



**Sherwood City Hall  
Planning Commission  
22560 SW Pine Street  
Sherwood, OR 97140**

**Planning Commission  
Work Session**

**September 10, 2013 at 6 PM**

**AGENDA**

1. Sherwood Transportation System Plan Update



# TRANSPORTATION SYSTEM PLANNING

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An Introduction for Citizen Advisory Committee  
Members and Decision Makers

Introduction to Transportation System Planning 

# THE UPDATE PROCESS

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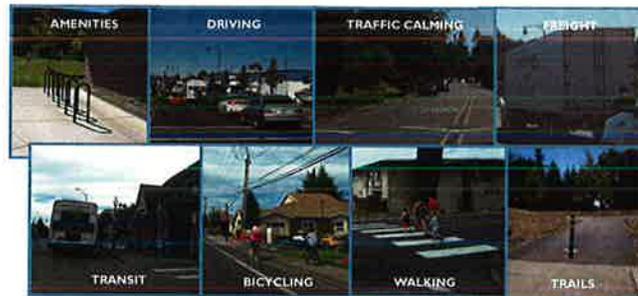
9-10-13  
Date  
1  
Agenda Item

PC  
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Exhibit #

3

## What is a TSP Update?

- What improvements are needed to serve growth to 2035?
- Which projects best reflect City Goals?
- How can we balance the needs of all travel modes into an equitable and efficient transportation system?



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## Why Adopt a TSP?

- Required by the **Transportation Planning Rule (TPR) OAR 660-012-0015**
- Serves as the transportation element of your comprehensive plan
- Provides long range direction for development of transportation facilities and services for all modes
- Ensures the planned systems are adequate to meet the needs of planned land uses
- Facilitates cost-effective use of public funds
- Demonstrates project need and readiness (grant pursuit)

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## What MUST a TSP Do?

- Provide public transportation services to meet basic needs
- Establish an efficient network of arterials / collectors
- Provide City roadway, sidewalk and bikeway standards (layout, spacing, and connectivity)
- Protect facilities and corridors for intended uses
- Finance program that is reasonably likely
- Compliance with Regional Plans
- Implementing code and ordinances

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## What SHOULD a TSP Do?

- Decisions consistent with community vision
- Support a variety of travel choices
- Serve all people in community
- Promote safe and secure travel
- Support local and state economy
- Minimize impacts to natural and built environment

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## Common TSP Elements



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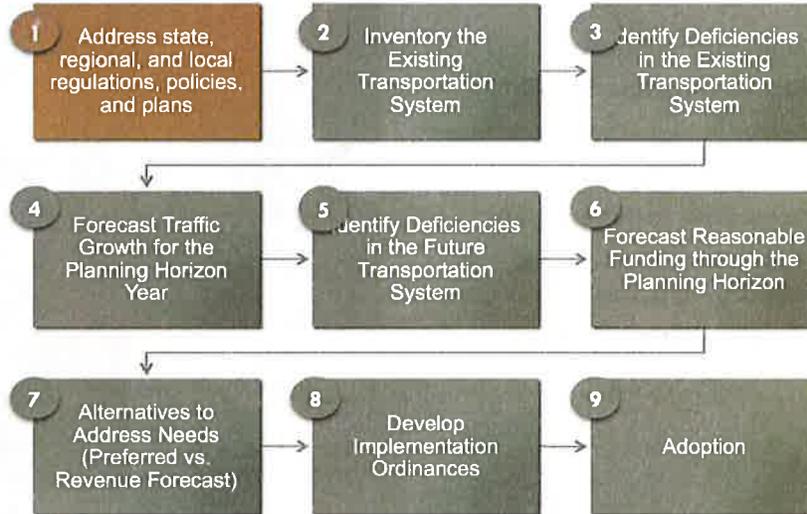
## Public Involvement Process

- **Citizen Advisory Committee Meetings (4)**
- **Open Houses (2)**
  - Held at City Hall, twice during the project process
- **Project Info on City Website**
  - Project documents and announcements
- **Planning Commission / City Council Work Sessions (2)**
- **Public Adoption Hearings**

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## TSP Update Technical Process



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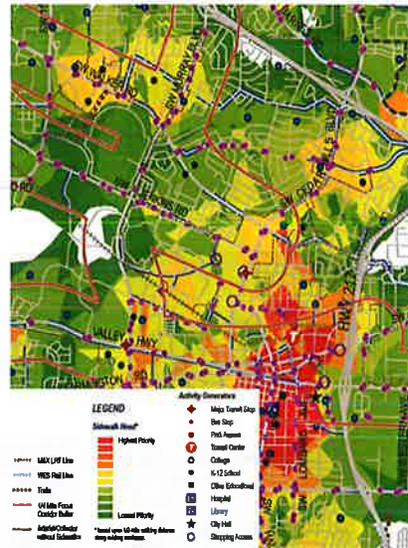
# TRANSPORTATION PLANNING BASICS

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## Pedestrians

- Sidewalks & Trails
- Out of Direction Travel
- Buffer in high-speed corridors
- Safe crossings
- Accessible facilities (ADA)
- Access to transit, parks, schools, shopping
- 1/2-mile primary radius



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## Bicycles

- Bike lanes = 5 to 6 feet
- Shoulder bikeways = 6 feet
- Separate facilities needed above 25 mph or 3,000 vehicles per day
- Provision of bike parking
- Well-defined, clean routes



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## Transit

- Make transit accessible
  - ¼-mile for walking
  - ½-mile for biking
- Identify key roadway crossings
- Accommodate stop locations

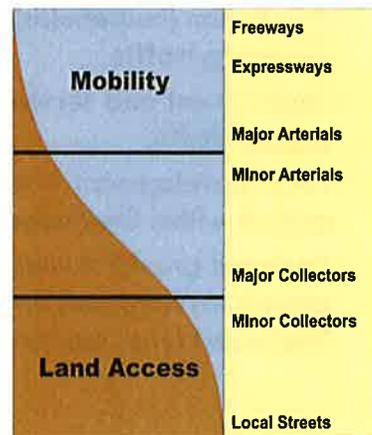


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## Roadway Functional Classes

- System protects mobility and accessibility
- Types of trips
  - Local (within neighborhoods/ areas)
  - Regional (to/from City)
  - Through (passing through)
- Amount and type of access
- Expected speed

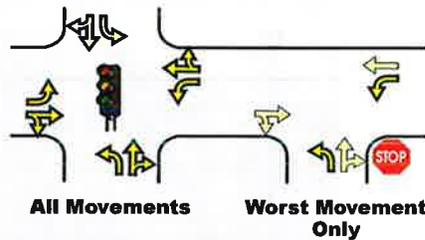


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## Measuring Mobility

- Commonly measured by:
  - Delay (level of service)
    - Example: "This intersection is operating at LOS C."
- Percent of capacity (v/c ratio)
  - Example: "This intersection is operating at a v/c ratio of 0.80."
  - ODOT Requirement – 30<sup>th</sup> Highest Hour Design Standard (consider alternate mobility standard)

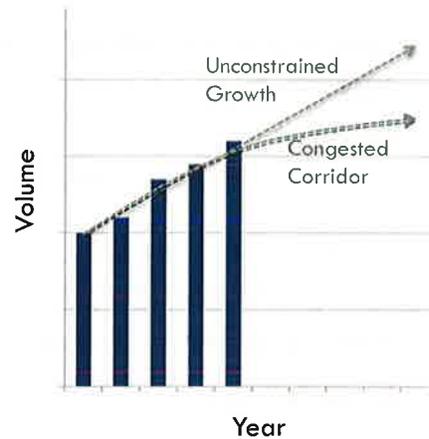


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## Forecasting Growth

- Population (households) generate traffic
- Employment and services attract traffic
- Local development = traffic growth within Sherwood
- Regional growth = traffic growth to/from and through Sherwood (e.g., tourism)

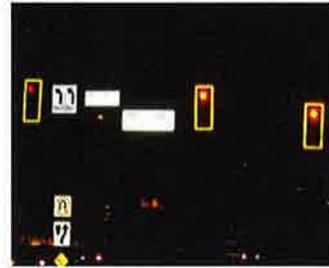


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## Safety

- Crash History
  - Frequency
  - Severity
- All Travel Types
  - Motor vehicle
  - Biking
  - Walking
- Sight Distance
- Geometric Deficiencies
- Systematic Improvements



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## Management Strategies

### Transportation Systems Management (TSM)

- Signal Timing
- Access Management
- Traffic Calming
- Connectivity
- Functional Classification System

### Transportation Demand Management (TDM)

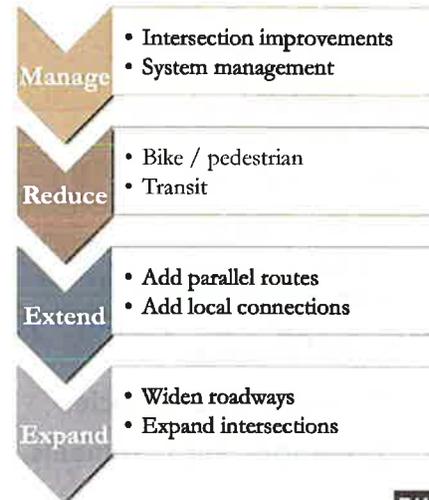
- Employee Shift Management
- Telecommuting
- Transit
- Walking and Biking Programs
- Carpooling

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## Solution Development Stages

- **Manage** congested locations
- **Reduce** driving demand at congested locations
- **Extend** streets
- **Expand** existing streets or intersections



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## Transportation Finances

### Common Funding Sources

- Gas Tax
- System Dev. Charges
- Development Exactions
- Street Utility Fees
- Grants

### Expenditures

- Operations
- Maintenance
- Capital Improvements

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## Metro RTFP Requirements

- Parking Management Policies
- Approach to Addressing Congestion Needs -Transportation System Management and Operations (TSMO)
- Performance Targets
  - Non-Single Occupant Vehicle (SOV) Trips
  - Safety Improvements
  - Freight Mobility
  - Arterial/Collector Grid Spacing
  - Mobility Targets



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## Implementing Development Code

- Codify the community vision
- Meet required state regulations
- Provide clear guidance for development
- Provide “teeth” for implementing transportation standards

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## BIG ISSUES FOR TSP UPDATE

What are your most important issues?

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## Potential Keys to Success for 2014 Sherwood TSP?

- Incorporate recent City, neighboring community, and corridor planning efforts into the City TSP
- Metro RTFP Compliance
- Planning for a complete multi-modal system (including trail corridors)
- Reasonable forecasts for the year 2035
- Reasonable Funding Plan
- Safety strategies for "hot spots" and system-level improvements
- Alternative mobility standards on State Highways?

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# **APPROVED MINUTES**

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**City of Sherwood, Oregon  
Planning Commission  
Work Session Meeting Minutes  
September 10, 2013**

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**Planning Commission Members Present:**

Chair Jean Simson  
Commissioner Michael Cary  
Commissioner John Clifford  
Commissioner Beth Cooke  
Commissioner Russell Griffin  
Commissioner Lisa Walker

**Staff Present:**

Brad Kilby, Planning Manager  
Bob Galati, City Engineer  
Mark Daniel, Police Captain  
Kirsten Allen, Planning Dept. Program Coordinator

**Planning Commission Members Absent:**

Vice Chair James Copfer

**Council Members Present:**

Mayor Bill Middleton  
Councilor Matt Langer

**Legal Counsel:**

None

Chair Simson called the meeting to order at 6:08 pm.

Brad Kilby, Planning Manager informed the Commission that (PA 12-04) VLDR PUD Text Amendment had been adopted by the City Council and reminded them of the upcoming seminars available for Planning Commissioner training.

Mayor Middleton said the city would begin work on some clean up and additions for a City Charter update for the election in June 2014 and one member from each of the City commissions, typically the chair, would be on the committee. Mayor Middleton invited the Planning Commissioners to the Town Center Council work session on September 17, 2013 at 6pm.

**1. Sherwood Transportation System Plan Update**

City Engineer Bob Galati explained that the City had received a Transportation Growth Management grant for the Transportation System Plan (TSP) update. He said it would not be a full “remodel” of the plan, but a focused update of certain portions and would include amendments to the plan since the last TSP was adopted. Bob said the City is looking for ten citizens to join the Citizen’s Advisory Committee. For more information go to the City website and look for the project page on the [Transportation System Plan Citizen Advisory Committee](#) .

Bob introduced Chris Maciejewski from DKS Associates and turned the time over to him.

Mr. Maciejewski gave a presentation regarding Transportation System Planning (see record, Exhibit 1) and introduced Darci Rudzinski of Angelo Planning Group who will be supporting

the process with code review and implementation. Discussion followed including public outreach, congestion, the Capacity Allocation Program (CAP) with staff being directed to do the following:

- Provide examples of jurisdictions that measure traffic in end to end time
- Provide level of service definitions
- Make the reasonable funding plan amount available to the Commission based on past projects

Chair Simson adjourned the meeting at 8:01 pm.

Submitted by:

Kirsten Allen

Kirsten Allen  
Planning Department Program Coordinator

Approval Date: October 8, 2013