



June 26, 2020

Adam Schlegel
Cushing Terrell
411 East Main Street, Suite 101
Bozeman, Montana 59715

Via email: AdamSchlegel@cushingterrell.com

Regarding: Traffic Study Scoping Letter Traffic Impact Study
Kelso UPS Project
Parcel Number 243530100
13th Avenue South
Kelso, Washington
PBS Project 71586.000

Dear Mr. Schlegel:

This traffic scoping letter presents the information required to evaluate whether additional traffic study is necessary, such as a traffic impact study (TIS), for the Kelso UPS facility located on a vacant lot on the west side of 13th Avenue South, parcel number 243530100, in the City of Kelso, Washington (City).

PROJECT DESCRIPTION

The Kelso UPS project proposes to construct a 23,685-square-foot building for the purpose of providing package pickup and delivery service in the vicinity. This project will replace the existing Kelso UPS services at 2202 Talley Way in Kelso, Washington. The existing UPS facility is approximately 10,400 square feet in size.

Based on direction from the City, PBS has prepared a trip generation estimate and a qualitative evaluation of the impacts of the new facility.

PROJECT TRIPS

Trip Generation

Trip generation estimates for the new UPS facility were prepared based on the average trip rates for 13,300 of net new feet from the Institute of Transportation Engineers' (ITE) *Trip Generation Manual*, 10th Edition. UPS does not fall closely under a specific *Trip Generation Manual* land use description. Two of the closest include Intermodal Truck Terminal (Land Use Code 030) and General Light Industrial (Land Use Code 110). Based on complete and robust data from the *Trip Generation Manual*, General Light Industrial is the recommended land use. The supporting calculations are attached. No adjustments were made for pass-by or diverted links. Table 1 presents a summary of the new trip generation calculations for the typical weekday peak hours of the adjacent street.

Table 1. ITE Trip Generation–Kelso UPS

Land Use (ITE Code)	General Light Industrial (Code 110)	
Independent Variable	1000 Square feet	
Size	13.3	
Average Weekday Trips (ADT)	79	
Peak Hour Trips	AM Peak Hour	PM Peak Hour
In	10	1
Out	1	9
Total Trips	11	10

The existing UPS facility provides retail service for customers dropping off packages for delivery. We assume the trips will remain equivalent for both the existing and new facilities with no net new customer trips.

Finding: The proposed Kelso UPS will generate 11 net new peak hour trips.

Per the *Kelso Engineering Design Manual (KEDM)*, Section 1.04M, Amended June 20, 2017, a project generating more than 10 peak hour trips will require transportation impact study TIS. After reviewing the scope of a potential TIS with City staff, a full TIS did not appear necessary.

Finding: An informal TIS should be prepared to address the transportation impacts.

TRANSPORTATION IMPACT STUDY

The following informal TIS evaluation was prepared to meet the requirements of KEDM Section 1.04M.

Trip Distribution

The existing and proposed UPS facilities are approximately 3,000 feet apart on the same 13th Avenue S/Talley Way corridor. Thus, the trip distribution for both facilities is assumed to be equal. A trip distribution pattern was estimated based on access to the highways, major arterials, and population density. The trip distribution is approximately 50% south on the corridor and 50% north on the corridor.

Traffic Operation

With approximately five net new trips entering any intersection, there will be no capacity impacts.

Site Circulation and Access Spacing

The site design proposes two driveway approaches. UPS intends to provide two drive approaches to help separate the customer and employee traffic from the truck traffic for safety purposes. The trucks will access through the north approach and the customers and employee parking will be from the south approach.

A drive aisle along the east side of the building will serve as a fire lane, as the proposed hydrant and remote fire department connection (FDC) portion of the fire sprinkler system will be in this area. In addition, a proposed overhead door, oil/water separator unit, and mechanical heating, ventilation, and air conditioning (HVAC) equipment are located along this side of the building, which the access drive will also serve for use and maintenance purposes.

The site distance for the proposed two driveways were evaluated graphically and meet safe stopping distance criteria for 13th Avenue S at the site driveway. The two-way, left-turn lane provides good access to the site for left-turning vehicles. Based on the posted speed of 35 MPH, a right-turn lane will not be needed.

Finding: The final site plan should not install any object adjacent to the driveway approaches that limits stopping sight distance to less than 350 feet.

KEDM Section 3.02(C) cites one driveway is allowed per lot with a minimum driveway spacing of 600 feet on a minor arterial for a full access driveway. The site plan calls for two driveways, 206 feet apart, and spacing of 118 feet from the northern driveway to the driveway serving the lot north of the site. No other driveways are in the vicinity.

Based on the following KEDM standards, a road modification request may be necessary due to the second driveway and substandard driveway spacing, but requests should be approved for the following reasons:

- Low volume turning movements. The peak hour volumes at the two driveways are very low, in the range of 5-10 per hour. The driveway to the lot north of the site is for a personal storage business and will also generate a very low number of trips. Thus, the conflicting volumes are very low.
- 13th Avenue S, with a two-way left-turn lane and good sight distance, will operate safely with an additional driveway and the substandard spacing.
- The additional driveway will improve on-site safety of the UPS operation by separating large trucks and customers in passenger vehicles entering and exiting the site.

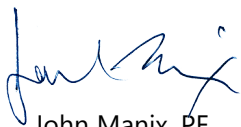
Finding: The second site driveway on 13th Avenue S with the proposed substandard driveway spacing should be approved.

Pedestrian access to the site is expected to be light but south driveway will provide direct access to the commercial office in the facility. The sidewalks on 13th Avenue are partially complete, with the sidewalk infilled as the adjacent property is developed. This project should be required to provide sidewalk improvements along the 13th Avenue S frontage.

Finding: The project should install sidewalks along the site frontage to 13th Avenue S.

Please feel free to contact me at 360.695.3488 or John.Manix@pbsusa.com with any questions or comments.

Sincerely,

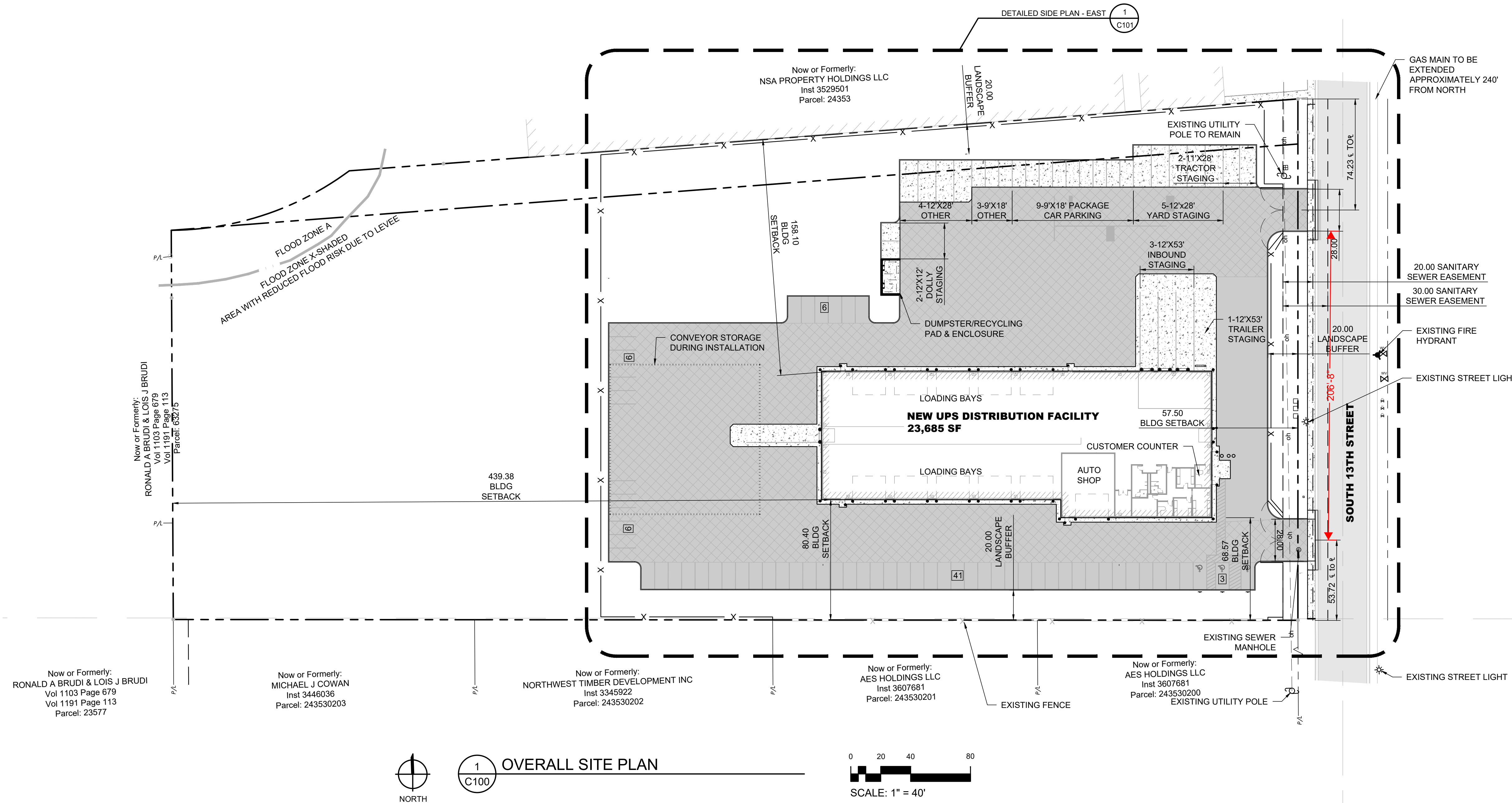


John Manix, PE
Senior Traffic Engineer

Attachments: Site Plan
Trip Generation Calculations

JAM:rg



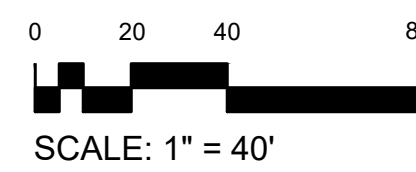


CONSTRUCTION NOTES

1. THE CONTRACTOR SHALL REFER TO BUILDING PLANS FOR LOCATION AND DIMENSIONS OF EXIT PORCHES, TRUCK DOCKS, BUILDING DIMENSIONS, BUILDING ENTRANCE LOCATIONS, TOTAL NUMBER, LOCATIONS AND SIZES OF ROOF DOWNSPOUTS.
2. ALL TRAFFIC CONTROL SIGNS SHALL BE FABRICATED AS SHOWN IN THE NATIONAL MANUAL ON UNIFORM CONTROL DEVICES FOR STREETS AND HIGHWAYS EXCEPT AS NOTED ON THE PLANS.
3. ALL CURB RADII SHOWN ARE TO BACK OF CURB.
4. ALL PAVING DIMENSIONS ARE TO BACK OF CURB, WHERE APPLICABLE, UNLESS OTHERWISE NOTED.
5. ALL COORDINATES SHOWN ARE TO BACK OF CURB OR OUTSIDE OF WALL.
6. THE CONTRACTOR SHALL MATCH EXISTING PAVEMENT IN GRADE AND ALIGNMENT.
7. THE CONTRACTOR SHALL MATCH EXISTING CURB AND GUTTER IN GRADE, SIZE, TYPE AND ALIGNMENT AT ADJACENT ROADWAYS, UNLESS OTHERWISE NOTED.
8. THE CONTRACTOR IS RESPONSIBLE FOR REPAIRS OF DAMAGE TO ANY EXISTING IMPROVEMENTS DURING CONSTRUCTION, SUCH AS, BUT NOT LIMITED TO, DRAINAGE, UTILITIES, PAVEMENT, STRIPING, CURB, ETC. REPAIRS SHALL BE EQUAL TO OR BETTER THAN EXISTING CONDITIONS AND MAINTAIN COMPLIANCE WITH UPS SPECIFICATIONS.
9. ALL WORK ON THIS PLAN SHALL BE DONE IN STRICT ACCORDANCE WITH CITY OF KELSO ENGINEERING DESIGN STANDARDS, WASHINGTON DOT, AND THE PROJECT SPECIFICATIONS.
10. PAVEMENT SHALL BE PLACED IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS.



1 OVERALL SITE PLAN
C100



PARKING TABLE		
PARKING DESCRIPTION	TOTAL NUMBER REQUIRED (UPS-5YR)	TOTAL NUMBER PROVIDED
EMPLOYEE PARKING STALLS	62	62
STANDARD ADA ACCESSIBLE STALLS	2	2
ADA VAN ACCESSIBLE STALLS	1	1
28' TRAILER STAGING	5	5
53' TRAILER STAGING	1	1
DOLLY STAGING	2	2
INBOUND STAGING	3	3
TRACTOR STAGING	2	2
PACKAGE CARS	9	9

2 PARKING TABULATION
C100

Call before you Dig
AVOID CUTTING UNDERGROUND
UTILITY LINES. IT'S COSTLY.



Now or Formerly:
RONALD A BRUDI & LOIS J BRUDI
Vol 1103 Page 679
Vol 1191 Page 113
Parcel: 63275

Now or Formerly:
MICHAEL J COWAN
Inst 3448036
Parcel: 243530203

Now or Formerly:
NORTHWEST TIMBER DEVELOPMENT INC
Inst 3345922
Parcel: 243530202

Now or Formerly:
AES HOLDINGS LLC
Inst 3607681
Parcel: 243530201

Now or Formerly:
AES HOLDINGS LLC
Inst 3607681
Parcel: 243530200

Trip Generation Summary

Alternative: Alternative 1

Phase:

Open Date: 6/26/2020

Project: Kelso UPS

Analysis Date: 6/26/2020

ITE	Land Use	Weekday Average Daily Trips			Weekday AM Peak Hour of Adjacent Street Traffic			Weekday PM Peak Hour of Adjacent Street Traffic					
		*	Enter	Exit	Total	*	Enter	Exit	Total	*	Enter	Exit	Total
110	GIN INDUSTRIAL 1 16 1000 Sq. Ft. GFA		40	39	79		10	1	11		1	9	10
Unadjusted Volume			40	39	79		10	1	11		1	9	10
Internal Capture Trips			0	0	0		0	0	0		0	0	0
Pass-By Trips			0	0	0		0	0	0		0	0	0
Volume Added to Adjacent Streets			40	39	79		10	1	11		1	9	10

Total Weekday Average Daily Trips Internal Capture = 0 Percent

Total Weekday AM Peak Hour of Adjacent Street Traffic Internal Capture = 0 Percent

Total Weekday PM Peak Hour of Adjacent Street Traffic Internal Capture = 0 Percent

* - Custom rate used for selected time period.