



TECHNICAL ADVISORY COMMITTEE MEETING #5 SUMMARY

DATE: Tuesday, May 21, 2019, 9:00 a.m. – 10:00 a.m.

LOCATION: Springfield Justice Center, Emergency Operations Center

ATTENDANCE

City of Springfield

- Brian Barnett, City Traffic Engineer
- Greg Ferschweiler, Operations Maintenance Supervisor
- Ben Gibson, Operations Supervisor
- Courtney Griesel, Economic Development Manager
- Michael Liebler, Transportation Planning Engineer
- Amy Linder, AIC Deputy Chief/Fire Marshal
- Kristi Krueger, Principal Engineer
- Lt. Russ Boring, Police Department
- Officer Tom Speldrich, Police Department **[for Lt. Boring]**
- Meghan Murphy, Environmental Services Technician
- Emma Newman, Senior Transportation Planner
- Loralyn Spiro, DPW Communications Coordinator

ODOT

- Eric Alexander, Region 2 District 5 Assistant Manager
- Jenna Berman, Region 2 Active Transportation Liaison **[by phone]**
- Nicole Charlson, Region 2 Transportation Safety Coordinator
- Carl Deaton, Region 2 Roadway Engineer **[by phone]**
- Scott Nelson, Region 2 Access Management Engineer
- Amanda Salyer, Region 2 Traffic Investigations Engineer & ARTS Program Coordinator
- Katie Scott, Motor Carrier Division Mobility Operations Program Coordinator
- Bob Stolle, Region 2 Rail Crossing Safety Section
- Dorothy Upton, Region 2 Traffic Engineer **[by phone]**
- Kristie Gladhill, TPAU Senior Transportation Analyst

- Keith Blair, Senior Transportation Analyst, Region 2

DLCD

- Patrick Wingard, South Willamette Valley Representative **[by phone]**

Utility Providers

- Bart McKee, Senior Civil Engineer, SUB Water
- Dan Norland, Engineering Technician, SUB Electric
- Tamara Pitman, SUB Electric
- John Radosevich, NW Natural

LTD

- Bret Smith, Transit Service Planner
- Kelly Clark, Senior Transportation Planner, [LCOG representing LTD]

Willamalane Park & Recreation District (WPRD)

- Eric Adams, Planning & Development Manager

School District #19 (SPS)

- Laughton Elliott-Deangelis, Safe Routes to Schools Coordinator **[by phone]**
- Mike Schlosser, Transportation & Fleet Operations Manager

Project Staff and Consultants

- Bill Johnston, ODOT Project Manager, Transportation Planner, ODOT Region 2 **[by phone]**
- Molly Markarian, City of Springfield Project Manager, Senior Planner, City of Springfield
- Jean Senechal Biggs, Consultant Project Manager, DKS Associates
- John Bosket, Transportation Engineer, DKS Associates
- Kayla Fleskes, Transportation Engineering/Planning Assistant, DKS Associates

Audience / Members of the Public

None present

MEETING PURPOSE

- Review SB 408 process for the Main Street Facility Plan
- Provide input on preliminary Key Principles and Access Management Methodology
- Provide input on the preliminary solutions evaluation criteria

WELCOME & INTRODUCTIONS

Molly Markarian, City of Springfield, and Jean Senechal Biggs, DKS Associates, welcomed everyone to this fifth meeting of the TAC. Members of the committee introduced themselves.

SB 408 PROCESS OVERVIEW

Jean Senechal Biggs provided a brief overview of the SB 408 process to the TAC members and shared highlights from the project's Dispute Resolution Process & Protocols document (see attached). Jean discussed how SB 408 clarifies the process for decisions affecting access to state highways. She brought up the factors that SB 408 must balance, including safety, access management, economic development, mobility and consistency with state and local plans. John Bosket, DKS Associates, added that one of the key elements of the decision-making criteria specifically required by SB 408 is consideration of the economic development objectives for highway-adjacent properties.

Jean discussed how the key principles and access management methodology were developed from the project goals and objectives, noting that the methodology is specifically focused on decisions related to access management. Therefore, some, but not all, of the objectives have a related access management methodology. She noted the public participation that is required by SB 408 and the process for this project, including the dispute resolution process that allows for both collaborative discussions and a dispute review board. Jean noted that the collaborative discussions bring together technical staff to provide input and would include several of the TAC members. Jean reviewed a process diagram that shows how the SB 408 requirements fit into the project's overall planning process.

Bob Stolle, Oregon Department of Transportation (ODOT), mentioned that for rail crossing safety, a crossing order has to be submitted for any access that is proposed to be modified or closed. He noted that this is a process which can take time and that there should be a point where a dispute relating to crossing orders can be discussed if changes to access are made. Molly Markarian noted that is important to flag for when the project delivery phase occurs, particularly if design affects the Union Pacific Railroad rail crossing.

KEY PRINCIPLES AND ACCESS MANAGEMENT METHODOLOGY WORK SESSION

Jean presented a table listing the project goals and objectives, along with draft solutions evaluation criteria and access management methodology. She noted that the project goals were also used as the access management key principles, since they met the SB 408 requirements and that would help shape access management decisions that are in alignment with the project direction. The table provided was a technical team working draft that showed the project goals, objectives, solutions evaluation criteria, assumed methods for measuring the evaluation criteria, and access management methodology all together. Viewing them together at this stage is helpful to ensure the access management methodology is consistent with the project goals and objectives. Also, going forward, we would not show the column describing the assumed methods for measuring the solutions evaluation criteria since we may need to modify that as we learn more about the alternatives and receive stakeholder feedback. However, we will be transparent about how the criteria are measured during the project when results are presented.

Jean asked the TAC to review the draft solutions evaluation criteria in small groups at their tables and provide input on how the criteria could be measured.

Bob asked about including sign height and visibility as a criterion noting that landscaping (such as trees) may obscure railroad warning signs. Jean and Molly discussed how that will be important to note for future design decisions, but the criteria to evaluate design solutions will not get to that level of detail in the planning phase.

Molly noted there are some objectives for which evaluation haven't yet been identified and asked TAC members to help identify those where possible.

Bill Johnston, ODOT, commented on the alignment between the access management methodology and the evaluation criteria measurements. John noted that the access management methodology does need to align with the project goals and objectives but does not need to align with the solutions evaluation criteria because they are anticipated to be used for different purposes and at different times. The solutions evaluation criteria will be used now during the development of the facility plan to evaluate and help select a design alternative, but the access management methodology won't be applied until a project is funded and undergoing design. Bill suggested that the table may need to be reformatted so it is clearer. It was suggested that going forward we separate the access management key principles and methodology into a separate table.

Dorothy asked about methods for measuring travel times to mid-block locations. John suggested that it could be measured with simulation modeling or by adding intersection delay to a free flow travel time for segments in between intersections to approximate the measure. Dorothy asked if it could be separated for vehicles or pedestrians. John responded that pedestrian travel times should not be significantly impacted and that this criterion is really intended for use with motor vehicles.

The TAC members then discussed the key principles, evaluation criteria and access management methodology in small groups for the remainder of the meeting. At the end of the work session, each group reported on their discussions. The discussion at each of the tables is noted below.

Business Community goal:

- Add evaluation criteria that relates to the "ease" of access. It was acknowledged that it may be a difficult thing to measure and may need to be qualitative in nature. If related to truck access, "ease" of access could be better in a scenario where trucks can make U-turns within the Main Street corridor rather than having to take a route that uses multiple collectors/local streets.
- For the objective of viable ways for deliveries to serve businesses, include vertical elements (signs, trees, etc.) in the list of things to consider when evaluating the appropriateness of alternative routes for trucks.

Safety goal:

- Acknowledge actions that would reduce the energy level of the crash, such as through reduced speeds and angles of impact. Add evaluation criteria for "Potential to reduce motor vehicle speeds" so this desired outcome is featured more prominently.

- Consider adding a more explicit criteria related to pedestrian safety. When looking at solutions, it would be helpful to have a toolbox that helps guide pedestrians to enhanced crossing locations. This would play into driver expectations of pedestrian crossing behavior, as well.

Mobility goal:

- Consider the impacts of railroad crossings on travel times.

Feasibility goal:

- The access management criteria specifically note a consideration for both deeded access rights and permit status. It could also be helpful to add that access easements at certain locations be considered.

Other discussion topics and questions:

- If we require customers to travel out of direction to access a business, what kind of signing can be used to guide them back?
- Be careful not to obscure the visibility of railroad crossing signing with vegetation or vertical elements.
- How far should access points be separated from U-turns? 100 feet (distance for which a lane must be maintained after making a lane change)?
- Be aware of the need to update the existing rail crossing order for changes (access, medians, installation of roundabouts, etc.) within safe stopping distance or the influence area of railroad crossings.
- Currently, emergency responders can utilize the center turn lane during rush hour to bypass queues of vehicles that cannot pull over to the side of the street. When evaluating the impacts of solutions, consider strategic breaks in the medians or adding roundabouts to allow emergency responders to make U-turns and provide space for emergency vehicles to bypass queued vehicles.

NEXT STEPS

Jean asked the TAC to continue their review of the solutions evaluation criteria and access management methodology and provide further comments and input. Molly will email the TAC the comments from today's discussion, along with the table.

The next meeting will be in late July to review the preliminary alternative solutions.

APPENDIX

- Slide Show (attached)
- Project Goals, Access Management Key Principles, Project Objectives, Solutions Evaluation Criteria, Methods for Measuring Evaluation Criteria, Access Management Methodology – technical draft (attached)
- Dispute Resolution Process & Protocols (attached)



**OUR
MAIN
STREET
SPRINGFIELD**

MAIN STREET SAFETY PROJECT | 20th Street to 72nd Street

TECHNICAL ADVISORY COMMITTEE MEETING

May 21, 2019



AGENDA

- **SB 408 Process Overview**
- **Key Principles and Access Management Methodology**
 - Small group discussion
 - Report out

SB 408 PROCESS

Senate Bill 408 (2013) clarifies process for decisions affecting access to state highways

- Opportunity for local government and property owners to engage
- Streamlines the management of access onto state highways from private driveways and local streets
- Procedures for modifying, relocating or closing driveways

SB 408 PROCESS

Key principles to evaluate how properties abutting the highway retain or obtain access to the highway

Must balance:

- economic development objectives of adjacent properties
- transportation safety
- access management objectives
- mobility of the corridor

Be consistent with state and local plans

SB 408 PROCESS

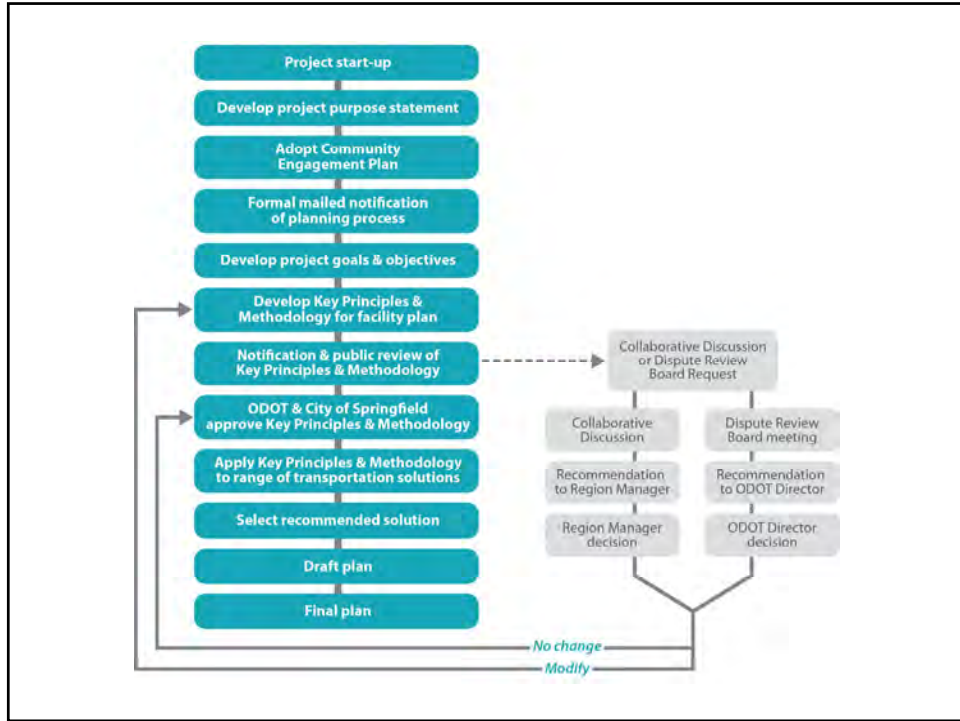
Access management methodology applies the key principles to the planning process as it relates to access decisions.

Criteria that apply the key principles to decision-making when determining which private driveways will be considered for modification, relocation, or closure.

SB 408 PROCESS

Public participation required

- Public notification process
- Dispute resolution Process
 - Collaborative Discussions
 - Dispute Review Board



SB 408 PROCESS

Questions?

NEXT STEPS / NEXT MEETINGS	
Late July	Preliminary Alternative Solutions
September	Analysis and Screening of Solutions

APPENDIX B: TECHNICAL DRAFT –

Project Goals, Access Management Key Principles, Project Objectives, Solutions Evaluation Criteria, Methods for Measuring Evaluation Criteria, Access Management Methodology

Goals (Access Management Key Principles)	Objectives (Identify infrastructure solutions that:)	Solutions Evaluation Criteria	How Evaluation Criteria will be Measured	Access Management Methodology
<p>Business Community – Support the viability of existing and future businesses</p>	<p>Provide viable ways for customers and deliveries to patronize/serve businesses along Main Street corridor</p>	<ul style="list-style-type: none"> • Change in travel time to access businesses by customers 	<ul style="list-style-type: none"> • Estimate travel times to midblock locations along the corridor from each direction, accounting for delay from intersections and U-turns 	<ul style="list-style-type: none"> • Consider the level of direct access to Main Street that is appropriate for the type of development that exists and would be allowed according to the comprehensive plan • Locate and design approaches to adequately serve the volume and type of traffic reasonably anticipated to enter and exit the property, based on existing and planned uses
		<ul style="list-style-type: none"> • Availability of routes to businesses that are appropriate for truck traffic 	<ul style="list-style-type: none"> • Identification of routes to businesses from the east and west that are appropriate for truck traffic considering geometric conditions, functional classifications, and adjacent land uses 	<ul style="list-style-type: none"> • Maintain adequate access to businesses for freight/deliveries
	<p>Support the visibility and economic viability of Main Street businesses</p>	<ul style="list-style-type: none"> • Potential impacts on business signing visibility 	<ul style="list-style-type: none"> • Consider the size and density of vertical elements such as street trees 	<ul style="list-style-type: none"> • Consider site circulation and parking affected by proposed approach modifications and closures
	<p>Support the potential for future businesses to locate on Main Street</p>			

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<p>Safety – Increase the safety of Main Street for all users</p>	<p>Have been demonstrated to result in reducing fatalities and serious injury crashes so that Main Street is not on the statewide high crash list</p>	<ul style="list-style-type: none"> • Potential to reduce the number of crashes resulting in fatalities and serious injuries 	<ul style="list-style-type: none"> • Predicted crashes by severity from Highway Safety Manual • Crash Modification Factors • Findings from similar projects • Reduces pedestrian and bicycle exposure to motor vehicle traffic 	<ul style="list-style-type: none"> • Define the width of undefined approaches within open frontage using guidance from the Oregon Highway Design Manual to a width that will serve the existing and planned uses of the property • Reduce the number of potential conflict points in the proximity of public street intersections • Mitigate access configurations that require backing across the sidewalk onto the highway • Evaluate driveways for adequate sight distance, as well as ability to accommodate safe egress and safe and unobstructed ingress • Consider the relationship between approaches and historical crash records
		<ul style="list-style-type: none"> • Improves safety for people walking and biking 		
		<ul style="list-style-type: none"> • Number of ARTS hotspots addressed 	<ul style="list-style-type: none"> • Count number of ARTS hotspots in the corridor where safety would be improved 	
	<p>Have been demonstrated to result in reducing the frequency of all crashes so that Main Street is not on the statewide high crash list</p>	<ul style="list-style-type: none"> • Potential to reduce the number of crashes 	<ul style="list-style-type: none"> • Predicted crashes from Highway Safety Manual • Crash Modification Factors • Findings from similar projects 	

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<p>Mobility – Ensure people and goods travel efficiently and reliably through the corridor</p>	<p>Maintain or improve the efficiency and reliability of passenger vehicle operations through the corridor</p>	<ul style="list-style-type: none"> • Average corridor travel time • Travel time reliability 	<ul style="list-style-type: none"> • Use ODOT’s HERS-ST model to calculate average travel times and travel time reliability 	<ul style="list-style-type: none"> • Move in the direction of meeting ODOT’s adopted approach spacing standards for Main Street 	
		<ul style="list-style-type: none"> • Intersection delay 	<ul style="list-style-type: none"> • Calculate intersection v/c ratios and level of service 		
	<p>Maintain or improve the efficiency and reliability of transit operations through the corridor</p>	<ul style="list-style-type: none"> • Average corridor travel time • Travel time reliability 	<ul style="list-style-type: none"> • Use ODOT’s HERS-ST model to calculate average travel times and travel time reliability 		
		<ul style="list-style-type: none"> • Intersection delay 	<ul style="list-style-type: none"> • Calculate intersection v/c ratios and level of service 		
	<p>Maintain or improve emergency response times for police, fire and life safety operations</p>	<ul style="list-style-type: none"> • Average corridor travel time • Travel time reliability 	<ul style="list-style-type: none"> • Use ODOT’s HERS-ST model to calculate average travel times and travel time reliability 		
		<ul style="list-style-type: none"> • Intersection delay 	<ul style="list-style-type: none"> • Calculate intersection v/c ratios and level of service 		
		<ul style="list-style-type: none"> • Delay caused by traversable and non-traversable obstructions 	<ul style="list-style-type: none"> • Estimate travel times to midblock locations along the corridor from each direction, accounting for delay from intersections, U-turns, and traversing mountable objects 		
	<p>Meet ODOT’s freight vehicle mobility standards along Main Street</p>		<ul style="list-style-type: none"> • Could meet vehicle-carrying capacity requirements for a Reduction Review Route (east of Bob Straub Pkwy) 	<ul style="list-style-type: none"> • Assessment provided by Freight Mobility Stakeholder Forum 	
	<p>Meet Main Street’s functional classifications in the Springfield Transportation System Plan</p>		<ul style="list-style-type: none"> • Design and management solutions are consistent with the functional classification of major arterial east of Bob Straub Pkwy and minor arterial west of Bob Straub Pkwy 	<ul style="list-style-type: none"> • Comparison of solutions to design and management direction in Springfield’s Transportation System Plan 	

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<p>Transportation Choices – Create a multimodal environment that connects people and destinations</p>	<p>Ensure access to services and destinations along Main Street for all members of the community</p>	<ul style="list-style-type: none"> • Frequency of enhanced pedestrian/bicycle Main Street crossing opportunities 	<ul style="list-style-type: none"> • Average distance between enhanced pedestrian/bicycle Main Street crossings 	<ul style="list-style-type: none"> • Modify or relocate approaches as necessary to allow for the construction of ADA-compliant pedestrian facilities
		<ul style="list-style-type: none"> • Provision of continuous pedestrian/bicycle facilities along Main Street 	<ul style="list-style-type: none"> • Percent of corridor providing separate facilities for people walking and biking 	
	<p>Create safe, comfortable, efficient, and continuous pedestrian and bicycle travel and access along Main Street</p>	<ul style="list-style-type: none"> • Reduces pedestrian level of traffic stress along Main Street 	<ul style="list-style-type: none"> • Pedestrian level of traffic stress analysis 	<ul style="list-style-type: none"> • Reconstruct or modify approaches as needed to provide continuous sidewalk along property frontages
		<ul style="list-style-type: none"> • Reduces bicycle level of traffic stress along Main Street 	<ul style="list-style-type: none"> • Bicycle level of traffic stress analysis 	
	<p>Support existing transit service and provide flexibility to accommodate enhanced transit service in the future</p>	<ul style="list-style-type: none"> • Compatibility with existing and potential future transit service 	<ul style="list-style-type: none"> • Qualitative Multimodal Assessment • Improvement in corridor travel time • Improvement in corridor travel time reliability • Improvement in pedestrian and bicycle access to stops (complete facilities along Main Street and frequency of enhanced crossings) 	

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<p>Vital Community – Support the vitality of the community and its vision for Main Street</p>	<p>Enhance the built and natural environment and stimulate implementation of the Main Street Vision Plan to make it a vibrant place for those who live, work, shop and travel through the corridor</p>	<ul style="list-style-type: none"> • Potential for streetscape improvements to be incorporated into the corridor, such as landscaping, stormwater planters, and distinctive amenities 	<ul style="list-style-type: none"> • Quantity of opportunities/sites that accommodate streetscape improvements 	
	<p>Connect neighborhood residents to Main Street destinations and services; and transportation options to access the broader region</p>	<ul style="list-style-type: none"> • Alignment of enhanced pedestrian/bicycle crossings of Main Street with key active transportation corridors to the north and south 	<ul style="list-style-type: none"> • Distance to enhanced crossings from key active transportation corridors 	
		<ul style="list-style-type: none"> • Reduces side-street delay 	<ul style="list-style-type: none"> • Sum of side-street delay, calculated as part of intersection operations analysis 	

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<p>Feasibility – Develop a plan with a clear and achievable approach to implementation</p>	<p>Can be implemented starting within five years of Facility Plan acknowledgement and maintained with foreseeable resources</p>	<ul style="list-style-type: none"> Degree to which recommendations can be implemented 	<ul style="list-style-type: none"> Assessment of complexity and ability to phase the project (affordability, environmental, right-of-way) 	<ul style="list-style-type: none"> Ensure that existing approaches are consistent with the properties' access rights (both deeded access rights and permit status)
		<ul style="list-style-type: none"> Ability to maintain improvements with reasonably anticipated resources 	<ul style="list-style-type: none"> Compare proposed solutions with anticipated maintenance resources (qualitative assessment by agency with jurisdiction) 	
	<p>Can be implemented incrementally as funding is secured</p>	<ul style="list-style-type: none"> Potential for initial phases to be eligible for ODOT transportation safety funding (All Roads Transportation Safety), or other funding sources that may become available 	<ul style="list-style-type: none"> Compare proposed solutions and phasing with funding program criteria 	
<p>Ensure the cost-effective use of resources</p>		<ul style="list-style-type: none"> Benefit/Cost ratio of safety-focused improvements 	<ul style="list-style-type: none"> ARTS methodology for benefit/cost ratio 	

Appendix C: Dispute Resolution Process & Protocols

1. Overview

The purpose of this discussion paper is to (1) identify the access management requirements that apply to facility plans, (2) outline the process that will be used to develop the key principles and methodology for the *Springfield Main Street Safety Project*, and (3) clarify City and ODOT responsibilities. It is also intended to (4) facilitate discussion and input from City and ODOT staff.

The process outlined here may change based on the aforementioned input. The process was shared with the Springfield Planning Commission, acting in its capacity as Springfield's Committee for Citizen Involvement, when it reviewed and approved the *Community Engagement Plan* for the Planning Phase of the Main Street Safety Project on September 5, 2018.

The following topics are discussed in this paper:

- Key principles and methodology requirements
- Process for approving key principles and methodology
- Notifications
- Collaborative Discussions
- Dispute Review Board
- Questions to resolve

2. Key principles and methodology requirements

Guidelines for developing the key principles and methodology for a highway facility plan are provided in Oregon Administrative Rule 734-051-7010. (These rules implement SB 408, enacted in 2013.) A copy of this OAR is provided in Appendix A of this discussion paper. The most relevant sections are highlighted below.

- Key principles – Section (3)
- Methodology – Section (4)
- Notice and review of key principles – Section (5)

The key principles may be developed either in conjunction with the methodology or separately.

3. Process for approving key principles and methodology

This section describes how the City will endorse, and ODOT will approve, the key principles and methodology. It also describes the timing of notifications and appeals. An outline of the process the project team will use to develop the key principles and methodology is provided in Appendix B. This is a deliverable described in Task 7 of the Statement of Work for the project (which is part of the contract between ODOT and DKS). A flowchart diagram depicting this process is provided in Section 7 of this document.

A. Development and endorsement

The key principles and methodology will be developed using the same process that other elements of the facility plan will be developed. The Project Management Team (PMT) will develop drafts, which will then be reviewed by the Technical Advisory Committee (TAC), Strategic Advisory Committee (SAC), Planning Commission (PC), City Council (CC), and the Main Street Governance Team (GT). The PMT will revise the documents if necessary and forward them to the City Council and GT for formal endorsement.

B. ODOT approval

After the key principles have been endorsed, the City Manager will send a letter to the ODOT Region 2 Manager requesting that ODOT formally approve them, as required by OAR 734-051-7019, Section (6). If a property owner requests a *Collaborative Discussion* or *Dispute Review Board* review, as described in Section D below, ODOT approval will be postponed until these processes have been completed.

C. Public notice

Affected property owners will be notified at least 28 days in advance of ODOT's formal approval, to ensure they have sufficient time to consider the materials and request a review as described in Section D, below.³ This notification will likely occur after Governance Team Meeting #2. Public notices are described in more detail in Section 4 of this discussion paper.

D. Collaborative Discussion and Dispute Review Board consideration

A property owner may request that the key principles (and the methodology) be reviewed through either a *Collaborative Discussion* or *Dispute Review Board* process, as provided for in Sections (5), (8) and (9) of the OAR. The request must be received prior to the date on the public notice specifying when ODOT intends to approve the key principles, as described in Section 3.B of this discussion paper (above). If a request is received, ODOT approval will be postponed until the process (either Collaborative Discussion or Dispute Review Board) is completed.⁴

³ Section (5)(a) of the OAR requires a minimum 20-day notice. For this project, an extended timeframe (28 days) will be provided to allow for mail delivery and to ensure property owners have at least 21 days to review the materials and request a review, if they desire, in advance of the approval by ODOT.

⁴ Section (5)(c) of the OAR indicates that affected property owners may request a review "up to the time of plan adoption or finalization." This seems to contradict sections (5)(a), (6) and (8)(c)(B) which imply the key principles can (and should) be approved earlier in the planning process, before the facility plan is adopted, in order to guide the development of the plan.

An appeal of the key principles made late in the planning process could delay plan adoption. If the appeal resulted in some modification to the key principles or methodology, previously completed analysis and documentation (tech memos, plan document, staff reports etc.) might need to be revised. This could cause considerable delay and additional expense.

Accordingly, ODOT and the City are establishing some practical limits on when an appeal can be submitted. A request for either a *Collaborative Discussion* or *Dispute Review Board* process must be submitted before ODOT formally approves the key principles.

Postponing ODOT approval does not extend the timeframe for property owners to request a review. All requests must be received prior to the date on the public notice specifying when ODOT intends to approve the key principles. However, a property owner who requests a *Collaborative Discussion* within the specified timeframe may subsequently request a *Dispute Review Board* review, as provided for in Section (8)(c)(B) of the OAR.

If more than one request for a *Collaborative Discussion* is received ODOT may consider them individually, combine them into a single discussion, or group them into several topic-specific discussions.⁵

Only one *Dispute Review Board* process may be conducted for each facility plan. (Refer to Section (9)(c) of the OAR.) The decision of the ODOT Director to affirm or modify the key principles and methodology, after being considered by the *Dispute Review Board*, cannot be appealed to LUBA. (Refer to Section (9)(a) of the OAR.)

Additional discussion about the *Collaborative Discussion* and *Dispute Review Board* processes is provided in Section 5 of this discussion paper.

4. Notifications

OAR 734-051-7010 requires public notice at three steps during the highway facility planning process. The three types of notices are described in the following sections.

Because ODOT and the City of Springfield are jointly developing the facility plan, all three types of notices will be published (both on paper and electronically) on custom *Main Street Safety Project* letterhead, incorporating both the City logo and the ODOT logo. The City and ODOT will collaborate in developing the notices, ODOT will have final approval authority, and the City will print and mail them⁶.

A. 1st Notice – Notification of planning process

This timeframe and approach is consistent with the hypothetical “Pleasantown” example previously provided by ODOT. (Refer to PDLT Operational Notice PD-03, Appendix C3.) That example requires property owners to submit requests within 21 days of receiving notice.

If a property owner is concerned with the outcome of the facility plan later in the process, they have the option of contesting the plan itself – either at the time of plan adoption, or through a formal appeal to LUBA.

⁵ This is not explicitly provided for in the OAR. However, it is consistent with how the *Dispute Review Board* process is conducted. (Only one is allowed.) It also places some practical limits on how many discussions ODOT is expected to conduct. There are hundreds of property owners along the corridor. ODOT could be overwhelmed with requests.

⁶ Task 2.6 (c) of Exhibit B of City of Springfield/ODOT Agreement No. 32790 describes City and ODOT responsibilities for developing, printing, and distributing mailers for this project.

At the beginning of the project, Section (2)(a) of the OAR requires the project team to provide written notice to affected property owners and other stakeholders, informing them about the project and describing how they can be involved.

Written notices will be sent to affected real property owners and, where possible, property lessees and business operators that abut the state highway. Notice of the planning process will also be sent to affected local governments and special districts, stakeholders representing the freight industry and economic development, and others who have expressed interest in the planning process, as outlined in the project's *Community Engagement Plan*.

Timing: Notices will be sent following adoption of the *Community Engagement Plan* (October 2018).

B. 2nd Notice – Notice and Review of Key Principles for Affected Real Property Owners

After the key principles and methodology have been drafted, Section (5)(a) of the OAR requires the project team to provide written notice to all affected property owners that the department and the local agency intend to formally approve them.

The notice will summarize the purpose of the key principles and methodology, and indicate where complete copies of the documents can be obtained.

The notice will specify the date ODOT intends to approve the key principles and provide instructions for requesting a formal review, either through the *Collaborative Discussion* or *Dispute Review Board* process. The instructions will specify that the requests be mailed to the ODOT Project Manager (Bill Johnston) in Springfield.

The notice will also include an invitation for property owners to meet informally with project staff, to discuss their concerns. (Refer to Section 5.B of this document for additional explanation of this task.)

The notice will be sent to all affected real property owners, and where possible include property lessees and business owners.

Timing: The notice will be mailed at least 28 days prior to the approval by ODOT, as described in Section 3.B of this discussion paper.

C. 3rd Notice – Access Management Dispute Review Board

Section (9)(c) of the OAR requires the project team to notify all affected property owners if any property owner requests a review using the *Dispute Review Board* process.

The *Dispute Review Board* will be conducted within 45 days from date the written request is received, unless both parties agree to an extension in writing.⁷

Timing: Notice will be mailed at least 28 days in advance of the meeting.⁸

⁷ 45 days is not usually sufficient, based on ODOT's experience conducting collaborative discussions and dispute review boards for other projects. Schedules for many people need to be coordinated.

5. Collaborative Discussions

This section describes (a) the process for conducting a *Collaborative Discussion*, (b) participants, (c) responsibilities, and (d) decision making.

A. Process

1. After the key principles and methodology have been drafted, affected property owners will be notified and provided with an opportunity to request a review, either through a *Collaborative Discussion* or *Dispute Review Board* process. The notification process is described in Section 4.B of this discussion paper.
2. A request for a *Collaborative Discussion* must be received prior to the date on the public notice specifying when ODOT intends to approve the key principles. Refer to Section 3.D of this discussion paper for details.
3. The *Collaborative Discussion*, if requested, will be conducted within 45 days from the date the written request is received, unless both parties agree to an extension in writing.
4. The notice to property owners will also include an invitation to meet informally with project staff to discuss their concerns, as an alternative to conducting a formal *Collaborative Discussion*.

B. Participants

Section (7) of the OAR indicates that the ODOT Region Manager may include the following participants in a *Collaborative Discussion*:

- Any ODOT staff appropriate or necessary in the *Collaborative Discussion* process
- Appropriate local government representatives
- Other facility users, economic development representatives, and other parties which region manager believes will contribute to finding appropriate solutions

The following is a list of individuals (or positions) to consider including. The Region Manager will select the final participants depending on availability and the specific topics to be considered.

- ODOT staff
 - ✓ Frannie Brindle, ODOT Area 5 Manager
 - ✓ Scott Nelson, ODOT Region 2 Access Management Engineer
 - ✓ Keith Blair, ODOT Region 2 Traffic Engineer
 - ✓ Nicole Charlson, ODOT Region 2 Transportation Safety Coordinator
 - ✓ Amanda Salyer, ODOT Region 2 Traffic Investigations Engineer & ARTS Program Coordinator

⁸ The OAR does not specify a timeframe for this type of notice. 28 days is consistent with the notice provided to property owners informing them the key principles will be approved by ODOT. (Refer to Section 3.C of this discussion paper.)

- City representatives
 - ✓ Brian Barnett, City Traffic Engineer
 - ✓ Courtney Griesel, Economic Development Manager
- Other facility users, economic development representatives, and other parties
 - ✓ Rebecca Lewis, U of O – School of Planning, Public Policy and Management
 - ✓ Bret Yancey, Springfield Public Schools bussing and walking perspective
 - ✓ Michael Wargo, Superintendent, Willamalane Park & Recreation District
 - ✓ Sheila Thomas, Director Lane Independent Living Alliance (LILA)
 - ✓ Ron Klisch, site supervisor or Belynda Poissant, Metro West Ambulance

C. Responsibilities

The ODOT project manager (Bill Johnston) will coordinate invitations and meeting logistics. JLA will assist if budget and availability allow. Any formal communication will follow the protocols outlined in the *Main Street Safety Project Community Engagement Plan* (ODOT prepares drafts, City reviews, ODOT transmits). The City will be provided with at least one week to review all correspondence.

The ODOT project manager (Bill Johnston) will be the primary contact for the informal discussions (offered as an alternative to a formal *Collaborative Discussion*). Staff from the City or DKS may be involved in the discussions themselves. The ODOT project manager will document the discussions in accordance with the communication protocols outlined in the *Main Street Safety Project Community Engagement Plan* (Appendix B).

D. Decision and remand to project team

In determining whether the key principles and methodology are adequate, the review committee and Region Manager will take into consideration the input that was provided in developing them.

If the Region Manager determines modifications are necessary, the key principles and methodology will be remanded, with some explanation of the deficiencies, to the project team and advisory committees. They will determine the specific modifications, consistent with the direction provided by the Region Manager, providing for additional public review if necessary.

The Region Manager will review the final modifications to ensure they are consistent with the direction provided. If none of the property owners participating in the collaborative discussion request further consideration by a formal *Dispute Review Board*, the Region Manager (on behalf of the Director) will formally approve the key principles. The project team will then proceed with the planning process, applying the key principles and methodology where they are applicable.⁹

⁹ Section (7) in the OAR describes the process for conducting a *Collaborative Discussion*. However it does not provide objective criteria for the review committee to determine if the key principles and methodology are adequate. It also does not specify how modifications, if necessary, will be made. ODOT and the City have outlined this approach to provide more clear definition for this process.

6. Dispute Review Board

This section describes (a) the process for conducting a *Dispute Review Board*, (b) participants, (c) responsibilities, and (d) decision making.

A. Process

1. After the key principles and methodology have been drafted, affected property owners will be notified and provided with an opportunity to request a review, either through a *Collaborative Discussion* or *Dispute Review Board* process. The notification process is described in Section 4.B of this discussion paper.
2. A request for a review, by either process, must be received in writing prior to the date on the public notice specifying when ODOT intends to approve the key principles. Refer to Section 3.D of this discussion paper for details.
3. The notice to property owners will also include an invitation to meet informally with project staff to discuss their concerns, as an alternative to conducting either a formal *Collaborative Discussion* or *Dispute Review Board*.
4. A property owner who requests a review of the key principles and methodology through a *Collaborative Discussion* may also request a review by a *Dispute Review Board*, after completion of the *Collaborative Discussion*. The request for review by a *Dispute Review Board* must be made no later than 21 calendar days after the final decision is issued by the Region Manager.
5. The *Dispute Review Board*, if requested, will be conducted within 45 days from the date the written request is received, unless both parties agree to an extension in writing.
6. The project team will notify all affected property owners if any property owner requests a *Dispute Review Board*. Only one *Dispute Review Board* may be conducted.
7. The *Dispute Review Board* will provide its recommendation to the ODOT Director within 14 calendar days following the conclusion of its deliberations. The Director shall consider the recommendations of the *Dispute Review Board* and make a final decision within 21-calendar days.
8. The Director will notify in writing all parties participating in the review of the final decision to either: (A) modify the key principles or related methodology, or (B) validate the key principles or related methodology without modifications. The decision of the Director may not be appealed.

B. Participants

Section (8) of the OAR specifies that the *Dispute Review Board* shall include the following participants:

- The Director, or designee who is familiar with the project and location
- A representative of the local jurisdiction

- An independent professional engineer with education or experience in traffic engineering
- A representative from the economic or business sector

The following is a list of individuals (or positions) to consider appointing. The ODOT Region 2 Manager will make the final determination.

- ODOT Director, or designee
 - ✓ Sonny Chickering, Region 2 Manager
- City representative
 - ✓ Leonard Stoehr, City Councilor (alternate on Main Street Governance Team)
- Independent professional traffic engineer
 - ✓ Brian Ray, Kittelson & Associates (Portland)¹⁰
- Representative from the economic or business sector
 - ✓ Melissa Murphy, Regional Development Officer, Business Oregon/South Valley Regional Solutions Team
 - ✓ Matt Roberts, University of Oregon (President's Office, Community Outreach Director)

C. Responsibilities

The ODOT project manager (Bill Johnston) will coordinate participant invitations and meeting logistics. JLA will assist if budget and availability allow. Any formal communication will follow the protocols outlined in the *Main Street Safety Project Community Engagement Plan* (ODOT prepares drafts, City reviews, ODOT transmits). The City will be provided with at least one week to review all correspondence.

The ODOT project manager (Bill Johnston) will be the primary contact for the informal discussions (offered as an alternative to either a formal *Collaborative Discussion* or *Dispute Review Board*). Staff from the City or DKS may be involved in the discussions themselves. The ODOT project manager will document the discussions in accordance with the communication protocols outlined in the *Main Street Safety Project Community Engagement Plan* (Appendix B).

D. Decision and remand to project team

In determining whether the key principles and methodology are adequate, the *Dispute Review Board* and Director will take into consideration the input that was provided in developing them.

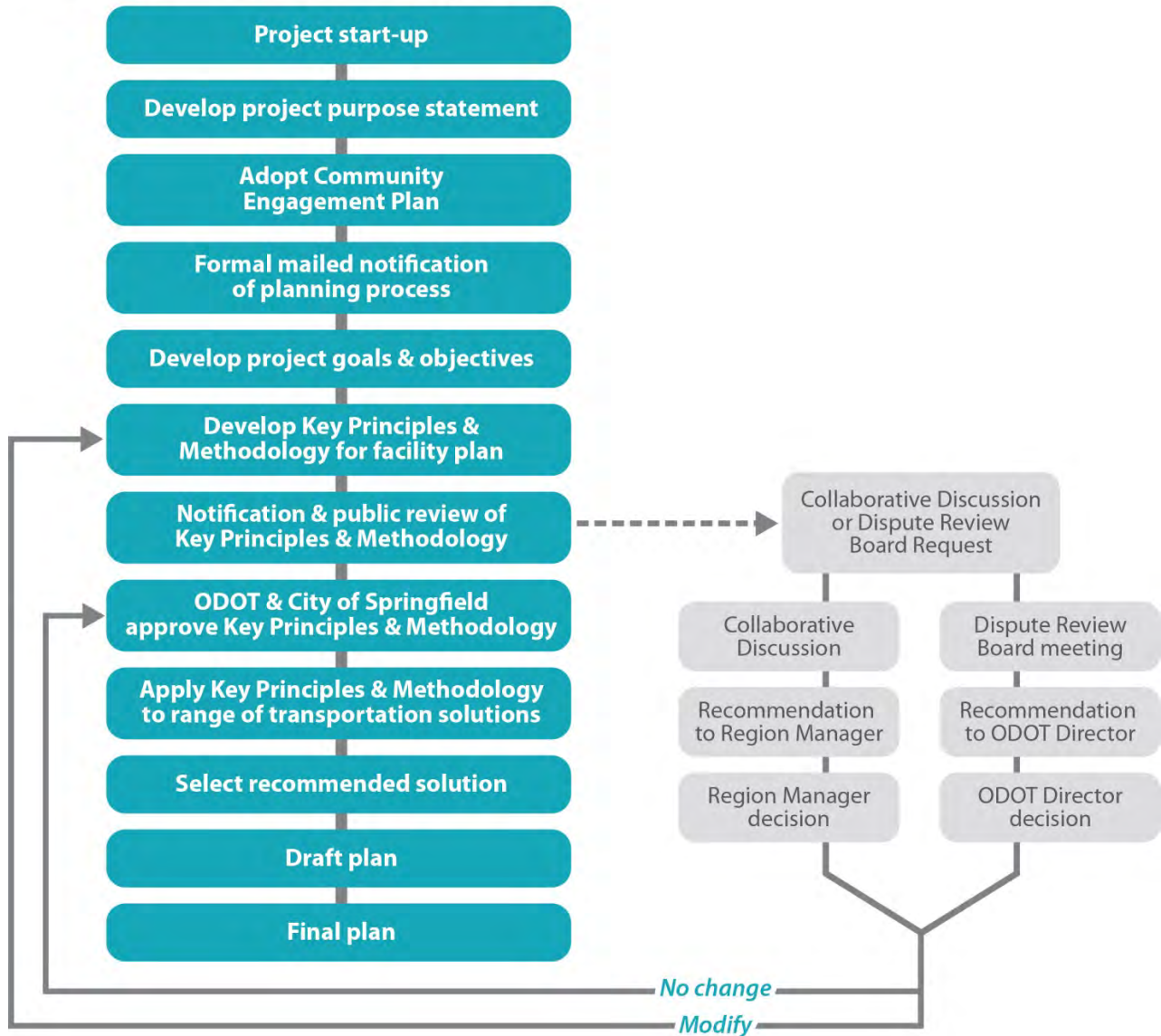
If the Director determines modifications are necessary, the key principles and methodology will be remanded, with some explanation of the deficiencies, to the project team and advisory committees. They will determine the specific modifications, consistent with the direction provided by the Director, providing for additional public review if necessary.

The Region Manager, on behalf of the Director, will review the final modifications to ensure they are consistent with the direction provided. The project team will then proceed with the planning process, applying the key principles and methodology where they are applicable.¹¹

¹⁰ It may be appropriate or necessary to compensate an independent traffic engineer to participate in the Dispute Review Board.

7. Process diagram

Overview of SB408 process for the Main Street Facility Plan



¹¹ Section (8) in the OAR describes the process for conducting a *Dispute Review Board*. However it does not provide objective criteria for the board to determine if the key principles and methodology are adequate. It also does not specify how modifications, if necessary, will be made. ODOT and the City have outlined this approach to provide more clear definition for this process.

8. Attachment A: OAR 734-051-7010 (Access Management in Highway Facility Plans)

http://arcweb.sos.state.or.us/pages/rules/oars_700/oar_734/734_051.html

734-051-7010 (Access Management in Highway Facility Plans)

(1) General Provisions.

- (a) Highway facility plans must be consistent with the Oregon Transportation Plan, the Oregon Highway Plan, and other transportation modal plans adopted by Oregon Transportation Commission. Where a proposed highway facility plan is inconsistent with adopted plans, the proposed highway facility plan must be amended to be made consistent or the adopted plans must be amended to be consistent with the proposed highway facility plan.
- (b) Highway facility plans must include the location of county roads and city streets within the area described in the facility plan. The location of future city or county road connections or changes to existing city or county connections must be determined through collaborative discussion and agreement between the department and the affected cities and counties.

(2) Public Participation in the Development of Highway Facility Plans.

- (a) The department shall provide for a public involvement process when it develops highway facility plans. The department shall provide notice to affected real property owners and, where possible, include property lessees and business operators that abut the state highway(s), local governments, stakeholders representing the freight industry and economic development, and others who have expressed interest in participating in the planning process in writing or by email. The department's notification shall describe the general planning process, identify opportunities for stakeholder participation, and include the name and contact information of the department project leader and links to obtain updates.
- (b) The public participation process shall include an opportunity for affected real property owners that abut the highway to review the key principles and related methodology developed under sections (3) and (4) of this rule.

(3) Development of Key Principles for Access to Properties Abutting the Highway.

- (a) Highway facility plans that identify a need to modify, relocate, or close one or more existing private approaches must include key principles in the plan to address how properties abutting a state highway will be evaluated to retain or obtain access to the state highway during and after plan implementation. These key principles will support the overall facility plan goals and objectives but will be more specifically focused on the economic development importance of highway access to abutting properties, while also recognizing the need to ensure transportation infrastructure improvement benefits are maintained throughout the life of the facility plan.

- (b) The key principles must balance the economic development objectives of real properties abutting the state highway with the transportation safety, access management objectives, and mobility of the state highway in a manner consistent with state transportation plans, local transportation system plans, and the land uses permitted in the local comprehensive plans acknowledged under ORS Chapter 197.
 - (c) The highway facility plan shall articulate the key principles in sufficient detail and include an anticipated timeline for plan implementation. The key principles and timelines will inform affected real property owners who abut the highway(s) of the potential for modification, relocation or closure of existing private connections within the area described in the facility plan.
- (4) Development of a Methodology for Facility Plans. The methodology developed by the department under this section for facility plans, including those prepared for specific highway improvement projects, will be an assessment that applies the key principles developed under section (3) to the planning process as it relates to access decisions. The facility plan and related methodology must be consistent with the agreed upon local road connections identified in the Transportation System Plan or with the local road connections agreed upon during development of the plan and must consider potential implications to both the state and local roadway networks and transportation systems. The methodology may include the following factors in development and application of the assessment:
- (a) How properties abutting state highways within the facility plan area could develop or redevelop consistent with the existing zoning and comprehensive plan designations;
 - (b) The level of direct highway access generally needed for properties based upon types of uses allowed by the zoning and comprehensive plan designations, such as residential, commercial retail, or other designation; recognizing that direct access may increase the economic development opportunities for some uses located on abutting properties;
 - (c) Effects of out of direction travel on the ability of customers to access various types of uses, recognizing differences between destination and pass-by uses;
 - (d) Effects of changing existing connections and circulation patterns for existing developed properties;
 - (e) The safety and operational implications of traffic congestion or speed which could negatively affect the ability of customers to access adjacent properties safely;
 - (f) Creation of permanent jobs in the planning area in relation to the economy and population, including jobs in employment and industrial areas;
 - (g) Community support for the highway projects and economic development proposals in the planning area, as indicated by action of the governing body of the local government;
 - (h) The agreed upon long term vision for the function of the highway as to its level of importance for providing mobility and movement of freight;

- (i) Existing and long term safety needs of all highway users;
 - (j) Reducing vehicle conflict points where possible, particularly around critical intersections and interchange locations, to improve highway safety and operations consistent with the highway classification;
 - (k) Safety and operations concerns under OAR 734-051-4020(3);
 - (l) Safety planning tools, data and resources such as the department's Safety Priority Index System, Analysis Procedures Manual, Roadway Departure Plan, Bicycle/Pedestrian Safety Plan, and Highway Safety Manual predictive models that identify areas of existing and future safety concerns. When considering safety factors as part of the methodology, the safety concerns and issues must be documented by a professional engineer as defined in OAR 734-051-1070.
- (5) Notice and Review of Key Principles for Affected Real Property Owners.
- (a) The department shall provide written notice to all affected real property owners, and where possible include property lessees and business operators, at least twenty (20) days prior to the approval by the department and local agency(s) of the key principles for a highway facility plan.
 - (b) Affected real property owners may make a written request for a review of the key principles and related methodology for the facility plan through either of the following:
 - (A) A Collaborative Discussion under section (8) of this rule; or
 - (B) An Access Management Dispute Review Board under section (9) of this rule.
 - (c) Affected real property owners may request a review any time following the date of the department notice in subsection (a), up to the time of plan adoption or finalization. The request for review must be made in writing and state whether the request is for review through a collaborative discussion or an Access Management Dispute Review Board.
 - (d) An affected real property owner who requests a review of the key principles and related methodology through collaborative discussion may also request a review by an Access Management Dispute Review Board after completion of the collaborative discussion. The request for review by an Access Management Dispute Review Board must be made not later than twenty-one (21) calendar days after the date of the final decision issued by the region manager under section (8) of this rule.
- (6) Approval of Key Principles. The department shall approve the key principles by written signature and date of the director or region manager no sooner than 20 days after the date of the department notice in section (5)(a) of this rule with written concurrence by the local agency.
- (7) Commission Adoption and Department Finalization of Highway Facility Plans.

- (a) Highway facility plans that amend provisions of the Oregon Highway Plan shall be adopted by the Commission consistent with the provisions of OAR 731-015-0065. Prior to adoption by the Commission, the department shall work with local governments to amend local comprehensive plans, transportation system plans and local land use regulations to ensure consistency of the facility plan with local plans and regulations. A decision to adopt a highway facility plan is a land use decision that can be appealed to the Land Use Board of Appeals.
- (b) Highway facility plans will be finalized by the department by a written signature and date of the director or region manager.

(8) Collaborative Discussion Process.

- (a) If an affected real property owner requests review of the key principles or related methodology by a collaborative discussion, the collaborative discussion shall be within forty-five (45) days from the date of written request from the affected real property owner, unless the department and affected real property owner agree to an extension of time.
- (b) The region manager may include any department staff that he or she finds appropriate or necessary in the collaborative discussion process. In addition, the region manager shall invite appropriate local government representatives, and may include other facility users, economic development representatives or other parties which the region manager believes will contribute to finding appropriate solutions. The collaborative discussion shall be conducted under the alternative dispute resolution model in ORS 183.502, unless a different process is agreed upon by the department and the affected real property owner(s).
- (c) The region manager shall consider the information presented as part of the collaborative discussion and make the final decision. Within twenty-one (21) calendar days following the completion of the collaborative discussion, the region manager shall notify the participants in the collaborative discussion in writing of the final decision to:
 - (A) Modify the key principles or related methodology; or
 - (B) Validate the key principles or related methodology without modifications. If the key principles were not previously approved as specified under section 6(a) of this rule, the department and local agency(ies) will approve the key principles, unless a request for review from the Access Management Dispute Review Board is received by the agency.

(9) Access Management Dispute Review Board Process.

- (a) The actions and recommendations of the Access Management Dispute Review Board are not land use decisions, as defined in ORS 197.015, and may not be appealed to the Land Use Board of Appeals.
- (b) An affected real property owner who requests a review by the Access Management Dispute Review Board may not request a review by collaborative discussion under section (8) of this rule.
- (c) Where an affected real property owner requests review of the key principles or related methodology by the Access Management Dispute Review Board, the department will provide notice to all affected property owners inviting them to participate in the Access Management

Dispute Review Board process. Only one Access Management Dispute Review Board process is allowed to be used for each facility plan.

- (d) The Access Management Dispute Review Board shall include the following:
 - (A) The director or a designee of the director who is familiar with the location for which the facility plan is being prepared;
 - (B) A representative of the local jurisdiction in which the state highway is located;
 - (C) An independent professional engineer with education or experience in traffic engineering as defined in OAR 820-040-0030; and
 - (D) A representative from the economic or business sector.
- (e) The Access Management Dispute Review Board shall be conducted within forty-five (45) days from the date of written request from the affected real property owner(s), unless the department and affected real property owner(s) agree to an extension of time in writing.
- (f) The Access Management Dispute Review Board shall make its recommendation to the director not later than fourteen (14) calendar days following the conclusion of its deliberations.
- (g) The director shall consider the recommendations of the Access Management Dispute Review Board and make the final decision. The director shall notify in writing all parties participating in the review of the final decision to either:
 - (A) Modify the key principles or related methodology; or
 - (B) Validate the key principles or related methodology without modifications. If the key principles were not previously approved as specified under section 6(a) of this rule, the department and local agency(ies) will approve the key principles.
- (h) The director's decision under subsection (g) shall be issued not later than twenty-one (21) calendar days after receiving the recommendation of the Access Management Dispute Review Board under subsection (f).

Stat. Auth.: ORS 184.616, 184.619, 374.310–374.314, 374.345, 374.355

Stats. Implemented: ORS 374.300–374.360, §27, ch. 330, OL 2011

Hist.: HWD 16-2011(Temp), f. 12-22-11, cert. ef. 1-1-12 thru 6-29-12; HWD 8-2012, f. 6-27-12, cert. ef. 6-29-12; HWD 2-2014, f. 6-25-14, cert. ef. 6-30-14; HWD 7-2014, f. & cert. ef. 7-9-14

9. Attachment B: Outline of process for developing key principles & methodology

Excerpt from consultant scope for developing Key Principles & Access Management Methodology for Main Street Facility Plan

Task 7.1 Technical Memorandum #10: Problem Statement, Goals & Objectives

Consultant shall work with the project teams and committees identified in Task 1 and Task 2 to develop a Problem Statement, Goals and Objectives. Consultant shall review problem statement, goals and objectives from the MMTS and Main Street Vision Plan to inform this task. Consultant shall gather input to identify community priorities to inform this task. Consultant's consideration of project goals and objectives must be consistent with NEPA and shall inform developing the range of possible transportation solutions. In addition, the goals and objectives must consider Senate Bill 408 requirements for considering the balance of economic development objectives with transportation safety and access management objectives.

Consultant shall document refinement of the problem statement, goals, and objectives in a three-page-long Technical Memorandum #10: Problem Statement, Goals and Objectives.

Task 7.2 Technical Memorandum #11: Key Principles

Consultant shall develop key principles to address how properties abutting the corridor will be evaluated to retain or obtain access to the state highway during and after plan implementation. These key principles will support the overall facility plan goals and objectives identified in Task 7.1, but will be more specifically focused on the economic development importance of highway access to abutting properties while also recognizing the need to ensure transportation infrastructure improvement benefits are maintained throughout the life of the corridor plan and project.

Consultant shall develop the key principles based on the goals and objectives identified in Task 7.1, and shall also consider the existing conditions and baseline modeling completed in Tasks 3 through 6. The key principles must balance the economic development objectives of adjacent properties with transportation safety, access management objectives, and the mobility of the corridor in a manner consistent with state transportation plans, local transportation system plans, and the land uses permitted in Springfield Comprehensive Plan.

Consultant shall articulate the key principles in sufficient detail and include an anticipated timeline for implementation. The key principles and timelines will inform affected property owners abutting the corridor of the potential for modification, relocation or closure of existing private connections along the corridor.

Consultant shall document results in a two-page-long Technical Memorandum #11: Key Principles.

Agency will be responsible for providing written notice of the proposed Key Principles to all affected property owners, property lessees and business operators in the corridor, along with a description of the Agency and City approval process.

Note: Affected parties will be notified of the key principles (Task 7.2) and access management methodology (Task 7.3) at same time (in a single notice).

Task 7.3 Technical Memorandum #12: Access Management Methodology

Consultant shall assess the application of the Key Principles developed in Task 7.2 as they relate to access decisions along the corridor to develop an Access Management Methodology and evaluation criteria. The methodology must consider potential implications to both the state and local roadway networks and transportation systems.

Consultant shall consider key factors in development and application of the assessment, with the input of Agency and City staff. Factors may include:

- Potential for properties to develop or redevelop consistent with existing zones and comprehensive plan designations
- Level of direct access needed for properties based on types of uses
- Effects of out-of-direction travel on customers to access uses
- Effects of changing existing connections or circulation patterns for existing developed properties
- Safety and operational implications
- Creation of permanent jobs in the corridor area
- Community support for the project and economic development proposals in the corridor area
- The agreed upon long term vision for the function of the highway for providing mobility and movement of freight
- Existing and long-term safety needs of all highway users
- Reducing vehicle conflict points where possible to improve highway safety and operations
- Safety and operations concerns under OAR 734-051-4020(3)
- Safety planning tools, data and resources such as those from ODOT and the Highway Safety Manual.

Consultant shall document development of the methodology and evaluation criteria in the three-page-long Technical Memorandum #12: Access Management Methodology. The Access Management Methodology will be used, along with the Goals and Objectives, Key Principles, to evaluate the alternatives in Task 8.

Agency will be responsible for providing written notice of the proposed Access Management Methodology to all affected property owners, property lessees and business operators in the corridor, along with a description of the Agency and City approval process.

Note: Affected parties will be notified of the key principles (Task 7.2) and access management methodology (Task 7.3) at same time (in a single notice).