



City of Woodburn
Community Development Dept.

Memorandum

270 Montgomery Street Woodburn, Oregon 97071 Phone (503) 982-5246 Fax (503) 982-5244

Date: June 8, 2022
To: Interpretations file
Through: Chris Kerr, AICP, Community Development Director
From: Colin Cortes, AICP, CNU-A, Senior Planner *CC.*
Subject: **Interpretation:** Off-Street Public Bicycle/Pedestrian Facility Specifications (INT 22-0608)

Background

Following Ordinance No. 2602 (Legislative Amendment LA 21-01) effective June 8, 2022, Woodburn Development Ordinance (WDO) 3.01.07 "Off-Street Public Bicycle/Pedestrian Corridors" in subsection 3.01.07D establishes three classes of facilities: A, B, & C.

Specifications

This memo establishes the improvement specifications for each facility class.

Abbreviations: "ft" = feet, "min" = minimum, "max" = maximum.

Part A

| <i>Table INT 22-0608A</i> | | |
|---------------------------|---------------------------------|---|
| <i>Class</i> | <i>Pavement Min. Width (ft)</i> | <i>Context</i> |
| A | 12 | WDO 3.01.07D.1 & 3.01.08. "Mill Creek Greenway" |
| B | 10 | WDO 3.01.07D.2 |
| C | 8 | WDO 3.01.07D.3 & 3.01.05C.4. (land division connection paths or shortcut paths) |




Part B


1. Pavement type: Either or combination of:
 - a. Asphalt: Min 4 inches of hot mix asphalt (Level 3) atop min 8 inches of 1-inch minus crushed aggregate base course. ADA-compliant.
 - b. Poured concrete: Same specifications as for sidewalk per public works construction code.
2. Clear zones / shoulders:
 - a. Min width 2 ft, 1 each side.
 - b. Gravel: Where and if the Public Works Director or designee requires 1 ft width of gravel along each facility that the City would maintain, place so that the gravel finished grade is sloped such that, at the facility, the gravel is min. 1 inch below the path finished grade and, at 2 ft from path edge, it is 2 inches min below path finished grade.
3. Furniture and tree planting zones (“furniture zones”):
 - a. Class A: 2 min, 1 each side, min width 6 ft each.
 - b. Class B: 2 min, 1 each side, min width either 5 ft each or 8 ft on south, southwest, or west side of facility and 2 ft on remaining north, northeast, or east side.
 - c. Class C: 1 min on south, southwest, or west side of facility, min width 5 ft.
4. Landscaping:
 - a. Trees: Per WDO Tables 3.06A (5. “common area”), B, & C and:
 - (1) Number: Min number equal to and at approximate spacing of 1 to 30 (1:30).
 - (2) Placement: Within tree planting zones and:
 - (a) Inner: No closer than at clearance zone / shoulder.
 - (b) Outer: No closer to outer edge of tree planting zone than 3 ft.
 - (3) Species: Any except what WDO Table 3.06C, footnote 1 prohibits near right-of-way (ROW).
 - b. Other than trees: Remaining area planted per WDO Table 3.06A, row 5 (common areas), & Table 3.06B.
 - c. Irrigation: Required:
 - (1) For facility that remains privately maintained: Per WDO 3.06.02B.
 - (2) For City-maintained facility: Per Community Services Director or Public Works Director or designee.
5. Amenity and support facility standards: Per Table INT 22-0608B below:

**Table INT 22-0608B
Off-Street Public Bicycle/Pedestrian Facility and Greenway
Amenities and Support Facilities**



| Amenity Type | Minimum Number ^{1,2} by Class: | | | Specifications ³ |
|---------------------|---|---|--|---|
| | A | B | C | |
| Bench | 1 per 125 lineal ft of facility, equal to 8 per 1,000 | Same as Class A | 2 per corridor segment within a city block | Min width 6 ft; min 75% with backs. Place along paths and sidewalks, set back at clearance zones / shoulders, and on at least 6 by 4 ft of pavement material that WDO 3.04.04 allows. If other than poured concrete, pour concrete for bench post footings. For City-maintained facility, the City spec model (with back) is Dumor Bench 88-60PL in “cedar” color and with support posts in black. Where both City-maintained facility and within a plaza, the applicable City spec would be Oregon Corrections Enterprises (OCE) 702-066-006 surface mount. See OCE Outdoor/Shelters category “Parks and Recreation” catalog . |
| Picnic bench | 1 per 250 lineal feet of facility, equal to 4 per 1,000 | n/a | n/a | Where a shelter is relevant, place in it. Min 1 ADA-accessible from a sidewalk or path. For City-maintained facility, the City spec model is Tree Top Products 46” SuperSaver Commercial Square Picnic Table in black (SKU 1WG5685-KB), and the standard ADA model is SKU #1WG5686-BK. Min 1 ADA-compliant. Where both City-maintained facility and within a plaza, the applicable City spec would be Tree Top Products 1ZV6247 (“Northgate”) , and the standard ADA model is 1ZV6248. |
| Bicycle parking | 2 stalls per 200 lineal feet of facility, equal to 10 per 1,000 | 4 stalls per corridor within a city block | 2 stalls per corridor within a city block | Per WDO 3.05.06. For City-maintained facility, the City spec model is any of: (a) Oregon Corrections Enterprises (OCE) “single bike rack” powder coated black, model #718-012-006 (first priority; see OCE Outdoor/Shelters category “Parks and Recreation” catalog .); (b) Dumor Bike Rack 290-00/S-2 powder-coated black surface mount; or, (c) per City of Portland Bureau of Transportation (PBOT) Standard Drawing No. P-576 “Bike Rack” , in black. |

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|  | <p>Applicable if Public Works Director or designee requires at any facility interface with a street where there is a driveway, or approach / apron / curb cut / ramp, other than a public driveway, that conceivably a poor driver could attempt to drive up.</p> | <p>Same as Class A</p> | <p>Same as Class A</p> | <p>For City-maintained facility, the spec model is Uline Heavy Duty Safety Bollard 5½ by 42 inches, Removable.</p> |
|  | <p>1 installation per 400 lineal feet of facility, equal to 2.5 per 1,000</p> | <p>1 per corridor within a city block</p> | <p>n/a</p> | <p>For City-maintained facility, the City spec model is Mutt-Mitt Mini Dog Waste Station 1000/1002 “Mini Dispenser Station” in green.</p> |
|  | <p>Applies only where a corridor overlaps, will overlap because of the development, or abuts public potable water and sanitary sewer lines.</p> | <p>2 installations per corridor within a city block</p> | <p>n/a</p> | <p>For City-maintained facility, the City spec model is Most Dependable Fountains model 440 SM, in green, with attached pet fountain.</p> |
| <p>Seat walls (optional)</p> | <p>No min; option in place of bench.</p> | | | <p>A developer may substitute a bench with a seat wall 6 ft wide min by 1½ ft deep and high, the height including a 2-inch cap of smoother concrete. Not eligible within streetside or off-street public utility easement (PUE).</p> |
| <p>Signage</p> | <p>1 per junction with each of any sidewalk, trail spur open to public, or other path open to public.</p> | <p>Same as Class A</p> | <p>Same as Class A</p> | <p>Wayfinding: Min sign faces per installation as follows: Either 2 each min 12 by 18 inches or 1 min 12 by 24 inches.</p> <p>For Class A and B facilities, the developer is to base the sign face copy on Portland metro regional government Metro</p> |

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| | | | | <p>“The Intertwine Regional Trails Signage Guidelines” (November 2017, 2nd Ed. or later). See examples in Figure INT 22-0608 below.</p> <p>Park rules: For City-maintained facility, 1 park hours/rules sign per sign face copy specification separate from the WDO, applying only to land conveyed/dedicated/deeded to the City. Consult the Community Services Director.</p> |
| <p>Trash receptacle</p>  | <p>1 receptacle per 400 lineal feet of trail, equal to 2.5 receptacles per 1,000</p> | <p>2 per corridor within a city block</p> | <p>n/a</p> | <p>For City-maintained facility and other than within plaza, the City spec model for the trash receptacle is Dumor 41-40PL-RC 40-gallon in “cedar” color and with support post in black.</p> <p>Where both City-maintained facility and within a plaza, the applicable City spec would be Oregon Corrections Enterprises (OCE) 744-101-006 surface mount. (See OCE Outdoor/Shelters category “Parks and Recreation” catalog.)</p> |
| <p>1. Rounding: If the calculation results in a number ending in less than .50, round down. If equal to .50 or greater up to .99, round up. Where a facility crosses a right-of-way (ROW), the developer may subtract ROW width from facility total length.</p> <p>2. The developer use of a Phasing Plan per WDO 5.03.05 does not preclude calculation of minimums for a development as a whole.</p> <p>3. The Assistant City Administrator or Community Development Director may in writing administratively modify or specify more detail about specifications, including when a vendor or model becomes defunct. The Public Works Department Engineering Division may supersede greenway amenity / support facility specifications through the public works construction code specifying greater standards for such.</p> <p>4. Where a development dedicates land to the City for a park or parks and where not greenway, this table would be applicable also to off-street public bicycle/pedestrian facilities on the land as park improvement standards, unless the Assistant City Administrator in writing otherwise directs. Where unpaved paths or trails are proposed or required, they must be hazelnut shells poured min 2 inches or wood chips poured min 4 inches.</p> | | | | |

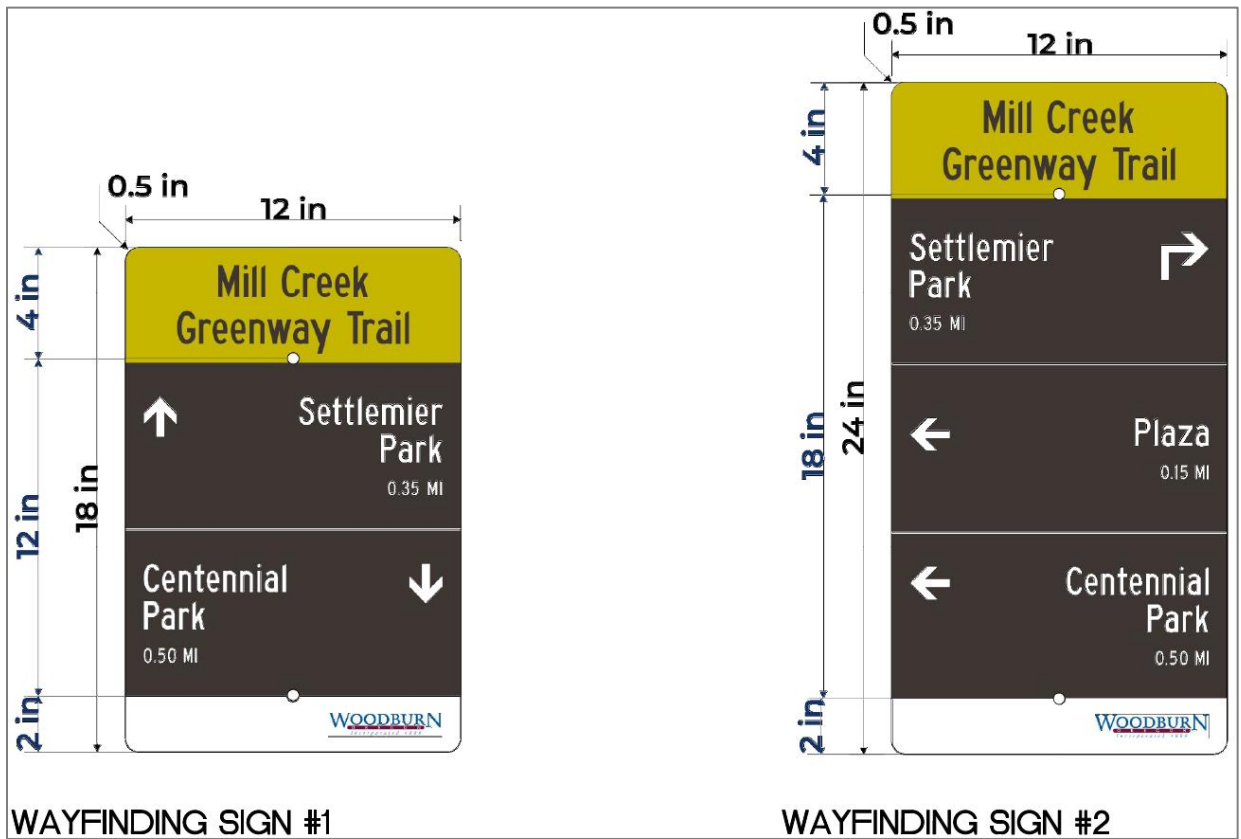


Figure INT 22-0608 – Off-Street Public Bicycle/Pedestrian Facility Signage Models 1 & 2

The Assistant City Administrator or Director can modify an improvement specification upon request by a developer.

Affirmed,

A handwritten signature in blue ink, appearing to read 'CK', is positioned above the typed name.

Chris Kerr, AICP
Community Development Director