

Date: June 28, 2023

To: Dan Fleishman, Planning Director

From: Keith Whisenhunt, PE

Project No.: 21021

Project Name: Santiam Ice Company Facility

This memorandum provides a brief scoping outline for the proposed Santiam Ice Co. office building and storage buildings located at 1319 W Washington Street in Stayton, Oregon.

### PROJECT DESCRIPTION

The property is located next to the exempted rail spur line crossing near Gate B into the Norpac mill site, as shown in Figure 1.



Figure 1. Site Vicinity Map.

The proposed development plan for the property includes two separate structures (one office building and one storage building), a loading dock between the two buildings, and surface parking. The office building is two stories tall with storage on the second floor. The footprint is 600-sf and it will be used for the administrative and management functions. A separate 2,400

square-foot storage building will be used to store ice products for distribution. No retail sales is proposed for the site.

Figure 2 illustrates the proposed site layout.

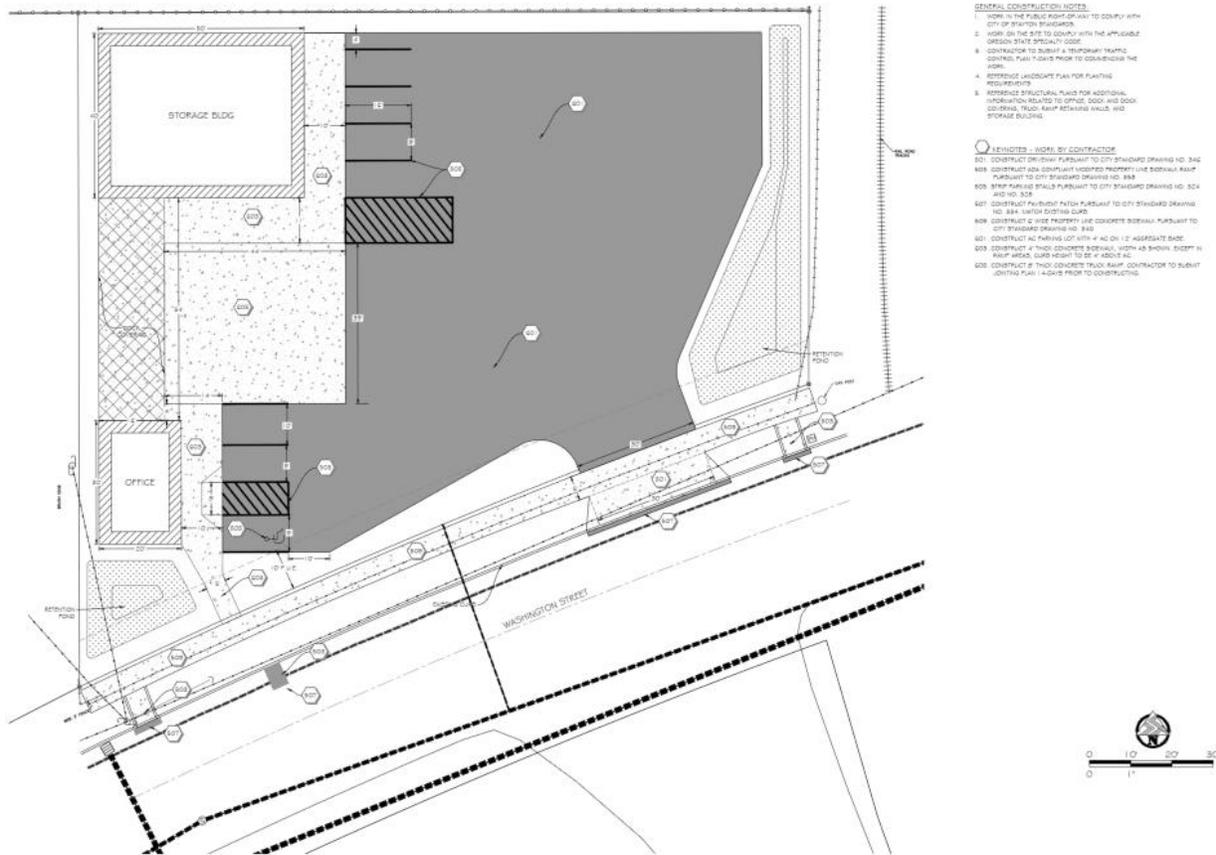


Figure 2. Preliminary Site Plan.

## TRIP GENERATION ESTIMATES

Trip generation estimates were prepared using ITE's standard reference Trip Generation, 9th Edition. The site was classified as a combination of Corporate Headquarters Building (ITE Land Use 714) and Warehousing (ITE Land Use 150) to reflect the two separate site components. A description of each of these land use classifications is provided below.

- Warehousing (ITE 150): A warehouse is primarily devoted to the storage of materials, but it may also include office and maintenance areas.
- Corporate Headquarters Building (ITE 714): A corporate headquarters building houses the corporate headquarters of a company or organization, which generally consists of offices, meeting rooms, space for file storage and data processing, and other service functions.

Trip generation estimates are presented in Table 1.

**Table 1. Trip Generation Estimates, ITE 9<sup>th</sup> Edition**

ITE Land Use	ITE Code	Size (SF)	Weekday Daily Trips	Weekday PM Peak Hour		
				Total	In	Out
Corporate Headquarters	714	600-SF	5	1	0	1
Warehousing	150	2,400-SF	9	1	0	1
<b>Total Trips</b>			<b>11</b>	<b>2</b>	<b>0</b>	<b>2</b>

City of Stayton Development Code 17.26.050 presents the requirements for transportation studies. This section states that a formal Transportation Impact Analysis may be required for developments that produce more than 250 weekday daily trips, or that generate more than 25 peak hour trips. As shown in Table 1, the scale of this site is well below these thresholds.

In addition, the City may also require a traffic study if an access spacing exception is required and the development generates more than 100 weekday daily trips (or 10 peak hour trips). Even this lower threshold is not met. Accordingly, only the City’s lesser Transportation Assessment Letter should be required. This letter should provide trip generation data to the City, review the site access safety and operations, and document the adequacy of intersection sight distance. Each of these items is presented herein.

### ACCESS SPACING

The proposed site will contain a single access from W Washington Street. The City of Stayton classifies this street as a Minor Arterial. This classification of facility requires a right-of-way width that ranges between 60- and 100-feet, with on-street bicycle lanes and property-tight sidewalks. The City’s access spacing standards include 300-feet between driveways and streets, and 600 feet between public street intersections.

This access will be located in direct alignment with the driveway on the south side of the road into the Norpac facility, as shown in Figure 1. The center of this access is spaced 60-feet from the centerline of the spur lines toward the east and 160-feet from the gated residential access to its west. Similar to surrounding development patterns throughout this corridor, the City’s access spacing dimensions are not met.

The proposed access is provided in the most appropriate location for this site; a connection west to share with the gated private residence would not be appropriate, and a new connection east across the rail spur line would not be recommended. With the requirement to access W Washington Street the location of the driveway in direct alignment with the access to the south provides the only logical placement of this access.

With a secured facility it is not recommended that shared access easements be provided. The site layout will include new sidewalks, a concrete driveway apron, and with about 36-feet of existing pavement width the current streetscape could support future bicycle lanes as identified within the City’s standard cross-section design.

## INTERSECTION SIGHT DISTANCE

The City of Stayton typically applies the minimum recommended sight distance criteria based on the standard reference A Policy on Geometric Design of Highways and Streets, 7th Edition published by the American Association of State Highway and Transportation Officials (AASHTO) in 2018 (commonly referred to as the Green Book). This reference provides the recommended sight distances as measured from a height of 3.5 feet 14.5 feet from the edge of travel way at the access point serving the proposed development and is based on the speed of the roadway. The AASHTO reference is based on conflicts between motorists traveling along the roadway and motorists completing movements at the intersection. With a posted speed of 35 miles per hour the minimum recommended dimensions are shown below in Figure 3.

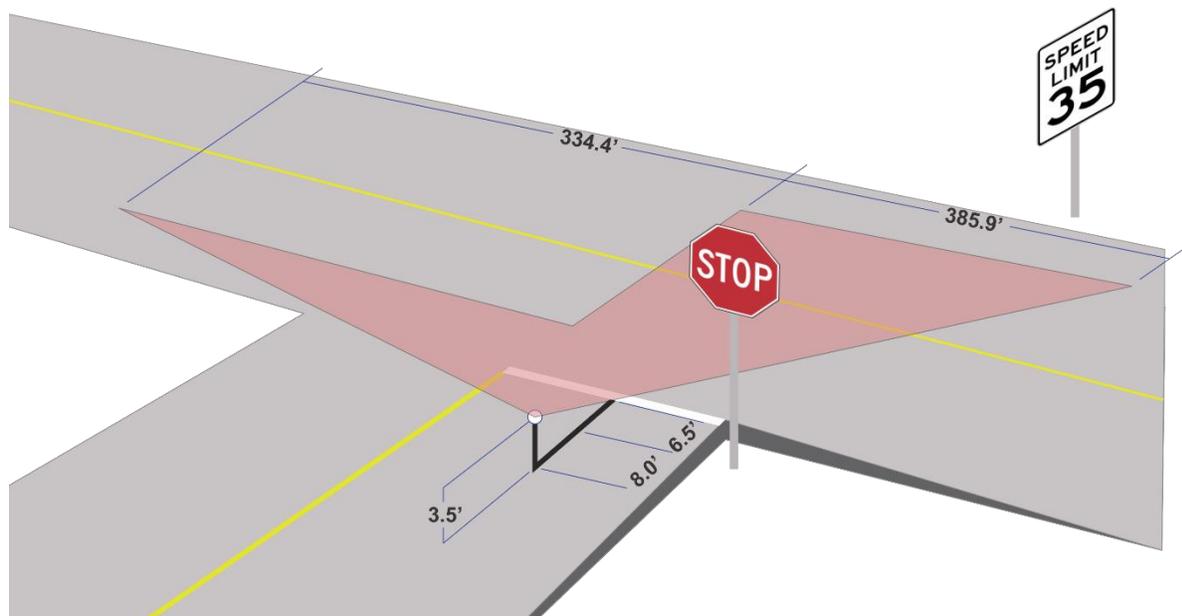


Figure 3. Minimum recommended intersection sight distance dimensions.

Field review at the site was conducted in early October 2021. This showed that with the site located along the outside of the horizontal curve clear sight lines are available in both directions in excess of 500 feet, exceeding these minimum recommendations.

## INTERSECTION CRASH HISTORY

Crash records were obtained from the ODOT crash database between January 2015 and December 2019, which is the most recent five-year dataset currently available. Crashes required for reporting include those involving any level of personal injury or property damage exceeding \$1,500 (increased to \$2,500 in 2018). There were no reported crashes near the study area within this five-year time-period, and no deficiencies identified as part of the field review.

## FINDINGS AND RECOMMENDATIONS

I trust that this memorandum provides the City of Stayton with the required information to process the Transportation Assessment Letter for the Santiam Ice Company facility. As

summarized herein, the scale of the site does not warrant additional analysis, and while the access does not meet the City's spacing requirements there are no suitable access alternatives available.

It is recommended that as part of site development the frontage be brought up to current City standards, the new driveway be designed with a concrete curb apron, and that clear sight lines be maintained at the new access. Any new landscaping, above-ground utilities, or signage should be carefully located outside of the sight triangles to maintain clear views to oncoming motorists (and pedestrians and cyclists). Finally, the project should provide the City with Transportation SDC fees to help fund regional transportation improvement needs.

Thank you for the opportunity to provide these materials, please let me know if you have any questions at (503) 364-4004 or via email at [keithw@pdgnw.com](mailto:keithw@pdgnw.com).



Expires: June 30, 2024