TRAFFIC SAFETY COMMITTEE MEETING PACKET

FOR

Thursday, September 24, 2020
6 p.m.

Meeting held virtually through Teams.

AGENDA

Traffic Safety Committee	
Date & Time:	Thursday - September 24, 2020 6:00 pm
Location:	Pursuant to Executive Order 20-16, this meeting will be conducted electronically and will be live streamed at https://www.youtube.com/user/CityofSherwood

Attendees

T.S.C. Members:	**City Staff:**
Jason Wuertz-Chair	Jeff Groth-Police Chief
Patti Spreen-Vice Chair	Angie Hass-Executive Assistant
Tony Bevel	Bob Galati-City Engineer
Ruthanne Rusnak	Jon Carlson-Police Captain
Mike Smith	Julia Hajduk-Community Development Director
Chris West	
Tiffany Yandt	

Agenda

1. Call to Order (Chair)
2. Roll Call (Staff)
3. Approval of Minutes (Chair)
4. Business (Chair)
   a. Traffic Safety signs
   b. Issues/complaints
      i. Review tracking sheet
      ii. Pending-20-001 stop sign Whitney & Denali (Sherwood View Estates)
      iii. Pending-20-005 stop sign(s) Wildlife Haven & Park / Villa
      iv. New-20-006 crosswalk at 1st & Ash (Old Town)
5. Citizen Comment (Chair/Staff)

   Pursuant to Executive Order 20-16, citizen comments must be submitted in writing to hassa@Sherwoodoregon.gov. To be included in the record for this meeting, the email must clearly state that it is intended as a citizen comment for this meeting and must be received at least 24 hours in advance of the scheduled meeting time. Per Council Rules Ch. 2 Section (V)(D)(5), Citizen Comments, "Speakers shall identify themselves by their names and by their city of residence." Anonymous comments will not be accepted into the meeting record.

6. Adjourn (Chair)

TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE

CITY OF SHERWOOD

Date Rec'd	Project #	Brief Description of Request	Status
1/1/2020	20-001	Sherwood View Estates / Stop &/or Speed Limit Signs	Traffic and speed study to be conducted and reviewed by committee.
2/4/2020	20-002	SW Sunset & SW Cinnamon Hill Pl-Drivers not stopping for pedestrians. Drivers go too fast through area.	Closed. Crosswalk currently going in at nearby location (Sunset & Pine)
4/22/2020	20-003	Flashing crosswalk sign at Sunset and Timbrel	Additional data to be collected. Asking the Woodhaven HOA if issue exists even when school is not in session.
8/20/2020	20-004	Request for two additional stop signs at Villa, Wildlife Haven & Railroad	SPD to gather data.
8/25/2020	20-005	Requesting No Parking signs on both sides of Haide Rd (new high school)	Closed. Issue does not exist at this time. Will revisit if it becomes an issue.
9/2/2020	20-006	Crosswalk @ 1st & Ash by traffic circle needs signage & appropriate paint on roadway.	*New! To be reviewed at September meeting.*

Meeting Minutes
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Traffic Safety Committee	
Date & Time:	August 27, 2020 - 6:00 pm
Location:	Meeting held virtually through Teams.

T.S.C. Members:	**City Staff:**
Jason Wuertz-Chair	Jeff Groth-Police Chief
Patti Spreen-Vice Chair	Angie Hass-Executive Assistant
Tony Bevel	Bob Galati-City Engineer
Ruthanne Rusnak	Julia Hajduk-Community Development Director
Mike Smith	
Chris West	
Tiffany Yandt	

This meeting was live-streamed (and recorded) through the City of Sherwood's YouTube channel. The video is available for viewing: https://www.youtube.com/watch?v=hch2AeWUm4E

1. **Call to Order**
   Chair Wuertz called the meeting to order at 6 p.m.

2. **Roll Call**

   Committee Members Present: Chair Jason Wuertz, Tony Bevel, Ruthanne Rusnak, Mike Smith, Chris West and Tiffany Yandt

   Committee Members Absent: Vice Chair Patti Spreen

3. **Approval of Minutes**
   Mr. West moved that the July meeting minutes be approved and Mr. Smith seconded the motion. Hearing no motions for changes or corrections, the July meeting minutes were approved as written by all present committee members.

4. **Business**
   a. **Sign Update**
      Chief Groth showed the committee members one of the completed traffic safety yard signs. He thought they turned out well and that the committee did a great job coming up with the design. He let everyone know that the signs are ready to be distributed and will be available for pick up at the Police Department. Probably the best way to get the signs out there, is for the committee members to pick them up and distribute them out to

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neighbors and friends. The goal is to get them throughout the City and not just at every house in a single block. The PD can advertise and let residents know that they are available. The PD can put a post out on NextDoor and Facebook. He felt that they would probably get some good responses. The committee members thought that sounded good.

Ms. Hajduk reminded everyone of the City's temporary sign requirements and asked that when the signs are being handed out, to encourage folks to put on their own property and not all over the right of way. The Chief said that was a great reminder and that the signs are really going to be best in people's yards. If they do get put in right of ways, they will get snatched up and cycled through and then redistributed.

Mr. Bevel suggested that they might want to give some of the signs to the library staff to give out to citizens coming through. Ms. Hajduk added that the library isn't open, but they are available for pickups and drop offs during specific times and days.

b. Develop list of recommended traffic calming measures for council consideration

The Chief explained that one of the things that the Council is looking for, is to have some guidance and recommendation from the Traffic Safety Committee on what kinds of traffic calming measures should be approved for the City, or that can be expected to be utilized in the City, as options. This will help them to take a policy position. He stated that probably 95% of the different options that have been discussed, are going to be wholly acceptable for the City. He feels that there's probably, at least one, that isn't going to be acceptable, based on information that they've reviewed and reasons that have been discussed. One mentioned is speed bumps, which the Fire Department would have difficulty approving. He would also have difficulty approving them, as he's not a fan of those particular measures. He didn't know if there was anything else on the list that would, generally, not be recommended given the appropriate location, circumstances and roadway design, etc. Once the committee comes up with a list, he would like to present it to the City Council in a resolution. He stated that Mr. Galati would be very helpful in putting together some language to help get this done.

Mr. Galati added that with the various options available, speed bumps really were the only ones that they would want to avoid at all costs, no matter what. Speed humps and speed tables are synonymous with each other, depending on the situation and really the speed cushion is the best alternative. He stated that he didn't have any problems with any of the other speed control measures that are in the ITE Manual. He just doesn't approve of a speed bump. Ms. Hajduk didn't have anything else to add to that.

Mr. Bevel is still in favor of having speed cushions in the City.

The Chief wanted to clarify that Ms. Hajduk, Mr. Galati and himself, all agree with that. TVF&R agrees with that as well. They have no problems with speed cushions, speed

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tables or speed humps. The semantics are very important and it's unfortunate that it's so confusing, but they can support all of those, given the right location, the right scenario and the right circumstances. The only one that they're suggesting is not a good one is, specifically, the speed bumps. Which is a great definition because that is exactly what they are, just a bump in the roadway. It's too easy to accelerate and to glide over those. They're just not effective and they're hard on emergency resource equipment.

Mr. Smith asked if the resolution to the City Council would include definitions, so they would know what they're saying when they say no speed bumps, but speed cushions are okay. The Chief replied that they would include definitions, but didn't know if they would spell it out in the body of the resolution or if they would just have an attachment to the resolution. They will try to keep it as simple as possible. They also may not need to call everything out. They may just put "refer to the manual".

Mr. Galati added that the Engineering Manual, has verbiage to the effect that, "Everything in this manual is accepted. Everything that is not listed in this manual is not accepted." He went on to explain how that would offer some clarification. They could list the different types of acceptable traffic calming measures in an appendix of the manual and if it's not in the appendix and it's not listed or shown there, then it's just not usable, by definition.

Mr. Smith shared his concerns with that as it seems very limiting, in terms of if somebody comes up with some new and exciting different thing that no-one had thought of yet and it's not in the manual. Mr. Galati added that the manual can be updated, just like the Engineering Design Manual, which is a living document based on technology and can be amended.

The Chief stated that this is not a one and done project. As the Traffic Safety Committee continues on and new information and technology becomes available, they can very easily adapt to that. Resolutions are easy to update. That is why he thinks a resolution is probably the best option as opposed to municipal code. Mr. Smith was good with that clarification.

Mr. West referred to his binder and thought that using the names listed on the ITE Fact Sheets made a lot of sense. Although the Council is looking for traffic calming measures and these are engineered solutions, he thinks that signage, enforcement, speed trailers and the other things mentioned are also measures that they should include in the resolution. The Chief stated that would be easy enough to do. Mr. Smith agreed.

The Chief asked the committee if they'd like to see the resolution before it is put together, or are they okay with just trusting staff to put something together. Ms. Rusnak would like to see it, but it depends on how much delay that would end up causing. The Chief stated that it would extend it, at least a month. He added that part of the issue is this is all new

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to Council. He felt that the best direction, at this point, is for them to work through with staff, the City Manager and Attorney, what might be the best approach. They haven't had a chance to discuss this as staff yet. If the committee is comfortable with staff just getting it done, based on the committee's input and feedback, that would be good. However, that is ultimately the committee's decision.

Mr. West moved that staff, relying on the May 18th traffic calming fact sheets from ITE, prepare a list, that also includes the other items that are not engineering related, as a working document, deal with the City Attorney and Manager. Mr. Bevel wanted to add, for review of the Traffic Safety Committee. Mr. West agreed.

The Chief asked for clarification and confirmation that the committee wanted to review the resolution before it is presented to the City Council. Mr. West and Mr. Bevel both stated that was correct.

Chair Wuertz asked the Chief what the goal of the resolution is and what the Council is hoping to do with it. The Chief said that was a good question and went on to explain that, up to this point, there has not been any formal adoption of any policy or program to deal with these kinds of requests and it's caused a lot of heartache for staff. These requests come in and people ask for certain things and there's really no mechanism to say, "yes, we're going to do it, or no we're not going to do it." As a part of the Council's goal to establish a Traffic Calming Program, they wanted to establish this Traffic Safety Committee to manage and oversee the Traffic Calming Program. A key part of that is, there needs to be some criteria that the Traffic Safety Committee and, ultimately, the Council, has agreed to that says, these are the kinds of things that we're going to do. This is going to set the rules for the committee moving forward. That will, in fact, streamline the process. The Chief went on to provide some possible scenarios. The resolution will help to establish the parameters so that the committee can move forward effectively and then the only issue may be a budgetary issue. He went on to add that this is a big piece that's been missing. Mr. Galati and he have had multiple conversations about the lack of clarity, policy and direction and wondered how to move on with some of the requests they've received. Having a resolution will just help to clean up the entire process.

After Chair Wuertz received confirmation from the committee that they were okay with delaying the resolution being presented to the City Council so they could review and approve first, Mr. West repeated his motion. Mr. Smith seconded the motion. All committee members were in favor. Mr. Smith then asked the Chief if the City Council had an expectation of when they would receive the resolution. The Chief replied that they did not. They are just excited to have the committee up and rolling. He added that the Council will be thrilled with the traffic safety signs as well.

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c. Pending Issues / Complaints

The Chief announced that they had received five completed request forms, to date. He let the committee members know that staff will continue to e-mail the requests out to them, prior to the monthly meetings, so that they have an opportunity to visit the areas where the issues are being reported, in advance. In addition to the requests being sent to them that week, he had also sent out Captain Carlson's PD Patrol Assessment for the different requests being reviewed that evening. He asked the committee members to keep in mind that with any one of the different requests, they can offer an immediate approval or request for more data, such as a traffic or speed count, or engineering analysis, etc. One of the requests that they would be reviewing that evening, had already had an engineering analysis completed by Mr. Galati.

Request# 20-001: Sherwood View Estates. Request for speed limit and stops signs and possibly speed bumps. Since SW Denali was punched through from Murdock to Whitney, there has been a problem with people not stopping and speeding through the neighborhood. There are currently no stop or speed limit signs or speed bumps.

For entire discussion, check out the City of Sherwood YouTube video recording of this meeting. The conversation for this specific request, begins at the 29:00 minute mark of the recording.

The Chief stated that there had already been at least two focused patrols conducted and the speed trailer had been assigned in this area within the last year. Based on the data from the speed trailer, there was not a speeding problem. He added that SW Denali used to be a little cul-de-sac, but with new development, it has been punched through.

Mr. Galati elaborated a bit more on the street locations and stated that the roads are not steep and there are no visual impairments. He said that people should be stopping, even without a stop sign, at T intersections. He added that there are T intersections all over the City. He went on to explain the purpose of stop signs and how they are to help control driving patterns on larger roads. In this particular instance, there isn't a very large neighborhood servicing that roadway. Technically, he didn't see a need for a stop sign. He suggested that they might want to put in a request for traffic counts. To expend that type of money on traffic signs, it would be good to know how many cars are utilizing that intersection and how many are actually doing so without stopping. Stop signs are not to be put in to control speeding. He asked the committee members to keep that as a philosophy to live by. The stop sign is to be used to control how people enter the intersection. He said it is an important thing to think about.

Chair Wuertz was curious what Mr. Galati's thoughts were on installing stop signs throughout the City without doing a warrant analysis and what his comfort level was with that. Mr. Galati replied that, generally speaking, when they develop subdivisions, they look at everything and the signage is established when the subdivision goes in. It goes in

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as part of a sign review when they put in subdivisions. Typically, interior to subdivisions, residential to residential intersections don't get stop signs. Only when they have a pedestrian crossing, a marked sidewalk or crosswalk, then they will absolutely put in a stop sign to basically prevent people from just blowing through pedestrian crossings that are marked. In this particular request, they would have to check to see if the traffic count shows that there is a significant number of people who are going through the intersections without stopping. Then it might warrant a stop sign, based on that, but not on speed. A traffic sign will not prevent people from speeding.

After much discussion, it was decided that the committee will take a look at this request again, after the PD and the Engineering Department (Mr. Galati), conduct a speed and vehicle count over a 2-3 day period. The results will be shared with committee members at the September 24th meeting.

The Chief let the committee members know that in the future with these requests, staff will try to have some initial data to share with them, pertaining to the specific requests. It may not always be possible, but that will be what they shoot for. They will be prepared to offer as close to expert input as possible, as the different requests are discussed. Staff will not make the decision for them, however, as that is why the Traffic Safety Committee was created.

Request# 20-002: Crestwood Heights - SW Sunset & SW Cinnamon Hills Place. Request for a pedestrian crossing installation.

For entire discussion, check out the City of Sherwood YouTube video recording of this meeting. The conversation for this specific request, begins at the 58:00 minute mark of the recording.

The Chief provided some details regarding request #20-002. The requestor states that crossing SW Sunset at SW Cinnamon Hills Pl in order to get to Cinnamon Hills Park is a safety concern. The requestor is asking for a pedestrian crossing installation. The City has conducted two speed surveys at that location. Out of 27,000 vehicles registering speeds, only 27 of those vehicles were travelling more than 10 mph above the speed limit. The average speed was 37 in a posted 35 mph zone. He added that there was also a concern for visibility.

Mr. Galati had already done an analysis on this request and copies had been provided to the committee members prior to the meeting. Mr. Galati shared that when this initial request had come in and subsequently the analysis completed, the City had not at that point in time, contemplated a capital improvement project that they are currently working on. A pedestrian improvement is currently being constructed on SW Sunset at SW Pine Street. He stated that the distance between SW Cinnamon Hills and SW Pine Street is 524 feet. Mr. Galati added that because of the steepness of the road at SW Cinnamon

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Hills Place, the visibility is poor and explained how much work would have to be done to the road, sidewalks, etc., in order to put a pedestrian crossing in at that specific point. The Chief asked when the project at SW Pine and SW Sunset was due to be completed. Ms. Hajduk replied that it should be completed within the next several weeks.

Based on the information provided at that evening's meeting, the decision was made to deny the request for a pedestrian crossing at Cinnamon Hills Place on SW Sunset, in light of the current project being completed at SW Pine and SW Sunset.

Chair Wuertz made a point to thank the individuals, who may be listening to the YouTube live streaming of the meeting, for presenting these issues for them to discuss. Just because a request may be denied, doesn't mean that it wasn't a valid concern and worthy of discussion. Maybe at some point in the future, it will be worth revisiting.

Request# 20-003: SW Sunset & SW Timbrel. Request for a flashing crosswalk sign. Although there is a crosswalk, drivers don't always slow down for pedestrians and with the hill, there are concerns that pedestrians may not always be seen.

For entire discussion, check out the City of Sherwood YouTube video recording of this meeting. The conversation for this specific request, begins at the 1:19 minute mark of the recording.

Mr. West stated that he believed there are crossing guards at that location, when school is in session. Ms. Yandt replied that there are crossing guards, but she has heard reports from Middleton Elementary School parents, that sometimes people don't stop, even for the crossing guards.

The Chief shared that focused patrols had been conducted at that intersection, earlier that year. During that time, the Officers did not observe traffic violations. He did add that as Officers do their patrols in marked vehicles, people might be more inclined to be on their best behavior.

He stated that although they had received the formal complaint that the committee was reviewing that evening, the City/PD has received numerous complaints for that specific section on SW Sunset. It's fairly close to where people are turning off and on from HWY 99, there is Woodhaven traffic and that is a tricky little area of SW Sunset. Conversation ensued.

Mr. Galati mentioned that there is a capital improvement project listed for that area in the 20 year CIP. According to their Transportation System Plan, that whole intersection will be replaced with a mini roundabout. With the High School project and the Brookman subdivision projects, money is being set aside for fees towards that capital improvement project. He was not sure what the timing was for that project, but it might change because

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they have dedicated fees to it now. He would hate to put something in now that is just going to be torn out in five years. He added that the system put in at Langer's was an $80,000 system with $15,000 engineering fees associated with it.

He went on to explain that for the type of system being requested at SW Sunset and SW Timbrel, traffic counts would need to be conducted and it would have to meet warrants. They would have to look at it with a very close eye as it would be somewhat expensive. He would need to expend some money up front even to do the analysis as he would have to get a Transportation Engineer to look at it. Mr. Bevel stated that any traffic counts conducted at this point in time would be a moot point. When the new high school is opened, traffic is going to be different. Mr. Galati agreed and stated that any traffic counts conducted at this time are going to be worthless. He shared that other counts that they are conducting right now are skewed, because of COVID. They are finding the counts to be 10% lower than prior to COVID.

Mr. West suggested that they recognize that there is a concern at SW Timbrel and SW Sunset, but they will defer making a decision depending on additional data and see how the traffic flows once the new high school is populated. Mr. Galati thought that was a good alternative.

Mr. Galati explained how the data is collected and stated that the cost would be around $2,500. They would just need to get approval prior to scheduling. Ms. Hajduk suggested that they figure out costs before the committee takes the next step forward. She said they could provide a more accurate figure at the next meeting.

After more conversation, a decision was made to reach out to the City staff representing the Woodhaven HOA. The Traffic Safety Committee would like to know if the HOA has concerns about that crossing, even when schools are not in session. Based on their reply, the Traffic Safety Committee will then decide whether or not to conduct traffic, pedestrian and speed counts at this time, or wait until school is back in session.

Request# 20-004: Additional stop signs requested at the intersection of SW Park, SW Villa, SW Railroad and SW Wildlife Haven.

For entire discussion, check out the City of Sherwood YouTube video recording of this meeting. The conversation for this specific request, begins at the 1:47 minute mark of the recording.

The Chief read the request aloud, which stated that there are currently two stop signs at that intersection. It is a dangerous corner and two more stops signs are being requested due to the fact that visibility is not good. The Chief shared that because this request had just come in, they did not have any additional information or data to share with the

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committee. Chair Wuertz suggested that, because there' a lot of complicated stuff going on there between pedestrians and cars, it deserves a little bit of thought.

It was decided that data will be collected and reported back to the committee before a decision can be made. Request #20-004 will remain open.

Request# 20-005: Request for No Parking signs on both sides of SW Haide Road.

For entire discussion, check out the City of Sherwood YouTube video recording of this meeting. The conversation for this specific request, begins at the 1:51 minute mark of the recording.

The Chief read a bit of the request for No Parking signs, which cited concerns about people parking on both sides of SW Haide Road during school events (at the new high school). This would help ensure that those who live on SW Haide Road would have clear access and emergency vehicles can get through, if necessary.

Mr. Galati began with explaining the construction of SW Haide Road, stating that the design is a residential road that fronts the new high school. It is laid out with two travel lanes and a center turn lane. There is no parking aisle or bicycle lane in the street. It is basically curb line with fog striping. He shared a conversation he'd had with Captain Carlson stating that SW Haide Road wasn't outfitted with No Parking signs as there was no ability to actually park on the road without impeding the travel lane. He went on to explain in greater detail how parking on that street would be a safety issue, as drivers would be parking in a travel lane, etc.

Chair Wuertz shared his opinion that with all of the parking at the new high school (one of the biggest in the state), he found it difficult to believe that there would be a shortage of parking spaces. He also didn't think that SW Haide Road was the closest in proximity to the high school, if overflow parking was needed.

The Chief shared that, specific to No Parking signs over any extended area, they have to be installed according to the manual on traffic control devices which will call for the spacing. They wouldn't have the luxury of just putting up three or four signs. The total cost could be in the thousands.

The Chief agreed with some of the committee members that even with the ample parking at the high school, people will want to park along that street, once the high school football games get going. Additionally, PD staff will most likely be attending the football games, helping to ensure that it is a safe environment, so not available so much for monitoring parking violations. That being said, if folks do park in a no parking zone and end up getting

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cited or towed, that will be one way for them to learn not to park there at future events. Mr. Galati added that per a quick calculation, the approximate cost for signs along SW Haide Road could easily be close to $7,200.

After some discussion, it was decided to deny the No Parking sign request, as the signs aren't warranted at this time (not currently an issue). This can be looked at, once again, down the road, if they become warranted. It needs to be noted that one committee member was in favor of proceeding with putting No Parking signs up prior to there being an issue.

The Chief assured the committee that whenever the first home football game will be, the PD will be attending in mass and will be addressing numerous issues, not the least of which will be parking. He wanted them all to know that would be happening, no matter what.

5. Citizen Comment

N/A

6. Adjourn

With nothing further to discuss, the meeting was adjourned at 8:10 p.m.

The next meeting is scheduled for September 24th at 6 p.m.

Approval of Minutes:

_____ _____

Chair Jason Wuertz Date

Attest:

_____ _____

Angie Hass Date

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Sherwood Police Department
20495 SW Borchers Drive
Sherwood, OR 97140
Ph: 503-625-5523 ◆ Fax: 503-925-7159

20-001

Traffic Safety Complaint/Request Form

In accordance with the City of Sherwood's Municipal Code, citizens interested in requesting any action regarding traffic safety shall complete and submit this form to the Sherwood Traffic Safety Committee for review and consideration. Upon receipt of a completed form, city staff will review the proposed request and forward it to the committee for formal review. Contact with the applicants regarding the request will be included in the review process.

Completed forms shall be submitted to:

Sherwood Traffic Safety Committee
c/o Sherwood Police Department
20495 SW Borchers Drive ■ Sherwood, OR 97140
policeinformation@sherwoodoregon.gov

Feel free to attach additional sheets containing pictures, maps, or additional text if the space provided is insufficient.

1. Requestor's Contact Information:
   Name: [redacted]
   Address: [redacted]
   Phone Number: [redacted]
   Email: [redacted]
   Date form submitted: 1/1/2020 (letter to Bob Galati)

2. Please identify the specific location/intersection of concern:
   Sherwood View Estates

3. Please describe the nature of the traffic problem which concerns you:
   Since Denali has been punched through from Murdock to Whitney, there has been a problem with people not stopping or speeding through the neighborhood. There are NO stop or speed limit signs, or speed bumps.

4. Please describe what actions (if any) you feel would reduce your traffic concerns:
   Speed limit and stops signs. Possibly speed bumps.

Please attach any photographs and/or diagrams that document the problem.

Sherwood Police Department
20495 SW Borchers Drive
Sherwood, OR 97140
Ph: 503-625-5523 ◆ Fax: 503-925-7159

20-002

Traffic Safety Complaint/Request Form

In accordance with the City of Sherwood's Municipal Code, citizens interested in requesting any action regarding traffic safety shall complete and submit this form to the Sherwood Traffic Safety Committee for review and consideration. Upon receipt of a completed form, city staff will review the proposed request and forward it to the committee for formal review. Contact with the applicants regarding the request will be included in the review process.

Completed forms shall be submitted to:

Sherwood Traffic Safety Committee
c/o Sherwood Police Department
20495 SW Borchers Drive ■ Sherwood, OR 97140
policeinformation@sherwoodoregon.gov

Feel free to attach additional sheets containing pictures, maps, or additional text if the space provided is insufficient.

1. Requestor's Contact Information:
   Name: [redacted]
   Address: _____
   Phone Number: [redacted]
   Email: [redacted]
   Date form submitted: 2/4/2020 (E-mail to Chief Groth)

2. Please identify the specific location/intersection of concern:
   SW Sunset & SW Cinnamon Hills - Crestwood Heights Neighborhood

3. Please describe the nature of the traffic problem which concerns you:
   Crossing SW Sunset at SW Cinnamon Hills Place in order to get to Cinnamon Hills Park is a safety concern. Traffic rarely stops and vehicles are going too fast. Because of a hill, traffic cannot be seen coming from the East.

4. Please describe what actions (if any) you feel would reduce your traffic concerns:
   Pedestrian crossing installation

Please attach any photographs and/or diagrams that document the problem.

INTERNAL MEMORANDUM

Date: September 30, 2019

Project: Cinnamon Hills and Sunset Blvd Intersection

To: Joseph Gall, ICMA-CM, City Manager
Julia Hajduk, Community Development Director
Craig Sheldon, Public Works Director
Jeff Groth, Chief of Police

From: Bob Galati, City Engineer

Topic: Citizen Request for Pedestrian Crossing Installation

A citizen request was forwarded to Engineering for follow up on review and recommendation to the City Manager and Directors for further action (if warranted).

A. Location of the Request

The citizen is requesting pedestrian crossing improvements at the intersection of Cinnamon Hills Place and Sunset Blvd, with crossing of Sunset Blvd the primary goal (see attached aerial exhibit).

1. The nearest pedestrian crossings of Sunset Blvd are:
   a) Snyder Park parking lot access which is approximately 1,235 feet east and uphill of the Cinnamon Hills Pl intersection. The Snyder Park intersection includes a full 4-way signed stop with flashing light indicators on the Sunset Blvd stop signs.
   b) Main St intersection which is approximately 755 feet west and downhill of the Cinnamon Hill Pl intersection. The Main St intersection is a 4-way stop sign controlled intersection.
2. The section of Cinnamon Hills Pl north of Sunset Blvd provides access to a significant number of homes, and provides connectivity between Sunset Blvd and Main St.
3. The section of Cinnamon Hills Pl south of Sunset Blvd provides access to a significant number of homes, and provides connectivity between Sunset Blvd and Ladd Hill Rd.

B. Physical Characteristics of the Intersection

In reviewing the request the existing physical characteristics of the intersection will be reviewed to determine if there are any additional requirements need to be met for technical approval of the request. The street level photo exhibits will provide reference for this analysis.

1. Cinnamon Hills Pl intersection segment south of Sunset Blvd:
   a) Has pedestrian crossing ramps that provide crossing ability only for the ease-west direction along the south side of Sunset Blvd.
   b) The existing pedestrian ramps are do not meet current ADA standards.

c) The existing pedestrian ramps would need to be replaced to meet current ADA standards.

d) New pedestrian ramps meeting ADA standards would need to be constructed for the crossing of Sunset Blvd.

e) Due to private site development retaining wall locations, sight distance lines eastbound and westbound on Sunset Blvd is severely restricted and would be a safety concern.

2. Cinnamon Hills Pl intersection segment north of Sunset Blvd:

a) Has pedestrian crossing ramps that provide crossing ability only for the ease-west direction along north side of Sunset Blvd.

b) The existing pedestrian ramps are do not meet current ADA standards.

c) The existing pedestrian ramps would need to be replaced to meet current ADA standards.

d) New pedestrian ramps meeting ADA standards would need to be constructed for the crossing of Sunset Blvd.

e) Sight distance lines eastbound and westbound on Sunset Blvd are good with no private obstructions which would cause a safety concern.

C. Vehicular Speed and Stopping Sight Distance

Sunset Blvd is classified as an arterial road with a posted speed of 35 mph. The grade (slope) of the roadway at the requested intersection pedestrian crossing is at 6%+. This creates an issue in the downslope direction with Stopping Sight Distance of approximately 275 feet. Given the limited visibility, this appears to create a safety issue that would also need to be dealt with, possible by the addition of street lighting directly at the pedestrian crossing location.

D. Recommendation

Installation of a striped (and possibly flashing) pedestrian crossing can be supported, but not without upgrades to the existing curb returns and solutions to sight distance obstructions and visibility. The intersection curb returns would need to be rebuilt to meet ADA compliant standards for pedestrian crossing drops. Street lighting levels would need to be checked as well. The cost of this upgrade would probably exceed $25k and be beyond the simple addition of a striped crossing.

Citizen Request for Pedestrian Crossing of Sunset Blvd at Cinnamon Hills Pl

Cinnamon Hills Place (South Side) Looking West
Sight distance issues and existing ADA ramp does not meet standards
No existing pedestrian ramp for crossing Sunset Blvd.
Possible safety concerns

Cinnamon Hills Place (North Side) Looking South
Sunset Blvd road grade approximately 6%+
Significant road crown crossing north to south on Cinnamon Hills Pl.

Citizen Request for Pedestrian Crossing of Sunset Blvd at Cinnamon Hills Pl

Location Map

Cinnamon Hills Place (South Side) Looking East
Sight distance issues and existing ADA ramp does not meet standards.
No existing pedestrian ramp for crossing Sunset Blvd.
Possible safety concerns.

Citizen Request for Pedestrian Crossing of Sunset Blvd at Cinnamon Hills Pl

Cinnamon Hills Pl (North Side) Looking East
No sight distance issues, however existing ADA ramp does not meet standards
No existing pedestrian ramp for crossing Sunset Blvd.

Cinnamon Hills Pl (North Side) Looking West
No sight distance issues, however existing ADA ramp does not meet standards
No existing pedestrian ramp for crossing Sunset Blvd.

Citizen Request for Pedestrian Crossing of Sunset Blvd at Cinnamon Hills Pl

Cinnamon Hills Place (South Side) Looking Nouth
Sunset Blvd road grade approximately 6%+
Significant road crown crossing north to south on Cinnamon Hills Pl.
Sight distance issues readily apparent. Possible safety concerns

a (ft/s^2)	V (mph)	t (s)	Flat SSD	G	BD	w/Grade SSD
11.2	35	2.5	131.98	0.060	141.87	273.85

Sherwood Police Department
20495 SW Borchers Drive
Sherwood, OR 97140
Ph: 503-625-5523 ◆ Fax: 503-925-7159

20-003

Traffic Safety Complaint/Request Form

In accordance with the City of Sherwood's Municipal Code, citizens interested in requesting any action regarding traffic safety shall complete and submit this form to the Sherwood Traffic Safety Committee for review and consideration. Upon receipt of a completed form, city staff will review the proposed request and forward it to the committee for formal review. Contact with the applicants regarding the request will be included in the review process.

Completed forms shall be submitted to:

Sherwood Traffic Safety Committee
c/o Sherwood Police Department
20495 SW Borchers Drive ■ Sherwood, OR 97140
policeinformation@sherwoodoregon.gov

Feel free to attach additional sheets containing pictures, maps, or additional text if the space provided is insufficient.

1. Requestor's Contact Information:
   Name: [redacted] Woodhaven HOA
   Address: [redacted]
   Phone Number: [redacted]
   Email: [redacted]
   Date form submitted: 4/22/2020 (E-mail to Chief Groth)

2. Please identify the specific location/intersection of concern:
   SW Sunset & SW Timbrel

3. Please describe the nature of the traffic problem which concerns you:
   Crossing SW Sunset at SW Timbrel is a safety concern. Drivers don't always slow down and with the hill, there is concern that pedestrians may not always be seen.

4. Please describe what actions (if any) you feel would reduce your traffic concerns:
   Flashing crosswalk sign.

Please attach any photographs and/or diagrams that document the problem.

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20-004

Traffic Safety Complaint/Request Form

In accordance with the City of Sherwood's Municipal Code, citizens interested in requesting any action regarding traffic safety shall complete and submit this form to the Sherwood Traffic Safety Committee for review and consideration. Upon receipt of a completed form, city staff will review the proposed request and forward it to the committee for formal review. Contact with the applicants regarding the request will be included in the review process.

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Feel free to attach additional sheets containing pictures, maps, or additional text if the space provided is insufficient.

1. Requestor's Contact Information:
   Name: [redacted]
   Address: [redacted]
   Phone Number: [redacted]
   Email: [redacted]
   Date form submitted: 08/18/2020

2. Please identify the specific location/intersection of concern:
   The corner of Park Street Villa Rd Wildlife Haven Ct and Railroad St (I know it sounds weird but this is really one intersection)

3. Please describe the nature of the traffic problem which concerns you:
   Villa Rd is where all the foot traff c enters and exits for the walking path on the back side of Stella Olsen. There are currently 2 stop signs at the intersection but these two stops have the best visibility. Many of my neighbors have made comments about how dangerous this corner is. When Savvy Hair Salon was on that corner they also commented about how scary it is to watch the drivers, bicyclists, walker, and runners come around the blind corners.

4. Please describe what actions (if any) you feel would reduce your traffic concerns:
   I really think we need a stop sign on the other two corners due to the fact that they do not have good visibility of traffic.

Please attach any photographs and/or diagrams that document the problem.