

# OUR MAIN STREET SPRINGFIELD



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

## TECHNICAL MEMORANDUM #12:

### KEY PRINCIPLES AND ACCESS MANAGEMENT METHODOLOGY

DATE: July 22, 2019

TO: Molly Markarian | City of Springfield  
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SUBJECT: Task 7.2 Key Principles and Task 7.3 Access Management Methodology  
Tech Memo #12: Final

DKS Project 14180-023

Access management is the practice of managing the location and design of vehicular connections to a roadway. It is an effective tool for improving the safety and efficiency of travel along a corridor by reducing the number of potential conflict points and making the environment less stressful for all users. Access management is anticipated to be a possible component associated with implementing the solutions considered for Main Street; however, specific recommendations for changes to individual property access points will not be included as part of the Facility Plan. The Plan will provide direction and decision-making criteria, referred to as the Key Principles and Methodology, but decisions about changes to individual property access points will occur through future land use applications and/or the engineering Design Phase once funding for implementation becomes available. The Key Principles and Methodology were developed and refined based on input from the project team, Technical Advisory Committee, and elected and appointed officials. The purpose of this memorandum is to present the Key Principles and Methodology for the Main Street and describe how and when they will be used to make decisions regarding changes in access to Main Street.

### Access Management and Facility Plans

Senate Bill 408, enacted in 2013, changed Oregon law concerning management of access onto state highways. One of the most significant changes included procedures to increase the level of involvement of property owners, local government, and other stakeholders in decisions that would affect property access during the planning, development, and design of state highway projects. This includes guidelines for developing Key Principles and Methodology during the highway facility planning process, now a part of Oregon Administrative Rule 734-051-7010.

Early in the Planning Phase, the project team prepared a discussion paper to: identify the access management requirements that apply to facility plans; outline the process that will be used to develop the Key Principles and

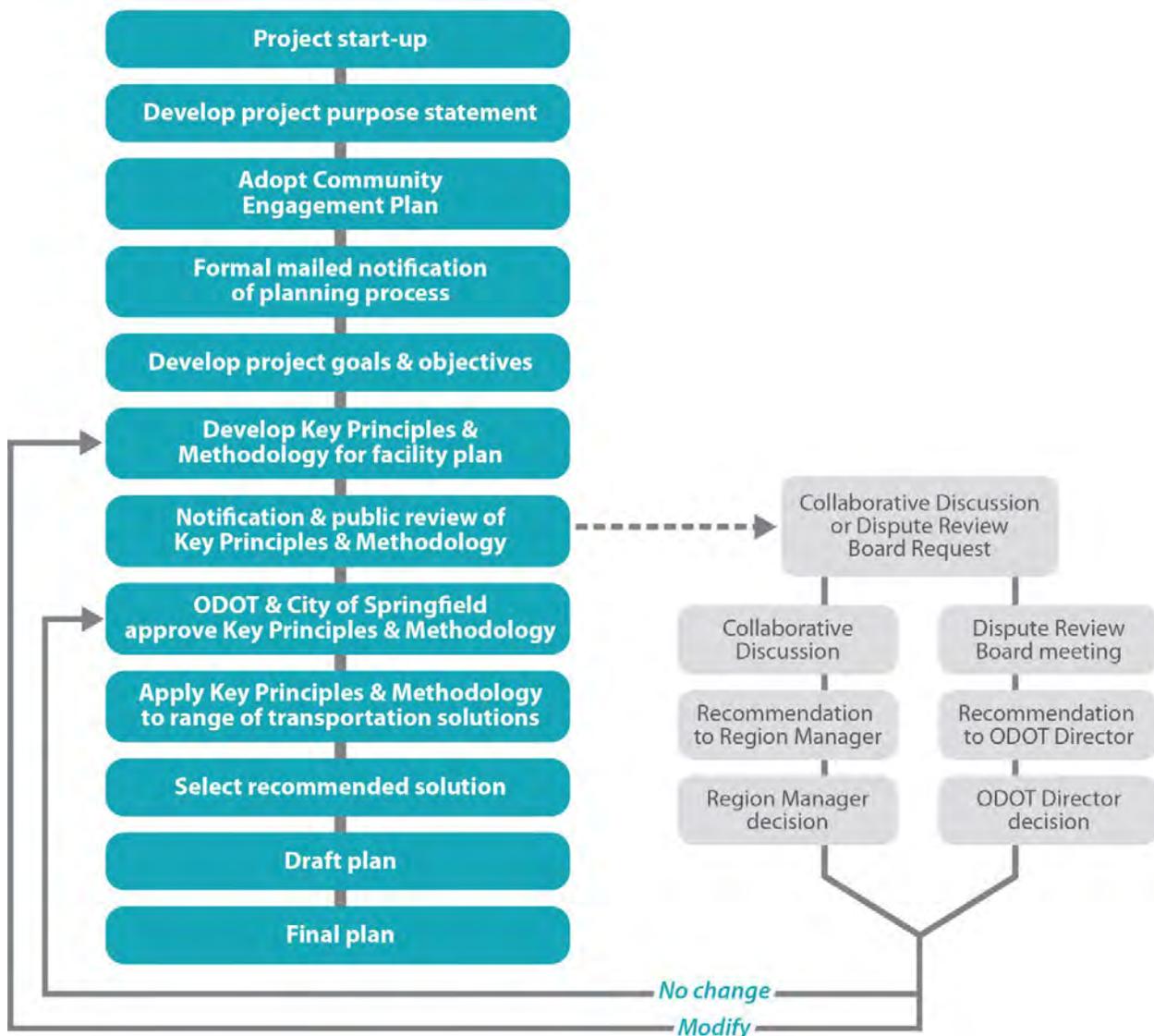




Methodology for the Main Street Safety Project; City of Springfield (City) and Oregon Department of Transportation (ODOT) responsibilities; and facilitate discussion and input from City and ODOT staff. The discussion paper was ultimately incorporated as Appendix C into the Community Engagement Plan for the project’s Planning Phase and adopted by the Planning Commission (acting in its capacity as Springfield’s Committee for Citizen Involvement) in September 2018.

Senate Bill 408 outlines a process for property owner and local government engagement in the development of the Key Principles and Methodology. This process, including notification and review timelines, is detailed in Appendix C. Figure 1 provides a step-by-step overview of this process.

**Figure 1: Process for Local Government and Public Review of Access Management Key Principles and Methodology for Facility Plan Development**





## Key Principles

Key Principles for access management are 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. They must support the overall facility plan goals and objectives and must include a focus on the economic development importance of highway access to abutting properties while recognizing the need to ensure transportation infrastructure improvement benefits are maintained throughout the life of the plan. The proposed Key Principles for the Main Street Facility Plan are shown in Table 1. For this project, the project goals (previously presented in Tech Memo #10) are proposed for use as the Key Principles to guide access decisions as they cover the required balance of community interests and acknowledge the importance of supporting the vitality of existing and future businesses in the corridor.

## Methodology

The Methodology for access management provides the ability to assess how the Key Principles are being applied to access decisions. Similar to the evaluation criteria described in Tech Memo #11 that assess how well solutions support the achievement of project goals, the Methodology provides criteria to assess whether decisions about property access to the state highway are consistent with the Key Principles. The proposed Methodology are shown in Table 1, along with the Key Principles that they support. It should be noted that while many of the methodology address multiple goals, each methodology needs to be listed only once.

**Table 1: Key Principles and Methodology for Access Management**

Key Principles (same as project Goals)	Methodology
<p><b>Safety –</b> Increase the safety of Main Street for all users</p>	<ul style="list-style-type: none"> <li>• Define the width of undefined accesses 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</li> <li>• Reduce the number of potential conflict points within the functional area<sup>1</sup> of public street intersections</li> <li>• Mitigate access configurations that require backing across the sidewalk onto the highway</li> <li>• Consider adequate sight distance for accesses, as well as ability to accommodate safe egress and safe and unobstructed ingress</li> <li>• Consider the relationship between accesses and historical crash records and mitigate accesses where it would resolve a recurring crash pattern</li> </ul>

<sup>1</sup> The functional area of an intersection is the area of the physical intersection plus the area upstream and downstream of the intersection that is needed for decision and maneuvering distance, plus any required vehicle storage length needs.



Key Principles (same as project Goals)	Methodology
<b>Business Community –</b> Support the viability of existing and future businesses	<ul style="list-style-type: none"> <li>• 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</li> <li>• Locate and design accesses to adequately serve the volume and type of traffic reasonably anticipated to enter and exit the property, based on existing and planned uses</li> <li>• Maintain the ability for businesses to receive freight/deliveries</li> <li>• Consider site circulation and parking affected by proposed access modifications and closures</li> </ul>
<b>Mobility –</b> Ensure people and goods travel efficiently and reliably through the corridor	<ul style="list-style-type: none"> <li>• Move in the direction of meeting ODOT’s adopted standards for spacing of accesses along Main Street</li> </ul>
<b>Transportation Choices –</b> Create a multimodal environment that connects people and destinations	<ul style="list-style-type: none"> <li>• Modify or relocate accesses as necessary to allow for the construction of ADA-compliant pedestrian facilities</li> <li>• Reconstruct or modify accesses as needed to provide continuous sidewalk along property frontages</li> </ul>
<b>Vital Community –</b> Support the vitality of the community and its vision for Main Street	<ul style="list-style-type: none"> <li>• No unique methodology identified. Methodology that would support the Vital Community Key Principle is already identified under other Key Principles that support Safety, Business Community, Mobility, and Transportation Choices.</li> </ul>
<b>Feasibility –</b> Develop a plan with a clear and achievable approach to implementation	<ul style="list-style-type: none"> <li>• Ensure that existing accesses are consistent with the properties’ access rights (both deeded access rights and permit status)</li> </ul>

## Applying Key Principles and Methodology on Main Street

The Key Principles and Methodology for access management on Main Street will be adopted as part of the Facility Plan. While they will help the public understand how individual access decisions will be made on Main Street at the time of project implementation, no specific access decisions are anticipated to be made until funding has been secured to advance the recommended solution to the engineering Design Phase. Therefore, the timelines for development of the Key Principles and Methodology and their implementation could be months or years apart.



In addition to the process for facility plans, Senate Bill 408 outlines a process for property owner and local government engagement once a project transitions to project delivery (i.e., engineering design and construction). The process that applies to project delivery is documented in Oregon Administrative Rule 734-051-5120. It is similar to the process for facility plans in that ODOT must notice affected property owners in writing in advance of finalizing the Methodology (assumed to be the same Methodology as in the facility plan, where a facility plan has been adopted). Property owners again have the option to request a review of the Methodology through a Collaborative Discussion or Dispute Review Board.

Once the Methodology has been finalized by the City and ODOT following the property owner review period during project delivery, the project team must review all decisions affecting property access to the highway within the project limits for consistency with the Key Principles and Methodology. Property owners will be notified of any decisions affecting their properties and will have the ability to appeal the decisions according to the access rights associated with each access and property.