

Minutes
FAIRVIEW CITY COUNCIL WORK SESSION
FAIRVIEW CITY HALL
1300 NE VILLAGE STREET
FAIRVIEW, OREGON 97024

AUGUST 21, 2002 – 6:15pm

I. CALL TO ORDER/
ROLL CALL

Mayor Vonderharr called the meeting to order at 6:15pm.

PRESENT:

Mayor Roger Vonderharr
Councilor Ken Quinby
Councilor Sherry Lillard
Councilor Steve Owen
Councilor James Raze
Councilor Barbara Jones

Planning Commissioner Sam Asbury
Planning Commissioner Jan Shearer

ABSENT:

Councilor Len Edwards

STAFF PRESENT:

Mary Jo Briggs, City Administrator
Bob Cochran, Public Works Director
John Andersen, Community Development
Director
Melissa Slotemaker, Assistant Planner
Tammy Shannon, Administrative Assistant

II. NEIGHBORHOOD TRAFFIC CONTROL
(Cochran)

Public Works Director Bob Cochran outlined the procedures for evaluating the need to install speed humps in the City of Fairview.

Council directed Mr. Cochran to use the following implementation plan for speed hump evaluation:

Procedures:

1. If a citizen believes that a speeding problem exists, he/she should file a complaint with the Fairview Police Department.
2. Within 14 days, Fairview Police will send a written response to the citizen to acknowledge the City's awareness of their concerns. The Police Department will also investigate whether speed monitoring of the area has been completed in the past.
3. If monitoring has been conducted within the past year, the Fairview Police Department will notify the citizen making them aware that the data exists on file at City Hall and is available. If monitoring has not been conducted, the Public Works Department shall install monitoring devices on the street of concern for a minimum of 7 days. After 7

days the Police Department will deliver the data to the Public Works Department and notify the citizen that the study has been completed and advise them that the data exists on file at City Hall and is available at the Public Works Department.

4. If the monitoring concludes that a speeding problem exists, the Police Department shall initiate enforcement and educational measures in the area. These measures may include the use of speed monitoring equipment and increased patrol.
5. While the Police Department's education and enforcement efforts are in place, the Public Works Department will evaluate the monitoring results and street condition(s), and determine if the area qualifies for a speed hump. The evaluation process shall include, but not be limited to, the following criteria (of which all must be answered "yes" to qualify for a speed hump):
 - Is there only one lane of traffic in each direction?
 - Is the street classified as "residential" or "residential collector"?
 - Is the posted speed limit 25?
 - Is the minimum street length 1,000 feet or greater?
 - Is the grade less than 8 percent?
 - Are more than 15% of the drivers traveling at least 5 miles per hour above the posted or statutory speed limit?
 - Have emergency response agencies reviewed the request in order to determine a negligible effect on emergency response time to the area?

The Public Works Department will make a note to file if the area qualifies for a speed hump based on the above criteria.

6. If the preliminary analysis indicates speed humps are warranted and enforcement and educational measures do not resolve the problem, the citizen may initiate a petition for consideration of speed humps. If the citizen does not wish to initiate such a petition, the Police Department will not take any additional action other than routine enforcement efforts.
7. If the citizen wishes to initiate a petition, he/she must obtain a "Petition for Speed Hump Installation" from the Public Works Department. The Public Works Department will generate a map and addresses of the

area to be used for obtaining signatures. The citizen shall obtain the signatures as follows:

- Obtain signatures for 66 percent of the residents in the affected area (300 feet each direction from proposed speed hump location) showing favor of the request, AND
- Obtain signatures from 50 percent of the residents on side streets (next parallel street(s)) showing favor of this request, OR
- A letter from the Home Owners Association (where one exists) endorsing the request.

Once that number of signatures is obtained, the petition must be submitted to the Public Works Department.

8. The Public Works Department will retain all petitions requesting speed humps. No later than one month following the submittal of the petition, a committee will convene to evaluate the need for speed humps in the area for which a petition has been received. The committee will be comprised of a representative from City Council, a representative from the Public Works Department, and a representative from the Fairview Police Department.
9. Subject to budget considerations, the recommendations of the committee shall be forwarded to the City Council for consideration.
10. After approval by the City Council, (and if funds are available) the Public Works Department will arrange for the engineering and construction to install the speed hump(s).
11. Approximately 6 months after installation, the Public Works Department will monitor the affected area (by use of speed monitoring equipment) to determine the effectiveness of the speed humps. The data shall be made available to all interested parties.

III. UPDATE OF PLANNING COMMISSION WORK ON PARKING ISSUES (Andersen)

Community Development Director John Andersen provided Council with an update on the Planning Commission's work on Parking issues. Director Andersen stated that there will need to be revisions to the existing Code to allow the City to require a Parking Management Plan. Additionally, Director Andersen stated that the City will hire technical assistance in the form of a traffic consulting service to conduct a study and to gather information.

Director Andersen reported that the study will provide the City with an idea of where the parking areas exist and will help identify specific information on parking habits.

IV. UPDATE ON TARGET TRAFFIC IMPACTS
(Andersen)

Community Development Director John Andersen informed Council that he had received a brief summary report addressing both the pre-build and post-build traffic analyses required by the City of Fairview as part of the development and opening of the Target Store at the southwest corner of NE Halsey Street/NE Market Drive intersection. The summary contained the following information:

Traffic Volume:

No increase of traffic volumes is observed between the pre-build and post-build surveys at the different locations in the Fairview Village Neighborhood.

Travel Speed:

Comparing the pre-build and post-build travel speed surveys, travel speeds observed are comparable at the locations located in the "heart" of the neighborhood.

Director Andersen reported that once the complete and detailed study is received, he will analyze it and report the findings to Council.

V. Adjournment

Mayor Vonderharr adjourned the work session at 7:18pm.

AYES: 6
NOES: 0
ABSTAINED: 0

Mayor Roger Vonderharr

Dated

Tammy Shannon
Administrative Assistant