
Public Improvement Design & Construction Standards



City of Madras, Oregon

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City of Madras, Oregon

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SECTION 1 GENERAL STANDARDS AND REQUIREMENTS

1-1 Purpose

This section, General Standards and Requirements, establishes criteria that apply to all sections of these Standards & Specifications. In case of conflicts among the rules, and various stated standards and sections, the most stringent requirements shall prevail.

1-2 Summary

This section is to be used in conjunction and coordination with all other sections of these Standards & Specifications.

1-3 Undue Burden/ Excessive Demand

Development/ redevelopment/ construction shall not create an undue burden/ excessive demand on the public transportation (or other public) utility infrastructure. Construction plans will assist the City in confirming that the existing infrastructure has adequate capacity to support the proposed development. Construction plans are additionally used to determine whether the applicant will be required to assume financial responsibility for any public improvements necessary to accommodate the proposed development in cases where undue burden would be placed upon the City's infrastructure. When required by the City, an applicant/ development will be required to perform capacity analysis studies and/or traffic impact analysis to determine if an undue burden will be created by the new development. The City will reserve the right to review all inputs and calculations and will require corrections when the City's review determines improper analysis. When the City determines that the development may overburden the system, the applicant/ development will be responsible to design and construct capacity improvements within, adjacent, downstream, or upstream of the development in accordance with City plan review and approval.

As part of a land use application, including, but not limited to: zone change, site plan, subdivision, change of use, conditional use, and partition application, the City Public Works Director shall consider the need for street and other improvements necessary for the general welfare and safety of the public. Any improvements deemed necessary by the Public Works Director shall be the responsibility of the Applicant as a condition of application approval.

New development is not allowed to create excessive demand on public facilities and services. The Applicant will be required to conduct capacity analysis when proposed development impacts public infrastructure or creates excess demand (through infill and use of the infrastructure) on the public utility and/ or transportation system.

Improvements may be required, including but not limited to: paving, curbing, installing of traffic signals, constructing sidewalks, striping bike lanes, or other improvements to the street system which serves the proposed use where the existing street system will be burdened by the proposed use.

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1-4 Plan Reviews, Inspection and Fees

Approval to start work will not be issued until all engineering plans for that work are approved by the Public Works Department and required agreements, bonds, or guarantees have been submitted. It is the developer's responsibility to acquire all permits, licenses and easements that may be required by another entity (i.e. other than the City of Madras, such as Oregon Department of Transportation, Department of Environmental Quality, or Jefferson County) that affects the construction of dedicated infrastructure.

Per Land Use Decision approval or miscellaneous right-of-way permit approval, the applicant or its designee is responsible for all required inspections and testing for street & utility improvements in compliance with the guidelines set by the City of Madras. The Public Works Department shall be notified two working days in advance of the time for subgrade inspection, two working days in advance of the time for bases inspection and two working days in advance of the time for paving inspection. Each stage of construction must be inspected and approved prior to the commencement of the next stage of construction. The final inspection shall be requested two working days in advance. Quality Control testing and documentation is to be submitted to the City of Madras during construction per the latest edition of the Oregon Standard Specifications for Construction guidelines for the following activities or at the request of the Public Works Director or Planning Commission (frequencies identified in the ODOT Field Test Procedures Manual):

- a. Subgrade, base rock and asphalt paving compaction densities
- b. City Water Lines (when applicable, Contact Deschutes Valley Water otherwise) – Pressure, Bacterial and Chlorine Testing requirements
- c. Sanitary Sewer Line – Air Pressure Test, Mandrel, TV Inspection and Manhole Vacuum Test.
- d. Storm Line – Mandrel and TV Inspection
- e. Concrete Sampling and Testing – Minor Structural Concrete testing for use in curb, gutter and sidewalk.
- f. Per Madras Resolution, the applicant will be required to make a “Quality Assurance, Inspection and Testing Permit” deposit with the Public Works Director prior to the review of any plans, and no infrastructure work shall be allowed to start without such deposit first having been made.

1-5 Performance Security & Warranty

The following is applicable to all Land Use Decisions that are conditioned to perform public improvements.

When public improvements are required, no application shall be granted final plan approval unless the applicant has already constructed the improvements, and the City Public Works Director has accepted the required improvements or the applicant has executed an improvement agreement pursuant to the provisions listed below. If the applicant chooses to construct the improvements, it shall also file with the City a warranty bond executed by surety company to cover the one year warranty period following acceptance by the City. Said bond shall be in the amount of ten percent (10%) of the value of the improvements.

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For commercial and industrial building projects, in lieu of providing a performance bond, the Public Works Director may elect to waive the performance bonding requirement on public improvements and instead place a restriction on providing final occupancy and water/sewer access until the public improvements are completed and accepted by the Public Works Department.

Submittal Requirements

The applicant shall provide an itemized estimate for the cost of the public improvements for review and approval of the Public Works Department. The final approved estimate will be used to determine the amount of the quality assurance permit fee for plan review, assurance administration, and construction inspection work.

1-5.1 Improvement Agreement

The applicant may, in lieu of completion of the required improvements and repair to existing streets and facilities, request the City Administrator to approve an agreement between the applicant and the City detailing the schedule and completion date of required improvements and repairs. Provided, however, any agreement for the schedule of improvements shall not exceed one year from the date the final plat is recorded (for a subdivision), and no later than final occupancy for other developments such as site plans, change of uses, or conditional uses. The agreement shall also contain the following:

1. A list of all the contractors who will construct or complete the improvements and repairs required and the cost of the project.
2. That the City will call upon the security filed to construct or complete the improvements and repairs if the applicant does not adhere to the schedule or the agreement.
3. That the City shall recover the full cost and expense of any work performed by the City to complete construction of the improvements and repairs including, but not limited to attorneys' and engineering fees.
4. That a warranty bond for one year shall be deposited with the City following acceptance of the improvements. Said bond shall be in the amount of ten percent (10%) of the value of the improvements.
5. A written agreement (which will be recorded in the Jefferson County records) prohibiting the sales of lots or the right to occupy the improvement, in a form approved by the City Attorney until improvements are completed.

The City Administrator has the authority to reject an agreement authorized by this section at his sole discretion.

Park, trail, and other public improvements are typically to be completed by the time period identified in the Land Use Decision, or generally prior to final occupancy for site plan development or prior to final plat approval for subdivision. For sequencing in multi-phase subdivisions, the Land Use Decision shall specify if the improvements can be completed in phases or not.

Any dead end streets that are built in phases must have a fire approved turn around in place as an interim measure until full build-out.

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1.5.2 Bond or Cash Deposit

In order to assure full and faithful performance, of an improvement agreement, the applicant must submit one of the following:

1. A performance and payment bond executed by a surety company authorized to transact business in the State of Oregon in a form approved by the City Attorney.
2. A cash deposit in a City account at lending institution approved by the City Attorney.

A performance and payment bond or cash deposit of full and faithful performance shall be for 120% of the cost of the improvements and repairs as approved in amount by the Public Works Director.

If the applicant fails to carry out the provisions of the improvement agreement, the City may, in its' sole discretion, call upon the bonds or cash deposit to pay any cost or expenses resulting from said failure. In the alternative, the City may form a Local Improvement District to lien the properties in accordance with the relevant provisions of Oregon State Law and Madras City Code. If the amount of the deposit or bond exceeds the cost and expense incurred by completing the improvements, the City shall release the remainder. If the amount of the deposit or bond is less than the cost and expense incurred by the City for the improvements and repairs, the applicant shall be liable to the City for the difference.

1-6 Handling of Explosives

In the handling of explosives, the Contractor must comply with Federal, State, and local laws, and the City will in no way be responsible for any non-compliance therewith or for damages to property or injury to persons resulting from accidental or premature explosions.

1-7 Cooperation with Utilities

The contractor shall, at least forty-eight (48) hours (two business days) in advance of performing any work in the immediate vicinity of utility lines, contact the utilities to request the location and marking of buried utility facilities. Oregon uses a "one call" system for notifying all owners of utilities of work being performed in the vicinity of their facilities. The "one call" system telephone number is 1-800-332-2344 or call 8-1-1. All markings from the utility companies shall be removed upon completion of the work at no cost to the City.

1-8 Temporary Traffic Control

Temporary traffic control will be required for all construction/ improvements that are identified (in the construction plan review/ approval process and/ or Traffic Impact Analysis) to negatively impact traffic flow and/or traffic control during work performance. Temporary protective and directional traffic control measures shall be in conformance with the latest edition of the Federal Highway Administration's "Manual on Uniform Traffic Control Devices" and current ODOT Standard Detail Drawings.

The contractor shall be required to allow one-way traffic through the project during working hours. All barricades and objects shall be removed from the roadway and all traffic lanes shall be open during non-working hours at the discretion of the Public Works Director or

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designee. However, one way traffic operation will not be permitted until such time as the contractor has labor, equipment and materials on the project necessary to proceed without delaying the work. Once one way traffic is established, the Contractor shall perform the construction work in a continuous and efficient manner. Access will be provided to all properties/ businesses at all times except for coordinated, permitted times of closure for specific frontage construction. Notification and coordination to property owners/ businesses affected by the construction/ development is a required responsibility of the contractor.

The Contractor shall have a person on the job during working hours and on call at all other times, which shall have the responsibility to maintain all directional and warning devices in proper position. The City will be provided the Contractor with a name and 24-hour contact telephone number. The Public Works Director may allow up to full road closure for as long as is needed to protect the safety of workers and the public.

Failure to comply with this section, may result in the City issuing a stop work for project until compliance.

1-9 Land and Easement Dedication

A land and/or easement dedication is the dedication of land by the applicant/property owner for the creation or enlargement of streets or other infrastructure where the existing street system will be impacted by or inadequate to handle the additional burden caused by the proposed use.

Per the City's Subdivision Ordinance, "Public Park Dedication/Park Fund," the Public Works Director can either require land donation of 8% of the total development area or an equivalent land value deposit to the parks fund for the value of the 8% area prior to development. Applicants may be required to dedicate land and/or easement to the City for public improvements per the City's Zoning Ordinance.

1-10 Prior to Construction

Applicant shall submit a letter of intent to provide service from all utility companies planned for the subdivision. This should include gas, power, cable, Internet and phone services.

Applicant shall provide a letter of approval from North Unit Irrigation District & the Bureau of Reclamation, if applicable, for prior to approval of the subdivision plans.

Formal plans, reports and specifications to be submitted for all construction. Applicant shall submit as-built plans (11"x17" - Hard Copy and Electronic – ACAD & PDF electronic files) as sections of work are completed. Wastewater system plans to be submitted to and approved by the City of Madras and by DEQ (only pump/lift station and forcemain for DEQ). Once the final plans are approved for each phase of work, schedule a pre-construction meeting with the City of Madras Public Works Department.

The plan review process does not begin until a complete submittal is submitted to the City. A complete submittal includes the following:

1. Construction plans and specifications that conform to applicable ordinances, standards and Land Use Decision;

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2. Storm drainage report that follows the steps outlined in the ODOT Hydraulics manual showing as follows:
 - A. routing and pipe sizing;
 - B. gutter flow and catch basin spacing analysis; and
 - C. detention area sizing.
3. Sewer calculations;
4. Fire flow analysis;
5. Full QA permit fee deposit per resolution schedule and Public Works approved cost estimate for public improvements. If any of the items are missing, the submittal will be deemed incomplete and the review will be put on hold pending receipt of the missing documentation; and
6. Any capacity analysis reports and mitigation measures.

After public improvement construction plans are approved by the City and prior to construction starting, attend a preconstruction meeting with the City of Madras Public Works Department. A construction schedule is to be submitted by the contractor at the preconstruction meeting along with contact information (including emergency contact phone numbers) provided to the City. The Public Works Department will outline requirements such as work days, hours, haul routes, dust & weed abatement requirements and other conditions for conformance to City Ordinances and policies. All other agency permits and fees (i.e. State, County) are to be gathered and submitted to the City prior to the start of construction.

1-10.1 Right-of-Way Permitting

Prior to any work being done in a public right-of-way, a right-of-way permit shall be obtained from the Public Works Department. A minimum of one week prior to the desired commencement date of the project, the applicant shall deliver to the Public Works Department the following:

- A. A completed permit form (attached in Appendix A) containing the following:
 1. Applicant's name, address, and telephone number.
 2. Name, address, and telephone number of the contractor and foreman or other person responsible for the work if different from the contractor.
 3. Location of project including:
 - a) Township, Range, and Section
 - b) Street Name
 - c) Nearest Intersecting Streets
 4. Type of facility.
 5. The proposed starting and completion dates.
 6. And other fields of questions.

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- B. Two sets of construction plans showing all pertinent construction details.
- C. A plan for traffic control; in the case of street closure, a proposed detour and/or other method of controlling traffic.
- D. In granting any permit, the Public Works Director may attach such other conditions thereto as may be reasonably necessary to prevent damage to public or private property or to prevent the operation from being conducted in a manner hazardous to life or property or in a manner likely to create a nuisance. Such conditions may include but shall not be limited to:
 - 1. Limitations on the time of the year in which the work may be performed, as well as the days and hours of work;
 - 2. Restrictions as to the size and type of equipment;
 - 3. Designation of routes upon which materials may be transported;
 - 4. The place and manner of disposal of excavated material;
 - 5. Requirements as to the control of dust, the cleaning of streets, the prevention of noise and other results of offensive or injurious impacts to the neighborhood, or the general public.
 - 6. Regulations as to the use of streets in the course of the work.

1-10.2 Public Improvement Construction Sequence

Street sections will be reviewed and approved for sequencing at time of Land Use Decision approval. Prior to use by new tenants (prior to final occupancy or prior to final plat), street improvements must be completed.

The Public Works Director and Fire Marshall require all weather surface streets to be in place prior to combustible construction beginning.

Lot corners are to be surveyed and staked for building inspection reference.

1-11 Utilities Standards

- A. Minimum Standards Established. ORS 374 and 758, set forth the minimum standards governing the placing, relocation, building, maintenance and construction of all facilities and appurtenances, within public rights of way.
- B. All utilities governed by DCC 17.48.240 through 17.48.28 shall be underground unless overhead utilities are permitted as a result of a land use action.
- C. Typical utility locations and depths are listed below, however you must consult other relevant Sections for detailed specifications.
 - a. Water alignment – West or North sides of the road section (approx. 5'-6' off of curb)

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- b. Sewer alignment (6' minimum depth, 4' at lot connection) – Centerline of roadways for minor collector and local street sections. East or South side center of travel lane for major collectors.
- c. Stormwater alignment – Opposite side of street from water (center of travel lane on major collectors; center at line between parking area and travel area on minor collectors and local streets).
- d. Other services (phone, gas, electric, cable, etc.) – planter strip section or granted public utility easement (P.U.E) behind sidewalk.
- e. Minimum utility cover is 30 inches minimum cover over sanitary sewer main pipe is to be six (6) feet and laterals at property line shall be four (4) feet unless otherwise approved by the City.
- f. Sanitary sewers are to be centered in a dedicated public right-of-way or deeded property (conveyed to the City) with a minimum width of 20 feet. No curved sewers will be accepted.

Any variations shall be reviewed and approved by the City Engineer.

1-12 Construction

The work to be performed under this permit shall be carried out in accordance with the current Oregon Standard Specifications for Construction.

Work authorized by a right-of-way permit and/ or construction plan approval shall be performed between the hours of 7:00 a.m. and 6:00 p.m., Monday through Friday. Work on weekends and holidays must be by written request and will be reviewed on a case-by-case basis and will only be approved if City staff is available. The Public Works Director may further limit the hours of construction where such construction may affect public safety or otherwise be unnecessarily disruptive. Public complaints will be considered in the City's allowance of work on weekends. In the commercial and industrial zones, night work will be required when conditioned by the City, to reduce the impact to daytime business operations. For work impacting State Highway facilities, additional permitting may be required through the regional ODOT office. Access must be maintained to businesses at all times to the maximum extent possible.

Access to private driveways shall be provided except during working hours when construction operations prohibit provision of such access. If private driveway accesses are to be closed or limited, contractors must coordinate such events with the property owner/tenant.

Free access must be provided at all times to fire hydrants.

Monuments of concrete, iron or other lasting materials set out for the purpose of locating or preserving the lines of any street or property subdivision, or precise survey reference point, or a permanent survey bench mark within the County shall not be removed or disturbed or caused to be removed or disturbed unless permission to do so is first obtained in writing from the Jefferson County Surveyor. Permission shall be granted only upon condition that the applicant shall pay all expenses incidental to the proper replacement of the monument.

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1-12.1 Excavation

The minimum cover between the top of a buried utility and street or ground surface shall be thirty inches (30"). When required by the City or State, underground utilities shall be jacked or bored under streets when crossing same. Water jetting will not be allowed.

No opening or excavation in any street shall extend beyond the centerline of the street before being backfilled and the surface of the street temporarily restored.

No more than two hundred fifty feet (250') of trench, measured longitudinally, shall be opened along a street at one time.

Excavated materials shall be laid along the side of the trench and kept trimmed, in accordance with OSHA safety practices.

All utility facilities shall be potholed/located sufficiently ahead of trench excavation work to avoid damage to those facilities and to permit their relocation, if necessary.

1-12.2 Conformance for All Developments

Discharge from the proposed project must be designed to produce no significant adverse impact to the drainage system of the downhill property. Outfalls to natural drainages or ditches shall have energy dissipaters. A "bubble up" catch basin or curb drain (depending on site conditions) will be required for discharge to City streets when determined necessary by the Public Works Department.

Where no existing conveyance system (either piped or open channel) exists at the adjacent downstream property line of the development and the discharge was previously unconcentrated flow OR if discharge to the existing conveyance system (pipe, natural drainage, ditch, etc.) will produce a significant adverse impact (e.g. increased erosion), the applicant shall install a conveyance system across the downstream properties to an acceptable discharge point with drainage easements secured from the downstream owners and recorded prior to issuance of the Site Construction Permit.

Discharging across sidewalks and streets is prohibited.

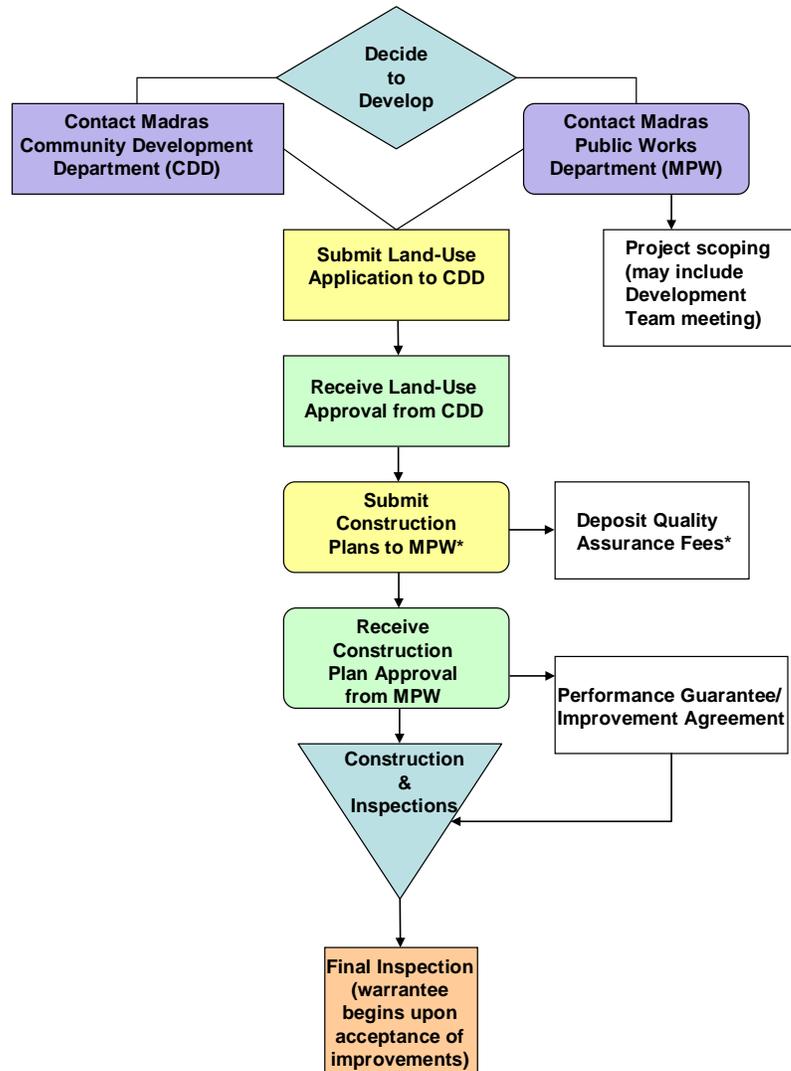
SECTION 2 OVERVIEW OF THE DEVELOPMENT PROCESS

2-1 Purpose

This section is provided to familiarize applicants, developers, consultants, contractors and other parties with the approval and permit policies and procedures for all proposed development projects within the City of Madras. Property owners outside the City limits, but within the Urban Growth Boundary area, who need to extend City water and/or sanitary sewer mains, are also required to follow the process of this section. In addition, this section is intended to provide a brief overview of the permits required for construction within the City limits.

2-2 Summary

Table below: Typical City of Madras Process of Development



*Construction Plan Review will not start until quality assurance fees are deposited to the City.

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As shown in the table above, Land Use Approval may be required for development. Contact the Community Development Department to determine what necessary permits are needed for a proposed development. As shown in the figure above, Land Use Approval is required prior to Construction Plan Approval and any construction, unless otherwise specifically allowed in writing by the Public Works Director.

Development within the City limits can be divided into two discrete review and approval processes: 1) Land Use approval and Construction Plan Approval, 2) Miscellaneous Public Improvement Permits (See Section 2-4).

The Land Use Approval is the review of all proposed development within the jurisdiction of the City of Madras Zoning, Subdivision, and other applicable Ordinances determined by the Community Development Director. The Land Use Approval process is managed by the Community Development Department.

In general, Construction Plan Approval is required for most construction work within the City limits. All residential subdivision, commercial, and industrial development are required to follow the same review and approval procedures. The Construction Plan Approval process is the review and conditional acceptance of the technical and engineering details of any proposed construction associated with improvements within the public right-of-way (including on-site grading, erosion and stormwater) or associated with any project that has been issued a Land Use Decision. The Construction Plan Approval process for on-site grading, stormwater, erosion control, and public improvements is administered by the Public Works Department. The Building Official reviews improvements on private property. The City's Construction Plan Approval process, and any conditions required as a result thereof, are independent of the Building Department.

When the development does not require Land Use Approval or Construction Plan Approval, Miscellaneous Public Improvement permit(s) is required for any work within public right-of-way.

Approval to start work will not be issued until all engineering plans for that work are approved by the Public Works Department and required agreements, bonds, or guarantees have been submitted. It is the developer's responsibility to acquire all permits, licenses and easements that may be required by another entity (i.e. other than the City of Madras) that affects the construction of dedicated infrastructure.

2-3 Public Works Development Process

2-3.1 Construction Plan Approval

In general, construction plan approval is required for public improvements associated with subdivision, partition, site plan review, conditional use, deeds of right-of-way dedication, public utility easements, and utility improvement and maintenance applications.

Development/ redevelopment/ construction shall not create an undue burden on the public transportation (or other public) utility infrastructure. Construction plans will assist the City in confirming that the existing infrastructure has adequate capacity to support the proposed development. Construction plans are

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additionally used to determine whether the applicant will be required to assume financial responsibility for any public improvements necessary to accommodate the proposed development in cases where undue burden would be placed upon the City's infrastructure. In some cases, a traffic impact analysis will be required.

Construction Plan Approval will be required for all sites that are required per the land use decision approval or when the proposed improvements may, in the City's determination, have a potential impact on stormwater runoff, downstream water quality, ADA compliance, or those developments that intend to dedicate infrastructure to the public or improve/repair utility infrastructure within the public right-of-way. This approval also integrates other miscellaneous permits issued by the Public Works Department including sidewalk/ driveway approach, sewer/ water connections, utility work in the right-of-way, etc. Additional agency approval will be required when certain thresholds are met for the typical agencies such as the Department of Environmental Quality, Department of State Lands, Fire Department, North Unit Irrigation, Jefferson County School District, State Historical and Preservation Office, Deschutes Valley Water District, and the Army Corps of Engineers.

In summary, approval will be required for any development if any of the following apply to the site:

- Excavation, fill or grading is in/adjacent to any drainage course, wetland, or flood plain;
- Infrastructure will be constructed and dedicated to the City;
- Private improvements that serve more than one lot or parcel;
- A curb cut is made for a driveway location;
- Excavation will occur within a public right-of-way;
- Utility installation, repair, or upgrade;
- Sidewalks are constructed or replaced within a public right-of-way; or
- The sites will be converted from an existing use to a higher demand use on the public transportation and/or utility system.

Appendix Item 6 shows the process for issuing construction plan approval. The application for a construction plan approval triggers the review process to determine if the proposed construction meets the land use decision (whenever applicable) and the Standards & Specifications established by the City. This approval must be issued prior to initiating any and all construction activities on a site. The approval can be issued to a developer, landowner, or the developer/landowner's agent (e.g. general contractor, project manager or project engineer). Public Works Department administers this construction plan approval for onsite grading, storm water, erosion control, and all public improvements. For certain miscellaneous public improvement permits, such as sidewalk replacements/construction, excavation and curb cuts, the Public Works Department may allow, in lieu of engineered stamped drawings, a scaled adequate detail drawing accompanied by ODOT Standard Detail Drawing(s) for approval. The determination of whether ODOT Standard Detail Drawings or engineered stamped drawings are required will be at the sole discretion of the Public Works Department.

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2-3.1.1 Inspection and Fees

The City of Madras' costs for plan review, assurance administration, legal fees, professional services, and field inspection costs must be paid by the applicant. Those costs shall be based on a schedule of charges on file in the City Public Works Department.

The City charges an estimated fee (i.e. QA Permit Fee) for initiating the construction approval process. This fee offsets time and resources involved in land use decision approval process, quality assurance administration, plan review, meetings, and professional services including legal counsel, inspections, and construction administration. The fee is based on the anticipated and actual cost(s) by the City but in the case that it costs more, the applicant/ developer is responsible for the additional cost. The applicant will be billed for these additional costs.

For miscellaneous public improvement permits, such as sidewalk/driveway approaches, connections to sewer and water, the determination of an applicable fee will be determined by the City's adopted fee resolution.

The City will inspect public right-of-way and utility connection work to ensure that construction is performed in accordance with the approved plans and specifications and/or according to the City's Standards & Specifications.

The applicant shall identify a contact person to act as the liaison between the contractor and the City of Madras. Once construction plans are approved, and prior to the start of construction, the developer and his/her contractor will schedule a pre-construction meeting with the Madras Public Works Department.

The Public Works Director reserves the right to attach other conditions after approval of the construction plans that are reasonably necessary to prevent damage to public or private property or to prevent the operation from being conducted in a manner hazardous to life or property or in a manner likely to create a nuisance. Such conditions may include but shall not be limited to:

- 1) Limitations on the time of the year in which the work may be performed;
- 2) Restrictions to the size and type of equipment;
- 3) Designation of routes upon which materials may be transported;
- 4) The place and manner of disposal of excavated material;
- 5) Requirements as to the control of dust, the cleaning of streets, the prevention of noise and other results of offensive or injurious impacts to the neighborhood, or the general public.
- 6) Regulations as to the use of streets in the course of work; and

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- 7) Control upon the hours of work (typical construction activity period is Monday-Friday 7am-6pm with written permission by the City required to work outside of those hours).

At the completion of the development project the design engineer shall submit a set of Record Drawings (As Built) to the City before the city will accept any infrastructure improvements that were constructed. Prior to accepting the City will create a punch list for deficiencies and unfinished projects. Public infrastructure improvements will not be accepted by the City for maintenance, and the start of the one year warranty period on materials and workmanship will not occur, until the satisfactory completion of the punch list items.

Below is an excerpt from Section 8.6 of the City's Subdivision Ordinance:

- A. Fees. All plan review and field inspection costs shall be borne by the applicant. Such costs shall be based on a schedule of charges on file in the City Public Works Department.
- B. Bonds
 1. General. When in the opinion of the City Public Works Director an existing public way is endangered by an applicant, said applicant shall be required to file an agreement and security with the City.
 2. Type of Security. The applicant shall file with the agreement, to assure his full performance thereof, one of the following:
 - i. A surety bond executed by a surety company authorized to transact business in the State of Oregon in a form approved by the City; or
 - ii. Cash.
 3. Amount Required. Such assurance of full performance shall be for a sum approved by the City Public Works Director as sufficient to cover the cost of improvements and repairs, including related engineering, inspection, and incidental expenses.
 4. Default Status. If the applicant fails to carry out provisions of the agreement and the City has unreimbursed costs or expenses resulting from such failure, the City shall call on the bond or cash deposit for reimbursement. If the amount of the bond or cash deposit exceeds cost and expense incurred by the City, it shall release the remainder. If the amount of the bond or cash deposit is less than the cost and expense incurred by the City, the applicant shall be liable to the City for the difference.
 5. The bond shall not be released by the City Public Works Director until one year from the improvement completion date specified by the applicant.

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[Item 5 Amended by Ordinance No. 722, Passed January 25, 2005.]

6. The bonds shall not be released by the City until City inspectors have inspected the improvements and approved them in writing.”

2-3.1.2 Expirations

Approved plans and miscellaneous permits expire one year after approval. Extensions of permits may be requested from the City. Permit extensions must comply with any changes or revisions made to the City’s standards from the date of the original issuance. Extensions are not granted on expired permits. For further information, see the City’s Fee Resolution.

2-4 Miscellaneous Public Improvement Permits

The City of Madras Public Works Department issues permits for a variety of right-of-way public improvements such as for sidewalk/driveway approaches, sewer/ water connections, utility work in the right-of-way, and more.

The following is a list of other City permits that are issued by the Public Works Department, and can be found in Appendix A of this document:

2-4.1 Right-of-Way Permit

Right-of-way Permits are required when any person desires to erect, construct or maintain an encroachment structure upon public property. An encroachment structure shall include any tower, pole, pole line, pipe, pipeline, deck, billboard, stand or building, or any other such object or structure that is placed in, upon, under or over any public street, highway or alley right-of-way, or other public property. A review and recording fee is required. Any temporary closure of a public right-of-way to vehicular or pedestrian traffic requires City approval prior to the proposed closure. Closures include street/alley, traffic lane, parking lane, bicycle lane and sidewalks that are not covered by a permit issued under Section 2 of this manual.

2-4.2 Sanitary Sewer Permit

Fees are charged for setting up a service account as well as inspection of the service connection. Any homes that are located outside the City limits that need or are required to connect to City sewer service must sign a consent to annex and pay applicable fees.

2-4.3 Sidewalk Permit

Any new sidewalk or improvement to an existing sidewalk shall require a permit by the City to ensure safety regulations and appropriate design are adequately met. The City has the option to require a non-remonstrance agreement as a commitment from property owners to build a sidewalk in the future.

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2-4.4 Water Permit

Water permits are required when new water meters must be installed. Applicants/Developers/property owners are required to pay the fee for this permit at the time that construction plans are submitted. For fee rates, refer to the City's Fee Resolution which may be obtained from the Public Works Department.

2-4.5 Plan Review, Quality Assurance Administration, and Inspection Fee (aka. QA Permit)

Deposit required prior to review of plans and will be held by the City through end of project. Actual costs will be taken from deposit and any remaining amount will be refunded. If costs exceed the calculated minimum deposit, the developer/applicant is responsible to pay the additional services provided by the City. Deposit minimum amount determined by using the table found in the City's Fee Resolution.

SECTION 3 GRADING AND EROSION CONTROL

3-1 Purpose

The purpose of this standard is to reduce the amount of sediment and pollutants reaching the storm and surface water system and reduce damage to other public infrastructure resulting from activities that accelerate erosion. Two additional factors include dust and weed abatement control. The objective is to control erosion and pollution at its source to maintain and improve water quality, reduce downstream impacts and protect natural drainages. The purpose is also to protect natural drainages with new grading and to also protect newly formed lots and adjacent properties.

3-2 Summary

- Review of rough grading and erosion control during the Community Development Department review process.
- Review of final grading and erosion control during the construction plan approval process. This applies to sites as shown in Appendix A.
- In addition, this section also specifies the following:
 - Inspection procedures for grading and erosion control on sites requiring construction plan approval,
 - Design criteria for grading and erosion control,
 - The owner's/developer's/contractor's responsibilities for meeting erosion control performance criteria.

3-3 Other Agencies May Require Grading and/or Erosion Control Plans

It is not the intent of this section to supersede the requirements of the Building Department with respect to grading and/or erosion control requirements that may be required as a condition of the building permit. The intent of this section is to ensure that the City's minimum design requirements are met. The City defers to the Building Department for review of the structural integrity of retaining walls or other concrete structures associated with grading/erosion control that are located on private property. The Public Works Department will review and approve for these structures in the public right-of-way. The applicant, however, will be required to demonstrate to the City that such structures have been reviewed and approved by the Building Department prior to their construction.

Depending on the location and nature of the work, permits may also be required from the Oregon Department of Environmental Quality (DEQ), Oregon Division of State Lands (DSL), the Army Corps of Engineers, the Oregon Department of Fish and Wildlife (ODFW), or US Fish and Wildlife. If such permits are required, the applicant shall provide evidence to the City that a permit has been obtained prior to any clearing, grading, or excavation activities. Any work within the 100-year flood plain will require an administrative review flood plain permit through the City Community Development Department.

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3-4 Land Use and Site Construction Approval Process

3-4.1 Plan Review

If the applicant falls within the requirements of site plan or subdivision review, then the applicant shall submit a grading plan for review and approval prior to land use approval. The plan shall be prepared by an engineer licensed in the State of Oregon. The purpose of the grading plan is to provide the City with a tool that will allow assessment of the impact of any proposed clearing, grading, or excavation on adjacent properties, right-of-way and public infrastructure. Complete design documents, including revisions as required by the City, shall be required before receiving construction plan approval for each phase of construction. The construction plan is valid for the period that the land use decision approval is valid.

Design drawings shall be prepared with a mylar cover sheet for signatures and standard 20lb bright-white paper for the remaining plan sheets with the appropriate professional stamp. Final drawings shall be submitted on ANSI D- 22" X 34", and electronic PDF half-scale 11" X 17". Graphical representations of dedicated infrastructure on final design drawings must meet City Drafting Standards (Refer to Section 9). Capital improvement projects will use the standard City title block and drawing format available from the Public Works Department. Land development projects with dedicated infrastructure shall use the City supplied signature block on every drawing submitted. Signature blocks to include, at a minimum, the Public Works Director and any impacted utilities (i.e. Quest, PP&L, DVWD).

Design drawings shall show the following:

Property lines, existing buildings or structures, easements, utilities, and drainage courses, existing trees (six inches in diameter and larger) and the location of any building or structure within 25 feet of the property boundary (location may be approximate);

Contours showing the topography of the existing ground (Contour lines shall extend a minimum of 25 feet beyond the limits of the site. Contour lines outside the site boundaries may be approximate);

Contours, elevations, dimensions, locations, extent, and the slopes of all proposed rough grading. Label slopes 3:1 and steeper. Due to the conceptual nature of the plan, these may be approximate in nature;

Survey shall show topography and neighboring structures for 500 feet around the perimeter of a site plan or subdivision;

Locations of retaining walls and other structures to be constructed as part of project; Estimated quantities of excavation and fill (cubic yards, including estimated import and export quantities), top and toe of cut and fill slopes, direction of sheet and concentrated drainage;

Anticipated locations of storm water conveyance/detention facilities;

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Proposed types of permanent cover to be established on disturbed areas of site (e.g. lawn, native vegetation, rockery, gravel, asphalt, etc.); and

Phasing of proposed grading work (e.g. Will work be phased? What work will be done in each phase of development?).

3-4.2 Site Construction Plan Approval

A Site Grading and Erosion Control Plan will be required for the site and if the site is categorized to require additional agency permits. The Site Grading and Erosion Control Plan shall be submitted for review and approval prior to issuance of the City's construction plan approval.

3-4.2.1 Grading and Erosion Control Plan Requirements

A Site Grading and Erosion Control Plan shall be submitted for review and approval for all sites (as defined in Appendix A) prior to issuance of the City's construction plan approval. It shall be prepared by an engineer licensed in Oregon and qualified to perform the work submitted within the plan. Geotechnical engineering reports, surveys, and other specialized work shall be performed (and stamped or otherwise certified) by professionals licensed/certified to perform such work.

The applicant shall include construction documents (refer to 3-4) showing the following:

- Property lines, existing buildings or structures, easements, utilities, and drainage courses, existing trees (six inches in diameter and larger) and the location of any building or structure within 500 feet of the property boundary (location may be approximate);
- Contours (2-foot interval maximum) with existing elevations to show existing topography (Contour lines shall extend a minimum of 500 feet beyond the limits of the site. Contour lines outside the site boundaries may be approximate). Contours and elevations shall be used on NAD 83 or a County approved benchmark or temporary benchmark if the work will construct dedicated infrastructure;
- Elevations, dimensions, locations, extent, and the slopes of all proposed grading shown by contours and/or other means (label slopes 4:1 and steeper);
- Locations of retaining walls and other structures to be constructed as part of project (label wall height);
- Provide amount of excavation and fill (cubic yards) to neat line, top and toe of cut and fill slopes, direction of sheet and concentrated drainage;
- Locations of existing and proposed stormwater conveyance/detention facilities including inlets immediately downstream of site (for the purpose of evaluating drainage patterns during and after construction);

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- Location of gravel construction entrance;
- Limits of clearing;
- Location for storage of excavated materials, wastes, and other construction materials;
- Placement of other erosion control devices including installation details and maintenance criteria (Incorporate these into the plans and specifications and reference *City of Madras Stormwater Master Plan*, ODOT Hydraulics Manual, and Central Oregon Stormwater Manual);
- Proposed types of permanent cover to be established on disturbed areas of site (e.g. lawn, native vegetation, rock/ mason work, gravel, asphalt, etc.) and conditions for reaching satisfactory establishment as determined by the City;
- Project phasing (if applicable to project); and
- Recommendations of geotechnical engineering and engineering geology reports.

3-4.2.1.1. Supporting Documentation

The following supporting documentation shall be submitted to the City for review and approval prior to the issuance of the site construction plan approval:

- A current record of survey that establishes or re-establishes the property corners;
- A construction schedule showing the relative sequence of major stormwater and erosion control activities relative to other construction activities; and
- An erosion control narrative – The purpose of this narrative is to address each of the requirements listed in Section 3. List each requirement and briefly address how this will be met. Include calculations for sizing BMPs (if applicable) and information on proposed BMPs that are not in the referenced manual.

A cost estimate and a plan review, quality assurance administration and inspection fee are required when public grading improvements, installation, and maintenance of erosion control measures occur.

3-4.2.1.2. Final Design Drawings

Prior to issuance of the site construction plan approval, final design and construction documents shall be submitted to the City for review and approval. Approval will not be granted until the City has been satisfied that the requested design modifications have been made. The design

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submittal shall include all drawings, specifications and supporting calculations needed to verify that the proposed grading and erosion control align with the concepts approved in the land-use findings and decision and meets the City's design standards as specified herein.

The City will not accept any new infrastructure constructed prior to issuance of the site construction plan approval, or infrastructure not inspected at the site and certified by the City as meeting the required standards.

Final design drawings shall be prepared with a mylar cover sheet for signatures and standard 20lb bright-white paper for the remaining plan sheets with the appropriate professional stamp. Final drawings shall be submitted on ANSI D- 22" X 34", and electronic PDF half-scale 11" X 17". Graphical representations of dedicated infrastructure on final design drawings must meet City Drafting Standards (Refer to Section 9). Capital improvement projects will use the standard City title block and drawing format available from the Public Works Department. Land development projects with dedicated infrastructure shall use the City supplied signature block on every drawing submitted. Signature blocks to include, at a minimum, the Public Works Director and any impacted utilities (i.e. Quest, PP&L, DVWD).

3-4.2.1.3. Performance and Warranty Security

See Section 1 of this Manual.

3-4.2.2 How Long is a Grading and Erosion Control Plan Valid?

Once approved by the City, a Site Grading and Erosion Control Plan are valid for the same period of time that the land-use approval is valid. At the end of that time, if final construction plans have not been approved and substantial site grading activities have not been completed within the performance bond period, then the Site Grading and Erosion Control Plan approval shall be null and void and become effective only after reapplication for land-use approval and Public Works Department approval. All re-submitted plan(s) shall be subject to the standards and fee schedule effective at the time of the re-submittal. Phases of the project that have been previously accepted by the City are not subject to revisions of this standard unless the new plan requires modification to the existing City accepted improvements.

3-4.3 Public Works Review and Inspection Procedures

Fixed fees are charged for review and inspection of site grading and erosion control. Refer to Section 2 of this manual.

At a minimum, the following inspections will be performed:

- Initial site review during Site Construction Permit application and/or planning-level review,

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- Inspection of erosion control measures prior to initiating clearing/grading (It is the applicant's responsibility to contact the inspector 48 hours prior to requiring an inspection. Construction may not proceed until the inspection has been performed.)
- Spot inspection(s) during construction as required (The number of inspections is at the discretion of the inspector).

Final inspection once site work is complete and site is stabilized (It is the applicant's responsibility to contact the inspector 48 hours prior to requiring an inspection. Erosion control measures must remain in place until the inspection is completed and approval is given by the City inspector).

3-4.3.1 Professional Inspection

Professional inspection of grading operations shall be provided by the civil engineer, geotechnical engineer, and/or the engineering geologist at the applicant's expense if requested by the City. Typically, the City will only request this for sites where failure to meet precise specifications may pose a hazard (e.g. fill sites on steep slopes or deep fills). City resources and professional services for inspection will be reimbursed per the plan review, quality assurance administration and inspection fee.

3-4.4 As-Built Drawings

As-built drawings are required for permanent infrastructure or other work associated with grading and erosion control on City property or within an existing or proposed City right-of-way or easement (e.g. retaining walls or finished grades/slopes/surfacing for roadways, shoulders, and cut or fill slopes). Prior to City acceptance of the improvements, the contractor shall supply the City with as-built drawings of the installation. The contractor shall make all changes to the as-built drawings as directed by the inspector before the City will approve and accept the project.

All final as-built drawings shall be ink on polyester (mylar) base drafting film at least .003 inch thick and coated for drafting on both sides. Graphical representations of dedicated infrastructure must meet City Drafting Standards (refer to Section 9). Standard City of Madras title block and drawing format shall be used.

Submitted drawings shall be on mylar as well as in electronic format (refer to Section 10). Final as-built drawings shall be stamped or otherwise marked as such, indicating the date of their preparation. Graphical representation of final electronic drawings submitted with mylar drawings shall match. Digital files that do not agree with the mylars will be returned and corrected at no cost or liability to the City.

Record Drawings shall clearly identify deviations from the approved final design drawings using the standards established in Section 10 of this manual.

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3-5 Grading Policies and Criteria

3-5.1 Referenced Standards

The grading requirements of this section are focused on protection of water quality and drainage courses and to also protect newly formed lots and adjacent properties. In cases where additional clarification is needed for acceptable grading practices, the City and applicant will reference Part 200 and Part 300 of the latest edition of the Oregon Standard Specifications for Construction. In cases of conflict, the provisions of this section will govern.

Grading plans must conform to the following design criteria unless approved otherwise by the City. To justify a variance from these requirements, the applicant will be required to furnish a geotechnical engineering or engineering geology report (or both) which states that the site has been investigated and that a less-restrictive criteria will not create an unstable condition posing a hazard to public or private property. These reports must be submitted to the City for its review and final approval.

3-5.2 Cuts

Cut slopes adjacent and behind sidewalks shall not exceed a 1 foot vertical to 2 feet horizontal slope (50% slope) after a minimum of a two foot zero (2' 0") slope setback behind sidewalks. For stormwater facilities such as ponds or swales, refer to the Stormwater Facilities Section of these Standards & Specifications. The City may consider approval of a proposed slope that is steeper than the criteria stated herein provided that a stamped geotechnical engineering report clearly states that the site-specific soils conditions are capable of supporting the proposed cut and that all recommendations of said report are incorporated in the site design. Any approved modification to these slope criteria will not exempt cuts slopes from the requirement of erosion stabilization as outlined herein.

3-5.3 Embankments and Fills

3-5.3.1 Slopes

Fill slopes adjacent and behind sidewalks shall not exceed a 1 foot vertical to 2 feet horizontal slope (50% slope) after a minimum of a 2 foot zero slope setback behind sidewalks. For stormwater facilities such as ponds or swales, refer to the Stormwater Facilities Section of these Standards & Specifications. The City may consider approval of a proposed slope that is steeper than the criteria stated herein provided that a stamped geotechnical engineering report clearly states that the site-specific soils conditions are capable of supporting the proposed fill and that all recommendations of said report are incorporated in the site design. Any approved modification to the slope criteria will not exempt fill areas from the requirement of erosion stabilization as outlined herein. Approval of steeper fill slopes than a 2:1, from the setback behind sidewalks, will require additional pedestrian safety mitigation measures such as hand rail or alternate protection method as allowed by the City and meeting all ADA and OSHA requirements.

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3-5.3.2 Fill Material

The type of soil utilized for fill shall have shearing, slumping, and similar characteristics necessary to support the structure intended. Fill materials that may present a water quality problem on site or within the surrounding area, due to their physical characteristics or contamination from oil, industrial waste or similar pollutants, shall not be permitted.

3-5.3.3 Compaction

Fill shall be compacted to accepted engineering standards sufficient to support the structure intended and existing water shall be allowed to settle prior to development upon the site. Fill shall be placed and compacted in lifts of not more than six inches, unless on-site testing supports thicker lifts. Follow the requirements under Part 300 of the Oregon Standard Specifications for Construction.

3-5.4 Grade Breaks

Changes in slopes shall be rounded and cut and fill slopes shall be stabilized with material suitable to prevent erosion or similar soil instability problems.

3-5.5 Existing Vegetation

Existing vegetation shall be preserved when to do so will not adversely affect the engineering soundness of the cut or fill involved.

3-5.6 Drainage Courses

The alignment and capacity of major drainage courses (i.e. Willow Creek, canal systems, FEMA Firm map courses, and natural regional drainage courses) shall not be modified by grading activities. Any proposed modifications to a drainage course must be reviewed and approved by the City Engineer, but in any case, modifications will not reduce the capacity and will not create adverse effects upstream or downstream of the original drainage course. Installation of culverts shall meet the requirements of Section 4.

3-5.7 Setbacks

Cut and fill slopes shall be set back from drainage courses a minimum of 25 feet from the top of bank. Additional setbacks may be required by other regulatory agencies such as Oregon Department of State Lands, Oregon Department of Land Conservation and Development, and Federal Emergency Management Agency.

Cut and fill slopes shall be set back from site boundaries as described below:

- Top of Cut Slope. The top of cut slopes shall not be made nearer to a site boundary line than one fifth of the vertical height of cut with a minimum of 2 feet and a maximum of 10 feet. The setback may need to be increased for any required interceptor drains.

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- Toe of Fill Slope. The toe of fill slope shall be made not nearer to the site boundary line than one half the height of the slope with a minimum of 2 feet and a maximum of 20 feet. Where a fill slope is to be located near the site boundary and the adjacent off-site property is developed, special precautions shall be incorporated in the work as the City deems necessary to protect the adjoining property from damage as a result of such grading. These precautions may include, but are not limited to:
 - Additional setbacks.
 - Provision for retaining or slough walls.
 - Mechanical or chemical treatment of the fill slope surface to minimize erosion.
 - Provisions for the control of surface waters

3-5.8 Drainage and Terracing

For cut and fill slopes steeper than 1 foot vertical to 3 feet horizontal, the following minimum requirements apply unless more stringent requirements are recommended in the geotechnical engineering report.

3-5.8.1 Terraces

Terraces at least 6 feet in width shall be established at not more than 30 foot vertical intervals on all cut or fill slopes to control surface drainage and debris except that where only one terrace is required, it shall be at mid-height. For cut or fill slopes greater than 60 feet and up to 120 feet in vertical height, one terrace at approximately mid-height shall be 12 feet in width. Terrace widths and spacing for cut and fill slopes greater than 120 feet in height shall be designed by a civil engineer and approved by the City. Suitable access shall be provided to permit proper cleaning and maintenance.

Swales or ditches on terraces shall have a minimum gradient of 5 percent and must be paved with reinforced concrete not less than 3 inches in thickness or an approved equal paving. They shall have a minimum depth at the deepest point of 1 foot and a minimum paved width of 5 feet.

A single run of swale or ditch shall not collect runoff from a tributary area exceeding 13,500 square feet (projected) without discharging into an approved underground storm drainage system or other approved point of discharge.

3-5.8.2 Subsurface Drainage

Cut and fill slopes shall be provided with subsurface drainage as necessary for stability.

3-5.8.3 Disposal

All drainage facilities shall be designed to carry waters to the nearest practicable piped stormwater system or drainage course approved by the City. For guidance on discharge locations, refer to Section 4 of this manual.

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3-5.8.4 Interceptor Drains

Paved interceptor drains shall be installed along the top of all cut slopes where the tributary drainage area above slopes toward the cut and has a drainage path greater than 40 feet measured horizontally. Interceptor drains shall be paved with a minimum of 3 inches of concrete or gahnite and reinforced. They shall have a minimum depth of 12 inches and a minimum paved width of 30 inches measured horizontally across the drain. The slope of drain shall be approved by the City. Alternate methods for preventing erosion on cut and fill slopes will be evaluated on a case by case basis.

3-6 Erosion Control Policies and Criteria

3-6.1 General

The required best management practices (BMPs) listed in this section are minimum measures. To meet the erosion control performance standard, the developer will be required to design and implement erosion control measures. The City will review Site Grading and Erosion Control Plans for completeness and compliance with the requirements of this section. However, it is the responsibility of the applicant to meet the following erosion control performance standard:

Erosion control measures shall be designed and implemented as required to prevent visible and measureable erosion of sediment.

3-6.2 Referenced Standards

For erosion control best management practices (BMPs), this standard references the *City of Madras Stormwater Master Plan*, *ODOT Hydraulics Manual*, and *Central Oregon Storm water Manual*.

3-6.3 General Site Requirement Best Management Practices (BMPs)

The BMPs listed below are required for all general sites.

3-6.3.1 Mark Clearing Limits

Clearing and grading of the site should be planned properly. It is important to clear only the areas needed, thus keeping exposed areas to a minimum. Clearing should be phased so that only those areas that are actively being worked are uncovered. Clearing limits shall be flagged prior to the initiation of clearing.

3-6.3.2 Stabilized Construction Entrance

A stabilized construction entrance shall be the sole entrance or egress from the site. Prior to initiating construction, construct a stabilized construction entrance. Refer to the ODOT Standard Drawing for details. Do not install gravel on paved surfaces and immediately clean up any tracked mud, gravel, or sediment onto paved surfaces.

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Perform maintenance on construction entrance as follows:

- Additional gravel shall be added as required to maintain function of the pad
- Additional measures may be required if mud and dirt tracking is evident on access road.

3-6.3.3 Protect Stockpiles and Staging Areas

Soil and material stockpiles shall be situated so that the material does not erode into the street or adjacent properties, drainage courses, or storm systems. Excavated basement soil and material stockpiles are to be located a reasonable distance behind the curb (10 feet, minimum). This practice will increase the distance eroded soil and stockpiled material must travel to reach the stormwater conveyance system.

If applicable to the site, concentrated flows shall be diverted away from staging areas and stockpiles using best management practices from the *City of Madras Stormwater Master Plan*, *ODOT Hydraulics Manual*, and *Central Oregon Stormwater Manual*. Soil and material stockpiles shall be covered when not in use (e.g. when not accessed for 48 hours or more) during the period of October 1st to April 30th. This requirement may be waived for soil and gravel stockpiles on flat (<5%) slopes if in the opinion of the Public Works Department, the risk of erosion is minimal.

3-6.3.4 Install sediment barrier at toe of disturbed area and material stockpiles

Erosion and sediment control devices, including sediment barrier, are to be installed according to Section 280 of the Oregon Standard Specifications for Construction.

3-6.3.5 Backfilling

For private property improvements, basement walls are to be backfilled as soon as possible and the lot rough graded. This practice will eliminate large soil mounds that are highly erodible and prepares the lot for temporary cover which will further reduce erosion potential. Excess soil should be removed from the site as soon as possible after backfilling. Special permits from other agencies will be provided to the City when the size and volume of work triggers permitting, such as work within a flood plain, or disturbing one acre or more, requiring a DEQ permit.

3-6.3.6 Storm Drain Inlet Protection

Protect storm drain inlets immediately downstream from sediment using best management practices from the *City of Madras Stormwater Master Plan*, *ODOT Hydraulics Manual*, and *Central Oregon Stormwater Manual*.

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3-6.3.7 Slope Protection and Temporary Cover

Slope stabilization measures (for slopes 3H:1V and steeper) must be initiated within 14 calendar days after construction activities in that portion of the site where earthmoving activities have temporarily or permanently ceased. Un-established slopes shall be covered using mulch, erosion control matting, or other methods described in the *City of Madras Stormwater Master Plan*, *ODOT Hydraulics Manual*, and *Central Oregon Stormwater Manual*. Follow guidelines for securing mulch or matting. Slopes must be protected while permanent cover is established.

3-6.3.8 Remove Sediment

Visible deposits of sediment that leave the site shall be cleaned up within 24 hours and placed back on the site or properly disposed.

Under no condition shall sediment from the construction site be washed into sewers, drainage courses, or other portions of the conveyance system.

3-6.3.9 Establish Permanent Cover

Prior to removal of erosion control measures, permanent cover must be established on the site. Once construction is complete and permanent cover is established, call for final inspection from the City. Remove temporary erosion control measures when approved by the City inspector. In the establishment of permanent cover, the property owner is responsible to comply with all the provisions of the City's Weed Abatement Program during establishment and after establishing cover.

3-6.4 Additional Measures for Subdivisions and Site Plan Developments

In addition to meeting the general requirements above, further minimum requirements for subdivision and site plan development erosion control are described in this section. Review the BMPs in the *City of Madras Stormwater Master Plan*, *ODOT Hydraulics Manual*, and *Central Oregon Stormwater Manual* and apply them as required to meet these minimum requirements. Due to variations in site conditions and construction timing, the BMPs required will vary by site. Maintenance of BMPs shall be as specified in the *City of Madras Stormwater Master Plan*, *ODOT Hydraulics Manual*, and *Central Oregon Stormwater Manual*.

3-6.4.1 Delineation of Clearing Limits

Follow the BMP guidelines in the *City of Madras Stormwater Master Plan*, *ODOT Hydraulics Manual*, and *Central Oregon Stormwater Manual*. Show clearing limits on construction plans and mark them in the field prior to the initiation of clearing and grading. Show phasing in construction schedule (e.g. "Install sediment fence below area A" then "Clear and rough grade area A" followed by "Seed, mulch, and install erosion control matting on slopes of area A," etc.)

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3-6.4.2 Prevent Pollution from Equipment and Material Storage and Maintenance

Specify locations on site for equipment storage and maintenance and storage of construction materials and wastes. Protect this location from surface water run-on and flooding. Review the ODOT Hydraulics Manual BMPs and implementation measures from Section 280 of the Oregon Standard Specifications for Construction. Specify the types of materials stored on-site (e.g. fuel or fertilizer) which may pose a water quality hazard and specify measures to be taken to prevent pollution. Covering of construction equipment is not required. Covering materials and stockpiles may be required depending on type of material and downstream controls. Protect stockpiles on slopes greater than 5 percent using perimeter controls at the base. Locate stockpiles a minimum of 10 feet away from property boundaries or stormwater conveyance systems.

3-6.4.3 Surface Water Controls

Surface water controls shall be installed to intercept all concentrated flow from disturbed areas, convey it to an appropriate sediment trap or pond, and discharge it downstream of any disturbed areas. However, areas at the perimeter of the site that are small enough to be treated solely with perimeter protection do not require surface water controls. Significant sources of upstream surface water that drain onto disturbed areas shall be intercepted and conveyed (in a non-erosive pipe or channel) to a stabilized discharge point downstream of the disturbed areas. Surface water controls shall be installed concurrently with or immediately following rough grading. Special caution shall be used in protecting stockpile, material storage and equipment maintenance areas to prevent surface water from flooding these areas. Select BMPs for controlling surface water from the ODOT Hydraulics Manual. Show surface water controls on plan.

3-6.4.4 Perimeter Sediment Controls

Perimeter protection to filter sediment from sheet flow shall be provided downstream of all disturbed areas. Perimeter protection may include preserving vegetated strips as well as more conventional constructed measures such as sediment fences, straw bales, and bio-filter bags (refer to the ODOT Hydraulics Manual BMPs and implementation measures from Section 280 of the *Oregon Standard Specifications for Construction*). Such protection shall be installed prior to upslope grading.

3-6.4.5 Remove Excess Soil

Excess soil should be removed from the site as soon as possible after earthwork is completed in a manner consistent with the Land Use decision and the Public Works Department Standards & Specifications. The developer is also to follow conditions set by other agency permits for significant excavation and disposal projects.

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3-6.4.6 Dust Control

Preventative measures to minimize wind transport of soil shall be implemented when a nuisance or traffic hazard may be created or when sediment transported by wind may be deposited in water resources. Reference the *ODOT Hydraulics Manual*, and the *Oregon Standard Specifications for Construction* Section 280 for BMPs.

3-6.5 Project Types Requiring Special Consideration

Projects such as roads or utilities will require special consideration for meeting the erosion control performance standard. An erosion and sediment control plan will be required from the Engineer of Record that is to be implemented and managed by the general contractor. One way of performing adequate erosion control is to stabilize construction as the work proceeds. For example, on a road the base rock may be placed on the first portion of the road before the rough grading is complete at the end. At a minimum, the following measures are required for these types of projects:

- Protect downstream storm drain inlets (or if site drains to a ditch system, install check dams or other devices to retain sediment);
- Protect stockpiles and work site from concentrated flows;
- Remove excess soil and materials as soon as possible;
- Filter dewatering pump effluent;
- Remove sediment/debris from the right-of-way and conveyance system (including gutters) at the end of the day;
- Cover material and soil stockpiles when not in use or when windy conditions may cause a nuisance or hazard due to dust;
- Protect for weed abatement (see the City's Weed Abatement Ordinance); and
- Protect slopes and establish permanent cover as required.

SECTION 4 STORMWATER FACILITIES

4-1 Purpose

Stormwater management in the City of Madras is necessary to promote the general health, welfare, and economic wellbeing of our community as well as to protect the health of the Willow Creek Watershed (a sub-basin to the Deschutes River Watershed). The potential effects of failure to manage stormwater include increased water pollution, flooding, damage to public and private infrastructure, regulatory fines, and increased costs to remedy problems in the future.

The City of Madras has developed the *Stormwater Master Plan* to be used in conjunction with the ODOT Hydraulics Manual and Central Oregon Stormwater Manual to summarize the stormwater analysis, design, construction and maintenance requirements for proposed development sites. The goal of this standard is to conserve public resources by:

- Ensuring adequate site drainage;
- Reducing water quality and quantity impacts from new development or redevelopment by requiring the consideration and mitigation of these impacts during site design;
- Protecting existing drainage courses;
- Providing design criteria which will reduce infrastructure maintenance costs; and
- Planning for future development as stormwater facilities are designed and constructed.

4-2 Summary

This standard represents the minimum requirements for the analysis, design, construction and maintenance of stormwater facilities on development sites. The review of stormwater facilities by the City is comprised of the review of drainage report calculations and detailed design drawings.

Review criteria for proposed improvements are organized into the following categories:

- Select appropriate discharge location;
- Perform off-site analysis;
- Control water quantity;
- Design conveyance system;
- Control water quality;
- Perform erosion control;
- Provide for maintenance and operation; and
- Provide financial guarantees.

4-3 Other Agencies May Require Stormwater Reviews

Stormwater flows across governmental jurisdictions and affects downstream landowners, habitat and water quality. Other agencies may also require drainage review. The policies in this manual shall not relieve any person from the obligation to comply with the regulations or permits of any federal, state, or local authority having jurisdiction over a development (For example: Oregon Department of Environmental Quality, Oregon Division of State Lands, the Army Corps of Engineers, Oregon Department of Fish and Wildlife, U.S. Fish and Wildlife, Jefferson County, Oregon Department of Transportation (ODOT), Willow Creek Watershed Council and local irrigation districts).

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A common problem encountered is the development of parcels within the City that drain directly to drainage facilities maintained by the County or a local irrigation district. In this case, the applicant is required to meet City standards as well as any quantity or quality standards imposed by the County or district. Application for review by other agencies shall be made separately.

4-4 Referenced Standards

This standard is not all-inclusive. Materials, construction methods, and testing procedures not specified in this section will be as specified in the most recent edition of the:

- Central Oregon Stormwater Manual
- ODOT Hydraulics Manual
- City of Madras Stormwater Master Plan
- Oregon Standard Specifications for Construction
- ODOT Standard Drawings (English)

More detailed information on hydrologic methods can be found in the resources listed above which can be viewed from Public Works.

4-5 Planning and Design Approval Process

4-5.1 Are stormwater drainage reports and detailed design/ construction drawings required for your project?

Stormwater drainage reports and detailed design/ construction drawings are required as follows:

When a land use decision from the City requires them; or
Stormwater infrastructure will be constructed and dedicated to the City; or
The site will be converted to one of the uses described in Section 4-13.3.
If private developments propose underground injection control (UIC) stormwater systems as permitted through DEQ.

4-5.2 Planning Reviews

Flood plain administrative review applications are to be acquired from the Community Development Department. For process, estimated timeline and requirements, contact the City Community Development Director.

4-5.3 Construction Approval

Prior to issuance of the construction approval, the following items shall be submitted for review and approval by the City:

A stormwater drainage report and detailed design/ construction drawings, if required by Section 4-5.1 If the development was subject to an administrative floodplain review, a plan (drainage report and detailed design/ construction drawings) is required when a development adjusts the floodplain through grading even if there is no effect to the base flood elevation. Changes to a plan can only be made by the engineer of record and must be approved by the City.

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The drainage report calculations and detailed design/ construction drawings will include the following:

- Retention/ detention basing sizing;
- Pipe sizing;
- Storm manhole locations;
- Flow control;
- Catch basins;
- Gutter flow spread analysis;
- Delineation and Break-down of drainage basin area (i.e. uses and area calculations);
- Permits, easements, required agreements with other entities, and other submittals requested during review; and
- Proposed infrastructure agreements between the developer and the City regarding cost-sharing, advance financing, etc. (These shall be in signed written form prior to the issuance of the construction approval.)

4-5.4 Detailed Information Regarding Stormwater Site Plans

4-5.4.1 What is the purpose of a drainage report and detailed design/ construction drawings?

The purpose of the Stormwater Site Plan is to provide final design and construction- level detail for the development's drainage system and best management practices (BMPs). In general, existing and future conditions shall be analyzed and the applicant shall state how each of the requirements of this standard will be met. Major conveyance systems shall be tentatively sized and the approximate location of water quality and quantity facilities shall be established. Drainage easements to be dedicated will also be identified. For multi-phase projects, the construction drawings will be designed for the master plan at full build out. This will identify the facilities to be constructed within each phase and will analyze the resulting flows.

4-5.4.2 Who can prepare a stormwater site plan?

A Stormwater Site Plan must be prepared and stamped by an engineer licensed in Oregon and qualified to perform the work submitted within the plan. Wetlands delineations, geotechnical reports, surveys, and other specialized work shall be performed (and stamped or otherwise certified) by professionals licensed/certified to perform such work.

4-5.4.3 What portion of the site must be examined in the Stormwater Site Plan?

The Stormwater Site Plan must address stormwater runoff for the entire site and when a neighboring property sheds water onto the site. Thus addressing stormwater does not just occur in the areas of new construction. In some cases, retrofits to existing systems will be required in the land use decision. These are outlined in the design criteria.

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4-5.4.4 Stormwater Site Plan Required Contents

The following outline describes the sections that must be included in a Stormwater Site Plan.

Project Overview: The project overview shall briefly describe the nature and goals of the project. A vicinity map shall be included to show the location of the project site.

Preliminary Conditions Summary: This section will include a topographical map and narrative describing existing drainage patterns of the site as well as the surrounding area. Sufficient adjoining area shall be included on the map to determine the existing stormwater movement in and onto the proposed development, as well as the areas downstream that may be impacted by development. The map shall indicate the total site acreage, existing land use, drainage courses, flow direction, basins (including hydrologic data used for existing runoff calculations), any existing development and/or drainage facilities, and information regarding areas such as wetlands that may require additional permits.

Proposed Improvements Summary: This section will include a map and narrative describing proposed improvements as relevant to the requirements of this standard. Include drawings as needed to show proposed topography, structures and impervious areas, basins, hydrologic data, flow paths, existing and proposed drainage infrastructure and other Best Management Practices (BMPs) as required to demonstrate compliance. Sufficient adjoining area shall be included on the map to determine the relationship of the development to the preliminary conditions map.

Discharge Location: Where will the flows discharge? Are other agency permits and/or easements required? State how the project will satisfy the requirements of Section 4-9.

Off-Site Analysis: An offsite analysis shall be provided if requested by the City. Refer to Section 4-10.

Water Quantity: Is detention/retention required? State how the project will satisfy the requirements of Section 4-11.

Conveyance System: Will the proposed concept/design satisfy the requirements of Section 4-12? If not, state what variances are requested or are anticipated during the design process?

Water Quality: Is the site characterized by any of the criteria listed in Section 4-13.3? If so, how will water quality be protected?

Erosion Control: Is a grading and erosion control plan required for the site? Refer to Section 3 of this manual.

Maintenance and Operation: What infrastructure is proposed for dedication? For private infrastructure, who will be responsible for maintenance? What is the

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anticipated level and frequency of maintenance for water quality/quantity facilities? State how the project will satisfy any additional requirements of Section 4-15.

Financial Guarantees: Does the standard require financial guarantees for this site? State how the project will satisfy the requirements of Sections 1 and 2..

Appendix A: Additional Permits: Attach all additional permits required by other agencies that are relevant to stormwater. For example, include DEQ 1200C Permits, DSL permits, etc. Provide a summary of any special or unusual conditions or mitigation required as part of these permits. If permits are currently under review, or will be obtained later in the development process, state which permits will be obtained, for what purpose, and when they will be obtained. The applicant will be required to submit copies of permits prior to issuance of the Site Construction Permit.

Appendix B: Additional Calculations: Attach any calculations that were too detailed to include within the text. Additional appendices may be added to separate calculations. Calculations shall be clearly labeled to help expedite the review process. Enough detail must be included so the calculations can be independently verified.

4-5.4.5 Criteria for Approval of the Stormwater Site Plan

Due to variations in site complexity and stormwater impacts, the amount of work involved in preparing a Stormwater Site Plan will vary greatly. The detail of the plan must be commensurate to the complexity of the site. The criteria for approval is that the plan must be detailed enough to convey to the reviewer that the proposed design concept is feasible and will meet City standards if designed appropriately.

4-5.4.6 How long is a Stormwater Site Plan valid?

A Stormwater Site Plan is valid as long as the land use decision is valid. Upon expiration of the land use decision, if final design drawings have not been approved and substantial site grading or construction of stormwater infrastructure is not completed, then the Stormwater Site Plan approval shall be null and void and become effective only if resubmitted to The City and again approved. The site plan and design drawings shall be subject to the standards effective at the time the Stormwater Site Plan was most recently submitted for review. Phases of the project that are actively under construction or have been previously completed and accepted are not subject to revisions of this standard unless additional development is proposed that requires submittal of a new Stormwater Site Plan.

4-5.5 Submitting Design Drawings and Specifications

4-5.5.1 Preliminary Drawings

As part of the construction approval process, the City requires applicants to attend a pre-consultation design meeting. This will reduce the need for applicants to make significant design changes later in the review process.

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4-5.5.2 Final Design Drawings

Prior to construction approval, final design and construction documents shall be submitted to the City for review and approval. The design submittal shall include all drawings, specifications and supporting calculations needed to verify that the proposed stormwater system aligns with the land use decision concepts and meets the City's design standards as specified herein.

The City will not allow construction of new infrastructure prior to construction plan approval. Also, the City will not take over or accept responsibility for any new infrastructure that has not been inspected, tested, and certified to meet the required standards.

Final design drawings shall be prepared with a mylar cover sheet for signatures and standard 20lb bright-white paper for the remaining plan sheets with the appropriate professional stamp. Final drawings shall be submitted on ANSI D-22"x34", and electronic PDF half-scale 11"x17". Graphical representations of dedicated infrastructure on final design drawings must meet City Drafting Standards (Refer to Section 9). Capital improvement projects will use the standard City title block and drawing format available from the Public Works Department. Land development projects with dedicated infrastructure shall use the City supplied signature block on every drawing submitted. Signature blocks to include, at a minimum, the Public Works Director and any impacted utilities (i.e. Quest, PP&L, DVWD).

4-5.5.3 As-Built Drawings

As-built drawings are required for stormwater infrastructure that will be dedicated to the public. Prior to City acceptance of the improvements, the contractor shall supply the City with as-built drawings of the installation. The contractor shall make all changes to the as-built drawings as directed by the inspector before the City will approve and accept the project.

All final as-built drawings shall be ink on polyester (mylar) base drafting film at least .003 inch thick and coated for drafting on both sides. Graphical representations of dedicated infrastructure must meet City Drafting Standards (refer to Section 9). Standard City of Madras title block and drawing format shall be used.

Submitted drawings shall be on mylar as well as in electronic format (refer to Section 10). Final as-built drawings shall be stamped or otherwise marked as such, indicating the date of their preparation. Graphical representation of final electronic drawings submitted with mylar drawings shall match. Digital files that do not agree with the mylars will be returned and corrected at no cost or liability to the City.

4-5.5.4 Required information on Final Design Drawings and As-built Drawings

Plans shall show inlet and outlet invert elevations at catch basins, manholes, ditch inlets, culverts, outfalls, and changes of grade or cross section. Manhole and

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catch basin rim and grate elevations, and pipe and channel slopes shall also be shown. Pipes shall be labeled with material and diameter. Channels shall be labeled with side slope, depth and lining material. Spot elevations and/or contours shall be included as required to show the direction of sheet and concentrated flows. The profile view shall show the existing and finish ground elevation over the pipe, as well as crossings of other existing or proposed utilities. Details of connections to the existing drainage system shall also be shown. As-built Drawings shall clearly identify deviations from final design drawings using the standards established in Section 10 of this manual.

4-6 Public Works Review and Inspection Procedures and Fees

Review and inspection fees and procedures are described in the City's Rate Resolution that is updated and readopted annually.

City inspectors will inspect the following items relative to stormwater management:

- All infrastructure that will be dedicated to the public;
- Work within a public right-of-way or property deeded to the City;
- Erosion control measures (see also Section 3 of this manual); and
- Private stormwater infrastructure and best management practices for compliance with the Stormwater Site Plan and approved drawings.

4-7 Deviations from Standards

As stated previously in this manual, "It is not the intent of this manual to limit the ingenuity of engineers." This is particularly true with the design and implementation of stormwater facilities. As more focus is placed on stormwater, many new technologies and designs are emerging. Engineers are encouraged to make use of these new technologies and designs. However, due to the need to ensure effective performance of a design, deviations from these Design Standards must be submitted as specified in Section 1. The burden of proof is on the applicant to demonstrate that a design will "produce a better result that is in every way adequate for the City and its residents." It will be the City's final authority on whether or not to approve a proposed deviation of the standards.

4-8 Hydrologic and Hydraulic Analysis Methods

This section provides a brief overview of the acceptable methods for hydrologic and hydraulic analysis. More detailed information on hydrologic methods can be found in the *ODOT Hydraulics Manual*. It is available for viewing at the City of Madras Public Works Department. For hydraulic analysis methods, consult the *Oregon Department of Transportation (ODOT) Hydraulics Manual*.

Imported water, including irrigation water from previous agricultural use, shall not be included in the existing runoff quantity because it does not typically correspond with the anticipated peak runoff from a design storm under existing conditions.

4-8.1 Acceptable Methods for Determining Design Flows and Volumes

The following table summarizes the standard methods for determining design flows and volumes. Alternate methods may be considered on a case by case basis.

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Application	Method
Sizing of Urban Conveyance Systems for all new development and redevelopment with a drainage area no larger than 200 acres or with an overland system no larger than 20 acres.	Rational Method using ODOT Zone 13 IDF Curves. Use ODOT Hydraulics Manual Chapter 7, Hydrology and Chapter 13, Storm Drainage.
Sizing of Flow Control Systems	Approved hydrograph techniques such as the Soil Conservation Service Unit Hydrograph (SCSUH or NRCS TR-55) as found in the ODOT Hydraulics Manual. All other analyses are only as permitted by Public Works.

4-8.2 Flow Control Requirements and Design Storm

Flow control shall meet the minimum requirements in Chapter 7, *Central Oregon Stormwater Manual* except where otherwise modified or noted in this Section. Flow control of stormwater from a development or a redevelopment project shall achieve the following peak flow reduction:

- 2-year post-development peak rate (post) to the 2-year predevelopment peak rate (pre)
- 5-year post to 5-year pre
- 10-year post to 10-year pre
- 25-year post to 10-year pre

The above events shall be based on the Antecedent Runoff Condition II (ARC II). The flow control shall also be provided to meet the following requirements under the ARC III condition (simulation of ground frozen condition; Reference – Chapter 5, *Central Oregon Stormwater Manual*).

- 10-year post to 2 year pre
- 25-year post to 5 year pre

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Design Storm shall be NRCS Type I, 24-hour Storm for the following listed recurrence intervals.

Recurrence Interval	24-Hour Storm Depth (Inches)	Comments/Requirements
2-Year	1.3	Size detention facilities with control structures (e.g. containing multiple orifices) to limit the development peak discharge rate to the 2-year predevelopment rate.
5-Year	1.6	Size detention facilities with control structures (e.g. containing multiple orifices) to limit the development peak discharge rate to the 5-year predevelopment rate.
10-Year	1.8	Size detention facilities with control structures (e.g. containing multiple orifices) to limit the development peak discharge rate to the 10-year predevelopment rate.
25-Year	2.1	Standard design storm for sizing conveyance system. Size retention pond and other facilities to hold the total volume of the development runoff during a 24-hour period. Size detention facilities with control structures (e.g. containing multiple orifices) to limit the development peak discharge rate to the 10-year predevelopment rate.
100-Year	2.6	Size retention or detention overflow (e.g. spillways for a detention pond) to pass this storm.
Water Quality Design Storm	0.5	Use for designing water quality BMPs. Install bypass for additional flows.

4-8.3 Soil Information

Hydrologic soil groups shall be determined from the SCS Soil Survey of Jefferson County or as determined by a soils report prepared by a qualified professional engineer or geologist.

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4-8.4 Curve Numbers and Runoff Coefficients

Curve numbers and runoff coefficients shall be selected from the *Central Oregon Stormwater Manual*. Choices of curve numbers are subject to City approval.

4-8.5 Time of Concentration

The time of concentration shall be calculated using the methods shown in the *Central Oregon Stormwater Manual*. Separate times of concentration shall be calculated for the predevelopment and developed conditions (including intermediate development phases as applicable to the project).

4-8.6 Analysis Methods for Sizing Conveyance System Components

Standard engineering practice is required. For hydraulic analysis methods, use the *Central Oregon Stormwater Manual*.

4-9 Select Appropriate Discharge Location

Subdivision development will provide conveyance and land dedication area for detention storm systems. The City requires a designated discharge location for stormwater overflow. The 10 year predevelopment release rate along with overflow stormwater will either go into approved open space or the nearest public conveyance system so as to protect adjacent properties from overflow for storm events larger than the 25 year design storm event.

Site Plan developments will follow one of two options. Option #1: follow the subdivision development discharge location (above). Option #2: when it is determined by the City that the property does not have sufficient area to contain the 25 year event, the site plan development will either construct downstream mitigation measures or pay a fee to the City for downstream stormwater mitigation measures as determined by the Public Works Director.

General In-fill developments are required to follow the Building Department Code for stormwater mitigation. In lot grading, the property owner is responsible for onsite stormwater management so as to protect adjacent properties. This can be handled on a case by case basis by the Public Works Department and conformance to applicable zoning regulations.

General Conformance for All Developments:

Discharge from the proposed project must be designed to produce no significant adverse impact to the drainage system of the downhill property (refer to Section 10). Outfalls to natural drainages or ditches shall have energy dissipaters. A “bubble up” catch basin or curb drain (depending on site conditions) will be required for discharge to City streets when determined necessary by the Public Works Department.

Where no existing conveyance system (either piped or open channel) exists at the adjacent downstream property line of the development and the discharge was previously unconcentrated flow OR if discharge to the existing conveyance system (pipe, natural drainage, ditch, etc.) will produce a significant adverse impact (e.g. increased erosion, refer to Section 4-9), the developer shall install a conveyance system across the downstream properties to an acceptable discharge point with drainage easements

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secured from the downstream owners and recorded prior to issuance of the Site Construction Permit.

Discharge across sidewalks and streets are prohibited because ice formation will result in a safety hazard.

4-10 Perform Off-Site Analysis

Some proposed developments may create new or aggravate existing water quality and quantity problems downstream of the site that will have significant impact to the City and its residents. If requested by the City, a proposed project shall evaluate drainage system problems (ponding water, flooding, high flows, siltation, erosion, poor water quality, etc.) upstream, on-site, and downstream of the proposed project. The design engineer shall demonstrate that the proposed project has been designed so that it neither aggravates (increases the magnitude, frequency, or duration of) an existing drainage problem nor creates a new drainage problem.

4-10.1 Levels of Analysis

The level of analysis required will vary depending on the specific site and drainage system conditions. If required by Section 4-10, the applicants shall first submit a qualitative evaluation of the site. Upon review of the qualitative analysis, the City may request additional quantitative analyses as required to determine the required level of mitigation.

4-11 Control Water Quantity

Water quantity control is required for all new site development or redevelopment per the above requirements.

4-11.1 Additional Detention/Retention and Other Requirements

The City will impose additional requirements for sites where existing downstream erosion or flooding problems will be aggravated due to increased total runoff volume or in basins with no outlets or containing wetlands (refer to Section 4-10). The additional required measures include:

Additional detention capacity and multiple restrictors to further control peak flows and may include sizing and holding for the full 25 year storm event.

Retention of stormwater for the entire storm event rather than detention, or a combined detention/retention system to limit discharge to predevelopment rates shall be at the discretion of the Public Works Director.

When determined necessary by the Public Works Director, a developer will be required to install a security fence (minimum 5 foot, size and type approved by Public Works Department) around the perimeter of the Detention or Retention Pond.

4-11.2 Analysis Methods

Analysis methods for sizing shall be consistent with Section 4-8 and standard engineering practice. Imported water shall not be included in the existing runoff from the site. The applicant shall submit clearly labeled calculations including:

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- Hydrologic parameters and source(s) of data
- Analysis methods used
- Additional assumptions made (infiltration rates may require field tests, consult Public Works before proceeding)
- Spreadsheet, printouts, or hand calculations
- Results (required volume, orifice sizes, stage discharge curve for hydrograph methods, etc.)

4-11.3 Submittal Requirements

The engineer shall submit the calculations used to determine the existing flow, developed flow, and detention volume.

4-11.4 Ponds

Detention ponds are the most desirable alternative for detention facilities for water quality benefits, relative ease of inspection and access for maintenance. The City will require landscaping and beautification of public stormwater ponds including irrigation, topsoil, plants, trees, and mulch. Developments will provide adequate area for publicly maintained ponds for a slopes of 4H:1V. Steeper slopes are not permitted unless no other option is able to be determined by the Public Works Director. In the case of slopes exceeding 4H:1V fencing will be required.

When the detention facility is proposed upslope of developed property or at the top of a slope inclined 10 percent or greater, downstream impacts shall be evaluated and the minimum setback from such a slope must be greater than or equal to the height of the slope plus ten feet. In any case the set back from the property line to the toe of pond exterior slope must be no less than half of the berm height measured to the toe of exterior slope or 5 feet, whichever is the greatest.

The top of berm must have a minimum width of 6 feet or 12 to 15 feet if the berm is used as an access road for pond maintenance.

A one foot freeboard (this is the distance from the top of berm to the maximum water level for the 100-year check storm) is required. Detention ponds will have either overflow pipes or protected open channel (spillway) to direct flows to an approved discharge location.

Refer to other requirements in Chapter 7 – Flow Control of *Central Oregon Stormwater Manual*.

4-11.5 Detention Vaults and Pipes

Detention vaults and pipes are underground facilities for the storage of surface water. Pipes (tanks) and vaults are to be designed for a minimum of a 50 year life. The selection for material and type of coating must be reviewed and approved by the City Engineer to meet the minimum design life specification. Design for the sizing pre-developed flow release and overflow system requirements are required in the same fashion as noted in this Section. Pipes and vaults provide less water quality benefit (biofiltration and biologic activity); therefore, incorporating biofiltration into the drainage design is encouraged. Guidance for design of detention tanks and vaults can be found in the *ODOT Hydraulics Manual*.

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4-11.6 Private Parking Lot Ponding

Private parking lot ponding shall not be counted as part of the storage sizing requirements.

4-11.7 Retention

When water must be contained, the City of Madras favors the use of detention in all stormwater improvements. Usually, retention facilities will not be a cost-effective means for providing peak rate runoff control, but rather are employed to control the increased volume of runoff from a proposed project as required to mitigate the findings in Section 4-10. For retention to be considered for stormwater improvements, the soil type must be conducive to infiltration. A geotechnical report shall be prepared that identifies the types of infiltration rates for the site. The following are examples where the City may require the applicant to evaluate the feasibility of incorporating infiltration into the design:

- The proposed project discharges to a closed depression;
- The proposed project discharges to a severely undersized conveyance system that restricts the runoff volume that can be accommodated; and
- The project discharges to a drainage course with an existing erosion problem.

4-11.8 What site conditions are favorable for utilizing infiltration?

- Sites with permeable soils (consult Soil Conservation Service soil maps and verify rates through geotechnical analysis and field testing); or
- Sites where infiltrated water will not contaminate ground water resources (Refer to Section 4-11.9); or
- Sites where infiltration will not result in a slope stability hazard (consult a geotechnical engineer and submit his/her report).

4-11.9 UIC (Underground Injection Control) Rules

Public UICs are not allowed. When decommissioning a UIC, follow the permit process through DEQ.

The City of Madras Water Department is dependent on groundwater sources (Opal Springs and City wells) to supply the drinking water system. The City's groundwater resource is an extremely valuable asset considering the expense that would be involved in acquiring, treating, and distributing surface water. The injection of pollutants (such as heavy metals, toxic organics, volatile organic compounds, nutrients, pesticides, salts, and organics) that are common in stormwater, mobile through the unsaturated soil zone, and persistent in groundwater has the potential to contaminate groundwater sources. Drinking water suppliers are at risk of losing the use of their wells due to contamination associated with use of Class V injection systems (e.g. sumps and drywells, refer to DEQ website for more information).

In an effort to protect groundwater resources statewide and comply with the Safe Drinking Water Act, Oregon DEQ has adopted a policy on underground injection control. This policy

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classifies types of infiltration facilities and requires permitting of many facility types. Consult the DEQ water quality website (www.waterquality.deq.state.or.us) or the Bend DEQ office (541-388-6146) for more information.

Private developers utilizing/designing infiltration facilities must demonstrate they have complied with the DEQ's UIC rules and provide evidence of compliance with DEQ's approval and permit.

4-12 Design Conveyance Systems

4-12.1 Overview

This section covers design criteria for design of the following components of the conveyance system:

- Pipe systems;
- Inlets and catch basins;
- Culverts;
- Outfalls; and
- Open channels.

4-12.2 When do these standards apply?

The design criteria outlined in this section apply to the following types of proposed improvements:

- All new infrastructure that will be dedicated to the City and located within property deeded to the City or right-of-way;
- New on-site stormwater conveyance systems or improvements to existing on-site stormwater infrastructure;
- Connections to publicly owned stormwater systems;
- Outfalls or culverts in natural drainage courses;
- Alterations or modifications to a natural drainage course; or
- Modifications to an existing roadway ditch (except routine maintenance).

4-12.3 Submittal Requirements

Submit calculations showing how the infrastructure was sized. Briefly describe the methods used. Enough information must be included so the design can be independently verified. Submit design drawings in accordance with Section 4-5.5 detailing the proposed system. Refer to Section 4-8 for analysis methods.

4-12.4 Design Flow

All conveyance systems shall be designed to convey runoff from the 25-year storm unless otherwise approved or requested by the City.

A backwater analysis is required for a proposed or existing pipe system to confirm the ability of the pipe system to convey the peak rate of runoff from the 25-year design storm event under tail water conditions anywhere in the pipe system.

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Structures such as catch basins (except as part of parking lot detention) and manholes for proposed pipe systems must provide a minimum of 0.5 feet of free board between the headwater surface (hydraulic grade line) and the top of the structure for flow from a 25-year storm.

4-12.5 General Design Route Requirements

The most efficient route selected for new conveyance systems will result from careful consideration of the topography of the area to be traversed, the legal property boundaries, and access for inspection and maintenance. The general requirements for route design are as follows:

Proposed new conveyance systems should be aligned to emulate the natural conveyance system to the extent feasible. Inflow to the system and discharge from the system should occur as determined by topography and existing drainage patterns. (Refer to Section 4-9 for discharge location requirements.)

For developments discharging to an existing natural drainage course, detention shall be provided prior to discharge to the open drainage. The reason for this is to protect the existing drainage from erosion due to increased runoff.

The developer shall not pipe existing natural drainages except where required for culverts at road crossings. The reason for this policy is to decrease long-term maintenance costs associated with large stormwater pipes, and the capital costs associated with increasing downstream peak flows. Exceptions may be made on a case by case basis if the city determined that piping a natural drainage is the only feasible engineering solution. In cases where piping is allowed, the city will require that:

- A DSL/COE permit is acquired (if applicable to site conditions).
- The pipe is sized for a 25-year storm with build-out of all phases of development, and existing upstream flow from other tributary area.
- Vehicle access is provided to all structures requiring maintenance on all-weather paved or gravel surfaces.
- The infrastructure is dedicated to City and is located in a dedicated right-of-way or deeded property conveyed to the City.
- Drainage easements, when required by the City, will be at the width and location allowed by the City. Natural drainages shall not be relocated to meet this requirement.

4-12.6 Pipe Systems

Pipe systems are networks of storm drain pipes, catch basins, manholes, inlets, and outfalls designed and constructed to convey storm and surface water. The hydraulic analysis of flow in storm drain pipes is typically limited to “gravity flow.” The following subsections give design criteria for different components and aspects of pipe systems.

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4-12.6.1 Pipe Materials

Unless otherwise specified, all storm sewer pipe with less than 24 inches of cover to finish grade shall be AWWA C900, 8" thru 12", or AWWA C905, 14" through 24" water pipe meeting the requirements of AWWA specifications for ***Poly Vinyl Chloride (PVC) Water Transmission and Distribution Pipe***. Pipes with more than 24 inches of cover to finish grade may be PVC meeting the requirements of ASTM D3034 SDR 35 for diameters up to and including 15 inch. Pipes larger than 15 inch with more than 24 inches of cover shall meet the requirements of ASTM F679 PS46. Otherwise, joints, gaskets, and protective treatment shall conform to Oregon Standards and Specifications Section 445.

Culverts (Public)

HDPE, PVC, reinforced concrete, and ductile iron, installed per manufacturer's specifications.

Culverts (Private)

HDPE, PVC, reinforced concrete, ductile iron, galvanized corrugated steel pipe, or galvanized aluminum installed per manufacturer's specifications.

4-12.6.2 Pipe Sizes, Slopes and Velocities

No storm drain pipe in the public right-of-way shall be less than 12 inches in diameter, except that private connections to public catch basins and manholes may be 8 inches or larger. Minimum size of culverts shall be 18 inches within the public right-of-way unless approved by the City.

The minimum velocity in any pipe or culvert flowing full shall be 3.0 feet per second.

Minimum slopes are 0.05 feet per 100 feet (0.5%).

The maximum allowable velocity at design flow in any pipe shall be 15 feet per second. For slope section exceeding four percent (4%), the energy grade line must be checked to confirm if bolt-down manhole lids are required.

Downstream decrease in pipe size will not be allowed.

4-12.6.3 Pipe Location

Refer to Section 4-12.5 General Design Route Requirements, and Section 1.

4-12.6.4 Pipe Alignment/Cover

Line and grade to be established per the current *Oregon Standard Specifications for Construction, Section 445.40 (b)*.

Minimum utility cover is 30 inches. PVC and HDPE pipe shall not be exposed where damage may occur from ditch cleaning, fire, or traffic.

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12 inches minimum vertical and 7 feet minimum horizontal clearance (between outside surfaces) shall be provided between storm drain pipes and other utility pipes and conduits, except for the greater separation to water lines as required by Oregon law.

Construction per the current *Oregon Standard Specifications for Construction, Section 445*.

Testing will follow the procedures outlined in the current *Oregon Standard Specifications for Construction, Section 445*.

4-12.6.5 Manholes, Catch Basins, and Curb Inlets

CG-3 curb inlets are required on all major collectors and all sections of streets with established or proposed bike lanes. CG-2 catch basins are required on all other city streets where curb and gutter is used. G-2 and ditch inlets may be allowed on a case-by-case basis and only when approved by the City.

Catch basins and inlets shall be spaced as required to prevent ponding or flooding of the roadway during the design storm. Catch basins and inlets shall be provided at street intersections and placed upstream to any sidewalk ramp without bypass of gutter flow. The ODOT Hydraulics Manual methodology shall be used to determine catch basin/ inlet spacing.

Catch basins/ inlet or manholes shall be located at all changes in pipe slope, alignment or size. At a minimum, a catch basin/ inlet or manhole shall be located every 400 feet for all pipe-to-manhole systems. All catch basins/ inlets and manholes shall be accessible to maintenance vehicles.

Connections to a pipe system shall be made only at catch basins/ inlets or manholes except as approved by the City.

Connections to existing catch basins/ inlets and manholes shall be similar to those required in Section 5 of this manual for connection to existing sewer manholes.

Manholes and catch basins/ inlets shall be constructed in accordance with the current ODOT Standard Detail Drawings.

Catch basin/ inlet and manhole diameter shall be determined by pipe size and orientation at the junction structure. A plan view of the junction structure, drawn to scale, will be required when more than four pipes enter the structure on the same plane, or if angles of approach and clearance between pipes is of concern. The plan view (and sections if necessary) must insure a minimum solid concrete wall distance between pipe openings of 8 inches for 48 inch and 54 inch catch basins and 12 inches for 72 inch and 96 inch catch basins.

Evaluation of structural integrity for H-20 loading may be required for multiple junction catch basins and other structures.

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Materials, construction, and testing for manholes, catch basins, and inlets are according to the current Oregon Standard Specifications for Construction Section 470.

Standard pre-cast manholes, cones, and flat covers shall conform to the current ODOT Standard Drawing Details for storm manholes.

All manholes, catch basins, and inlets shall have a minimum drop of 0.10 feet between the inlet invert and the outlet invert to account for energy losses.

Connections to new or existing manholes and catch basins shall be as shown in the Standard Drawings (refer to Section 10). The contractor shall verify all invert elevations of existing manholes and catch basins prior to construction. The contractor in conjunction with the Engineer of Record shall submit any proposed changes to the approved design for review and approval by the City. If core drilling is required, the contractor shall core drill manholes and catch basins/inlets for an opening to match the size of pipe to be inserted. Jackhammers shall not be used. All openings must provide a minimum of 1 inch and a maximum of 2 inches clearance around the outside circumference of the pipe so as to create a water-tight connection i.e. grouting or seals.

4-12.6.6 Frames/Lids/Grates/Covers

In general, frames and grates shall be furnished as shown in the current ODOT Standard Drawings Details.

The cover or grating of a manhole or catch basin shall not be grouted to final grade until the final elevation of the pavement, gutter, ditch, or sidewalk in which it is to be placed has been established, and until permission thereafter is given by the City to grout the cover or grating in place.

Lids, grates, and covers shall be seated properly to prevent rocking. The City may require locking frames and lids or grates in some conditions.

Round lids on all storm drain structures shall have "Storm Drain", "Drain", "Storm" or "SD" cast into the lid. Lids marked to denote sanitary sewer are NOT allowed, on storm drains.

4-12.6.7 Restrictor and Orifice Devices

The minimum orifice size diameter allowed for use in the City of Madras is one inch (1"). Multiple flow restrictors and orifices in a flow control structure shall be provided at various levels as required in this Section to limit release rates to 2, 5, and 10 year predevelopment rates. Flow control structures shall be designed with an emergency overflow weir or a spillway to release excess flow during a 100 year storm.

4-12.6.8 Debris Barriers and Safety Access Restriction Gate

Debris barriers (trash racks) are required on all ditch inlets entering a closed pipe system, including pipes entering or leaving a control/restrictor manhole or

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catch basin from a surface-type BMP (ditch inlet, detention pond, infiltration basin, wetpond, biofiltration swale, etc.). For pipes 18 inches in diameter and larger, safety access restriction grates are required.

4-12.7 Pump Stations and Forcemains

Due to maintenance concerns, pump systems (includes the pumps, forcemains, electrical equipment, structures, and appurtenances) are not allowed for publicly maintained stormwater systems unless approved by the City. In the event that a new stormwater pump station within the publicly maintained system will be added or retrofitted, the developer will be required to meet City requirements for pump types, configuration, instrumentation and controls, and startup and testing. In the event that a pump station and forcemain is required, refer to Section 5-2.6.

4-12.8 Culvert Design Criteria

4-12.8.1 Headwater

The minimum culvert dimension at any intersection or street crossing shall be 18 inches in diameter.

To design culverts larger than 18 inches in diameter, follow Chapter 9 of the ODOT Hydraulics Manual. The City or the Engineer of Record will determine when a design analysis is required.

4-12.8.2 Ditch Inlets and Outlets

For culverts 18 inches in diameter and larger, the embankment around the culvert inlet and outlet shall be protected from erosion as specified in the ODOT Hydraulics Manual Chapter 15.

Trash racks/debris barriers are required on culverts that are over 18 inches in diameter.

In order to maintain the stability of roadway embankments, concrete headwalls, wing walls, or tapered inlets and outlets may be required if right-of-way and/or easement constraints prohibit the culvert from extending to the toe of the embankment slope. Normally, concrete inlet structures/headwalls installed in or near roadway embankments must be flush with and conform to the slope of the embankment.

4-12.9 Outfall Design Criteria

4-12.9.1 General

Outfalls shall discharge to locations as specified in Section 4-9.

All outfalls (at a minimum) shall be provided with rock protection as specified in the

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ODOT Hydraulics Manual Chapters 11 (Energy Dissipation) and Chapter 15 (Bank Protection).

Mechanisms which reduce velocity prior to discharge from an outfall are required.

Engineered energy dissipaters are required and may include stilling basins, drop pools, hydraulic jump basins, baffled aprons, and bucket aprons.

Inlet control will usually dictate outfall pipe system capacity. The inlet conditions must be carefully examined, particularly in the case when the pipe system becomes plugged or capacity is exceeded.

4-12.9.2 Outfall Systems Traversing Steep Slopes

For the purposes of this section, "steep slopes" may be considered to be eight percent (8%) or greater or as determined by the City Engineer.

Outfall systems constructed of pipe segments which are banded and/or gasketed are not acceptable for traversing steep slopes.

Continuously fused, welded or flange bolted mechanical joint pipe systems (such as ductile iron pipe with flange-bolted mechanical joints) with proper anchoring shall be used for outfall systems traversing steep slopes.

In general, outfall pipes systems shall be installed in trenches with standard bedding on slopes up to 20 percent. On slopes greater than 20 percent, outfall pipe systems shall be placed on the ground surface with proper pipe anchorage.

Flows of very high energy will require a specifically engineered energy dissipater. Flows of very high energy will be determined at the discretion of the City Engineer.

4-12.10 Open Channel Design Criteria

Open channels, either natural or constructed, may be used to convey stormwater on and from a site. However, many of the natural drainage courses within Madras are susceptible to erosion from increases in flow (magnitude and/or duration). The City will inspect and determine what constitutes a natural drainage course. The applicant will be required to provide additional quantity and quality controls in order to discharge to a natural drainage course. Altering the flow path or piping natural drainage courses through a site is discouraged; however, proposals to relocate or otherwise alter natural drainage courses will be reviewed and approved on a case by case basis.

Constructed channels are those built in upland areas specifically to convey storm and surface water. In general, the criteria in this section do not apply to biofiltration swales, which are primarily designed to treat stormwater runoff.

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When constructing approved channels, vegetation-lined channels are preferred when properly designed and constructed. Rock-lining, flow spreaders, concrete-lined slope protection (splash pads and stilling basins), and maximum steepness of slopes (typically 4H:1V) will be required along the length of channels or at specific locations (such as bends and outfalls) when a vegetative lining will not provide adequate protection from erosive velocities.

4-12.10.1 Constructed Channel Design Criteria

Channel design in general will follow the ODOT Hydraulics Manual Chapter 8 (Channels).

Water quality swale design will follow the Central Oregon Stormwater Manual Chapter 6 (Water Quality Treatment Design), and the ODOT Geo-Environmental Bulletin GE09-02(B) and as updated.

Water quality swale design will follow the minimum soil type and dimensions and mitigation measures as outlined in the Appendix A, water quality swale exhibit.

Channels shall be designed to provide required conveyance capacity while minimizing erosion and allowing for aesthetics and preservation of riparian habitat.

Channel section geometry shall be trapezoidal. Side slopes shall not be steeper than 4H:1V for vegetation-lined channels and 3H:1V for rock-lined channels, unless the channel is engineered specifically for steeper slopes and allowed by the City.

Vegetation-lined channels shall have a minimum slope of 0.5% and maximum velocity of 2 fps and detailed as further described in the ODOT Geo-Environmental Bulletin GE09-02(B) and as updated.

An established grass, vegetated lining, or other approved erosion control measure (e.g. riprap) is required before the channel can be used to convey stormwater.

If the design velocity of a channel to be vegetated by seeding exceeds 2 fps, flow spreader spacing will be decreased to compensate for the additional velocity.

A filter blanket or riprap geotextile is required for rock lined channels. The table below summarizes required channel type and freeboard by design velocity:

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Velocity at Design Flow (fps)	Channel Type	Min. Height Above Design Water Surface (freeboard)
0 – 5	Grass lining / Bioengineering	0.5 ft
>5 – 8	Riprap / Bioengineering	1 ft
>8 – 12	Riprap	2 ft
>12	Site specific design to be submitted and approved by the City	

4-12.10.2 Riprap Lining Design

Engineers designing riprap lined channels shall follow procedures developed by the *ODOT Hydraulics Manual* Chapters 8 (Channels) and 15 (Bank Protection) for selecting the median stone size and gradation of riprap.

4-12.10.3 Filter Blankets and Riprap Geotextile

Riprap shall be underlain by a sand and gravel filter (or geotextile fabric) to keep the fine materials in the natural or artificial channel from being washed through the voids in the riprap. Likewise, the filter material must be selected so that it is not washed through the voids in the riprap. For additional information and procedures for specifying filters of riprap and general guidance, refer to the *ODOT Hydraulics Manual* Chapter 8 (Channels) and 15 (Bank Protection).

4-12.11 Drainage Easements and Access

Piped drainage systems that will be maintained by the City shall be centered in a dedicated public right-of-way or within deeded property conveyed to the City. The width of the right-of-way or property shall be a minimum of 20 feet or twice the depth of the pipe invert, whichever is greater. Vehicle access on an all-weather paved or gravel surface shall be provided to all structures requiring maintenance.

For open channels, a maintenance access easement 20 feet wide (minimum) is required along all publicly maintained channels located on private property. However, required easement widths and building setback lines may increase with channel top width. A minimum 25 foot setback must be provided between any structures and the top of the bank of the channel.

Private pipes or channels crossing another separate private property must establish a private drainage easement.

4-13 Control Water Quality

As runoff passes through urban areas, it collects and transports pollutants to downstream receiving waters. Common urban pollutants include:

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- Sediment (from erosion);
- Heavy metals (lead, copper, zinc, and cadmium);
- Nutrients (phosphorous and nitrogen);
- Bacteria and Viruses; and
- Organics (oil, grease, hydrocarbons, pesticides, solvents)

4-13.1 How can site design reduce pollution?

Generally site design can reduce pollution by two mechanisms:

- Source Control BMPs: Eliminating exposure of pollutants to stormwater (e.g. covering bulk material storage so it is not exposed to stormwater); and
- Treatment BMPs: Treating stormwater to remove pollutants (e.g. installing a treatment swale or other treatment BMP).

4-13.2 What is required?

The City encourages designers to incorporate best management practices to treat stormwater runoff into site design. Use of vegetated swales or other BMPs incorporated into parking lot landscaping to treat runoff is highly recommended. Incorporating treatment into quantity control facilities is also recommended.

Except as specified in Section 4-13.3 (Site Uses / Characteristics Requiring Source Control BMPs), Section 4-14 (Perform Erosion Control), and as needed to meet the requirements of Section 4-10 (Perform Off-Site Analysis), water quality BMPs are encouraged at this time.

4-13.3 Site Uses / Characteristics Requiring Source Control BMPs

Source control BMPs will be required for the site uses / characteristics listed below. Consult Public Works if there is any question as to whether or not any of these apply to your site. Specific requirements will be developed on a case by case basis. Guidance will generally be taken from the Oregon DEQ. Structural controls will be emphasized due to their permanent nature.

The following site uses / characteristics require source control BMPs:

- Fuel dispensing facilities: Places where fuel is transferred from bulk storage tanks to vehicles, equipment, and/or mobile containers (including fuel islands, above ground fuel tanks, fuel pumps, and the surrounding pad).
- Exterior storage of liquid materials: A place where one or more above-ground storage tanks are used for outside storage of any type of liquid chemicals, waste oils, solvents, petroleum products, or food product.
- Storage, use and transportation of hazardous/toxic materials: A place where the total quantity of stored or transported toxic compounds, confirmed carcinogens, halogenated solvents, or chemicals with a pH less than 6.0 or greater than 9.0 is expected to exceed 200 gallons or 1,000 pounds.

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- Exterior storage of bulk materials: Non-contained storage of materials that may adversely affect water quality. Examples are fertilizers, scrap and recycling materials, food items and wastes, soil and sand stockpiles, other raw materials and byproducts.
- Material transfer areas/loading docks: An area designed to accommodate a truck/trailer being backed up to or into them and used specifically to receive or distribute materials to/from trucks/trailers. This includes loading/unloading facilities with docks, and large bay doors without docks.
- Sites with existing or proposed interior floor drains.
- Vehicle or equipment washing facilities: Areas designated for equipment or vehicle washing or steam cleaning.
- Stormwater disposal from development on a contaminated site: Land that currently or previously has had pollutants detected in the soil or groundwater at concentrations that exceed state/federal cleanup standards.
- Non-contained exterior solid waste storage areas.

4-13.4 General Principles of Source Control

- Eliminate pathways that may introduce pollutants to stormwater;
- Capture acute releases and reduce chronic contamination;
- Drain wastewater discharges, and areas with the potential for relatively consistent wastewater discharges (such as vehicle washing facilities) to the sanitary sewer system;
- Drain areas that have the potential for acute releases or accidental spills, and are not expected to regularly receive flow or require water use (such as covered fuel islands or covered containment areas) to a dead-end sump or other containment device;
- Contain spills on-site; and
- Provide permanent structural solutions to address the range of potential impacts resulting from multiple site uses and tenant turnover.

4-13.5 NPDES/WPCF Industrial Stormwater Permits

If an industrial permit (i.e. NPDES or WPCF) is required, the applicant will be required to submit a copy of the permit and supporting documentation to the City. The DEQ is the authority on determination for stormwater permitting.

4-14 Perform Erosion Control

The applicant shall submit a Site Grading and Erosion Control Plan if required by Section 3 of this manual.

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4-15 Provide for Maintenance and Operation

Maintenance and operation of all drainage facilities on private property is the responsibility of the applicant/property owner, except those facilities for which the City of Madras is granted a deeded property or easement and assumes maintenance and operation as described below:

The general policy of the City is to require dedication of conveyance and storage systems that drain the area within a public right-of-way or other public facility.

The City does not normally assume maintenance responsibility for conveyance systems that are outside of the improved public road right-of-way. However, in cases where the City does assume maintenance responsibility, the requirements of Section 4-13.11 apply.

Private detention ponds for commercial and industrial sites shall be maintained by the property owner.

Private stormwater pipes within the public right-of-way that drain individual properties or other parcels to a City manhole, catch basin or ditch are the responsibility of the land owner. Driveway culverts across roadside ditches are the responsibility of the land owner.

In some cases the City may require the dedication of drainage easements for drainage courses or other large conveyance systems that serve multiple parcels. The purpose of this dedication will be to ensure adequate maintenance of large systems that serve many properties and have the potential for flooding/erosion/water quality impacts.

Contact the Public Works Department for more information.

4-15.1 Submittal Requirements

The engineer shall submit the following:

A map and/or narratives proposing the portions of the stormwater system to be dedicated to the City. Show proposed easements, right-of-way and access in accordance with Section 4-12.11.

Maintenance criteria (frequency of inspection, thresholds for maintenance, description of maintenance practices) for BMPs such as detention structures, oil/water separators, pollution control manholes, etc. Specify who will be responsible for maintenance of these facilities once the project is completed.

SECTION 5 SANITARY SEWERS AND WASTEWATER LIFT STATIONS

5-1 Purpose

The purpose of these standards is to provide criteria and guidance for the design of sanitary sewer collectors, connections, pre-treatment requirements, and wastewater lift stations. Criteria and guidance are provided to improve the safety, quality, reliability, durability, efficiency, maintainability, and operability of the City's facilities and to effectively convey and treat wastewater in full compliance with regulatory requirements.

It is also the intent of these standards to provide designers, engineers and developers information about the City's Ordinances and policies governing pretreatment and connection requirements. In addition, the City's Wastewater System Master Plan specifically outlines expansion of the current wastewater collection and treatment system. It provides planning level information regarding the general expansion of infrastructure necessary to support development within current planning and zoning designations, preliminary sizing of future wastewater collection and conveyance systems and allocation of interceptor and treatment capacity to the various areas served by City infrastructure. The infrastructure construction outlined in the Master Plan will be development driven and the need for new facilities and/or upgrades are the responsibility of each new development.

5-1.1 Planning and Design Approval

The contractor/developer is welcome to set-up a predevelopment meeting to guide them through the approval process prior to submitting a land use application and construction plans. At that time, the contractor/developer may produce preliminary construction drawings for sanitary sewers and wastewater lift stations and receive guidance regarding potential changes that would lead to construction approval. See Section 2 for a flow chart of this process.

Any new public sewer system constructed must have construction plans prepared by an Oregon licensed professional civil engineer.

The Public Works Director reserves the right to require a sewer capacity analysis study for any new development. The study will define the amount of remaining capacity, or if none, the downstream mitigation options to offer capacity for the development. Prior to commencing the study, the developer's engineer will have the scope of analysis work approved by the City Engineer, before proceeding.

Any downstream mitigation requirements to provide capacity for the new development and the associated costs are the responsibility of the developer.

5-1.2 Construction Approval

Final design and construction documents shall be submitted to the Public Works Department for review and approval for all new sanitary infrastructures and any proposed connection(s) to existing City sewer. Approval will not be granted until the City is satisfied that any requested design modifications have been made. The design submittal shall include all drawings, specifications and supporting calculations needed to verify that the proposed sewer collection system aligns with the concepts approved

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in the Development Review process and meets the City's design standards as specified herein. Proposed infrastructure agreements between the Developer and the City regarding cost sharing, advance financing, utilization of SDC credits, etc. shall be presented in written form and signed by all parties prior to Construction Approval.

City Sewer Ordinance Section 10 on "Construction Plans" reads as follows, however any more current amendments of the City's Sewer System Ordinance Shall govern:

"A) Review and Approval. Detailed construction plans and specifications for proposed public and private sewers, to be constructed and directly connected to the city sewerage system, shall be prepared by a professional engineer registered in the State of Oregon and shall be subject to review and approval by the city.

Each local government agency and person shall notify the city in writing of its intention to prepare such construction plans and specifications delineating the boundaries of the areas to be sewerred by map, sketch, or written description.

Within ten (10) calendar days following receipt of such notice, the city shall make written request for the submission of such plans and specifications. The local government agency or person shall submit two sets of plans and specifications and shall obtain approval thereof and a permit to construct prior to advertising for bids.

Within twenty-one (21) calendar days following receipt of such plans and specifications, the city shall review same and return one set thereof to the local government agency or person with approval or required changes indicated.

If said plans and specifications are disapproved, the required changes shall be made by the local government agency or person, and all required revisions of plans and specifications resubmitted in the same manner as provided for the initial submittal.

In the event no communication is received from the city by the local government agency or person within twenty-one (21) calendar days of the date of submission of such plans and specifications, it shall be deemed that the city has approved such plans and specifications and will issue a construction permit."

5-1.3 City Ordinance on Sewer System

The City Sewer System Ordinance regulates the use of public and private sewers and drains, private sewage disposal, the installation of and connection of building sewers, the discharge of waters and wastes into the public sewer system, and providing penalties for violations thereof, enabling the City to comply with State and Federal Laws required by the Clean Water Act and amendments. Customers connecting to the City wastewater system are subject to provisions of the Sewer System Ordinance. Commercial and industrial wastes are required to pretreat prior to discharge when fats, oils, greases, heavy metals, toxic chemicals, or other heavy industrial/commercial uses are proposed by the development. Inquiries about this ordinance are directed to the City of Madras Public Works Department.

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5-1.4 City Ordinance and Fee Resolution

The City's Sewer System Ordinance outlines the rules and procedures for use and charges. To refer to the most current resolution regarding City fees, contact the City of Madras Public Works Department.

5-2 Summary

This section provides design criteria and guidance for sanitary sewers and related collection system structures, lift stations and pumping stations for pumping of wastewater, and for wastewater treatment and reclamation facilities consisting of multiple processes for conventional primary and secondary treatment, tertiary treatment and reclaimed water production. They are provided to support the City's growth and economic plans and in anticipation of future regulatory requirements as described in the Wastewater System Master Plan.

5-2.1 Design Criteria

The City of Madras, as conditionally authorized by the Department of Environmental Quality (DEQ), is exempt from the DEQ plan review requirements for gravity sewer projects set forth in OAR 340-52-015 under several conditions including, but not limited to the following:

There shall be no construction, installation, or modification projects involving pump station systems. Pressurized sewerage systems or public sewers shall commence without prior written approval of the City's review engineer and DEQ (for forcemains, lift stations, plant construction/plant upgrades). The design of sanitary sewer, lift stations and forcemains shall meet the requirements of OAR 340 Division 52 including all Guidelines and Standards. Refer to Water Quality Program Rules - Division 052: Review of Plans and Specifications.

Web Site Link:

<http://www.deq.state.or.us/wq/rules/div052guides.htm>

[Guidelines for Writing Pump Station Operations and Maintenance Manuals](#) PDF

[Guidelines for Making Sewage Pump Station Plan-Review Submittals](#) PDF

[Sanitary Sewer Design Notes](#) PDF

[Standards for Design and Construction of Wastewater Pump Stations](#) PDF

[Design Notes For Air Injection Stations and Sewage Force Mains](#) PDF

[Guidelines for Hydrogen Sulfide Tests](#) PDF

[Operations and Maintenance Notes for Gauges on Sewage Pumps](#) PDF

In case of conflicts among the rules and various stated standards, the most stringent requirements shall prevail.

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Pressurized collection system projects shall be designed and constructed in accordance with approved City standards and shall conform to the rules set forth by the DEQ. Plans, specifications, O & M manuals for pump stations shall be prepared by an Oregon registered professional engineer and reviewed by qualified sanitary engineering staff and DEQ.

Public gravity sewer systems, including sanitary sewer mains, side sewers, sanitary sewer manholes and sanitary sewer facilities, shall be constructed in accordance with the latest issue or revision of the Oregon Standard Specifications for Construction and Oregon Department of Environment Quality Standards for sanitary sewers. All connections to City facilities shall conform to City Standards. Sanitary sewer main extension(s) shall be required when the property does not front on a sewer main, or when the existing sewer main is not adequately sized for the use proposed.

The contractor shall have plans which have signature approval by the City's Public Works Department, and have obtained all City, County, State, Federal and other required permits, and shall have posted all required bonds prior to the start of any construction activities.

5-2.1.1 Size/Velocity

The minimum pipe diameter shall be eight inches (8") for gravity sewer lines and four inches (4") for force mains. Each sewer line shall be sized to carry flows from its tributary areas with minimum capacities as follow:

- 8-inch through 15-inch flowing 50% full
- 18-inch through 27-inch flowing 75% full
- 30-inch and larger flowing 90% full

In general, gravity lines and force mains shall be sized based on the following criteria:

- 2.5 feet per second minimum velocity (full pipe flow) for gravity sewers and 3.0 feet per second minimum velocity for force mains. In dead end mains not projected to be extended, the slope of the last sanitary sewer run shall be increased to provide a minimum velocity of 3 feet per second.
- Maximum velocity of 10 feet per second for gravity lines and 6 feet per second for force mains at peak flows.

5-2.1.2 Design Calculations

All subdivisions are required to show design calculations of proposed sanitary sewer systems and shall be submitted to the Public Works Department. The applicant shall submit a design stamped by an Engineer licensed by the State of Oregon. Single family residential services, provided they are not part of a larger development project, are not required to submit calculations to the City provided that they meet the minimum slope requirements. The calculations shall include the following items:

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1. A plan showing the proposed street system, tributary sub-areas, existing and future tributary areas, outside the project limits, zoning, projected land use, and any features affecting the system design.
2. Minimum and maximum velocities at the proposed slope and design flows for the proposed development.
3. Load calculations for any shallow installation applications or where heavy traffic loads on the piping system is anticipated.

5-2.1.3 Other Design Criteria

5-2.1.3.1 Flows

1. Peak flows shall be calculated with a minimum peaking factor (ratio of peak hour flow to average daily flow) of 3.5 for commercial and industrial developments and 3.0 for residential development.
2. Design flows at major junction points shall include flows coming from their respective tributary areas within and beyond the project limits.
3. The average residential flows shall be computed on a per-dwelling basis as outlined in the City of Madras Wastewater System Master Plan (available for viewing online).

Gravity Sewers Slope

All gravity sewers shall be designed and constructed to give mean velocities, of not less than 2.0 feet-per-second when flowing 90% full. A Manning's coefficient of 0.013 shall be used for design calculations. The minimum slopes shall be provided to meet the velocity requirement, but in no case shall be less than those shown below.

<u>Sewer Size (inches)</u>	<u>Minimum Slope (feet per 100 feet)</u>	<u>Slope (foot per foot)</u>
8	0.4	0.0040
10	0.25	0.0025
12	0.19	0.0019
15	0.14	0.0014
18	0.11	0.0011
21	0.09	0.0009
24	0.08	0.0008

5-2.1.4 Location and Depth

Refer to Section 1.11.

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5-2.1.5 Manhole Spacing

Maximum spacing of manholes shall be 400 feet for any size of pipe without approval of the Madras Public Works Department. All manholes shall be accessible to maintenance vehicles by providing a graveled unpaved access route. Manholes shall be spaced at no greater than 200 feet where the slope of the pipe is greater than seven percent (7%).

Manholes are required at any change in pipe slope, alignment, or size. Manholes are not allowed in a fill section unless the base is on a cut section or well compacted fill. A manhole is required at the ends of all sewer mains, unless a clean-out is specifically approved by the City.

5-2.1.6 Odor and Corrosion prevention

The developer is required to use non-corrosive materials for the manhole and sewer connections if odor and corrosion problems have been identified in the connecting trunk or interceptor connection. In addition, ventilating the pipe and discharging the foul air through a biofilter is required at the proposed connection point to the sewage collection system if the City anticipates a potential odor problem at the connection. All proposed pumping and lift stations shall be equipped for chemical addition (bioxide or other approved treatment) to control sulfides. Odor and corrosion controls shall meet the requirements of DEQ. Specific application of odor control and corrosion control shall be evaluated on a case-by-case basis.

5-2.1.7 Design life

All sanitary sewer pipe systems shall be designed and installed with a design life of not less than 50 years.

5-2.2 Easements

Any proposed sewer main located in a dedicated easement on property where a multi-family, (triplex or larger), commercial or industrial buildings can be built, shall be centered within the easement. Easements shall be a minimum of 20 feet in width. Easements are to be accurately located with off sets and dimensions shown on the plan sheets. All easements shall be agreed to between the applicant and the City before the issuance of the approval of final construction plans. If the easement is not formally described as part of a subdivision or land partition plat, the developer is to convey a sewer facility easement to the City of Madras that will be formally recorded in the Jefferson County Clerk's office.

No permanent structures are allowed to be constructed within the easement area, unless specific written permission, with conditions, is granted by the Public Works Director.

Landscaping within sanitary sewer easements shall be approved by the City.

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5-2.3 Construction Drawings

5-2.3.1 General

The installation of all new, extensions to, and/or connections to the sanitary sewer system shall be prepared in accordance with the City's standards if the infrastructure will be dedicated to the public. Plans shall show inlet and outlet invert elevations at manholes, slopes for sewer lines, and surface elevations of the manhole lid (north rim). The profile view shall also show the finish ground elevation over the pipe, as well as crossings of other existing or proposed utilities. Laterals or stub-outs shall be shown with their stationing from the downhill manhole. All improvements shall be constructed in accordance to the record set approved prior to the issuance of approval for the final construction drawings.

All proposed sanitary sewers, which will be dedicated to and maintained by the City must be reviewed and approved by the City prior to the issuance of an approval for the final construction drawings. Before the City accepts sanitary sewer improvements, the developer shall supply the City with sanitary sewer system as-built drawings on polyester (mylar) base drafting film at least .003 inch thick and coated for drafting on both sides. Graphical representations of dedicated infrastructure must meet City Drafting Standards (refer to Section 9). The applicant shall supply the City with an electronic copy of the construction plans per the City's graphic standards. Digital files that do not agree with the mylars will be returned and corrected at no cost or liability to the City. Standard City of Madras title block and drawing format shall be used. Submitted as-builts shall bear the stamp and signature of an Oregon registered professional engineer. The contractor shall make all changes to the as-builts as directed by the City before the City will approve and accept the as-builts.

The City will not accept any new facilities connected to the existing sanitary collection system unless inspected at the site and certified by the City as meeting the required design and construction standards.

5-2.4 Manholes, Sewer System Structures

Manholes shall be constructed in accordance with the City Standards.

5-2.4.1 Materials

Manhole covers shall have two pick holes and be marked "SEWER" on the cover.

Manholes shall be constructed of pre-cast units in accordance with the City's Standards Details. Any request to deviate from these Standard Details must be reviewed and approved by the City.

All manholes and components, including steps, shall be in accordance with the current Oregon Standard Specifications for Construction and ODOT Standard Drawing Details.

All pre-cast concrete shall be Class 4000. Manhole channels shall be Class 4000 concrete. Concrete (masonry) grade rings may be used for adjustment of the casting to final street grade.

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Standard pre-cast cones shall provide diameter reduction from 48 inches to 24 inches. Grade rings shall be placed above the cone section, not less than 2 inches or more than 12 inches in height.

Standard flat top covers shall be a minimum of 8 inches thick and shall conform to the outer dimension of the standard sections upon which they are to be placed.

5-2.4.2 Bedding

All manholes shall be constructed with pre-cast base sections placed to grade upon 12 inches (minimum depth) of aggregate base per section 641 of the current Oregon Standard Specifications for Construction. The base course must be compacted to 95% maximum density (AASHTO T-99).

5-2.4.3 Joints

Joints between pre-cast manhole elements shall be water tight gasketed.

5-2.4.4 Manhole Channels

All manholes shall be channeled unless otherwise approved by the City. Channels shall match existing sewer grades. Channels shall converge smoothly and well-rounded into well finished junctions. Channel sides shall be carried up vertically to the crown elevation of the various pipes. Concrete shelves between channels shall be smoothly finished.

All manholes shall have a minimum drop of 0.10 feet to a maximum drop of 2.0 feet between the inlet invert and the outflow invert. Invert drops greater than 2 feet shall require an energy dissipation device.

5-2.4.5 Manhole Pipe Connections

Refer to the current ODOT Standard Detail Drawings, Section 10.

Sewer pipe connections to manholes shall provide a water tight connection such as a rubber coupler and/or gasket or equivalent and have a flexible joint 18" from the manhole wall.

5-2.4.6 Connections to Existing Manholes

Connections to the existing manholes shall be detailed, subject to the approval by the City.

The contractor shall verify invert elevations on all existing manholes prior to construction. The contractor shall submit any required changes to the approved design for review and approval by the City.

The contractor shall core drill an opening to match the size of pipe to be inserted. Jackhammers shall not be used. All openings must provide a minimum of one inch (1") and a maximum of two inches (2") clearance around the outside circumference of the pipe.

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5-2.5 Sewer Interceptors and Mains

5-2.5.1 Sewer Main, Interceptors and Force mains

5-2.5.1.1. Materials

Sanitary gravity and pressure pipe shall meet the following requirements:

Gravity Sewers

<u>Pipe Diameter, inches</u>	<u>Depth, feet</u>	<u>Material</u>
8 and over	D<10 feet	PVC
8 and over	D>= 10 feet	PVC *

* PVC preferred; other materials must be approved by Public Works Department.

Forcemains

<u>Pipe Diameter, inches</u>	<u>Depth, feet</u>	<u>Material</u>
4 to 8	D>3 feet	PVC, HDPE
10 or larger	D>3 feet	PVC, HDPE, DI

1. Polyvinyl Chloride (PVC) gravity sanitary sewer pipe shall be ASTM 3034 green in color
2. Ductile Iron pipe shall be Class 50, double cement mortar lined and meet the requirements of AWWA C151 unless load conditions dictate Class 52.
3. Pipe materials for small diameter force mains include PVC C900 or C905, high density polyethylene (HDPE), and ductile iron. The selection of the appropriate pipe material depends on economics, corrosion potential, and suitability for pressure conditions.

Selection of pipe joints and restraint method will depend on the maximum design pressure and the pressure specified for leak testing. The City will supply the applicant with the required test pressure upon review of the specific wastewater and hydraulic application.

PVC pipe joints may be restrained with Meg-a-lug type joints. An analysis should be performed to determine how many joints need restraint before there is adequate skin friction developed to allow push-on joints. Likewise, ductile iron pipe may be also restrained with Meg-a-lug joints. Field lock gaskets should be used with caution because pipe flexibility is reduced and pressure rating is limited. However, field lock gaskets are economical to install. HDPE pipe is joined by heat fusion and therefore all joints are essentially restrained.

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A surge analysis should be performed to determine the maximum pressure that the pipe will need to withstand. The surge analysis should also address the placement and sizing of air and vacuum relief valves. A complete analysis should be submitted to the City for approval before the forcemain is constructed.

4. Concrete sewer pipe will not be allowed in geological areas with high ground water or where high sulfur levels may exist, unless specifically approved by the City.
5. No broken or defective sewer pipe and related materials will be allowed.

5-2.5.1.2. Underground Utilities

Activities such as trench excavation, tunneling or boring, pipe embankment, backfilling, compaction and pavement patching, whether for public or private utilities, shall conform to the requirements set forth in the current Oregon Standard Specifications for Construction, Part 400 Drainage and Sewers for the Materials, Construction, and Inspection.

5-2.5.1.3. Laying Sewer Pipe

All sewer main installations shall conform to the requirements set forth in the current Oregon Standard Specifications for Construction, Part 400 Drainage and Sewers for the Materials, Construction, and Inspection. All sewer main installations shall have line and grade set by a professional licensed engineer or land surveyor, prior to construction. Staking shall show each manhole, and cuts to all inverts. All mains are to be laid straight between manholes. All types of sanitary sewer pipe shall be laid bell-end upstream.

The contractor shall use an accepted method which would allow accurate transfer of the control points provided by the surveyor or engineer in laying the pipe to the designated alignment and grade.

Trenches shall be excavated to a depth and grade required. Pipe bedding shall be placed to provide a uniform and continuous bearing and support for the pipe on solid undisturbed or compacted ground.

Sewer lines shall be laid upgrade from the starting point of connection on the existing sewer or from a designated starting point, as approved by the City. Sewer pipe shall be installed with the bell end forward or upgrade. After placing a length of pipe in the trench, the spigot shall be centered in the bell and the pipe seated within and brought to correct line and grade. During joining, the pipe shall be partially supported to minimize unequal lateral pressure and to maintain concentricity. Pipe handling after the gasket has been affixed shall be carefully controlled to avoid disturbing and dislocating the gasket. Any disturbed or dislocated gaskets shall be removed, cleaned, replaced and lubricated before joining the sections.

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No rubber couplers (“fernco’s”) shall be allowed between manhole runs with the exception of connecting to an existing manhole. Any other use of rubber couplers shall be approved by the City prior to installation.

5-2.5.1.4. Plugs and Connections

All fittings shall be capped or plugged with approved material and gasketed with the same gasket material as the pipe unit, or the pipe shall be fitted with an approved mechanical stopper, or the pipe shall have an integrally cast knock-out plug. The plug shall be able to withstand all test pressures without leaking.

5-2.5.1.5. Jointing

Where it is necessary to break out or connect to an existing sewer during construction, only new pipe having the same inside diameter will be used in reconnecting the sewer. Where joints must be made between pipes with a mismatched wall thickness, the contractor shall use flexible gasketed coupling, adapter, or coupling-adapter to make a watertight joint.

5-2.5.1.6. Cleaning and Testing of Sanitary Sewers

Testing per the current Oregon Standard Specifications for Construction Section 445 prior to final acceptance.

5-2.5.1.7 Camera/Televise Wastewater Infrastructure

In addition to mandrel and air testing of wastewater pipelines, wastewater infrastructure that is either proposed for dedication to the City of Madras or required by formal agreement for potential dedication to the City of Madras shall be televised (aka. “TV” or “camera/videoed”) prior to acceptance by the City.

5-2.5.2 Sanitary Sewer Laterals

5-2.5.2.1. General

The City is responsible for the maintenance of sewer laterals from the City’s main to the property line. A clean-out/sewer valve and service box shall be installed to surface grade at the property line, placed behind the curb or the sidewalk. Each sewer lateral shall be equipped with a backwater valve suitable for preventing sewage backup to the sewer lateral. The property owners are responsible from the City’s clean-out to the clean-out installed at the resident or business.

Stormwater runoff, including roof drains, shall not be connected to or discharged into a sanitary sewer.

The Systems Development Charge must be paid prior to any connections to the sanitary sewer main.

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All laterals shall be plugged with flexible jointed caps, or acceptable alternate, securely fastened to withstand the internal test pressure. These plugs or caps shall be readily removable and their removal shall provide a socket suitable for making a flexible jointed lateral connection or extension.

5-2.5.2.2. Materials

<i>Oregon Standard Specifications for Construction</i>	
Reference Topic	Section No.
Excavation, bedding and backfill	445
Sanitary Sewer Pipe	445
Manholes	470
Work on existing sewers and structures	490
Trench resurfacing	495
All other drainage and sewer materials	PART 400

All pipes shall be clearly marked with type, class, and/or thickness, as applicable. Lettering shall be legible and permanent under normal conditions of handling and storage.

Jointing shall be with approved flexible gasketing.

Flexible gasketing shall be construed to include rubber, synthetic rubber-like and plastic materials specially manufactured for the joint and pipe size.

5-2.5.2.3. Sizing Laterals

That portion of a lateral located within the public right-of-way shall have a minimum diameter of four inches (4") for residential, single or multi-family. Commercial or industrial may require larger size pipes. It is the responsibility of the developers engineer to properly size the lateral for the development.

There shall be no more than one service connection per lateral.

5-2.5.2.4. Fittings & Cleanouts for Laterals

All fittings shall be factory-produced and shall be designed for installation on the pipe to be used.

Laterals shall be connected to the wye provided in the public sewer where such is available, utilizing approved fittings or adapter. Where no wye is provided or available, connection shall be made by core drilling and installing an approved sewer saddle connection.

5-2.5.2.5. Tracer Wire

Locator wire shall be installed over all lateral pipes. The locator wire shall be placed one foot above the top of the lateral sewer pipe and it shall

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extend its full length to the City service box and clean-out. Excess tracer wire shall be coiled 12" – 18" inside the box. Tracer wire shall be 12 AWG single strand, copper encased in green sheathing.

5-2.5.2.6 Sanitary Sewer Lateral Televising

Wastewater infrastructure that is either proposed for dedication to the City of Madras or required by formal agreement for potential dedication to the City of Madras shall be televised prior to acceptance by the City.

5-2.6 Wastewater Lift Stations to be Dedicated to the City

5-2.6.1 Sites

No permanent structures shall be constructed within 100 feet (unless otherwise allowed by the Public Works Director) of any lift station that is to be dedicated to the City. This provides for a buffer zone, maintenance access, landscaping and unobstructed radio telemetry.

Adequate access must be furnished for vehicles of such size as may be necessary to deliver, or to remove station equipment. The site configuration and pad elevation shall be as required by the City to avoid drainage runoff problems from the surrounding area.

The site shall be fenced with six foot (6') green vinyl coated, high chain link fencing with three (3) strands of barb wire on top, and a three foot (3') wide pedestrian gate and double wide vehicle access gate recessed a minimum of 20 feet. Contained within and leading up to the fenced site shall be an all weather surface capable of supporting vehicles having a GVW up to 50,000 pounds.

The lift station site shall have an area lighting system with on-off control by a photocell and a motion detector and with a manual override switch. The site shall also be monitored with a security camera that will transmit video signals to the City's central monitoring station.

5-2.6.2 Pump/Lift Stations

Pump/lift stations shall be submersible configuration conforming to the applicable standards and City requirements.

5-2.6.3 Design Capacity

The station's initial pumping capacity may be less than the ultimate design depending upon the size of the service area and the phasing of development. In such an installation, allowances for larger or additional pumping equipment must be made for future modification. If the initial design capacity is in excess of anticipated initial flow, the effects of the minimum flow conditions must be estimated to be sure that the retention of sewage in the wet well will not create an odor or corrosion nuisance, and that the pumping equipment will operate with reasonable frequency.

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5-2.6.4 Wet Well

Unless the station is of such size that variable speed drive pumps are justified, the shape of the wet well shall be cylindrical and the detention time should be such that the deposition of solids is minimized and the sewage does not become septic. An access hatch (4' x 4' minimum) with an approved safety grate shall be provided at the top of the deck as required by the City. The bottom of the wet well shall slope toward a flat bench area wide enough for the worker to stand on without depending on the sloped area as a footing surface.

5-2.6.5 Pumps

Pumps shall be Flygt submersible pumps, which have been the City standardized equipment. Pump suction and discharge size shall be a minimum of 4-inch diameter. Pump drive units shall be electric. Two or more pumping units shall be installed to provide a firm pumping capacity for peak wet weather flows with any one unit out of service. Provisions for telemetry shall be included in the station control system.

5-2.6.6 Station Piping

Suction, discharge and header piping within the station shall be sized to adequately handle flows. Piping less than 4 inches in diameter shall not be used for conveying sewage. Each pump discharge shall have a check valve and plug valve in a separate underground vault with aluminum hatches readily accessible for maintenance and removing of valves and piping. The discharge main leaving the station shall be equipped to receive discharge from a bypass line through a tee riser, flow valve and blind flange.

5-2.6.7 Odor Control

All stations shall have electrical and water connections provided for the purpose of chemical addition on the upstream gravity line and/or the force main. Adequate provisions shall be made for the safe handling and storage of chemicals. All force mains shall have a tap for introduction of chemicals whether or not the odor control equipment is initially installed.

5-2.6.8 Force Mains

Force main designs shall be such that velocities normally fall within a range of from 3 to 6 feet per second. If initial capacity of the station is considerably less than the ultimate, consideration should be given to the undesirable effect of extensive detention time within the force main. The feasibility of installing dual force mains to accommodate initial and ultimate flows should be investigated in such situations. Provision shall be made for introducing a cleaning pig into all force mains.

5-2.6.9 Electrical/Instrumentation

All electrical components shall be protected from wet weather, station flooding, and corrosion to the satisfaction of the City. All stations shall be designed with an enclosed full time backup generator with sound attenuation, an automatic transfer switch, and a fuel supply capable of operating the station for 24 hours. The control

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panel shall include standard City telemetry system and remote monitoring and controls at the City's South Wastewater Treatment Plant. A magnetic flow meter in a vault shall be required at each lift station. The station shall be a fully integrated station with the wet well, wet well pumps and piping, electrical power and power controls, redundant level controls, emergency backup power, fuel system, pumping station system appurtenances, etc.

5-2.6.10 General Design Details

General design details will minimally meet DEQ regulations and requirements for lift stations as well as conform to that which is approved by the City Engineer.

5-2.7 Connection to Public Sewer and On-Site Sewer Systems

Where City public sewer is available within 300 feet of a property line, connection to the public sewer will be required.

Existing on-site systems operating properly are typically allowed to continue. The County Sanitarian has the authority over such continuance. The County Sanitarian may exercise their authority to require on-site systems to eventually connect to the City sewer system for public and environmental health and safety reasons.

5-2.7.1 New Subdivision/Development Sewer Storm Pipes Televised

It shall be the contractor/developer responsibility to flush, clean, and televise new constructed sewer and storm lines prior to performing the televising inspection, as the City will not provide these services.

A Public Works staff, acting as witness, will certify the "entire" sewer and storm pipe construction has passed a mandrel and pressure test prior to performing the required televised inspection.

The contractor/developer will record the televising inspection and forward the recording and associated paperwork to the City's Wastewater Department for review of the sewer and storm pipes. The Wastewater Department shall notify the contractor/developer of any pipe defects and of acceptance of the pipe systems.

5-2.8 Pretreatment Requirements, Grease Traps/Interceptors

Grease traps and interceptors shall be sized according to the criteria in the the Oregon Plumbing Specialty Code (OPSC) Grease traps and interceptors shall be installed downstream of those businesses or uses which in the opinion of the County Building Official or the City will discharge significant fat and oil materials into the public sewer system. Grease trap and interceptors shall be located on private property, and they shall remain privately owned and maintained at the owner's or occupant's expense. These facilities shall be available for the inspection by the City with a 24-hour verbal notification to the occupant or property owner.

Sewer users connected to the City public sewer are advised that sewer use is regulated under the City of Madras Wastewater Ordinance, which should be consulted for regulations, limits, and standards.

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5-3 Wastewater Treatment and Reclamation Systems

5-3.1 Wastewater Treatment and Reclamation Facility Siting and Impacts

Siting of new wastewater treatment and reclamation facilities will be guided by the City of Madras Wastewater Master Plan which considers future growth and development, zoning requirements, need for buffer zone separation for visual disturbance, noise, odor control, traffic, impact on human, archeological and natural resources, and flood potential. The siting process shall provide for future expansion of facilities to meet the demands of water quality regulations and planned development. The siting process shall include adequate public participation to provide for successful siting and initiation of a positive, long-term, good neighbor relationship with affected citizens.

The City requires development of a regional wastewater collection and treatment system and therefore does not allow siting of on-site or package plant wastewater treatment systems to serve individual developments or economic development projects. If improvements of the City's existing treatment and reclamation facility are required to meet the growth demand, the City will have the design completed by the City's selected consultant and the developer shall be responsible for the associated engineering and improvement costs.

Industries with potential to generate high strength wastes with loading in excess of available treatment capacity, will be required to obtain an Industrial Wastewater Contribution Permit and to provide pretreatment before discharging to the public sanitary system. The City will require industries generating high strength wastes to build, own and operate pretreatment facilities. These facilities may serve one or more industrial sewer users in planned industrial developments. Costs of design, construction, operation and maintenance of pretreatment facilities shall be borne by users proportionally to flow and load.

Reference the City Wastewater Ordinance for permit requirements and additional information.

5-3.1.1.1. Industrial Waste Treatment

Facility planning shall consider current and proposed commercial and significant industrial users requiring treatment service. Assessment of the existing industries' and the City's philosophy, policies and plans for development and growth is required to assure adequate treatment capacity is provided to balance economic development with protection of water quality. Quantity and strength of industrial wastes will determine if a new or expanding industry's waste load can be treated within the available capacity of the City's system. Pretreatment of wastes will be required to meet pretreatment program effluent limitations and/or reduce wastewater loadings.

SECTION 6 WATER FACILITIES

6-1 Purpose

The City owns and operates its water system as a public utility. As such, the City is responsible for ensuring the safe and reliable production and distribution of potable water to its customers.

The standards provided herein are intended to protect the integrity of the existing system and ensure that the future system operates efficiently. The City reserves the right to approve or reject any materials and devices proposed to be incorporated into the water system. The City also reserves the right to require that any proposed addition(s) to the water system comply with reliability, redundancy, construction and capacity requirements as outlined in these standards.

6-2 Summary

These standards represent the minimum requirements for the design and construction of water production and distribution facilities within the City's water system.

For non-City water utility suppliers (i.e. Deschutes Valley Water District), the utility grid alignment, trenching, pipe bedding, backfilling, and trench surface repair are to follow the City of Madras standards. The installation and testing of the actual water system will be according to the standards and specifications established by the water utility provider.

All improvements and additions to the potable water system will comply with the current and applicable requirements of the following standards:

- 1) The current Oregon Revised Statutes.
- 2) The Oregon Health Division, Drinking Water Section, of the Oregon Administrative Rules.
- 3) The current American Water Works Association (AWWA) Standards for the design and construction of public water systems.
- 4) All applicable City of Madras Ordinances.
- 5) Oregon Standard Specifications for Construction.

Refer to the requirements outlined in the current Oregon Standard Specifications for Construction, Part 1100 as well as applicable Oregon Standard Drawings and the approved engineered plans for installation details and requirements. In case of a conflict between standards, the design criteria of the City as presented herein shall govern.

6-2.1 Site Plan Review

A water system concept (preliminary utility plan) will be submitted to the City with the Site Plan Application for all proposed development that will result in water supply demands. If the City requires it, the site plan shall include preliminary demand calculations and/or modeling reports that estimate initial, phased, and ultimate domestic and fire demand required by the development. The site plan shall include general locations of any proposed connection to the existing water system,

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identification of proposed pressure zones, and preliminary locations of any booster station(s) and/or reservoir(s) required to ensure adequate domestic and fire service pressures to the development.

This information will assist the City, Fire District, and Building Department in confirming that adequate water capacity is available at the proposed connection point(s). In addition, the information will be used in conjunction with actual flow tests to determine if capacity improvements are required by the new development or redevelopment project. The City reserves the right to require a more comprehensive (larger design review and flow test study area) system capacity analysis if, in the City's opinion, the proposed development has the potential of operational, supply or hydraulic impact on the current water production or distribution system.

6-2.2 Requirements Prior to Construction Plan Approval

Prior to the City's issuance of construction plan approval, design calculations and construction documents shall be submitted to the City for review and approval for any proposed connection or water system improvements regardless of development size. The plans will be revised according to the City's review comments and re-reviewed for compliance with review comments and the land use decision. Final construction plans will not receive approval from the City until compliance occurs with City review comments and land use decision requirements.

The submittal shall include a design stamped by an Engineer licensed by the State of Oregon and include all information necessary for the City to verify that the proposed facilities meet all design criteria defined in these standards. The plan will include detailed notes describing all pertinent construction phases, areas of responsibility, standard references and specific instructions that will affect the successful completion of the project. The plan shall meet the City's design and drafting standards.

The approval of construction plans will not be granted until the City has been satisfied that all requested design modifications have been addressed by the applicant and that all required easements and deeds of dedication have been granted to the City. The design submittal shall include all drawings, specifications and supporting calculations needed to verify that the proposed water system improvements and/or connections align with the water system concept (utility plan) approved during the City's site plan review process (land use findings and decision) and that the design meets the City's standards as specified herein. All proposed agreements between the applicant and the City regarding cost sharing, advance financing, utilization of SDC credits, etc. shall be signed by all parties prior to the issuance of the approval of construction plans. The City will not accept water system improvements that an applicant intends to dedicate to the public unless the improvements are reviewed and approved by the City prior to the start of construction.

6-3 Production Facilities

These will be reviewed and approved per the City Engineer's requirements on a case-by-case basis.

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6-4 Distribution Systems

6-4.1 Location and Depth

Refer to Section 1.11 and current Oregon DEQ standards.

6-4.2 Water Mains - Potable Water

All new water mains will be either Class 50 Ductile Iron Pipe, according to AWWA Standards section C100 or Class 200 Polyvinyl Chloride (PVC) Pipe, according to AWWA Standards section C900. C900 PVC mains will be colored blue, throughout the entire composition of the pipe. The City, at its discretion, may entertain or direct changes to these material standards where pressure considerations or ground conditions warrant modification.

The City has standardized three nominal pipe sizes for mains; 6, 8, and 12 inch diameter pipe. Other sizes approved on a case-by-case basis as approved by the City Engineer. Pipe selection shall be based on this standardization and these velocity limitations.

Water mains will be sized to meet the following flow criteria:

- 1) In residential areas, velocity shall be less than four and one-half (4.5') feet per second, during the peak usage hour, calculated using the saturation build-out EDUs.
- 2) In commercial/ industrial areas, velocity shall be less than four and one-half (7.5') feet per second, during fire flow on the peak usage day (at saturation build out EDUs).
- 3) Water mains in residential areas will be a minimum of eight-inch (8") nominal diameter.
- 4) Water mains in areas serving commercial/industrial zonings will be a minimum of twelve-inch (12") nominal diameter.
- 5) Pipe size selection will not decrease the residual pressure within the existing distribution system below 20 pounds per square inch, during a fire situation or 42 pounds per square inch during normal usage periods.

Water main extensions that will be dedicated to the City will be installed so that the main extends a minimum of twenty lineal feet past the development to be served.

Mains will be placed and constructed as indicated on the approved engineered plan. Back filling, compaction and surface restoration will be as required by the Agency having jurisdiction of the right-of-way.

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6-4.2.1 Tapping Main Lines

When tapping existing water main lines, the contractor shall use a Romac SST Tapping Tee or approved equivalent. Ductile Iron tapping sleeves are not acceptable for use, except on Ductile Iron pipe.

When tapping existing water main lines, the contractor shall make provisions to continuously flush and purge water through the non-pressurized side of the tapping valve (toward the bottom), or through the tapping machine. Using a corporation stop on the testing tap on the tapping sleeve is not acceptable.

The purpose of this procedure is to prevent the fouling of valves, regulators, meters and other equipment with chips and other debris to drinking water.

City personnel must be present any time a tap is made on the City's existing water main lines.

6-4.3 Valves

All water mains twelve-inch and smaller will be fitted with resilient wedge epoxy lined and coated gate valves, according to AWWA Standards section C500. Substitution of butterfly valves will only be permitted when field conditions require the main to be installed with "minimum cover." In these cases gate valves may not allow adequate "surface to operator nut" clearance.

Water mains larger than twelve-inch will be fitted with either gate or butterfly valves, with resilient valve seats and epoxy lining and coating, according to AWWA Standards section C500.

Isolation valves will be installed on all City mains at intervals no greater than 500 linear feet. At water main intersections, valves will be installed as detailed on the engineered plan.

Submittal data will be required for all valves installed in the City system.

6-4.4 Services

All water, fire and irrigation services will be installed by the developer at the time of original construction. See Oregon Standard Drawings and the approved engineered plans for installation details and requirements.

Where existing mains are in place, a City approved contractor will establish individual services (i.e. tapping the main). The materials for services larger than two inch shall correspond to requirements for mains and appurtenances.

6-4.5 Fire Hydrants

All fire hydrants will be installed by the developer at the time of original construction. All fire hydrants will be Kennedy K-81 D or Mueller Centurion fitted with a 5¼" valve.

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6-4.6 Pressure Zone Control

If a pressure reducing valve (PRV) is required within a development to provide appropriate residential pressure, the developer will design and install an approved PRV station as part of the water facilities provided. PRV station design and hydraulic capabilities are specific to the distribution area to be served. The PRV station design shall be submitted to the City for approval prior to the issuance of the Site Construction Permit. The submittal shall include all engineering calculations necessary for the City to verify that the station meets the City's hydraulic and material requirements. In addition, the submittal should address any anticipated hydraulic impacts on the existing water system.

Flow modeling may be required when a PRV station is necessary. The modeling effort will evaluate both existing system characteristics and system characteristics after the proposed PRV installation. If the additional flow volumes created by any proposed development result in velocities that exceed those stated in Section 4, the developer will be required to provide larger or additional water distribution facilities.

6-4.7 Air-Vacuum Control

An air-vacuum control (AVC) device is required on any City Water main where a "high spot" exists at any point between lower portions of the main. A "high spot" is any location at which the main rises more than one-half (.5) times the nominal pipe diameter, and then descends to the previous elevation.

6-4.8 Flush Outs/ Fire Hydrants

A fire hydrant is required on all dead end portions of City mains.

6-4.9 Backflow Control

All services that present a potential for cross contamination risk to the public water supply must be equipped with a backflow prevention assembly approved by the Oregon Health Division. Designers are to refer to the current edition of the current Oregon Standard Specifications for Construction, Part 1100.

6-4.10 Appurtenances

All fittings needed to provide a fully functional water distribution system, not specifically covered in these specifications are to be manufactured and installed according to the latest edition of the AWWA Standards.

6-4.11 Disinfection of Facilities

Following completion of new facilities, including wells, valves, pumps, water mains and service connections, which will be in contact with the water delivered to users, said facilities shall be disinfected before they are placed into service. Disinfection shall be by chlorination according to Oregon Administrative Rules 333-061-0050(10) and AWWA Standards C651 through C654, and also refer to the current Oregon Standard Specifications for Construction, Part 1100.

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Disinfection shall include but not be limited to the introduction of a chlorine solution with an initial concentration of 25mg/l into the facility in a manner that will result in a thorough wetting of all surfaces. The solution shall remain in place for 24 hours. After the 24-hour period, the free chlorine residual must be checked and found to be 10 mg/l or greater. The chlorine solution shall be drained and the facility flushed with potable water. A minimum of one sample shall be collected from the facility for microbiological analysis. Should any test fail, the facility shall be flushed, rechlorinated and rechecked until a sample free of coliform organisms is obtained. Other disinfectants may be used if demonstrated that they can also achieve the same results.

6-5 Facilities, Infrastructure and Property

6-5.1 Site Enclosures

All City Water wells, reservoirs, pump stations and buildings will be contained within a limited access enclosure. Enclosures will be (minimum) six-foot tall, nine-gauge, chain link fencing with a heavy-duty top rail and 12.5-gauge stranded bottom tension wire. Enclosures will be equipped with at least one 16-foot “drive through” double gate and one 36-inch “walk through” gate. When appropriate, enclosures will include three-wire “anti-climb” top barrier. Fences (or other enclosures) will be positioned so that a service truck, with a standard 160-inch wheel base, can travel around all buildings or facilities without reversing direction.

Site enclosure requirements may be altered depending on the specific usage or location of the property or facility. Additional costs associated with requirements that are more stringent will be the responsibility of the developer.

6-5.2 Buildings

All City water buildings and structures that house mechanical, electrical, electronic or other temperature and humidity sensitive equipment shall contain central climatic control apparatus. Atmospheric conditions inside the structures shall be maintained according to the recommendations of the equipment manufacturers. No climatic control equipment will be installed without approval of the City.

6-5.3 Access

All City water properties and facilities shall be accessible by way of an improved roadway connecting to a public right-of-way. The minimum requirements for access driveways outside the City limits include: a minimum width of 20 feet; base course of at least eight inches of $\frac{3}{4}$ inch minus compacted to 95% of AASHTO T-99; over the top of subgrade geotextile, and drainage that meets the requirements of Section 4 of these Standards. The minimum requirements for access driveways within the City limits include a minimum width of 20 feet; base course of at least 8 inches of $\frac{3}{4}$ inch minus, compacted to 95% of AASHTO T-99, asphalt paving level II or III, $\frac{1}{2}$ inch dense HMAC with PG64-28 oil (3 inch thickness, minimum, placed in two lifts), and drainage that meets the requirements of Section 4 of these Standards.

All access driveways shall be located in areas wholly controlled by the City through a dedicated easement. Shared usage will be permitted, but the access needs and requirements of the City will have precedence over all others. All easements or private

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usage agreements will be recorded with the appropriate governmental authority and will be non-revocable.

6-5.4 Property

All City water buildings or other structures (not located in right-of-way) will be located on property deeded to the City. Easements or private usage agreements will not be considered as viable alternatives to City ownership. Water system improvements required as a condition of public dedication of infrastructure will be constructed on property that is deeded to the City. Property will be free of encumbrances, as reported in a title search provided by the developer and approved by the City attorney.

SECTION 7 STREETS & RELATED WORK

7-1 Purpose

The standards provided herein are intended to protect the integrity of the existing transportation system, ensure that the future system operates efficiently, and that all alterations and modifications to the City's right-of-way reflect the qualities and amenities set forth by the Madras City Council.

7-2 Plan Review

If the applicant falls within the requirements of site plan or subdivision review, then the applicant shall submit a street system plan for review and approval prior to Land Use approval. The plan shall be prepared by an engineer licensed in the State of Oregon. Complete design documents, including revisions as required by the City, shall be required before receiving construction plan approval for each phase of construction. The construction plan is valid for the period that the Land Use Decision approval is valid.

A street system plan will be submitted to the City with the Land Use Decision application for all proposed development that intends to dedicate the road and street infrastructure to the public. The Land Use Decision application plan shall include the proposed layout of initial, phased, and ultimate build-out of the street system, location(s) of snow storage areas, fire access and drainage concepts. The plan shall also include general location(s) of proposed connection to the existing City street system, grades of the road network and proposed pedestrian and vehicular safety improvements. The plan shall also identify the anticipated location of contractor's construction staging area(s).

This information will assist the City in confirming that the surrounding street network has adequate capacity to support the proposed development, assess whether a comprehensive traffic study is warranted and assist in the City's determination if the site presents the potential for erosion and road stability problems. In addition, the information will be used to determine whether the proposed development shall assume the financial responsibility for any public safety improvements necessary to accommodate the proposed development.

7-2.1 Site Construction Plan Approval

Prior to the City's issuance of the site construction plan approval, design calculations, soils reports, traffic impact analysis, pavement design, utility notices of intent to serve, other agency permits, and construction documents shall be submitted to the City for review and approval for any proposed public dedication and/or improvement regardless of development size. The submittal shall include a design stamped by an engineer licensed in Oregon and include all information necessary for the City to verify that the proposed facilities meet all design criteria defined in these standards and the Land Use Decision for the development. The plan will include detailed notes describing all pertinent construction phases, areas of responsibility, standard references and specific instructions that will affect the successful completion of the project. The plan shall meet the Public Works Standards & Specifications.

The construction plan approval will not be granted until the City has been satisfied that all requested design modifications have been addressed by the applicant and that all required easements and right-of-way have been granted to the City. The design submittal

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shall include all drawings, specifications and supporting calculations needed to verify that the proposed street improvements and/or road connections align with the road system plan approved during the City's Land Use approval process and that the design meets the City's Public Works Standards & Specifications as specified herein. An improvement agreement will be prepared for all developments that are required to perform public improvements. The agreement will explain the responsibilities of the developer, and any shared obligations by the City when applicable (i.e. define responsibility through Land Use Decision) prior to the issuance of the construction plan approval. The City will not accept any road or street improvements that an applicant intends to dedicate to the public unless the improvements are reviewed and approved by the City prior to the start of construction. See the Overview of the Development Process section for more details for design drawing criteria.

7-2.2 Augmentation of Standards

The City will augment its Standards & Specifications with the latest editions of the following design documents: If there are any conflicts among these documents, the more stringent requirements shall apply unless otherwise allowed by the City.

American Association of State Highway and Transportation Officials (AASHTO) "Policy on Geometric Design of Highways and Streets."

Oregon Standard Specifications for Construction

Oregon Bicycle and Pedestrian Plan

Madras Ordinances including Subdivision, Zoning, Flood plain, Street Tree, and Sidewalk Ordinances

The Madras Transportation System Plan

Manual on Uniform Traffic Control Devices, Federal Highway Administration Guide for Design of Pavement Structures, AASHTO

Roadside Design Guide, AASHTO

A Policy on Geometric Design of Highways and Streets, AASHTO

ADA Standards for Accessible Design

The Asphalt Handbook, Asphalt Institute

Highway Capacity Manual, National Research Council

Design and Control of Concrete Mixtures, Portland Cement Association

*Traffic Engineering Handbook, Institute of Transportation Engineers
Jefferson County Road Functional Classification Table 3.2*

*Jefferson County Transportation System Plan
ITE Trip Generation Manual, Handbook and User's Guide, 8th Edition*

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The City, at its sole discretion, may also alter its Standards & Specifications pertaining to traffic control device placement and use with the latest editions of the recommended policies, procedures and standards of the following (in order of preference):

- Federal Highway Administration “Manual on Uniform Traffic Control Devices” with any modifications from the Oregon Department of Transportation.
- The Institute of Traffic Engineers (ITE) Trip Generation Manual and design manuals.
- Illumination Engineering Society (IES) Design Manual.

7-3 Traffic Studies

All proposed development(s) will submit a traffic impact analysis when the development meets the minimum thresholds as further defined in the Guidelines for Transportation Impact Analysis section (Section 11) of these standards.

7-4 Roadway Classification

Refer to Appendix A for Standard Drawing Cross Sections. The City’s roadway classifications are shown in the Standard Detail Drawings section of these standards. Criteria for minimum right-of-way, roadway widths and other design criteria are listed for each classification. Additional right-of-way, turn lanes, traffic signals, safety enhancements, and other level of service and/or safety mitigation improvements will be required to accommodate turning movements in coordination with pedestrians and bicyclists at intersections and as identified through traffic studies for proposed projects.

The City’s policy is to require publicly dedicated streets for access to all zoned lots within the City. Private streets are not allowed, however in special circumstances, the City, at its sole discretion, may review exception requests. If the City grants this exception, the width and improvements shall follow all the City’s and Fire Department’s requirements for an all-weather access. The access easement shall be a minimum of 30 feet with a 20 foot paved section (2 inch thick AC over 8 inches base rock) with appropriate stormwater drainage and shoulder treatment in a manner as approved by the City Engineer.

The City’s roadway classifications will follow the City’s Transportation System Plan and when new development creates additional burden (i.e. additional traffic flow) on the City’s street system, the Jefferson County TSP table below will be used to reclassify streets. When traffic conditions warrant a higher classification roadway, new development or redevelopment, when conditioned through the Land Use Decision process, are required to provide improvements according to classification of roadway at build out of the new development or redevelopment according to the average daily trips listed in the table below. For purposes of translating average daily trips to peak hour traffic, the City uses one peak hour trip to equal 9.6 average daily trips. Developments are also required to add turn lanes, signals, and safety improvements when determined by the Public Works Department and when also determined by the applicant’s traffic impact analysis. Any appeal of conditioned public improvements will follow the City’s Development Ordinance appeal process and will be checked for proportionality and nexus.

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The following table applies for classifications of City streets: Source: Jefferson County Transportation System Plan.

TABLE 3-2 COUNTY ROAD FUNCTIONAL CLASSIFICATIONS

Functional Classification	Description	Typical ADT Range
Arterial	Arterials are the highest class of road. Their primary function is to carry high levels of regional through vehicular traffic at high speeds, serve interstate movement of freight, and emphasize traffic movement over local land access. Arterials are characterized by full access control, with access limited to interchanges and widely spaced access points. Arterials may have medians. Pedestrian and bicycle traffic is discouraged or prohibited.	5,500 - 7,500
Major Collector	Major collectors are the intermediate road class, carrying lower traffic volumes at slower speeds than arterials. Their primary function is to collect traffic from the local street system and distribute it to the arterial street system. Major collectors provide some access to adjacent properties, but where possible should provide extended continuous stretches of road to facilitate traffic circulation.	2,500 – 6,000
Minor Collector	The primary function of a minor collector is to connect traffic to arterials and major collectors. Minor collectors have slower speeds than major collectors and arterials, and may provide more local land access.	500 – 2,500
Local Road	Local roads are the lowest road class. Their primary function is to provide direct access to adjacent land. Local roads are characterized by low traffic volumes.	0 - 600

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7-5 Right-of-Way/Easements

Dedicated right-of-way is required for all public street and roadway improvements. All portions of the traveled way, curb, gutters, sidewalks, medians, bike lane(s), drainage facilities and other required improvements shall be located within the right-of-way.

Where existing right-of-way width is not sufficient to construct the required improvements, the developer shall obtain the necessary additional right-of-way and arrange for dedications to the City according to a form prescribed by the City attorney.

Easements for the purpose of construction, access, maintenance, sight distance preservation, roadway slopes, or for utility line and storm drain installation may be required, in addition to required right-of-way in conjunction with street and roadway improvements. It shall be the applicant's responsibility to obtain necessary easements and provide recorded copies of such easements to the City, before the issuance of construction plan approval.

Permanent easements for access, maintenance, and construction are required for all public and private street systems serving more than one property located outside of public right-of-way. Legal descriptions for easements shall be submitted with a professional land surveyor's stamp thereon. A current title report covering the properties to be encumbered by the easements shall accompany said description.

When off-site and/or on-site easements for extension of approved comprehensive street plans are required, they shall be approved and recorded prior to construction plan approval. The same conditions shall apply regarding legal descriptions and title reports.

7-6 Street Names

All street names shall have approval of the Jefferson County Building Department. No street name shall duplicate or be confused with the existing street names within the City or County except for continuations of existing streets where applicable.

7-7 Bike Lanes

Bike Lanes standards are to conform to the Oregon Bicycle and Pedestrian Plan. The minimum width for a bicycle lane shall be six feet (6') unless otherwise allowed by the City. Applicant shall dedicate to the City the additional right-of-way and easements necessary to comply with the standards for bike lanes, trails and paths in a manner consistent with the City's adopted Transportation System Plan, Trails Plan, and Safe Routes to School Plan.

7-8 Street Design Criteria

Street design standards are based on the functional and operational characteristics of streets such as travel volume, capacity, operating speed and safety. They are necessary to ensure that the system of streets, as it develops, will be capable of safely and efficiently serving the traveling public while also accommodating the orderly development of adjacent lands.

The typical roadway cross sections comprise the following elements: right-of-way, travel lanes, bicycle and pedestrian facilities, drainage, and landscape strips. Illustrated cross sections are intended for planning and design purposes for new road construction as well as

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for those locations where it is physically and economically feasible to improve existing streets.

Typical cross section standards allow flexibility in defining the actual roadway width.. The use of on-street parking would be at the sole discretion of the City of Madras, which would determine whether such amenities are required on a given street. The table below summarizes the street design standards for the different roadway classifications.

The City of Madras at its sole discretion may allow narrower local streets in their development projects, thereby creating an ability to reduce impervious surface and provide site-specific standards for roadway improvement projects that reflect local conditions. Narrower streets may also be desirable in some neighborhood areas to deter cut-through or speeding traffic on local streets. The Public Works Director shall be the final authority on the allowance of narrower streets. Typically the allowance for narrower streets will be in short block sections or in sections next to open space where on-street parking is not considered needed. It should be noted that ODOT has the ultimate authority as to which improvements are made along US 26, US 97 and Highway 361.

Following are typical street cross sections. The Public Works Director will require or allow variations as specified in the rest of Section 7.

Urban Expressways: will have a right-of-way of 98 feet in the Urban Fringe and 114 feet outside of that zone as determined by the City and ODOT. The City Expressway cross-section will be consistent with the ODOT Expressway cross-section and consist of two 12-foot-wide travel lanes in each direction, a raised 12-foot median, and a separated 10-foot multi-use path. In addition, landscape strips will be provided on both sides of the facility.

Arterial streets: will have a right-of-way requirement of 80 feet. The street cross-section will consist of two 12-foot-wide travel lanes, an optional center left-turn lane, and appropriate pedestrian and bicycle facilities. On-street parking is not allowed on arterial streets.

Major collector streets: will have a right-of-way requirement of 70 feet and a required cross-section consisting of two 12-foot-wide travel lanes and required center left-turn lane/median landscaped section. Bike lanes are required. Landscape strips are required and on-street parking may be allowed, at the discretion of the City, with additional right-of-way provided by the development.

Minor collector streets: will have a right-of-way requirement of 60 feet and a required cross-section consisting of two 12-foot-wide travel lanes. No bike lanes will be required; however, landscape strips and on-street parking can be required at the discretion of the City.

Local streets: will have a right-of-way requirement of 54 feet, a 31-foot-wide paved cross section, and 6-foot wide sidewalks. Adjacent landscape strips are required.

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Table C2: Street Design Standards (See Standard Street Cross Sections in Other sections)

Classification	Cross Section	Minimum ROW	Turn Lanes	Travel Lanes	Bike Lane	Sidewalks	On-Street Parking	Landscape Strip
Expressway	4 lanes	114 feet	Yes ¹	12 feet	Yes ²	No ²	No	Optional
Urban Other	4 lanes	98 feet	Yes ¹	12 feet	Yes	Yes	No	Optional
UBA	2 lanes	56 feet	Optional ¹	12 feet	Yes	Yes	No	Optional
STA	2 lanes	70 feet	Optional ¹	12 feet	Yes	Yes	Yes	Yes ⁵
Urban Expressway	4 lanes	98 feet	Yes ¹	12 feet	Yes ²	No ²	No	Yes
Arterial	2 lanes	80 feet	Optional ¹	12 feet	Yes	Yes	No	Yes
Major Collector	2 lanes	70 feet	Yes ³	12 feet	Yes	Yes	No	Yes
Minor Collector	2 lanes	60 feet	No	12 feet	No	Yes	Optional ⁴	Yes
Local Street	2 lanes	54 feet	No	Not striped (31 feet paved width)	No	Yes	Yes	Yes

Any variance from the requirements in this table must be approved by the Public works director.

¹ Minimum width = 14 feet

² Bicycle and pedestrian traffic are to be accommodated by a 10-foot multi-use path on one side and a standard 6 foot walk on the other side.

³ Minimum width when intersecting an arterial equal 14 feet, when intersecting a major, minor collector and local street minimum width 12 feet.

⁴ When a minor collector classification is applied to a commercial zone with a middle turn lane, there cannot be any on street parking with the available pavement width to accommodate travel and middle turn lanes.

⁵ In the commercial zone, tree planter wells are required in lieu of a planter strip. Planter strips can be incorporated in special areas as approved through the Land Use approval process.

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7-8.1 Additional General Design Criteria

The City reserves the right to require written clarification from the School District on any designated bus stop needs or improvements adjacent or within the development, redevelopment, or change of use in question.

Street signs are required. Provide construction plans detailing sign locations, dimensions, type and post specifications meeting Public Works Department and *Manual on Uniform Traffic Control Devices* standards.

Continuation, “to and through”, or appropriate projection of existing streets in surrounding areas shall be provided; or

In occasions where topography (or another such situation) is found to be an issue, development must still conform to the *City’s Transportation System Plan* with an alternate alignment route as per City approval.

A tangent at least one hundred feet long shall be included between reverse curves on arterial and collector streets, and shall have minimum tangent of 50 feet for local streets.

Curb lines at street intersections shall be rounded with a radius providing a minimum clearance and ADA access within the public right-of-way or of a greater radius where the City may deem it necessary. The City may permit comparable cutoffs or chords in place of rounded corners.

Partial width streets or half streets shall not be allowed. Three-quarter (3/4) street improvements (from back of sidewalk to opposite side curb and gutter) are required.

The centerline of street improvements shall coincide with the centerline of the right-of-way.

Super elevation shall be designed in accordance with AASHTO specifications, but with the maximum super elevation being four percent (4%) except at intersections which will be ADA compliant.

When a turn lane is required, it shall be a minimum of twelve (12) feet in width for collector streets. For street classifications higher than collector streets, 14-16 foot turn lanes will be required depending upon the classification. Additional right-of-way will be required when conditioned through the Land Use Decision process.

All structures that carry a street or cross over a street shall be designed to have a 100 year life span. All designs must be approved by the Public Works Director and other affected public or private agencies.

All new developments shall have any and all public streets within them constructed to the City of Madras Standards & Specifications.

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7-8.1.1 Landscape Strips (General)

Irrigation and maintenance shall be provided by the adjacent lot owners for the plants and trees in the landscape strip between curb and sidewalk. Provide a public water meter system for irrigation in the median planter strip of the major collectors (where applicable). Provide at least one tree per residential unit or a tree every 35 feet of spacing along with sod/turf grass with irrigation between the curb and sidewalk. The tree planting plan needs to be reviewed and approved by the Madras Urban Forestry Commission. Check with the Public Works Department for the Madras Urban Forestry Commission's regular meeting time and place. Tree layout staking to be reviewed and approved by the City's Parks Crew Leader prior to planting.

Adjacent landscape strips (to streets) will be required as per the cross section illustrations and at the sole discretion of the City. Landscaping strips will be located between street and sidewalk on arterial and collector facilities to provide a buffer between cars and pedestrians. Providing a landscaping strip between the street and sidewalk will allow for an area with no obstructions or impediments that would prevent or discourage pedestrian movements. Further, the landscape strips will be used for the location of street signs, power poles, and utility easements to provide for unimpeded pedestrian movements.

A street tree & grass plan (public planter strip section) with irrigation is to be submitted to the Urban Forestry Commission for approval and incorporated into the final construction plans. A landscaping deposit as set by the Fee Resolution will be required at the time of building permit application to ensure that landscaping occurs along the lot's frontage in the planter strip and in conjunction with the planning department's requirement for a landscaped lawn area (or lot landscaping in the condition for a site plan approval).

7-8.2 Side Slope

The maximum grade slope for any lot or street side slope is 2H: 1V. If development creates a steeper slope, retaining walls are required. When the height of a retaining wall exceeds the standard building official limit (4 feet), provide engineered retaining wall drawings and calculations for review and approval by the Jefferson County Building Department for individual lots and to the City of Madras for any roadway retaining walls.

7-9 Roundabout Construction

Modern roundabouts are a form of intersection design that provides safe and efficient flow of traffic within a certain range of traffic volume. Numerous research studies in the US and abroad have shown that the operation of roundabouts is highly dependent on its geometric design and the characteristic of the traffic volume it serves. The detailed information on the safety, operations and design of roundabout is provided in *Roundabouts: an Informational Guide*, published by the Federal highway Administration (FHWA). The document stipulates that before the details of the geometry are defined, two fundamental elements must be determined in the preliminary design stage:

- 1) The optimal position; and
- 2) The optimal alignment and arrangement of approach legs.

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The document also highlights the following critical design principles for roundabouts:

- Speed Profiles
- Design Speed
- Vehicle Paths
- Speed-Curve Relationship
- Speed Consistency

Other design considerations like design vehicle and non-motorized design users, among others, are also discussed in detail in the document. A volume-to-capacity (v/c) ratio of .85 is the operational standard of a roundabout. Exception to the v/c ratio standard is on a case-by-case basis determination by the City Engineer.

The City of Madras and Jefferson County will have planned several modern roundabouts around the city in their current TSP plan (at intersections of all major collectors). To ensure proper engineering standards are used when constructing roundabouts in and around the City, the following design guidelines will be followed:

- 1) *Roundabouts: an Informational Guide* published by FHWA
- 2) *A policy on Geometric Design of Highways and Streets* (Green Book), published by AASHTO
- 3) *Manual on Uniform Traffic Control Devices*, published by FHWA

Table 1 shows the inscribed circle diameter ranges design standard:

Site Category	Typical Vehicle	Design	Inscribed Circle Diameter Range*
Rural Single Lane	WB-67		180-200 feet
Rural Double Lane	WB-67		180-200 feet

* Assumes 90 degree angles between entries and no more than four legs.

Intersections of roadway facility types will consider all forms of intersection to ensure safe operating environment. A modern roundabout is the required form of intersection between two or more major collectors otherwise allowed by City of Madras.

Standard roundabout design consists of an inscribed circle diameter of one hundred ninety feet (190'). Two hundred fifty two feet (252') diameter right of way shall be dedicated as default. A safety and operational analysis will be conducted at proposed/planned roundabouts before a final design is approved when conditioned by the City.

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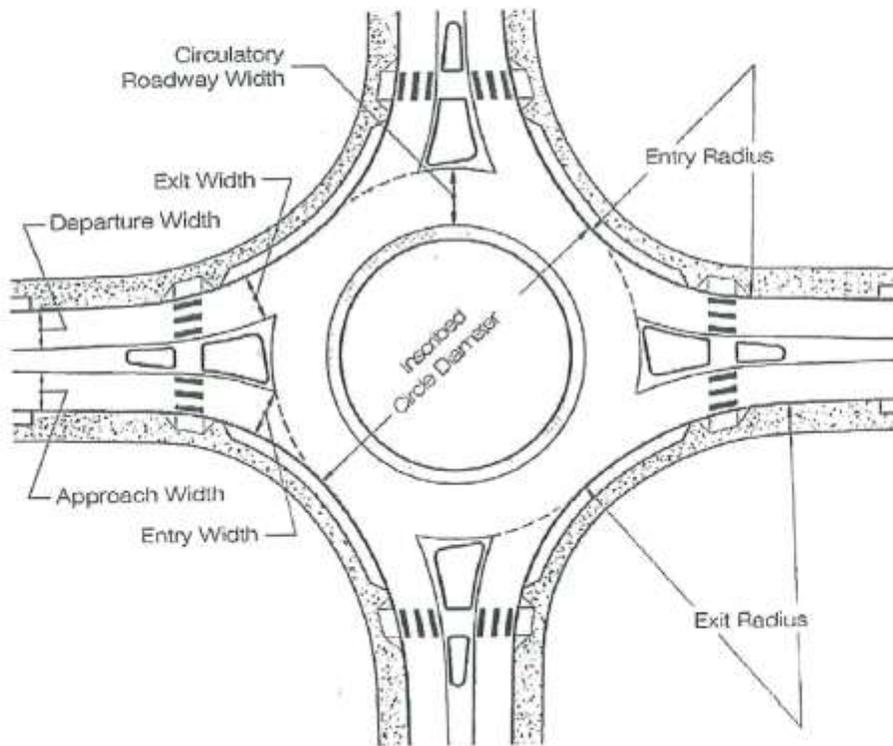
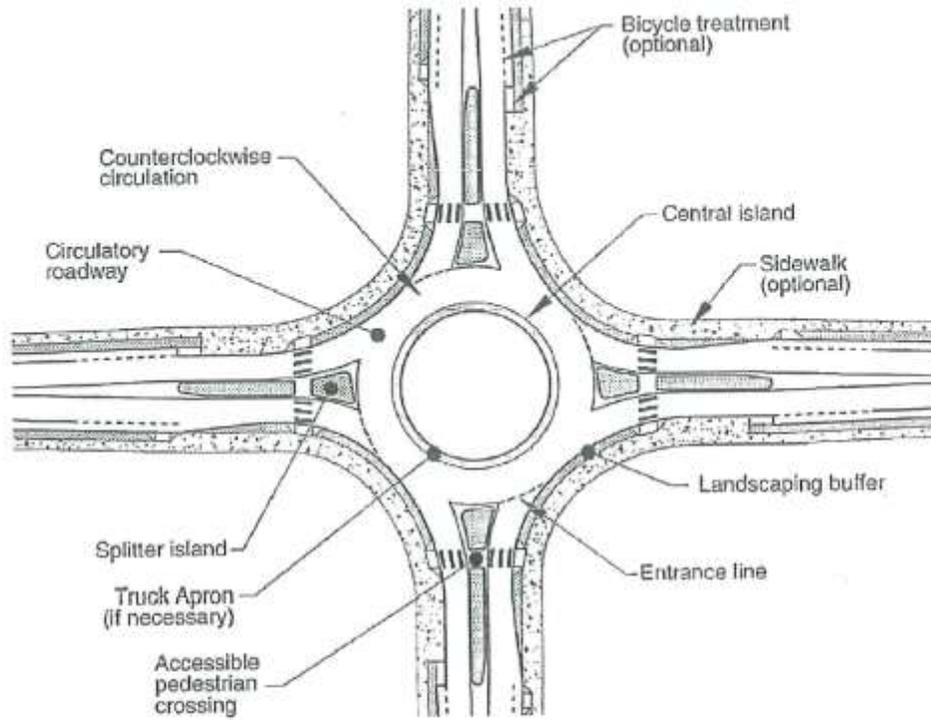
Planned Roundabouts

City of Madras and Jefferson County currently have modern roundabouts planned to construct at the following locations:

- Kinkade Avenue/Oak Street/City View Street
- Kinkade Avenue Extension/Bean Drive Extension
- Fairgrounds Road Extension/Grizzly Road
- Fairgrounds Road Extension/McTaggart Road

[Modern Roundabout Design and Operation Consideration, City of Madras Roundabout Standard, and Planned Roundabouts, added by passage of Ordinance No. 785, December 12, 2006.]

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7-10 Improvements to Public Right-of-Way

The developer of a subdivision, partition, change of use (when intensity of use increases), conditional use, or site plan will be required to improve all public ways that are adjacent to the development, within the land development, or that serve as a primary access to the development.

All improvements within public right-of-way shall conform to the improvement standards designated for the applicable street classification. The applicable street classification is determined by evaluating the full build-out condition of the affected street system as further detailed through a development's traffic impact analysis.

7-11 Primary Access Streets

The determination of which street is the primary access will be made by the Public Works Director. Primary access streets can either be adjacent or offsite from a new development. All new subdivisions shall have a primary access street improved to the classification standards of the primary access as determined through full build-out traffic conditions. The limits of improvement will be proportional to the size of the development and the burden it places upon the City's transportation system. In the event of an appeal of either the requirement to improve or the limits of the primary access improvement work, a fair and proportional analysis (such as Nolan & Dolan case law framework) will be used to determine whether an improvement and/or level of improvement requires modification.

7-12 Secondary Access Streets

When necessary, a secondary access street shall be constructed to the subdivision. Construction shall conform to the standard consistent with the City's Transportation System Plan for that street, or if not identified in the TSP, then built according to the level of traffic and length of the planned access. The local Fire Marshal shall be the final authority on when a second access is necessary.

7-13 Horizontal/Vertical Alignment

The minimum street grade shall be 0.5% with concrete gutter and 1% without gutter. Landings shall not have a grade greater than four percent (4%). A minimum landing length of 100 feet shall be provided at each intersection. Vertical curves shall be designed to be consistent with and complementary to the horizontal curves.

Angle points shall not be allowed on grade breaks over one percent (1%). If over one percent (1%), implement a vertical curve with a minimum length landing for both vehicle queuing (design vehicle - school bus) and crosswalk ADA compliance.

When reducing local residential street width to 32 feet, the street shall be designed so as not to extend more than 1,320 feet and cannot be extended in the future to function as a minor collector/ industrial collector street."

Alignment of roadways shall conform to the table below.

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Type of Street	R/W Width (ft.)	Level of Paving	Paving Section AC (in)	Design Speed (mph)	Max Grade (%)	Minimum Horizontal Curve	Minimum Vertical Curve
Bike-Ped Trail	30	2	2 over 6	na	na	As approved	See AASHTO
Alley	20	2	2 over 8	na	10	As approved	
Local Street	54	2 or 3	3 over 8	25	10	50	
Minor Collector	60	3	4 over 8	25	8	150	
Major Collector	70	3	4 over 10	35	8	380	
Industrial Collector	61	3	4 over 10	35	8	380	
Industrial Local	61	3	3 over 8	25	8	150	
Expressway	Design to follow ODOT requirements and SECT. 745 of the Oregon Specifications and Standards						

1. AC Paving thickness over 3" requires multiple lifts (i.e. 4" thickness requires two 2" lifts).
2. Horizontal curves will be measured from centerline unless separated by a median or turn lane in which case the measurement will be made at the centerline of the interior lane.
3. Pavement design and geometry shall be at the input values as approved by the Public Works Department based on the primary vehicle use and load ratings.
4. The paving radius of a cul-de-sac shall be 50 feet centered in a right-of-way radius of 57 feet.
5. The minimum grade for any street shall be no less than .5%.
6. At least two street name signs shall be provided at opposing corners of all intersections.
7. At least two street name signs shall be provided at opposing corners of all intersections.
8. Sidewalks will be provided on both sides of a street unless alternative pedestrian routes or a ¾ improvement is approved. Sidewalks will be a minimum of six feet in width for residential streets and eight feet for commercial areas. Multi-use paths will be a minimum of ten feet in width
9. ODOT highways and Industrial Roadways paving sections require individual engineering analysis.
10. Base material for all paved sections will meet dense graded specifications outlined in Section 00641 of the *Oregon Standard Specifications for Construction*
11. Paving to be ½" dense graded with PG 64-28 oil with the level specified in the above table.
12. The Public Works Director, at his/her sole discretion, may allow in special circumstances a local street width reduction to 28 feet when a local street is designed to not extend more than 600 feet. When a local street is designed to extend more than 1,320 feet, the street shall be designed and constructed to the next higher classification - Minor Collector.
13. The Public Works Director may recommend that the Planning Commission allow higher grade.

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14. Gutters are not required when retrofitting an existing ROW element less than a full street segment in length.
15. Industrial Collector criteria are minimums. A required pavement design will provide specific criteria based on use and loading.
16. Standard Industrial Local Street Paving Section will be 3" over 8".

7-14 Typical/ Structural

The City may require the final lift of asphalt to be bonded for and delayed for up to one year to accommodate weather and/or other encumbrances that may impact the final quality of construction. For all work within the flood plain, or when conditioned for Land Use approval, a geotechnical study and subsequent recommendations will be required for any proposed new road construction, widening of existing roadways or major repair and overlay work. If the development occurs within the flood plain or improves an industrial collector, the Public Works Department will need a Geotechnical and Asphalt Design report prepared with inputs approved by Public Works for the new site and associated street improvements. The applicable standard for preparing the asphalt design thickness is the most current version of the *Guide for Design of Pavement Structures, American Association of State Highway & Transportation Officials*. The developer shall be responsible for providing such reports, prepared by the corresponding field of licensure, an engineer licensed in the Oregon, for review by the City.

Modifications to the minimum road structural sections may be required to address site specific soil conditions, drainage and vehicle loads. Where higher than normal truck traffic is projected, the developer's geotechnical engineer will evaluate the adequacy of the proposed section and recommend any additional specific measures necessary to provide a minimum 20 year design life for the new pavement section.

Typical/ Structural sections of roadway appurtenance are according to the following roadway classification requirements:

7-14.1 Local Streets

Minimum of 54 feet of publicly dedicated right-of-way (ROW) required. Six foot sidewalks, 5.5 foot planter strip, 31 foot curb to curb paved road width – 17 foot travel area & 7 foot parking lanes. Curb & gutter with 7 inches exposure and 18 inch pan per ODOT Drawing RD 700. Eight inches of aggregate base (3/4 inch – 0), 3 inches of Level II or III, 1/2 inch Dense, HMAC (single lift) with PG 64-28 oil required.

- 6 foot sidewalk (minimum 4 inch thick)
- 5.5 planter (sidewalk to front face of curb)
- 7 foot parking lanes
- 17 foot common travel lane for both directions of traffic.
- 31 foot curb to curb width
- 54 foot total ROW– Sidewalks property tight

7-14.2 Minor Collector (Parking, When No Middle Turn Lane)

Minor Collector: Minimum of 60 feet of publicly dedicated right-of-way (ROW) required. Curb & gutter with 7 inch exposure and 18 inch pan per ODOT Drawing RD 700. Eight

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inches of aggregate base (3/4 inch – 0), 4 inches of Level III, ½ inch Dense, HMAC (double lift) with PG 64-28 oil required.

- 6 foot sidewalk (minimum 4 inches thick)
- 5.5 planter (sidewalk to front face of curb)
- 7 foot parking lanes
- 11.5 foot travel lanes
- 37 foot curb to curb width
- 60 feet ROW – Sidewalks property tight

7-14.3 Minor Collector (When Middle Turn Lane, No Parking)

Minor Collector: Minimum of 61 feet of publicly dedicated right-of-way (ROW) required. Curb & gutter with 7 inches exposure and 18 inches pan per ODOT Drawing RD 700. Eight inches of aggregate base (3/4 inch – 0), 4 inches of Level III, ½ inch Dense, HMAC (double lift) with PG 64-28 oil required.

- 6 foot sidewalk (minimum 4 inches thick)
- 5.5 planter (sidewalk to front face of curb) or 8 foot sidewalk with 4 foot tree wells with (14 foot turn lane)
- 13 foot travel lanes
- 12 foot middle turn lane (14 feet at intersection with arterial)
- 38 foot curb to curb width (40 feet if turn lane is 14 feet.)
- 61 feet ROW– Sidewalks property tight

7-14.4 Major Collector

Minimum of 70 feet of publicly dedicated right-of-way (ROW) required, plus 1 foot access restriction easement to the City of Madras on both sides. This translates to 35 feet from centerline plus a 1 foot access restriction easement adjacent to the development. Curb & gutter with 7 inch exposure and 18 inch pan per ODOT Drawing RD 700. Ten inches of aggregate base (3/4 inch – 0), 4 inch of Level III, ½ inch Dense, HMAC (double lift) with PG 64-28 oil required.

- 6 foot sidewalks (minimum 4 inches thick)
- 5.5 planter (sidewalk to front face of curb)
- 5.5 foot bike lanes
- 12 foot travel lanes
- 12 foot median planter/ turn lane (14 feet at intersection with arterial)
- 47 foot curb to curb width (49 feet if turn lane is 14 feet.)
- 1 foot access restriction easement to the City on each side
- 70 ROW (not counting 1 foot access restriction easement)

7-14.5 Industrial Roadway with Turn Lane

Minimum of 61 feet of publicly dedicated right-of-way (ROW) required. Curb & gutter with 7 inch exposure and 18 inch pan per ODOT Drawing RD 700. 10 inches of aggregate base (3/4 inch – 0), 4 inches of Level III, ½ inch Dense, HMAC (double lift) with PG 64-28 oil required. On Industrial Streets, minimum asphalt/baserock depths are 3" / 8". The City may require pavement design and improvement by the applicant when warranted by concentration of truck traffic.

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- 6 foot sidewalks when conditioned
- 5.5 planter (sidewalk to front face of curb when sidewalks applicable)
- 12 foot travel lanes
- 12 foot turn lane (14 feet at intersection with arterial)
- 36 foot width curb to curb. (38 feet if turn lane is 14 feet).
- 59 feet ROW – Sidewalks property tight

7-14.6 Industrial Roadway without Turn Lane

Minimum of 61 feet of publicly dedicated right-of-way (ROW) required. Curb & gutter with 7 inch exposure and 18 inch pan per ODOT Drawing RD 700. 10 inches of aggregate base (3/4 inch – 0), 4 inches of Level III, 1/2 inch Dense, HMA (double lift) with PG 64-28 oil required. On Industrial Streets, minimum asphalt/baserock depths are 3" / 8". The City may require pavement design and improvement by the applicant when warranted by concentration of truck traffic.

- 6 foot sidewalks when conditioned
- 5.5 planter (sidewalk to front face of curb when sidewalks applicable)
- 7 foot parking lanes
- 12 foot travel lanes
- 38 foot width curb to curb.
- 61 feet ROW – Sidewalks property tight

7-14.7 Public/Private Alley

Minimum of 20 foot tract dedication to the Home Owner's Association (not an easement to diminish the buildable lot area), when the alley is a private alley. 15 feet of paved width surface (2 inch Level III, 1/2 inch dense, PG 64-28 oil HMA) over 8 inch depth of 3/4 inch-0 crushed rock. Low profile mountable curb on each side per ODOT Drawing RD700. Alley may super elevate right or left. Storm manholes (where applicable or required by the City) are to be centered in the alley.

7-14.8 Bicycle/ Pedestrian Trail

Minimum of a 30 foot multi use path dedication to the City of Madras. 10 feet of paved width surface (2 inch Level III, 1/2 inch dense, PG 64-28 oil HMA) over 6 inch depth of 3/4 inch-0 crushed rock. Vertical and horizontal alignment requirements shall be in accordance with the Oregon Bicycle and Pedestrian Plan and ADA standards. Landscaping (trees, irrigation, plants, mulch) and trail lighting are required adjacent to trail improvements.

The trail design shall include trail lighting per City standards, trees with bubbler style irrigation, landscaping plan, electrical plan, irrigation plan, trail alignment plan meeting ADA requirements.

7-14.9 Other Roads

Expressway, State Highways, special transportation area, unique infill, and large lot/ large setback properties shall be reviewed and approved by the City and ODOT (as applicable) on a case-by-case basis.

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7-15 Sight Distance

Standard Detail Drawings (see Section 10) show the sight distance triangle. The area within this triangle shall be subject to restrictions necessary to maintain a clear view on the intersection approaches. Driveways shall also observe the sight triangle restrictions, including landscaping and placement of view obstructions consistent with the City's Zoning Ordinance except for higher order streets such as major collectors and larger. For these higher order streets, the clear vision area shall be the greater of the City's Zoning Ordinance or *AASHTO Policy on Geometric Design of Highways and Streets*.

Other factors such as vertical and horizontal curves and roadway grades also need to be taken into account. Such factors may allow necessary modification to the intersection sight distance requirements.

Sight distance shall be measured using the methods described in the *AASHTO Manual, A Policy on Geometric Design of Highways and Streets*. Sight distance shall be measured from an eye height of 3.5 feet to an object height of 3.5 feet.

The vertical clearance area within the sight distance triangle shall be free from obstructions to a motor vehicle operator's view between a height of 3.5 feet and 10 feet above the existing surface of the street.

7-16 Intersections

Every intersection shall be designed to meet functional standards of the highest classified street forming a part of the intersection, however the City may make exceptions to address local conditions. Intersections with a segment of state highway will be designed according to state standards. All elements of the intersection, including turning lanes and channeling islands, shall be designed so that a design vehicle will not encroach onto curbs, sidewalks, traffic control devices, channeling islands, or center divisional medians, or encroach into the travel lanes of opposing traffic flow.

Centerline offsets for arterial and collector street intersections shall be three hundred feet, and one hundred twenty five feet for local streets. Streets will be designed to intersect at right angles.

The following table applies from the City of Madras Transportation System Plan:

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Table C8: Minimum Intersection Spacing Standards¹

Functional Classification	Public Street (feet)	Private Access Drive (feet)
City Expressway	Full-Access shall only be provided at the following locations ² : US 97, US 26, "C" Street-Canyon Road, "J" Street, Fairgrounds Road, OR 361, and US 26/97 South Junction	No access shall be allowed to properties with alternative access. Properties without alternative access, will be allowed temporary right-in/right-out approaches ³ .
Arterial	600	300 ⁴
Major Collector	300	100 ⁴
Minor Collector	200	50
Local	150	30

¹ Access spacing measured from centerline to centerline.

² All other public street access points shall be restricted to right-in/right-out access only through the installation of raised longitudinal medians.

³ All private access roadways or driveways shall be restricted to right-in/right-out access only through the installation of raised longitudinal medians.

⁴ Private access to arterials will not be allowed unless no reasonable alternative access exists for a parcel.

7-17 Curb Return Radii

For the intersection of two local streets, the minimum allowable curb radius shall be 20 feet, which is to be measured from the radius point to the face of curb. For the intersection of a local street with any collector or arterial, the minimum radius shall be 25 feet. On all other street intersections, the minimum allowable radii shall be 30 feet.

Radii of 40 feet or more shall be provided where large truck combinations and buses turn frequently. Radii of 40 feet or more should be designed to fit the paths of appropriate design vehicles. Larger radii may be desirable where speed reductions would cause problems, but final design authority will be by the City Engineer. When larger radii (i.e. greater than 30 feet), are required, additional right-of-way will be required by the development to accommodate sidewalk and ADA ramp placement within the public right-of-way.

7-18 Street Ends & Cul-de-sacs

When a street dead ends, but extends more than 100 feet from the nearest intersection, a cul-de-sac will be the primary street end design component. Cul-de-sacs are to meet the criteria required by the fire department, this will include a minimum of a 50 foot paved radius and a minimum of a 57 foot right-of-way dedication radius (not counting additional slope area needs behind sidewalk).

When cul-de-sacs are determined not feasible by the City, a fire department alternative turn around design is required on all permanent or temporary street ends. The turn-around design shall be subject to the review and approval of the Fire Marshal and City. Structural section for

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turn-around shall support a standard fire truck and will not be less than the minimum structural requirements for a local street section.

Any proposed street that terminated at a development boundary shall be constructed with a paved cul-de-sac bulb according to local Fire Department-approved dimensions.

Cul-de-sacs shall have a length of less than six hundred feet (600') and more than one hundred feet (100') from the center of the bulb to the intersection with the main street. The maximum grade on the bulb shall be four percent (4%).

7-19 Driveways & Access Management

Access locations on roadway sections need to be properly located to ensure safe and efficient travel along a given transportation facility. Access locations should be placed appropriately to limit potential conflicting turning movements, weaving maneuvers over short distances, and congestion along facilities.

Access onto public right-of-way or change in type of access shall require a permit from the Public Works Director, except when access is granted through the Land Use permit process. Access shall be denied at locations that do not meet sight distance criteria. Residential lots are granted one access per lot. The number of accesses for commercial and industrial properties will be approved through the site plan approval process or as coordinated by the Public Works Department during a street improvement project.

7-19.1 Access Restrictions & Limitations

Creation of access onto arterials and major collectors is prohibited. In any event, residential access onto arterials and major collectors shall not be permitted within one hundred feet (100') of an intersection or the maximum distance obtainable on the parcel, whichever is less. On major collector and higher order streets, a one foot access restriction easement will be granted to the City, as a condition of Land Use approval, to ensure access management on high order streets.

7-19.2 Access Management

As the City of Madras continues to develop, the arterial/collector/local street system will become more heavily relied on for a variety of travel needs. Consequently, it will become increasingly important to manage access on the existing and future arterial/collector street system as new development occurs. Access locations on roadway sections need to be properly located to ensure safe and efficient travel along a given transportation facility. Access locations shall be placed appropriately to limit potential conflicting turning movements, weaving maneuvers over short distances, and congestion along facilities.

The Oregon Transportation Planning Rule (TPR) defines access management as a set of measures regulating access to streets, roads, and highways from public roads and private driveways. The TPR requires that new connections to arterials and state highways be consistent with designated access management categories. One objective of the TSP Update was to develop an access management policy that maintains and enhances the integrity (capacity, safety, and level of service) of the

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City's streets. From a policy perspective, ODOT has legal authority to regulate access points along US 26, US 97, and Oregon Highway 361 within the City's UGB. The City of Madras will manage access on other collector and local streets within its jurisdiction to ensure the efficient movement of traffic and to enhance safety.

Access management standards vary depending on the functional classification and purpose of a given roadway. Roadways in the upper echelon of the functional classification system (i.e. arterials) tend to have stringent spacing standards, while facilities ranked lower in the functional classification system allow more closely spaced access points. The following discussion presents the hierarchical access management system for roadways in Madras.

The City's Transportation System Plan will be the governing document for access management, intersection spacing, and general driveway standards which is further than incorporated into these standards.

A safety island of not less than ten feet of full height curb shall in all cases be provided between driveway approaches under one ownership or where practicable under separate ownership. Residential lots are granted one driveway access per lot. Multi-family housing complexes, commercial, and industrial zoned lots are granted accesses as approved through the site plan review and Land Use Decision process. The number of accesses for multi-family housing complexes, commercial, and industrial zoned lots will depend upon the size of the development, circulation needs, and lot configuration. The final authority on the number, location, and size of accesses will remain with the jurisdiction responsible for the associated access/approach (City of Madras, ODOT, and Jefferson County).

Any driveway approach in excess of the maximum lengths set forth in these standards must receive the approval of the Public Works Department prior to construction.

No driveway approach shall project beyond the extension of the side property line to the curb, unless the owner of the adjacent property is a co-signer of the driveway permit.

In cases where driveway approaches are constructed on corner lots, no curb cut shall be constructed closer than 20 feet from the end of the curb return at the curb line. No portion of any driveway approach, including end slopes, shall be permitted closer than twenty feet to the end of the curb return.

Driveway approaches located within five feet of the existing curb return at an alley intersection may be merged with the alley intersection pavement, thus requiring the removal of the existing curb return. The total apron length plus the alley width, measured at the curb line of the apron to the opposite alley line shall not exceed 40 feet.

City street right-of-way may not be used for private residential or commercial purposes. A permit for the construction of driveway approaches shall not be issued unless vehicles to be served or serviced can be parked entirely within the private property lines.

All existing driveway approaches not meeting current standards shall be reconstructed by the owners of the property served by such approaches to conform to these standards upon approval of any new development.

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In reconstructing and remodeling the driveway approaches to conform to the provisions of this chapter, sidewalks, curbs, and gutters shall be replaced according to the Sidewalk Ordinance of the City and in accordance with these Standards & Specifications.

7-19.3 ODOT Access Management Standards

The Oregon Highway Plan specifies an access management classification system for state facilities and has classified US 26 and US 97 as being “Statewide Highways”. The City’s TSP classifies the state highways as arterials. Access management categories for these facilities will be required to follow the guidelines of the most currently updated edition of the Oregon Highway Plan and standards set forth in Oregon Administrative Rule (OAR) 734-51.

7-19.4 Impact on Local Development Activities

Future developments along both US 26 and US 97 (zone changes, comprehensive plan amendments, redevelopment, new development, and/or changes in existing uses) are required to meet the access management spacing standards for state highways as outlined in the OAR 734-51. OAR 734-51 spacing standards for statewide and district highways are presented in Tables C4 and C5, respectively. For example, as shown in Table C4, a new development shall maintain a 990-foot spacing (centerline-to-centerline), when possible, between accesses for an Urban Other statewide highway segment with a posted speed of 45 mph. Variances will be reviewed on a case by case basis between the City and ODOT.

Table C8 identifies the minimum public street intersection and private access spacing standards for the City of Madras roadway network as they relate to new development and redevelopment. These access spacing standards shall be applied to all facilities within the City of Madras, except for the segments of US 26, US 97, and OR 361 that are not defined as Urban Expressways. These non-Urban Expressway segments shall comply with OAR 734-51. Table C9 identifies standards for private access driveway widths. In cases where physical constraints or site characteristics limit the ability for the access spacing standards listed in Tables C8 and C9 to be met, the City of Madras retains the right to grant an access spacing variance. County facilities within the City’s UGB and up to one mile outside the City’s UGB per the City/County Urban Growth Area Management Agreement shall be planned and constructed in accordance with these street design standards.

7-19.5 Access Variance (Deviation) Process

Except as otherwise established in OAR 734-51 for State highways, access variances may be provided to parcels for which roadway frontage, topography, or location would otherwise preclude issuance of a conforming permit and which either have no reasonable access or cannot obtain reasonable alternative access to the public road system. In such a situation, a request for deviation from adopted management standards and policies may be granted by the City of Madras for a single connection to a property that cannot be accessed in a manner that is consistent with the spacing standards. All access variances to City Expressways shall be temporary in nature, and the access to the City Expressway shall be restricted to right-in/right-out access only through the installation of raised longitudinal medians. These temporary approaches will be removed once alternative access is provided to the property.

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Under the variance process, the permit will carry a condition that the access will be closed at such time that reasonable access to a local public street becomes available. Approval conditions will also require a given land owner to work in cooperation with adjacent land owners to provide either joint access points, front and rear cross-over easements, or a rear access on future redevelopment. In addition, approval of a conditional permit shall require turning movement design standards to ensure safety and managed access. All conditions are at the discretion of the Public Works Department.

Table C4: Access Management Spacing Standards
(in feet*) for Statewide Highways ^{(1) (2) (3) (4)}

Posted Speed ⁽⁵⁾	Rural		Urban			
	Expressway	Other	Expressway	Other	UBA	STA
≥55	5,280	1,320	2,640	1,320		
50	5,280	1,100	2,640	1,100		
40 & 45	5,280	990	2,640	990		
30 & 35		770		770	720	(6)
≤25		550		550	520	(6)

Source: (OAR 734-051-0190) As State standards are amendeded, this table shall be considered amended accordingly. Refer to the latest State standards.

Note: The numbers in parentheses [(1)] refer to explanatory notes that follow Table C7.

** Measurement of the approach road spacing is from center to center on the same side of the roadway.*

Table C5: Access Management Spacing Standards
(in feet*) for District Highways ^{(1) (2) (3) (4)}

Posted Speed ⁽⁵⁾	Rural		Urban			
	Expressway	Other	Expressway	Other	UBA	STA
≥55	5,280	700	2,640	700		
50	5,280	550	2,640	550		
40 & 45	5,280	500	2,640	500		
30 & 35		400		400	350	(6)
≤25		400		400	350	(6)

Source: (OAR 734-051-0190)

Note: The numbers in parentheses [(1)] refer to explanatory notes that follow Table C7.

** Measurement of the approach road spacing is from center to center on the same side of the roadway.*

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Existing legal, permitted or grandfathered driveway connections and public street intersection spacing are not required to meet the spacing standards immediately upon adoption of this TSP Update. However, existing permitted or existing development connections that do not conform to the design goals and objectives of the roadway classification will be upgraded as use of the property changes in nature or intensity requiring application for a new approach permit. Modifications to an approach can be required at any time to address a safety problem or capacity issue that exists or becomes apparent. By statute, the City of Madras and ODOT are required to ensure that all safety and capacity issues are addressed. Proposed Land Use actions that do not comply with the designated access spacing policy will be required to apply for either a major or minor deviation from standards adopted by ODOT.

In cases where proposed highway approaches/accesses are unable to meet the spacing standards listed in Tables C4 and C5, proposed Land Use actions will be required to apply for either a Minor or a Major Deviation to the spacing standards per OAR 734-51. Summaries of the Minor Deviation spacing limits for statewide highways and district highways are presented in Tables C6 and C7. Any request to deviate beyond these limits is considered a major deviation.

Table C6: Access Management Spacing Standard
Minor Deviation Limits (in feet*) for Statewide Highways ^{(1) (2) (3) (4)}

Posted Speed ⁽⁵⁾	Rural		Urban			
	Expressways	Other	Expressways	Other	UBA	STA
≥55	(none)	(950)	(none)	(870)		
	[none]	[1,150]	[none]	[1,000]		
50	(none)	(700)	(none)	(640)		
	[none]	[900]	[none]	[810]		
40 & 45	(none)	(560)	(none)	(530)		
	[none]	[810]	[none]	[740]		
30 & 35		(400)		(350)	(350)	
		[675]		[600]	[600]	
≤25		(280)		(250)	(250)	
		[525]		[400]	[400]	

Source: (OAR 734-051-0190)

Note: The numbers in parentheses [(1)] refer to explanatory notes that follow Table C7.

* Measurement of the approach road spacing is from center to center on the same side of the roadway.

(____) = Driveway Spacing Minor Deviation Limit.

[____] = Public Street Spacing Minor Deviation Limit.

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Table C7: Access Management Spacing Standard
 Minor Deviation Limits (in feet*) for District Highways ^{(1) (2) (3) (4)}

Posted Speed ⁽⁵⁾	Rural		Urban			
	Expressways	Other	Expressways	Other	UBA	STA
≥55	(none)	(650)	(none)	(650)		
	[none]	[660]	[none]	[660]		
50	(none)	(475)	(none)	(475)		
	[none]	[525]	[none]	[525]		
40 & 45	(none)	(400)	(none)	(400)		
	[none]	[475]	[none]	[475]		
30 & 35		(275)		(275)	(250)	
		[325]		[325]	[305]	
≤25		(200)		(200)	(175)	
		[245]		[245]	[200]	

Source: (OAR 734-051-0190)

Note: The numbers in parentheses [(1)] refer to explanatory notes that follow Table C7.

* Measurement of the approach road spacing is from center to center on the same side of the roadway.

(____) = Driveway Spacing Minor Deviation Limit.

[____] = Public Street Spacing Minor Deviation Limit.

Notes on Tables C4, C5, C6, and C7: (Source: OAR 734-051-0190)

(1) These access management spacing standards are for unsignalized approaches only. Signal spacing standards supersede access management spacing standards for approaches.

(2) These access management spacing standards do not retroactively apply to legal approaches in effect prior to adoption of OAR 734-051-0010 through 734-051-0480, except or until any redevelopment, change of use, or highway or interchange construction projects, highway or interchange modernization projects, or any other roadway project as determined by the Region Manager, such as preservation, safety and operation projects that affect curb placement or sidewalks, which affect these legal approaches occurs. At that time the goal is to meet the appropriate access management spacing standards, but at the very least to improve current conditions by moving in the direction of the access management spacing standards. (See OAR 734-051-0190(2)(b).)

(3) When in-fill development occurs, the goal is to meet the appropriate access management spacing standards. This may not be possible and at the very least the goal is to improve the current conditions by moving in the direction of the access management spacing standards. Thus, in-fill development should not worsen current approach spacing. This may involve appropriate mitigation, such as joint access. (See OAR 734-051-0190(2)(c).)

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(4) In some cases an approach will be allowed to a property at less than the designated access management spacing standards or minor deviation limits, but only where a right of access exists, the designated access management spacing standards or minor deviation limits cannot be accomplished, and that property does not have reasonable access, thus the property would become landlocked without the approach to the state highway. See OAR 734-051-0320(3). Other options should be considered such as joint access. (See OAR 734-051-0190(2)(d).)

(5) Posted (or Desirable) Speed: Posted speed can only be adjusted (up or down) after a speed study is conducted and that study determines the correct posted speed to be different than the current posted speed. In cases where actual speeds are suspected to be much higher than posted speeds, the Department reserves the right to adjust the access management spacing accordingly. A determination can be made to go to longer access management spacing standards as appropriate for a higher speed. A speed study will need to be conducted to determine the correct speed.

(6) Minimum access management spacing for public road approaches is the existing City block spacing or the City block spacing as identified in the local comprehensive plan. Public road connections are preferred over private driveways and in STA's driveways are discouraged. However, where driveways are allowed and where Land Use patterns permit, the minimum access management spacing for driveways is 175 feet (55 meters) or mid-block if the current City block spacing is less than 350 feet (110 meters).

7-19.6 Driveway Width Standards

Table C9: Private Access Driveway Width Standards

Land Use	Minimum (feet)	Maximum (feet)
Single-Family Residential	12	24*
Multi-Family Residential	24	30
Commercial	30	40
Industrial	30	40

**The maximum width for a single-family residential unit may be adjusted for homes with garages for three or more vehicles.*

7-19.7 Commercial/ Industrial

The City shall have the authority to restrict the number, size and location of access driveways. Direct access to a main arterial will not be granted if access through a minor or collector arterial is available. The City encourages all proposed commercial and industrial development to explore common use driveways with adjacent property owners on principal arterials.

On local, collectors, arterials and alleys where on-street parking is limited, additional off-street parking space(s) will be required according to the City's Subdivision and Zoning Ordinance requirements.

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Commercial driveways shall not be located within 150 feet from the approach to an arterial intersection and shall not be closer than 100 feet on a collector. Both shall be signed and marked "Right Turn Only" unless otherwise approved by the City.

For Commercial Driveway Width and Location/ Spacing standards, refer to Tables C8 and C9 above from the City of Madras Transportation System Plan (TSP).

Number of driveways, width, and location/ spacing will be determined by the City's Zoning Ordinance, City TSP and the Land Use Decision approval. For driveways accessing State Highway right-of-way, the applicant will need to permit through the Oregon Department of Transportation for the access width and location/ spacing.

The maximum recommended grade is 5% however grades up to 10% may be allowed subject to the approval of the Fire Marshal and City. Vertical curves should be used for smooth transitions at significant grade differentials.

7-19.8 Residential

Access into residential properties may not be less than twelve unobstructed feet (12'). Paved access shall be twenty-four feet (24') maximum width per Table C9.

7-19.9 Concrete Driveways

Driveway and alley returns shall be designed in accordance with these specifications, the ODOT Standard Detail Drawings (See Section 10) and the *Oregon Standard Specifications for Construction*.

Driveway aprons shall be constructed per ODOT Standard Detail Drawings (See Section 10) as applicable. In all cases, sub-grade and rock grade shall be approved by the City prior to concrete being placed.

In locations where a new driveway is to be constructed and the sidewalk, curb and gutter already exist, existing curb, gutter and sidewalk must be totally removed and replaced to driveway standards. The curb and gutter must be removed to the nearest expansion joint, and replaced to driveway standards.

A non-remonstrance agreement is required where curbs do not exist in the street right-of-way adjacent to the property being developed, according to the provisions of the City's Sidewalk Ordinance.

7-20 Curb & Gutter Sections

Curb and gutter required for all public streets. Provide curb extensions at each intersection that extend to the edge of the parking lanes. Where curb extensions are provided along the City's snow removal route, provide removable reflectors (minimum 24" height) to identify the edge nearest to the travel way for snow plow awareness.

The ODOT standard curb and gutter section shall be used, see the Standard Detail Drawings Section 10. Curb sections intended for use in parking lot areas, temporary road sections and other locations are subject to the review and approval of the City. The amount of exposure/

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reveal on the curb section is seven inches (7") and the gutter/ pan width is 18 inches (18"). For public/ private alleys, mountable curbing is required to ensure protection of pavement edges.

Curb and gutter shall be Portland cement concrete and shall meet the requirements of the Oregon Standard Specifications for Construction (Section 480 "Drainage Curbs"). All new curb and gutter shall be placed over not less than 4 inches of ¾ inch- 0 State Spec. top course compacted to 95% maximum density.

7-20.1 Curb Ramps/ ADA Ramps

Sidewalk ADA ramps shall follow ODOT Standard Drawings. Coordinate correct option selection with the City Engineer. Show individual ramp details indicating compliance with current ADA accessibility guidelines (i.e. front and back of ramp elevations, slopes, ramp lengths, etc.). The Public Works Department requires the use of ADA compliant insertable tiles to be cast in place for the texturing of the ramp. Submit proposed product for review and approval by the Public Works Department and incorporate into the construction plan's typical sections.

Curb ramps shall be provided at all pedestrian crossings with curb sections. It is required that when a ramp is constructed giving handicap access to the roadway area, the corresponding ramp at the opposite side of the roadway will also be required. Exact locations at each curb return will be determined as a condition of construction plan approval.

Curb ramps shall be constructed in accordance with the construction plans and the ODOT Standard Drawing Details. The Engineer of Record shall survey and provide appropriate elevations in the plan detail to verify ADA compliance. Curb ramps shall be constructed where shown on the drawings. If differing field conditions (i.e. plan details do not work with actual field conditions for ADA compliance and/or constructability) are discovered by the contractor, the Engineer of Record shall inspect the site, revise the drawing detail, and have approved by the City the proposed changes prior to the contractor proceeding with installation. This work shall include curb ramps installed in new sidewalks and curb ramps to be installed in existing sidewalks. Existing sidewalks shall be neatly saw-cut full depth prior to construction of curb ramps.

Curb ramps shall be constructed separately from the sidewalk to produce a definite break line between the ramp and the sidewalk. A ½ inch non-extruded joint material shall be installed between the curb ramp and the sidewalk with edging. Curb and Gutters shall be isolated by isolation joint material on all sides.

Truncated Domes shall be an ADA compliant type set into fresh concrete. Truncated dome product is to be submitted to the City for review and approval prior to installation.

7-21 Alleys

All alleys, public or private, will follow the same standards for construction. Dedication area for alleys must be a minimum of 20 feet. For residential alleys, a minimum of a 15 foot width paved section (2 inches HMA over 8 inches aggregate base) with mountable curbs and stormwater drainage system is required. For commercial alleys, a plan shall be submitted to the City for review and approval, that adequately addresses business access, stormwater drainage, utility

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protection, and minimum structural section (2 inches HMAC over 8 inches aggregate base). The width in the commercial zones shall be a minimum of a 17 foot paved surface unless approved in alternate format by the City.

7-22 Traffic Control Signing & Striping

All traffic control devices, signing, striping and other pavement delineation shall utilize the most current version of the *Manual on Uniform Traffic Control Devices* as a guideline when preparing designs and traffic control plans. The Engineer of Record and/or contractor may also use/ implement the ODOT Standard Detail Drawings for common traffic control plan needs. It shall be the developer's responsibility to furnish all materials and labor as necessary to install all permanent and temporary traffic control to satisfy project requirements. All required signage (traffic control and street name signs), striping, and other delineation, shall be shown on the construction plans prior to approval. All signals shall be equipped with pre-emption that is compatible with the equipment used by the fire department (511, 562 series 3M opticom / ODOT Standard). (See the Standard Detail Drawings section – 100 series General Notes Streets)

7-23 Fire Department Access

As required by the City and the State Fire Marshal, every building constructed shall be accessible to the Fire Department, both during and after construction, by way of all weather access roadways approved by the Fire Department. The all weather access roadway shall have at least 20 feet of unobstructed width, shall have 8 inches of compacted aggregate base, adequate roadway turning radius, and be capable of supporting the imposed loads of fire apparatus. The minimum allowable vertical clearance shall be 14 feet. Maximum grade for its access shall be as required by the Fire Marshal.

7-24 Guardrails & Hand Rails

Guardrails and handrails shall be provided where necessary to conform to requirements of the Americans with Disabilities Act (ADA) and to protect pedestrians from vehicular traffic.

The height for guardrails and handrails shall meet the requirements of the most current IBC code. Roadway guardrails shall be provided at locations determined during the project design and plan review process and shall conform to Oregon Standard Drawings RD400 series. Alternative methods proposed by the developer/contractor for providing roadway vehicle and pedestrian protection will be considered by the City on a case by case basis.

Guardrails and handrails shall be hot-dipped galvanized.

7-25 Mailboxes

Mailboxes are the responsibility of the property owner. Installation of Post Office mail boxes is to be coordinated with the Post Master and Public Works Department. All mailboxes will be mounted on an approved Postmaster stand or box system in accordance with Oregon Standard Drawings RD100 and RD101. The location shall not inhibit clear vision area, pedestrian accessibility (e.g. minimum three foot clearance of adjacent walkway or multi-use path), and general operations including snow removal. Details must be provided for City review. Prior to construction, the staked location shall also be reviewed by the Public Works Department.

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7-26 Improvement in Area of Limited Street Improvements

Paving between the property line and the street pavement may meet the street pavement at a point ahead of the curb opening in order to provide for safe deceleration of vehicles turning into the applicant's premises. If applicant's paving is extended beyond the property line into a street right-of-way at an intersection or crossroad, the City may require the applicant to construct a suitable traffic island or curb to provide for the protection of such municipal facilities as may be necessary. A person proposing to improve the public right-of-way for access improvements will at a minimum apply for a right-of-way permit.

7-26.1 Street Improvement Fee

This fee is to be applied to all existing or newly partitioned parcels being developed in all zones that do not enact site plan or subdivision ordinance land use requirements and that have an adjacent public primary access street in a condition below local street standards (i.e. non-paved, dirt or gravel road access). The fee is to provide street improvements for the additional impact to the adjacent public street system. The fee includes all construction costs associated with performing a local standard $\frac{3}{4}$ street improvement (sidewalk through curb & gutter on opposite street side) adjacent to the parcel. This fee is required for new development/construction only. The fee will be combined with City street improvement funds to provide a full city block improvement at which time necessary funds are available to perform the entire city block improvement at one time. This fee is assessed and measured by the length of public right-of-way adjacent to the parcel.

7-27 Monuments

Monuments shall be located at all centerline intersections of intersecting streets. Curved streets shall be monumented at centerline PI's (point of intersection), if it falls within the street pavement, otherwise the PC (point of curvature) and PT (point of tangency) of the curve shall be monumented.

It shall be the responsibility of the applicant to furnish all materials and install monuments and castings in accordance with the drawings and where directed by the City. Monumentation shall be performed by a professional land surveyor licensed in Oregon. The monument disc shall be furnished and installed by the contractor per Oregon Standard Drawing RD115 (See the Standard Detail Drawings section).

Preliminary and final surveying, shall be furnished by the developer/contractor at no expense to the City. It is required that, as a minimum, survey stakes be set for new curb and gutter construction, for both horizontal and vertical control. Water, storm drain, or sanitary sewer mains which are to be constructed in easements, are to have survey offset stakes set prior to starting work. Any deviation from that staked line must be left uncovered and resurveyed to realign easement as required and for as-built "construction corrected record" information.

Monument casing shall be 4000 psi, 6-sack concrete or commercial concrete per Section 02001 of the Oregon Standard Specifications for Construction and the monument case and covers shall be gray iron casting conforming to the requirements of AASHTO M 105, Class 30B. The cover and seat shall be machined so as to have perfect contact around the entire circumference and full width of bearing surface.

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It shall be the developer's/contractor's responsibility to provide the surveying required to establish or perpetuate land corner monument casing as may be required on the project and filing reports with the county surveyor.

7-28 Rockeries and Rock walls

Rockeries or rock walls with facing height of four feet (4') or less shall be designed in accordance with ODOT Standard Detail Drawings (See the Standard Detail Drawings Section 10) if used for erosion control or the containment of cuts and embankments. Rockeries four feet (4') and over in height must be designed by a structural engineer licensed in Oregon. Additional geotechnical analysis and recommendations will be required for use in design and construction. All rockeries or rock walls shall be designed with footing drain systems and day lighted to a location approved by the City. Drain pipe shall be perforated high density polyethylene smooth interior pipe.

7-29 Street Cuts

The City street cut policy has been established to ensure the integrity of new and/or upgraded infrastructure. Limitations have been set as follows:

- A) All newly constructed or fully reconstructed streets shall not be cut for a period of not less than 5 years from final construction acceptance by the City. All resurfaced streets shall not be cut for a period of not less than 5 years from final acceptance of the last paving project on the street in question. The City may consider allowing street cuts in these streets, but will require half street or full street overlay (or grind out / inlay).
- B) All surfaced streets that are cut will require "T-Patch." See the Standard Detail Drawing Section 10. All excavations of street sections shall be saw cut to provide a clean edge for new asphalt.

7-29.1 Asphalt Concrete Pavement & Pavement Patching

Asphalt concrete paving and the patching of various types of pavement cuts, shall be in accordance with these Specifications and the *Oregon Standard Specifications for Construction* and ODOT Standard Drawing Details (See the Standard Detail Drawings Section 10)

7-29.2 Temporary Pavement Patching

The contractor shall furnish, place and maintain temporary pavement patching, at locations as directed by the City, until such time as a permanent pavement patch can be made. Generally, the permanent patch shall be completed within two weeks of the completion of trenching and road repairs, unless an extension is granted by the City.

Temporary pavement patch shall consist of asphalt cold mix compacted to at least 90% of maximum density as determined by the City. Other temporary material may be considered by the City.

Temporary asphalt patching shall be required where roadway or walk is needed for vehicular or pedestrian traffic during the construction period, until permanent pavement and sidewalks can be constructed.

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In the event that the temporary surface subsides after the initial placement, additional cold mix and crushed surfacing shall be applied to maintain the surface. It is the contractor's responsibility to monitor and maintain the area for settling until the area has been completely repaired and accepted by the City.

7-29.2.1 Materials

All materials shall conform to the requirements specified for material in other sections of the *Oregon Standard Specifications for Construction* as follows:

Asphalt concrete pavement shall conform to 0745 of the *Oregon Standard Specifications for Construction* and or the requirements of the Public Works Department.

Paving for roadways shall utilize a Level II HMAC Mix with PG 64-28 oil for all local streets and private/ public alleys. For collector and industrial roads, use a Level III HMAC Mix with either PG 64-28 or PG 70-28 oil. No recycled asphalt pavement (RAP) will be allowed in the final lift of paving.

Asphalt concrete pavement patch shall match the existing material that is in place if unknown, use the mix types listed in item "b" above.

Asphalt for temporary patch shall meet the requirements *Oregon Standard Specifications for Construction*.

Tack coat shall be emulsified asphalt grade CSS-1.

Taper grinding is required on all overlay projects and the minimum grind transition length for a 2 inch depth or less overlay is 6 feet.

Crack sealing is required at all new joint locations for inlay or overlay work.

Geotextile fabric for pavement reinforcement shall be needle-punch non-woven 100% polypropylene Products such as "Petromat" or "Supac" as manufactured by Phillips Fiber Corporation are acceptable. Other products may be submitted by the developer/ contractor to the City for review "as equal" substitution.

Asphaltic binder for use with geotextile fabric shall conform to the manufacturer's recommendations for the fabric used. Cutback asphalts cannot be used with polypropylene fabrics due to reactions with solvents at high temperatures.

Crushed surfacing top course (aggregate base) shall be in accordance with *Oregon Standard Specifications for Construction*.

Crushed surfacing base course (aggregate base) shall be in accordance with *Oregon Standard Specifications for Construction*.

Shoulder rock backfill and trench backfill shall be in accordance with *Oregon Standard Specifications for Construction*.

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Portland Cement Concrete pavement patch shall be in accordance with *Oregon Standard Specifications for Construction*.

7-30 Construction

The placing and compaction of the trench backfill and the preparation and compaction of the sub-grade shall be in accordance with the various applicable sections of the *Oregon Standard Specifications for Construction*, unless otherwise modified by these specifications.

Compaction of the sub-grade shall be completed prior to the required asphalt placement work as determined in the *Oregon Standard Specifications for Construction*.

Paving shall be scheduled to accommodate the demands of traffic and shall be performed as rapidly as possible to provide maximum safety and convenience to public traffic.

Before repairing or replacing a section of asphalt pavement, the pavement shall be saw cut so that the marginal edges of the replacement section will form a rectangular shape with straight edges and vertical faces.

When required, cold planing along the edge of existing roadways and at interfaces with existing pavements, shall be completed to the widths and depths established in the plans and specifications. In any case, the end grind will be a minimum of a six foot (6') transitional taper to the full depth of the overlay pavement section.

Geotextile fabric materials, when required in the plans and specifications, are to be an ODOT approved QPL product. Geotextile shall be installed according to the manufacturer's recommendations including minimum overlap.

7-31 Asphalt on Granular Base

After the aggregate base section has been leveled and compacted, Asphalt Concrete Pavement shall be placed to the thickness indicated on the plans. Asphalt shall be compacted to minimum 92% of maximum density.

Paving temperatures minimum surface temperature is 40 degrees Fahrenheit and rising. Follow the requirements as outlined in 745 of the Oregon Standard Specifications for Construction, for the materials, equipment, construction, testing, and inspection.

7-32 Portland Cement Concrete Patching

Streets which have Portland cement concrete pavements surfaced with asphalt concrete shall be patched as shown on Standard Detail Drawing (See the Standard Detail Drawings section). After crushed surfacing top course sub-grade for the pavement has been constructed and compacted to line and grade, the cement concrete pavement patch shall be placed and struck off to a thickness of 1 inch greater than the existing pavement or 8 inch minimum, whichever is greater. All work shall be in accordance with *Oregon Standard Specifications for Construction*, except as modified by the Specifications and Standard Detail Drawing (See the Standard Detail Drawings Section 10).

The cement concrete portion of the patch shall be 5000 psi, 6-sack and shall match the existing PCC finish. The thickness shall be 1 inch thicker than the existing concrete base or 6 inches

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whichever is greater. The top surface of the concrete patch shall match the top surface of the existing concrete base; in no case shall the top of the concrete be higher than the top of the existing concrete base. Joints shall be placed to match existing or as directed by the engineer.

Through joints and dummy joints shall be placed to match existing or as directed by the City. The surface of the concrete patch shall be finished and brushed with a fiber brush to improve bonding with the asphalt overlay. Approved curing compound shall be placed on the finished concrete immediately after finishing.

7-33 Trenching

Trench backfill, bedding, dewatering, excavation, foundation, and resurfacing will be according to Part 400 of the Oregon Standard Specifications for Construction. The developer or its agent shall furnish, install, and operate all necessary equipment to keep excavations above the foundation level free from water during construction, and shall de-water and dispose of the water so as not to cause injury to public or private property or nuisance to the public. Sufficient pumping equipment in good working condition shall be available at all times for all emergencies, including power outage, and shall have available at all times competent workmen for the operation of the pumping equipment.

Water jetting or settling of backfill in trenches is not permitted.

The developer/contractor shall not interfere with any existing utility without the written consent of the City and the utility company or person owning the utility. If it becomes necessary to remove an existing utility, this shall be done by its owner. No utility owned by the City shall be moved to accommodate the developer/contractor unless the cost of such work is borne by the developer/contractor. The cost of moving privately owned utilities shall be similarly borne by the developer/contractor who must provide appropriate bonding.

The developer/contractor shall support and protect by timbers or otherwise all pipes, conduits, poles, wire or other apparatus which may be in any way affected by the excavation work, and do everything necessary to support, sustain and protect them under, over, along or across the work. In case any of the pipes, conduits, poles, wires or apparatus should be damaged, they shall be repaired by the agency or person owning them, and the expense of such repairs shall be charged to the developer/contractor, and his or its their bond shall be liable therefore.

The developer/contractor shall be responsible for any damage done to any public or private property by reason of the breaking of any water pipes, sewer, gas pipe, electric conduit and other utility, and its bond shall be liable therefore. The developer/contractor shall inform itself as to the existence and location of all underground utilities and protect the same against damage.

The developer/contractor shall at all times and at their own expense preserve and protect the public from injury and protect any adjoining property.

7-33.1 Trenching Longitudinal to Travel Lanes

All Utilities that are within the right-of-way section and longitudinal to the roadway shall be backfilled with Controlled Low Strength Material (CLSM) or compacted $\frac{3}{4}$ inch - 0 as approved by the City to the pavement patch level or sub-grade, whichever applies. All aggregate materials shall meet the Oregon Standard Specifications for

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Construction. If $\frac{3}{4}$ inch – 0 inch is chosen, the contractor shall be responsible for obtaining compaction tests from a certified laboratory. All utility cuts outside of the right-of-way, such as gas, telephone, power and cable TV shall be backfilled with approved fill.

7-33.2 Trenching Transverse to Travel Lanes

Utility trenching that crosses transversely to the roadway alignment will not be permitted unless it can be shown that alternatives such as bore jacking, auguring or tunneling are not feasible or unless the utility can be installed just prior to reconstruction or an overlay of the road. Should an open cut be approved, the trench shall be backfilled with Controlled Low Strength Material (CLSM) and T-Patched. One lane shall remain accessible to emergency vehicles at all times unless previous arrangements with the City have been approved.

Pavement restoration of transverse trenching for all underground utilities including water, sewer, power, gas, etc. shall be "T patched" (See the Standard Detail Drawings section) and meet existing pavement thickness of the affected areas of the street. The limits of paving shall be as determined by the City on a project specific basis.

7-33.3 Backfill

Trench backfill shall be in accordance with *Oregon Standard Specifications for Construction*. Unsuitable backfill material shall be removed from the site and hauled to an approved disposal site. The Contractor shall provide the City with the location of all disposal sites to be used and also copies of the permits and approvals for such disposal sites.

Imported material shall meet the requirements of the *Oregon Standard Specifications for Construction* and ODOT Standard Drawings.

7-33.4 Compaction

Trench backfill shall be spread in layers and compacted by mechanical tampers of the impact type approved by the City. The backfill material shall be placed in successive layers with the first layer not to exceed 8 inches - 12 inches above the pipe, and the following layers not exceeding 12 inches in loose thickness, with each layer being compacted to the density specified below:

For the improved areas such as streets and sidewalks, trench backfill shall be compacted to at least 95% of maximum dry density. Compaction tests shall be performed in accordance with *AASHTO T99*.

Compaction tests of aggregate shall be conducted every 300 feet per 12" lift of a continuous trench.

7-34 Boring, Jacking, Auguring or Tunneling

The developer/contractor shall be liable for damage to any existing facilities as a result of the boring, jacking, auguring, or tunneling installation work. Prior to boring, all existing utilities being crossed will be potholed. Potholing will be done by approved methods, such as vacuum truck

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set up. Casings or carrier pipes may be required to protect the integrity of the road system if soil and/or load conditions are of concern to the City. Approvals from other agencies or companies may be required for the proposed work. The developer/contractor shall obtain all necessary permits, approvals and easements as may be necessary and shall provide copies to the City during the Construction Plan Approval process.

7-35 Underground Utilities, Trenching, & Patching

When trenching through existing pavement, open cuts shall be saw cut with neat straight lines. T-Patching is required, according to the ODOT Standard Detail Drawing, and the cut shall be made one foot wider on both sides of cut. Saw cutting will be required prior to replacement of asphalt or any asphalt overlay. Backfill of trenches on collector streets require a minimum 18" of cement treated base within 4" of existing street surface. For local roads $\frac{3}{4}$ " state spec per section 641 of the Oregon Standard Specifications for Construction will be permitted.

Cold mix shall be used for all temporary pavement patches. Steel plates may be used only when Cold mix patch is unavailable or when re-entry is anticipated within 24 hours. All temporary patches are the responsibility of the applicant/ developer/ utility provider who is performing the work. Other temporary materials may be approved at the sole discretion of the City.

Permanent asphalt replacement shall be constructed in accordance to ODOT Standard Detail Drawings. Where trench excavation equals or exceed a depth of four feet (4'), the developer/contractor shall provide, construct, maintain and remove, as required, safety systems that meet the requirements of the Oregon OSHA. The trench safety systems shall be designed by a qualified person, and meet accepted engineering requirements. A competent person will be onsite at all times to direct the proper installation, use, and removal of OSHA approved trench systems.

7-36 Public Safety

The developer/contractor shall erect such fence, railing or barriers about the site of the work to prevent danger to persons using the City street or sidewalks, and such protective barriers shall be maintained until the work is completed or the danger removed. At twilight there shall be placed upon such place of excavation and upon any excavated materials or structures or other obstructions to streets suitable and sufficient lights which shall be maintained throughout the night for the entire construction period. It is unlawful for anyone to remove or tear down the fence or railing or other protective barriers or any lights provided there for the protection of the public.

The developer/contractor shall not permit any excavation to remain unguarded or open and shall not have any machinery, equipment or other device having the characteristics of an attractive nuisance likely to attract children and hazardous to their safety or health.

7-37 Portland Cement Concrete Sidewalks

Sidewalks, curb ramps and bus shelter pads, including excavation for the depth of the sidewalk and sub-grade preparation shall be concrete designed in accordance with ODOT Standard Detail Drawings (See the Standard Detail Drawings Section 10) and the Oregon Standard

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Specifications for Construction. Sidewalks constructed adjacent to City streets/roadway shall provide handicap access, including ramps, landings and handrails as necessary.

Sidewalk Drains shall be provided when determined necessary by the City and when approved in the construction plans. ADA compliant concrete Steps and hand rails shall be provided where necessary. Sidewalks shall meet the required designs of the current ADA and Oregon Bike/Pedestrian Plan.

A minimum distance of five feet (5') is required from the back of curb to any obstruction on or within the sidewalk unless otherwise noted. Mailboxes shall be set at locations approved by the Postmaster and City. Objects will not be allowed to reduce the horizontal walkway area for pedestrians in a manner that does not maintain a three foot (3') ADA compliant clearance path. Sidewalk minimum widths shall be as follows:

- Residential/Local streets – six foot (6') wide,
- Arterial and collector streets – six foot (6') wide
- Zoned Commercial – minimum eight foot (8') wide, when curb tight and not accompanied by a five foot (5') minimum width planter strip between curb and sidewalk. Minimum six foot (6') sidewalk if accompanied by a five foot (5') minimum width planter strip between curb and sidewalk. These are the minimum requirements. Wider sidewalks may be allowed on a case-by-case basis as approved by the City.

Materials shall meet the requirements of the following section of Oregon Standard Specifications for Construction. The use of calcium chloride as an admixture is prohibited.

The curb and gutter section (7 inch exposure and 18 inch pan) shall be placed prior to the placement of the sidewalk section unless otherwise directed by the City. (See the Standard Detail Drawings Section 10). Aggregate base placement and compaction shall be approved by the City prior to concrete being placed. Generally, ¼ inch deep V-grooves are to be placed on five foot (5') centers, but at the discretion of the City. This may be changed to make for a better match with the surrounding area (City Pattern in Downtown Core). In the City's Commercial Zones where decorative sidewalk (i.e. colored and stamped concrete, pavers, etc.) details have been incorporated, new development or redevelopment shall follow the same theme in sidewalk construction.

Contraction joints shall be placed at a maximum interval of 15 feet. The contraction joints shall be formed by sawing to a depth of at least one third the thickness of the sidewalk. When the sidewalk is eight feet (8') or greater in width, a longitudinal joint shall be provided at the center.

Expansion joints shall be constructed of ½ inch Preformed Expansion Joint Filler at a maximum spacing of 200' or at the locations and of the dimensions specified on Oregon Standard Drawing RD700. When adjacent to buildings, provide a double thickness of Preformed Expansion Joint Filler at the back of the sidewalk. Place ½ inch Preformed Expansion Joint Filler longitudinally along the back face of the curb and gutter. All other obstructions will require ½ inch Preformed Expansion Joint Filler, as directed by the Engineer. In areas, where the sidewalk widens at the bridges, ½ inch Preformed Expansion Joint Filler shall be placed transversely across the sidewalk at the beginning of the transition and adjacent to the bridge sidewalk. The expansion joint filler shall be placed the full depth of the sidewalk.

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All sidewalks shall be constructed over a minimum 3 inches of crushed surfacing top course meeting the requirements of these Standards & Specifications and of *the Oregon Standard Specifications for Construction* compacted to 95% of maximum density per the ODOT Manual of Field Test Procedures.

7-38 Parking

On-street diagonal parking on all newly constructed Streets will only be permitted at locations approved in the Land Use Decision or on a case-by-case basis by the City. Off street parking lots shall be constructed in conformance with the requirements for number of stalls and landscaping as established in the City's Zoning Ordinance. ADA parking requirements are established in City Ordinance as are loading space requirements.

Aisle widths may be required to be widened if multiple utility lines are located within the aisle corridor. Also refer to ODOT Disabled Parking Standards.

Handicap parking stalls shall meet the requirements per the State of Oregon Building Code requirements and ADA. Safe, convenient handicap access is required from the street to all buildings on any proposed site.

7-39 Streetscape Accommodations

. For any development or redevelopment on Highway 26, Highway 97, and street segments connected the two, in between the North Y and the South Y, a streetscape accommodation must be contributed as described below, For additional information, one may review the City of Madras Streetscape Design Report. All furnishings shall visibly bear the City's official emblem. Refer to the Street Furnishing Style Specification Guide below.

In an effort to keep Oregon dollars circulating in Oregon, developers shall consider purchasing streetscape products by Oregon manufacturers and distributors first and weigh the cost/ benefit of such a purchase before making a final decision, even if that is to purchase outside the state.

Type of Street Furnishing	Style Specifications*
Bench	Will require anchoring system; type/model to be reviewed and approved by Public Works Department
Drinking fountain**	All-season model selection; type/model to be reviewed and approved by Public Works Department
Fire hydrant	This standard set forth by the Jefferson County Fire Department. Bodies of the hydrant along with the caps are painted red while the bonnet of the hydrant is painted white.
Public waste receptacles	Will require anchoring system; type/model to be reviewed and approved by Public Works Department. Decorative, metal-framed enclosure required.
Planter pot **	Auto-irrigated (from connection under the pot), plants as approved by the Urban Forestry Commission. Review and selection by the City.
Street lighting	See the Electrical, Controls, Instrumentation, Lighting, Traffic Signaling sections of these Standards & Specifications.
Special pavers	Special paving materials for undergrounding utilities or sidewalk improvements. Similar styles to those already in use will be discretionarily acceptable to the City Public Works Department.
Decorative poles and street	Review and selection by the City. Compliment coordination with street

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sign markers	light pole and meeting <i>Manual on Uniform Traffic Control Devices</i> compliance.
Other	Other streetscape requirements than those listed here may be required at the discretion of the Public Works Department. Options will be discussed with the developer/ applicant at a preconstruction meeting or as appropriately thereafter.
Stamped & colored concrete/ commercial sidewalks	Similar styles to special pavers already in use will be discretionarily acceptable to the City Public Works Department.
Tree grates	4 foot by 4 foot weathered cast iron. See City detail drawing on the City's website.

**All furnishings will be required to meet ADA requirements.*

***Drinking Fountains and Irrigation is to be installed according to the Oregon Plumbing Specialty Code (OPSC).*

SECTION 8 ELECTRICAL, CONTROLS, INSTRUMENTATION, LIGHTING AND TRAFFIC SIGNALING

8-1 Purpose

The purpose of these standards are to provide contractors, professional engineers and developers the City's minimum standards for all electrical installations, repairs and modifications to infrastructure owned by or those that will be dedicated to the City.

8-2 Summary

These standards shall apply as minimum requirements for work performed on infrastructure covered within this section. Deviations from these standards must be approved prior to the issuance of the construction plan approval by the City.

A street lighting plan is to be included prior to approval of the final construction plans & plat map. Clarification shall be provided to the City by the developer as to the locations for installation.

8-3 Permits

All electric work performed for the City is required to have an electrical permit issued by the County Building Department. All plans will be reviewed and approved by the City prior to commencement of work. All inspections and sign-offs for these permits will be performed by the Building Department. Copies of these permits, and final sign-off of permits will be furnished to the City for all projects where the new infrastructure will be dedicated to the City or existing City owned infrastructure is modified.

8-4 Electrical

All electrical work performed will comply with the Oregon Electrical Specialty Code. All electrical work will be performed by a licensed electrician.

8-5 Controls

The City has standardized on the Allen Bradley brand of automation and SCADA (supervisory control and data acquisition) equipment and has standardized on other various brands and models of control components to maximize the City's efficiency in operating and maintaining its systems.

8-5.1 Telemetry

All new control systems must be capable of connecting to the existing City radio telemetry network, consisting of:

1. Allen Bradley SLC 500, MicroLogix 1100 PLC or MicroLogix 1400
2. Data Linc SRM 6000 radio modem

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8-5.2 UPS

All Micro Processor based control systems shall include an Uninterruptible Power Supply (UPS).

1. The City standard is Best brand Patriot 425, Patriot 600 or Allen Bradley equivalent, panel mounted.

8-5.3 Power Monitors

All new control systems dealing with three-phase power shall include a three phase power monitor.

1. The City standard is Diversified brand SLA-440-ALE for 440v power.

8-5.4 Operations

All new control systems shall be capable of manual or automatic operations by means of a selector switch with hand, off, & auto positions (H-O-A). The hand position shall cause the pump, etc. to operate independently of any Micro Processor based control.

8-5.5 Sensors

Any analog wet well level sensing means (ultra-sonic, bubbler, transducer, etc.) shall include a digital backup (float switch, inductive probe, etc.) for emergency control and alarming.

8-5.6 Variable Frequency Drives

Any variable frequency drive (VFD) used shall include a line reactor.

8-5.7 Voltage

All new control systems shall be 120v AC or 24v DC or smaller.

8-5.8 System Design

New control systems shall include full schematics, process and instrumentation diagrams (P & IDs), and both paper and electronic copies of any PLC programs.

8-6 Instrumentation

All instrumentation shall produce 4-20mA signals where applicable.

8-6.1 Operation/Maintenance Manuals

All instrumentation used shall include all manuals and schematics and be provided to the City upon dedication of the system.

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8-7 Street Illumination

All new developments and subdivisions are required to provide street lighting compatible with City standards. The City's luminary post top designs shall meet Dark Sky requirements.

Street lighting shall be designed to minimize up-lighting and light pollution, and shielded if necessary to avoid spillage onto private property. As a minimum, street lights are generally placed in the following locations:

The standard placement of street lights shall be at intersections, at striped crosswalks, in the middle of long blocks, in dead end streets, and in the end of long cul-de-sacs.

All components of the street lighting system shall be placed within the public right-of-way.

Street light poles should be located at least five feet from the wing of driveways, and twenty five feet from street trees.

8-7.1 Poles and Luminary Classifications

Lighting Classifications	Use
1. Cobra-head style	Industrial and residential zones.
2. Decorative pole and post top	Commercial zone.
3. Decorative pole and post top	Bicycle and pedestrian trails.

The City of Madras uses three different lighting classifications depending upon zoning and Land Use. The first two lighting classifications are applicable to the Pacific Power service areas. The first classification is the cobra-head style lighting for industrial and residential zones. The second classification is for the commercial zone, which is the decorative pole and post top (see Appendix A.) The first two classifications require installation of the light base and conduit by the applicant/ development, and a work order and contract price with Pacific Power that are to be paid by the applicant/ development. The City reserves the right to meter only through the power company, and have full ownership right to decorative commercial poles at the City's discretion. The third lighting classification is a decorative pole and post top for the bicycle and pedestrian trails (exhibit Trail Lighting Standard). Classifications one and two require the light base, conduit, and other preparations as required by Pacific Power to be installed by the applicant and/or the applicant's contractor. The third classification, trail lighting, will require the light base, conduit, power meter base/ cabinet, wiring, permits/ inspection, and pole and post top purchase and installation by the applicant and/ or the applicant's engineer.

For lighting in the Central Electric Co-op (CEC) zones, coordinate selection and installation with the City and CEC.

For classification one, new street lighting systems shall be metal poles mounted on approved concrete bases. Classification two and three are per referenced exhibits

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above. Wood poles are not acceptable if the lighting system is to be dedicated to the City.

8-7.1.1 Requirement Descriptions

The following are examples of the luminary and posts required of decorative street and trail lighting classifications. Here, the specifications as follows were provided to us by Pacific Power from the manufacturer Holophane. The City of Madras uses these demonstrated specifications below to better aid developers. The City of Madras does not have bias for the manufacturer. All proven equivalent products will be acceptable as determined by the City Public Works Department.

Use directional/controlled (rather than flood or wide angle lenses) lighting at each intersection. A full cut-off light head is required on Cobra Head style posts. On decorative post tops, a cut-off level of light control is required. Spacing is optimally 275' for cobra head style poles and 100' for decorative poles. In any case do not exceed more than 50% wider spacing (i.e. 400' or 150') on any street classification.

8-7.2 City Tree Lighting

In the City's Commercial Zones, tree lighting is a requirement in a style and light color as approved by the City. Private development is responsible for providing the tree, power outlet, and outlet power supply. Minimally the City requires maintenance and upkeep of the tree and power outlet.

8-7.3 Wiring

All wiring for street lighting shall be installed underground in conduit. All wiring is required to be placed in the right-of-way or properly designated utility easement.

8-7.3.1 Disconnect Location

Circuits feeding street lighting shall have a disconnection means outside of Pacific Power & Light transformers.

8-7.4 Luminaire Size

Classification 1	Per Pacific Power or CEC lighting plan for the development or project
Classification 2	80 watt, 5K series LED
Classification 3	70 watt, 4K series LED

8-7.5 Placement of Luminaires

Proposed design including spacing of luminaires for any new lighting system to be dedicated to the City shall be submitted to the City for approval prior to installation. Spacing of luminaires will follow the table below and be in accordance with current *IES (Illumination Engineering Society)* standards, and further coordinated with the applicable power company (Pacific Power or CEC). Street lights shall be placed in the right-of-way within the planter strip whenever possible, or behind the walk for curb type

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applications. For class two and three, the height of the poles shall be 14 feet. For class one, they will be according to the power company standard.

For new construction, Classification 3 luminaires are to be used. It will be determined on a case-by-case basis when Classifications 1 or 2 are to be used.

8-7.6 Developer's Responsibility

It will be the responsibility of the developer and contractor to install the street lighting system. Two (2) copies of complete detailed street lighting plans, including, but not limited to, types of lights, sizes of lights, location of lights, location of controls, size of conduit, location of conduits, size of wire, location of disconnection means, and type of disconnection means must be supplied to the City at the time of plan review for City and Pacific Power review if the system will be dedicated to the City. The system for classification one and two must be inspected and signed off by the applicable power company after installation is complete. The system for classification three must be inspected and signed off by the building department after installation is complete. Ownership of the street lighting system will only be transferred to the City after the appropriate agency signoff and after the City has completed its final inspection.

8-8 Traffic Signals

All traffic signals shall be designed and installed in accordance with Oregon Standards Specifications for Construction and the Oregon Standard Drawings.

The website links listed below provide access to the latest editions of the traffic design documents:

- Oregon Signal Design Manual:

www.odot.state.or.us/ffp/hwy/traffic/Signal_Design_Manual.pdf

- Oregon Standard Specifications:

http://egov.oregon.gov/ODOT/HWY/SPECS/standard_specifications.shtml#2008_Standard_Specifications

- Oregon Standard Special Provisions:

http://egov.oregon.gov/ODOT/HWY/SPECS/2008_special_provisions.shtml

- Oregon Standard Drawings:

http://egov.oregon.gov/ODOT/HWY/ENGSERVICES/traffic_drawings.shtml

All traffic signal designs shall be prepared by or under the direct supervision of a Professional Traffic Engineer registered in Oregon or a Professional Engineer registered in Oregon qualified to perform traffic engineering as defined by OAR 820-040-0030. The engineer must have background and experience in designing traffic signals. Each traffic signal design shall be signed and sealed by the Professional Engineer prior to advertising the project requesting bids from prospective contractors.

SECTION 9 DRAFTING STANDARDS

9-1 Purpose

The purpose of this section is to provide a minimum standard for the graphical representation of proposed improvements and final “record drawings” for all projects submitted to the City including land development projects with dedicated infrastructure.

9-2 Summary

These drafting standards include, but are not limited to: sheet size and layout, layering, line types and weights, lettering fonts, title block content, title block layout, general notes, general use symbols and construction notes. The objective is to establish a graphical standard that will facilitate the incorporation of newly developed systems into existing City records. Any land development with dedicated infrastructure must submit drawings in accordance with these standards.

Submittals of final drawings shall have standard borders, title blocks and symbols. Sheet sizes, title blocks for those sizes and standard drawing symbols are available from the City in paper format or in electronic format for AutoCAD. Electronic copies of these standards will be supplied on compact disc (CD) to those who request it.

9-3 Preliminary Drawings

At minimum, preliminary plans shall be submitted on 20 lb. bright white paper. Refer to the General Standards section for dimensions of acceptable media sizes. The City will determine the number of copies for City review (typically five copies).

Capital improvement projects may have defined milestones such as 30%, 60% or 90% submittals, which are considered preliminary under this section. All other preliminary drawings are those not stamped nor signed by a registered architect, engineer or surveyor.

For land development projects with dedicated infrastructure, submit drawings as shown on the Site Construction Permit Flow Chart, which can be obtained from the City. These drawings must be on reproducible media and will be reviewed for conformity to these standards.

9-4 Final Design Drawings

Final design drawings shall be prepared on translucent velum, sepia or mylar with the appropriate professional stamp. Final drawings shall be full size unless approved by the City prior to submittal. Final submittal of the drawings shall include wet-stamped signed physical copies and digital copies formatted in AutoCAD (contact the City for the currently accepted version), which is the current City adopted software program.

9-5 Record / As-built Drawings

All final record drawings shall be ink on polyester (mylar) base drafting film at least .003 inch thick and coated for drafting on both sides.

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The physical copies of the record drawings will be accompanied with the modified electronic copies for AutoCAD. Final record drawings shall be stamped or otherwise marked as such, indicating the date of their preparation.

9-6 Drawing Contents and Submittal Requirements

9-6.1 Plan View

1. Centerline alignment showing points of curve and point of tangent stationing on all curves, necessary curve data and bearing of tangents;
2. Dimensioning necessary to survey and relocate the streetway;
3. Right-of-way lines as shown on the final plat;
4. Existing easements and recording references;
5. Type, material type (PVC, steel, DI,, etc.), location, and size of all existing and proposed drainage and irrigation structures and utilities within the right-of-way; The applicant's engineer/surveyor shall research available utilities record information for use during the design, plan approval, and construction process, and shall arrange for underground utility locations to be marked and surveyed prior to the City's design approval and the issuance of the construction plan approval.
6. Existing and proposed utility with dimensions to right-of-way lines.
7. Location and type of all existing and proposed signs and barricades;
8. Vicinity map showing the complete streetway network complete with names of streets;
9. Toe of fills and top of cuts;
10. Scale;
11. North arrow; and
12. Stamp and signature of registered engineer.

9-6.2 Profile

1. Centerline grades and vertical curves, complete with point of intersection elevations and stations and length of vertical curves;
2. Original ground at centerline and extending five hundred feet (500') past the construction limits (and at ditch lines if a significant transverse slope exists);
3. Curb profiles, where curbs are required;
4. Super elevation transition diagrams for horizontal curves if curbs are not required;
5. Type, location and size of all existing and proposed drainage and irrigation structures and utilities within the right-of-way; and
6. Scale.

9-6.3 Cross Sections

1. Width, depth, and type of base;
2. Width, depth, and type of paving;
3. Curbs, if required;
4. Side slopes;
5. Ditch section;
6. Crown slope; and
7. Utilities.

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9-6.4 Others

1. Structural and detail plans of all structures, including, but not limited to, bridges, drainage structures, irrigation structures and sewer lines stamped by a Registered Engineer.
2. A signature box with spaces provided for City approval and for approval by all affected utility companies and irrigation districts.
3. Any other information required by the Public Works Director.

9-6.5 Construction Cost Estimate

1. Submit an itemized construction cost estimate. This estimate shall include all related street work and affected utility installation and/or related relocation, and all other improvements.

9-7 Sheet Sizes

9-7.1 ANSI Drawing Sizes

In order to provide uniformity in the City's drawing file system, the City uses ANSI drawing sizes as standard. ANSI sizes are multiples of 8.5 inches x 11 inches and permit uniform folding for filing, mailing and reproduction. Standard ANSI alphabetic sheet references are as follows:

- A = 8.5 inches x 11 inches
- B = 11 inches x 17 inches
- C = 17 inches x 22 inches
- D = 22 inches x 34 inches
- E = 34 inches x 42 inches

9-7.2 City Drawing Sizes

Please note that the City uses only sizes A, B and D. Other sizes will not be accepted unless prior approval is obtained from the City. The City's standard full size sheet for design and drafting is 22 inches x 34 inches (D size) and the half size sheet for use in construction bid documents is 11 inches x 17 inches (B size).

9-8 Drawing Layout

9-8.1 Cover Sheet Arrangement

Cover sheets should be arranged in a clear and legible format. The determination of "clear and legible" is at the sole discretion of the City. Cover sheets and plans not meeting this requirement will be returned for re-formatting.

The Vicinity Map is defined as a map showing the closest street and/or street intersection for the purpose of aiding people in driving to the site. The cover sheet should contain a project title, a list of project drawings and a legend of line types and symbols used in the project. General notes and a list of abbreviations may be placed on the cover sheet as room allows.

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9-8.2 General Drawing Sheet Arrangement

Drawings submitted to the City shall conform to good drafting practices and recognized techniques. When exceptions or special conditions occur, the draftsman may adjust these arrangements as required to suit the drawing package, subject to the approval of the City. Drawing format should read left to right; top to bottom; plans to the left and top. Number and letters identifying details and sections should also read left to right, top to bottom.

9-8.3 Plan and Profile Drawing Sheet Arrangement

Plan and profile sheets shall be divided into two sections horizontally. The upper half will be used for the plan view and the lower half will be used for the profile view. Plan and profile views shall differ in scale by a factor of 10 (i.e. – plan scaled at 1" = 20', profile will be scaled at 1" = 2').

9-9 Title Blocks

9-9.1 Preliminary Drawings

The following information should be provided in the title block as a minimum: project name, sheet content, date drafted, designer's initials, drafter's initials, checker's initials, and discipline and drawing number. If the plans are for an approved development and a file number has been issued by the Community Development Department, that file will be provided in the lower right corner of the title block before submitting.

9-9.2 Final Design Drawing & Record / As-built Drawings

Final drawings being submitted, shall be drawn on standard company title blocks, appropriately filled in stamped and signed.

When submitting AutoCAD drawings to the City, files should be saved in the base AutoCAD software without ARX or proxy objects attached. ARX objects are created when using programs that interface with AutoCAD. If the City receives drawings with these objects attached, the drawings will be returned to be corrected and resubmitted at no extra cost to the City.

9-9.3 Revisions

For every submittal to the City for review or approval, a revision must be placed in a revision block in the upper right hand corner of the title block. Submittals prior to construction shall use alphabetic designations, the final design drawing set shall use revision 0 (zero), and submittals during the bid process, construction and after construction shall use number designations.

9-9.4 Discipline/Drawing Numbers

Each drawing should have a discipline/drawing number in the lower right hand corner of the title block when submitted. These numbers are based on industry standard letter designations for each engineering/architectural discipline and incrementally increasing

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numbers (numbers should start with 1 except for facility master drawings). Letter designations are as follows:

A - architectural
C – civil (including surveys)
D – miscellaneous details
E – electrical
M – mechanical
S – structural
T – cover (title) sheet

Other discipline letters that do not fit within the above scheme may be used.

9-9.5 Digital File Information

Along with design and drafting information provided in the title block, information about digitally created drawings is needed. In the upper right hand corner is an area to fill in the electronic file name (i.e. AAA.DWG) and any model views that are twisted or rotated from a standard of North being the top of the sheet. The file name should be kept short but understandable to a non-engineering individual.

9-10 Layering (For Electronic Drawing Files)

9-10.1 General

For the most part, the general categories should be easy to identify. Within these categories, text and line work should always be kept on separate layers. Beyond that, the draftsman may use his/her best judgment while attempting to keep the number of layers to a minimum. If a reasonable determination cannot be made, contact the City for assistance.

Some CAD programs auto-generate their own layers and layer names (i.e. Autodesk's Land Desktop, Bentley's Inroads and Eagle Point). The City will accept this layering convention with one caveat: the names of the layers must be recognizable to a draftsman that does not work with or use that software. An example from Land Desktop of an auto-generated layer name is P-STALB. This should be changed to Proposed-STATION(ing)-LABEL or something equivalent. Abbreviations can be used so long as a non-engineer would understand what that layer stands for.

Prior to submitting electronic files to the City, purge unnecessary layers from the files. This serves two purposes: 1) to eliminate possible proxy objects generated by high-end design software and 2) to limit the number of layers to only those used within the design/survey drawings. The reason for this is that AutoCAD lose its ability to alphabetize layer names when more than 200 layers are listed. Also, turn off, freeze or no-plot layers that are not plotted on the submitted physical drawing.

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9-10.2 Colors and Line Widths

The City uses a simple color system based on plotting requirements. The first seven primary colors of the AutoCAD palette (red through white) and colors 10-15 will be used to indicate new construction, colors 8 & 9 will be used to indicate existing features (surfaces, underground and utilities) and color 255 for objects that should be turned off prior to plotting (i.e. MVIEW frames, XCLIP boundaries, etc). DO NOT place objects on the Defpoints layer for the purpose of hiding them during plotting. The Table below is a minimum guideline for establishing line widths related to colors and object representation.

The City prefers assigning line widths to colors through the plotter pen table. If electronic drawings are submitted with forced line widths (by establishing a line width through the Layers Dialogue box), be sure the View Line width (LWT) button on the bottom tool bar is turned off.

Color	Representation	% Screen	Linewidth (in, min)	Remarks
Red (1)	Existing systems	0	0.020	use for showing existing features that need a light solid line
Yellow (2)	New construction	0	0.079	
Green (3)	New construction	0	0.118	
Cyan (4)	New construction	0	0.118	
Blue (5)	New construction	0	0.118	
Magenta (6)	New construction	0	0.118	
White (7)	New construction	0	0.118	
Light gray (8)	Background	35	0.118	use for background (i.e. XREF, contours) where a screen is needed
Dark gray (9)	Background	60	0.138	use for background (i.e. XREF, contours) where a screen is needed
White (255)	Objects to be turned off before plotting	0	0.118	

9-10.3 Linetypes

Linetypes will be related to legal description, utility or discipline system. The City primarily uses CONTINUOUS, DASHED, CENTER and HIDDEN2 as standard linetypes. Other linetypes are shown in the Standard Detail Drawing. Unique linetypes not addressed in these standards must be approved by the City project manager before final design submittal.

9-10.4 External Reference Dependent Layers

With the advent of external reference (XREF) files, the AutoCAD layering system has become more complex. All X-ref files should follow the basic layering rules as listed previous sections above.

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X-refs are primarily used as a background to draw the new or future improvements. Colors assigned to XREF dependent layers will be the same as outlined in previous sections. The VISRETAIN variable in the receiving file should be OFF.

9-10.5 Layer Features

The plotting command allows the user to indicate to the plotter layers that should not be plotted but remain displayed in the electronic file. This is accomplished through the Layer Dialogue box. Also, individual layers can be turned on and off through unique paper space viewports. Use of these techniques will be up to each individual; keep in mind that the City will be interested in using both the base CAD model as well as the finished, plotted drawings.

9-11 Lettering

9-11.1 General

While it is not the goal of the City to remove individuality from the drafting process, in order to maintain uniformity and simplicity, the City has established standards when it comes to lettering that may be used on drawings being submitted to the City.

9-11.1.1 CADD Drafting

For CADD or other computer-produced drawings, the fonts shall be generally limited to those examples illustrated in the Standard Detail Drawing. For notes, call-outs, design information, General Notes, headings, section and detail identification and tabular data, the single line font ROMANS or SIMPLEX should be used. For use in the titleblock, the more complex fonts should be used. To draw special attention to specific items, the bold and italic fonts may be employed.

Font size and weight shall be sufficient so as to be readable when D size drawings are reduced to one-half size. Text height shall be a minimum of 0.10 inches (tenth inch) high. The preferred text height shall be 0.125 inches (eighth inch) high. Only CADD produced lettering will be allowed on CADD produced drawings.

Text types and fonts other than those shown in the Standard Detail Drawing shall be used only for special effects or conditions and subject to City approval. In no case shall the height of letters, hand, mechanically or CAD-produced, be less than 0.08 inches in height. In no case shall the width of mechanically produced or CAD lettering be less than 60%, nor, more than 150% of normal letter width.

When submitting CAD drawings with non-standard AutoCAD fonts, the shape (.SHX) file must be included in the submittal. Include fonts/shape files used in creating company logos that have been inserted into any CAD drawing being submitted.

9-11.2 Text Plotted at Other than Full Size ANSI D Drawing

When submitting documents printed a size different than full size, the text must be of a size and quality that can be easily read after the original document has been copied one time.

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When submitting documents where ANSI sheet size A or B are the full size document, text shall be a minimum of 0.1 (tenth) inch for normal text and 0.15 (fifteenth) inch for bold text.

9-11.3 Underlining

All titles of details, sections, elevations and views should be underlined with a single line having the same weight as the lettering used. Use the text underline (%%U) feature; DO NOT use an object line to underline text.

9-11.4 Orientation

All lettering shall be done to facilitate reading from the bottom or right-hand edge of the drawing. However, in no case shall it be carried farther than ten degrees (10°) counterclockwise past vertical.

9-11.5 Dimensions

Repetition of dimensions should be avoided. However, dimensioning must be adequate to facilitate field interpretation. Dimensions pertaining to length and width shall be shown on the plans. Dimension pertaining to height and elevations shall be shown on profiles, sections and architectural elevations unless a special condition requires both horizontal and vertical dimensioning to make the drawing or detail clearly understood.

Dimension lines shall be located far enough from the drawing (plan, elevation or detail) so that the line work cannot be confused with that of the drawing. Dimension lines shall not be as strong as the objective drawing lines. They should be fine, crisp and printable. Avoid crossing dimension lines as much as possible. When crossing is unavoidable, break the longer of the lines at the point of crossing. (see the Standard Detail Drawing for examples of leader breaks and suggested dimension styles.)

Dimension text shall be parallel to the dimension line and between the extension lines whenever possible. When using AutoCAD automated dimensions, if dimensions are too long to fit between extension lines, use the “best fit” feature in the dimension dialogue box. This will allow the drafter to “flip” the dimension text on either side of the extensions. When required, long dimensions may be located to the outside with leader extension from text to dimension line. This technique should be used only as a last resort.

Fractions shall not be stacked (they should be parallel with the dimension line). This is done because the drawings will be reduced to one-half size periodically.

9-11.6 Leaders

The note end of the leader should terminate with a short horizontal bar at the mid-height of the lettering and should run to the beginning or the end of the note, never to the middle. Leaders should be drawn at an angle to contrast with the principal lines of the drawing. Thus, leaders are generally drawn at 30, 45 or 60 degrees to the horizontal plane. When several leaders are used, they should be kept parallel, if possible.

The following should be avoided wherever possible:

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- Long leaders
- Crossing leaders
- Leaders in a horizontal or vertical direction (except for short bar next to text)
- Leaders parallel to adjacent dimension lines.
- Leaders parallel to extension lines or crosshatching.
- Annotations shall be left justified regardless which direction the leader is drawn from. When noting sections, details and elevations, annotations should be parallel for ease of reading (See the Standard Detail Drawing)

9-12 Line Work

9-12.1 Manual Drafting

Manual drafting shall not be accepted.

9-12.2 CAD Drafting

Consistent line weight is important for drawing uniformity. When submitting plan and profile drawings, the City would prefer existing facilities and services be screened back, when plotted.

Polyline width, if drawn in modelspace and displayed in paperspace, will vary in plotted widths depending on the modelview scale factor. The widths listed herein are minimum plotted widths, not widths of polylines.

9-12.3 Screening Backgrounds

On plan drawings, lines and symbols used to depict existing topographic features and underground or overhead utility lines should be screened so that the difference between them and new construction is readily apparent. All line work shall be of sufficient width, weight and clarity so that it can be easily read from a print that has been reduced to one-half the size of the original D size drawing. All pencil lines shall be firm enough to show clearly on the media. CADD drawings should be plotted using the overlay plotting feature, not the merge feature. All solid CADD line work should plot over screened backgrounds.

9-12.4 Linetypes

The City receives drawings and plan sets from a number of sources. In order to maintain the uniformity necessary to quickly and easily recognize drawing features, the City uses a limited number of different line types. Examples of typical line types and general uses are shown in the Standard Detail Drawing. Examples of line types that may require associated design or flow information (i.e. underground line size, slope and direction of flow) are included, along with the required method of providing the necessary data. All line types used should be included in the drawing set legend.

In some rare cases, situations or circumstances may require use of other line types. Use of any line type common to a particular engineering discipline is acceptable with City approval and the line type definition found in the ACAD.LIN file is included in final/record drawing submittals.

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Line types should be scaled so that they are easily recognizable but do not dominate the drawing or interfere with design features.

9-13 Standard City Symbols

9-13.1 Discipline-Related Symbols

For the most part, the City will accept the drafting symbolism used by the company or draftsman submitting the drawing, provided that the symbols are generally accepted in the discipline of that drawing. Non-standard discipline symbology is subject to the approval of the City. Exceptions to this are in sanitary sewer, storm drainage, domestic water supply and geothermal systems. In these systems, the City will require the use of the symbolism shown in the Standard Detail Drawings. This is necessary to facilitate incorporation of the new systems into the City-wide system drawings. All drawings submitted to the City will require a legend of all symbols used on that drawing or drawing set.

When new landscaping is required, tree symbols should differentiate between deciduous and conifer. They should also show tree size as DBH (diameter breast high) and, if available, kind (apple, fir, oak, etc.). Bush and hedge symbols should, likewise, differentiate between deciduous and evergreen.

For utilities other than those identified above, features (poles, vaults, manholes, pedestals, valves, etc.) should be identified as to utility type.

Symbols should be scaled on the drawing so that they reasonably represent the location and, to the extent possible, size of the actual feature.

9-13.2 General Symbols

9-13.2.1 North Arrows

A north arrow shall be displayed in the upper left hand corner of all plan sheets. Preferably, north arrows should point to the top of the drawing. When this is not possible, it should point to the left. When several plans are on the same sheet, the orientation of each plan shall be indicated by a separate north arrow (small size) placed at the upper left of each plan. CADD blocks of north arrows are shown in the Standard Detail Drawing with attributes and insertion point. Blocks are provided on CD with this document.

Magnetic north shall not be shown on drawings unless accompanied by variation and annual change.

When necessary, a second north arrow, representing reference or facility north, shall be used on architectural drawings.

9-13.2.2 Graphic Scales

Graphic scales are optional on drawings submitted to the City. –CAD blocks of graphical scales are shown in the Standard Detail Drawing with attributes. Blocks are provided on CD with this document. If it is necessary to use more than one scale on

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the same sheet, group in the lower right-hand corner all graphical scales that apply. Place numerical scales under each plan, detail, section and elevation.

Use an engineer's graphical scale for all civil drawings and maps. Use an architectural graphical scale for all other discipline drawings.

Graphical and numerical scales should be selected so they can be physically scaled whether the drawing is plotted full size or reduced to half size. Vertical scale for profiles should not exceed 1 inch = 10 feet (i.e. 1 inch = 20 feet not acceptable).

9-13.2.3 Section-Cuts, Section and Detail Callouts

Sections-cuts on plans shall be designated with letters and the drawing on which the section is drawn. Section-cuts can be repeated on the same plan provided the individual section-cuts are drawn on different drawings.

Details called on plans shall be designated with numbers and the drawing on which the detail is drawn. Detail numbers can be repeated on the same plan or section provided the individual details are drawn on different drawings.

CAD blocks of section-cuts and section and detail callouts are shown in the Standard Detail Drawings with attributes and insertion point. Blocks are provided on CD with this document.

9-14 City Standard Hatch Patterns

9-14.1 General

The City uses a limited number of standard hatch patterns for the sake of simplicity and uniformity. A list of those used along with their general usage may be found in the Standard Detail Drawing. These should be scaled on drawings so that they are easily recognizable but do not dominate the drawing. If appropriate, they may be screened up to 50%, provided they still accomplish their intended purpose. Non-standard AutoCAD hatch patterns may be used if they are generally accepted for use in an engineering discipline. Include the hatch pattern in the drawing set legend. Submit the hatch pattern code from the ACAD.PAT file when submitting the final/record drawing sets.

9-15 Images, Pictures, Photographs

In the AutoCAD software, it is possible to insert pictures or photographs as background to be drawn over. When using these images, do not save the Windows file path. If any adjustment to the contrast, quality and size of the image, make note in the file what these settings should be.

9-16 Electronic File Submittals

The electronic files shall include unique font shape files, CTB (color dependent plotting) files, XREFs, images (.tiff, .jpeg, .bmp), EXCEL spreadsheets, WORD documents, attached databases and programming files (such as LISP or Visual Basic) used in the viewing or plotting of a drawing. If a menu was developed and is required for the viewing or plotting of CAD drawings, submit those with the drawing set.

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SECTION 10 DRAFTING STANDARD DRAWINGS

The following drawings are maintained and updated by the Oregon Department of Transportation; the most updated drawings will be found at the following website:
http://egov.oregon.gov/ODOT/HWY/ENGSERVICES/standard_drawings_home.shtml

- A -

Access and Ventilation	
Hardware for Concrete Box Girders	BR135, BR136
Air Release/Air Vacuum Assembly, Water System	RD266, RD270
Anchors, Pipe Slope	RD330, RD332
Approaches	RD715

- B -

Barricades (Types I, II, & III)	TM820
Barrier, Concrete, Median	
35" cast-in-place	RD590
Barrier, Concrete, Standard (32" Height)	
Around Median Obstacle	RD535
At Bridge Expansion Joints	BR263
Buried in Backslope	RD526
Cast-In-Place	RD505
Median Barrier Anchoring	RD515
Precast	RD500
Securing Barrier to Roadway	RD516
Terminals	RD510
Transition to Bridge Rail	RD520
Transition to Guardrail	RD530
Barrier, Concrete, Tall (42" Height)	
Around Median Obstacle	RD575
Precast	RD545
Securing Barrier to Roadway	RD516
Transition to Bridge Rail	RD550
Transition to Standard Barrier	RD560
Transition to Guardrail	RD570
Barrier, Metal Median	RD400, RD405
Box Culvert, Concrete	
Cast-in-place	BR820, BR825, BR830, BR835
Double Box Culverts	BR840, BR841
Extensions	BR805

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Modified Type 2A Guardrail	BR266
Wingwalls	BR800
Boxes	
Trapezoidal Box Reinforcement	BR133
Bridge End Panel	BR165
Bridge Concrete Parapet	
32" Vertical	BR221
With Steel Post	BR214
Bridge Rail	
2-Tube Curb Mount	BR206, BR207
2-Tube Side Mount	BR226, BR230
3-Tube Curb Mount	BR208, BR209
Combination	BR223
Concrete Post and Beam	BR212
Flush Mount Combination	BR220
Pedestrian	BR246
Pedestrian On Sidewalk Mount Parapet	BR250
Pedestrian Retrofit	BR286
Sidewalk Mount Combination	BR216
Sidewalk Mount Parapet with Chain Link Fence	BR253
Thrie Beam	BR233
Thrie Beam Retrofit	BR273
Trailing End Connection to Guardrail	BR236
Transition from Guardrail	BR270, BR276
Transition to Guardrail	BR203
Transition to Guardrail, 3'-6" Height	BR291
Type F	BR200
Type F 3'-6" Height	BR290
Type F Replacement	BR280
Type F Retrofit	BR283
Type F with Chain Link	BR260
Type F with Pedestrian Rail	BR256

- C -

Cattle Guard	
Painted	RD110
Steel Tube	BR175
Cattle Pass	RD110
Check Dams	RD1005
Concrete Pavement	
Plain Dowelled	RD600
Reinforced	RD600

Public Improvement Design & Construction Standards

Construction Entrances	RD1000
Coupling Bands for Corrugated Metal Pipe	RD326
Cross Slopes, Roadway Superelevations	RD140
Curb Inlets	RD366
Curbs, Various Types	RD700
Drainage	RD701
Cutbanks, Rounding	RD150
-D-	
Delineators	
Installation	
Freeways	TM575
Non-Freeway	TM576
Special Applications	TM577
Layout and Posts Types	TM570
Steel Post Details	TM571
Detectable Warning Devices	RD759
Drainage Details	
Bore Casing	RD308
Concrete Encasement, Cradle, and Cap	RD306
Locator Post	RD334
Open Grade HMAC Details	RD314
Street Cut	RD302
Trench Backfill	RD300
Driveways	
Curb Line Sidewalk	RD730, RD735, RD745, RD750
Non-Sidewalk	RD715
Separated Sidewalk	RD725, RD740
-E-	
End Pieces, Guardrail	RD415
Erosion Control	
Check Dams	RD1005
Construction Entrances	RD100
Inlet Protection	RD1010, RD1015, RD1020
Matting	RD1055
Scour hole, Temporary	RD1050
Sediment Barrier	RD1025, RD1030, RD1035
Sediment Fence	RD1040
Slope Drains, Temporary	RD1045
Tire Wash Facility	RD1060

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Expansion Joints, Bridge BR139, BR140, BR141, BR145

-F-

Feathering A.C. Over Existing Pavement RD610

Fences

Barbed & Woven Wire (Types 1, 1-5W and 2)	RD810
Chain Link	RD815
Gates	RD820
Protective	BR240, BR241, BR242
Snow, Metal	RD825

Flag Board Mounting Details TM204

-G-

Gates, Fence RD820

Gateway RD810

Girders

Precast Prestressed Boxes	BR425, BR430, BR435, BR440, BR445
Bulb-I	BR300
Bulb-T	BR310
BT90 and BT96	BR321
Temporary Diaphragm Beam	BR350
Type II	BR325
Type III	BR330
Type IV	BR335
Type V	BR340

Grade Crossing, Railroad RD445

Grate

Inlets	RD364, RD378
Manhole	RD356

Guardrail (weathering steel only, galvanized not accepted)

Adjustment	RD400
Anchors, Steel (Type 1 and Type 1 Mod.)	RD450
Assembly Details	RD400
Blocks	RD405
Bridges/Rails	(See Rails)
End Pieces, Types B and C	RD415
Installation At Bridge Ends	RD440
Installation At Railroad Crossing	RD445
Over Low-Fill Culverts	RD470
Parts	RD415

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Posts		RD405
Terminals, Bridges		RD440
Terminals, Cut and False Cut		RD435
Terminals, Embankment		RD430
Terminals, Energy Absorbing		RD420
Terminals, Non-Energy Absorbing		RD425, RD430
Thrie Beam		RD410
Transition to Bridge Rail		BR270, BR276
Types 1, 2A, 3 & 4		RD400
Guide Posts		(See Delineators)
	-H-	
Handrail, Pedestrian		RD770, RD771
Handrail, Stairway		RD120
Hydrant Installation		RD254
	-I-	
Illumination		TM300, TM301, TM302
Inlets		
Adjusting Existing		RD376
Concrete Cap		RD376
Concrete Type CG-3		RD371, RD372, RD373
Concrete Types G, & G-2M		RD364
Concrete Types CG & Curb Inlet Channel		RD366
Concrete Types M-E, M-O, and B		RD368
Ditch, Type D		RD370
Field or Area Drainage Basin		RD374
Open Grade HMAC Modification		RD314
Slotted CMP Drain		RD328
Type 3		RD378
Inlet Protection		RD1010, RD1015, RD1020
Islands		
Accessible Route		RD710
Traffic		RD705
	-J-	
Joint Seal, Asphaltic Plug		BR157
Also see Expansion Joints, Bridge		

Public Improvement Design & Construction Standards

	-L-	
Locator Post		RD334
Luminaire Poles		
Breakaway Location Guidelines		TM635
Fixed and Slip Base Supports		TM629, TM630
Mounting On Structures		BR970
Lifeline, Fall Arrest		BR190, BR191
	-M-	
Mail Box Support		RD100
Mail Box Installation		RD101
Manhole, Concrete		
Base, Cast-In-Place and Precast		RD344
Carry Through, Storm Sewer		RD354
Cover and Frame		RD356
Grate		RD356
Frame Adjustment		RD360
Inside Drop, Sanitary		RD350
Outside Drop		RD352
Precast, Large		RD346
Precast, Pollution Control		RD340
Precast, Sanitary Sewer		RD338
Precast, Storm Sewer		RD336
Shallow		RD342
Slope Protector		RD358
Steps		RD336
With Inlet		RD348
Matting		RD1055
Median Barrier, Metal		
Assembly Details		RD400
Median Barrier, Metal Con't.		
Blocks		RD405
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Anchoring		RD515
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Meter Assembly, Water System		RD278

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Open Grade HMAC Drainage Details		RD314
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Raised Marking Details		TM515, TM516
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Backfill/Compaction Details		RD300, RD304
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Paved End Slopes		
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Concrete Pipe		RD324
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Skew Diagram		RD316
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Concrete Pipe		RD318
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Concrete		RD386
High Density Polyethylene (HDPE)		RD390
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Arch		RD382
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Poly Vinyl Chloride (PVC)		RD388
Reinforced Polyethylene (HDPE)		RD391
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Luminaire Fixed and Slip Base Supports		TM629, TM630
Traffic Signals		TM650, TM651, TM652, TM653
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Portable Barricade		TM820
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Railroad At Grade Crossing		RD445
Ramp, Sidewalk		RD755, RD756, RD757, TM458
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Roadway Cross Slopes Superelevated Sections		RD140
Rounding of Cutbanks		RD150
Root Barrier, Water Pipe		RD286
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Sanitary Sewer		
Clean Out		RD362
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Piped Inside Drop Connection		RD350
Service Connections		RD310
Sampling Station, Water System		RD282
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Sidewalk	RD720
Sidewalk Ramp	RD755, RD756, RD757, TM458
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Bracing Details	TM206
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Interstate Route Shields	TM211
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Multi-Post Breakaway	TM600, TM601
Sign Bridge	TM614, TM615, TM616, TM617, TM618, TM619, TM620
Square Tube	TM681, TM687, TM688
Triangular Base Breakaway	TM602
Variable Message Sign	TM606, TM607, TM608, TM609, TM610, TM611, TM612
Wood Post	TM670
Siphon Box	RD376
Slabs, Precast Prestressed	BR400, BR405, BR410, BR415, BR420, BR422, BR445
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Drains, Temporary	RD1045
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Pipe Anchors	RD330, RD332
Protector, Concrete Manhole	RD358
Rounding	RD150
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Soundwalls	
Masonry (Pile Footing)	BR750, BR751
Masonry (Spread Footing)	BR730
Precast Concrete	BR740
Stairway, Concrete	RD120
Steps, Manhole Precast	RD336
Stop Lane, Truck and Bus At Railroad Crossing	RD445
Street Cut	RD302
Subsurface Drain	RD312
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Temporary Traffic Control	
2-Lane, 2-Way Roadways	TM850
Abrupt Edge	TM800
Barricades	TM820
Blasting Zones	TM871
Bridge Construction	TM870
Closure Details	TM840
Concrete Barrier	TM830
Freeway Sections	TM860, TM861, TM862
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Intersection Work Zones	TM841, TM842, TM843
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Non-Freeway Multi-Lane Sections	TM851, TM852
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Sign Supports	TM821
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Thrust Blocking, Water Systems	RD250
Tire Wash Facility	RD1060
Traffic	
Island	RD705
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Pedestrian Signal	TM457, TM467
Pole Footing Details	
Mast Arm Pole	TM450
Strain Pole	TM452
Pole Mounts	TM680
Pole Placement at Sidewalk Ramps	TM458
Ramp Meter Details	TM492, TM495, TM497
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Spanwire Design	TM463
Stabilizer Details	TM453
Strain Pole Details	TM452
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Trucks and Bus Stop Lanes at Railroad Crossing	RD445
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Walls	
Retaining Concrete	BR705, BR720
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Water Systems	
Air Release Assembly, Manual	RD266
Air Release/Air Vacuum Valve Assembly	RD270
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Thrust Blocking	RD250

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Valve Box and Operator Extension Assembly	RD258
Water Meter Assembly	RD278
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Water Service Connection	RD274
Wearing Surface Drain, Open Grade HMAC	RD314
Wingwalls, Concrete Box Culverts	BR800
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SECTION 11 GUIDELINES FOR TRANSPORTATION IMPACT ANALYSES

11-1 Transportation Planning and Transportation Impact Analyses

Per the City's adopted Transportation System Master Plan, Traffic Impact Analyses (TIA's) are required when A) 500 or more trips per day generated by a new development. TIA's can also be required when B) an access spacing exception is required and the development generates 25 or more peak hour trips or 250 or more daily trips C) The development is expected to impact intersections currently operating at the upper limits of the acceptable range of level of service D) Development is expected to significantly impact adjacent roadways and intersections that have previously been identified as high accident locations or areas that contain a high concentration of pedestrians or bicyclists such as school zones. Any improvements affecting ODOT transportation facilities may require a TIA as determined by ODOT. Any deficiencies offsite noted in the TIA must have a plan developed on how to correct and a cost proposal developed jointly with the City & ODOT (if applicable) on how to fund.

11-2 The Need for Transportation Analyses for Individual Developments

The City's development review process is designed to help the City achieve its goal of managing growth in a responsible and sustainable manner. The applicant for development is required to submit full and accurate information upon which the City staff and elected officials can base decisions. A developer-submitted transportation study prepared by a professional engineer qualified in the traffic engineering field is a critical tool used by the City to assess the expected transportation system impacts associated with a proposed development and the long-term viability of the transportation system. A study must highlight development-specific issues, present a mitigation plan to mitigate for traffic impacts, and alert the City to the potential need to program specific projects from the TSP into the Capital Improvement Program (CIP).

11-2.1 The Level of Analysis and Documentation

This document establishes analysis and submittal requirements for developments in accordance with their expected transportation impacts. Under certain conditions, the City can allow a lesser level of analysis and documentation for small developments. In addition, other developments meeting specific criteria are exempted from long-range analyses.

11-3 Overview

11-3.1 Different Documentation for Different Development Proposals

This document describes the City's required content for a **Transportation Analysis Letter (TAL)** and for a **Transportation Impact Study (TIS)**. In general terms, the TAL is applicable to smaller developments that are presumed to have a lesser transportation impact. The TIS applies to larger developments that are presumed to have a greater transportation impact.

Whether the development requires a TAL or a TIS, a professional engineer must prepare it and must use appropriate data, methods, and standards. TAL and TIS documents share many common elements, but the scope of TALs is more limited. Furthermore, there will be more variability in the scope for TISs depending on the type, location, and size of the development being proposed.

11-3.2 Content of Transportation Impact Analyses Generally

Transportation analyses, whether conducted to support a TAL or a TIS, are required to provide an objective assessment of the potential modal transportation impacts associated with a specific Land Use action (e.g., the development of vacant land, the redevelopment of an existing Land Use, a comprehensive plan amendment or zoning change). The analysis and the documentation provided by the applicant must help answer several important transportation related questions including:

- Will the existing transportation system accommodate the proposed development from a capacity and safety standpoint?
- What on-site and off-site transportation system improvements will be necessary to accommodate the proposed development?
- How will access to the proposed development affect the traffic operations on the existing transportation system?
- How will transportation impacts of the proposed development impact the Land Uses, including commercial, institutional, industrial and residential uses within the development's influence area?
- How will the proposed development meet current City standards for roadway design?
- How will the proposed development ensure the safe and efficient circulation on and adjacent to the site?
- How will the proposed development provide needed connections to abutting parcels (developed or undeveloped) for motorized as well as non-motorized traffic?

11-3.3 Responsibilities of Those Preparing Transportation Analyses Generally

The responsibility for assessing the traffic impacts associated with a proposed Land Use action rests with the landowner or Land Use permit applicant. Transportation analyses submitted to the City must be prepared by or under the direct supervision of a Professional Engineer with competence in traffic engineering and registered in the State of Oregon. The report shall be signed and stamped by the professional engineer.

Under state law, engineers shall recognize at all times that their primary obligation is to protect the safety, health, property and welfare of the public in the performance of their professional duties.

These Guidelines in no way serve as a substitute for the application of sound professional engineering judgment expected to be used by practitioners in the preparation and submittal of transportation analyses.

11-3.4 Responsibilities and Authority for the City

Throughout this document the term "City Engineer" is used as the individual with authority for certain actions and for interpretation of aspects of these guidelines. For the purposes of

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this document, the term “City Engineer” should be taken to mean the “City Engineer or his/her designee.”

11-4 Transportation Impact Analysis Documents

An analysis and appropriate documentation is generally required when a development application and/or application for a comprehensive plan/zone map amendment is filed with the City. A transportation impact analysis is required when application is made for land to be subdivided; when application is made for a conditional use; when new development or redevelopment is involved, and with a planning design review application.

A transportation analysis is not required for modification of a single-family dwelling or for construction of a replacement dwelling. In most other circumstances and for most other development applications, some level of transportation analysis is required.

Recognizing that not all developments will have a significant impact on the transportation system, the City of Madras has developed criteria to help determine the need for and level of transportation analysis required in relation to the proposed development.

11-4.1 Determining the Required Level of Transportation Analysis and Documentation

A Transportation Impact Study (TIS) is required for developments that are expected to have an impact on the transportation system. When specific criteria generally associated with small developments are met, a Transportation Analysis Letter (TAL) may be substituted for the required TIS.

At the discretion of the City Engineer, a TAL may satisfy the City’s transportation analysis requirements, in lieu of a TIS, when a development meets all of the following criteria:

- A. The development generates fewer than 24 peak hour trips during either the weekday AM or PM peak hour and fewer than 250 daily trips.

Two examples of common developments generating fewer trips than these threshold levels are: a subdivision containing 24 or fewer single-family residences or a general office building less than 15,000 square feet.

- B. The development is not expected to impact intersections that currently fail to meet the City’s level of service standards or intersections that are operating near the limits of the acceptable level of service thresholds during a peak operating hour. (LOS standards are defined in 8-7.9.1)
- C. The development is not expected to significantly impact adjacent roadways and intersections that are high accident locations, areas that contain an identified safety concern, or high concentration of pedestrians or bicyclists such as school zones

11-5 Process and Procedures

This section describes in general terms the process and procedures followed by the City in relation to the processing and review of transportation impact analyses. Nothing in this section is intended to replace or supersede the City’s process, code requirements, or obligations under state law with regard to Land Use actions.

11-5.1 Pre-Application Meeting

A landowner or developer seeking to develop/redevelop property, request a zone change, subdivide or partition property, or develop/redevelop property shall contact the City Community Development Department and schedule a pre-application meeting. At the pre-application meeting, an applicant should be prepared to present the following in writing:

- Type of uses within the development;
- The size of the development;
- The location of the development;
- Proposed new accesses or roads;
- Estimated trip generation and source of data; and
- Proposed study area

11-5.2 Establishing the Scope of Work

During, or within a reasonable time following the pre-application meeting, the City will establish whether a TAL or TIS is required. If a TIS is required, the City will provide a scoping summary detailing the study area and any special parameters or requirements beyond the requirements set forth in this document. An applicant is encouraged, but not required, to propose a scope of work and a study area using the guidance presented herein.

11-5.2.1 Potential for Expansion of the Scope of Work

In the scoping summary the City as well as ODOT and Jefferson County will establish expectations and a study area within which significant impacts of the development are expected. The City's final decision on the Land Use criteria cannot be bound by the specifications or limitations in the scoping summary because additional information or concerns may come to light over the course of the analysis that causes the City to require additional analysis or information. Ultimately, it is the applicant's responsibility to demonstrate compliance with the criteria in the Madras code.

The City Engineer reserves the right to require additional analysis, especially when the need for such analysis becomes evident from information gathered by or presented by the applicant. The applicant's engineer should be alert to this possibility and expand his/her scope of work to address issues, especially those of public safety, or at least advise the City of such issues if they arise.

The City Engineer may at his/her discretion expand the requirements and/or study area of a TIS or TAL if needed to address any issue that comes to light after the preparation of the scoping summary.

11-5.2.2 Time Limit on the Scoping Summary

The City's scoping summary and review requirements are to be considered valid for a reasonable period of time, but are not to be considered binding on the City. Applicants are advised that delays of more than a few months before submitting TAL or TIS documents significantly increases the likelihood that the City will need additional information to adequately evaluate the impacts of a proposed development.

11-5.3 Completeness Review

Upon completion of the TIS or TAL, the applicant will submit three (3) copies to the City Community Development Department for review. The TIS/TAL is due with the proposed application. At that time, City staff will perform an initial review of the project and the document to determine whether there are obvious omissions or concerns. The City will rely upon and make use of the completed and signed TIS checklist and which is to be incorporated as one of the first inside pages of the submittal to determine whether or not it is “complete.”

Once the overall Land Use application, including the required TAL or TIS, as appropriate, is deemed “complete,” the 120-day Land Use review process will begin.

11-5.4 Technical Review

Once the application is deemed complete, the City Engineer or their agent, will conduct a technical review of the TIS to determine the adequacy and quality of the work including, but not limited to the study data sources, methods, findings and recommendations. The City Engineer and/or his/her designee will provide findings for use by the City regarding expected transportation impacts from the proposed development.

If substantive errors or omissions are discovered during review, the applicant will be notified and asked to address the comments prior to a Land Use Decision. The applicant should promptly rectify omissions and respond with any additional analysis or information; a delay or refusal to respond may result in the denial of an application if the information and analysis submitted is insufficient to show compliance with the applicable criteria.

The lack of specificity on the part of the City in the scoping summary or confusion in its interpretation does not alter the applicant’s responsibility to perform a thorough and comprehensive transportation analysis nor does it preclude City decision maker from determining that a TAL or TIS that fully complies with the scoping requirement is insufficient to show compliance with all applicable criteria.

Issues or problems discovered during the Technical Review may, at the discretion of the City’s decision maker, be resolved through the use of conditions of approval.

11-6 Transportation Analysis Letter Contents

If the City determines based on information provided by the applicant and in accordance with the criteria specified that a TAL is the appropriate document to submit, the following requirements shall apply.

The TAL shall be prepared by or prepared under the direct supervision of a Registered Professional Engineer who shall sign and stamp the TAL.

The TAL shall include the following:

1. The expected trip generation of the proposed development including the weekday AM and PM peak hour and daily traffic, and other germane periods as may be appropriate, together with appropriate documentation and references.

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2. Site plan showing the location of all access driveways or private streets where they intersect with public streets, plus driveways of abutting properties and driveways on the opposite side of the street from the proposed development.
3. Documentation that all site access driveways meet Madras Private Access Driveway Width Standards and location.
4. Documentation that all proposed public streets meet Madras' Minimum City Street Intersection Spacing Standards.
5. Documentation that all new site accesses and/or public street intersections meet AASHTO intersection sight distance guidelines.
6. Documentation that there are no inherent safety issues associated with the design and location of the site access driveways.
7. Documentation that the applicant has reviewed the City's TSP and that proposed streets and frontage improvements do or will comply with any applicable standards regarding the functional classification, typical sections, access management, traffic calming and other attributes as appropriate.

11-7 Transportation Impact Study Contents

The following information shall be included in each TIS submitted to the City. Additional information specified by the City in the scoping summary or through the pre-application meeting or other project meetings shall also be included.

1. Completed TIS checklist signed by the Professional Engineer responsible for the preparation of the TIS.
2. Table of Contents – Listings of all sections, figures, and tables included in the report.
3. Executive Summary – A summary of key points, findings, conclusions, and recommendations including a mitigation plan.
4. Introduction – Proposed Land Use action including site location, zoning, building size, and project scope. Map showing the proposed site, building footprint, access driveways, and parking facilities. Map of the study area that shows site location and surrounding roadway facilities.
5. Existing Conditions:
 - Existing site conditions and adjacent Land Uses.
 - Roadway characteristics of important transportation facilities and modal opportunities located within the study area, including roadway functional classifications, street cross-section, posted speeds, bicycle and pedestrian facilities, on-street parking, and transit facilities.
 - Existing lane configurations and traffic control devices at the study area intersections.
 - Existing traffic volumes and operational analysis of the study area roadways and intersections.
 - Roadway and intersection crash history analysis.

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- Intersection and stopping sight distance related to new and impacted driveways and intersections.
6. Background Conditions (without the proposed Land Use action)
 - Approved in-process developments and funded transportation improvements in the study area.
 - Traffic growth assumptions.
 - Addition of traffic from other planned developments.
 - Background traffic volumes and operational analysis.
 7. Full Buildout Traffic Conditions (with the proposed Land Use action)
 - Description of the proposed development plans.
 - Trip generation characteristics of proposed project (including trip reduction documentation).
 - Trip distribution assumptions.
 - Full build-out traffic volumes and intersection operational analysis.
 - Site circulation and parking.
 - Intersection and site-access driveway queuing analysis.
 - Recommended roadway and intersection mitigation measures (if necessary).
 8. Conclusions and recommendations
 9. Appendix- With dividers or tabs
 - Traffic count summary sheets.
 - Crash analysis summary sheets.
 - Existing, Background, and Full Build-out traffic operational analysis worksheets with detail to review capacity calculations.
 - Signal, left-turn, and right-turn lane warrant evaluation calculations.
 - Signal timing sheets depicting the timing and phasing used in analysis.
 - Other analysis summary sheets such as queuing.

To present the information required to analyze the transportation impacts of development, the following figures shall be included in the TIS:

1. Vicinity Map
2. Existing Lane Configurations and Traffic Control Devices
3. Existing Traffic Volumes and Levels of Service for each required time period
4. Future Year Background Traffic Volumes and Levels of Service for each required time period
5. Proposed Site Plan, including access points for abutting parcels and for those across the street from the proposed development

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6. Future Year Assumed Lane Configurations and Traffic Control Devices (if different from the Existing Conditions)
7. Estimated Trip Distribution/Assignment Pattern
8. Trip reductions (pass-by trips at site access(s))
9. Site-Generated Traffic Volumes for each required time period
10. Full Build-out Traffic Volumes and Levels of Service for each required time period

11-8 Standards and Procedures

To help ensure consistency in the preparation and review of each TIS and TAL, the City of Madras has established a set of guidelines and procedures. These standards and procedures include the following:

- Preparer qualifications
- TIS study area
- Analysis years and time periods
- Data collection guidelines
- Trip generation guidelines
- Trip distribution and assignment guidelines
- Minimum intersection operational standards
- Minimum access spacing standards
- Other analysis guidelines

11-8.1 Preparer Qualifications

Each TIS and TAL shall be prepared by or under the direct supervision of a Professional Traffic Engineer registered in Oregon or a Professional Engineer registered in Oregon qualified to perform traffic engineering as defined by OAR 820-040-0030. The engineer must have background and experience in the methods and concepts associated with transportation impact studies. Each TIS and TAL shall be sealed and signed by the Professional Engineer prior to acceptance by the City for a technical review.

11-8.2 TIS Study Area

Each TIS shall include a vicinity map that shows the site, the study area, and the surrounding transportation system. A brief description of the site location and study area shall be provided. The study area shall be based on engineering judgment and an understanding of existing and future Land Use and traffic conditions in the vicinity of the site. The following considerations shall form the basis of establishing the study area.

The following facilities shall be included in the study area for all TIS's:

- All site-access points and intersections (signalized and unsignalized) adjacent to the proposed site. In particular, if the proposed site fronts an arterial or collector street, the analysis shall address all intersections and driveways along the site frontage, including those serving parcels on the opposite side of the street(s).

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- Roads through and adjacent to site.
- Any intersection of two streets, each with a classification of collector or arterial, where site traffic will exceed 20 vehicles during a peak hour or, in the case of a rezone, if the trip differential resulting from the rezone will exceed 20 vehicles during a peak hour.

All intersections needed for signal progression analysis.

As indicated herein, the applicant is encouraged to propose a study area at the pre-application meeting or in response to the discussions between the applicant and the City's representatives.

In addition to these requirements, the City Engineer may determine any additional intersections or roadway links that may be adversely affected as a result of the proposed development. The applicant reduces his risk of having an adverse staff report if the applicant reaches agreement with the City Engineer prior to the start of the transportation impact analysis.

11-8.3 Analysis Years to be Analyzed in the TIS

To adequately assess the impacts of a proposed Land Use action, several study periods should be addressed in the transportation impact analysis. These study periods or horizon years consist of the following:

- Existing Year

Background – The conditions in the year in which the proposed Land Use action will be completed and occupied, but without the expected traffic from the proposed Land Use action. This analysis should include all in-process developments, or City approved developments that are expected to be fully built out in the proposed Land Use action horizon year. It should also account for all in-process/planned transportation system improvements.

Note: Depending on funding or project development issues, it may not be appropriate to assume that certain planned transportation system improvements will be in place on opening day. Applicants should contact the City Engineer to confirm appropriate assumptions.

Full Build-out – The background condition plus traffic from the proposed Land Use action assuming full build-out and occupancy.

Phased Years of Completion – If the project involves construction or occupancy in phases or for master plans, the applicant is expected to assess the expected roadway, intersection, and Land Use conditions resulting from major development phases. Phased years of analysis will be determined in coordination with City staff.

20-Year or TSP Horizon Year – For comprehensive plan amendments, zone changes, and conditional uses, the applicant shall assess the expected future roadway, intersection, and Land Use conditions resulting from deviations from approved comprehensive planning documents.

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A twenty-year or TSP Horizon Year analysis will not be required for the following development proposals:

For out-right permitted uses under the current zoning.

11-8.4 Analysis Periods to be Analyzed in the TIS

Within each analysis year, specific consideration should be directed to the time period(s) that experience the highest degree of network travel. These periods typically occur during the weekday morning (7:00AM to 9:00AM) and weekday evening (4:00 PM to 6:00 PM) peak commuting hours.

The TIS shall address the weekday AM and PM peak hours when the proposed Land Use action is expected to generate 25 trips or more during the peak time periods. If the applicant can demonstrate that the peak hour trip generation of the proposed Land Use action is fewer than 25 trips during one of the two peak study periods and the peak trip generation of the Land Use action corresponds to the roadway system peak, then only the worse of the two peak periods must be analyzed. This does not mean, however, that all aspects of the other peak period can be ignored. The applicant should consider, for example, the possibility that inbound and outbound trips at the site driveway have specific operational issues that may need to be addressed for both peak hours.

Depending upon the proposed Land Use action and the expected trip generating characteristics of that development, other time periods may be specified, either as a substitute for, or in addition to the weekday AM and PM peak hours. Examples of Land

Uses that have non-typical trip generating characteristics include schools, restaurants, movie theatres, nightclubs, and churches. Applicants should assume that the City will require additional analysis periods for certain uses as summarized below:

- Schools – End of the school day (early afternoon) peak hour
- Churches and worship facilities – Peak period prior to and after worship services.
- Restaurants – Mid-day weekday peak hour
- Shopping centers, home improvement centers, superstores, and retail facilities of more than 60,000 square feet – Saturday peak hour.

When the additional hours for analysis are specified, the applicant need not necessarily carry the analysis through all steps if the data and the engineer's analysis show that some time periods clearly represent the worst case. If, for example, the mid-day peak period traffic volumes at a restaurant are lower than the other peak periods, except at the site driveway, the mid-day peak need only be analyzed for the driveway location. The engineer preparing the TIS is advised to provide thorough documentation of the reasons for reducing the scope of the extra time periods. The applicant may choose to bring such issues to the attention of the City Engineer for discussion prior to submittal of the TIS.

The above list is not necessarily an all-inclusive list of uses for which additional analysis periods is required. The City Engineer and applicant should discuss the potential for additional study periods prior to the start of the transportation impact analysis.

11-8.5 Applications Involving Zone Changes

In the case of a Land Use proposal involving a zone change, the TIS must analyze a 20-year horizon period as required by the Oregon Transportation Planning Rule (TPR) and may require interim years in the case of a master plan that also requires a zone change. Applicants seeking a rezoning are advised that in addition to any requirements specified by the City, it is their obligation to address requirements in OAR 660-12-0060. The City's exemption from the requirement for 20-year analysis for certain rezoning actions as specified in these standards may not exempt the applicant from addressing TPR requirements.

For proposals involving rezoning, the applicant shall compare the traffic generated by his/her development proposal, a reasonable worst-case development under the proposed zoning and a reasonable worst-case development under current zoning.

11-8.6 Traffic Count Requirements

Once the TIS study area and analysis periods have been determined, turning movement counts shall be collected at all study area intersections to determine the base traffic conditions. These turning movement counts should typically be conducted during the weekday (Tuesday through Thursday) between 7:00 a.m. – 9:00 a.m. and 4:00 p.m. – 6:00 p.m. and for other periods depending upon the proposed and/or surrounding Land Uses. Historical turning movement counts may be used if the data is not more than 12 months old at the time the TIS is deemed complete for review.

Historical counts shall be factored accordingly to meet the existing traffic conditions. In high traffic locations where congestion is present or traffic peaks early or late, extended or altered count periods may be required.

11-8.7 Trip Generation for the Proposed Development

To determine the impacts of a proposed development on the surrounding transportation network, the trip generation characteristics of that development must be estimated. Trip generation characteristics should be obtained from one of the following acceptable sources:

- Institute of Transportation Engineers (ITE) Trip Generation (latest edition).
- Specific trip generation studies that have been conducted for the particular Land Use for the purposes of estimating peak hour trip generating characteristics, subject to approval by the City Engineer prior to their inclusion in the transportation impact analysis.

In addition to new site generated trips, several Land Uses typically generate additional trips that are not added to the adjacent traffic network. These trips include pass-by trips and internal trips and are considered to be separate from the total number of new trips generated by the proposed development. The procedures listed in the (ITE) *Trip Generation Handbook* should be used *where appropriate* (emphasis added) to account for pass-by trips and internal trips. The applicant's engineer shall not use any pass-by or

internal trip reductions with prior approval of the method or data sources by the City Engineer.

Special Attention Items

The *ITE Trip Generation Handbook* maintains limited data regarding pass-by, diverted-linked, and internal shared trip-making characteristics. Professional judgment needs to be used in applying this data. For example, it is not appropriate to apply PM peak hour pass-by percentages to AM or daily periods where AM and daily percentages do not exist. Also, ITE's internal shared trip characteristics are based on a limited number of studies from the early 1990's in Florida. These sites included a mix of commercial, residential, retail, and other uses. For developments that contain only one or two of these uses, a maximum shared trip reduction of five percent (5%) will be allowed without appropriate justification and supporting data from the applicant.

The *ITE Trip Generation Handbook* outlines specific guidelines for use of weighted average trip rates versus regression equations. These guidelines shall be followed unless the applicant provides valid justification for deviation.

11-8.8 Trip Distribution and Assignment

Estimated site generated traffic for the proposed development should be distributed and assigned to the existing or proposed arterial and collector street network. Trip distribution methods should be based on a reasonable assumption of local travel patterns and the locations of off-site origin/destination points within the site vicinity. Acceptable trip distribution methods should be based on one or more of the following procedures:

- An analysis of local traffic patterns and intersection turning movement counts can be used as long as the data has been gathered within the previous twelve months.
- A detailed market study specific to the proposed development and surrounding Land Uses may be used to determine the specific influence area. Site generated traffic within the identified influence area should be distributed based on principles and concepts associated with the gravity model theory. Note that if a market study is to be used as a basis for trip distribution, the entire market study must be made available to the City and it shall become part of the public record and, as such, any client confidentiality is lost.

Special Attention Items

In the case of retail developments, the applicant shall clearly distinguish between pass-by and non-pass-by trips to allow the reviewer to understand how the pass-by trips were accounted for and applied throughout the study area. The treatment of pass-by trips at the site entrance may be most easily addressed through separate figures depicting the total site trips and the individual pass-by and non-pass-by components.

11-8.9 Intersection Operational Standards

To assess the impacts of the proposed Land Use action on the transportation system, the TIS shall compare the existing, background, and full build-out intersection traffic volumes to the minimum intersection operational standards.

The City of Madras evaluates intersection operational performance based on the Level of Service (LOS) as defined in the *Highway Capacity Manual (HCM)* published by the Transportation Research Board.

LOS calculations for signalized intersections are based on the average control delay per vehicle, while LOS calculations for unsignalized intersections are based on the average control delay and volume-to-capacity (v/c) ratio for the worst or critical movement. All LOS definitions should be consistent with the most recent version of the *HCM*.

11-8.9.1 Intersection Level of Service Standards

The City of Madras requires all intersections within the study area to maintain an acceptable level of service (LOS) upon full build-out of the proposed Land Use action.

Madras' minimum acceptable Level of Service (LOS) is defined as follows for signalized intersections throughout the City:

- *LOS "D" or better for the intersection as a whole and no approach operating at worse than LOS "E" and a v/c ratio not higher than 1.0 for the sum of critical movements.*

Madras' minimum acceptable LOS is defined as follows for unsignalized intersections throughout the City:

- *LOS "E" or better for the poorest operating approach and with no movement serving more than 20 peak hour vehicles operating at worse than LOS "E." In other words, LOS "F" will be tolerated for minor movements during a peak hour.*

11-8.9.2 Intersection Design Features and Queuing Calculations

The TIS shall contain sufficient data and information derived from the traffic impact analysis to provide the roadway/intersection designer and City staff with information on which to assess intersection design features such as the length of storage required for lanes on each approach.

Queue lengths shall be calculated for each lane of all approaches to signalized intersections for the 95th percentile queue. Queue lengths shall also be calculated for unsignalized locations, such as site driveways, where standing queues can interfere with other movements, especially if such interference can contribute to safety problems. Appropriate analysis methods should be used that account for the actual arrivals of vehicles at an intersection.

Special Attention Items

The applicant's engineer shall use professional judgment in selecting the appropriate analysis tools and methods for evaluation of intersection operations. The HCM, for example, states "The [HCM] methodology does not take into account the potential impact of downstream congestion on intersection operation. Nor does the methodology detect and adjust for the impacts of turn-pocket overflows on through traffic and intersection operation." If these conditions are present or can reasonably be expected to exist as a result of the proposed development, the applicant's engineer shall supplement his/her initial analysis with other analysis tools and methods that account for such conditions.

The applicant's engineer also must use reasonable signal timing and consider corridor timing plans where appropriate.

When calculating queues, Poisson distribution may be used for locations subject to random arrivals. Other analysis methods shall be used where signal systems cause different arrival patterns and when congestion causes accumulation from one cycle to the next. Queue lengths shall be based on average vehicle length of twenty-five feet (25'), or longer where appropriate.

11-8.10 Access Spacing Standards

Access locations on roadway sections must be located to ensure safe and efficient travel along a transportation facility to limit potential conflicting turning movements, weaving maneuvers over short distances, and congestion along facilities. Access management standards vary depending upon the functional classification and purpose on a given roadway. Roadways in the upper echelon of the functional classification system (i.e. arterials) tend to have stringent spacing standards, while facilities ranked lower in the functional classification system allow more closely spaced accesses.

The applicant shall use the *Proposed Access Management Strategy* as outlined in the *Madras Urban Area Transportation Systems Plan* and discuss whether the following standards are met through their proposed development:

- Minimum City street intersection spacing (the distance between adjacent intersections),
- Minimum private access spacing (the distance between adjacent driveways and between driveways and street intersections),
- Minimum traffic signal spacing (the distance between adjacent signalized intersections),
- Minimum private access driveway widths (the measurement of the individual driveway surface)

Exception Process:

In cases where physical constraints or unique site characteristics limit the ability for the above access spacing standards to be met, the City decision maker may grant an access

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spacing exception. Typically, access exceptions are available only for a parcel whose roadway frontage, topography, or location would otherwise preclude issuance of a conforming permit and the parcel would either have no reasonable access or cannot otherwise obtain reasonable alternate access to the public road system. However, if the limitation or condition is one that the applicant or owner has contributed to by any previous subdivision of property, sale, building activity, or site development, the limitation or condition shall not constitute a basis for an access exception. Note also that the City may choose to prohibit some movements (e.g. left turns) at the site access location, especially if such access is in a location where an access exception is needed.

When an exception is required, the transportation impact analysis must show that the new access will not adversely impact the existing transportation system. A high burden is placed on the applicant and his/her engineer to prove that the system will not be adversely impacted and that public safety will not be compromised.

11-8.11 Sight Distance

For all new proposed site driveways and public street intersections, an evaluation of stopping sight distance (SSD) and intersection sight distance (ISD) shall be conducted consistent with procedures outlined in the current version of the *AASHTO Policy on Geometric Design of Highways and Streets*. At the discretion of the City Engineer, the applicant may be exempted from a need to assess sight distance.

The City standard for new driveways and intersections requires that ISD meet the minimum distance specified in AASHTO. The applicant may apply for a design exception allowing a driveway or intersection that meets SSD rather than ISD. A high burden is placed on the applicant and his/her engineer to prove that the system will not be adversely impacted and that public safety will not be compromised. The City Engineer may grant a design exception if the following conditions are met: 1) the intersection or driveway is proposed to intersect with a local or neighborhood collector street (not a major collector or arterial street); and 2) the approach is forecast to serve fewer than forty (40) vehicles per day; and 3) the intersection will not adversely impact the existing transportation system. The City Engineer may also grant a design exception if the intersection is forecast to serve less than 100 vehicles per day for a period of not more than twenty-four (24) months. Should the City Engineer choose to grant a design exception, he/she may place additional conditions on the applicant, such as, but not limited to placement of warning signs or the use of flaggers for manual traffic control as prescribed by the *Manual on Uniform Traffic Control Devices*.

Special Attention Items

Under AASHTO procedures, intersection sight distance are evaluated based on the roadway design speed – not the roadway posted speed. Where design speed is not known, it shall be estimated using procedures outlined in the *AASHTO Policy on Geometric Design of Highways and Streets*. This generally results in a design speed anywhere from 5 to 10 mph above prevailing posted speed.

11-8.12 Crash History

Within the study area for each TIS, a crash history evaluation shall be conducted for the most recent three-year period. The intent of the evaluation is to identify any apparent

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trends in the data that reflect a safety issue that may be exacerbated by the proposed development and to identify mitigation to resolve the issue(s). At a minimum, the analysis shall summarize the number of crashes per year by type and severity. Intersection crash rates shall be calculated and evaluated. The engineer shall assess the overall results of the safety analysis.

11-8.13 Safe Routes to School

For proposed residential developments, the TIS shall include a brief discussion of routes to the nearest schools. The applicant shall identify the primary walking/biking route between the proposed development and the nearest elementary, middle and high school. Specifically, the applicant shall describe the general bicycle and pedestrian environment between the proposed development and each school, including the presence and condition of pedestrian and bicycle facilities and the roadway environment (speed, lanes, etc.) along the routes. This section requires applicants to address the special need to link residential areas to area schools.

11-8.14 Warrants (Turn Lane, Traffic Control)

The following section provides guidance on evaluating turn lane and traffic signal warrants.

11-8.14.1 Traffic Control Warrants

An evaluation of traffic signal warrants shall be conducted for all unsignalized study area intersections where any approach is shown to operate at LOS E or worse under existing, background, or total traffic conditions. Signal warrant analysis shall be conducted in accordance with the current version of the *Manual on Uniform Traffic Control Devices for Streets and Highways*.

Warrants to evaluate conversions between yield control, two-way STOP control, and multi-way-STOP control shall, as deemed necessary by the applicant's traffic engineer, comply with the *Manual on Uniform Traffic Control Devices*.

Special Attention Items

The reduction of minor street right turns is an important factor in evaluating traffic signal warrants and care must be taken to ensure the practice is not overlooked or improperly applied as it can affect warrant determinations. Both the *Manual on Uniform Traffic Control Devices* and the *National Cooperative Highway Research Program (NCHRP) Report 457- Evaluating Intersection Improvements: An Engineering Study Guide, 2001* offer detailed discussions of the proper methods to address right turn reductions.

For state highways, ODOT's Transportation Planning Analysis Unit maintains specific guidelines regarding right turn reductions that shall be applied to highway intersections. Other methods such as delay-based reduction methods may be considered if reasonably explained and justified by the applicant.

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The construction of a lane to accommodate right turns shall be considered as a mitigation measure before or in addition to the analysis of traffic signal warrants for the installation of a traffic signal.

Note that Warrant 3, Peak Hour according to the *Manual on Uniform Traffic Control Devices* “shall be applied only in unusual cases.” The burden of proof is on the applicant that the case is truly unusual. The applicant must evaluate the conditions using other warrants before attempting to justify the use of the Peak Hour warrant.

11-8.14.2 Turn Lane Warrants

The provision of dedicated left- and right-turn lanes on the major approach to an unsignalized intersection can significantly improve operations and safety at an intersection. The provision of a second lane on minor street approaches at unsignalized intersections can significantly reduce side street delay for right-turning motorists.

The applicant’s engineer shall exercise professional judgment in evaluating the need for, and benefits of, providing dedicated left-turn and right-turn lanes. Documentation of the engineer’s analysis of turn lanes shall be provided in the TIS.

The following is a non-exclusive list of conditions where an evaluation of turn lanes is appropriate:

- When no lane is currently provided for left turns and when left turn movements from the major street are predicted to increase because of the proposed development. This is especially appropriate when a turn lane is included as part of the standard cross-section for a street of this classification in the Transportation System Plan.
- When an intersection has a crash rate above 1.0 crashes per million entering vehicles and includes crash types subject to improvement from a turn lane.
- When the speed and volume of through traffic and increases predicted in right turn volumes raise concerns in the engineer’s professional judgment about safety or about impeding through traffic.
- When only a single lane is provided for minor street approaches and the approach LOS is calculated to be “E” or worse.

The following are some of the references that should be considered by the applicant’s engineer:

- **State Highways** – The Oregon Department of Transportation (ODOT) maintains criteria that shall be used for evaluating development of left- and right-turn lanes along state highways at Unsignalized Grade Intersections.
- **Local Streets**- Much of the published information regarding warrant criteria are centered on highway facilities and practitioners have therefore applied these criteria to local streets. The applicant shall refer to pages 686-89 of the 2001 *AASHTO Policy on Geometric Design of Highways and Streets* when evaluating

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turn lane warrants. Specifically, the applicant shall draw from other sources [see sources 2, 11, 12, and 13] cited by AASHTO. This criterion shall be updated coinciding with future revisions to the AASHTO Policy. An additional resource not cited by AASHTO is the *National Cooperative Highway Research Program (NCHRP) Report 457- Evaluating Intersection Improvements: An Engineering Study Guide, 2001*.

11-9 Common Errors and Omissions

The following are some common errors and omissions. Special care should be taken to address these items that are part of the TIS requirements identified herein.

- Failure to include a crash analysis.
- Failure to conduct a warrant analysis or incorrect methods, particularly a failure to account for right turns from minor streets.
- Failure to address access spacing.
- Lack of discussion of observed traffic flow.
- Failure to address intersection and/or stopping sight distance.
- Failure to discuss bicycle, pedestrian and transit facilities.
- Failure to present justification for some assumptions.
- Failure to account for downstream congestion, turn-pocket overflow, or signal timing of adjacent traffic signals (particularly with regard to the selection of software analysis tools)
- Use of unrealistic signal timing
- Use of inappropriate tools and assumptions for calculation of queues.

11-10 TIS CHECKLIST

All TISs submitted to the City of Madras must include the City's *Transportation Impact Study Checklist*. This checklist, presented on the following page, is designed to help the applicant address the City's requirements and to help the City staff determine whether it is complete as specified herein.

The completed and signed checklist shall be incorporated into the bound TIS following the inside cover page and preceding the Table of Contents.

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TRANSPORTATION IMPACT STUDY CHECKLIST

Project Name: _____

City Reference Code: _____

Provided? Page No.

Yes No _____ Study Required Comment: _____ Date: _____

Yes No _____ **BACKGROUND INFORMATION**
Oregon PE Stamp and Signature

Yes No _____ **INTRODUCTION AND SUMMARY**

Yes No _____ **EXISTING CONDITIONS**
Roadway Network - summary of roadway classifications, lanes, speeds, transit service and facilities, alternative mode service and facilities (e.g., sidewalks, bike lanes, crosswalks) and description of study area

Yes No _____ Analysis Periods Correct (AM, Mid-day, PM
Afternoon _____, Saturday _____, Other _____)

Yes No _____ Existing Traffic Operations (Existing LOS, traffic volumes (new counts , speeds , crash data)

Yes No _____ **IMPACTS**
Trip Generation - Daily, peak hour trips generated by site development

Yes No _____ Level of Service Analysis -projected LOS with site build out, existing, and background traffic growth

Yes No _____ Future year 20-year analysis required for zone change or conditional use

Yes No _____ Signal Warrant Analysis

Yes No _____ Turn Lane Warrant Analysis

Yes No _____ Access Spacing Standards

Yes No _____ Analysis of intersection and stopping sight distance at frontage road access point(s)

Yes No _____ Identify safe route to school or school bus stop (Contact with school district)

Yes No _____ Analysis of safe pedestrian/bicycle access to nearest transit stop (if within 1/2 mile of project site)

Yes No _____ Identify accessibility to public transit

Yes No _____ Account for planned roadway improvements at future build year and 20-year horizon

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MITIGATION

- Yes No _____ Identify need for right/left turn lanes, storage capacity and length
- Yes No _____ Identify possible corrections of any LOS deficiencies
- Yes No _____ Identify any access deficiencies (including transit/pedestrian/bicycle connections)
- Yes No _____ Identify any TDM measures

FIGURES

- Yes No _____ Vicinity Map
- Yes No _____ Site Plan
- Yes No _____ Existing peak hour turn movement volumes (counts conducted within previous 12 months)
- Yes No _____ Trip Distribution (%) including Added Project Peak Hour Traffic Volumes (see sample)
- Yes No _____ Approved Projects Peak Hour Traffic Volumes (see sample)
- Yes No _____ Programmed transportation improvements and transportation mitigation outlined in study

TABLES

- Yes No _____ Intersection Performance Existing Conditions
- Yes No _____ Project Trip Generation
- Yes No _____ Intersection Level of Service

OTHER

- Yes No _____ Technical appendix - sufficient material to convey complete understanding of traffic issues (e.g. HCM or similar analyses, trip generation calculations, signal warrant analyses, turn lane warrant analyses, queuing calculations, signal timing sheets, traffic counts, etc.)

Completed By: _____

[SEAL]

Date: _____

SECTION 12 APPENDIX A & B

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City of Madras, Oregon

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**CITY OF MADRAS
RIGHT-OF-WAY CONSTRUCTION & USE PERMIT**

Date: _____
Name: _____ Phone: _____
Address: _____

Signature: _____

Hereby request approval for use of City of Madras right-of-way for the purpose described below:

Name or description of City road or right-of-way: _____

Description of use (attach sketch) _____

Approximate Starting Date: _____

Approximate Completion Date: _____

NOTE: NO WORK SHALL COMMENCE UNTIL APPLICANT HAS RECEIVED A VALID SIGNED PERMIT. (Notify Public Works Director before commencing work).

This approval is requested pursuant to City Ordinance No. 477. Neither party to this permit is relieved of the responsibility or liability for injury or damage by its intentional conduct. Applicant will hold harmless and will indemnify the City, its agents, officers, and employees against any and all claims, demands, loss, injury, damage actions, or costs of actions whatsoever which they or any of them may sustain by reason of the acts, omissions or other negligence of applicant, its agents, or employees in connection with the construction, maintenance, repair, operations, or use of said facility.

Specifications for, and placement of, all facilities shall be to City standards and shall conform to any specifications attached to, and made a part of this permit.

Comments: _____

Approved: _____ Date: _____

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SEWER CONNECTION PERMIT

Date: _____ Account #: _____

Permit Fee: \$ 75.00 Receipt #: _____ Number of EDU's: 1.0

Single Family Residence () Duplex () Triplex () Apartment Bldg. () Commercial ()

Applicant: _____ Phone #: _____

Address: _____

Owner's Name : _____ Phone # _____

Address: _____

Map #: _____ Tax Lot #: _____

Service Location: _____

Contractor : _____ License #: _____ Exp: _____

Address: _____

Approval is hereby granted to make connection to the City sewer system in conformance with City standards.

APPROVED BY: _____ **Date:** _____
Sewer Dept. Supervisor or Designee

Connection has been completed in conformance with City of Madras regulations.

APPROVED BY: _____ **Date:** _____
Sewer Dept. Supervisor or Designee

CONNECTION TO CITY SEWER MUST BE SUPERVISED AND INSPECTED BY CITY PERSONNEL. FOR AN INSPECTION, PLEASE CALL 475-3707.

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Plans Submitted

**SIDEWALK, CURB, HANDICAP ACCESS, DRIVEWAY ACCESS
CONSTRUCTION PERMIT
[EXPIRES ONE (1) YEAR FROM DATE OF ISSUE]**

DATE: _____

All sidewalks/driveways are to be installed in compliance with the attached sketches and detailed drawings:

OWNER'S NAME & ADDRESS:

PHONE: _____

CONTRACTOR'S NAME & ADDRESS:

PHONE: _____

CCB #: _____

MAP #: _____

Tax Lot #: _____

SIDEWALK LOCATION: _____

TYPE of IMPROVEMENTS: _____

VALUE of IMPROVEMENTS: _____

- Non-Remonstrance Agreement Granted for Sidewalks Only
- Pre-Inspection Form
- Other
- Approved

PLANS REVIEWED BY: _____ DATE: _____

YOU MUST CALL (541) 475-3707 FOR AN INSPECTION AFTER SETTING FORMS AND PRIOR TO POURING. AN INSPECTION WILL BE REQUIRED UPON COMPLETION OF THE WORK. THE CITY SIDEWALK INSPECTOR WILL NEED A MINIMUM OF 24 HOURS NOTICE. SIDEWALKS COMPLETED PRIOR TO INSPECTION AND ARE NOT IN COMPLIANCE WITH CITY STANDARDS MAY BE REQUIRED TO BE REMOVED AND RECONSTRUCTED.

APPROVED BY: _____ DATE: _____

COUNCIL
MEETS SECOND & FOURTH TUESDAY EACH MONTH
The City of Madras is an Equal Opportunity Provider



WATER SERVICE PERMIT

DATE _____

PERMIT FEE \$75.00 R# _____ ACCOUNT# _____

3/4 INCH SERVICE () 1 INCH SERVICE () 1 1/2 INCH SERVICE () 2 INCH SERVICE ()

APPLICANT: _____ PHONE: _____

OWNERS NAME: _____ PHONE: _____

OWNERS ADDRESS: _____

MAP #: _____ TAX LOT: _____

SERVICE LOCATION/ADDRESS: _____

CONTRACTOR: _____ LICENSE#: _____

APPROVAL IS HEREBY GRANTED TO MAKE CONNECTION TO THE CITY WATER SYSTEM IN CONFORMANCE WITH CITY STANDARDS.

APPROVED
BY: _____ Date _____
Water Department Supervisor

CONNECTION COMPLETED IN CONFORMANCE WITH CITY OF MADRAS REGULATIONS AND STANDARDS

APPROVED
BY: _____ Date _____
Water Department Supervisor

CONNECTION TO CITY WATER MUST BE SUPERVISED AND INSPECTED BY CITY PERSONNEL. FOR AN INSPECTION, PLEASE CALL 475-3707.

Fact Sheet

Applying for the 1200-C Construction Stormwater Permit



State of Oregon
Department of
Environmental
Quality

Water Quality Division

811 SW 6th Avenue
Portland, OR 97204
Phone: (503) 229-5696
(800) 452-4011
Fax: (503) 229-5850
Contact: Erich Brandstetter
www.deq.state.or.us

Background

In November 2010, the Water Quality Administrator for DEQ signed the revised National Pollutant Discharge Elimination System Stormwater Construction General Permit No. 1200-C to be effective starting December 1, 2010. The permit regulates stormwater runoff to surface waters from construction activities that disturb one or more acres in Oregon.

What you need to know

The Oregon Department of Environmental Quality (DEQ) has made significant changes to the permit. Construction sites disturbing less than five acres within specific local government agencies jurisdictions will be managed through local codes and automatically be covered under the NPDES 1200-CN Permit. Construction sites disturbing less than one acre and part of a larger common development plan or sale will need to be covered under either the NPDES 1200-C Permit or the NPDES 1200-CN. Examples of a large common development or sale include a subdivision or possibly a business park where the larger development started after November 30, 2010.

Permit applications

1. Obtain the application and check to see where to send it.

You can obtain permit application forms on DEQ's Web site at:

<http://www.deq.state.or.us/wq/stormwater/constappl.htm>

If you have questions about the application or do not have access to the Internet, please contact the regional DEQ stormwater representative, Agent or Local Government Agency, who can provide assistance on the preparation and submittal of the application.

DEQ Agents:

City of Eugene, City of Hermiston, City of Troutdale, Clean Water Services (serving Washington County), Clackamas County Service District #1 and Rogue Valley Sewer Services.

DEQ Regional Offices for Stormwater:

Eugene, Pendleton, Bend and Portland

1200-CN Local Government Agencies:

City of Albany, City of Corvallis, City of Eugene, City of Milwaukie, City of Springfield, City of West Linn, City of Wilsonville, City of Gresham, City of Troutdale, City of Wood Village, Multnomah County, Clackamas County Service District #1 and Surface Water Management Agency of Clackamas County, Clean Water Services and Rogue Valley Sewer Services.

2. What you submit with your application

You need to submit a completed application form, an approved Land Use Compatibility Statement with Findings, if applicable, two full sized Erosion and Sediment Control Plan (ESCP) hard copies and one electronic (PDF) ESCP. These forms and related guidance documents, including the application and ESCP guidance document are available on DEQ's Web site at: <http://www.deq.state.or.us/wq/stormwater/constappl.htm> or can be obtained at a DEQ regional office or through a DEQ Agent.

3. Permit fees

You must submit the appropriate permit fees to DEQ or its Agent at the time you apply for new permit coverage.

If you are applying for a new permit, the fee is \$1,586. Please check <http://www.deq.state.or.us/wq/wqpermit/stminfo.htm> for the appropriate fee. The permittee will also be billed an annual fee of \$804 for every year the permit coverage is in effect after the first year.

If you are submitting your application to a DEQ agent, please contact the Agent for information on the fees.

4. Processing your application

Once you submit the application materials, DEQ or its Agent will review the forms to make sure the application is complete as well as technically and administratively adequate. DEQ or its agent

Last Updated: 07/01/11
By: C. Clipper
08-WQ-007

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will return any incomplete application with a list of missing information.

Please note: An incomplete application (incomplete forms, applications submitted without fees, etc.) will be returned to you and will slow the processing of your permit coverage.

5. Public review for construction sites disturbing five acres or more.

- Projects that have the potential to disturb five acres or more of land will be subject to public review. Applications and Erosion and Sediment Control Plans for these projects will be subject to a 14-calendar day public review and comment period.
- For five-acres-or-more of disturbance projects, a notice will be posted on DEQ's Web site <http://www.deq.state.or.us/wq/stormwater/swppubnotice1200c.asp> for public notice. The public will have 14-calendar days to review the application materials and submit comments to DEQ about the application and ESCP. The application materials may also be reviewed at the regional DEQ office.
- After the public comment period, DEQ will review the comments and determine if the Erosion and Sediment Control Plan is adequate. DEQ may request you to change the plan based on public comment.
- After approving the Erosion and Sediment Control Plan, DEQ or its agent will assign the applicant coverage under the 1200-C permit, and will notify all commenters.

6. TMDL - or 303(d) - listed streams

If there is a potential for discharge of stormwater to a portion of a waterbody that is listed for turbidity or sedimentation or that has an established Total Maximum Daily Load (TMDL) for sedimentation or turbidity (available at <http://www.deq.state.or.us/wq/tmdls/basinmap.htm>) from the construction site, then one or more of the BMPs listed below must be implemented. Identify the selected BMP(s) in the ESCP as one that address this condition of the permit, and provide the rationale for choosing the selected BMP(s). (Schedule A.11.) The 303(d) list can be found at: <http://www.deq.state.or.us/wq/assessment/rpt0406/search.asp>.

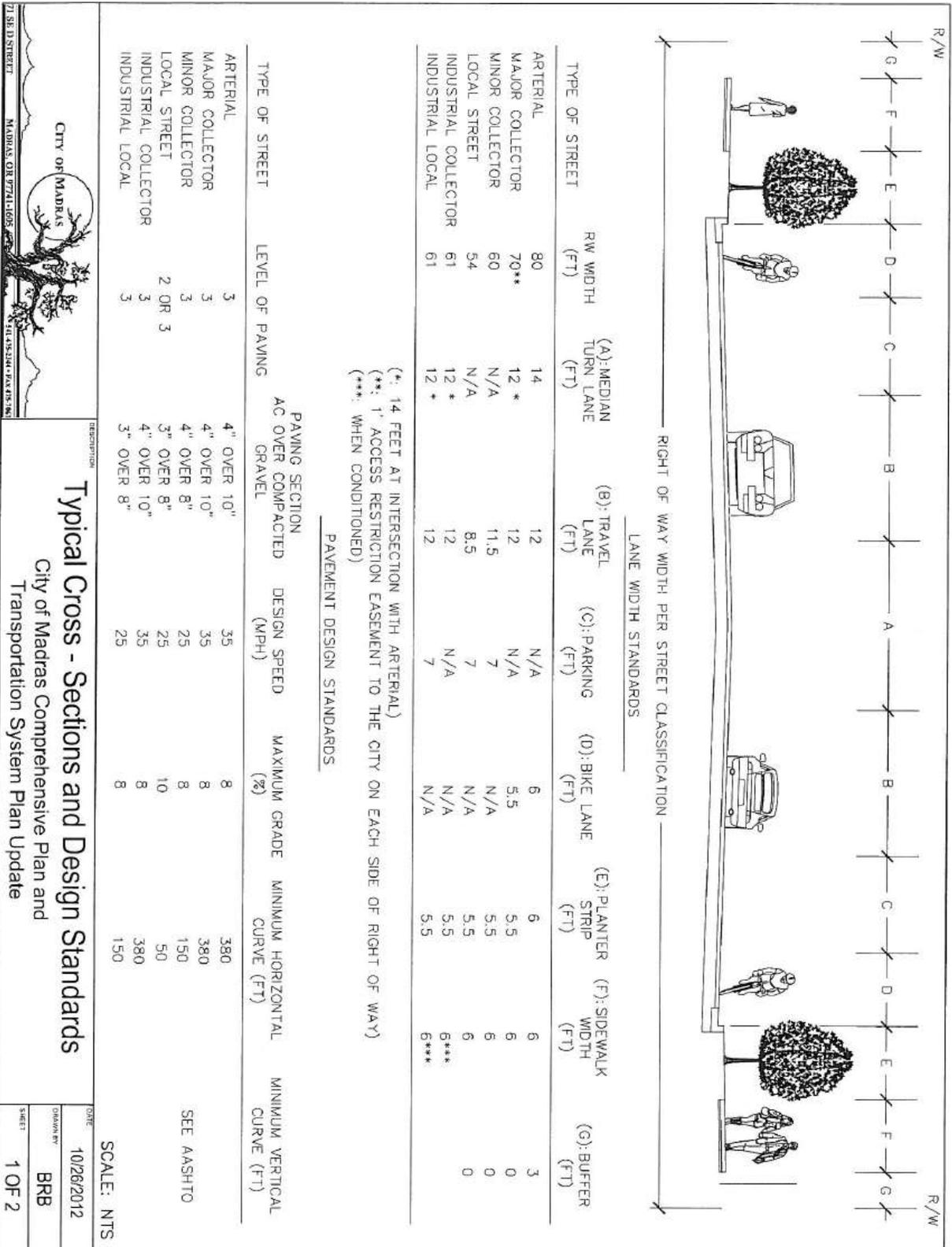
- a. Compost berms, compost blankets, or compost socks:

- b. Erosion control mats;
- c. Tackifiers used in combination with perimeter sediment control BMPs;
- d. Established vegetated buffers sized at 50 feet (horizontally) plus 25 feet (horizontally) per 5 degrees of slope;
- e. Water treatment by electro-coagulation, flocculation, or filtration; and/or
- f. Other substantially equivalent sediment or turbidity BMP approved by DEQ or Agent.

For more assistance, please contact the DEQ Regional Stormwater representative in your area.

DEQ regional (stormwater) offices:

Bend: (541) 388-6146
Eugene: (541) 686-7838
Pendleton: (541) 276-4063
Portland: (503) 229-5263

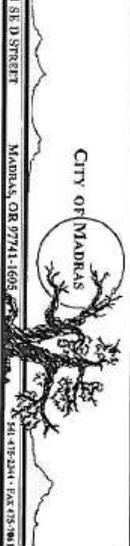


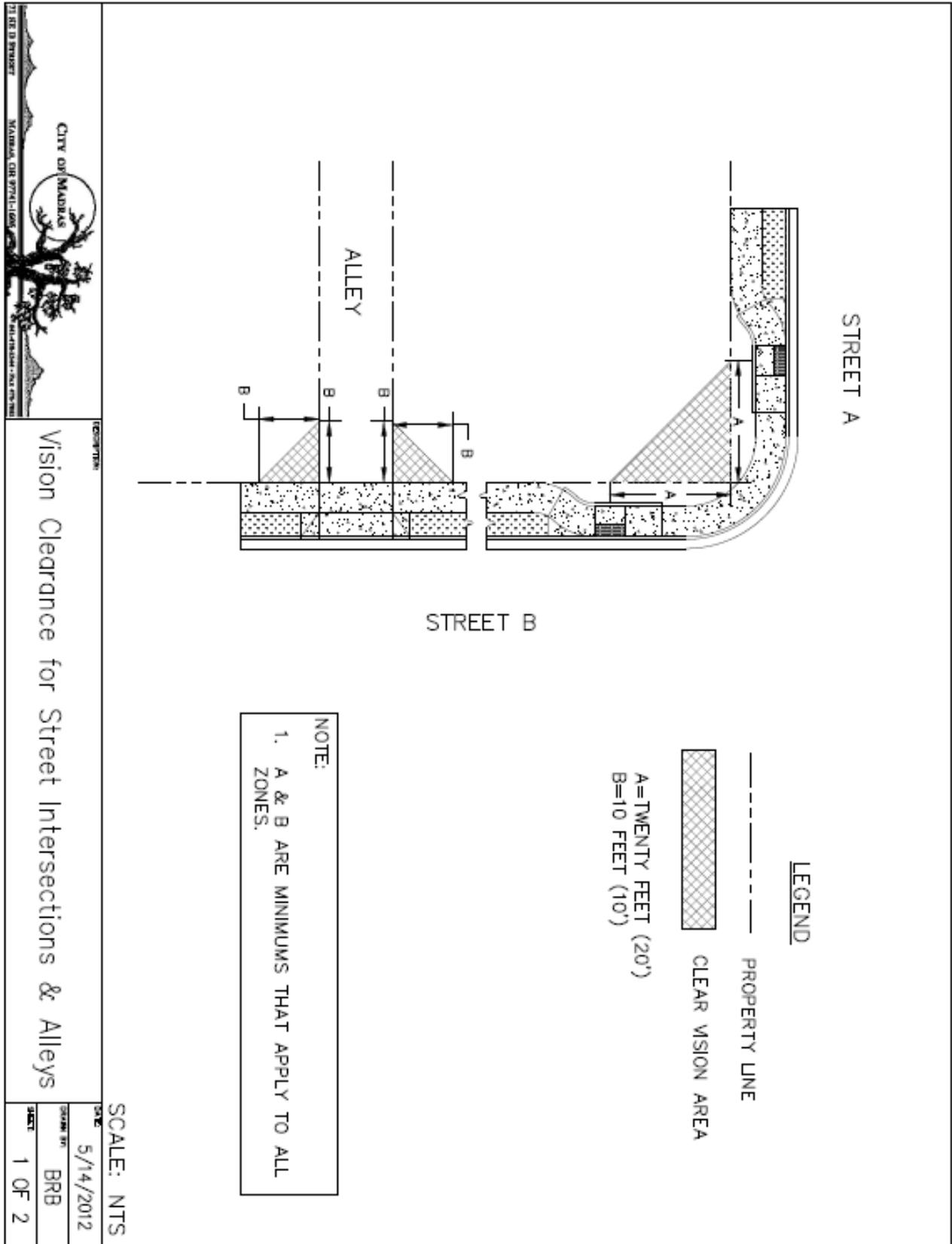
PAVEMENT DESIGN NOTES

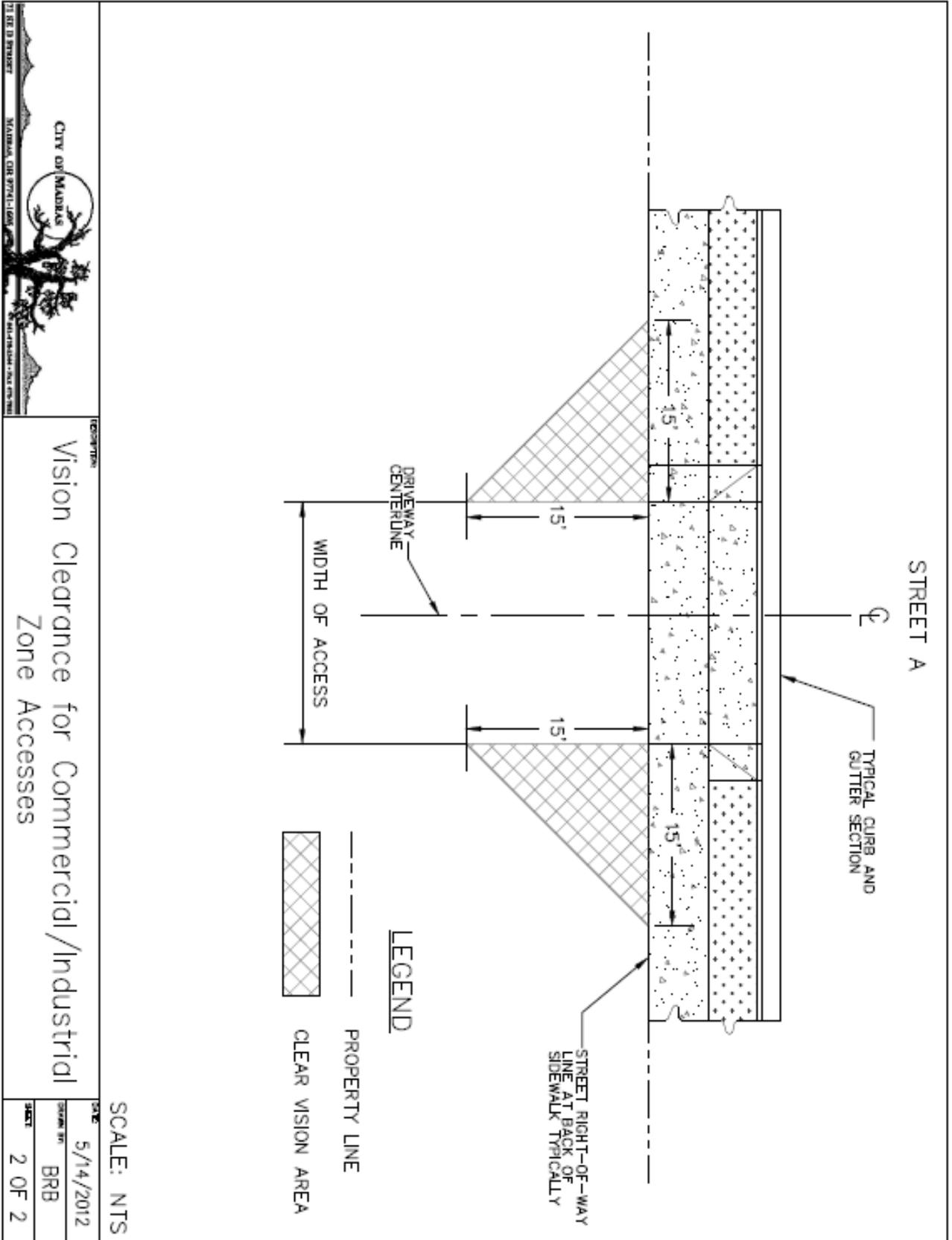
NOTES:

1. AC PAVING THICKNESS OVER 3" REQUIRES MULTIPLE LIFTS (I.E. 4" THICKNESS REQUIRES TWO 2" LIFTS)
2. HORIZONTAL CURVES WILL BE MEASURED FROM CENTERLINE UNLESS SEPARATED BY A MEDIAN OR TURN LANE IN WHICH CASE THE MEASUREMENT WILL BE MADE AT THE CENTERLINE OF THE INTERIOR LANE.
3. PAVEMENT DESIGN AND GEOMETRY SHALL BE AT THE INPUT VALUES AS APPROVED BY THE PUBLIC WORKS DEPARTMENT BASED ON THE PRIMARY VEHICLE USE AND LOAD RATINGS.
4. THE PAVING RADIUS OF A CUL-DE-SAC SHALL BE 50 FEET CENTERED IN A RIGHT OF WAY RADIUS OF 57 FEET.
5. THE MINIMUM GRADE FOR ANY STREET SHALL BE 50 FEET CENTERED IN A RIGHT OF WAY RADIUS OF 57 FEET.
6. AT LEAST TWO STREET NAME SIGNS SHALL BE PROVIDED AT OPPOSING CORNERS OF ALL INTERSECTIONS.
7. SIDEWALKS WILL BE PROVIDED ON BOTH SIDES OF A STREET UNLESS ALTERNATIVE PEDESTRIAN ROUTES OR A 3/4 IMPROVEMENT IS APPROVED. SIDEWALKS WILL BE A MINIMUM OF SIX FEET IN WIDTH FOR RESIDENTIAL STREETS AND EIGHT FEET FOR COMMERCIAL AREAS.
8. ODOT HIGHWAYS AND INDUSTRIAL ROADWAYS PAVING SECTIONS REQUIRE INDIVIDUAL ENGINEERING ANALYSIS.
9. BASE MATERIAL FOR ALL PAVED SECTIONS WILL MEET DENSE GRADED SPECIFICATIONS OUTLINED IN SECTION 00641 OF THE OREGON STANDARD SPECIFICATIONS FOR CONSTRUCTION.
10. PAVING TO BE 1/2" DENSE GRADED WITH PG 64-28 OIL WITH THE LEVEL SPECIFIED IN THE ABOVE TABLE.
11. THE PUBLIC WORKS DIRECTOR, AT HIS/HER SOLE DISCRETION, MAY ALLOW IN SPECIAL CIRCUMSTANCES A LOCAL STREET WIDTH REDUCTION TO 28 FEET WHEN A LOCAL STREET IS DESIGNED TO NOT EXTEND MORE THAN 600 FEET. WHEN A LOCAL STREET IS DESIGNED TO EXTEND MORE THAN 1,320 FEET, THE STREET SHALL BE DESIGNED AND CONSTRUCTED TO THE NEXT HIGHER CLASSIFICATION - MINOR COLLECTOR.
12. THE PUBLIC WORKS DIRECTOR MAY RECOMMEND THAT THE PLANNING COMMISSION ALLOW HIGHER GRADE.
14. GUTTERS ARE NOT REQUIRED WHEN RETROFITTING AN EXISTING ROW ELEMENT LESS THAN A FULL STREET SEGMENT IN LENGTH.
15. INDUSTRIAL COLLECTOR CRITERIA ARE MINIMUMS. A REQUIRED PAVEMENT DESIGN WILL PROVIDE SPECIFIC CRITERIA BASED ON USE AND LOADING.
16. STANDARD INDUSTRIAL LOCAL STREET PAVING SECTION WILL BE 3" OVER 8".

SCALE: NTS

 <p>CITY OF MADRAS MADRAS, OR 97741-6008 PH: (503) 241-1242 FAX: (503) 241-1243</p>	<p>DESCRIPTION</p> <p>Pavement Design Notes</p> <p>City of Madras Public Works Standards</p>	<p>DATE</p> <p>10/26/2012</p> <p>DRAWN BY</p> <p>BRB</p> <p>SHEET</p> <p>2 OF 2</p>
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Public Improvement Design & Construction Standards

Ø1'-4"

Specifications

POST DESCRIPTION
The lighting post shall be all aluminum construction consisting of a pole top adapter plate, patented Sitelink SL5 shaft and a decorative fluted cast aluminum base.

MATERIALS
The base shall be heavy wall, cast aluminum produced from certified ASTM 356.1 Ingot per ASTM B-179-95a or ASTM B26-95. The shaft shall be extruded from aluminum, ASTM 6061 alloy. All hardware shall be tamper resistant stainless steel. Anchor bolts to be completely hot dip galvanized.

DIMENSIONS
The post shall be 14'-0" in height with a Ø16" base. A hand hole shall be provided for access.

INSTALLATION
The post shall be provided with four, hot dip galvanized L-type anchor bolts to be installed on a 12" diameter bolt circle. A door shall be provided in the base for anchorage and wiring access. A grounding screw shall be provided inside the base opposite the door.

FINISH
The pole shall the standard Holophane black finish.

LUMINAIRE

- Utility Washington LED
- 80W 400mA Driver, 5k CCT
- Auto-Sensing 120-277V
- Asymmetric Type III, Spike Finial
- NEMA Twistlock Photocontrol Receptacle
- 20' Prewired Leads
- DTL Twistlock Photocontrol For Solid-State Lighting

For complete specifications see LUM_WAUE.

Anchorage Detail

DO NOT USE TO SET ANCHOR BOLTS
CONTACT CUSTOMER SERVICE FOR TEMPLATE

Catalog #'s:
WAUE805KASB3B4HL20PCS - CHA14L5J16P07LABBK

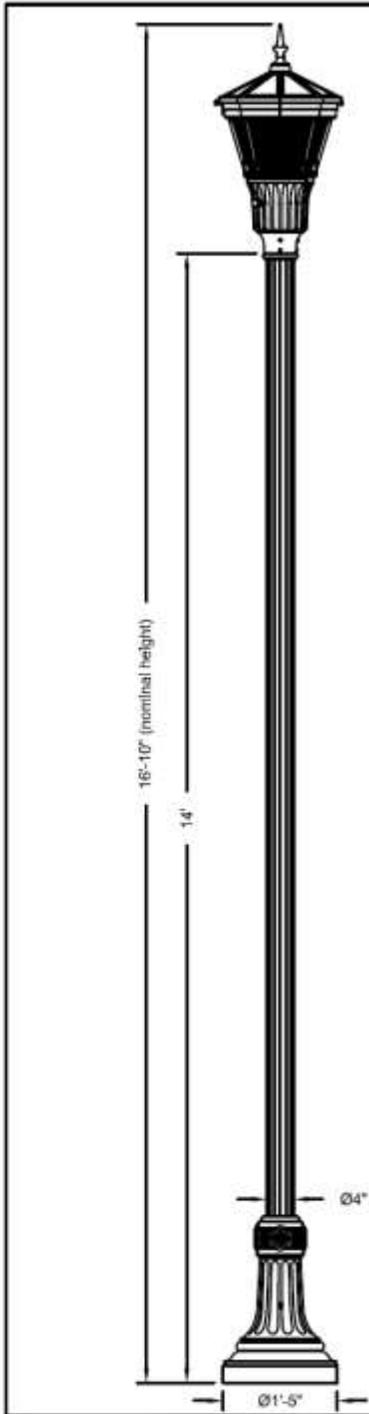
Customer Signature _____ **Date** _____



City of Madras
Oregon

ORDER #: 2170-12-10218	TYPE: 1	DRAWING #:
REVISION:	REVISION DATE:	TSG 007330
DRAWN: KRW	ORIGIN DATE: 11/28/12	PAGE: 1 of 1

THIS DRAWING, WHEN APPROVED, SHALL BECOME THE COMPLETE SPECIFICATION FOR THE MATERIAL TO BE FURNISHED BY HOLOPHANE ON THE ORDER NOTED ABOVE. A UNIT OF SIMILAR DESIGN MAY BE SUPPLIED, BUT ONLY AFTER APPROVAL BY THE CUSTOMER IN WRITING. ON POLE ORDERS AN ANCHOR BOLT TEMPLATE PRINT WILL BE SUPPLIED WITH EACH ANCHOR BOLT ORDER TO MATCH THE POLE PROVIDED. THIS PRINT IS THE PROPERTY OF HOLOPHANE AND IS LOANED SUBJECT TO RETURN UPON DEMAND AND UPON EXPRESS CONDITION THAT IT WILL NOT BE USED DIRECTLY OR INDIRECTLY IN ANY WAY DETRIMENTAL TO OUR INTERESTS, AND ONLY IN CONNECTION WITH MATERIAL FURNISHED BY HOLOPHANE.



Specifications

POST DESCRIPTION

The lighting post shall be all aluminum, one-piece construction, with a classic tapered and fluted base design. The shaft shall be Ø4" fluted.

MATERIALS

The base shall be heavy wall, cast aluminum produced from certified ASTM 356.1 Ingot per ASTM B-179-95a or ASTM B26-95. The straight shafts shall be extruded from aluminum, ASTM 6061 alloy, heat treated to a T6 temper. All hardware shall be tamper resistant stainless steel. Anchor bolts to be completely hot dip galvanized.

CONSTRUCTION

The shaft shall be double welded to the base casting and shipped as one piece for maximum structural integrity. The shaft shall be circumferentially welded inside the base casting at the top of the access door, and externally where the shaft exits the base. All exposed welds below 8" shall be ground smooth. All welding shall be per ANSI/AWS D1.2-90. All welders shall be certified per Section 5 of ANSI/AWS D1.2-90.

DIMENSIONS

The post shall be 14'-0" in height with a 17" diameter base. The shaft diameter shall be 4". At the top of the post, an integral 3"x3", sensor with a transitional donut shall be provided for luminaire mounting.

INSTALLATION

The post shall use four, hot dip galvanized L-type anchor bolts to be installed on a 12" diameter bolt circle. A door shall be provided in the base for anchorage and wiring access. A grounding screw shall be provided inside the base opposite the door.

FINISH

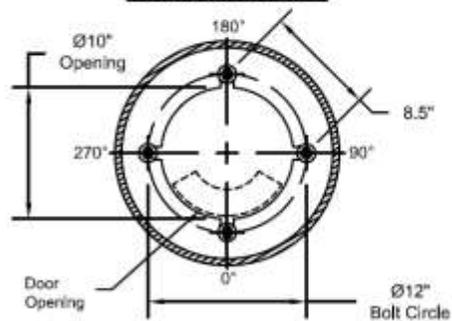
Pole to have a black finish.

LUMINAIRE DESCRIPTION

- Utility Arlington LED
- 70W System, 4k Series CCT
- Auto-Sensing Voltage 120-277
- Asymmetric Glass Refractor
- Spike Finial, Black Finish
- 20' Prewired Leads

For complete specifications see LUM_ARUE.

Anchorage Detail



Catalog #'s:

ARUE704KASG3BSL20 - NYA14F4J17P07LABBK



City of Madras

ORDER #: 2170-11-10181	TYPE:	DRAWING #:
REVISION:	REVISION DATE:	TSG 006720
DRAWN: KRW	ORIGIN DATE: 01/10/12	PAGE: 1 of 1

THIS DRAWING, WHEN APPROVED, SHALL BECOME THE COMPLETE SPECIFICATION FOR THE MATERIAL TO BE FURNISHED BY HOLOPHANE ON THE ORDER NOTED ABOVE. A UNIT OF SIMILAR DESIGN MAY BE SUPPLIED, BUT ONLY AFTER APPROVAL BY THE CUSTOMER IN WRITING. ON POLE ORDERED AN AND/OR MOLT TEMPLATE PRINT WILL BE SUPPLIED WITH EACH ANCHOR BOLT. ORDER TO MATCH THE POLE PROVIDED. THIS PRINT IS THE PROPERTY OF HOLOPHANE AND IS LOANED SUBJECT TO RETURN UPON DEMAND AND UPON EXPRESS CONDITION THAT IT WILL NOT BE USED DIRECTLY OR INDIRECTLY IN ANY WAY DETRIMENTAL TO OUR INTERESTS, AND ONLY IN CONNECTION WITH MATERIAL FURNISHED BY HOLOPHANE.



CP3B “ML” Series

Main Load Center Series

1Ø3 wire 120/240 or 208Y/120 volt

Typical applications: Remote site service for multiple loads

The Milbank Main Load Center Commercial Pedestals are designed to handle the vast majority of all requirements in a standard, stocked configuration.

- No waiting or extra charge
- Units all feature a load center with a plug-on, back-fed main breaker.
- Load center has 16 positions for the 100 amp pedestals and 24 circuits for the 200 amp pedestals.
- Both sizes include sub-feed lugs to allow feeding an external panel

If your application requires turning loads on based on “dusk-to-dawn” requirements, be sure to see the Milbank Switched Load Center Commercial Pedestal products on the following page.



Features:

These units include everything required for remote site service:

- NEMA 3R construction
- Expandable – Load centers allow for future expansion without costly modifications
- All units feature 200 amp meter socket with optional field-installable fifth terminal kit available
- 22K ampere interrupting capacity (AIC) standard
- Optional mounting base can be embedded in concrete for fast, easy installation
- Separate sealable and lockable utility termination section
- Separate sealable and lockable metering section with the option of:
 - EITHER**
 - Milbank ring-type socket with test / bypass blocks (conforms to EUSERC 308)
 - OR**
 - Milbank heavy duty ringless socket with lever bypass
- A separate sealable and lockable customer section with a load center for “always on” loads that includes:
 - Main circuit breaker
 - Twenty (200 or 125 amp model) or fourteen (100 amp model) blank breaker spaces
 - A circuit directory to document configuration

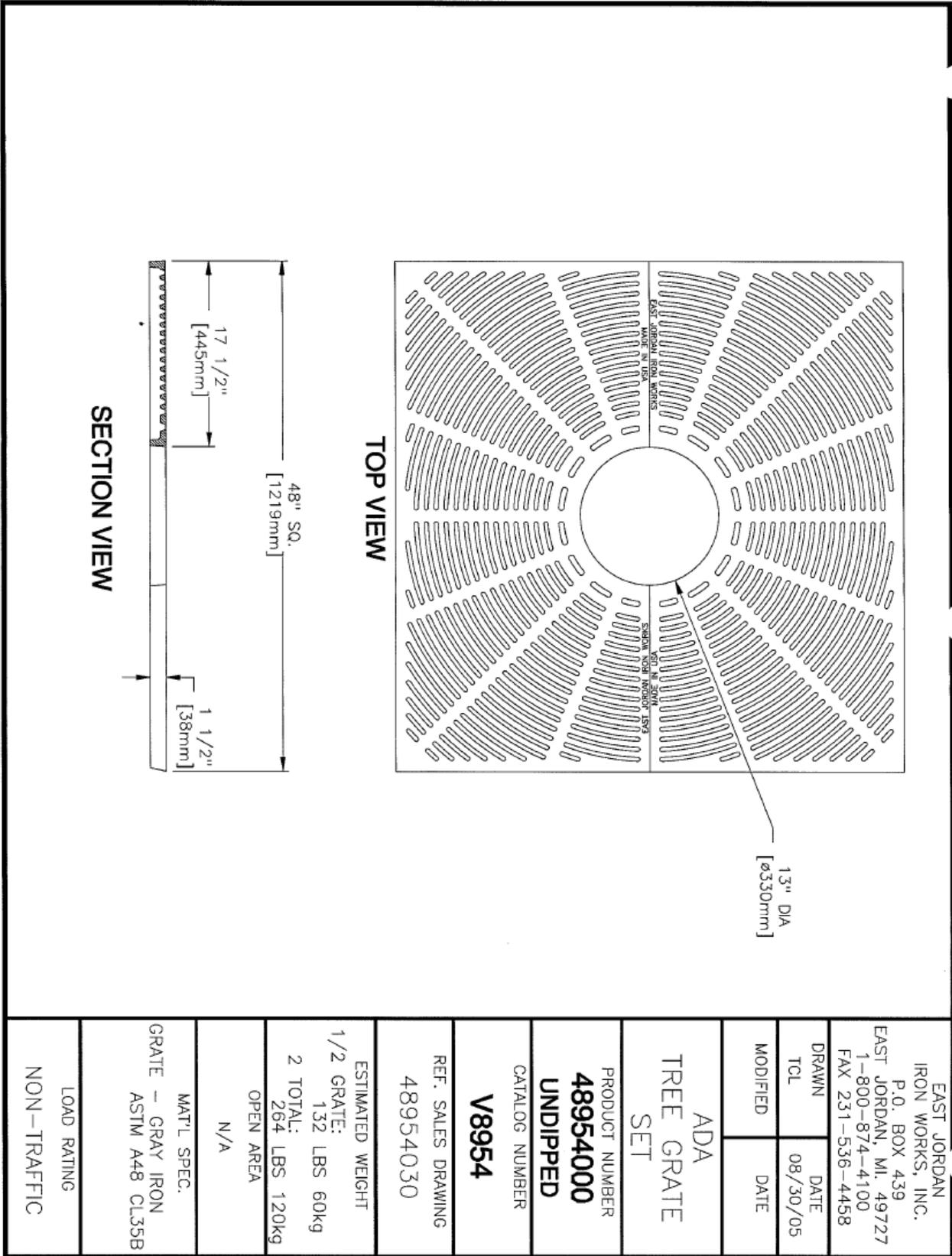
ML SERIES—MAIN LOAD CENTER

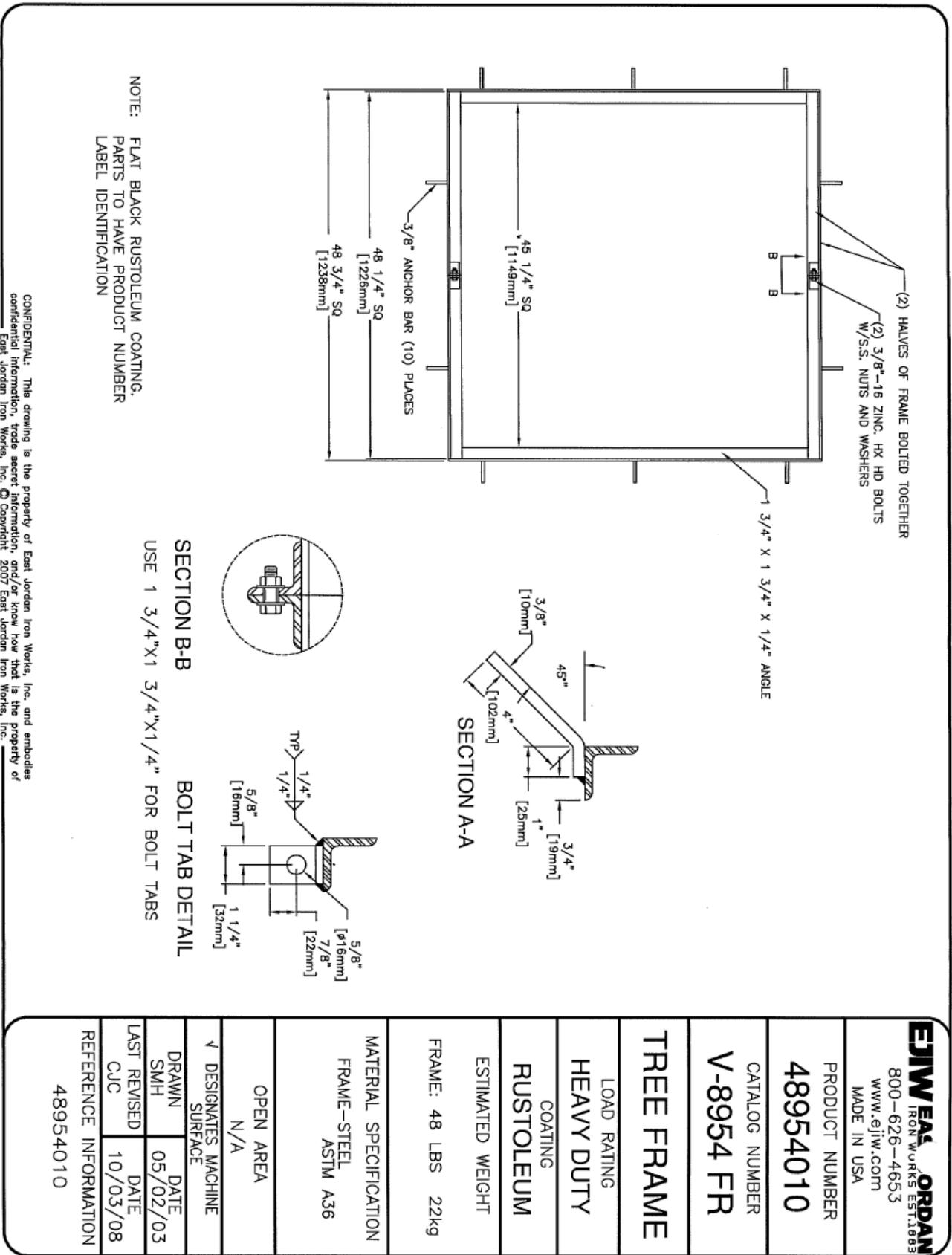
STOCKED PEDESTALS*	OPTIONAL FIFTH TERMINAL KIT	MAIN CB AMPS	LOAD CENTER SPACES	LOAD CENTER CIRCUITS	AIC	METER SOCKET TYPE
CP3B11115A22	105J	100	1,2	16	22K	Ring-type with test / bypass blocks
CP3B11115A42	105J	100	1,2	16	42K	Ring-type with test / bypass blocks
CP3B12119A22	105J	200	1,2,3,4	24	22K	Ring-type with test / bypass blocks
CP3B51115A22	K3865	100	1,2	16	22K	Ringless socket with lever bypass
CP3B52119A22	K3865	200	1,2,3,4	24	22K	Ringless socket with lever bypass

*NOTE: Chart shows standard, stocked items. Other options and features are available. Contact factory for options details and availability.

Utility requirements for this equipment may vary. Always consult the serving utility before ordering or installing equipment in this catalog.







EJW EAST JORDAN IRON WORKS EST. 1983 800-626-4653 www.ejiw.com MADE IN USA	
PRODUCT NUMBER	48954010
CATALOG NUMBER	V-8954 FR
TREE FRAME	
LOAD RATING	HEAVY DUTY
COATING	RUSTOLEUM
ESTIMATED WEIGHT	FRAME: 48 LBS 22kg
MATERIAL SPECIFICATION	FRAME-STEEL ASTM A36
OPEN AREA	N/A
DESIGNATES MACHINE SURFACE	
DRAWN	DATE
SMH	05/02/03
LAST REVISED	DATE
CJC	10/03/08
REFERENCE INFORMATION	48954010

APPENDIX B

AASHTO	American Association of State Highway and Transportation Officials
ADA	American Disabilities Act
ANSI	American National Standard Institute
ARC	Atecedent Runoff Condition
ARX	AutoCad Runtime Extension
ASTM	American Standard Test Method
AVC	Air-Vacuum Control
AWG	American Wire Gauge
AWWA	American Water Works Association
BMP	Best Management Practice
CAD	Computer Aided Design
CADD	Computer Aided Design Development
CEC	Central Electric Co-op
CIP	Capital Improvement Program
CLSM	Controlled Low Strength Materials
CMP	Corrugated Metal Pipe
COE	Corps of Engineers
CTP	Color Dependent Plotting
DBH	Diameter at Breast High
DCC	Deschutes County Code
DEQ	Department of Environmental Quality
DI	Ductle Iron
DSL	Oregon Division Of State Lands
DVWD	Deschutes Valley Water District
EDU	Equivilant Dwelling Unit
FEMA	Federal Emergency Management Agency
FHWA	Federal Highway Administration
GVW	Gross Vehicle Weight
HCM	Highway Capacity Manual
HDPE	High Density Polyethylene

Public Improvement Design & Construction Standards

HMAC	Hot Mix Asphalt Concrete
HOA	Hand, off & Auto Positions
IBC	International Building Code
IDF	Intensity- Duration Frequency
IES	Illumination Engineering Society
ISD	Intersection Sight Distance
ITE	The Institute of Traffic Engineers
LOS	Level of Service
NAD	North American Data
NCHRP	National Cooperative Highway Research Program
NEC	National Electrical Code
NPDES	National Pollutant Discharge Elimination
NRCS	Natural Resource Conservation Service
OAR	Oregon Administrative Rule
ODFW	Oregon Department of Fish and Wildlife
ODOT	Oregon Department of Transportation
ORS	Oregon Revised Statute
OSHA	Occupational Safety & Health Administration
P&ID	Process and Instrumentation Diagrams
PC	Point of Curvature
PCC	PDX Cement Concrete
PDF	Portable Document Format
PI	Point of Intersection
PLC	Process Loop Control
PP&L	Pacific Power and Light
PRV	Pressure Reducing Valve
PSTALB	Proposed Stationing Label
PT	Point of Tangency
PTR	Part Time Restriction
PUE	Public Utility Easement

Public Improvement Design & Construction Standards

PVC	Polyvinyl Chloride
QA	Quality Assurance
QPL	Qualified Products Lists
ROW	Right-of-Way
SCADA	Supervisory Control and Data Acquisition
SCS	Soil Conservation Service
SCSUH	Soil Conservation Service Unit Hydrograph
SD	Short Drain
SDC	System Development Charge
SSD	Stopping Site Distance
STA	Special Transportation Area
TAL	Transportation Analysis Letter
TIA	Traffic Impact Analysis
TIS	Transportation Impact Study
TPR	The Oregon Transportation Planning Rule
TSP	Transportation System Plan
UGB	Urban Growth Boundariy
UIC	Underground Injection Control
UPC	Uniform Plumbing Code
UPS	Uninterruptible Power Supply
V/C	Volume-to-Capacity
VFD	Variable Frequency Drives
WPCF	Water Pollution Control Facility