

PUD-2025-02

CUP-2025-04

SUB-2025-02

Attachment #3

Memo

Subject: Engineering Comments for Land Use Review of the Proposed Laurel Crown Subdivision

Date: February 6, 2026

By: Kevin Oppenlander, P.E., Asst. City Engineer

These comments are based on existing conditions on the site and the preliminary plans submitted with the land use application.

The comments are preliminary and designed to help in creating a final design that can be considered as part of the land use process. While the comments should not be interpreted as the final engineering comments on the development, these comments attempt to cover all major public infrastructure, erosion control, and stormwater runoff requirements related to development of this site.

General

The proposal involves a 36.9-acre site at SW 345th Avenue and Portland & Western Railroad, just north of Laurel Woods. The site is bordered by the Portland & Western Railroad right of way to the north, SW 345th Avenue and the UGB to the east, and the completed subdivision projects to the south and west. The right of way of SW 345th Avenue from the intersection of Tualatin Valley Highway to northern right of way boundary of Cook Road is within the Urban Growth Boundary (UGB). However, only the northern portion of the SW 345th Avenue right of way, from Tualatin Valley Highway (TV Hwy) southern right of way edge to the south approximately 718 feet, is within the Cornelius city limit. The remainder of the right of way for SW 345th Avenue is within the jurisdiction of Washington County.

Streets

345th Avenue – City of Cornelius Segment (TV Hwy to Cornelius City Limits)

As part of planning for the S. 29th Blvd. project, the city expanded its boundary to the east side of 345th and assumed control of this portion of the road from the county. This portion of 345th runs from Baseline to a point approximately 718 feet south of Baseline, near the southern boundary of the school's remainder parcel.

This section of road is currently has approximately a 20-foot with no shoulders, curb/gutter, or improved drainage facilities.

To allow for the increased volume of traffic from the proposed and recently completed Laurel Woods Subdivision this section of road likely needs to be reconstructed with a pavement cross-section equal to the city's collector standards. The proposed cross-section of this segment is still in flux as the city considers how stormwater, traffic, and pedestrian needs for this section of road will be addressed. Improvements to 345th may be designed and constructed by the City as a replacement for the section of S. 29th Blvd. from Dogwood to the railroad.

345th Avenue – Washington County Segment – North (City Limits to Cherry Place)

Everything mentioned above for the city's section of 345th applies to this segment. The primary difference is that this section is a county road controlled by Washington County. Improvements to this section of roadway should be identical to the improvements made to the city segment above.

Since this segment is controlled by Washington County, county concurrence in using city street standards must be obtained. Also, the city will strive to work with Washington County to allow city oversight and review of the design and construction of this segment of 345th since the road will eventually become part of the city street network.

345th Avenue – Washington County Segment – South (Cherry Place to Southern Project Boundary)

The key question for this segment of 345th is whether drainage can be made to flow to the proposed Laurel Woods-North storm facility at the southwest corner of the project. If runoff from this segment can be treated in that facility, then this portion of road shall be improved as follows, with county concurrence:

- Two 10-foot travel lanes constructed to the city's cross-section depth
- Curb/gutter on both sides of the street with underground drainage conveyance
- 6-foot-wide parkway strip on the west side of the street
- 12-foot multi-use path on the west side of the street from Dogwood to the north. South of Dogwood a 6-foot sidewalk is required on the west side.

Since this segment is controlled by Washington County, county concurrence in using city street standards must be obtained. Also, the city will strive to work with Washington County to allow city oversight and review of the design and construction of this segment of 345th since the road will eventually become part of the city street network.

345th Avenue – Other Factors

The cost of design and construction of this portion of 345th will be subject to negotiation between the project developer, the city, and possibly the county.

Sufficient right-of-way shall be dedicated on the west side of 345th to allow eventual construction of the city's collector street cross-section.

The applicant proposes a mini-roundabout at the intersection of Dogwood and 345th. This is an excellent concept that the city strongly endorses. The mini-roundabout design shall allow farm equipment to traverse the through the intersection without damaging any structures. (i.e. curbs, center and splitter islands)

While the city prefers 345th to be designed to the city's standards, county road standards for this road are also acceptable to the city.

Due to uncertainties regarding drainage, county concurrence with design, and other factors, some of the design elements specified above may be altered by the City Engineer during design.

S. 29th Blvd./ S. Dogwood Street

This is a city collector street and that serves to continue S. 29th Blvd and connect it with SW 345th and eventually Baseline. The terminus of S. 29th Blvd. at Dogwood Street will be a mini-roundabout, as will be the intersection of Dogwood and 345th. The roundabout shall include raised concrete splitter islands. The street will have the following configuration:

- 2 - 10-foot travel lanes
- 2 - 6-foot parkway strips separating sidewalk from street
- 6-foot sidewalk on west side of street
- 12-foot multi-use path on east side of street
- Cobra-head street lights and street trees

The right-of-way (ROW) has previously been obtained and recorded for these improvements for S. 29th Blvd. The right-of-way for S. Dogwood Street will need to be dedicated.

If parking is provided on S. 29th Blvd, the parking area shall be constructed as a parking bay in the city's Public Works Standards, and the ROW will expand to encompass all the public improvements including the sidewalk/multi-use path.

The plans submitted 1/14/2026 incorporate all requested improvements as noted above under the S. 29th Blvd/ S. Dogwood Street section with the exception of the parkway strip width. The plans show a 5-foot-wide parkway strip.

29th Place, 30th Avenue, 31st Avenue, 32nd Avenue, Cherry Place, Chestnut Street, and Elder Way

These are local streets which have the following configuration in Cornelius:

- 2 - 10-foot travel lanes
- 2 - 6-foot parkway strips separating sidewalk from street
- 5-foot sidewalks on both sides of street
- Cobra-head street lights and street trees

The minimum right-of-way (ROW) for this configuration is 42-feet.

If parking is provided on these streets, the parking area shall be constructed as a parking bay in the city's Public Works Standards, and the ROW will expand to encompass all the public improvements including the sidewalks.

The plans submitted 1/14/2026 incorporate all requested improvements as noted above under the S. 29th Blvd/ S. Dogwood Street section with the exception of the parkway strip width. The plans show a 5-foot-wide parkway strip.

Parking Bays

The Cornelius Public Works Standards strongly discourage or prohibit parking bays spanning driveways. The preliminary plans show a number of areas with parking bays crossing driveways. The problem with this design is that it creates a wider street that encourages faster speeds. While the city standards allow the city to prohibit parking bays extending across driveways, the City Engineering staff is open to working with the applicant to redesign the parking bays to narrow the streets and discourage speeding.

Other Transportation Issues and Questions

A traffic study was provided for this project and it is viewed as appropriate and complete. The collector streets that this subdivision feeds into have sufficient excess capacity to support the trips from this project without mitigation.

The applicant and the City of Cornelius will discuss and negotiate the specific responsibilities for the required public transportation improvements. A Development Agreement (DA) between the Applicant and the City will specify these responsibilities.

The block length and intersection spacing shown in the plan are acceptable.

Water

A 12-inch public water main currently exists at the north end of S. 29th Blvd, plus an 8-inch public water main ends at the east end of Alpine Street and at the east end of S. Dogwood Street. The project shall connect to all these water mains. Connections to Alpine and Dogwood Street will create a looped system to both Laurel Woods North and Laurel Woods Phases 5-11, resulting in a more resilient water supply with more consistent pressures.

A 12-inch public main shall be installed from S. 29th Blvd. to the north to Dogwood Street then be routed to the east on Dogwood to S. 30th Avenue and head north. Finally, the 12-inch water main shall go east on Cherry Place where it will be terminated at SW 345th Avenue for future connection. The terminus shall include a standard 2" blowoff.

The plans show an 8-inch water main on all other streets as requested with the exception of the continuation of the 8-inch main line to SW 345th Avenue and Dogwood Street. The public water main shall extend into the east side SW 345th Avenue right-of-way. The 8-inch public water main will be terminated at SW 345th Avenue and Dogwood Street with a 2" blowoff. A water valve shall be added to the valve cluster at Dogwood Street and 32nd Avenue for the water main heading east.

Fire hydrant locations shall be determined during the engineering design phase in consultation with the Fire Department.

Sanitary Sewer

An 8-inch public sanitary sewer currently ends at the north end of S. 29th Blvd. This sewer has sufficient depth and capacity to serve the site.

Stormwater

The site will need to treat stormwater in accordance with the standards of Clean Water Services and the City of Cornelius. The City does not allow curb-side planters for stormwater or individual residential low-impact development approach (LIDA).

Tract E, in the southwest corner of the site, will treat the stormwater for the entire project. The city requires all structures within the storm facility are accessible for maintenance purposes. Please provide access for public works vehicles within 10' of all structures, manholes or inlets, for cleaning inspections. The current design does not provide access to these structures.

Provide a curb cut at the access with a paved drive aisle to the structures or an alternative design for public works equipment to be out of traffic while performing maintenance activities.

The ownership of Tract E shall be transferred from the Applicant to the City of Cornelius.

Also, a site is needed in the southwest quadrant of 345th and the railroad to allow the possible creation of a stormwater facility for 345th. If a facility is constructed here for 345th runoff, it will be designed so it can easily be expanded to also serve development of the school parcel in the future. The site can be in the form of a stormwater easement to the city. It does not need to be a separate tract or parcel. The land partition plat shows a storm sewer water easement (SSWE) in the southwest quadrant of 345th and the railroad.

Erosion Control

Because the site is larger than five acres, the project requires preparation and submittal of erosion control plans meeting the Clean Water Services (CWS) 1200-C plans.

From: [KLEBS Heather * DSL](#)
To: [Community Development](#)
Cc: [DALLY Morgan * DSL](#); [UNITIS Matthew * DSL](#); [POAGE Barbe * DSL](#); [ZUMWALT Shawn * DSL](#); [BROWN Jevra * DSL](#); [SERRA Erin * DSL](#)
Subject: DSL's General Response to City of Cornelius Notice of Public Hearing for PUD-2025-02/CUP-2025-04 and SUB-2025-02 (Holt Holdings OR, LLC).
Date: Wednesday, February 4, 2026 9:42:08 AM
Attachments: [CityOfCornelius NoticeOfPublicHearing20260202.pdf](#)

Some people who received this message don't often get email from heather.klebs@dsl.oregon.gov. [Learn why this is important](#)

Attached: A copy of the local agency notice

Thank you for contacting Oregon Department of State Lands (DSL) regarding the City of Cornelius Notice of Public Hearing for PUD-2025-02/CUP-2025-04 and SUB-2025-02 (Holt Holdings OR, LLC).

Department of State Lands (DSL) Requirements

A DSL removal-fill permit may be required for projects that add, remove, or move material to wetlands, streams, and other waters. In addition, DSL proprietary authorizations may be required for projects in [Oregon-owned Waterways](#).

DSL Wetland Land Use Notices (WLUN)

Did you check if this proposed project requires a DSL WLUN, and if required, did you submit a WLUN?

If Yes - Thank you! Please use DSL's response to the WLUN as the removal-fill program's comments for this public notice.

If No – When a local government receives an application for a land alteration project with wetlands, waters, or soils mapped on the Statewide Wetlands Inventory (SWI) and/or the Local Wetlands Inventory (LWI) within or near the project area, or if local knowledge indicates that there appears to be wetlands or waters near the project area, then please submit a WLUN to DSL. You may look here to [view LWI and SWI](#). Local government WLUN submittal is required within five (5) days of receiving a complete and WLUN-eligible application, per Oregon law. DSL staff review and respond to WLUN within 30 days, providing clarification of removal-fill permit requirements for the project area. DSL responses are also sent to the applicant, and/or landowner, providing clarification of removal-fill permit requirements for the project area.

WLUN is the coordination process to get formal DSL comments regarding ground disturbing projects within or partially within potentially DSL jurisdictional resources. Please take a moment to look at the [Oregon wetland land use notification laws](#) and the [Wetland land use notice guide](#) to determine the circumstances under which a WLUN submittal is required. Please submit the WLUN to DSL using the [online submittal form](#).

SWI GIS may be brought into the local GIS (if you have GIS) via DSL services following

directions found here: [Using the SWI web map tools and dataset directions](#).

Please know, the Statewide Wetlands Inventory (SWI) and Local Wetlands Inventory (LWI) maps only show if there are likely wetlands and other waters within or near an area. Only a non-expired wetland delineation report approved by the DSL accurately shows the location and boundaries of waters of this state.

Who to Contact at DSL

- **WLUN Process and Regulations.** If you have questions regarding the WLUN process, please contact Jevra Brown (Jevra.BROWN@dsl.oregon.gov, 503-580-3172). WLUN Oregon Revised Statute and guidance can be found [here](#).
- **WLUN Response.** For questions regarding DSL's response to a WLUN, please contact the [DSL staff](#) who signed the WLUN form.
- **Wetland Delineation/Determinations.** For questions regarding wetland delineation or determination reports, please contact the [DSL Wetland Ecologist](#) for your county.
- **Wetland or Waters Impacts.** For questions regarding removal-fill permit requirements for impacts to waters of this state, you may contact the [DSL Aquatic Resource Coordinator](#) for your county.
- **Proprietary Authorizations.** For questions regarding work within Oregon-owned waters, please contact the [DSL Proprietary Coordinator](#) for your county.
- **Real Property.** For questions regarding work within Oregon-owned uplands, please contact the [DSL Land Manager](#).

Heather Klebs

(she/they)

Public Records Coordinator

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Please Note – I am currently splitting my time between a temporary job rotation (until Dec 31, 2026) & Support Services until backfills are in place. My response time may be extended by a few days. I appreciate your patience during this time. I work a hybrid schedule. I am typically in the office Tuesdays (8a-5p) and Wednesdays (8a-4:30p) and remote Mondays (8a-5p), Thursdays (8a-5p), and Fridays (7a-4p).

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Statewide Wetlands Inventory



Map Tips ⓘ

