



8/9/23

ODOT #12843

ODOT Response

Project Name: Cornelius Elementary School	Applicant: Forest Grove School District
Jurisdiction: City of Cornelius	State Highway: Adair St (OR 8)
Site Address: 200 N 14th Ave Cornelius, Cornelius, 97113	

The site of this proposed land use action is adjacent to Adair St (OR 8). ODOT has permitting authority for this facility and an interest in ensuring that this proposed land use is compatible with its safe and efficient operation. **Please contact the Development Review Planner below for coordination with ODOT through the land use process.**

COMMENTS/FINDINGS

The Forest Grove School District (FGSD) is proposing to replace Cornelius Elementary School (ES) with a new building to be located on the north side of the property. The new school will have capacity for 540 students, including a pre-kindergarten program, while the current school has approximately 430 students enrolled in the 2022/2023 school year.

The new site plan shows that the school is relocating away from the highway and orients all onsite circulation and access away from the highway. Figure 5 of the Traffic Impact Study shows 34 existing trips into the access off OR-8/Adair Street. With the new development, this is reduced to 0 trips as shown in Figure 4. Therefore, there doesn't appear to be a need for the access. Based on this, ODOT will require the closure of this access as part of the school redevelopment. As previously discussed with the applicant and the city, ODOT is open to a limited use of the existing access via a gate or bollard system for a farmer's market or food cart but more discussion will be needed. **Please contact the Development Review Planner below to initiate further discussions with ODOT regarding the use of the highway access in the future.** ODOT staff also plan to participate in the Pre-application Process for the future redevelopment of this part of the property.

All alterations within the State highway right of way are subject to the ODOT Highway Design Manual (HDM) standards. Alterations along the State highway but outside of ODOT right-of-way may also be subject to ODOT review pending its potential impact to safe operation of the highway. If proposed alterations deviate from ODOT standards a Design Exception Request must be prepared by a licensed engineer for review by ODOT Technical Services. Preparation of a Design Exception request does not guarantee its ultimate approval. Until more detailed plans have been reviewed, ODOT cannot make a determination whether design elements will require a Design Exception.

Note: Design Exception Requests may take **4 months or longer** to process.

All ODOT permits and approvals must reach 100% plans before the District Contact will sign-off on a local jurisdiction building permit, or other necessary requirement prior to construction.

ODOT RECOMMENDED LOCAL CONDITIONS OF APPROVAL

Frontage Improvements

- The applicant shall verify that the existing corner ADA ramps meet current ODOT/ADA standards. If they don't, the applicant is required to bring the ADA ramps up to current standards at the OR 8 corner .

Access Closure on the State Highway

- The applicant shall close the existing OR 8 access.

Permits to Work in the Highway Right of Way

- An ODOT Miscellaneous Permit must be obtained for all work in the highway right of way.

Please send a copy of the Notice of Decision including conditions of approval to:

ODOT Region 1 Planning
Development Review
123 NW Flanders St
Portland, OR 97209

ODOT_R1_DevRev@odot.oregon.gov

Development Review Planner: Marah Danielson	503.731.8258, marah.b.danielson@odot.oregon.gov
District Contact: District 2B Permits	D2bup@odot.oregon.gov

Memo

Subject: Engineering Comments for Land Use Application for Cornelius Elementary School

Date: August 7, 2023

By: Terry, Keyes, P.E., City Engineer

The City Engineer recommends the following Conditions of Approval for this application:

- The project shall meet the requirements of the City of Cornelius Public Works Standards
- The project shall meet the requirements of the Clean Water Services Design and Construction Standards
- The project shall meet the requirements and recommendations of the Oregon Department of Transportation
- The current driveway from Adair onto the site shall be closed to day-to-day traffic. If allowed by ODOT, it can remain as an emergency access, but at a minimum, bollards must be installed across the driveway to prevent its use. Alternatively, the driveway can be removed and replaced with a standard sidewalk. This requirement is critical for pedestrian safety for those walking on Adair and for the safety of drivers using this major arterial.
- Overhead utility lines on the east side of the street will need to be placed underground and new cobra head street lights installed.
- To encourage pedestrian access to the site, the applicant is required to install a 5-foot concrete sidewalk on 16th connecting the site to Davis St.

From: [Yvette Hamilton](#)
To: [Tim Franz](#); [Terry Keyes](#); [Chad Toomey](#)
Cc: [Barbara Fryer](#)
Subject: RE: Cornelius Elementary School
Date: Friday, September 15, 2023 2:33:31 PM

Hello, Barbara –

My only comments will be to please provide a Geotech report with the submittal. Thank you!

Yvette Hamilton
Building Official
City of Forest Grove
Building Department
1924 Council Street
Forest Grove, OR 97116
Phone 503-992-3244
Email yhamilton@forestgrove-or.gov

From: Tim Franz <Tim.Franz@corneliusor.gov>
Sent: Friday, September 15, 2023 1:15 PM
To: Terry Keyes <terry.keyes@corneliusor.gov>; Yvette Hamilton <yhamilton@forestgrove-or.gov>; Chad Toomey <ctoomey@forestgrove-or.gov>
Cc: Barbara Fryer <Barbara.Fryer@corneliusor.gov>
Subject: Cornelius Elementary School

Good afternoon,

Just a quick friendly reminder, if you have official comments you would like in the staff report for the Cornelius Elementary School project, Land Use File DR-71-23 and CUP/PUD-03-23, please send them to Barbara and myself by the end of next week (9/22).

I will be out of the office Monday, Tuesday and Wednesday.

Hope you have a good weekend.

Thank you.

*Tim Franz, Senior Planner
City of Cornelius
Community Development
1300 S. Kodiak Circle
Mailing: 1355 N. Barlow Street
Cornelius, OR 97113*

Phone: (503) 357-3011

If you believe you have received this email by mistake, please inform us by an email reply and then delete the message. Also, the integrity and security of this email cannot be guaranteed over the Internet.

If you believe you have received this email by mistake, please inform us by an email reply and then delete the message. Also, the integrity and security of this email cannot be guaranteed over the Internet.

From: [Chad Toomey](#)
To: [Barbara Fryer](#)
Subject: RE: Please submit your comments on the Cornelius Elementary School Application by September 15
Date: Wednesday, September 13, 2023 4:36:26 PM
Attachments: [image001.png](#)

My comments regarding the Cornelius Elementary school project are as follows:

1. An Emergency Responder Communication System will need to be installed per OFC 510.1.1
2. Landscaping will need to allow for effective access to all hydrants.
3. A Knox box is required for the front door as well as the riser room door.

Chad Toomey

Deputy Fire Marshal

Forest Grove Fire and Rescue

O-503.992.3196

C-971.348.9898

From: Barbara Fryer <Barbara.Fryer@corneliusor.gov>

Sent: Friday, August 25, 2023 2:43 PM

To: GONZALEZ-GABRIEL Melissa <Melissa.GONZALEZ-GABRIEL2@odot.oregon.gov>; Terry Keyes <terry.keyes@corneliusor.gov>; Chad Toomey <ctoomey@forestgrove-or.gov>; Chief Coley <James_Coley@Washingtoncountyor.gov>; Jim Geering <jgeering@forestgrove-or.gov>; Dave Nemeyer <dnemeyer@forestgrove-or.gov>; Linda Carter <linda.carter@corneliusor.gov>; Mark Crowell <mark.crowell@corneliusor.gov>; Peter Brandom <peter.brandom@corneliusor.gov>; Rachael Patterson <rachael.patterson@corneliusor.gov>; Sergeant Harris <Matthew_Harris@washingtoncountyor.gov>; Susan Rush <Susan.Rush@corneliusor.gov>; Tim Franz <Tim.Franz@corneliusor.gov>; Yvette Hamilton <yhamilton@forestgrove-or.gov>

Subject: Please submit your comments on the Cornelius Elementary School Application by September 15

Good afternoon,

Just a friendly reminder to submit any comments that you may want added to the staff report for the Cornelius Elementary School Project by September 15 to me.

If you need anything for the application, please let me know. Terry Keyes sent out the link to the files in the email attached to this email.

Thank you,

Barbara

**Barbara Fryer, AICP | City of Cornelius | Community Development
Department | Director**

Mail: 1355 N Barlow St., Cornelius, OR 97113 | **Physical Address:** 1300 S Kodiak
Cir.

E-mail: barbara.fryer@corneliusor.gov | **Web:** www.corneliusor.gov

Phone: 503.357.3011 | **Cell:** 503 713.3778



If you believe you have received this email by mistake, please inform us by an email reply and then delete the message. Also, the integrity and security of this email cannot be guaranteed over the Internet.

If you believe you have received this email by mistake, please inform us by an email reply and then delete the message. Also, the integrity and security of this email cannot be guaranteed over the Internet.

If you believe you have received this email by mistake, please inform us by an email reply and then delete the message. Also, the integrity and security of this email cannot be guaranteed over the Internet.

Memo

Subject: Engineering Comments for Land Use Approval of Cornelius Elementary School

Date: September 19, 2023

By: Terry, Keyes, P.E., City Engineer

These comments are based on existing conditions on the site.

The comments are preliminary and designed to help in creating a final engineering construction drawing for approval. 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.

Comments in **red** engineering conditions of approval.

General

The site consists of an 8.32-acre parcel at the northeast corner of Adair and 14th Avenue.

All plans for public improvements must be designed by a registered professional engineer. Bonding for public improvements is typically required to ensure the improvements are completed in a satisfactory manner. Any proposed construction in the Adair right-of-way must be approved by both the City and Oregon Department of Transportation (ODOT). ODOT requires its own permits for work in their right-of-way. The timelines for ODOT review and permitting are typically longer than the city's timelines.

Streets

General

Parent drop-off and pick-up traffic at the current school often backs up into Adair Street. The drop-off/pick-up area for the new school appears to have sufficient capacity in the parking lot to parent traffic without backing up into N. 14th Avenue.

Also, currently the school has 28 off-street parking spaces. The new school has 63 off-street parking spaces--a significant increase. Moreover, the project creates 29 new diagonal public parking spaces along the east side of N. 14th Avenue.

The additional parking and expanded drop-off should avoid many of the car-related issues often plaguing schools.

Adair

The frontage along Adair is fully improved (curb/gutter, bike lane, sidewalk, street lights, and street trees) with a driveway connecting Adair to the parking lot on the north side of the street. No overhead wires exist along the Adair frontage.

To improve safety on Adair for bikes, pedestrians, and vehicles, the driveway on Adair will need to be removed or closed to everyday traffic. If it is removed, a new curb and sidewalk must replace the existing driveway. If it is closed, bollards (preferably removeable) are required to block the driveway. Since Adair is a state highway, ODOT will be the final arbiter of the appropriate solution. The City Engineer supports whatever solution ODOT requires.

A bus stop currently exists on the NE corner of Adair and 14th. No special accommodation is required for this bus stop.

14th Avenue

14th Avenue is a collector street with a 46-foot right-of-way (ROW) along the parcel frontage and 32-feet of AC pavement. The existing sidewalk is 5-foot wide and curb-tight. With no parking along much of the school frontage, the curb-tight, undersized sidewalk is dangerous.

The applicant proposes to redesign N. 14th Avenue. The existing asphalt paved area will contain two ten-foot travel lanes and an 8-foot parallel parking area on the west side of the street. On the east side of the street, 29 new diagonal public parking spaces are proposed with an adjoining 9-foot sidewalk.

This is an excellent solution to provide additional parking for the school and the neighborhood. In addition, the diagonal parking will slow traffic on N. 14th adjacent to the school, which is a positive benefit. The City Engineer strongly supports this design.

Overhead utility lines exist along the school frontage on N. 14th. The applicant is proposing to underground these lines, which the City supports.

Currently street lights are hung on utility poles along the school frontage of N. 14th. With the undergrounding of the overhead lines, these street lights will need to be replaced with cobrahead fixtures.

The street trees proposed in the preliminary plans look acceptable. However, the designers may want to include some alternatives to the street trees listed in case the trees shown are unavailable at the time of construction.

16th Avenue and N. Clark Street

16th Avenue and N. Clark Street have a 60-foot right-of-way at the northeast corner of the parcel. The pavement width on N. Clark is 34-feet with curb/gutter

only on the south side and no sidewalks. N. 16th has 32-feet of pavement with curb/gutter on both sides but no sidewalks.

The applicant is proposing a new 5-foot sidewalk on the west side of 16th, connecting the site to the sidewalk on Davis Street. The City supports this new sidewalk.

A street light exists at the SW corner of Clark and 16th at the bus entrance to the site. The site plan proposes that this street light remains, which is appropriate.

15th Avenue and the Alleys on North Side of the Parcel

N. 15th and two alleys end along the northern boundary of the site. The proposed plan offers no connection to the site from 15th or the alleys. No connection to the site is appropriate.

Water

The public water system around the site is complete. The applicant is not required to extend or upgrade the system.

The applicant proposes to bring water services onto the site from the water main on 16th at Clark. This is appropriate and the city mains in this area easily have the capacity for to serve the new school.

Sanitary Sewer

No public sanitary sewer extensions are required for the project. The new building is proposed to connect to the existing end-of-line manhole in the alley at 14th between Clark and Barlow. This is acceptable.

Stormwater

Stormwater runoff from the site is planned to be discharged into the stormwater system (30-inch pipe) on Adair Street. While the City maintains this system, it is in the ODOT right-of-way which means that ODOT must approve connecting to the system. The applicant should anticipate a long review process from ODOT for this stormwater connection, based on projects in the recent past along Hwy 8 in Cornelius.

Stormwater from the new parking area constructed along N. 14th drains into an existing storm system that heads west from 14th along Barlow. This system can handle the additional runoff from the right-of-way.

An existing biofiltration swale exists at the southeast corner of the site. This swale is on an easement and was constructed to treat runoff from the

improvements made to Adair Street over 10 years ago. The applicant's plan does not alter this swale.

Approximately seven years ago, during the construction of the Baseline improvement project, a new regional biofiltration facility was built on S. 13th Avenue between Beech and Cherry Street. This facility treats the runoff from the Baseline project and has excess capacity for downtown redevelopment including the school site.

Because the storm system in the area is shallow, the applicant proposes to pay a fee-in-lieu for stormwater treatment and detention (hydromodification). The City finds this approach acceptable.

Service Provider Letter

The applicant has the required Service Provider Letter (SPL) from Clean Water Services.

Erosion Control

An erosion control plan is required for this project. Since more than 5 acres of land will be disturbed, the erosion control plan will need to meet the requirements for a 1200-C permit.