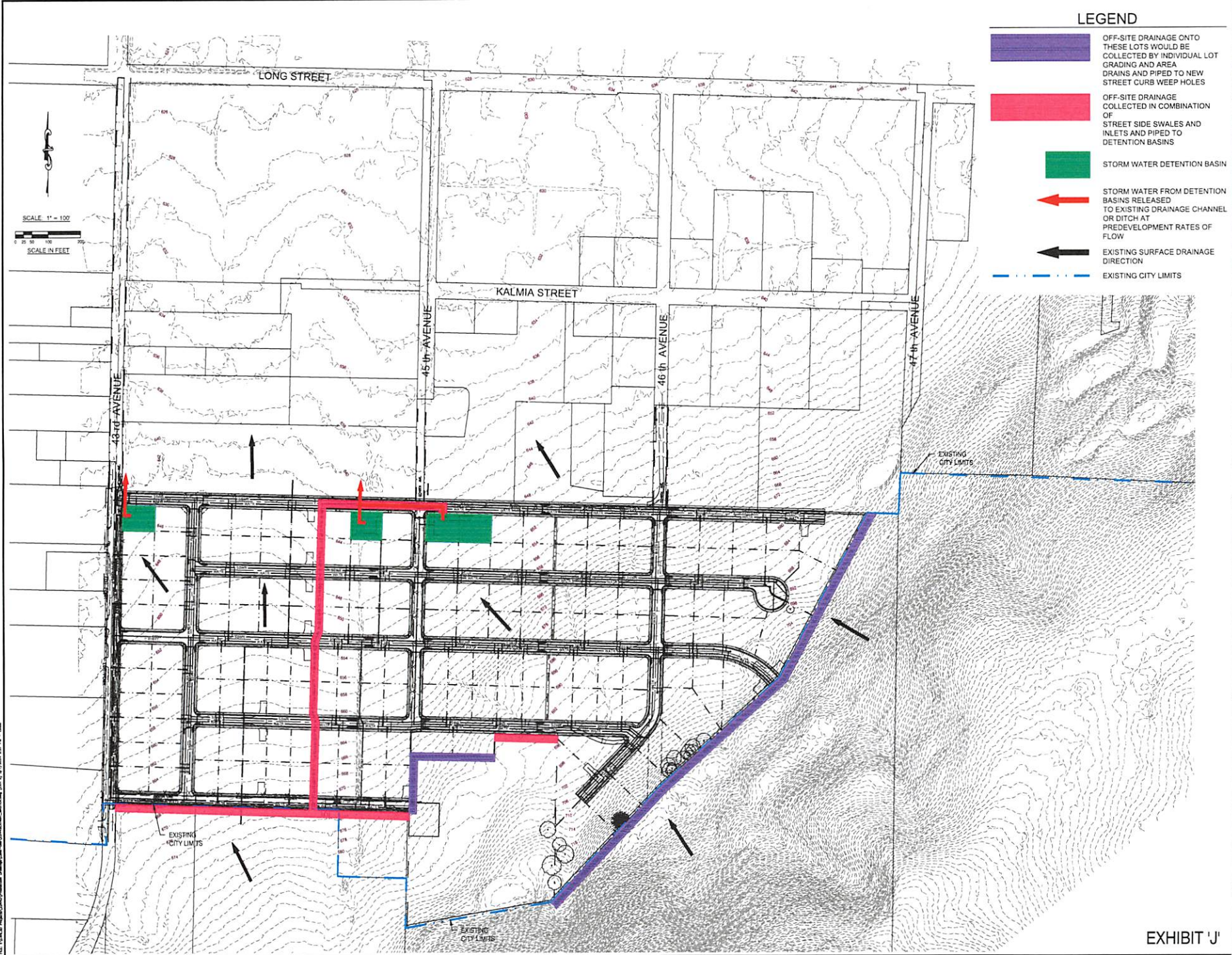
- The TIA needs to include a list of conclusions, recommendations, and a summary of key findings.
- Any required improvements must be identified with the expected year for completion of mitigation.
- Any improvements that are not required of the development but are recommended to mitigate traffic issues in the study area, must be identified for City consideration and transportation planning purposes.

The above-identified TIA scope of work has been prepared for Phase 1 of the Coulter Subdivision. If Phase 1 materially changes from the information presented above, this scope of work may require revision. If you have any questions about this material or require additional information, please call.

Sincerely,



Christopher M. Clemow, PE, PTOE
Transportation Engineer



LEGEND

- OFF-SITE DRAINAGE ONTO THESE LOTS WOULD BE COLLECTED BY INDIVIDUAL LOT GRADINGS AND AREA DRAINS AND PIPED TO NEW STREET CURB WEEP HOLES
- OFF-SITE DRAINAGE COLLECTED IN COMBINATION OF STREET SIDE SWALES AND INLETS AND PIPED TO DETENTION BASINS
- STORM WATER DETENTION BASIN
- STORM WATER FROM DETENTION BASINS RELEASED TO EXISTING DRAINAGE CHANNEL OR DITCH AT PREDEVELOPMENT RATES OF FLOW
- EXISTING SURFACE DRAINAGE DIRECTION
- EXISTING CITY LIMITS

SCALE: 1" = 100'
SCALE IN FEET

FOR LAND USE PURPOSES ONLY

DRAWING STATUS	DATE	NO. REVISION
PRELIMINARY	03/17/24	1
SUBMITTED		
BY SET		
CHECK SET		

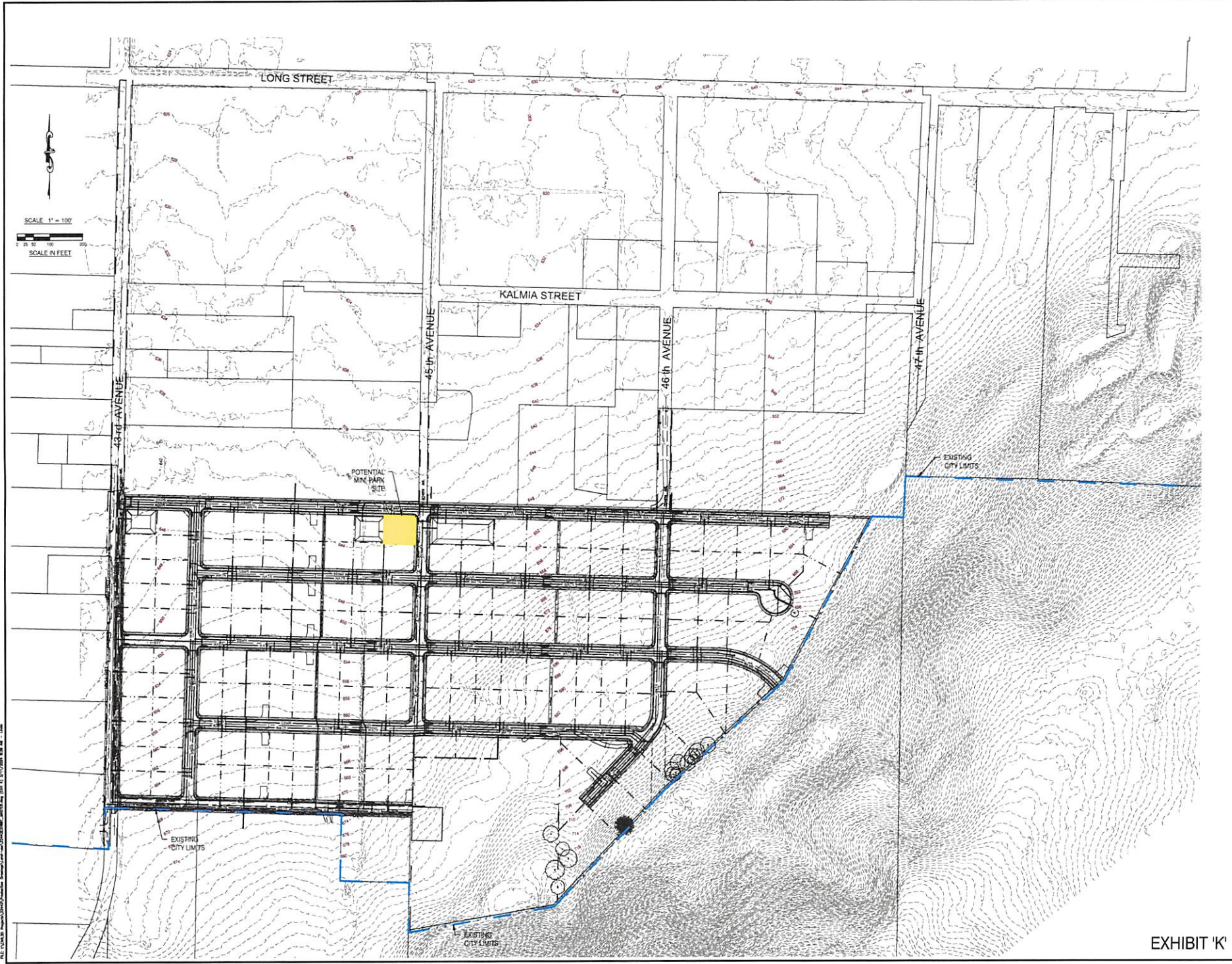
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PROJECT: COULTER SUBDIVISION
PROJECT LOCATION: SWEET HOME, OR
CLIENT: CORDLE CONSTRUCTION LLC

SHEET TITLE: OVERALL SITE STORM DRAINAGE SCHEMATIC

JOB NO: 22442
DRAWN BY: DEVCO
DRAWING



FILE: C:\Users\paul\Documents\Projects\2014\20140828_Potential Mini-Park_Site.dwg (2014-08-28 10:00:00 AM)

FOR LAND
USE
PURPOSES
ONLY

DRAWING STATUS	DATE	NO. INVISION	DATE
PRELIMINARY	03/17/24	1	
SUBMITTED		2	
BY SET		3	
CHECK SET		4	


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PROJECT:
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 PROJECT ADDRESS:
 SWEET HOME, OR
 CLIENT:
 CORDLE CONSTRUCTION LLC

SHEET TITLE:
 POTENTIAL
 MINI-PARK SITE
 JOB NO: 22142
 DRAWN BY: DEVCO
 DRAWING

EXHIBIT 'K'