



851 SW 6th Avenue, Suite 600  
Portland, OR 97204  
P 503.228.5230

# Memorandum

September 25, 2023

Project# 28654

To: Jabra Khasho, PE & Kate McQuillan  
Jordan Bissett, Holstar

From: Julia Kuhn, PE & Chris Brehmer, PE

RE: Washington County Center for Addiction Treatment and Triage (CATT)

---

In March 2023, we submitted a trip generation memo to the City of Beaverton for Washington County's proposed replacement of its existing 24,000 square foot "Consolidated Communications Agency" building located at 17911 NW Evergreen Place with a new Center for Addiction Treatment and Triage (CATT). Our memo concluded that the change in total daily vehicular trip generation associated with the building and use modifications does not trigger the need for a Traffic Impact Analysis (TIA) per City of Beaverton Development Code Section (BDC) 60.55.20.

As discussed in the May 2023 memo, neither the existing Consolidated Communications Agency operations nor the proposed drug and alcohol treatment facility are included as distinct land use types within the *Trip Generation Manual*, 11<sup>th</sup> Edition (Institute of Transportation Engineers, ITE, 2021). Per ITE guidance and in the absence of similar local uses, we selected potential land use types as proxies for both the existing and proposed use of the building. These proxy uses included "General Office" for the existing building and "Assisted Living" for the proposed CATT operations as reasonable estimates for calculating the increase in trip generation.

Following review of our memo, City staff provided the following comment:

*Staff appreciate the work completed by Kittleson & Associates (see Trip Generation Memo dated March 6, 2023). Upon much discussion, staff determined that the 11th edition of the ITE Trip Generation Manual does not provide a trip generation rate that is comparable to the uses proposed with CATT-ISB. Staff will require an alternative methodology to be used to determine the projected trip generated by this use. Please also clarify to the extent that outpatient and community service uses will be provided on site as those uses will have different trip generation assumptions. Staff propose one of the two below methodologies, or are willing to consider any additional methodologies proposed by the applicant team:*

- a. Collect data from comparable, existing drug and alcohol treatment centers in the Portland region. The facility will need to be comparable in size (square footage, number of beds, and/or number of employees), services offered (roughly the same services offered with half long term beds, and the remaining beds split for detox and sobering beds), and in a similar geography (more suburban). OR*
- b. Provide detailed estimates of trips for all the anticipated users including (but not limited to) employees, patients, visitors, and the wide variety of deliveries and professionals who may be travelling to the site on a regular basis.*

This updated memorandum provides detailed estimates of trips based on information received from the operator of the facility (i.e., CODA) and affirms that the proposed building changes do not necessitate preparation of a Transportation Impact Analysis per BDC 50.55.20 trip thresholds.

---

## Detailed Description of Trip-Making for CATT

As described in our March 2023 memo, the 41,000 square foot CATT facility will include three treatment areas with varying length of stays by patients. These include 48 long-term residential beds (1-3 month patient stays), 16 detox beds (3 – 7 day stays), and 16 sobering beds (which are less than 24 hour stays by patients typically dropped off by law enforcement). The building will also have the capacity to add 6 more beds for use as transitional space between programs enabling a total of 86 beds. Between 25 and 35 staff may be part of the CATT facility, not all of which will be on-site at one time. Patients will stay on-site for the duration of their treatment but family visits will be permitted one time per week.

To supplement the above description and for use in calculating detailed trip estimates, CODA provided the following information (a copy of their letter is included as Appendix A):

- Employees are on-site 24 hours a day, 7 days a week. The following employee shifts are anticipated:
  - 10 employees will be on-site Monday – Friday from 8 AM – 5 PM.
  - 20 employees be on-site from 7 AM – 3 PM, seven days per week.
  - 10 employees will be on-site from 3 PM – 11 PM, seven days per week.
  - 10 employees will be on-site from 11 PM – 7 AM, seven days per week.
  - 3 additional support employees may be on-site at some point, depending on the needs that week (i.e., IT support, facilities support, etc.).
  - For the purposes of the analyses, we equate this to 50 shift employees plus one additional support staff (such as IT) for a total of 51 entering trips and 51 exiting trips per day.
- New Patients arrive during scheduled appointments or when needed for sobering participants. Once admitted, patients are very limited in how much they will come and go from the facility. Estimated patient travel per week includes:
  - 8 new patients enter the residential facility per week; of which up to 2 could occur each day.
  - 8 existing patients exit the residential facility per week; of which up to 2 could occur each day.
  - 2 vans per day transport the residential facility patients to and from community visits.
  - Up to three new detoxification patients arrive on weekdays during the 8 AM – 5 PM hours; these patients typically stay for four days so for the purposes of the analyses we will assume up to three exiting patients leave each day as well.
  - Up to three sobering patients arrive each day via escort or via emergency vehicle; these patients will exit the facility within 24 hours.
  - For the purposes of the analysis, we equate patient travel to 2 entering residential patients, 2 exiting residential patients, 2 entering and 2 exiting vans, 3 entering and 3 exiting detoxification patients, and 3 entering and 3 exiting sobering patients for a total of 20 vehicle trips per day.
- The facility will include a variety of deliveries during the week, including:
  - One food delivery per week.
  - One Amazon delivery per day, 4 – 5 days per week.
  - One UPS delivery per day, 3 – 4 days per week.
  - One cleaning/maintenance delivery per month.
  - Two shredding service deliveries per month.

- Two coffee/vending deliveries per month.
- For the purposes of the analysis, we equate delivery trips to 1 Amazon, 1 UPS, and 1 other (any of the irregular delivery categories above) for a total of 3 deliveries per day that enter and exit the facility (6 trips).
- Other professional visits include:
  - Two emergency services visits per month.
  - Up to two staff from partner agency visit per day.
  - For the purposes of this analysis, we equate professional visits to two partner agency visits per day (2 entering trips and 2 exiting trips).
- Family visit days occur on one day of the weekend with up to ten visitors.
  - The visitation trips occur on weekends only so generate no weekday trips.

Based on the above, Table 1 shows a total estimate of daily trip-making per category listed above.

**Table 1. Updated Trip Comparison**

	Weekday Daily Visits	Total Weekday Daily Trips (1 Inbound/1 Outbound per visit)
<b>Existing Washington Communications Building</b>		
Existing Building - Using General Office from ITE		260
<b>Proposed Washington County CATT Operations</b>		
Employees	51	102
Patient Transports	20	40
Deliveries	3	6
Professional Visits	2	4
Family Visits	0	0
<b>Total CATT</b>	<b>76</b>	<b>152</b>
<b>Proposed Washington County CATT</b>		
<b>Proposed Use - Existing Use</b>		<b>-108</b>

As shown, using the detailed visit information provided by CODA, we still conclude that the proposed use represents a decrease in daily trip making<sup>1</sup>.

## Compliance with Beaverton Development Code Section 60.55.20

Based on the daily trip generation discussed above, the proposed building expansion results in a decrease in total daily trip making. Given that the total change in trips is below the City's 300 daily trip threshold, a TIA is not required per BDC Section 60.55.20. Accordingly, no additional analyses or studies are needed.

Please let us know if you need any additional information as part of your review.

<sup>1</sup> From a sensitivity perspective, even if all 51 assumed employees entered and exited the facility twice per day for a personal trip, that could result in up to 102 more daily trips and the trip generation would still represent a 6 trip reduction compared to the prior general office use.



9/15/2023

To whom it may concern  
Re: CATT ISB – Trips Estimate

The following is an estimate of trips for all the anticipated users who may be travelling to the site on a regular basis.

- Employees: Programs are staffed 24 hours a day, 7 days a week. Monday - Friday business hours will include the highest volume of staff, though many positions are designed to cover all hours all days. We estimate the following distribution of staff.
  - Business hours Mon-Fri (approx. 8am-5pm): 10 employees
  - Business Hours All Days (7am-3pm): 20 employees
  - Swing shift All Days (3pm-11pm): 10 employees
  - Graveyard Shift All Days (11pm-7am) 10 employees
  - Ad hoc CODA employees All Days (ex: IT technician, facilities): 3 additional /week
  
- Patients: New patients arrive to treatment via advance referral. Residential and Detoxification patients are admitted during scheduled appointments; Sobering participants will be screened in advance but may arrive at all hours. Other than escorted trips (see “additional trips” below), patients are very limited in how much they will come and go from the facility
  - Residential treatment (M-F business hours): 8 new patients enter per week, approx. 2 intakes daily. Every patient entry coincides with a patient exit
    - Additional trips: 2 vans 1x daily take residents to and from community visits
  - Detoxification services (M-F business hours): Estimate 3 new patients enter per day
  - Sobering (all hours): Estimate average 3 visits per day (expected to arrive via escort or emergency vehicle)
  
- Deliveries
  - Food deliveries: 1x per week
  - Amazon deliveries: 4-5 times per week
  - UPS deliveries: 3-4 times per week
  - Cleaning/maintenance supplies delivery: 1x per month
  - Shredding services: 2x per month
  - Coffee/vending services: 2x per month
  
- Professionals
  - Emergency services (ambulance for sobering or detox): average 2x per month
  - Partner agency representatives: average 2x per day



- Patient Visitors
  - Family visit days: 1x per week on the weekend, up to 10 visitors per day

Thank you for your consideration

Alison Noice  
Executive Director  
CODA, Inc  
1027 E Burnside St  
Portland OR 97214  
[alisonnoice@codainc.org](mailto:alisonnoice@codainc.org)