



Americans with Disabilities Act Transition Plan for Accessibility in Public Rights-of-Way

June 30, 2020

Linn County Road Department
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**Americans with Disabilities Act Transition Plan
for Accessibility in Public Rights-of-Way
Linn County Road Department**

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Americans with Disabilities Act Transition Plan For Accessibility in Public Rights – of -Way Linn County Road Department

1. Introduction

Linn County has improved, and plans to continue to improve, the pedestrian system within Linn County with the goal that it will be safe and accessible to everyone. These improvements include working in coordination with the cities within Linn County since this pedestrian system is primarily located within the urban growth boundaries and limits of these cities.

The Linn County (“the County”) Americans with Disabilities Act (ADA) Transition Plan for Public Rights-of-Way (“the Plan”) is created in order to better address accessibility specifically within the County’s public rights-of-way (R/W) for persons with disabilities.

The purpose of the ADA Transition Plan is to develop a strategy, timeline, and budget to bring roads and intersections within Linn County public right of way into compliance with current ADA standards.

The County’s commitment to safe and equitable pedestrian accessibility within the R/W is expressed in various plans and documents (See Appendices) and considers the Plan to not be just a fulfillment of a federal requirement, but rather an instrument by which the County can provide a richer mobility experience, to the extent possible, to persons with disability within the community.

1.1 Overview

The regulatory framework for this project is defined by Section 504 of the Rehabilitation Act of 1973, and by the Americans with Disabilities Act of 1990. Section 504 of the Rehabilitation Act makes it illegal for the federal government, federal contractors and any entity receiving federal financial assistance to discriminate on the basis of disability. Title II of the ADA establishes requirements that pertain to state and local government agencies with 50 or more employees. It sets forth regulations regarding public participation, design standards, inventory of existing conditions, a self-evaluation process, and prioritization of improvements for implementation. Consistent with these aspects of Title II compliance, the elements that an ADA Transition Plan should contain are as follows:

1. The name of the designated public official responsible for implementation of the improvements.
2. A process for the public to report problems and request improvements to the public entity's facilities, including grievance procedures.
3. A list of physical barriers in a public entity's facilities that do not or may not meet the requirements of the ADA regarding accessibility of its programs, activities, or services to individuals with disabilities
4. A detailed outline of methods for removing physical barriers to make facilities accessible.

5. A schedule and budget necessary steps to achieve compliance with Title II. If the time period for achieving compliance is longer than one year, the ADA Transition Plan should identify the interim steps that will be taken during each year of the transition period.
6. A program to monitor the implementation and mitigate gaps.

This plan as developed contains these elements.

1.2 Linn County Road Department Road System and Areas Applicable to ADA Transition

Linn County is dedicated to serving the needs of the public. The Linn County Road Department's goal is "Providing safe and efficient transportation to the citizens and visitors of Linn County".

Linn County Road Department has jurisdiction of roads that are primarily outside the urban growth boundaries (UGB) of the cities that are located within Linn County. For these roads outside the Urban Growth Boundary, paved shoulders have been provided when improving roads to include a 4 to 5 foot shoulder to provide for safe use of these roads by pedestrians and bicyclists. These roads, with an adequate paved shoulder would also provide safe use by disabled individuals under jurisdiction of the Americans with Disabilities Act (ADA).

Linn County Road Department also has jurisdiction of roads that are within the urban growth boundaries of the cities that are located within Linn County. Most of the roads within the Urban Growth Boundary are outside the city limits and under the jurisdiction of Linn County. There are also a few roads within city limits under Linn County Jurisdiction that were originally established by the County but not accepted by the city when the city limit boundaries were changed to include them. Due to the importance to provide ADA access, these roads have been inventoried and then prioritized as to need for ADA access improvements based on proximity to schools, health services, hospitals and other public facilities. The amount of vehicle traffic was also considered. Since the number and length of these roads within each city is relatively small, Linn County works with each city to develop an overall comprehensive ADA transition plan. This will insure that improvements will not be made that will still be isolated so a segment of road between the improved Linn County Road will be restricted by an ADA barrier located within a City's right of way preventing safe access to the public facility.

A few of the Linn County Roads are next to or provide immediate access to public facilities. For these roads ADA access has been provided. A recent inventory of these areas has been completed during 2018 to December 2019 and is presently being evaluated. This is provided in the ADA Transition Plan Inventory which is in Appendix 5 of this document.

The ADA Transition Plan Inventory includes maps and an inventory of Linn County roads within the UGB of each city. It also provides a brief listing of projects for ADA improvements recently completed and also planned for the near future. This inventory is to be used for working with each city to develop a collaborative and cooperative team approach to development and implementation of City and County wide ADA improvements.

1.3 County ADA Transition Improvements History

Linn County Road Department has a history of completing road improvement projects within Urban Areas with the required ADA improvements. A few examples are listed as a demonstration of this effort:

Examples of Urban Road Improvement Project with ADA Improvements:

- City of Brownsville Gateway Road Improvement Project (Main St and HWY 228) - 2011
- Cascade Drive in the City of Lebanon (next to two schools) - 2014
- Old Salem Road (City of Millersburg) Sidewalk Improvement Project – 2020
- City of Millersburg Consoer Road Sidewalk and Road Improvement - 2007
- City of Scio Pedestrian Bridge Project – 2011
- City of Scio Main Street Bridge Replacement Project – 2006
- Old Salem Road Truax Creek Bridge Replacement and Sidewalk Improvement - 2018

When the opportunity was available, Linn County also has provided ADA improvements for public facilities in rural areas. The following are examples that have been recently completed or planned:

Recently Completed ADA Improvements in Rural Areas

- Sunnyside Park, Quartzville Road Parking Area and Public Restroom Access – 2016
- Green Peter Dam, Quartzville Road Parking Area and Public Restroom Access – 2016
- Foster Dam Road Public Parking Area and Public Restroom Access – 2018

The County also has funding and has made plans for other rural road improvement projects that will also include ADA improvements.

Future Rural Area Projects with ADA Improvements include:

- North River Drive Improvement Project – Construction 2022

Linn County Road Department recognizes the importance of a collaborative approach to ADA Transition improvements with each city. Examples of this are the following projects that Linn County Road Department has applied for and obtained funding for improvement of County roads within the UGB areas within a city that are scheduled for construction as follows:

Funded Improvements for the Future

- Mill City First Avenue Bridge Sidewalk and Rail Improvement – Construction 2020
- Broadway Street and First Avenue Improvement (City of Mill City) – Construction 2021
- Tangent Drive Improvement Project (City of Tangent) – Construction 2023
- Gold Fish Farm Road Improvement (City of Albany) – Construction 2022
- Gold Fish Farm Road Bridge Replacement (City of Albany) – Construction 2024

Linn County Road Department recognizes the importance of improvements for ADA Access. Even with the above listed improvements that have been completed and future improvements that are funded and scheduled for construction in the near future, plans to fund and construct other improvements will be made with the review of the recent ADA Transition Inventory. An example of two projects are provided as follows:

Projects presently in consideration to obtain funding:

- Oak Grove Road Improvement with improved school crossing in Tangent
- First Avenue Improvement in coordination with improvements to Mill City streets for improved access to schools

2. Legal Requirements

Discrimination against persons with disabilities is prohibited on federal, state, and local levels and enforced with enacted laws and regulations and approved/accepted policy plans and documents. A summary of those edicts most closely related to the funding, design, construction, and alteration of pedestrian facilities in the R/W to ensure access by pedestrians with disabilities is provided below. The following is a summary of various federal, state, and local ADA-related plans and documents.

2.1 Federal

Title VI of the Civil Right Act of 1964, [42 U.S.C. 2000d-1]

Title VI prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving federal assistance.

Section 504 of the Rehabilitation Act of 1973 [29 U.S.C. 794]

Section 504 prohibits discrimination against individuals with disabilities under any program or activity receiving federal financial assistance. The DOT routinely provides such assistance to state and local governments for the development of transportation networks.

Section 109 of Title I of the Housing and Community Development Act of 1974 [42 U.S.C.

5309] Section 109 prohibits discrimination on the basis of race, color, national origin, sex or religion in programs and activities receiving financial assistance from the U.S.

Department of Housing and Urban Development's (HUD) Community Development and Block Grant Programs.

Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.)

The ADA prohibits discrimination against individuals with disabilities and Title II of the ADA applies specifically to state and local governments. The Department of Justice (DOJ) issues Title II regulations, with the exception of those regulations specific to public transportation and related accessibility standards for the design, construction, and alteration of facilities which are issued by the Department of Transportation (DOT). The DOT's current ADA standards became effective in 2006.

Title II of the ADA [298 CFR Section 35.150(d)]

Title II requires that a public entity of 50 or more employees complete a "self-

evaluation” by which the entity must develop a grievance procedure, designate an individual to oversee Title II compliance, develop a transition plan if removal of barriers is necessary to achieve compliance, and to retain the self-evaluation for three years. The transition plan should contain, at a minimum, the basic components listed below:

1. List of physical barriers in the R/W that limit accessibility of persons with disabilities;
2. Description of methods to be utilized to remove the barriers;
3. Schedule for taking the necessary steps to achieve compliance (requirement for curb ramps specifically); and
4. Name of official responsible for transition plan implementation.

An opportunity for public comment on the transition plan shall be made available to interested persons, including those with disabilities or organizations representing individuals with disabilities. A copy of the transition plan shall be made available for public inspection by placing it on the Linn County Road Department website.

Access Board’s Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of Way (2011 NPRM1, 36 CFR Part 1190, Docket No. ATBCB 2011-04)

The Access Board’s proposed guidelines for the design, construction, and alteration of pedestrian facilities in the public right-of-way are to ensure these facilities are accessible and usable by pedestrians with disabilities. These guidelines were first published for public comment on July 26, 2011, with corrections issued on July 29, 2011, and the comment period was reopened on December 5, 2011 per requests from the National Association of Counties, the National League of Cities, and the U.S. Conference of Mayors (to close February 2, 2012). When the guidelines are adopted by the US Department of Transportation (DOT), with or without additions and modifications, they will become the accessibility standards with mandatory compliance issued by other federal agencies implementing the ADA, Section 504 of the Rehabilitation Act, and the Architectural Barriers Act.

2.2 State

Oregon Revised Statutes Chapter 447 - Standards and Specifications for Access by Persons with Disabilities (sections 447.210 to 447.310)

447.310 Standards for Curbing: Provided for the construction of curb cuts or ramps and minimum standards for those items whenever a curb or sidewalk is constructed or replaced at any point in a block which gives reasonable access to a crosswalk.

Oregon Transportation Plan (OTP)

Most recently updated and adopted by the Oregon Transportation Commission in 2006, the OTP is a 25-year transportation plan with a comprehensive assessment of state, regional, and local (private and public) transportation facilities and services including airports, bicycle and pedestrian facilities, highways and roadways, pipelines, port and waterway facilities, public transportation, and railroads.

Oregon Bicycle and Pedestrian Plan (OBPP)

Adopted by the Oregon Transportation Commission and included as an element of the OTP, the OBPP provides general principles and policies used by ODOT to provide bike and pedestrian routes along state highways and serves as guidance to cities and counties in the development of such local routes.

Oregon Bicycle and Pedestrian Design Guide – 2011

Adopted as part of the OBPP and included as Appendix L of the current Oregon Highway Design Manual (see below), these recommended design standards are used by the ODOT for state highway projects and are intended to meet or exceed national standards including the current ADA accessibility guidelines.

Oregon Department of Transportation (ODOT) ADA Section 504 Transition Plan – 2017

Initially issued in 1992, ODOT most recently updated its Transition Plan in 2017. In the current Transition Plan, the ODOT's Highway Division includes a curb ramp inventory and schedule. The plan also cites funding sources for sidewalks, curb ramps and other ADA-related facilities and states that any ODOT-administered grant programs or any projects administered by the ODOT Local Government program for projects that include these kinds of improvements must comply with the current ADA guidelines, as required. In addition, private property development along state highways is required to construct sidewalks and curb ramps, where applicable.

Oregon Highway Design Manual - 2018

This manual provides uniform standards and procedures for the ODOT, including those related to achieving ADA compliance, and is used for all projects that are located on the state highways.

2.3 Linn County

Standard Specifications for Construction, Oregon Department of Transportation – Current Copy

The County's current specifications for construction are comprised of the current copy of the Oregon Standard Specifications for Construction (Oregon Specifications) as modified by ODOT and Linn County drawings and Special Conditions developed for contract.

Quality Control Plan for Federal Aid Projects – Linn County Road Department - 11/20/2019

Linn County Road Department has been qualified by the Oregon Department of Transportation as a Certified Agency for delivery of Federal Aid Projects. Linn County's Quality Control Plan has recently been updated by Linn County and approved by ODOT which includes a provision for compliance with the Americans with Disabilities Act (ADA). As indicated, Linn County will follow and comply with ODOT's current ADA design and inspection processes on both the Oregon State Highway System and the County Road System. This includes following ODOT requirements for training, design requirements and drawings and procedures. This document was last revised on November 20, 2019. (See Appendix 1)

ODOT Approval of Linn County's ADA Design and Inspection Process Review for Certified Local Public Agency, Letter - January 7, 2020

Letter provides ODOT review and approval of Linn County's ADA - related design and inspection processes as a Certified Agency. (See Appendix 2)

FHWA Concurrence of ADA Design and Inspection Process Review for Linn County, Letter - January 7, 2020

Letter provides FHWA review and concurrence with approval of ODOT approval of Linn County's ADA - related design and inspection processes as a Certified Agency. (See Appendix 3)

Linn County Transportation System Plan - Adopted April 2018

The Linn County Transportation System Plan (TSP) includes a section on Pedestrian and Bicycle Design Standards referencing the ODOT Design Standard for paved shoulders along paved roads for rural areas and sidewalks. The TSP includes a Financially Constrained and Aspirational Project List for Bicycle and Pedestrian Projects in Linn County, a Linn County Map showing the locations and a tabulated data sheet providing each project description and pertinent details. (See Appendix 4)

Linn County ADA Transition Plan Inventory of Roads within Urban Growth Areas Under Jurisdiction of Linn County Road Department - June 5, 2020

Plan inventory provides a summary of funded ADA improvements for the future, recently completed ADA improvements, an ADA Transition Inventory list for all Linn County Roads within Urban Growth boundaries, Maps of urban growth areas within Linn County showing Linn County Roads, A list of ADA structures within urban growth boundaries, and a preliminary prioritization based on that location to public facilities. (See Appendix 5).

Linn County Code as it pertains to ADA Requirements, Chapter 907 Transportation Plan Code, Chapter 935 Access Improvement Standards Code, and Chapter 926 Subdividing Code

These codes provide Linn County Planning and Building and the Linn County Road Department authority to require new development to be constructed to meet current road design, and current ADA design standards. A copy of this Code is available from the Linn County website.

3. Pedestrian-Accessible Facilities within the Public Rights-of-Way

3.1 Specified in ADA Guidelines

Compliance with the ADA is expected to be met for all permanent and temporary facilities located in the R/W when either newly constructed or altered, and when elements are added for pedestrian use. The types of facilities cited by the Access board that must be readily accessible and usable in the R/W by pedestrians with disabilities are listed below:

- Sidewalks, pedestrian overpasses and underpasses, and other pedestrian circulation paths including requirements for pedestrian access routes, alternate pedestrian access routes when pedestrian circulation paths are temporarily closed, and protruding objects along or overhanging pedestrian circulation paths;
- Pedestrian street crossings, medians and pedestrian refuge islands, including requirements for curb ramps or blended transitions, and detectable warning surfaces;
- Pedestrian street crossings at roundabouts, including for detectable edge treatments where pedestrian crossing is not intended, and pedestrian activated signals at multi-lane pedestrian street crossings;
- Pedestrian street crossings at multi-lane channelized turn lanes at roundabouts and at other signalized intersections, including requirements for pedestrian activated signals;
- Pedestrian signals, including requirements for accessible pedestrian signals (APS) and pedestrian pushbuttons;
- Transit stops and transit shelters for buses and light rail vehicles including requirements for boarding and alighting areas at sidewalk or street level, boarding platforms, and route signs;
- Pedestrian at-grade rail grade crossings, including requirements for flangeway gaps;
- On-street parking that is marked or metered, and passenger loading zones;
- Pedestrian signs, including requirements for visible characters on signs and alternative requirements for Accessible sign systems and other technologies;
- Street furniture for pedestrian use, including drinking fountains, public toilet facilities, tables, counters, and benches;
- Ramps, stairways, escalators, handrails, doors, doorways, and gates.

4. Methods to Remove Barriers to Pedestrian-Accessible Facilities

A variety of processes by which capital facilities in the R/W are designed, constructed, and altered provide opportunities to address removal of barriers to pedestrian accessibility for persons with disabilities. Some processes are generic to all types of facilities while others are tailored to a specific facility as provided below:

4.1 Project Types Generating Barrier Removal Activities

Capital and Maintenance Pavement Resurfacing Projects

23 CFR 151 requires that whenever streets, roadways, or highways are altered, Agencies shall provide curb ramps where the street level pedestrian walkways cross curbs. On July 8, 2013, the U.S. Department of Justice and the Department of Transportation issued a Joint Technical Assistance memo further explaining the requirements to provide curb ramps when streets are altered through resurfacing projects.

County streets in need of resurfacing via the County's active Pavement Preservation Program (PPP) undergo rigorous multi-departmental evaluation to ensure ADA compliance during the course of project scoping, preliminary and final design, construction, and inspection. The capital resurfacing program is a significant source for new and altered ramps in the County.

The Road Department's Maintenance resurfacing program primarily focuses on streets that have not been constructed to a County standard as they are generally in poor condition and capital funds are not available for these streets by policy. Due to their nature, they rarely have pedestrian facilities that would trigger retrofit requirements. If there are existing pedestrian facilities that do not comply with the 2011 NPRM guidelines on the Maintenance resurfacing project, they are required to be retrofitted to meet accessibility guidelines.

New Development and Redevelopment within the Public Right of Way

As private and public agencies construct new public facilities or reconstruct or alter existing public facilities, those facilities need to be constructed to meet current accessibility guidelines. Examples of these types of projects are:

- *Privately Engineered Public Improvement* - The County permits public improvements to be privately engineered and constructed via the permit process administered by the Linn County Road Department and Linn County Planning and Building Department. Such improvements are typically development driven; whereas, County capital projects are typically community driven. Public Improvement Plans are submitted to the County for review, approval, and inspection and are subject to the same evaluation for ADA compliance as pavement resurfacing projects.
- *Building Permits* – Private property owners that obtain building permits through the County's Planning Department are required to reconstruct pedestrian facilities altered or impacted by the permitted work to meet ADA compliance requirements.
- *Utility Permits* – Utility companies obtain a right of entry permit in order to construct and maintain facilities located in the County right of way. In the course of the utility's work, if existing pedestrian facilities are altered or impacted, those facilities are required to be reconstructed for ADA compliance.

- *Other County Projects* – Other County capital or maintenance projects that alter existing facilities may also trigger reconstruction of pedestrian facilities for ADA compliance and are subject to the same evaluation for ADA compliance as pavement resurfacing projects.

Requests/Complaints

Requests and complaints from the community regarding ADA accessibility in the R/W for persons with disabilities are triaged and assigned to the Linn County Engineer within the Linn County Road Department for evaluation and recommendation of appropriate action. An ADA Grievance Form has been developed in both English and Spanish Language to be used to properly receive these complaints. (See Appendix 6)

Public Involvement

Since the ADA structures and sidewalks are located within the urban growth boundary of each city, the ADA improvements for each city need to be decided within each city's jurisdiction. This may require public involvement. A Questionnaire for Public Involvement in regards to the ADA Transition Plan for Linn County Roads has been developed to be used to obtain this input. The projects developed by the Linn County TSP and the Linn County ADA Transition Inventory provides vital information to obtain this input. (See Appendix 7)

Area Wide ADA Transition Planning

Linn County Road Department is represented on the Cascade West Area Commission on Transportation (CWACT) and the Albany Area Metropolitan Planning Organization (AAMPO) both on each board and also within the Technical Advisory Committees for each organization. The content of the Linn County Transition Plan and the AAMPO Transportation System Plan provide a means to obtain support and also develop a cooperative team effort in addressing needs for ADA improvements.

4.2 ADA Exceptions

Where existing physical constraints make it impracticable for altered facilities to fully comply with new construction requirements; compliance is required to the extent practicable within the scope of the project. Examples of potential physical constraints include, underlying terrain, right of way availability, underground structures, adjacent developed facilities, drainage, or the presence of a notable natural or historic feature. Cost alone is not considered a constraint. The Department of Justice regulations have deemed, "the additional cost of alterations to provide an accessible 'path of travel' to the altered area disproportionate when it exceeds 20 percent of the cost of the alteration to the 'primary function' area. (See 28 CFR 35.151(b)(4)(iii))." (2011 NPRM Section by Section Analysis page 21)

The determination of a physical constraint and compliance to the maximum extent practicable is made on a case-by-case basis and the justification(s) for the decision must be well-documented. For Capital and Private Public Improvement projects, this documentation must be included in the design exception request process and requires approval of the Linn County Engineer as well as ODOT for certain projects funded through ODOT (See Appendix 1).

5. Factors that Influence Barrier Removal Schedules

5.1 Prioritization Criteria

The County has established a three-tier prioritization strategy for addressing barrier removal in the public right-of-way. The prioritization reflects the adjacent land uses that generate higher levels of pedestrian trips and responds to the network needs of pedestrians. Given limited funding, prioritization allows the County to address barrier removal in locations that are well-traveled first, and respond incrementally to complete barrier removal in the pedestrian network over time. Establishing discrete priorities also increases the likelihood of attaining funding sources, such as grants, since funding agencies generally award funding based on a local assessment of need.

Priority 1: State/Local Government and Public Use Facilities

- State/Local Government Buildings
- Hospital/Medical Clinics
- Schools
- Public Parks
- Public Transit Systems

Priority 2: Places of Public Accommodation and Employment

- Major Commercial and Retail Sites
- Major Employment Sites, e.g. Downtown
- High-Density Multi-Family Housing Developments
- Places of Public Assembly

Priority 3: Other considerations:

Facilities that don't fall into the above priorities, may still be improved based on other considerations, including but not limited to, individual service requests, geographic connectivity, and project/funding requirements.

Regarding curb ramps, 28 CFR Section 35.150 which specifies requirements for agency Transition Plans, requires that the Transition Plan schedule give "priority to walkways serving entities covered by the Act, including State and local government offices and facilities, transportation, places of public accommodation, and employers, followed by walkways serving other areas." This regulation is reflected in Priority 1 and 2 described above.

This three-tier prioritization schedule was used initially to develop the overall Transition Plan schedule and will continue to be used by the County in planning and scheduling individual projects.

A priority system has been initially developed for prioritization of ADA improvements from the ADA Inventory provided with this plan. Also, a priority rating has also been assigned to those projects listed in the Linn County TSP based on public input.

The prioritization of improvements to be made will be an ongoing process based on continued public input and the other factors discussed above.

5.2 Funding Sources

Typical funding sources for barrier removal are as follows:

Curb Ramp and Accessible Pedestrian Signal Installation Programs

Typically funded by federal Community Development Block Grant (CDBG) money. CDBG-eligible activities are identified in the Housing and Urban Development (HUD). Applications and funding approval are made on an annual basis, but because this is a competitive program administered by a City, the County is not likely or guaranteed to receive funding from this source.

Pavement Resurfacing (Pavement Preservation Program) Projects

23 CFR 151 requires that whenever streets, roadways, or highways are altered, to provide curb ramps where the street level pedestrian walkways cross curbs. On July 8, 2013, the U.S. Department of Justice and the Department of Transportation issued a Joint Technical Assistance memo expanding on the requirements to provide curb ramps when streets are altered through resurfacing projects. It is the County's policy to fund curb ramp improvements from the same source funding the alteration that triggers the requirement for curb ramp installation. Pavement resurfacing projects have been funded through a variety of sources including revenues from Local Gas Tax, Local Bond Proceeds, Road Operation Funds, Transportation Systems Development Charges (impact fees), and Federal/State Regional Grants.

Other Sources

While the above two sources fund a significant number of barrier removals within the public right-of-way, other sources used by the Linn County have included Safe Routes to Schools, other federal/state and special grants, Road Department operations funding, Parking Services, and private development.

The STBG (State Transportation Block Grant) program administered through AAMPO (Albany Area Metropolitan Planning Organization) is another source which Linn County has obtained funding to provide ADA improvement that benefit citizens within the Urban Growth Area.

ODOT's Local Agency Bridge Program which is a source of funding for bridge improvement projects also requires bringing a bridge crossing up to date to meet current ADA requirements when a bridge is funded for replacement or improvement.

6. Transition Plan Schedules

6.1 Initial Schedule for Curb Ramps and Accessible Pedestrian Signals

Title II of the ADA specifically requires a schedule for elimination of barriers to accessibility due to curb ramps. This current Plan schedule primarily focuses on sidewalk (curb) ramps and pedestrian signals.

Based on the inventory of the Linn County Roads within Urban Growth Boundaries of cities within Linn County (See Appendix 5), most all Linn County Roads are undeveloped and isolated from public facilities and schools by ADA barriers located within City right of way.

Linn County Road Department already has a four year plan in place (See Section 1.3 County ADA Transition Improvements History). With the distribution of the Linn County ADA Transition Plan to the cities within Linn County, Linn County expects to continue the development of ADA improvements within the urban growth boundary and city limits of each city that are collaborative and effective.

The effectiveness of this approach will be demonstrated in the Title VI Accomplishments Annual Report.

Linn County is committed to a reasonable and responsible schedule to bring the remaining curbs and signalized intersections into ADA compliance. Most of this work will take place as alterations included in capital projects that pertain to the following:

- Neighborhood Transportation Livability
- Traffic Operations Improvement Program
- Traffic Signal Improvements and Upgrades
- Pavement Preservation Program
- Pavement Preservation Program – Transportation Bonds
- Northeast Livable Streets Project
- Services for New Development/Grant Matching Funds Transportation

As discussed previously, regarding methods for barrier removal, in addition to the capital program identified, other sources for curb ramp and APS alterations and construction are private development and maintenance activities.

6.2 Future Implementation Schedule

The County intends to review and evaluate the transition plan, the schedule and the ADA program for the right of way on an annual basis. The review and evaluation will include the following tasks:

- Annually update curb ramp and APS inventory data as projects are completed. All projects are inspected during construction and upon completion of the work to ensure compliance;
- Annually assess progress on an end-of-calendar year schedule and make any recommendations to administratively update schedules and Plan documents;
- Review requests for service and grievances received throughout the year and evaluate decision making and responsiveness;
- Post annual evaluation results to the public website.

7. Official Responsible for Transition Plan Implementation

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8. Public Outreach and Participation

8.1 Distribution of Linn County ADA Transition Plan

The recent Covid Pandemic has restricted public outreach to the Public for normal public presentation of a Draft Linn County ADA Transition Plan to obtain public comment. Since this plan pertains primarily to areas within a City it is best to place this plan on the Linn County Road Department Public Website for review. Letters will be sent to each city notifying them of the Linn County ADA Transition Plan and the opportunity for Public Input and Input from the City. This will also generate an interest in the development, funding, and construction of collaborative city/county projects.

This ongoing opportunity for public review and comment on the transition plan will also be made available to interested persons, including those with disabilities or organizations representing individuals with disabilities. The County's self-evaluation and input received during this ongoing public comment period will be retained for three years and used as documentation of the need for an improvement which is justification for obtaining outside funding that will be needed to fully implement this plan.

There are three primary goals for public outreach activities for implementation of this plan:

1. Meet Title II requirements for public comment opportunity.
2. Inform public about County's plan and processes regarding removal of barriers to accessibility within the right of way. Provide information to assist interested parties to understand the issues faced by the County, alternatives considered and planned actions.
3. Obtain public comment to identify any errors or gaps in the proposed accessibility transition plan for the public rights of way, specifically on prioritization and grievance processes.

The public input will be reviewed at least once per year. Modifications to the plan including development, funding, and implementation of ADA Improvements will be made according to public input received and the evaluation of this input.

A public hearing was not scheduled prior to the completion and distribution of this ADA Transition Plan or for adoption of this Plan. It is proposed that this Plan be adopted by Administrative Order of the Linn County Road Department Roadmaster. This method of adoption does not require a public hearing process nor is one required by Title II of the ADA that sets forth the requirements for agency transition plans.

8.2 Procedures for Requests for Barrier Removal and Grievances

Entities subject to Title II of the ADA are required to “adopt and publish a grievance procedure” as part of the Transition Plan. The Road Department has developed a two-tiered approach in order to comply with the requirement for grievance procedures. The first tier is a “Request for Service” and the second tier is a “Grievance”.

A Request for Service (RFS) is used to request accommodations or barrier removal. A request for service may be filed in a variety of methods – in person, by telephone, by mail and on-line:

- Call (541) 967-3919
- Email: [mail to: cknoll@co.linn.or.us](mailto:cknoll@co.linn.or.us)
- Online: [www. http://www.co.linn.or.us/Roads/roads.asp](http://www.co.linn.or.us/Roads/roads.asp) (**Linn County Roads website**), selected “Contact Us” at the top of the page

The request will be recorded in Public Works’ Maintenance Management System (MMS). The recording of the request is critical for recordkeeping and to evaluate the Department’s response to ADA-related requests.

- Initial acknowledgement of the request for service will occur within 5 business days of receipt of the request.
- The investigation and response to the request will occur within 30 calendar days from the date of acknowledgment.

An ADA Grievance is used to report denial of access to a County facility, program, service or activity. A Request for Service must be filed prior to submitting a grievance and within 180 calendar days of the Request for Service response. Like the Request for Service, the County is required to keep detailed records and follow a strict timeline to ensure complete recordkeeping and evaluation of the Department’s response to the grievance. The grievance will be recorded in the Road Department’s MMS.

- Initial acknowledgment of the grievance will occur within 5 business days of receipt of the grievance.
- Initial staff contact and interview for information gathering will occur within 15 business days from the date of acknowledgment, although the complainant may decline to participate in the interview.
- A written decision will be made within 15 business days from the initial staff contact/interview by the Road Department Section (Team) manager or designee. In addition, the decision will be provided in a format requested by the grievant.
- If staff determines additional time is needed in order to make an informed

decision, the decision timeline may be extended in 15-business day increments upon notification to the grievant.

Grievance decisions may be appealed to the Road Department Roadmaster or designee (Road Department Maintenance or Engineering Division Managers).

- The Road Department Roadmaster, or designee, will meet with the grievant within 15 calendar days of the date of the appeal, unless declined by the grievant.

The Road Department Roadmaster, or designee, will issue a written decision within 15 calendar days of the meeting (or date meeting is declined) with the grievant. The decision will also be provided in a reasonable format requested by the grievant. This decision is final.

See Appendix 7 for additional criteria and procedures to be used in responding to Requests for Service and Grievances.

Appendix 1

Linn County Road Department Quality Control Plan
for Federal Aid Projects with
Linn County's ADA related design and inspection process
Latest Revision - 11/20/2019

Quality Control Plan For Federal-Aid Projects

Linn County Road Department

Local Agency Oversight Plan

The Linn County Road Department has successfully managed design and construction of local, state, and federal-aid projects. The County also designs and manages federal-aid projects for other neighboring local public agencies (LPAs) through interagency agreements. Engineering Services of the Linn County Road Department is responsible for oversight of all federal-aid projects under the master certification agreement with the Oregon Department of Transportation (ODOT) and is responsible for administration in accordance with the federal requirements, the master certification agreement and ODOT Local Agency Guidelines (LAG).

As provided in Local Agency Agreements between Linn County and Oregon Department of Transportation, the Linn County Engineer is the Project Manager to administer federal-aid projects. The County Engineer may assign or delegate authority to his staff or a consultant to be Project Manager, Project Engineer, or Quality Control Coordinator and/or assign work in support of the Project Manager, Project Engineer, or Quality Control Coordinator to other engineering staff under the County Engineer's Supervision.

Design exceptions may be required for a project. A design exception will be prepared by the Engineer of Record, and submitted to the County Engineer for review and approval. In the case of the County Engineer being the Engineer of Record, another licensed engineer will be assigned to review and approve the design exception. In each and every case, a design exception will be reviewed and approved by a licensed engineer other than the Engineer of Record. For projects on state highways, additional approvals for a design exception from ODOT (such as an ADA Curb Ramp Exception) may be required in addition to the County Engineer.

Oversight of the Quality Control Plan and independent review are the responsibilities of the Project Manager. The County Engineer has the final authority on the project for those areas of project delivery delegated to the County from ODOT. This final authority must be within the requirements of the ODOT Linn County Master Certification Agreement, LAG and FHWA requirements. Compliance with the LAG is a requirement of the Quality Control Plan. ODOT checklists (if they exist or are applicable to a Local Agency Project) will be completed in addition to any necessary Linn County Road Department checklists to provide quality control oversight and assure compliance with ODOT and FHWA requirements.

All issues needing FHWA attention will go through ODOT.

1. FHWA retains approval authority over:
 - a. Waiver for Buy American provisions;
 - b. Any sensitive or controversial change, or any change for which FHWA review and approval is specifically requested; and
 - c. Work not already approved by FHWA if approval is questionable.
2. State retains approval authority over certain changes to the project. The notification of proposed changes must be sent to State's Regional Local Agency Liaison for approval prior

to the County approving a Change in any of the following areas:

- a. Changes which affect environmental mitigation classification or commitments;
- b. Right of way access control on or impacting State's facilities;
- c. Changes in the scope of work or extension of the contract limits shown in the project documents approved by State and FHWA;
- d. Any contract change altering the DBE goals or requirements;
- e. Any impact or changes to traffic mobility including width, height, weight, length, access to the route or additional travel delay on or impacting State's facilities

Roles, Responsibilities, and Authority of the Project Manager

The Project Manager is required to be a registered Professional Engineer licensed by the Oregon State Board of Examiners for Engineering and Land Survey (OSBEELS). The Project Manager is responsible for all facets of the project including, but not limited to: design, right-of-way/easement acquisition, permits, utilities, environmental commitment compliance, construction, contract administration, schedule, budget, safety, civil rights requirements, public relations, and claim resolution. The Project Manager is responsible and directly in charge of the coordination of the engineering design, contract specifications, advertise, bid, and award, and construction engineering. The Project Manager is the point of contact for ODOT staff in regard to all project elements and represents the County's interests in the project. The Project Manager is recommended to obtain ODOT inspector certifications with respect to work on the project. This may also be satisfied by the engineering staff which have these certifications that work in support of the Project Manager.

There may be more than one Project Manager for a Project. There may be a separate Project Manager for coordination of Preliminary Engineering Design and a separate Project Manager for Construction Administration and Engineering. Larger projects may require more than one Project Manager for Preliminary Engineering Design. A coordinated team project delivery approach will be used.

For Construction Management, the Project Manager or support staff under the Project Manager is required to be an ODOT certified inspector (General Construction, HMAC, Erosion Control, etc.) with respect to work on the project.

Roles, Responsibilities, and Authority of the Project Engineer

The Project Engineer is a representative of the Project Manager in matters related to design and construction of federal-aid projects. The Project Engineer and Project Manager may be the same individual on a project. The Project Engineer is directly responsible for the engineering design. There may be more than one project engineer working on the project (e.g. Bridge Design, Road Design, etc.). A Project Engineer working on federal-aid projects shall be a Professional Engineer licensed by the Oregon State Board of Examiners for Engineering and Land Survey (OSBEELS). For Construction Management, the Project Engineer or support staff under the Project Engineer is required to be an ODOT certified inspector (General Construction, HMAC, Erosion Control, etc.) with respect to work on the project.

Preliminary Engineering

Plans, specifications and estimates (PS&E) are prepared under the direct supervision of the Project Manager and/or Project Engineer and reviewed and approved by the County Engineer. The County has established a checklist/procedure to provide quality control oversight and assure compliance with ODOT and FHWA requirements (Design Procedures Checklist for Federal Aid Projects, located in the Appendix). ODOT's PS&E Checklist in the LAG Manual for Certified Agencies will be completed and submitted to provide additional quality control oversight. Final written approval of the PS&E by ODOT and FHWA is required as a condition to obtain obligation of funding for construction.

Development of plans, specifications and estimates include a review process at 30%, 60% (for some projects), and 90% design completion. The 30% review is needed to obtain approval of NEPA, prior to proceeding with final design. The County's internal review may include the Planning Department, State, County, and Emergency Services, Parks and Recreation Department, and Road and Bridge Maintenance Divisions, as appropriate. Linn County maintains a comment log to track and demonstrate follow up on any review comments provided by each review step.

- 30% - The County's internal review, initiation of the NEPA process and design exception process as needed;
- 60% - The County's internal review and utility notification for relocation. A copy of the Utility documents* is sent to the State Utility Liaison with cc to LAL;
- 90% – The County's final internal review of PS&E package. (An independent peer and constructability review completed by the County Engineer and/or a Project Manager not assigned to the project).
- For clarification, one component of the PS&E Package includes final plans and specifications. If the project is located on a State highway, it will also need separate ODOT review and approval at 30%, 60% and 90%
- Prior to advertisement – Bid Advertisement documents approved by the County Engineer, Roadmaster, County Counsel, and Board of Commissioners. The Roadmaster completes final review of the bid documents and advertisement approval.

ODOT Environmental review of plans and specifications is needed soon after NEPA approval and the necessary environmental measures are incorporated into the plans and specs.

The PS&E package, signed by the Project Manager and Quality Control Coordinator, will be submitted to ODOT after comments from the 90% plan review have been incorporated. PS&E and construction plans shall conform to the current edition of the following, unless otherwise requested by the Linn County Road Department and approved by ODOT per Local agency Certification Agreement:

- AASHTO Policies and Guidelines
- Oregon Standard Specifications for Construction and Linn County Amendments as approved by ODOT
- Manual on Uniform Traffic Control Devices and Oregon Supplements
- TRB Highway Capacity Manual

- Local Agency Certification procedures as indicated in LAG manual
- Title 23 and Title 49, USC, Highways and Regulations
- FHWA Contract Administration Core Curriculum Participants Manual and Reference Guide
- ODOT Right-of-Way Manual
- ODOT Bridge Cost Data Manual
- ODOT Bridge Section Load Rating procedures
- Oregon Bicycle and Pedestrian Plan
- Oregon Bicycle and Pedestrian Design Guide
- ODOT Highway Design Manual (for projects on the Oregon State Highway System and the National Highway System)
- Approved ADA Design Exception and Inspection Process (CPO Bulletin 101-19)
- ODOT Curb Ramp Process

Utilities and Right of Way

Right of way and utilities are addressed as provided by each project IGA (see LAG Manual).

The following documents are required to be submitted to the State Utility Liaison prior to PS&E, either as the documents are generated or as a packet with the PS&E electronically:

- Copies of all Conflict Letters & Project Notification Letters
- Copies of all Time Requirement Letters
- Utility Certification Form, and

If reimbursable utility project, then submit the following original signed forms to the State Utility Liaison:

- The Reimbursable Information Form (RIF) and
- The Reimbursement Certification Form.

For situations not covered here, or for other related questions, contact the ODOT Regional Local Agency Liaison (LAL) who will coordinate with ODOT's State Utility Liaison.

Current requirements and procedure regarding utilities will be followed as provided by Chapter 13 in the Local Agency Guidelines.

The County has established a checklist/procedure to provide quality control oversight and assure compliance with ODOT and FHWA requirements (Right of Way and Utility Procedures Checklist for Federal Aid Projects located in the Appendix).

Design Exceptions

The Design Exception must be first approved by the County Engineer. For projects on County Roads or for special projects under Linn County jurisdiction, a design exception requires County approval. A project located on or along the State Highway System will require ODOT approval.

If a design exception is required from ODOT, Design exceptions will be approved by the County Engineer prior to submittal to ODOT for approval. Design exceptions shall be submitted as early as possible in the design process. Design exceptions will be completed per ODOT procedures and approved by ODOT. The ODOT design exception process can be found in the ODOT Highway Design Manual and can be located at:
http://www.oregon.gov/ODOT/HWY/ENGSERVICES/design_exceptions.shtml.

Bid Document, Advertising, Bid, and Award

A project may not be advertised until Linn County has received authorization in the form of obligation of funding for construction from FHWA and ODOT. Once authorization has been issued, the Project Manager/Project Engineer is responsible for preparation of the bid document and checklists. Oversight of the bid document is the responsibility of the County Engineer. The bid document, advertising, bid and award shall conform to Section C, Chapter 15 and Chapter 8 of the LAG. The County has established a procedure to provide quality control and quality assurance oversight to comply with ODOT and FHWA requirements (Advertise, Bid, and Award Procedures Checklist for Federal Aid Projects, located in the Linn County Contract & Construction Administration Quality Control Plan Appendix).

The award of all construction contracts requires the County Engineer, County Counsel, Roadmaster, and Board of Commissioner approval and signatures. Addendums to the Bid Document will be prepared by the Project Manager and independently reviewed and approved by the County Engineer. Addendums will be forwarded to ODOT per the signed Certification Agreement.

ODOT's Certified Agency Ad, Bid and Award package, signed by the Project Manager and Quality Control Coordinator, will be submitted to ODOT. Linn County complies with the ODOT Bid Analysis Policy for certified LPAs established July 2013 and approved by FHWA. If the county determines that it will not award to the lowest, responsive bidder, it must contact ODOT immediately and provide written justification for their decision. ODOT and FHWA must concur in the LPA's rejection of bids.

Construction Cost Estimate, and Project Agreement Estimate (PAE)

All construction cost estimates are prepared by the Project Manager/Project Engineer and kept confidential. The County Engineer shall complete an independent review and approve the cost estimate. The cost estimate is submitted to ODOT in Excel, using the accepted ODOT format. The Project Manager will submit a request to ODOT to prepare a budget to be included in the PAE for the construction engineering services provided by ODOT following award of the contract. The draft PAE is sent to ODOT' Project Liaison after construction contract award. ODOT in turn will provide a final PAE to the Local Agency.

Construction and Contract Administration

Construction and contract administration is the responsibility of the Project Manager. The Project Manager is also responsible for the County's Quality Assurance and Civil Rights requirements for the project.

The County has an established Quality Control Plan for Construction Administration. As part of this plan, the County has established a checklist for construction and contract administration procedures and a checklist for project deliverables to provide quality control oversight and assure

compliance with County, ODOT and FHWA requirements (Contract & Construction Administration Procedures Checklist for Federal Aid Projects, located in the Linn County Contract & Construction Administration Quality Control Plan Appendix). ODOT's Local Bid and Award Checklist in the LAG Manual will be completed to provide additional quality control oversight. The County Engineer provides additional oversight.

The County Federal-Aid Certification Plan identifies the Linn County Road Department Contract & Construction Administration Quality Control Plan.

Contract change orders, under the County's authorization and per the Interagency Agreement, will be approved by the County Engineer, Roadmaster, County Counsel, and the Linn County Board of Commissioners. Change orders outside the County's authorization, per the Interagency Agreement, will obtain concurrence from ODOT prior to final execution of the change order.

The Project Manager will notify the State Local Agency Liaison of 1st, 2nd, and 3rd notice, the punch list, and invite the State Local Agency Liaison to the final inspections.

Civil Rights

The County has developed a Title VI Plan (2011) which was submitted to and accepted by ODOT's Certification Program Manager. This Plan is on file in Linn County.

The County has also established the Civil Rights Procedures Checklist for Federal Aid Projects, located in the Linn County Contract & Construction Administration Quality Control Plan Appendix. The County Project Manager is the designated Agency contact for the delegated portions of this program which is also administered through the bid and award and construction procedures.

The County will also follow the requirements of the Civil Rights program as specified in the LAG Manual. Some portions of Title VI and the DBE program are a function of ODOT - refer to Master certification agreement and the LAG Manual for which parts.

Americans with Disabilities Act (ADA)

The County will follow and comply with ODOT's current ADA design and inspection processes on both the Oregon State Highway System and on the County Road System. This includes following ODOT's ADA Curb Ramp Design Standards, Design Exception Process, Local Crosswalk Closure Process, Construction Inspection Procedure, Workzone Accessibility Standards, and Ongoing Maintenance. ODOT's current processes are provided in current ODOT Bulletins and ODOT's Local Agency Guidance Manual for Certified Agencies.

County engineering staff completing ADA design are required to complete ODOT's Design of ADA Curb Ramps and Pedestrian Signal Placement course. In completing the design, County will use the most current versions of Oregon Standard Drawings; ODOT Highway Design Manual, and AAHSTO's Guide for the Planning, Design, and Operation of Pedestrian Facilities.

For design exceptions, the County will follow the procedures outlined in the ODOT ADA Curb Ramp Process Document located at the ODOT Engineering and Accessibility website:

<https://www.oregon.gov/ODOT/Engineering/Pages/Accessibility.aspx>

This site provides current ODOT ADA requirements. The County Engineer will review the application for a determination of whether the requested exception is approvable before

submitting the request to the State Traffic-Roadway Engineer. Each ADA-related design exception will describe how it meets the ADA standards to the maximum extent feasible.

For each project, the County will provide temporary pedestrian access routes through work zones equal to or better than the existing access. In the case of road closures where temporary access cannot not be provided on the road under construction, an alternate access will be provided. In each case, the public will be notified as appropriate for the project, by public hearings, individual mailing notifications, news articles, and on the Linn County Road Department website. Projects will be signed with notification provided to schools, emergency services, postal services, and any other impacted public agency at least 10 days prior to construction.

County project scoping and funding requests involve documenting needed improvements for ADA compliance within the public right of way. County will provide engineering staff to complete this who have completed ODOT's ADA Certification for Inspectors Course. County will also use ODOT's curb ramp inspection report form to determine ADA compliance. This form will also be used at project completion. Oregon Standard Specifications and Standard Drawings for Construction as updated by ODOT will also be followed as appropriate to ensure ADA compliance.

Financial Oversight

The Project Manager is responsible for project finances. The County Engineer provides financial oversight and reviews and approves all payments to contractors and suppliers and all financial documents that will be submitted to ODOT. The Roadmaster may also provide additional oversight on a case by case basis as deemed necessary. The County Engineer or an individual assigned by the County Engineer keeps financial control of the project. In addition, approval from the Roadmaster, County Counsel, and Board of Commissioners are required for execution of any Interagency Agreement. Reimbursement requests are prepared by the Linn County Road Department Office Manager and staff and approved by the County Engineer.

Living Program

All documents may require changes or improvements based on need and federal and state requirements. Therefore, this plan and documents are regarded as a living document. To ensure consistency of the program with requirements, any modification to this plan is subject to the review and approval of the Linn County Engineer.



Approved by: C. R. Knoll, PE Linn County Engineer

Original:	June 7, 2011
Revised:	March 11, 2014
ODOT updates:	April 7, 2014
Last Revised with Updates:	April 25, 2014
Last Revised with Updates for ADA:	February 25, 2019
Last Revised with Revisions:	November 20, 2019

Appendix 2

FHWA Letter of Approval of
Linn County's ADA related design and inspection process

January 7, 2020



U.S. Department
of Transportation
**Federal Highway
Administration**

Oregon Division

January 7, 2020

530 Center Street NE, Suite 420
Salem, Oregon 97301
503-399-5749
Oregon.FHWA@dot.gov

In Reply Refer To:
HPL.1-OR

Ms. Tiffany Hamilton, JD
Local Agency Certification Program Manager
Active Transportation Section- Statewide Program Unit
555 13th Street NE, Suite 2
Salem, Oregon 97301

Mr. Michael J. Kimlinger, P.E.
Interim State Traffic Roadway Engineer
ODOT Highway Division, Traffic Roadway Section
4040 Fairview Industrial Drive SE
Salem, Oregon 97302

Re: Americans with Disabilities Act (ADA) Design and Inspection Process Review for Linn County, a
Certified Local Public Agency- FHWA Concurrence

Dear Ms. Hamilton and Mr. Kimlinger:

This letter is to confirm the Federal Highway Administration's (FHWA) review and concurrence with the Oregon Department of Transportation's (ODOT) approval of Linn County's ADA-related design and inspection processes, as a certified local public agency, for use on federally funded projects. Linn County will comply with the current ODOT ADA design, inspection and exception approval process on all State and local roadways, as stated in the County's Quality Control Plan. Any variance from these standards in the future will require further review and approval.

We appreciate the time and effort contributed, coordinating between different divisions of ODOT and the FHWA Oregon Division Office. We sincerely appreciate Linn County's responsiveness in providing clarifying information and their processes.

Our review is based on the documents provided with your approval letter to the FHWA dated January 7, 2020, and additional documents in your email of December 23, 2019. If you have any questions, please contact myself, Mike Morrow or Nick Fortey at the FHWA Oregon Division Office.

Sincerely,

Satvinder S. Sandhu, P.E.
Local Programs Manager

Appendix 3

ODOT Letter of Approval of
Linn County's ADA related design and inspection process

January 7, 2020



Oregon

Kate Brown, Governor

Department of Transportation
Transportation Development Division

555 13th Street NE, Suite 2

Salem, Oregon 97301

Phone: (503) 986-3421

January 7, 2020

Linn County Road Department
Attn: Chuck Knoll, County Engineer
3010 Ferry Street SW
Albany, OR 97322

Americans with Disabilities Act (ADA) Design and Inspection Process Review for Certified Local Public Agency – ODOT Approval

This is to confirm the Oregon Department of Transportation's review and approval of Linn County's ADA design and inspection processes for use on federal-aid projects, as shown in the Linn County Road Department Quality Control Plan for Federal-Aid Projects (Revision Date: November 20, 2019).

This review was conducted jointly and in consultation with the Federal Highway Administration Oregon Division pursuant to ODOT's November 30, 2015 request letter and Certification Program ADA Bulletins 101_19 and 101_27 dated December 28, 2016 and April 23, 2018 respectively. A January 7, 2020 concurrence letter from FHWA Oregon Division is attached.

We appreciate the time and effort put into developing Linn County's submittals, meeting with ODOT, providing clarifying information, and refining processes. Approval of the County's ADA design and inspection processes is based on the following:

1. Linn County Road Department letter dated June 26, 2018, Re: Notice of Linn County Road Department Adoption of ODOT's ADA process
2. The February 8, 2019 meeting discussion between Linn County and ODOT on how the County applies the [ODOT ADA Curb Ramp Process](#) (December 2018) to its federally funded projects. The discussion is summarized in a February 15, 2019 email from Tiffany Hamilton that was subsequently revised February 25, 2019 to address corrections per Chuck Knoll's February 25, 2019 email.
3. Linn County Road Department Quality Control Plan for Federal-Aid Projects (Revision Date: November 20, 2019) incorporating ADA process updates.
4. Linn County responses to ODOT comments on earlier drafts of item 3 and in an ADA comment tracking and resolution log (final 12/20/19).

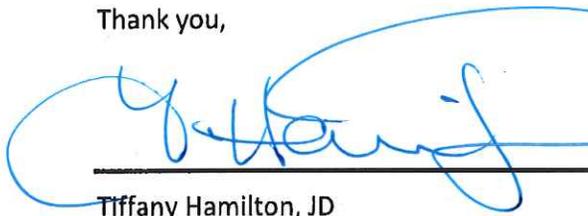
ODOT also reviewed the December 2, 2015 letter and email that the County submitted in response to ODOT's November 30, 2015 request to the County for ADA information.

The County reported in its May 31, 2019 Certified LPA Self-Audit that "an effort to complete an ADA Transition Plan was started in February 2019 with a completion goal date of 9/15/19." If the County has not already done so, **please coordinate submission and review** of the County's ADA Title II Transition Plan with Title VI/EJ/ADA Manager, **David Morrissey** in the ODOT Office of Civil Rights at (503) 986-3870 or David.N.MORRISSEY@odot.state.or.us.

Further to this approval, the County may apply its approved ADA design and inspection processes, as shown in its Quality Control Plan for Federal-Aid Projects (Revision Date: November 20, 2019), subject to the terms and conditions included in any certified supplemental project agreements. For those agreements that currently require the County to follow ODOT processes on local facilities, ODOT will work with the County on developing any needed amendments.

Please note the County is still required to follow ODOT ADA design and inspection processes and submit ODOT inspection forms for work on or along the Oregon State Highway system.

Thank you,



Tiffany Hamilton, JD
Local Agency Certification Program Manager
Active Transportation Section - Statewide
Programs Unit
(503) 986-3649



Michael J. Kimlinger, P.E.
State Traffic Roadway Engineer
ODOT Highway Division - Traffic-Roadway
Section
(503) 986-3606

cc. Linn County: Darrin Lane, Daineal Malone
ODOT: Heidi Shoblom, James Doll, David Morrissey
FHWA Oregon Division: Satvinder Sandhu, Mike Morrow, Nick Fortey

Attachments:

- FHWA concurrence letter dated January 7, 2020

Appendix 4

Pedestrian and Bicycle Component of Linn County Transportation System Plan

Adopted January 2019 -

Includes: Aspirational Project List, Project List Details,
and Project Maps

2018 Linn County Transportation System Plan: Volume 1



April 2018

The Priorities

Without additional funding sources, the county has no funding to cover the costs of projects for which it will be the primary source of funding over the next 20 years. The state might contribute \$15 to \$20 million for investments along state highways. The TSP sets priorities for spending anticipated funds and identifies projects that would be possible with additional funding.

Prioritizing Investments

Prioritization of transportation system improvements will be made primarily based on those projects presently designated for state and federal funding as indicated by the STIP. The remaining desired transportation system projects are split by the TSP into improvement packages.

- **Package 1** is financially constrained, meaning it includes an estimate of how the county would use the \$15 to \$20 million in revenue from various state and/or federal sources. It also includes projects with identified funding outside of the TSP revenue forecast, including those currently programmed in the STIP.
- **Package 2** includes other high priority projects and relies on \$60 million of additional funding that would be available if the county opted to add a new funding source, such as those described on page 88.
- **Packages 3 and 4** are comprised of the aspirational projects, those remaining projects that likely would not have county or state funding by 2040. Package 3 includes projects of the next highest priority should additional funding be obtained beyond that in Packages 1 and 2. Package 4 includes all remaining projects not included in the other packages.

The TSP evaluated and compared all proposed projects using the eight TSP goals (detailed in the “Vision” section of the TSP). The

scores were totaled for each project and used to solicit feedback from the Project Management Team and Project Advisory Committee. The input eventually led to a revised list of high priority transportation investments that focused on improving safety along roadways, and maintaining and preserving the transportation system. Based on a project's contribution to achieving the transportation goals of Linn County, the process assigned each transportation solution a priority with the revised methodology.

The county has discretion to implement the projects in a different order than is reflected in Table 2. Future circumstances could allow or require the county to fund projects not on the financially constrained project list to address an unanticipated transportation need or take advantage of an unexpected opportunity.

The Financially Constrained Plan

The financially constrained plan identifies the transportation solutions that the county prioritizes for funding and implementation by 2040, presented in Table 2 and Figures 9, 10, 11, 12, 13, 14 and 15.

ODOT has projected that the county could receive \$15 to \$20 million from various state and/or federal sources over the next 20 years. Based on current needs, Table 2 and Figures 9, 10, 11, 12, 13, 14 and 15 show how the county would use the state funds. The projects are illustrative only and ODOT does not give them higher priority than any other state highway project in the county's list. The county may modify and adapt the list within the limits of the financial constraint threshold, as it currently exists or as it may evolve, to advance any supported project along state highways in response to any opportunity or issue that may arise during the planning horizon.

Projects currently programmed in the STIP are also included in the financially constrained plan (see Table 2).

None of the county-funded transportation system projects are included in the financially constrained plan since the county has no local funds to complete the projects over the next 20 years.

The Aspirational Plan

The aspirational transportation system identifies valuable solutions that may not have funding by 2040, unless additional sources become available. Some of the projects require city funding and resources beyond what is available in the time frame of this plan. Others are contingent upon grants, development, or redevelopment. Some of the aspirational projects in Table 2 and in Figures 9, 10, 11, 12, 13, 14 and 15 have designations of Package 2 or Package 3, indicating their potential priority should the county develop new sources of funding.

Financially Constrained and Aspirational Projects

The following pages include the financially constrained and aspirational projects in chart form and on accompanying maps. Improvement Package 1, Financially Constrained Plan totals the \$15 to \$20 million expected to be available through various state and/or federal sources. Improvement Package 2 relies on \$60 million of additional funding that would be available only if the county added a new funding source, such as those described on page 88. Improvement Package 3 relies on additional funding that would be available only if the county added a second new funding source, such as those described on page 88. Improvement Package 4, Aspirational Plan, includes projects with costs that exceed the likely level of available funding through 2040.

The projects listed in Table 2 are grouped by type of project. The project identification numbers in the first column indicate the type of project. The Project IDs are coded as follows:

- “PB” is a Pedestrian and Bicycle project

- “BR” is a Bridge project
- “CI” is a Corridor Improvement project
- “RM” is a Rural Modernization project
- “SI” is a Spot Improvement project
- “SM” is a System Management project
- “SS” is a Systemic Safety project

The project design elements depicted are identified for the purpose of creating a reasonable cost estimate for planning purposes.

The actual design elements for any project are subject to change and will ultimately be determined through a preliminary and final design process, and are subject to county and/or ODOT approval.

Table 2a: Financially Constrained and Aspirational Project List

Project ID	Project Description	Project Elements*	Estimated Cost (2017 Dollars)	Primary Funding Source**	Package ***
Bicycle and Pedestrian Projects – Linn County					
BP-02	SW Broadway St. - Mill City Urban Street Improvements	Improve Broadway St. in Mill City (1st to 6th) to urban standards, including lighting. Linn County has agreed to a three year plan for improvements	\$4,020,600	County	4
BP-15	City of Scio - Crosswalk Safety Evaluation and Improvements at N. 1st St. and Main. (Scio)	Evaluate crosswalk for safety improvements and implement.	\$75,000	County	4
BP-17	City of Scio - Crosswalk Safety Evaluation and Improvements at SW 4th Ave. School Crossing (Scio)	Evaluate crosswalk for safety improvements and implement.	\$75,000	County	4
BP-18	City of Scio - Scio High School Pedestrian Path and School Crosswalk Safety Improvements (Scio)	Pedestrian and bicycle access and safety improvements to access Scio High School.	\$75,000	County	4
BP-19	Tangent Dr. / Blackberry Ln. - Systemic Intersection Safety Improvements (Tangent)	Provide systemic intersection safety improvements including: Basic Set of Sign and Marking Improvements. Evaluate intersection for Enhanced Signing Treatments.	\$15,000	County	3

Table 2a: Financially Constrained and Aspirational Project List

Project ID	Project Description	Project Elements*	Estimated Cost (2017 Dollars)	Primary Funding Source**	Package ***
BP-21	Berlin Rd. - Shoulder Improvements (Lebanon)	Improve shoulders along Berlin Rd, from Brewster Rd. to Waterloo Rd., providing safe bike access along the east bank of the South Santiam River.	\$3,415,000	County	4
BP-22	Boston Mill Rd. / I-5 Overcrossing Bicycle and Pedestrian Facility Improvement	Provide improved facilities (such as continuous wide shoulders or multiuse paths) on I-5 crossing on Boston Mill Dr. serving Shedd, Brownsville, Lebanon, and Sodaville. Will require bridge widening or new multimodal bridge(s).	\$4,310,000	County	4
BP-23	Diamond Hill Dr. / I-5 Overcrossing Bicycle and Pedestrian Facility Improvement	Provide improved facilities (such as continuous wide shoulders or multiuse paths) on I-5 crossing on Diamond Hill Dr. serving Harrisburg and Brownsville. Will require bridge widening or new multimodal bridge(s).	\$5,750,000	County	4
BP-24	Lake Creek Rd. / I-5 Overcrossing Bicycle and Pedestrian Facility Improvement	Provide improved facilities (such as continuous wide shoulders or multiuse paths) on I-5 crossing on Lake Creek Rd. serving Halsey and Brownsville. Will require bridge widening or new multimodal bridge(s).	\$5,030,000	County	4
BP-25	Linn W Dr. / I-5 Overcrossing Bicycle and Pedestrian Facility Improvement	Provide improved facilities (such as continuous wide shoulders or multiuse paths) on I-5 crossing on Linn W Dr. serving Shedd and Brownsville. Will require bridge widening or new multimodal bridge(s).	\$2,875,000	County	4
BP-29	Seven Mile Ln. / I-5 Overcrossing Bicycle and Pedestrian Facility Improvement	Provide improved facilities (such as continuous wide shoulders or multiuse paths) on I-5 crossing, which will require bridge widening or new multimodal bridge.	\$3,595,000	County	4
BP-30	Tangent Dr. / I-5 Overcrossing Bicycle and Pedestrian Facility Improvement	Provide improved facilities (such as continuous wide shoulders or multiuse paths) on I-5 crossing on Tangent Dr. serving Tangent, Lebanon, and Sodaville. Will require bridge widening or new multimodal bridge(s).	\$3,595,000	County	4
BP-31	Clover Ridge Rd. - Truax Creek Bridge Replacement (County Bridge ID 320-0.82, State Bridge ID 12749)	Widen and replace Clover Ridge Rd. bridge over Traux Creek to include sidewalks and bike lanes and stormwater treatment. Priority Bridges to be replaced based on sufficiency rating, load rating, scour	\$1,350,000	County	2

Table 2a: Financially Constrained and Aspirational Project List

Project ID	Project Description	Project Elements*	Estimated Cost (2017 Dollars)	Primary Funding Source**	Package ***
BP-32	Mill City - 1st Ave. Bridge over North Santiam River Maintenance and Improvements (County Bridge ID 006-745, State Bridge ID 02058)	Bridge maintenance and improvements, including pedestrian improvements.	\$2,766,000	County	2
BP-33	Mill City - Wall St. Pedestrian Bridge over North Santiam River Improvements	Pedestrian bridge maintenance and improvements.	\$2,600,100	County	2
BP-34	Crowfoot Rd. - Corridor Improvement Project (Lebanon)	Corridor safety project on Crowfoot Rd. from Highway 20 to S. Main Rd. Includes bicycle and pedestrian facilities and connections to nearby school.	\$1,375,000	County	4
BP-35	Goldfish Farm Rd. - Urban Improvement	Urban improvements to Gold Fish Farm Rd.	\$3,465,000	County	4
BP-37	Kirk Avenue - Urban Upgrades (Brownsville)	Urban streetscape upgrade for Kirk Avenue. Design TBD in consultation with City officials.	\$3,000,000	County	4
BP-40	NW 4th Avenue - Urban Upgrades (Scio)	NW 4th (Jefferson-Scio Drive) Curb, Gutter, Storm & Sidewalks between Main St. and Clayton Pl.	\$955,000	County	4
BP-42	City of Scio - Sidewalk Repair and Infill (Scio)	Repair or replace any current sidewalks that are below County standards inside Scio city limits on N Main St., NE 4th St.	\$865,000	County	2
BP-43	Scravel Hill Rd. - Urban Upgrade (Albany)	Urban Upgrade. Coordinate with City of Albany on project implementation (per Albany TSP)	\$200,000	County	4
BP-45	Washburn St. (aka. Gap Rd.) - Urban Upgrade (Brownsville)	Urban streetscape upgrade for Washburn St. (aka. Gap Road) focused on traffic calming and improving bicycle and pedestrian facilities. Design to be determined in consultation with City of Brownsville, construction likely to be development-driven.	\$1,430,000	County	4
BP-46	Tangent Dr. - Urban Corridor Improvements (Tangent)	Add curb, gutter, sidewalk from OR 99E to City Limits	\$1,200,000	County	4
BP-47	Maintenance Procedures - Bike Friendly Chip Seal	When chip seal is used, use smaller size rocks and ensure the treatment extends fully through shoulders, preferably at least 6 feet everywhere.	\$10,000	County	3

Table 2a: Financially Constrained and Aspirational Project List

Project ID	Project Description	Project Elements*	Estimated Cost (2017 Dollars)	Primary Funding Source**	Package ***
BP-48	Maintenance Procedures - More frequent roadway sweeping with bike priority route plan	Provide more frequent roadway sweepings, and identify a set of priority bike routes for maintenance.	\$10,000	County	3
BP-50	Queen Ave. - ADA Transition Requirements	Curb, gutter, sidewalk, and ADA improvements on Queen Ave. to Riverside Dr.	\$1,500,000	County	4
BP-51	Seven Mile Ln. - Shoulder Improvements East	Improve shoulders to provide bike-friendly width on Seven Mile Lane, I-5 Overpass to Brownsville.	\$12,735,000	County	4
BP-52	Brownsville Rd. - Corridor Improvement Project	Improvements to Brownsville Rd. including widen lanes and provide paved shoulders to design standards.	\$2,400,000	County	4
BP-53	East County Freight and Recreational Route Designation and Improvements	Improve shoulders and crossings, and widen roadway where necessary, to provide safe corridor for bicycles, pedestrians, and freight connecting Stayton, Scio, Lacombe, and Waterloo. Conceptual route includes: Stayton-Scio Rd., OR 226, Richardson Gap Rd., Fish Hatchery Dr., Meridian Rd., Lacombe Dr, Bellinger Scale Rd.	\$21,305,000	County	3
BP-54	Gap Rd. / Diamond Hill Rd. - Shoulder Improvements	Improve shoulders to provide safe bike access to scenic route.	\$3,905,000	County	4
BP-55	Mt. Home Dr. - Road Surface Improvement	Pave Mt. Home Dr. between Sodaville Mountain Home Rd. and Northern Dr. to allow bicycle travel between Sweet Home and Brownsville without using OR 228.	\$3,450,000	County	2
BP-56	North River Dr. approaching Quartzville Rd. - Shoulder and Alignment Improvement	Improve roadway for all users (bikes, peds, recreational vehicles, etc.) by providing improved shoulders and realignment to reduce horizontal and vertical curves. Funding has been obtained and design is in progress.	\$2,968,000	Federal (FLAP)	1
BP-57	Riverside Dr. - Widening and Improvement (Phase I and Phase II)	Road improvements to Riverside Drive, including widening shoulders, lanes, curves and enhanced curve warning signs.	\$4,800,000	County	4
BP-58	City of Scio - Shoulder Improvements on County Roads (Scio)	Incorporate wide shoulders inside Scio city limits, with fog lines, where possible on N Main St. and NW/NE 4th St.	\$500,000	County	4

Table 2a: Financially Constrained and Aspirational Project List

Project ID	Project Description	Project Elements*	Estimated Cost (2017 Dollars)	Primary Funding Source**	Package ***
BP-59	Tangent Dr. - Rural Corridor Improvements	Widen and repave Tangent Dr. where needed to provide multiuse shoulders. Project extends from Tangent City Limits west to Peoria Rd. and east to OR 34. (West of Tangent City Limits follows Oakville Rd. and Harvest Dr.)	\$7,375,000	County	4
BP-61	Waterloo Rd. - Roadway and Shoulder Improvements	Widen shoulders and travel lanes as needed between City of Waterloo and Berlin Rd. to improve safety and capacity of popular freight and bicycle route. Apply systemic safety improvements at intersection with Plagman Dr.	\$1,770,000	County	4
BP-62	Crowfoot Rd. / Cascade Dr. - Intersection Safety Improvements (Lebanon)	Intersection improvement to reduce vehicle conflict points and provide safe bicycle and pedestrian access to nearby school, such as a roundabout. Implement in collaboration with City of Lebanon.	\$2,395,000	County	4
BP-63	Hume St. - Urban Improvements (Brownsville)	Improve Hume St. to urban standards	\$70,000	County	4
BP-64	Waterloo Rd. / Berlin Rd. - Intersection Realignment	Realign intersection to traditional stop-controlled "T" geometry. Improve sight distance with vegetation removal and maintenance. Design should prioritize heavy bicycle traffic and accommodate freight (log trucks) traffic.	\$1,200,000	County	4
BP-66	Linn-Benton Community College (LBCC) Transit Center	Transit Center at LBCC Campus (Linn County funded portion) - including multimodal and bicycle access into the LBCC campus,	\$500,000	County	4
Bicycle and Pedestrian Projects – Other Jurisdictions					
BP-01	Bike Route - Halsey to Brownsville (Peoria Rd.) Hwy 99E	Connect and expand existing bike routes (Brownsville to Lebanon / Sweet Home and from Corvallis/Peoria)	\$1,000,000	State	4
BP-03	US 20 - Foster Lake Multi-Use Path	ODOT STIP Project 18853, Multiuse Path along US 20 from 54th Ave. to Riggs Hill Rd., expected bid letting early 2018.	\$1,805,000	State	1
BP-04	Old Salem Rd. NE - I-5 Exit 235 Undercrossing Bicycle and Pedestrian Facility Improvement (Millersburg)	Provide improved facilities (such as wider paved shoulder or multiuse path) on I-5 undercrossing at Exit 235 serving Old Salem Rd., Murder Creek Dr., Viewcrest, and Millersburg.	\$600,000	State	4

Table 2a: Financially Constrained and Aspirational Project List

Project ID	Project Description	Project Elements*	Estimated Cost (2017 Dollars)	Primary Funding Source**	Package ***
BP-06	Mill City - Canyon Journey Trail Improvements	Trail improvements, including multi-modal river crossing at Kimmel Park.	\$1,405,000	City	3
BP-08	OR 22 - Recreational Bike Trail from Detroit to Mill City and Beyond	Coordinate with Marion County, creating a recreational bike trail along Highway OR 22 along Santiam River (on the Marion County side) connecting multiple cities and coordinated with the Oregon Scenic Byway.	\$6,830,000	Marion County	3
BP-09	OR 99E / N. Lake Creek Dr. - Improve Pedestrian Access (Tangent)	Pedestrian Access Improvements.	\$75,000	State	4
BP-12	Park and Recreation Master Plan - Wayfinding Signage	Wayfinding signage from County roads to park access, per Linn County Park and Recreation Master Plan	\$10,000	County Parks and Recreation	4
BP-13	Park and Recreation Master Plan - Foster Reservoir Trail	Collaborate to complete 7.5 miles of compressed gravel trail, per Linn County Park and Recreation Master Plan	\$475,000	County Parks and Recreation	4
BP-14	Park and Recreation Master Plan - Lebanon to Albany Regional Trail	Collaborate with local agencies on 10 mile multi-use trail with adjacent soft surface trail, per Linn County Park and Recreation Master Plan. Conceptual alignment to be determined.	\$1,000,000	County Parks and Recreation	3
BP-16	City of Scio - Crosswalk Safety Evaluation and Improvements at SE Ash St. and OR 226 (Scio)	Evaluate crosswalk for safety improvements and implement.	\$75,000	State	4
BP-20	US 20 through Sweet Home - Pedestrian Access Improvements	Pedestrian Access Improvements.	\$1,600,000	State	4
BP-26	OR 228 / I-5 Overcrossing Bicycle and Pedestrian Facility Improvement	Provide improved facilities (such as continuous wide shoulders or multiuse paths) on I-5 crossing on OR 228 serving Halsey and Brownsville. Will require bridge widening or new multimodal bridge(s).	\$8,620,000	State	4
BP-27	OR 34 / I-5 Overcrossing Bicycle and Pedestrian Facility Improvement	Provide improved facilities (such as continuous wide shoulder, bike lanes, sidewalks, or multiuse paths) on I-5 crossing, approaches, and signalized interchange terminals.	\$1,035,000	State	4

Table 2a: Financially Constrained and Aspirational Project List

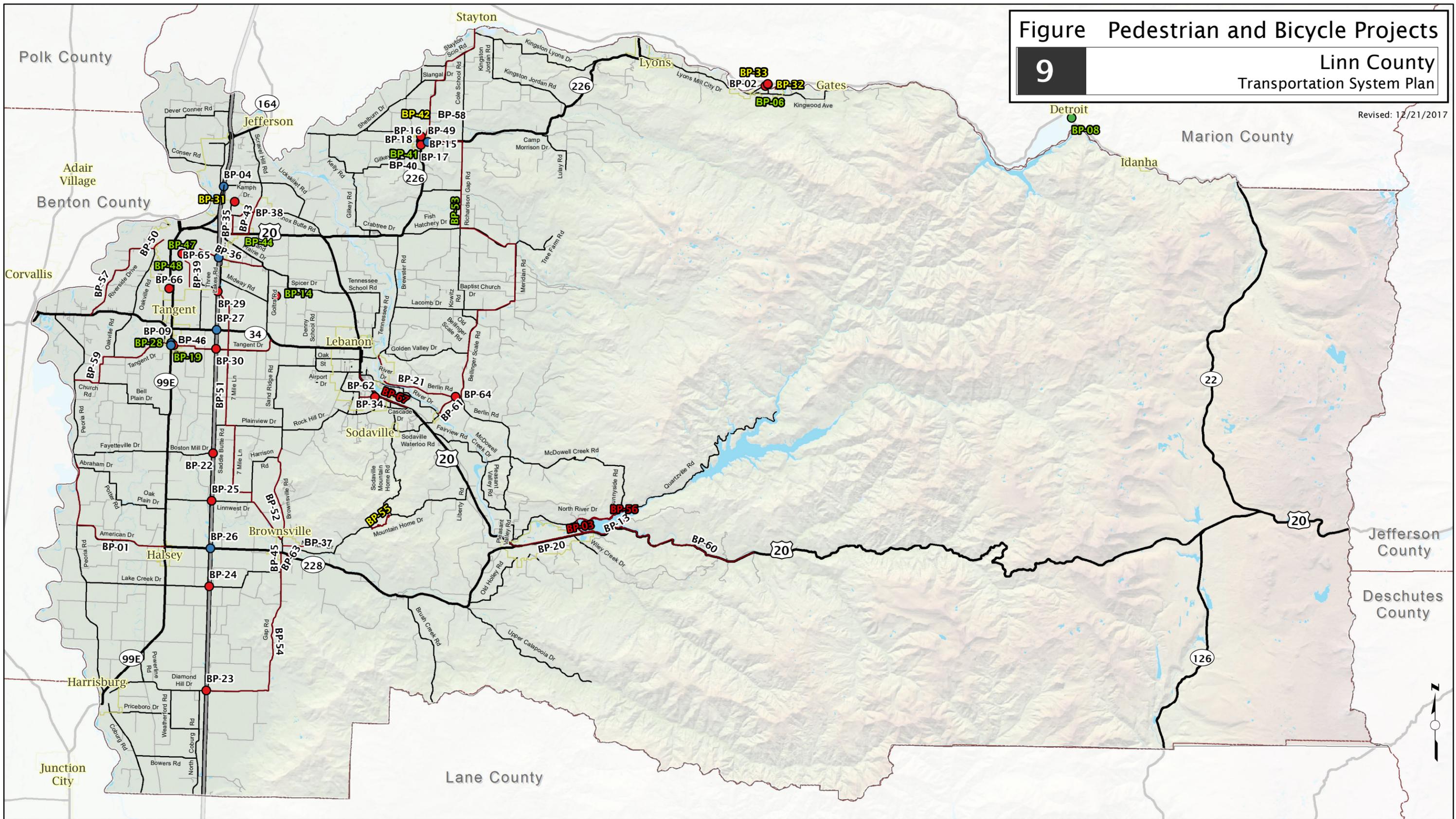
Project ID	Project Description	Project Elements*	Estimated Cost (2017 Dollars)	Primary Funding Source**	Package ***
BP-28	OR 99E / South Tangent Dr. - Improve Pedestrian Access (Tangent) on OR 99E	Pedestrian Access Improvements.	\$2,095,000	State	3
BP-36	Grand Prairie Rd. - Urban Upgrade (Albany)	Urban Upgrade. Coordinate with City of Albany on project implementation (per Albany TSP)	\$2,260,000	City	4
BP-38	Knox Butte Rd. Widening (Albany)	Add Lane(s)/Urban Upgrade. Coordinate with City of Albany on project implementation (per Albany TSP)	\$7,690,000	City	4
BP-39	Lochner Rd. - Urban Upgrade (Albany)	Urban Upgrade. Coordinate with City of Albany on project implementation (per Albany TSP)	\$5,760,000	City	4
BP-41	OR 226 - Urban Upgrades (Scio)	Addition of Curbs, gutters, sidewalks, bike lanes and streetscape improvements on both sides of OR 226 (~3,000 ft.) where they do not currently exist within Scio city limits.	\$2,030,000	State	3
BP-44	US 20 (East of I-5) - Urban Upgrade (Albany)	Urban Upgrade. Coordinate with City of Albany on project implementation (per Albany TSP)	\$2,070,000	State	3
BP-49	OR 99E - Urban upgrade from American Dr. to South City Limit (Halsey)	Highway, curb, gutter, landscaping and utility relocation project that addresses in a comprehensive manner OR99E through downtown Halsey.	\$12,000,000	State	4
BP-60	US 20 from Quartzville Rd. to Cascadia State Park - Bike Shoulder Improvement	Improve shoulders to provide consistent bike-friendly width on US 20 from Quartzville Rd. to Cascadia State Park.	\$5,560,000	State	4
BP-65	Grand Prairie Rd. - I-5 Bridge Widening	Widen I-5 bridge to provide safe passage for Bicycles and Pedestrians	\$10,775,000	State	4
BP-67	US 20 - Systemic Bicycle Safety Improvements	Provide Systemic Bicycle Safety Improvements from M.P. 14.2 to M.P. 17.4, per ODOT Bicycle and Pedestrian Safety Implementation Plan	\$1,025,925	State	1
Estimated Cost for all Bicycle and Pedestrian Projects			\$196,845,625		

Figure Pedestrian and Bicycle Projects

9

Linn County
Transportation System Plan

Revised: 12/21/2017



Legend

Project Primary Jurisdiction

- County
- State
- Other

- Project included in Improvement Package 1 (Financially Constrained Plan)
- Project included in Improvement Package 2

- Project included in Improvement Package 3
- Project included in Improvement Package 4

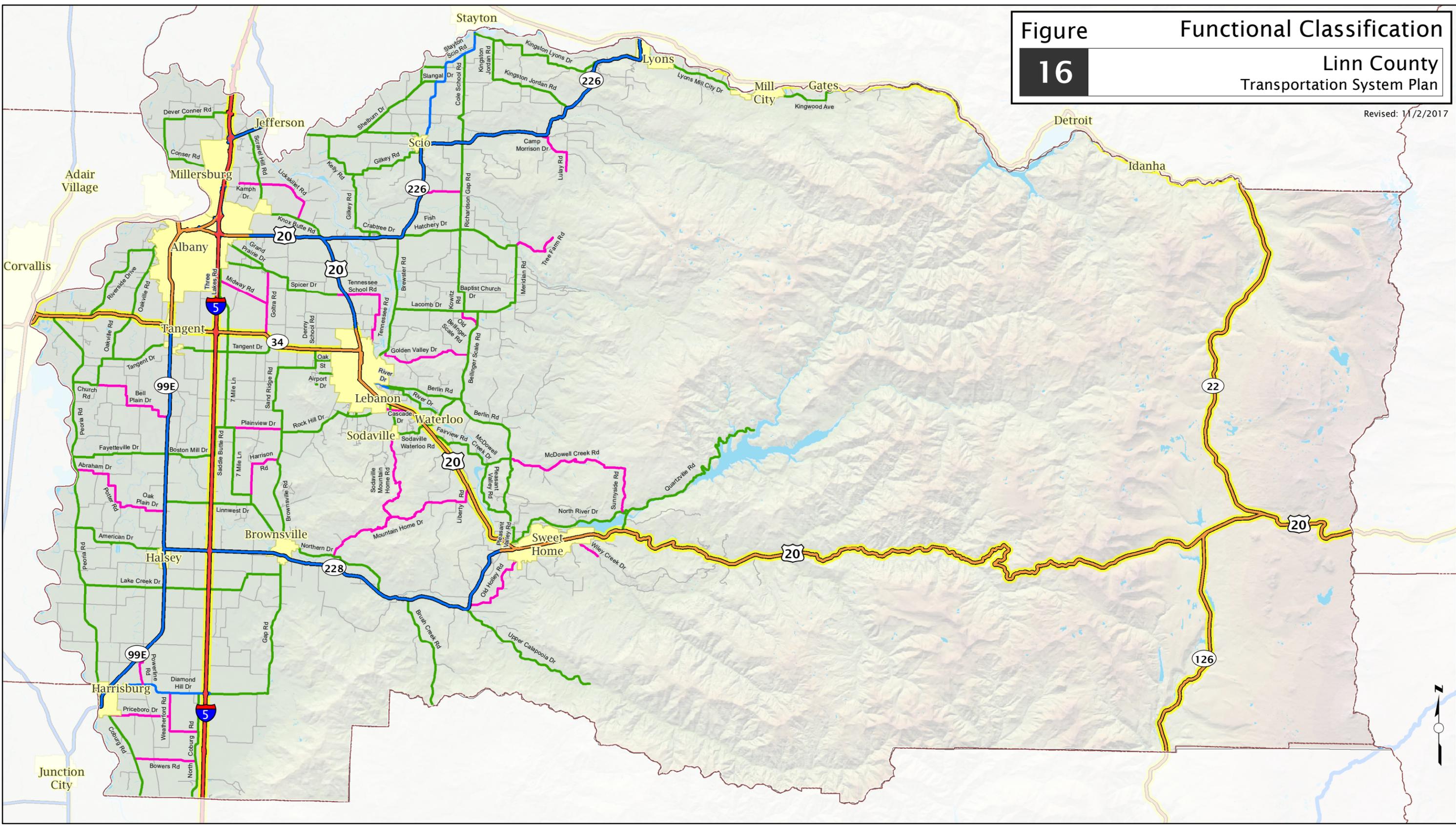
- Interstate
- State Highways
- County Local Roads
- County Local Roads

- Water
- Urban Growth Boundary



Figure 16 Functional Classification
Linn County Transportation System Plan

Revised: 11/2/2017



State Highway Functional Classification		County Road Functional Classification	
	Interstate		Minor Arterials
	Principal Arterials		Major Collectors
	Minor Arterials		Minor Collectors
	National Highway System (NHS) Route		Local Roads

- Water
- Urban Growth Boundary



Lifeline Routes

The Oregon Highway Plan (OHP) Goal 1, Policy 1E has designated routes for emergency response in the event of an earthquake, categorized as Tier 1, 2 and 3. The routes identified as Tier 1 are considered to be the most significant and necessary to ensure a functioning statewide transportation network. A functioning Tier 1 lifeline system provides traffic flow through the state and to each region. The Tier 2 lifeline routes provide additional connectivity and redundancy to the Tier 1 lifeline system. The Tier 2 system allows for direct access to more locations and increased traffic volume capacity, and it provides alternate routes in high-population regions in the event of outages on the Tier 1 system. The Tier 3 lifeline routes provide additional connectivity and redundancy to the lifeline systems provided by Tiers 1 and 2. Interstate 5 is designated as a Tier 1 Lifeline Route, OR 22 and US 20, east of OR 22, are designated as a Tier 2 Lifeline Routes and OR 34, west of Interstate 5, is designated as a Tier 3 Lifeline Route in Linn County.

Typical Roadway Cross-section Standards

Linn County roadways are subject to the design criteria in the state's Highway Design Manual. New or reconstruction projects are subject to the ODOT 4R design standard. Maintenance projects or those that may be constrained by funding or challenging topography or environmentally sensitive, historic, or developed areas are typically subject to the ODOT 3R design standard.

State highways (Interstate 5, US 20, OR 22, OR 34, OR 99E, OR 126, OR 164, OR 226 and OR 228), the county's only interstate and principal arterials, are also subject to the design criteria in the state's Highway Design Manual.

Pedestrian and Bicycle Design Standards

The following sections detail various pedestrian and bicycle standards and treatment guidelines.

Pedestrian and Bicycle Facilities

The county roadway design standards are based on the state's Highway Design Manual. The current ODOT 4R design standard (as of October 2017) requires eight-foot paved shoulders along all roadways with average daily traffic volumes over 2,000 and six-foot paved shoulders along all roadways with average daily traffic volumes between 1,500 and 2,000. Arterial roadways with average daily traffic volumes between 400 and 1,500 require six-foot paved shoulders, while collector and local streets with these volumes require five-foot paved shoulders. Arterial roadways with average daily traffic volumes below 400 require four-foot paved shoulders, while collector and local streets with these volumes require two-foot paved shoulders. Newly constructed or reconstructed roadways should provide these accommodations to walking and biking users.

The current ODOT 3R design standard (as of October 2017) requires four-foot paved shoulders along all roadways with average daily traffic volumes over 2,000, two to three-foot paved shoulders along all roadways with average daily traffic volumes between 750 and 2,000 and two-foot paved shoulders along all roadways with average daily traffic volumes below 750. These are minimum widths for pedestrian and bicycle users that are typically provided along roadways constrained by funding or challenging topography or environmentally sensitive, historic, or developed areas.

Shared-Use Paths

Shared-use paths provide off-roadway facilities for pedestrian and bicycle travel. Depending on their location, they can serve both recreational and general travel needs. Shared-use path designs vary in surface types and widths. Hard surfaces are generally better for bicycle travel. Widths need to provide ample space for both walking and biking and should be able to accommodate maintenance vehicles.

Linn County requires that a paved shared-use path be 12 feet wide in areas with significant walking or biking demand; otherwise, it should be 10 feet wide (see Figure 18). The Roads Department Director may reduce the width of the typical paved shared-use path to a minimum of eight feet in constrained areas (e.g., steep, environmentally sensitive, historic, or previously developed areas).

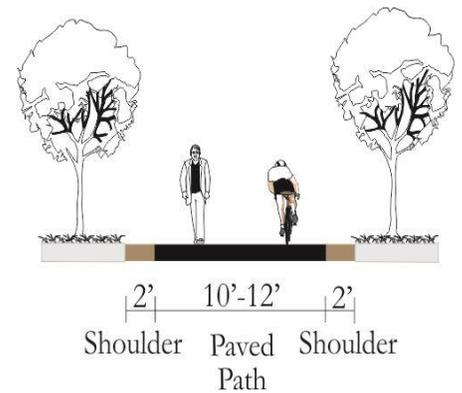


Figure 18: Design Standards for Shared-Use Paths

Roadway and Access Spacing Standards

Access management is a broad set of techniques that balance the need to provide for efficient, safe, and timely travel with the ability to allow access to individual destinations. Appropriate access management standards and techniques can reduce congestion and accident rates, and may lessen the need for construction of additional roadway capacity.

Table 3 identifies minimum public roadway intersection and minimum private access spacing standards for roadways in Linn County. New roadways or redeveloping properties must comply with these standards to the extent practical, as determined by the Roads Department Director. As the opportunity arises through redevelopment, roadways not complying with these standards could improve with strategies such as shared access points, access restrictions (through the use of a median or channelization islands), or closure of unnecessary access points, as feasible.

Appendix 5

ADA Transition Plan Inventory of
Roads within Urban Growth Areas
Under Jurisdiction of Linn County Road Department

Includes Maps, Road Inventory and Information
to be used for Prioritization of ADA Improvements

Linn County Road Department

ADA Transition Plan Inventory of Roads within Urban Growth Areas Under Jurisdiction of Linn County Road Department

June 5, 2020

Introduction

Linn County Road Department has jurisdiction of roads that are primarily outside the urban growth boundaries of the cities that are located within Linn County. For these roads outside the Urban Growth Boundary, paved shoulders have been provided when improving roads to include a 4 to 5 foot shoulder to provide for safe use of these roads by pedestrians and bicyclists. These roads would also provide safe use by ADA.

Linn County Road Department has jurisdiction of roads that are within the urban growth boundaries of the cities that are located within Linn County. Most of the roads within the Urban Growth Boundary are outside the city limits and under the jurisdiction of Linn County. There are also a few roads within city limits under Linn County Jurisdiction that were originally established by the County but not accepted by the city when the city limit boundaries were changed to include them. Due to the importance to provide ADA access, these roads have been inventoried and then prioritized as to need based on proximity to schools, health services, hospitals and other public facilities. The amount of vehicle traffic was also considered. Since the number and length of these roads within each city is relatively small, Linn County works with each city to develop an overall comprehensive ADA transition plan. This will insure that improvements will not be made that will still be isolated so a segment of road between the improved Linn County Road will be presently by an ADA barrier preventing safe access to the public facility.

The following provides maps and an inventory of Linn County roads within the UGB of each city. It also provides a brief listing of projects for ADA improvements recently completed and also planned for the near future. This inventory is to be used for working with each city to develop a cooperative team approach to development and implementation of County wide ADA improvements.

This inventory was completed during 2019 and 2020 after the Linn County Transportation System Plan was updated during 2017 - 2018 and adopted in January 2019. The Linn County Transportation System Plan includes a number of aspirations bicycle and pedestrian improvement projects. The transportation System Plan and this ADA Transition Plan inventory of Roads with Urban Growth Boundaries are to be used as a resource to work with cities to develop a plan for improvements with the Cities Urban Growth Boundaries.

Presently Planned and Recently Completed ADA Improvements by Linn County

Funded Improvements for the Future

Linn County Road Department recognizes the importance of a collaborative approach to ADA Transition improvements with each city. Examples of this are the following projects that Linn County Road Department has more recently applied for and obtained funding for within a city that are scheduled for construction as follows:

- Old Salem Road Sidewalk Improvement Project (City of Millersburg) – Under construction summer, 2020
- Broadway Street and First Avenue Improvement (City of Mill City) – Construction 2021

- Tangent Drive Improvement Project (City of Tangent) – Construction 2023
- Gold Fish Farm Road Improvement (City of Albany) – Construction 2022
- Gold Fish Farm Road Bridge Replacement (City of Albany) – Construction 2024

The inventory completed shows those roads within the UGB areas of each city.

Recently Completed ADA Improvements

When the opportunity is available, Linn County also has provided ADA improvements for public facilities in rural areas. The following are examples that have been completed in the past which meet current ADA requirements:

- Sunnyside Park, Quartzville Road Parking Area and Public Restroom Access – constructed 2014
- Green Peter Dam, Quartzville Road Parking Area and Public Restroom Access – constructed 2014
- Foster Dam Road Public Parking Area and Public Restroom Access – constructed 2014

Future Projects include:

- North River Drive Improvement Project with Parking Area Improvements – Construction 2022

ADA Transition Inventory for Linn County

The attached inventory completed in 2019 has been prepared to show the location of additional improvements that could be made within urban growth boundaries of cities within Linn County as part of this ADA Transition Plan. This inventory includes the following documents:

Linn County General Highway Map

Linn County ADA Transition Plan Map Index Sheets

- 1 – Millersburg, Scio
- 2 – Albany, Tangent
- 3 – Lebanon Area
- 4 – Brownsville, Halsey, Harrisburg
- 5 – Lyons and Mill City Area
- 6 – Sweet Home Area

Maps of Areas within City UGB

Albany

- Map A1 – Linn County Road ROW within the Albany UGB (West)
- Map A2 – Linn County Road ROW within the Albany UGB (Southwest)
- Map A3 – Linn County Road ROW within the Albany UGB (Southeast)
- Map A4 – Linn County Road ROW within the Albany UGB (East)
- Map A5 – Linn County Road ROW within the Albany UGB (Northeast)

Brownsville

- Map B1 – Linn County Road ROW within the Brownsville UGB

Halsey

- Map HAL1 – Linn County Road ROW within the Halsey UGB

Harrisburg

- Map HAR1 – Linn County Road ROW within the Harrisburg UGB

Lebanon

- Map LE1 – Linn County Road ROW within the Lebanon UGB (Northwest)
- Map LE2 – Linn County Road ROW within the Lebanon UGB (Southwest)

Map LE3 – Linn County Road ROW within the Lebanon UGB (South)
Map LE4 – Linn County Road ROW within the Lebanon UGB (Southeast)
Map LE5 – Linn County Road ROW within the Lebanon UGB (Central)
Map LE6 – Linn County Road ROW within the Lebanon UGB (East UGB Limits)
Map LE7 – Linn County Road ROW within the Lebanon UGB (Northeast)

Lyons

Map LY1 - Linn County Road ROW within the Lyons UGB

Millersburg

Map MB1 - Linn County Road ROW within the Millersburg UGB (South)

Map MB2 - Linn County Road ROW within the Millersburg UGB (North)

Mill City

Map MC1 - Linn County Road ROW within the Mill City UGB

Scio

Map SC1 - Linn County Road ROW within the Scio UGB

Sweet Home

Map SH1 - Linn County Road ROW within the Sweet Home UGB (West)

Map SH2 - Linn County Road ROW within the Sweet Home UGB (East)

Sodaville

Map SV1 - Linn County Road ROW within the Sodaville UGB

Tangent

Map T1 - Linn County Road ROW within the Tangent UGB

Waterloo

Map W1 - Linn County Road ROW within the Waterloo UGB

ADA Inventory Lists

Inventory of Roads within UGB Areas with Location, Description, Information and Priority Rating - 7 Pages

Inventory of Roads within UGB Areas and within 0.3 miles of schools with Location, Description, Information and Priority Rating – 2 Pages

Inventory of Roads within UGB Areas and within 0.3 Miles of School with High Priority Rating – 1 Page

Date: Last Revision - June 5, 2020

Prepared by: Dan Leard, Senior Engineering Technician

Charles R. Knoll, PE, Linn County Engineer

General Highway Map

Linn County, Oregon

February 14, 2013

0 0.5 1 2 3 4 5 6 7 Miles

1 inch = 1.29 miles

1:82,000

Legend

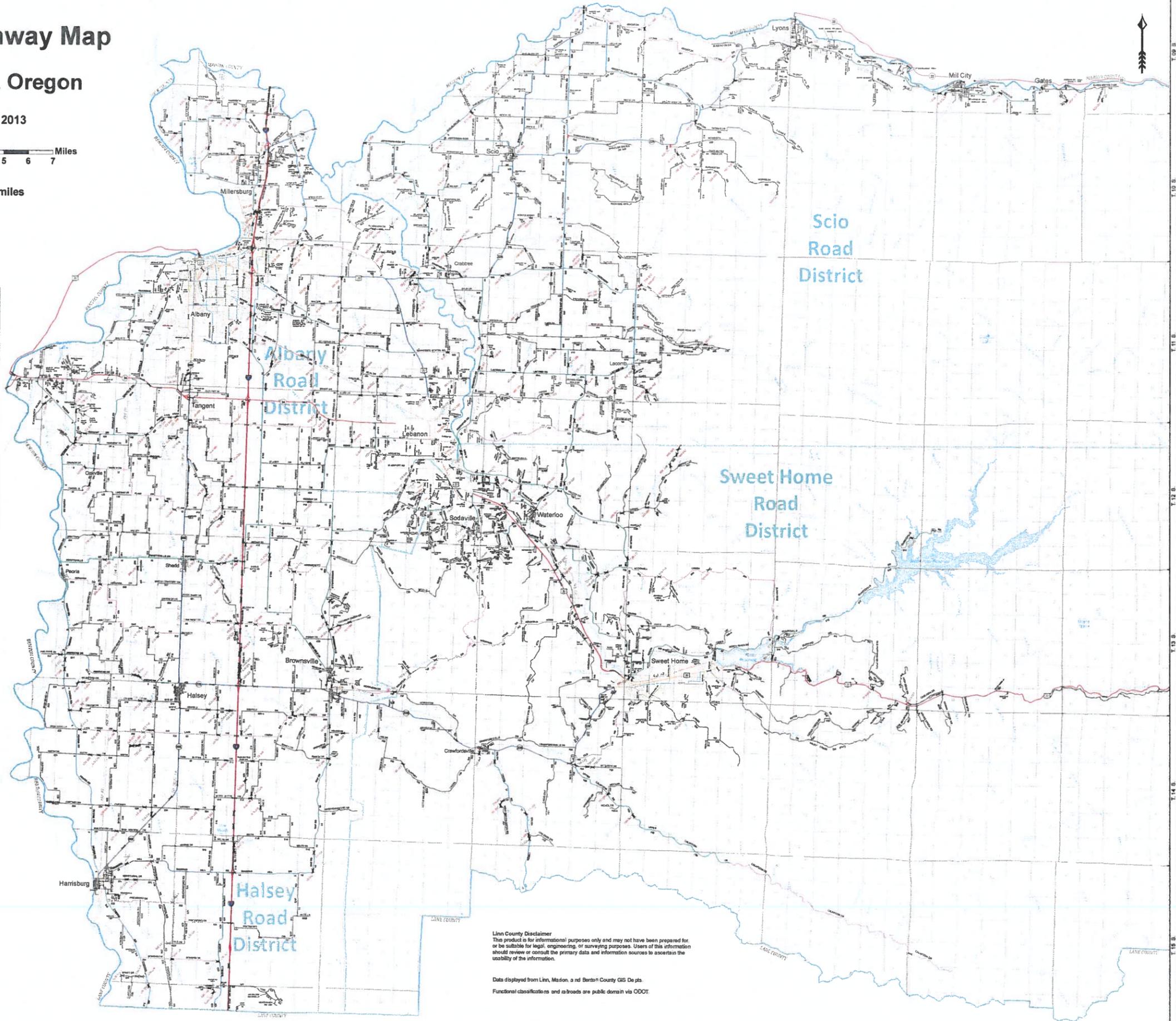
Highways and Roads Function Class

-  Primary Arterial Freeway
-  Rural Primary Arterial
-  Rural Minor Arterial
-  Urban Primary Arterial
-  Urban Minor Arterial
-  Rural Major Collector
-  Rural Minor Collector
-  Urban Collector
-  Rural Local
-  Urban Local

Bridges

-  Linn County
-  Other
-  Covered Bridge
-  Road Dept. Locations

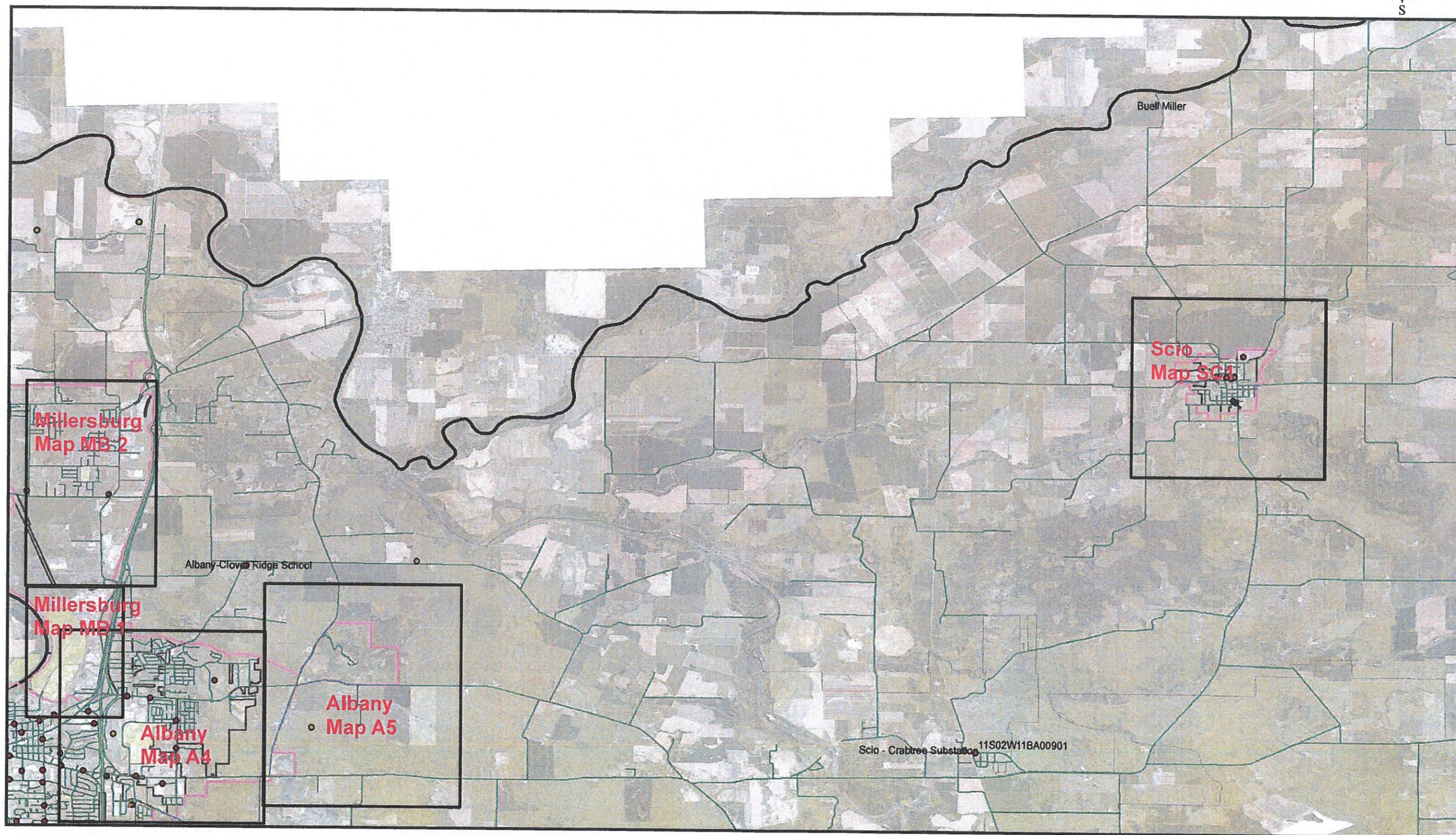
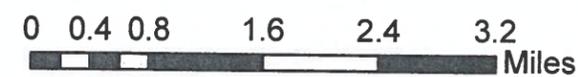
-  Railway
-  Road Districts
-  Communities
-  City limits



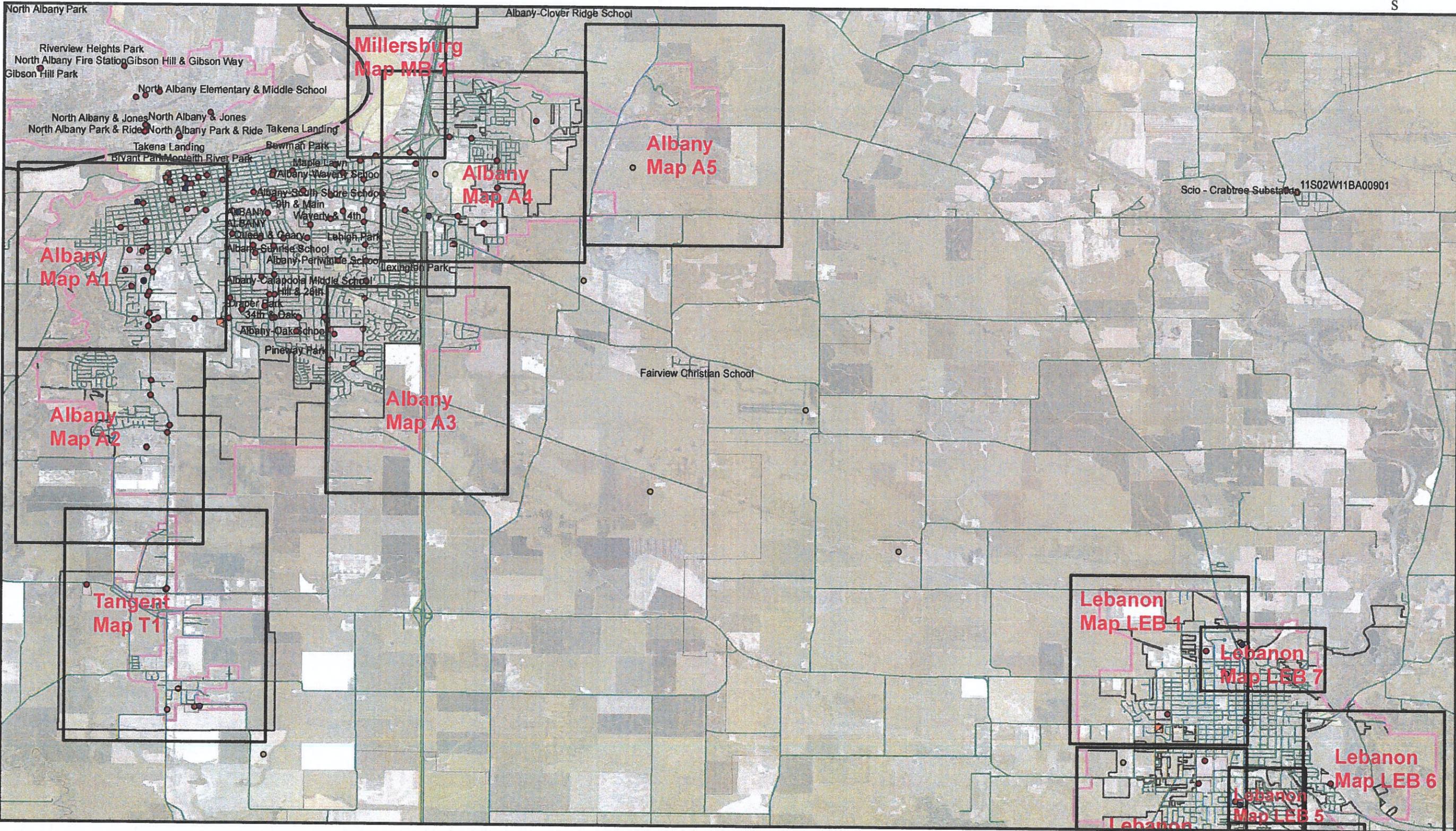
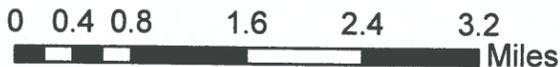
Linn County Disclaimer
This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

Data displayed from Linn, Marion, and Benton County GIS Data
Functional classifications and roadways are public domain via ODOT.

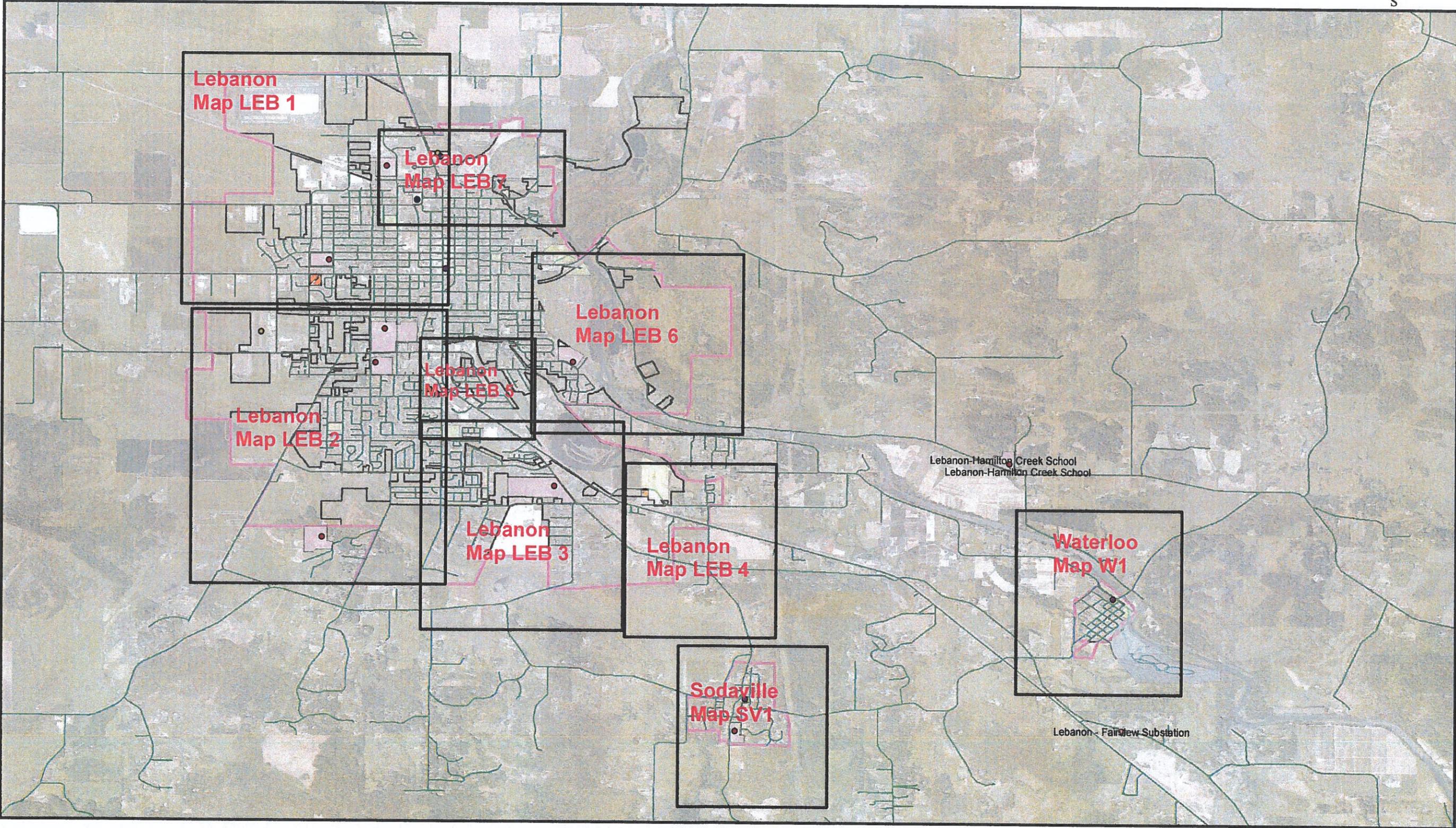
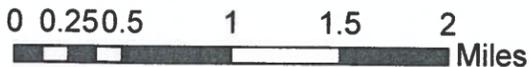
Linn County Map Index Sheet 1



Linn County Map Index Sheet 2

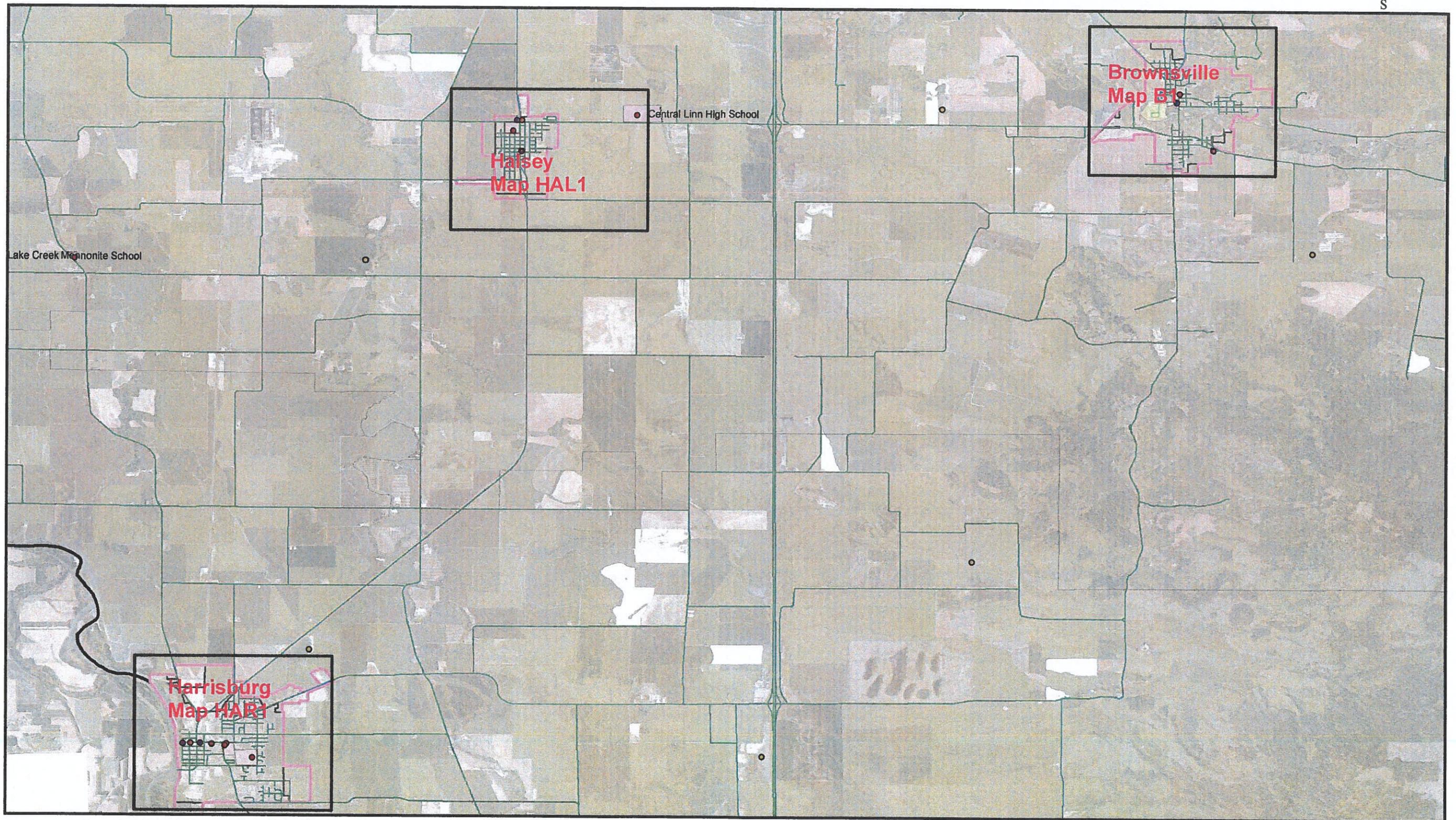


Linn County Map Index Sheet 3

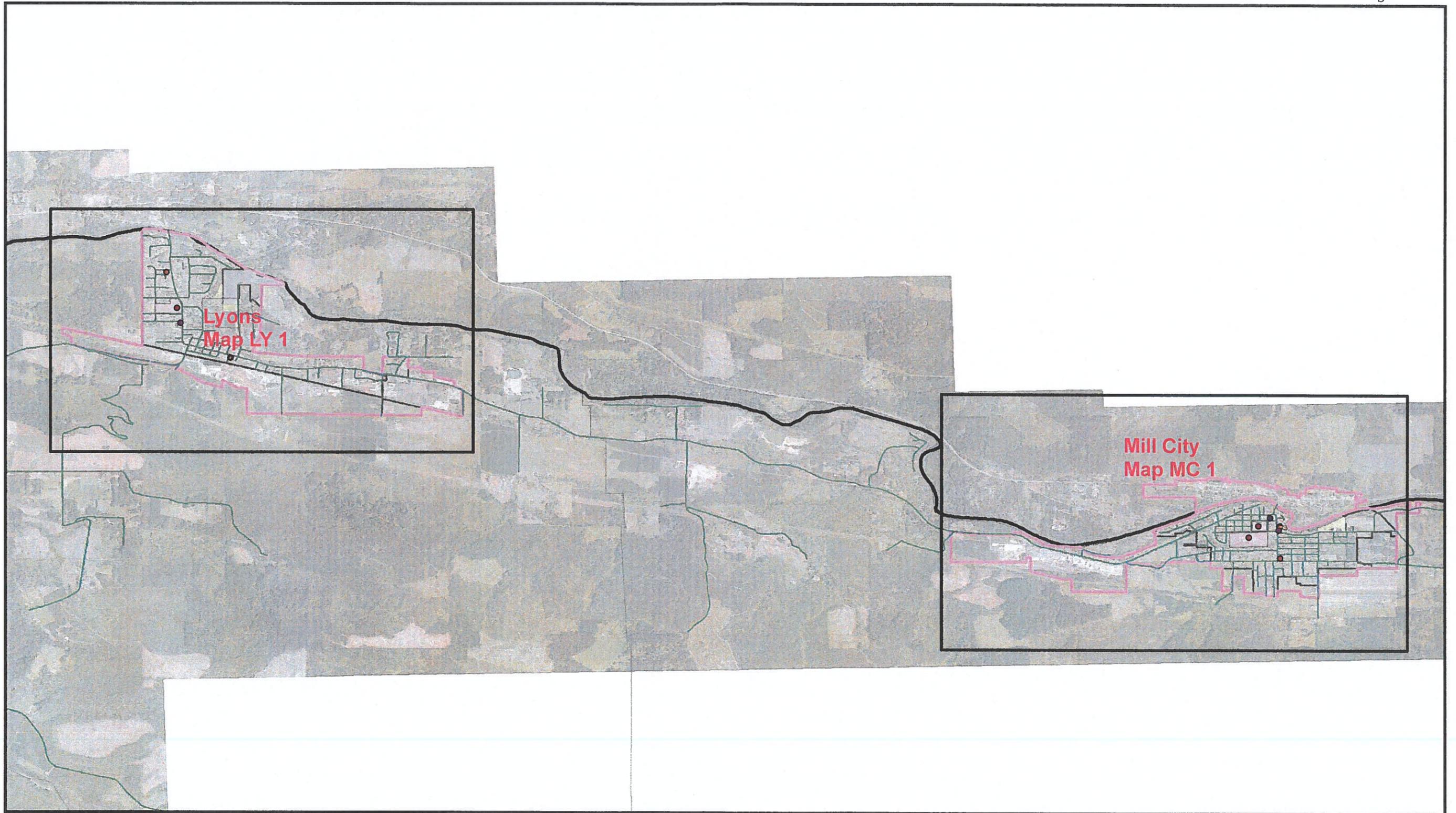


Linn County Map Index Sheet 4

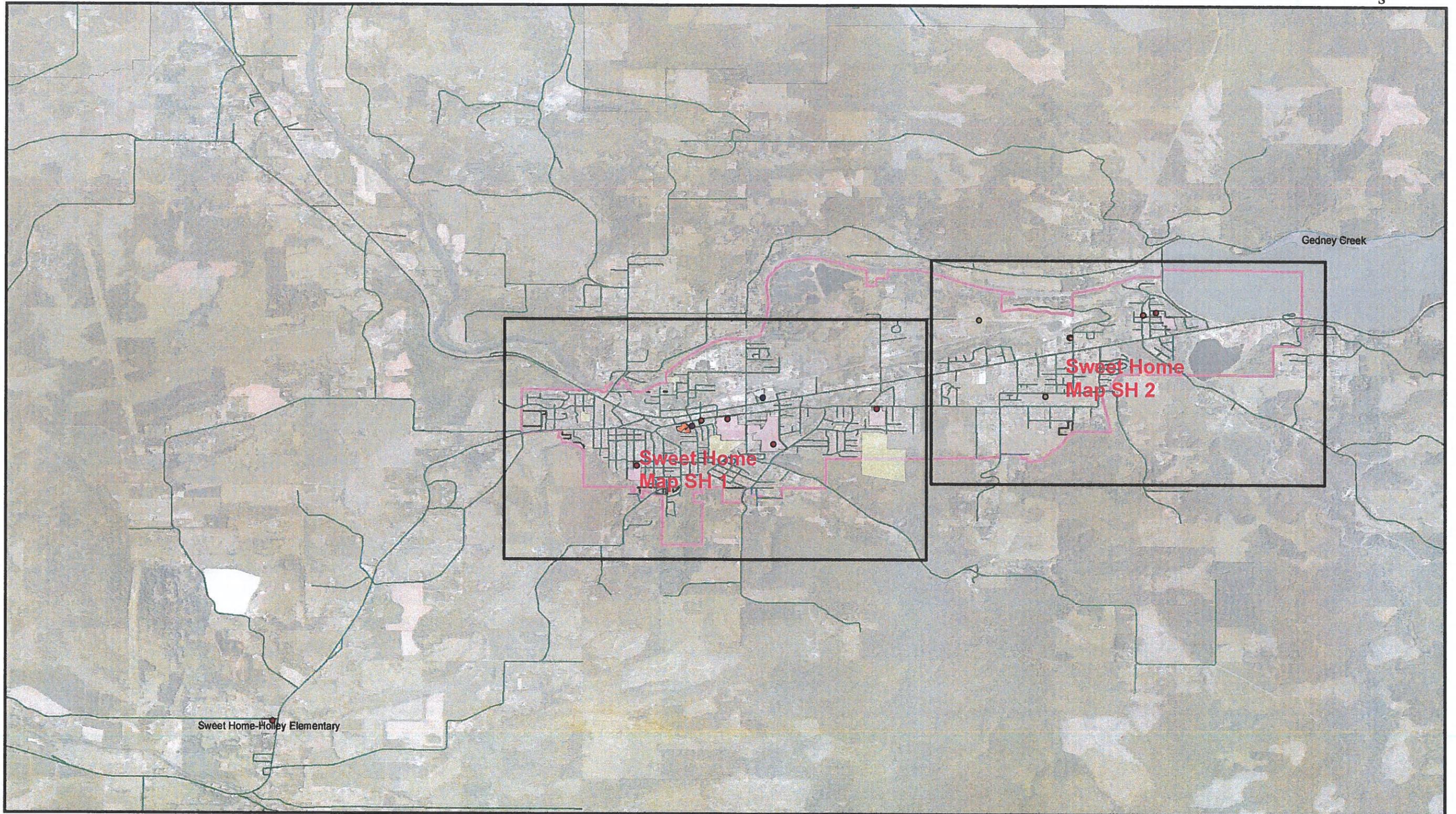
0 0.4 0.8 1.6 2.4 3.2 Miles



Linn County Map Index Sheet 5

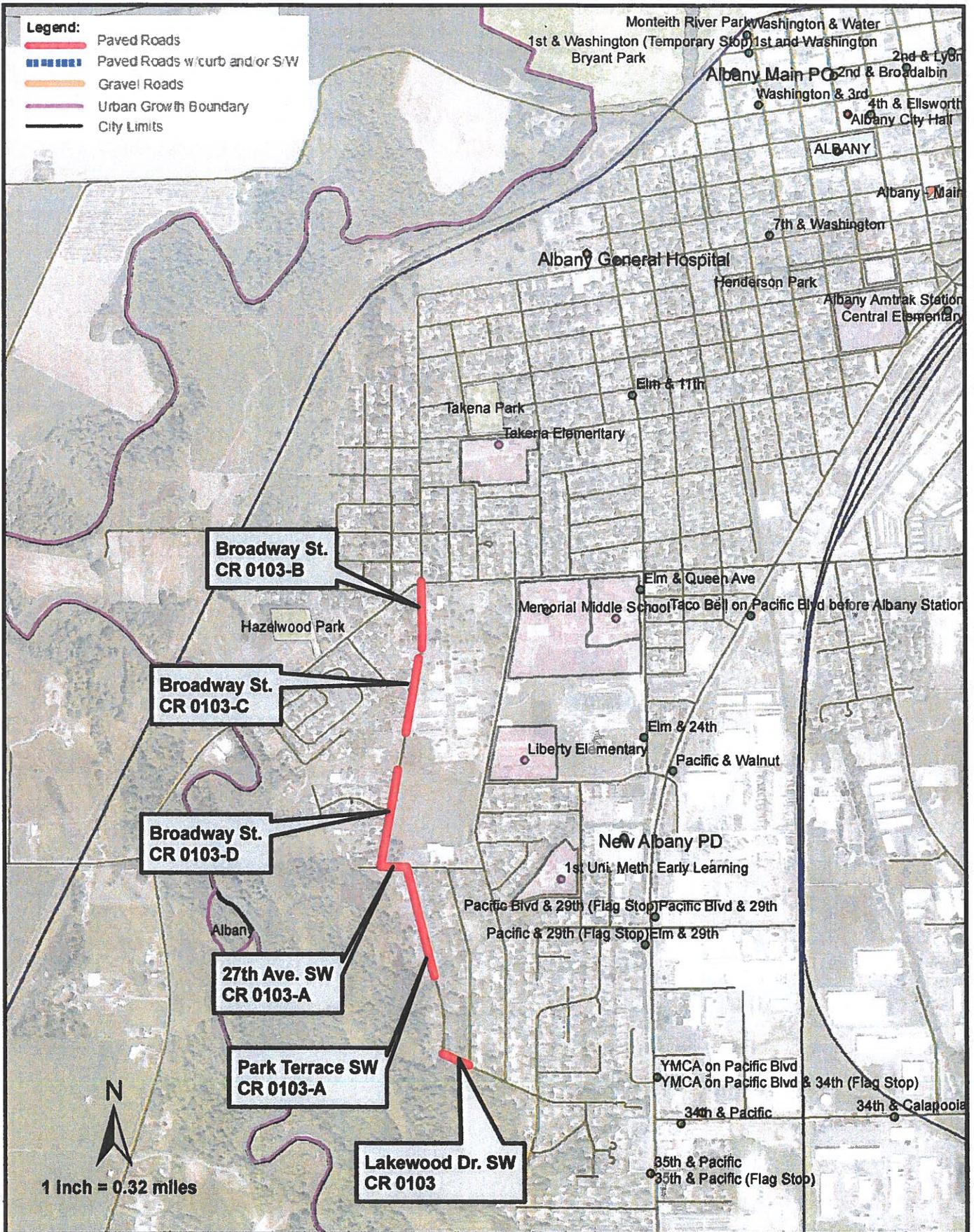


Linn County Map Index Sheet 6



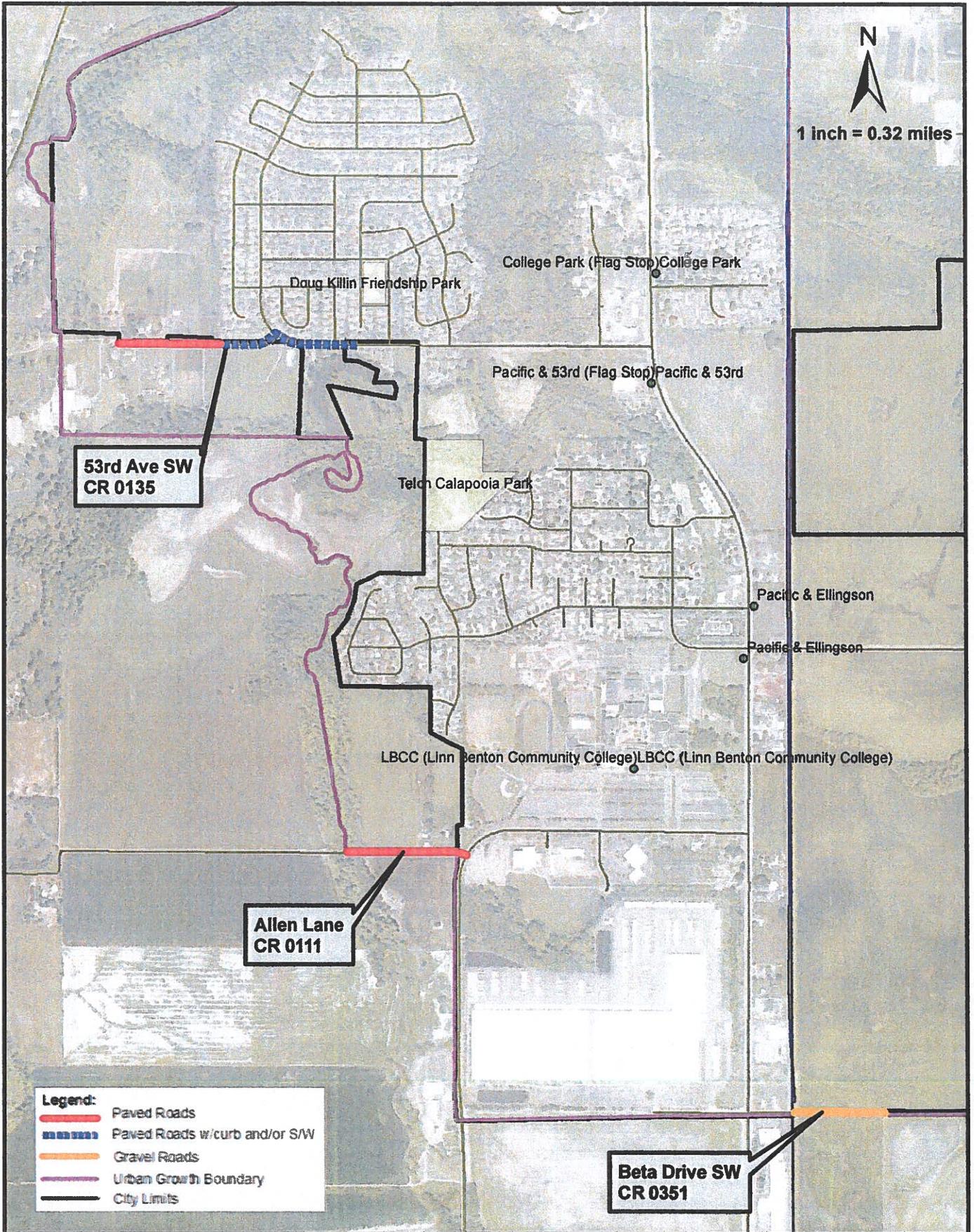
Map A1

Linn County Road ROW within the Albany UGB



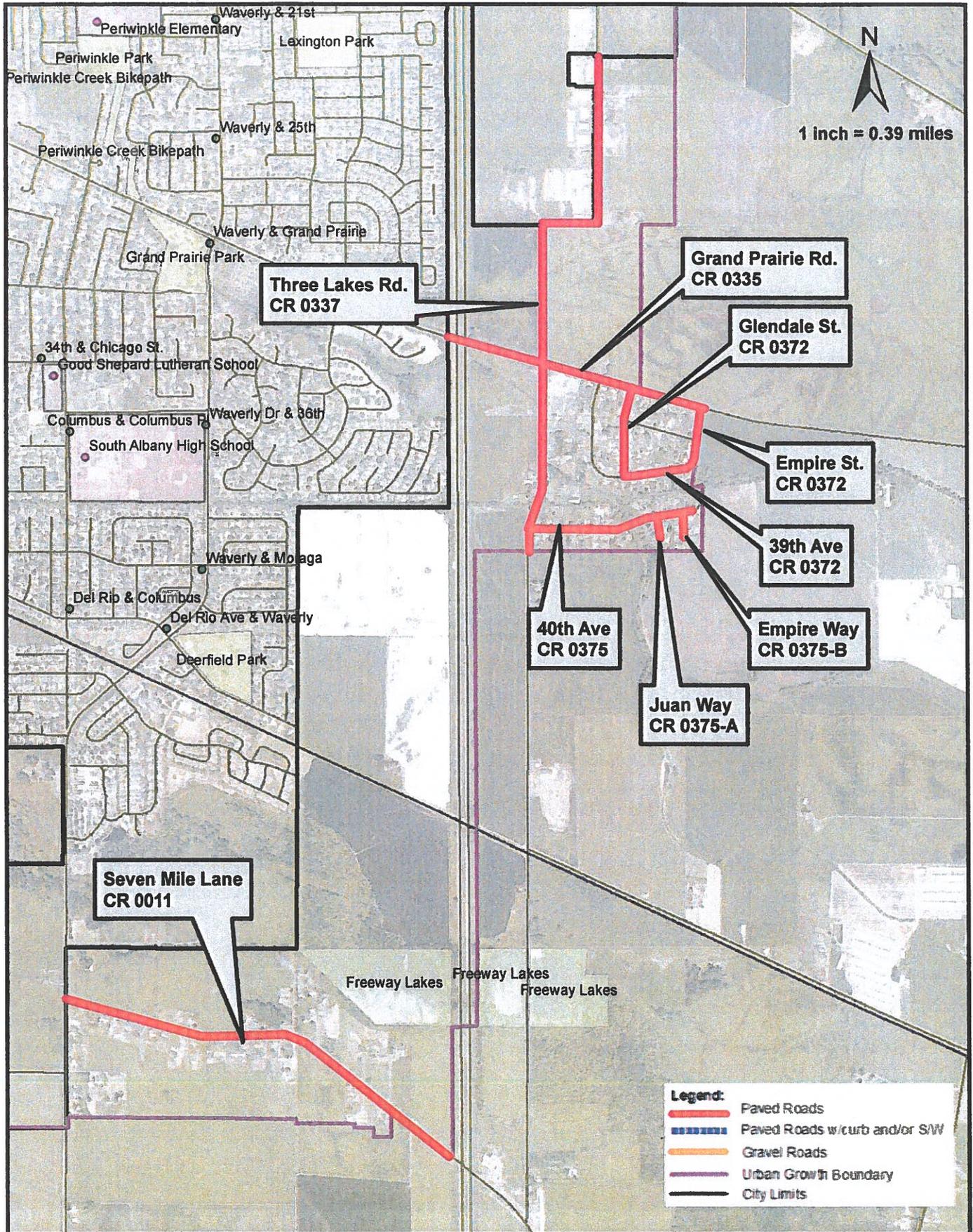
Map A2

Linn County Road ROW within the Albany UGB



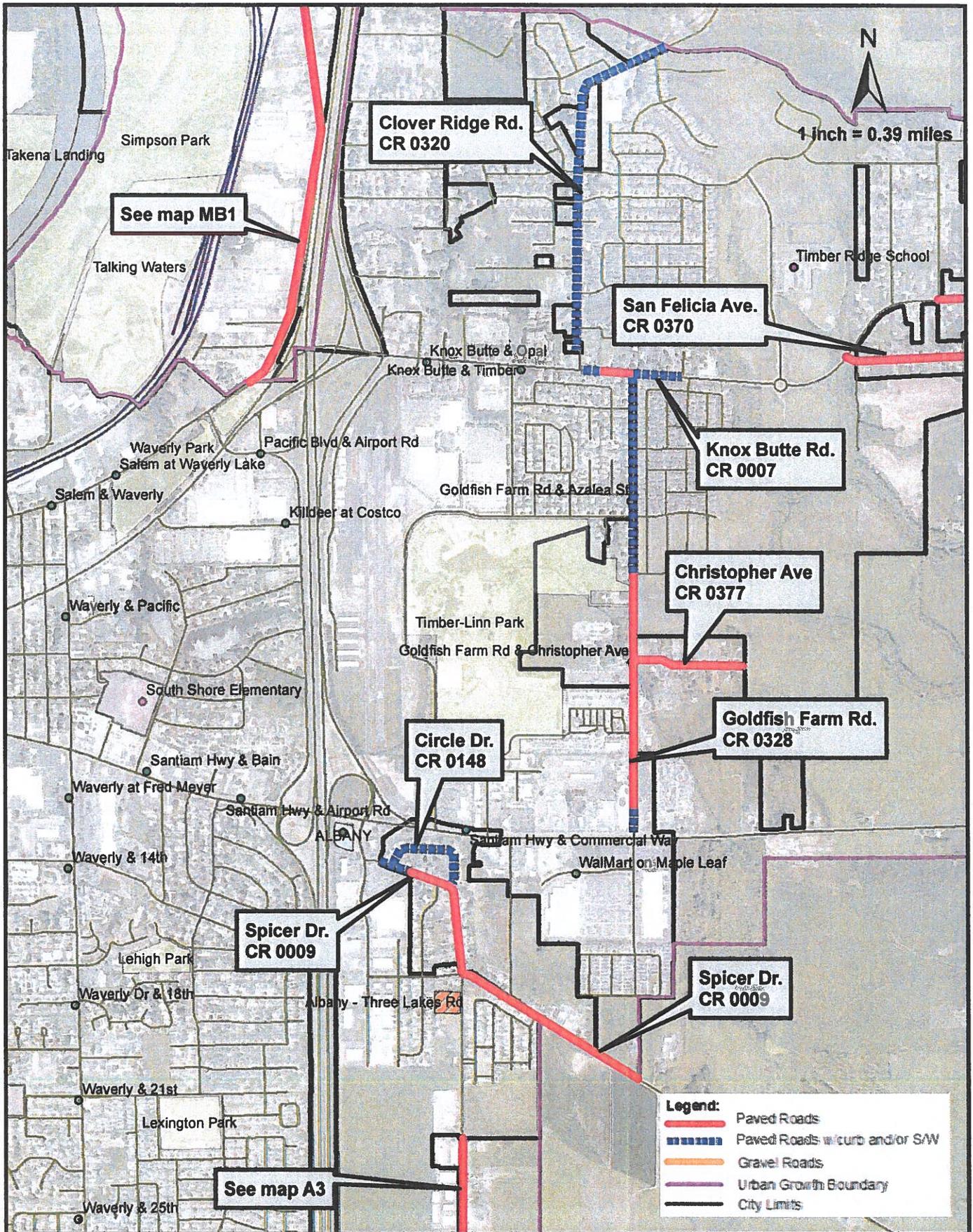
Map A3

Linn County Road ROW within the Albany UGB



Map A4

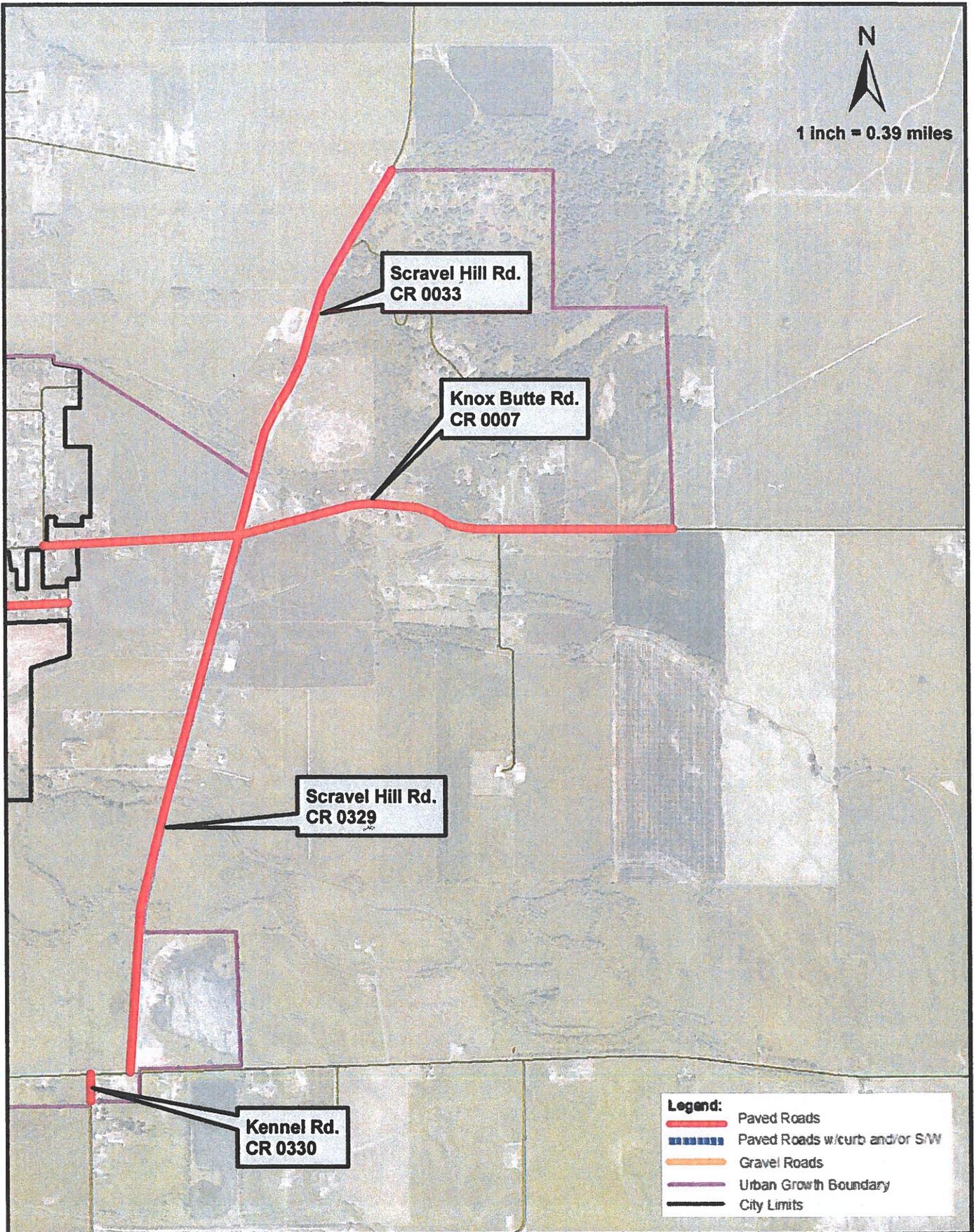
Linn County Road ROW within the Albany UGB



Map A5 Linn County Road ROW within the Albany UGB

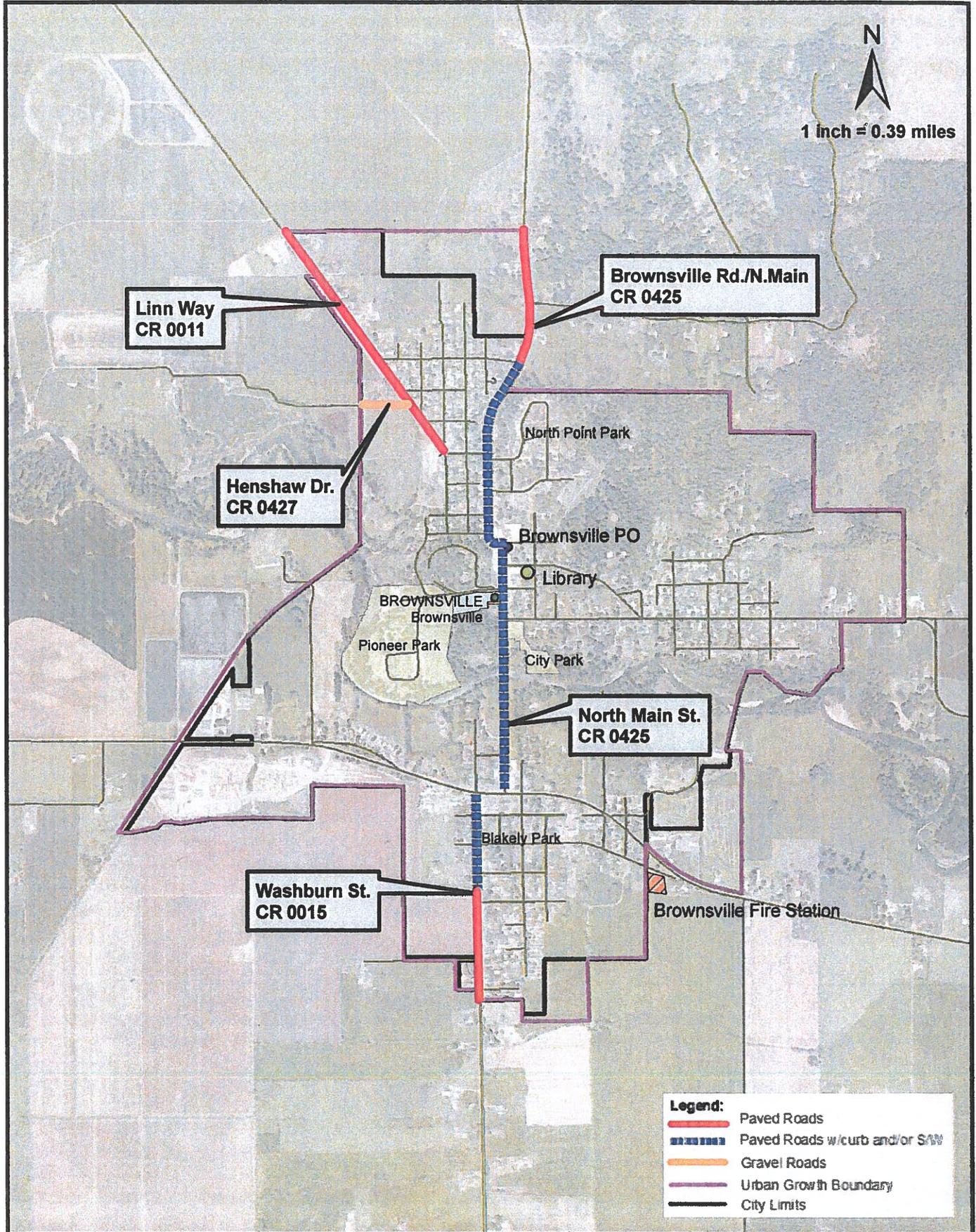


1 inch = 0.39 miles



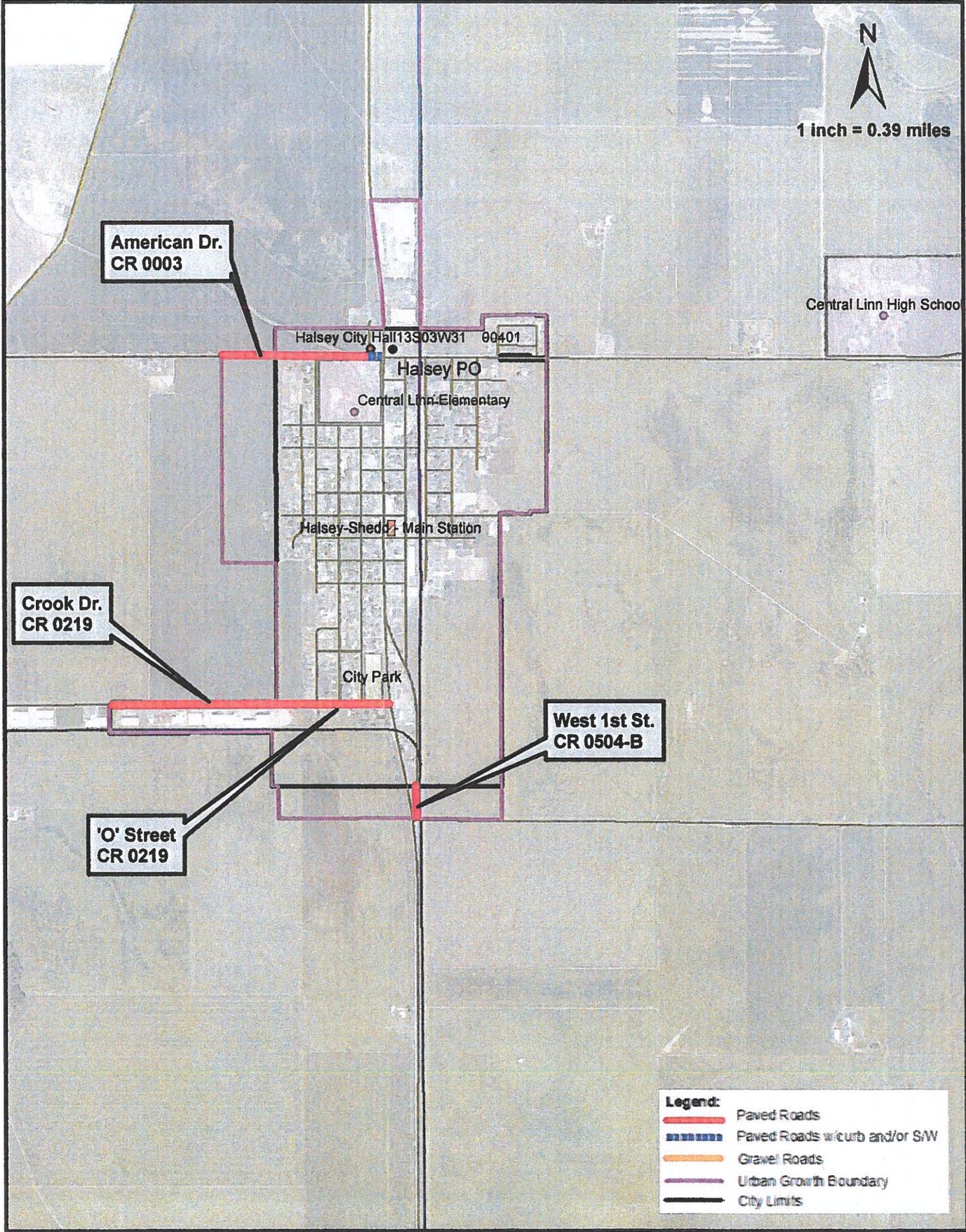
Map B1

Linn County Road ROW within the Brownsville UGB



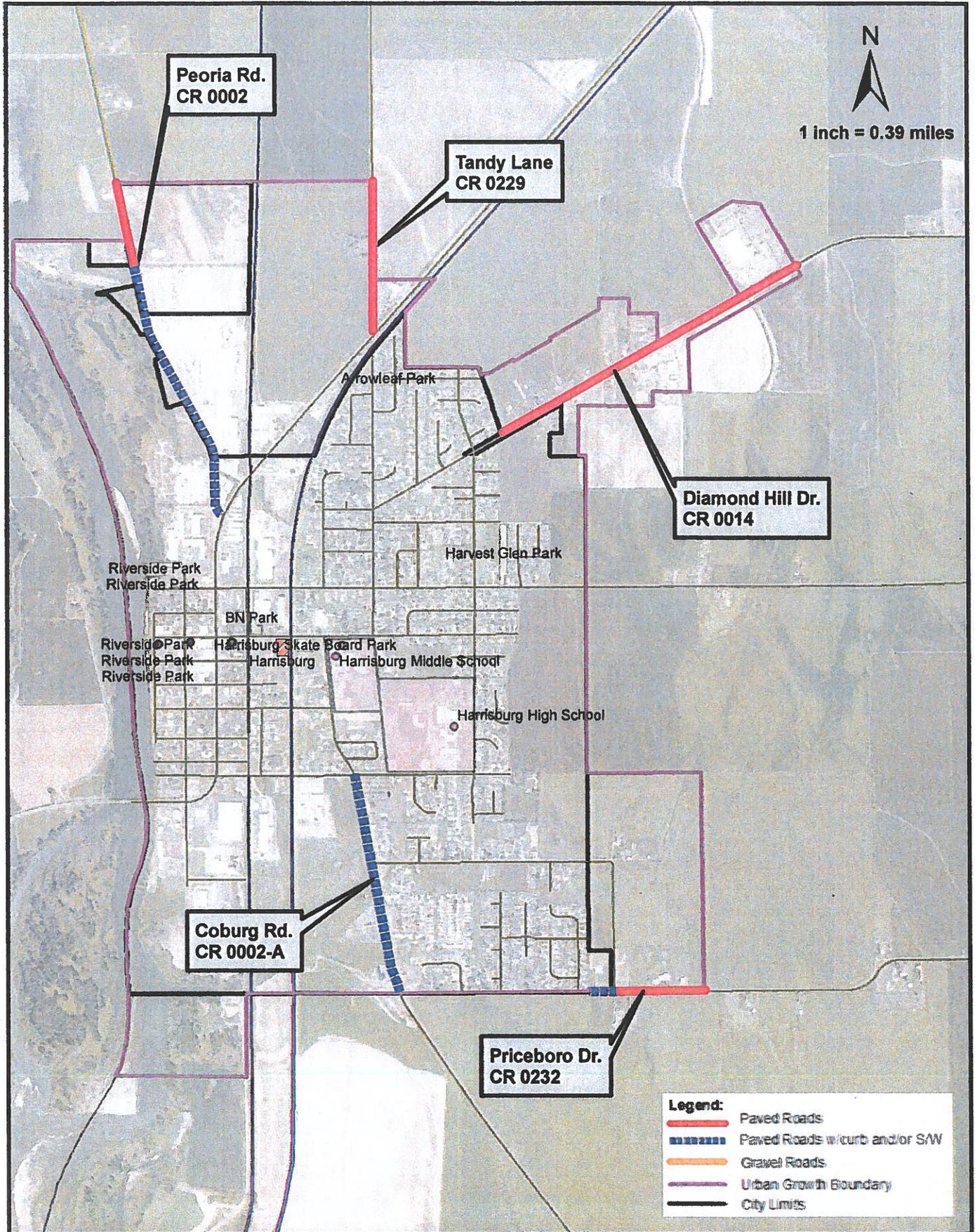
Map HAL1

Linn County Road ROW within the Halsey UGB

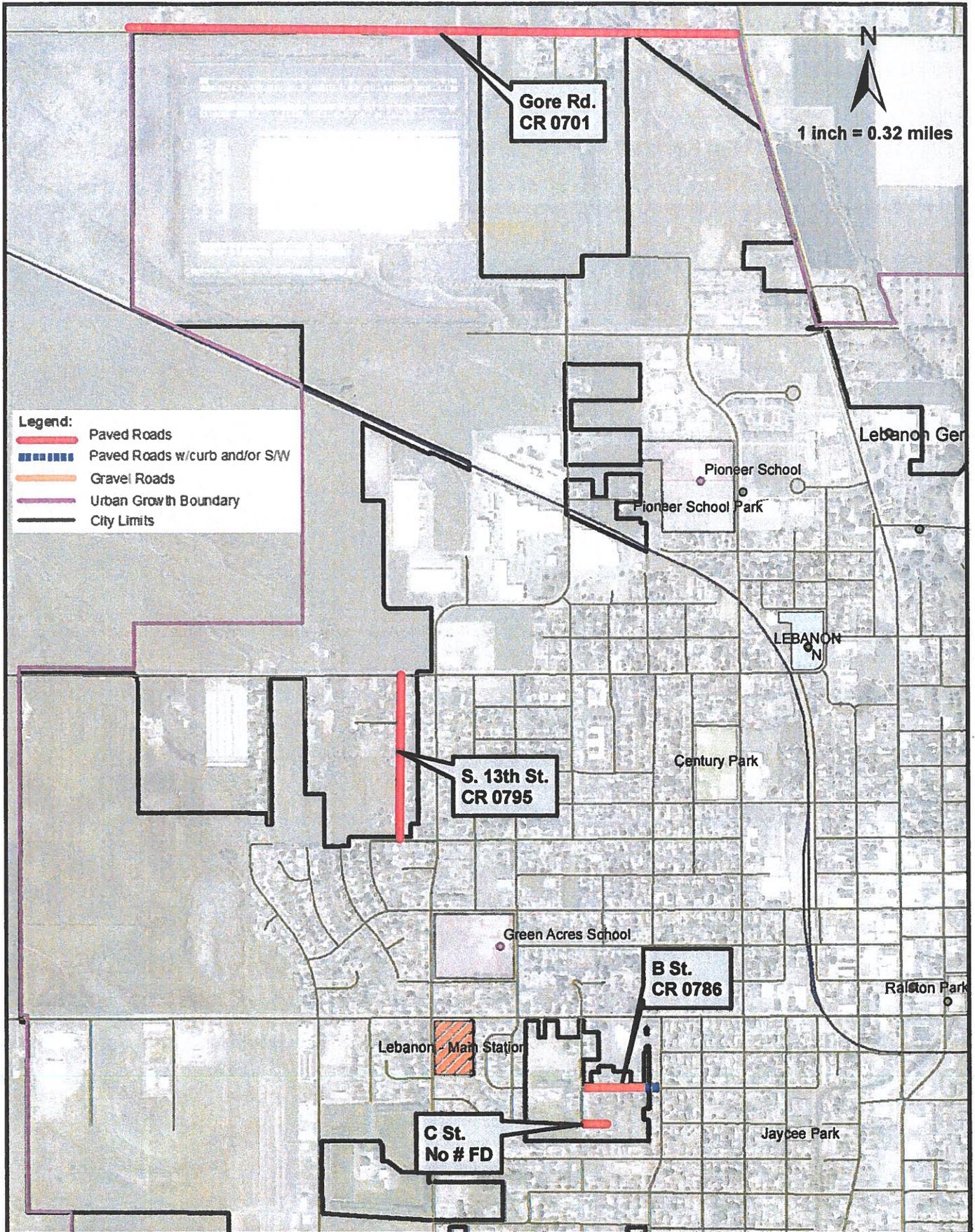


Map HAR1

Linn County Road ROW within the Harrisburg UGB

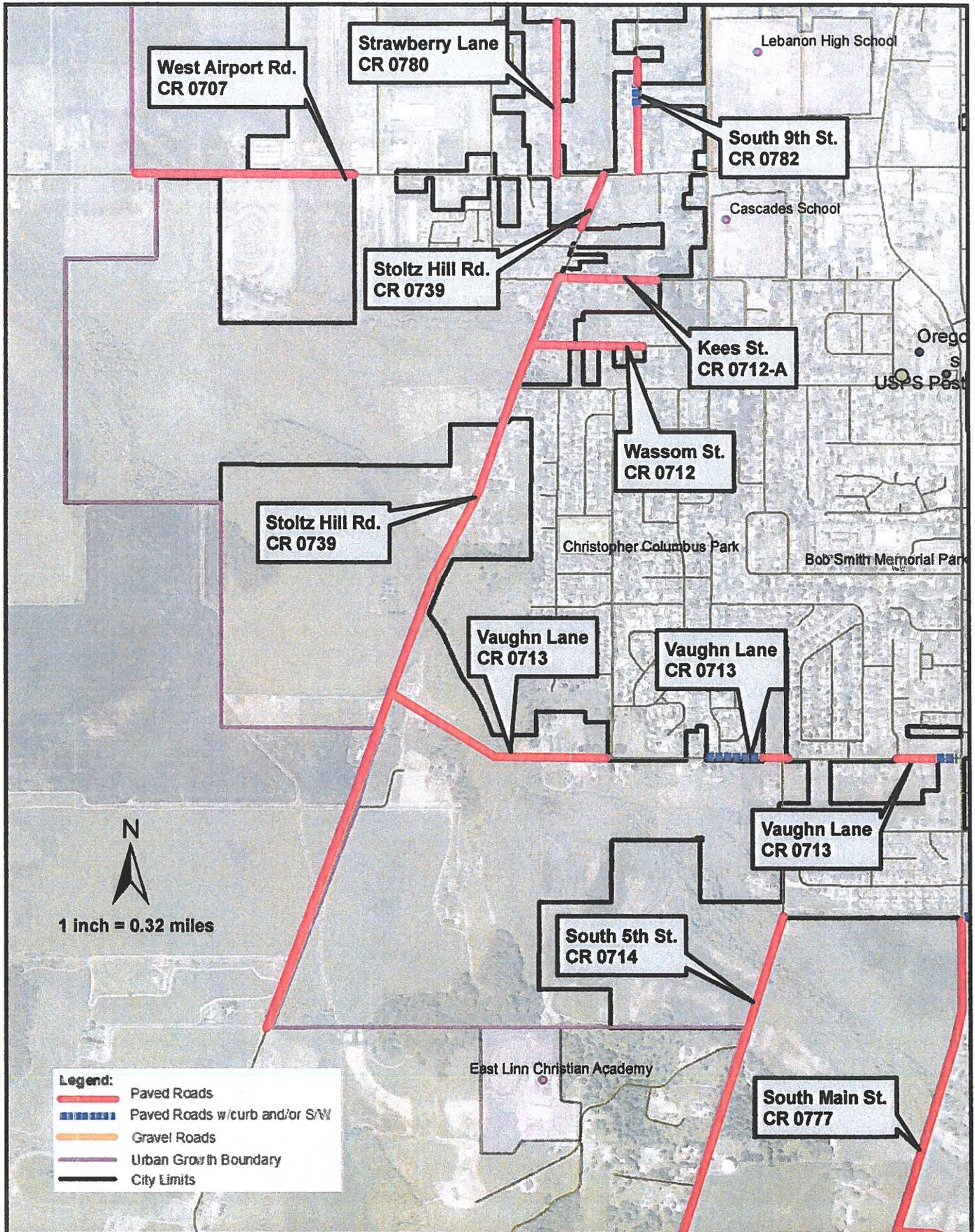


Map LE1 Linn County Road ROW within the Lebanon UGB



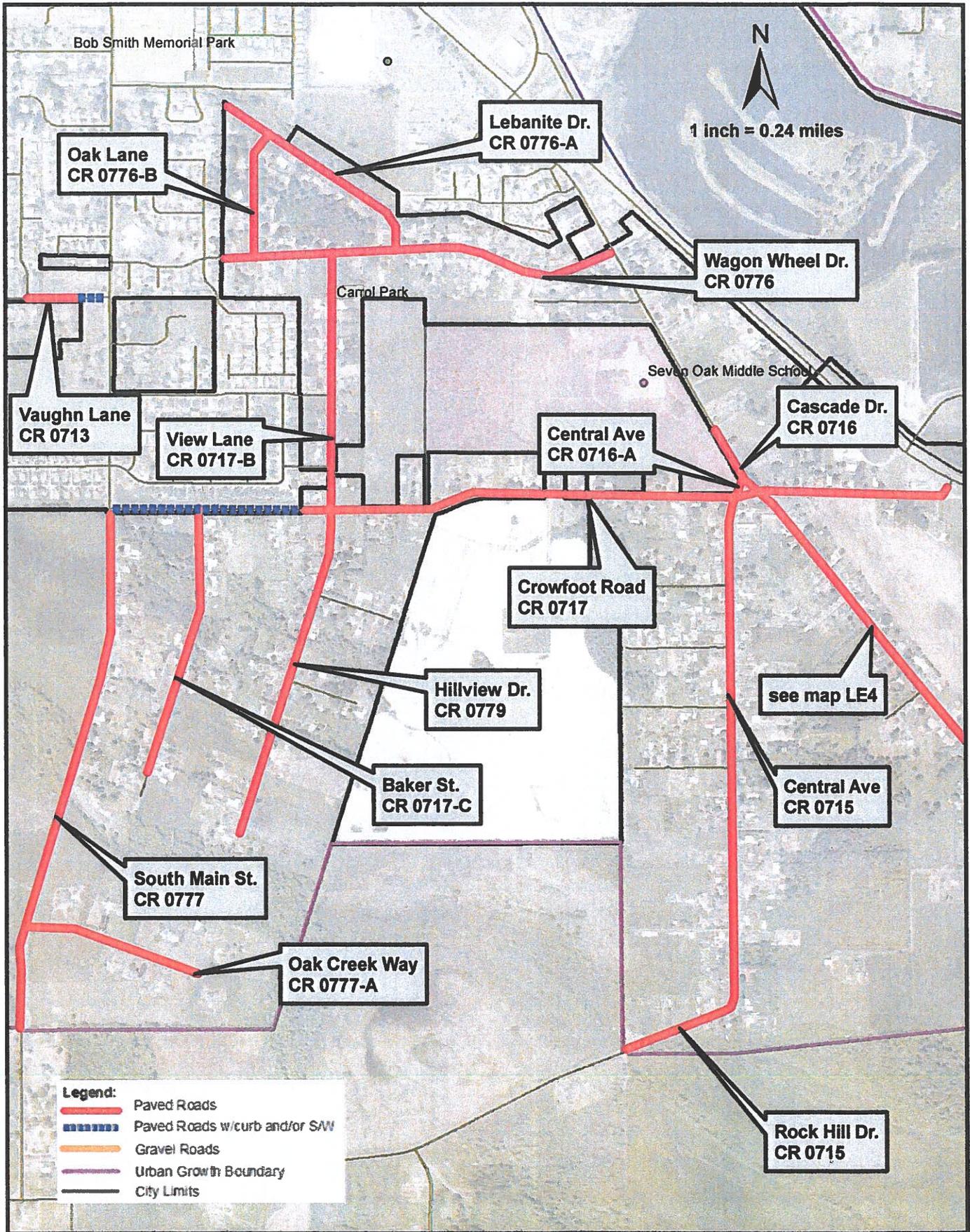
Map LE2

Linn County Road ROW within the Lebanon UGB



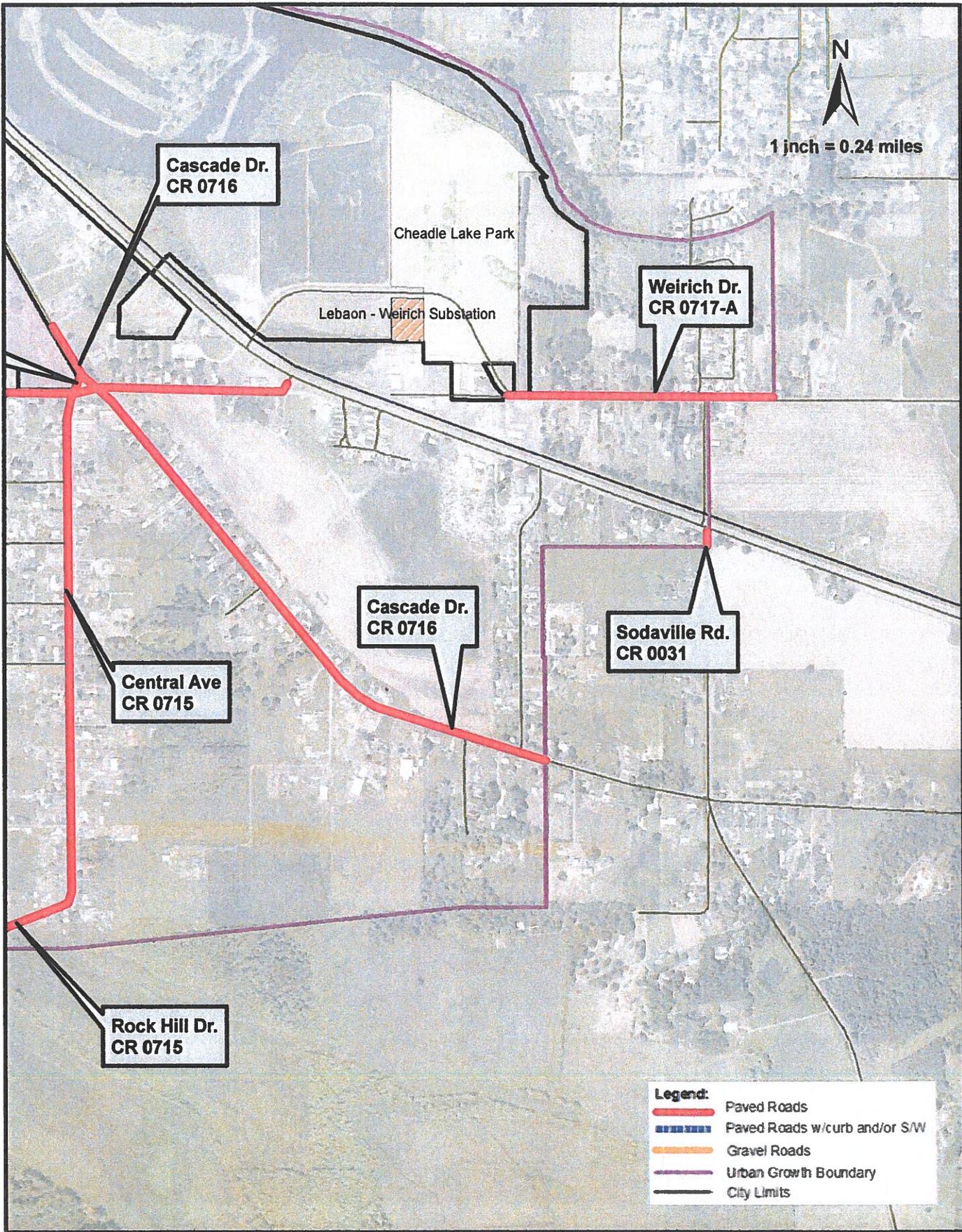
Map LE3

Linn County Road ROW within the Lebanon UGB

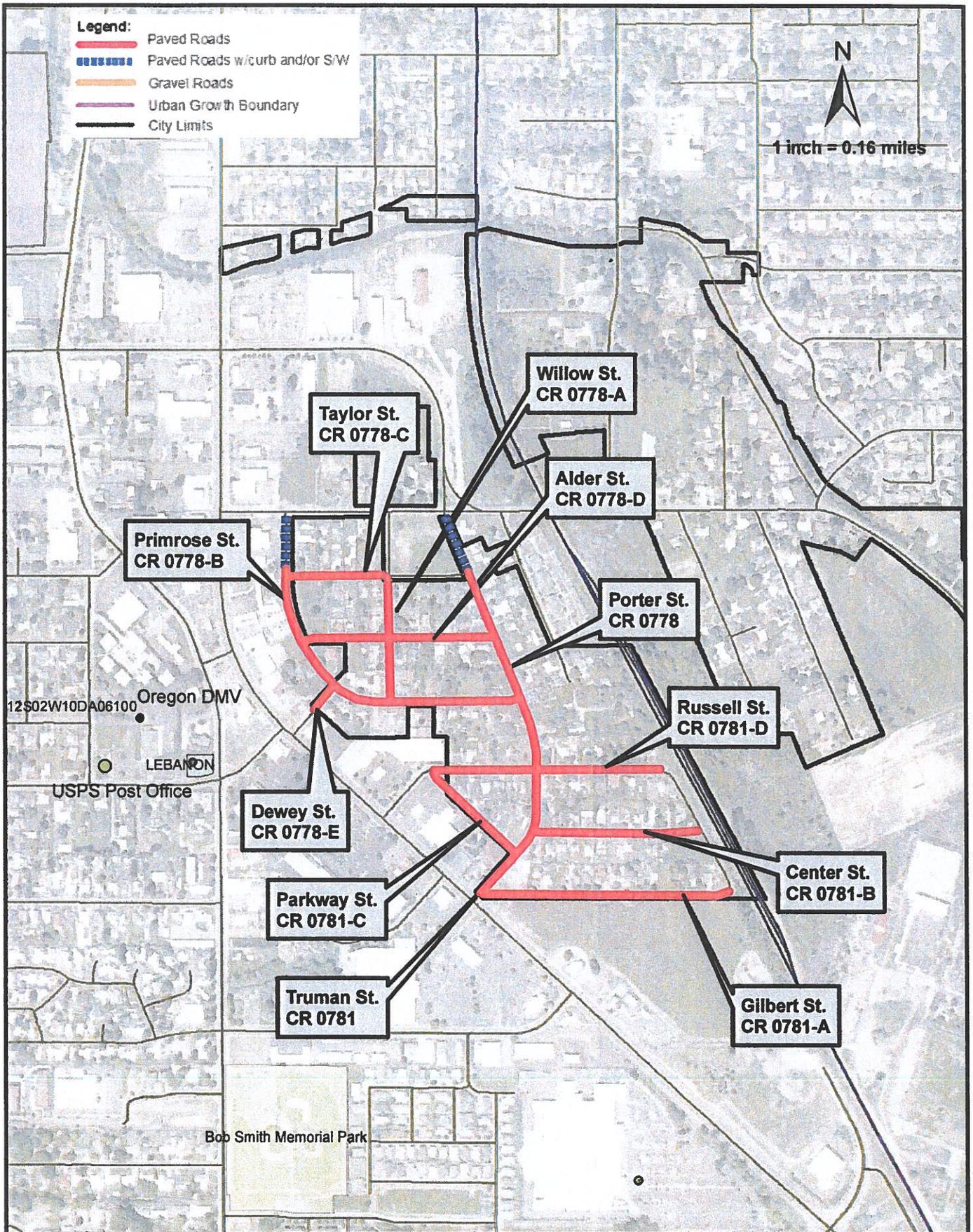


Map LE4

Linn County Road ROW within the Lebanon UGB

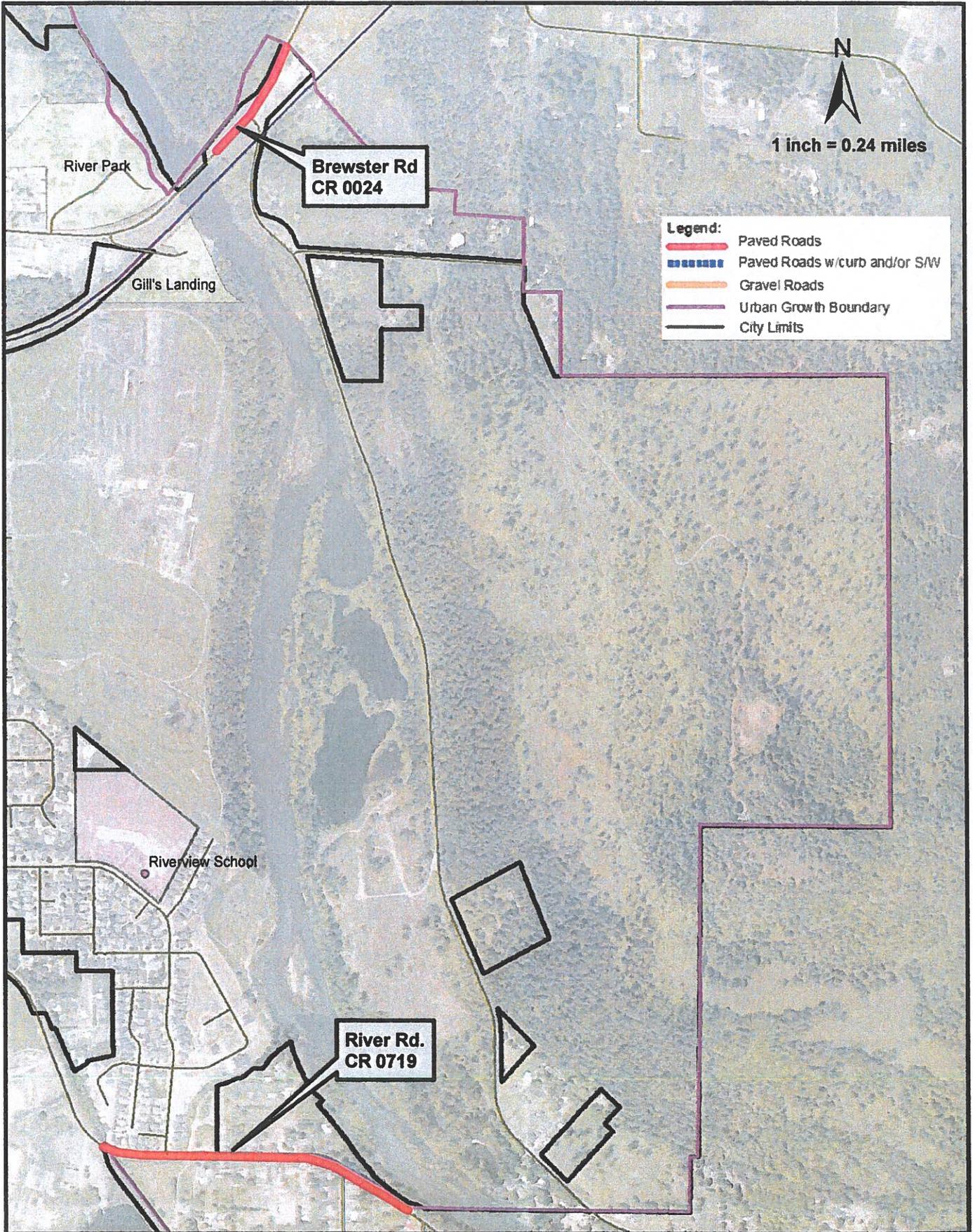


Map LE5 Linn County Road ROW within the Lebanon UGB

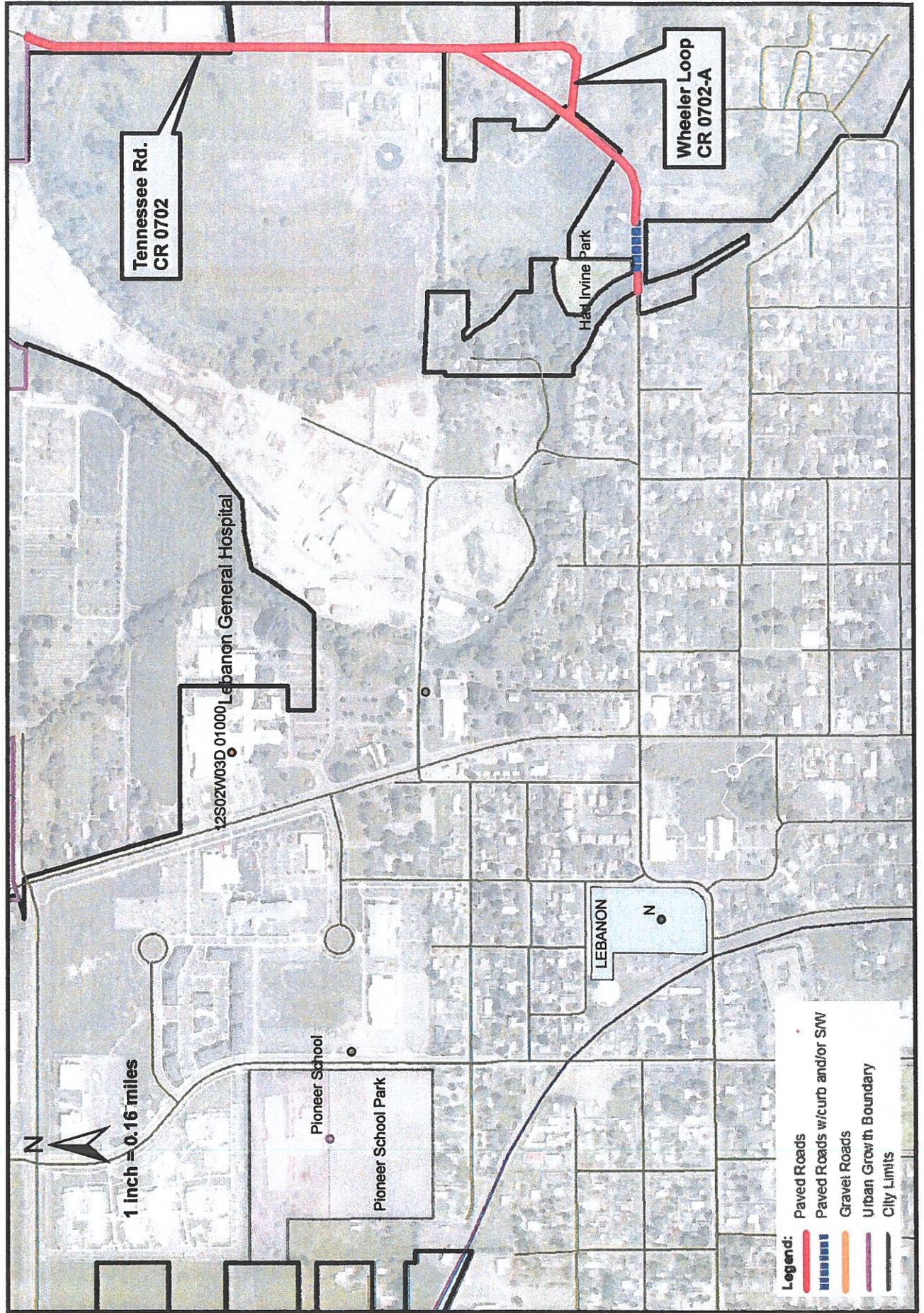


Map LE6

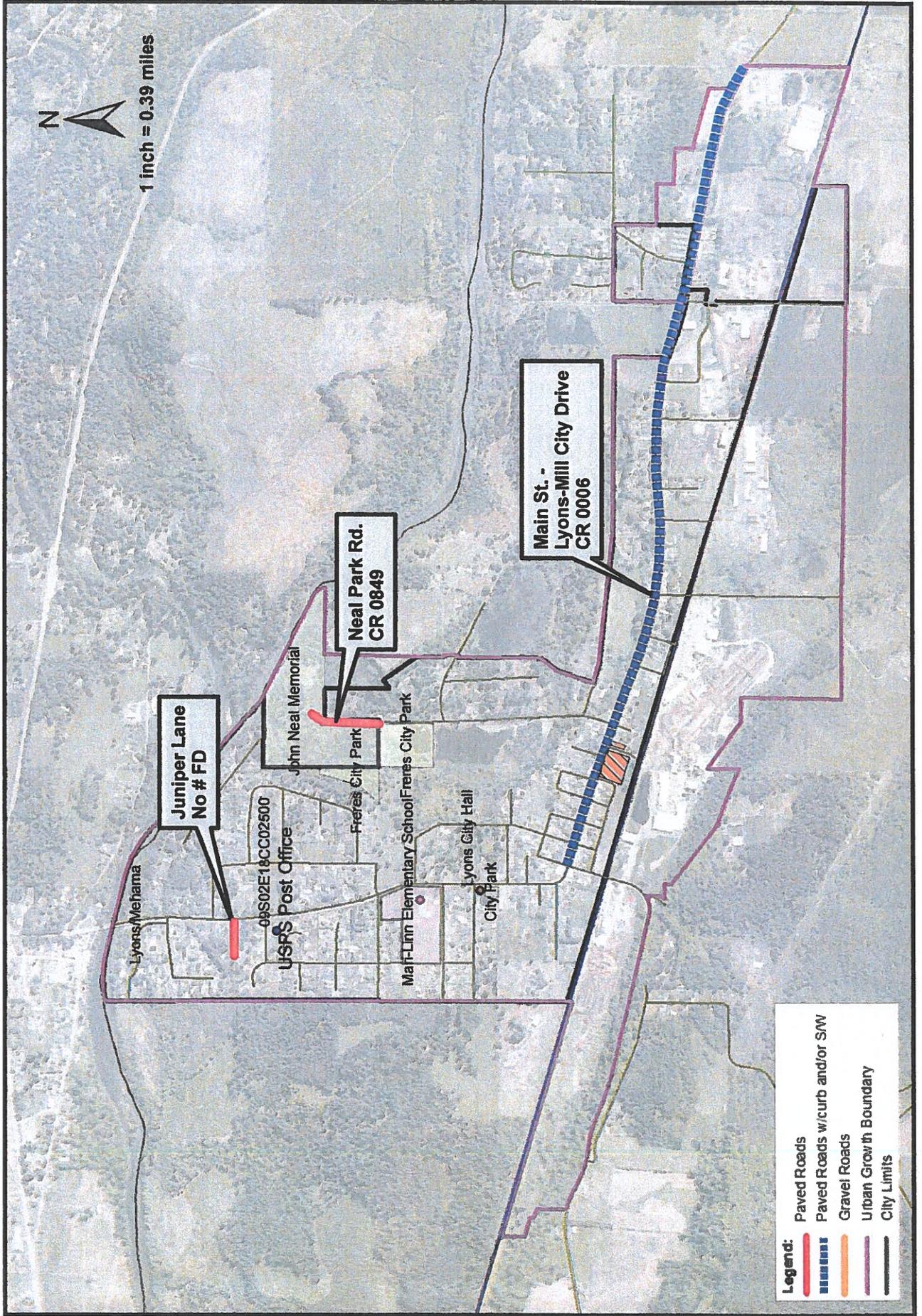
Linn County Road ROW within the Lebanon UGB



Map LE7 Linn County Road ROW within the Lebanon UGB

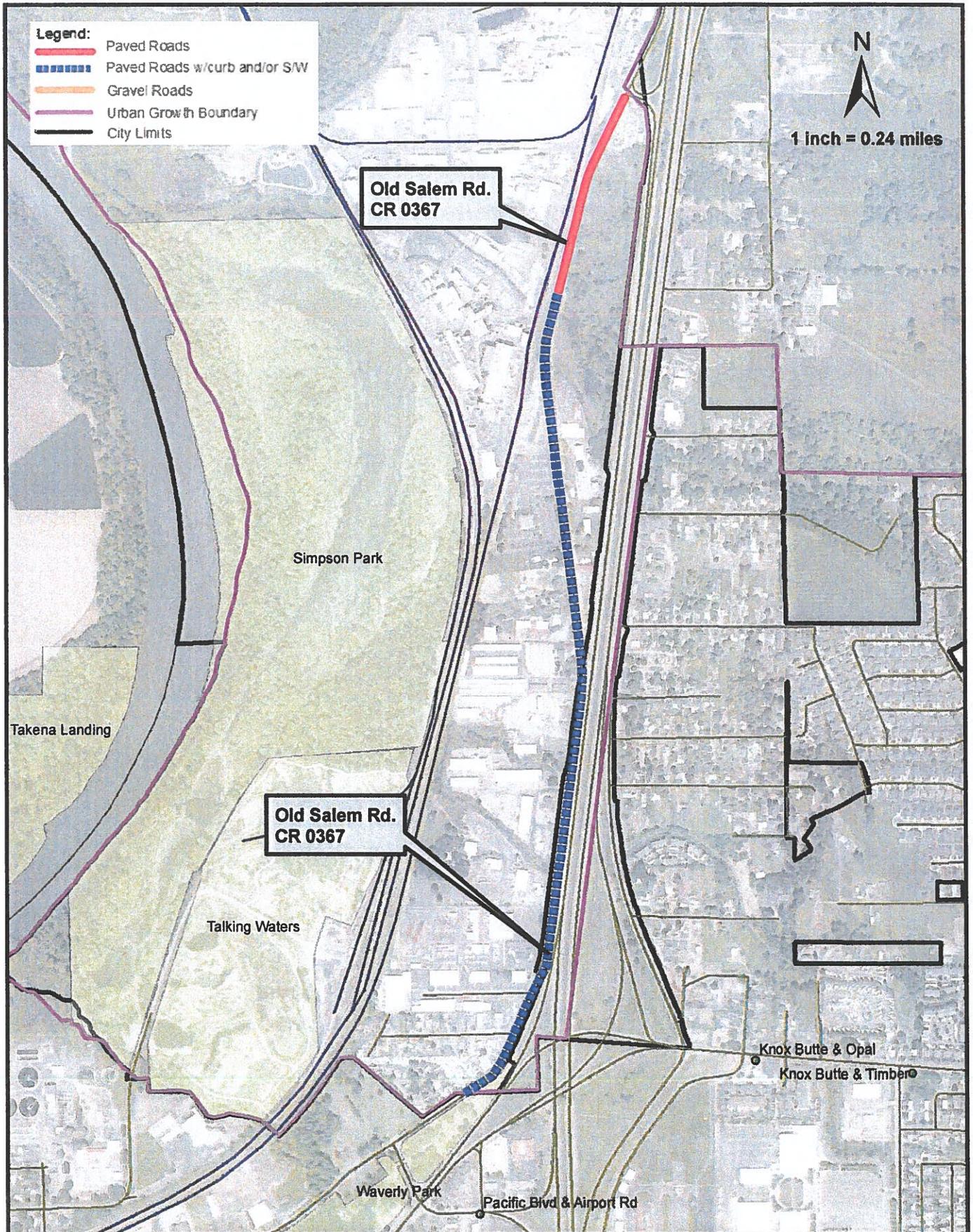


Map LY1 Linn County Road ROW within the Lyons UGB



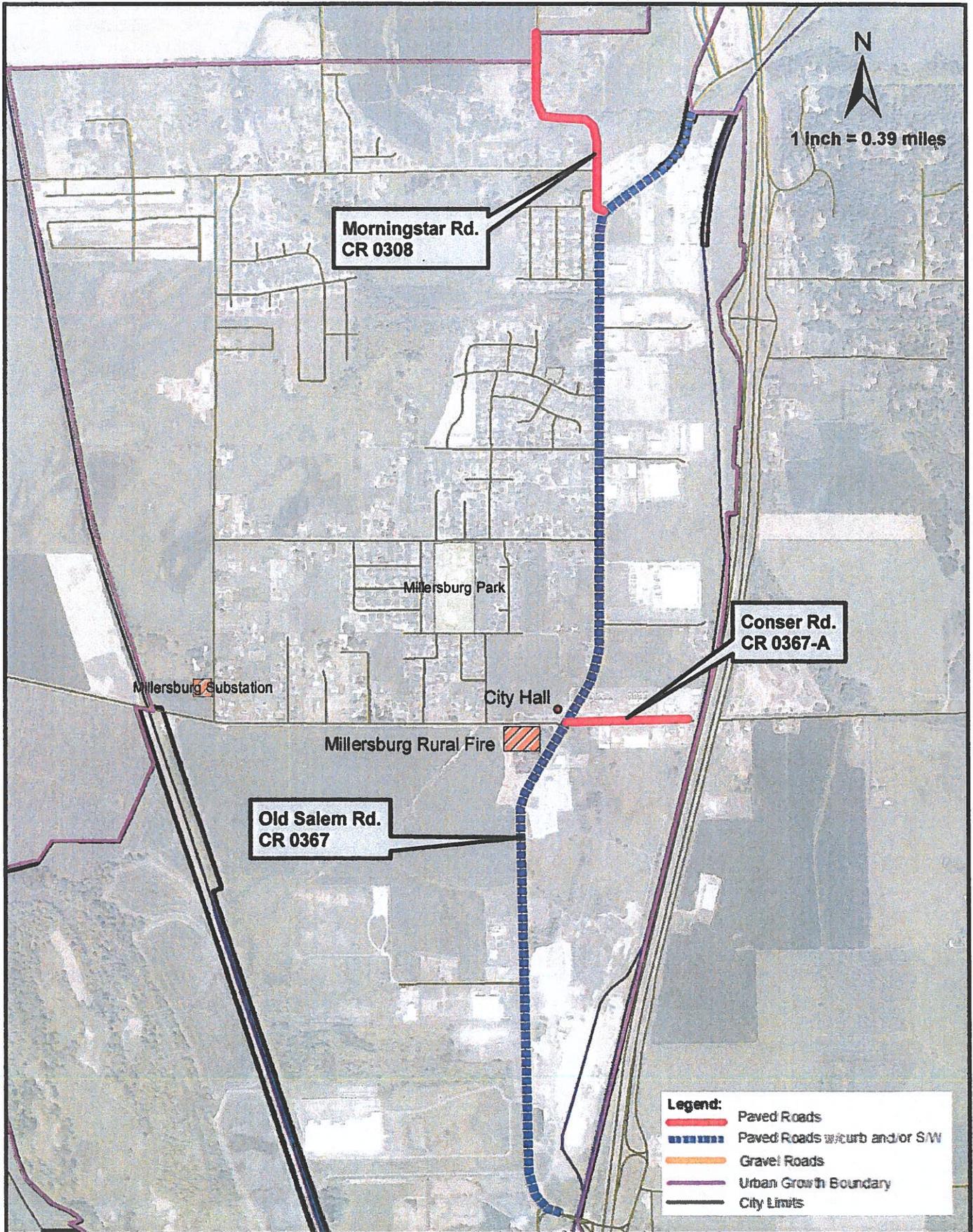
Map MB1

Linn County Road ROW within the Millersburg UGB

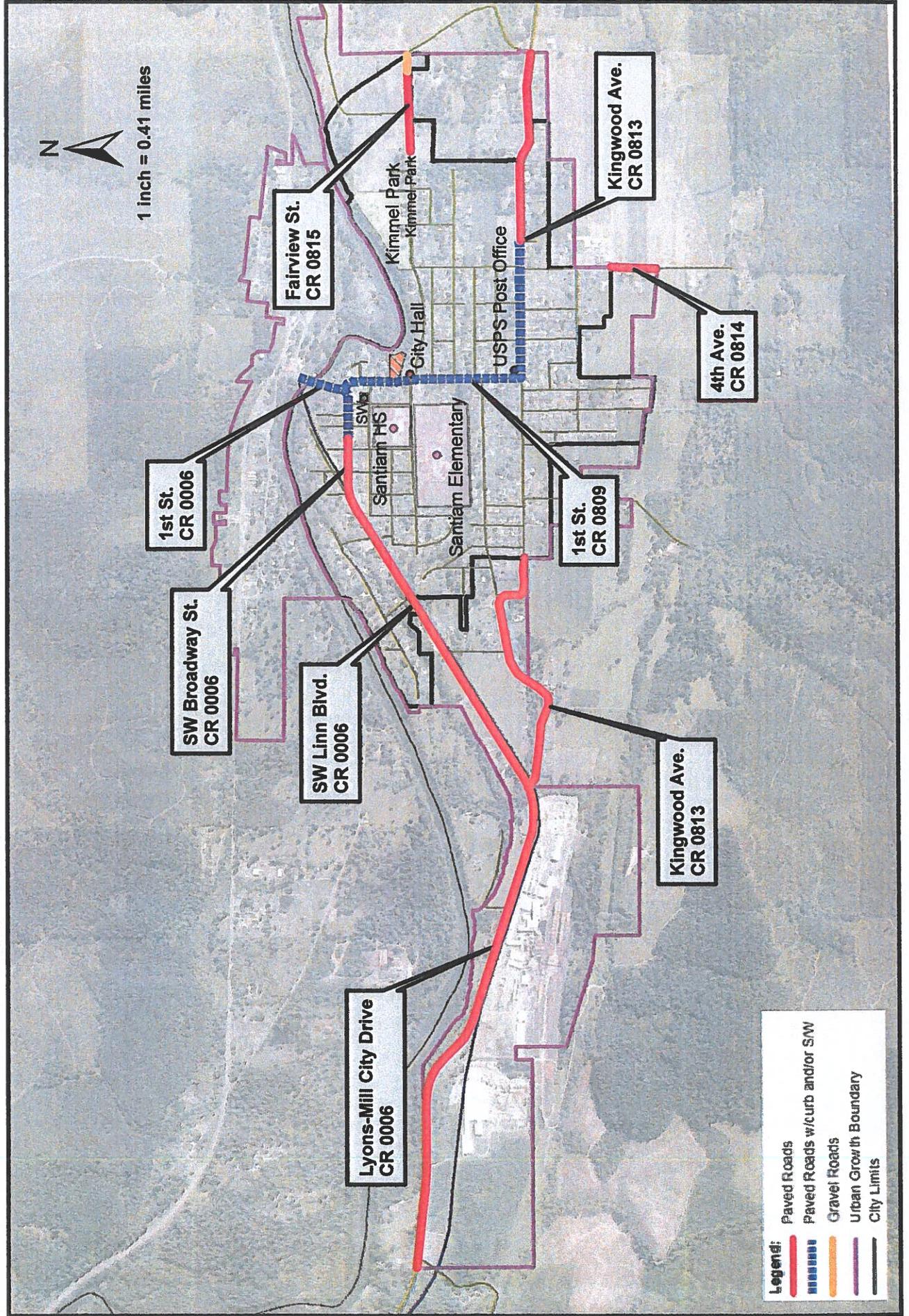


Map MB2

Linn County Road ROW within the Millersburg UGB

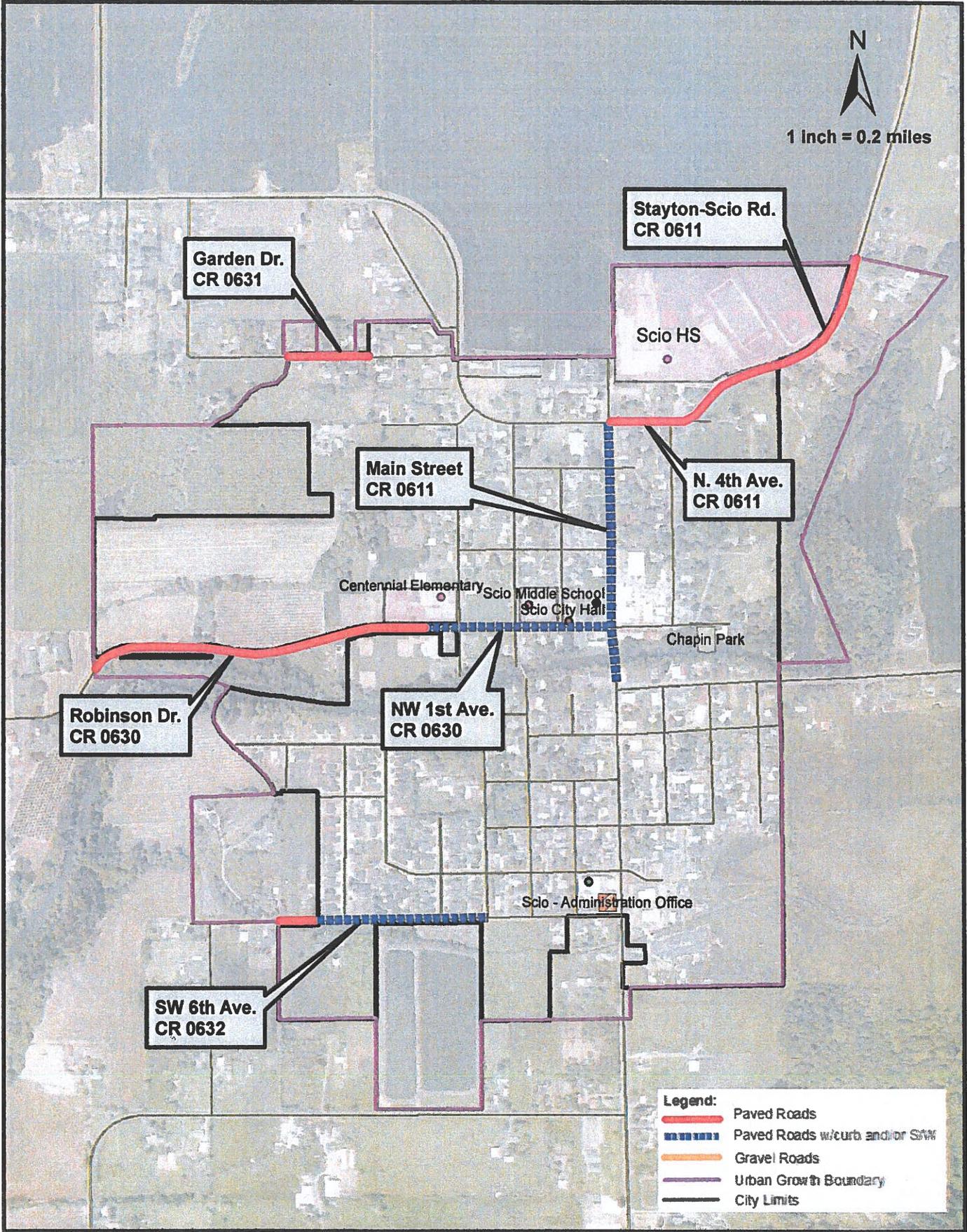


Map MC1 Linn County Road ROW within the Mill City UGB

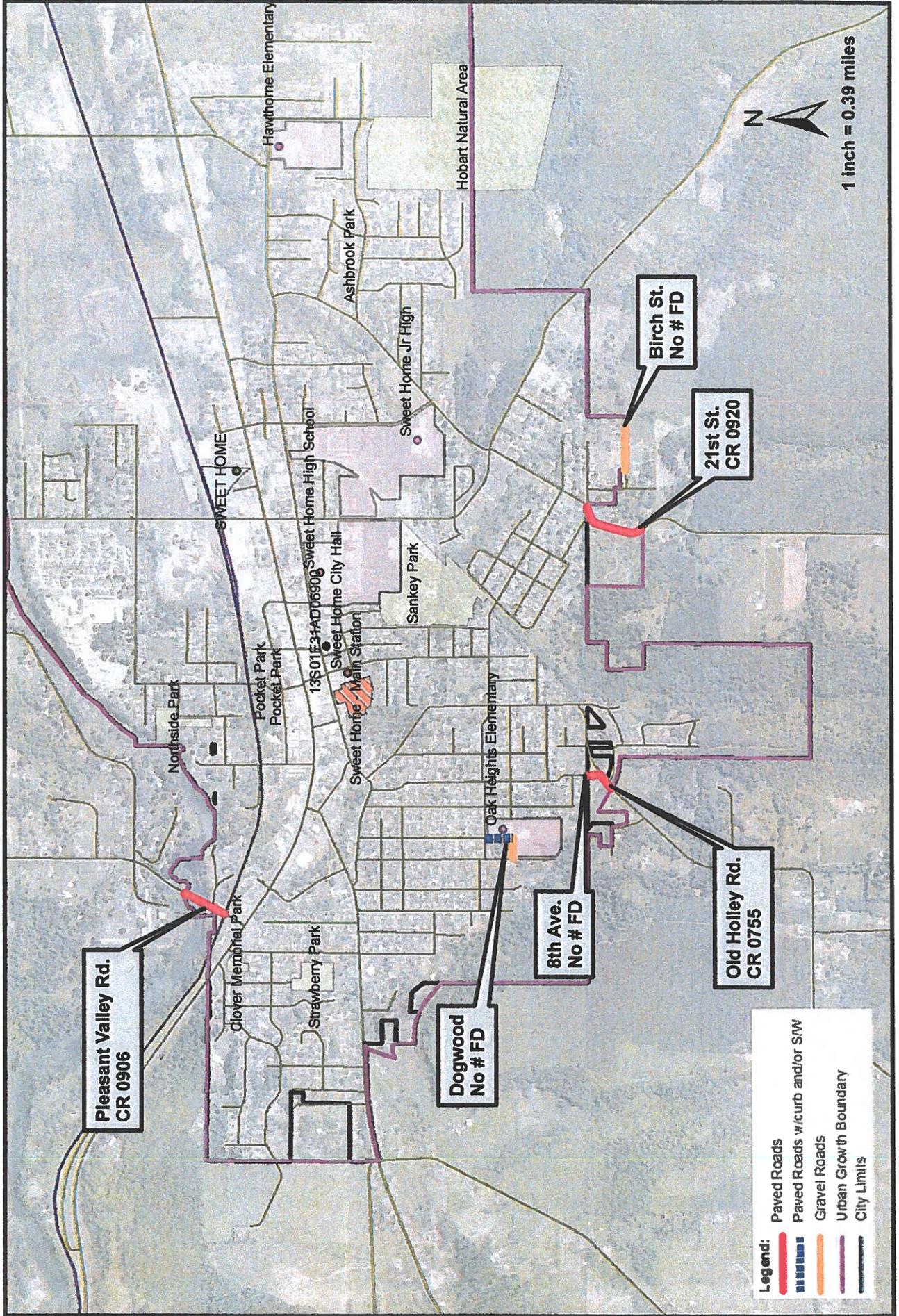


Map SC1

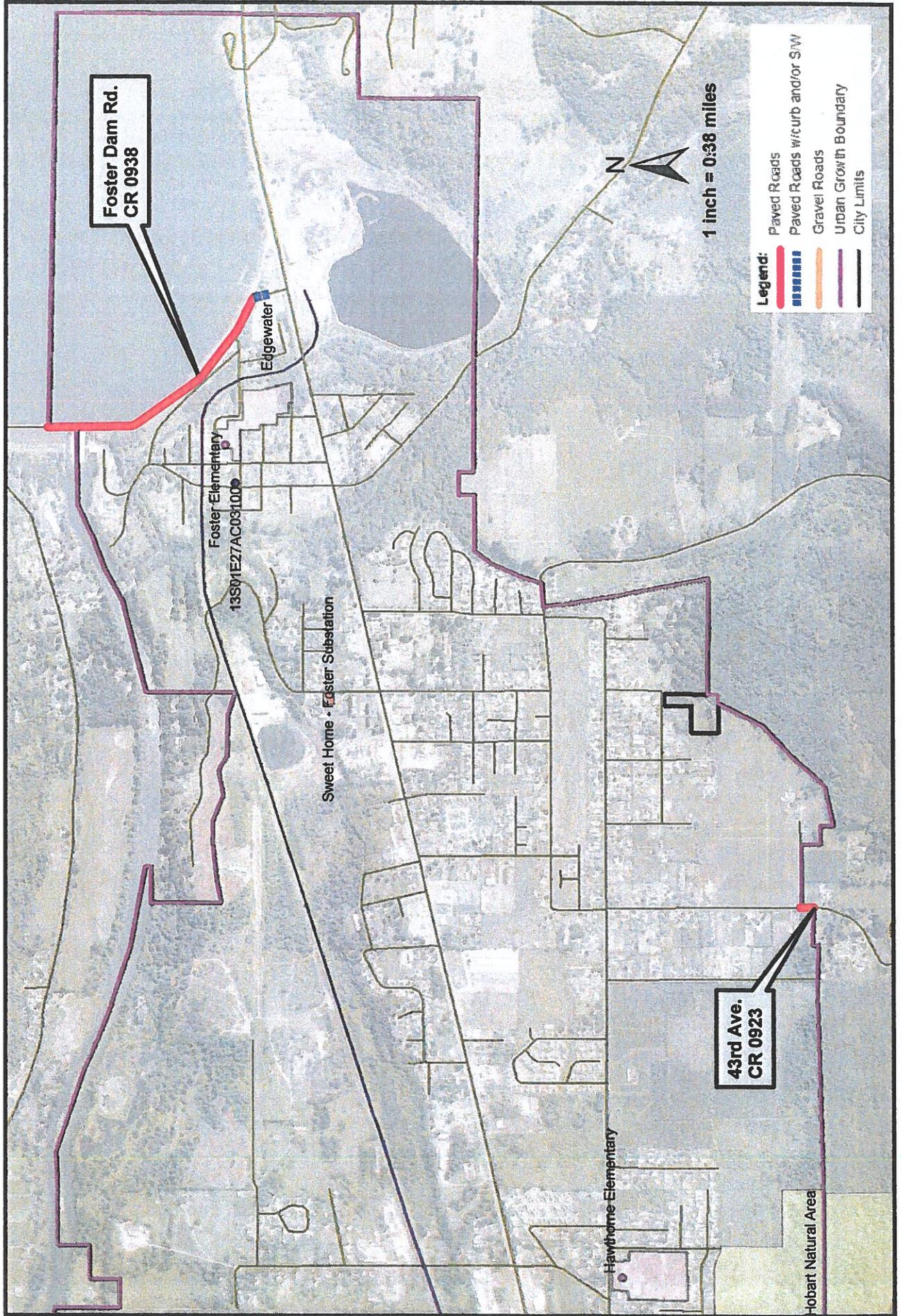
Linn County Road ROW within the Scio UGB



Map SH1 Linn County Road ROW within the Sweet Home UGB

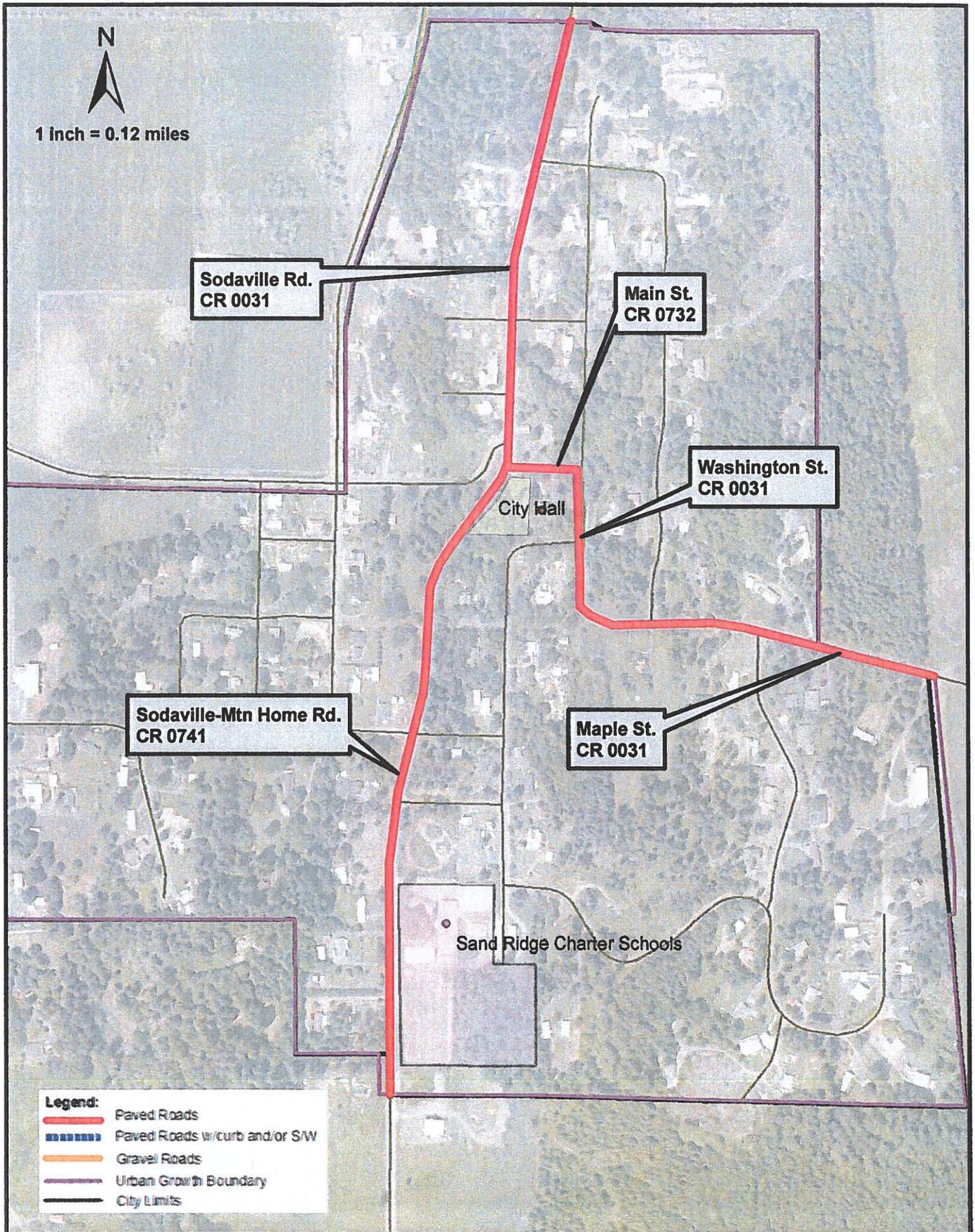


Map SH2 Linn County Road ROW within the Sweet Home UGB



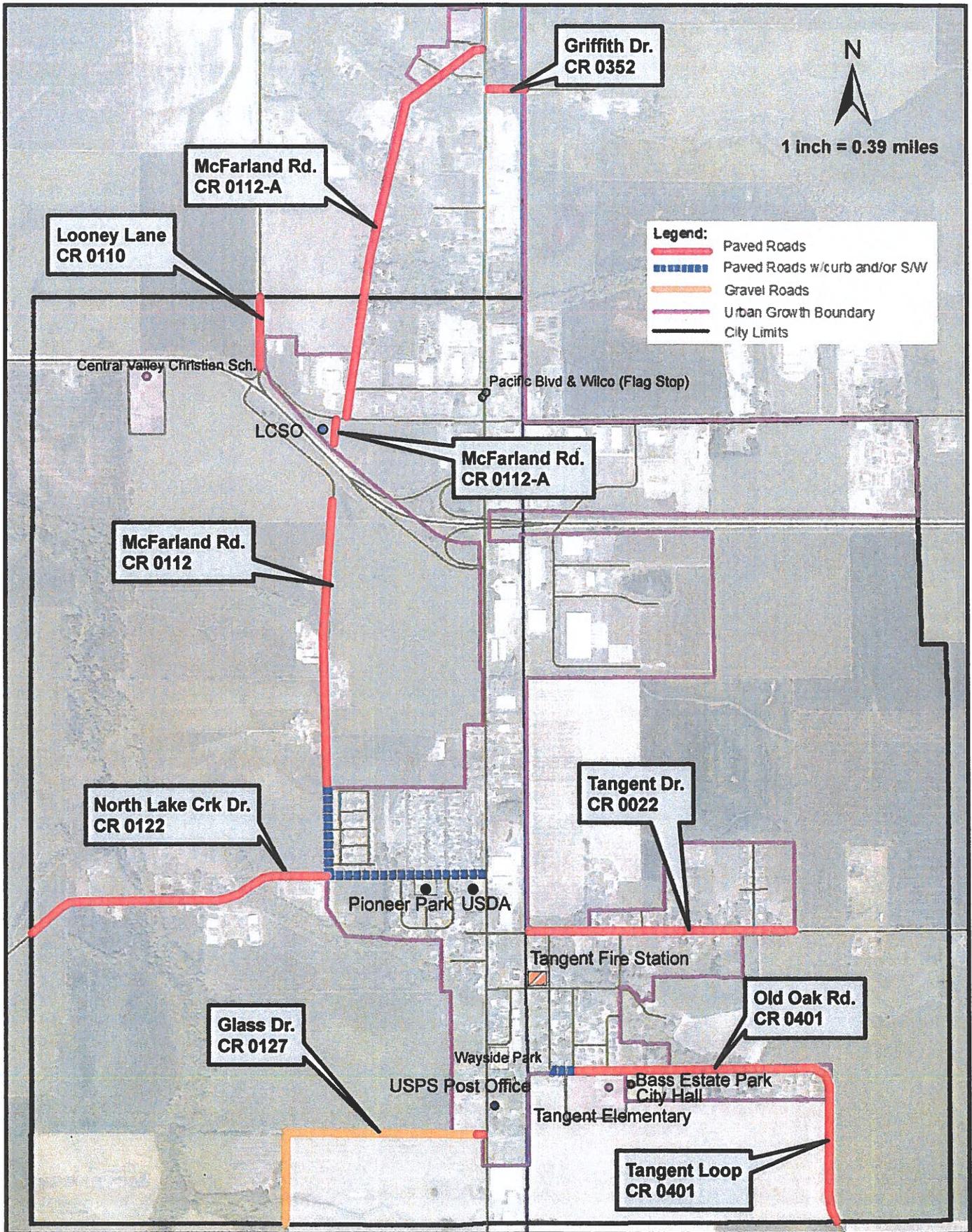
Map SV1

Linn County Road ROW within the Sodaville UGB



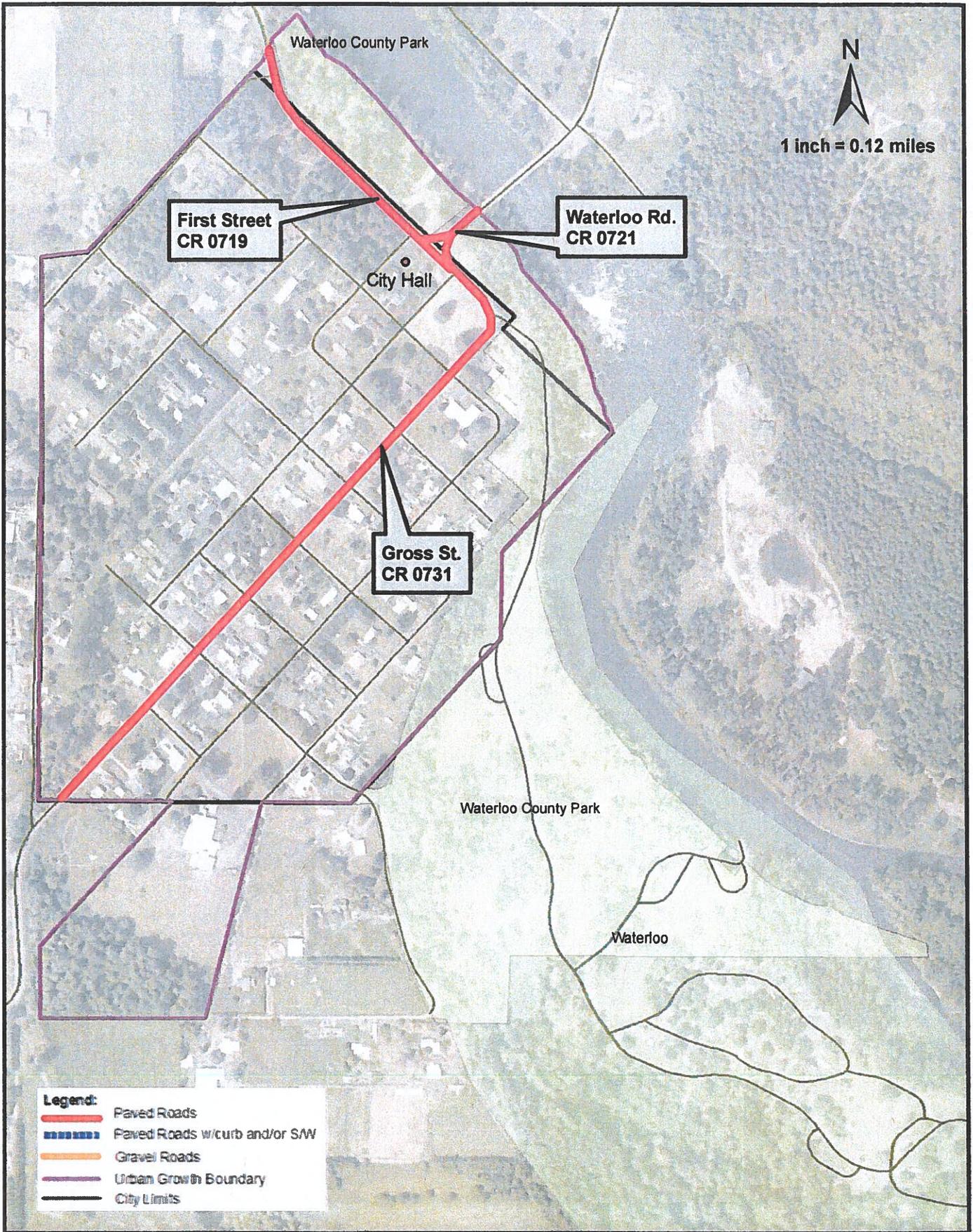
Map T1

Linn County Road ROW within the Tangent UGB



Map W1

Linn County Road ROW within the Waterloo UGB



ADA TRANSITION PLAN INVENTORY OF LINN COUNTY ROADS WITHIN CITY LIMITS AND URBAN GROWTH AREAS

City/ Town	See Map Number	Road Name	Road Number	Street Pix Beginning Road Section MP	End MP, Road Section @ City Limits or UGB/Other	Road type	Roads within 1 mile of						Score	Priority	ADT	Width of Paved Surface (ft)	Pavement	Chip Seal	(Concrete, G) level	S/W	Sidewalk with or without C/G				Ext'g ADA Structures		Curb and Gutter Only			Paved Shoulder			Dirt/Rock/other shoulder			Comments
							Schools	City/County Structures	Police	Fire	Parks	Bus Stops									From Mile Post	To Mile Post	N,S,E,W, NW,NE, SW,SE,BOTH	Length of Sidewalk (miles)	Number of ADA Structures SW Ramps	Number of ADA Structures DW Accesses	From Mile Post	To Mile Post	N,S,E,W, NW,NE, SW,SE,BOTH	From Mile Post	To Mile Post	N,S,E,W, NW,NE, SW,SE,BOTH	From Mile Post	To Mile Post	N,S,E,W, NW,NE, SW,SE,BOTH	
Albany	NA	15th Street	0143	0.000	0.140	Transferred	y	y	y	y			NA		p			no																Jurisdiction Transferred on 22 Aug 1990, to City of Albany, City Limits to City Limits		
Albany	A1	27th Avenue SW	0103-A	0.200	0.245	UL	0.3		0.6	0.6	0.5	2.0	7.0	29	P			no																Paved surface, no centerline or fog lines, rock and vegetation to EOP		
Albany	NA	27th Avenue SW	3116	0.000	0.035	UL	s	s	p	p			NA	27	P			no																Narrow local access road, paved surface, no centerline or fog lines, vegetation to EOP		
Albany	NA	37th Avenue	3307-B	0.000	0.156	UL	s	s		p			NA	18			G	no																Narrow local access road, gravel surface, vegetation to EOP		
Albany	A3	39th Avenue	0372	0.140	0.290	UL						0.0		421	22	P		no																Narrow, paved surface, no centerline or fog lines, rock and vegetation to EOP		
Albany	A3	40th Avenue	0375	0.000	0.350	UL						0.0		22	P			no																Narrow, paved surface, no fog lines, rock and vegetation to EOP		
Albany	NA	40th Avenue	3331	0.000	0.035	UL	s	s		f	p		NA	22			G	no																Narrow local access road, gravel surface, vegetation to EOP		
Albany	A2	53rd Avenue SW	0135	0.407	0.944	UL	0.9			0.1	0.7	1.7	1.7	24	P			yes	0.407	0.766	BOTH	0.359	7N, 2S	12S											S/W C/G northside, S/W offset 10ft northside, at curb southside, paved surface, no centerline or fog lines, rock and vegetation to EOP	
Albany	A2	Allen Lane	0111	0.000	0.210	RL	0.3			0.8	0.5	1.6	6.6	22	P			no																Narrow, paved surface, no fog lines, rock and vegetation to EOP		
Albany	A2	Beta Drive SW	0351	0.096	0.560	RL	0.8				0.9	1.7	1.7	12			G	no																Narrow, gravel surface, one lane, rock and vegetation to EOP		
Albany	A1	Broadway Street	0103-B	0.000	0.223	UL	0.2	0.9	0.8	0.3	0.5	2.7	7.7	21	P			no																	Paved surface, no centerline or fog lines, rock and vegetation to EOP	
Albany	A1	Broadway Street	0103-C	0.000	0.105	UL	0.2		0.6	0.3	0.6	1.7	6.7	21	P			no																	Paved surface, no centerline or fog lines, rock and vegetation to EOP	
Albany	A1	Broadway Street	0103-D	0.000	0.165	UL	0.3		0.6	0.5	0.6	2.0	7.0	25/27	P			no																	Paved surface, no centerline or fog lines, rock and vegetation to EOP	
Albany	A4	Christopher Avenue	0377	0.000	0.245	UL	x		1.0	0.2	0.7	1.9	1.9	22	P			no																	Narrow road, paved, no centerline or fog lines, shoulder rock and vegetation to EOP	
Albany	A4	Circle Drive	0148	0.000	0.220	UL	0.9		0.1	0.3	0.4	0.3	2.0	28	P			no								0.000	0.220	BOTH						Urban neighborhood roadway, C/G full length, no S/W, vegetation to EOP		
Albany	A4	Clover Ridge Road	0320	1.226	1.995	UC	0.8	0.9				1.7	1.7	737	36	P		no								1.226	1.248	BOTH						Rural road, 2-4 ft paved shoulders, rock and vegetation to EOP		
Albany	A4	Clover Ridge Road	0320	1.226	1.995	UC	0.8	0.9				1.7	1.7	737	36	P		no								1.248	1.304	N						Rural road, 2-4 ft paved shoulders, rock and vegetation to EOP		
Albany	A4	Clover Ridge Road	0320	1.226	1.995	UC	0.7	0.4		0.8	0.5	2.4	2.4	737	36	P		yes	1.248	1.279	S	0.031	2S			1.279	1.660	SE							S/W, C/G only in spots, 5ft bike lanes	
Albany	A4	Clover Ridge Road	0320	1.226	1.995	UC	0.7	0.4		0.8	0.5	2.4	2.4	737	36	P		yes	1.304	1.660	NW	0.356	4NW	2NW												S/W, 5ft bike lanes
Albany	A4	Clover Ridge Road	0320	1.226	1.995	UC	0.6	0.4		0.8	0.5	2.3	2.3	737	36	P		yes	1.660	1.767	SE	0.107	4SE	3SE	1.767	1.787	SE									S/W, C/G only in spots, 5ft bike lanes
Albany	A4	Clover Ridge Road	0320	1.226	1.995	UC	0.7	0.4		0.8	0.5	2.4	2.4	737	36	P		yes	1.660	1.995	NW	0.335	3NW	20NW												S/W, 5ft bike lanes
Albany	A4	Clover Ridge Road	0320	1.226	1.995	UC	0.7	0.4		0.8	0.5	2.4	2.4	737	36	P		yes	1.787	1.963	SE	0.176	4SE	7SE	1.963	1.995	SE									S/W, C/G only in spots, 5ft bike lanes
Albany	NA	Earl Avenue	3310	0.000	0.050	UL		s		p			NA	19			CS	no																	Narrow local access road, gravel surface, vegetation to EOP	
Albany	A3	Empire Street	0372	0.000	0.126	UL						0.0		232	22	P		no																	Narrow, paved surface, no centerline or fog lines, rock and vegetation to EOP	
Albany	A3	Empire Way	0375-B	0.000	0.071	UL						0.0		22	P			no																	Narrow, paved surface, no centerline or fog lines, rock and vegetation to EOP	
Albany	NA	Fairlane Street	3310-A	0.000	0.065	UL	s	s		p			NA	16			CS	no																		Narrow local access road, gravel surface, vegetation to EOP
Albany	A3	Glendale Street	0372	0.290	0.480	UL						0.0		232	22	P		no																	Narrow, paved surface, no centerline or fog lines, rock and vegetation to EOP	
Albany	A4	Goldfish Farm Road	0328	0.000	1.008	UC	x		0.8	0.7	0.3	0.3	2.1	2.1	2454	42	P		yes	0.000	0.020	BOTH	0.020	1E, 1W												Curb-gutter and sidewalk installed as part of redesign of intersection with Hwy 20, S/W offset 5ft, 5ft bike lane each side
Albany	A4	Goldfish Farm Road	0328	0.000	1.008	UC	0.9	0.5	0.9	0.1	0.2	2.6	2.6	2454	23	P		no								0.020	0.698	BOTH							Rural road, 0-2 ft paved shoulders, rock and vegetation to EOP	
Albany	A4	Goldfish Farm Road	0328	0.000	1.008	UC	0.6	0.6		0.1	0.2	1.5	1.5	2454	42	P		yes	0.698	1.008	BOTH	0.310	3E, 5W	17W												S/W, 5ft bike lanes
Albany	A3	Grand Prairie Road	0335	0.750	1.153	RMAC	0.5			0.8	0.8	2.1	2.1	5450	30	P		no								0.750	1.153	BOTH							Paved shoulders 2-4 ft wide, rock and vegetation to EOP	
Albany	A3	Juan Way	0375-A	0.000	0.056	UL						0.0		22	P			no																	Paved surface, no centerline or fog lines, rock and vegetation to EOP	
Albany	A5	Kennel Road	0330	0.000	0.057	RL						0.0		542	24	P		no								0.000	0.057	BOTH							0-2 ft paved shoulders, rock and vegetation to EOP	
Albany	A5	Knox Butte Road	0007	1.297	2.726	UMA	0.5					0.5	0.5	2767	37	P		no								1.297	2.726	BOTH							2-4 ft paved shoulders, rock and vegetation to EOP	
Albany	A4	Knox Butte Road	0007	0.440	0.660	UMA	0.5	0.5		0.4	0.4	1.8	1.8	3519	37	P		yes	0.440	0.479	N	0.039	1N	1N		0.479	0.660	N							Partial C/G with SW between C.O.A. properties, paved shoulder 4-5 ft	
Albany	A4	Knox Butte Road	0007	0.440	0.660	UMA	0.5	0.5		0.4	0.4	1.8	1.8	3519	37	P		yes	0.556	0.660	S	0.104	2S			0.440	0.556	S							Partial C/G with SW between C.O.A. properties, paved shoulder 4-5 ft	
Albany	A1	Lakewood Drive SW	0103	0.070	0.110	UL	0.5		0.7			0.5	1.7	20	P			no																	Paved surface, no centerline or fog lines, rock and vegetation to EOP	
Albany	NA	Linnwood Drive	3316	0.000	0.612	RL							NA	19	P			no																	Narrow local access road, paved, no fog lines or centerline, rock and vegetation to EOP	
Albany	NA	Meredith Street	3320	0.000	0.037	UL	s	s					NA	15			G	no																		Narrow local access road, gravel surface, vegetation to EOP
Albany	NA	Panorama Drive	3316-A	0.000	0.035	RL							NA	12			G	no																		Narrow local access road, gravel surface, vegetation to EOP
Albany	A1	Park Terrace SW	0103-A	0.000	0.200	UL	0.3		0.5	0.6	0.6	2.0	7.0	33	P			no																		Paved surface, no centerline or fog lines, rock and vegetation to EOP
Albany	NA	Saint George Avenue	3109-C	0.000	0.240	UL	s	s	p	f	p		NA				G	no																		Road behind locked gate at train tressel, Narrow local access road, gravel surface, vegetation to EOP
Albany	A4	San Felicia Avenue	0370	0.000	0.255	UL	0.3			0.9		1.2	6.2	246	22	P		no																		Narrow road with no centerline or fog lines, shoulder rock and vegetation to EOP
Albany	A5	Scravel Hill Road	0033	0.000	0.866	UMA						0.0		1495	30	P		no								0.000	0.866	BOTH							2-4 ft paved shoulders, rock and vegetation to EOP	

ADA TRANSITION PLAN INVENTORY OF LINN COUNTY ROADS WITHIN CITY LIMITS AND URBAN GROWTH AREAS

Lebanon	NA	Blackburn Lane	3745	0.000	0.010	RL	s	s	p	p			NA		30		G	no								0.000	0.010	BOTH	Narrow local access road, gravel surface, vegetation to EOR, road ends at MP .010 at Gate	
Lebanon	LE6	Brewster Road	0024	0.838	0.954	UMA	x			0.1		0.1	0.1	7933	32			no								0.838	0.954	BOTH	Paved, fog and centerlines, 3-4 ft paved shoulders, rock to EOP	
Lebanon	NA	Brooks Street	3763	0.000	0.150	UL	s			f	p		NA		11		G	no								0.000	0.135	BOTH	Narrow local access road, gravel surface, vegetation to EOP	
Lebanon	LE1	C Street	No RD# FD	0.180	0.230	UL	0.4			0.3	0.9	0.8	2.4	2.4	12		G	no								0.180	0.230	BOTH	Narrow road, gravel surface, vegetation to EOR	
Lebanon	LE3&LE4	Cascade Drive	0716	1.432	2.334	UC	0.0			0.5	0.6	1.1	6.1	2271	30/34	P		no							1.432	2.334	BOTH	2-4 ft paved shoulders, rock and vegetation to EOP		
Lebanon	LE5	Center Street	0781-B	0.000	0.140	UL	0.8	0.5	0.4		0.4	2.1	2.1		23	P		no							0.000	0.140	BOTH	Narrow road, paved, no centerline or fog lines, shoulder rock and vegetation to EOP		
Lebanon	LE3&LE4	Central Avenue	0716-A	0.000	0.010	UC	0.0			0.6	0.6	1.2	6.2		21	P		no							0.000	0.010	BOTH	2-4 ft paved shoulders, rock and vegetation to EOP		
Lebanon	LE3&LE4	Central Avenue	0715	2.000	2.647	UC	0.0			0.6	0.6	1.2	6.2	1755	30	P		no							2.000	2.647	BOTH	2-4 ft paved shoulders, rock and vegetation to EOP		
Lebanon	LE3	Crowfoot Road	0717	0.000	1.129	UC	0.2				0.9	1.1	6.1	1892	22	P		yes	0.000	0.246	N	0.246				0.000	0.246	BOTH	Narrow road, paved, rock and vegetation to EOP, S/W is a paved pathway for walking and storm canal maintenance offset from roadway	
Lebanon	LE3	Crowfoot Road	0717	0.000	1.129	UC	0.0			0.7	0.7	1.4	6.4		30	P		no							0.414	0.814	N	Paved, 1-6 ft paved shoulders, gravel and vegetation to EOP		
Lebanon	LE3	Crowfoot Road	0717	0.000	1.129	UC	0.0			0.7	0.7	1.4	6.4		30	P		no							0.414	0.814	S	Paved, 0-2 ft paved shoulders, gravel and vegetation to EOP		
Lebanon	LE3	Crowfoot Road	0717	0.000	1.129	UC	0.1			0.4	0.4	0.9	5.9		30	P		no							0.814	1.129	BOTH	Paved, 2-5 ft paved shoulders, gravel and vegetation to EOP		
Lebanon	LE5	Dewey Street	0788-E	0.000	0.030	UL	0.5	0.2	0.2		0.4	1.3	1.3		30		CS	no								0.000	0.030	BOTH	Wide road, paved, no centerline or fog lines, rock and vegetation to EOP	
Lebanon	NA	Dorothy Drive	3736-A	0.000	0.055	UL	s	s	p	f	p		NA		32		CS	yes	0.000	0.055	BOTH	0.055								Urban neighborhood street, no centerline, S/W both sides old and badly need repair and brought up to ADA standards
Lebanon	NA	Elderberry Drive	3739-A	0.000	0.035	UL	s	s	p	f	p		NA		24	P		yes	0.000	0.035	N	0.035								Urban neighborhood street, no centerline, S/W north side only, offset 10ft from EOP, no ADA ramps or accesses, vegetation to EOP, no C/G
Lebanon	NA	Franklin Street	3744	0.000	0.241	UC	s	s	p	f	p		NA		23	P		no								0.000	0.241	BOTH	Narrow road paved, no fog lines, shoulder rock and vegetation to EOP	
Lebanon	LE5	Gilbert Street	0781-A	0.000	0.210	UL	0.7	0.8	0.7		0.5	2.7	2.7		21		CS	no								0.000	0.210	BOTH	Narrow road, paved, no centerline or fog lines, shoulder rock and vegetation to EOP	
Lebanon	LE1	Gore Road	0701	2.660	3.743	UC	0.9	0.9				1.8	1.8		22	P		no								2.660	3.743	BOTH	Narrow road with no fog lines, shoulder rock and vegetation to EOP	
Lebanon	LE3	Hillview Drive	0779	0.000	0.450	UL	0.2				0.8	1.0	6.0		20	P		no								0.000	0.450	BOTH	Narrow road, paved, no fog lines, rock and vegetation to EOP	
Lebanon	NA	Joy Street	3736	0.000	0.148	UL	s	s	p	f	p		NA		31	P		yes	0.000	0.148	BOTH	0.148								Neighborhood street, no centerline, S/W both side installed several years apart, south side newer, ADA both sides probably not to current standards
Lebanon	NA	Joy Street	3739	0.000	0.030	UL	s	s	p	f	p		NA		26	P		yes	0.000	0.030	BOTH	0.030								Neighborhood street, no centerline, S/W both sides, offset 10ft from C/G, no ADA ramps or accesses
Lebanon	LE2	Kees Street	0712-A	0.074	0.249	UL	0.1	0.6	0.7		0.6	2.0	7.0		20	P		no								0.074	0.249	BOTH	Narrow road, paved, no centerline or fog lines, shoulder rock and vegetation to EOP	
Lebanon	LE3	Lebanite Drive	0776-A	0.000	0.345	UL	0.2	0.7	0.7		0.1	0.3	2.0	7.0	20/10	P		no								0.000	0.345	BOTH	Narrow road, paved, no fog lines, rock and vegetation to EOP	
Lebanon	NA	Linden Street	3764	0.000	0.130	UL	s			f	p		NA		12		CS	no								0.000	0.130	BOTH	Narrow local access road, paved surface, no centerline or fog lines, vegetation to EOP	
Lebanon	NA	Lucky Way	3751	0.000	0.115	UL	s	s	p		p		NA		13		G	no								0.000	0.115	BOTH	Narrow local access road, gravel surface, vegetation to EOR	
Lebanon	NA	May Lane	3716	0.000	0.186	UL	s	s	p	f	p		NA		13		G	no								0.000	0.186	BOTH	Narrow local access road, gravel surface, vegetation to EOP	
Lebanon	NA	McKinney Lane	3749	0.000	0.160	UL	s	s	p	f	p		NA		28	P		yes	0.000	0.125	E	0.125				0.125	0.160	E	Narrow local access road, half street improvement (E) paved/chipseal/other, no fog or centerlines, rock and vegetation to EOP, gravel road from MP 0.125 to 0.160	
Lebanon	NA	McKinney Lane	3749	0.000	0.160	UL	s	s	p	f	p		NA		28	P		yes	0.000	0.015	W	0.015				0.015	0.160	W	Narrow local access road, paved/chipseal/other, no fog or centerlines, rock and vegetation to EOP, gravel road from MP 0.125 to 0.160	
Lebanon	NA	Mill Street	3770	0.000	0.090	UL	s	s	p	f	p		NA		17		G	no								0.000	0.090	BOTH	Narrow local access road, gravel surface, vegetation to EOP	
Lebanon	NA	Millview Way	3718	0.000	0.160	RL	s	s	p		p		NA		14		G	no								0.000	0.160	BOTH	Narrow local access road, gravel surface, vegetation to EOR	
Lebanon	NA	Minnesota Street	3765	0.000	0.145	UL	s			f	p		NA		13		G	no								0.000	0.145	BOTH	Narrow local access road, gravel surface, vegetation to EOP	
Lebanon	LE3	Oak Creek Way	0777-A	0.000	0.246	UL	0.8					0.8	0.8		23	P		no								0.000	0.246	BOTH	Narrow road with no centerline or fog lines, shoulder rock and vegetation to EOP	
Lebanon	LE3	Oak Lane	0776-B	0.000	0.158	UL	0.4	0.8	0.8		0.2	0.3	2.5	2.5	20	P		no								0.000	0.158	BOTH	Narrow road, paved, no fog lines, rock and vegetation to EOP	
Lebanon	NA	Oregon Street	3766	0.000	0.115	UL	s			f	p		NA		15		G	no								0.000	0.115	BOTH	Narrow local access road, gravel surface, vegetation to EOP	
Lebanon	LE5	Parkway Street	0781-C	0.000	0.095	UL	0.8	0.4	0.3		0.3	0.5	2.3	2.3	19		CS	no								0.000	0.095	BOTH	Narrow road, paved, no centerline or fog lines, shoulder rock and vegetation to EOP	
Lebanon	LE5	Porter Street	0778	0.000	0.264	UL	0.8	0.5	0.4		0.4	0.5	2.6	2.6	1149	23	P	yes	0.000	0.056	W	0.056				0.000	0.264	BOTH	Narrow road, paved, no fog lines, shoulder rock and vegetation to EOP, sidewalk along new COL park	
Lebanon	LE5	Primrose Street	0778-B	0.000	0.323	UL	0.5	0.2	0.2		0.5	0.8	2.2	2.2	24		CS	yes	0.000	0.050	W	0.050	1W	1W		0.000	0.323	BOTH	Narrow road, paved, no centerline or fog lines, shoulder rock and vegetation to EOP	
Lebanon	NA	Railroad Street	3732	0.000	0.115	UL	s	s	p	f	p		NA		17		CS	no								0.000	0.115	BOTH	Narrow local access road, gravel surface, vegetation to EOP	
Lebanon	NA	River Road	0719	0.304	0.693	Transferred	y	y	y	y	y		NA																	City of Lebanon took possession of River Road MP 0.304 to 0.693 Linn County Resolution Order: 2016-140
Lebanon	LE6	River Road	0719	0.693	1.121	UC	0.5				0.0	0.7	1.2	1.2	32	P		no							0.693	1.121	BOTH	2-4 ft paved shoulders, rock and vegetation to EOP		
Lebanon	LE3&LE4	Rock Hill Drive	0715	1.785	2.000	RMAC	0.9					0.9	0.9		30	P		no							1.786	2.000	BOTH	2-4 ft paved shoulders, rock and vegetation to EOP		

ADA TRANSITION PLAN INVENTORY OF LINN COUNTY ROADS WITHIN CITY LIMITS AND URBAN GROWTH AREAS

Lebanon	NA	Russell Drive	0718	0.000	0.140	Transferred	y	y	y	y	y			NA		24	P		yes	0.000	0.140	BOTH	0.140	2S, 1N											As told to me by Darrin Lane, Roadmaster, this section transferred many years ago. City of Lebanon Ownership
Lebanon	NA	Russell Drive	0718	0.140	0.526	Transferred	y	y	y	y	y			NA																				City of Lebanon took possession of Russell Drive MP 0.141 to 0.526 Linn County Resolution Order: 2016-140	
Lebanon	LE5	Russell Street	0781-D	0.000	0.200	UL	0.8	0.4	0.4		0.4	0.5	2.5	2.5		19		CS		no														Narrow road, paved, no centerline or fog lines, shoulder rock and vegetation to EOP	
Lebanon	LE4	Sodaville Road	0031	0.000	0.030	RMAC	x				0.6	0.5		1.1	1.1		28	P		no														0-2 ft paved shoulders, rock and vegetation to EOP	
Lebanon	LE1	S. 13th Street	0795	0.000	0.282	UL	0.2				0.4	0.7		1.3	6.3		21		CS		no													Paved, no fog or centerlines, rock and vegetation to EOP	
Lebanon	LE2	South 5th Street	0714	0.211	0.937	UC	0.5					0.9		1.4	1.4		23		CS		no													Paved, no fog lines, rock and vegetation to EOP	
Lebanon	NA	South 8th Street	3733	0.000	0.060	UL	s	s	p	f	p			NA		12			G	no														Narrow road, gravel surface, vegetation to EOP	
Lebanon	NA	South 9th Street	3742	0.000	0.180	UL	s	s	p	f	p			NA		20			G	no														Narrow local access road, gravel surface, vegetation to EOP	
Lebanon	LE2	South 9th Street	0782	0.000	0.261	UL	0.2	0.8	0.9	0.5	0.6		3.0	8.0		19	P			yes	0.119	0.156	E	0.037										Narrow road, paved, no fog lines, rock and vegetation to EOP, small section of S/W offset from road	
Lebanon	LE2 & LE3	South Main Road	0777	0.215	0.919	UC	0.6				0.8	0.9	2.3	2.3		30	P			no														2-3 ft paved shoulders, shoulder rock and vegetation to EOP	
Lebanon	LE2	Stoltz Hill Road	0739	4.201	5.612	UC	0.4		0.9		0.2		1.5	1.5		28	P			no														3-4 ft paved shoulders, rock to EOP	
Lebanon	LE2	Stoltz Hill Road	0739	5.673	5.808	UC	0.3	0.9	0.9		0.9		3.0	8.0		28	P			no														3-4 ft paved shoulders, rock to EOP	
Lebanon	LE2	Strawberry Lane	0780	0.000	0.261	UL	0.4				0.5	0.8		1.7	1.7		18	P		no														Narrow road, paved, no fog lines, rock and vegetation to EOP	
Lebanon	NA	Sturtevant Road	3722	0.000	0.369	UL	s				f	p		NA		14			G	no														Narrow local access road, gravel surface, vegetation to EOP	
Lebanon	NA	Sunset Road	3714	0.000	0.254	UL	s	s	p	f	p			NA		19	P			no														Narrow local access road, paved/chipseal/other, no fog or centerlines, rock and vegetation to EOP	
Lebanon	LE5	Taylor Street	0778-C	0.066	0.153	UL	0.6	0.3	0.2		0.5	0.8	2.4	2.4		21		CS		no														Narrow road, paved, no centerline or fog lines, shoulder rock and vegetation to EOP, street shortened per Linn County Resolution Order: 2016-140	
Lebanon	LE7	Tennessee Road	0702	0.207	0.915	RMIC	1.0	0.8	0.8		0.0	0.5	3.1	3.1		20	P		462	yes	0.236	0.310	E	0.074	2E									Partial full curb/gutter/sidewalk on east side of road only from fairly new construction	
Lebanon	LE7	Tennessee Road	0702	0.207	0.915	RMIC	1.0	0.8	0.8		0.1	0.5	3.2	3.2		20	P			no														No fog lines, paved/chip seal surface, gravel and vegetation to EOP	
Lebanon	LE5	Truman Street	0781	0.000	0.091	UL	0.8	0.5	0.4		0.3	0.4	2.4	2.4		23	P			no														Narrow road paved, no fog lines, shoulder rock and vegetation to EOP	
Lebanon	LE2	Vaughn Lane	0713	0.000	0.400	UC	0.7				0.5		1.2	1.2		21	P			no														Narrow road, paved, no fog lines, rock and vegetation to EOP	
Lebanon	LE2	Vaughn Lane	0713	0.572	0.710	UC	0.9	0.9	1.0		0.6		3.4	3.4		21	P			yes	0.572	0.674	N	0.102	2N									Narrow road, paved, no fog lines, rock and vegetation to EOP, S/W 10ft offset from C/G on half street improvement on north side of road	
Lebanon	LE2	Vaughn Lane	0713	0.572	0.710	UC	0.9	0.9	1.0		0.6		3.4	3.4		21	P			no														Narrow road, paved, no fog lines, rock and vegetation to EOP	
Lebanon	LE2	Vaughn Lane	0713	0.918	1.021	UC	0.6	0.9	0.9		0.4	0.7	3.5	3.5		21	P			yes	1.001	1.021	S	0.020	2S									Paved, rock and vegetation to EOP, S/W 10ft offset from C/G on half street improvement on south side of road	
Lebanon	LE2	Vaughn Lane	0713	0.918	1.021	UC	0.6	0.9	0.9		0.4	0.7	3.5	3.5		21	P			no														Narrow road, paved, no fog lines, rock and vegetation to EOP	
Lebanon	LE3	View Lane	0717-B	0.000	0.327	UL	0.2	1.0	1.0		0.4	0.4	3.0	8.0		22	P			no														Narrow road, paved, no fog lines, rock and vegetation to EOP	
Lebanon	LE3	Wagon Wheel Drive	0776	0.000	0.524	UL	0.2	1.0	0.9	0.9	0.8	0.5	4.3	9.3		20	P			no														Narrow road, paved, no fog lines, rock and vegetation to EOP	
Lebanon	NA	Washington Street	3748	0.000	0.120	UL	s				f	p		NA		14			G	no														Narrow local access road, gravel surface, vegetation to EOP	
Lebanon	LE2	Wassom Street	0712	0.000	0.106	UL	0.2	0.7	0.7		0.4		2.0	7.0		20	P			no														Narrow road, paved, no fog lines, rock and vegetation to EOP	
Lebanon	NA	Weirich Cutoff	3759	0.000	0.156	UL	s				f	p		NA		19			CS	no														Narrow local access road, paved surface, no fog lines, vegetation to EOP	
Lebanon	LE4	Weirich Drive	0717-A	0.471	0.800	UL	0.8				0.2	0.1		1.1	1.1		29	P		no														2-4 ft paved shoulders, rock and vegetation to EOP	
Lebanon	LE2	West Airport Road	0707	1.093	1.323	RMAC	0.9				0.9	1.0		2.8	2.8		32	P		no														3-4 ft paved shoulders, rock to EOP	
Lebanon	LE7	Wheeler Loop	0702-A	0.000	0.140	UL	x	0.9	0.9		0.2	0.7	2.7	2.7		14	P			no														Narrow road with no fog lines, shoulder rock and vegetation to EOP	
Lebanon	LE5	Willow Street	0778-A	0.000	0.105	UL	0.6	0.3	0.3		0.6	0.8	2.6	2.6		20		CS		no														Narrow road, paved, no centerline or fog lines, shoulder rock and vegetation to EOP, street shortened per Linn County Resolution Order: 2016-140	
Lyons	NA	25th Street	3801-C	0.000	0.180	RL								NA		23	P			no														No fog line/centerline or shoulder, narrow residential road, vegetated shoulders, some rock in places	
Lyons	LY1	Juniper Lane	No RD# FD	0.000	0.070	RL	s	s			f	p		0.0	0.0		11	P		no														Very narrow local access road, no fog lines/centerlines, vegetation and shoulder rock to EOP	
Lyons	LY1	Lyons-Mill City Drive	0006	0.456	0.932	RMAC	x				0.6	0.8		1.4	1.4		45	P		no														Sidewalk only on the south side of the road. Paved shoulders ranging from 2-5 ft for the entire section both sides	
Lyons	LY1	Main Street	0006	0.000	0.456	RMAC	0.4	0.3			0.0	0.6		1.3	1.3		48	P		yes	0.000	0.456	BOTH	0.456	9N, 13S	13N, 16S								Sidewalk down both sides of the road, north and south, with the south side having issues on some of the corners with powerpole placement and "clear" distance between the powerpole and the curb. Most likely not ADA compliant. Possible locations for bulb outs.	

Appendix 6

Questionnaire for Public Involvement
to be used in providing Public Outreach and
obtaining input to be coordinated
with Cities within Linn County

ADA Transition Plan for Linn County Roads Questionnaire for Public Involvement

Linn County is responsible for all Americans with Disability Act (ADA) curb ramps and push buttons within the public right-of-way of Linn County roads. If an intersection or location is suggested that is not in Linn County jurisdiction, Linn County will refer the suggestion to the appropriate agency.

Which of the public places below are the most important for us to fix problems in Linn County with curb ramps and pedestrian signals? Please rank 1-7, with 1 being the most important and 7 being the least important. Place an "x" for each public place.

Public Places	1 – Most Important	2	3	4	5	6	7 – Least Important
State, County or Local Government Offices							
Post Offices							
Public Libraries Public							
Medical Places (hospitals, clinics, doctor's office)							
Transit Centers/Bus							
Stops Public Schools							
Parks							

Are there any other Government owned places that are important for us to fix problems in Lane County with curb ramps and pedestrian signals?

Which of the commercial or private places below are the most important for us to fix problems in Linn County with curb ramps and pedestrian signals? Please rank 1-5, with 1 being the most important and 5 being the least important. Place an "x" for each public place.

Public Places	1 – Most Important	2	3	4	5 – Least Important
Private Hospitals, doctor's office, and medical/mental health Clinics.					
Senior Facilities					
Offices or employment					
Shopping Centers					
Large Housing Complexes/Apartment Facilities					

What are the biggest obstacle(s) encountered when using a pedestrian curb ramp and/or sidewalk.

Are there specific locations with existing sidewalk where curb ramps are missing, inaccessible, or in poor condition? If so, please provide intersecting street names, locations(s), and specific issues.

Are there specific locations where an Accessible Pedestrian Signal (APS) with push button activator would be desirable? If so, please provide the location.

Are there specific locations where an existing Accessible Pedestrian Signal (APS) with push button activator or an existing traffic signal intersection needs to be improved or made audible? If so, please provide the location.

Other Comments: _____

Date Questionnaire was completed: _____

Optional Information:

Questionnaire Completed by: Name: _____

Address: _____

Appendix 7

Requests for Service and Grievance Criteria and Procedures and Forms

APPENDIX 7

Request for Service, Grievance Criteria and Procedures

Decision Criteria

The follow criteria will be used by Road Department staff and decision-makers in evaluating requests for service and grievances:

- The Road Department ADA Transition Plan for Facilities within the Right of Way.
- Engineering principles as described in the ODOT ADA Design Standards Manual and as described in the Linn County Road Department Quality Control Plan.
- Existing local, state and federal laws regulating the use of public ways.
- The efficient use of the public way by the public. For example, distance to nearest accessible crossing, how long has barrier been an issue for complainant.
- The use of abutting property.
- The intensity of the use of the street by vehicles and pedestrians.
- The physical condition and characteristics of the street and abutting property.
- Construction within or adjacent to the street.

Investigation Criteria and Procedures

1. Initial Contact – A complaint (includes public input or grievance) may be filed in a variety of methods – in person, by telephone, mail and on- line. The complaint will be recorded in MMS and an acknowledgement of receipt will be sent to the complainant that describes the next steps to processing the complaint.
2. The complaint shall be investigated unless:
 - The complaint is withdrawn.
 - There has not been a Request for Service (RFS) made.
 - The complainant fails to provide required information after numerous requests.
 - The complaint is not timely filed.
 - Any issues that do not involve ADA barriers within the right of way will be directed to the appropriate entity. Under no circumstances is the complainant discouraged from filing a complaint.
 - Barrier is not within County's jurisdiction. (private property, ODOT, Local Town or City)
3. The authorized staff representative will contact the complainant in order to acknowledge receipt of the complaint, introduce self and provide personal contact information, review the complaint, explain the grievance process and schedule an interview if appropriate.

4. The “investigator” shall prepare a written record of the investigation which includes:
 - The name of the complainant, contact information and additional preferences for communication (in addition to the required written response).
 - Basis of complaint – i.e., Complainant’s description of the barrier in the right way.
 - Remedy sought by the complainant.
 - Information needed in order to address the issue – include sources for information and key staff.
 - Estimated investigation timeline.
5. Conducting the investigation:
 - The investigation will address only those issues relevant to barriers within the right of way.
 - While the information is subject to public information laws, confidentiality will be maintained as much as possible. Oftentimes people may self-disclose personal information that does not need to be documented; a common example would be medical information.
 - MMS will be used to document a chronological record of the contacts made throughout the investigation – be sure to enter information into MMS.

Linn County Road Department

Americans with Disabilities (ADA) GRIEVANCE FORM

Instructions: Use this form to initiate an informal complaint procedure to investigate and resolve complaints alleging Linn County has not complied with the ADA. Return to:

Linn County Engineer,
Linn County Road Department
3010 Ferry Street SW
Albany, Oregon 97322
Office: 541-967-3919
Email: cknoll@co.linn.or.us

Today's Date:
Complainant's Name:
Phone Number:
Home Address:
City, State, Zip:

Date of Alleged Violation:
Please Provide a Description and location of the alleged violation:

Initial Contact – Request for Service

Actions:	Timelines:
Create Request for Service (RFS) in MMS using one of the applicable codes.	
Staff assigned to the selected MMS code reviews the request and acknowledges its receipt. (Document acknowledgement in the MMS record.)	Acknowledge receipt (if requested) of the request for service within 5 business days. Track phone calls through the action log notes. (E-mail, voice mail or on-line requests only)
If the incorrect MMS code was used, forward and revise the code or work group to appropriate team. Follow-up on the revision to ensure acknowledgement timeline is met.	

Response – Request for Service

Actions:	Timelines:
Create WO then investigate the request for service and respond with information	Investigation and response to the request within 30 calendar days from date of acknowledgement.
Close WO in MMS	Once issue has been solved or addressed

Initial Contact - Grievance

Actions:	Timelines:
Record grievance in MMS. <ul style="list-style-type: none">Note a request for service must be filed prior to submitting a grievance. Should be able to find the previously submitted request in MMS and make the grievance a “child” of the original request.The grievance must be filed within 180 days of the request for service response. If not filed within this timeline, it should be re-entered as a request for service (not a grievance).	
Staff assigned to the selected MMS code, review the grievance and acknowledge its receipt. Create a WO (Document acknowledgement in the MMS record.)	Acknowledge receipt of the grievance within 5 business days.
Road Department Section (Team) Manager initiates contact and interviews complainant. Complainant may decline the interview. (Document contact and interview in MMS record)	Contact and interview complainant within 15 business days from acknowledgment.

Investigation and Response – Grievance (Section or Team Manager)

Actions:	Timelines:
Complete any additional investigation and prepare a written decision in the format requested by the complainant.	Written decision within 15 business days of interview (or date interview is declined).
If additional time is needed to investigate or respond to the complaint, notify the complainant.	Extensions in 15 business day increments are allowed upon notification.

Appeal – Grievance (Road Department Roadmaster or Division Manager designee)

Actions:	Timelines:
Road Department Roadmaster will meet with the complainant, unless declined by the complainant.	Meeting within 15 calendar days of the date of appeal.
Complete any additional investigation and prepare a written decision in the format requested by the complainant.	Written decision within 15 calendar days of meeting (or date meeting is declined).

Key: MMS = Maintenance Management System; WO = Work Order

**FORMULARIO DE AGRAVIO para Americanos con
Discapacidades (ADA)**

Instrucciones: Use este formulario para iniciar un procedimiento informal de denuncia para investigar y resolver quejas alegando que el Condado de Linn no ha cumplido con la Legislación de Americanos con Discapacidades (ADA). Regrese este formulario al:

Linn County Engineer,
Linn County Road Department
3010 Ferry Street SW
Albany, Oregon 97322
Office: 541-967-3919
Email: cknoll@co.linn.or.us

Fecha del día de hoy:
Nombre del denunciante:
Numero de telefono:
Domicilio:
Ciudad, Estado, Código Postal:

Fecha del presunto quebrantamiento:
Por favor de una descripción detallada y el lugar del presunto quebrantamiento: