

PLANNING COMMISSION

AGENDA

JUNE 11, 2015



Commission Members

Tim D'Alessandro
Norman Fincher
Bill Mansfield
David McFadden
Mark McKechnie
Patrick Miranda
Jared Pulver
Alec Schwimmer

Regular Planning Commission meetings
are held on the second and fourth
Thursdays of every month
Meetings begin at 5:30 PM

City of Medford
City Council Chambers
411 W. Eighth Street, Third Floor
Medford, OR 97501
541-774-2380



Agenda

Public Hearing

June 11, 2015

5:30 PM

Council Chambers— City Hall, Room 300
411 West Eighth Street, Medford, Oregon

10. Roll Call

20. Consent Calendar/Written Communications (voice vote)

20.1. **PUD-15-043 / LDS-15-044** Final Orders of a request for a revision to the Cedar Landing Planned Unit Development (PUD) and for approval of the tentative plat for High Cedars Subdivision Phases 1 through 5. The PUD revision request applies only to the portion south of Cedar Links Drive and consists of: 1) reconfiguring the entire area into the High Cedars subarea, phases 1 through 5; 2) changing all commercial, multi-family, and condominium uses to single family detached residential; 3) removing the below grade pedestrian crossing at Cedar Links Drive; 4) creating a single access point to Foothill Road at Normil Terrace and eliminating the second access point at Tree Top Drive; and 5) relocating pedestrian paths. The project is located on approximately 114 acres on the north and south sides of Cedar Links Drive, west of Foothill Road within an SFR-4/PD (Single-Family Residential – 4 dwelling units per gross acre / Planned Development) zoning district. Cedar Investment Group LLC, Applicant; CSA Planning Ltd., Agent.

20.2. **CP-14-114** The City of Medford is proposing to amend the Urban Growth Boundary (UGB) for the purpose of providing a twenty-year land supply based on the City's projected need for residential and employment land. The proposed changes include: amending (expanding) the Urban Growth Boundary, assigning General Land Use Plan (GLUP) map designations to the areas added to the UGB; amending the Medford Street Functional Classification Plan of the Transportation Element of the Comprehensive Plan to include the expansion areas; and amending some portions of the Urbanization and GLUP Elements of the Comprehensive Plan to accommodate the UGB amendment. City of Medford, Applicant.

30. Minutes

30.1. Consideration for approval of Minutes from the May 28, 2015, meeting.

40. Oral and Written Requests and Communications

50. Public Hearings—New Business

50.1. **TF-15-056** Consideration of plans to build street improvements to extend Lozier Lane from Kime Drive to Cunningham Avenue including additional improvements along the west side of Orchard Home Drive to just south of Westwood Drive. Lozier Lane and Orchard Home Drive are classified as Major Collector streets and will be built to the standard cross section which includes two 11 foot travel lanes, one 12 foot center turn lane, five foot sidewalk, ten foot planter strip, and five foot bike lanes on each side. Cunningham Avenue is classified as a Minor Arterial and will include a stop controlled intersection with Lozier Lane to the north and Orchard Home Drive to the south. The improvements on Cunningham Avenue include a dedicated right and left turn lane, curb, gutter, sidewalk, and planter strip. City of Medford Public Works Department, Applicant.

50.2 **DCA-15-052** Four amendments to Chapter 10 of the Municipal Code: to allow brewpubs in commercial districts; to allow small-scale metal fabrication in the Heavy Commercial district; to permit administrative changes to agency referral list; and to accept securities from any bank in the state. City of Medford, Applicant.

50.3 **ZC-15-058** Consideration of a request for a change of zone from SFR-00 (Single Family Residential, one dwelling unit per existing lot) to MFR-20 (Multiple-Family Residential, 20 dwelling units per gross acre) of 0.22 acres located on the east side of Lozier Lane, south of West Main Street. David & Cathie Johnson, Applicant.

50.4 **ZC-15-041** Consideration of a request for a change of zone from MFR-20 (Multi-Family Residential – 20 dwelling units per gross acre) to C-C (Community Commercial) on one parcel at 955 North Phoenix Road (371W34 TL501), consisting of approximately 2.14 acres located at the southeast corner of East Barnett Road and North Phoenix Road. Rogue Federal Credit Union, Applicant; CSA Planning, Ltd., Agent.

50.5 **CUP-15-050** Request for a revision to a Conditional Use Permit for Jackson Elementary School located at 713 Summit Avenue (372W24CD TL6400), to allow for the construction of a 1,792 square foot modular classroom for full day kindergarten classes. The 6.16 acre school site is located on the northwest corner of Summit Avenue and West Jackson Street within a SFR-10 (Single Family Residential – 10 dwelling units per gross acre) zoning district. Medford School District 549C, Applicant; Scott Sinner Consulting, Inc., Agent.

50.6 **CUP-15-051** Request for a Conditional Use Permit to revise an existing permit currently in effect for Hoover Elementary School, to allow for the construction of a 64' X 28' (1,792 sq.ft.) modular classroom for full day kindergarten classes. The 7.2 acre school site is located on the north side of Siskiyou Boulevard approximately 235 feet east of Modoc Avenue within a SFR-4

(Single Family Residential – 4 dwelling units per gross acre) zoning district. Medford School District 549C, Applicant; Scott Sinner Consulting, Inc., Agent.

50.7 **CUP-15-049** Consideration of a request for a Conditional Use Permit to revise the existing permit for Lone Pine Elementary School currently in effect to allow for the construction of two 64' X 28' (3,584 total sq.ft.) modular classrooms for full day kindergarten classes. The 9.26 acre school site is located at the southeast corner of Lone Pine Road and Brookdale Avenue within the SFR-4 (Single Family Residential – 4 dwelling units per gross acre) and SFR-00 (Single Family Residential – 1 dwelling unit per existing parcel) zoning districts. Medford School District 549C, Applicant; Scott Sinner Consulting, Inc., Agent.

50.8 **CUP-15-048** Consideration of a request for a Conditional Use Permit to revise the existing permit for Wilson Elementary School currently in effect to allow for the construction of a 64' X 42' (2,688 sq.ft.) modular classroom for full day kindergarten classes. The 11.84 acre school site is located at the southwest corner of Johnson Street and Corona Avenue within a SFR-4 (Single Family Residential – 4 dwelling units per gross acre) zoning district. Medford School District 549C, Applicant; Scott Sinner Consulting, Inc., Agent.

60. Reports

60.1. Site Plan and Architectural Commission

60.2. Report of the Joint Transportation Subcommittee

60.3. Planning Department

70. Messages and Papers from the Chair

80. Remarks from the City Attorney

90. Propositions and Remarks from the Commission

100. Adjournment

BEFORE THE MEDFORD PLANNING COMMISSION

STATE OF OREGON, CITY OF MEDFORD

IN THE MATTER OF PLANNING COMMISSION FILE PUD-15-043)
APPLICATION FOR A REVISION TO CEDAR LANDING SUBMITTED) ORDER
BY CEDAR INVESTMENT GROUP LLC.)

ORDER granting approval for a revision to the Cedar Landing Planned Unit Development (PUD) and for approval of the tentative plat for High Cedars Subdivision Phases 1 through 5. The PUD revision request applies only to the portion south of Cedar Links Drive and consists of: 1) reconfiguring the entire area into the High Cedars subarea, phases 1 through 5; 2) changing all commercial, multi-family, and condominium uses to single family detached residential; 3) removing the below grade pedestrian crossing at Cedar Links Drive; 4) creating a single access point to Foothill Road at Normil Terrace and eliminating the second access point at Tree Top Drive; and 5) relocating pedestrian paths. The project is located on approximately 114 acres on the north and south sides of Cedar Links Drive, west of Foothill Road within an SFR-4/PD (Single-Family Residential – 4 dwelling units per gross acre / Planned Development) zoning district.

WHEREAS:

1. The Planning Commission has duly accepted the application filed in accordance with the Land Development Code, Section 10.245(A), Revision of a Preliminary or Final Planned Unit Development Plan; and

2. The Medford Planning Commission has considered in an open meeting the applicant's request for a revision to the Cedar Landing Planned Unit Development (PUD) and for approval of the tentative plat for High Cedars Subdivision Phases 1 through 5. The PUD revision request applies only to the portion south of Cedar Links Drive and consists of: 1) reconfiguring the entire area into the High Cedars subarea, phases 1 through 5; 2) changing all commercial, multi-family, and condominium uses to single family detached residential; 3) removing the below grade pedestrian crossing at Cedar Links Drive; 4) creating a single access point to Foothill Road at Normil Terrace and eliminating the second access point at Tree Top Drive; and 5) relocating pedestrian paths. The project is located on approximately 114 acres on the north and south sides of Cedar Links Drive, west of Foothill Road within an SFR-4/PD (Single-Family Residential – 4 dwelling units per gross acre / Planned Development) zoning district; and

3. Evidence and recommendations were received and presented by the applicant's representative and Planning Department staff; and

4. After consideration and discussion, the Medford Planning Commission, upon a motion duly seconded a revision to the Cedar Landing Planned Unit Development (PUD) and for approval of the tentative plat for High Cedars Subdivision Phases 1 through 5. The PUD revision request applies only to the portion south of Cedar Links Drive and consists of: 1) reconfiguring the entire area into the High Cedars subarea, phases 1 through 5; 2) changing all commercial, multi-family, and condominium uses to single family detached residential; 3) removing the below grade pedestrian crossing at Cedar Links Drive; 4) creating a single access point to Foothill Road at Normil Terrace and eliminating the second access point at Tree Top Drive; and 5) relocating pedestrian paths. The project is located on approximately 114 acres on the north and south sides of Cedar Links Drive,

west of Foothill Road within an SFR-4/PD (Single-Family Residential – 4 dwelling units per gross acre / Planned Development) zoning district.

THEREFORE LET IT BE HEREBY ORDERED that the approval for a revision to the Cedar Landing Planned Unit Development (PUD) and for approval of the tentative plat for High Cedars Subdivision Phases 1 through 5. The PUD revision request applies only to the portion south of Cedar Links Drive and consists of: 1) reconfiguring the entire area into the High Cedars subarea, phases 1 through 5; 2) changing all commercial, multi-family, and condominium uses to single family detached residential; 3) removing the below grade pedestrian crossing at Cedar Links Drive; 4) creating a single access point to Foothill Road at Normil Terrace and eliminating the second access point at Tree Top Drive; and 5) relocating pedestrian paths. The project is located on approximately 114 acres on the north and south sides of Cedar Links Drive, west of Foothill Road within an SFR-4/PD (Single-Family Residential – 4 dwelling units per gross acre / Planned Development) zoning district, per the Planning Commission Report dated May 28, 2015.

Accepted and approved this 11th day of June, 2015.

CITY OF MEDFORD PLANNING COMMISSION

Planning Commission Chair

ATTEST:

Planning Department Representative

BEFORE THE MEDFORD PLANNING COMMISSION

STATE OF OREGON, CITY OF MEDFORD

IN THE MATTER OF TENTATIVE PLAT APPROVAL OF)
)
THE HIGH CEDARS SUBDIVISION PHASES 1 THROUGH 5 [LDS-15-044]) ORDER

ORDER granting approval of a request for tentative plat approval for the High Cedars Subdivision Phases 1 through 5.

WHEREAS:

1. The Planning Commission has duly accepted the application filed in accordance with the Medford Land Development Code, Sections 10.265 through 10.267; and
2. The Medford Planning Commission has duly held a public hearing on the request for approval of the tentative plat for High Cedars Subdivision Phases 1 through 5 located on approximately 114 acres on the north and south sides of Cedar Links Drive, west of Foothill Road within an SFR-4/PD (Single-Family Residential – 4 dwelling units per gross acre / Planned Development) zoning district and of a request for a revision to the Cedar Landing Planned Unit Development (PUD). The PUD revision request applies only to the portion south of Cedar Links Drive and consists of: 1) reconfiguring the entire area into the High Cedars subarea, phases 1 through 5; 2) changing all commercial, multi-family, and condominium uses to single family detached residential; 3) removing the below grade pedestrian crossing at Cedar Links Drive; 4) creating a single access point to Foothill Road at Normil Terrace and eliminating the second access point at Tree Top Drive; and 5) relocating pedestrian paths, with the public hearing a matter of record of the Planning Commission on May 28, 2015.
3. At the public hearing on said tentative plat, evidence and recommendations were received and presented by the developer and Planning Department Staff; and
4. At the conclusion of said hearing, after consideration and discussion, the Medford Planning Commission, upon a motion duly seconded granted tentative plat approval and directed staff to prepare a final order with all conditions and findings set forth for the granting of the tentative plat approval.

THEREFORE LET IT BE HEREBY ORDERED that the tentative plat for High Cedars Subdivision Phases 1 through 5 stands approved per the Planning Commission Report dated May 28, 2015, and subject to compliance with all conditions contained therein.

AND LET IT FURTHER BE OF RECORD, that the action of the Planning Commission in approving this request for tentative plat approval is hereafter supported by the findings referenced in the Planning Commission Report dated May 28, 2015.

BASED UPON THE ABOVE, the Planning Commission determined that the tentative plat is in conformity with the provisions of law and Section 10.270 Land Division Criteria of the Land Development Code of the City of Medford.

Accepted and approved this 11th day of June, 2015.

CITY OF MEDFORD PLANNING COMMISSION

Planning Commission Chair

ATTEST:

Planning Department Representative



PLANNING COMMISSION REPORT

for a Type-C quasi-judicial decision: PUD Revision and Tentative Plat

FILE NO. PUD-15-043 / LDS-15-044

DATE May 28, 2015

BACKGROUND

Proposal

Consideration of a request for a revision to the Cedar Landing Planned Unit Development (PUD) and for approval of the tentative plat for High Cedars Subdivision Phases 1 through 5. The PUD revision request applies only to the portion south of Cedar Links Drive and consists of: 1) reconfiguring the entire area into the High Cedars subarea, phases 1 through 5; 2) changing all commercial, multi-family, and condominium uses to single family detached residential; 3) removing the below grade pedestrian crossing at Cedar Links Drive; 4) creating a single access point to Foothill Road at Normil Terrace and eliminating the second access point at Tree Top Drive; and 5) relocating pedestrian paths. The project is located on approximately 114 acres on the north and south sides of Cedar Links Drive, west of Foothill Road within an SFR-4/PD (Single-Family Residential – 4 dwelling units per gross acre / Planned Development) zoning district.

Subject Site Characteristics

Zoning	SFR-4
GLUP	UR (Urban Residential)
Use	Vacant Golf Course

Surrounding Site Characteristics

North	SFR-4	Single Family Dwellings
South	SFR-4	Single Family Dwellings
East	SFR-4	Single Family Dwellings
West	SFR-4	Single Family Dwellings

Related Projects

PUD-05-035	Cedar Landing PUD
LDS-05-036	Cascade Terrace Subdivision

LDS-05-037	Sky Lakes Subdivision
PUD-05-035	Termination of 5.47 acre portion of PUD for park property in 2011
LDS-13-121	Sky Lakes Village Subdivision Phases 7A & 7B
PUD-13-119	PUD Revision
E-14-059	Exception to required right-of-way dedication
PUD-14-136	PUD Revision
LDS-14-137	Sky Lakes Village Phase 1 Tentative Plat
LDS-14-138	The Village at Cedar Landing Phase 1 Tentative Plat

Applicable Criteria

Medford Municipal Code

Planned Unit Development, §10.235(C)

The Planning Commission shall approve a Preliminary PUD if it concludes that compliance exists with each of the following criteria:

1. The proposed PUD:
 - a. preserves an important natural feature of the land, or
 - b. includes a mixture of residential and commercial land uses, or
 - c. includes a mixture of housing types in residential areas, or
 - d. includes open space, common areas, or other elements intended for common use or ownership, or
 - e. is otherwise required by the *Medford Land Development Code*.

2. The proposed PUD complies with the applicable requirements of this Code, or
 - a. the proposed modified applications of the Code are necessary for the project to be consistent with the criteria in Section 10.235(C)(1)(a-e), and
 - b. the proposed modifications enhance the development as a whole resulting in a more creative and desirable project, and
 - c. the proposed modifications to the limitations, restrictions, and design standards of this Code will not materially impair the function, safety, or efficiency of the circulation system or the development as a whole.

3. The property is not subject to any of the following measures or if subject thereto the PUD can be approved under the standards and criteria there under:
 - a. Moratorium on Construction or Land Development pursuant to ORS 197.505 through 197.540, as amended.
 - b. Public Facilities Strategy pursuant to ORS 197.768 as amended.
 - c. Limited Service Area adopted as part of the *Medford Comprehensive Plan*.

4. The location, size, shape and character of all common elements in the PUD are appropriate for their intended use and function.
5. If the Preliminary PUD Plan includes uses not allowed in the underlying zone pursuant to Subsection 10.230(D) (8)(c), the applicant shall alternatively demonstrate that either:
 - 1) demands for the Category "A" public facilities listed below are equivalent to or less than for one or more permitted uses listed for the underlying zone, or
 - 2) the property can be supplied by the time of development with the following Category "A" public facilities which can be supplied in sufficient condition and capacity to support development of the proposed use:
 - a. Public sanitary sewerage collection and treatment facilities.
 - b. Public domestic water distribution and treatment facilities.
 - c. Storm drainage facilities.
 - d. Public streets.

Determinations of compliance with this criterion shall be based upon standards of public facility adequacy as set forth in this Code and in goals and policies of the *Comprehensive Plan* which by their language and context function as approval criteria for comprehensive plan amendments, zone changes or new development. In instances where the Planning Commission determines that there is insufficient public facility capacity to support the development of a particular use, nothing in this criterion shall prevent the approval of early phases of a phased PUD which can be supplied with adequate public facilities.

6. If the Preliminary PUD Plan includes uses proposed under Subsection 10.230(D)(8)(c), approval of the PUD shall also be subject to compliance with the conditional use permit criteria in Section 10.248.
7. If approval of the PUD application includes the division of land or the approval of other concurrent development permits applications as authorized in Subsection 10.230(C), approval of the PUD shall also be subject to compliance with the substantive approval criteria in Article II for each of the additional development applications.

Revision or Termination of a PUD, §10.245(A)(3)

3. Burden of Proof; Criteria for Revisions: The burden of proof and supporting findings of fact and conclusions of law for the criteria in Subsections 10.235(D) or 10.240(G), as applicable, shall be strictly limited to the specific nature and magnitude of the proposed revision. However, it is further provided that the design and development aspects of the

whole PUD may be relied upon in reaching findings of fact and conclusions of law for the criterion at Subsection 10.235(D)(5). It is further provided that before the Planning Commission can approve a PUD Plan revision, it must determine that the proposed revision is compatible with existing developed portions of the whole PUD.

Land Division, §10.270

The approving authority (Planning Commission) shall not approve any tentative plat unless it first finds that, the proposed land division together with the provisions for its design and improvement:

- (1) Is consistent with the Comprehensive Plan, any other applicable specific plans thereto, including Neighborhood Circulation Plans, and all applicable design standards set forth in Article IV and V;
- (2) Will not prevent development of the remainder of the property under the same ownership, if any, or of adjoining land or of access thereto, in accordance with this chapter;
- (3) Bears a name that has been approved by the approving authority and does not use a word which is the same as, similar to, or pronounced the same as a word in the name of any other subdivision in the City of Medford; except for the words "town", "city", "place", "court", "addition", or similar words; unless the land platted is contiguous to and platted by the same applicant that platted the land division bearing that name; or unless the applicant files and records the consent of the party who platted the land division bearing that name and the block numbers continue those of the plat of the same name last filed;
- (4) If it includes the creation of streets or alleys, that such streets or alleys are laid out to be consistent with existing and planned streets and alleys and with the plats of land divisions already approved for adjoining property unless the approving authority determines it is in the public interest to modify the street pattern;
- (5) If it has streets or alleys that are proposed to be held for private use, that they are distinguished from the public streets or alleys on the tentative plat, and reservations or restrictions relating to the private streets or alleys are set forth;
- (6) Will not cause an unmitigated land use conflict between the land division and adjoining agricultural lands within the EFU (Exclusive Farm Use) zoning district.

Corporate Names

The application lists Cedar Investment Group, LLC as the owner of the subject property. As per the State of Oregon Business Registry, Eric Artner is listed as the registered agent.

ISSUES AND ANALYSIS

Project History

On April 27, 2006, the Planning Commission approved Cedar Landing Planned Unit Development (PUD-05-035), a master plan for the redevelopment of the 122.12-acre site to provide a mixture of residential uses, commercial development and a preservation of existing open space. The overall project is organized into four sub areas with multiple phases that are described as follows:

1. High Cedars (43.0 ± acres) consists of five (5) phases including single-family lots, 55 and older, pad lots and common area/open space.
2. The Village at Cedar Landing (21.42 ± acres) is made up of five (5) phases of single-family lots, condominiums, retirement facilities and common area/open space.
3. Cascade Terrace (15.4 ± acres) is comprised of two (2) phases of small single-family lots targeted for detached dwellings and residents aged 55 or older.
4. Sky Lakes Village (41.6 ± acres) consists of single-family residential lots and common area/open space.

Three phases of the original project have final plan and plat approvals. Sky Lakes Village Phases 5, 6, and 7A have received final plat and plan approvals. In addition, a request was approved to allow the termination of portions of Cascade Terrace and Sky Lakes Village. The 5.47 acre terminated portion of the project was sold to the City for use as a public park.

In 2013, a revision to the PUD was approved which included modifications for naming, numbering, and design. An important item discussed in the Public Works Report at that time was the realignment of Cedar Links Drive at Foothills Road. A traffic signal and the realigned intersection have recently been completed.

In January 2015, an exception was approved for the reduction of required right-of-way dedication for Cedar Links Drive. The Planning Commission approved modifications to the street design as part of the original approval in order to preserve existing Cedar trees on the north side of Cedar Links Drive. An Exception was necessary in order to reduce the amount of right-of-way dedication.

Most recently, in April 2015 the Planning Commission approved a revision to the PUD regarding changes to the north side of Cedar Links Drive and tentative plats for Sky Lakes Phase 1 and The Village Phase 1. The changes to the PUD on the north side of Cedar Links Drive are similar to those presented in this application and specifically addressed street design, number of lots, the relocation of paths, a reduction in the front yard setback, and an increase in maximum lot coverage.

Project Update

The applicant is now requesting a PUD revision for the portion of the PUD south of Cedar Links Drive. Specifically, the revisions consists of reconfiguring the entire area into 5 phases; changing all commercial, multi-family, and condominium uses to single-family detached residential; removing the below grade pedestrian crossing at Cedar Links Drive; creating a single access point to Foothill Road at Normil Terrace and eliminating the second access point at Tree Top Drive; relocating the pedestrian paths. In addition, the applicant is seeking approval of the tentative plat for High Cedars Phases 1 through 5. In addition, this revision includes minor modifications necessary for the project to ensure compliance with all code provisions.

Phasing

The phasing has been changed slightly to adjust for the changes in uses and subareas. The commercial area adjacent to Cedar Links Drive was previously a part of The Village subarea (phase 4). Now, as proposed all detached single-family residential, the entire portion of the PUD south of Cedar Links Drive makes up the High Cedars subarea, consisting of phases 1 through 5.

Changes to Proposed Uses

The most significant and substantive revision proposed is that of the land uses for the portion of the PUD south of Cedar Links Drive. Previous versions of the PUD included a mixture of commercial uses, and various housing types, in addition to detached single-family residential units in this area south of Cedar Links Drive. This current revision proposes to remove all other land uses and housing types, leaving the entire area (approximately 48 acres) as detached single-family residential homes, situated on 176 lots. The proposed revision also reduces the amount of open space provided to just over 11 total acres, including the open space easements.

Land Use/Housing Type	Previous Approvals	Proposed Revision PUD-15-044
Commercial Lots (sq ft)	42,630 sq ft	0
Senior Single-Family Dwellings	34	0
Condominium Units	13	0
Detached Single-Family Dwellings	65	176
Duplex Units	22	0
Townhomes	36	0
Open Space Area & Easements (sq ft)	689,234 sq ft / 15.82 Ac	489,444 sq ft / 11.24 Ac

Sources: PUD Plan PUD-14-136; Applicant's Exhibit 7 Preliminary PUD Plan

These proposed revisions to the PUD do not result in a significant change in density. The approximate 114 acres included in the PUD with the underlying zoning of SFR-4, results in an allowable residential density range of roughly 285 units up to about 547 units with a 20 percent density bonus due to the large nature of the PUD. Although the housing types are now proposed to be all detached-single family, the total number of proposed units increases only slightly from 170 total units to 176 total units in this portion of the PUD. Together with the northern portion of the PUD, the total number of proposed housing units is 461, which falls well within the allowable range.

DECISION: *The Planning Commission discussed the change of uses extensively, including both the removal of a commercial component on the south side of Cedar Links Drive as well as the change in housing type diversity. Discussion by the Commission, explanations from Staff, and findings from the applicant indicated that there was sufficient compatibility with the already developed portion of the PUD – detached single-family residential – to adequately satisfy the criteria in §10.245(A)(3).*

Pedestrian Crossing

The original PUD plan for Cedar Landing included a below-grade pedestrian crossing to be constructed at Cedar Links Drive. This was an element only briefly described in the applicant’s written narrative with the original proposal in 2005. The applicant is now requesting that the Commission eliminate the requirement for this pedestrian crossing. There is adequate pedestrian connectivity provided within both the north and south portion of the PUD, although this change would result in no clearly designated pedestrian connection across Cedar Links Drive.

Access to Foothill Road

As proposed, access to Foothill Road will now be limited to a single access point from within this portion of the PUD south of Cedar Links Drive. The connection point will be at Normil Terrace. A second connection was previously proposed as what was then referred to as Timbered Ridge (now Tree Top Drive).

It is likely that development of this project will begin to occur furthest from Foothill Road due to the associated improvements. Until such time as the Foothill Road connection is constructed at Normil Terrace, the Fire Department has agreed that a 12-foot wide emergency only access road connecting Fallen Oak Drive to Cedar Links Drive would be sufficient as a secondary access in order to lift the fire sprinkler requirement (Exhibit J).

Pedestrian Paths

Following the approved revisions to the north side of the PUD, the relocation of the pedestrian paths on the south side are essentially the same. Through past iterations of this project, the location of pedestrian and bicycle paths behind residential lots, connecting to open space areas, has been an issue with neighbors. The original design placed these paths between the rear yards of existing homes and the rear yards of future homes within this project. Privacy and safety concerns were raised with this design. These paths are proposed to be relocated to open space easements along the front of the some lots. However, it should be noted that this shift has resulted in some existing homes south of this project to now back up directly to another lot, rather than to open space as previously approved.

The applicant has provided a cross section of the proposed path (Exhibit E) which illustrates the open space easements to be located along the front of approximately 32 lots in High Cedars Phases 1, 2, 3, and 5. The open space areas will be maintained by the Homeowner's Association and are proposed to consist of a seven foot meandering path with grass planter strips and a street tree per lot, on each side of the path.

DECISION: *The Commission discussed with the applicant and with the City Engineer the distinction between a sidewalk and a multi-use path as well as the standards for each. The Public Works Report required that the proposed multi-use path be ten-feet wide. Ultimately the Commission decided to approve a seven-foot meandering sidewalk, rather than a ten-foot multi-use path throughout the project. The Public Works Report has been revised to reflect the Commission's decision (Exhibit H-1).*

Additional Considerations

As this is a very large, complex project there are additional issues the Commission should consider with this PUD revision and tentative plat proposal.

Through Lots

The applicant's findings provide for stipulations to which they agree for items such as completing the necessary property line adjustments, street vacations, and the like (Exhibits A, G). One item included in this list by the applicant is that of restricted access for particular lots with double frontage. Per MLDC §10.440 restricting the access for lots

that border a collector or arterial, in this instance proposed lots 124-128 and 147-148 in Phase 4 and lots 149-156 in Phase 5 which all back to Foothill Road, is appropriate.

Proposed lots 5 and 6 in Phase 1 have frontage to both Morning View Drive and Callaway Drive, both which are residential streets. The layout of these specific lots require approval through the PUD itself per MLDC §10.230(D)(1). Therefore, the applicant is actually requesting the Commission to also approve lot layout – two through lots fronting on to residential streets – as a sixth revision item to the PUD.

All proposed through lots would be restricted to a single vehicular access from the street to which they front within the Cedar Landing PUD. Proposed lots 5 and 6 would have access from Morning View Drive only. Proposed lots 124-128 and 147-156 would have access from High Cedars Lane only. Although lots 128 and 147 are actually bound by streets on three sides (they are also adjacent to Normil Terrace) their access would be limited to High Cedars Lane.

Minor Modifications

In order for the revised PUD to fully comply with all current provisions of the Land Development Code, the applicant requests that the Commission approve these minor modifications.

Modification	Applicable Area	Rationale
Side-Yard Setback*	Lots: 75, 85, 106, 107, 110	To accommodate adjacent commonly owned open space lots, if necessary. Open space easements are preferred and depicted on the plans.
Front-Yard Setback of 33-feet	Lots: 36-57, 89-90, 158-165	To accommodate the meandering path.
Block Length	Two interior blocks (of 820 and 920 feet respectively) bound by Caldera Ln, Obsidian Ridge, Fallen Oak Dr, Morning View Dr, & Farmington Ave	Removal of commercial area adjacent to Cedar Links Drive results in the relocation of Fallen Oak Drive further north to account for standard residential lots. Pedestrian connections provided via pathways and sidewalks to open space.
*Applicant requests the option of a 4-foot setback ONLY if open space easements are not utilized.		

DECISION: *The applicant withdrew the request for the 4-foot sidewalk setback modification.*

Property Line Adjustments and Rights-of-Way

Changes in the proposed land uses and overall lot layout necessitate property line adjustments in order to align property lines with the proposed phase boundaries. This should be completed before final plat of any affected phases.

Similarly, a previously recorded plat, Sky Lakes Village Phase 7A, created rights-of-way that do not accurately reflect this proposed revision. The applicant agrees to vacate and dedicate the applicable portions of right-of-way to create appropriate rights-of-way which conform to this proposed plat (Exhibit A, C).

FINDINGS AND CONCLUSIONS

Staff has reviewed the applicant's findings and conclusions (Exhibit G) and recommends the Commission adopt the findings with the following modifications.

- PUD revision for the allowance of the proposed lot layout including through lots and access restrictions.
- Minor modifications to allow for: 33-foot front yard setbacks and extended block lengths, as applicable.

ACTION TAKEN

Adopted the modified findings as recommended by staff and directed staff to prepare a Final Order for approval per the Planning Commission Report dated May 28, 2015, including Exhibits A through S.

EXHIBITS

- A-1 Conditions of Approval
- B Revised PUD Plan for Cedar Landing, received March 26, 2015
- C Tentative Map for High Cedars at Cedar Landing Phases 1-5, received March 26, 2015
- D Conceptual Grading and Drainage Plan, received March 26, 2015
- E Proposed Path Detail, received March 26, 2015
- F Street Tree Master Plan, received March 26, 2015
- G Applicant's Findings of Fact, received March 26, 2015
- H-1 Public Works Staff Report, received May 06, 2015
- I Fire Department Report, received May 06, 2015
- J Fire Department Letter and Secondary Access Agreement, received April 16, 2015
- K Medford Water Commission Memo, received May 06, 2015
- L ODOT Letter, received May 07, 2015
- M Address Technician Memo, received May 06, 2015
- N Building Department Memo, received May 06, 2015
- O Medford Irrigation District Letter, received April 28, 2015
- P Letter from Mr. Robert J. White, received April 14, 2015
- Q Letter from Construction Engineering Consultants, received May 28, 2015
- R Foothill Road Arterial Separation Feature Illustration, received May 28, 2015

- S Typical Cross Section Foothill Road Illustration, received March 26, 2015
Vicinity map

MEDFORD PLANNING COMMISSION

David McFadden, Chair

PLANNING COMMISSION AGENDA:

**MAY 28, 2015
JUNE 11, 2015**

EXHIBIT A-1

Cedar Landing PUD Revision and Subdivision Plat
PUD-15-043 / LDS-15-044
Conditions of Approval
May 28, 2015

All conditions of the Preliminary PUD plan approval (PUD-05-035) are still in effect, other than those modified by this revision request.

DISCRETIONARY CONDITIONS

1. Comply with all *Agreed to Stipulations* outlined in the Findings of Fact (Exhibit G);
2. Necessary property line adjustments, right-of-way vacations, and right-of-way dedications shall be completed prior to final plat of the affected phases;

CODE CONDITIONS

3. Comply with the Public Works Staff Report received May 29, 2015 (Exhibit H-1);
4. Comply with the Medford Water Commission Memorandum received May 06, 2015 (Exhibit K);
5. Comply with the Medford Fire Department Report received May 06, 2015 (Exhibit I);
6. Comply with the Medford Fire Department Letter and Secondary Access Agreement received April 16, 2015 (Exhibit J); and
7. Comply with the Address Technician Memorandum received May 06, 2015 (Exhibit M).



Continuous Improvement Customer Service

RECEIVED

MAY 29 2015

PLANNING DEPT

CITY OF MEDFORD

Revised Date: May 29, 2015

File Number: PUD 15-043/LDS-15-044

(Reference: PUD-14-136, LDS-14-137, and LDS-14-138)

**PUBLIC WORKS DEPARTMENT STAFF REPORT
CEDAR LANDING PUD (South-side of Cedar Links Dr.) - REVISION &
HIGH CEDARS SUBDIVISION PHASE 1-5**

Project: Consideration of a request for a revision to the Cedar Landing Planned Unit Development (PUD) and for approval of the tentative plat for HIGH CEDARS SUBDIVISION, Phases 1 through 5. The PUD revision request applies only to the portion south of Cedar Links Drive and consists of: 1) reconfiguring the entire area into the High Cedars subarea, Phases 1 through 5; 2) changing all commercial, multi-family, and condominium uses to single family detached residential; 3) removing the below grade pedestrian crossing at Cedar Links Drive; 4) creating a single access point to Foothill Road at Normil Terrace and eliminating the second access point at Tree Top Drive; and 5) relocating pedestrian paths.

Location: North and south side of Cedar Links Drive, west of Foothill Road on approximately 114 acres, within an SFR-4/PD zoning district.

Applicant: Cedar Investment Group, LLC

Applicability: The Medford Public Works Department's conditions of Preliminary Plan Approval for Cedar Landing PUD were adopted by Order of the Medford Planning Commission on April 27, 2006 (PUD-05-035). The approval for Cedar Landing PUD received a minor amendment on July 14, 2008 through a De minimis revision by the Planning Director. A portion of the PUD was terminated by the Planning Commission on April 14, 2011. A revision to the PUD was approved on February 27, 2014 (PUD-13-119) and included name changes, phase re-numbering, and lot reconfiguration. An exception for reduced right-of-way along the northerly section of Cedar Links Drive was approved on January 22, 2015 (E-14-059). Cedar Landing PUD on the north side of Cedar Links Drive was amended and approved by the Planning Commission on April 23, 2015 (PUD-14-136, LDS-14-137, and LDS-14-138). The adopted conditions by each of these actions shall remain in full force as originally adopted except as amended or added to below.

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PUBLIC WORKS DEPARTMENT
ENGINEERING & DEVELOPMENT DIVISION

200 S. IVY STREET
MEDFORD, OREGON 97501
www.ci.medford.or.us

CITY OF MEDFORD

EXHIBIT# H-1

FILE # PUD-15-043/LDS-15-044

NOTE: Items A - D Shall be Completed and Accepted Prior to Approval of the Final Plat

REVISION REQUESTS

The Public Works Department has no objections to the five (5) revision requests stated above for the portion of the Cedar Landing PUD south of Cedar Links Drive. They are described in more detail below as needed. Public Works does have a comment on the width of the proposed pathways adjacent to the public right-of-way, which is discussed under "Access and Circulation" below.

A. STREETS

1. Dedications

Foothill Road is an existing County road, which lies along the easterly boundary of the portion of Cedar Landing PUD, which is south of Cedar Links Drive. It is classified as a major arterial street, which has a required total right-of-way width of 100 feet, or 50 feet on each side of the centerline along the frontage of the proposed Development. The necessary right-of-way was previously dedicated as part of the final plat for "Sky Lakes Village at Cedar Landing, Phase 7A". **No other right-of-way is needed with this Development.**

Cedar Links Drive is an existing City street, which lies along the northerly boundary of this portion of Cedar Landing PUD, which is south of Cedar Links Drive. It is classified as a major collector street, which has a required total right-of-way width of 74 feet, or 37 feet on each side of the centerline along the frontage of the proposed Development. The necessary right-of-way was previously dedicated as part of the final plat for "Sky Lakes Village at Cedar Landing, Phase 7A". **No other right-of-way is needed with this Development.**

Farmington Avenue and Normil Terrace are proposed as Standard Residential Streets with a right-of-way width of 63 feet in accordance with Medford Land Development Code (MLDC) Section 10.430. The Developer shall dedicate the length and width of the proposed streets as shown on the Tentative Plat. Normil Terrace shall intersect with Foothill Road in the same alignment with Normil Terrace on the east side of Foothill Road.

On the plat of "Sky Lakes Village at Cedar Landing, Phase 7A", right-of-way for Farmington Ave. and Normil Terrace was dedicated to provide access to Lots 96 and 97. The proposed revised PUD and tentative plat for High Cedars Subdivision will necessitate vacating portions of the existing right-of-way and dedicating new areas. This can be done in several ways, but the timing of any vacations must be coincident with dedicating new right-of-way so that Lots 96 and 97 will always have 63 feet of right-of-way width available to their boundaries.

Caldera Lane, Obsidian Ridge, Morning View Drive, Fallen Oak Drive, Noble Fir Drive, Tree Top Drive, Pronghorn Lane, and High Cedars Lane are each proposed as Minor Residential Streets with a right-of-way width of 55 feet in accordance with MLDC Section 10.430. The 'Knuckles and Cul-de-sac' shown shall also be dedicated with a minimum of a 45

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foot radius to the right-of-way line. **The Developer shall dedicate the length and width of the proposed streets as shown on the Tentative Plat.**

Streets as shown on the Tentative Plat in which any portion terminates at the boundary line of a phase of this subdivision shall be dedicated to within one foot of the boundary line, and the remaining one foot shall be granted in fee, as a **non-access reserve strip** to the City of Medford per MLDC 10.439.

In accordance with MLDC, Section 10.471, the property owner shall **dedicate 10 foot wide Public Utility Easements (PUEs)** adjoining all lot lines abutting a street.

A minimum of a 15 foot radius shall be provided at the Lot corners at each intersection, in accordance with the MLDC, Section 10.445.

The Developer shall provide a pedestrian easement for any portion of a public sidewalk or pathway located outside of the public right-of-way.

If dedicated by documentation separate from the final plat, public rights-of-way and public utility easements shall be submitted directly to the Engineering Division of the Public Works Department. The submittal shall include: the right-of-way and easement dedication; a copy of a current Lot Book Report, Preliminary Title Report, or Title Policy; a mathematical closure report (if applicable), and the Planning Department File Number; for review and City Engineer acceptance signature prior to recordation by the applicant. Releases of interest shall be obtained by holders of trust deeds or mortgages on the right-of-way and PUE area.

2. Public Improvements

a. Public Streets

Foothill Road, adjacent to this development, shall be improved to Major Arterial Street Standards with a 70-foot paved section (designed to City of Medford Standards), complete with curbs, gutters, 10-foot wide park strips, 5-foot wide sidewalks and street lights in accordance with the MLDC, Section 10.428. The developer shall improve the west half plus 12-feet, or to the existing edge of pavement, whichever is greater, east of the centerline along the frontage of this development.

In accordance with the Commission Report for PUD-05-035, Cedar Landing PUD, the Developer is required to:

1. Prepare a final Street Tree and Commercial Area Master Plan for Cedar Landing PUD, which includes a detailed plan component for the Foothill Road Arterial Street Frontage Landscape feature that will be installed within Phase 3 of High Cedars Subdivision.
2. Include a minimum 8-foot high vertical separation feature along the Foothill Road frontage prior to the final plat of High Cedars, Phase 3.

Cedar Links Drive, adjacent to the northerly boundary of this Development shall be improved

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to major collector street standards with a 44-foot paved section (designed to City of Medford Standards), complete with curbs, gutters, 10-foot wide park strips, 5-foot wide sidewalks and street lights in accordance with the MLDC, Sections 10.428 and 10.430B, Table IV-1. The developer shall improve the south half (22-feet) plus 12-feet north of the centerline along the frontage of this development.

Farmington Avenue and Normil Terrace shall be improved to full width Standard Residential Street standards with 36-foot wide paved sections, complete with curbs, gutters, 8-foot wide park strips, 5-foot wide sidewalks and street lights, in accordance with MLDC 10.430(1).

In the areas where the Developer has proposed the Pathway and Open Space Easement to be adjacent to the public right-of-way and in accordance with the Planning Commission's decision the Developer shall provide a 7 foot wide sidewalk.

Caldera Lane, Obsidian Ridge, Morning View Drive, Fallen Oak Drive, Noble Fir Drive, Tree Top Drive, Pronghorn Lane, and High Cedars Lane shall be improved to Minor Residential Street standards with paved section, complete with curb, gutter, park strip, sidewalk and street lights, in accordance with MLDC 10.430 (2).

In the areas where the Developer has proposed the Pathway and Open Space Easement to be adjacent to the public right-of-way and in accordance with the Planning Commission's decision the Developer shall provide a 7 foot wide sidewalk.

b. Street Lights and Signing

All street lights and signing for public streets shall be installed to City of Medford specifications, and the quantity and type shall be specified for each development application as they are submitted.

The following street lighting and signing installations will be required:

High Cedars at Cedar Landing, Phase 1-5

Street Lighting - Developer Provided & Installed

8 – 310W HPS street lights w/ BMC, (Foothill)

40 – 100W HPS street lights with/out Pedestrian Lighting

Or

13 – 100W HPS street lights with Pedestrian Lighting
(May require multiple BMC's)

Traffic Signs and Devices - City Installed, paid by the Developer

15 – Street Name Signs

2 – Stop Signs

Varies Depending on Phase - Barricades

On Cedar Links Drive, the Applicant's engineer may need to address the existing power lines when considering the placement of the proposed street lights. The required mounting height shall be 35 feet, and the power lines may need to be adjusted to accommodate the new street lights.

In addition, pedestrian street lights, including base mounted cabinets, shall be designed and constructed in accordance with the MLDC, Section 10.380. Pedestrian lights shall be designed by an engineer per City of Medford Specifications and shall be submitted to the Engineering Division as part of the public improvement drawings described under General Conditions, Section 'E' of this report.

All street lights shall be operating and turned on at the time of the final "walk through" inspection by the Public Works Department.

c. Pavement Moratoriums

There is no pavement cutting moratorium currently in effect along this frontage.

3. Section 10.668 Analysis

To support a condition of development that an applicant dedicate land for public use or provide a public improvement, the Medford Code requires a nexus and rough proportionality analysis which is essentially a codification of the constitutional provisions in Nollan and Dolan cases.

This application is a revision of the previously approved Cedar Landing PUD, and the conditions stated herein were required as a condition of the original PUD and subsequent DeMinimus changes. The one new condition indicated in this application is new street lights on the northerly right-of-way line of Cedar Links Drive, but the applicant will receive S.S.D.C. credits for the additional lights, which will fairly compensate the applicant for the excess burden of the exaction to the extent that it would be a taking in accordance with the MLDC, Section 10.668.

4. Access and Circulation

The Public Works Department has no objection to the request to eliminate the Tree Top Drive connection to Foothill Road. This will also eliminate the need for the raised median in Foothill Road. Normil Terrace shall be the only street to intersect with Foothill Road within this P.U.D.

No Lot or Parcel shall be allowed to take direct access to Cedar Links Drive or to Foothill Road.

The Public Works Department also has no objection to the request within this PUD to remove the below grade pedestrian crossing on Cedar Links Drive.

B. SANITARY SEWERS

This site lies within the Medford sewer service area. A private sanitary sewer lateral shall be constructed to each Lot prior to approval of the Final Plat. All public sanitary sewers shall be

located in public streets, or within public sanitary sewer easements. All sanitary sewer manholes not located within public streets or alleys shall be accessible via paved surfaces having a width of at least 12-feet.

All public sanitary sewers shall be constructed to the standards of the Department of Environmental Quality in addition to the City of Medford design standards.

C. STORM DRAINAGE

1. Hydrology

The Engineer of Record shall provide an investigative report of the off-site drainage on the subdivision perimeter, a distance not less than 100 feet in all directions. All off-site drainage affecting the subdivision shall be addressed on the subdivision drainage plan. A hydrology map depicting the amount of area the subdivision will be draining shall be submitted with hydrology and hydraulic calculations. The opening of each curb inlet shall be sized in accordance with ODOT design standards. These calculations and maps shall be submitted with the public improvement plans for approval by the Engineering Division.

2. Stormwater Detention and Water Quality Treatment

This development shall provide stormwater detention in accordance with MLDC, Section 10.486, and water quality treatment in accordance with the Rogue Valley Stormwater Quality Manual. Since this development is larger than five acres, Section 10.486 requires that the development set aside a minimum of 2% of the gross area as open space to be developed as open ponds for stormwater detention and treatment.

Upon completion of the project, the Engineer of Record shall provide written certification to the Engineering Division that the construction of the controlled storm water release drainage system was constructed per plan. This letter shall be received by the City of Medford Public Works Engineering Department prior to approval of the Final Plat.

3. Grading

The Engineer of Record shall submit for approval with the public improvement plans a comprehensive grading plan showing the relationship between adjacent property and the proposed subdivision. Grading on this development shall not block drainage from an adjacent property or concentrate drainage onto an adjacent property without an easement. The Developer shall be responsible that the final grading of the development shall be in compliance with the approved grading plan.

4. Mains and Laterals

In the event the lot drainage should drain to the back of the lot, the developer shall be responsible for constructing a private drain line, including a tee at the low point of each lot to provide a storm drain connection. All roof drains and foundation drains shall be connected directly to a

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storm drain system.

A storm drain lateral shall be constructed to each building lot prior to approval of the Final Plat. Easements shall be shown on the Final Plat for storm drain laterals crossing lots other than the one being served by the lateral.

All public storm drain mains shall be located in paved public streets or within easements. All manholes shall be accessible by paved, all-weather roads. All easements shall be shown on the Final Plat and the public improvement plans.

5. Wetlands

The Developer shall contact the Division of State Lands for the approval and/or clearance of the subject property with regards to wetlands and/or waterways, as they are present on the site.

6. Erosion Control

Subdivisions/P.U.D.'s of one acre and greater require a run-off and erosion control permit from DEQ. The approved permit must be submitted to the Engineering Division prior to public improvement plan approval. The erosion prevention and sediment control plan shall be included as part of the plan set. All disturbed areas shall have vegetation cover prior to final inspection/"walk-through" for this subdivision.

D. SURVEY MONUMENTATION

All survey monumentation shall be in place, field-checked, and approved by the City Surveyor prior to the final "walk-through" inspection of the public improvements by City staff.

E. General Conditions

1. Design Requirements and Construction Drawings

All public improvements shall be constructed in accordance with the "Engineering Design Standards for Public Improvements", adopted by the Medford City Council. Copies of this document are available in the Public Works Engineering office.

2. Construction Plans

Construction drawings for any public improvements for this project shall be prepared by a professional engineer currently licensed in the State of Oregon, and submitted to the Engineering Division of Medford Public Works Department for approval. Approval shall be obtained prior to beginning construction. Only a complete set of construction drawings (3 copies) shall be accepted for review, including plans and profiles for all streets, sanitary sewers, storm drains, and street lights as required by the Planning Commission's Final Order, together with all pertinent details and calculations. The Developer shall pay a deposit for plan review and construction inspection prior to final plan approval. Public Works will keep track of all costs associated with the project and, upon our acceptance of the completed project, will reconcile the accounting and either reimburse the Developer any excess deposit or bill the Developer for any

additional amount not covered by the deposit. The Developer shall pay Public Works within 60 days of the billing date or will be automatically turned over for collections.

In order to properly maintain an updated infrastructure data base, the Surveyor of Record shall submit an as-built survey prior to the Final Inspection and, the Engineer of Record shall submit mylar "as-constructed" drawings to the Engineering Division within sixty (60) calendar days of the Final Inspection (walk through). Also, the Engineer of Record shall coordinate with the utility companies, and show all final utility locations on the "as built" drawings.

3. Phasing

The Tentative Plat shows that the subdivisions will be developed in phases. The public improvements corresponding to a particular phase shall be constructed at the time such phase is being developed, and the public improvements that are not included within the geometric boundaries of any phase being developed, but are needed to serve each respective phase, shall be constructed with each phase as needed.

4. Draft of Final Plat

The developer shall submit 2 copies of the preliminary draft of the final plat at the same time the public improvement plans (3 copies) are submitted. Neither lot number nor lot line changes shall be allowed on the plat after that time, unless approved by the City and all utility companies.

5. Permits

Building Permit applications shall not be accepted by the Building Department until the Final Plat has been recorded, and a "walk through" inspection has been conducted and approval of all public improvements as required by the Planning Commission has been obtained for this development.

Concrete or block walls built within a P.U.E., or within sanitary sewer or storm drain easements require review and approval from the Engineering Division of Public Works. Walls shall require a separate permit from the Building Department and may also require certification by a professional engineer.

Excavation and private plumbing shall require a separate permit from the Building Department.

6. System Development Charges

Buildings in this development are subject to sewer treatment, collection and street systems development charges. These SDC fees shall be paid at the time individual building permits are taken out.

This development is also subject to storm drain system development charges, the Developer is eligible for storm drain system development charge credits for the installation of storm drain pipe which is 24 inches in diameter or larger and is not used for storm drain detention in accordance with Medford Municipal Code (MMC), Section 3.891. The storm drain system development

charge shall be collected at the time of the approval of the final plat

Developments in which Collector and/or Arterial streets are being dedicated are eligible for Street SDC credits in accordance with MMC 3.815.

7. Pavement Moratoriums

The developer shall be responsible for notifying by certified letter all utility companies, as well as all current property owners of parcels which are adjacent to any public street being constructed or paved as part of this project. The letter shall inform the utility companies and property owners of the City's street moratorium policy with respect to pavement cutting for future utility services. The utility companies and property owners shall be given the opportunity to install utility services within the right-of-way prior to paving and the subsequent moratorium. Notifications shall be mailed by the Developer at least 6 months before a street is resurfaced or rebuilt per Medford Municipal Code (MMC), Section 3.070. Copies of the certifications shall be submitted to the City Engineer with the submittal of the preliminary construction drawings.

8. Construction and Inspection

Contractors proposing to do work on public streets, sewers, or storm drains shall 'prequalify' with the Engineering Division prior to starting work. Contractors shall work off a set of public improvement drawings, that have been approved by the City of Medford Engineering Division. Any work within the County right-of-way shall require a separately issued permit to perform from the County.

The City Public Works Maintenance Division requires that public sanitary sewer and storm drain mains be inspected by video camera prior to acceptance of these systems by the City.

The developer shall bear all expenses resulting from the adjustment of manholes to finish grades as a result of changes in the finish street grade.

Prepared by: Larry Beskow, 5-4-15

Revised by: Doug Burroughs

Revised Per PC Hearing by: Doug Burroughs 5-29-15

SUMMARY CONDITIONS OF APPROVAL
Cedar Landing PUD – REVISION/High Cedars Subdivision
PUD 15-043/LDS-15-044

Applicability of previously adopted conditions of approval remains in effect. See full report.

A. Streets

1. Street Dedications to the Public:

- Dedicate Farmington Ave. and Normil Terrace rights-of-way sixty three (63) feet wide.
- Dedicate Caldera Lane, Obsidian Ridge, Morning View Drive, Fallen Oak Drive, Noble Fir Drive, Tree Top Drive, Pronghorn Lane, and High Cedars Lane rights-of-way fifty five (55) feet wide. “Knuckles” and Cul-de-sac dedicate 45 foot radius minimum.
- Dedicate 10 foot public utility easements (PUE).

2. Improvements:

a. Public Streets

- Construct Foothill Road to major arterial street standards. Construct the west half plus a minimum of 12 foot east of centerline
- Prepare final Street Tree Mater Plan for Foothill Road frontage
- Construct 8-foot high vertical separation along Foothill Road frontage
- Construct Cedar Links Drive to major collector street standards. Construct the south half plus a minimum of 12 foot north of centerline
- Construct Farmington Avenue and Normil Terrace to Standard Residential Street standards.
- Construct Caldera Lane, Obsidian Ridge, Morning View Drive, Fallen Oak Drive, Noble Fir Drive, Tree Top Drive, Pronghorn Lane, and High Cedars Lane to Minor Residential Street standards.

b. Lighting and Signing

- Developer supplies and installs all street lights at own expense.
- City installs traffic signs and devices at Developer's expense.

B. Sanitary Sewer:

Developer installs public mains to serve lots and provides a private service lateral constructed to each lot prior to Final Plat.

C. Storm Drainage:

Developer provides an investigative drainage report.

Development includes above ground water quality and detention facilities.

A comprehensive grading plan is required for the project and made part of the public improvement plans.

Provide a storm drain lateral to each building lot. In the event lots drain to the back, a private system will be required.

The developer shall contact Division of State Lands for approval and/or clearance of the development with regards to wetlands.

Erosion Control Permit from DEQ required for this project prior to public improvement plan approval.

D. Survey Monumentation

All survey monuments shall be in place, field checked and approved by the City Surveyor prior to final walk-through of public improvements.

The above summary is for convenience only and does not supersede or negate the full report in any way. If there is any discrepancy between the above list and the full report, the full report shall govern. Refer to the full report for details on each item as well as miscellaneous requirements for the project, including requirements for public improvement plans (Construction Plans), design requirements, phasing, draft and final plat processes, permits, system development charges, pavement moratoriums and construction inspection.



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May 28, 2015

CSA Planning, Ltd
4497 Brownridge, Suite 101
Medford, Oregon 97504

RE: Cedar Landing – Storm Drainage

Dear Mr. Stone:

This letter is written to help answer questions from the neighbors along Sycamore Way, adjacent to the southernmost boundary of the Cedar Landing development.

Currently a portion of the property surface drains to a ditch along the southern boundary of the project. Existing City stormdrain pipes are collecting this surface runoff along the southern boundary ditch line in multiple locations. With build out of the project, the majority of this surface runoff will be cutoff by the construction of roads and houses. The stormwater that is generated from these impervious surfaces and other site runoff will be directed into the stormdrain system and conveyed to detention ponds. The stormwater held in the detention ponds will be released to an existing City underground stormdrain pipe at a calculated rate, which more closely mimics a natural situation. After a storm, the detention ponds will completely drain into the stormdrain system within the 8 to 12 hours. All stormdrain systems will be designed and built to City standards.

Sincerely,

Tony Bakke, P.E.
Project Engineer

EXISTING R/W

50'

5' WOODEN SIGHT OBSCURING FENCE

5' WALK

10' PARK STRIP

PROPOSED CURB & GUTTER

8' MINIMUM

RETAINING WALL

No

PROPOSED DRY UTILITIES

EXISTING GROUND

RETAINING WALL

FOOTHILL ROAD ARTERIAL SEPARATION FEATURE



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CONSTRUCTION ENGINEERING CONSULTANTS, INC.

CEDAR LANDING PUD

PROPOSED FOOTHILL ROAD ARTERIAL SEPARATION FEATURE

SHEET

1

OF

CITY OF MEDFORD

EXHIBIT# R

FILE # PUD-15-043/LDS-15-044

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GRAPHIC SCALE

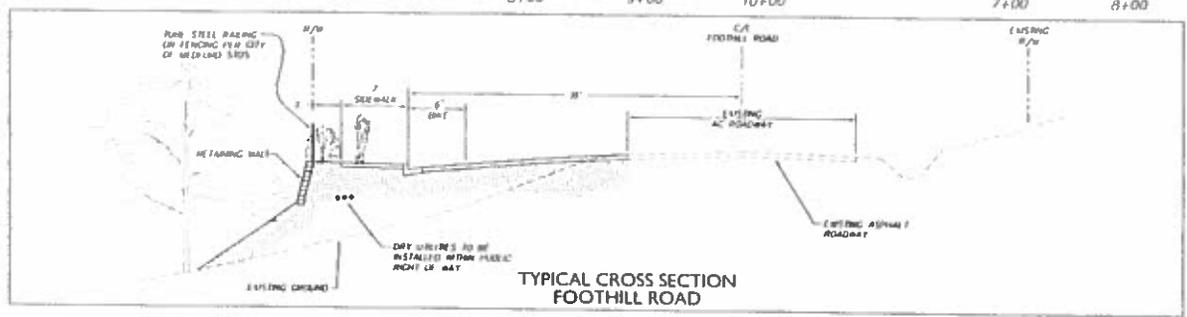
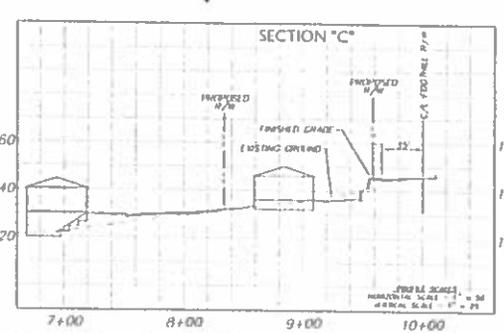
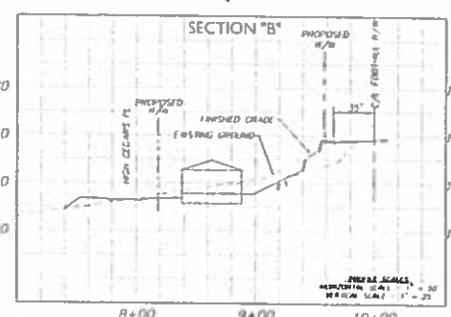
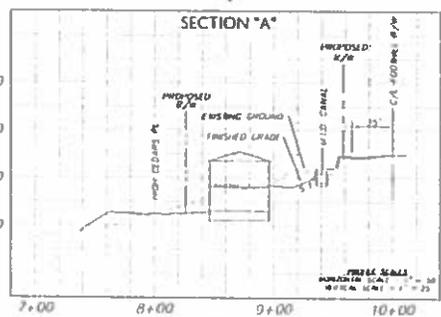
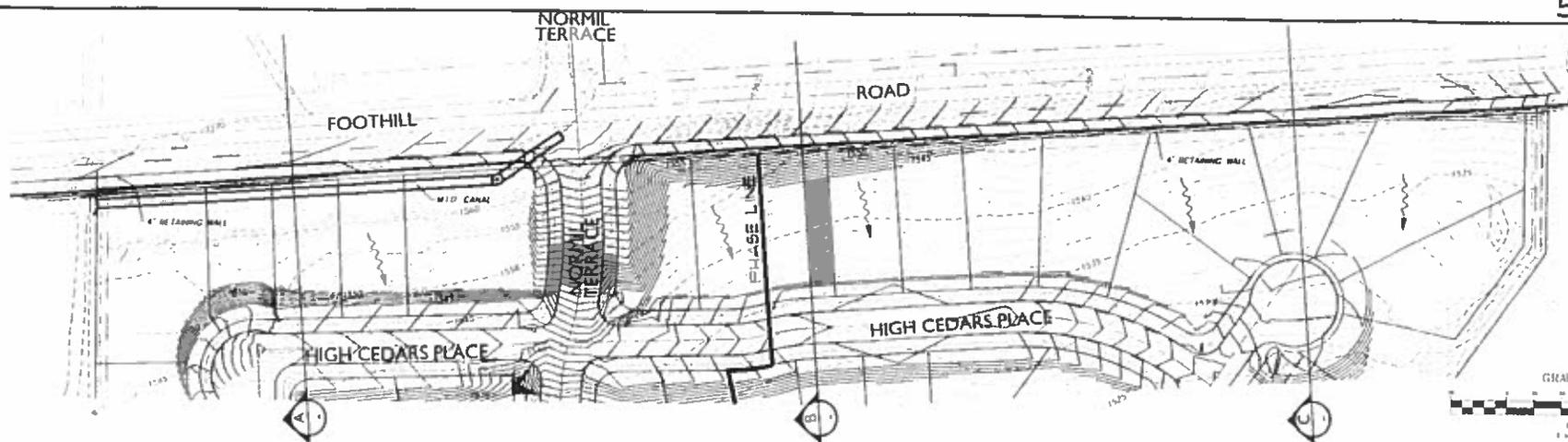


EXHIBIT C.5

		DESIGN BY: [Signature] 04/11 01/13	VERIFY SCALES: 1" = 30' 1" = 25' 1" = 20'	NO. OF SHEETS: [Blank]	DATE: [Blank]	BY: [Blank]		CITY OF MEDFORD	CEDAR LANDING P.U.D. FOOHILL ROAD CONCEPTUAL GRADING CROSS SECTIONS	PROJECT NO.: [Blank]
		CHECKED BY: [Signature] 04/11 01/13								

was set along a tax lot line it had the effect of splitting a legal parcel of land. The two separate tax lots only exist because the property is split between two separate map pages (section boundaries). If the boundary was left in this location the property would be split by the UGB, leaving approximately 20 acres out. The property is zoned EFU and the minimum parcel size for EFU land is 80 acres. In order to avoid this split, while still maintaining the appropriate number of acres in the recommendation, map number 381W03 tax lot 300 was moved into the recommendation and nearby map number 371W34, tax lots 4900 and 4901 were removed.

AMMENDMENT SUMMARY

	Number of Acres
Total Expansion Proposal	3,795
Developed or Unbuildable Land	398
Prescott Park and Chrissy Park	1,877
Land for Future Development (Residential + Employment)	1,520
Residential Land Amount	884
Low-Density Residential (UR)	783
Medium-Density Residential (UM)	18
High-Density Residential (UH)	83
Employment Land Amount	636
Service Commercial (SC)	222
Commercial (CM)	317
General Industrial (GI)	90
Heavy Industrial (HI)	7

RECOMMENDED ACTION

Based on the findings and conclusions that all the approval criteria are met, move to recommend approval of the UGB expansion to the City Council per the staff memo dated June 4, 2015, including Exhibits A & B.

EXHIBITS

- Exhibit A: Planning Commission's recommendation for Urban Growth Boundary expansion
- Exhibit B: Findings

Proposed Urban Growth Boundary Amendment

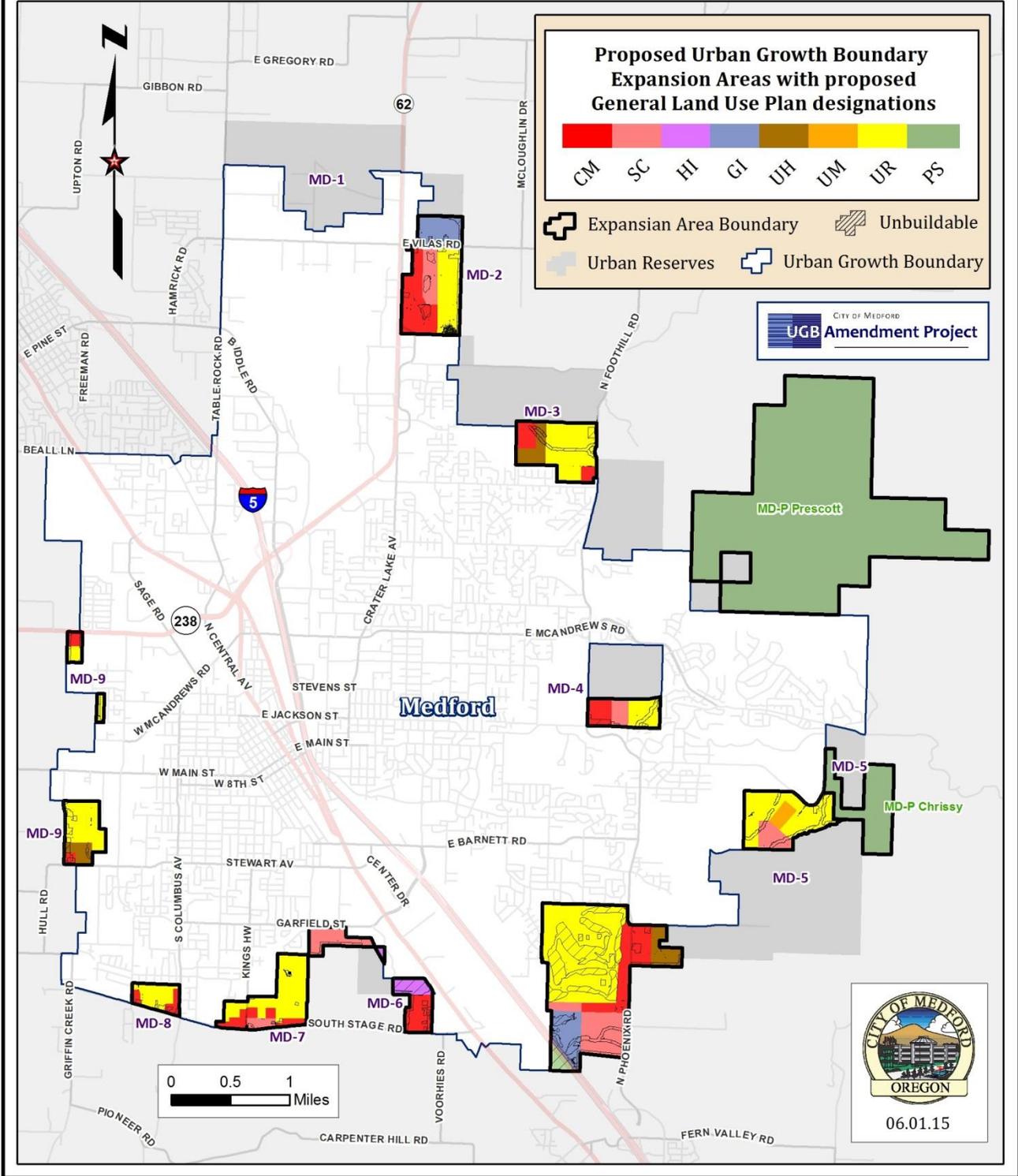
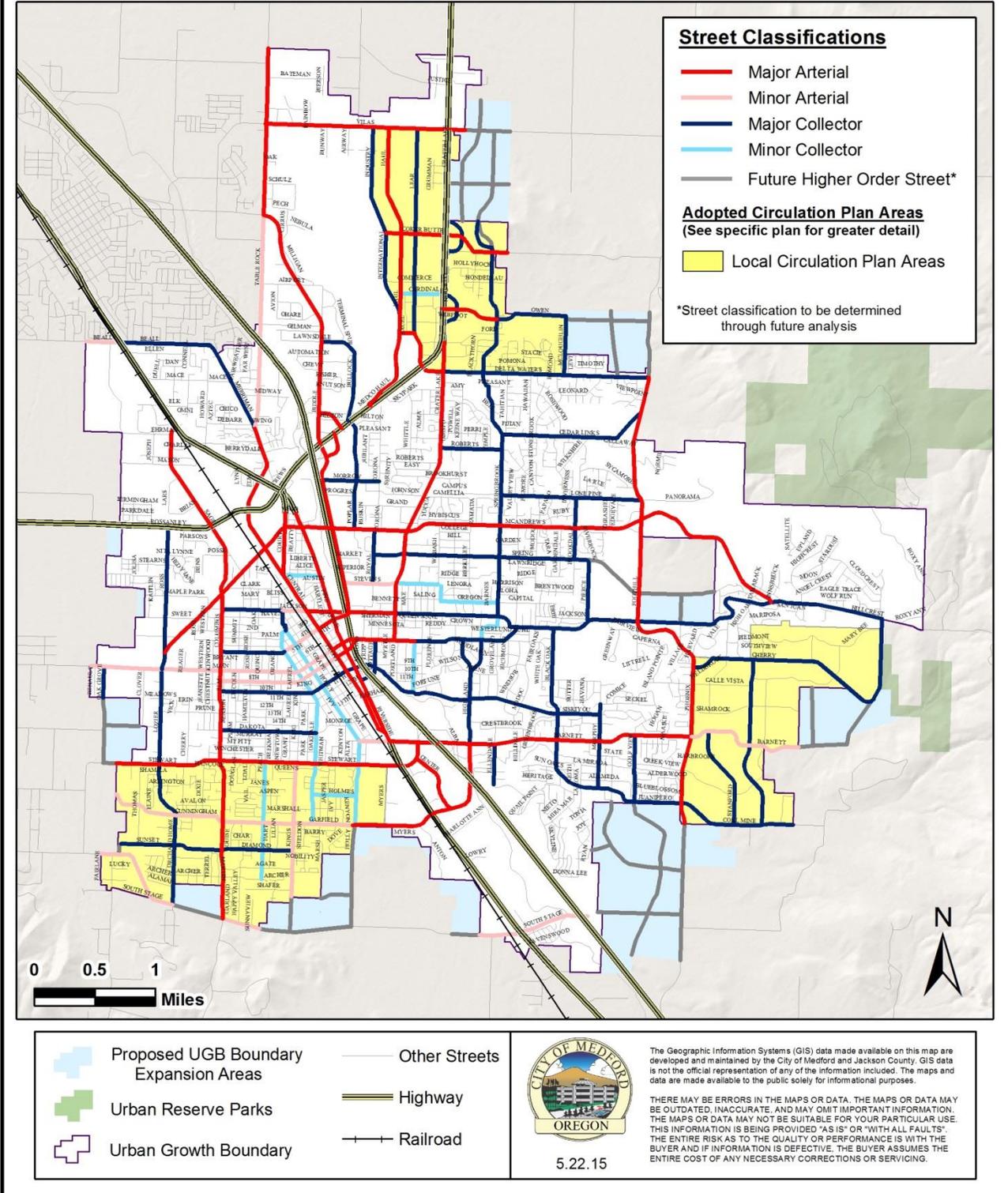


Figure 1-2: Medford Street Functional Classification Plan



Proposed Text Changes

The following text sections will be changed through the proposed UGB amendment. Proposed additions shown in **Bold** and proposed deletions shown in ~~Strikethrough~~.

URBANIZATION ELEMENT

1. URBAN GROWTH BOUNDARY

The Medford Urban Growth Boundary (UGB) includes land within the city and selected land surrounding the city that is committed to/planned for future city growth, the development of which is likely to require the extension of urban services. Land around the city within the UGB is called the unincorporated urbanizable area in this element. The Medford UGB was last amended in ~~1990~~**2015** through a cooperative process between the City of Medford and Jackson County. It is officially delineated on the Jackson County and City of Medford Comprehensive Plan and zoning maps.

The Medford UGB was established to comply with the statutory requirement for Urban Growth Boundaries around urbanized areas to identify and separate urbanizable land from rural land.

2. ANNEXATION

The transfer of urbanizable land under county jurisdiction to city jurisdiction is called annexation. Chapter 222 of the Oregon Revised Statutes governs annexation in Oregon. According to state law, land may be annexed to a city only if it is within the Urban Growth Boundary, and is contiguous to the city limits. Generally, a majority of the registered voters and/or property owners within the area to be annexed must agree to the annexation, except in cases where the area is surrounded by land already under city jurisdiction.

2.1 Annexation Policies

The following are the policies of the City of Medford with respect to annexation:

2.1.7. Annexation of Property Added to the Urban Growth Boundary in 2015

The City Council must find that the following conditions are met in order to approve an annexation of land that was added to the Urban Growth Boundary in 2015:

- 1. A revised Transportation System Plan (TSP), which includes the area to be annexed, has been adopted by the City;**

2. **A Local Wetlands Inventory (LWI), which includes the area to be annexed, has been adopted by the City;**
3. **For the area to be annexed, all Goal 5 resources, including riparian corridors, historic structures/properties, deer and elk habitat, wetlands, and scenic views have been identified and protected in accordance with Goal 5; and**
4. **A urbanization plan has been submitted, and adopted into the Neighborhood Element, for the area to be annexed which demonstrates compliance with the Regional Plan by showing the following details:**
 - a. **Compliance with the minimum residential density required by Regional Plan Element item 4.1.5. The urbanization plan must demonstrate how the planned residential development will meet the minimum density requirement of 6.6 units per gross acre assuming all areas within the development will build out to the minimum allowed densities. The following are acceptable methods for meeting the density standard:**
 - i. **Committing areas to higher density zones within a General Land Use Plan (GLUP) designation. For example, an area within the UR GLUP designation could be designated as SFR-10 (Single Family Residential – 10 units per acre) which would insure a minimum density of 6 units per acre; and/or**
 - ii. **Requesting residential GLUP map changes—from a lower density designation to a higher-density designation—as part of the master plan approval process. This will allow for additional areas for medium-density and high-density development within the areas added to the UGB. Although this process may cause slight deviation from the Housing Element it is necessary to ensure success in meeting the Regional plan obligations.**
 - b. **Compliance with the requirements of Regional Plan Element item 4.1.6. for mixed-use/pedestrian-friendly development.**
 - c. **Compliance with the land use distribution requirements of Regional Plan Element item 4.1.8.(b).**

APPENDIX 1—URBAN GROWTH MANAGEMENT AGREEMENT

This agreement was mutually adopted in 1993 by Jackson County (Ord. no. 93-31) and the City Medford (Ord. no. 7183 (1992); minor text correction via Ord. no. 7502 (1993)).

The following policies guide the administration of the Medford Urban Growth Boundary:

1. An Urban Growth Boundary adopted herein, or hereinafter amended, for the Medford area will establish the limits of urban growth to the year ~~2010~~**2029**.

GENERAL LAND USE PLAN (GLUP) ELEMENT

GLUP MAP DESIGNATIONS

The GLUP Map has ~~13~~¹² different land use designations **that are applied to all land within the Urban Growth Boundary (UGB). The GLUP map also identifies the Urban Reserves, which will not have GLUP designations applied to them until they are included in the UGB. These designations are defined** as ~~listed~~ below. Permitted land uses, as well as the development standards associated with each zoning district noted, are listed in "Article III" of the *Land Development Code*. The City's SFR-00 (Single-Family Residential – one dwelling unit per existing lot) zone is permitted in all GLUP Map designations because it is considered a holding zone for parcels that are being converted from County to City zoning. These parcels are not eligible for development to urban density or intensity until facility adequacy has been determined through the zone change process. It is the City's intent to have these parcels converted to zoning that is consistent with the following GLUP Map designations as soon as a property owner can show that urban facilities are adequate or will be made adequate to serve the uses permitted by the proposed urban zoning.

13. *Urban Growth Boundary* The City of Medford and Jackson County have established an Urban Growth Boundary (UGB), which delineates Medford's urban and urbanizable areas. Following the ~~1990~~²⁰¹⁵ UGB amendment there was a total of ~~17,889~~^{21,684} acres (~~27.95~~^{33.88} square miles) within the UGB including that land within the City. The UGB is site specific. Since the GLUP Map does not indicate lot lines, the UGB is also specified on the City of Medford Zoning Map, a map having lot lines, so that the location of specific parcels inside or outside of the UGB can be determined.
14. *Urban Reserve* **The Urban Reserve was created through the Regional Problem Solving (RPS) process and adopted into the Comprehensive Plan in the Regional Plan Element in 2012. The method of establishing an urban reserve is defined in state law (see ORS 195.137-145). The urban reserve areas are the first priority supply of land when the City considers expanding its UGB. The urban reserve areas are meant to provide a 50-year land supply for the City.**

FINDINGS

Authority: This action is a Class “A” legislative Comprehensive Plan Amendment. The Planning Commission is authorized to recommend, and the City Council to approve, amendments to the Comprehensive Plan under Medford Municipal Code, sections 10.102, 10.110, 10.111, 10.122, 10.164, and 10.180.

Review Criteria: Medford Municipal Code §10.184(1) refers to the Urbanization Element of the Comprehensive Plan for Urban Growth Boundary Amendments. This Urban Growth Boundary Amendment consists of two parts: the map amendments and the text amendments. Since both portions are parts of the combined Urban Growth Boundary Amendment the following findings will apply to both the map changes (boundary adjustment/GLUP map/Street Functional Classification Map) and the text amendments (Comprehensive Plan text).

APPROVAL CRITERIA COMPLIANCE

Approval criteria for Urban Growth Boundary Amendments found in Section 1.2.3 (Approval Criteria) of the Urbanization Element of the Comprehensive Plan

1.2.3 Approval Criteria

The City will base its decision for both major and minor amendments on:

- a. The standards and criteria in Goal 14¹, OAR 660, Division 24, and other applicable State Goals, Statutes, and Rules.*
- b. Compliance with Medford Comprehensive Plan policies and development code procedures.*
- c. Compliance with Jackson County’s development ordinance standards for urban growth boundary amendment. Many of the findings made to satisfy subparagraph (a), preceding, will also satisfy this criterion.*
- d. Consistency with pertinent terms and requirements of the current Urban Growth Management Agreement between the City and Jackson County.*

¹ Goal 14 identifies two components for amending a UGB: Land Need and Boundary Location. It also provides details on what should be considered for each of the two components. Goal 14 is divided into its two parts in the Findings below with the specific language from the goal provided in italics.

* * * * *

Urban Growth Boundary amendment approval criteria from Urbanization Element, Section 1.2.3

Criterion a. The standards and criteria in Goal 14, OAR 660, Division 24, and other applicable State Goals, Statutes, and Rules.

Goal 14 – Land Need

Establishment and change of urban growth boundaries shall be based on the following:

- 1. Demonstrated need to accommodate long-range urban population, consistent with a 20-year population forecast coordinated with affected local governments; and*
- 2. Demonstrated need for housing, employment opportunities, livability or uses such as public facilities, streets and roads, schools, parks or open space, or any combination of the need categories in this subsection (2).*

In determining need, a local government may specify characteristics, such as parcel size, topography or proximity, necessary for land to be suitable for an identified need.

Prior to expanding an urban growth boundary, local governments shall demonstrate that land needs cannot reasonably be accommodated on land already inside the urban growth boundary.

Findings

The process of determining Medford’s land need for the next 20 years started with the adoption of the Population Element in 2007. This study looked at the forecasted population growth in Medford through 2040. The next step was the Buildable Lands Inventory (BLI), adopted in 2008, consistent with OAR 660-024-0050 and ORS 197.186 and 197.296. This study identified the number of acres, in total and by type, available for development within the City’s current UGB. The BLI showed that there are approximately 2,592 gross residential acres² and approximately 1,078 gross employment acres³ available for development within Medford’s UGB. See Appendix A for more information regarding land supply.

The next step was the Economic Element, adopted in 2008, which considered the projected population growth, along with economic trends, to determine the overall need for employment land over the 20-year planning period. The study concluded that an additional 708 gross acres were needed to meet the demand for employment land. However, as shown in Appendix B, this does not properly account for the excess supply of industrial land available within the existing UGB. When properly calculated (see Appendix B) the need for employment land increases to 765 gross acres.

² From Housing Element *Table 30*

³ From Economic Element *Figure 28*

The next step was the Housing Element, adopted in 2010, which considered the projected population growth, along with housing trends, to determine the overall need for residential land over the 20-year planning period. The study concluded that an additional 996 gross acres⁴ were needed to meet the demand for housing and public and semi-public uses.

The Housing Element also projected future needs for public and semi-public uses. OAR 660-024-0040 (10) allows for a “safe harbor” net-to-gross factor of 25% for streets and roads, parks and school facilities. Rather than use the safe harbor amount the Housing Element calculates the net-to-gross factor for streets based on observations of the existing residential areas in the city. According to page 57 of the Housing Element “...the forecast shows land need in net acres. Net acres is the amount of land needed for housing, not including public infrastructure (e.g. roads). Gross acres is the estimated amount of land needed for housing inclusive of public infrastructure. The net-to-gross factor allows for conversion between net acres to gross acres. The net-to-gross factor is highest (23%) for single-family detached dwellings, decreasing to 10% for multi-unit projects.” Parks and schools were not considered in the net-to-gross factor, but rather, were included in the Other Residential Land Needs portion of the Housing Element, which concluded that 153 acres of park land and 20 acres of school land were needed in the UGB expansion area (see *Table 1.1*). The Other Residential Land Needs section of the Housing Element examines existing conditions for public and semi-public land to forecast future need for this land type.

According to the Housing Element:

Lands needed for public operations and facilities include lands for city facilities, schools, substations, and other public facilities. Land needs were estimated using acres per 1,000 persons for all lands of these types. Lands needed for parks and open space estimates use a parkland standard of 4.3 acres per 1,000 persons based on the level of service standard established in the Medford Leisure Services Plan Update (2006). This update includes land needed for neighborhood and community parks, which usually locate in residential plan designations. It does not include land needed for natural open space and greenways, which may also be located in residential plan designations (Housing Element, Page 62).

⁴ From Housing Element *Table 41*

Table 1.1. Public and Semi-public Land Need (Housing Element Table 40)

Type of Use	Existing Acres	Acres / 1000 Persons	Assumed Need (Ac/1000 Persons)	Estimated Need per 1000 Persons 2009-2034	Planned Unbuilt Supply in Existing UGB
City	113	1.5	1.5	64	
City Parks	527	6.8	4.3	153	19
County	36	0.5	0.5	17	
State	47	0.6	0.6	22	
Federal	26	0.3	0.3	12	
Other public agency	43	0.6	0.6	20	
Schools	265	3.4	0.6	20	26
Church	159	2.1	2.1	73	
Fraternal	96	1.2	1.2	44	
Private Parks/Recreation					-43.7
Total	1,313	17.0	11.6	425	1.3
Net Needed for UGB					426

A letter was submitted into the record by Greg Holmes of 1000 Friends of Oregon⁵, dated March 3, 2015, that challenges some of the City’s land need assumptions. Of the various charges of land excess in the 1000 Friends letter, the City finds that unbuildable lands and the land need for rights-of-way, parks, and schools were correctly calculated. However, the City agrees that the private park land need was erroneously included, and that the government land need was double-counted; respectively, 18 acres and 135 acres should be removed.⁶

In addition to the standard urban reserve areas the Regional Plan Element identifies two large regional park areas, MD-P Prescott and MD-P Chrissy, which contain Prescott Park and Chrissy Park, respectively. These areas are City-owned wildland parks totaling 1,877 acres. Inclusion as urban reserve was intended to serve as a mechanism to eventually incorporate this City property into the City boundary to allow the City to have jurisdiction of the parks. The two MD-P areas were not considered areas for future urban growth because of their classification as parkland. There is no residential, commercial, or industrial development planned for the MD-P acres. They present a tremendous recreational and open space asset to the City and the region, in addition to creating a buffer between the city and rural lands to the north and east. However, due to their location along the eastern periphery of the city and very steep topography, these lands satisfy little of the localized open space needs throughout the city and do not meet land needs for traditional urban parkland.

⁵ See March 12, 2015 Planning Commission packet, pp. 353–367.

⁶ See May 6, 2015 staff memorandum titled “Evaluation of excessive land need arguments”

Through the studies adopted into the respective elements of the Comprehensive Plan, the City of Medford demonstrated a deficit in the supply of land within its existing UGB, for all types of uses, over the next 20 years. ORS 197.296 subsection (6) recommends addressing the need by expanding the urban growth boundary, by increasing the developable capacity of the urban area, or by a combination of the two. Urban Growth Boundary Amendment (UGBA) Phase 1 (ISA GLUP Amendment) sought to change the General Land Use Plan designation of land in the existing urban area for the purpose of increasing its development capacity in order to accommodate some of the City's projected need for residential and employment land. See Appendix C for more information regarding UGBA Phase 1's effect on land supply. UGBA Phase 1 resulted in more efficient use within the UGB in the following ways:

- It took surplus industrial land (land in excess of the need for the next 20 years) and converted it to commercial land. This resulted in the accommodation of a larger portion of the employment need within the existing UGB;
- The conversion of industrial to commercial also helped to increase the likelihood of both commercial and industrial development over the next 20 years by placing these uses in more appropriate locations. There is strong development pressure for commercial uses on the industrial land nearer the center of the city, near major transportation routes. This pressure makes the land less likely to develop with industrial use. The swapping of land types places commercial designations on tracts of land nearer the center of the city while allowing the City to designate more land near the outside of the urban area, and still near major transportation routes, for industrial development;
- The City was able to shift some of the residential density called for in the Housing Element, and required by the Regional Plan, to the inside of the urban area. By shifting density inward the City is providing for a more efficient use of land and of public infrastructure;
- While UGBA Phase 1 resulted in a 58-acre conversion of land from residential to employment GLUP designations, the total residential land need only increased by 36 acres;
- The conversion of some residential land to employment land decreased the overall land need due to the fact that some of this land was not identified as meeting any portion of the future residential land need because it was classified as developed for residential. Because this land is expected to redevelop with commercial uses it is now being counted toward meeting a portion of the employment land need; and
- The shifting of density inward allows for a more efficient use of land within the city now, rather than relying on redevelopment to higher densities in the future. This also helps to provide opportunities for increased densities in the UGB expansion area because a larger percentage of the forecasted population over the next 20 years can be accommodated within the existing boundary. This could result in a slower expansion into the newly added areas, which would allow for policy changes in the future should the market shift toward higher density development. The density shift also helps to meet the obligations of the Regional Transportation Plan.

UGBA Phase 1 resulted in a decreased land need for the City. Before these intensification measures, a total of 1,761 gross acres were needed outside of the existing UGB. After UGBA Phase 1, a total of 1,669 gross acres are needed, a reduction of 92 acres. After the necessary removal of 153 acres from the public and semi-public land, based on challenges received (see page 4), the total is decreased to 1,516 acres.

In 2012 the City, together with 5 other cities in the valley, adopted a Regional Plan for accommodating a doubling of the region’s population. Regional Plan Element 4.1.5 requires a minimum density of 6.6 units per gross acre for all newly annexed areas for the years 2010 through 2035. The aggregate average density of the residential land need, determined by the Housing Element (see Appendix B, *Table 3.2*), was 6.9 units per gross acre (see *Table 1.2* below). Some of this density was then shifted into the existing UGB through UGBA Phase 1. This density shift resulted in an increased need for UR (Urban Low-Density Residential) and a decreased need for UM (Urban Medium-Density Residential) and UH (Urban High-Density Residential) in the expanded UGB. While this density shift helped to accomplish a number of positive benefits it also makes meeting the minimum density requirement of the Regional Plan more difficult. With the revised ratios of residential land types in the UGB expansion area the average densities for each of the residential land types alone will not result in a density of 6.6 units per acre or above.

Table 1.2. Average Density from Housing Element (See Appendix B)

	Acres	Density	Total DU
UR	465	4.8	2,233
UM	39	12.8	498
UH	66	18.1	1,185
Total	570		3,916
Density	6.9 dwelling units/acre		

The Housing Element (2010) provides an accurate representation of the City’s housing need over the next 20 years. The Regional Plan (2012) imposes a density standard that is in excess of the density supported by the Housing Element now that the efficiency measures of UGBA Phase 1 are completed. In addition, the Regional Plan requires a density of 7.6 units per gross acre for all newly added areas for the years 2036 to 2050. In order to reconcile the two the City will require an urbanization plan to be submitted, showing compliance with the Regional Plan obligations for density and land use distribution, prior to annexation for any of the land added through this UGB amendment process. Acceptable methods for meeting the density standards will include:

- Committing areas to higher-density zones within a General Land Use Plan (GLUP) designation. For example, an area within the UR GLUP designation could be designated as SFR-10 (Single-Family Residential – 10 units per acre) which would insure a minimum density of 6 units per acre. By establishing “pre-zoning” within the established GLUP

designations the residential density for the area can be moved higher than the minimum, or even average, density that the GLUP could accomplish; and/or

- Requesting GLUP map changes as part of the urbanization plan approval process. This will allow for additional areas for medium-density and high-density development within the areas added to the UGB. This technique will allow for more flexibility in meeting the density obligations of the Regional Plan without imposing a housing mix that is not consistent with the Housing Element. This will allow for flexibility in housing types as the market shifts toward higher-density housing while also setting the stage for the future density standard of 7.6 units per gross acre required by the Regional Plan. This approach will also help to address the affordable housing need identified in the Housing Element. By adding additional high-density housing throughout the UGB (in the existing UGB through the SALs and in the newly added areas by allowing for GLUP changes to higher density), the City is providing for more high-density housing, which is needed to provide more affordable housing within Medford, a need identified in the Housing Element but not subsequently addressed.

These required urbanization plans are expected to build on the conceptual plans required by the Regional Plan that also formed the basis of the GLUP designations for the areas added to the UGB.

Conclusions

UGBA Phase 1 (the SALs) converted surplus industrial land to commercial land which allowed for more of Medford's need for employment land to be accommodated within its existing UGB. The conversion also resulted in the increased likelihood of a larger amount of Medford's employment land need being met within the existing UGB by more appropriately locating both commercial and industrial land. While these adopted efficiency measures helped to address a portion of the City's employment land need, an additional 637 gross acres of employment land outside of the existing UGB are needed. The employment land portion of the proposed UGB expansion, shown in Table 1.3 below, will allow the City to meet its identified need for employment land.

The Housing Element provides for an adequate land supply at a realistic housing mix for the planning horizon. In addition to land for housing, the Element accounts for land needed for streets and other utilities, and for public and semi-public uses, which usually occur on residentially zoned properties. The residential density requirements of the Regional Plan were added to the Comprehensive Plan after the adoption of the Housing Element and the two do not agree. By requiring urbanization plans for all of the areas being added to the UGB prior to annexation, the City can reconcile the Housing Element with the Regional Plan and can insure that the residential density standards are being met. The required urbanization plans must demonstrate compliance with the minimum density standards and with the land use distributions required by the Regional Plan.

Goal 10 requires that “plans shall encourage the availability of adequate numbers of needed housing units at price ranges and rent levels which are commensurate with the financial capabilities of Oregon households and allow for flexibility of housing location, type, and density.” By allowing for some residential areas to be up-GLUPed (from a lower-density residential GLUP to a higher-density residential GLUP) the City is providing for more flexibility of housing types in the UGB expansion areas while also helping to increase the supply of higher-density housing, which is needed to meet the demand for low-income housing in the City.

The Other Residential Land Needs of the Residential Element identified a need for 153 gross acres of additional parkland for neighborhood and community parks, outside of the existing UGB. The Regional Plan Element also includes two large wildland park areas that are owned by the City. These areas, Chrissy and Prescott parks, are intended to provide for both recreational and open space opportunities for the City and for the region. While both help to meet the recreational needs for the City these are two different land types (neighborhood and community park vs. regional/wildland park and open space) that provide two discreet types of uses for the City.

After adopting the efficiency measures from UGBA Phase 1 the City needs 1,032 gross acres of land outside of the existing UGB to meet its needs for residential and public and semi-public land. With the changes to the Public and Semi-Public land need (18 acres for erroneously counting private open space and 135 acres for the double counting government uses) this total is changed from 426 acres to 273 acres, which reduces the residential land need from 1,032 gross acres to 879 gross acres. The public and semi-public land was allocated to the three residential land types based on the percentage of dwelling units needed for each type and will be removed in the same way to adjust for the revised land need. The residential land portion of the proposed UGB expansion, shown in table 1.4 below, will allow the City to meet its identified need for these land types.

Table 1.3. Employment Land Need in Gross Acres

Plan Designation	Need	Plan Description
SC	222	Service Commercial: office, services, medical
GI & HI	97	General & Heavy Industrial: manufacturing
<u>CM</u>	<u>318</u>	Commercial: retail, services
Total Employment	637	

Table 1.4. Residential Land Need in Gross Acres

Plan Designation	Need	Plan Description
UR	778	Low-density Residential, 4–10 units/acre
UM	17	Medium-density Residential, 10–15 units/acre
<u>UH</u>	<u>84</u>	High-density Residential, 15–30 units/acre
Total Residential	879	

Goal 14 – Boundary Location

The location of the urban growth boundary and changes to the boundary shall be determined by evaluating alternative boundary locations consistent with ORS 197.298 and with consideration of the following factors:

1. *Efficient accommodation of identified land needs;*

Findings

Per ORS 197.298, once a City has demonstrated a need to expand its UGB, the first priority of land for inclusion is land designated as urban reserve. No other type of lower priority land should be considered for inclusion unless the land need exceeds the supply of land within the urban reserve. In this case, Medford’s urban reserve provides for a roughly 50-year supply of land. The land the City has available to select from is all first priority land. All of this land has been identified for future urbanization and the work of determining suitability was done in the creation of the urban reserve, consistent with ORS 195.137-145.

The City has an identified land need of 1,516 acres and an urban reserve of 4,488 acres (excluding the two wildland park areas) from which to choose. While the 4,488 acres includes both buildable and non-buildable acres, the total far exceeds the 1,516 buildable acres needed for the 20-year planning period. In order to determine where the City could most efficiently meet its land needs for the next 20 years a “coarse filter” was used. The coarse filter, which considered proximity and parcel size as indicators of efficiency for development, helped to refine the area of consideration prior to completing a capacity analysis (to determine the number of buildable acres) and comparing urban reserve areas on a more detailed level.

One of the best indicators for suitability for the first 20-year supply is proximity. Basic principles of urban planning dictate that growth will occur from the center out in order to avoid “leap-frog” development which leads to inefficient use of land and difficult and costly extensions of infrastructure. The results of the proximity analysis are shown on *Map 5.1* in Appendix D.

The next criterion used in the coarse filter portion of the analysis is parcelization. Staff mapped parcel size in order to determine the amount of parcelization in each of the urban reserve areas. The results of the parcel size analysis are shown on *Map 5.2* in Appendix D. The City is obligated to provide a 20-year supply of land for residential and economic development but is not allowed to offer anything more than a 20-year supply. Because of this obligation, and this constraint, it is imperative that the City select land that is available for development over the next 20 years. The development of larger tracts of land tends to have a higher return on investment than the development/redevelopment of smaller tracts of land. In addition, the land use structure in Oregon has created a premium on rural residential acreage near the city limits. Because “rural” living close to town is both desirable to many, and is getting harder to come by, people who own these properties have little incentive to develop the properties to urban density standards. Once urban development extends to, and encroaches upon, these smaller parcels, the land becomes more developable both because it makes greater economic

sense (utilities more readily available, and higher land value/larger demand) and because the property loses its rural feel.

The results of the coarse filter are shown on *Map 6.1* in Appendix E. A brief discussion of why certain portions of the urban reserve were eliminated through the coarse filter process is provided below.

The middle portion of MD-1 and the southeast corner of MD-5 were eliminated from further consideration because they scored poorly on both proximity and parcelization. The remainder of MD-1, the north portion of MD-2, the northeast corner of MD-3, MD-3 east of Foothill Rd, and all of MD-6, MD-7, MD-8, and MD-9 had marginal composite scores for proximity and parcelization. With the exception of a portion of MD-6, the urban reserve areas on the west side of interstate 5 (MD-6, MD-7, MD-8, & MD-9) were retained for further consideration in order to maintain a balance of ESAs around the existing UGB. The balanced distribution around the existing UGB was considered important for a number of factors, including:

- Distribution around the UGB worked as an additional filter in the selection of parcels near existing development. Since urban development extends to, or near, the existing UGB in most places, selecting a group of parcels spread out around the UGB to the fullest extent possible places these parcels closer to existing urban development. Selecting parcels all within large groups (all of MD-5 for example) would have the effect of including parcels that are further away from existing development.
- The selection of land distributed around the entire UGB adds diversity to the supply of land. This adds choice in development type, price point, and so on.
- Distributing parcels around the existing UGB helps to spread the burden of providing services to new development. Placing all new development in a smaller number of areas would have the effect of overburdening the systems for water, sewer, transportation, etc. By providing for a larger geographic distribution for future development the City can allow for the increased demand on the existing systems to be distributed throughout the systems.

The east portion of MD-1 was retained for further consideration because of its proximity to the existing Highway 62 route and the future Highway 62 route. The west portion of MD-1, the northeast corner of MD-2, the northeast corner of MD-3, and MD-3 east of Foothill Rd were eliminated from consideration because they all have marginal composite scores for proximity and parcelization and they do not serve to improve the transportation system by providing connections for highways or higher-order streets.

Conclusions

The City only considered first-priority land (land within the urban reserve) for inclusion per ORS 197.298. Since there is more than enough land within the urban reserve to meet the land need over the next 20 years, no lower priority land was considered for inclusion. The City needed to

select land to meet the need for the next 20 years from the available 50-year supply within the urban reserve. The purpose of the coarse filter was to select land that could most efficiently accommodate the City's identified land need. Proximity and parcelization were used as indicators of efficiency for development. Proximity helps to indicate current and short-term pressure for development as well as efficiency for the extension of services. Parcelization is also an indicator of both availability for development and the ability to develop an area in an efficient, coordinated way.

2. Orderly and economic provision of public facilities and services;

Findings

The External Study Areas (ESAs) were made up of the properties that passed through the coarse filter. Since the "efficient accommodation of identified land needs" is set as the first priority, any area that did not meet the measure for efficiency (the coarse filter) was eliminated from further consideration prior to further study on the ESAs. Once the ESAs were identified a capacity analysis was conducted (*Map 6.2*, Appendix E) similar to the Buildable Lands Inventory following the procedures of OAR 660-024-0050 and ORS 197.186 and 197.296 in determining buildable lands. Additional data were then collected for the ESAs regarding the serviceability for water, sewer, and transportation. This was done to measure the ability to provide public facilities and services in an orderly and economic fashion. Maps of the additional scoring results can be found in Appendix F and the scoring memos provided by the service providers are attached as Appendix G.

In the case of transportation there are major system improvements needed regardless of where the boundary is expanded. Some areas had a greater negative effect on the system than others based on existing infrastructure, network connections, and traffic patterns. Further explanation of how the transportation scoring memo from Kittelson and Associates was applied to the transportation scoring map (*Map 7.1*, Appendix F) can be found in the record as Exhibit D of the April 6, 2015 Planning Commission study session agenda.

The scoring for water serviceability came from staff at the Medford Water Commission. The scoring memo they provided was very thorough and detailed and made for easy conversion to Planning staff's scoring map (*Map 7.2*, Appendix F). There were two requests to change the water scoring map received by Planning after the map was made public at the October 2014 open house. The Medford Water Commission reviewed the requests and ultimately decided that the scores that were provided originally were consistent with the scoring methodology used for all of the ESAs and that those scores appropriately represented the comparative ease/difficulty of providing service based on current conditions. Their response to those requests is included with the scoring memos in Appendix G.

The scoring of sewer serviceability was a little different because there are two service providers within the Urban Reserve. The comments received initially from the two providers were very different, which made comparative scoring difficult. Planning staff took those comments and attempted to rank all of the ESAs (both City and RVS service areas) based on those comments alone. Once Planning staff had a map done a meeting was held with the representatives from the City and RVS who provided the initial comments.

Planning staff and the representatives from both sewer service providers discussed the draft scoring map and found that Planning's scoring was off in many areas. In general RVS viewed all areas within the ESAs as either easy or relatively easy to serve. Even the need for additional pump stations was viewed as a minor part of the standard operations of the district. Conversely, the City of Medford sewer system is in need of major system upgrades that for the most part are not currently funded. Any additional demand on the system, regardless of where it is placed within the ESAs, will require additional investment to improve downstream capacity. Some areas were worse than others and so they were ranked from poor to moderate based on input from the City sewer representative. Both sewer representatives were satisfied with the new map (*Map 7.3, Appendix F*) before the meeting was over. The information obtained from the two services providers is the most accurate, up-to-date information available for our analysis. The ability for the two providers to discuss their system operations and needs in the same room provided the comparative analysis across both systems in all portions of the ESAs.

Policy differences between the two service providers were used in the analysis and helped to determine scores for the whole area. The willingness to use pump stations to provide service to an area is a good example in policy differences: RVS is much more willing to use pump stations in its system than the City of Medford is.

The results of the scoring for all five factors—proximity, parcelization, water, sewer, and transportation—were used to guide the decision on where to expand the City's UGB. In addition to the scoring of the properties for the five factors, the City also had to consider the obligations of the Regional Plan Element. The Regional Plan requires the City to collaborate with the Rogue Valley Metropolitan Planning Organization, applicable irrigation districts, Jackson County, and other affected agencies to produce a conceptual land use plan for the area proposed to be added to the UGB. The conceptual land use plan must be used to demonstrate how the City is meeting targets for density, land use distribution, transportation infrastructure, and mixed-use/pedestrian-friendly areas. The City's conceptual plans for the urban reserve are provided as Appendix H. The scored properties were not ranked on a parcel-by-parcel basis, but rather, areas were selected based on their scores for the five factors and based on the area's ability to meet Regional Plan obligations. The mix of land uses in the area was an important consideration regarding the orderly and economic provision of public facilities and services.

Originally staff had recommended the inclusion of all of MD-4 and another large section of MD-3 based on the identified land need from the Comprehensive Plan. Once it was determined that

175 acres needed to be removed from the land need, staff was tasked with creating alternative recommendations for the revised land need. All of the acreage to be removed had to come from the residential land types, primarily from the lower-density residential supply. With the exception of a few areas that have been designated exclusively for employment uses, most of the proposed UGB expansion areas include a mix of uses. There is a need for large amounts of employment land designations because the City adopted the “high growth” scenario in its Economic Element. It was a challenge to find suitable locations for all of the employment land within the UGB expansion areas and that challenge was amplified by the revised land need. Non-regional commercial development needs nearby residential development to be viable. The removal of approximately 175 acres of residential land needed to be done in a way that did not leave commercial land in areas that are not likely to be used.

In developing the three alternatives, staff considered all areas included in the original recommendation. The portions of MD-2 included in the recommendation were not removed in any of the alternatives because MD-2 provides for the kinds of regional commercial development that can serve, and be supported by, users outside of the immediate area. This is due in large part to MD-2’s location along Highway 62.

The future South Valley Employment Center (identified in the Regional Problem Solving process) is contained within the portions of MD-5 originally recommended for inclusion. This area is needed for future economic development in the city and in the region. The South Valley Employment Center is a great fit for a large portion of the identified employment land need. The inclusion of the lower-density residential property to the north of the South Valley Employment Center provides connections between the employment area and existing urban development to the north. The lower-density residential area contains the approximately 120 acre Centennial Golf Club. The golf course is counted as unbuildable and does not count against the City’s supply of developable residential land. The portions of MD-5 east of North Phoenix Road and south of Coal Mine Road help to provide for a portion of the employment land need while also providing for high and medium-density residential development adjacent to a future elementary school. For those reasons, no portion of the originally recommended MD-5 was recommended for removal.

Staff also considered removing areas along the southwest fringe, ultimately deciding against it for the following reasons. These areas, MD-7, MD-8, and MD-9, are well suited to provide the kinds of mixed-use/walkable neighborhoods required by the Regional Plan and to help provide needed affordable housing. The relatively close proximity of these areas to the city core, the fact that much of this area is relatively flat, and the existing network of gridded streets increase the likelihood of well integrated mixed-use/walkable neighborhoods developing in these locations. The Housing Element identified a large need for affordable housing but it did not identify a solution for meeting the need. These portions of the urban reserve can help to meet the need for affordable housing by providing land with relatively low development costs. These

areas are fairly flat, they are well connected to existing development, and they score well on serviceability for water, sewer, and transportation compared to other areas.

At their May 14, 2015 meeting the Planning Commission chose staff's Alternative 1, to remove a portion of MD-4, and staff's Alternative 2, to remove a portion of MD-3 from staff's original recommendation⁷ in order to account for the revised land need and to allow for the inclusion of a portion of MD-5. This portion of MD-5, generally located south of Cherry Lane, north of Barnett Road, and east of the existing UGB, was not included in staff's recommendation because it did not score as well on the orderly and economic provision of public facilities and services as some of the other portions of the urban reserve. As will be discussed in detail below, the Planning Commission determined that the comparative environmental, social, economic, and energy (ESEE) consequences between this particular portion of MD-5 and the applicable portions of MD-4 and MD-3 were strongly enough in favor of MD-5 to offset its lower relative score for public facilities and services.

Conclusions

By using the scores of the five factors, and considering an area's ability to meet the City's projected need by GLUP designation, and the Regional Plan obligations, rather than comparing properties on a parcel-by-parcel basis, the City proposes to expand its UGB in a way that will provide for the orderly and economic provision of public facilities and services.

Alternative recommendations regarding where to remove 175 acres of land from staff's original recommendation were formulated based on the need to appropriately distribute employment and residential land types. The orderly and economic provision of public facilities and services depends, in part, on the orderly development of lands included in the UGB. If commercial land is placed in a location where commercial development is not expected to be viable, then that land cannot reasonably be expected to develop.

In choosing to include a portion of MD-5 that did not score as well as some other portions of the urban reserve for the orderly and economic provision of public facilities and services—because the comparative environmental, social, economic, and energy (ESEE) consequences for that portion of MD-5 offset its lower relative score for public facilities and services—the Planning Commission recognized the need to balance all of the boundary locational factors in determining the final location of the UGB.

3. Comparative environmental, social, economic, and energy (ESEE) consequences;

Findings—Environmental

⁷ See May 5, 2015 staff memorandum regarding the UGB Amendment Project, for the May 14, 2015 Planning Commission meeting, for more information about staff's Alternatives 1-3

One of the components of the coarse filter was proximity. Selecting parcels closer to the existing UGB not only helps to maximize the efficiency of public infrastructure, it helps the environment by reducing motor vehicle trips⁸. A more compact urban area with mixed-use neighborhoods⁹ helps to promote the development and use of transit¹⁰. Density and distance both play key roles in developing and maintaining public transit options¹¹. A more compact urban area with mixed-use neighborhoods also provides greater opportunities to invest in facilities for pedestrians and bicyclists, while at the same time making walking and biking more viable transportation options. The more compact urban area with mixed-use neighborhoods helps to reduce the amount of pollution caused by motor vehicle traffic by reducing the number of motor vehicle miles traveled; both by providing alternative modes of transportation and by reducing the distance traveled between home, work, shopping, recreation, and so forth.

The selecting of parcels close in to the existing UGB also allows for the continued rural use of the properties nearer the edge of the urban reserve. Unused properties in the outer fringe of the urban reserve also help to benefit the City and the environment by acting as a buffer between urban uses and rural uses and/or natural areas. In contrast, selecting properties nearer the outside edge of the urban reserve would have the effect of disrupting the use of those properties and of the properties closer to the existing UGB. By reducing the impact on the urban reserve areas not being proposed for inclusion, the City is limiting the amount of displacement of rural uses in the urban reserve, thus minimizing the impact on lands outside of it.

The City has regulations in place to guide the development and/or protection of environmentally sensitive areas such as steep slopes and riparian corridors. These rules will be extended to areas added to the UGB once annexed to the City. The City must also adopt a revised Local Wetland Inventory (LWI) for the areas added to the UGB through this proposal. The LWI will identify wetlands and determine which have local significance. A wetland protection ordinance will then be adopted to protect locally significant wetlands from development. This work will be completed once the final boundary of the UGB is determined. The LWI and wetland protection regulations must both be adopted prior to the annexation of any of the areas added to the UGB through this amendment.

Conclusions—Environmental

Environmental impacts were a key consideration during the adoption of the urban reserve. Now that the urban reserve is in place and the City must select its future UGB from the urban

⁸ For reference on pollution from automobiles see «http://www.ucsusa.org/clean_vehicles/why-clean-cars/air-pollution-and-health/cars-trucks-air-pollution.html#.Vld3NNpOWUk»

⁹ The Regional Plan requires the development of mixed-use/pedestrian-friendly areas.

¹⁰ For reference on the benefits of mixed-use development see «<http://www.mrsc.org/subjects/planning/mixeduse.aspx>»

¹¹ For reference on the benefits of transit see «<http://www.usnews.com/news/articles/2011/02/11/public-transportation-key-to-transforming-communities>»

reserve areas, the biggest environmental consideration is proximity. All of the urban reserve area will be added to the UGB and made available for urbanization eventually, but relative environmental impacts must be considered when determining which properties to include in the UGB at this time. The urbanization of any of this area will have some effect on the environment but the magnitude of the effect has been minimized by selecting parcels near the existing UGB. The environmental protection provisions in the City Code will be extended to the areas added to the UGB when annexed. Both the LWI and wetland protection regulations for these newly added areas must be adopted prior to the annexation of any of the areas.

Findings—Energy

The Regional Plan requires the development of mixed-use/pedestrian-friendly areas. This type of development encourages the use of travel modes other than driving, leading to a reduction in vehicle miles travelled. One of the components of the coarse filter was proximity. Selecting parcels closer to the existing UGB not only helps to maximize the efficiency of public infrastructure, it has the effect of reducing energy use by reducing motor vehicle trips. A more compact urban area, with mixed-use neighborhoods, helps to promote the development and use of transit. Density and distance both play key roles in developing and maintaining public transit options. A more compact urban area with mixed-use neighborhoods also provides greater opportunities to invest in facilities for pedestrians and bicyclists, while at the same time making walking and biking more viable transportation options. The more compact urban area with mixed-use neighborhoods help to reduce energy consumption by reducing the number of motor vehicle miles traveled, both by providing alternative modes of transportation and by reducing the distance traveled between home, work, shopping, recreation, and so forth.

The process of selecting where to expand the UGB included a consideration regarding where anticipated higher-order streets could be connected to other planned and existing higher-order streets based on areas added to the UGB. This process helped to identify where the inclusion of areas currently in the urban reserve could help to provide key urban services to properties currently within the UGB. Some areas, such as portions of MD-2, MD-3, and MD-5, provide the ability to connect higher-order streets and to create a grid pattern of streets that will help to spread traffic within the existing UGB in those areas. This distribution of traffic will help to relieve congestion on existing traffic infrastructure. Therefore these areas have a positive energy consequence through their inclusion in the UGB because of their ability to reduce congestion within the existing UGB.

The inclusion of a portion of MD-5 south of Cherry Lane, north of Barnett Road, and east of the current UGB was done in part to help facilitate the extension of the Larson Creek multi-use trail from North Phoenix Road, through current and future development, and into Chrissy and Prescott Parks. This property was also included, in part, because it plays a role in connecting portions of the existing UGB to sewer service and because it plays a role in connecting Barnett Rd to Cherry Lane.

The availability of a dedicated multi-use path in the southeast portion of the urban area will help to reduce local trips in that area. Since the path will also tie into a larger network of trails, including the Larson Creek trail from North Phoenix Road to Bear Creek, and the Bear Creek Greenway trail, it will also allow for regional traffic via bicycle for those interested in traveling a greater distance by bike.

While all portions of the UGB and existing city limit can be served with sewer without the addition of lands to the UGB, the inclusion of this portion of MD-5 will allow for the best routing of sewer service in the area. This best route will have the benefit of eliminating the need for lift stations and will provide the lowest life-cycle cost for the sewer system in the area. The elimination of a lift station reduces the energy use in operating the sewer system and using the lowest-cost, longest-lasting alternative in extending the sewer facilities will also help to conserve energy.

This portion of MD-5 also plays a vital role in connecting Barnett Road to Cherry Lane. This connection will provide a more direct route from residential areas along Hillcrest Road and employment centers along Barnett Road. This same connection will also provide a more direct route from those residential areas to freeway access, northbound at the Highland interchange and southbound at the Fern Valley interchange. This street connection helps to reduce the number of miles traveled by providing a more direct route. It also reduces energy consumption by reducing congestion and by providing additional route choices.

Conclusions—Energy

When considering where to expand the UGB, mixed-use development and proximity have the greatest impact on the use and/or conservation of energy. The fact that the needed houses and jobs would be efficiently contained in the current urban area and in areas close to the existing UGB would have generally positive energy consequences due to the increased possibility of non-motorized travel modes between trip generators and decreasing overall “vehicle miles travelled” (VMT). Reid Ewing, a transportation planning researcher and professor at the University of Utah, “looked at all the available evidence and concluded that sprawling communities that require car trips to meet most daily needs exhibit 20–40% higher VMT than more compact, mixed-used, and walkable neighborhoods.”¹² And as noted in an online edition of “The Atlantic” magazine¹³:

We [the US] continue to lead advanced economies in per-capita carbon emissions, 28 percent of which come from transportation. But even if the crunchy granola argument isn't good enough to make you see the benefits of public transit, consider that trains, trams, buses, and the like reduces traffic

¹² Excerpt from website «<http://streetswiki.wikispaces.com/Vehicle+Miles+Traveled>» (retrieved 2013-11-20), summarizing information from Ewing's book titled *Growing Cooler: The Evidence on Urban Development and Climate Change*. Chicago: Urban Land Institute, 2007.

¹³ Excerpted from «<http://www.theatlantic.com/business/archive/2013/11/the-case-against-cars-in-1-utterly-entrancing-gif/281615/>» (retrieved 2013-11-20)

congestion, which is good for the life satisfaction of everybody behind the wheel, since science shows long commutes make us unhappy.¹⁴

The inclusion of a portion of MD-5 south of Cherry Lane, north of Barnett Road, and east of the current UGB will help facilitate the extension of the Larson Creek multi-use trail from North Phoenix Road, through current and future development, and into Chrissy and Prescott Parks; connect portions of the existing UGB to sewer service along the lowest life-cycle cost route; and provide a route to connect Barnett Road to Cherry Lane. All of which will have positive impacts on energy use.

Findings—Economic

The City of Medford, as all cities in Oregon, continues to have a goal of providing land to accommodate its 20-year land need for housing and employment, as required under Oregon Revised Statute (ORS) 197.296. The City of Medford's current UGB was adopted in 1990 and was expected to last through 2010. As demonstrated throughout this document, the City does not currently have a 20-year land supply and needs to meet the projected demand for employment and residential land over the 20-year planning period. ORS 197.296(6) recommends addressing the need by expanding the urban growth boundary, by increasing the developable capacity of the urban area, or by a combination of the two. UGBA Phase 1 sought to increase the development capacity of land within the existing UGB in order to accommodate some of the City's projected need for residential and employment land. This phase, UGBA Phase 2 (External Study Area (ESA) Boundary Amendment), seeks to amend the City's UGB and make more land available for urban development.

UGBA Phase 1 had a number of positive effects on the developable capacity within the existing UGB. One of which, the conversion of industrial land to commercial land, helped to increase the likelihood of both commercial and industrial development over the next 20 years by placing these uses in more appropriate locations. There is strong development pressure on the industrial land in the city core, near major transportation routes, to be used for commercial uses. This pressure makes the land less likely to develop with industrial use. The swapping of land types places commercial designations on appropriate tracts of land within the city core while allowing the City to designate more land near the outside of the urban area, but still near major transportation routes, for industrial development. In choosing where to expand its UGB, the City of Medford considered the suitability of employment land for each of the employment types. For example, large tracts of General Industrial, Service Commercial, and Commercial land were selected between North Phoenix Road and Interstate 5, near the future overpass and connection with South Stage Road to the west. This area is planned for a future employment center for the City and for the region. In other cases smaller tracts of employment land were

¹⁴ For reference to commuting studies see «<http://www.economist.com/blogs/gulliver/2011/06/perils-commuting>»

designated in residential areas in order to promote the development of mixed-use neighborhoods.

In addition to appropriately locating land types, the proposed UGB expansion will also have the effect of increasing the availability of all types of urban land. The increased supply of land should have the effect of spurring economic development and improving the local economy by reducing the cost of land. However, this will only be the case if the urbanizable land is held by a large enough number of owners to promote competition and protect against monopoly and price-fixing¹⁵. Parcel size was one of the components of the coarse filter. It was used as an indicator of parcelization which was used to compare the relative availability of the land within the urban reserve for development. While it is important for the City to select land that is available for development, the selection of only large parcels of land would have the effect of concentrating the supply of land among a relatively small number of owners. By selecting some of the smaller parcels, primarily on the west side of Interstate 5, the City is effectively distributing the supply of developable land to a greater number of property owners.

The City also selected parcels distributed around the existing UGB for inclusion in the UGB expansion area. This was done in part to help provide variety in the locations and types of land available for development and to help distribute the impact of additional development throughout infrastructure systems.

The inclusion of a portion of MD-5 south of Cherry Lane, north of Barnett Road, and east of the current UGB was done in part because it plays a role in connecting portions of the existing UGB to sewer service. While all portions of the UGB and existing city limit can be served with sewer without the addition of lands to the UGB, the inclusion of this portion of MD-5 will allow for the best routing of sewer service in the area. This best route will have the benefit of eliminating the need for lift stations and will provide the lowest life-cycle cost for the sewer system in the area. Both have positive economic impacts.

Conclusions—Economic

UGBA Phase 1 had the effect of more appropriately locating employment land. Through careful consideration of the available land within the urban reserve, and the land need by employment type, the City has selected land to efficiently meet the employment need over the 20-year period.

The increased availability of all types of urbanizable land should have a positive effect on the local economy by decreasing the cost of developable land. This can only occur if the land is held by a large enough number of owners to promote competition. By selecting a mix of both large and small parcels the City will provide an adequate supply of developable land while helping to distribute the supply to a greater number of property owners.

¹⁵ For reference on the effects of monopoly on the supply and demand curve see
«<http://www.cliffsnotes.com/more-subjects/economics/monopoly/demand-in-a-monopolistic-market>»

Findings—Social

The wide-ranging factors that influence the social effect of the proposal will be discussed individually. There is some overlap between the social factors and the environmental, energy, and economic factors because many of the things that influence those scores—proximity, mixed-use development, and availability of developable land—also influence the social effect of the proposal.

Traffic: One of the components of the coarse filter was proximity. Selecting parcels closer to the existing UGB not only helps to maximize the efficiency of public infrastructure, it has the social benefit of reducing motor vehicle trips. A more compact urban area, with mixed-use neighborhoods, helps to promote both the development and use of transit. Density and distance both play key roles in developing and maintaining public transit options. A more compact urban area also provides greater opportunities to invest in facilities for pedestrians and bicyclists, while at the same time making walking and biking more viable transportation options. The more compact urban area helps to reduce the amount of motor vehicle traffic by reducing the number of motor vehicle miles traveled; both by providing alternative modes of transportation and by reducing the distance traveled between home, work, shopping, recreation, etc.

The inclusion of a portion of MD-5 south of Cherry Lane, north of Barnett Road, and east of the current UGB was done in part to help facilitate the extension of the Larson Creek multi-use trail from North Phoenix Road, through current and future development, and into Chrissy and Prescott Parks. This property was also included, in part, because it plays a role in connecting Barnett Road to Cherry Lane.

The availability of a dedicated multi-use path in the southeast portion of the urban area will help to reduce local trips in that area. Since the path will also tie into a larger network of trails, including the Larson Creek trail from North Phoenix Road to Bear Creek, and the Bear Creek Greenway trail, it will also allow for regional traffic via bicycle for those interested in traveling a greater distance by bike.

This portion of MD-5 also plays a role in connecting Barnett Road to Cherry Lane. This connection will provide a more direct route from residential areas along Hillcrest Road and employment centers along Barnett Road. This same connection will also provide a more direct route from those residential areas to freeway access, northbound at the south Medford interchange and southbound at the Fern Valley interchange. This street connection helps to reduce traffic congestion by providing a more direct route for some travelers and by providing additional route choices.

Land Availability: In addition to appropriately locating land types the proposed UGB expansion will also have the effect of increasing the availability of all types of urban land.

The increased supply of land should have the effect of spurring economic development and improving the local economy by reducing the cost of land. However, this will only be the case if the urbanizable land is held by a large enough number of owners to promote competition and protect against monopoly and price-fixing. Parcel size was one of the components of the coarse filter. It was used as an indicator of parcelization which was used to compare the relative availability of the land within the urban reserve for development. While it is important for the City to select land that is available for development the selection of only large parcels of land would have the effect of concentrating the supply among a relatively small number of owners. By selecting some of the smaller parcels, primarily west of Interstate 5, the City is effectively distributing the supply of developable land to a greater number of property owners.

Relative Cost of Development: The finding for the “Orderly and economic provision of public facilities and services,” above are pertinent here as well. Since the cost of development is oftentimes passed on to the consumer through increased costs, and to the general population through increased service rates and increased taxes, selecting properties with the lowest relative cost of development has a positive social effect.

The External Study Areas (ESAs) were made up of the properties that passed through the coarse filter. Since the “efficient accommodation of identified land needs” is set as the first priority, any area that did not meet the measure for efficiency (the coarse filter) was eliminated from further consideration prior to further study on the ESAs. Once the ESAs were identified a capacity analysis was conducted. Additional data were then collected for the ESAs regarding the serviceability for water, sewer, and transportation. This was done to measure the ability to provide public facilities and services in an orderly and economical fashion.

The results of the scoring for all five factors—proximity, parcelization, water, sewer, and transportation—were used to guide the decision on where to expand the City’s UGB. In addition to the scoring of the properties for the five factors the City also had to consider the obligations of the Regional Plan Element, adopted in 2012. The Regional Plan requires the City to collaborate with the Rogue Valley Metropolitan Planning Organization, applicable irrigation districts, Jackson County, and other affected agencies to produce a conceptual land use plan for the area proposed to be added to the UGB. The conceptual land use plan must be used to demonstrate how the City is meeting targets for density, land use distribution, transportation infrastructure, and mixed-use/pedestrian-friendly areas. The scored properties were not ranked on a parcel-by-parcel basis, but rather, areas were selected based on their scores for the five factors and based on the area’s ability to meet Regional Plan obligations. The mix of land uses in the area was an important consideration regarding the orderly and economic provision of public facilities and services.

The City also selected parcels distributed around the existing UGB for inclusion in the UGB expansion area. This was done in part to help provide variety in the locations and types of land available for development and to help distribute the impact of additional development throughout infrastructure systems.

Planned Neighborhoods: Rather than provide for individual land types on segregated portions of the urban reserve, most of the areas selected provide for an integrated mix of uses. By selecting areas that are conceptually planned for a variety of uses the City is not only meeting the Regional Plan requirement for mixed-use/pedestrian-friendly neighborhoods, but is also setting the stage for a type of neighborhood development that helps to improve public health and community cohesiveness.¹⁶

The inclusion of a portion of MD-5 south of Cherry Lane, north of Barnett Road, and east of the current UGB was done in part to help facilitate the continued development of the Southeast Plan. The Southeast Plan has been in stages of development since the 1990s. The plan is for a large mixed-use development east of North Phoenix Road, generally centered on Barnett Road. The inclusion of this particular portion of MD-5 helps to facilitate parts of the Southeast Plan, including a planned school, a planned park, and a planned trail connection. This property will also help to provide additional residential development in the area of the Southeast Plan, which will help to support planned commercial development in the area.

Compatibility: By requiring urbanization plans for each area prior to annexation the City will have the opportunity to consider the compatibility of the development with existing uses and other planned uses in the vicinity. The urbanization plans will also insure that the residential density and other requirements of the Regional Plan are met.

Conclusions—Social

The social consequences of the selected boundary location are positive relative to other boundary location alternatives. The selected boundary location helps to minimize the effect that increased development will have on transportation by helping to promote the reduction of vehicle miles traveled. The selected boundary location has a positive effect on land availability by increasing the supply of all urbanizable land types and by selecting land that is both available for development and held by a large enough number of property owners to promote competition in the market. The selected boundary location was selected in large part due to its relative cost of development compared to the alternatives. The selected boundary location and the selected land-use distributions help to promote mixed-use/pedestrian-friendly neighborhoods, which have a number of social benefits. Compatibility between development

¹⁶ For reference on the benefits of mixed-use development see «<http://www.wri.org/blog/2014/07/people-oriented-cities-mixed-use-development-creates-social-and-economic-benefits>»

on these newly added areas and existing uses will be considered during the urbanization plan process, prior to annexation.

Conclusions—overall

On balance the environmental, social, economic, and energy (ESEE) consequences of the selected boundary are positive compared to other alternatives. The biggest factors in having a favorable ESEE are proximity to the existing UGB and a large enough distribution of ownership to promote competition in the market for urbanizable land. The City has selected land from its urban reserve that is both close to the existing UGB (and existing development) and comprised of a large enough number of parcels to help promote competition in the market for urbanizable land.

4. Compatibility of the proposed urban uses with nearby agricultural and forest activities occurring on farm and forest land outside the UGB.

Findings

Selecting parcels close in to the existing UGB allows for the continued rural use of the properties nearer the outer edge of the urban reserve. The lower-intensity use of properties in the outer fringe can act as a buffer between urban uses and farm and forest uses outside of the UGB.

Regional Plan Element, 4.1.10 requires the use of agricultural buffers to separate urban uses from agricultural uses. The City adopted code that applies to land added to the UGB from the Urban Reserve. (City Code Section 10.802, Urban–Agricultural Conflict in Urban Reserve, August 16, 2012).

Conclusions

By selecting parcels near the existing UGB for inclusion into the UGB, the City is leaving properties on the outer edge of the Urban Reserve to act as a buffer between urban uses and agricultural and forest activities occurring on land outside of the UGB. Furthermore, Municipal Code Section 10.802 requires conflict mitigation (including buffers) between urban uses and agricultural uses.

Boundary Location Summary Findings and Conclusions

The City of Medford has used each of the four boundary locational factors in determining the future boundary location. Each of these factors had to be weighed and balanced against each of the others and the proposed boundary amendment as a whole scored well on each of these factors. An alternatives analysis was not completed on a parcel-by-parcel basis but rather the reasons for how and why areas were selected (or eliminated) through each of the steps/processes (coarse filter, serviceability, ESEE) has been provided. This process of selecting

certain areas over others through each of the steps is the City's alternatives analysis. An alternatives analysis was not completed on a parcel-by-parcel basis for the following reasons: 1) the tax lots (parcels) involved are of vastly different size, 2) the number of possible alternatives to compare is prohibitively large, 3) the properties have been planned for a number of different uses, and 4) there is value in analyzing the recommendation as a whole using the boundary location factors.

Tax lots could not be objectively compared, one against another, because the tax lots vary greatly in size. How can a 5-acre tax lot be objectively weighed against a 100-acre tax lot? The only way to fairly compare the two would be to either break the larger tax lot into smaller pieces or to combine a number of smaller tax lots into a larger aggregate. Not only would this exercise require the planners to choose where to split tax lots and/or which tax lots to combine, it would also alter a part of the what defines each of these tax lots, their size and parcelization characteristics. Because of these challenges, when comparing boundary location alternatives, rather than compare different tax lots areas (all of MD-8, portions of MD-5, etc.) were compared. This not only helped to balance the size of the areas compared, it also helped in comparing characteristics that could not be compared on a parcel-by-parcel basis. These characteristics included the mix of conceptual plan uses, the coordination of transportation infrastructure, and parcelization.

The use of larger sections of the urban reserve to compare against each other also helped to reduce the number of alternatives to compare. Still, a detailed comparison of each of these subareas against each of the others, for each of the boundary locational factors, was prohibitive in its magnitude. This kind of system would have required the City to devise a weighted ranking system for each of the criteria. These ranked scores for each of the areas would then be totaled and areas would be selected based on scores, with the highest score being selected first and then moving down the list until the land need was met. But how do you compare a property planned for industrial use against one planned for residential? The planned use of the property has some value in determining which properties to select, but how do you determine the comparative value for property use designation? This kind of rigid system would likely miss nuances about how different areas interact with each other in a system. For example, this kind of ranking would not have considered the necessary mix of land types needed.

This kind of reductionist approach would limit the City's ability to consider the boundary location decision as a whole. After all, this is one cohesive proposal, determining where future urban development will occur around the city by selecting lands from a larger set made up entirely of "first priority land". The only way to insure that the proposal is balanced is to look at it in its entirety and compare it against the boundary locational factors as one piece.

Urban Growth Boundary amendment approval criteria from Urbanization Element, Section 1.2.3

Criterion a. continued: The standards and criteria in Goal 14, OAR 660, Division 24, and other applicable State Goals, Statutes, and Rules.

OAR 660

Oregon Administrative Rule (OAR) 660 is directed at the work of the Department of Land Conservation and Development (DLCD) and contains Rules for how to implement the applicable Statutes relating to the mission of DLCD. There are several sections of OAR 660 which apply to the adoption of individual Comprehensive Plan Elements. Each Comprehensive Plan Element being relied upon to support this UGB amendment (e.g., the Economic Element) was found to be consistent with all applicable portions of OAR 660 at the time of their adoption. Rather than repeat those findings here those findings are included in the record, and findings, for this proposed UGB amendment, through reference.

The proposed amendment's compliance with applicable portions of OAR 660 has been discussed, in large part, in the proceeding text. Any applicable portions of OAR 660, not already discussed, will be discussed below.

Division 24

Division 24 deals with Urban Growth Boundaries. Most of the applicable portions of Division 24 have already been covered in the Goal 14 findings above. These include: Population Forecasts; Land Need; Land Inventory and Response to Deficiency; and Boundary Location Alternatives Analysis. The following portions of OAR 660-024-0020 (Adoption or Amendment of a UGB) also apply and will be discussed as indicated:

- (1) All statewide goals and related administrative rules are applicable when establishing or amending a UGB, except as follows:
 - (b) Goals 3 and 4 are not applicable; {This is covered under Goal 3 and Goal 4 below}
 - (c) Goal 5 and related rules under OAR chapter 660, division 23, apply only in areas added to the UGB, except as required under OAR 660-023-0070 and 660-023-0250; {This is covered under Goal 5 below}
 - (d) The Transportation Planning Rule requirements under OAR 660-012-0060 need not be applied to a UGB amendment if the land added to the UGB is zoned as urbanizable land, either by retaining the zoning that was assigned prior to inclusion in the boundary or by assigning interim zoning that does not allow development that would generate more vehicle trips than development allowed by the zoning assigned prior to inclusion in the boundary; {This is covered under Goal 12 below}

Urban Growth Boundary amendment approval criteria from Urbanization Element, Section 1.2.3

Criterion a. continued: **The standards and criteria in Goal 14, OAR 660, Division 24, and other applicable State Goals, Statutes, and Rules.**

Other applicable State Goals, Statutes, and Rules

Goal 1—Citizen Involvement

Findings

Goal 1 requires the City to have a citizen involvement program that sets the procedures by which affected citizens will be involved in the land use decision process. Goal 1 requires provision of the opportunity to review proposed amendments prior to a public hearing, and recommendations must be retained and receive a response from policy-makers. The rationale used to reach land use decisions must be available in the written record. The City of Medford has an established citizen-involvement program consistent with Goal 1 that includes review of proposed Comprehensive Plan amendments by the Planning Commission and City Council. Affected agencies and departments are also invited to review and comment on such proposals, and hearing notices are published in the local newspaper, and posted on the site. This process has been adhered to in this proposed amendment.

The Planning Department conducted an open house (October 28, 2014) to receive comments about the scoring methods used for inclusion in the expansion from property owners within the urban reserve. For the public hearing process staff sent hearing notification to all property owners within the urban reserve. Staff prepared press releases and provided information on the City's website. Finally, this proposal will have been considered by the Planning Commission and the City Council during televised public hearings.

Conclusions

By following a supplemented notification and comment procedure, the City provided better-than-adequate opportunities for citizen input.

Goal 2—Land Use Planning

Findings

The City has a land use planning process and policy framework in the form of a Comprehensive Plan and development regulations in Chapter 10 of the Municipal Code. These are the bases for decisions and actions. The process for amending the UGB and all Comprehensive Plan elements was found to be consistent with all State requirements at the time of their adoption.

Conclusions

There is an adequate factual basis for the proposed changes and the adopted process has been followed for this UGB amendment.

Goal 3— Not applicable per OAR 660-024-0020(1)(b).

Goal 4— Not applicable per OAR 660-024-0020(1)(b).

Goal 5—Natural Resources, Scenic & Historic Areas, and Open Spaces

Findings

The City has regulations in place to guide the development and/or protection of environmentally sensitive areas such as steep slopes and riparian corridors. These rules will be extended to areas added to the UGB once annexed to the City. The City must also adopt a revised Local Wetland Inventory (LWI) for the areas added to the UGB through this proposal. The LWI will identify wetlands and determine which have local significance. A wetland protection ordinance will then be adopted to protect locally significant wetlands from development. This work will be completed once the final boundary of the UGB is determined. The LWI and wetland protection regulations must both be adopted prior to the annexation of any of the areas added to the UGB through this amendment. The City's historic inventory must also be amended to include the areas added through this amendment.

Some of the easternmost portions of the urban reserve are within a deer and elk habitat area. The Oregon Department of Fish and Wildlife would prefer that this area remain in its natural condition and if development does occur within this area it must have special standards used to protect this habitat. With the exception of Prescott and Chrissy parks, which allow for very limited development, none of the adopted proposal extends the UGB into the deer and elk habitat area.

According to OAR 660-024-0020 (Adoption or Amendment of a UGB) "Goal 5 and related rules under OAR chapter 660, division 23, apply only in areas added to the UGB, except as required under OAR 660-023-0070 and 660-023-0250." This means that Goal 5 compliance is only under review for the areas added to the boundary. Goal 5 compliance has already been demonstrated for the existing boundary. ORS 197.250 [Compliance with Goals Required] requires that "...all comprehensive plans and land use regulations adopted by local government to carry out those comprehensive plans... shall be in compliance with the goals within one year after the date those goals are approved by the Land Conservation and Development Commission." The City shall demonstrate full compliance with Goal 5 within one year of the adoption of the revised UGB through the extension of existing development codes to areas added to the UGB, through the adoption of a wetland protection ordinance for locally significant wetlands within the newly added areas, and through the inclusion of these newly added areas in the City's historic inventory.

Conclusions

The City will demonstrate compliance with all portions of Goal 5 within one year of the adoption of the proposed amendment and prior to annexation per OAR 660-024-0024 and per the revised Urban Growth Management Agreement.

Goal 6—Air, Water, and Land Resources Quality

Findings

One of the components of the coarse filter was proximity. Selecting parcels closer to the existing UGB not only helps to maximize the efficiency of public infrastructure, it helps the environment by reducing motor vehicle trips. A more compact urban area with mixed-use neighborhoods helps to promote the development and use of transit. Density and distance both play key roles in developing and maintaining public transit options. A more compact urban area also provides greater opportunities to invest in facilities for pedestrians and bicyclists, while at the same time making walking and biking more viable transportation options. The more compact urban area helps to reduce the amount of pollution caused by motor vehicle traffic by reducing the number of motor vehicle miles traveled; both by providing alternative modes of transportation and by reducing the distance traveled between home, work, shopping, recreation, and so forth.

Selecting parcels close in to the existing UGB also allows for the continued rural use of the properties nearer the outer edge of the urban reserve. Unused properties in the outer fringe of the urban reserve also benefits the City and the environment by acting as a buffer between urban uses and rural uses and/or natural areas. In contrast, selecting properties nearer the outside edge of the urban reserve would have the effect of disrupting the use of those properties and of the properties closer to the existing UGB. By reducing the impact on the urban reserve areas not being proposed for inclusion the City is limiting the amount of displacement of rural uses in the urban reserve, thus minimizing the impact on lands outside of the urban reserve.

Many of the Goal 5 findings, above, also apply to the findings here under Goal 6.

Conclusions

Environmental impacts, including air, water, and land resources quality, were key considerations during the adoption of the urban reserve. Now that the urban reserve is in place, and the City must select its future UGB from the urban reserve areas, the biggest environmental consideration is proximity. All of the urban reserve area will be added to the UGB and made available for urbanization eventually, but relative environmental impacts must be considered when determining which properties to include in the UGB at this time. The urbanization of any of this area will have some effect on the environment but the magnitude of the effect has been minimized by selecting parcels near the existing UGB. The environmental protection provisions in the Municipal Code will be extended to the areas added to the UGB

when annexed. Both the LWI and wetland protection ordinance for these newly added areas must be adopted prior to the annexation of any of the areas.

Goal 7—Areas Subject to Natural Hazards

Findings

Slopes: The City of Medford has existing hillside regulations, Municipal Code Sections 10.929–10.933, that regulate the development of property with slopes in excess of 15 percent. These procedural requirements are meant to decrease soil erosion and protect public safety. This code section will apply to any and all areas with slopes exceeding 15% added to the UGB through this amendment once annexed to the City. Areas exceeding 25% slope were classified as unbuildable in the capacity analysis.

Fire: The risk of wildfire in and around Medford often rises to extreme levels during the summer months. The City of Medford has Fire, Building, and Development codes in place to help to mitigate the risk of wildfire in the city. One such provision is Municipal Code Section 7.022, which prohibits the use of fireworks within the hazardous wildfire areas as defined by Jackson County.

Flood: The Municipal Code allows development within flood plains provided that buildings meet certain construction standards designed to minimize damage from floods. City policies and codes do not have locational standards with respect to flood plains, but there is a recommendation in the Environmental Element that states “Development and redevelopment should be highly scrutinized when located in floodplains.”

Conclusions

When considering where to expand its UGB the City is limited to the areas within the urban reserve. All Statewide Planning Goals, including Goal 7, were considered as part of the selection of the urban reserve. The City has development standards in place to mitigate the risk of natural hazards from flood, fire, and steep slopes. These standards will be extended to applicable areas when annexed to the City.

Goal 8—Recreation Needs

Findings

The Other Residential Land Needs section of the Housing Element examines existing conditions for public and semi-public land to forecast future need for this land type.

According to the Housing Element:

Lands needed for public operations and facilities include lands for city facilities, schools, substations, and other public facilities. Land needs were estimated using acres per 1,000 persons for all lands of these types. Lands needed for parks and open space estimates use a parkland standard of 4.3 acres per 1,000 persons based on the level of service standard established in the Medford Leisure Services Plan

Update (2006). This update includes land needed for neighborhood and community parks, which usually locate in residential plan designations. It does not include land needed for natural open space and greenways, which may also be located in residential plan designations.

The resulting land need for community and neighborhood parks is shown in *Table 1.5*.

Table 1.5. City Park Need (adapted from Housing Element Table 40)

Type of Use	Existing Acres	Existing Acres / 1000 Persons	Assumed Need (Ac/1000 Persons)	Estimated Need per 1000 Persons 2009-2029
City Parks	527	6.8	4.3	153

In addition to the standard urban reserve areas the Regional Plan Element identifies two large regional park areas, Prescott Park and Chrissy Park. These areas are City-owned wildland parks totaling 1,877 acres. Inclusion as urban reserve was intended to serve as a mechanism to eventually incorporate this City property into the City boundary. The two MD-P areas were not considered areas for future urban growth because of their classification as parkland. There is no residential, commercial, or industrial development planned for the MD-P acres. They present a tremendous recreational and open space asset to the City and the region, in addition to creating a buffer between the city and rural lands to the north and east. However, due to their location along the eastern periphery of the city and steep topography, these lands satisfy little of the localized open space needs throughout the city and do not meet land needs for traditional urban parkland.

Another regional recreation use already in existence is Centennial Golf Club. If the Manor-owned land surrounding it is brought in, then its inclusion is unavoidable. Its function as a regional asset will be unaffected by inclusion. The golf course has been counted as unbuildable by staff so far because the property owners intend to obtain an open space assessment for the land (ORS 197.186). Although the land has been classified as unbuildable in order to remain consistent with ORS 197.186 it might more appropriately be viewed as developed. The open space assessment helps to insure that the land will remain a golf course and as a golf course the land is already developed and meeting that regional need. The land will have no more ability to meet an identified land need for the City as a golf course within the boundary than it does outside of the boundary.

Conclusions

The Other Residential Land Needs of the Housing Element identified a need for 153 gross acres of additional parkland for neighborhood and community parks, outside of the existing UGB. The Regional Plan Element also includes two large wildland park areas that are owned by the City. These areas, Chrissy and Prescott parks, are intended to provide both a recreational and open space resource for the City and for the region. While both help to meet the recreational needs

for the City these are two different land types (neighborhood and community park vs. regional/wildland park and open space) that provide two discreet types of uses for the City. The proposed UGB expansion will include an adequate supply of land determined to be needed by the Leisure Services Plan to accommodate a 20-year population.

Goal 9—Economic Development

Findings

Goal 9 factors were thoroughly addressed in the adoption and acknowledgement of the Economic Element of the Comprehensive Plan. Because the Economic Element has been deemed consistent with Goal 9, and it is being relied upon to determine the City's employment land need, detailed findings under Goal 9 are not necessary for this proposed boundary amendment. However, some discussion regarding Goal 9 compliance is provided below as a reference to the information from the Economic Element that was used in this amendment process. Much of this text is repeated from other sections of this document where it is more appropriately considered.

The process of determining Medford's land need for the next 20 years started with the adoption of the Population Element in 2007. This study looked at the forecasted population growth in Medford through 2040. The next step was the Buildable Lands Inventory (BLI), adopted in 2008, consistent with OAR 660-024-0050 and ORS 197.186 and 197.296. This study identified the number of acres, in total, and by type, available for development within the City's current UGB. The BLI showed that there are approximately 1,078 employment acres available for development within Medford's UGB. The next step was the Economic Element, adopted in 2008, which considered the projected population growth, along with economic trends, to determine the overall need for employment land over the 20-year planning period. The study concluded that an additional 708 gross acres were needed to meet the demand for employment land. However, as shown in the Appendix C, this does not properly account for the excess supply of industrial land available within the existing boundary. When properly calculated (see Appendix C) the need for employment land increases to 765 gross acres.

Through these studies the City of Medford demonstrated a deficit in the supply of employment land within its existing UGB over the next 20 years. ORS 197.296 subsection (6) recommends addressing the need by expanding the urban growth boundary, by increasing the developable capacity of the urban area, or by a combination of the two. Urban Growth Boundary Amendment (UGBA) Phase 1 (ISA GLUP Amendment) sought to change the General Land Use Plan map designation of land in the existing urban area for the purpose of increasing its development capacity in order to accommodate some of the City's projected need for residential and employment land. UGBA Phase 1 resulted in more efficient use within the UGB in the following ways:

- It took surplus industrial land (land in excess of the need for the next 20 years) and converted it to commercial land. This resulted in the accommodation of a larger portion of the employment need within the existing UGB.
- The conversion of industrial to commercial also helped to increase the likelihood of both commercial and industrial development over the next 20 years by placing these uses in more appropriate locations. There is heavy development pressure for commercial uses on the industrial land in the city core near major transportation routes. This pressure makes the land less likely to develop with industrial use. The swapping of land types places commercial designations on tracts of land within the city core while allowing the City to designate more land near the outside of the urban area for industrial development.
- While 58 acres of land was converted from residential to employment GLUP designations the total residential land need only increased by 36 acres. This is due to the fact that some of this land was not identified as meeting any portion of the future residential land need but it is now being counted toward meeting the employment land need. This land was identified as developed for residential but is expected to redevelop as commercial.

UGBA Phase 1 resulted in a decrease in the amount of land needed outside the current UGB. Before these efficiency measures, a total of 765 acres were needed outside of the existing UGB for employment purposes. After UGBA Phase 1, that number was reduced to 637 acres.

Conclusions

UGBA Phase 1 converted surplus industrial land to commercial land which allowed for more of Medford's need for employment land to be accommodated within its existing UGB. The conversion also resulted in the increased likelihood of a larger amount of Medford's employment land need being met within the existing UGB by more appropriately locating both commercial and industrial land. UGBA Phase 1 also reduced the overall land need for the City by converting some residential land that was not identified as meeting any portion of the future residential land need to employment land that is now counted toward meeting the employment land need. While 58 acres of land was converted from residential to employment GLUP map designations the total residential land need only increased by 36 acres. These adopted efficiency measures helped to address a portion of the City's employment land need, but an additional 637 gross acres of employment land outside of the existing UGB are needed. The proposed UGB expansion will allow the City to meet its identified need for employment land.

Goal 10—Housing

Findings

Goal 10 factors were thoroughly addressed in the adoption of the Housing Element of the Comprehensive Plan. Because the Housing Element has been deemed consistent with Goal 10, and it is being relied upon to determine the City's employment land need, detailed findings under Goal 10 are not necessary for this proposed boundary amendment. However, some

discussion regarding Goal 10 compliance is provided below as a reference to the information from the Housing Element that was used in this amendment process. Much of this text is repeated from other sections of this document where it is more appropriately considered.

In 2012 the City, together with 5 other cities in the valley, adopted a Regional Plan for accommodating a doubling of the region's population. Regional Plan Element 4.1.5 requires a minimum density of 6.6 units per gross acre for all newly annexed areas for the years 2010 through 2035. The aggregate average density of the residential land need, determined by the Housing Element, was 6.9 units per gross acre (see *Table 1.2 under Land Need*). Some of this density was then shifted into the existing UGB through UGBA Phase 1. This density shift resulted in an increased need for low-density residential and a decreased need for medium-density and high-density residential outside of the existing boundary. While this density shift helped to accomplish a number of positive benefits it also makes meeting the minimum density requirement of the Regional Plan more difficult. With the revised ratios of residential land types in the UGB expansion area, the average densities for each of the residential land types alone will not result in a density of 6.6 units per gross acre or above.

The Housing Element (2010) provides an accurate representation of the City's housing need over the next 20 years. The Regional Plan imposes a density standard that is in excess of the density supported by the Housing Element now that the intensification measures from UGBA Phase 1 are completed. The Regional Plan also requires a density of 7.6 units per gross acre for all newly added areas for the years 2036 to 2050. In order to meet the density obligations of the Regional Plan the City will require an urbanization plan to be submitted, showing compliance with the Regional Plan obligations for density and land use distribution, prior to annexation of any of the land added through this UGB amendment process. Acceptable methods for meeting the density standards will include:

- Committing areas to higher density zones within a General Land Use Plan (GLUP) designation. For example, an area within the UR GLUP designation could be designated as SFR-10 (Single Family Residential – 10 units per acre) which would insure a minimum density of 6 units per acre. By establishing “pre-zoning” within the established GLUP designations the residential density for the area can be moved higher than the minimum, or even average, density that the GLUP would accomplish.
- Requesting GLUP map changes as part of the urbanization plan approval process. This will allow for additional areas for medium-density and high-density development within the areas added to the UGB. This technique would allow for more flexibility in meeting the density obligations of the Regional Plan without imposing a housing mix that is not consistent with the Housing Element. This would allow for flexibility in housing types as the market shifts toward higher-density housing while also setting the stage for the future density standard of 7.6 units per acre required by the Regional Plan. This approach will also help to address the affordable housing need identified in the Housing Element. By adding additional high-density housing throughout the UGB (in the existing UGB through Phase 1

and in the newly added areas by allowing for GLUP changes to higher-density), the City is enabling more high-density housing, which is needed to provide more affordable housing within Medford.

Goal 10 requires that “plans shall encourage the availability of adequate numbers of needed housing units at price ranges and rent levels which are commensurate with the financial capabilities of Oregon households and allow for flexibility of housing location, type, and density.” By allowing some residential areas to request higher density GLUP map designations the City is providing for more flexibility of housing types in the UGB expansion areas.

In addition to forecasting future residential land needs, the Housing Element also determined the amount of land needed for future public and semi-public uses. OAR 660-024-0040 (10) allows for a “safe harbor” net-to-gross factor of 25% for streets and roads, parks and school facilities. A letter was submitted into the record by Greg Holmes of 1000 Friends of Oregon, dated March 3, 2015, that challenges some of the City’s residential land need assumptions. Rather than use the safe harbor amount the Housing Element calculates the net-to-gross factor for streets based on observation of the existing residential areas in the city. According to the last paragraph on page 57 of the Housing Element “... the forecast shows land need in net acres. Net acres is the amount of land needed for housing, not including public infrastructure (e.g. roads). Gross acres is the estimated amount of land needed for housing inclusive of public infrastructure. The net-to-gross factor allows for conversion between net acres to gross acres. The net-to-gross factor is highest (23%) for single-family detached dwellings, decreasing to 10% for multi-unit projects.” Parks and schools were not considered in the net-to-gross factor, but rather, were included in the Public and Semi-public Land Needs portion of the Housing Element, which concluded that 153 acres of park land and 20 acres of school land was needed in the UGB expansion area.

The Other Residential Land Needs section of the Housing Element examines existing conditions for public and semi-public land to forecast future need for this land type.

According to the Housing Element:

Lands needed for public operations and facilities include lands for city facilities, schools, substations, and other public facilities. Land needs were estimated using acres per 1,000 persons for all lands of these types. Lands needed for parks and open space estimates use a parkland standard of 4.3 acres per 1,000 persons based on the level of service standard established in the Medford Leisure Services Plan Update (2006). This update includes land needed for neighborhood and community parks, which usually locate in residential plan designations. It does not include land needed for natural open space and greenways, which may also be located in residential plan designations.

See *Table 1.1*.

Conclusions

The Housing Element provides for an adequate land supply at a realistic housing mix for the planning horizon. In addition to land for housing, the Housing Element also accounts for land needed to provide for streets and other utilities, and for public and semi-public uses, which usually occur on residentially zoned properties. The residential density requirements of the Regional Plan were added to the Comprehensive Plan after the adoption of the Housing Element. By requiring urbanization plans for all of the areas being added to the UGB prior to annexation, the City can insure that the residential density standards are being met. The required urbanization plans must demonstrate compliance with the minimum density standards and with the land use distributions required by the Regional Plan Element. By allowing some residential areas to change their GLUP map designation to higher densities the City is providing more flexibility of housing types in the UGB expansion areas. In response to the various charges in the 1000 Friends letter, the City finds that unbuildable lands and the land need for rights-of-way, parks, and schools were correctly calculated. However, the City agrees that the private park land need was erroneously included, and that the government land need was double-counted; respectively, 18 acres and 135 acres were removed following the Planning Commission hearing.

Goal 11—Public Facilities and Services

Findings

The External Study Areas (ESAs) were made up of the properties that passed through the coarse filter. Additional data were collected for the ESAs regarding the serviceability for water, sewer, and transportation (Appendix F). This was done to measure the ability to provide public facilities and services in an orderly and economic fashion. The scoring memos provided by the service providers are attached as Appendix G.

For more thorough findings addressing Goal 11 please see those under Goal 14 locational factor, *“Orderly and economic provision of public facilities and services.”* As the same findings apply, they will not be repeated here.

Conclusions

By using the scores of the five factors, and considering an area’s ability to meet Regional plan obligations rather than comparing properties on a parcel-by-parcel basis, the City is able to expand its UGB in a way that will provide for the orderly and economic provision of public facilities and services.

Goal 12—Transportation

Findings

Land added to the UGB through this amendment will remain under the jurisdiction of Jackson County (Urban Growth Management Agreement will apply) and will retain its current County

zoning until it is annexed to the City. Prior to the annexation of any of the land added to the UGB through this amendment, a revised Transportation System Plan (TSP), which includes the areas added through this amendment, must be adopted. The revised TSP will address transportation needs throughout the entire revised UGB. Areas within the UGB but outside the City Limit must go through the annexation and the zone change process before they are assigned a standard city zone and made available for urban-level development. The City, as a criterion for zone change, requires a demonstration of facilities adequacy for transportation prior to approving any zone change that would allow for urban development. OAR 660-024-0020(d) states:

“The transportation planning rule requirements under OAR 660-012-0060 need not be applied to a UGB amendment if the land added to the UGB is zoned as urbanizable land, either by retaining the zoning that was assigned prior to inclusion in the boundary or by assigning interim zoning that does not allow development that would generate more vehicle trips than development allowed by the zoning assigned prior to inclusion in the boundary.”

Since all land added through this amendment will retain the zoning that was assigned prior to inclusion in the boundary, the transportation planning rule does not apply to this amendment. Transportation system needs and transportation system adequacy will be addressed both prior to annexation and through the zone change process.

Work is well underway to complete a revised TSP for the city which will include a comprehensive overhaul of the existing TSP. Work on the TSP cannot be completed until the location of the revised boundary is known.

Conclusions

The City will require that a revised Transportation System Plan (TSP), which includes the areas added to the UGB through this amendment, be adopted prior to the annexation of any of the newly added land. The revised TSP will address transportation needs throughout the entire revised UGB.

Goal 13—Energy Conservation

Findings—Energy

The Regional Plan requires the development of mixed-use/pedestrian-friendly areas. This type of development encourages the use of travel modes other than driving, leading to a reduction in vehicle miles travelled. One of the components of the coarse filter was proximity. Selecting parcels closer to the existing UGB not only helps to maximize the efficiency of public infrastructure, it has the effect of reducing energy use by reducing motor vehicle trips. A more compact urban area, with mixed-use neighborhoods, helps to promote the development and use of transit. Density and distance both play key roles in developing and maintaining public transit options. A more compact urban area also provides greater opportunities to invest in

facilities for pedestrians and bicyclists, while at the same time making walking and biking more viable transportation options. The more compact urban area helps to reduce energy consumption by reducing the number of motor vehicle miles traveled; both by providing alternative modes of transportation and by reducing the distance traveled between home, work, shopping, recreation, and so forth.

Conclusions—Energy

When considering where to expand the UGB, mixed-use development and proximity have the greatest impact on the use and/or conservation of energy. The fact that the needed houses and jobs would be efficiently contained in the current urban area and in areas close to the existing UGB would have generally positive energy consequences due to the increased possibility of non-motorized travel modes between trip generators and decreasing overall vehicle miles travelled.

Goal 14—Urbanization

Findings

Refer to findings under Land Need and Boundary Location under Goal 14, starting on page 22 above.

Conclusions

The proposed UGB expansion area meets the requirements of all Goal 14 factors.

Goals 15–19 do not apply to Medford.

Urban Growth Boundary amendment approval criteria from Urbanization Element Section 1.2.3

Criterion a. continued: **The standards and criteria in Goal 14, OAR 660, Division 24, and other applicable State Goals, Statutes, and Rules.**

Other applicable Statutes, and Rules

There are numerous Statutes, and Rules that apply to the adoption of individual Comprehensive Plan elements. Each Comprehensive Plan element being relied upon to support this UGB amendment was found to be consistent with all applicable Statutes, and Rules at the time of their adoption. Those findings are included in the record and findings for this proposed UGB amendment, by reference.

The State Goals, as they apply to the proposed amendment, have been discussed in detail above. The State Statutes and Rules that apply directly to the proposed UGB amendment deal either with determining land need or determining boundary location, both of which have been discussed in detail above (see “Land Need” and “Boundary Location” sections).

* * * * *

Urban Growth Boundary amendment approval criteria from Urbanization Element Section 1.2.3

Criterion b. Compliance with Medford Comprehensive Plan policies and development code procedures.

City of Medford Comprehensive Plan Conclusions, Goals, Policies, and Implementation Strategies:

Findings

The following Comprehensive Plan Goals, Policies, and Implementation Strategies support the inclusion of Prescott Park and Chrissy Park in the City's UGB:

Physical Characteristics

Policy 2-A: The City of Medford shall acknowledge Prescott Park (Roxy Ann Peak) as the City's premier open space and viewshed, and recognize its value as Medford's most significant scenic view, currently and historically.

Implementation 2-A(1): Investigate inclusion of Prescott Park in Medford's Urban Growth Boundary and City limits in order to enhance public safety and the feeling of ownership by city residents, protect its natural resources, preserve and enhance convenient public access, protect the public from fire hazards, and help in establishing a network of open space corridors with recreational trails.

Implementation 2-A(2): Identify lands surrounding Prescott Park that are critical to ensuring long term protection and meeting open space/viewshed goals and policies, for acquisition or other types of public management. Seek funding sources.

Implementation 2-A(3): Consider methods to address the interface between Prescott Park and adjacent development to assure compatibility, such as a buffering program, enhanced review of City and County development applications within a specified area surrounding Prescott Park, and joint policies or an "Area of Mutual Planning Concern" with Jackson County.

Policy 2-B: The City of Medford shall strive to preserve and protect the visual amenities offered by the foothills.

Parks, Recreation, and Leisure Services

Policy 2-C: The City of Medford shall give special consideration to Prescott Park in order to protect this dynamic natural and recreational resource and most significant scenic view for the enjoyment of present and future generations.

Implementation 2-C (3): Pursue inclusion of Prescott Park in the Medford Urban Growth Boundary for eventual inclusion within the City of Medford.

Implementation 2-C (4): Increase access and public enjoyment of Prescott Park by developing appropriate facilities to enhance appreciation of natural resources, the outdoors, and Medford's unique environment. Until included within the Medford Urban Growth Boundary, improvements within Prescott Park must comply with Jackson County land use regulations, as well as state rules and statutes, which may limit the extent of improvements on land outside of UGBs.

Solid Waste Management

Policy 1-E: The City of Medford shall assure that appropriate measures are taken to secure compatibility between the development and use of the Dry Creek Landfill and Prescott Park.

The following Comprehensive Plan Goals, Policies, and Implementation Strategies support a compact urban area with mixed-use neighborhoods:

Natural Resources—Air Quality

Implementation 3-A(3): Implement strategies from sources such as the Medford Transportation System Plan, the State Implementation Plans (SIPs) and the Oregon Transportation Planning Rule (TPR) that reduce emissions or improve air quality, such as increasing the use of alternative modes of transportation and use of alternative motor vehicle fuels, such as compressed natural gas and electricity, and propose amendments to the Medford Land Development Code for consideration by the City Council where necessary to assure compliance with such plans or rules.

Policy 3-B: The City of Medford shall continue to require a well-connected circulation system and promote other techniques that foster alternative modes of transportation, such as pedestrian oriented mixed-use development and a linked bicycle transportation system.

Health Services

Policy 1-A: The City of Medford shall strive to provide transportation, utilities, and other public facilities and services needed to support health care facilities within the Urban Growth Boundary, consistent with the health care facilities' growth requirements.

Natural resources

Policy 9-A: The City of Medford shall target public investments to reinforce a compact urban form.

Policy 9-B: The City of Medford shall strive to protect significant resource lands, including agricultural land, from urban expansion.

Natural Resources—Energy

Policy 10-A: The City of Medford shall plan and approve growth and development with consideration to energy efficient patterns of development, utilizing existing capital infrastructure whenever possible, and incorporating compact and urban centered growth concepts.

Implementation 10-A(1): Ensure that the extension of urban services is consistent with policies contained in the "Public Facilities Element" of the Medford Comprehensive Plan regarding energy efficiency.

The following Comprehensive Plan Goals, Policies, and Implementation Strategies support the use of adopted Population, Economic, Housing, and Buildable Lands Elements to determine land need:

Population Element

Policy 1: The City of Medford shall cooperate with other government agencies and the private sector to provide land and urban services sufficient to accommodate projected population growth in the UGB.

Policy 2: The City of Medford shall use the population forecast adopted in the Population Element of the Medford Comprehensive Plan as the basis for developing land use planning policy (Official population projection: 112,624 for the year 2027, and 133,397 for the year 2040.)

Economic Element

Employment Land Demand and Supply

1. *This analysis indicates that additional land in the UGB is required to satisfy the City's land needs over the planning horizon.*
2. *The City of Medford has selected the High Employment Growth Scenario under which the City is projected to need 1,644 net buildable acres over the 20-year planning horizon and 2,055 gross buildable acres, consisting of needed acres in the following categories:*
 - a. *504 net buildable acres of Office Commercial*
 - b. *589 net buildable acres of Industrial*
 - c. *609 net buildable acres of Retail Commercial*
 - d. *38 net buildable acres of Overnight Lodging*
 - e. *315 net buildable acres of Specialized Uses*

The City has a supply of 900 acres of vacant employment land and an additional 178 net acres is expected to be available in the existing UGB to meet new demand through redevelopment. Based upon the adopted High Growth Scenario, the City of Medford has a deficit of 566 net buildable acres which equals 708 gross acres of employment land.

Economic Opportunities

Policy 1-5: The City of Medford shall assure that adequate commercial and industrial lands are available to accommodate the types and amount of economic development needed to support the anticipated growth in employment in the City of Medford and the region.

Implementation 1-5(b): Reduce projected deficits in employment lands by changing GLUP Map designations within the existing Urban Growth Boundary.

Implementation 1-5(c): Assist in the identification of sites for businesses that have unique site requirements.

Implementation 1-5(d): Ensure that demand projections for medium and large Commercial, Industrial and Office sites are captured in aggregate land demand projections during GLUP map amendments and/or UGB expansions.

Policy 1-7: The City of Medford will rely upon its High Employment Growth Scenario in the City's Economic Element twenty-year Employment Projections, Land Demand Projections, and Site Demand Projections when planning its employment land base.

Housing Element

6. *Medford will need 1,890 net residential acres, or 2,383 gross residential acres, to accommodate new housing between 2009 and 2029. Not all of this can be accommodated within the current urban growth boundary. Therefore, Medford has a deficit of 996 gross acres in the following designations:*

Implementation 1-A: When considering changes to the Medford Comprehensive Plan or Land Development Code, base such changes on the Housing Element adopted on December 2, 2010, particularly:

Housing Need Projection in Table 31

Forecast of Needed Housing Units in Table 37

Buildable Land Needed for New Dwelling Units in Table 39

Residential Land Deficit by Plan Designation in Table 41

Implementation 5-A: Maintain an inventory of areas suitable for preservation as open space.

Compliance with applicable Goals and Policies of the Regional Plan Element are discussed below:

Regional Plan Element – Implementation Measure

7. *Conceptual Transportation Plans. Conceptual Transportation Plans shall be prepared early enough in the planning and development cycle that the identified regionally significant transportation corridors within each of the URs can be protected as cost-effectively as possible by available strategies and funding. A Conceptual Transportation Plan for an urban reserve or appropriate portion of an urban reserve shall be prepared by the City in collaboration with the Rogue Valley Metropolitan Planning Organization, applicable irrigation districts, Jackson County, and other affected agencies, and shall be adopted by Jackson County and the respective city prior to or in conjunction with a UGB amendment within that UR.*

a. *Transportation Infrastructure. The Conceptual Transportation Plan shall identify a general network of regionally significant arterials under local jurisdiction, transit corridors, bike and pedestrian paths, and associated projects to provide mobility throughout the Region (including intracity and intercity, if applicable).*

The City has prepared a conceptual transportation plan for all of the urban reserve areas around the city. The plan identifies regionally significant transportation corridors and was developed in collaboration with the Rogue Valley Metropolitan Planning Organization, applicable irrigation districts, Jackson County, and other affected agencies. The Medford Street Functional Classification Plan Map will be amended to include the higher-order streets within the UGB expansion area.

Regional Plan Element – Implementation Measure

8. Conceptual Land Use Plans. A proposal for a UGB Amendment into a designated UR shall include a Conceptual Land Use Plan prepared by the City in collaboration with the Rogue Valley Metropolitan Planning Organization, applicable irrigation districts, Jackson County, and other affected agencies for the area proposed to be added to the UGB as follows:

a. Target Residential Density. The Conceptual Land Use Plan shall provide sufficient information to demonstrate how the residential densities of Section 4.1.5 above will be met at full build-out of the area added through the UGB amendment.

b. Land Use Distribution. The Conceptual Land Use Plan shall indicate how the proposal is consistent with the general distribution of land uses in the Regional Plan, especially where a specific set of land uses were part of the rationale for designating land which was determined by the Resource Lands Review Committee to be commercial agricultural land as part of an urban reserve, which applies to the following URs: CP-1B, CP-1C, CP-4D, CP-6A, CP-2B, MD-4, MD-6, MD-7mid, MD-7n, PH-2, TA-2, TA-4.

c. Transportation Infrastructure. The Conceptual Land Use Plan shall include the transportation infrastructure required in Section 4.1.7 above.

d. Mixed Use/Pedestrian Friendly Areas. The Conceptual Land Use Plan shall provide sufficient information to demonstrate how the commitments of Section 4.1.6 above will be met at full build-out of the area added through the UGB amendment.

The City has prepared conceptual land use plans for all areas within the urban reserve in collaboration with the Rogue Valley Metropolitan Planning Organization, applicable irrigation districts, Jackson County, and other affected agencies. The plans show land use distributions, transportation infrastructure, and mixed-use/pedestrian-friendly areas. In addition to these conceptual plans, the City will require all areas to have urbanization plans prior to annexation. The required urbanization plan shall show compliance with the target residential density, more detailed land use distributions, more detailed information regarding transportation infrastructure, and fully demonstrate compliance with the requirement for mixed-use/pedestrian-friendly areas.

Regional Plan Element – Implementation Measure

9. Conditions. The following conditions apply to specific Urban Reserve areas:

a. MD-6. Prior to incorporation into the Urban Growth Boundary, a property line adjustment or land division shall be completed for Tax Lots 38-1W-05-2600 and 38-1W-06-100 so that the tax lot lines coincide with the proposed Urban Growth Boundary.

Tax Lots 38-1W-05-2600 and 38-1W-06-100 are not included in the UGB expansion area.

Regional Plan Element – Implementation Measure

13. Urban Growth Boundary Amendment. Pursuant to ORS 197.298 and Oregon Administrative Rule 660-021-0060, URs designated in the Regional Plan are the first priority lands used for a UGB amendment by participating cities.

a. Land outside of a city's UR shall not be added to a UGB unless the general use intended for that land cannot be accommodated on any of the city's UR land or UGB land.

Only land within the City's urban reserve is being considered for inclusion in the UGB.

Regional Plan Element – Implementation Measure

17. Parkland. For the purposes of UGB amendments, the amount and type of park land included shall be consistent with the requirements of OAR 660-024-0040 or the park land need shown in the acknowledged plans.

OAR 660-024-0040 (10) allows for a safe harbor net-to-gross factor of 25% for streets and roads, parks and school facilities. Rather than use the safe harbor amount the Housing Element calculates the net-to-gross factor for streets based on observation of the existing residential areas in the city. According to the Housing Element "... the forecast shows land need in net acres. Net acres is the amount of land needed for housing, not including public infrastructure (e.g. roads). Gross acres is the estimated amount of land needed for housing inclusive of public infrastructure. The net to gross factor allows for conversion between net acres to gross acres. The net to gross factor is highest (23%) for single-family detached dwellings, decreasing to 10% for multi-unit projects." Parks and schools were not considered in the net-to-gross factor, but rather, were included in the Other Residential Land Needs portion of the Housing Element, which concluded that 153 acres of park land and 20 acres of school land were needed in the UGB expansion area.

The Other Residential Land Needs section of the Housing Element examines existing conditions for public and semi-public land to forecast future need for this land type.

According to the Housing Element:

Lands needed for public operations and facilities include lands for city facilities, schools, substations, and other public facilities. Land needs were estimated using acres per 1,000 persons for all lands of these types. Lands needed for parks and open space estimates use a parkland standard of 4.3 acres per 1,000 persons based on the level of service standard established in the Medford Leisure Services Plan Update (2006). This update includes land needed for neighborhood and community

parcs, which usually locate in residential plan designations. It does not include land needed for natural open space and greenways, which may also be located in residential plan designations.

See Table 1.1.

A letter was submitted into the record by Greg Holmes of 1000 Friends of Oregon, dated March 3, 2015, that challenges some of the City's land need assumptions. Of the various charges of land excess in the 1000 Friends letter, the City finds that unbuildable lands and the land need for rights-of-way, parks, and schools were correctly calculated. However, the City agrees that the private park land need was erroneously included, and that the government land need was double-counted; respectively, 18 acres and 135 acres should be removed.

In addition to the standard urban reserve areas the Regional Plan Element identifies two large regional park areas, MD-P Prescott and MD-P Chrissy, which contain Prescott Park and Chrissy Park, respectively. These areas are City-owned wildland parks totaling 1,877 acres. Inclusion as urban reserve was intended to serve as a mechanism to eventually incorporate this City property into the City boundary. The two MD-P areas were not considered areas for future urban growth because of their classification as parkland. There is no residential, commercial, or industrial development planned for the MD-P acres. They present a tremendous recreational and open space asset to the City and the region, in addition to creating a buffer between the city and rural lands to the north and east. However, due to their location along the eastern periphery of the city and very steep topography, these lands satisfy little of the localized open space needs throughout the city and do not meet land needs for traditional urban parkland.

Regional Plan Element – Implementation Measure

18. Slopes. Future urban growth boundary amendments will be required to utilize the definition of buildable land as those lands with a slope of less than 25 percent, or as consistent with OAR 660-008-0005(2) and other local and state requirements.

The capacity analysis that was completed for the ESAs only classified sloped land as unbuildable for those areas where the slopes exceeded 25 percent.

Regional Plan Element – Implementation Measure

20. Future Coordination with the RVCOG. The participating jurisdictions shall collaborate with the Rogue Valley Council of Governments on future regional planning that assists the participating jurisdictions in complying with the Regional Plan performance indicators. This includes cooperation in a region-wide conceptual planning process if funding is secured.

The City of Medford has continued to collaborate with the Rogue Valley Council of Governments and other participating jurisdictions since the adoption of the Regional Plan. The City will coordinate the adoption of urbanization plans for each of the areas added to the UGB through this amendment. The City will also continue to collaborate with the Rogue Valley

Council of Governments on future regional planning that assists the participating jurisdictions in complying with the Regional Plan performance indicators.

Conclusions for Criterion b.

There are several Comprehensive Plan Conclusions, Goals, and Policies that support the inclusion of Prescott and Chrissy Park into the UGB. The proposed boundary location will bring both of this City owned areas into the UGB. There are also several Comprehensive Plan Conclusions, Goals, and Policies that support a compact urban area with mixed-use neighborhoods. The efficiency measure of UGBA Phase 1 helped with both of these goals. The proposed boundary location was selected in large part because of its proximity to the existing UGB and to existing development. Areas that presented better opportunities for mixed-use development were given priority over lands that would provide for a lesser mix of uses.

The Comprehensive Plan Conclusions, Goals, and Policies support the use of adopted Population, Economic, Housing, and Buildable Lands Elements in determining land need. These adopted elements were used without modification to determine the land need for the City. In other cases the information from the elements had to be interpreted and applied in order to determine the number of acres needed in each of the GLUP categories. At other times conflicts between these adopted elements and the Regional Plan had to be reasoned through and the resulting boundary amendment is the result of balancing the existing elements to the degree possible.

The City will require areas added through this amendment to have urbanization plans prior to annexation. The required urbanization plan must show compliance with the target residential density, more detailed land use distributions, more detailed information regarding transportation infrastructure, and fully demonstrate compliance with the requirement for mixed use/pedestrian friendly areas. The remaining Regional Plan requirements have been addressed through the proposed amendment at this time.

The proposed UGB amendment and boundary location are consistent with the policies of the Comprehensive Plan.

* * * * *

Urban Growth Boundary amendment approval criteria from Urbanization Element, Section 1.2.3

Criterion c. Compliance with Jackson County’s development ordinance standards for urban growth boundary amendment. Many of the findings made to satisfy subparagraph (a), preceding, will also satisfy this criterion.

Per the Jackson County Land Development Ordinance (LDO) a Type 4 Permit application will be submitted to Jackson County for the proposed urban growth boundary amendment. The proposed amendment will follow the application process of LDO Section 3.7.3(E) for UGB Amendment, which requires a legislative hearing and County Planning Commission recommendation to the Board of Commissioners.

Jackson County LDO Section 3.7.3(E) — Standards for Amending an Adopted Urban Growth Boundary, Urban Reserve Area, Urban Fringe, or Buffer Area

In addition to the requirements contained in joint Urban Growth Boundary agreements and Urban Reserve agreements, all proposed boundary and area amendments must comply with applicable State Law, Statewide Planning Goals, the County Comprehensive Plan and any Regional Problem Solving documents adopted by the County.

Findings

Findings of compliance with applicable State Law, Statewide Planning Goals, and Regional Problem Solving Documents were made under criteria a. and b. above.

Urban Growth Boundary agreements:

*Urbanization Element of the City of Medford Comprehensive Plan
Appendix 1. Urban Growth Management Agreement*

Compliance with the requirements contained in the joint Urban Growth Boundary agreements and Urban Reserve agreements and with the County Comprehensive Plan will be discussed below. Not all sections of the agreements apply to the proposed boundary amendment. Only applicable portions will be repeated and discussed.

3.e. If the city and county have mutually approved, and the city has adopted, conversion plan regulations for the orderly conversion of property from county to city jurisdiction, the county will require that applications for subdivisions, partitions, or other land divisions within the UGB be consistent with the city’s Comprehensive Plan. Once developed, the mutually agreed upon conversion plan shall be the paramount document, until incorporation occurs.

[and]

6. The city, county and affected agencies shall coordinate the expansion and development of all urban facilities and services within the urbanizable area.

Findings

The City has prepared conceptual land use and transportation plans for all areas within the urban reserve in collaboration with the Rogue Valley Metropolitan Planning Organization, applicable irrigation districts, Jackson County, and other affected agencies. The plans show land use distributions, transportation infrastructure, and mixed-use/pedestrian-friendly areas. The plans will be adopted by the City of Medford and by Jackson County in conjunction with this UGB amendment.

In addition to these conceptual plans, the City will require all areas to have urbanization plans prior to annexation. The required urbanization plan shall show compliance with the target residential density, more detailed land use distributions, more detailed information regarding transportation infrastructure, and fully demonstrate compliance with the requirement for mixed-use/pedestrian-friendly areas.

The required urbanization plans will be adopted into the Neighborhood Element of the Comprehensive Plan and will provide a greater level of specificity than the GLUP map regarding future land use in the areas added to the UGB.

9. Long-range transportation and air quality planning for the urbanizable area shall be a joint city/county process coordinated with all affected agencies.

The City is in the process of updating its Transportation System Plan (TSP). The revised TSP will include all portions of the UGB, including areas added through this amendment. The TSP will be produced in coordination with Jackson County and must be adopted prior to the annexation of any of the areas added to the UGB through this amendment. The Medford Street Functional Classification Plan Map will be amended to include the higher-order streets within the UGB expansion area (see *Map 5.3*).

11. Proposed land use changes immediately inside the UGB shall be considered in light of their impact on, and compatibility with, existing agricultural and other rural uses outside the UGB. To the extent that it is consistent with state land use law, proposed land use changes outside the UGB shall be considered in light of their impact on, and compatibility with, existing urban uses within the UGB.

12. The city and county acknowledge the importance of permanently protecting agricultural land outside the UGB zoned EFU, and acknowledge that both jurisdictions maintain, and will continue to maintain, policies regarding the buffering of said lands. Urban development will be allowed to occur on land adjacent to land zoned EFU when the controlling jurisdiction determines that such development will be compatible with the adjacent farm use. Buffering

shall occur on the urbanizable land adjacent to the UGB. The amount and type of buffering required will be considered in light of the urban growth and development policies of the city, and circumstances particular to the agricultural land. The controlling jurisdiction will request and give standing to the non-controlling jurisdiction for recommendations concerning buffering of urban development proposals adjacent to lands zoned EFU.

Findings

The selecting of parcels close in to the existing UGB allows for the continued rural use of the properties nearer the edge of the urban reserve. The lower-intensity use of properties in the outer fringe of the urban reserve can act as a buffer between urban uses and farm and forest uses outside of the UGB.

The performance indicator of Regional Plan Element 4.1.10 requires the use of agricultural buffers to separate urban uses from agricultural uses. The City adopted City Code Section 10.802, Urban–Agricultural Conflict in Urban Reserve on August 16, 2012. This section applies to land in the urban growth boundary that is added from the urban reserve shown in the Regional Plan.

13. All UGB amendments shall include adjacent street and other transportation rights-of-way.

Findings

The City proposes to include adjacent street and other transportation rights-of-way in its UGB amendment. The City previously committed to this in the URMA, and expects the County to require similar language in the new UGMA.

Urban Reserve agreements:

*Regional Plan Element of the City of Medford Comprehensive Plan
Appendix C. Urban Reserve Management Agreement*

5.E(i) County Roads. ...When City's UGB is expanded into the UR (Urban Reserve), County will require (e.g., through a condition of approval of UGB amendment) that City assume jurisdiction over the county roads within the proposed UGB at the time of annexation into the City regardless of the design standard used to construct the road(s) and regardless of when and how the road(s) became county roads...

...When a proposed UGB amendment will result in a significant impact to a county road(s) already within the City's limits, or existing UGB, such that the proposed amendment depends on said county road(s) for proper traffic circulation, then a nexus is found to exist between the proposed UGB expansion and said county road(s). Where such a nexus exists, the county may require, as a condition of approval, the transfer of all, or portions of, said county road(s) within the existing UGB or City's limits at the time of annexation, regardless of the design standards to which the road is constructed.

Findings

The City is in the process of updating its Transportation System Plan (TSP). The revised TSP will include all portions of the UGB, including areas added through this amendment. The TSP will be produced in coordination with Jackson County and must be adopted prior to the annexation of any of the areas added to the UGB through this amendment.

The City has prepared conceptual land use and transportation plans for all areas within the urban reserve in collaboration with the Rogue Valley Metropolitan planning Organization, applicable irrigation districts, Jackson County, and other affected agencies. The plans show land use distributions, transportation infrastructure, and mixed-use/pedestrian-friendly areas. The plans will be adopted by the City of Medford and by Jackson County in conjunction with this UGB amendment. In addition to these conceptual plans, the City will require all areas to have urbanization plans prior to annexation. The required urbanization plan shall show compliance with the target residential density, more detailed land use distributions, more detailed information regarding transportation infrastructure, and fully demonstrate compliance with the requirement for mixed use/pedestrian friendly areas.

The required urbanization plans will be adopted into the Neighborhood Element of the Comprehensive Plan and will provide a greater level of specificity than the GLUP map regarding future land use in the areas added to the UGB.

The revised TSP will help to identify areas where the proposed UGB amendment will result in a significant impact to a county road(s) already within the City's limits or existing UGB. The required urbanization plan will further identify proposed uses of these areas added to the UGB which will allow for better traffic modeling prior to annexation and zoning. The transfer of all, or portions, of such county road(s) could be adopted as a condition of annexation for these properties.

5.H Service Expansion Plans. As the future provider of water, sewer, parks and recreation, road maintenance and improvement, and stormwater management services in the UR, City shall prepare and update service expansion plans and these plans shall be consistent with the UGBMA between City and County. These plans provide a basis for the extension of services within the UGB and shall be referred to County for comment.

Findings

ORS 197.250 [Compliance with Goals Required] requires that "...all comprehensive plans and land use regulations adopted by local government to carry out those comprehensive plans and all plans, programs, rules or regulations affecting land use adopted by a state agency or special district shall be in compliance with the goals within one year after the date those goals are approved by the Land Conservation and Development Commission." The City shall demonstrate full compliance with all Goals, including Goal 8: Recreation Needs; Goal 11: Public Facilities and

Services; and Goal 12: Transportation, soon after the adoption of the revised UGB. All City plans for parks, transportation, stormwater, and other services will be amended to include the areas added to the UGB. All such plans will be coordinated with the County.

County Comprehensive Plan

Findings

Areas added to the UGB through this amendment will remain under the jurisdiction of the County until they are annexed to the City. The UGMA will apply to these areas along with the County's Comprehensive Plan and applicable portions of the County's LDO. Once an area is annexed to the City the City's Comprehensive Plan and Land Development Code will apply. There are several portions of the County's LDO, which deal with special areas of consideration (listed below), that will apply to some of the areas added to the UGB through this amendment. These protections are consistent with the Statewide Goals, and the City has similar protections in place.

Section 7.1.1(B) ASC 82-2 Bear Creek Greenway

Section 7.1.1(C) ASC 90-1 Deer and Elk Habitat

Section 7.1.1(F) ASC 90-4 Historic Resources

Section 7.1.1(G) ASC 90-6 Archaeological Sites

Section 7.1.1(K) ASC 90-10 Ecologically or Scientifically Significant Natural Areas

Section 7.4.3 Urban Fringe

Section 7.4.3(F) Setbacks from Resource Lands and Reduction Requests

Section 8.6 Stream Corridors

Conclusions for Criterion c.

Jackson County's development ordinance requires a finding that UGB amendments are consistent with the requirements contained in joint Urban Growth Boundary agreements and Urban Reserve agreements, and that all proposed boundary and area amendments comply with applicable State Law, Statewide Planning Goals, the County Comprehensive Plan and any Regional Plan documents adopted by the County. Compliance with applicable State Law, Statewide Planning Goals, and Regional Plan documents has been discussed in the findings for criteria a. and b. above.

The proposed UGB amendment has also been shown to be consistent with the Urban Growth Management Agreement, the Urban Reserve Management Agreement, and the County's Comprehensive Plan. By showing compliance with these and applicable State Law, the City has demonstrated compliance with Jackson County's development ordinance standards for urban growth boundary amendment.

* * * * *

Urban Growth Boundary amendment approval criteria from Urbanization Element Section 1.2.3

Criterion d. Consistency with pertinent terms and requirements of the current Urban Growth Management Agreement between the City and Jackson County.

Findings

Consistency with pertinent terms and requirements of the current Urban Growth Management Agreement between the City and Jackson County is discussed under Urban Growth Boundary agreements and Urban Reserve agreements in the findings for criterion c. above.

Conclusions

See conclusions for criterion c. above.

APPENDIX A. Available Land

The purpose of the Buildable Lands Inventory (BLI), completed by the City in 2008, was to inventory the number and location of acres available for development within the existing UGB by individual land type.

Residential

The Buildable Lands Inventory concluded that residential land was available within the existing UGB in the following amounts: Urban [Low-Density] Residential (UR) = 2,385 acres, Urban Medium-Density Residential (UM) = 49 acres, and Urban High-Density Residential (UH) = 158 acres.

Table 2.1. Residential Land Supply (adapted from Housing Element Table 30)

Plan Designation	Supply (acres)	Plan Description
UR	2,385	Low-density Residential, 4–10 units/acre
Vacant	1,703	
Partially Vacant	419	
Redevelopable	263	
UM	49	Medium-density Residential, 10–15 units/acre
Vacant	35	
Partially Vacant	6	
Redevelopable	8	
UH	158	High-density Residential, 15–30 units/acre
Vacant	132	
Partially Vacant	14	
Redevelopable	13	
Total Residential	2,592	

The supply of residential land was changed through UGBA Phase 1. In many cases low-density residential land was converted to either medium-density or high-density. In other instances residential land was converted to employment land. The end result was a more efficient use of land within the existing UGB which resulted in a need of 92 fewer acres outside of the existing UGB. The resulting residential land supply after UGBA Phase 1 is shown below in *Table 2.2*.

Table 2.2. Residential Land Supply after UGBA Phase 1

Plan Designation	Supply (acres)	Plan Description
UR	2,215	Low-density Residential, 4–10 units/acre
Vacant	1,669	
Partially Vacant	371	
Redevelopable	174	

Appendix A: Available Land

UM	121	Medium-density Residential, 10–15 units/acre
Vacant	43	
Partially Vacant	30	
Redevelopable	48	
UH	215	High-density Residential, 15–30 units/acre
Vacant	138	
Partially Vacant	28	
Redevelopable	49	
Total Residential	2,550	

Employment

The Buildable Lands Inventory concluded that employment land was available within the existing UGB in the following amounts: Service Commercial (SC) = 172 acres, Industrial (GI & HI) = 641 acres, and Commercial (CM) = 265 acres.

Table 2.3. Employment Land Supply (adapted from Economic Element Figure 28)

Plan Designation	Supply	Plan Description
SC	172	Service Commercial: office, services, medical
GI & HI	641	General & Heavy Industrial: manufacturing
CM	265	Commercial: retail, services
Total Employment	1,078	

The supply of employment land was changed through UGBA Phase 1. In several cases industrial land was converted to commercial and in other instances residential land was converted to commercial. The end result was a more efficient use of land within the existing UGB which resulted in a need of 92 fewer acres outside of the existing UGB. The resulting employment land supply after UGBA Phase 1 is shown below in *Table 2.4*.

Table 2.4. Employment Land Supply after UGBA Phase 1

Plan Designation	Supply	Plan Description
SC	174	Service Commercial: office, services, medical
GI & HI	519	General & Heavy Industrial: manufacturing
CM	443	Commercial: retail, services
Total Employment	1,136	

APPENDIX B. Land Need

Residential

The City adopted the Housing Element of the Comprehensive Plan in December 2010. The Housing Element built on the conclusions of the Population Element (adopted November 2007) and the Buildable Lands Inventory (adopted in February 2008). Over the 20-year period from 2009 to 2029 a total of 15,050 new dwelling units are needed in Medford. The available supply of residential land within the UGB is expected to accommodate 11,424 of those dwelling units leaving a need for 3,626 dwelling units to be provided for outside of the existing UGB. Of the dwelling units needed outside of the existing UGB, 2,233 are needed in UR, 498 are needed in UM, and 894 are needed in UH. To accommodate the needed dwelling units outside of the existing UGB 553 gross acres are needed using the following needed (gross) density factors: 4.8 dwelling units per acre for UR, 12.8 dwelling units per acre for UM, and 18.1 dwelling units per acre for UH. *Table 3.1* summarizes the residential land need.

Table 3.1. Residential Land Need (adapted from Housing Element Table 39)

GLUP Designation	Dwelling Units Needed¹⁷	Dwelling Unit Capacity	Dwelling Unit Deficit	Expected Density (Gross)	Needed Buildable Acres (Gross)
UR	10,036	7,803	2,233	4.8	465
UM	993	495	498	12.8	39
UH	3,329	2,435	894	18.1	49
Total					553

Group Quarters, such as dorms, jails, social service facilities, and nursing homes, are typically built in high-density and commercial zones. The Housing Element estimates that of the increased population over the 20-year period, 2%, or 712 people will be housed in group quarters. Since these facilities are typically built in high-density and commercial zones the UH density of 18.1 dwelling units per acre was used, along with the average household size, to calculate a need of 16 acres of land for group quarters. This land was then allocated to the UH land demand bringing the total need for UH up to 66 acres and the total residential land need up to 570 acres.

¹⁷ In the Housing Element a portion of the dwelling unit need and the dwelling unit supply was shown to exist on commercial acreage. The portion of the residential need existing on commercial land was not used to calculate density or the number of acres needed to meet the housing demand, because the residential component on commercial land was assumed to exist in addition to a commercial use on that property.

Table 3.2. Acres for Group Quarters (adapted from Housing Element page 27 and Table 41)

	Group Quarters	Needed Acres
UR	0	465
UM	0	39
UH	16	66
Total		570

The Housing Element also included a calculation for needed public and semi-public land. These uses include parks, schools, churches, and fraternal lodges. The study concluded that there are roughly 17 acres of public and semi-public land for every 1,000 people in the existing UGB. The study assumed a need of 11.6 acres of public and semi-public land for every 1,000 people added to the population of Medford. Given the projected population increase of 35,591 people a total of 426 acres is needed for public and semi-public uses over the 20-year planning period. This land was allocated to the three residential land types based on the percentage of dwelling units needed for each type. The inclusion of the public and semi-public land need is summarized in *Table 3.3*.

Table 3.3. Public and Semi-Public Lands (adapted from Housing Element Tables 40 & 41)

	Public and Semi-Public	Total Acres Needed
UR	298	763
UM	29	68
UH	99	164
Total	426	996

When the supply of residential land was changed through UGBA Phase 1 (see *Tables 2.1* and *2.2*) the amount of land needed in each of the residential GLUP designations was also changed. With more of the high-density and medium-density need being met within the existing UGB, fewer acres of each of those land types need to be added. Conversely, since some of the low-density residential land supply has been displaced from within the existing UGB, a greater amount must now be added through the UGB amendment process. While UGBA Phase 1 resulted in a 58-acre conversion of land from residential to employment GLUP designations the total residential land need only increased by 36 acres. This is due to the fact that some of this land was not identified as meeting any portion of the future residential land need (because it was classified as developed) but it is now being counted toward meeting the employment land need (because it is expected to redevelop as commercial). *Table 3.4* shows the amount of residential land needed both before and after UGBA Phase 1.

Table 3.4. Residential Land Need before and after UGBA Phase 1

	Needed Acres Before Phase 1	Needed Acres After Phase 1
UR	763	885
UM	68	27
UH	164	120
Total	996	1,032

Employment

The City adopted the Economic Element of the Comprehensive Plan in December 2008. The Economic Element built on the conclusions of the Population Element (adopted November 2007) and the Buildable Lands Element (adopted in February 2008). Over the 20-year period from 2008 to 2028 a total of 1,645 acres of employment land is needed in Medford. The Economic Element did not use the General Land Use Plan (GLUP) designations used by the City to classify employment land by type, but rather specifies the need for Office Commercial, Industrial, and Retail Commercial land. The Retail Commercial need can only be met in the Commercial (CM) GLUP designation because retail is only permitted within zoning districts allowed in CM. The Industrial need will be met in the General Industrial (GI) and the Heavy Industrial (HI) GLUP designations. The Office Commercial need will be met in both the CM and Service Commercial (SC) GLUP designations, which both allow for offices within their respective zoning types. Because the SC GLUP is intended to provide primarily for employment/office uses, such as business offices and medical offices, both the medium-size and large-size office site need is assigned to the SC GLUP designation. The small-size office site need is expected to be met by fill-in development, mixed with other commercial uses. This type of development is most appropriately accommodated within the zoning types permitted in the CM GLUP designation and is assigned to CM for land need.

In addition to the standard employment land categories the Economic Element identified a need for 284 “Other” acres, comprises 31 acres for overnight lodging and 253 acres for specialized uses. Since the “Other” acres need to be put into a city land use designation, and since the Economic Element did not do so, it is necessary to distribute those acres. Since about 9/10 of the “Other” category is described as “campus-type development,” and since that type of development would only be a permitted use in the Industrial and the Service Commercial designations, a two-way partition (126 acres each) into those is appropriate. The other 31 net acres in the “Other” category are for overnight lodging; which are typically permitted in the CM designation.

Table 3.5. Conversion of Economic Element Designation to GLUP Designation (adapted from Economic Element Figure 28)

Use Type	Demand in Net Acres	Allocate Overnight and Specialized	Total Demand in Net Acres	GLUP Need in Net Acres
Office Commercial	404	126	530	SC = 352
Industrial	471	126	597	GI & HI = 597
Retail Commercial	488	31	519	CM = 697
City Residents	248			
Region/Tourists	240			
Overnight Lodging	31			
Specialized Uses	253			
Total	1,645		1,645	1,645

When we compare the supply of employment land, 1,078 acres (see *Table 2.3*), against the total demand, 1,645 acres (see *Table 3.5*), we see a deficit of 567 acres over the 20-year period. The Economic Element adds 25% to net acres to convert to gross acres, as recommended in DLCD Goal 9 guidebook, to account for streets and other infrastructure needs. The total employment land need is 709 acres when converted to gross acres.

However, this comparison of the overall supply of employment land against the overall demand does not provide an accurate representation of the employment land need for the City. When we compare the land need against the supply of land by employment GLUP type, we see that there is a 44-acre surplus of industrial land within the existing UGB over the 20-year period (*Table 3.6*). Since this surplus (if left in the industrial GLUP designations) does not help to meet the commercial land need, the actual need for employment land is 612 net acres, which converts to 765 gross acres. This is the true employment land need for the 20-year period.

Table 3.6. Employment Land Need in Net Acres

	Supply	Demand	Deficit (surplus)	Deficit for Land Need
SC	172	352	180	180
GI & HI	641	597	(44)	0
CM	265	697	432	432
Total				612

Table 3.6 shows that there is a surplus supply of industrial land within the existing UGB over the 20-year period. In accordance with ORS 197.296 subsection (6) the City undertook UGBA Phase 1 to increase the developable capacity of the urban area. This was done primarily by converting surplus industrial land to commercial land. It was also done by converting some residential land that was not identified as meeting any of the future residential land need to employment land that is now meeting some of the identified employment land need. Unlike with the residential land need, which increased by 36 acres

based on the 58-acre change from residential to employment, the employment land need decreased by 58 acres based on those conversions.

As shown in *Table 3.7*, UGBA Phase 1 resulted in the addition of approximately two acres of SC land, bringing the total supply to 174 acres, and decreasing the deficit to 177 acres. UGBA Phase 1 added approximately 178 acres to the CM land, bringing the total supply to 443 acres, and decreasing the deficit to 254 acres. UGBA Phase 1 converted approximately 122 acres of GI & HI land, bringing the supply of land down to 519 acres, and changing the 44-acre surplus of land to a 77-acre deficit. By increasing the developable capacity of employment lands within the existing UGB, as recommended by ORS 197.296 subsection (6), the City reduced its overall need for employment land from 765 gross acres to 637 gross acres, a difference of 128 gross acres.

Table 3.7. Employment Land Need after UGBA Phase 1 (net acres)

	Supply Before Phase 1	Supply After Phase 1	Demand	Deficit
SC	172	174	352	177
GI & HI	641	519	597	78
CM	265	443	697	254
Total				509

The number of net acres needed is then converted to gross acres in order to account for roads and other infrastructure resulting in a total employment land need of 637 gross acres.

Table 3.8. Net-to-Gross Conversion of Employment Land Need after UGBA Phase 1

	Deficit in Net Acres	Deficit in Gross Acres
SC	177	222
GI & HI	78	97
CM	254	318
Total		637

APPENDIX C. UGBA Phase 1 Effect on Land Supply

Urban Growth Boundary Amendment (UGBA) Phase 1 (ISA GLUP Amendment) sought to change the General Land Use Plan (GLUP) designation of land in the existing urban area for the purpose of increasing its development capacity in order to accommodate some of the City's projected need for residential and employment land. The outcome of UGBA Phase 1 was the Selected Amendment Locations (SALs). This changed the land supply and need totals.

The Housing Element categorizes available residential land into three categories: Vacant, Partially Vacant, and Redevelopable. A capacity analysis was completed for the properties included in UGBA Phase 1 and the number of developable acres was determined for each of those properties. For residential land types these acres were also classified as Redevelopable, Partially Redevelopable, or Vacant based on the analysis from the Housing Element. Table 4.1 provides a tabulation of the gains and losses in each of the three categories, for each of the three residential GLUP types, from UGBA Phase 1. The available land supply from the Housing Element was changed based on these numbers in order to account for UGBA Phase 1's effect on the residential land supply.

Table 4.2 shows the effect of UGBA Phase 1 on all GLUP designations. The supply of employment GLUP types from the Economic Element were changed based on these numbers.

Table 4.1. UGBA Phase 1 Effect on Residential Land Supply by Availability Type in Acres (adapted from Ordinance no. 2014-154, Exhibit A, SAL Capacity Analysis)

RED=Redevelopable, VAC=Vacant, and PDR=Partially Redevelopable

	UR RED Gain	UR VAC Gain	UR PDR Gain
Total	215a-ur 0.1		
	0.1		

	UH RED Gain	UH VAC Gain	UH PDR Gain
Total	215c-uh 3.8	510b-uh 6.2	630a-uh 0.1
	510b-uh 0.2	510b-uh 0.4	630a-uh 2
	510b-uh 0.2	640b-uh 0.6	630a-uh 0.8
	540b-uh 19.4	640b-uh 1.8	630a-uh 1.4
	540b-uh 0.3	640b-uh 0.3	640b-uh 4.8
	630a-uh 1.2	670b-uh 2.9	640b-uh 0.7
	640b-uh 0.3		640b-uh 1.7
	640b-uh 0.3		640b-uh 0.9
	640b-uh 0.4		670b-uh 1.2
	640b-uh 0.5		670b-uh 1.1
	640b-uh 4.2		
	670b-uh 0.2		
	718a-uh 5.3		
	36.3	12.2	14.7

	UM RED Gain	UM VAC Gain	UM PDR Gain
Total	540b-um 10.1	213a-um 2.6	212a-um 1
	540b-um 10.8	213b-um 4.1	212a-um 1.5
	540b-um 0.2	630b-um 1.1	212b-um 4.5
	630b-um 1.4	630b-um 0.6	540d-um 1.5
	630b-um 0.6		630b-um 1.1
	630b-um 0.3		630b-um 1.6
	630b-um 1		630b-um 0.3
	630b-um 1		630b-um 0.9
	630b-um 1.3		630b-um 0.8
	630b-um 0.3		630b-um 1.2
	630b-um 0.4		630b-um 1
	630b-um 0.3		630b-um 1
	670a-um 1.1		640a-um 2.2
	930a-um 4.8		640a-um 4.8
	930c-um 6.6		
	40.2	8.4	23.4

Appendix C: UGBA Phase 1 Effect on Land Supply

	UH RED Loss	UH VAC Loss	UH PDR Loss
	740a-cm 0.4	320a-cm 3.8 960a-sc 0.7 960a-sc 1.6	
Total	0.4	6.1	

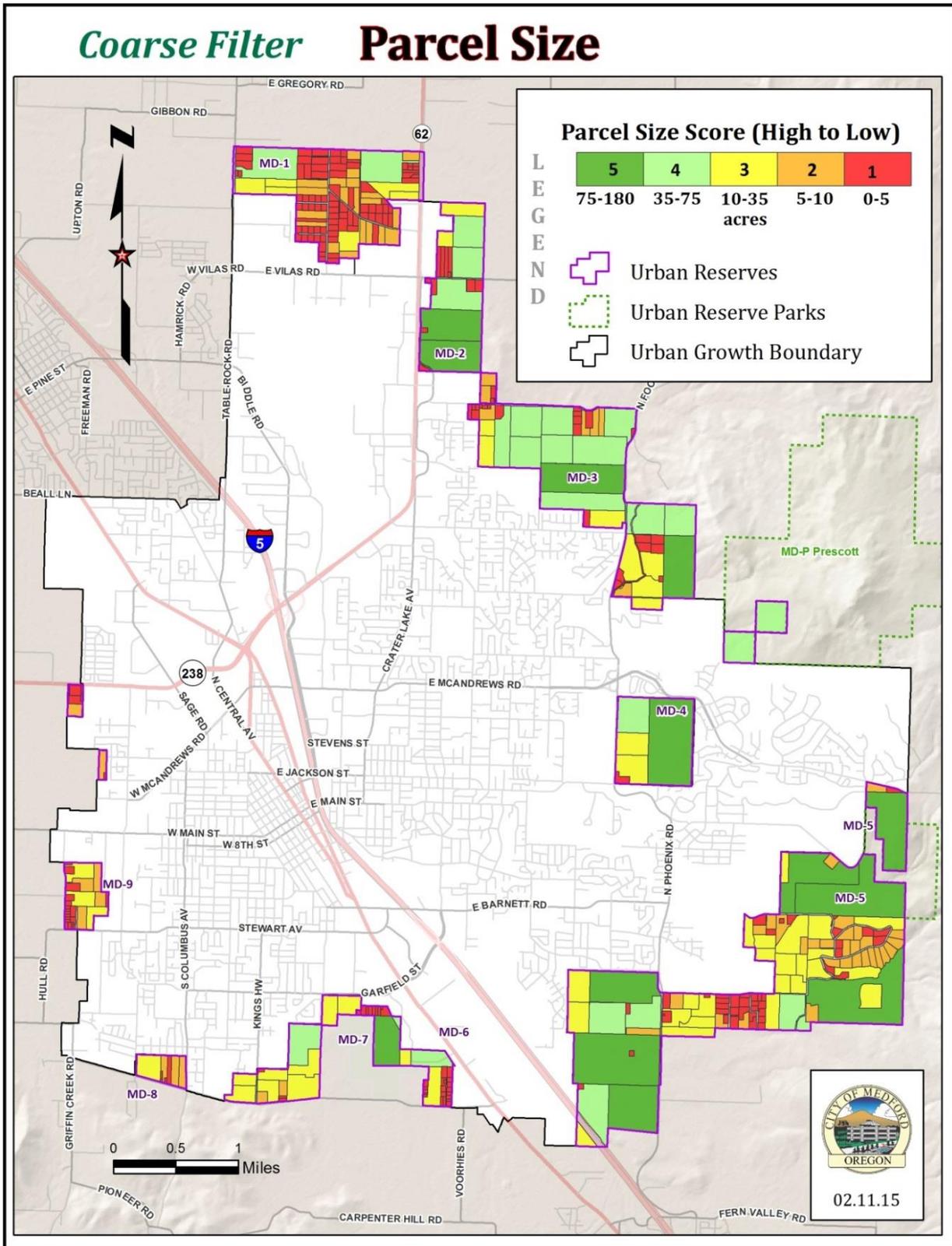
	UR RED Loss	UR VAC Loss	UR PDR Loss
	510b-uh 0.2	213a-um 2.6	212a-um 1
	510b-uh 0.2	213b-um 4.1	212a-um 1.5
	540b-um 10.1	510b-uh 6.2	212b-um 4.5
	540b-um 10.8	510b-uh 0.4	540d-um 1.5
	540b-um 0.2	630b-um 1.1	630a-uh 0.1
	540b-uh 19.4	630b-um 0.6	630a-uh 2
	540b-uh 0.3	640b-uh 0.6	630a-uh 0.8
	630b-um 0.3	640b-uh 1.8	630a-uh 1.4
	630a-uh 1.2	640b-uh 0.3	630b-um 1.1
	630b-um 1.4	670b-uh 2.9	630b-um 1.6
	630b-um 0.6	510a-cm 11.1	630b-um 0.9
	630b-um 0.3	718b-cm 1.8	630b-um 0.8
	630b-um 1	718b-cm 0.5	630b-um 1.2
	630b-um 1		630b-um 1
	630b-um 1.3		630b-um 1
	630b-um 0.3		640a-um 2.2
	630b-um 0.4		640a-um 4.8
	630b-um 0.3		640b-uh 4.8
	640b-uh 0.3		640b-uh 0.7
	640b-uh 0.3		640b-uh 1.7
	640b-uh 0.4		640b-uh 0.9
	640b-uh 0.5		670b-uh 1.2
	640b-uh 4.2		670b-uh 1.1
	670a-um 1.1		217a-cm 2.7
	670b-uh 0.2		217b-cm 1.5
	718a-uh 5.3		640c-cm 1.7
	930a-um 4.8		640c-cm 1.1
	930c-um 6.6		718b-cm 2.3
	680a-cm 1.2		
	680a-cm 0.3		
	930b-cm 9.1		
	930d-cm 4.3		
	930d-cm 1.3		
Total	89.2	34	47.1

Table 4.2. UGBA Phase 1 Effect on Land Need by GLUP Designation in Acres (adapted from Ordinance no. 2014-154, Exhibit A, SAL Capacity Analysis)

GLUP	Addition (acres) to Supply by GLUP per Individual SAL					Subtraction (acres) to Supply by GLUP per Individual SAL			
	CM	UM	UH	UR	SC	UR	GI	HI	UH
140a-cm 77.6	212a-um 5.2	215c-uh 3.8	215a-ur 0.1	960a-sc 2.4	212a-um 5.2	214a-cm 6.3	140a-cm 77.6	320a-cm 3.8	
214a-cm 6.3	212b-um 4.5	250a-uh 3.1			212b-um 4.5	215a-ur 0.1	750a-cm 0	740a-cm 0.4	
215b-cm 22.3	213a-um 6.7	510b-uh 7.1			213a-um 6.7	215b-cm 22.3	760a-cm 0	960a-sc 2.4	
216a-cm 4.2	540b-um 21.1	540c-uh 19.7			217a-cm 4.2	215c-uh 3.8			
217a-cm 12	540d-um 1.5	630a-uh 5.6			250a-uh 3.1	216a-cm 4.2			
320a-cm 3.8	630b-um 16.5	640b-uh 18.3			510a-cm 27.1	217a-cm 7.8			
510a-cm 27.1	640a-um 7.7	670b-uh 6			510b-uh 7.1				
540a-cm 0.2	670a-um 1.1	718a-uh 5.3			540a-cm 0.2				
640c-cm 3	730a-um 0				540b-um 21.1				
680a-cm 1.5	930a-um 4.8				540c-uh 19.7				
718b-cm 4.6	930c-um 6.6				540d-um 1.5				
740a-cm 0.4					630a-uh 5.6				
750a-cm 0					630b-um 16.5				
760a-cm 0					640a-um 7.7				
930b-cm 9.1					640b-uh 18.3				
930d-cm 4.3					630c-cm 3				
940a-cm 1.3					670a-um 1.1				
970a-cm 0					670b-uh 6				
					680a-cm 1.5				
					718a-uh 5.3				
					718b-cm 4.6				
					730a-um 0				
					930b-cm 9.1				
					930c-um 6.6				
					930d-cm 4.3				
					940a-cm 1.3				
					970a-cm 0				
					930a-um 4.8				
Total Gain (Loss)	177.7	75.7	68.9	0.1	2.4	(196.1)	(44.5)	(77.6)	(6.6)
GLUP	CM	UM	UH	SC	GI	HI	UR		
Net Gain (Loss) by GLUP	177.7	75.7	62.3	2.4	(44.5)	(77.6)	(196)		

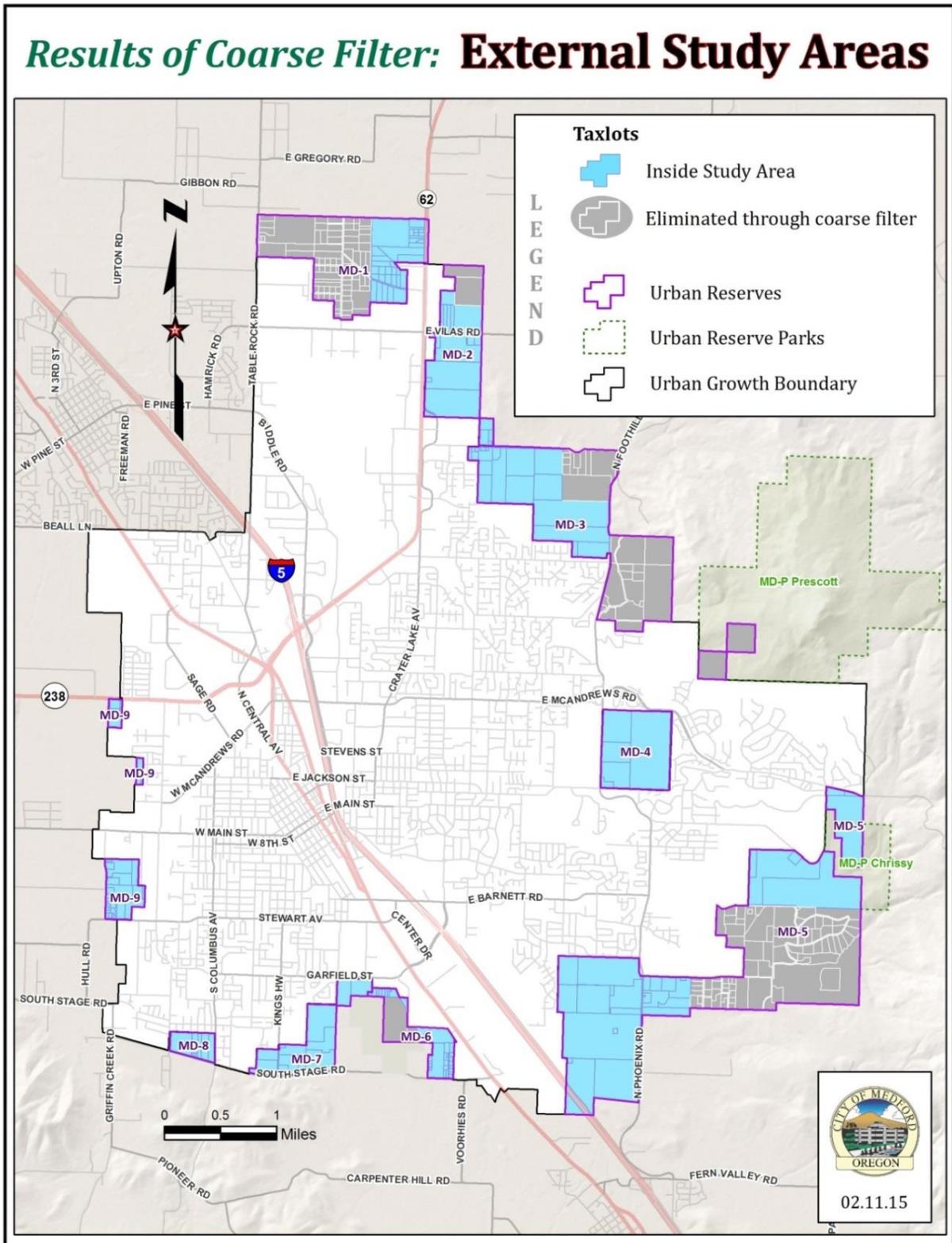
Appendix D: Coarse Filter Maps

Map 5.2. Parcel Size

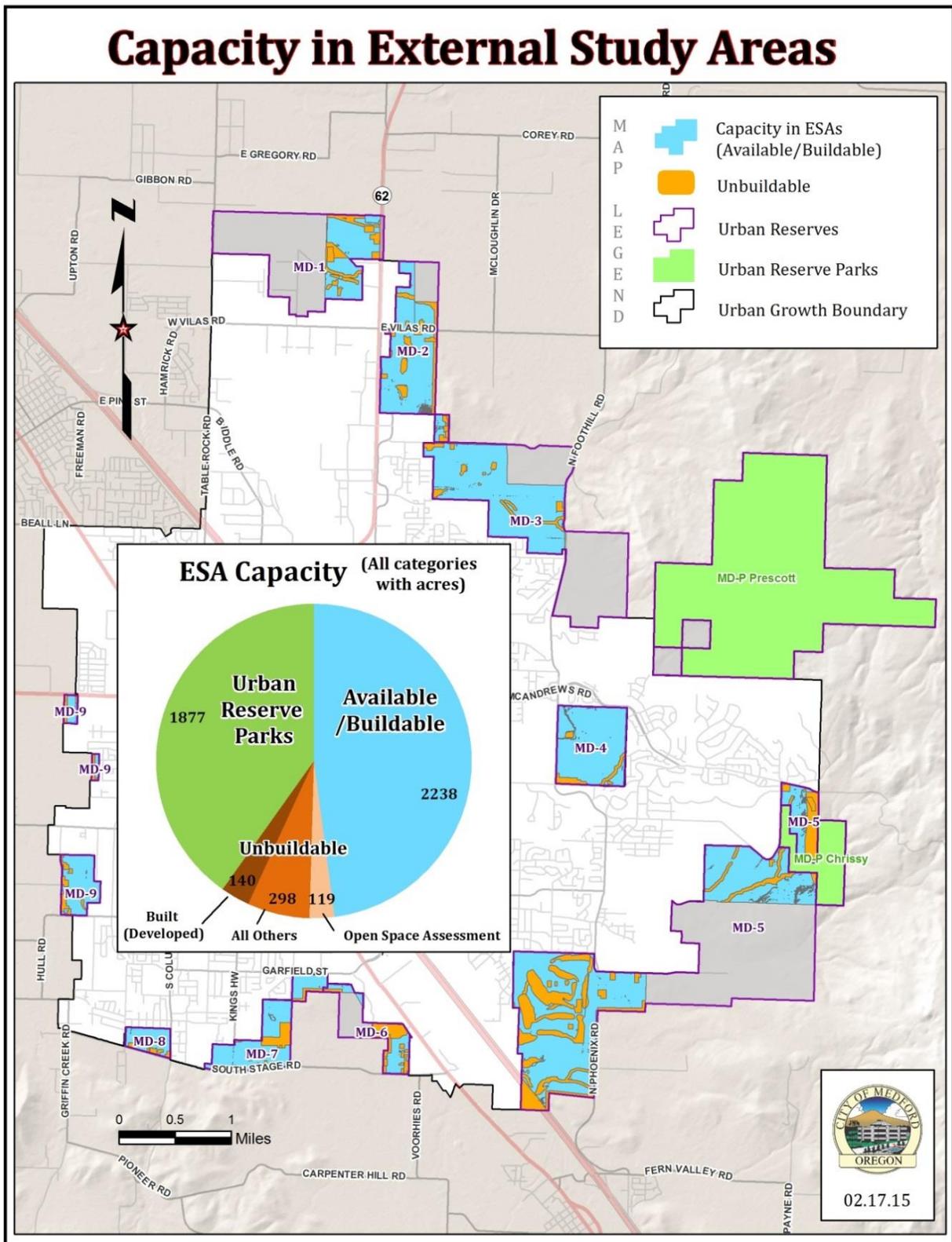


APPENDIX E. External Study Area (ESA) and Capacity in ESA maps

Map 6.1. External Study Areas (ESAs)

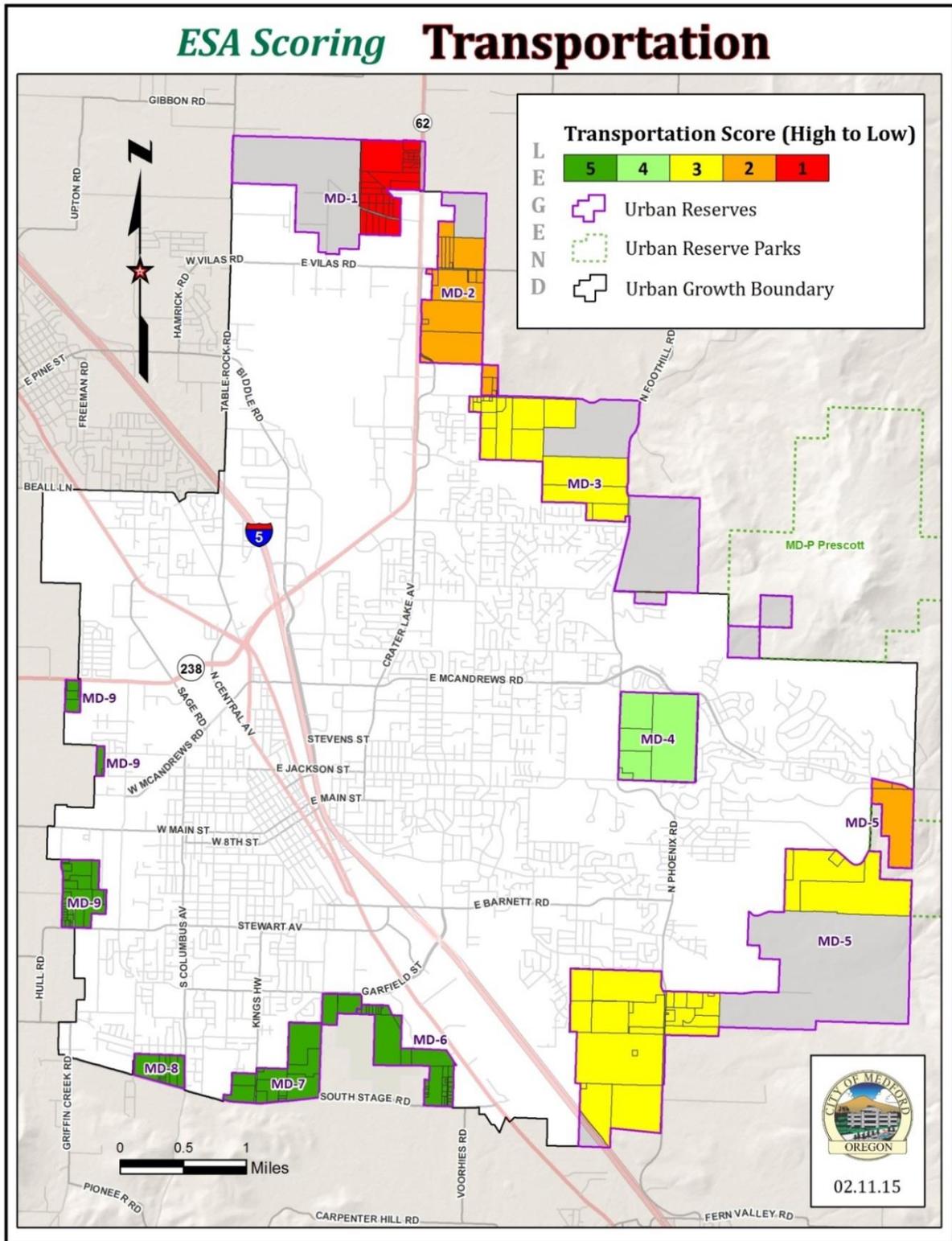


Map 6.2. Capacity Analysis Results for ESAs



APPENDIX F. Additional Scoring maps

Map 7.1. Transportation



Map 7.2. Water

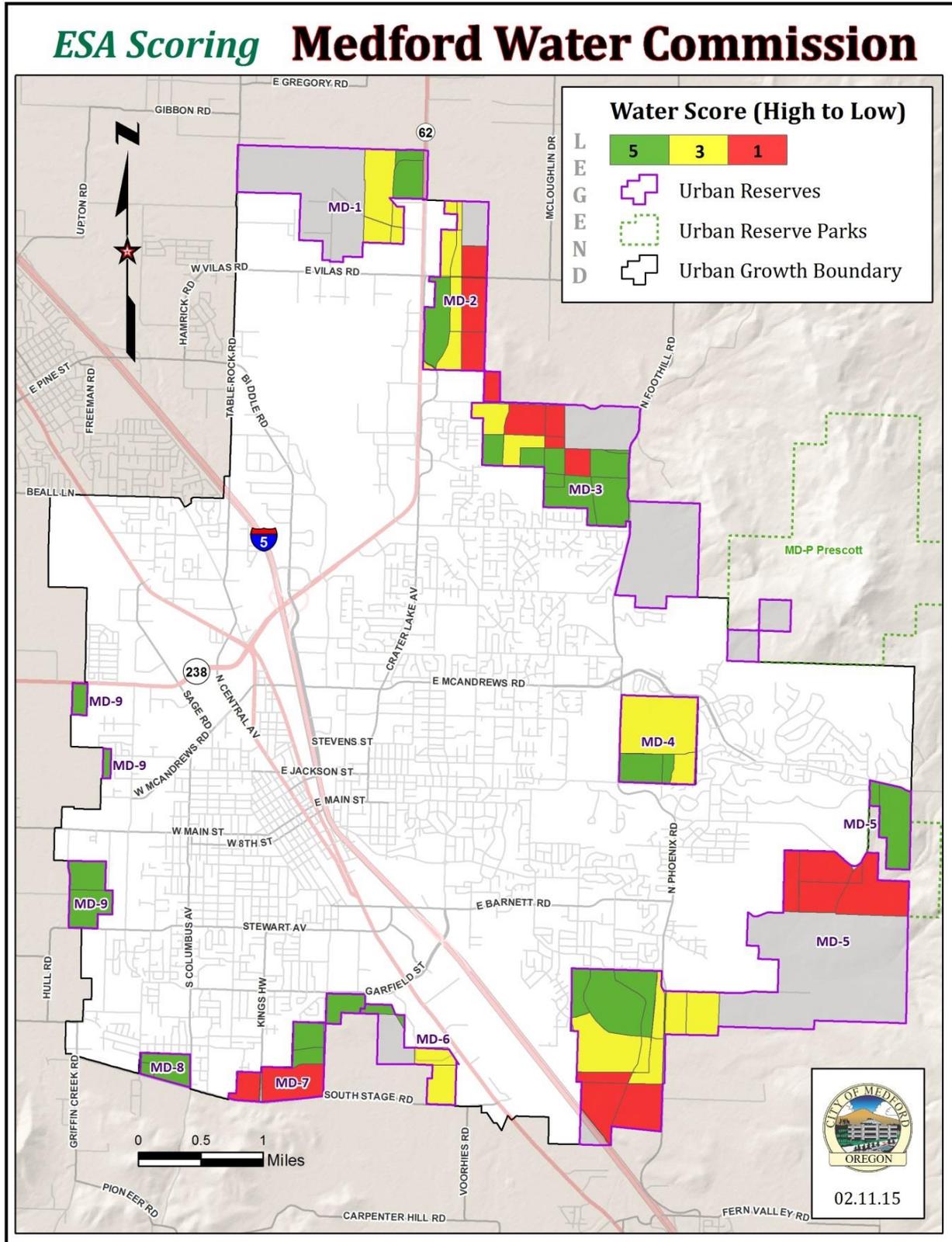


EXHIBIT G. Infrastructure Scoring Memos



DRAFT Technical Memorandum #8: UGB Expansion Alternatives: Qualitative Comparison of Scenarios

Date: June 26, 2013 **Project #:** 10771
To: Alex Georgevitch, City of Medford
From: Joe Bessman, Julia Kuhn, and Matt Kittelson
Project: City of Medford TSP/UGB Amendment
Subject: Interim Year 2028 Updated Planning Horizon Analysis

This memo compares the City of Medford Urban Growth Boundary (UGB) expansion options (also referred to as External Study Areas, or ESA's) and their impact on the transportation network. Details on the development of these options are summarized in Technical Memorandum #7.

QUALITATIVE EVALUATION CRITERIA

Five qualitative review criteria were used to compare the UGB scenarios, including:

- Generalized infrastructure needed to support each scenario – does the scenario require new arterial/collector streets, or widening of existing roads?
- Generalized effect on congestion on existing roadways within the UGB – does the scenario contribute to already congested corridors in Medford?
- Safety impacts – Are there known safety issues that could be affected by the scenario, or could new safety issues be potentially created?
- Connectivity Issues – Do the existing roadways provide ample connectivity to serve the area, or would other connections be needed?
- Infrastructure costs – relative to the other options, what would it cost to provide the needed transportation facilities?

UGB EXPANSION OPTIONS

City staff developed four UGB expansion scenarios for review (as discussed in Technical Memorandum #7). All four scenarios include the same number of future jobs and households, with variation between scenarios in consideration of buildable lands, zoning, and in the baseline scenario consideration of accommodating all growth external to the existing UGB. Exhibits 1 through 4 illustrate the location of the four scenarios; additional details of each are described below.

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Technical Memorandum 8: UGB Expansion Alternatives: Qualitative Comparison of Scenarios

June 2013

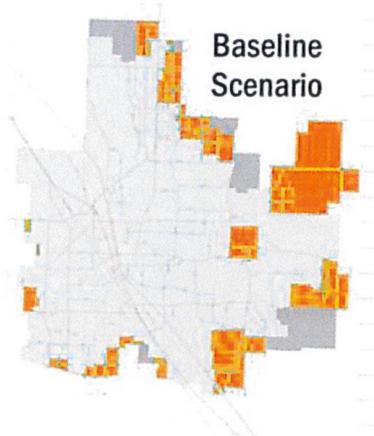


Exhibit 1. Baseline scenario assumes all Medford growth occurs outside of the current UGB with no internal upzoning.

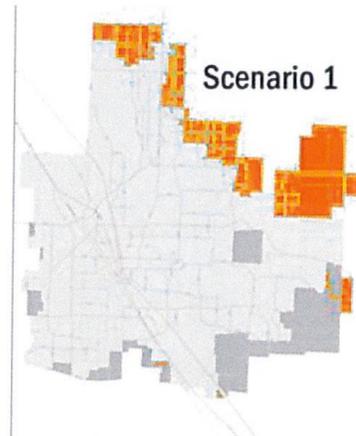


Exhibit 2. Includes internal upzoning and expansion of the UGB to the northeast.

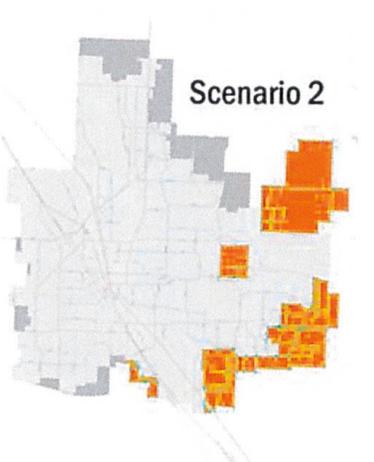


Exhibit 3. Includes internal upzoning and expansion of the UGB to the southeast and in limited portions of the southwest.

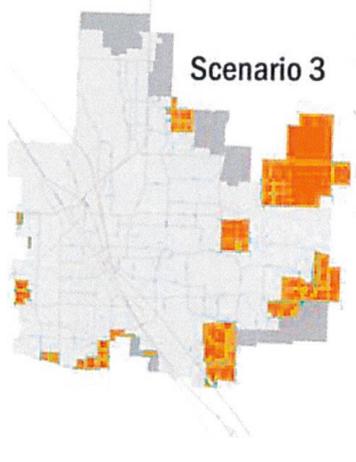


Exhibit 4. Includes internal upzoning and expansion of the UGB to the east and limited portions in the southwest.

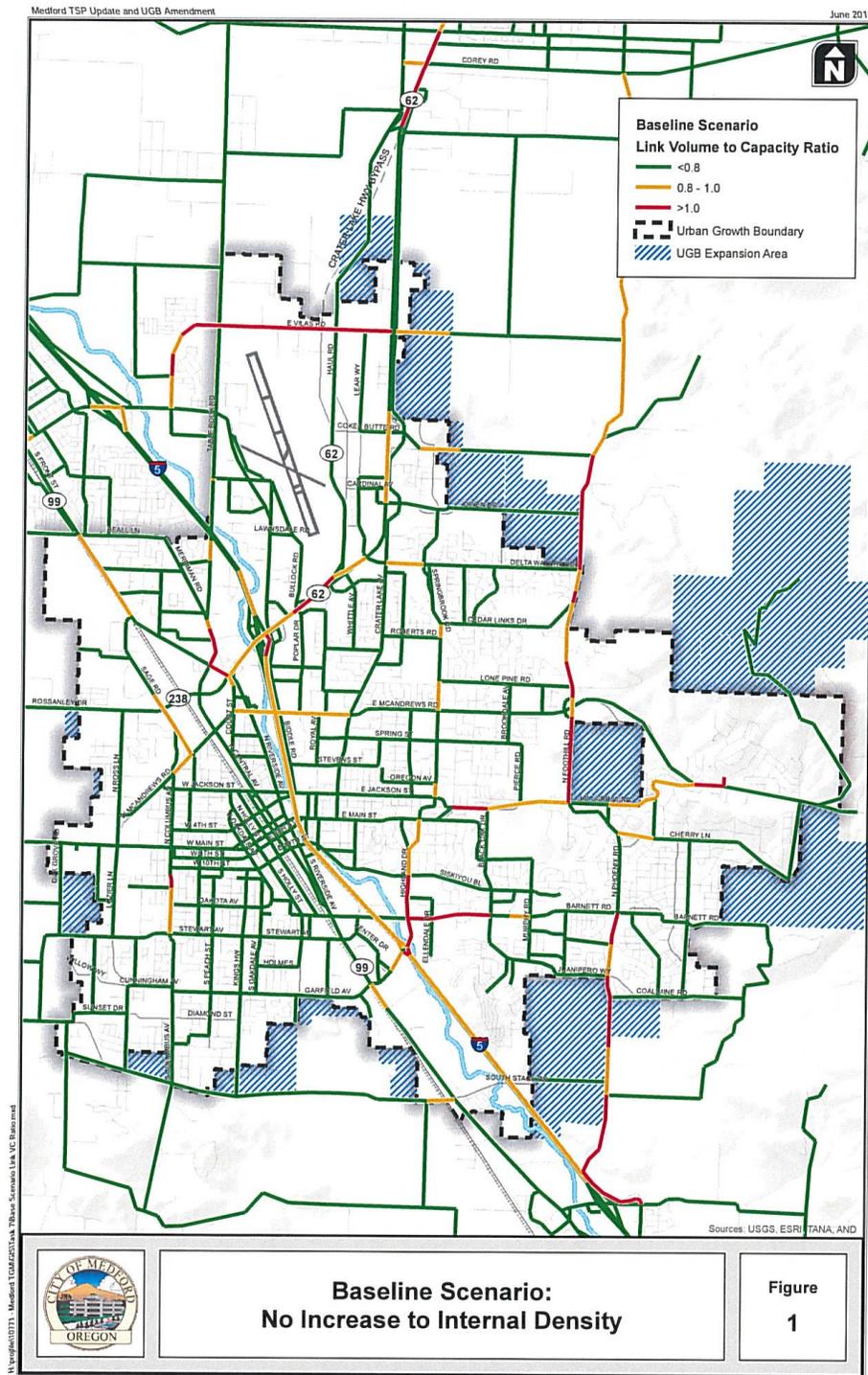
Technical Memorandum 8: UGB Expansion Alternatives: Qualitative Comparison of Scenarios

June 2013

Baseline Scenario

A summary of the key attributes of the Baseline Scenario is provided below. In general, growth is spread throughout several UGB expansion areas primarily on the northern and eastern sides of the city. In addition, this scenario does not rely on increased densities within the existing UGB. This is the most land intensive scenario being evaluated. For relative comparison purposes, Figure 1 illustrates the projected roadway segment congestion with this scenario.

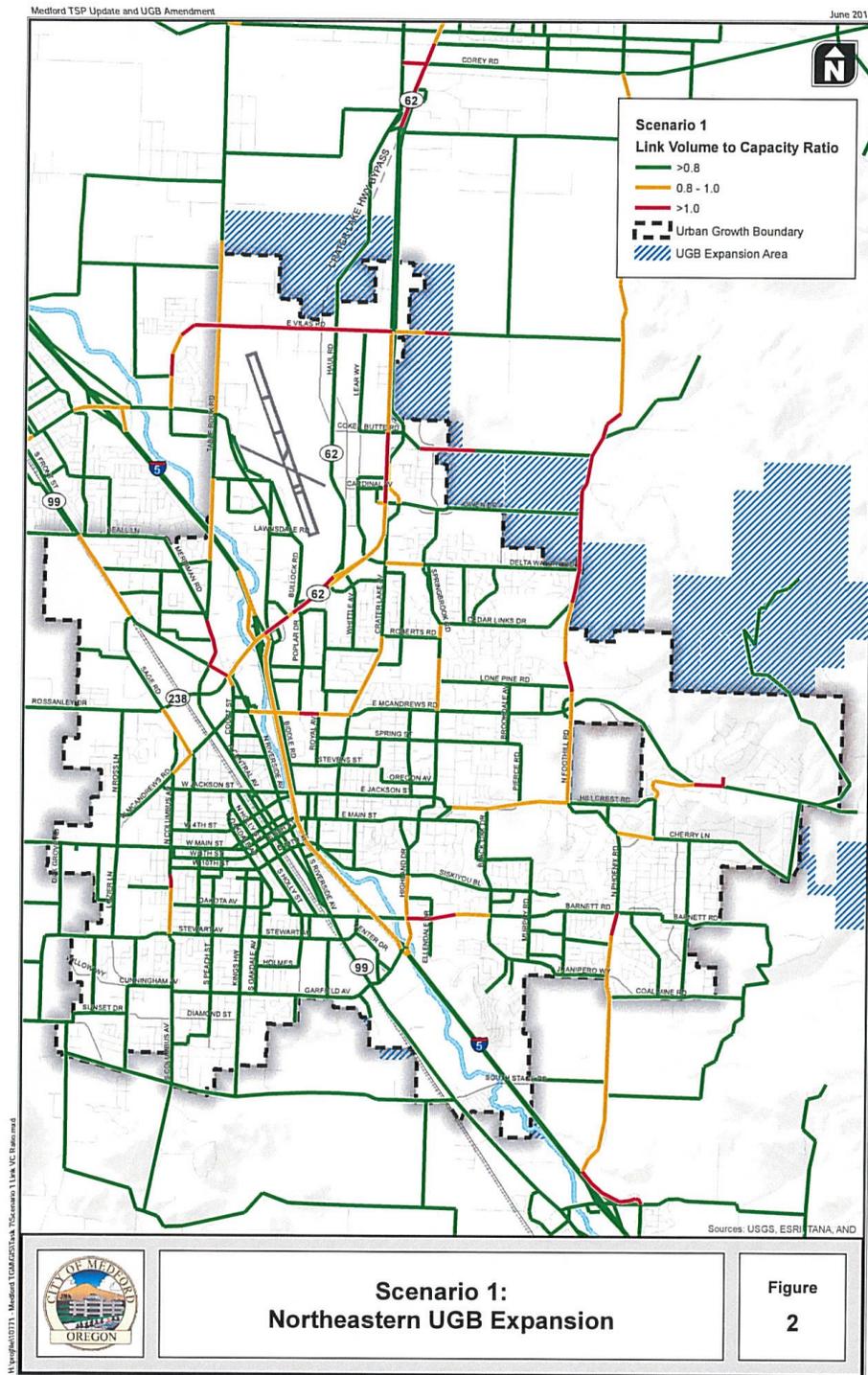
Scenario Description	Supports 2038 growth without upzoning internal UGB lands; requires the most land (4,719 acres) to accommodate projected growth.
Amount of Growth	4,719 total acres of UGB Expansion (most land) <ul style="list-style-type: none"> • 1,908 acres of residential land • 896 acres commercial land • 29 acres industrial land • 1,886 acres open space
Infrastructure Needed to Support Development	With growth outside the UGB occurring in various areas rather than a more concentrated geographic location, a number of new collector and arterial roadways would be needed to connect the various locations into the city's existing street system. In particular, a well-connected collector system that supports access to/from Foothill Road, Vilas Road, Coker Butte Road, and Phoenix Road will be needed. These areas tend to have topographical issues that will need to be considered in the development of an effective street system for multimodal travel needs. Given the levels of congestion on the existing arterials, consideration also needs to be given to providing reasonable access to Highway 62 and I-5 from the expansion areas.
General Effect on Congestion	This scenario relies on access to a number of existing arterials that experience congestion today, such as: <ul style="list-style-type: none"> • OR 62 – Crater Lake Highway • Vilas Road • Phoenix – Foothill Road • Hillcrest Road • I-5 • Barnett Road
General Effect on Safety	Today, sections of Foothill-Phoenix and Hillcrest Road are narrow and windy with limited facilities for pedestrian and bicycle travel near the UGB. Improvements to these facilities would be needed to provide for multimodal travel. In addition, added travel would occur along the Crater Lake Highway and at existing I-5 interchanges, which have documented safety issues today.
General Effect on Connectivity	New connections would largely be needed in various areas to support the arterial system on the east side of the City. Today, very few streets exist in the UGB areas to support additional growth, primarily due to topography issues.
Generalized Costs	Relative Cost: \$\$\$ (Highest of all Scenarios due to geographic scope of needed infrastructure)



Scenario 1: Northeastern UGB Expansion

A summary of the key attributes of Scenario #1 is provided below. In general, growth is concentrated to the east of the Crater Lake Highway and north of Hillcrest Road. In addition, this scenario relies on increased densities within the existing UGB. This is the least land intensive scenario being evaluated, requiring 20 percent fewer acres of expansion than the Baseline Scenario. Figure 2 illustrates the potential roadway segment congestion associated with this scenario.

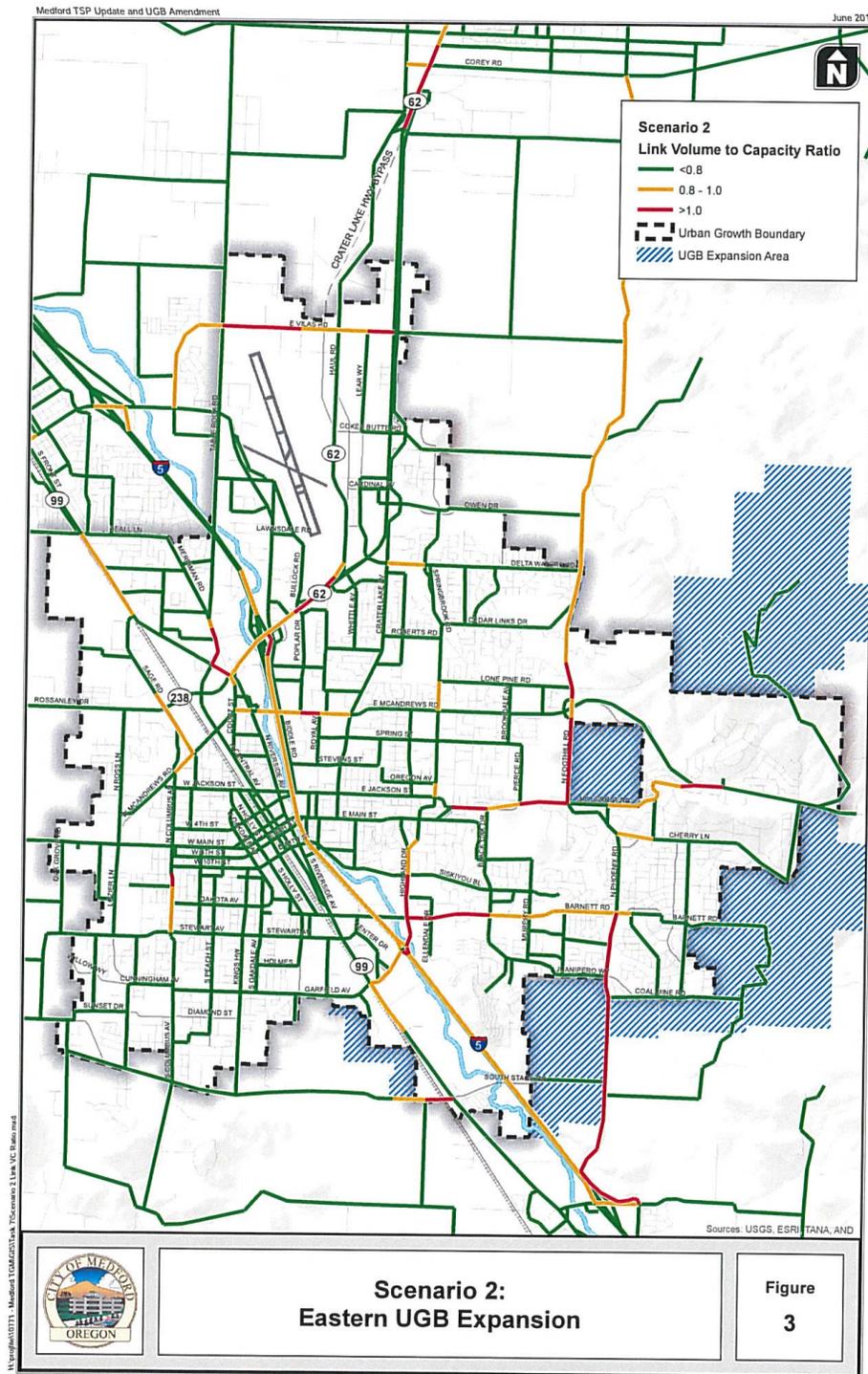
Scenario Description	Expansion of the UGB to the north and northeast; requires the least total land of all scenarios.
Amount of Growth	3,814 total acres of UGB Expansion (Least land-intensive) <ul style="list-style-type: none"> • 1,081 acres of residential land • 423 acres of commercial land • 424 acres industrial land • 1,886 acres open space
Infrastructure Needed to Support Development	High reliance on the Crater Lake Highway and Foothill Road would necessitate improvements to these facilities. A new north-south arterial may also be needed. Further, an extensive local collector street system to support the Foothill Road, Crater Lake Highway, Coker Butte Road and Delta Waters Road corridors will be needed to serve expansion in this area.
General Effect on Congestion	This scenario will place additional pressures on the congested arterial system in the northeast area of the city, such as the Crater Lake Highway, Vilas Road, Foothill Road, Coker Butte Road, as well as the intersection of key roadways with the Crater Lake Highway. The ability to expand these facilities or add new roadways in built areas will be very challenging due to existing land use and topographic constraints.
General Effect on Safety	Today, sections of Foothill Road are narrow and windy with limited facilities for pedestrian and bicycle travel near the UGB. Improvements would be needed to provide for multimodal travel. In addition, additional demand will be placed on Crater lake Highway and the collectors and arterials that intersect it; this highway and its intersections have documented safety issues today.
General Effect on Connectivity	The arterial and collector system in northeast Medford is very limited today. A well connected grid network of streets will be needed to support growth in this area. In addition, new north-south routes would be needed to provide a parallel system of roadways to the Crater Lake Highway. Options to provide this connectivity will be limited by the airport, Bear Creek, and the existing topography.
Generalized Costs of Infrastructure	Providing a well-connected grid system in the northeastern area of the City would be costly due to topographic and land use constraints. Relative Cost: \$\$ (likely higher than Scenarios 2 and 3 but lower than the Baseline)



Scenario 2: Eastern UGB Expansion

A summary of the key attributes of Scenario #2 is provided below. This scenario focuses growth in areas southeast of the UGB as well as northeast of Hillcrest Road/Foothill Road. Like Scenario 1, this scenario relies on increased densities within the existing UGB and requires 15 percent fewer expansion acres than the Baseline Scenario. Figure 3 illustrates the projected levels of congestion associated with this scenario.

Description	Expansion of the UGB largely to the southeast and east.
Amount of Growth	4,035 total acres of UGB expansion (15 percent lower than the Baseline Scenario) <ul style="list-style-type: none"> • 1,664 acres residential land • 395 acres commercial land • 89 acres industrial land • 1,886 acres open space
Infrastructure Needed to Support Development	This scenario places higher demands on the Phoenix Road, Foothill Road, Hillcrest Road and Barnett Road corridors than other scenarios considered. The Foothill-Phoenix Road corridor would likely require widening. In addition, a well-connected roadway system that supports South Stage, Foothill, Hillcrest and Barnett is needed.
General Effect on Congestion	Congestion on the State system is generally reduced compared to other scenarios. Higher levels of congestion are expected on the arterials in the southeast part of the city. The ability to make improvements to these arterials is somewhat limited by the existing built environment. However, in general, the increased demands occur on facilities with more capacity for future development than the Baseline and Scenario 1.
General Effect on Safety	The areas within the city with documented safety issues are less impacted by this scenario than some of the other scenarios being considered. Multimodal improvements to the Foothill Road-Phoenix Road corridor will be needed; as discussed previously, sections of this corridor are narrow and windy with limited facilities for pedestrian and bicycle travel near the UGB.
General Effect on Connectivity	A well connected grid network of streets will be needed to support growth in this area that provides connections to the Foothill Road-Phoenix Road, Barnett Road, South Stage, and Hillcrest Road corridors. In addition, a new north-south route to support Foothill Road-Phoenix Road corridor may be helpful.
Generalized Costs of Infrastructure	The transportation infrastructure needed to support growth in a more concentrated area of the city with more capacity than other areas results in lower infrastructure costs in general. Relative Cost: \$ (Lowest, Similar to Scenario 3)



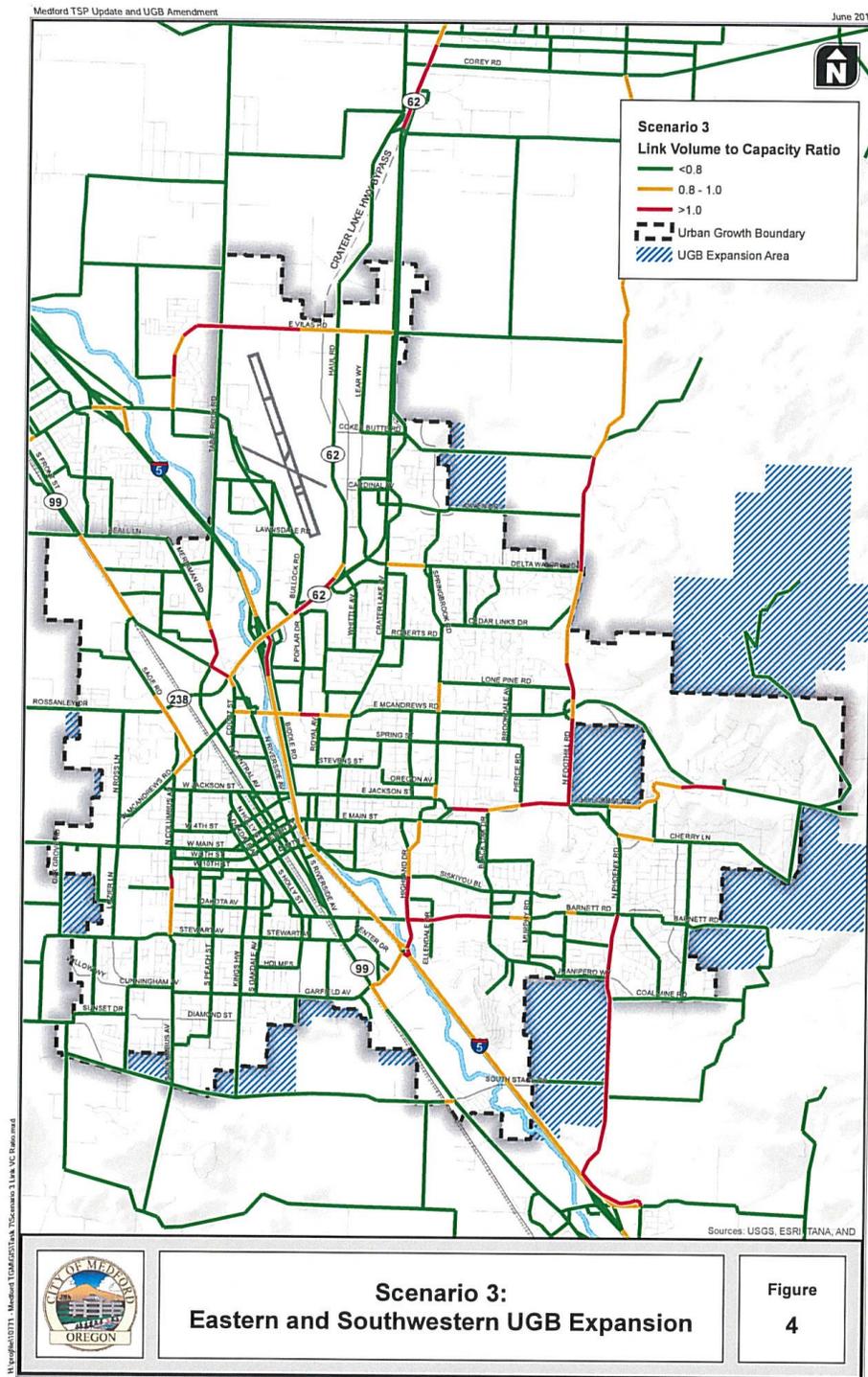
Technical Memorandum 8: UGB Expansion Alternatives: Qualitative Comparison of Scenarios

June 2013

Scenario 3: Eastern and Southwestern UGB Expansion

The key aspects of Scenario #3 are summarized below. This scenario concentrates growth in areas similar to Scenario 2, although with fewer lands expected in the southeast. Like Scenarios 1 and 2, this scenario relies on increased densities in the existing UGB and requires 20 percent fewer lands than the Baseline scenario. Figure 4 illustrates the projected levels of congested associated with this scenario.

Description	Expansion of the UGB to the east and portions of the southwest UGB.
Amount of Growth	3,846 Total Acres of UGB Expansion (20 percent less than Baseline) <ul style="list-style-type: none"> • 1,520 acres of residential land • 411 acres of commercial land • 29 acres industrial land • 1,886 acres open space
Infrastructure Needed to Support Development	This scenario places higher demands on Foothill Road, Hillcrest Road, and Phoenix Road (although to a lesser extent than Scenario #2). Like Scenario #2, these existing roadways may need improvement to serve multimodal needs. Further a well-connected grid network that supports these existing facilities would be needed.
General Effect on Congestion	This scenario has similar impacts as Scenario 2 although lower impacts are provided to the Barnett Road corridor.
General Effect on Safety	Like Scenario 2, the areas impacted are not those with extensive documented safety issues. In addition, multimodal improvements will be needed especially near the UGB.
General Effect on Connectivity	Like Scenario #2, a well-connected grid network of streets will be needed to support growth in this area with connections to the Foothill Road-Phoenix Road, and Hillcrest Road corridors. In addition, a new north-south route to support Foothill Road-Phoenix Road corridor may be helpful.
Generalized Costs of Infrastructure	Like Scenario #2, the infrastructure needs associated with this scenario area less significant than other scenarios considered. Relative Cost: \$ (Similar costs to Scenario 2)



SUMMARY OF SCENARIOS

Comparison of the scenarios noted several improvement needs that would be required regardless of the UGB scenario pursued. These are outlined below:

- Need to improve the Phoenix – Foothill connection as high levels of congestion are anticipated. This would likely require a five-lane cross-section from the
- Congestion noted along all northern crossings of I-5: Vilas Road, Crater Lake Highway, and McAndrews Road.
- Moderate to high levels of congestion at and surrounding the I-5 interchanges.
- Columbus Avenue congestion between Stewart and Main Street

Differentiating characteristics between scenarios are summarized below.

- The Baseline Scenario (all growth external to the existing UGB without upzoning internal lands) would be the most costly scenario to support. The additional lands required on the City's periphery place a high reliance on the arterial network both in the southeastern and northern portions of the City.
- Scenarios 2 and 3 provide the lowest costs relative to the other scenarios as improvements are limited to the southeast portion of the City. The improvements in this area would benefit all of the scenarios assessed, and would be implementable given the largely unbuilt areas surrounding these corridors.
- Scenarios 2 and 3 reduce congestion on I-5 and OR 62, where improvements will be very costly or infeasible.
- Southwestern growth in Scenario 3 presents no additional roadway infrastructure needs as the network in this portion of the City is well established and operating with reserve capacity.

Please let us know if you have any questions or comments regarding this qualitative comparison of UGB scenarios.

CITY OF MEDFORD
Interoffice Memorandum

August 20, 2014

TO: Joe Slaughter

FROM: Roger Thom

SUBJECT: UGB – ESA Sanitary Sewer Study

Public Works has reviewed our sanitary sewer system with consideration to impacts from development under the current proposal for UGB – ESA. Within the ESA, there are three primary areas served by the City; Northeast, 435 acres with ID#'s 3101 to 3103, and 3202 to 3212, Hillcrest/Vista Point, 353 acres with ID#'s 4101, 4102, 4201, 4202, 3213, 3214, Southeast, 379 acres with ID#'s 5101, and 5201 to 5206.

Relatively, cost to upsize the sanitary sewer to accommodate ESA areas is as follows: Northeast is the least expensive, Hillcrest is next, Southeast area is the highest. Southeast area could be looked at in a different way; currently there is approximately 500 acres of land in the UGB that is not serviceable without sewer upsizing. If funding was available to upsize for the current UGB, the incremental cost to accommodate the new Southeast area would be low.

If you need further information or clarification, please contact me.



ROGUE VALLEY SEWER SERVICES

Location: 138 West Vilas Road, Central Point, OR - Mailing Address: P.O. Box 3130, Central Point, OR 7502-0005
 Tel. (541) 664-6300, Fax (541) 664-7171 www.RVSS.us

April 10, 2013

John Adams
 City of Medford Planning
 200 S. Ivy St
 Medford, OR 97501

RE: UGB Sewer Service Availability

John,

The following document is a summary of the availability of sewer to serve the proposed UGB expansion. Please note that estimating the potential cost would not provide an accurate means to evaluate the cost of serving the growth area. A more accurate means to measure the impact is to base the feasibility of utilizing the growth area based on the distance required to provide sewer mainline to serve the growth area. Also, the exact downstream impacts from commercial type uses are difficult to determine due to the variety of system demand from commercial properties.

Please review this summary and feel free to contact me with any questions concerning the availability study.

Sincerely,

Wade Denny, PE Digitally signed by Wade Denny, PE
 DN: cn=Wade Denny, PE, o=Rogue Valley Sewer
 Services, ou=District Engineer, email=wdenny@rvss.us,
 c=US
 Date: 2013.04.10 07:13:33 -0700

Wade Denny, P.E.
 District Engineer

Summary of Sanitary Sewer Availability to ESA

1101: Sewer is available to serve the proposed growth area as follows.

- South half of area can be served by extending 8 inch mainline from existing 8 inch gravity sewer located in Justice Road. The existing 8 inch gravity line flows into a pump station at the corner of Peace and Justice Road. Depending on the type of commercial development, the pump station may need to be upsized to handle the demand.
- North half of area will require a 450' 8 inch mainline from the east.
- Due to the variety of commercial property use, exact downstream impacts are difficult to determine.
- Internal mainline extensions will be required to serve the parcels. Determining the footage of mainline required will depend on the parcel configuration.

1102-1103: Sewer is available within the proposed growth area from the 8 inch and 10 inch mainlines within the growth areas.

- Internal mainline extensions will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

1106-1105: Sewer is available from the existing 8 inch sewer within Justice Road.

- Internal mainline extensions will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.
- The existing 8 inch gravity line flows into a pump station at the corner of Peace and Justice Road. Depending on the type of commercial development, the pump station may need to be upsized to handle the demand.
- Due to the variety of commercial property use, exact downstream impacts are difficult to determine.

2101: Sewer is available within the proposed growth area.

- Development within this area will require a STEP system to connect to the existing 4 inch pressure line within the growth area.

2102: Sewer is available with the proposed growth area

- Development will require an internal 8 inch mainline extension from the existing mainline located mid growth area.

2103: Sewer is available from a mainline extension of +/- 50' from the 15" sewer main just west of the area in Vilas Road.

- Due to the variety of commercial property use, exact downstream impacts are difficult to determine.
- Internal mainline extensions will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

2104: Sewer is available from a mainline extension of +/-600' from the 15" sewer main just west of the area in Vilas Road.

- Due to the variety of commercial property use, exact downstream impacts are difficult to determine.
- Internal mainline extensions will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

2201: Sewer is available from a mainline extension of +/-1050' from the 15" sewer main just west of the area in Vilas Road.

- Internal mainline extensions will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

2105: Sewer is available from a mainline extension of +/-50' from the 15" sewer main just north of the area in Vilas Road.

- Due to the variety of commercial property use, exact downstream impacts are difficult to determine.
- Internal mainline extensions will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

2106: Sewer is available from a mainline extension of +/-750' from the 15" sewer main just west of the area in Vilas Road.

- Due to the variety of commercial property use, exact downstream impacts are difficult to determine.
- Internal mainline extensions will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

2202: Sewer is available from an 8 inch mainline extension of +/-1100' from the 15" sewer main just west of the area in Vilas Road.

- Internal mainline extensions will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

2108: Sewer is available from an 8 inch mainline extension of +/-366' from the 10" sewer main just south of the area and located on the east side Crater Lake Hwy.

- Due to the variety of commercial property use, exact downstream impacts are difficult to determine.
- Internal mainline extensions will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

2203: Sewer is available from an 8 inch mainline extension of +/-1800' from the 10" sewer main southwest of the area and located on the east side Crater Lake Hwy.

- Internal mainline extensions will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

K:\DATA\Agencies\MEDFORD\UGB\ESA\UGB Comments.docx

2107: Sewer is available from an 8 inch mainline extension of +/-450' from the 10" sewer main just south of the area and located on the east side Crater Lake Hwy.

- Due to the variety of commercial property use, exact downstream impacts are difficult to determine.
- Internal mainline extensions will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

3201: Sewer is available from an 8 inch mainline extension of +/-100' from the 8" sewer main west of the area and located in Coker Butte Road.

- Internal mainline extensions will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

3202: Sewer is available from an 8 inch mainline extension of +/-100' from the 8" sewer main west of the area and located in Coker Butte Road.

- Internal mainline extensions will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

3203: Sewer is available from an 8 inch mainline extension of +/-1150' from the 8" sewer main west of the area and located in Coker Butte Road.

- Internal mainline extensions will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

3205,3206,3101,3204,3207,3102,3103,3208,3211,3209,3210,3212: Service to these areas will require a combination of mainline extensions of varying length and the installation of a minimum of one pump station to be served by RVSS. Some of these areas may be best served by the City.

9201: Service to this area can be obtained by a combination of sewer taps and or mainline extensions from the existing 10 inch mainline in Rossanley Drive.

9202: Sewer is available from existing 8 inch mainline fronting this area in Maple Park Drive and Finley Lane.

- Internal mainline extensions will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

9203: Sewer is available from the existing 18 inch mainline fronting the area in Oak Grove Rd.

- Internal mainline extensions will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

9204: Sewer is available from the existing 18 inch mainline in Oak Grove Rd and the existing 8 inch mainline in Stewart Ave.

- Internal mainline extensions will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

7102: Sewer is available from 8 inch sewer mains in S. Stage Rd and Lillian St.

- Internal mainline extensions from one or more of these mains will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.
- Due to the variety of commercial property use, exact downstream impacts are difficult to determine.

7203: Sewer fronts this area at the corners of Kings Hwy. and S Stage Rd, Experiment Station Rd and Kings Hwy, and on Marsh Lane.

- Internal mainline extensions from one or more of these mains will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

7202: Sewer fronts this area at the intersection of Experiment Station Rd and Marsh Ln.

- Internal mainline extensions from one or more of these mains will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

7201: Sewer is available from existing 8 inch mainline stubbed out along the westerly edge of this area.

- Internal mainline extensions from one or more of these mains will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

7101: Sewer is available from the existing 12 inch mainline stubbed out near the intersection of Myers Lane and Garfield Avenue.

- Internal mainline extensions from this main will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

6301: Sewer is available from the existing 18 inch mainline located at this area northeast corner.

- Internal mainline extensions from this main will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.

6302 and 6101: Sewer is currently serving properties within these areas.

- Internal mainline extensions from this main will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.
- Due to the variety of commercial and industrial property uses the exact downstream impacts are difficult to determine.

5106: Sewer service is available from a 15 inch sewer extension of +/- 1000' from the south.

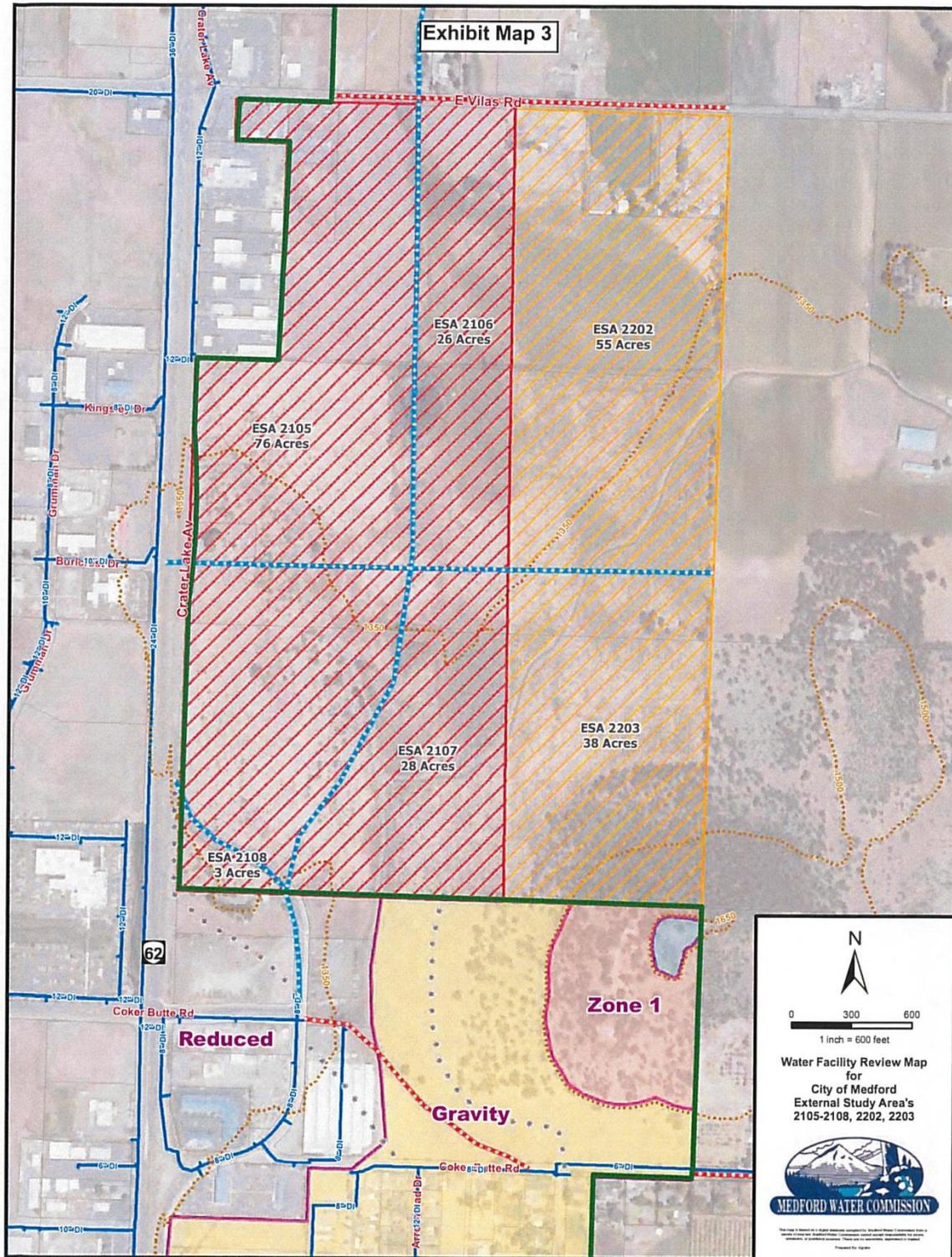
- Internal mainline extensions from this main will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.
- Due to the variety of commercial and industrial property uses the exact downstream impacts are difficult to determine.

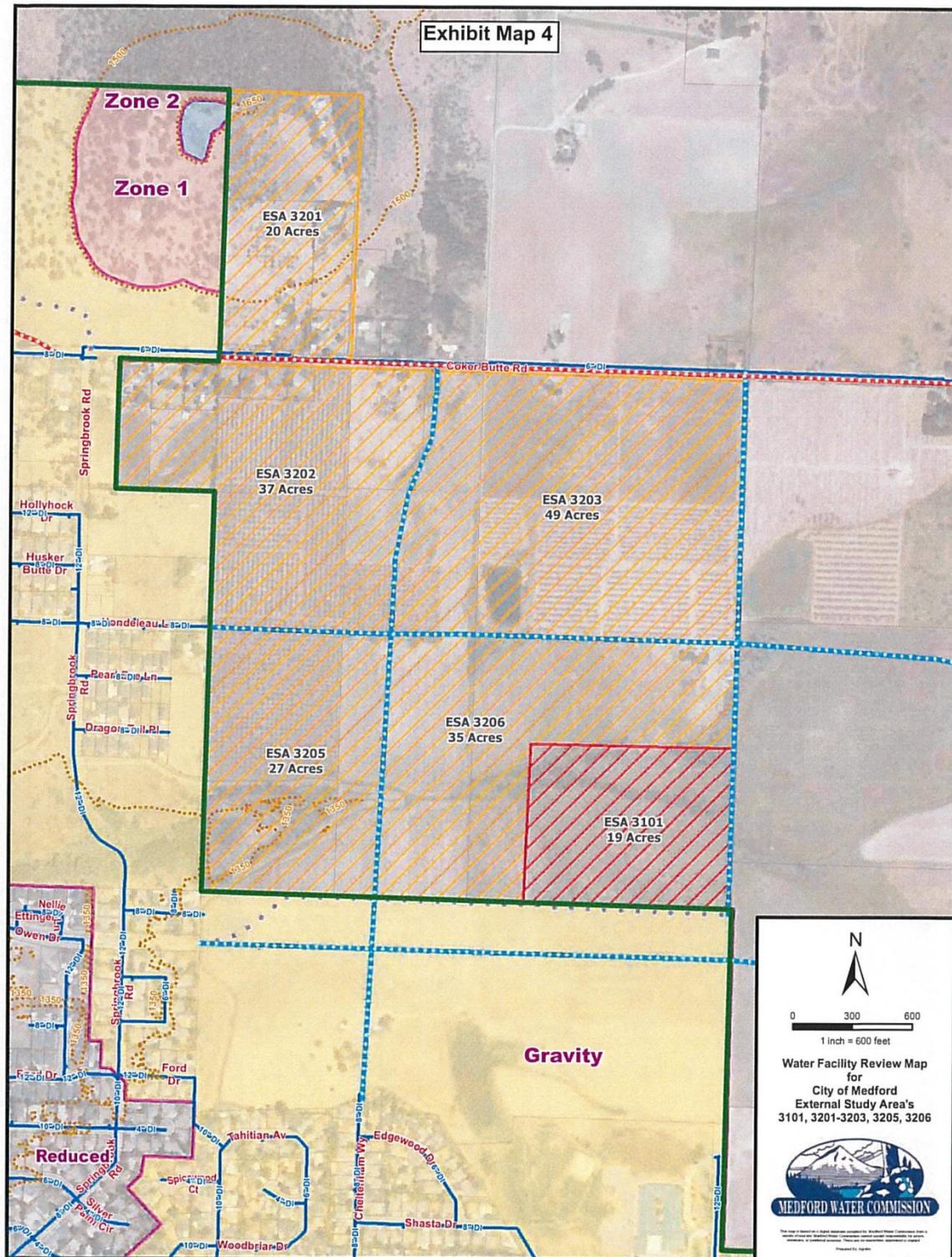
5107: Sewer service is available from a 15 inch sewer extension of +/- 2200' from the south.

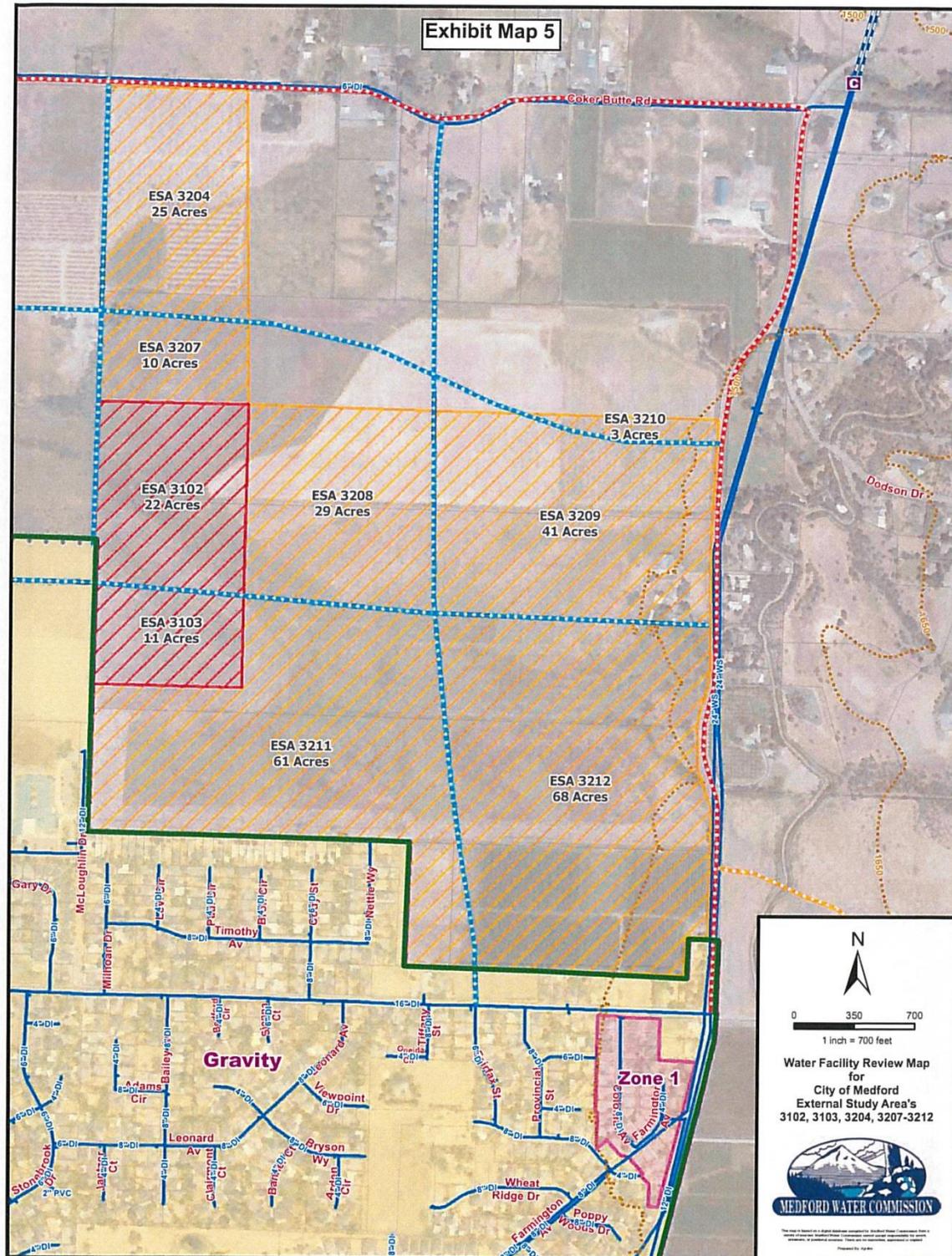
- If sewer is extended to area 5106, the sewer extension would be only about 500 feet.
- Internal mainline extensions will be required to serve the parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.
- Due to the variety of commercial and industrial property uses the exact downstream impacts are difficult to determine.

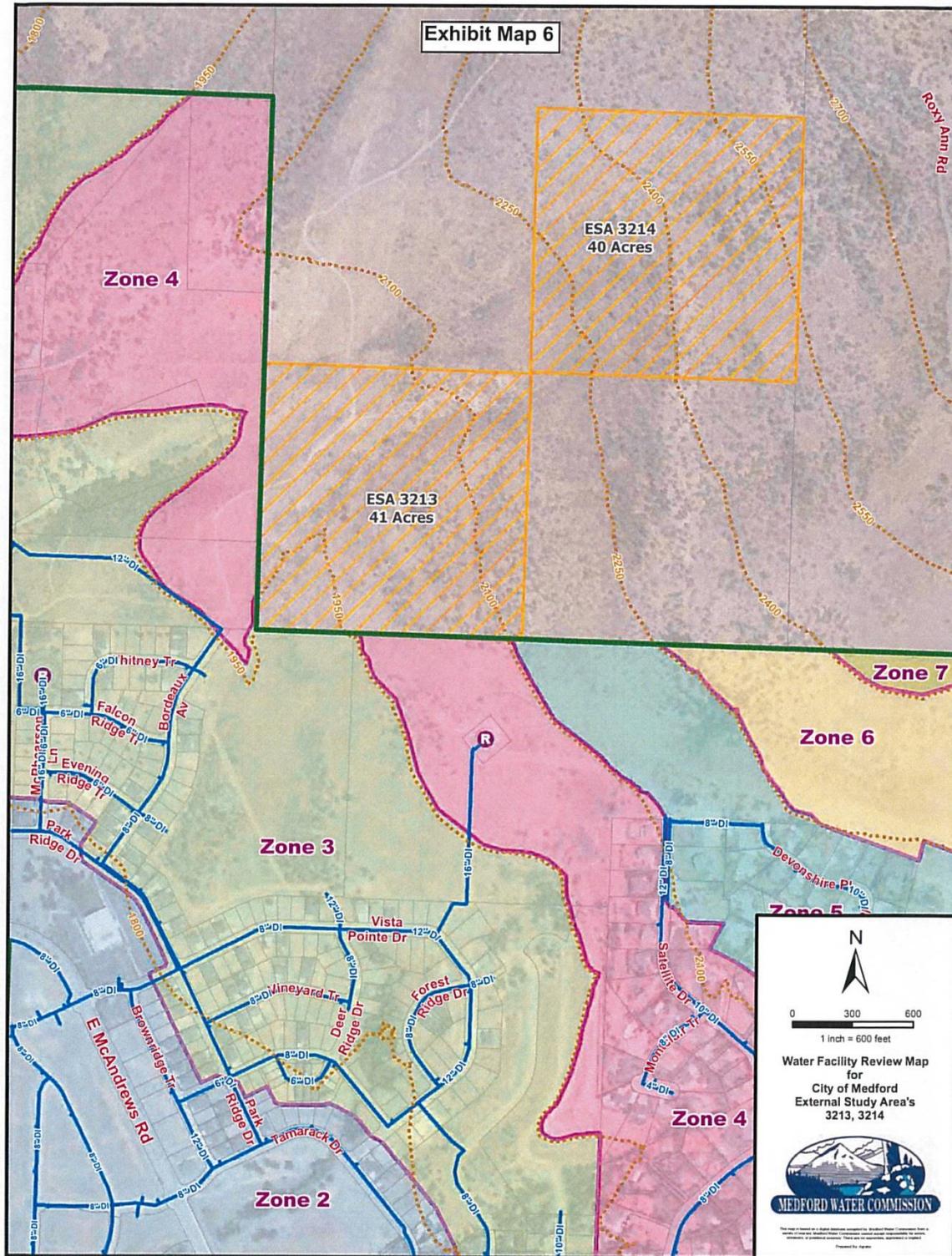
5105, 5104, 5212, 5211, 5209, 5208, 5210, 5102, 5103, and 5207: Sewer is available from a combination of +/- 1500' of 15 inch, 3800' of 12", 1500' of 8" from the south.

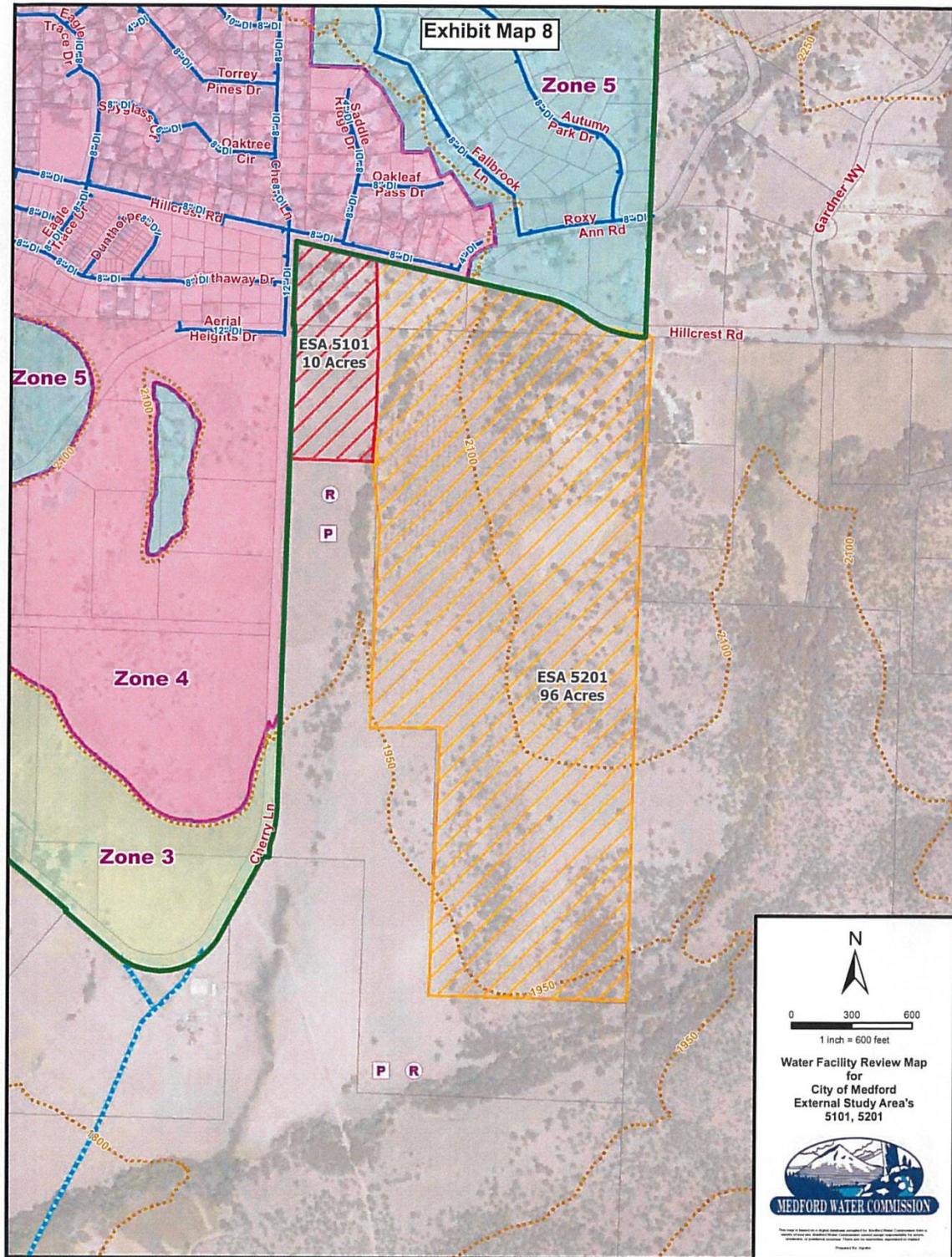
- If sewer is extended to area 5106 or 5107, the above mentioned extension distances will be reduced.
- Internal mainline extensions will be required to serve the internal area parcels. Estimating the footage of mainline required will depend on the parcel configuration, thus an estimate will not be provided.
- Due to the variety of commercial and industrial property uses the exact downstream impacts are difficult to determine.

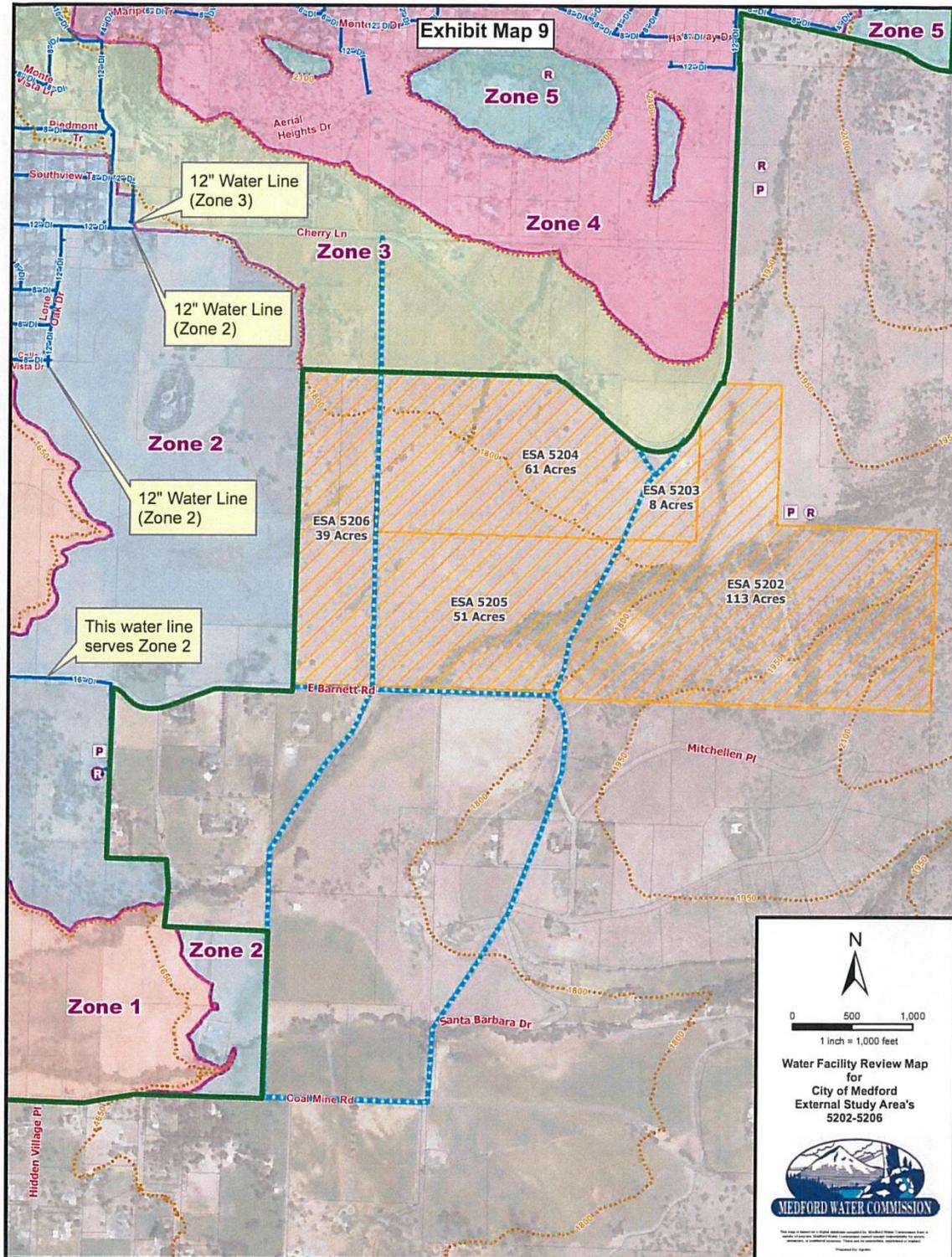


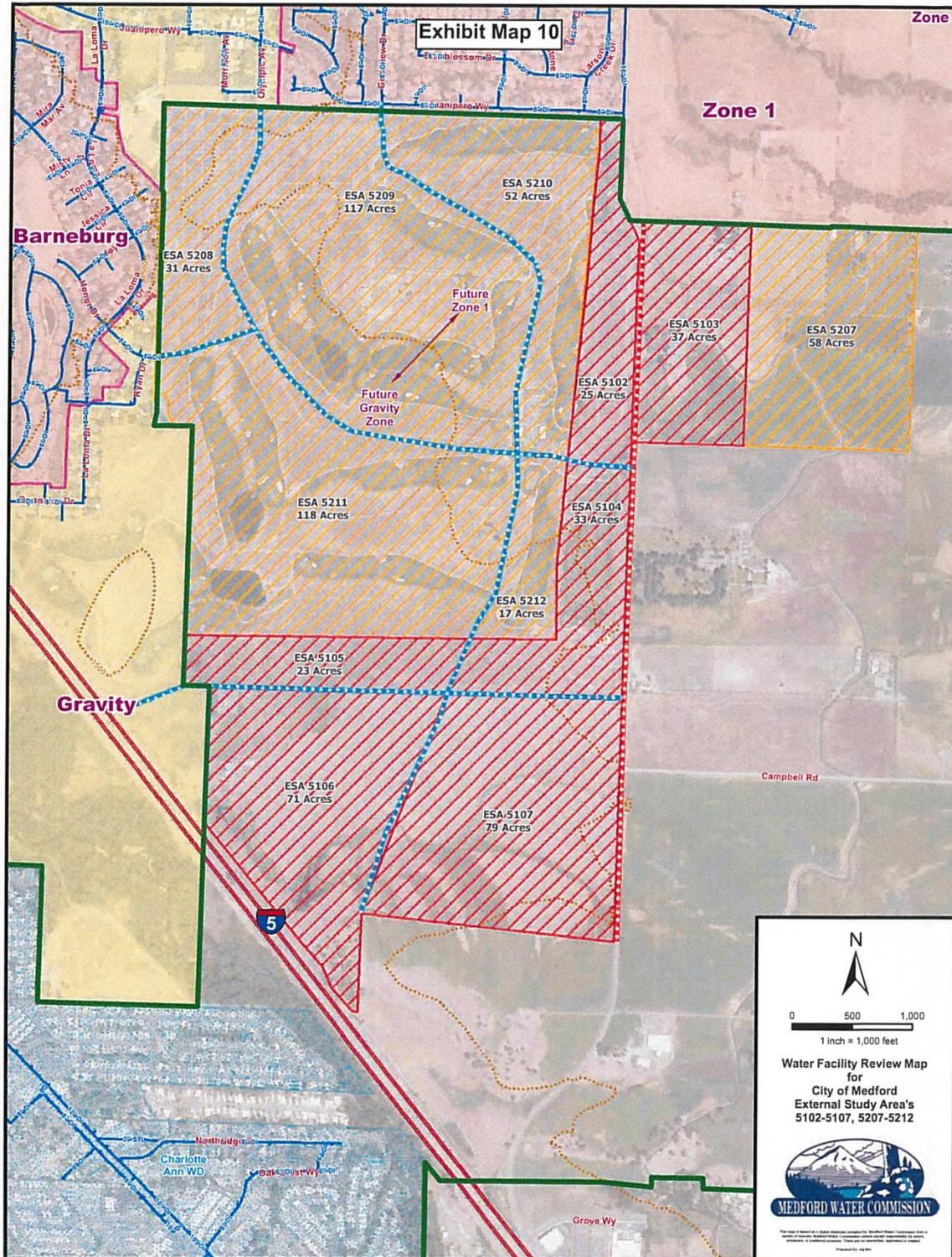


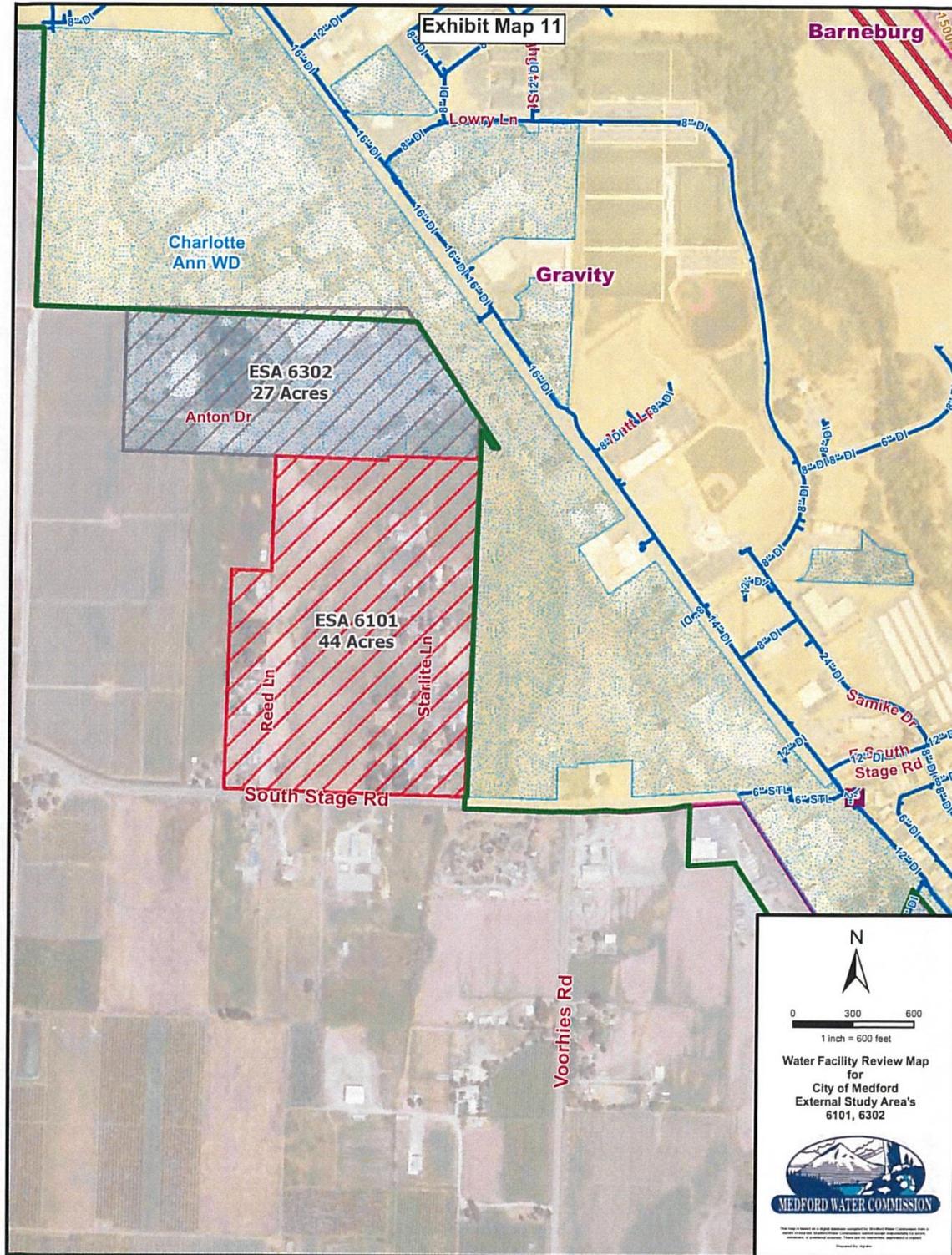


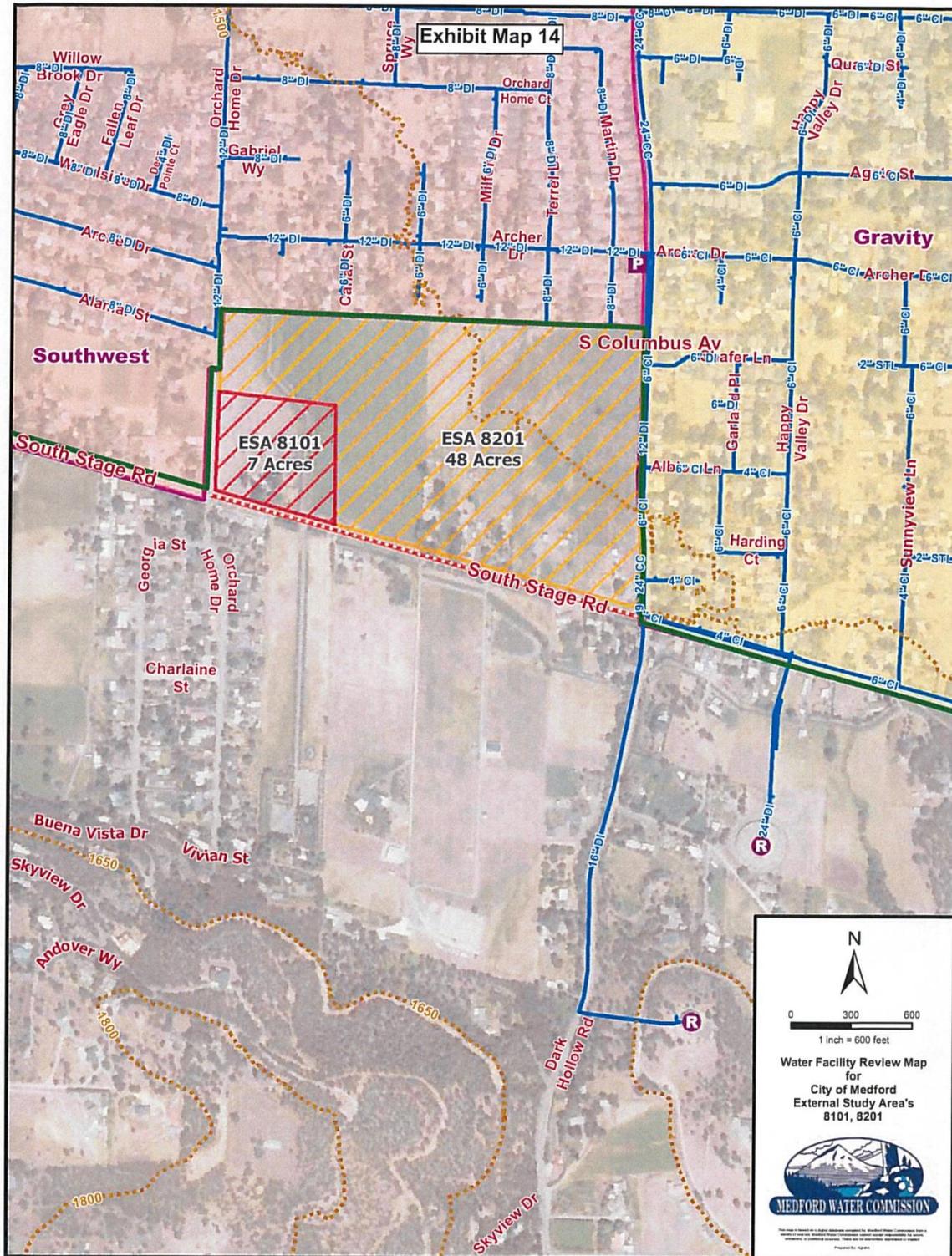


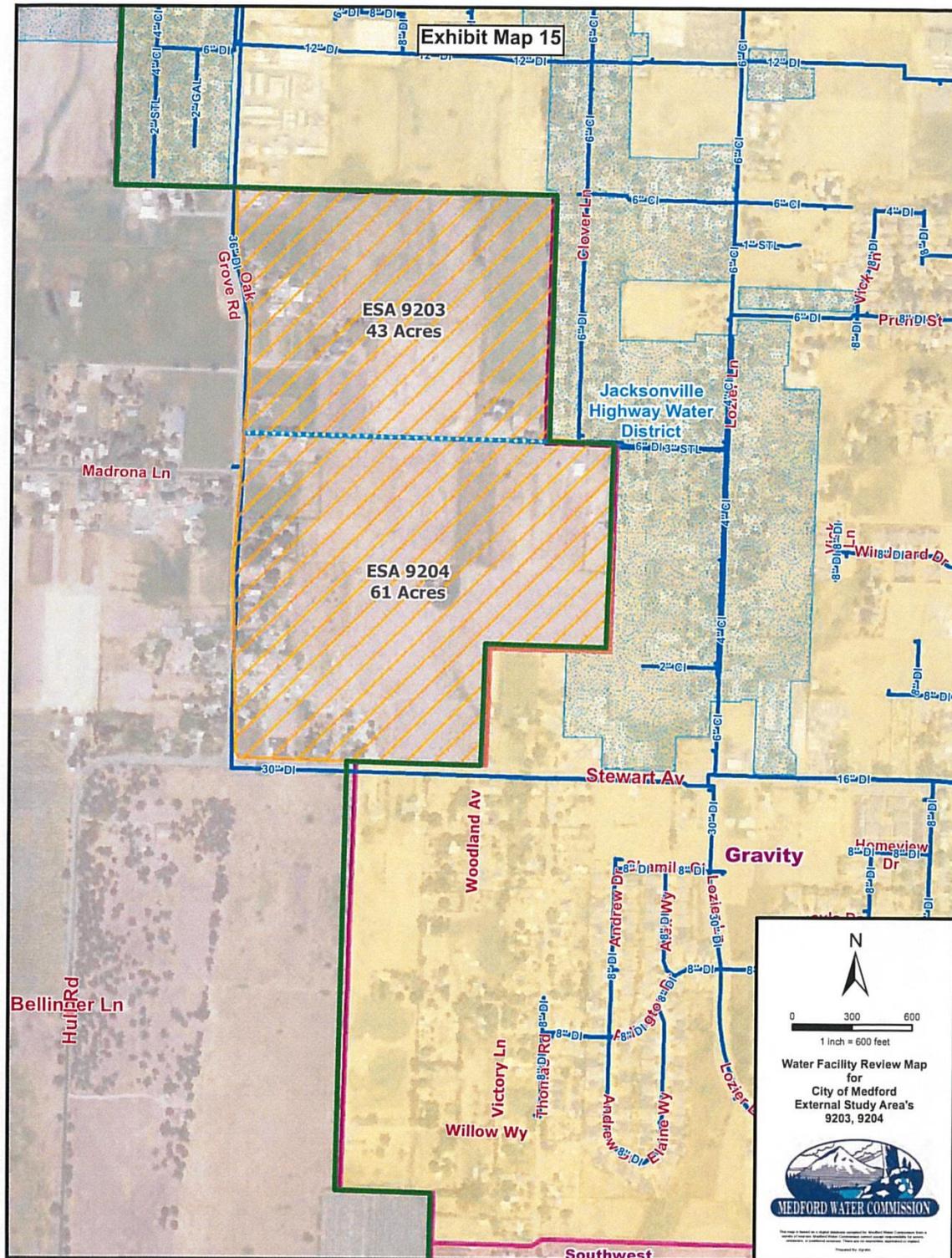


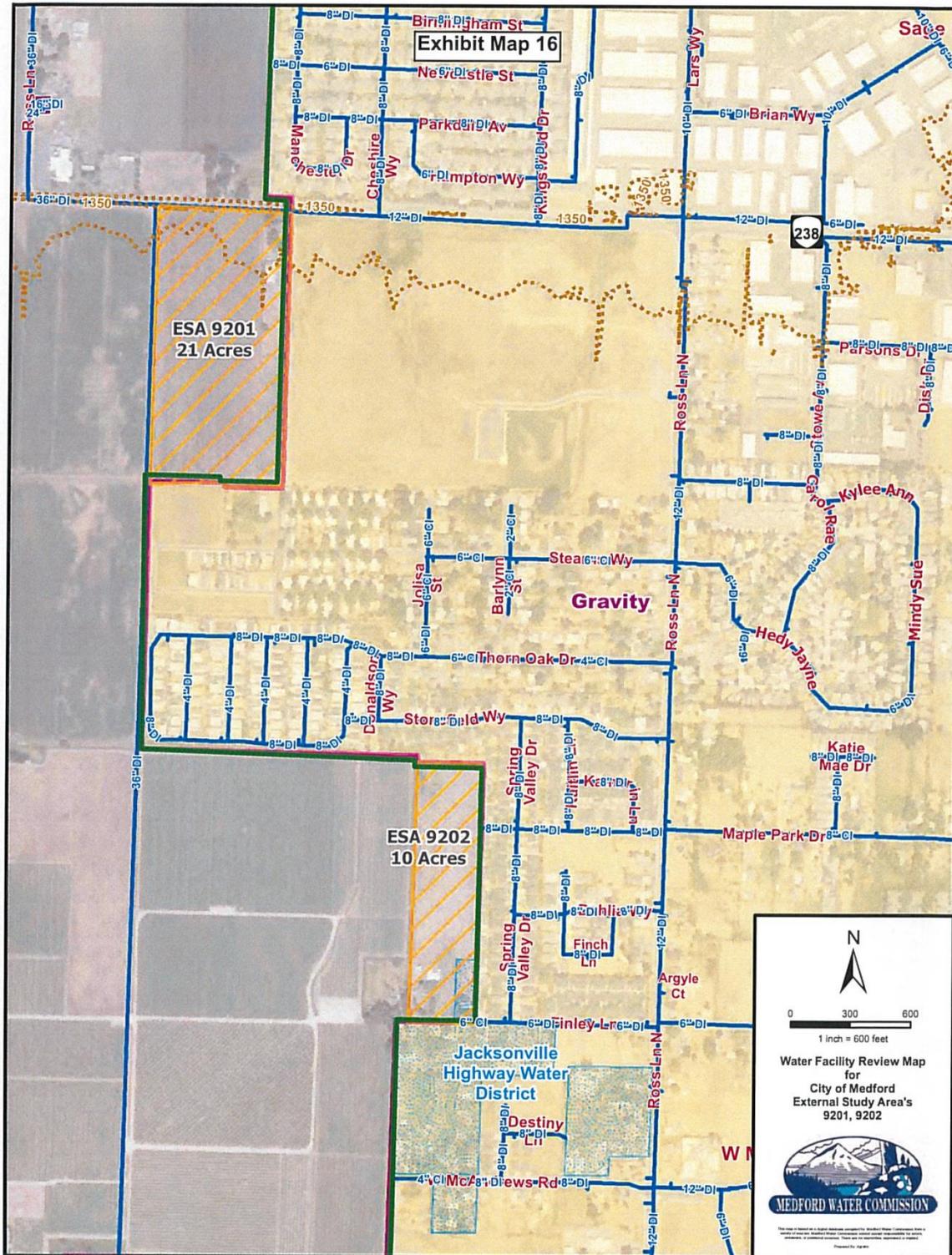












Appendix G: Infrastructure Scoring Memos

City of Medford - External Study Areas (ESA) Review

By Medford Water Commission

Scoring is based on cost of required improvements made to the domestic water conveyance system.

- (1) High Cost
- (2) Moderate Cost
- (3) Low Cost

Exhibit #	ID	Acres	DUs	Population	EMPESA	Proposed Zoning	MWC Evaluation Comments	MWC Score
1	1101	86.1	0	0	1293	Commercial	ESA 1101 is located in MWC's "Reduced" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a 36-inch water line along west side of Crater Lake Highway 62 that can serve this area.	2
1	1102	12.9	0	0	194	Commercial	ESA 1102 is located in MWC's "Reduced" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a 36-inch water line along west side of Crater Lake Highway that can serve this area.	3
1	1103	45.2	0	0	679	Commercial	ESA 1103 is located in MWC's "Reduced" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a 36-inch water line along west side of Crater Lake Highway 62 that can serve this area.	3
1	1104	24.9	0	0	374	Commercial	ESA 1104 is located in MWC's "Reduced" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a 36-inch water line along west side of Crater Lake Highway 62 that can serve this area.	2
1	1105	10.4	0	0	156	Commercial	ESA 1105 is located in MWC's "Reduced" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a 36-inch water line along west side of Crater Lake Highway 62 that can serve this area.	2
1	1106	8.7	0	0	131	Commercial	ESA 1106 is located in MWC's "Reduced" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a 36-inch water line along west side of Crater Lake Highway 62 that can serve this area.	2
2	2101	6.8	0	0	102	Commercial	ESA 2101 is located in MWC's "Reduced" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is an existing 12-inch water line in Crater Lake Avenue at the proposed intersection of Justice Road and Crater Lake Avenue.	2
2	2102	6.2	0	0	94	Commercial	ESA 2102 is located in MWC's "Reduced" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is an existing 12-inch water line in Crater Lake Avenue that can serve this area.	2
2	2103	25.7	0	0	386	Commercial	ESA 2103 is located in MWC's "Reduced" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is an existing 12-inch water line in Crater Lake Avenue that can serve this area.	2
2	2104	15.4	0	0	231	Commercial	ESA 2104 is located in MWC's "Reduced" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is an existing 12-inch water line in Crater Lake Avenue that can serve this area.	2
2	2201	33.7	103	252	0	Residential	ESA 2201 is located in MWC's "Reduced" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires installation of 8-inch water lines. There is a 12-inch water line in Crater Lake Avenue that can serve this area.	1

MWC Comments and Scoring for ESA_2034_TAZ populating worksheet.xlsx

1 of 9

Appendix G: Infrastructure Scoring Memos

City of Medford - External Study Areas (ESA) Review

By Medford Water Commission

Scoring is based on cost of required improvements made to the domestic water conveyance system.

- (1) High Cost
- (2) Moderate Cost
- (3) Low Cost

Exhibit #	ID	Acres	DUs	Population	EMPESA	Proposed Zoning	MWC Evaluation Comments	MWC Score
3	2105	76.5	0	0	1149	Commercial	ESA 2105 is located in MWC's "Reduced" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a existing 24-inch water line on the west side of Crater Lake Hwy, and a 12-inch water line in Crater Lake Avenue near the middle of this ESA that can serve this area.	3
3	2106	25.8	0	0	387	Commercial	ESA 2106 is located in MWC's "Reduced" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a existing 24-inch water line on the west side of Crater Lake Hwy, and there is an existing 12-inch water line in Crater Lake Avenue that can serve this area.	2
3	2107	27.9	0	0	419	Commercial	ESA 2107 is located in MWC's "Reduced" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a existing 24-inch water line on the west side of Crater Lake Hwy, and there is an existing 12-inch water line in Crater Lake Avenue that can serve this area.	2
3	2108	2.8	0	0	42	Commercial	ESA 2108 is located in MWC's "Reduced" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a 24-inch water line on the west side of Crater lake Hwy, and there is an existing 12-inch water line in Crater Lake Avenue approximately 2200-feet north of this ESA that can serve this area.	2
3	2202	54.9	167	409	0	Residential	ESA 2202 is located in MWC's "Reduced" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires installation of 8-inch water lines. There is a 12-inch water line in Crater Lake Avenue that can serve this area.	1
3	2203	38.2	116	284	0	Residential	ESA 2203 is located in MWC's "Reduced" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires installation of 8-inch water lines. There is a 12-inch water line in Crater Lake Avenue that can serve this area. MWC can not serve domestic water to the area above the ground elevation of 1500 feet located in the southeast portion of this ESA.	1
4	3101	18.6	0	0	279	Commercial	ESA 3101 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a 12-inch water line in McLoughlin Drive that can serve this area.	3
4	3201	20.2	61	149	0	Residential	ESA 3201 is located in both MWC's "Gravity" and "Zone 1" pressure zones. This ESA is proposed to be zoned Residential. Residential zoning requires installation of 8-inch water lines. The area of land above elevation 1500 feet is required to install a pump station and reservoir sized to serve this area. The existing 6 inch water line in Coker Butte Road is undersized to serve domestic and fire protection water to the proposed ESA. A new 12-inch water line is required to be installed in Coker Butte Road starting from Springbrook Road and extending to the east side of this ESA.	1

Appendix G: Infrastructure Scoring Memos

City of Medford - External Study Areas (ESA) Review

By Medford Water Commission

Scoring is based on cost of required improvements made to the domestic water conveyance system.

- (1) High Cost
- (2) Moderate Cost
- (3) Low Cost

Exhibit #	ID	Acres	DUs	Population	EMPESA	Proposed Zoning	MWC Evaluation Comments	MWC Score
4	3202	36.8	112	274	0	Residential	ESA 3202 is located in both MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires installation of 8-inch water lines. The existing 6-inch water line in Coker Butte Road is undersized to serve domestic and fire protection water to the proposed ESA. A new 12-inch water line is required to be installed in Coker Butte Road starting from Springbrook Road and extending to the east side of this ESA.	2
4	3203	49.2	150	368	0	Residential	ESA 3203 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires installation of 8-inch water lines. The existing 6-inch water line in Coker Butte Road is undersized to serve domestic and fire protection water to the proposed ESA. A new 12-inch water line is required to be installed in Coker Butte Road starting from Springbrook Road and extending to the east side of this ESA.	1
4	3205	26.7	81	198	0	Residential	ESA 3205 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires installation of 8-inch water lines. There are 8-inch water lines stubbed for extension in Hondeleau Lane, Sharman Way, and Kingsbury Drive. New 8-inch water lines are required to be installed in proposed residential streets within this ESA.	3
4	3206	34.5	105	257	0	Residential	ESA 3206 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires installation of 8-inch water lines. There is a 8-inch water line stubbed for extension in Cheltenham Way. New 8-inch water lines are required to be installed in proposed residential streets within this ESA.	2
5	3102	21.6	0	0	325	Commercial	ESA 3102 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a 12-inch water line in McLoughlin Drive that can serve this area.	3
5	3103	11.1	0	0	167	Commercial	ESA 3103 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a 12-inch water line in McLoughlin Drive that can serve this area.	3
5	3204	25.1	77	189	0	Residential	ESA 3204 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires installation of 8-inch water lines. There is a 6-inch water line in Coker Butte Road. The existing 6-inch water line in Coker Butte Road is undersized to serve domestic and fire protection water to the proposed ESA. A new 12-inch water line is required to be installed in Coker Butte Road starting from Springbrook Road and extending to the east side of this ESA.	1

Appendix G: Infrastructure Scoring Memos

City of Medford - External Study Areas (ESA) Review

By Medford Water Commission

Scoring is based on cost of required improvements made to the domestic water conveyance system.

- (1) High Cost
- (2) Moderate Cost
- (3) Low Cost

Exhibit #	ID	Acres	DUs	Population	EMPESA	Proposed Zoning	MWC Evaluation Comments	MWC Score
5	3207	9.9	30	74	0	Residential	ESA 3207 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires installation of 8-inch water lines. There is a 6-inch water line in Coker Butte Road, and 12-inch water line in McLoughlin Drive. The existing 6-inch water line in Coker Butte Road is undersized to serve domestic and fire protection water to the proposed ESA. A new 12-inch water line is required to be installed in Coker Butte Road starting from Springbrook Road. New 8-inch water lines are required to be installed in proposed residential streets within this ESA.	1
5	3208	28.6	87	213	0	Residential	ESA 3208 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires installation of 8-inch water lines. There is a 6-inch water line in Coker Butte Road, a 24-inch water line in or near Foothill Road, and a 16-inch water line in Delta Waters Road at Fairfax Street. New 8-inch water lines are required to be installed in proposed residential streets within this ESA.	1
5	3209	41.2	126	309	0	Residential	ESA 3209 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires installation of 8-inch water lines. There is a 6-inch water line in Coker Butte Road, a 16-inch water line in Delta Waters Road at Fairfax Street, and a 24-inch water line in or near Foothills Road. New 8-inch water lines are required to be installed in proposed residential streets within this ESA.	3
5	3210	2.9	9	22	0	Residential	ESA 3210 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires installation of 8-inch water lines. There is 24-inch water line in or near Foothills Road. New 8-inch water lines are required to be installed in proposed residential streets within this ESA.	3
5	3211	60.7	185	453	0	Residential	ESA 3211 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires installation of 8-inch water lines. There is 12-inch water line in McLoughlin Drive, and a 8-inch water line in Nettle Way. New 8-inch water lines are required to be installed in proposed residential streets within this ESA.	3
5	3212	68.2	208	510	0	Residential	ESA 3212 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires installation of 8-inch water lines. There is 24-inch water line in or near Foothills Road, and a 16-inch water line in Delta Waters Road at Fairfax Street. New 8-inch water lines are required to be installed in proposed residential streets within this ESA.	3
6	3213	40.5	124	304	0	Residential	ESA 3213 is located in three (3) of MWC's pressure zones; Zones 3, 4 and 5. This ESA is proposed to be zoned Residential. Residential zoning requires installation of 8-inch water lines. There are 8-inch water lines available for Zone 4 and 5 at the north end of Satellite Drive; and a 8-inch water line at the north end of Bordeaux Avenue for Zone 3. New 8-inch water lines are required to be installed in proposed residential streets within this ESA. This ESA will be difficult and expensive to develop due to the steep terrain and the required construction of water reservoirs, pump stations, and extensive water water lines.	1

Appendix G: Infrastructure Scoring Memos

City of Medford - External Study Areas (ESA) Review

By Medford Water Commission

Scoring is based on cost of required improvements made to the domestic water conveyance system.

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- (2) Moderate Cost
- (3) Low Cost

Exhibit #	ID	Acres	DUs	Population	EMPESA	Proposed Zoning	MWC Evaluation Comments	MWC Score
6	3214	39.9	122	299	0	Residential	ESA 3214 is located in four (4) of MWC's pressure zones; Zones 5, 6, 7 and 8. This ESA is proposed to be zoned Residential. Pressure zones 6, 7 and 8 do not currently exist and will require construction of a pump station and reservoir for each zone, along with property acquisition for each facility site. This ESA will be difficult and extremely expensive to develop due to the steep terrain and the magnitude of required construction of off-site water facilities and water line extensions that need to be constructed to this ESA.	1
7	4101	50.7	0	0	762	Commercial	ESA 4101 is located in both MWC's "Zone 1" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a 12-inch water line in Hillcrest Road to serve this area.	3
7	4102	12.6	0	0	190	Commercial	ESA 4102 is located in both MWC's "Zone 1" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a 12-inch water line in Hillcrest Road approximately 500 feet west of Urano Lane to serve this area.	3
7	4201	181.3	553	1,355	0	Residential	ESA 4201 is located in both MWC's "Zone 1" and "Zone 2" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires installation of 8-inch water lines. For the "Zone 1" pressure zone area there is a 12-inch water line in N. Foothill Road, an 8-inch water line in La Strada Circle, and a 6-inch water line in Hillcrest Road adjacent to this ESA. For the "Zone 2" pressure zone area there is an 8-inch water line in Hemlock Drive, and an 8-inch water line is also located in the East McAndrews Village development along the east side of this ESA.	2
7	4202	28.5	87	213	0	Residential	ESA 4202 is located in both MWC's "Zone 1" and "Zone 2" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires installation of 8-inch water lines. There is a 12-inch water line in Hillcrest Road approximately 500 feet west of Urano Lane that would be required to be extended across ESA 4102, then 8-inch water lines can be extended into this ESA.	2
8	5101	9.9	0	0	149	Commercial	ESA 5101 is located in MWC's "Zone 4" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a 12-inch water line in Cherry Lane, and an 8-inch water line in Hillcrest Road that can serve this area.	3
8	5201	95.8	292	715	0	Residential	ESA 5201 is located in MWC's "Zone 4" and "Zone 5" pressure zones. This ESA is proposed to be zoned Residential. Residential zoning requires installation of 8-inch water lines. There is a 12-inch water line in Cherry Lane that can serve the area of this ESA that lies within "Zone 4" pressure zone. There is 8-inch water line in Roxy Ann Road that can serve this area of this ESA that lies within "Zone 5" pressure zone.	3

Appendix G: Infrastructure Scoring Memos

City of Medford - External Study Areas (ESA) Review

By Medford Water Commission

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Exhibit #	ID	Acres	DUs	Population	EMPESA	Proposed Zoning	MWC Evaluation Comments	MWC Score
9	5202	113.4	346	848	0	Residential	ESA 5202 is located in MWC's "Zone 3", "Zone 4, and "Zone 5" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There is a "Zone 3" 12-inch water line in Cherry Lane approximately 200-feet east of Mary Bee Lane that can serve this area. This 12-inch water line is required to be extended easterly in Cherry Lane, then 8-inch water lines are required to be extended on-site. There is a "Zone 4" 12-inch water line in Cherry Lane at Aerial Heights Drive. There is a "Zone 5" 8-inch water line in Roxy Ann Road at Fallbrook Lane.	1
9	5203	7.9	24	59	0	Residential	ESA 5203 is located in MWC's "Zone 3" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There is a 12-inch water line in Cherry Lane approximately 200-feet east of Mary Bee Lane that can serve this area. This 12-inch water line is required to be extended easterly in Cherry Lane, then 8-inch water lines are required to be extended on-site.	1
9	5204	61.5	187	458	0	Residential	ESA 5204 is located in both MWC's "Zone 2" and "Zone 3" pressure zones. This ESA is proposed to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There is a "Zone 3" 12-inch water line in Cherry Lane approximately 200-feet east of Mary Bee Lane that can serve this area. This "Zone 3" 12-inch water line is required to be extended easterly in Cherry Lane, then 8-inch water lines are required to be extended on-site. There is a "Zone 2" 12-inch water line in Cherry Lane approximately 200-feet east of Mary Bee Lane that can be extended easterly in Cherry Lane, then 8-inch water lines are required to be extended on-site to serve the "Zone 2" area of this ESA.	1
9	5205	51.5	157	385	0	Residential	ESA 5205 is located in MWC's "Zone 2" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There is a "Zone 2" 12-inch water line in Cherry Lane approximately 200-feet east of Mary Bee Lane that can be extended easterly in Cherry Lane, then 8-inch water lines are required to be extended on-site to serve the "Zone 2" area of this ESA.	1
9	5206	38.8	118	289	0	Residential	ESA 5206 is located in MWC's "Zone 2" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There is a "Zone 2" 12-inch water line in Cherry Lane approximately 200-feet east of Mary Bee Lane that can be extended easterly in Cherry Lane, then 8-inch water lines are required to be extended on-site to serve the "Zone 2" area of this ESA.	1
10	5102	25.1	0	0	377	Commercial	ESA 5102 is located in MWC's "Zone 1" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires the installation of 12-inch water lines. There is a 16-inch water line in N. Phoenix Road at Juanipero Way that can serve this area. The 16-inch water line is required to be extended southerly in N. Phoenix Road, and 12-inch water lines are required to be extended on-site.	2

Appendix G: Infrastructure Scoring Memos

City of Medford - External Study Areas (ESA) Review

By Medford Water Commission

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Exhibit #	ID	Acres	DUs	Population	EMPESA	Proposed Zoning	MWC Evaluation Comments	MWC Score
10	5103	37.4	0	0	562	Commercial	ESA 5103 is located in MWC's "Zone 1" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires the installation of 12-inch water lines. There is a 16-inch water line in N. Phoenix Road at Juanipero Way that can serve this area. The 16-inch water line is required to be extended southerly in N. Phoenix Road, and 12-inch water lines are required to be extended on-site.	2
10	5104	33.4	0	0	502	Commercial	ESA 5104 is located in MWC's "Zone 1" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a 16-inch water line in N. Phoenix Road at Juanipero Way that can serve this area. The 16-inch water line is required to be extended southerly in N. Phoenix Road, and 12-inch water lines are required to be extended on-site.	2
10	5105	22.7	0	0	342	Commercial	ESA 5105 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a 12-inch water line in South Stage Road west of Interstate 5 that can serve this area. The 12-inch water line is required to be extended across Interstate 5, and 12-inch water lines are required to be extended on-site.	1
10	5106	71.3	0	0	1071	Commercial	ESA 5106 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a 12-inch water line in South Stage Road west of Interstate 5 that can serve this area. The 12-inch water line is required to be extended across Interstate 5, and 12-inch water lines are required to be extended on-site.	1
10	5107	79.4	0	0	1192	Commercial	ESA 5107 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires installation of 12-inch water lines. There is a 16-inch water line in N. Phoenix Road at Juanipero Way that can serve this area. The 16-inch water line is required to be extended southerly in N. Phoenix Road, and 12-inch water lines are required to be extended on-site.	1
10	5207	57.8	176	431	0	Residential	ESA 5207 is located in MWC's "Zone 1" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There is a "Zone 1" 16-inch water line in N. Phoenix Road at Juanipero Way that can be extended southerly in N. Phoenix Road, then 8-inch water lines are required to be extended easterly in Coal Mine Road and then on-site to serve this area of this ESA.	2
10	5208	31.1	95	233	0	Residential	ESA 5208 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There is a "Gravity" zone 8-inch water line in Honor Drive, and a 6-inch water line in Olympic Avenue that can serve this area.	3
10	5209	117.3	358	877	0	Residential	ESA 5209 is located in MWC's "Zone 1" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There is a "Zone 1" 8-inch water line in Juanipero Way that can serve this area.	3

Appendix G: Infrastructure Scoring Memos

City of Medford - External Study Areas (ESA) Review
By Medford Water Commission

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- (3) Low Cost

Exhibit #	ID	Acres	DUs	Population	EMPESA	Proposed Zoning	MWC Evaluation Comments	MWC Score
10	5210	51.9	158	387	0	Residential	ESA 5210 is located in MWC's "Zone 1" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There is a "Zone 1" 8-inch water line in Juanipero Way that can serve this area.	3
10	5211	118.3	360	882	0	Residential	ESA 5211 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There is a "Gravity" zone 8-inch water line in Honor Drive that can serve this area.	2
10	5212	16.6	51	125	0	Residential	ESA 5212 is located in MWC's "Zone 1" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There is a "Zone 1" 8-inch water line in Juanipero Way, and there is a "Zone 1" 16-inch water line in N. Phoenix Road at Juanipero Way that can serve this area.	2
11	6101	43.7	0	0	656	Commercial	ESA 6101 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires the installation of 12-inch water lines. There is a "Gravity" zone 16-inch water line along the east side of Hwy 99, and a 14-inch water line along the east side of Hwy 99 at South Stage Road.	2
11	6302	27.5	0	0	413	Industrial	ESA 6302 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires the installation of 12-inch water lines. There is a "Gravity" zone 16-inch water line located on the east side of S. Pacific Hwy 99 to serve this area.	2
12	6301	2.9	0	0	43	Industrial	ESA 6301 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires the installation of 12-inch water lines. There is a "Gravity" zone 12-inch water line located at the southerly end of Anton Drive to serve this area.	3
12	7101	48.8	0	0	733	Commercial	ESA 7101 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There are "Gravity" zone 8-inch water lines in Meyers Lane and S. Holly Street. There is also a "Gravity" zone 24-inch water line in Garfield Avenue to serve this area.	3
13	7102	29.4	0	0	441	Commercial	ESA 7102 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Commercial. Commercial zoning requires the installation of 12-inch water lines. There is no 12-inch water lines in this area as this is an established residential area. Garfield Street has a "Gravity" zone 24-inch water line that can serve this area. A 12-inch water line extension (approx. 4700-ft) would be required in Kings Hwy, and on-site 12-inch water lines. Due to low water pressures in the area, this ESA and the surrounding residential area extending up to Diamond Street may be required to be converted from the "Gravity" pressure zone to the "Southwest" pressure zone.	1
13	7201	33.5	102	250	0	Residential	ESA 7201 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There is a 8-inch water line in Sparrow Way and S Holly Street to serve this area.	3

Appendix G: Infrastructure Scoring Memos

City of Medford - External Study Areas (ESA) Review

By Medford Water Commission

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Exhibit #	ID	Acres	DUs	Population	EMPESA	Proposed Zoning	MWC Evaluation Comments	MWC Score
13	7202	20.9	64	157	0	Residential	ESA 7202 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There is a 8-inch water line in Sparrow Way and 5 Holly Street to serve this area.	3
13	7203	82.8	252	617	0	Residential	ESA 7203 is located in MWC's "Gravity" pressure zone. This ESA is proposed to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There is a 8-inch water line in Sparrow Way to serve this area. Due to low water pressures in the area, this ESA and the surrounding residential area extending up to Diamond Street may be required to be converted from the "Gravity" pressure zone to the "Southwest" pressure zone.	1
14	8101	7.4	0	0	111	Commercial	ESA 8101 is located in MWC's "Southwest" pressure zone. This ESA is to be zoned Commercial. Commercial zoning requires the installation of 12-inch water lines. There is a 12-inch water line in Orchard Home Drive at Alamar Street to serve this area.	3
14	8201	48.2	147	360	0	Residential	ESA 8201 is located in MWC's "Southwest" pressure zone. This ESA is to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There is a 12-inch water line in Orchard Home Drive at Alamar Street, a 12-inch water line in Columbus Avenue, and 8-inch water lines in Terrel Drive and Martin Drive, and 6-inch water lines in Canal Street, Meals Drive, and Milford Drive to serve this area.	3
15	9203	43.2	132	323	0	Residential	ESA 9203 is located in MWC's "Gravity" pressure zone. This ESA is to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There is a 6-inch water line in Clover Lane and Sunset Court, and a 36-inch water line along the west boundary of this ESA that will serve this area.	3
15	9204	61.4	187	458	0	Residential	ESA 9204 is located in MWC's "Gravity" pressure zone. This ESA is to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There is a 6-inch water line in Clover Lane and Sunset Court, and a 30-inch water line along the west and south boundary of this ESA that will serve this area.	3
16	9201	20.8	63	154	0	Residential	ESA 9201 is located in MWC's "Gravity" pressure zone. This ESA is to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There is a 36-inch water along the west side of this property, and a 12-inch water in Hwy 238 to the north of this property that will serve this area.	3
16	9202	9.6	29	71	0	Residential	ESA 9202 is located in MWC's "Gravity" pressure zone. This ESA is to be zoned Residential. Residential zoning requires the installation of 8-inch water lines. There is a 8-inch water in Maple Park Drive, and a 6-inch water in Finley Lane that will serve this area.	3



200 South Ivy Street - Room 177 Medford, Oregon 97501
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www.medfordwater.org

December 5, 2014

Joe Slaughter, AICP
Planner IV, Long Range Planning
City of Medford
Lausmann Annex
200 S. Ivy Street
Medford, OR 97501

Subject: Revise scoring of the ESA's

Dear Joe,

Medford Water Commission (MWC) has received the additional layouts/master plans for ESA areas MD2 and MD7 that were routed to MWC for reevaluating these ESA areas. Initially, MWC was in favor of reevaluating the scoring for these areas, but after internal discussions MWC has decided not to adjust the previously submitted scores for the following reasons.

The current MWC scoring of the ESA areas is based on the following criteria:

- The score of 3 or "green" is based on water facilities directly adjacent to the Urban Reserve area.
- The score of 2 or "yellow" is based on water facilities being one lot/tier further away from the Urban Reserve area than what is listed as a score of 3.
- The score of 1 or "red" is based on water facilities being two lots/tiers further away from the Urban Reserve area than what is listed as a score of 1. Additionally a score of 1 is warranted if reservoirs, pump stations, and water transmission mains are lacking. If the Urban Reserve area is in a non-serviceable area a score of 1 is also assigned.

The recently submitted master plans did not change the existing condition to warrant a change of the existing MWC scoring. The recently submitted master plans are not linked to an approved land development application with approved conditions that bind the master plan to the Urban Reserve areas. If the master plans were submitted for a formal review and approval process, then the overlay of the master plan could potentially change the evaluation of the ESA areas in question.

MWC does agree with the concept of the master plans, and acknowledges that a demonstrated systematic/phased development of the ESA areas in question would enhance the development potential of the areas. However, the lack of a formal approval/adoption of the submitted master plans does not insure the implementation of those master plans. The

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Joe Slaughter, AICP
Planner IV, Long Range Planning
City of Medford
Subject: Revise scoring of the ESA's
December 5, 2014

Page 2 of 2

master plans could potentially change for a multitude of reasons, including market conditions, change of ownership, cost of development, environmental issues, etc.

In conclusion, MWC is reluctant to set the precedent of changing our existing ESA scoring based on submittals of non-binding exhibits. Should the criteria change for any given ESA, MWC would take that data under consideration.

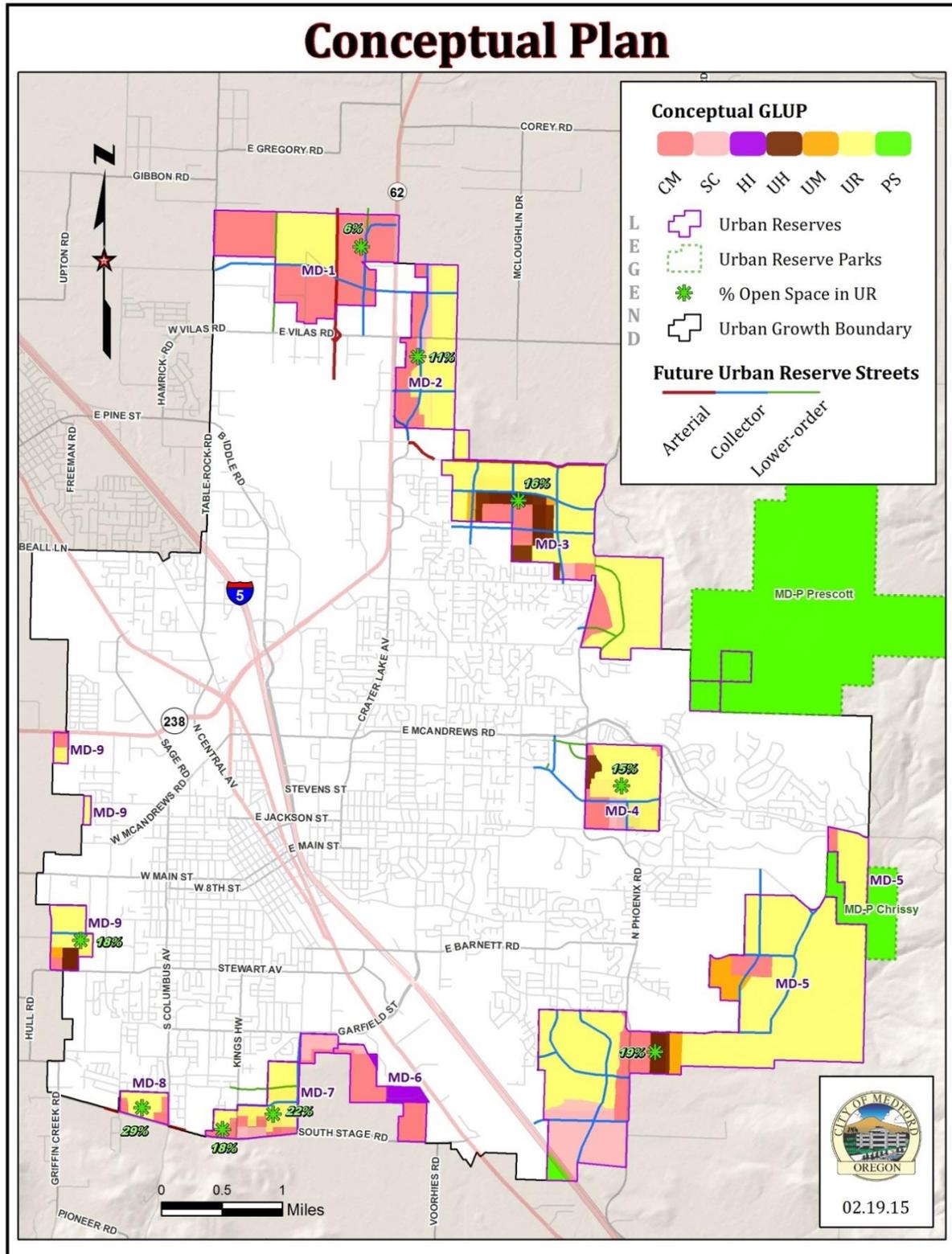
Sincerely,



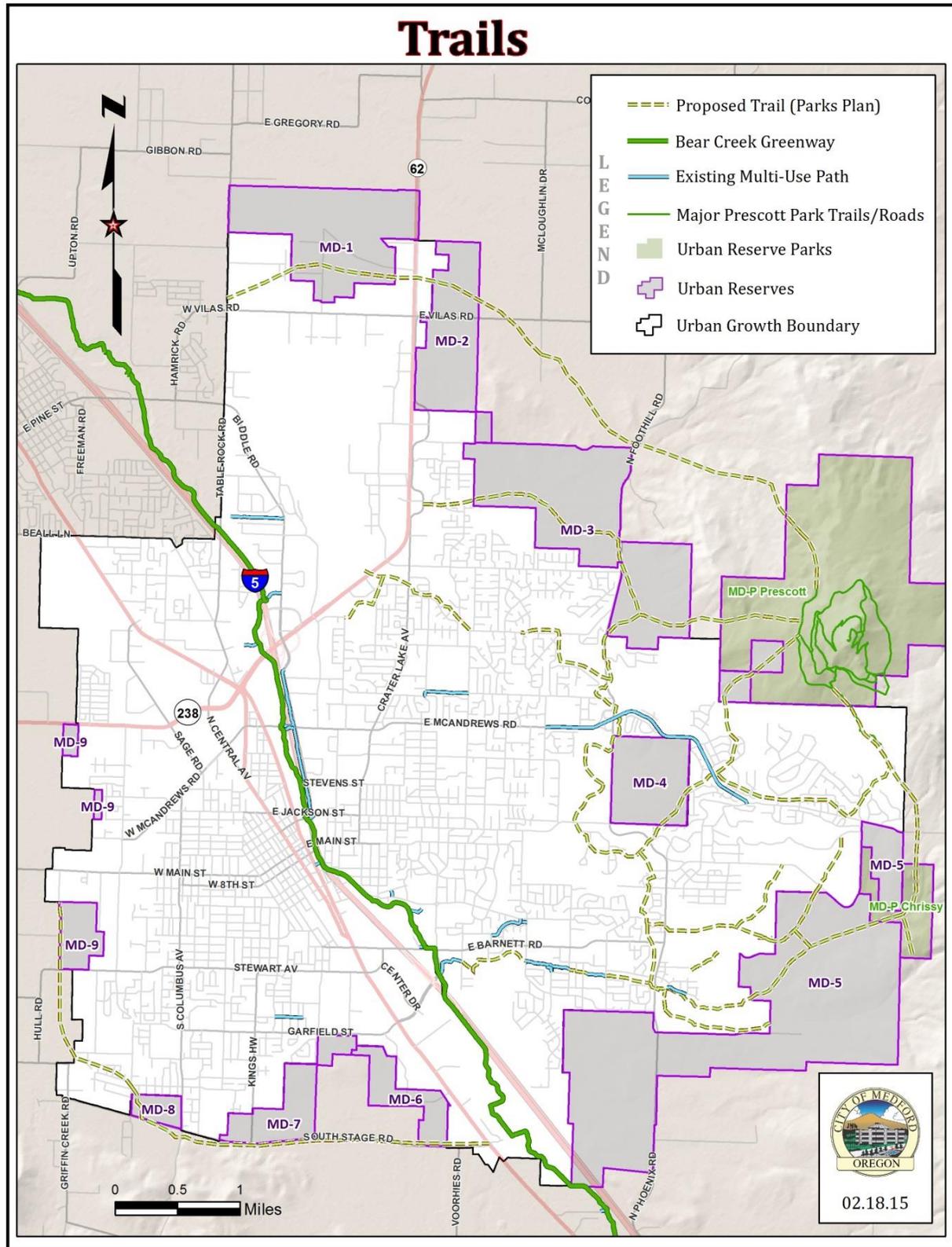
Eric C. Johnson, P.E.
Principal Engineer
Medford Water Commission

APPENDIX H. Conceptual Plans

Map 8.1. Conceptual Plan for Urban Reserve (Higher-order Streets and Land Use)



Map 8.2. UGB/Urban Reserve Trails Plan (adapted from Leisure Services Plan Figure 6.2)





City of Medford

Planning Department

Working with the community to shape a vibrant and exceptional city

STAFF REPORT

for a Type-B City Council approving quasi-judicial decision: Transportation Facility

PROJECT Transportation Facility Review – Lozier Lane extension from Kime Drive to Cunningham Avenue and additional road improvements along the west side of Orchard Home Drive
Applicant: City of Medford

FILE NO. TF-15-056

TO Planning Commission *for 06/11/2015 hearing*

FROM Carla Angeli Paladino, Planner III *CAP*

REVIEWER John Adam, Senior Planner *JA*

DATE June 4, 2015

BACKGROUND

Proposal

The City proposes to construct street improvements on portions of Lozier Lane, Cunningham Avenue, and Orchard Home Drive. The project includes the extension of Lozier Lane from Kime Drive to Cunningham Avenue. Lozier Lane and Orchard Home Drive are classified as major collector streets and will be built to the standard cross section. The cross section includes two 11-foot travel lanes, one 12-foot center turn lane, five-foot sidewalk, ten-foot planter strip, and five-foot bike lanes on each side. Cunningham Avenue at Lozier Lane and Orchard Home Drive will become a T-intersection with a stop control. A dedicated left-and-right turn lane will be provided on Cunningham Avenue as well as the extension of curb, gutter, sidewalk, planter strip, and bike lanes. The extension of street improvements on Orchard Home Drive from Cunningham Avenue to approximately 126 feet south of Westwood Drive will include curb, gutter, sidewalk, planter strip, and driveway approaches along this segment of the project. The City will purchase the necessary right-of-way in order to install the improvements. The project also includes adding street lights, storm drain facilities, and a sidewalk connection between Lozier Lane and Applegate Lane. Exhibits A and B

Subject Site & Surrounding Site Characteristics

Zoning	SFR-6 and a portion of SFR-00	Existing right-of-way, vacant land and single family residential homes
GLUP	Urban Residential (UR) as well as portions of Urban Medium Density Residential (UM) and Urban High Density Residential (UH)	
Use	Residences	

Related Projects

TF-14-050 – Lozier Lane (between West Main and Stewart Street) and Prune Street (between Lozier Lane and Vick Lane) street improvements. City Council approved these improvements with Resolution 2014-105 in August 2014.

Applicable Criteria

Medford Municipal Code §10.207, Transportation Facility Development.

(1) Transportation facility development projects shall be consistent with the Transportation Goals and Policies of the Comprehensive Plan.

(2) Transportation facility projects should not prevent development of the remainder of the property under the same ownership or development of adjoining land.

(3) If the project includes the creation of new streets, such streets should be laid out to conform with the plats of land divisions already approved for adjoining property.

ISSUES AND ANALYSIS

Background

This project is identified as Project Number 402 in the Transportation System Plan and is categorized as a Tier 1 Short Range improvement. The TSP indicates the funding source is the City of Medford. Currently, Lozier Lane terminates at Kime Drive separating the residential developments in the area. By extending Lozier Lane to Cunningham Avenue and Orchard Home Drive, a north-south road connection from South Stage Road to Rossanley Drive will be opened, providing greater mobility for those traveling north and south, and opening a direct route to the south Medford interchange for properties west of the extension area via Cunningham/Garfield. **Exhibit C**

Project Details

- 1) Lozier Lane Extension (Kime Drive to Cunningham Avenue)
 - Full major collector standard improvements totaling 74 feet of right-of-way
 - Improvements include:
 - One 12-foot center turn lane,
 - Two 11-foot travel lanes,
 - Two five-foot bike lanes,
 - Two five-foot-wide sidewalks,
 - Two ten-foot-wide planter strips
 - Underground storm drain improvements
 - Street lighting
 - Sidewalk connection from Lozier Lane to Applegate Lane
- 2) Cunningham Avenue T-Intersection
 - Stop-controlled intersection with Lozier Lane to the north and Orchard Home Drive to the south
 - Connection of curb, gutter, sidewalk, and planter strip on both sides
 - Dedicated right- and left-turn lanes
- 3) Orchard Home Drive
 - Widening of the west side of the street to create the 74-foot-wide cross section to provide curb, gutter, sidewalk, and planter strip
 - Bike lane striping on the east and west sides
 - Installation of private driveway approaches
- 4) Right-of-way Acquisition
 - Acquire approximately 9,900 square feet of right-of-way from adjacent property owners

Committee Comments

The project was presented to the Bicycle and Pedestrian Advisory Committee (BPAC) on Monday, May 11, 2015. The Committee voted 4-0 to recommend approval of the project to the Planning Commission and City Council.

Agency and Department Comments

Public Works Department: The Public Works Department does not have any comments regarding the proposed project. **Exhibit D**

Rogue Valley Sewer Services (RVSS): The RVSS has approximately 515 linear feet of sewer main, 2 manholes, and 13 service lines within the proposed project boundary on Lozier Lane. This project should only require the adjustments of the existing manholes prior to and after paving. **Exhibit E**

RVSS requests the following conditions apply to this planning action:

- City of Medford submits plans for RVSS review prior to the finalization of the construction plans.
- All conflicts regarding RVSS facilities to be included as a bid item within the scope of the City's contract for the project.

Fire Department: The Fire Department did not have any additional requirements. **Exhibit F**

Medford Water Commission: The Medford Water Commission requests the following conditions of approval for the project. **Exhibit G**

- The water facility planning/design/construction process will be done in accordance with the Medford Water Commission (MWC) "Regulations Governing Water Service" and "Standards For Water Facilities/Fire Protection Systems/Backflow Prevention Devices."
- All water facilities (water mains, fire hydrants, valve casing and lids, copper service lines, meters and boxes) shall be protected in place.
- Applicant shall coordinate roadway and utility designs with MWC Engineering Department in regards to existing water facilities in this project.

Jackson County Roads Department: Comments were received from Jackson County Roads and include the following conditions:

- The City of Medford may wish to take jurisdiction of the County roads so the City can make appropriate improvements to bring these roads to standards meeting the City's Transportation System Plan.
- Construction plans shall be submitted to Jackson County Roads for review, to approve connections with County Roads and determine if county permits are required. **Exhibit H**

Planning Department: The Planning Department recommends the following conditions be applied to the project: **Exhibit I**

- Paint the bicycle lanes green on Lozier Lane and Orchard Home Drive from Kime Drive to Westwood Drive. This is supported by the policies noted below.
Transportation System Plan Policy 2-D: The City of Medford shall balance the needed street function for all travel modes with adjacent land uses through the use of context-sensitive street and streetscape design techniques.
Implementation 2-D(1): Identify unique street design treatments, such as boulevards or “main” streets, through the development and use of special area plans, neighborhood plans, or neighborhood circulation plans adopted in the *Medford Comprehensive Plan*.
- Incorporate swales or other storm water treatment features that will help capture, filter, and permeate the ground before entering the storm drain pipes. This is supported by the Strategic Plan.
Objective 13.1: Protect waterways and wetlands which are unique components of the urban landscape.
Action 13.1a: Establish and implement storm water program required by the City’s National Pollutant Discharge Elimination System (NPDES) Phase 2 permit.
- Install irrigation lines to the planter strips and provide a landscape plan for installation of trees and ground cover. This is supported by the policies noted below.
Transportation System Plan Policy 2-E: The City of Medford shall design to enhance livability by assuring that aesthetics and landscaping are a part of Medford’s transportation system.
Implementation 2-E(1): Incorporate aesthetic streetscape features into public rights-of-way, such as street trees, shrubs, and grasses; planting strips and raised median; street furniture, planters, special lighting, public art, and paving materials which include architectural details.
- Install LED bulb(s) in the street light(s). This is supported by goals in the Strategic Plan.
Objective 13.2: Encourage energy conservation and production.
Action 13.2a: Use energy-efficient building techniques and solar energy in public construction and remodeling.

Citizen Comment(s): An e-mail was received from Chuck Korson regarding the project and concerns with final posted speed limits and an adjacent vacant property that is not well maintained. **Exhibit V**

COMPLIANCE WITH CRITERIA

Criterion (1): Transportation facility development projects shall be consistent with the Transportation Goals and Policies of the Comprehensive Plan.

Findings: Satisfied. The transportation facility project is consistent with various transportation goals and policies identified in the Comprehensive Plan. The relevant statements are identified below and are further explained about how they relate to this project.

Goal 1: To provide a multi-modal transportation system for the Medford planning area that supports the safe, efficient, and accessible movement of all people and goods, and recognizes the area's roles as the financial, medical, tourism, and business hub of Southern Oregon and Northern California.

Policy 1-B: The City of Medford shall use the Transportation System Plan as the legal basis and policy foundation for decisions involving transportation issues.

Policy 1-C: The City of Medford's top priority for the use of transportation funds shall be to address the maintenance, operational, and safety needs of the transportation system.

Policy 1-E: The City of Medford's third priority for the use of transportation funds shall be to fund capital improvements that add capacity to the transportation system. These improvements shall be prioritized based on availability of funds, reducing reliance on the automobile, improving safety, relieving congestion, responding to growth, and system-wide benefits.

Goal 2: To provide a comprehensive street system that serves the mobility and multi-modal transportation needs of the Medford planning area.

Policy 2-C: The City of Medford shall design the street system to safely and efficiently accommodate multiple travel modes within public rights-of-way.

Policy 2-E: The City of Medford shall design to enhance livability by assuring that aesthetics and landscaping are a part of Medford's transportation system.

Policy 2-F: The City of Medford shall bring Arterial and Collector streets up to full design standards where appropriate, and facilitate improving existing local streets to urban design standards where appropriate.

Policy 2-I: The City of Medford shall promote transportation safety.

Goal 4: To facilitate the increased use of bicycle transportation in the Medford planning area, as bicycle facilities are a measure of the quality of life in a community.

Policy 4-B: The City of Medford shall undertake efforts to increase the percentage of Arterial and Collector street miles in Medford having bicycle facilities, consistent with the targeted benchmarks in the "Alternative Measures" of the Rogue Valley Regional Transportation Plan (RTP).

Goal 5: To facilitate the increased use of pedestrian transportation in the Medford planning area.

Lozier Lane from Stewart Avenue to Kime Drive is fully constructed to major collector street standards including two travel lanes, turn lanes, bike lanes, planter strips, and sidewalk on both sides. This standard cross section will continue from Kime Drive to Cunningham Drive where Lozier Lane will connect to Orchard Home Drive. Orchard Home Drive is both rural and urban in design. Portions of the street are improved with curb, gutter, planter strips, and sidewalk while other parts are simply the travel lanes adjacent to road side ditches and gravel driveway approaches. Cunningham Avenue is classified as a minor arterial street and is also a blend of rural and urban infrastructure. Cunningham Avenue east of Columbus Avenue becomes Garfield Street which extends to the South Medford Interchange. The portion of Cunningham west of Orchard Home Drive (north) will become a stop controlled intersection with dedicated left and right turn lanes and pedestrian improvements along the north side of the street that will tie into Lozier Lane. The existing tight curve along Orchard Home Drive and Cunningham Avenue will be eliminated with the proposed improvements. New curb, gutter, sidewalk, planter strips, and bike lanes will be constructed along the west side of Orchard Home Drive and will taper starting at Westwood Drive.

The proposal will provide a north-south connection from South Stage Road to Rossanley Road. Properties located on the north and west sides of Lozier Lane will have a direct route to South Medford High School, the South Medford Interchange, and South Stage Road. In addition, improved sidewalk and bicycle connections will be provided along this corridor increasing the safety and livability in the surrounding neighborhoods.

Conclusion: The transportation facility project implements the Transportation System Plan and fulfills identified goals and policies of the Comprehensive Plan. The project makes a critical vehicular, bicycle, and sidewalk connection between Lozier Lane and Orchard Home Drive that will benefit the residences, students, and the traveling public in general. The project satisfies Criterion 1.

Criterion (2): Transportation facility projects should not prevent development of the remainder of the property under the same ownership or development of adjoining land.

Findings: Satisfied. The transportation facility improvements abut existing development or property that has the potential to develop in the future. The extension of Lozier Lane, the improvements on Cunningham Avenue and along the western side of Orchard Home Drive do not impede on existing or future development in this area.

Conclusions: The proposal does not prevent development of the remainder of the property under the same ownership or development of adjoining land. This criterion is found to be satisfied.

Criterion (3): If the project includes the creation of new streets, such streets should be laid out to conform with the plats of land divisions already approved for adjoining property.

Findings: Satisfied. A new section of Lozier Lane will be created from Kime Drive to Cunningham Avenue. The majority of the right-of-way for this portion of the project was provided as part of a three-parcel partition (Partition Plat No. 40-1997) approved in 1996-1997. Exhibit J Additional right-of-way will be used from a City-owned parcel addressed at 1612 Orchard Home Drive. The remaining land needed along Orchard Home Drive will be purchased from the property owners.

Conclusions: Roughly seventy percent of the right-of-way needed for the project is under the jurisdiction of the City of Medford as provided in the plats of former land divisions or as owned by the City. Other properties enhanced by the project have frontage and/or vehicular access on the affected streets. The criterion is found to be satisfied. Photographs of the area have been included for reference. Exhibits K-U

RECOMMENDED ACTION

Staff recommends the Planning Commission find the approval criteria are either met or are not satisfied and forward a favorable recommendation to the City Council for TF-15-056, per the Staff Report dated June 4, 2015, including Exhibits A through V.

EXHIBITS

- A Project Boundaries
- B Proposed Improvements with street cross section
- C Applicant's findings and conclusions
- D Comments from the Engineering Department
- E Comments from Rogue Valley Sewer Services
- F Comments from the Fire Department
- G Comments from Medford Water Commission
- H Comments from Jackson County Roads
- I Comments from the Planning Department
- J Partition Plat No. 40-1997
- K Photo- Looking north at Lozier Lane from Kime Drive
- L Photo – Looking south at proposed Lozier Lane extension
- M Photo – Looking south at proposed Lozier Lane extension from unimproved right of way
- N Photo – Looking east at the proposed sidewalk connection from Lozier Lane to Applegate Lane
- O Photo – Looking east at Cunningham Avenue and Orchard Home Drive (north)intersection
- P Photo – Looking west at Cunningham Avenue
- Q Photo – Looking north on existing curve at Orchard Home Drive and Cunningham Avenue
- R Photo – Looking south at Orchard Home Drive
- S Photo – Looking south near Orchard Home Drive and Westwood Drive
- T Photo – Looking north at Orchard Home Drive
- U Photo – Looking east on Cunningham Avenue
- V E-mail comments from Chuck Korson dated May 25, 2015
Vicinity map

PLANNING COMMISSION AGENDA:

JUNE 11, 2015

FOR ASSESSMENT AND
EXAMINATION

N.E. 1/4, S.E. 1/4, SEC. 35, T.37S., R.2W., W.M.
JACKSON COUNTY
1" = 100'

37 2W 35DA
MEDFORD
REC. # 15-056
APR 08 2015
Planning Dept.



CITY OF MEDFORD
EXHIBIT # 15-056

37 2W 35DA
MEDFORD
SUB MAP 17 2W 35DA
REV. FEBRUARY 20, 2012

S.E. 1/4, S.E. 1/4, SEC. 35, T.37S., R.2W., W.M.
 JACKSON COUNTY
 1" = 100'

THE COMMISSIONERS AND
 TAXPAYERS OF THE



RECEIVED

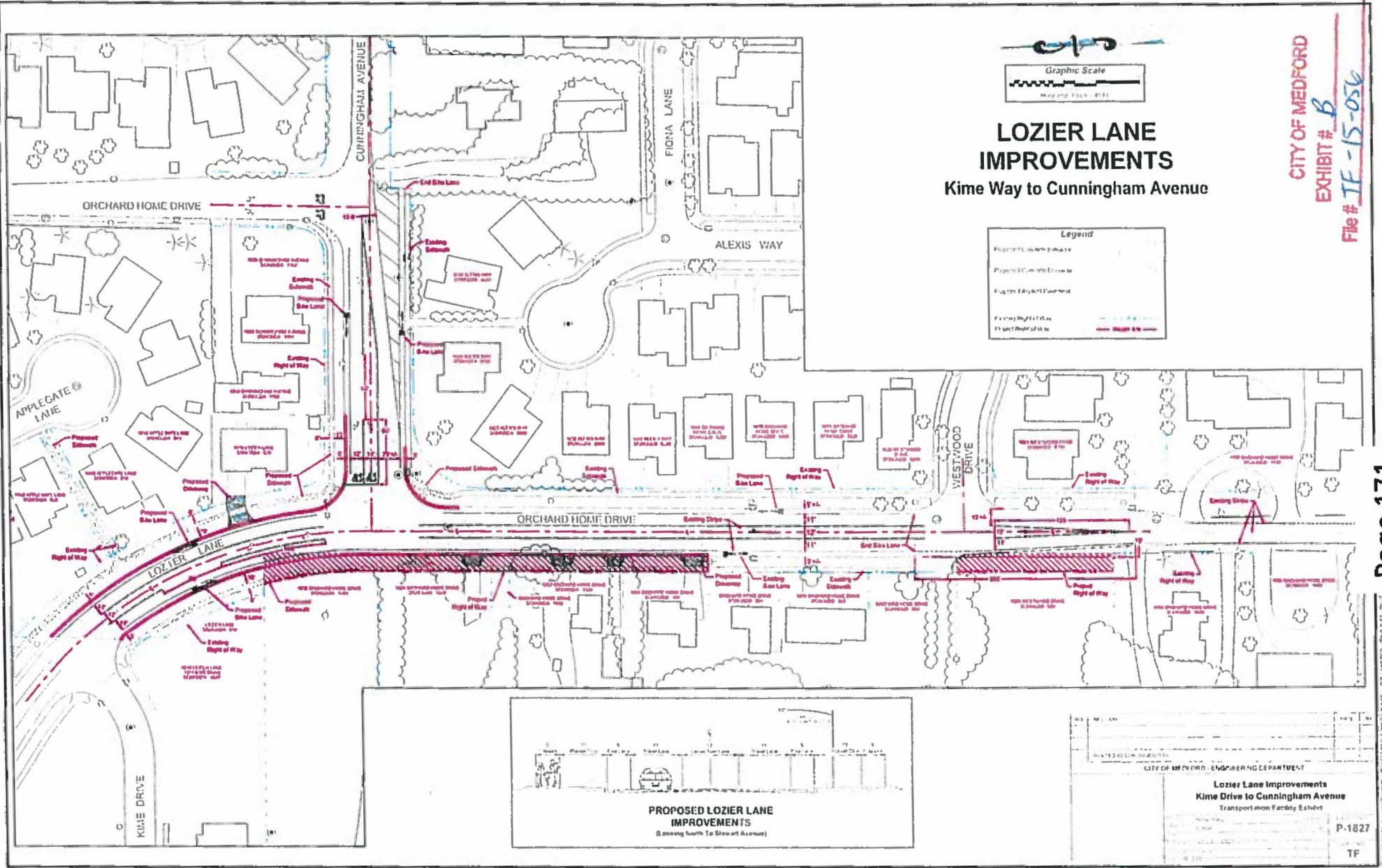
APR 18 2015
 37 2W 35DD MEDFORD Planning Dept

CANCELLED BY
 10/15/2015
 10/15/2015 10:30 AM
 10/15/2015 10:30 AM
 10/15/2015 10:30 AM

CITY OF MEDFORD
 EXHIBIT 6
 FC 17-15-05

37 2W 35DD
 MEDFORD

NEW MAP 3442 10/15/15
 BLS - MARCH 2015



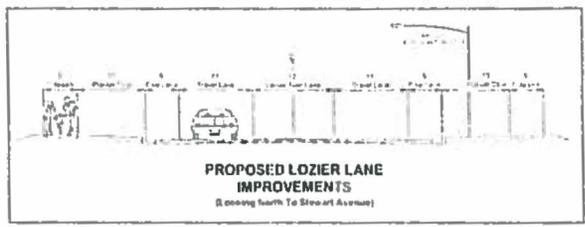
LOZIER LANE IMPROVEMENTS

Kime Way to Cunningham Avenue

CITY OF MEDFORD
 EXHIBIT # **B**
 File # **TF-15-056**

Legend

- Proposed Lane
- Proposed Right of Way
- Proposed Easement
- Existing Right of Way
- Existing Right of Way



CITY OF MEDFORD - ENGINEERING DEPARTMENT

Lozier Lane Improvements
 Kime Drive to Cunningham Avenue
 Transportation Facility Exhibit

P-1827

TF

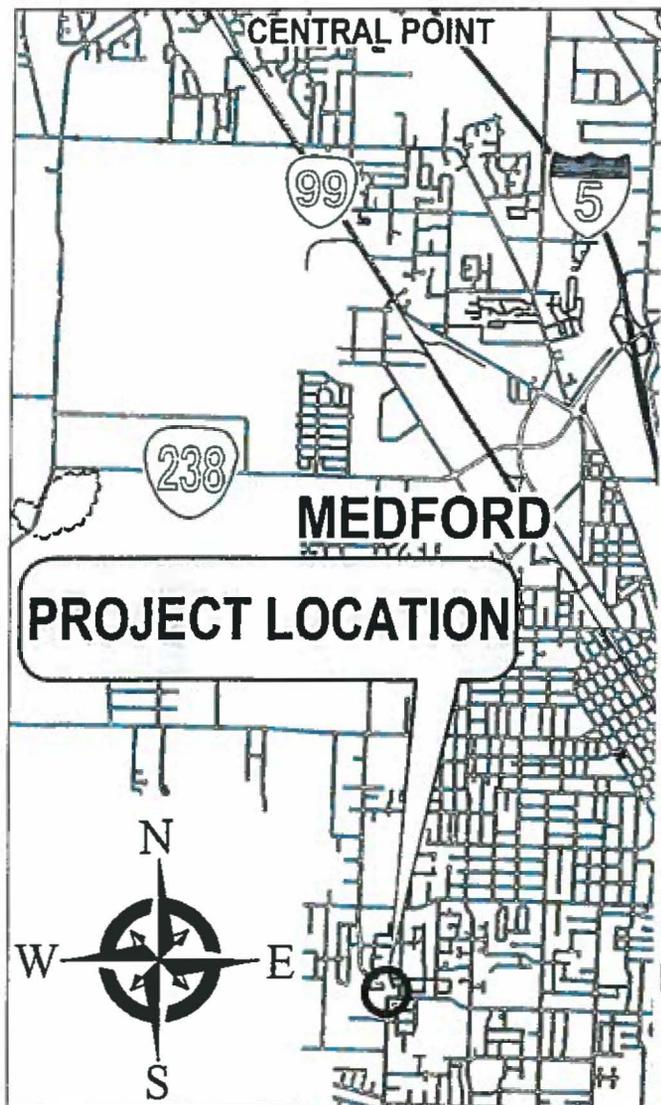
CITY OF MEDFORD
INTER - OFFICE MEMORANDUM

RECEIVED

APR 08 2015

Planning Dept.

TO: Planning Dept.
FROM: Michael Lundberg, Engineering Technician
SUBJECT: Lozier Lane Improvements (Kime Drive to Cunningham Avenue)
DATE: March 31, 2015



LOZIER LANE IMPROVEMENTS
Kime Drive to Cunningham Avenue

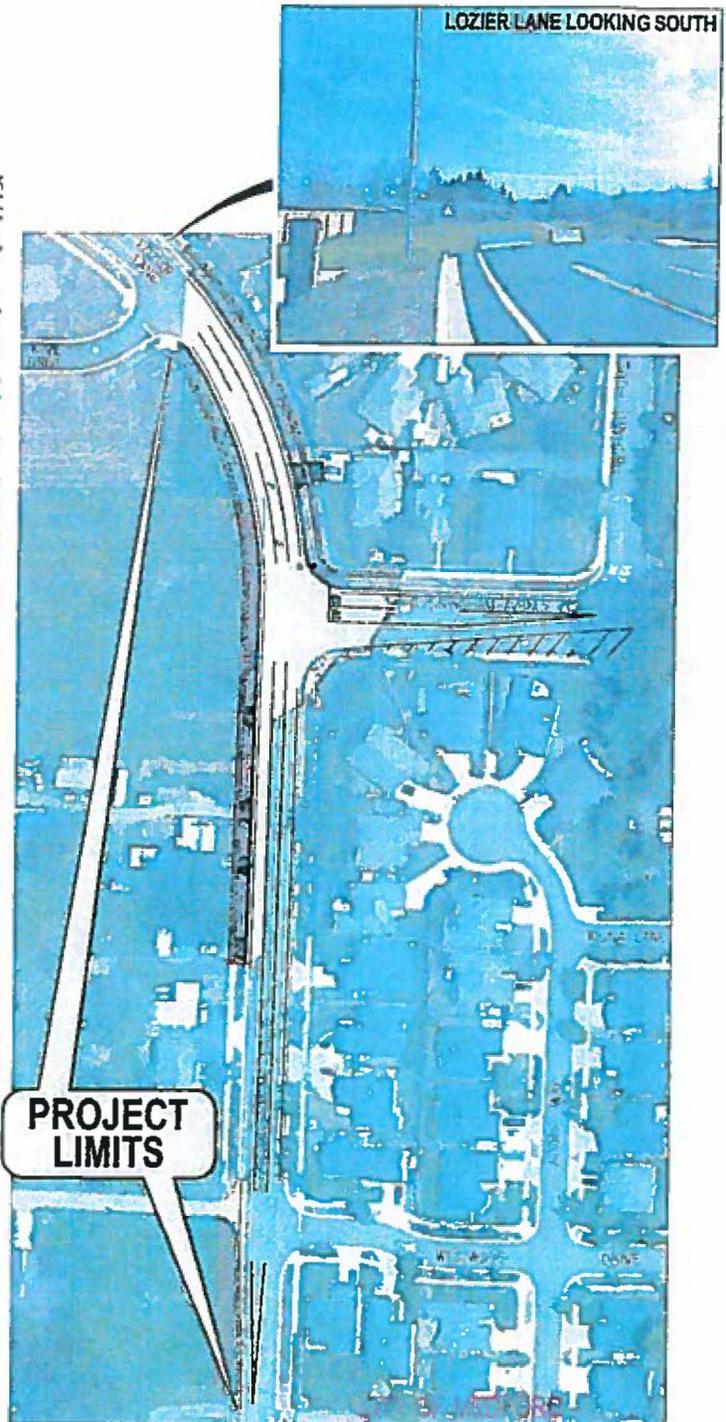


EXHIBIT # C
File # TF-15-056

2

Executive Summary

This project will extend Lozier Lane from Kime Drive to Cunningham Avenue. Improvements include a continuous left turn lane, two travel lanes, a bike lane and sidewalk on each side, and will include construction of curb and gutter, underground drainage improvements and street lighting.

Approximately 70% of the property needed for the project is held as existing right of way or as fee title by the City.

The Engineering Division of Public Works recommends constructing Lozier Lane from Kime Drive to Cunningham Avenue (approximately 330 feet) as a major collector in accordance with the City of Medford Transportation System Plan (TSP).

Project Background

Lozier Lane from Stewart Avenue to Kime Drive has been constructed to a major collector standard. This street segment was identified for improvement in the 17 Project List adopted by the Medford City Council in 1996. Existing improvements end approximately 330 feet away from of Cunningham Avenue. This project will complete this section and connect Lozier Lane, Cunningham Avenue, and Orchard Home Drive at a 3-way intersection.

Tie-in to existing streets will be as follows:

Lozier Lane at Kime Drive:

- 44 foot wide existing street improvements meeting major collector standards.

Cunningham Avenue:

- Minor modifications to create a "tee" intersection with the proposed Lozier Lane and existing Orchard Home Drive

Orchard Home Drive:

- Minor street widening on the west side including curb and gutter, planter strip and sidewalk along Orchard Home Drive. South of Westwood Drive a pavement taper will transition to the existing street section.

This improvement is identified as Project Number 402 in the City of Medford's Transportation System Plan (TSP) - table 5-8 "Summary of Street System Capacity and Operations Improvements" adopted in November, 2003. 17-Street-Projects funding will be utilized to improve this facility and provide connectivity between Lozier Lane and Orchard Home Drive. Lozier Lane from West Main Street to Stewart Avenue has been approved for improvements with TF-14-050.

This project will provide the following:

Lozier Lane:

- 44 foot wide street improvements from Kime Drive to Cunningham Avenue with planter strip and sidewalk on each side.
- Continuous left turn lane.
- 2 travel lanes (one each way).
- Bike lanes each side.
- Underground storm drain improvements.
- Street lighting.

Cunningham Avenue:

- Tee intersection with Lozier Lane to the north and Orchard Home Drive to the south.
- Dedicated left turn lane.
- Bike lane north and south side.
- Underground storm drain improvements.
- Street lighting.

Orchard Home Drive:

- Widening of the west side to create a 44 foot wide street section with curb and gutter, planter strip and sidewalk.
- Bike lane east and west side.

Proposed variance to Transportation System Plan:

Lozier Lane:

- No variance from the TSP is proposed.

	Features / Dimensions (From Centerline of Street)					Left or Center Turn Lane/Median	Total Paved Width	Total Right-of-Way Width
	Travel Lanes	Bike Lane	On-Street Parking	Sidewalk	Planter Strip			
* Major Collector	11'	5'	None	5'	10'	12'	44'	74'
Proposed Lozier Lane	11'	5'	None	5'	10'	12'	44'	74'

*** Per Table 5-6 of Medford Transportation System Plan**

Utility impact:

Staff is coordinating with affected utilities to determine facility impacts.

Right-of-Way Acquisition:

Currently, the majority of Lozier Lane right of way within the proposed section is 90 feet wide (Partition Plat P-40-1997). Proposed street improvements for a major collector will require a 74 foot right of way footprint. Existing right of way on the west side, along the Orchard Home Drive frontage of the project is 20 feet wide (as measured from centerline). Approximately 17 feet of additional right of way will need to be acquired along this section. Right of way acquisition will be needed from taxlots (372W35DA) 1300, 1400, 1500 as well as (372W35DD) 100 and 900. Approximately 9,900 square feet of right of way will need to be acquired from these 5 property owners.

CITY OF MEDFORD
INTEROFFICE MEMORANDUM

TO: Carla Paladino, Planning Department

DATE May 8, 2015

FROM: Alex Georgevitch, Engineering Division of Public Works

SUBJECT: TF-15-056 Lozier Lane (Kime Drive to Cunningham Avenue)

The Public Works Department doesn't have any comments regarding the proposed project.

DB

Page 1 of 1

P: Staff Reports\TF\TF-15-056 Lozier Lane\TF15-056 PW Response.docx



ROGUE VALLEY SEWER SERVICES

Location: 133 West Vilas Road, Central Point, OR - Mailing Address: P.O. Box 3130, Central Point, OR 97502-0005
Tel. (541) 664-6300, Fax (541) 664-7171 www.RVSS.us

May 7, 2015

City of Medford Planning Department
411 West 8th Street
Medford, Oregon 97501

RE: TF-15-056 Lozier Lane (Kime Drive to Cunningham Avenue)
ATTN: Carla Paladino

Rogue Valley Sewer Services has approximately 515 linear feet of sewer main, 2 manholes, and 13 service lines within the proposed project boundary on Lozier Lane. This project should only require the adjustments of the existing manholes prior to and post paving.

RVSS requests the following conditions apply to this planning action:

- City of Medford submits plans for RVSS review prior to the finalization of the construction plans.
- All conflicts regarding RVSS facilities to be included as a bid item within the scope of the City's contract for the project.

Feel free to contact me directly for any other question relating to this project.

Sincerely,

Wade Denny,

PE

Wade Denny, PE
District Engineer

Digitally signed by Wade Denny PE
DN: cn=Wade Denny, PE, o=Rogue
Valley Sewer Services, ou=District
Engineer, email=wdenny@rvss.us, c=US
Date: 2015.05.07 14:46:07 -0700

K:\DATA\AGENCIES\MEDFORD\PLANNING\TF\2015\TF-15-056.DOC

CITY OF MEDFORD
EXHIBIT # E
File # TF-15-056



Medford Fire Department

200 S. Ivy Street, Room #180
Medford, OR 97501
Phone: 774-2300; Fax: 541-774-2514;
E-mail www.fire@ci.medford.or.us

LAND DEVELOPMENT REPORT - PLANNING

To: City of Medford Public Works

LD Meeting Date: 05/20/2015

From: Fire Marshal Kleinberg

Report Prepared: 05/15/2015

File #: TF - 15 - 56

Site Name/Description: Extend Lozier Ln from Kime Dr to Cunningham Av

Consideration of plans to build street improvements to extend Lozier Lane from Kime Drive to Cunningham Avenue including additional improvements along the west side of Orchard Home Drive to just south of Westwood Drive. Lozier Lane and Orchard Home Drive are classified as Major Collector streets and will be built to the standard cross section which includes two 11 foot travel lanes, one 12 foot center turn lane, five foot sidewalk, ten foot planter strip, and five foot bike lanes on each side. Cunningham Avenue is classified as a Minor Arterial and will include a stop controlled intersection with Lozier Lane to the north and Orchard Home Drive to the south. The improvements on Cunningham Avenue include a dedicated right and left turn lane, curb, gutter, sidewalk, and planter strip; City of Medford Public Works Department, Applicant. Carla Paladino, Planner.

DESCRIPTION OF CORRECTIONS	REFERENCE
<u>Approved as Submitted</u> Meets Requirement: No Additional Requirements	

Development shall comply with access and water supply requirements in accordance with the Fire Code in affect at the time of development submittal.

Fire apparatus access roads are required to be installed prior to the time of construction. The approved water supply for fire protection (hydrants) is required to be installed prior to construction when combustibile material arrives at the site.

Specific fire protection systems may be required in accordance with the Oregon Fire Code.

This plan review shall not prevent the correction of errors or violations that are found to exist during construction. This plan review is based on the information provided only.

Design and installation shall meet the Oregon requirements of the IBC, IFC, IMC and NFPA standards.



BOARD OF WATER COMMISSIONERS

Staff Memo

TO: Planning Department, City of Medford

FROM: Rodney Grehn P.E., Water Commission Staff Engineer

SUBJECT: TF-15-056

PARCEL ID: Lozier Lane (Kime Drive to Cunningham Avenue)

PROJECT: Consideration of plans to build street improvements to extend Lozier Lane from Kime Drive to Cunningham Avenue including additional improvements along the west side of Orchard Home Drive to just south of Westwood Drive. Lozier Lane and Orchard Home Drive are classified as Major Collector streets and will be built to the standard cross section which includes two 11 foot travel lanes, one 12 foot center turn lane, five foot sidewalk, ten foot planter strip, and five foot bike lanes on each side. Cunningham Avenue is classified as a Minor Arterial and will include a stop controlled intersection with Lozier Lane to the north and Orchard Home Drive to the south. The improvements on Cunningham Avenue include a dedicated right and left turn lane, curb, gutter, sidewalk, and planter strip; City of Medford Public Works Department, Applicant. Carla Paladino, Planner.

DATE: May 18, 2015

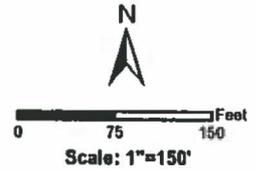
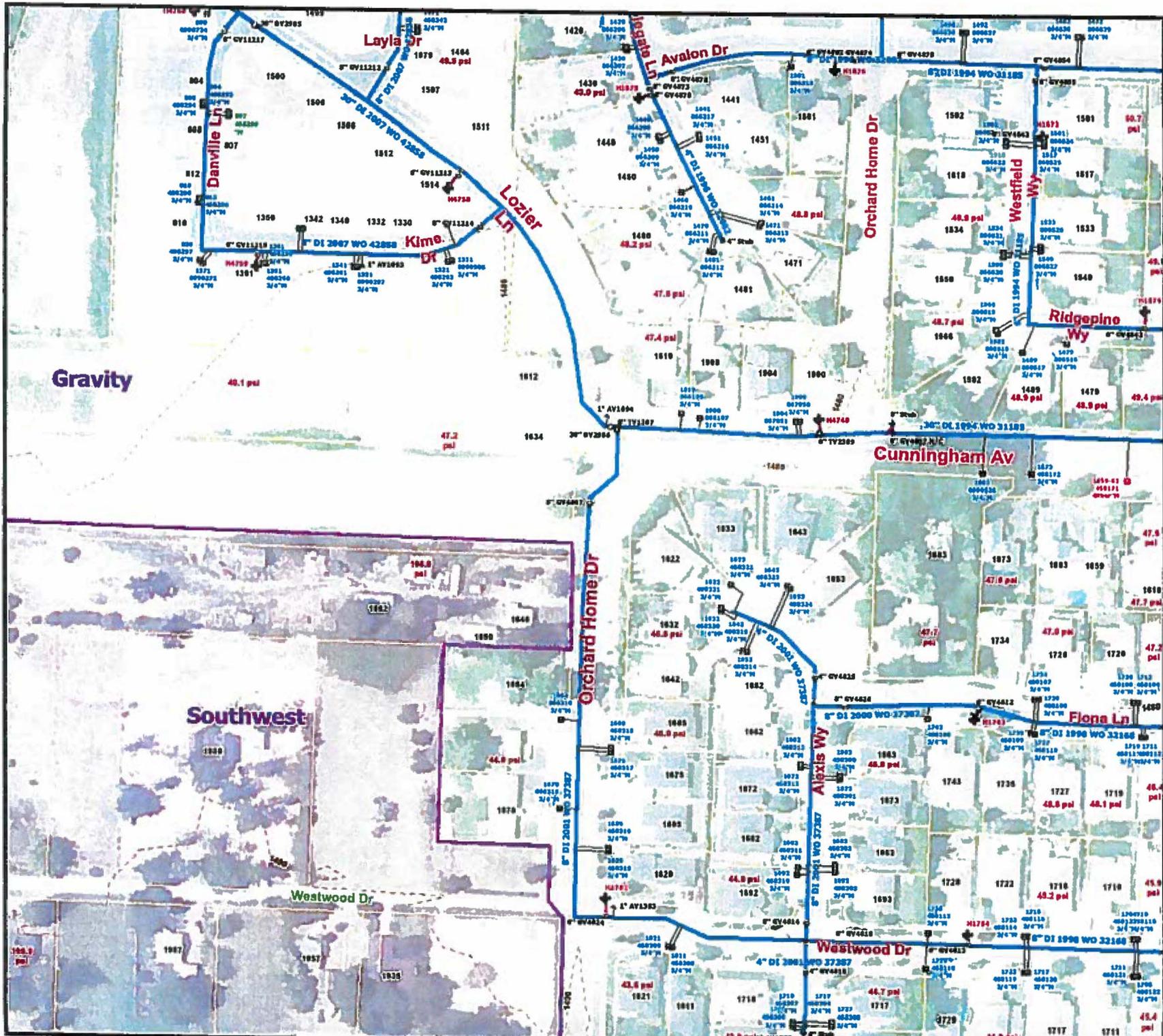
I have reviewed the above plan authorization application as requested. Conditions for approval and comments are as follows:

CONDITIONS

1. The water facility planning/design/construction process will be done in accordance with the Medford Water Commission (MWC) "Regulations Governing Water Service" and "Standards For Water Facilities/Fire Protection Systems/Backflow Prevention Devices."
2. All water facilities (water mains, fire hydrants, valve casing and lids, copper service lines, meters and boxes) shall be protected in place.
3. Applicant shall coordinate roadway and utility designs with MWC Engineering Department in regards to existing water facilities in this project.

COMMENTS

1. Off-site water line installation is not required.
2. On-site water facility construction is not required.
3. Access to MWC water lines is available. A 30-inch (DI) water line is located in Lozier Lane, a 8-inch water line in Kime Drive, a 30-inch (DI) water line in Cunningham Avenue, a 8-inch (DI) water line in Orchard Home Drive, and a 8-inch (DI) water line in Westwood Drive (east of Orchard Home Drive).



**Water Facility Map
for
TF-15-056**

Legend

- A Air Valve
- Sample Station
- Fire Service
- ◆ Hydrant
- ▲ Reducer
- | Blow Off
- ◆ Plugs-Caps

Water Meters:

- ⊕ Active Meter
- On Well
- Unknown
- Vacant

Water Valves:

- ⊕ Butterfly Valve
- ⊕ Gate Valve
- ⊕ Tapping Valve

Water Mains:

- Active Main
- - - Abandoned Main
- Reservoir Drain Pipe
- Pressure Zone Line

Boundaries:

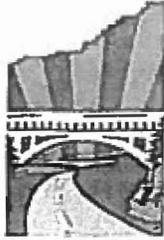
- ▭ Urban Growth Boundary
- ▭ City Limits
- ▭ Tax Lots

MWC Facilities:

- C Control Station
- P Pump Station
- R Reservoir



Map is based on a digital orthophoto. Digital Photo Composite from a series of aerial photographs. Westford Water Commission is not responsible for errors. All rights reserved. No part of this publication may be reproduced without written permission.



JACKSON COUNTY

Roads

Roads
Engineering

Kevin Christiansen
Construction Manager

203 Antelope Road
White City, OR 97503
Phone: (541) 774-6255
Fax: (541) 774-6295
christike@jacksoncounty.org

www.jacksoncounty.org

May 11, 2015

Attention: Carla Paladino
Planning Department
City of Medford
200 South Ivy Street, Lausmann Annex, Room 240
Medford, OR 97501

RE: Transportation Facility Proposal off Cunningham Avenue – a county maintained road.
Planning File: TF-15-056.

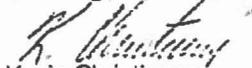
Dear Carla:

Thank you for the opportunity to comment on the consideration of plans to build street improvements to extend Lozier Lane from Kime Drive to Cunningham Avenue including additional improvements along the west side of Orchard Home Drive to just south of Westwood Drive. Lozier Lane and Orchard Home Drive are classified as Major Collector streets and will be built to the standard cross section which includes two 11 foot travel lanes, one 12 foot center turn lane, five foot sidewalk, ten foot planter strip, and five foot bike lanes on each side. Cunningham Avenue is classified as a Minor Arterial and will include a stop controlled intersection with Lozier Lane to the north and Orchard Home Drive to the south. The improvements on Cunningham Avenue include a dedicated right and left turn lane, curb, gutter, sidewalk, and planter strip. Jackson County Roads has the following comments:

1. Cunningham Avenue is a County Major Collector road per the County TSP and is county-maintained.
2. Orchard Home Drive is a County Local road per the County TSP and is county-maintained.
3. Frontage improvements off Cunningham Avenue and Orchard Home Drive shall be permitted and inspected by the City of Medford.
4. The County has no planned capital improvement projects for the County roads, nor does the County foresee the addition of any such project to our capital plan.
5. In order to better serve its citizenry, the City of Medford may wish to take jurisdiction of the County roads so the City can make appropriate improvements to bring these road to standards meeting the City TSP.
6. Construction plans shall be submitted to Jackson County Roads, so we may review and approve connections with County Roads and determine if county permits will be required.

If you have any questions or need further information feel free to call me at 774-6255.

Sincerely,


Kevin Christiansen
Construction Manager



MEMORANDUM

SUBJECT Transportation Facility – Lozier Lane (Kime Drive to Cunningham Avenue)
FILE NO. TF-15-056
TO Engineering Department
FROM Carla Angeli Paladino, Planner III *CAP*
DATE May 18, 2015

RECOMMENDATIONS

Paint on Bicycle Lanes

The Engineering Department to consider the use of green paint on the bicycle lanes proposed on Lozier Lane from Kime Drive to Westwood Drive. The use of paint will help to emphasize and differentiate the travel lanes and bike lanes for motorists and bicyclists. The green paint may help to visually narrow the roadway and potentially help to reduce speeds on the street.

Storm Drain Improvements

The proposal identifies the installation of underground storm drain lines in Lozier Lane and Cunningham Avenue. It is recommended that the storm drain design incorporate the use of swales within the planter strips or other techniques to capture and filter storm water before it enters the pipe system.

Planter Strips

The standard cross section for all streets from the minor residential street to the major arterial and everything in between includes the incorporation of planter strips either eight feet or ten feet in width. Planning recommends the plan include the installation of irrigation lines and a landscape plan that identifies trees and ground cover within this project. Efforts shall be made to save and protect any existing trees within the proposed right of way.

Smart Street Lights

The plans show the installation of one street light at the northeast corner of Cunningham Avenue and Kime Drive. It is requested that the Engineering Department consider installing a LED (light emitting diode) bulb in the street light rather than the traditional bulb.

CITY OF MEDFORD
EXHIBIT # I

File # TF-15-056

STATE OF OREGON }
COUNTY OF JACKSON }

To, Eastern Bank, are the undersigned beneficiary of certain Trust Deed recorded April 26, 1988 as Document No. 98-13188, (Partial Records of Jackson County, Oregon, affecting the land described herein, hereby release from the lien of said Trust Deed all property shown hereon as dedicated in public for public use

Signed this 17th day of April 1997

Before me *Stuart L. Be...* Signature *Stuart L. Be...* Title *AVP*



All taxes, fees, assessments or other charges as required by O.R.S. 31.093 have been paid, as of 6-2-97

San Joaquin Dept 6-2-97
Date
Tax Collector 6-2-97
Date

CURVE TABLE

CURVE	DELTA	RADIUS	LENGTH	CHORD	BEARING
C1	26°17'48"	416.00	189.32	167.78	S89°19'21"W
C2	28°08'48"	312.00	141.23	125.24	S85°24'21"W
C3	11°17'48"	416.00	77.12	72.11	N11°02'33"W
C4	28°08'48"	416.00	189.32	167.78	S89°19'21"W
C5	11°17'48"	416.00	77.12	72.11	N11°02'33"W
C6	28°08'48"	312.00	141.23	125.24	S85°24'21"W
C7	26°17'48"	416.00	189.32	167.78	S89°19'21"W
C8	28°08'48"	312.00	141.23	125.24	S85°24'21"W
C9	11°17'48"	416.00	77.12	72.11	N11°02'33"W
C10	28°08'48"	312.00	141.23	125.24	S85°24'21"W
C11	26°17'48"	416.00	189.32	167.78	S89°19'21"W

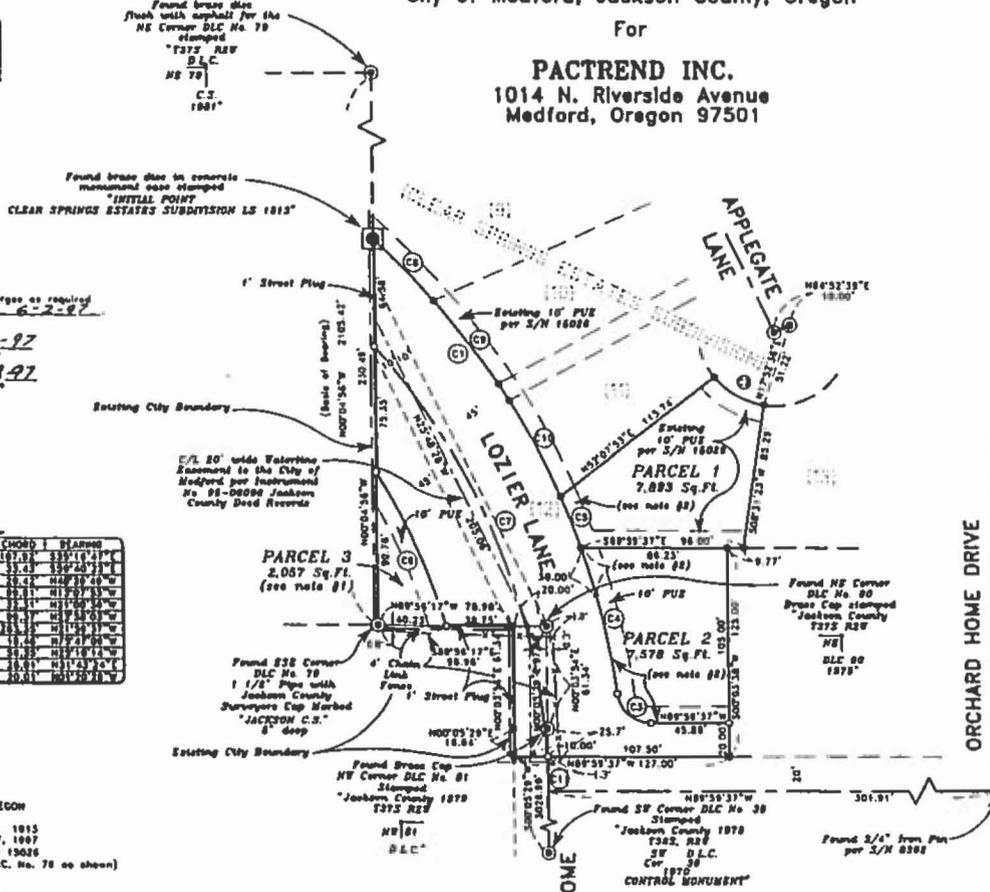
HOFFBURN & ASSOCIATES, INC.
1042 E. JACKSON STREET MEDFORD, OREGON
(541) 775-4441
BY: DOUGLAS C. MAMAHAN PLS No. 1815
SCALE: 1" = 50' January 27, 1997
BASIS OF BEARING: S/N 13028
(EAST Line D.L.C. No. 78 as shown)

- = Set 5/8"x24" iron pin with plastic cap stamped "D. MAMAHAN LS 1815"
- = Found 3/8" iron pin with plastic cap stamped "D. MAMAHAN LS 1815" per S/N 13028
- # = Found 3/8" iron pin or otherwise noted
- ⊙ = Found brass disc in monument case per S/N 15025
- S/N = Flood Survey Number
- D.L.C. = Donation Land Claim

- NOTE:
- #1 Parcel No. 3 is nondevelopable. (no water service or sewer service at this time)
 - #2 No waterline access shall be allowed to or from Lozier Lane from Parcel No. 1 or No. 2 except for the Northerly 30' of Parcel No. 2.

PARTITION PLAT NO. P. 40-1997
LAND PARTITION (LDP-96-49)
Located in:
Lot 12 of CLEAR SPRINGS ESTATES SUBDIVISION
in the S.E. 1/4 of Section 35, T.37S., R.2W., W.M.
City of Medford, Jackson County, Oregon

For
PACTREND INC.
1014 N. Riverside Avenue
Medford, Oregon 97501



APPROVALS:
CITY OF MEDFORD PLANNING:
James Mc... Mayor
Examined and approved this 10 day of April 1997
FILED IN THE OFFICE OF THE JACKSON COUNTY SURVEYOR AS NO. 15380
RECORDED'S CERTIFICATE:
FILED FOR RECORD THIS 2 DAY OF June 1997 AND AT 1:11 O'CLOCK, P.M.
RECORDED AS PARTITION PLAT NO. P. 40-1997 OF "RECORD OF PARTITION PLATS IN JACKSON COUNTY, OREGON. (INDEX VOLUME 8 PAGE 46)"
Kathleen S. Beckie County Clerk
Chief Argue Title

SURVEYOR'S CERTIFICATE:
I, Douglas C. Mamahan, a duly Registered Surveyor of the State of Oregon, do hereby certify that this map correctly represents a survey made by me and complies with the regulations for Land Partitions and the following is an accurate description of the parcel tract of land as set forth herein:
Lot 12 of CLEAR SPRINGS ESTATES SUBDIVISION, according to the Official Plat thereof, now of record in Jackson County, Oregon.
Douglas C. Mamahan SURVEYOR

DECLARATION:
KNOW ALL MEN BY THESE PRESENTS, that we PACTREND, INC., an Oregon Corporation and D.M.I. Company, an Oregon Corporation are the owners of the real property represented on this partition plat and more particularly described in the SURVEYOR'S CERTIFICATE, and have caused the same to be partitioned into parcels as shown hereon. We do hereby dedicate to the public for public use the street shown hereon, together with those easements labeled as public utility easements, and we do hereby grant to the City of Medford in fee simple, those areas portrayed and designated hereon as a one foot street plug. By it's approval of this plat, the City of Medford declares that upon dedication of the extension of its affected street, it thereby dedicates the street plug for public street purposes.

PACTREND, INC.
Louis F. Mahan
LOUIS F. MAHAN
STATE OF OREGON }
COUNTY OF JACKSON }
Personally appeared the above named LOUIS F. MAHAN, for PACTREND, INC. and acknowledged the foregoing instrument to be his voluntary act and deed.
before me this 3rd day of April 1997

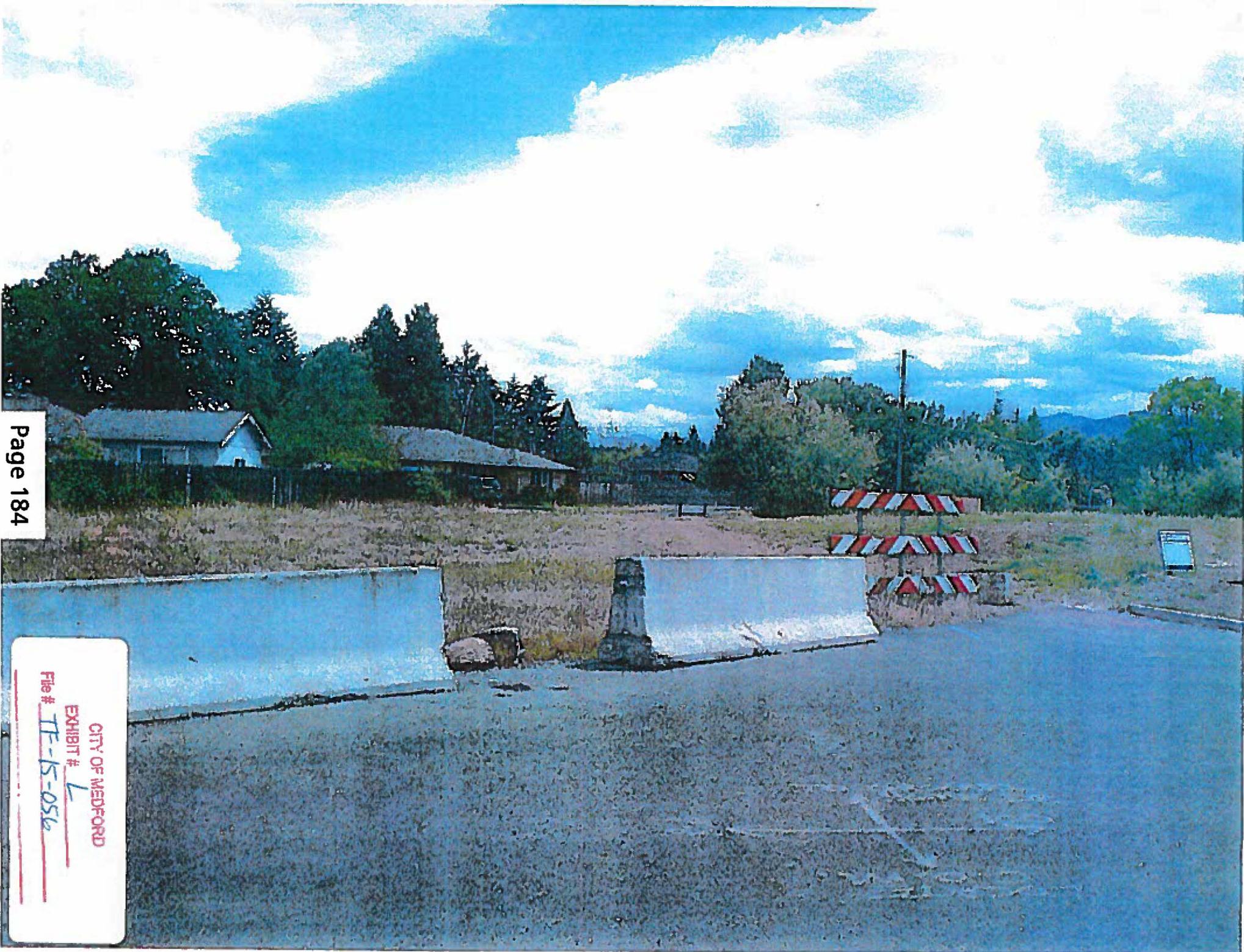
D.M.I. Company
George W. Ledford
GEORGE W. LEDFORD
STATE OF OREGON }
COUNTY OF JACKSON }
Personally appeared the above named GEORGE W. LEDFORD, for D.M.I. Company and acknowledged the foregoing instrument to be his voluntary act and deed.
before me this 7th day of April 1997

PROFESSIONAL LAND SURVEYOR
Douglas C. Mamahan
OREGON
NOTARY PUBLIC
EXPIRES 12/31/98
OFFICIAL SEAL
DOUGLAS C. MAMAHAN
NOTARY PUBLIC OREGON
COMMISSION NO. 1815
MY COMMISSION EXPIRES DEC. 22, 1997

CITY OF MEDFORD
EXHIBIT # 1
FILE # TF-15-056



CITY OF MEDFORD
EXHIBIT # K
File # IF-15-056



Page 184

CITY OF MEDFORD
EXHIBIT # L
File # TF-15-056



CITY OF MEDFORD
EXHIBIT # M
File # TF-15-056



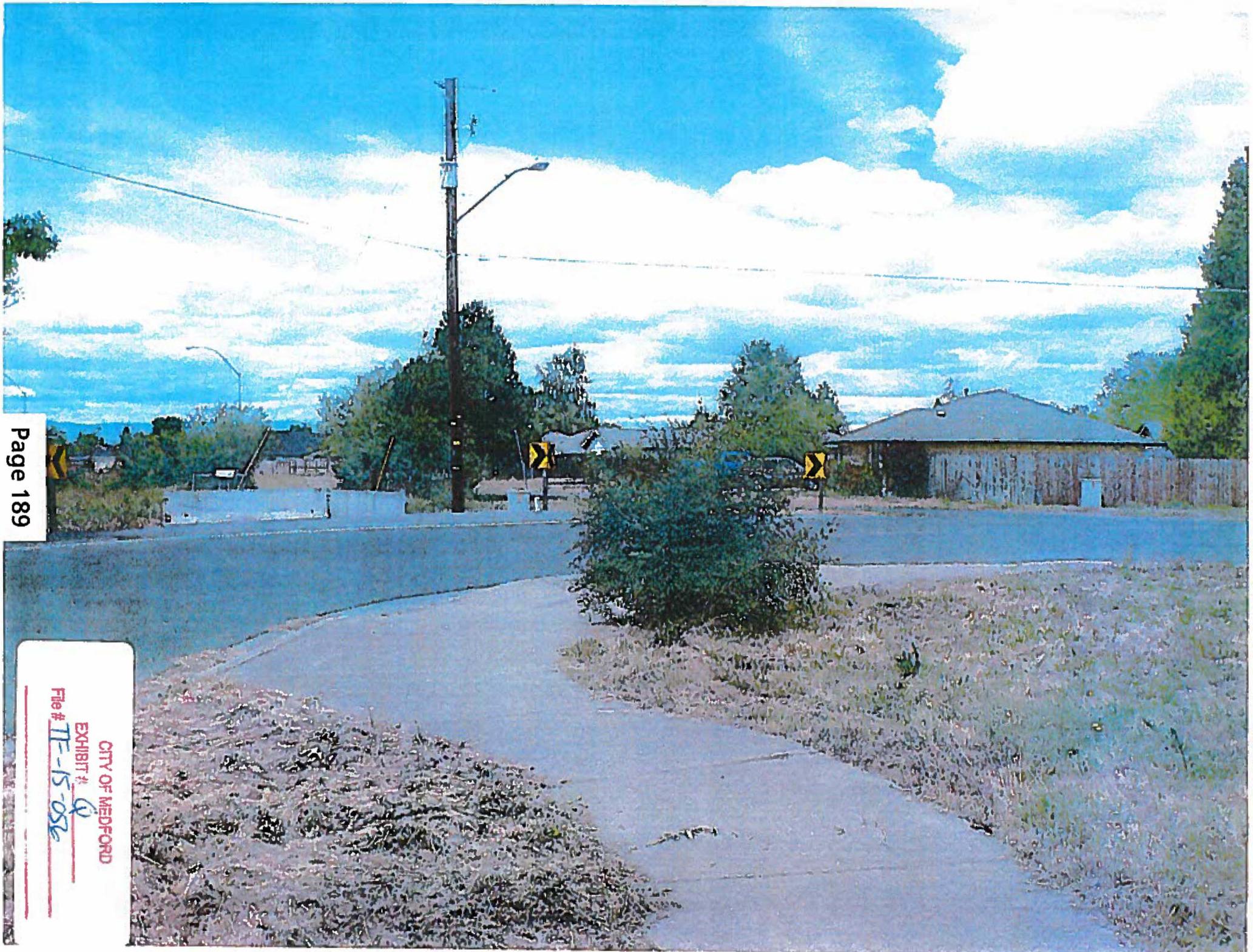
CITY OF MEDFORD
EXHIBIT # N
File # TF-15-056



CITY OF MEDFORD
EXHIBIT # 0
File # TF-15-05L



CITY OF MEDFORD
EXHIBIT # 1
File # IT-15-056



CITY OF MEDFORD
EXHIBIT # 4
File # TF-15-02



CITY OF MEDFORD
EXHIBIT # R
File # TF-15-08



CITY OF MEDFORD
EXHIBIT "S"
File # TF-15-052



CITY OF MEDFORD
EXHIBIT # 1
File # TF-15-056



CITY OF MEDFORD
EXHIBIT # 11
File # JE-15-086

Carla G. Paladino

From: Chuck <chuckkorson@charter.net>
Sent: Monday, May 25, 2015 4:10 PM
To: Carla G. Paladino
Subject: Lozier Lane plan

Hello Carla - We would like to provide our official citizen comments for proposed improvements to Lozier Lane, File No. TF-15-056.

1. We are concerned about the final speed limit which will be adopted by the City on Lozier Lane once it is improved from Kime Drive to Cunningham Avenue/Orchard Home Drive. I see the Lozier Lane speed limit posted from Main to Stewart is 30 MPH. The posted speed limit on Orchard Home is 35 MPH. We believe once this connection is completed that this section of Lozier Lane will potentially become a speed trap since, as you know, most of this section of Lozier (Stewart to Orchard Home) does not pass by a lot of homes due to the wetland habitat/open space present in the area. Our neighborhood area (Kime Drive) is at the southern most end of Lozier which undoubtedly will become a speeding zone since there will be no stop sign or light once Lozier and Orchard Home are merged. We believe this entire stretch of Lozier from Stewart to Orchard Home should have a posted speed limit of no more than 30 MPH since it passes through a quiet neighborhood area which should be preserved due to the family's who reside with many small kids who play in the general area. We strongly believe whatever speed limit is finally adopted should be enforced until drivers are educated about the new traffic and speed zone.

2. We are curious about the small pie shape adjacent lot next to our address (1311 Kime Drive) which I believe is owned by Pacific Trend Builders in Medford. We see your proposed street alignment will be situated adjacent to this lot. Does the City of Medford plan to contact these landowners to determine if they plan to care for this lot so it does not become overgrown and a fire hazard to private property in the area when cars which were never present previously are now driving through the area? Fire risk will be increased when drivers who smoke throw cigarette butts out the window and exhaust fumes can potentially create hot spots next to tall brush growing on this lot adjacent to your street alignment and our property. We believe at a minimum these landowners should be notified that they must be responsive to City codes and ordinances requiring that open land close to a City right-of-way must be tended (and landscaped??) properly to protect public safety and property.

Please send us the official record for this public hearing on June 11 since we will be out of town and unable to attend.

Thank You.

Chuck and Victoria Korson
1311 Kime Drive
Medford, OR 97501
(541) 880-6750 (cell)

----- Original Message -----

From: Carla G. Paladino
To: Chuck
Sent: Thursday, May 07, 2015 12:51 PM
Subject: RE: Lozier Lane plan

H: Chuck,

CITY OF MEDFORD
EXHIBIT # V
File # TF-15-056

Mike Lundberg in the Engineering Department left me a message this morning indicating that a speed study will be conducted once the improvements are completed. This will help determine if a change to the existing speed limit is needed.

Please let me know if I can help answer any other questions.

Carla

From: Chuck [mailto:chuckkorson@charter.net]
Sent: Thursday, May 07, 2015 11:44 AM
To: Carla G. Paladino
Subject: Re: Lozier Lane plan

Carla - Thanks for the information. I got your voice msg today about the speed limit question I had. Appreciate your email response about what you found out.

Regards,

Chuck Korson

----- Original Message -----

From: Carla G. Paladino
To: 'chuckkorson@charter.net'
Sent: Wednesday, May 06, 2015 11:03 AM
Subject: Lozier Lane plan

Hi Chuck,

Thank you for calling the office and asking about the proposal to extend Lozier Lane to the south. Please find attached the drawing showing the proposed improvements.

I have a call into Mike Lundberg in the Engineering Department asking about the speed limit on this road. I will let you know what I find out.

If you would like to submit your comments in writing, I will make sure they are included in the record that is forwarded to the Planning Commission and City Council.

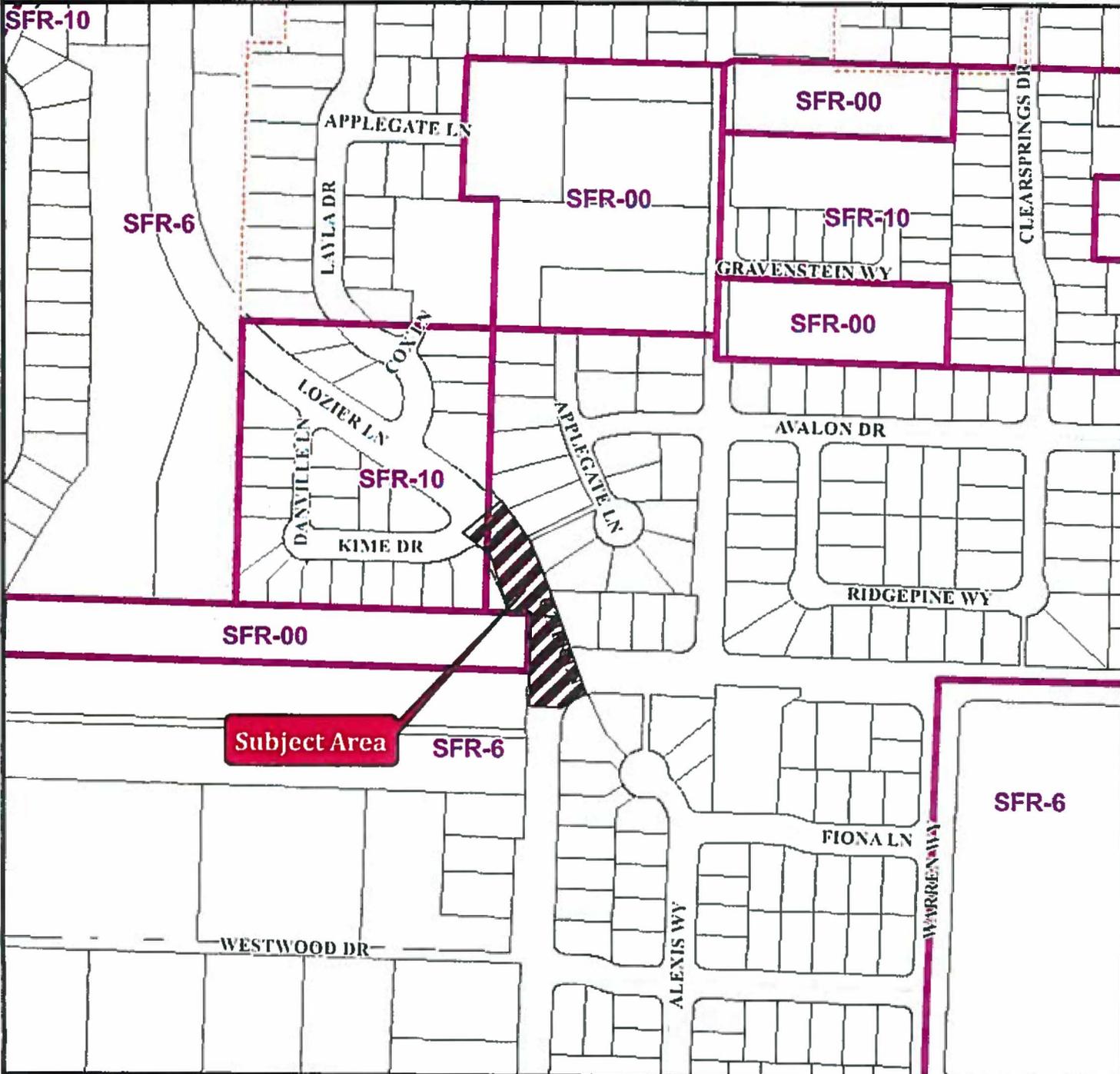
Carla

Carla G. Angeli Paladino, Planner III
City of Medford - Planning Department
Lausmann Annex
200 South Ivy Street, Medford, Oregon 97501
541-774-2395

Office Line: 541-774-2380
Fax: 541-618-1708
www.ci.medford.or.us



Vicinity Map



Application Name/Description:

City of Medford

Proposal:

**ROW improvements from
Kime Dr to Cunningham Ave**

File Numbers:

TF-15-056

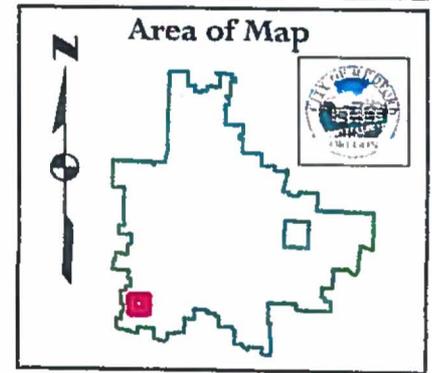
Applicant:

City of Medford

Map/Taxlot:

Right-of-way

-  Subject Area
-  Medford Zoning
-  UGB
-  Tax Lots
-  Central Business
-  PUD



04/09/2015



STAFF REPORT

for a Class-A legislative decision: Development Code Amendment

PROJECT Spring Cleaning Amendments
FILE NO. DCA-15-052
TO Planning Commission *for 6/11/2015 hearing*
FROM Aaron Harris, Long-Range Planning
REVIEWER John Adam, Senior Planner *JA*
DATE June 1, 2015

BACKGROUND

Proposal

A legislative amendment to (1) allow the use “Brewery–Public House” in the C-C, C-R, C-H, and I-L zoning districts, (2) to allow a new industrial category in the C-H zoning district, (3) to grant staff the authority to add referral agencies to the Schedule of Referral Agency Distribution, (4) to modify 10.667(A)(3) Security for Public Improvements language and protocol, and (5) to remove the sunset clause for Portable Storage Containers at 10.840(6) (Exhibit A).

History

The Planning Department has identified five minor code changes to improve the Medford Land Development Code. Updating the allowable uses in commercial and industrial zoning districts supports Goal 5, Objective 5.1 of the City’s Strategic Plan. The remaining changes are intended to increase the efficiency of existing protocol.

Authority

This proposed plan authorization is a Class-A legislative amendment of Chapter 10 of the Municipal Code. The Planning Commission is authorized to recommend, and the City Council to approve, amendments to Chapter 10 under Medford Municipal Code §§10.102–122, 10.164, and 10.184.

ANALYSIS

City of Medford’s Code does not currently allow for the use “brewery–public house,” (known popularly as “brewpub”). An existing brewery–public house is located at 44

South Central Avenue and a new brewery– public house is proposed at 315 East Fifth Street. Staff has determined that the use is compatible and ought to be permitted in the C-C, C-R, and C-H commercial zoning districts in addition to the I-L industrial zone. The use requires a brewery–public house license issued by the State of Oregon (Exhibit A).

Medford Municipal Code §10.337, Use Table 34, regulates the production of fabricated metal products. Within this use table, code currently allows the uses classified under SIC codes 343 (Plumbing and Heating, Except Electric) and 344 (Fabricated Structural Metal Products). Use Table 34 prohibits all other classifications in heavy-commercial zoning districts. Staff has concluded that uses classified under SIC code 342 (Cutlery, Hand Tools, and Hardware) are comparable in intensity to the uses allowed under SIC code 343. Further, the uses at SIC code 342 are far less intensive than the uses at 344 which includes the construction of barge sections, bridge sections, and railroad car tracks. Revising Use Table 34 to allow the uses at SIC code 342 will improve the code’s consistency for allowed and prohibited use categories (Exhibit A).

The Schedule of Referral Agency Distribution at §10.146 identifies which agencies staff is required to notify for each type of land use action. The proposed amendment simplifies this process by providing the Director with authority to notify additional agencies as necessary (Exhibit A).

Medford Municipal Code §10.667(A)(3), Security for Public Improvements, gives developers three options to provide a security for public improvements. One option is, “An irrevocable letter of credit, or assignment of deposit or loan disbursement agreement from a bank or savings and loan association, redeemable at a location within city limits.” Developers have complained that this language is too restrictive. The amendment provides developers with increased flexibility by allowing this form of security to be provided if redeemable at a location within the State of Oregon (Exhibit A).

Medford Municipal Code §10.840(6), Portable Storage Containers, is an existing provision that allows the temporary use of portable storage containers on private property in specified commercial and industrial zoning districts. It was adopted with a clause to sunset the provision on June 30, 2015. The code section was introduced in August 2014, and only Walmart has utilized the provision. There were no complaints associated with the code section. This is an opportunity to consider removal of the sunset clause.

FINDINGS AND CONCLUSIONS

Applicable criteria

Code amendment criteria are in Medford Municipal Code §10.184(2).

Land Development Code Amendment. The Planning Commission shall base its recommendation and the City Council its decision on the following criteria:

a. Explanation of the public benefit of the amendment.

Findings

Amendments No. 1 and No. 2 update Medford Municipal Code §10.337 to allow the use Brewery–Public House at Use Table 58 and the use category Cutlery, Hand Tools and Hardware at Use Table 34. Downtown Medford already contains a number of bars and a brewery–public house. The brewery–public house’s level of activity is comparable to the surrounding bars and not of an industrial scale. Brewery–public houses are burgeoning in popularity. Amendments No. 3–5 help streamline procedures and revise existing protocol to provide developers with greater flexibility in the land use permitting process.

Conclusions

Amendments No. 1 and No. 2 add diversity to the downtown area and improve the consistency of allowed uses in the City’s commercial and industrial zoning districts. Amendments No. 3–5 simplify land use processes for both staff and applicants.

b. The justification for the amendment with respect to the following [five] factors:

1. Conformity with applicable Statewide Planning Goals and Guidelines.

Findings

Staff finds that we have an acknowledged comprehensive plan that implements the Goals. Conformity with the Comprehensive Plan is examined and established under criterion 10.184(2)(b)(2), following.

Conclusions

Based on conformity with the Comprehensive Plan, the amendment conforms with the Statewide Planning Goals and Guidelines.

2. Conformity with goals and policies of the Comprehensive Plan considered relevant to the decision.

Findings

The goals noted below identify some of the broad categories addressed with the Development Code changes.

Economic Element, Goal 1: To actively stimulate economic development and growth that will provide opportunities to diversify and strengthen the mix of economic activity in the City of Medford.

Economic Element, Policy 1-2: The City of Medford shall encourage the redevelopment of underutilized employment sites.

Economic Element, Policy 1-3: The City of Medford shall, as appropriate under the Goal above, support the retention and expansion of existing businesses.

Implementation 1-3(a): Adopt code amendments that encourage the development of existing sites.

Conclusions

The proposed amendments broadly address some of the goals and policies of the Comprehensive Plan and will make the Development Code more user-friendly. Amendments No. 1 and No. 2 encourage the redevelopment of underutilized employment sites and encourage the development of existing sites by increasing the number of allowable uses in commercial zoning districts. Criterion 10.184(2)(b)(2) is satisfied.

3. *Comments from applicable referral agencies regarding applicable statutes or regulations.*

Findings

The proposed code amendment was sent to referral agencies on April 9, 2015. The Planning Department has not received any comments on the proposal from these agencies (Exhibit C).

Conclusions

Referral agencies have no objections. Criterion 10.184(2)(b)(3) is satisfied.

4. *Public comments.*

Findings

The code amendment was posted on the City website on January 6, 2015 and no comments have been received from the public. A study session was held by the Planning Commission on May 11, 2015 to discuss the text amendment proposal (Exhibit B).

Conclusions

The Planning Department has not received any outside public comments on the proposal. Criterion 10.184(2)(b)(4) is satisfied.

5. *Applicable governmental agreements.*

Findings

No governmental agreements apply to the proposed code amendment.

Conclusions

Criterion 10.184 (2)(b)(5) does not apply.

RECOMMENDED ACTION

Initiate the amendment, adopt the findings as recommended by staff, and direct staff to prepare a Commission Report based on the staff report dated June 1, 2015, including Exhibits A through C.

EXHIBITS

- A Proposed amendment
- B Minutes from the May 11, 2015 Planning Commission Study Session
- C Referral agency comments

PLANNING COMMISSION AGENDA:

JUNE 1, 2015

Exhibit A

Proposed amendment

Deleted text is ~~struck through~~; added text is underlined

Amendment One: Brewery–Public House

10.012 Definitions, Specific

Brewery–Public House – An establishment where beer is brewed and served on site. The use requires a brewery–public house license issued by the State of Oregon.

* * *

10.337 Uses Permitted in Commercial and Industrial Zoning Districts

58 EATING AND DRINKING PLACES. This major group includes establishments selling prepared foods and drinks for consumption on the premises; and also lunch counters and refreshment stands selling prepared foods and drinks for immediate consumption. Restaurants, lunch counters, and drinking places operated as a subordinate service facility by other establishments are not included in this group unless they are operated as leased departments by outside operators. Thus, restaurants and lunch counters operated by hotels are classified in Services, Major Group 70; those operated by department stores in Major Group 53. Bars and restaurants owned by and operated for members of civic, social, and fraternal associations only are classified in Industry 8641.

	C-S/P	C-N	C-C	C-R	C-H	I-L	I-G	I-H
581 Eating and Drinking Places								
5814 - with entertainment	X	X	P	P	P	X	X	X
5815 - without entertainment	P	P	P	P	P	Ps	Ps	Ps
5816 - with outdoor eating	Ps							
5817 Temporary Food Vendors	Ps	X						
5818 Small Food Vendors	Ps	X						
<u>5819 Brewery–Public House</u>	<u>X</u>	<u>X</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>X</u>	<u>X</u>

The special use section references for:

Establishments in the industrial zones: 10.822.

Establishments with outdoor eating areas: 10.833.

Temporary Food Vendors: 10.857.

Small Food Vendors: 10.823.

Amendment Two: Addition to Use Table 34

10.337 Uses Permitted in Commercial and Industrial Zoning Districts

34 FABRICATED METAL PRODUCTS. This major group includes establishments engaged in fabricating ferrous and nonferrous metal products such as metal cans, tinware, hand tools, cutlery, general hardware, nonelectric heating apparatus, fabricated structural metal products, metal forgings, metal stamping, ordnance products (except vehicles and guided missiles) and a variety of metal and wire products not classified elsewhere.

		C-S/P	C-N	C-C	C-R	C-H	I-L	I-G	I-H
341	Metal Cans and Shipping Containers	X	X	X	X	X	X	P	P
342	Cutlery, Hand Tools, and Hardware	X	X	X	X	<u>P</u>	P	P	P
343	Plumbing and Heating, Except Electric	X	X	X	X	P	P	P	P
344	Fabricated Structural Metal Products	X	X	X	X	P	P	P	P
345	Screw Machine Products, Bolts, etc.	X	X	X	X	X	X	P	P
346	Metal Forgings and Stampings	X	X	X	X	X	X	P	P
347	Coating, Engraving, and Allied Services	X	X	X	X	X	P	P	P
348	Ordnance and Accessories, Nec	X	X	X	X	X	X	P	P
349	Misc. Fabricated Metal Products	X	X	X	X	X	X	P	P

Amendment Three: Referral Agency Distribution

10.146 Referral Agencies, Distribution

This Chapter employs the use of referral agencies for the review of those plan authorizations indicated below, as shown on the Schedule which follows:

- A. Major Comprehensive Plan Amendment
- B. Land Development Code Amendment
- C. Minor Comprehensive Plan Amendment
- D. Annexation, except as provided in Section 10.199
- E. Vacation
- F. Zone Change, Major and Minor
- G. Conditional Use Permit
- H. Exception
- I. Planned Unit Development
- J. Land Division
- K. Site Plan and Architectural Review
- L. Transportation Facility Development
- M. Historic Review

Numerical references in the Schedule refer to the following:

1. When the proposal is within, abutting, or affecting the referral agency's jurisdiction.
2. When the proposal is within, or abutting the Airport Approach or Airport Radar Overlay Districts.
3. When the proposal includes new buildings or building additions that are within the referral agency's jurisdiction.
4. When the proposal is within the Southeast Overlay District and in a Parks or Schools land use category on the Southeast Plan Map.
5. When the proposal is within or abutting a Greenway General Land Use Plan Map designation.

Referral agencies may be asked to review certain proposals not indicated on the Schedule if, in the judgment of the Planning Director, the agency may have an interest in the proposal. Additional referral agencies may be notified at the discretion of the Planning Director.

Amendment Four: Security for Public Improvements

10.667 Security for Public Improvements

A. Security: The developer shall file with the agreement in Section 10.666, to secure full and faithful performance thereof, one (1) or a combination of the following:

- (1) A surety bond executed by a surety company authorized to transact business in the State of Oregon, or
- (2) Cash, or
- (3) An irrevocable letter of credit, or assignment of deposit or loan disbursement agreement from a bank or savings and loan association, redeemable at a location within city limits the State of Oregon. The security shall be in an amount approved by the City Engineer as sufficient to cover the cost of the improvements, engineering, inspection and incidental expenses, and must be approved by the City Attorney as to form. Such security arrangements may provide for reduction of the amount in increments as improvements are completed and approved by the City Engineer. However, the number of reductions or disbursements and the amount of retainage required shall be at the discretion of the City Engineer.

Amendment Five: Portable Storage Containers

10.840 Temporary Uses and Structures

- (6) Portable Storage Containers. ~~(This section (6) effective through June 30, 2015.)~~

Exhibit B

Minutes, Planning Commission Study Session, 5/11/2015

Excerpt

1. DCA-15-052 "Spring Cleaning" 2015 code amendment

John Adam, Senior Planner reported that for the last several years staff has been doing housekeeping amendments on a regular basis. The current Code does not allow brew pubs in downtown.

Aaron Harris, Planner II, reported that staff is presenting four code amendments at the June 11, 2015, Planning Commission meeting. The amendments are intended to: 1) Allow the use "Brewery-Public House" in all commercial zoning districts except the C-S/P; 2) Allow a new industrial use in the C-H zoning district; 3) Grant staff the authority to add referral agencies to the schedule of referral agency distribution; and 4) Modify Section 10.667(A)(3) Security for Public Improvements language and protocol.

1. Brewery-Public House – An establishment where beer is brewed and served on site. A brewery-public house requires a brewery-public house license issued by the State of Oregon and is subject to all conditions set forth in ORS 471.200.

This will permit retail sales of malt beverages, wine, and cider both on and off premises. It also permits wholesale sales to other OLCC licensees if the license holder produced 5,000 barrels or less of malt beverages in the preceding calendar year.

Chair McFadden asked what is the difference with this use from a tavern? Mr. Harris replied that it allows brewing beer on-site.

Commissioner McKechnie asked why did staff decide not to include brewery-public house in Commercial Service Professional (C-S/P) zoning districts? Mr. Harris replied because of the nature of the use. Commissioner McKechnie stated that eating and drinking establishments are allowed in Commercial Service Professional zones. He does not see a problem with allowing a brewery-public house in a Commercial Service Professional zone. Commissioner Pulver asked if there were certain criteria that have to be

met when determining which zone. Mr. Harris replied that it is open for discussion. Commissioner Pulver stated that it is his opinion that it makes more sense to allow brewery-public houses in light industrial zones more than neighborhood commercial because they are manufacturing the product on site. Mr. Adam replied that staff did not work with any specific criteria.

Commissioner McKechnie reported that drinking places are already allowed in the zoning districts and a brewery is a drinking place.

Vice Chair Miranda stated that the state regulates whether or not it is a pub or not based on its volume. If it reaches a certain volume then it is not commercial it is industrial. He can see it in a C-S/P zone.

Alex Georgevitch, Transportation Manager, stated that Public Works does not get involved in the presented table.

Exhibit C

Referral Agency Comments

CITY OF MEDFORD
INTEROFFICE MEMORANDUM

TO: Aaron Harris, Planning Department

DATE May 8, 2015

FROM: Alex Georgevitch, Engineering Division of Public Works

SUBJECT: DCA-15-052 Spring Cleaning Amendments 2015

The Public Works Department doesn't have any comments regarding the proposed project.

DB



Planning Department

Working with the community to shape a vibrant and exceptional city

STAFF REPORT

for a Type-C quasi-judicial decision: Zone Change

PROJECT Johnson Zone Change
 Applicant: David/Cathie Johnson

FILE NO. ZC-15-058

TO Planning Commission *for 6/11/15 hearing*

FROM Praline McCormack, Planner II *PM*

REVIEWER Kelly Akin, Principal Planner *KA*

DATE June 2, 2015

BACKGROUND

Proposal

Consideration of a request for a change of zone from SFR-00 (Single Family Residential, one dwelling unit per lot) to MFR-20 (Multi Family Residential, 20 dwelling units per gross acre) of 0.22 acres located on the east side of Lozier Lane, south of West Main Street.

Subject Site Characteristics

Zoning SFR-00
 GLUP UH (Urban High Density Residential)
 Use Existing single family home

Surrounding Site Characteristics

North SFR-00 Single family homes
 South SFR-00 Single family homes
 East SFR-00 Vacant
 West Outside City Limits Single family homes
 MFR-15 (Multi Family Residential, 15 dwelling units per gross acre), Vacant

Related Projects

A-03-092 Annexation
 CP-13-032 UGBA Phase 1: Internal GLUP Amendment

Applicable Criteria

ZONE CHANGE APPROVAL CRITERIA – MEDFORD LAND DEVELOPMENT CODE SECTION 10.227

The zone change criteria that are not relevant to this particular application are hereby omitted from the following citation and noted by ***.

The approving authority (Planning Commission) shall approve a quasi-judicial zone change if it finds that the zone change complies with subsections (1) and (2) below:

- (1) The proposed zone is consistent with the Transportation System Plan (TSP) and the General Land Use Plan Map designation. A demonstration of consistency with the acknowledged TSP will assure compliance with the Oregon Transportation Planning Rule.) Where applicable, the proposed zone shall also be consistent with the additional locational standards of the below sections (1)(a), (1)(b), (1)(c), or (1)(d). Where a special area plan requires a specific zone, any conflicting or additional requirements of the plan shall take precedence over the locational criteria below.

- (2) It shall be demonstrated that Category A urban services and facilities are available or can and will be provided, as described below, to adequately serve the subject property with the permitted uses allowed under the proposed zoning, except as provided in subsection (c) below. The minimum standards for Category A services and facilities are contained in the MLDC and Goal 3, Policy 1 of the *Comprehensive Plan* "Public Facilities Element."
 - (a) Storm drainage, sanitary sewer, and water facilities must already be adequate in condition, capacity, and location to serve the property or be extended or otherwise improved to adequately serve the property at the time of issuance of a building permit for vertical construction.
 - (b) Adequate streets and street capacity must be provided in one of the following ways:
 - (i) Streets which serve the subject property, as defined in Section 10.461(2), presently exist and have adequate capacity; or
 - (ii) Existing and new streets that will serve the subject property will be improved and/or constructed, sufficient to meet the required condition and capacity, at the time building permits for vertical construction are issued; or
 - (iii) If it is determined that a street must be constructed or improved in order to provide adequate capacity for more than one proposed or anticipated development, the Planning Commission may

find the street to be adequate when the improvements needed to make the street adequate are fully funded. A street project is deemed to be fully funded when one of the following occurs:

- (a) the project is in the City's adopted capital improvement plan budget, or is a programmed project in the first two years of the State's current STIP (State Transportation Improvement Plan), or any other public agencies adopted capital improvement plan budget; or
- (b) when an applicant funds the improvement through a reimbursement district pursuant to the MLDC. The cost of the improvements will be either the actual cost of construction, if constructed by the applicant, or the estimated cost. The "estimated cost" shall be 125% of a professional engineer's estimated cost that has been approved by the City, including the cost of any right-of-way acquisition. The method described in this paragraph shall not be used if the Public Works Department determines, for reasons of public safety, that the improvement must be constructed prior to issuance of building permits.
- (iv) When a street must be improved under (b)(ii) or (b)(iii) above, the specific street improvement(s) needed to make the street adequate must be identified, and it must be demonstrated by the applicant that the improvement(s) will make the street adequate in condition and capacity.
- (c) In determining the adequacy of Category A facilities, the approving authority (Planning Commission) may evaluate potential impacts based upon the imposition of special development conditions attached to the zone change request. Special development conditions shall be established by deed restriction of covenant, which must be recorded with proof of recordation returned to the Planning Department, and may include, but are not limited to the following:
 - (i) Restriction of uses by type or intensity; however, in cases where such a restriction is proposed, the Planning Commission must find that the resulting development pattern will not preclude future development, or intensification of development, on the subject property or adjacent parcels. In no case shall residential densities be approved which do not meet minimum density standards,
 - (ii) Mixed-use, pedestrian-friendly design which qualifies for the trip reduction percentage allowed by the Transportation Planning Rule,

- (iii) Transportation Demand Management (TDM) measures which can be reasonably quantified, monitored, and enforced, such as mandatory car/van pools.

ISSUES AND ANALYSIS

Background

The subject property was annexed into the City in 2006 as part of a three-parcel enclave of approximately 1.31 total acres. At the time of annexation the property was given a holding zone of SFR-00, which was most comparable to the County's RR-2.5 zoning district.

On December 4, 2014, the City Council adopted an ordinance changing the General Land Use Plan (GLUP) designation of lots within the Urban Growth Boundary in order to increase development capacity. At that time the GLUP designation for the subject property was changed from Urban Residential (UR) to Urban High Density Residential (UH).

Agency Comments

Public Works Department

The Public Works Staff Report (Exhibit C) states that a Traffic Impact Analysis was not required as part of the subject application. The City will be constructing street and storm drain improvements on Lozier Lane in 2016. It is important to note that after completion of the Lozier Lane improvements the City will impose a five-year pavement cutting moratorium on Lozier Lane. At the time of future development this site will be required to provide stormwater quality and detention.

Medford Water Commission

Water facilities have adequate capacity to serve the subject property at the proposed density, according to the Medford Water Commission (Exhibit E).

Rogue Valley Sewer Services

Rogue Valley Sewer Services indicates that there is adequate capacity to serve the subject property (Exhibit F).

No other issues were identified by staff.

FINDINGS AND CONCLUSIONS

Staff has reviewed the applicant's findings and conclusions (Exhibit A).

The criteria for zone change approval are: the proposed zone is consistent with the Oregon Transportation Rule (OAR 660), the General Land Use Plan (GLUP) Map designation and that it shall be demonstrated that Category "A" urban services and facilities are or can and will be provided to adequately serve the subject property.

Finding – Oregon Transportation Planning Rule

OAR 660 is designed to assure local agencies comply with State goals and regulations regarding transportation issues and provides an explanation to local agencies to demonstrate compliance with a Transportation System Plan (TSP). The City of Medford has an approved TSP consistent with the requirements of the State. The TSP requires all modes of transportation be considered, including rapid transit, air, water, rail, highway, bicycle and pedestrian.

A review of the subject property determines water and rail transportation are not available. The parcel has frontage and access on Lozier Lane, which is designated as a Major Collector on the TSP's Street Functional Classification Map (Figure 1-2 in the TSP). In addition, the subject property is located within the West Medford Transit Oriented District (TOD). The primary purposes of the TOD are facilitating mixed-use development and focusing development in TODs in order to implement the Regional Transportation Plan's strategy of increasing investment in alternative modes (including facilities for pedestrians, bicyclists, and transit users) and promoting land use patterns that will complement investment in alternative modes as the locally preferred approach to reducing reliance on the automobile. Creating a pedestrian-friendly TOD in West Medford is significantly challenging because the area consists mainly of low density, auto-oriented commercial uses. The requested zone change to a higher density zone will contribute to the creation of the West Medford TOD.

Rogue Valley Transportation District does not provide transportation direct access to the subject site. There is currently service on West Main Street, approximately 1000 feet to the north.

Interstate 5 is approximately 4.48 miles to the east of the subject property. Rogue Valley International Medford Airport is approximately 4.27 miles to the north.

Conclusion – Oregon Transportation Planning Rule

The Planning Commission can find the property is currently served with adequate transportation facilities as required by Oregon Transportation Rule (OAR 660 Division 12).

Finding – General Land Use Plan Map Designation

The General Land Use Plan (GLUP) Map designation for the subject property is Urban High Density Residential (UH). The General Land Use Plan in the Comprehensive Plan specifies that the requested MFR-20 zoning is an appropriate zone under the UH designation.

Conclusion – General Land Use Plan Map Designation

The Planning Commission can find that the requested zone change to MFR-20 is consistent with the Comprehensive Plan General Land Use Plan Map designation.

Finding – Availability of Category A Urban Services and Facilities

The property is within the Little Elk Creek Drainage Basin. At the time of future development, the subject property will be able to connect to these facilities. Also at the time of future development, the subject property will be required to provide stormwater quality and detention.

The subject property is served by Rogue Valley Sewer Services via an existing 4-inch service line connected into an 18-inch mainline located within Lozier Lane. Future development of the subject parcel will require connection to this facility. Sanitary sewage collection and treatment is adequate to serve the proposed zoning designation.

The subject property can be served by the Medford Water Commission via an existing 6-inch water line located along the west side of Lozier Lane. There is adequate capacity to serve this property at the proposed density.

The property currently takes access from Lozier Lane, which is designated as a Major Collector Street. According to the Engineering Division, the MFR-20 zone generates 6.65 average daily trips (ADT). The net increase will be approximately 29 ADT. Because the net increase in vehicle trips is not more than 250 net ADT a Traffic Impact Analysis is not required for the zone change from SFR-00 to MFR-20.

Conclusion – Availability of Category A Urban Services and Facilities

The Planning Commission can find that Category A urban services and facilities are currently available or can and will be available at the time of development to adequately serve the subject property with the permitted uses under the proposed MFR-20 zoning designation.

The conclusion can be made that all of the zone change criteria have been met.

RECOMMENDED ACTION

Adopt the findings as recommended by staff and direct staff to prepare a Final Order for approval of ZC-15-058 per the staff report dated June 2, 2015, including Exhibits A through G.

EXHIBITS

- A Applicant's Findings of Fact received April 14, 2015
- B General Land Use Plan Map and Zoning Map with subject site highlighted
- C Public Works Department Staff Report received May 13, 2015
- D Medford Fire Department Land Development Report received May 13, 2015
- E Medford Water Commission Staff Memo received May 13, 2015
- F Letter from Rogue Valley Sewer Services received May 7, 2015
- G Memo from Building Department received May 13, 2015
Vicinity map

PLANNING COMMISSION AGENDA:

JUNE 11, 2015

FINDINGS

RECEIVED

APR 14 2015

THE PROPOSED ZONE CHANGE FROM SFR-00 TO MFR-20 IS CONSISTENT WITH THE TRANSPORTATION SYSTEM PLAN (TSP) AND THE GENERAL LAND USE MAP DESIGNATION, PLANNING DEPT.

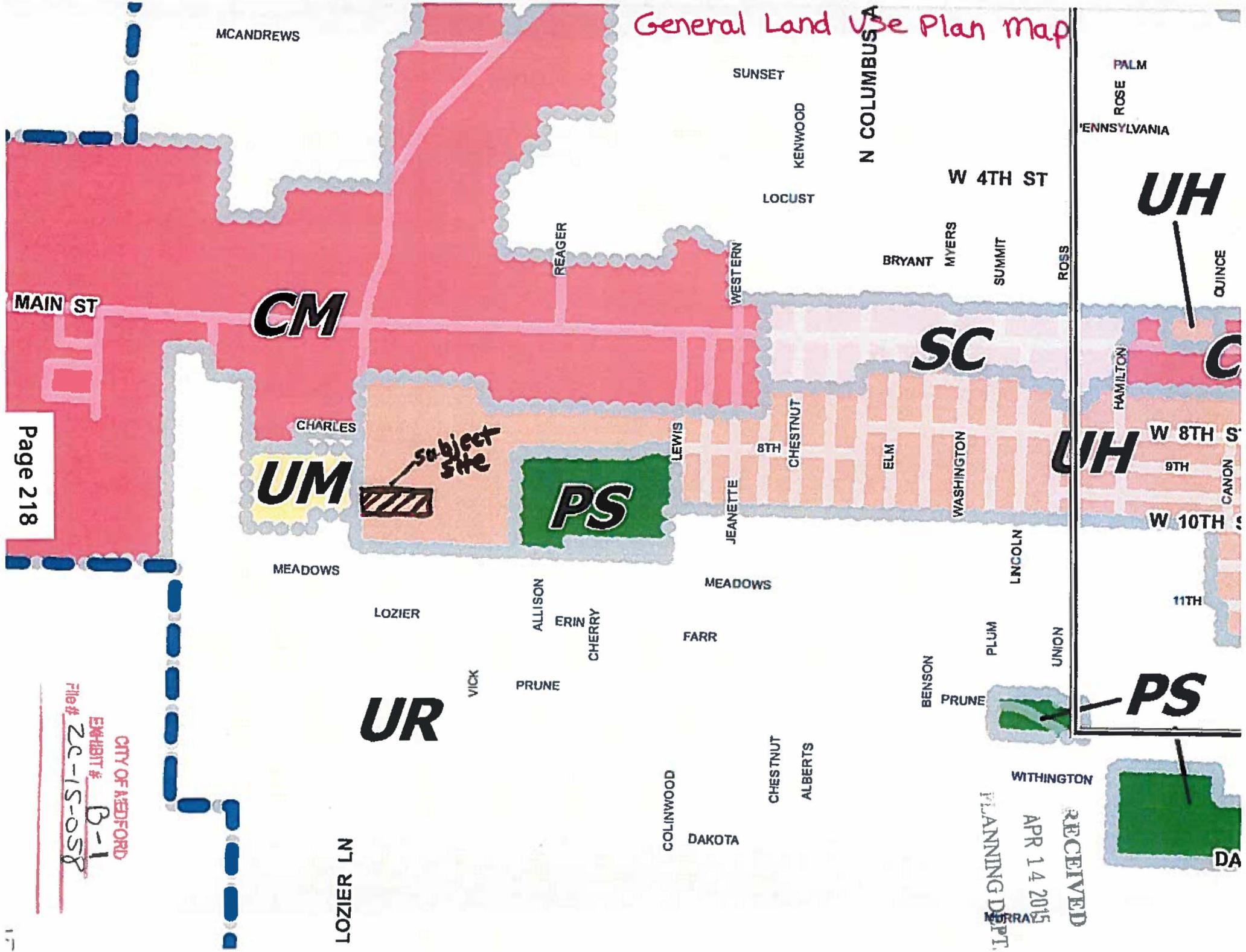
A REVIEW OF THE PROPERTY PROPOSED FOR A ZONE CHANGE INDICATES THAT THE PROPERTY WAS ANNEXED INTO THE CITY OF MEDFORD AND IS LOCATED WITHIN THE CITY LIMITS AND THE URBAN GROWTH BOUNDARY FOR THE CITY OF MEDFORD.

THE SUBJECT AREA IS DESIGNATED AS UH (HIGH-DENSITY RESIDENTIAL) ON THE GENERAL LAND USE PLAN-MAP WHICH IS IN LINE WITH THE REQUESTED ZONE CHANGE. A COPY OF THE GLUP MAP #1 IS ATTACHED, INDICATING THE SUBJECT PROPERTY LINED IN BLACK.

CATEGORY A URBAN SERVICES AND FACILITIES ARE IN AND IN ADEQUATE CONDITION

CITY OF MEDFORD
EXHIBIT # A
File # 20-15-058

General Land Use Plan map



Page 218

CITY OF ABEDEFORD
EXHIBIT # B-1
File # ZC-15-058

RECEIVED
APR 14 2015
PLANNING DEPT.

UH

CM

SC

UM

PS

UH

UR

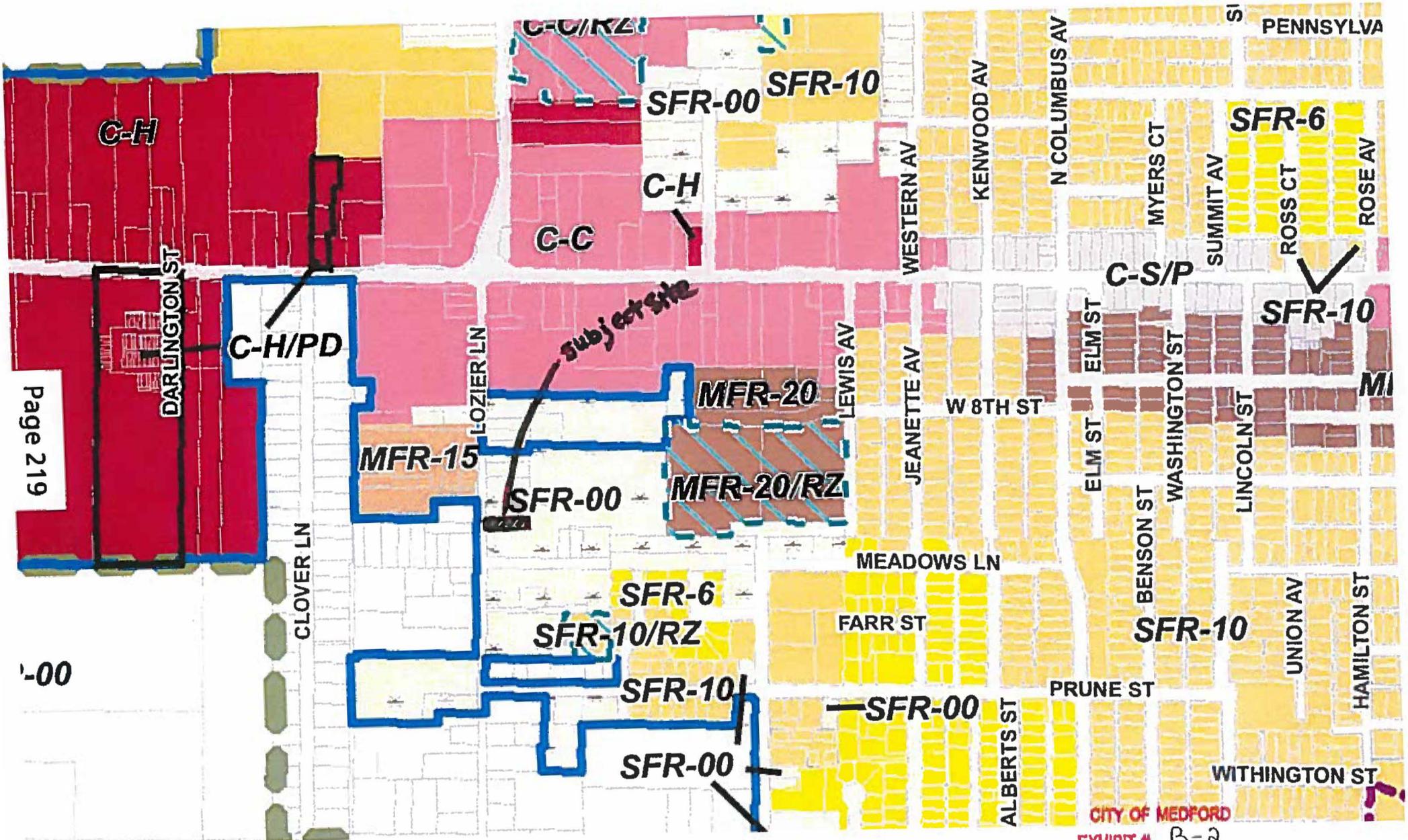
PS

DA

subject site

RECEIVED
APR 14 2015
PLANNING DEPT.

Zoning Map



Page 219

0-00

CITY OF MEDFORD
EXHIBIT # B-2
File # ZC-15-058



Continuous Improvement Customer Service

RECEIVED

MAY 13 2015

PLANNING DEPT.

CITY OF MEDFORD

L.D. Meeting Date: May 13, 2015
File Number: ZC-15-058

**PUBLIC WORKS DEPARTMENT STAFF REPORT
For Johnson Zone Change**

Project: Consideration of a request for a change of zone from SFR-00 (Single Family Residential, one dwelling unit per existing lot) to MFR-20 (Multiple-Family Residential, 20 dwelling units per gross acre) of 0.22 acres located on the east side of Lozier Lane, south of West Main Street;

Applicant: David and Cathie Johnson

The Medford Land Development Code (MLDC), Section 10.227 (2) requires a zone change application demonstrate Category A urban services and facilities are available or can and will be provided to adequately serve the subject property. The Public Works Department reviews zone change applications to assure the Category A urban services and facilities under its jurisdiction meet those requirements. The Category urban services and facilities the Public Works Department manages are sanitary sewers within the City's sewer service boundaries, storm drains, and the transportation system.

I. Sanitary Sewer Facilities

This site lies within the Rogue Valley Sewer Service (RVSS) area. The applicant shall contact RVSS to see if sanitary sewer services and facilities are available and have capacity to serve this property under the proposed zoning.

II. Storm Drainage Facilities

This site lies within the Little Elk Creek Drainage Basin. The City of Medford has funding available for the street and storm drain improvements on Lozier Lane. This site would be able to connect to these facilities at time of development. In addition, this site will be required to provide stormwater quality and detention at time of development.

III. Transportation System

Lozier Lane is a 40 foot wide right-of-way along the westerly boundary of this parcel and is currently improved with AC paving, approximately 22 feet in width. It is currently maintained by Jackson County, but will be improved to 44 feet wide with curbs, gutters, sidewalks, street lights, and then will be maintained by the City.

No traffic impact analysis (TIA) will be required for this zone change. The proposed application doesn't meet the requirements for a TIA, per MMC 10.461 (3).

Prepared by: Larry Beskow, 5-9-15



Medford Fire Department

200 S. Ivy Street, Room #180
Medford, OR 97501
Phone: 774-2300; Fax: 541-774-2514;
E-mail www.fire@ci.medford.or.us

RECEIVED

MAY 13 2015

PLANNING DEPT.

LAND DEVELOPMENT REPORT - PLANNING

To: Praline McCormack

LD Meeting Date: 05/13/2015

From: Fire Marshal Kleinberg

Report Prepared: 05/05/2015

File #: ZC - 15 - 58

Site Name/Description:

Consideration of a request for a change of zone from SFR-00 (Single Family Residential, one dwelling unit per existing lot) to MFR-20 (Multiple-Family Residential, 20 dwelling units per gross acre) of 0.22 acres located on the east side of Lozier Lane, south of West Main Street; David and Cathie Johnson, Applicants. Praline McCormack, Planner.

DESCRIPTION OF CORRECTIONS	REFERENCE
<u>Approved as Submitted</u> Meets Requirement: No Additional Requirements	

Development shall comply with access and water supply requirements in accordance with the Fire Code in affect at the time of development submittal.

Fire apparatus access roads are required to be installed prior to the time of construction. The approved water supply for fire protection (hydrants) is required to be installed prior to construction when combustible material arrives at the site.

Specific fire protection systems may be required in accordance with the Oregon Fire Code.

This plan review shall not prevent the correction of errors or violations that are found to exist during construction. This plan review is based on the information provided only.

Design and installation shall meet the Oregon requirements of the IBC, IFC, IMC and NFPA standards.

CITY OF MEDFORD
EXHIBIT # D
File # ZC-15-058



Staff Memo

RECEIVED

MAY 13 2015

PLANNING DEPT.

TO: Planning Department, City of Medford

FROM: Rodney Grehn P.E., Water Commission Staff Engineer

SUBJECT: ZC-15-058

PARCEL ID: 372W26DS TL 2201

PROJECT: Consideration of a request for a change of zone from SFR-00 (Single Family Residential, one dwelling unit per existing lot) to MFR-20 (Multiple-Family Residential, 20 dwelling units per gross acre) of 0.22 acres located on the east side of Lozier Lane, south of West Main Street; David and Cathie Johnson, Applicants. Praline McCormack, Planner

DATE: May 11, 2015

I have reviewed the above plan authorization application as requested. Conditions for approval and comments are as follows:

COMMENTS

1. The water facility planning/design/construction process will be done in accordance with the Medford Water Commission (MWC) "Regulations Governing Water Service" and "Standards For Water Facilities/Fire Protection Systems/Backflow Prevention Devices."
2. All parcels/lots of proposed property divisions will be required to have metered water service prior to recordation of final map, unless otherwise arranged with MWC.
3. The MWC system does have adequate capacity to serve this property.
4. Off-site water facility construction may be required depending on future land development review.
5. On-site water facility construction may be required depending on future land development review.
6. MWC-metered water service does not exist to this property.
7. Access to MWC water lines for connection is available. A 6-inch water line is located along the west side of Lozier Lane.

CITY OF MEDFORD
 EXHIBIT # E
 File # ZC-15-058



ROGUE VALLEY SEWER SERVICES

Location: 138 West Vilas Road, Central Point, OR - Mailing Address: P.O. Box 3130, Central Point, OR 7502-0005
Tel. (541) 664-6300, Fax (541) 664-7171 www.RVSS.us

May 7, 2015

City of Medford Planning Department
411 West 8th Street
Medford, Oregon 97501

RECEIVED
MAY 07 2015
PLANNING DEPT.

Re: ZC-15-058, Johnson (372W26D, TL 2201)
ATTN: Praline McCormack

The subject property is currently served by an existing 4 inch service line connected into the 18 inch mainline within Loizer Lane. Excess capacity exists within the 18 inch mainline to meet the demands of MRF-20 zoning.

Rogue Valley Sewer Services request the above named planning action be subject to the following conditions:

- Each tax lot must be served by a separate sanitary sewer service lateral. This may require the extension of sewer mainline. Rogue Valley Sewer Services must review and approval all sewer extension plans.
- System Development Charges will be due to Rogue Valley Sewer Services prior to connection into the sanitary sewer for each tax lot.
- Sanitary sewer tap permit must be obtained through Rogue Valley Sewer Services
- All sanitary sewer design and construction must comply with Rogue Valley Sewer Services and State Plumbing Code specifications.

Feel free to contact me directly with any additional questions.

Sincerely,

Wade
Denny, PE
Wade Denny, PE
District Engineer

Digitally signed by Wade Denny, PE
DN: cn=Wade Denny, PE, ou=Rogue
Valley Sewer Services, ou=District
Engineer, email=wadenny@rvss.us,
c=US
Date: 2015.05.07 14:31:06 -0700

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CITY OF MEDFORD
EXHIBIT # F
File # ZC-15-058

Memo



RECEIVED

MAY 13 2015

PLANNING DEPT.

To: Praline McCormack, Planner, Planning Department
From: Tanner Fairrington, Building Department (541) 774-2352
CC: David and Cathie Johnson, Applicants
Date: May 12, 2015
Re: May 13, 2015 LDC Meeting: ZC-15-058 – Item #1

Please Note:

This is not a plan review. Unless noted specifically as Conditions of Approval, general comments are provided below based on general information provided per 2014 OSSC. Plans need to be submitted and will be reviewed by a commercial plans examiner, and there may be additional comments.

Fees are based on valuation. Please contact the front counter for estimated fees.

If you have questions, please contact the Building Department at (541) 774-2350 or building@cityofmedford.org. Tanner Fairrington can be contacted directly at (541) 774-2352 or tanner.fairrington@cityofmedford.org.

1. For list of applicable Building Codes, please visit the City of Medford website: www.ci.medford.or.us Click on "City Departments" at top of screen; click on "Building"; click on "Code and Design Information" on left side of screen; click on "Design Criteria"; and select the appropriate design criteria.
2. All plans are to be submitted electronically. Information on the website: www.ci.medford.or.us Click on "City Departments" at top of screen; click on "Building"; click on "Electronic Plan Review (ePlans)" on left side of screen for information.
3. A demolition permit will be required if structures are demolished.
4. The 2014 Oregon Structural Specialty Code (OSSC) will be applicable if apartments with 3 or more units will be constructed. If applicable, the 2014 OSSC has different requirements than the residential code including, but not limited to: a sprinkler system, accessibility, etc.

CITY OF MEDFORD
EXHIBIT # G
File # ZC-15-058



Vicinity Map

Application Name/Description:
Johnson Zone Change

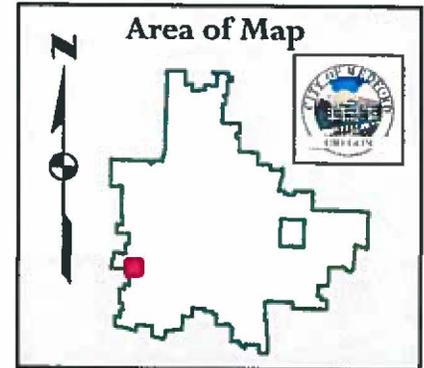
Proposal:
**Zone Change:
SFR-00 to MFR-20**

File Numbers:
ZC-15-058

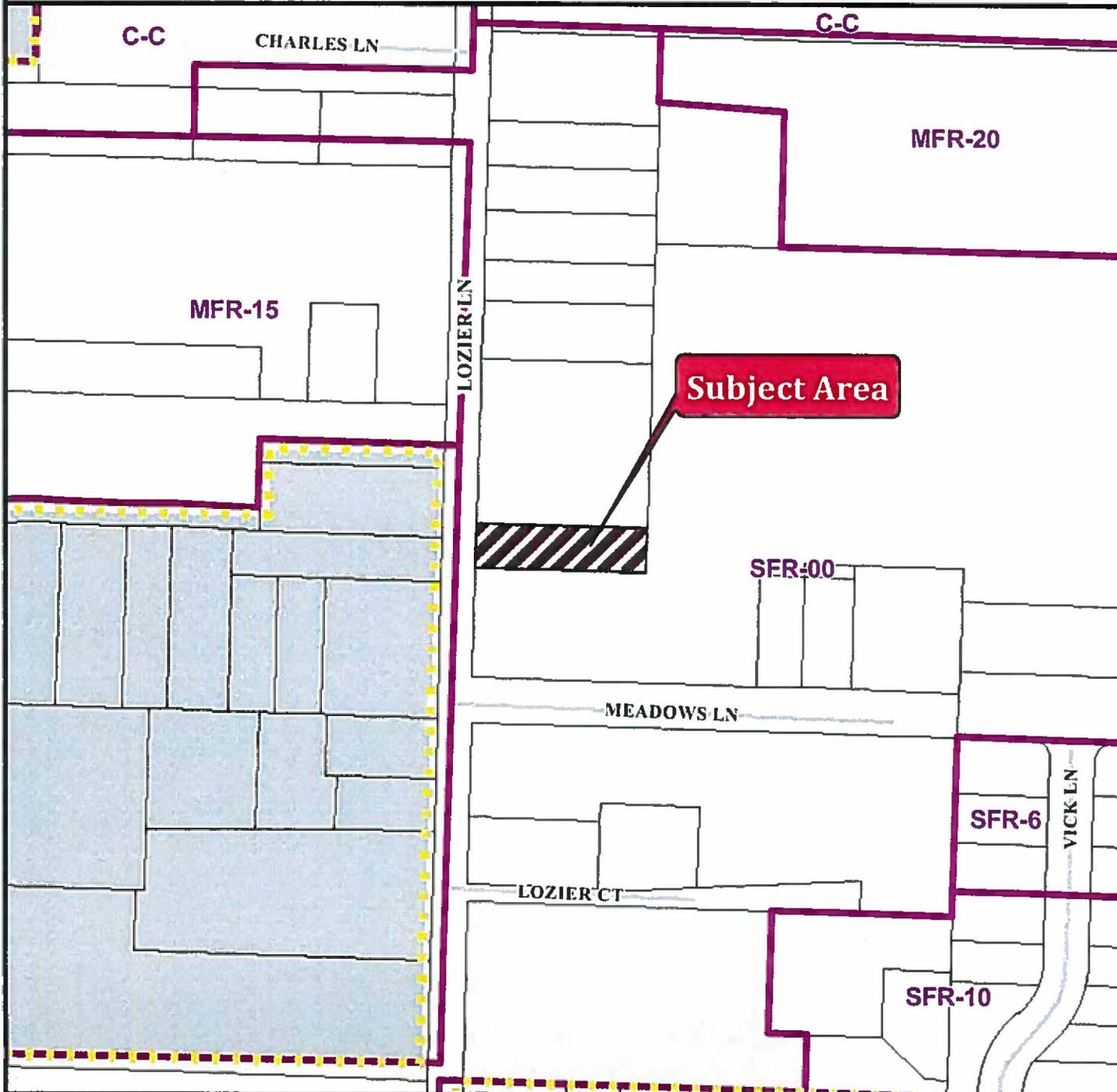
Applicant:
David & Cathie Johnson

Map/Taxlot:
372W26DA TL 2201

-  Subject Area
-  Medford Zoning
-  UGB
-  Tax Lots
-  City Limits
-  PUD



04/16/2015





Planning Department

Working with the community to shape a vibrant and exceptional city

STAFF REPORT

for a type-C quasi-judicial decision: Zone Change

PROJECT Rogue Credit Union Zone Change
 Applicant: Rogue Credit Union; Agent: CSA Planning

FILE NO. ZC-15-041

TO Planning Commission for 06/11/2015 hearing

FROM Sarah Sousa, Planner IV

REVIEWER Kelly Akin, Principal Planner *KA*

DATE June 4, 2015

BACKGROUND

Proposal

Consideration of a request for a change of zone from MFR-20 (Multi-Family Residential – 20 dwelling units per gross acre) to C-C (Community Commercial) on one parcel at 955 North Phoenix Road (371W34 TL 501), consisting of approximately 2.14 acres located at the southeast corner of East Barnett Road and North Phoenix Road.

Subject Site Characteristics

Zoning Multi-Family Residential – 20 dwelling units per gross acre
 Overlay Southeast, Subarea 7A
 GLUP Commercial
 Use Scottish Rite Building

Surrounding Site Characteristics

North

Zoning: SFR-00 (Single Family Residential – 1 unit per lot)
 Overlay: Southeast, Subarea 7A
 Use: Vacant Land

South

Zoning: MFR-20
 Overlay: Southeast, Subarea 12
 Use: Membership Lodge

East

Zoning: MFR-20
Overlay: Southeast, Subarea 13
Use: Fire Station

West

Zoning: C-C
Use: Shopping Center

Related Projects

DCA-14-083 Southeast Commercial Core Master Plan
PA-14-099 Pre-Application for Rogue Credit Union

Applicable Criteria

Medford Municipal Code §10.227, Zone Change Criteria

The approving authority (Planning Commission) shall approve a quasi-judicial zone change if it finds that the zone change complies with subsections (1) and (2) below:

- (1) The proposed zone is consistent with the Transportation System Plan (TSP) and the General Land Use Plan Map designation. A demonstration of consistency with the acknowledged TSP will assure compliance with the Oregon Transportation Planning Rule. Where applicable, the proposed zone shall also be consistent with the additional locational standards of the below sections (1)(a), (1)(b), (1)(c), or (1)(d). Where a special area plan requires a specific zone, any conflicting or additional requirements of the plan shall take precedence over the locational criteria below.

- (c) For zone changes to any commercial zoning district, the following criteria shall be met for the applicable zoning sought:

- (ii) The overall area of the C-C zoning district shall be over three (3) acres in size and shall front upon a collector or arterial street or state highway. In determining the overall area, all abutting property(s) zoned C-C shall be included in the size of the district.

- (e) For purposes of (1)(c) and (1)(d) above, a zone change may be found to be "suitable" where compliance is demonstrated with one (1) or more of the following criteria:

- (ii) At least fifty percent (50%) of the subject property's boundaries abut zones that are expressly allowed under the criteria in (1)(c) or (1)(d) above;
- (iii) At least fifty percent (50%) of the subject property's boundaries abut properties that contain one(1) or more existing uses which are permitted or conditional uses in the zone sought by the applicant, regardless of whether the abutting properties are actually zoned for such existing uses; or

(2) It shall be demonstrated that Category A urban services and facilities are available or can and will be provided, as described below, to adequately serve the subject property with the permitted uses allowed under the proposed zoning, except as provided in subsection (c) below. The minimum standards for Category A services and facilities are contained in Section 10.462 and Goal 2 of the Comprehensive Plan "Public Facilities Element" and Transportation System Plan.

(a) Storm drainage, sanitary sewer, and water facilities must already be adequate in condition, capacity, and location to serve the property or be extended or otherwise improved to adequately serve the property at the time of issuance of a building permit for vertical construction.

(b) Adequate streets and street capacity must be provided in one (1) of the following ways:

(i) Streets which serve the subject property, as defined in Section 10.461(2), presently exist and have adequate capacity; or ***

(ii) Existing and new streets that will serve the subject property will be improved and/or constructed, sufficient to meet the required condition and capacity, at the time building permits for vertical construction are issued; or

(iii) If it is determined that a street must be constructed or improved in order to provide adequate capacity for more than one (1) proposed or anticipated development, the Planning Commission may find the street to be adequate when the improvements needed to make the street adequate are fully funded. A street project is deemed to be fully funded when one (1) of the following occurs:

(a) the project is in the City's adopted capital improvement plan budget, or is a programmed project in the first two (2) years of the State's current STIP (State Transportation Improvement Plan), or any other public agencies adopted capital improvement plan budget; or

(b) when an applicant funds the improvement through a reimbursement district pursuant to the MLDC. The cost of the

improvements will be either the actual cost of construction, if constructed by the applicant, or the estimated cost. The "estimated cost" shall be 125% of a professional engineer's estimated cost that has been approved by the City, including the cost of any right-of-way acquisition. The method described in this paragraph shall not be used if the Public Works Department determines, for reasons of public safety, that the improvement must be constructed prior to issuance of building permits.

- (iv) When a street must be improved under (b)(ii) or (b)(iii) above, the specific street improvement(s) needed to make the street adequate must be identified, and it must be demonstrated by the applicant that the improvement(s) will make the street adequate in condition and capacity.
- (c) In determining the adequacy of Category A facilities, the approving authority (Planning Commission) may evaluate potential impacts based upon the imposition of special development conditions attached to the zone change request. Special development conditions shall be established by deed restriction or covenant, which must be recorded with proof of recordation returned to the Planning Department, and may include, but are not limited to the following:
- (i) Restriction of uses by type or intensity; however, in cases where such a restriction is proposed, the Planning Commission must find that the resulting development pattern will not preclude future development, or intensification of development, on the subject property or adjacent parcels. In no case shall residential densities be approved which do not meet minimum density standards,
 - (ii) Mixed-use, pedestrian-friendly design which qualifies for the trip reduction percentage allowed by the Transportation Planning Rule,
 - (iii) Transportation Demand Management (TDM) measures which can be reasonably quantified, monitored, and enforced, such as mandatory car/van pools.

ISSUES AND ANALYSIS

Background

The subject property is included within the Southeast Commercial Core Area. This area has been designated for Community Commercial zoning.

Staff has reviewed the zone change request and finds that it meets the approval criteria in Medford Land Development Code Section 10.227. Public Works reviewed a Traffic Impact Analysis for the proposed zone change. The study found that the intersection of North Phoenix Road & Barnett Road will be significantly impacted by the potential trip generation of the associated zone change. As a result, the applicant has stipulated to a

total of 628 total daily trips for the property. In regards to other facilities, the agency reports in Exhibits F, H, & J demonstrate that Category A Urban Facilities are available or can and will be made available to serve the site.

Section 10.227(1)(c) lists locational criteria for commercial zone changes. The C-C zone must front on an arterial street or state highway and be a total of three acres in size. While this parcel is only 2.14 acres in size, the property to the west is zoned C-C and the overall area of the C-C exceeds three acres in size. North Phoenix Road is classified within the City of Medford Transportation System Plan as a major arterial road and Barnett Road at this location is classified as a minor arterial. Thus, the subject change of zone meets both locational criteria for a change to Community Commercial. The requested zone change is also consistent with the CM (Commercial) General Plan Land Use designation on the property.

FINDINGS AND CONCLUSIONS

Staff has reviewed the Applicant's Findings (Exhibit B) and recommends the Commission adopt the findings as presented.

RECOMMENDED ACTION

Adopt the Applicant's Findings and direct staff to prepare a Final Order for approval of ZC-15-041 per the staff report dated June 4, 2015, including Exhibits A through Q.

EXHIBITS

- A Conditions of Approval dated June 4, 2015
- B Applicant's Findings of Fact & Conclusions of Law received March 25, 2015
- C Excerpt from Traffic Study received March 25, 2015
- D Addendum letter from Traffic Study March 25, 2015
- E CEC Engineering letter regarding sewer capacity received March 25, 2015
- F Public Works Department Report received May 13, 2015
- G Public Works Memo received May 15, 2015
- H Medford Fire Department Report received May 13, 2015
- I Building Department Memo received May 13, 2015
- J Medford Water Commission Memo & Facility Map received May 13, 2015
- K Utilities Map received March 25, 2015
- L Southeast Plan Map received March 25, 2015
- M Commercial Center Core Area Master Plan received March 25, 2015
- N GLUP Map received March 25, 2015
- O Zoning Aerial Map received March 25, 2015
- P Photographs received March 25, 2015
- Q Jackson County Assessor's Map received March 25, 2015

Vicinity map

PLANNING COMMISSION AGENDA:

JUNE 11, 2015

EXHIBIT A

Rogue Credit Union Zone Change

ZC-15-041

Conditions of Approval

June 4, 2015

DISCRETIONARY CONDITIONS

1. Comply with the Public Works Department Memo dated May 15, 2015 (Exhibit G). The applicant stipulates that development will be limited to that which would generate a total of 628 total daily trips. Said stipulation will remain in effect until a traffic impact analysis shows that additional trips will have no significant impact to the transportation system.

RECEIVED
MAR 25 2015
PLANNING DEPT.

BEFORE THE PLANNING COMMISSION
FOR THE CITY OF MEDFORD
JACKSON COUNTY, OREGON

IN THE MATTER OF A REQUEST FOR)
CHANGE OF ZONE FROM MULTIPLE)
FAMILY RESIDENTIAL (MFR-20) TO)
COMMUNITY COMMERCIAL (C-C) FOR)
A 2.14 ACRE PARCEL AND 0.71 ACRES)
OF ADJACENT RIGHT-OF-WAY)
LOCATED AT 955 NORTH PHOENIX)
ROAD WITHIN THE SOUTHEAST)
COMMERCIAL CENTER CORE AREA.)
THE PARCEL IS ALSO IDENTIFIED AS)
TAX LOT 501 IN TOWNSHIP 37 SOUTH,)
RANGE 01 WEST (W.M.), SECTION 34.)

FINDINGS OF FACT AND
CONCLUSIONS F LAW

Applicant's Exhibit 1

Owner and Applicant: Rogue Credit)
Union)
Agent: CSA Planning, Ltd.)

I

NATURE AND SCOPE OF APPLICATION; BACKGROUND

Applicant Rogue Credit Union seeks to rezone a 2.14 acre¹ parcel located within the corporate limits of the City of Medford from MFR-20 (Multi-Family Residential, 20 units per acre) to C-C (Community Commercial). The subject property, identified as Tax Lot 501 on Jackson County Assessor's Map 371W34, is located within the Commercial Center Core Area (7A) of the Southeast Overlay District and is subject to an adopted Master Plan for that area. Medford's Southeast Plan requires that the properties within Subarea 7A (Commercial Center Core Area) be specifically zoned Community Commercial (C-C). Pursuant to MLDC Section 10.227(2)(c), Applicant requests that the zone change be approved based on imposition of a special development conditions limiting 1) traffic generation to not more than 250 ADT over current base MFR-20 zoning, and 2) sanitary sewerage flows to a level corresponding to current Sanitary Sewer Base Flow for MFR-20 zoning.

A subsequent application to be filed jointly with owners of the remaining private property in the Commercial Center Core Area will provide a full traffic impact analysis for the City's consideration to re-zone the Area 7A to C-C in accordance with the adopted Southeast Plan

¹ 2.85 gross acres as measured to adjacent street center-lines

CITY OF MEDFORD
EXHIBIT # B
File # ZC-15-041



1

and to determine appropriate alternatives to the special development condition now proposed for the current zone change and SPAC applications.

Applicant requests concurrent site plan and architectural commission review to re-purpose an existing fraternal lodge building for use as credit union neighborhood branch and general office use. The SPAC application is to be contingent upon approval of the zone change application.

II

EVIDENCE SUBMITTED WITH APPLICATION

Applicant herewith submits the following evidence with its zone change application:

- Exhibit 1.** Applicants' Proposed Findings of Fact and Conclusions of Law
- Exhibit 2.** Vicinity Map Depicting Proposed Zone Change Area (1" = 1000' scale) with GLUP Map Designations Shown
- Exhibit 3.** Jackson County Assessor's Plat Map 37-1W-34
- Exhibit 4.** Legal Description of Area to be Changed (by Neathamer Surveying, Inc.)
- Exhibit 5.** Zoning Map (Current) on Aerial
- Exhibit 6.** Zoning Map (Proposed) on Aerial
- Exhibit 7.** Southeast Plan Map
- Exhibit 8.** Commercial Center Core Area Master Plan Map
- Exhibit 9.** Chapter 3 of the Commercial Center Core Area Master Plan Design and Development Standards applicable to the subject property
- Exhibit 10.** Public Utilities Map for the subject area
- Exhibit 11.** Photos of site and surrounding properties
- Exhibit 12.** Traffic Impact Analysis by Southern Oregon Transportation Engineering, LLC:
 - a. Initial TIA dated February 9, 2015
 - b. Revision dated March 16, 2015
 - c. Acreage adjustment dated March 24, 2015
- Exhibit 13.** Trip Generation Calculations for Proposed Credit Union (Banking) and Office Use of Existing Building with ITE Trip Generation Manual (9th Edition) Data by Land Use
- Exhibit 14.** Reciprocal Easement and Maintenance Agreement for Cross Access and Parking (Non-exclusive) affecting Parcels 1 and 2 of Partition Plan No. P-13-1999 (Partition Plats of Jackson County, Oregon)
- Exhibit 15.** Partition Plan No. P-13-1999 (City of Medford Planning File No. LDP-98-138)

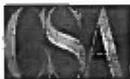


Exhibit 16. Sanitary Sewer Calculations by Construction Engineering Consultants, Inc. dated March 23, 2015

Exhibit 17. Completed Zone Change Application Form with Duly Executed Limited Power of Attorney for CSA Planning, Ltd to represent Applicant/Property Owner

III

RELEVANT SUBSTANTIVE APPROVAL CRITERIA

The criteria under which a zone change application must be considered are in Section 10.227 of the Medford Land Development Code ("MLDC"). The relevant approval criteria are recited verbatim below:

MLDC 10.227 ZONE CHANGE CRITERIA (Inapplicable provisions omitted)

The approving authority (Planning Commission) shall approve a quasi-judicial zone change if it finds that the zone change complies with subsections (1) and (2) below:

- (1) The proposed zone is consistent with the Transportation System Plan (TSP) and the General Land Use Plan Map designation. A demonstration of consistency with the acknowledged TSP will assure compliance with the Oregon Transportation Planning Rule. Where applicable, the proposed zone shall also be consistent with the additional locational standards of the below sections (1)(a), (1)(b), (1)(c), or (1)(d). Where a special area plan requires a specific zone, any conflicting or additional requirements of the plan shall take precedence over the locational criteria below.

...

- (c) For zone changes to any commercial zoning district, the following criteria shall be met for the applicable zoning sought:

...

(ii) The overall area of the C-C zoning district shall be over three (3) acres in size and shall front upon a collector or arterial street or state highway. In determining the overall area, all abutting property(s) zoned C-C shall be included in the size of the district.

...

- (e) For purposes of (1)(c) and (1)(d) above, a zone change may be found to be "suitable" where compliance is demonstrated with one or more of the following criteria:

(i) The subject property has been sited on the General Land Use Plan Map with a GLUP Map designation that allows for only one zone;

(ii) At least 50% of the subject property's boundaries abut zones that are expressly allowed under the criteria in (1)(c) or (1)(d) above;

(iii) At least 50% of the subject property's boundaries abut properties that contain one (1) or more existing uses which are permitted or conditional uses in the zone sought by the applicant, regardless of whether the abutting properties are actually zoned for such existing uses; or

(iv) Notwithstanding the definition of "abutting" in MLDC 10.012 and for purposes of determining suitability under Section (1) (e), the subject property is separated from the "unsuitable" zone by a public right-of-way of at least 60 feet in width.



...

- (2) It shall be demonstrated that Category A urban services and facilities are available or can and will be provided, as described below, to adequately serve the subject property with the permitted uses allowed under the proposed zoning, except as provided in subsection (c) below. The minimum standards for Category A services and facilities are contained in Section 10.462 and Goal 2 of the Comprehensive Plan "Public Facilities Element" and Transportation System Plan.
- (a) Storm drainage, sanitary sewer, and water facilities must already be adequate in condition, capacity, and location to serve the property or be extended or otherwise improved to adequately serve the property at the time of issuance of a building permit for vertical construction.
- (b) Adequate streets and street capacity must be provided in one of the following ways:
- (i) Streets which serve the subject property, as defined in Section 10.461(2), presently exist and have adequate capacity; or
- (ii) Existing and new streets that will serve the subject property will be improved and/or constructed, sufficient to meet the required condition and capacity, at the time building permits for vertical construction are issued; or
- (iii) If it is determined that a street must be constructed or improved in order to provide adequate capacity for more than one (1) proposed or anticipated development, the Planning Commission may find the street to be adequate when the improvements needed to make the street adequate are fully funded. A street project is deemed to be fully funded when one (1) of the following occurs:
- (a) the project is in the City's adopted capital improvement plan budget, or is a programmed project in the first two years of the State's current STIP (State Transportation Improvement Plan), or any other public agencies adopted capital improvement plan budget; or
- (b) when an applicant funds the improvement through a reimbursement district pursuant to the MLDC. The cost of the improvements will be either the actual cost of construction, if constructed by the applicant, or the estimated cost. The "estimated cost" shall be 125% of a professional engineer's estimated cost that has been approved by the City, including the cost of any right-of-way acquisition. The method described in this paragraph shall not be used if the Public Works Department determines, for reasons of public safety, that the improvement must be constructed prior to issuance of building permits.
- (iv) When a street must be improved under (b)(ii) or (b)(iii) above, the specific street improvement(s) needed to make the street adequate must be identified, and it must be demonstrated by the applicant that the improvement(s) will make the street adequate in condition and capacity.
- (c) In determining the adequacy of Category A facilities, the approving authority (Planning Commission) may evaluate potential impacts based upon the imposition of special development conditions attached to the zone change request. Special development conditions shall be established by deed restriction or covenant, which must be recorded with proof of recordation returned to the Planning Department, and may include, but are not limited to the following:
- (i) Restriction of uses by type or intensity; however, in cases where such a restriction is proposed, the Planning Commission must find that the resulting development pattern will not preclude future development, or intensification of development, on the subject property or adjacent parcels. In no case shall residential densities be approved which do not meet minimum density standards,



(ii) Mixed-use, pedestrian-friendly design which qualifies for the trip reduction percentage allowed by the Transportation Planning Rule,

(iii) Transportation Demand Management (TDM) measures which can be reasonably quantified, monitored, and enforced, such as mandatory car/van pools.

IV

FINDINGS OF FACT

The following findings of fact are reached and found to be true with respect to this matter:

1. **Property Location:** The property is located at 955 North Phoenix Road, being the southeast corner of the intersection of East Barnett Road and North Phoenix Road. The property is within the corporate limits of the City of Medford and its adopted and acknowledged urban growth boundary.
2. **Property Description and Acreage:** The property is identified in the records of the Jackson County Assessor as Tax Lot 501 in Township 37 South Range 1 West in Section 34. The property consists of a single parcel having 2.139 net acres (2.85 acres gross) described as Parcel No. 1 of Partition Plat No. P-13-1999, in Record of Partition Plats in Jackson County, Oregon, and filed as Survey No. 16072, in the Office of the County Surveyor. *See*, Partition Plat at Applicant's Exhibit 15.
3. **Subject Property Ownership:** The subject property is owned by Rogue Credit Union.
4. **Comprehensive Plan Map Designation:** The property is designated CM (Commercial) on the Medford Comprehensive Plan's GLUP Map.² *See*, Applicants' Exhibit 2.
5. **Zoning Map Designation:** The property is currently zoned MFR-20 (Multi-Family Residential, 20 dwelling units per gross acre). *See*, Exhibit 5. The proposed zoning—Community Commercial (C-C) is shown on Applicant's Exhibit 6. A legal description prepared by Oregon registered land surveyor Robert Neathamer for the proposed zone change area is provided at Applicant's Exhibit 4.
6. **Existing Land Use:** The property is improved with an existing building previously used as a fraternal lodge.³ A wireless transmission tower (monopole) is located behind (east) the existing building.
7. **Intended Land Use:** Chapter 3 of the Southeast Village Commercial Center Core Area Master Plan, adopted by reference in the Medford Land Development Code as part of the Southeast Overlay District, includes a Sector Specific plan for the subject property.

² "Generalized Land Use Plan" map.

³ Medford Scottish Rite Building. Jackson County Assessment Records indicate that the building has 11,209 square feet. Architectural drawings indicate that the building actually has just under 10,500 square feet of interior gross floor area.

Adaptive re-use of the existing building to accommodate credit union occupancy is to be an interim use. A new building for the credit union of approximately 3,500 feet will be constructed near the street intersection at the northwest corner of the property in the future, and a 4,500 square foot retail/office building will be constructed at the southwest corner of the property. Building Design Standard 2(b) for this sector limits height of structures within 150 feet of North Phoenix Road to 35 feet.

8. **Topography:** The property is relatively flat (0-5% slope).
9. **Wetlands; Floodplain:** There are no wetland identified on local or national wetland inventories; the subject property is not within any FEMA mapped flood hazard area.
10. **Surrounding Land Uses:** The Vicinity Map (Applicant's Exhibit 2) and Assessor's Plat Map (Applicant's Exhibit 3) show the pattern of land partitioning in the surrounding area. Photos of the site and surrounding properties are included at Applicant's Exhibit 9. Existing surrounding land uses are further described as follows:
 - A. **North:** East Barnett Road; Vacant 8 acre parcel (371W27-1605) zoned SFR-00 and designated CM (future C-C zoning in Area 7A on SE Plan Map); Vacant 1.51 acre Tax Lot 1605 to the north of Tax Lot 1605 is owned by City of Medford in tract with vacant 3.28 acre Tax Lot 1601 acquired for greenway reach G-2 (Major Greenway – Not Riparian Corridor) as identified in the SE Plan along Herbert Creek.
 - B. **South:** Adjacent and south on 2.72 acre Tax Lot 502 (371W34) is sited the Medford Masonic Temple on land zoned MFR-20 (SE Plan Map Subarea 12 for UHDR). The building is single story of approximately 10,000 square feet. The parking lots for the subject parcel and Tax Lot 502 are connected and subject to a reciprocal maintenance and access agreement. See, Applicant's Exhibit 14. Further south is a vacant 2 acre parcel (371W34-600) zoned SFR-00 (SE Plan Map Subarea 15 for UR and future SFR-10 zoning). Beyond that Subarea 12 includes built residential planned unit developments including Harbrooke Court, Whitney Place, and Stonegate Estates.
 - C. **West:** North Phoenix Road, an arterial street, is located adjacent and west of the subject property. The Larson Creek Shopping Center is located to the west on a 12 acre tract across the street from the subject property. It includes a 50,000 grocery store sited at the intersection of North Phoenix and Barnett Roads. A fueling station is located on the south side of the grocery parking lot. South of that an additional 48,000 square feet of retail and office space in five buildings comprise the remainder of the shopping center. The shopping center is zoned C-C (Community Commercial) and is outside the Southeast Neighborhood Plan Area.
 - D. **East:** The City of Medford Fire Departments Station No. 6 is located on the adjacent 1.64 acre parcel to the east (371W34-504). The station is housed in a 13,400 square foot building that was completed in 2001, and the property is zoned MFR-20 although it is within SE Plan Map Subarea 13 designated for UMDR (with corresponding MFR-15 zoning). Adjacent and east of the fire station, a regional fiber optic hub is sited on a 10,000 square foot parcel (371W34-503) south of Barnett Road. Tax Lot 503 is zoned SFR-00 and is also located in SE Plan Map Subarea 13.

To the south of that and also adjacent and east of the fire station is a one acre parcel zoned MFR-15 in SE Plan Map Subarea 13 improved with a residence and equipment shed.

11. Essential (Category "A") Public Facilities: The comprehensive plan defines Category "A" public facilities as follows: (1) Sanitary sewage collection and treatment; (2) Storm Drainage; (3) Water Service; (4) Transportation Facilities. The following facts are found with respect to each of the Category "A" public facilities:

A. Sanitary Sewer Service/flow rates: There is an existing 8-inch sanitary sewer line in Barnett Road north of the subject property which was extended across North Phoenix Road to serve the fire station when it was constructed in 2000/2001. The Scottish Rite Temple on the subject property and the Masonic Temple on the parcel to the south were also connected at that time (fire station parcel was created by partition from the eastern portion of the two lodge parcels). Base on the City of Medford's 2005 Sanitary Sewer Master Plan flow factors, Applicant's Civil Engineer calculated projected flows from the current property MFR-20 zoning to be 15,675 gallons per day (275 gallons per unit per day X 57 MF units). In contrast, the average flow rate for Commercial land is projected to be 3,636 gallons per day (1,700 gallons per net acre per day X 2.139 net acres).

C. Municipal Water Service: The existing building on the subject property is connected to the Medford Water Commission municipal water system by an 8-inch water line extending from the 16-inch water main located on the west side of North Phoenix Road. A 16-inch water main is also located in Barnett Road adjacent and north of the subject property.

D. Storm Drainage: The site lies within the Larson Creek Drainage Basin. Municipal stormwater collection lines are located within the adjacent street rights of way to which the existing development is connected (*See*, Applicant's Exhibit 10 for catch basin, storm drain pipes/culverts, and pollution control manhole locations). Storm water and detention facilities to serve new development are required to be designed and constructed in accordance with Medford Land Development Code standards.

E. Streets and Traffic: The following facts pertain to streets and traffic as proposed in this project:

- **Street Functional Classification and Standards:** North Phoenix Road on the property's west side and the first 250 feet of Barnett Road on the parcel's north side are classified as major arterials in the Medford Transportation System Plan and the Southeast Neighborhood Circulation Plan. Barnett Road further than 250 feet east of North Phoenix Road transitions to a minor arterial street as designated on the adopted TSP and neighborhood circulation plan.
- **Access:** The subject parcel has an existing direct access to Barnett Road and cross-access over Tax Lot 502 by easement to North Phoenix Road. Applicant proposes to relocate the Barnett Road access to a point 200 feet east of the northwest property corner.



- **Vehicular Traffic:** Pursuant to MLDC 10.461(3) a Transportation Impact Analysis is required:

"If a proposed application has the potential of generating more than 250 net average daily trips (ADT) or the Public Works Department has concerns due to operations or accident history, a TIA will be required to evaluate development impacts to the transportation system. The Public Works Department may waive a TIA if it is concluded that the impacts are not substantial."

A Transportation Impact Analysis has been prepared by Applicant's registered professional traffic engineer, Kim Parducci PE, PTOE of Southern Oregon Transportation Engineering, LLC. See, Applicant's Exhibit 12. The analysis concludes that mitigation would be required to maintain Level of Service "D" for the intersection of North Phoenix Road with Barnett Road to allow an unconditional zone change approval. Pursuant to MLDC Section 10.227(2)(c), Applicant requests that the zone change be approved based on imposition of a special development conditions limiting traffic generation to 628 ADT⁴ in order not exceed 250 ADT beyond what development under the existing MFR-20 zoning would allow.

- G. Police and Fire Protection:** The property is served by the Medford Fire Department from its Fire Station 6, located adjacent and to the east of the subject property. Police protection is from the City of Medford Police Department.

V

CONCLUSIONS OF LAW

The following conclusions of law are reached for each of the relevant substantive criteria with respect to this matter:

***City of Medford Approval Criteria
Medford Land Development Code (MLDC) 10.227***

MLDC 10.227 ZONE CHANGE CRITERIA

The approving authority (Planning Commission) shall approve a quasi-judicial zone change if it finds that the zone change complies with subsections (1) and (2) below:

Criterion 1

- (1) The proposed zone is consistent with the Transportation System Plan (TSP) and the General Land Use Plan Map designation. A demonstration of consistency with the acknowledged TSP will assure compliance with the Oregon Transportation Planning Rule. Where applicable, the proposed zone shall also be consistent with the additional locational standards of the below sections (1)(a), (1)(b), (1)(c), or (1)(d). Where a special

⁴ 2.85 gross acres at 20 dwelling units per acre would allow for 57 dwelling units. Using ITE (9th Edition) land use 220 (Apartments), 57 dwelling units would generate 379.05 ADT at 6.65 ADT per dwelling unit. The proposed trip cap of 628 ADT would limit the potential for trip generation to 249 ADT over the 379.05 ADT associated with existing MFR-20 zoning.



area plan requires a specific zone, any conflicting or additional requirements of the plan shall take precedence over the locational criteria below.

Conclusions of Law (Criterion 1):

GOAL 1 of the Medford TSP is: “To provide multi-modal transportation system for the Medford planning area that supports the safe, efficient, and accessible movement of all people and goods, and recognizes the area’s role as the financial, medical, tourism, and business hub of Southern Oregon and Northern California.” The following policies and implementation strategies as established under that goal relate to the zone change request:

Policy 1-A: The City of Medford shall manage projected travel demand consistent with the community, land use, environmental and livability goals.

Implementation 1-A(2): Utilize the *Medford Comprehensive Plan*, including the land use plan covering the 20-year planning period, in managing transportation system.

Implementation 1-A(3): Design and improve arterial streets so that the minimum overall performance during peak travel periods meets Level of Service “D.”

Implementation 1-A(4): Consider revisions to the City’s concurrency ordinance to manage development-related traffic impacts consistent with other community goals.

Finding: The Medford Comprehensive Plan includes a Southeast Area neighborhood plan that specifies the subject property is within the Southeast Village TOD Commercial Center Core Area (7A) which is to be zoned C-C and subject to special design and development standards that emphasize transportation connectivity and promote viability for many modes of transportation. The Southeast Plan does include a revision to the City’s concurrency ordinance at Policy 3-A of the Medford Comprehensive Plan Neighborhood Element, Southeast Plan:

“The City of Medford shall use zone change procedures as the timing mechanism to control development within the SE Area, based upon the availability and adequacy of public facilities and services, as required by the Medford Comprehensive Plan and Medford Land Development Code. However, future zone changes in the City will be exempt from meeting the minimum transportation LOS standard for Stanford Avenue and the alternatively-designed section of Barnett Road east of Stanford Avenue located within the Southeast Commercial Center because Stanford Avenue within the Commercial Center is desired to have a high level of slow moving traffic.”

The intersection of Barnett Road with North Phoenix Road is west of the alternatively designed section of Barnett Road. Because the addition of development trips projected from the proposed zone change would drop the level of service to LOS “E”, Applicant stipulates to accept a condition for the zone change approval capping vehicular trip generation to 628 ADT to maintain LOS “D” for that facility.

Policy 1-D: The City of Medford's second priority for the use of transportation funds shall be to maximize the efficient use of the existing transportation system through use of a Transportations System Management (TSM) and Transportation Demand Management (TDM) measures prior to expending transportation funds on capacity improvements.

Implementation 1-D(1): Utilize transportation demand measures as the first choice for accommodating travel demand and relieving congestion in a travel corridor, before street widening projects are undertaken.

Finding: The funding policies of the Medford TSP prioritize use of transportation funds first to address maintenance, operational and safety needs (Policy 1-C) and then through use of TSM and TDM measures. Implementation 1-(D)(1) clarifies that TDM measures are to be utilized as the first choice before utilizing transportation funds for street widening projects. Notwithstanding that this hierarchy of funding priorities is clearly established as policy in the adopted Medford TSP, Southeast Plan Map Area (7A) in which the subject property is located is the only area within the city for which a TDM plan must be submitted with applications for site plan and architectural review. Common Design Standard No. 17 in Chapter 2 of the Southeast Village Commercial Center Core Area Master Plan establishes minimum requirements for providing physical and programmatic elements within a TDM Plan. Approval of the requested zone change on the basis of the proposed trip cap stipulation combined with the requirement for TDM plans to be prepared with SPAC review applications is the preferred option under the TSP policies related to transportation funds as opposed to building more capacity through street widening. Although capital improvements fall under the lower priority Policy 1-E, systems development charges under Implementation 1-E(3) are generally applied to all development that occurs at the time building permits are issued. Consequently, development including TDM programs also contributes to transportation facility capacity improvements that the City does undertake.

GOAL 2 of the Medford TSP is: "To provide a comprehensive street system that serves the mobility and multi-modal transportation needs of the Medford Planning Area." The following policies and implementation strategies as established under that goal relate to the zone change request:

Street System – Transportation Demand Management

Policy 2-G: The City of Medford shall undertake efforts to reduce per capita vehicle miles traveled (VMT) and single-occupancy vehicle (SOV) demand through transportation demand management (TDM) strategies.

Implementation 2-G(1): Promote the use of alternative commute options to reduce motor vehicle travel generated by employment sites and schools by serving as an institutional model for the community through participation in the Transportation Management Association (TMA), providing incentives for City of Medford employees to utilize transportation demand management (TDM) strategies, and actively participating in local, state, and national TDM activities, such as Car Free Day. (Examples of TDM strategies include free or subsidized bus passes, trip reduction planning, compressed work weeks,

telecommuting options, flexible management, guaranteed rides home in emergencies, indoor bicycle storage, shower/locker facilities, etc.)

Implementation 2-G(2): Encourage employers to design and implement trip-reduction plans, including strategies that encourage use of alternative transportation modes, discourage commuting in single occupancy vehicles, and promote telecommuting and the use of work hours that do not contribute to peak-hour congestion. Encourage private sector employers to take advantage of tax incentive programs for transportation demand management efforts. Encourage the formation of employer transportation management associations that allow the pooling of resources in implementing trip reduction plans, such as guaranteed emergency ride home and vanpool programs.

Implementation 2-G(3): Support and assist the efforts of the Rogue Valley Transportation District in maintaining a regional transportation demand management program, which includes such components as a rideshare matching program, carpool/vanpool matching, park-and-ride lots, and information regarding transit service, bicycle routes, telecommuting, etc.

Implementation 2-G(4): Participate in public outreach to raise awareness about the use of transportation demand management (TDM) strategies, such as periodic newsletters for decision-makers, employers, schools, organizations, and individuals; information handouts at appropriate public events; advertising and public service announcements; school outreach; services for employers; and recognition for TDM efforts. Actively market to groups having the greatest potential for reducing single occupancy vehicle trips, such as large employment sites and commuting students.

Implementation 2-G(5): Encourage school districts to promote and utilize walking, bicycling, and school busing whenever possible to reduce motor vehicle trips needed to transport students to and from classes and events.

Finding: Approval of the proposed zone change will implement related planning efforts under MTSP Policy 2-G above in the adopted Southeast Village Plan which includes a TDM program requirement for all development subject to SPAC review that occurs within the Commercial Center Core Area (7A).

GOAL 3 of the Medford TSP is: "To facilitate the increased use of public transportation in the Medford planning area, as the adequacy of transit service is a measure of the quality of live in a community."

Policy 3-A: The City of Medford shall undertake efforts to increase the percentage of total daily trips taken in the Medford planning area by transit, consistent with the target benchmarks in the "Alternative Measures" of the 2001-2023 Rogue Valley Regional Transportation Plan (RTP).

Policy 3-B: The City of Medford shall support the provision of convenient and accessible transit service to, from, and within the Medford planning area, especially to higher density residential areas, employment centers, and major commercial areas.

Implementation 3-B(1): Support efforts to implement funding strategies that provide adequate, long-term, and stable revenue sources for the transit system, including fares that balance the need for passenger revenues with the goal of maximizing ridership.

Implementation 3-B(2): Support efforts by the Rogue Valley Transportation District to develop and implement a transit system that effectively combines components of radial, neighborhood, and circumferential services, with a minimum of required transfers, to best serve the citizens of and visitors to Medford.

Implementation 3-B(3): Support efforts by the Rogue Valley Transportation District to increase transit service, including increasing the frequency of service (shorter headways), extending the hours of operation, expanding weekend service, and providing express transit service during peak travel periods.

Implementation 3-B(4): Assure that land use planning activities promote transit service viability and accessibility, including locating mixed residential-commercial, multiple-family residential, and employment land uses on or near (within ¼-mile walking distance) transit corridors.

Implementation 3-B(5): Provide transit-supportive street system, streetscape, land division, and site design and operation requirements that promote efficient bus operations and pedestrian connectivity, convenience, and safety.

Implementation 3-B(6): In conjunction with the Rogue Valley Transportation District, establish designs for and implement effective and safe transit stops on Arterial and Collector streets.

Implementation 3-B(7): Work with the Rogue Valley Transportation District to ensure that transit transfer stations and park-and-ride facilities are accessible by pedestrian, bicycle, transit, and motor vehicle travel modes, including provisions for secured bicycle parking, passenger loading, and taxi service, and encourage transit service to intercity passenger bus and aviation terminals.

Implementation 3-B(8): Work with employers to increase commuter transit ridership through employer-based incentives, such as subsidized transit passes.

Policy 3-C: The City of Medford shall undertake efforts to increase the percentage of dwelling units in the Medford planning area located within one-quarter mile walking distance of transit routes, consistent with the target benchmarks in the “Alternative Measures” of the 2001-2023 Rogue Valley Regional Transportation Plan (RTP).

Finding: The Southeast Plan and its component Village Center and Commercial Center Core Area Plans were closely coordinated with RVTB, a major stakeholder in those planning efforts. The Core Area Master Plan, in particular, was designed to facilitate the extension of RVTB transit service sooner than would occur by waiting for the surrounding planned street grid to develop out more fully. This was accomplished through the use of a roundabout to be constructed at the intersection of Barnett Road and Stanford Avenue to allow transit vehicles to turn around without leaving the public right-of-way. A transit station with bus turnouts and a plaza is to be provided on the north side of Barnett just west of the roundabout intersection. The proposed zone change is the first that will occur within the Commercial Center Core Area which will allow the adaptive re-use of an existing fraternal lodge building for a credit union neighborhood branch and general office use. Higher density residential development and additional commercial areas planned nearby will then follow with rezoning and development plan consistent with the overall neighborhood plan and MTSP Policies 3A – 3C above.

GOAL 4 of the Medford TSP is: "To facilitate the increased use of bicycle transportation in the Medford planning area, as bicycle facilities are a measure of the quality of life in a community." The following policies and implementation strategies as established under that goal relate to the zone change request:

Policy 4-A: The City of Medford shall undertake efforts to increase the percentage of total daily trips taken by bicycling in Medford consistent with the target benchmarks in the Alternative Measures" of the 2001-2023 Rogue Valley Regional Transportation Plan (RTP).

Implementation 4-A(1): Develop a network of bicycle facilities linking Downtown, other Transit Oriented Districts (TODs), residential neighborhoods, commercial/employment centers, schools, parks and greenways, community centers, civic and recreational facilities, and transit centers.

Implementation 4-A(3): Review all development plans for bicycle system continuity and expansion of the system.

Implementation 4-A(5): Provide interconnected off-street multi-use paths along stream and waterway corridors, such as Bear Creek and Larson Creek, and in other suitable locations where multiple street or driveway crossings are unlikely and where such facilities can be constructed without causing significant environmental degradation.

Implementation 4-A(7): Consider development of on-street "bicycle boulevard" treatments using local streets to enhance the connectivity of this system
Policy 4-B: The City of Medford shall undertake efforts to increase the percentage of Arterial and Collector street miles in Medford having bicycle facilities, consistent with the targeted benchmarks in the "Alternative Measures" of the Regional Transportation Plan (RTP).

Implementation 4-B(2): Utilize all opportunities to add bike lanes on Collector and Arterial streets, such as during reconstruction and re-striping projects. Give priority to bicycle traffic over on-street parking on Collector and Arterial streets designated in the Transportation



System Plan as, or otherwise determined to be, important bicycling routes. Alternatives should be considered where on-street parking is determined to be essential to the success of adjacent businesses in a pedestrian-friendly environment, such as in Downtown, other TODS, activity centers, etc.

Policy 4-C: The City of Medford shall encourage bicycling as an alternative mode of transportation as well as a recreational activity.

Implementation 4-C(5): Whenever feasible, provide public bicycle storage facilities at critical locations within the Downtown and at other activity centers. **Implementation 4-C(6):** Install "Share the Road" signage on those Collector and Arterial streets that do not yet have bike lanes.

Implementation 4-C(9): Support the Rogue Valley Transportation District efforts to facilitate transportation demand management (TDM) strategies that integrate bicycling and transit, such as "bikes on buses", bicycle storage facilities at transit stations and stops, etc.

Finding: The Southeast Plan and its component Village Center and Commercial Center Core Area Plans include strong policies and measures to increase the use of bicycle transportation as the area is re-zoned and developed in accordance with the adopted plans. In Area 7A, pursuant to MLDC 10.378(8) the amount of bicycle parking to be required is twice the amount required by the general bicycle parking standards of MLDO Section 10.748. The Commercial Core Area Master Plan also includes a Bicycle and Pedestrian Circulation Plan which designates bicycle routes and parking areas including connections to the system of greenway paths that will be provided throughout the Southeast Area Neighborhood. The required TDM programs to be provided with SPAC applications includes incentives to provide additional facilities to promote bicycle travel by awarding points for parking over minimums, secured bicycle parking areas and lockers, fixed bicycle maintenance stations, on-site showers and lockers for employees, and off-site trail construction. Ongoing programmatic activities to promote bicycle travel are also credited toward the required TDM programs. Rogue Credit Union proposes a TDM program that will include additional bicycle parking facilities on-site as physical improvements and ongoing programs to promote bicycle travel such as providing a stipend for purchase of a bicycle to employees who commit to riding to work on a regular basis. Approval of the requested zone change is a necessary step in this larger effort by the City to achieve Goal 4 of the Medford TSP.

GOAL 5 of the Medford TSP is: "To facilitate the increased use of pedestrian transportation in the Medford planning area." The following policies and implementation strategies as established under that goal relate to the zone change request:

Policy 5-A: The City of Medford shall develop a connected, comprehensive system of pedestrian facilities that provides accessibility for pedestrians of all ages, focusing on activity centers such as Downtown, other Transit Oriented Districts (TODs), commercial centers, schools, parks/greenways, community centers, civic and recreational facilities, and transit centers.

Implementation 5-A(1): Require development and street construction/renovation projects to include sidewalks and walkways.

Implementation 5-A(2): Design street intersections, particularly Arterial and Collector street intersections, with convenient, safe, and accessible pedestrian crossing facilities.

Implementation 5-A(3): Require development within activity centers, business districts, and Transit Oriented Districts (TODs) to focus on and encourage pedestrian travel, and require sidewalks, accessways, and walkways to complement access to transit stations/stops and multi-use paths.

Implementation 5-A(4): Utilize an interconnecting network of multi-use paths and trails to compliment and connect to the sidewalk system, using linear corridors such as creeks, canals, utility easements, railroad rights-of-way, etc.

Policy 5-B: The City of Medford's first priority for pedestrian system improvements shall be access to schools; the second priority shall be access to transit stops.

Implementation 5-B(1): Complete the pedestrian facility network based on the priorities established in the Transportation System Plan, with emphasis on gaps in the system.

Policy 5-C: The City of Medford shall undertake efforts to increase the percentage of total daily trips taken by walking in Medford consistent with the targeted benchmarks in the "Alternative Measures" of the 2001-2023 Rogue Valley Regional Transportation Plan (RTP).
Implementation 5-C(1): Encourage walking for both travel and recreation, emphasizing the health, economic, and environmental benefits for the individual and community.

Implementation 5-C(2): Prepare for consideration by the City Council ordinances that require pedestrian-friendly development design that encourages walking.

Policy 5-D: The City of Medford shall undertake efforts to increase the percentage of Collector and Arterial street miles in Medford's adopted Transit Oriented District (TODs) having sidewalks, consistent with the targeted benchmarks in the "Alternative Measures" of the 2001-2023 Rogue Valley Regional Transportation Plan (RTP).

Finding: The Southeast Plan and its component Village Center and Commercial Center Core Area Plans include strong policies and measures to increase the use of pedestrian transportation as the area is re-zoned and developed in accordance with the adopted plans. Standards included in the Commercial Center Core Area Master Plan and in the S-E Overlay District provide for pedestrian oriented streetscapes, signage, building orientation, setbacks, architectural treatments, greenways, and street lighting to encourage walking throughout the district, and an interconnected system of pedestrian trails and transit plaza to encourage pedestrian travel to and from the district. The TDM program requirement also awards points for additional physical pedestrian facility improvements and ongoing programs to promote pedestrian travel. Approval of the requested zone change is a necessary step in this larger effort by the City to achieve Goal 5 of the Medford TSP.

GOAL 8 of the Medford TSP is: “*To maximize the efficiency of Medford’s transportation system through effective land use planning.*” The following policies and implementation strategies as established under that goal relate to the zone change request:

Policy 8-A: The City of Medford shall facilitate development or redevelopment on sites located where best supported by the overall transportation system that reduces motor vehicle dependency by promoting walking, bicycling and transit use. This includes altering land use patterns through changes to type, density, and design.

Implementation 8-A(1): Through revisions to the Medford Comprehensive Plan and Land Development Code, provide opportunities for increasing residential and employment density in locations that support increased use of alternative travel modes, such as along transit corridors.

Implementation 8-A(2): Maintain and continue enforcement of Land Use Development Code provisions which require new development to accommodate multi-modal trips by providing bicycle racks, connecting sidewalks, building entrances near the street, and transit facilities.

Finding: The proposed C-C zoning will implement the City of Medford’s Southeast Plan which includes the subject property within the Commercial Center Core Area (7A). The Southeast Plan’s Village Center is designated as a Transit Oriented Development (TOD) District in both the Regional and Medford Transportation System Plans. The Southeast Plan was established through revisions to the comprehensive plan and land development code consistent with Implementation 8-A(1). The Southeast Plan Map further refined the Medford General Land Use Plan (GLUP) Map to determine GLUP Map consistency for purposes of zoning and zone changes. See, MLDC Section 10.372 (General Land Use Plan Map and Southeast Plan Map Consistency, S-E). Standards established in the S-E Overlay District and the Commercial Center Core Area Master Plan (Area 7A) require multi-modal trips to be accommodated as the area develops.

Policy 8-B: The City of Medford shall undertake efforts to increase the percentage of dwelling units and employment located in Medford’s adopted Transit Oriented Districts (TODs), consistent with the targeted benchmarks in the “Alternative Measures” of the 2001-2023 Rogue Valley Regional Transportation Plan (RTP).

Implementation 8-B(1): Through revisions to the Medford Comprehensive Plan and Land Development Code, pursue changes to planned land uses to concentrate employment, commercial, and high density residential land uses in Transit Oriented Districts (TODs).

Implementation 8-B(2): Complete and adopt a land use/transportation plan, design guidelines, street and streetscape standards and implementing ordinances for the SE Medford TOD, the West Medford TOD and the Delta Waters TOD, and mixed-use areas.

Implementation 8-B(3): Review and revise the Land Development Code to define “mixed use development” for purposes of tracking this type of development. In the interim, the definition of mixed-use development contained in the TPR will be used.

Implementation 8-B(4): Establish a mechanism like that discussed in Appendix I of the TSP entitled “Development Tracking” for the purpose of tracking mixed-use development within the City consistent with the requirements of the RTP Alternative Measures 5 and 6.

Finding: The Medford Comprehensive Plan has since been revised to update its Neighborhood Element with a land use and transportation plan for the Southeast Area, which itself is implemented through design guidelines, street and streetscape standards and implementing ordinances.

Conclusion – Medford Transportation System Plan: Based on the foregoing review of the relevant substantive provisions of the Medford Transportation System Plan, it is concluded that the proposed zone change will comply with the TSP subject to Applicant’s stipulation to accept a condition limiting trip generation to no more than 250 ADT over the amount that would be generated through development of 57 apartments under the existing MFR-20 zoning district.

Finding and Conclusion – GLUP Map: Regarding consistency with the General Land Use Plan (GLUP) Map, the subject property is designated Commercial on the GLUP Map as evidenced at Applicant’s Exhibit 2 and is also designated as Commercial Land on the Southeast Plan Map which is a refinement of the GLUP map. See, Applicant’s Exhibit 7. The proposed Community Commercial (C-C) zone is consistent in all respects with the subject property’s Commercial GLUP and Southeast Plan Map designations.

Findings and Conclusions – Additional Locational Standards: Regarding consistency with the relevant locational standards in MLDC 10.227 (1) (a) through (d), it is found that the subject property is within the Southeast Area Plan which requires specifically that the subject property be zoned C-C (Community Commercial) because it is within the Commercial Center Core Area (7A) thereon. To the extent that the locational criteria conflicts with the special area plan, Criterion 1 above establishes that the special area plan must supersede locational standards which are addressed herein below as Criterion 2 and 3.

Conclusion – Compliance with Criterion 1: Based upon the foregoing findings of fact and conclusions of law, it is concluded that the application is consistent with the requirements of Criterion 1.

Criterion 2

10.227 Zone Change Criteria

(1)(c) For zone changes to any commercial zoning district, the following criteria shall be met for the applicable zoning sought:



...

(ii) The overall area of the C-C zoning district shall be over three (3) acres in size and shall front upon a collector or arterial street or state highway. In determining the overall area, all abutting property(s) zoned C-C shall be included in the size of the district.

Conclusions of Law (Criterion 2): Based the evidence in Section II and the Findings of Fact in Section IV, the proposed zone change area is 2.85 acres (*See*, Legal Description at Applicant's Exhibit 2) which abuts an existing 12 acre tract to the west that is currently zoned C-C. *See*, Applicant's Exhibit 5 (Current Zoning Map). The term "abutting" is defined at MLDC Section 10.012 (Specific Definitions) to mean "[h]aving a common border with, or being separated from such common border by, an alley, easement, or right-of-way. The subject zone change area, by that definition, abuts the existing C-C zoning district to the west because the property is separated from an otherwise common border by the North Phoenix Road right-of-way – which is an arterial street. Barnett Road, upon which the subject property also fronts, is an arterial street as well. Accordingly, it is concluded that the proposed zone change complies with MLDC 10.2274(1)(c) under Criterion 2 herein. In any case, the subject property is required to be zoned as C-C by the Southeast Area Plan which supersedes this location criterion in the event of any conflict pursuant to MLDC Section 10.227 as established under Criterion 1 herein above.

Criterion 3

10.227 Zone Change Criteria (cont'd)

(1)(e) For purposes of (1)(c) and (1)(d) above, a zone change may be found to be "suitable" where compliance is demonstrated with one or more of the following criteria: (i) The subject property has been sited on the General Land Use Plan Map with a GLUP Map designation that allows for only one zone; (ii)-At least 50% of the subject property's boundaries abut zones that are expressly allowed under the criteria in (1)(c) or (1)(d) above; (iii) At least 50% of the subject property's boundaries abut properties that contain one or more existing uses which are permitted or conditional uses in the zone sought by the applicant, regardless of whether the abutting properties are actually zoned for such existing uses; or (iv) Notwithstanding the definition of "abutting" in MLDC 10.012 and for purposes of determining suitability under Section (1) (e), the subject property is separated from the "unsuitable" zone by a public right-of-way of at least 60 feet in width.

Conclusions of Law: The subject property, as established herein above in the Findings of Fact, is sited in the Commercial Center Core Area 7A of the Southeast Plan Area Map, a refinement plan for GLUP Map, which allows for only the C-C zoning district to be applied. This application, in addition to complying with the locational standard for C-C zoning at MLDC 10.227 (1) (c) itself, also is "suitable" under the situation described under 10.227(1)(e)(i). Therefore, it is concluded that it is unnecessary to further address the remaining alternatives under MLDC 10.227 (1) (e).



Criterion 4

10.227 Zone Change Criteria

- (2) It shall be demonstrated that Category A urban services and facilities are available or can and will be provided, as described below, to adequately serve the subject property with the permitted uses allowed under the proposed zoning, except as provided in subsection (c) below. The minimum standards for Category A services and facilities are contained in Section 10.462 and Goal 2 of the Comprehensive Plan "Public Facilities Element" and Transportation System Plan.
- (a) Storm drainage, sanitary sewer, and water facilities must already be adequate in condition, capacity, and location to serve the property or be extended or otherwise improved to adequately serve the property at the time of issuance of a building permit for vertical construction.

Discussion; Conclusions of Law: Goal 2 of the Public Facilities Element is to assure that General Land Use Plan (GLUP) designations and development approval process remain consistent with the City of Medford's ability to provide adequate levels of essential public facilities and services. The subject area has already been designated as Commercial Land on the GLUP Map and is currently zoned MFR-20 for high density residential use at 20 dwelling units per acre, and there were no restrictions imposed in conjunction with the current zoning on allowable MFR-20 uses. The property has also been developed with an existing 11,000 square foot building (Scottish Rite Temple) and a one-acre paved parking lot. With regard to most public facilities, the proposed zone change is effectively a lateral impact from a high-density residential urban zone to a community commercial zone controlled by an adopted master plan which will allow two additional buildings to be constructed in the future. In that context, the following conclusions of law are reached with respect to each of the Category "A" infrastructure components:

Wastewater Collection and Treatment: Based upon the flow projections provided by Construction Engineering Consultants, Inc. (See, Applicant's Exhibit 16) and the findings of fact in Section IV, it is concluded that the proposed zone change to commercial would generate 12,039 gallons per day less than the flows projected for 57 MF dwellings that would be allowed under the current MFR-20 zone. Applicant notes, however, that dwelling units are allowed pursuant to MLDC 10.837 in all commercial districts except in the Neighborhood Commercial (C-N) district subject to standards applicable to the MFR-30 district. Also, MLDC Section 10.708(C) establishes that the minimum density factor for multi-family dwelling units in such commercial zones shall be the same as the MFR-30 zoning district (i.e., 20 units per acre) but that there is no maximum density restriction. In a mixed-use building, MLDC 10.708(C) provides further that there is neither a minimum nor a maximum density requirement. In Southeast Plan Area 7A, MLDC Section 10.373(B)(2) requires residential development to conform to Section 10.378(3) which, in turn, allows residential only in mixed-use buildings in which not more than 20% of the ground floor may consist of residential uses. MLDC Section 10.375(C) establishes that the maximum building height is 60 feet for residential development in mixed-use buildings. However, buildings located within 150 feet of North Phoenix Road are limited to 35 feet in height pursuant to the Sector Specific Building Design Standards at Chapter 3 of the Commercial Center Core Area Master Plan. That limitation affects the western half of the subject property. While it is not entirely clear from the flow projections in the City of Medford's 2005 Sanitary Sewer Master Plan (in Chapter 2 – Basis of Planning) whether any of the above discussed residential uses



and parameters applicable in most of the City's commercial zoning districts and in the Southeast Plan Area were considered in establishment of the associated Commercial Average Flow rates, the City's comprehensive plan and development code in 2005 had already provided for such residential uses in commercial zones. Only the 35-foot height limitation within 150 feet of North Phoenix Road has since been added through the adoption of the Commercial Center Core Area Master Plan in 2014. Accordingly, it is reasonable to conclude that the requested zone change will result in lower sanitary sewerage flows than under the current MFR-20 zone. However, Applicant stipulates to agree to accepting a special development condition pursuant to MLDC Section 10.227(c) limiting sanitary sewerage flow to the Sanitary Sewer Base Flow of 15,675 gallons per day associated with the current MFR-20 zoning. The limitation would require architect or civil engineer to certify, at the time of building permit requests, that the cumulative flows for all buildings on the property do not exceed the stipulated Base Flow limitation.

Storm Drainage System: The anticipated development of the subject property will cause no more than nominal impacts to projected peak flows for that specific service area as determined by the Comprehensive Medford Area Drainage Master Plan (1996) given the extent of existing impervious surface that is pre-existing on site. Based upon the findings of fact in Section IV, it is concluded that storm drainage facilities are available for connection to the subject property and that storm drainage is in any case required to be detained and treated in a separate, private stormwater quality and detention facility at the time of building permit in accordance with MLDC Section 10.486.

Water System: Based upon the findings of fact in Section IV, it is concluded that the water system is sufficient to provide the subject property with a permanent water supply having adequate water pressure and volume for projected commercial fire control needs consistent with the GLUP designation, and that these facilities are available to adequately serve the property under the proposed Community Commercial zone.

10.227 Zone Change Criteria (cont'd)

(2)(b) Adequate streets and street capacity must be provided in one of the following ways:

(i) Streets which serve the subject property, as defined in Section 10.461(2), presently exist and have adequate capacity; or

(ii) Existing and new streets that will serve the subject property will be improved and/or constructed, sufficient to meet the required condition and capacity, at the time building permits for vertical construction are issued; or

(iii) If it is determined that a street must be constructed or improved in order to provide adequate capacity for more than one (1) proposed or anticipated development, the Planning Commission may find the street to be adequate when the improvements needed to make the street adequate are fully funded. A street project is deemed to be fully funded when one (1) of the following occurs:

(a) the project is in the City's adopted capital improvement plan budget, or is a programmed project in the first two years of the State's current STIP (State Transportation Improvement Plan), or any other public agencies adopted capital improvement plan budget; or

(b) when an applicant funds the improvement through a reimbursement district pursuant to the MLDC. The cost of the improvements will be either the actual cost of construction, if constructed by the applicant, or the estimated cost. The "estimated cost" shall be 125% of a professional engineer's estimated cost that has been approved by the City, including the cost of any right-of-way acquisition. The method described in this paragraph shall not be used if the Public Works Department determines, for reasons of public safety, that the improvement must be constructed prior to issuance of building permits.

(iv) When a street must be improved under (b)(ii) or (b)(iii) above, the specific street improvement(s) needed to make the street adequate must be identified, and it must be demonstrated by the applicant that the improvement(s) will make the street adequate in condition and capacity.

(c) In determining the adequacy of Category A facilities, the approving authority (Planning Commission) may evaluate potential impacts based upon the imposition of special development conditions attached to the zone change request. Special development conditions shall be established by deed restriction or covenant, which must be recorded with proof of recordation returned to the Planning Department, and may include, but are not limited to the following:

(i) Restriction of uses by type or intensity; however, in cases where such a restriction is proposed, the Planning Commission must find that the resulting development pattern will not preclude future development, or intensification of development, on the subject property or adjacent parcels. In no case shall residential densities be approved which do not meet minimum density standards,

(ii) Mixed-use, pedestrian-friendly design which qualifies for the trip reduction percentage allowed by the Transportation Planning Rule,

(iii) Transportation Demand Management (TDM) measures which can be reasonably quantified, monitored, and enforced, such as mandatory car/van pools.

Discussion and Conclusions of Law Continued:

Streets and Transportation: It is concluded that the evidence in Section II and the Findings of Fact in Section IV include all appropriate and relevant facts needed to properly consider this zone change with respect to traffic pursuant to MLDC 10.227(2)(b). A Traffic Analysis, submitted as Applicant's Exhibit 12, concludes that the intersection of North Phoenix Road and Barnett Road operates acceptably (LOS "D" or better) under existing conditions but drops to a LOS "E" with the addition of development trips utilizing 10% of the City-established 1,500 ADT/acre trip generation rate for C-C zoning to determine an equivalent volume of p.m. peak hour trips. Applicant is coordinating with the other property owners of land in the Commercial Center Core Area (7A), the city, RVCOG, and ODOT's Transportation Planning and Analysis Unit to study projected traffic impacts of re-zoning all of Area 7A utilizing a regional transportation model which will account for projected future traffic patterns as the Southeast Neighborhood Circulation Plan street routes are built over the planning period. Given that the remaining properties in Area 7A which include ten acres of privately owned land are zoned SFR-00 (a holding zone), and that Applicant's property is currently zoned for urban high-density residential use, the other land owners have agreed that it would be appropriate for Rogue Credit Union to proceed with a zone change request subject to a trip



cap stipulation limiting traffic generation to no more than 250 ADT over the current base MFR-20 zoning. Applicant will then join with the other land owners in a subsequent re-zone application for all of the privately owned land in Area 7A and participate in a proportional share arrangement to complete needed transportation facility improvements to serve the Commercial Center Core Area as a whole.

Applicant's Exhibit 13 provides trip generation calculations prepared by Southern Oregon Transportation Engineering, Inc. for the proposed credit union branch and general office use of the existing 11,000 square foot building, along with ITE *Trip Generation* (9th Edition) data for the corresponding land uses. The calculations show that the proposed use of the building would generate 498 ADT which is 130 ADT below the stipulated trip cap – in evidence that the limitation would not preclude future development or intensification of development on the subject property and adjacent parcels (MLDC Section 10.227(2)(c)). In point of fact, the zone change will facilitate the the appropriate development of the subject property in accordance with the adopted Master Plan which was widely and thoroughly coordinated over a multi-year planning process and authorizes the interim use of the existing building as now proposed. See, Applicant's Exhibit 9 (Chapter 3 of the adopted Master Plan). In consideration with the fact that the property is located within and subject to the Southeast Village TOD and thereby is qualified for trip reduction under the Transportation Planning Rule, and further considering that the property is subject to the Commercial Core Area Master Plan requirement for inclusion of a TDM program which is quantifiable and measurable, it is concluded that it is appropriate under MLDC Section 10.227(2)(c) to approve the zone change based on the stipulated special development conditions proposed by the Applicant.

Conclusions of Law Continued: Based upon the foregoing findings of fact and conclusions of law, it is concluded that the application is consistent with the requirements of Zone Change Criterion 4.

VI

AGREED TO STIPULATIONS

Applicant herewith agrees to stipulate to the following to which it agrees to comply if the same is made a condition attached to the approval of this land use application:

1. Vehicular trip generation shall be limited to 628 ADT which includes the current base ADT under MFR-20 zoning (379 ADT) plus 249 ADT.
2. Sanitary sewerage flows shall be limited to 15,675 gallons per day which is equivalent to the projected Sanitary Sewer Base Flow for 57 multi-family dwelling units.



VII

ULTIMATE CONCLUSIONS

Based upon the preceding findings of fact and conclusions of law, it is ultimately concluded that the case for a zone change from existing Multi-Family Residential (MFR-20) to Community Commercial (C-C) is consistent with all of the relevant substantive approval criteria.

Dated: March 25, 2015

Respectfully submitted on behalf of applicant:

CSA PLANNING, LTD.



Raul Woerner
Consulting Planner

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MAP 25 2015

PLANNING DEPT

SOUTHERN OREGON TRANSPORTATION ENGINEERING, LLC

112 Monterey Drive - Medford, Or. 97504 - Phone (541) 608-9923 - Email: Kwkp1@Q.com

February 9, 2015

Alex Georgevitch, Transportation Manager
City of Medford
Public Works/Engineering Division
200 South Ivy Street, Lausmann Annex
Medford, Oregon 97501

RE: MFR-20 to C-C Zone Change Analysis

Dear Alex,

Southern Oregon Transportation Engineering, LLC evaluated trip generations for a proposed zone change from MFR-20 to Community Commercial (C-C) on 2.14 acres (2.69 gross acres) at Township 37S Range 1W Section 34 tax lot 501. The subject parcel is located on the southeast corner of Barnett Road and North Phoenix Road in East Medford and is currently occupied by an 11,209 square foot (SF) commercial building that's used for meetings and gatherings.

Background

The subject parcel has the potential to develop up to 53 units under its current MFR-20 zoning. Fifty-three units are estimated (using ITE land use 220 - Apartments) to generate 352 average daily trips (ADT) with 44 trips occurring during the p.m. peak hour. Community Commercial (C-C) is estimated (using the City of Medford C-C trip generation of 1500 ADT/acre) to generate 3,210 ADT or produce a net increase of 2,858 ADT to the transportation system. The City's land development code requires a traffic impact analysis for any proposed land use action which generates a net increase of 250 ADT or more to the transportation system. Based on this, a traffic analysis is shown to be required.

Analysis and Recommendations

For the analysis, 10% of the City's 1,500 ADT/acre trip generation rate for C-C was used to determine an equivalent volume of p.m. peak hour trips. This produced 321 p.m. peak hour trips with 161 inbound and 160 outbound. The nearest intersection to the site is the signalized intersection of Barnett Road and North Phoenix Road. It is reasonable to conclude that 321 p.m. peak hour trips from the parcel located at the southeast corner of this intersection will reach the intersection with 25 or more peak hour trips, which is the threshold for determining when an intersection may be substantially impacted and require analysis. An existing conditions analysis, however, shows this intersection already exceeding the City's operational level of service "D" standard during the p.m. peak hour, which means some form of mitigation would be required to meet facility adequacy requirements. Since this is known up front, the applicant would like to pursue the alternate option of requesting a trip cap stipulation.

When an unconditional approval is not possible without some form of mitigation to maintain an adequate level of service, the City of Medford Municipal Land Development Code (MLDC) 10.461(1) allows trip stipulations to reduce traffic. For this application, the maximum trip stipulation would

EXHIBIT 12a
10/27/15

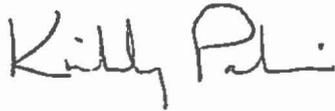
CITY OF MEDFORD

EXHIBIT # C

File # ZC-15-041

include the base zoning ADT (MFR-20) plus up to 249 ADT, which is 601 ADT. A trip cap stipulation of 601 ADT is concluded to be the best option until a master plan zone change analysis is finalized and mitigations are better known for the larger commercial area in the project vicinity.

Sincerely,



Kimberly Parducci PE, PTOE
SOUTHERN OREGON TRANSPORTATION ENGINEERING, LLC

Attachments: Count Data
Pipeline Trips
Synchro Output
Medford Land Development Code
Scoping Letter

Cc: Raul Woerner, CSA
Rich Scholes, RFCU Chief Operations Officer



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SOUTHERN OREGON TRANSPORTATION ENGINEERING, LLC

112 Monterey Drive - Medford, Or. 97504 - Phone (541) 608-9923 - Email: Kwkp1@Q.com

March 24, 2015

Peter Mackprang, Assistant to the Transportation Manager
City of Medford
Public Works/Engineering Division
200 South Ivy Street, Lausmann Annex
Medford, Oregon 97501

RE: Trip Cap Amendment

Dear Peter,

Southern Oregon Transportation Engineering, LLC recently requested a trip cap for a proposed zone change application (MFR-20 to C-C) on Township 37S Range 1W Section 34 tax lot 501 (southeast corner of Barnett Road and North Phoenix Road). The trip cap was based on the gross acreage of the subject property, which was estimated to be 2.69 gross acres (2.14 net acres). Since that time, the applicant has obtained a surveyor's legal description for gross acreage and determined it to be 2.85 gross acres. This impacts the proposed trip cap stipulation and changes it from 601 ADT to 628 ADT based on the gross acreage allowing up to 57 dwelling units rather than 53 units.

The amended trip cap stipulation includes the base zoning ADT under MFR-20 zoning (379 ADT) plus 249 ADT, which is 628 ADT. Please feel free to contact me with any questions or concerns.

Sincerely,

Kimberly Parducci PE, PTOE
SOUTHERN OREGON TRANSPORTATION ENGINEERING, LLC



Attachments: Surveyor's Legal Descriptin

Cc: Raul Woerner, CSA
Rich Scholes, RFCU Chief Operations Officer

EXHIBIT 12c
-1- par

CITY OF MEDFORD
EXHIBIT # D
File # 2c-15-041



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March 23, 2015
CSA Planning, LTD
4497 Brownridge, Suite 101
Medford, Oregon 97504

Attn: Raul Woerner

**RE: Rogue Credit Union, SE Medford Property,
955 North Phoenix Road (374W34-501)**

Dear Raul,

Per your request, please review the following Sanitary Sewer Calculations with values based on the City of Medford, 2005 Sanitary Sewer Master Plan.

- Current Property Zoning = Multi Family 20 (MFR20)
- Parcel Acreage = 2.85 Acres
- "Allowable Tax Lots" = (2.85 AC) X (20) = 57 taxlots
- Land Use Unit Flow Factor = 275 gpd per taxlot

Therefore, based on the City of Medford's 2005 Sanitary Sewer Master Plan, the projected Sanitary Sewer Base Flow from this Parcel is (275 gpd) X (57 taxlots)=15,675 gallons per day.

If you have any questions, comments, or need additional information please feel free to give me a call.

Sincerely,
CONSTRUCTION ENGINEERING CONSULTANTS

Patrick Havird, P.E.
cc: file
enc:



EXHIBIT 16
2 PAGES

CITY OF MEDFORD
EXHIBIT # E
File # 20-15-041

FLOW PROJECTIONS

Wastewater flow is composed of base flow, groundwater infiltration, and RDII. Base flow and GWI are the primary components during dry weather. RDII becomes an additional component during rain events. Data from the dry weather and wet weather flow monitoring programs described above is critical to develop conservative, yet realistic, estimates of base flow, GWI, and RDII. This section further describes the wastewater flow components and development of flow projections for current and future build-out conditions.

Base Flow

Base flow consists of domestic, commercial, and industrial wastewater, and excludes any extraneous stormwater or groundwater flows. Flow monitoring and land use data were used to establish the appropriate unit flow factors for each land use classification. City's flow monitoring program captured flow data from time periods representing both dry and wet weather flows, as seen in Table 2-4.

Water consumption by high water users was also reviewed but the data was not used. The flow monitor data did not indicate that high water users were having a significant impact on base flows, and there is not a direct correlation between water consumption and discharge to the sanitary sewer. High water consumption could be the result of landscape irrigation.

Unit flow factors estimated by the SSMP completed in 1990 were used as starting points to estimate the amount of flow from each type of land use category during dry weather. The original unit flow factors were multiplied by the number of MFR and SFR parcels, as well as the number of acres of industrial and commercial land, to calculate DWF. DWF projections for Basins B, D, I, and O were compared with flow monitoring data, and adjustments to the unit flow factors were made until a good balance was achieved between flow monitoring data and previously determined unit flow factors. Basins B, D, I, and O are hydraulically distinct, without any cross connections to other basins, and they have good flow monitoring data. The calibrated unit flow factors for the various land use categories are listed in Table 2-5.

Table 2-5. Current and Future Land Use Unit Flow Factors

Land use classification	Average flow
Commercial	1,700 gpad ¹
Industrial	1,000 gpad ¹
MFR	275 gpd ²
SFR	180 gpd ²
Other	0 gpd ²

¹ Gallons per acre per day

² Gallons per day per tax lot



Continuous Improvement Customer Service

CITY OF MEDFORD

RECEIVED

MAY 13 2015

PLANNING DEPT.

L.D. Meeting Date: May 13, 2015
File Number: ZC-15-041

**PUBLIC WORKS DEPARTMENT STAFF REPORT
For Rogue Federal Credit Union Zone Change**

Project: Consideration of a request for a change of zone from MFR-20 (Multi-Family Residential – 20 dwelling units per gross acre) to C-C (Community Commercial) on one parcel at 955 North Phoenix Road (371W34 TL501), consisting of approximately 2.14 acres located at the southeast corner of East Barnett Road and North Phoenix Road

Applicant: Rogue Credit Union

The Medford Land Development Code (MLDC), Section 10.227 (2) requires a zone change application demonstrate Category A urban services and facilities are available or can and will be provided to adequately serve the subject property. The Public Works Department reviews zone change applications to assure the Category A urban services and facilities under its jurisdiction meet those requirements. The Category urban services and facilities the Public Works Department manages are sanitary sewers within the City’s sewer service boundaries, storm drains, and the transportation system.

I. Sanitary Sewer Facilities

This site lies within the City of Medford Sewer Service area. There is an existing 8 inch sanitary sewer in Barnett Road, which this site is already connected to. The proposed change in zoning will reduce the potential future sanitary sewer flow from this site, but the capacity of the section of sanitary sewer just upstream of the intersection of Golf View Drive and Barnett Road, downstream from this site, has capacity limitations.

II. Storm Drainage Facilities

This site lies within the Larson Creek Drainage Basin. The City of Medford has existing storm drain facilities in North Phoenix Road. This site would be able to connect to these facilities at

time of development. This site will be required to provide stormwater quality and detention at time of development.

III. Transportation System

Barnett Road's right-of-way along the northerly boundary of this parcel varies from 30 feet south of centerline to approximately 52 feet south of centerline. It is currently improved with AC paving, approximately 24 feet in width, and is currently a local access road.

North Phoenix Road's right-of-way along the westerly boundary of this parcel varies in width east of centerline from 30 feet wide to approximately 62 feet wide and is currently improved with AC paving, varying in width from approximately 58 feet in width at the southern end to 68 feet in width at the northern end. It is currently maintained by Jackson County.

The Public Works Department has received a Traffic Impact Analysis (TIA) for the proposed Zone Change, which was prepared by Southern Oregon Transportation Engineering, LLC.

The report analyzes the traffic impacts of changing the zoning from MFR-20 to C-C on parcel 371W34, TL 501 comprising 2.14 acres (2.69 acres gross).

The study shows that the intersection of N. Phoenix Rd & Barnett Rd will be significantly impacted by the potential trip generation of the site with the proposed zone change. The report proposes a stipulation that development will be limited to that which would generate the existing MFR-20 entitlement plus 249 trips or a total of 601 total daily trips. Said stipulation will remain in effect until a traffic impact analysis shows that additional trips will have no significant impact to the transportation system.

Traffic Engineering staff recommends approval with the stipulation that the parcel be limited to 601 daily trips.

Prepared by: Larry Beskow, 5-9-15

CITY OF MEDFORD
INTEROFFICE MEMORANDUM

RECEIVED
MAY 15 2015
PLANNING DEPT.

DATE: May 15, 2015
TO: Doug Burroughs, Development Services Coordinator
FROM: Public Works Traffic Engineering, ptm
SUBJECT: ZC 15-041 SEC N. Phoenix Rd & Barnett Rd Zone Change Traffic Impact Analysis Revised

The Public Works Department has received a Traffic Impact Analysis (TIA) for the proposed Zone Change at the southeast corner of N. Phoenix Rd & Barnett Rd, which was prepared by Southern Oregon Transportation Engineering, LLC.

The report analyzes the traffic impacts of changing the zoning from MFR-20 to C-C on parcel 371W34 501 comprising (2.85 acres gross).

The study shows that the intersection of N. Phoenix Rd & Barnett Rd will be significantly impacted by the potential trip generation of the site with the proposed zone change. The report proposes a stipulation that development will be limited to that which would generate the existing MFR-20 entitlement plus 249 trips or a total of 628 total daily trips. Said stipulation will remain in effect until a traffic impact analysis shows that additional trips will have no significant impact to the transportation system.

Traffic Engineering staff recommends approval with the stipulation that the parcel be limited to 628 daily trips.

CITY OF MEDFORD
EXHIBIT # 6
File # ZC-15-041



Medford Fire Department

200 S. Ivy Street, Room #180
Medford, OR 97501
Phone: 774-2300; Fax: 541-774-2514;
E-mail www.fire@ci.medford.or.us

RECEIVED

MAY 13 2015

PLANNING DEPT.

LAND DEVELOPMENT REPORT - PLANNING

To: Sarah Sousa

LD Meeting Date: 05/13/2015

From: Fire Marshal Kleinberg

Report Prepared: 05/05/2015

File #: ZC - 15 - 41

Site Name/Description: 955 North Phoenix Road

Consideration of a request for a change of zone from MFR-20 (Multi-Family Residential - 20 dwelling units per gross acre) to C-C (Community Commercial) on one parcel at 955 North Phoenix Road (371W34 TL501), consisting of approximately 2.14 acres located at the southeast corner of East Barnett Road and North Phoenix Road; Rogue Credit Union, Applicant (CSA Planning, Ltd., Agent). Sarah Sousa, Planner.

DESCRIPTION OF CORRECTIONS	REFERENCE
<u>Approved as Submitted</u> Meets Requirement: No Additional Requirements	

Development shall comply with access and water supply requirements in accordance with the Fire Code in affect at the time of development submittal.

Fire apparatus access roads are required to be installed prior to the time of construction. The approved water supply for fire protection (hydrants) is required to be installed prior to construction when combustible material arrives at the site.

Specific fire protection systems may be required in accordance with the Oregon Fire Code.

This plan review shall not prevent the correction of errors or violations that are found to exist during construction. This plan review is based on the information provided only.

Design and installation shall meet the Oregon requirements of the IBC, IFC, IMC and NFPA standards.

Memo



RECEIVED
MAY 13 2015
PLANNING DEPT.

To: Sarah Sousa, Planner, Planning Department
From: Tanner Fairrington, Building Department (541) 774-2352
CC: Rogue Credit Union, Applicant; CSA Planning, Agent
Date: May 12, 2015
Re: May 13, 2015 LDC Meeting: ZC-15-041 – Item #2

Please Note:

This is not a plan review. Unless noted specifically as Conditions of Approval, general comments are provided below based on general information provided per 2014 OSSC. Plans need to be submitted and will be reviewed by a commercial plans examiner, and there may be additional comments.

Fees are based on valuation. Please contact the front counter for estimated fees.

If you have questions, please contact the Building Department at (541) 774-2350 or building@cityofmedford.org. Tanner Fairrington can be contacted directly at (541) 774-2352 or tanner.fairrington@cityofmedford.org.

1. For list of applicable Building Codes, please visit the City of Medford website: www.ci.medford.or.us Click on "City Departments" at top of screen; click on "Building"; click on "Code and Design Information" on left side of screen; click on "Design Criteria"; and select the appropriate design criteria.
2. All plans are to be submitted electronically. Information on the website: www.ci.medford.or.us Click on "City Departments" at top of screen; click on "Building"; click on "Electronic Plan Review (ePlans)" on left side of screen for information.
3. A demolition permit will be required if any structures are demolished.
4. In accordance with the Building Safety Department Policy Requiring Geotechnical Engineering, all commercial and residential sites located east of Foothills or N. Phoenix Roads require soil investigation and a geotechnical report for new construction. Please refer to Section 1803 of the 2014 Oregon Structural Specialty Code, including Section 1803.6 for required contents of the Geotechnical Report. Geotechnical reports are to be submitted with building permit applications, along with other design documents such as structural calculations. A letter from a Geotechnical Engineer stating that field verification of foundation soil preparation has been completed shall be submitted to the building department prior to request for foundation inspections.

CITY OF MEDFORD
EXHIBIT # I
File # ZC-15-041



BOARD OF WATER COMMISSIONERS

Staff Memo

RECEIVED

MAY 13 2015

PLANNING DEPT.

TO: Planning Department, City of Medford

FROM: Rodney Grehn P.E., Water Commission Staff Engineer

SUBJECT: ZC-15-041

PARCEL ID: 371W34 TL 501

PROJECT: Consideration of a request for a change of zone from MFR-20 (Multi-Family Residential – 20 dwelling units per gross acre) to C-C (Community Commercial) on one parcel at 955 North Phoenix Road (371W34 TL501), consisting of approximately 2.14 acres located at the southeast corner of East Barnett Road and North Phoenix Road; Rogue Credit Union, Applicant (CSA Planning, Ltd., Agent). Sarah Sousa, Planner.

DATE: May 11, 2015

I have reviewed the above plan authorization application as requested. Conditions for approval and comments are as follows:

COMMENTS

1. The water facility planning/design/construction process will be done in accordance with the Medford Water Commission (MWC) "Regulations Governing Water Service" and "Standards For Water Facilities/Fire Protection Systems/Backflow Prevention Devices."
2. All parcels/lots of proposed property divisions will be required to have metered water service prior to recordation of final map, unless otherwise arranged with MWC.
3. The MWC system does have adequate capacity to serve this property.
4. Off-site water facility construction is not required.
5. On-site water facility construction may be required depending on future land development review.
6. MWC-metered water service does exist to this property. There is a 1-1/2" water meter along the N Phoenix Road street frontage, and there is also a "vacant" 3/4" water meter along the south right-of-way line of E Barnett Road.
7. Access to MWC water lines for connection is available. There is a 16-inch waterline located in E. Barnett Road, and also on the west side of N Phoenix Road.

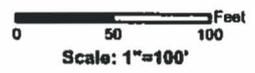
CITY OF MEDFORD

EXHIBIT # J

File # ZC-15-041



Page 269



**Water Facility Map
for
Rogue Federal Credit Union
(ZC-15-041)**

Legend

- ▲ Air Valve
 - Sample Station
 - Fire Service
 - ⊕ Hydrant
 - ▲ Reducer
 - Blow Off
 - ⊕ Plugs-Caps
- Water Meters:**
- Active Meter
 - On Well
 - Unknown
 - Vacant
- Water Valves:**
- Butterfly Valve
 - ⊕ Gate Valve
 - Tapping Valve
- Water Mains:**
- Active Main
 - - - Abandoned Main
 - Reservoir Drain Pipe
 - Pressure Zone Line
- Boundaries:**
- ▭ Urban Growth Boundary
 - ▭ City Limits
 - ▭ Tax Lots
- MWC Facilities:**
- G** Control Station
 - P** Pump Station
 - R** Reservoir



We are proud to be a part of the community that we serve. We are committed to providing the highest quality water service to our customers. We are committed to the environment and to the future of our community.

RECEIVED
 MAR 25 2015
 PLANNING DEPT



Utilities

Rogue Federal Credit Union
 Zone Change
 37-1W-34-501



See attached sheet for full legend

MEDWATER.DBO.Mains

- Unknown
- - - - ABANDONED
- ACTIVE
- LATERAL
- MEDWATER.DBO.ReservoirDrains
- MEDWATER.DBO.ServiceLines

Storm Drain Lines by Pipe Type

- Unknown
- - - - Abandoned
- D25
- Irrigation Pipe
- Private Pipe
- ▶ Storm Drain Pipe
- Unknown

Sanitary Sewer Lines by Pipe Type

- ▶ Public Gravity Pipe
- Siphon
- Interceptor
- - - - Private Pipe
- Abandoned Pipe
- Fire Hydrants
- Tax Lots

CITY OF MEDFORD
 EXHIBIT # K
 File# ZC-15-041

EXHIBIT 10

CSA Planning, Ltd.

MEDWATER.DBO.Mains

- Unknown
- ABANDONED
- ACTIVE
- LATERAL
- MEDWATER.DBO.ReservoirDrains
- MEDWATER.DBO.ServiceLines

Storm Drain Lines by Pipe Type

- Unknown
- Abandoned
- D25
- Irrigation Pipe
- Private Pipe
- Storm Drain Pipe
- Unknown

Sanitary Sewer Lines by Pipe Type

- Public Gravity Pipe
- Siphon
- Interceptor
- Private Pipe
- Abandoned Pipe

MEDWATER.DBO.Facilities

TYPE & STATUS

- CONTROL STATION, EXISTING
- PUMP STATION, EXISTING
- RESERVOIR, EXISTING
- OFFICE, EXISTING
- WATER TREATMENT PLANT, EXISTING
- PUMP STATION, FUTURE
- RESERVOIR, FUTURE
- Fire Hydrants

MEDWATER.DBO.Valves

- <all other values>

TYPE, STATUS

- BV, N/C
- BV, N/O
- CKV, N/O
- GV, N/C
- GV, N/O
- HV, N/O
- PRV, PRV
- TV, N/C
- TV, N/O
- MEDWATER.DBO.AirValves
- MEDWATER.DBO.BlowOffs
- MEDWATER.DBO.FireService
- MEDWATER.DBO.Hydrants

MEDWATER.DBO.Meters

- Default
- Active_Open
- ACTIVE, Multiple
- ACTIVE, Pending
- Active_Closed
- VACANT
- Vacant, <Null>
- VACANT, Multiple
- Vacant_Closed
- On Well
- MEDWATER.DBO.PlugsCaps
- MEDWATER.DBO.Reducers
- MEDWATER.DBO.SampleStations
- MEDWATER.DBO.AirValves
- MEDWATER.DBO.BlowOffs

METER_STATUS

- Active_Open
- ACTIVE, Multiple
- ACTIVE, Pending
- Active_Closed
- VACANT
- Vacant, <Null>
- VACANT, Multiple
- Vacant_Closed
- On Well
- MEDWATER.DBO.PlugsCaps
- MEDWATER.DBO.Reducers
- MEDWATER.DBO.SampleStations
- MEDWATER.DBO.AirValves
- MEDWATER.DBO.BlowOffs

- MEDWATER.DBO.FireService
- MEDWATER.DBO.Hydrants
- MEDWATER.DBO.PlugsCaps
- MEDWATER.DBO.Reducers
- MEDWATER.DBO.SampleStations
- Unknown
- Catch Basin
- Curb Inlet
- Clean Out
- Type D Inlet
- Detention Manhole
- Drop Manhole
- End Cap
- Inlet/Outlet
- Irrigation Box
- Junction
- Manhole
- Pollution Control Manhole
- WW
- Unknown
- Public Manhole
- Drop Manhole
- Private Manhole
- Abandoned Manhole
- Clean Out
- End Cap
- Junction
- Pump Station
- Tax Lots

EXHIBIT 10

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MAR 25 2015

PLANNING DEPT.

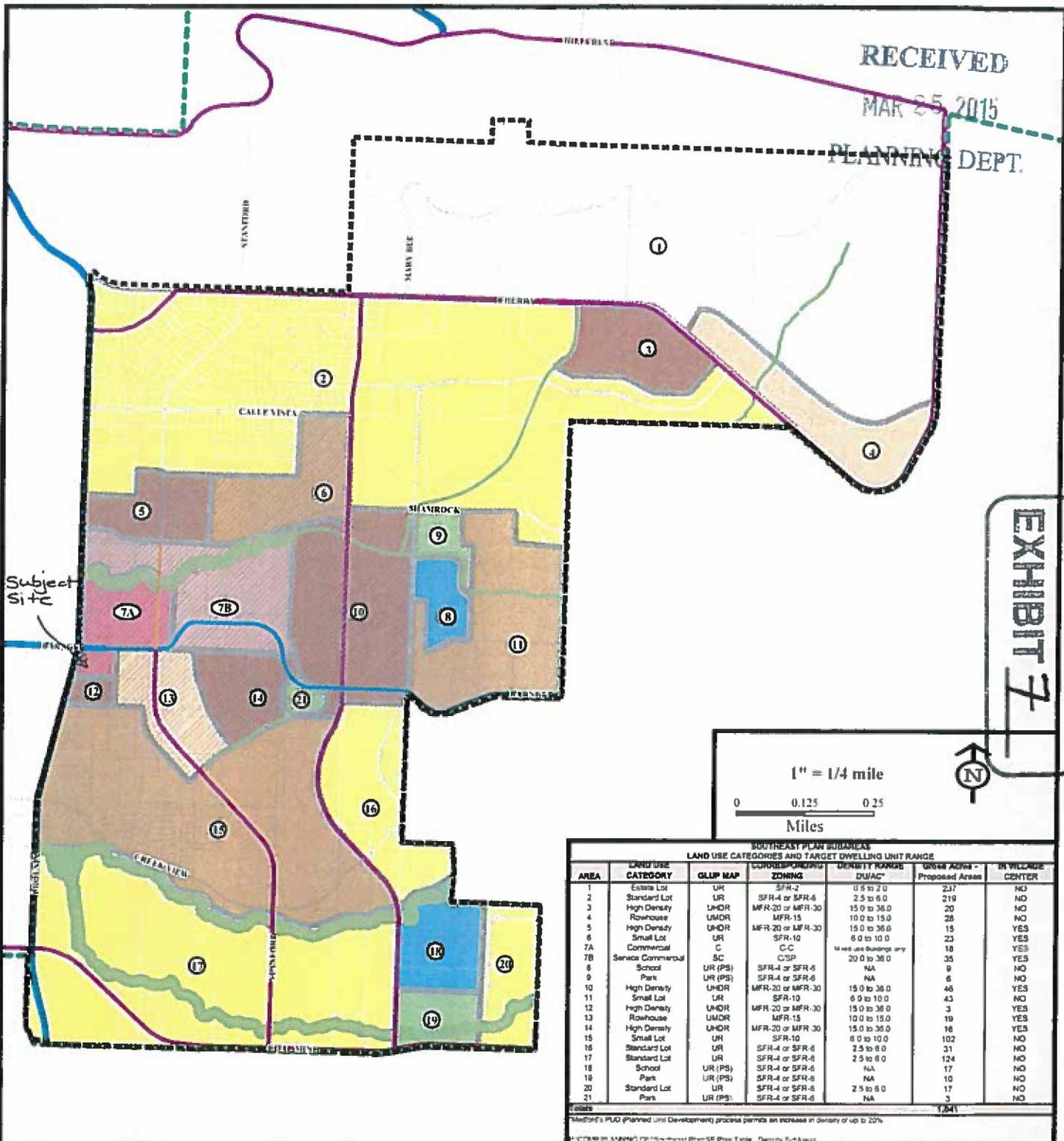


EXHIBIT 7

**SOUTHEAST PLAN SUBSIDIARY
LAND USE CATEGORIES AND TARGET DWELLING UNIT RANGE**

AREA	LAND USE CATEGORY	GLUP MAP	CORRESPONDING ZONING	DENSITY RANGE DU/AC*	GRS# Acres - Proposed Areas	IN VILLAGE CENTER
1	Estate Lot	UR	SFR-2	0.5 to 2.0	237	NO
2	Standard Lot	UR	SFR-4 or SFR-6	2.5 to 6.0	219	NO
3	High Density	UHDR	MFR-20 or MFR-30	15.0 to 36.0	20	NO
4	Rowhouse	UMDR	MFR-15	10.0 to 15.0	28	NO
5	High Density	UHDR	MFR-20 or MFR-30	15.0 to 36.0	15	YES
6	Small Lot	UR	SFR-10	6.0 to 10.0	23	YES
7A	Commercial	C	C-C	Make use Buildings only	18	YES
7B	Service Commercial	SC	CSP	20.0 to 36.0	35	YES
8	School	UR (PS)	SFR-4 or SFR-6	NA	9	NO
9	Park	UR (PS)	SFR-4 or SFR-6	NA	6	NO
10	High Density	UHDR	MFR-20 or MFR-30	15.0 to 36.0	46	YES
11	Small Lot	UR	SFR-10	6.0 to 10.0	43	NO
12	High Density	UHDR	MFR-20 or MFR-30	15.0 to 36.0	3	YES
13	Rowhouse	UMDR	MFR-15	10.0 to 15.0	19	YES
14	High Density	UHDR	MFR-20 or MFR-30	15.0 to 36.0	18	YES
15	Small Lot	UR	SFR-10	6.0 to 10.0	102	NO
16	Standard Lot	UR	SFR-4 or SFR-6	2.5 to 6.0	31	NO
17	Standard Lot	UR	SFR-4 or SFR-6	2.5 to 6.0	124	NO
18	School	UR (PS)	SFR-4 or SFR-6	NA	17	NO
19	Park	UR (PS)	SFR-4 or SFR-6	NA	10	NO
20	Standard Lot	UR	SFR-4 or SFR-6	2.5 to 6.0	17	NO
21	Park	UR (PS)	SFR-4 or SFR-6	NA	3	NO

*Medford's PUD (Planned Unit Development) process permits an increase in density of up to 20%.

**ADOPTED March 7, 2013
ORDINANCE #2013-42**

No guarantee or warranty is expressed or implied in terms of data accuracy or legitimacy. This product is intended for use as public information and precise interpretations of the official record should be solicited from the Medford Planning Department.

SOUTHEAST PLAN MAP

<ul style="list-style-type: none"> --- UGB SE Plan Boundary Village Center TOD Existing Taxlots ~ Greenway 	<ul style="list-style-type: none"> Major Arterial Minor Arterial Major Collector Minor Collector Commercial Street Standard Residential
---	---

- Estate Lot
- Standard Lot
- Small Lot
- Row House
- High Density
- Commercial
- Service Commercial
- Parks

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PLANNING DEPT

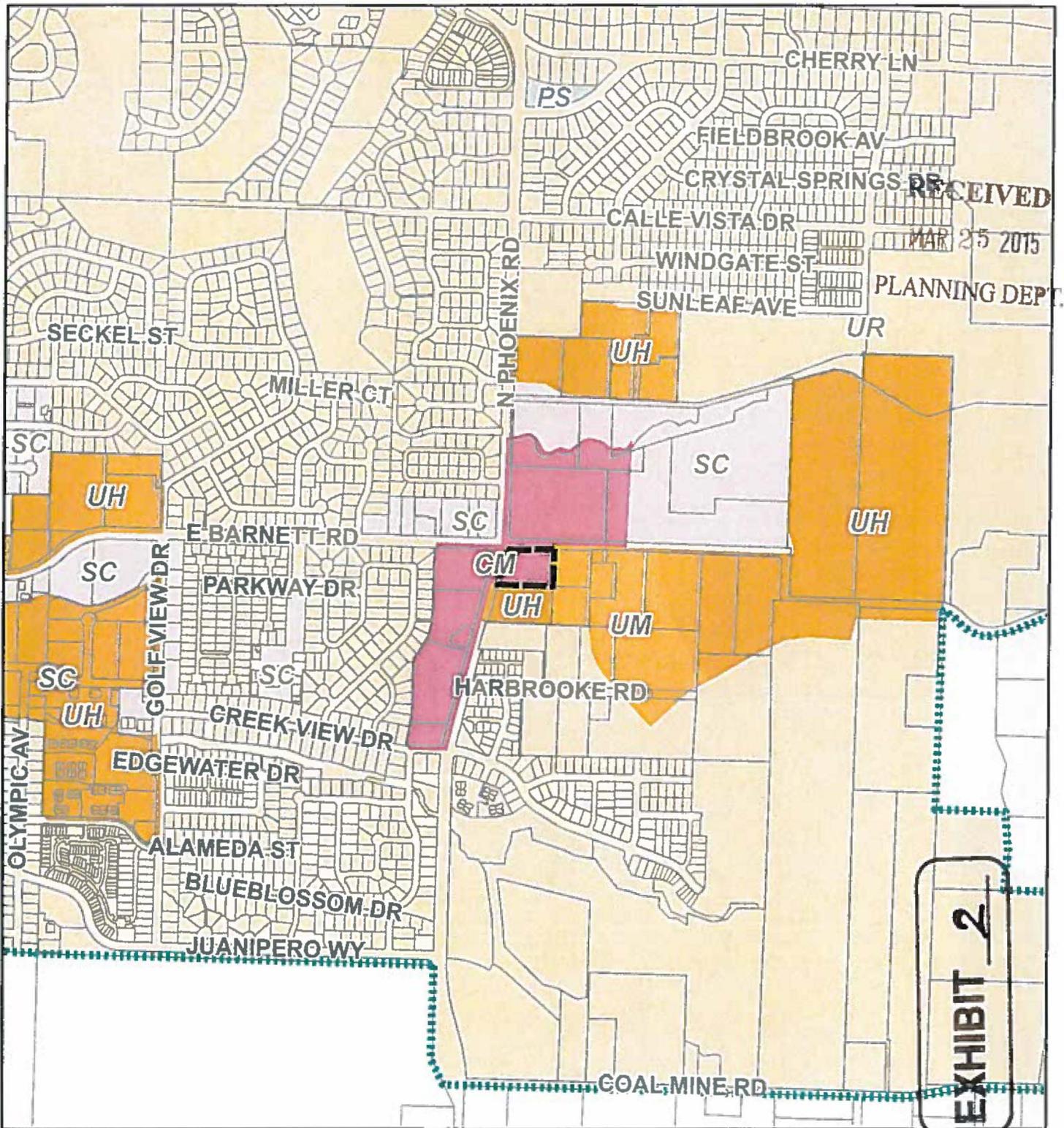


Commercial Center Core Area Master Plan Map

EXHIBIT
8

Print Date: 3-24-2015

CITY OF MEDFORD
EXHIBIT # m
File # 20-15-041



 Subject Lot 501
 Tax Lots
 Urban Growth Boundary

1-23-2015 Source: CSA Planning, Ltd. Jackson County GIS

Vicinity - GLUP Map
 Rogue Federal Credit Union
 Zone Change
 37-1W-34-501

CITY OF MEDFORD
 EXHIBIT # n
 File # ZC-15-041

0 500 1,000 2,000 Feet

 1 inch = 1,000 feet



 CSA Planning, Ltd.



-  Subject Lot 501
-  Tax Lots
-  Proposed Zoning
-  Area of Change

Acreage:
 Lot 501: 2.14 acres
 Right of Way: 0.55 acres
 Total: 2.69 acres

2012 Aerial

Proposed C-C Zoning

Rogue Federal Credit Union
 Zone Change **CITY OF MEDFORD**

37-1W-34-501 **EXHIBIT # 0**

File# **ZC-15-041**



CSA Planning, Ltd.



1 inch = 100 feet

1-23-2015 Source: CSA Planning, Ltd. Jackson County GIS

MAP 25
 PLANNING DEPT
EXHIBIT 6

EXHIBIT III



01 Subject Property and Buildings to South

02 Across Street To North

Page 276



View Northeast From Albertson's Shopping Center



04 View of Subject From Across Street to West

CITY OF MEDFORD
EXHIBIT # P
File # 2015-041

RECEIVED
MAR 25 2015
PLANNING DEPT.

//



05 Fire Station To East



06 Fire Station To East



07 Albertson's Shopping Center To West



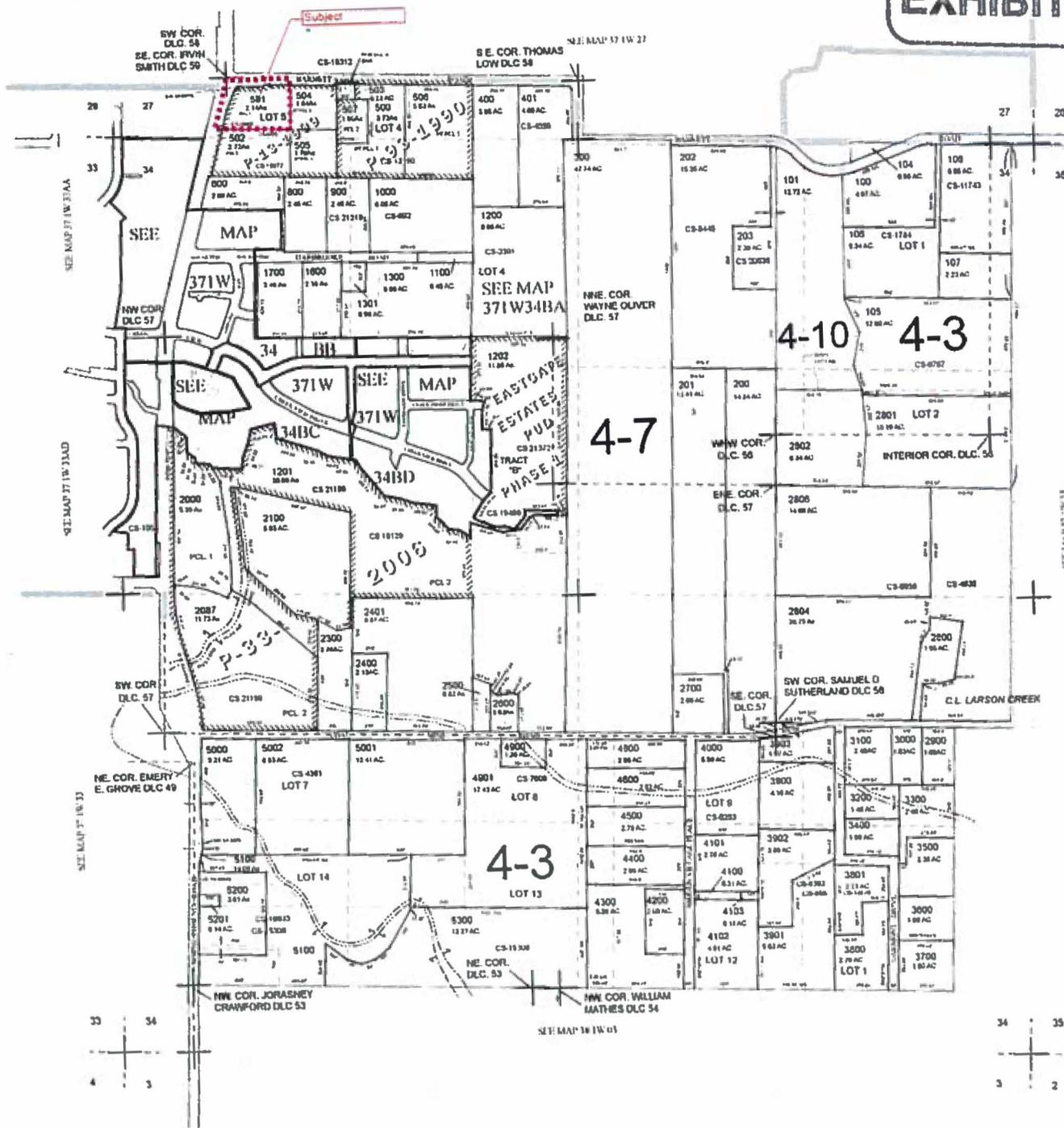
08 Albertson's Loading Bays Across Street to West

SECTION 34, T.37S., R.1W., W.M.
JACKSON COUNTY
1" = 400'

37 1W 34
MEDFORD

EXHIBIT 3

FOR ASSESSMENT AND
TAXATION ONLY



CANCELLED TAX LOT NUMBERS

- 120 ADDED TO 201
- 124 REMAPPED TO 371W34B-2017
- 2011, 2014, 2012 & 2004 RE-MAPPED TO 371W34B
- 2012 ADDED TO 2011
- 2013-2016-2010 & 2019 REMAPPED TO 371W34B
- 2013-2012 & 2001-2003 RE-MAPPED TO 371W34B
- 2017-2017, 2019 & 2004-2006 REMAPPED TO 371W34B
- 2511 ADDED TO 1202
- 2015 ADDED TO 2004
- 2011 ADDED TO 400
- 2010 ADDED TO 3100
- 2011, 2010 RE-MAPPED TO 371W34B

Page 278

CITY OF MEDFORD
EXHIBIT # 9
File # ZC-15-041

RECEIVED
MAY 25 2015
PLANNING DEPT.

37 1W 34
MEDFORD
INCORPORATED MAY 12, 1999
REV. DECEMBER 11, 2013

17



Vicinity Map

Application Name/Description:
Rogue Credit Union

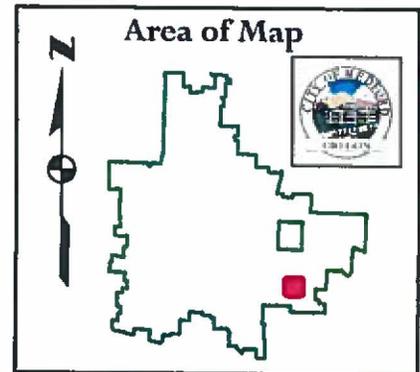
Proposal:
**Zone change from
MFR-20 to C-C**

File Numbers:
ZC-15-041

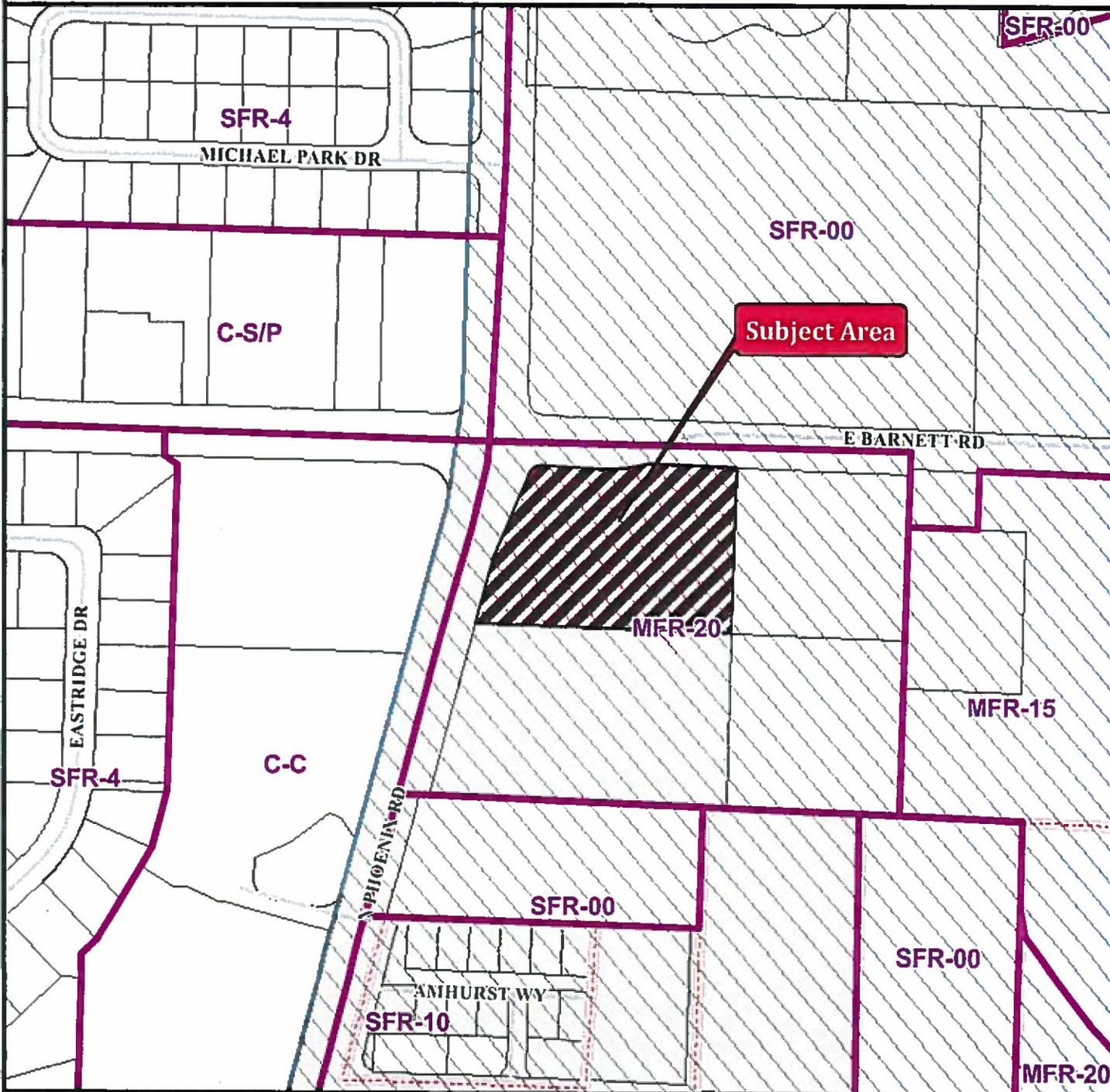
Applicant:
Rogue Credit Union

Map/Taxlot:
371W34 TL 501

-  Subject Area
-  Medford Zoning
-  UGB
-  Tax Lots
-  Southeast
-  PUD



03/31/2015



corner of Summit Avenue and West Jackson Street within a SFR-10 (Single Family Residential – 10 dwelling units per gross acre) zoning district, is hereafter supported by the findings referenced in the Staff Report dated June 4, 2015.

Accepted and approved this 11th day of June 2015.

CITY OF MEDFORD PLANNING COMMISSION

Planning Commission Chair

ATTEST:

Planning Department Representative



Planning Department

Working with the community to shape a vibrant and exceptional city

STAFF REPORT

for a type-C quasi-judicial decision: Conditional Use Permit

PROJECT Jackson Elementary School CUP
Applicant: Medford School District #549C; Agent: Scott Sinner Consulting, Inc.

FILE NO. CUP-15-050

TO Planning Commission for 06/11/2015 hearing

FROM Sarah Sousa, Planner IV

REVIEWER Kelly Akin, Principal Planner *KA*

DATE June 4, 2015

BACKGROUND

Proposal

Request for a revision to a Conditional Use Permit for Jackson Elementary School located at 713 Summit Avenue (372W24CDTL6400), to allow for the construction of a 1,792 square foot modular classroom for full day kindergarten classes. The 6.16 acre school site is located on the northwest corner of Summit Avenue and West Jackson Street within a SFR-10 (Single Family Residential – 10 dwelling units per gross acre) zoning district.

Subject Site Characteristics

Zoning Single Family Residential – 10 dwelling units per gross acre
GLUP Parks & Schools
Use Elementary School

Surrounding Site Characteristics

North

Zoning: SFR-10
Use: Park

South

Zoning: SFR-10
Use: Single Family Homes

East

Zoning: MFR-20 (Multi-Family Residential – 20 dwelling units per gross acre)
Use: Single Family Homes / Apartments

West

Zoning: SFR-10
Use: School District Building

Related Projects

CUP-95-011 Conditional Use Permit for new cafeteria and media center
AC-08-047 Site Plan & Architectural Commission review of rebuild

Applicable Criteria

Medford Municipal Code §10.248, Conditional Use Permit Criteria

The approving authority (Planning Commission) must determine that the development proposal complies with either of the following criteria before approval can be granted.

- (1) The development proposal will cause no significant adverse impact on the livability, value, or appropriate development of abutting property, or the surrounding area when compared to the impacts of permitted development that is not classified as conditional.
- (2) The development proposal is in the public interest, and although the development proposal may cause some adverse impacts, conditions have been imposed by the approving authority (Planning Commission) to produce a balance between the conflicting interests.

In authorizing a conditional use permit the approving authority (Planning Commission) may impose any of the following conditions:

- (1) Limit the manner in which the use is conducted, including restricting the time an activity may take place, and restraints to minimize such environmental effects as noise, vibration, air pollution, glare and odor.
- (2) Establish a special yard or other open space or lot area or dimension requirement.
- (3) Limit the height, size, or location of a building or other structure.
- (4) Designate the size, number, location, or nature of vehicle access points.
- (5) Increase the amount of street dedication, roadway width, or improvements within the street right-of-way.
- (6) Designate the size, location, screening, drainage, surfacing, or other improvement of parking or truck loading area.

- (7) Limit or otherwise designate the number, size, location, height, or lighting of signs.
- (8) Limit the location and intensity of outdoor lighting, or require its shielding.
- (9) Require screening, landscaping, or other facilities to protect adjacent or nearby property, and designate standards for installation or maintenance thereof.
- (10) Designate the size, height, location, or materials for a fence.
- (11) Protect existing trees, vegetation, water resources, wildlife habitat, or other significant natural resources.

ISSUES AND ANALYSIS

Background

Jackson Elementary school was originally built in 1911 on the subject site. In 2008, the Site Plan & Architectural Commission approved the reconstruction of the school and it has since been built upon the same footprint as the original structure (AC-08-047).

Scope of Project

The Medford School District 549C is changing from half-day to full-day kindergarten, beginning in the 2015-2016 school year. However, the existing facilities on campus do not have the ability to meet this need without additional space. In order to accommodate all the kindergarteners for a full day, the school district is proposing the use of a 64'x28' modular building containing two classrooms. The addition of this modular to the site requires a revision to the existing Conditional Use Permit.

Building Visibility

The modular building is proposed to be located in the northeast area of the site. From Summit Avenue, the building would not be visible as it is located behind a parking lot, gym, and health center. From West Jackson Street, it is located to the far end of the site blocked from view from existing homes on the street and a playground.

School Operation

The proposal does not significantly alter the school's current operation. According to the Applicant's Findings, Jackson Elementary School has a current enrollment of 400 students with 40 staff members. The implementation of full day kindergarten will add two new staff and the enrollment will remain the same. This duration of the school day will not be extended beyond what is already in place.

Public Interest

Medford Land Development Code §10.248(2) allows the approval of Conditional Use Permit requests when the development proposal is in the public interest, and although

the development proposal may cause some adverse impacts, conditions have been imposed to produce a balance between the conflicting interests. This proposal is clearly in the public interest as it is necessary in order to accommodate the District's kindergarteners in the upcoming school year. Adverse impacts, if any, would be minimal. It is unlikely that this additional modular of two classrooms would result in any noticeable impact, other than minor additional traffic at drop-off and pick-up times. Due to the location of the school in a residential neighborhood, a number of students arrive and leave school by a method other than a private car trip. A number of students walk, ride bicycles, or are bussed to school, thus not impacting the traffic. Any additional traffic impact resulting from the addition of the modular classroom building is reasonable and manageable in order to serve the public interest of accommodating the full day kindergarten classes.

Consolidated Review

Medford Land Development Code Section 10.247(a) states that Conditional Use Permits shall be exempt from Site Plan & Architectural Commission review. However, often the Planning Commission has delegated authority to the Site Plan & Architectural Commission, per Medford Land Development Code Section 10.247(a)(1), for the review of the architecture and landscaping. In this case, the Planning Commission does not have a landscape plan to forward and the simple building does not warrant the need for Site Plan & Architectural Commission review of the elevations. Therefore, staff recommends that the Planning Commission approve the Conditional Use Permit without delegation to the Site Plan & Architectural Commission.

Conditional Use Permit

Uses classified as a conditional use shall be evaluated in order to assure its appropriateness for a site as well as determine compatibility with adjacent land uses. The Applicant's Findings sufficiently address this and demonstrates how the addition of one modular building will have very minor impact. Staff does not recommend any further mitigation for the proposed building.

FINDINGS AND CONCLUSIONS

Staff has reviewed the Applicant's Findings (Exhibit H) and recommends the Commission adopt the findings as presented.

RECOMMENDED ACTION

Adopt the Final Order for approval of CUP-15-050 per the staff report dated June 4, 2015, including Exhibits A through N.

EXHIBITS

- A Conditions of Approval dated June 4, 2015
- B Existing Site Plan received March 30, 2015
- C Proposed Site Plan received March 30, 2015
- D Enlarged Site Plan received March 30, 2015
- E Conceptual Stormwater Plan received March 30, 2015
- F Building Elevations received March 30, 2015
- G Floor Plan received March 30, 2015
- H Applicant's Findings of Fact & Conclusions of Law received March 30, 2015
- I Public Works Report received May 13, 2015
- J Fire Department Report received May 19, 2015
- K Building Department Memo received May 13, 2015
- L Medford Water Commission Memo & Map received May 13, 2015
- M Oregon Department of Transportation email received May 22, 2015
- N Jackson County Assessor's Map received March 30, 2015
Vicinity map

PLANNING COMMISSION AGENDA:

JUNE 11, 2015

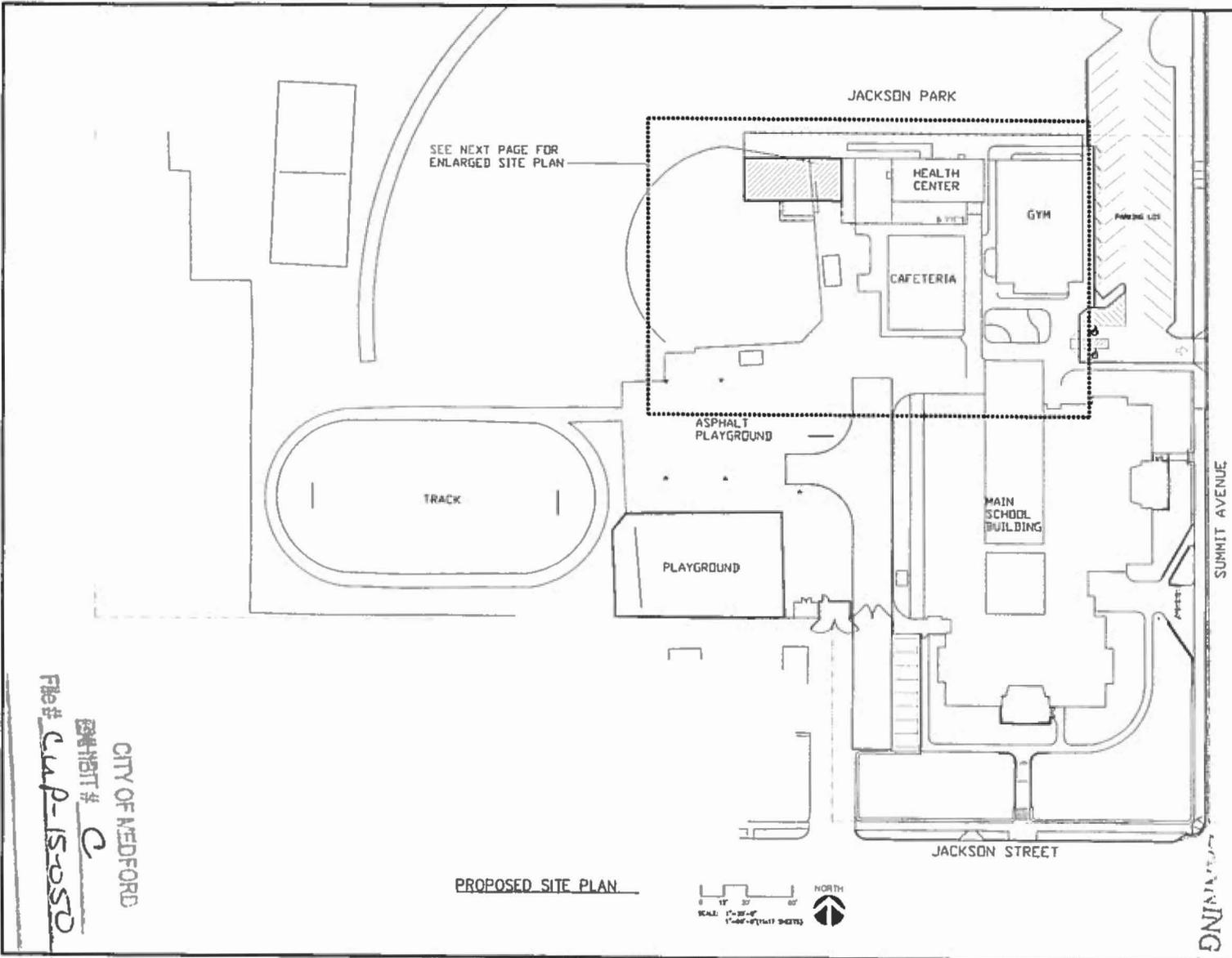
EXHIBIT A

Jackson Elementary School CUP
CUP-15-050
Conditions of Approval
June 4, 2015

CODE CONDITIONS

Prior to the first permit for vertical construction, the applicant must:

1. Comply with the Public Works Department Report received May 13, 2015 (Exhibit I);
2. Comply with the Medford Water Commission Report received May 13, 2015 (Exhibit L).



CITY OF MEDFORD
 PROJECT # C
 FILE # CWP-15-05D

DATE	REVISION

STEVE ENNIS ARCHITECT
 P.O. BOX 400
 MEDFORD OREGON 97501

PROJECT FOR
MEDFORD SCHOOL DISTRICT 549C

PROJECT NAME
NEW MODULAR CLASSROOM

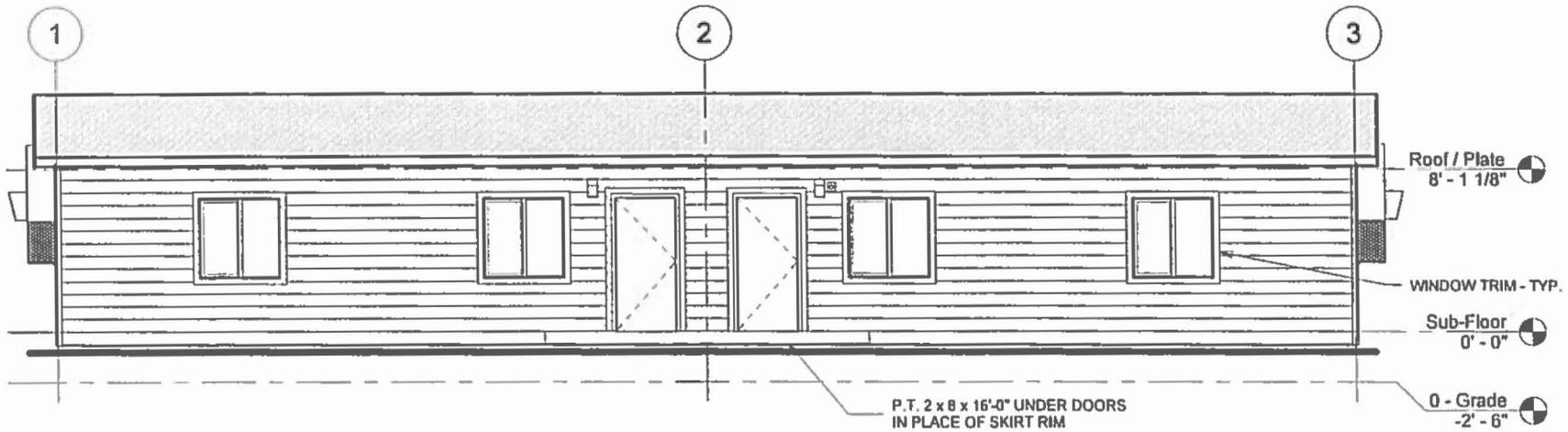
JACKSON ELEMENTARY SCHOOL

PROJECT ADDRESS
**713 SUMMIT AVENUE
 MEDFORD, OREGON**

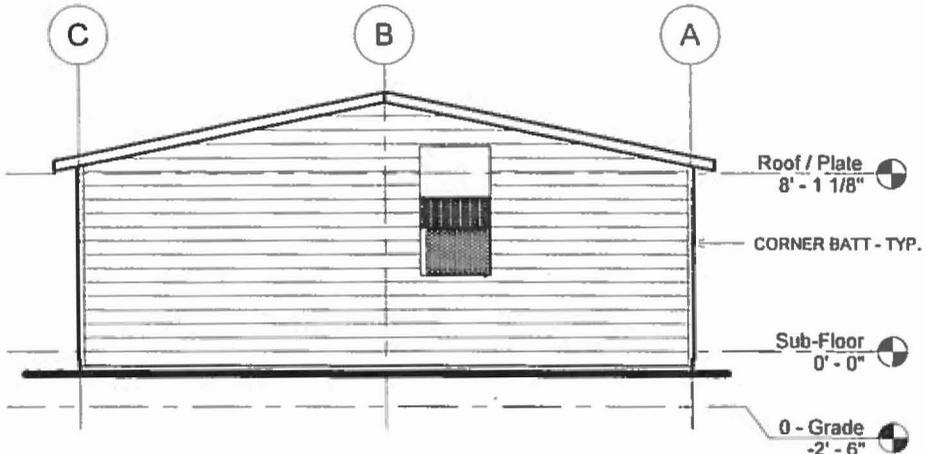
SHEET TITLE
PROPOSED SITE PLAN

SHEET NAME (SEE DRAWING OR) PROJECT # DATE 03/07/15	SHEET NO. SD-2
---	--------------------------

APPROVED
 MAR 30 2015
 PLANNING DEPT.



1 FRONT ELEVATION
3/16" = 1'-0"

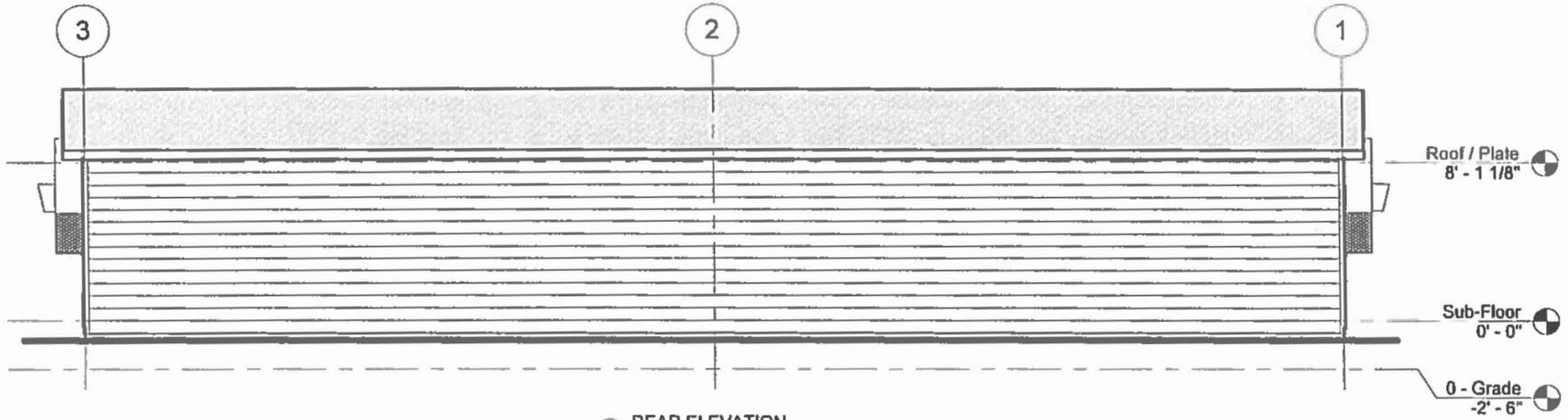


2 RIGHT SIDE ELEVATION
3/16" = 1'-0"

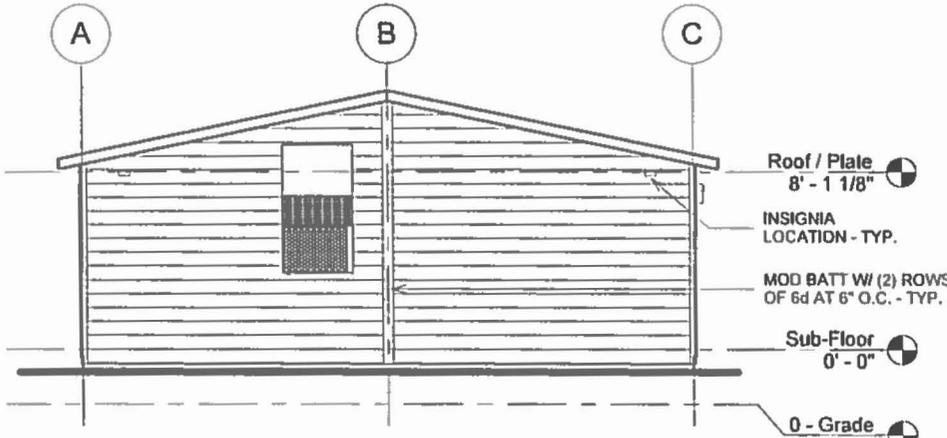
File # C-15-050
EXHIBIT # F
of 2
CITY OF MEDFORD

RECEIVED
MAR 30 2015
PLANNING DEPT.
CITY OF MEDFORD

REV.	DESCRIPTION	DATE	BY	<p>REUSE OF DOCUMENTS THIS DOCUMENT AND THE IDEAS AND DESIGNS INCORPORATED HEREIN ARE THE PROPERTY OF MODERN BUILDING SYSTEMS INC. AND ARE NOT TO BE USED IN WHOLE OR IN PART FOR ANY OTHER USE OR PROJECT WITHOUT WRITTEN AUTHORIZATION.</p> <p>MODERN BUILDING SYSTEMS, INC. TELEPHONE: (503) 746-4648 Fax: (503) 746-4653 P.O. BOX 158 5443 PORTER ROAD, ALAMO, OR 97001 CHECK OUT OUR WEB PAGE: www.modernbuilding.com © MODERN BUILDING SYSTEMS, INC. 2014</p>	SHEET	EXTERIOR ELEVATIONS	JOB#	2015-AR-30-1
					PROJ.	28' x 64' MODULAR CLASSROOM AEPA - MEDFORD SD	SHEET #	A 2.0
					ADDRESS	3158 LONE PINE RD. MEDFORD, OR 97504	DRW	TJ
							DATE	-



1 REAR ELEVATION
3/16" = 1'-0"



2 LEFT SIDE ELEVATION
3/16" = 1'-0"

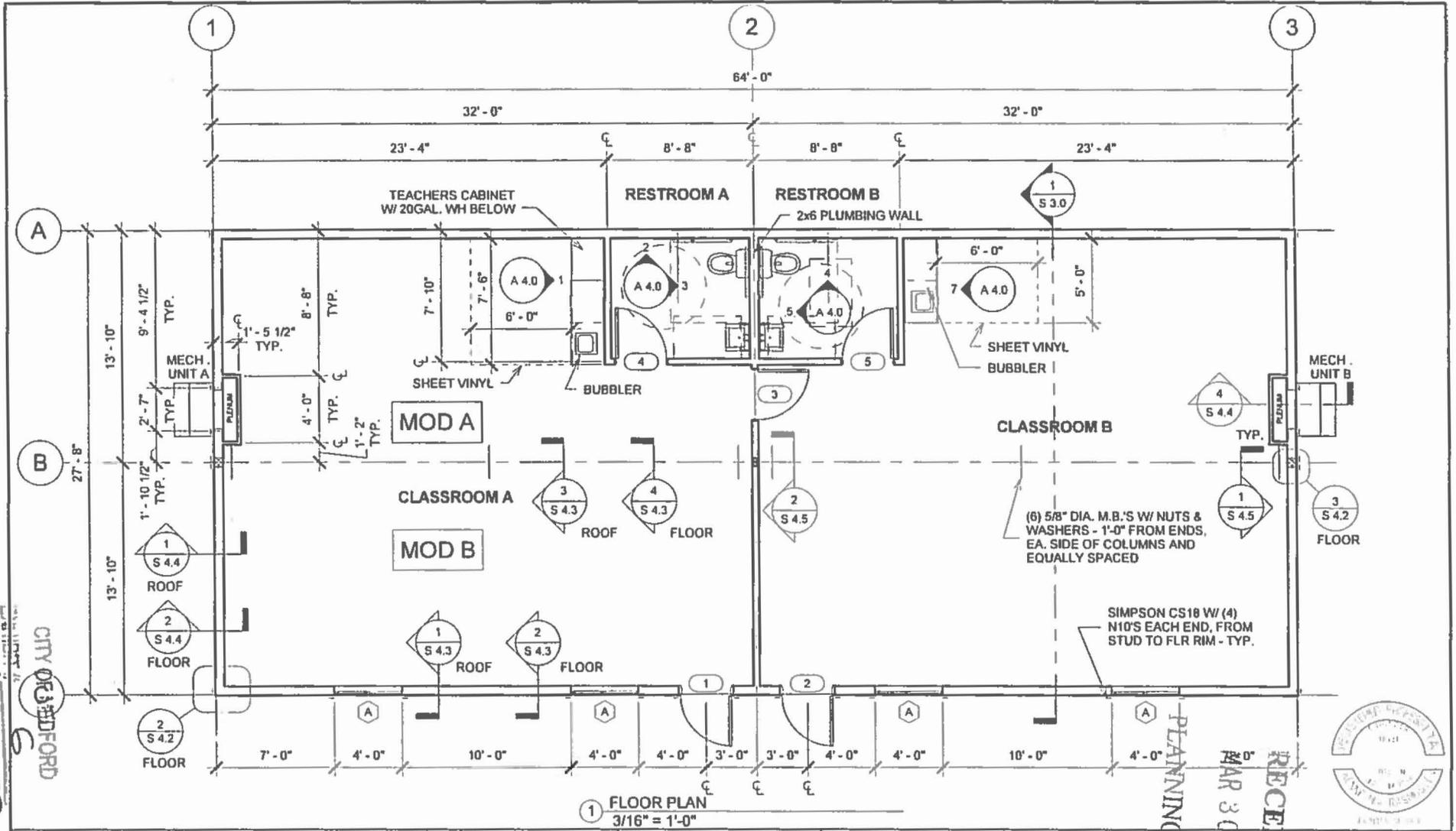
File# CUP-15-050
EXHIBIT # F
CITY OF MEDFORD
2 of 2

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JG DEPT.



REV.	DESCRIPTION	DATE	BY	REUSE OF DOCUMENTS THIS DOCUMENT AND THE IDEAS AND DESIGNS INCORPORATED HEREIN ARE THE PROPERTY OF MODERN BUILDING SYSTEMS INC. AND ARE NOT TO BE USED IN WHOLE OR IN PART FOR ANY OTHER USE OR PROJECT WITHOUT WRITTEN AUTHORIZATION.	SHEET	EXTERIOR ELEVATIONS	JOB#	2015-AR-30-1
				 <small>MODERN BUILDING SYSTEMS, INC. TELEPHONE: (503) 760-6677 FAX: (503) 760-4956 P.O. BOX 110, 5401 PORTER ROAD, ALAMOGADO, OR 97325 CHECK OUR WEBSITE FOR MORE INFORMATION: www.modernbuilding-systems.com © MODERN BUILDING SYSTEMS, INC. 2014</small>	PROJ.	28' x 64' MODULAR CLASSROOM AEPA - MEDFORD SD	SHEET #	A 2.1
					ADDRESS	3158 LONE PINE RD. MEDFORD, OR 97504	DATE	-

File# CUP-15-050



1 FLOOR PLAN
3/16" = 1'-0"

REV.	DESCRIPTION	DATE	BY	REUSE OF DOCUMENTS THIS DOCUMENT AND THE IDEAS AND DESIGNS INCORPORATED HEREIN ARE THE PROPERTY OF MODERN BUILDING SYSTEMS INC. AND ARE NOT TO BE USED IN WHOLE OR IN PART FOR ANY OTHER USE OR PROJECT WITHOUT WRITTEN AUTHORIZATION.	SHEET	FLOOR PLAN	PROJ.	28' x 64' MODULAR CLASSROOM AEPA - MEDFORD SD	ADDRESS	3158 LONE PINE RD. MEDFORD, OR 97504	DRW	T	DATE	-



RECEIVED
MAR 30 2015
PLANNING DEPT

OB# 2015-AR-30-1
SHEET # A 1.0

FINDINGS OF FACT

BEFORE THE PLANNING COMMISSION FOR THE CITY OF MEDFORD, OREGON:

IN THE MATTER OF AN APPLICATION FOR)	
A REVISION OF A CONDITIONAL USE PERMIT)	
OF PROPERTY IDENTIFIED AS)	FINDINGS OF FACT
T37-R2W-24CD-TL 6400 APPLICANT)	AND
MEDFORD SCHOOL DISTRICT 549C)	CONCLUSIONS
<u>SCOTT SINNER CONSULTING, INC. AGENT</u>)	OF LAW

I. BACKGROUND INFORMATION

Applicant:

Medford School District 549C
 Brad Earl, CFO
 815 S Oakdale Ave
 Medford, OR 97501
brad.earl@medford.k12.or.us

Agent:

Scott Sinner Consulting, Inc.
 4401 San Juan Dr. Suite G
 Medford, OR 97504
 541-772-1494
scottsinner@yahoo.com

Property:

372W24CD TL 6400

Jackson Elementary School
 Medford School District 549C
 713 Summit Avenue
 Medford, OR 97501
 6.16 Acres
 Single Family Residential 10 units per acre (SFR-10) City of Medford Zoning
 Parks Schools (PS) General Land Use Plan Map Designation

Summary:

This application is submitted to revise the Conditional Use Permit currently in effect on the subject property. This revision is limited to the current request to provide additional Modular classrooms on the campus to accommodate full day kindergarten classes. This

FINDINGS OF FACT

revision will review and analyze the impacts of the adding a 64' x 28' Modular containing two classrooms.

Relevant Approval Criteria

10.248 Conditional Use Permit Criteria

The approving authority (Planning Commission) must determine that the development proposal complies with either of the following criteria before approval can be granted.

(1) The development proposal will cause no significant adverse impact on the livability, value, or appropriate development of abutting property, or the surrounding area when compared to the impacts of permitted development that is not classified as conditional.

(2) The development proposal is in the public interest, and although the development proposal may cause some adverse impacts, conditions have been imposed by the approving authority (Planning Commission) to produce a balance between the conflicting interests.

In authorizing a conditional use permit the approving authority (Planning Commission) may impose any of the following conditions:

(1) Limit the manner in which the use is conducted, including restricting the time an activity may take place, and restraints to minimize such environmental effects as noise, vibration, air pollution, glare and odor.

(2) Establish a special yard or other open space or lot area or dimension requirement.

(3) Limit the height, size, or location of a building or other structure.

(4) Designate the size, number, location, or nature of vehicle access points.

(5) Increase the amount of street dedication, roadway width, or improvements within the street right-of-way.

(6) Designate the size, location, screening, drainage, surfacing, or other improvement of parking or truck loading area.

(7) Limit or otherwise designate the number, size, location, height, or lighting of signs.

(8) Limit the location and intensity of outdoor lighting, or require its shielding.

(9) Require screening, landscaping, or other facilities to protect adjacent or nearby property, and designate standards for installation or maintenance thereof.

FINDINGS OF FACT

- (10) Designate the size, height, location, or materials for a fence.
(11) Protect existing trees, vegetation, water resources, wildlife habitat, or other significant natural resources.
[Amd. Sec. 7, Ord. No. 6265, Dec. 15, 1988.]

Findings of Fact

(2) The development proposal is in the public interest, and although the development proposal may cause some adverse impacts, conditions have been imposed by the approving authority (Planning Commission) to produce a balance between the conflicting interests.

The approval criteria for a Conditional Use Permit (CUP) within the Medford Land Development Code (MLDC) states the Planning Commission must conclude the application is consistent with either 10.248 (1) or (2). This application will demonstrate the application is consistent with Subsection (2).

The approval of this application will allow for the modification of the existing facilities to meet the newly identified needs of the residents in the District. Additional facilities are required to provide full day Kindergarten to the residents within the District.

The existing facilities on the campus do not have the ability to meet the requirements of class size without additional space. The proposed Modular will provide the space needed to meet district requirements for classroom size.

The Medford Comprehensive Plan (Comp Plan) recognizes the need for public schools and classified public schools as Category B Facilities. The planning for School District Facilities is contained within the following Comp Plan excerpt:

PUBLIC SCHOOL DISTRICT FACILITIES PLANNING Long-Range Planning for Public School Facilities Long-range school facilities planning is an important and somewhat complex process requiring the cooperation and coordination of school districts, local governments and citizens. Long-range planning by the Medford and Phoenix-Talent School Districts is continuous. It is a different type of planning, however, from the long-range planning activities of local "general-purpose" governments, whose responsibility is to direct the location and intensity of community growth and development, and to perform functions of community and regional planning that fall within their jurisdictional and statutory authority. Conversely, school districts are "special-purpose" government entities, whose role is to coordinate with city and county agencies, and react appropriately to the service demands generated by the growth and development policy decisions of general-purpose governments. State statutes, particularly ORS 195.110, define the City's role and responsibilities in the required facilities planning of large (defined by ORS 195.110 as having more than 2,500 students) school districts.

FINDINGS OF FACT

Approving the requested modification to the existing CUP for Jackson Elementary School will allow the School District to meet the needs currently identified in the long range planning process.

Jackson School has a current enrollment of 400 students with 40 total staff. The implementation of full day kindergarten will add two new staff and the enrollment will remain at 400 students. The expansion of facilities is the placement of one 64' by 28' Modular containing two classrooms.

Transportation Impact

The approval of this application will have a minor impact to the transportation system. According to the school district administration, the transition to full day kindergarten will add two new staff personnel and no additional students. The additional 2 staff will not create a significant impact to the transportation system in the vicinity of the school.

The table below provides a detail of the existing and proposed AM Drop off and PM Pick up at the campus.

Current 1/2 Day Kindergarten	K	1	2	3	4	5	6	Students
AM Drop off								410
Kindergarten Pick up								50
Kindergarten Drop off								25
PM Pick Up								385
Proposed Full Day Kindergarten	K	1	2	3	4	5	6	Students
AM Drop off								435
PM Pick Up								435

FINDINGS OF FACT

The tables indicate an increase of 25 total students for the proposed AM Drop off and 50 total students for the PM Pick up schedule of the campus. This reflects the total change of all students, but does not include the impact of the students bussing or students walking or riding bicycles to and from school.

Bussing is provided for all areas more than one mile from the campus. Jackson school is in an urban area and currently there is one AM & PM bus serving the school and 1 Midday kindergarten bus.

The District assesses and adjusts the bussing requirements for the school throughout the school year, and these adjustments will mitigate congestion at peak periods.

Storm Drainage

This application includes a conceptual storm drainage plan for the installation of the proposed Modular. The primary impact to the storm drainage on the site is the increased impervious area of the roof of the modular as most of the sidewalk is existing.

The roof drains of the proposed Modular will be connected to a new bioswale behind the Modular. The bioswale will require fencing as indicated on the attached plan C-1.

Stormwater exiting the bioswale will be connected to existing private storm drainage systems on the campus.

Conclusions of Law

The Planning Commission can conclude the development proposal to provide and expansion of facilities at the existing Jackson Elementary School is in the Public Interest and is consistent with MLDC 10.248 (2).

In authorizing a conditional use permit the approving authority (Planning Commission) may impose any of the following conditions:

(1) Limit the manner in which the use is conducted, including restricting the time an activity may take place, and restraints to minimize such environmental effects as noise, vibration, air pollution, glare and odor.

The approval of this CUP application will not affect or alter the type of use at the campus. The implementation of full day kindergarten at Jackson School will not extend the duration of instruction for the current school day. All other impacts identified in this subsection should remain unchanged.

(2) Establish a special yard or other open space or lot area or dimension requirement.

FINDINGS OF FACT

The campus is on a 6.16 acre parcel. The site has a significant open space for all manners of outdoor recreation and landscaping. The proposed location of the new Modular is positioned to utilize existing walkways to minimize new flatwork and provide students a reasonable distance for changing classes or traveling to other facilities on the campus.

The conversion of less than 2,000 square feet of open space on the 6.16 acre campus is not a significant impact and no mitigation is proposed with this application.

(3) Limit the height, size, or location of a building or other structure.

The height of the proposed Modular is less than 15' at the ridge of the roofline. This is less than the maximum height for the underlying zoning district and less than the height of other existing structures on the campus.

The proposed size of the Modular is necessary to conduct the classroom activities. The two classrooms and are a reasonable size for the intended use and do not create a detrimental impact to the adjoining properties.

The location of the Modular is proposed to minimize distances to other campus facilities and impacts to surrounding properties without a need for mitigation.

(4) Designate the size, number, location, or nature of vehicle access points.

This application does not propose any change to the size, number, location or nature of any vehicle access points connecting the onsite facilities with the public transportation system.

(5) Increase the amount of street dedication, roadway width, or improvements within the street right-of-way.

This application does not propose or anticipate a need for a street dedication or change to the current improvements of the offsite facilities as a result of adding two staff to the campus.

(6) Designate the size, location, screening, drainage, surfacing, or other improvement of parking or truck loading area.

The record for the approval of the current Jackson School site plan review indicates a requirement for 38 parking spaces. The School District has a shared parking agreement the City of Medford owner of the adjacent Jackson Park. The City and the School District have an interagency agreement to "provide exclusive use of the parking lot and driveways adjacent to Howard and Jackson Elementary during normal school hours".

FINDINGS OF FACT

The total on site and shared access parking for Jackson School is 53 spaces. The approval of this application will add 2 staff and two classrooms which will add three new required spaced to the existing 38 required spaces for a total of 41 required spaces. The application is in compliance with the parking standards.

(7) Limit or otherwise designate the number, size, location, height, or lighting of signs.

This application does not impact any signage on the property, no mitigation is proposed.

(8) Limit the location and intensity of outdoor lighting, or require its shielding.

A review of the elevations of the proposed Modular class room indicates each classroom door is provided with a wall surface mount light fixture with limited intensity to provide safe access to the classroom.

This application does not propose any additional changes to the site lighting.

(9) Require screening, landscaping, or other facilities to protect adjacent or nearby property, and designate standards for installation or maintenance thereof.

The location of the Modular proposed with this application is behind existing facilities which will shield the building and minimize impacts to adjoining properties. This application does not propose additional screening of the Modular.

(10) Designate the size, height, location, or materials for a fence.

The Modular is proposed to be within the existing security fence for the school. The site plan submitted with this application provides fencing connections between the Modular and the existing fence to maintain campus security. There are no screening fences proposed with this application.

(11) Protect existing trees, vegetation, water resources, wildlife habitat, or other significant natural resources.

The location of the proposed Modular does not interfere with any existing trees, water resources, wildlife habitat or significant natural resources.

Application Summary and Conclusions

FINDINGS OF FACT

The Planning Commission is the Approving Authority for this revision to the current Conditional Use Permit for Jackson Elementary School. The Medford Land Development Ordinance section 10.248 provides the approval criteria for a Conditional Use and a modification of an existing Conditional Use is reviewed under the same criteria.

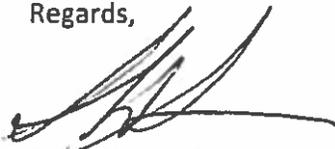
This application is submitted to comply with 10.248(2) as the school is in the public interest according the Medford Comprehensive Plan and Statewide Planning Goals.

The impacts of placing a new Modular containing two classrooms on the campus to accommodate the transition from a half day kindergarten program to a full day program have been identified and can be found to be minimal. The transition in the program adds two staff to the campus and the numbers of students remain the same.

While the total number of students will remain the same, the transition will increase the number of AM drop offs and PM pick-ups at the campus. The District will assess and adjust the bussing to minimize any adverse impacts to the transportation system.

On behalf of the applicant, I request the approval of this application to revise the Conditional Use Permit for Jackson Elementary School.

Regards,



Scott Sinner, President
Scott Sinner Consulting, Inc.



Continuous Improvement Customer Service

RECEIVED

MAY 13 2015

PLANNING DEPT.

CITY OF MEDFORD

Revised Date: 5/13/2015
File Number: CUP-15-050

PUBLIC WORKS DEPARTMENT STAFF REPORT
Jackson Elementary School

Project: Request for a revision to a Conditional Use Permit for Jackson Elementary School located at 713 Summit Avenue (372W24CD TL6400), to allow for the construction of a 1,792 square foot modular classroom for full day kindergarten classes.

Location: The 6.16 acre school site is located on the northwest corner of Summit Avenue and West Jackson Street, within a SFR-10 (Single Family Residential – 10 dwelling units per gross acre) zoning district

Applicant: Medford School District #549C

NOTE: The items listed here shall be completed and accepted prior to the respective issuances of permits and certificates:

Prior to issue of the first building permit, the following items shall be completed and accepted:

- Submittal and approval of plans for site grading and drainage, and detention.

Prior to issue of Certificate-of-Occupancy for completed structures, the following items shall be completed and accepted:

- Certification by the design engineer that the stormwater quality and detention system was constructed per the approved plan.

A. STREETS

1. Dedications

No street dedications required.

2. Public Improvements

No public improvements required.

B. SANITARY SEWERS

This site lies within the Medford sewer service area. No additional sewer connections are indicated on the plans.

C. STORM DRAINAGE

1. Drainage Plan

A comprehensive drainage plan showing the entire project site with sufficient spot elevations to determine direction of runoff to the proposed drainage system, and also showing elevations on the proposed drainage system, shall be submitted with the first building permit application for approval. All area catch basins shall meet Department of Environmental Quality (DEQ) requirements, which include a down-turned elbow and sump.

The Developer shall provide copies of either a Joint Use Maintenance Agreement or a private stormdrain easement for any stormwater draining onto or from adjacent private property.

2. Grading

A comprehensive grading plan showing the relationship between adjacent property and the proposed development shall be submitted with the building permit application for approval. Grading on this development shall not block drainage from an adjacent property or concentrate drainage onto an adjacent property without an easement. The developer shall be responsible that the final grading of the development shall be in compliance with the approved grading plan.

3. Detention and Water Quality

Stormwater quality and detention facilities shall be required in accordance with MLDC Section 10.481 and 10.729.

4. Certification

Upon completion of the project, and prior to certificate of occupancy of the building, **the developer's design engineer shall certify that the construction of the stormwater quality and detention system was constructed per plan.** Certification shall be in writing and submitted to the Engineering Division of Public Works. Reference Rogue Valley Stormwater Quality Design Manual, Appendix I, Technical Requirements.

5. Erosion Prevention and Sediment Control

All development that disturbs 5,000 square feet or greater shall require an Erosion Prevention and Sediment Control Plan. Developments that disturb one acre and greater shall require a 1200C permit from the Department of Environmental Quality (DEQ). Erosion Prevention and Sediment Control Plans shall be submitted to the Building Department with the project plans for development. All disturbed areas shall be covered with vegetation or properly stabilized prior to certificate of occupancy.

D. General Conditions

1. Site Improvements

All on-site parking and vehicle maneuvering areas related to this development shall be paved in accordance with MLDC, Section 10.746, prior to issuance of certificate of occupancy for any structures on the site. Curbs shall be constructed around the perimeter of all parking and maneuvering areas that are adjacent to landscaping or unpaved areas related to this site. Curbs may be deleted or curb cuts provided wherever pavement drains to a water quality facility.

2. System Development Charges

Buildings in this development are subject to street, sanitary sewer collection and treatment system development charges (SDC). All SDC fees shall be paid at the time individual building permits are issued.

Prepared by: Doug Burroughs

SUMMARY CONDITIONS OF APPROVAL

Jackson Elementary School

CUP-15-050

A. Streets

1. **Street Dedications to the Public:**

No street dedications required

2. **Improvements:**

No public improvements required.

B. Sanitary Sewer:

No additional sewer connection proposed.

C. Storm Drainage:

Provide a comprehensive grading and drainage plan.

Provide water quality and detention facilities, calculations and O&M Manual.

Provide engineers certification of stormwater facility construction.

The above summary is for convenience only and does not supersede or negate the full report in any way. If there is any discrepancy between the above list and the full report, the full report shall govern. Refer to the full report for details on each item as well as miscellaneous requirements for the project, including requirements for public improvement plans (Construction Plans), design requirements, phasing, draft and final plat processes, permits, system development charges, pavement moratoriums and construction inspection.



Medford Fire Department

200 S. Ivy Street, Room #180
Medford, OR 97501
Phone: 774-2300; Fax: 541-774-2514;
E-mail www.fire@ci.medford.or.us

RECEIVED
MAY 19 2015
PLANNING DEPT.

LAND DEVELOPMENT REPORT - PLANNING

To: Sarah Sousa

LD Meeting Date: 05/13/2015

From: Fire Marshal Kleinberg

Report Prepared: 05/08/2015

File #: CUP - 15 - 50

Site Name/Description: Jackson Elementary School at 713 Summit Avenue

Request for a revision to a Conditional Use Permit for Jackson Elementary School located at 713 Summit Avenue (372W24CD TL6400), to allow for the construction of a 1,792 square foot modular classroom for full day kindergarten classes. The 6.16 acre school site is located on the northwest corner of Summit Avenue and West Jackson Street, within a SFR-10 (Single Family Residential - 10 dwelling units per gross acre) zoning district; Medford School District #549C, Applicant (Scott Sinner Consulting Inc., Agent). Sarah Sousa, Planner.

DESCRIPTION OF CORRECTIONS	REFERENCE
----------------------------	-----------

Approved as Submitted

Meets Requirement: No Additional Requirements

Development shall comply with access and water supply requirements in accordance with the Fire Code in affect at the time of development submittal.

Fire apparatus access roads are required to be installed prior to the time of construction. The approved water supply for fire protection (hydrants) is required to be installed prior to construction when combustible material arrives at the site.

Specific fire protection systems may be required in accordance with the Oregon Fire Code.

This plan review shall not prevent the correction of errors or violations that are found to exist during construction. This plan review is based on the information provided only.

Design and installation shall meet the Oregon requirements of the IBC, IFC, IMC and NFPA standards.

Memo



RECEIVED
MAY 13 2015
PLANNING DEPT.

To: Sarah Sousa, Planner, Planning Department
From: Tanner Fairrington, Building Department (541) 774-2352
CC: Medford School District #549C, Applicant; Scott Sinner Consulting, Inc., Agent
Date: May 12, 2015
Re: May 13, 2015 LDC Meeting: CUP-15-050 – Item #3

Please Note:

This is not a plan review. Unless noted specifically as Conditions of Approval, general comments are provided below based on general information provided per 2014 OSSC. Plans need to be submitted and will be reviewed by a commercial plans examiner, and there may be additional comments.

Fees are based on valuation. Please contact the front counter for estimated fees.

If you have questions, please contact the Building Department at (541) 774-2350 or building@cityofmedford.org. Tanner Fairrington can be contacted directly at (541) 774-2352 or tanner.fairrington@cityofmedford.org.

1. For list of applicable Building Codes, please visit the City of Medford website: www.ci.medford.or.us Click on "City Departments" at top of screen; click on "Building"; click on "Code and Design Information" on left side of screen; click on "Design Criteria"; and select the appropriate design criteria.
2. All plans are to be submitted electronically. Information on the website: www.ci.medford.or.us Click on "City Departments" at top of screen; click on "Building"; click on "Electronic Plan Review (ePlans)" on left side of screen for information.
3. A manual fire alarm system, and a pull station, is required per Section 907.2.3 of the 2014 Oregon Structural Specialty Code (OSSC). A voice/alarm communication system will not be required provided that activation of the manual fire alarm system initiates an approved occupant notification signal.
4. Per Table 2902.1 of the 2014 OSSC, it appears that two (2) restrooms are required (assuming an occupant load of greater than 50), or access to restrooms per 2902.3.2 is required.
5. Accessibility shall be provided in accordance with A117.1-09 and Chapter 11 of the 2014 OSSC.
6. The modular building must have an Oregon Label and be designed and constructed for an E occupancy classification.
7. If the structure has a Fire Separation Distance of less than 10 feet (less than 10' to a property line or less than 20' separation between buildings), then the exterior walls shall be 1 hour rated per Table 602 of the 2014 OSSC and unprotected openings shall not exceed 10 percent per Table 705.8.
8. Foundation and plumbing/mechanical/electrical information not provided on modular building drawings are required to be submitted at time of permit application.

CITY OF MEDFORD
EXHIBIT # K
File # CUP-15-050



BOARD OF WATER COMMISSIONERS

Staff Memo

TO: Planning Department, City of Medford
FROM: Rodney Grehn P.E., Water Commission Staff Engineer
SUBJECT: CUP-15-050
PARCEL ID: 372W24CD TL 6400

RECEIVED

MAY 13 2015

PLANNING DEPT.

PROJECT: Request for a revision to a Conditional Use Permit for Jackson Elementary School located at 713 Summit Avenue (372W24CD TL6400), to allow for the construction of a 1,792 square foot modular classroom for full day kindergarten classes. The 6.16 acre school site is located on the northwest corner of Summit Avenue and West Jackson Street, within a SFR-10 (Single Family Residential – 10 dwelling units per gross acre) zoning district; Medford School District #549C, Applicant (Scott Sinner Consulting Inc., Agent). Sarah Sousa, Planner.

DATE: May 11, 2015

I have reviewed the above plan authorization application as requested. Conditions for approval and comments are as follows:

CONDITIONS

1. The water facility planning/design/construction process will be done in accordance with the Medford Water Commission (MWC) "Regulations Governing Water Service" and "Standards For Water Facilities/Fire Protection Systems/Backflow Prevention Devices."
2. All parcels/lots of proposed property divisions will be required to have metered water service prior to recordation of final map, unless otherwise arranged with MWC.
3. If on-site fire protection is required for the installation of the proposed modular classroom, the Applicants civil engineer shall coordinate with MWC engineering staff for water facility layout.

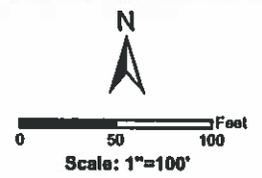
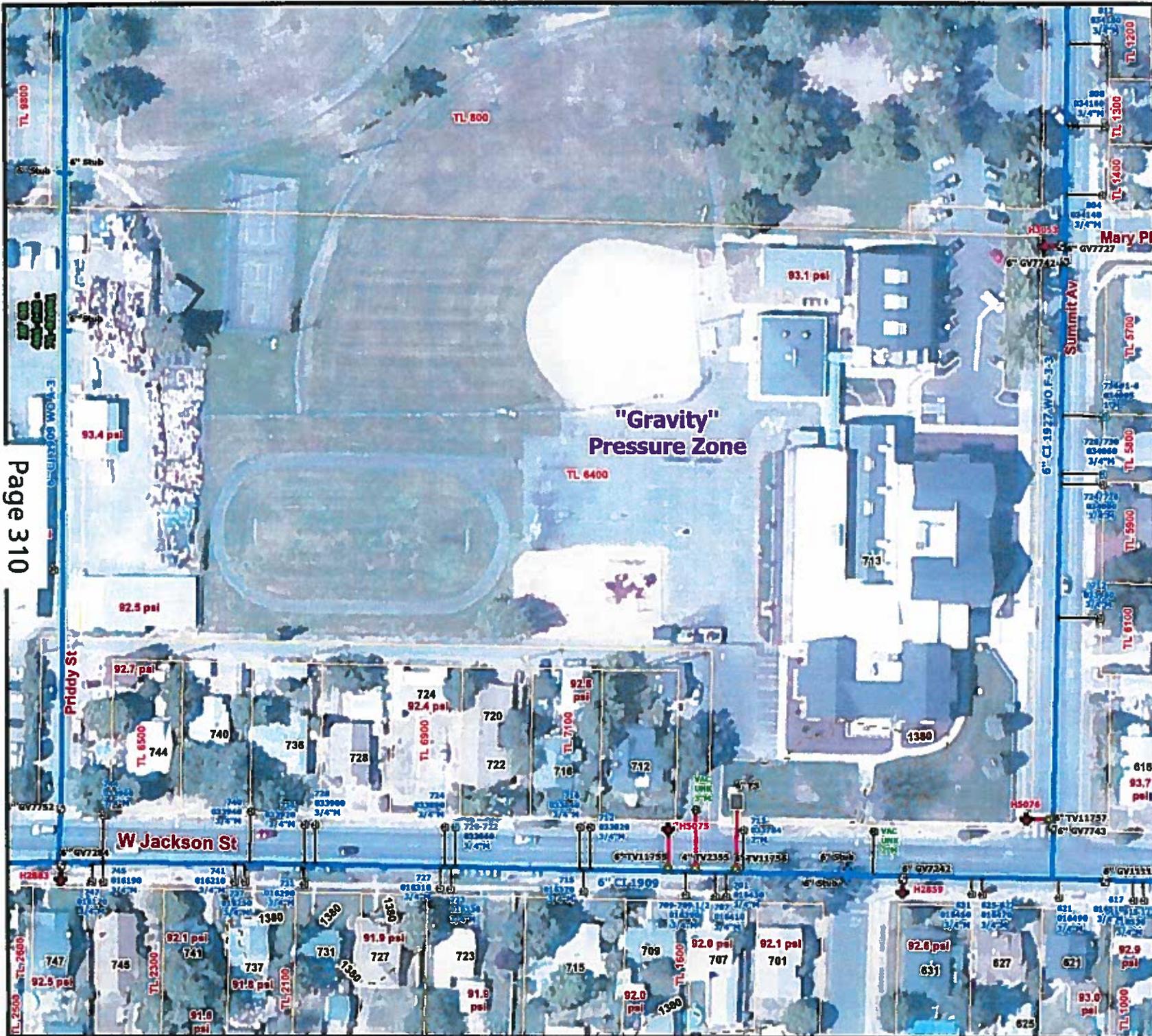
COMMENTS

1. Off-site water line installation is not required.
2. On-site water facility construction may be required based on Medford Fire Dept. conditions of development.
3. MWC-metered water service does exist to this property. There is a 2-inch water meter along W Jackson Street that serves the existing school.
4. Access to MWC water lines is available. There is an existing 6-inch water line in Summit Avenue, and an existing 6-inch water line along the south side of W Jackson Street. There is also a 6-inch water line located immediately west of the westerly property line that is located in a 20' wide water line easement.

CITY OF MEDFORD

EXHIBIT # L

File # CUP-15-050



Water Facility Map for Jackson Elementary School "New Modular Classroom" (CUP-15-050)

Legend

- Air Valve
- Sample Station
- Fire Service
- Hydrant
- Reducer
- Blow Off
- Plugs-Caps
- Water Meters:**
 - Active Meter
 - On Well
 - Unknown
 - Vacant
- Water Valves:**
 - Butterfly Valve
 - Gate Valve
 - Tapping Valve
- Water Mains:**
 - Active Main
 - Abandoned Main
 - Reservoir Drain Pipe
 - Pressure Zone Line
- Boundaries:**
 - Urban Growth Boundary
 - City Limits
 - Tax Lots
- MWC Facilities:**
 - Control Station
 - Pump Station
 - Reservoir



This map is a general information map. It is not intended to be used as a legal document. The City of Medford Water Commission is not responsible for any errors or omissions. It is the user's responsibility to verify the accuracy of the information shown on this map.

Sarah K. Sousa

From: MOREHOUSE Donald <Donald.MOREHOUSE@odot.state.or.us>
Sent: Friday, May 22, 2015 1:10 PM
To: Sarah K. Sousa
Subject: CUP-15-050

RECEIVED

MAY 22 2015

PLANNING DEPT.

Sarah,

Thank you for sending agency notice of a consideration of a request for a revision to a Conditional Use Permit for Jackson Elementary School located at 713 Summit Avenue (372W24CD TL6400), to allow for the construction of a 1,792 square foot modular classroom for full day kindergarten classes. The 6.16 acre school site is located on the northwest corner of Summit Avenue and West Jackson Street, within a SFR-10 (Single Family Residential – 10 dwelling units per gross acre) zoning district. We reviewed this and determined that it would not significantly affect state transportation facilities under the State Transportation Planning Rule (OAR 660-012-0060) or State Access Management Rule (OAR 734-051-000). We have no further comments at this time.

Don Morehouse
Senior Transportation Planner
ODOT Region 3, District 8 (Rogue Valley Tech Center)
Ph: (541) 774-6399
Fax: (541) 774-6349
Donald.Morehouse@odot.state.or.us

CITY OF MEDFORD
EXHIBIT # m
File # CUP-15-050

FOR ASSESSMENT AND TAXATION ONLY

S. E. 1/4, S. W. 1/4, SEC 24, T.37S., R.2W., W.M.
JACKSON COUNTY

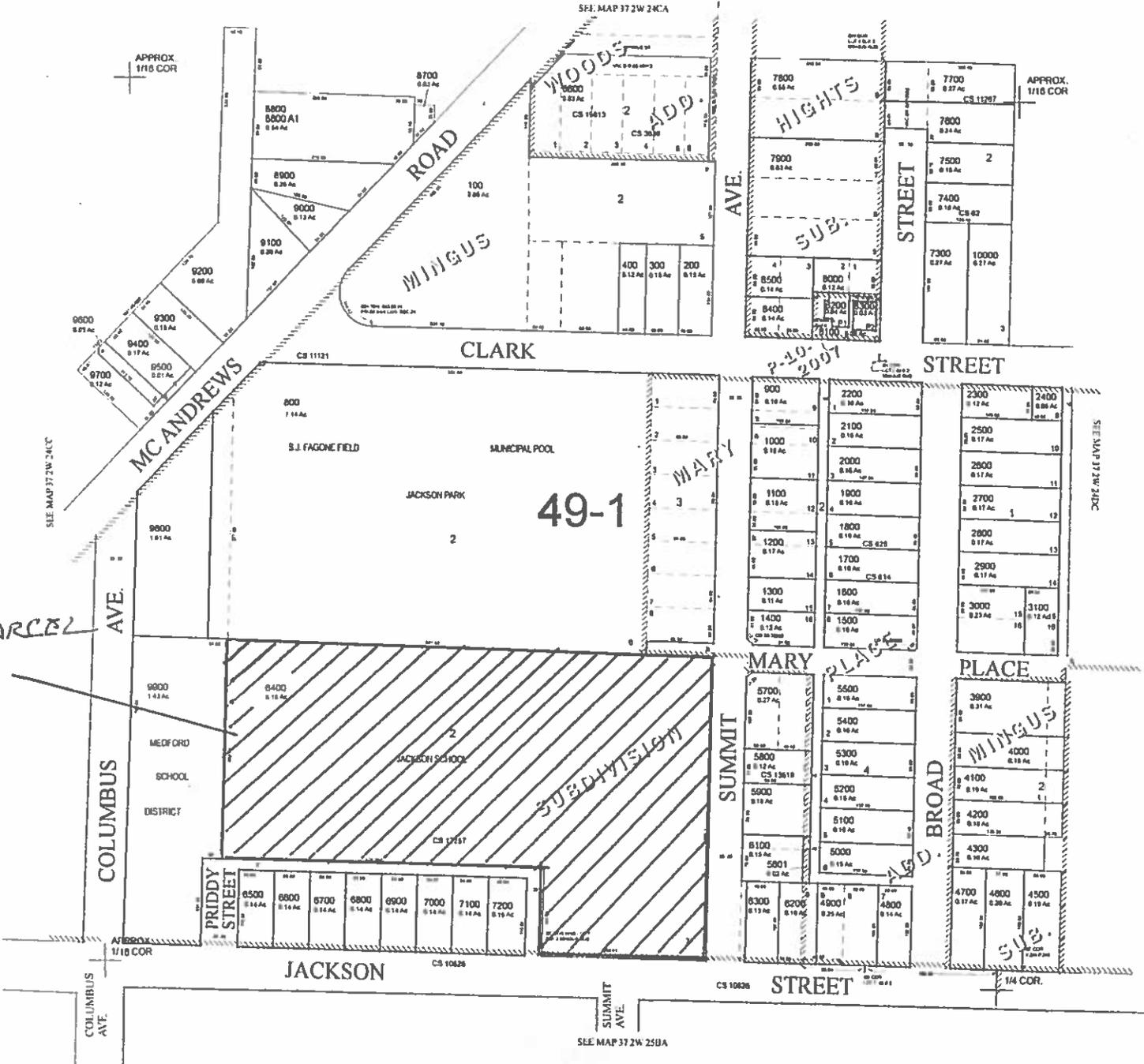
1" = 100'

37 2W 24CD
MEDFORD

Page 312

SUBJECT PARCEL

EXHIBIT # 1
File # CUP-15-050
CITY OF MEDFORD



CANCELLED TAX
LOT NUMBERS
320-380 REMAINTD TO 372W24CD
4800
5600
5602
6200
6400

RECEIVED
MAR 30 2015
PLANNING DEPT.

37 2W 24CD
MEDFORD
NEW MAP MARCH 30, 2006
REV. JUNE 09, 2009

SEE MAP 37 2W 250A

SEE MAP 37 2W 24CC

APPROX. 1/16 COR

APPROX. 1/16 COR

APPROX. 1/16 COR

1/4 COR.



Vicinity Map

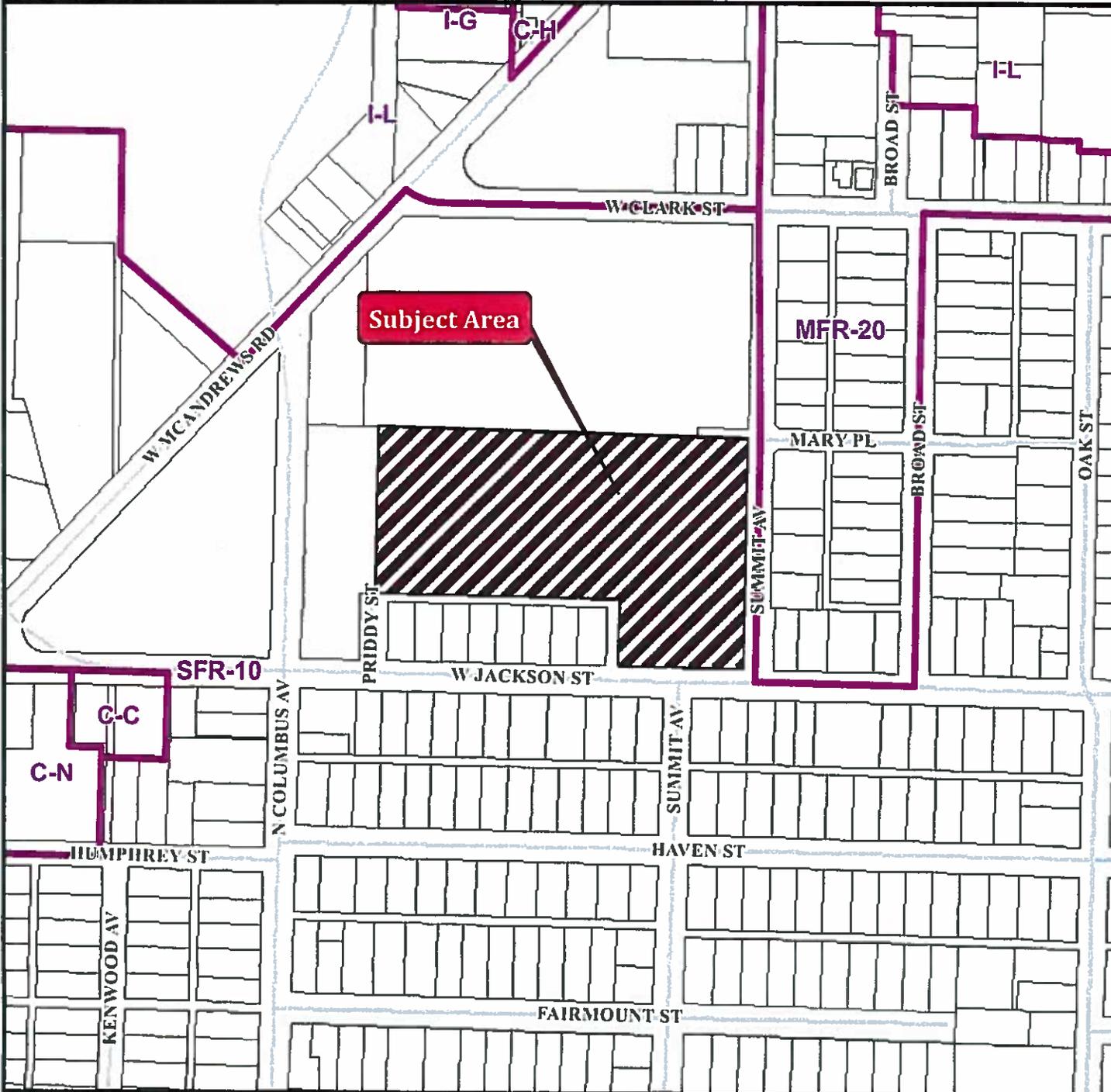
Application Name/Description:
Jackson Elementary

Proposal:
**Conditional use permit
for modular buildings**

File Numbers:
CUP-15-050

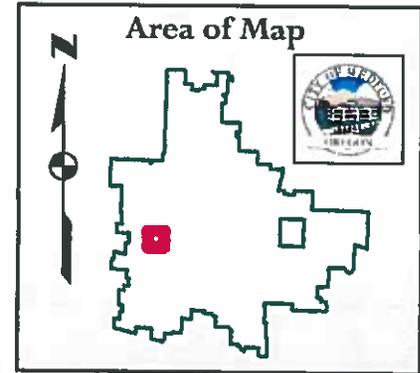
Applicant:
**Medford School District
549C**

Map/Taxlot:
372W24CD TL 6400



Subject Area

-  Subject Area
-  Medford Zoning
-  UGB
-  Tax Lots
-  Southeast
-  PUD



03/31/2015

– 4 dwelling units per gross acre) zoning district, is hereafter supported by the findings referenced in the Staff Report dated June 4, 2015.

Accepted and approved this 11th day of June 2015.

CITY OF MEDFORD PLANNING COMMISSION

Planning Commission Chair

ATTEST:

Planning Department Representative



Planning Department

Working with the community to shape a vibrant and exceptional city

STAFF REPORT

for a Type-C quasi-judicial decision: Conditional Use Permit Revision

PROJECT Hoover Elementary School
 Applicant: Medford School District #549C; Agent: Scott Sinner Consulting Inc.

FILE NO. CUP-15-051

TO Planning Commission *for 06/11/2015 hearing*

FROM Jennifer Jones, Planner II

REVIEWER Kelly Akin, Principal Planner *ka*

DATE June 4, 2015

BACKGROUND

Proposal

Request for a Conditional Use Permit to revise an existing permit currently in effect for Hoover Elementary School, to allow for the construction of a 64' X 28' (1,792 sq.ft.) modular classroom for full day kindergarten classes. The 7.2 acre school site is located on the north side of Siskiyou Boulevard approximately 235 feet east of Modoc Avenue within a SFR-4 (Single Family Residential – 4 dwelling units per gross acre) zoning district.

Subject Site Characteristics

Zoning SFR-4
 GLUP PS (Parks and Schools)
 Use Hoover Elementary School

Surrounding Site Characteristics

North	SFR-4	Holmes Park
South	SFR-4	Single Family Dwellings
East	SFR-4	Single Family Dwellings
West	SFR-4	Single Family Dwellings

Related Projects

CUP-92-3 Hoover Elementary Conditional Use Permit

Applicable Criteria

Medford Municipal Code

Conditional Use Permit Approval Criteria, §10.248

The approving authority (Planning Commission) must determine that the development proposal complies with either of the following criteria before approval can be granted.

- (1) The development proposal will cause no significant adverse impact on the livability, value, or appropriate development of abutting property, or the surrounding area when compared to the impacts of permitted development that is not classified as conditional.
- (2) The development proposal is in the public interest, and although the development proposal may cause some adverse impacts, conditions have been imposed by the approving authority (Planning Commission) to produce a balance between the conflicting interests.

In authorizing a conditional use permit the approving authority (Planning Commission) may impose any of the following conditions:

- (1) Limit the manner in which the use is conducted, including restricting the time an activity may take place, and restraints to minimize such environmental effects as noise, vibration, air pollution, glare and odor.
- (2) Establish a special yard or other open space or lot area or dimension requirement.
- (3) Limit the height, size, or location of a building or other structure.
- (4) Designate the size, number, location, or nature of vehicle access points.
- (5) Increase the amount of street dedication, roadway width, or improvements within the street right-of-way.
- (6) Designate the size, location, screening, drainage, surfacing, or other improvement of parking or truck loading area.
- (7) Limit or otherwise designate the number, size, location, height, or lighting of signs.
- (8) Limit the location and intensity of outdoor lighting, or require its shielding.
- (9) Require screening, landscaping, or other facilities to protect adjacent or nearby property, and designate standards for installation or maintenance thereof.
- (10) Designate the size, height, location, or materials for a fence.
- (11) Protect existing trees, vegetation, water resources, wildlife habitat, or other significant natural resources.

ISSUES AND ANALYSIS

Project History

In 1992 the Planning Commission approved a Conditional Use Permit to allow an addition and remodel to Hoover Elementary. Similarly, in 1995 the Planning Commission approved a revision to CUP-92-3 to allow the addition of 2,000 square feet of classroom space and 20 parking spaces.

Proposal

The Medford School District 549C is changing from half-day to full-day kindergarten, beginning in the 2015-2016 school year. This change results in the same overall number of children in attendance, but requires additional classroom capacity and two new staff members. In order to accommodate all the kindergarteners for a full day, the school district is proposing the use of a 64'x28' modular building containing two classrooms. The addition of this modular to the site requires a revision to the existing Conditional Use Permit.

The modular building is proposed to be located in the northeast corner of the site, approximately 26-feet north of the existing building. The modular would not be visible from Siskiyou Boulevard to the south. It could possibly be visible from Modoc Avenue to the west, although the modular would be over 800 feet from the public right-of-way. It is unlikely that the addition of this modular building with classrooms would cause any adverse impact to any surrounding property.

Public Interest

Medford Land Development Code §10.248(2) allows the approval of Conditional Use Permit requests when *the development proposal is in the public interest, and although the development proposal may cause some adverse impacts, conditions have been imposed... to produce a balance between the conflicting interests.* This proposal is clearly in the public interest as it is necessary in order to accommodate the district's kindergarteners in the upcoming school year. Adverse impacts, if any, would be minimal. It is unlikely that this additional modular of two classrooms would result in any noticeable impact, other than minor additional traffic at drop-off and pick-up times. As the applicant's findings explain in detail, the overall change in children arriving and leaving from school is that of 50 students. The location of the school in an urban neighborhood likely means that a number of students arrive to and leave school by a method other than a private car trip. A number of students likely walk, ride bicycles, or are bussed to school, thus not impacting the traffic. Any additional traffic impact resulting from the addition of the modular classroom building is reasonable and manageable in order to serve the public interest of accommodating the full day kindergarten classes.

FINDINGS AND CONCLUSIONS

Staff has reviewed the applicant's findings and conclusions (Exhibit F) and recommends the Commission adopt the findings as presented.

RECOMMENDED ACTION

Adopt the findings as recommended by staff, and adopt a Final Order for approval per the staff report dated June 4, 2015, including Exhibits A through J.

EXHIBITS

- A Conditions of Approval dated June 04, 2015
- B Proposed Site Plan, received March 30, 2015
- C Enlarged Site Plan, received March 30, 2015
- D Elevations, received March 30, 2015
- E Floor Plan, received March 30, 2015
- F Applicant's Findings of Fact, received March 30, 2015
- G Building Department Memo, received May 12, 2015
- H Fire Department Report, received May 13, 2015
- I Medford Water Commission Memo, received May 13, 2015
- J Public Works Staff Report, received May 13, 2015
Vicinity map

PLANNING COMMISSION AGENDA:

JUNE 11, 2015

EXHIBIT A

**Hoover Elementary Conditional Use Permit
CUP-15-051
Conditions of Approval
June 04, 2015**

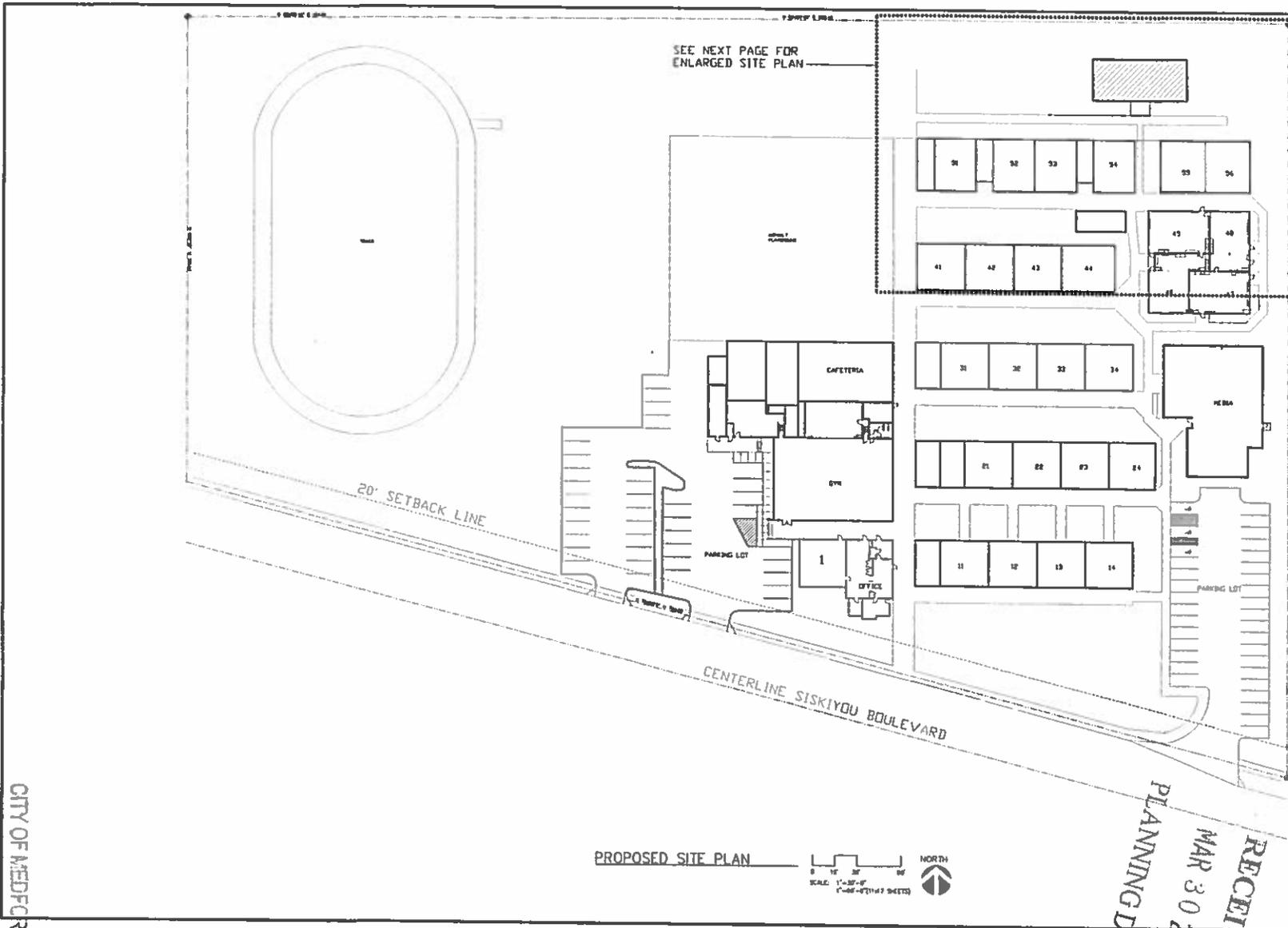
CODE CONDITIONS

1. Comply with the Fire Department Report, received May 13, 2015 (Exhibit H);
2. Comply with the Medford Water Commission Memo, received May 13, 2015 (Exhibit I); and
3. Comply with the Public Works Staff Report, received May 13, 2015 (Exhibit J).

File# Cwp-15-051

EXHIBIT # B

CITY OF MEDFORD



PROPOSED SITE PLAN



RECEIVED
MAR 30 2015
PLANNING DEPT.

DATE	REVISION

STEVE ENNIS ARCHITECT
 P.O. BOX 4031
 2870 HANSEN DRIVE
 MEDFORD, OREGON 97501

PROJECT FOR
MEDFORD SCHOOL DISTRICT 549C

PROJECT NAME
NEW MODULAR CLASSROOM

HOOVER ELEMENTARY SCHOOL

PROJECT ADDRESS
 2323 SISKIYOU BLVD.
 MEDFORD, OREGON

SHEET TITLE
PROPOSED SITE PLAN

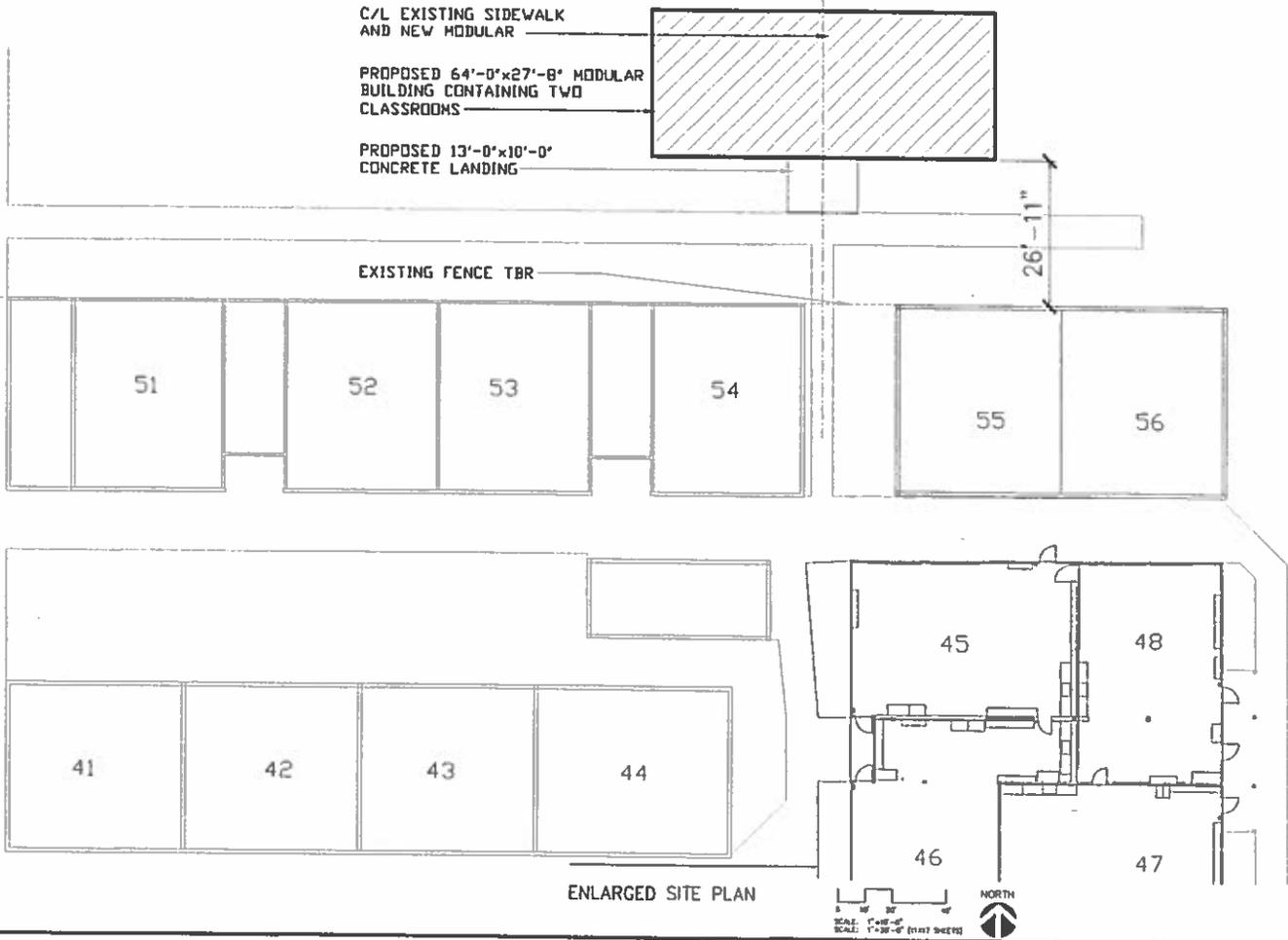
FILE NAME
 (SHEET NUMBER) SHEET
 PROJECT #
 1901

SHEET NO.
SD-2

DATE
 03/26/15

File# CuP-15-051

CITY OF MEDFORD
 EVALUATOR: *D*



ENLARGED SITE PLAN

SCALE: 1" = 48'-0"
 SCALE: 1" = 24'-0" (11x17 SHEETS)



NO.	DATE	REVISION

**STEVE ENNIS
 ARCHITECT**

10 W. MAIN ST.
 2ND FLOOR
 MEDFORD, OREGON 97501

PROJECT FOR
**MEDFORD SCHOOL
 DISTRICT 549C**

PROJECT NAME
**NEW MODULAR
 CLASSROOM**
**HOOVER ELEMENTARY
 SCHOOL**

PROJECT ADDRESS
**2323 SISKIYOU BLVD.
 MEDFORD, OREGON**

SHEET SIZE
ENLARGED SITE PLAN

FILE NAME
 1507_CUP051_SPH

PROJECT #
 001

DATE
 03/26/15

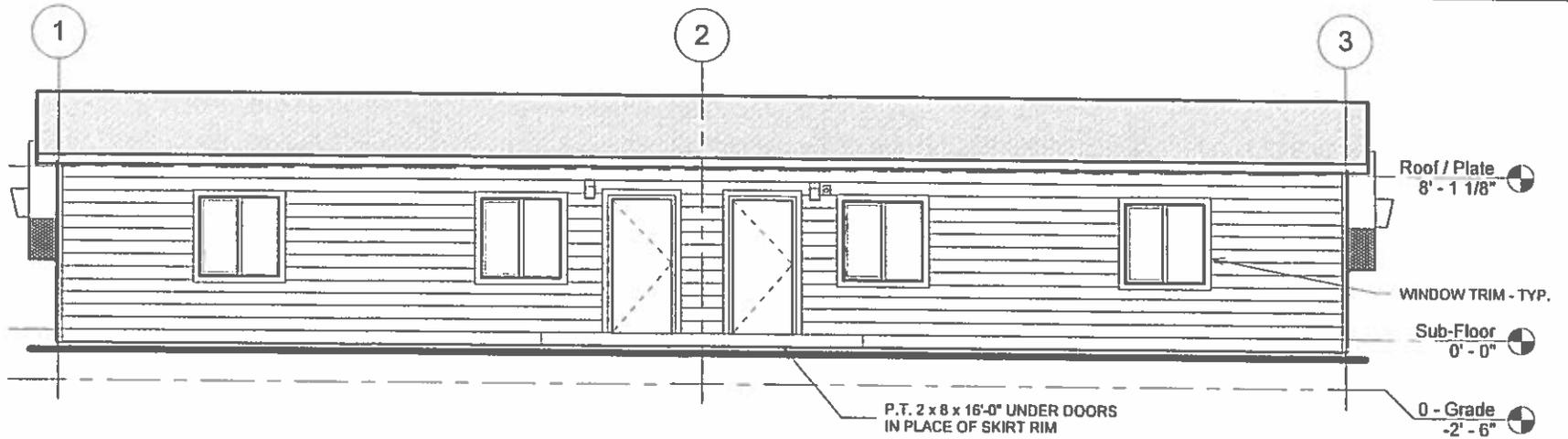
SHEET NO.
SD-3

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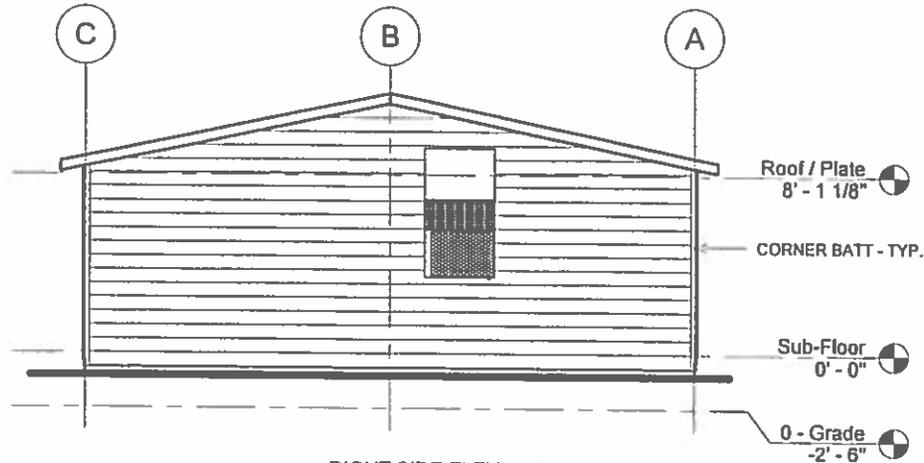
File # CMP-15-057

EXHIBIT # 2

CITY OF AEP
MEDFORD



1 FRONT ELEVATION
3/16" = 1'-0"

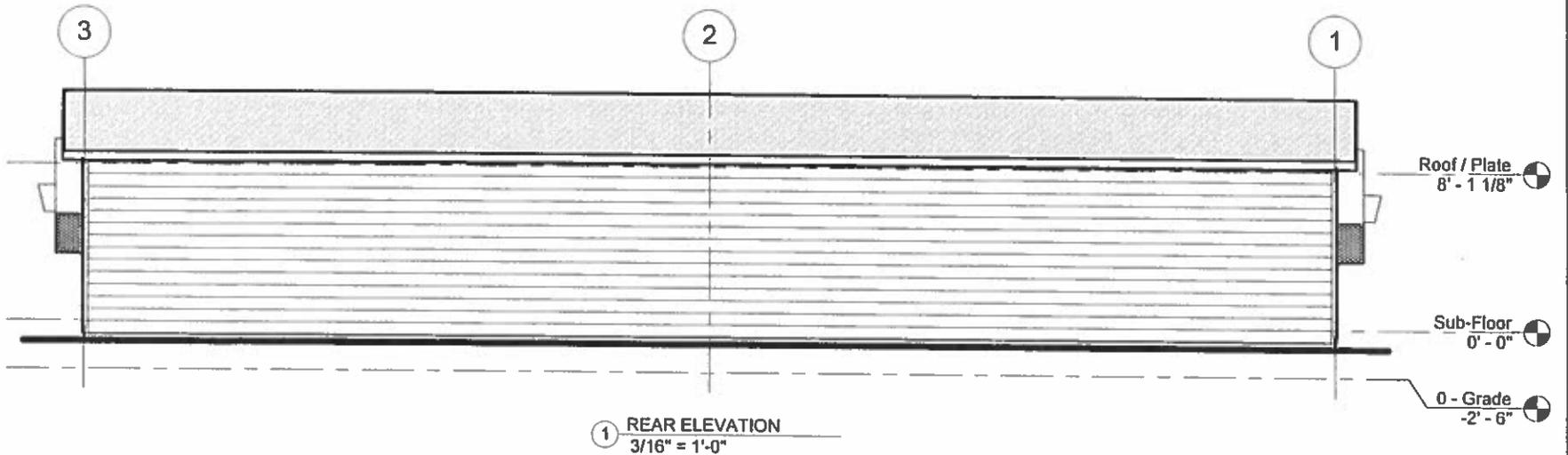


2 RIGHT SIDE ELEVATION
3/16" = 1'-0"

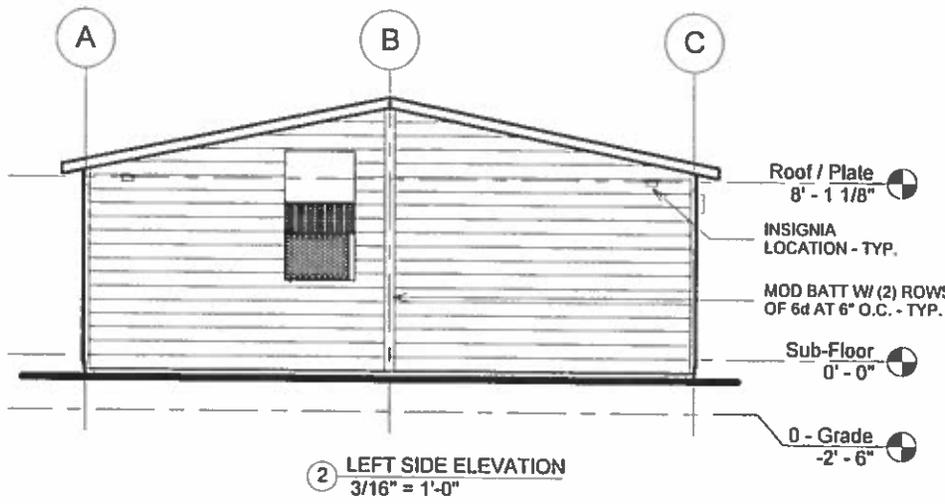


REV	DESCRIPTION	DATE	BY	REUSE OF DOCUMENTS THIS DOCUMENT AND THE IDEAS AND DESIGNS INCORPORATED HEREIN ARE THE PROPERTY OF MODERN BUILDING SYSTEMS INC. AND ARE NOT TO BE USED IN WHOLE OR IN PART FOR ANY OTHER USE OR PROJECT WITHOUT WRITTEN AUTHORIZATION.	SHEET	EXTERIOR ELEVATIONS	JOB#	2015-AR-30-1
				MODERN BUILDING SYSTEMS, INC. TEL: (503) 748-4448 FAX: (503) 748-4499 P.O. BOX 115, 5483 PORTER ROAD, ALAMOGADO, OR 97225 CHECK OUT OUR WEB PAGE www.modernbuildingsystems.com © MODERN BUILDING SYSTEMS, INC. 2011	PROJ.	28' x 64' MODULAR CLASSROOM AEP - MEDFORD SD	SHEET #	A 2.0
					ADDRESS	3158 LONE PINE RD. MEDFORD, OR 97504	DATE	-

PLANNING DEP
RECEIVED
MAR 30 2015



1 REAR ELEVATION
3/16" = 1'-0"



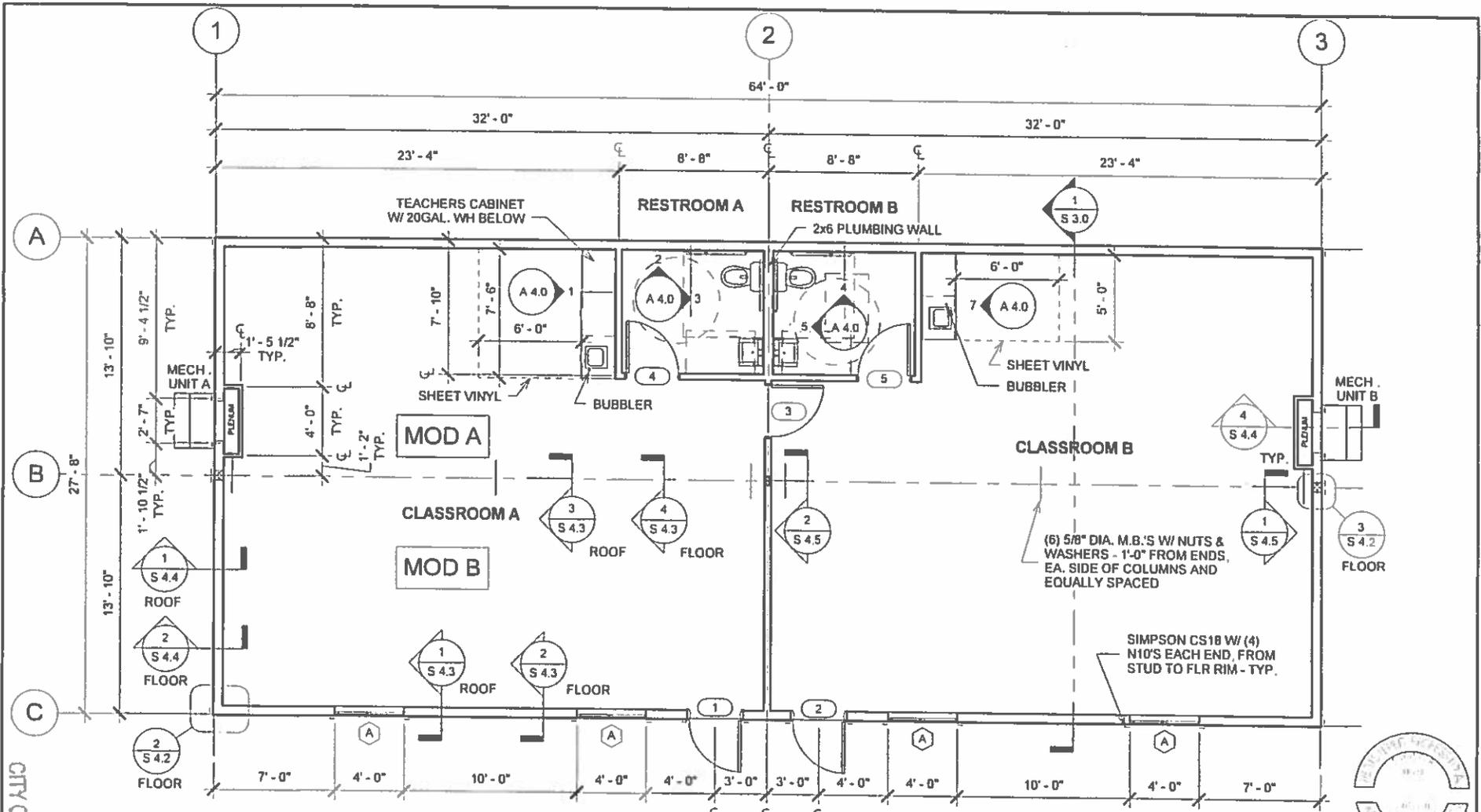
2 LEFT SIDE ELEVATION
3/16" = 1'-0"

File # CP-15-051
 CITY OF MEDFORD



REV.	DESCRIPTION	DATE	BY		SHEET	JOB#
				<p>REUSE OF DOCUMENTS THIS DOCUMENT AND THE IDEAS AND DESIGNS INCORPORATED HEREIN ARE THE PROPERTY OF MODERN BUILDING SYSTEMS INC. AND ARE NOT TO BE USED IN WHOLE OR IN PART FOR ANY OTHER USE OR PROJECT WITHOUT WRITTEN AUTHORIZATION.</p> <p>MODERN BUILDING SYSTEMS, INC. TELEPHONE: (503) 746-4646 FAX: (503) 746-4699 P.O. BOX 116 6483 PORTER ROAD ALAMOGUE, OR 97225 CHECK OUT OUR WEB PAGE: www.modernbuildingsystems.com © MODERN BUILDING SYSTEMS, P.C. 2014</p>	<p>EXTERIOR ELEVATIONS</p>	<p>2015-AR-30-1</p>
					<p>PROJ. 28' x 64' MODULAR CLASSROOM AEPA - MEDFORD SD</p>	<p>SHEET # A 2.1</p>
					<p>ADDRESS 3158 LONE PINE RD. MEDFORD, OR 97504</p>	<p>DATE -</p>
						<p>DRW T RECEIVED MAR 30 2015 PLANNING DEPT.</p>

File# Cup-15-05-1
 EXHIBIT # 15



1 FLOOR PLAN
 3/16" = 1'-0"

DESCRIPTION	DATE	BY	REUSE OF DOCUMENTS THIS DOCUMENT AND THE IDEAS AND DESIGNS INCORPORATED HEREIN ARE THE PROPERTY OF MODERN BUILDING SYSTEMS INC. AND ARE NOT TO BE USED IN WHOLE OR IN PART FOR ANY OTHER USE OR PROJECT WITHOUT WRITTEN AUTHORIZATION.	SHEET FLOOR PLAN	JOB# 2015-AR-30-1
			MODERN BUILDING SYSTEMS MODERN BUILDING SYSTEMS, INC. TELEPHONE (503) 746-4648 FAX (503) 746-4629 P.O. BOX 116 9483 PORTER ROAD, ALAMVILLE, OR 97225 CHECK OUT OUR WEB PAGE www.modernbuilding.com © MODERN BUILDING SYSTEMS INC 2014	PROJ. 28' x 64' MODULAR CLASSROOM AEPA - MEDFORD SD	SHEET # A 1.0
				ADDRESS 3158 LONE PINE RD. MEDFORD, OR 97504	DATE -

RECEIVED
 APR 30 2015
 PLANNING DEPT.



FINDINGS OF FACT

BEFORE THE PLANNING COMMISSION FOR THE CITY OF MEDFORD, OREGON:

RECEIVED

MAR 30 2015

PLANNING DEPT.

IN THE MATTER OF AN APPLICATION FOR)
 A REVISION OF A CONDITIONAL USE PERMIT)
 OF PROPERTY IDENTIFIED AS) FINDINGS OF FACT
 T37-R1W-29DA-TL 200 APPLICANT) AND
 MEDFORD SCHOOL DISTRICT 549C) CONCLUSIONS
SCOTT SINNER CONSULTING, INC. AGENT) OF LAW

I. BACKGROUND INFORMATION

Applicant:

Medford School District 549C
 Brad Earl CFO
 815 S Oakdale Ave
 Medford, OR 97501
 brad.earl@medford.k12.or.us

Agent:

Scott Sinner Consulting, Inc.
 4401 San Juan Dr. Suite G
 Medford, OR 97504
 541-772-1494
 scottsinner@yahoo.com

Property:

371W29DA TL 200

Hoover Elementary School
 Medford School District 549C
 2323 Siskiyou Blvd.
 Medford, OR 97504

7.2 Acres
 Single Family Residential 4 units per acre (SFR-4) City of Medford Zoning
 Parks Schools (PS) General Land Use Plan Map Designation

Summary:

This application is submitted to revise the Conditional Use Permit currently in effect on the subject property. This revision is limited to the current request to provide additional

FINDINGS OF FACT

Modular classrooms on the campus to accommodate full day kindergarten classes. This revision will review and analyze the impacts of the adding a 64' x 28' Modular containing two classrooms.

Relevant Approval Criteria

10.248 Conditional Use Permit Criteria

The approving authority (Planning Commission) must determine that the development proposal complies with either of the following criteria before approval can be granted.

(1) The development proposal will cause no significant adverse impact on the livability, value, or appropriate development of abutting property, or the surrounding area when compared to the impacts of permitted development that is not classified as conditional.

(2) The development proposal is in the public interest, and although the development proposal may cause some adverse impacts, conditions have been imposed by the approving authority (Planning Commission) to produce a balance between the conflicting interests.

In authorizing a conditional use permit the approving authority (Planning Commission) may impose any of the following conditions:

(1) Limit the manner in which the use is conducted, including restricting the time an activity may take place, and restraints to minimize such environmental effects as noise, vibration, air pollution, glare and odor.

(2) Establish a special yard or other open space or lot area or dimension requirement.

(3) Limit the height, size, or location of a building or other structure.

(4) Designate the size, number, location, or nature of vehicle access points.

(5) Increase the amount of street dedication, roadway width, or improvements within the street right-of-way.

(6) Designate the size, location, screening, drainage, surfacing, or other improvement of parking or truck loading area.

(7) Limit or otherwise designate the number, size, location, height, or lighting of signs.

(8) Limit the location and intensity of outdoor lighting, or require its shielding.

(9) Require screening, landscaping, or other facilities to protect adjacent or nearby property, and designate standards for installation or maintenance thereof.

FINDINGS OF FACT

- (10) Designate the size, height, location, or materials for a fence.*
(11) Protect existing trees, vegetation, water resources, wildlife habitat, or other significant natural resources.
[Amd. Sec. 7, Ord. No. 6265, Dec. 15, 1988.]

Findings of Fact

(2) The development proposal is in the public interest, and although the development proposal may cause some adverse impacts, conditions have been imposed by the approving authority (Planning Commission) to produce a balance between the conflicting interests.

The approval criteria for a Conditional Use Permit (CUP) within the Medford Land Development Code (MLDC) states the Planning Commission must conclude the application is consistent with either 10.248 (1) or (2). This application will demonstrate the application is consistent with Subsection (2).

The approval of this application will allow for the modification of the existing facilities to meet the newly identified needs of the residents in the District. Additional facilities are required to provide full day Kindergarten to the residents within the District.

The existing facilities on the campus do not have the ability to meet the requirements of class size without additional space. The proposed Module will provide the space needed to meet District requirements for classroom size.

The Medford Comprehensive Plan (Comp Plan) recognizes the need for public schools and classified public schools as Category B Facilities. The planning for School District Facilities is contained within the following Comp Plan excerpt:

PUBLIC SCHOOL DISTRICT FACILITIES PLANNING Long-Range Planning for Public School Facilities Long-range school facilities planning is an important and somewhat complex process requiring the cooperation and coordination of school districts, local governments and citizens. Long-range planning by the Medford and Phoenix-Talent School Districts is continuous. It is a different type of planning, however, from the long-range planning activities of local "general-purpose" governments, whose responsibility is to direct the location and intensity of community growth and development, and to perform functions of community and regional planning that fall within their jurisdictional and statutory authority. Conversely, school districts are "special-purpose" government entities, whose role is to coordinate with city and county agencies, and react appropriately to the service demands generated by the growth and development policy decisions of general-purpose governments. State statutes, particularly ORS 195.110, define the City's role and responsibilities in the required facilities planning of large (defined by ORS 195.110 as having more than 2,500 students) school districts.

FINDINGS OF FACT

Approving the requested modification to the existing CUP for Hoover Elementary School will allow the School District to meet the needs currently identified in the long range planning process.

Hoover School has a current enrollment of 639 students with 44 total staff. The implementation of full day kindergarten will add two new staff and the enrollment will remain at 639 students. The expansion of facilities is the placement of one 64' by 28' Modular containing two classrooms.

Transportation Impact

The approval of this application will have a minor impact to the transportation system. According to the school district administration, the transition to full day kindergarten will add two new staff personnel and no additional students. The additional 2 staff will not create a significant impact to the transportation system in the vicinity of the school.

The table below provides a detail of the existing and proposed AM Drop off and PM Pick up at the campus.

Existing 1/2 day Kindergarten	K	1	2	3	4	5	6	Students
AM Drop off								589
Kindergarten Pick up								50
Kindergarten Drop off								50
PM Pick Up								589
Proposed full day Kindergarten	K	1	2	3	4	5	6	Students
AM Drop off								639
PM Pick Up								639

FINDINGS OF FACT

The tables indicate an increase of 50 total students for the proposed AM Drop off and PM Pick up schedule of the campus. This reflects the total change of all students, but does not include the impact of the students bussing, walking, or riding bicycles to and from school.

Bussing is provided for all areas more than one mile from the campus. Hoover School is in an urban area and currently there are three AM & PM buses serving the school 2 Midday kindergarten buses and two busses for students with special needs.

The District assesses and adjusts the bussing requirements for the school throughout the school year, and these adjustments will mitigate congestion at peak periods.

Storm Drainage

This application includes a conceptual storm drainage plan for the installation of the proposed Modular. The primary impact to the storm drainage on the site is the increased impervious area of the roof of the modular as most of the sidewalk is existing.

The roof drains of the proposed Modular will be connected to a new bioswale behind the Modular. The bioswale will require fencing as indicated on the attached plan C-1.

Stormwater exiting the bioswale will be connected to existing private storm drainage systems on the campus.

Conclusions of Law

The Planning Commission can conclude the development proposal to provide and expansion of facilities at the existing Hoover Elementary School is in the Public Interest and is consistent with MLDC 10.248 (2).

In authorizing a conditional use permit the approving authority (Planning Commission) may impose any of the following conditions:

(1) Limit the manner in which the use is conducted, including restricting the time an activity may take place, and restraints to minimize such environmental effects as noise, vibration, air pollution, glare and odor.

The approval of this CUP application will not affect or alter the type of use at the campus. The implementation of full day kindergarten at Hoover school will not extend the duration of instruction for the current school day. All other impacts identified in this subsection should remain unchanged.

(2) Establish a special yard or other open space or lot area or dimension requirement.

FINDINGS OF FACT

The campus is on a 7.2 acre parcel. The site has a significant open space for all manners of outdoor recreation and landscaping. The proposed location of the new modular is positioned to utilize existing walkways to minimize new flatwork and provide students a reasonable distance for changing classes or traveling to other facilities on the campus.

The conversion of less than 2,000 square feet of open space on the 7.2 acre campus is not a significant impact to open space and no mitigation is proposed with this application.

(3) Limit the height, size, or location of a building or other structure.

The height of the proposed modular is less than 15' at the ridge of the roofline. This is less than the maximum height for the underlying zoning district and less than the height of other existing structures on the campus.

The size of the proposed Modular is necessary to conduct the classroom activities. The two classrooms and are a reasonable size for the intended use and do not create a detrimental impact to the adjoining properties.

The location of the Modular is proposed to minimize walking distances to other campus facilities including restrooms, other classrooms, and utilize existing concrete walkways.

(4) Designate the size, number, location, or nature of vehicle access points.

This application does not propose any change to the size, number, location or nature of any vehicle access points connecting the onsite facilities with the public transportation system.

(5) Increase the amount of street dedication, roadway width, or improvements within the street right-of-way.

This application does not propose or anticipate a need for a street dedication or change to the current improvements of the offsite facilities as a result of adding two staff to the campus.

(6) Designate the size, location, screening, drainage, surfacing, or other improvement of parking or truck loading area.

The current MLDO requires a minimum of 57 off street parking spaces to serve the staff and the number of classrooms of the campus. Hoover School currently has 74 onsite parking spaces. The transition to full day kindergarten classes will add two staff and two classrooms which will add three new required spaces. The site has adequate parking for the requested revision of the CUP.

FINDINGS OF FACT

The application is in compliance with the parking standards.

(7) Limit or otherwise designate the number, size, location, height, or lighting of signs.

This application does not impact any signage on the property, no mitigation is proposed.

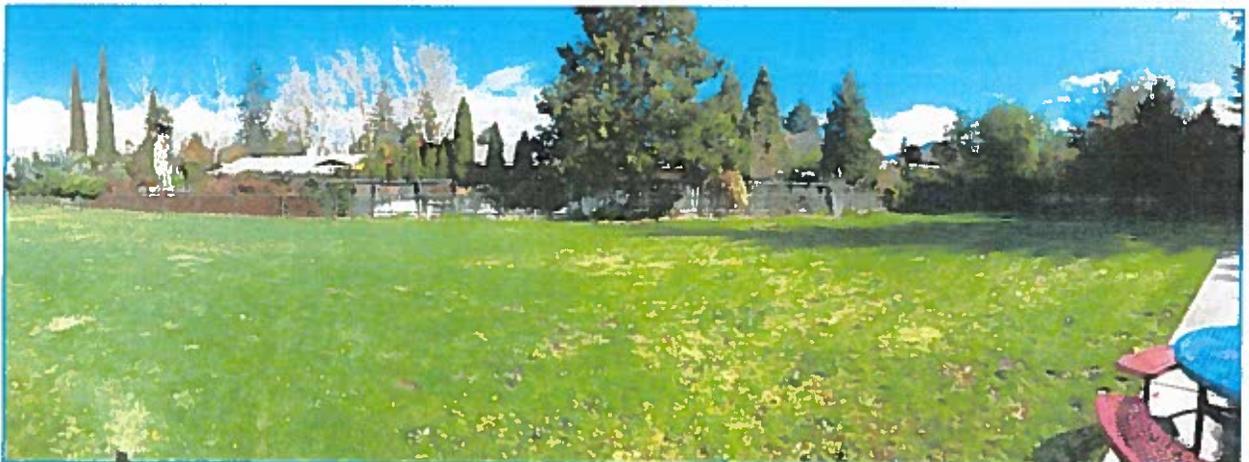
(8) Limit the location and intensity of outdoor lighting, or require its shielding.

A review of the elevations of the proposed modular class room indicates each classroom door is provided with a wall surface mount light fixture with limited intensity to provide safe access to the classroom.

This application does not propose any additional changes to the existing site lighting.

(9) Require screening, landscaping, or other facilities to protect adjacent or nearby property, and designate standards for installation or maintenance thereof.

The setback for the underlying zoning district is 4 feet. The proposed location will provide a 26' rear setback to the rear property line. The modular unit does not have windows facing towards the adjoining properties. As seen in the photograph below, the site is fenced, and adjoining property owners also have fences with mature landscaping on their properties. The approval of this application will have little impact to the surrounding property owners.



(10) Designate the size, height, location, or materials for a fence.

FINDINGS OF FACT

The campus provides security fencing around the entire 7.2 acre site as well as additional security fencing around the classrooms. No new fencing is proposed with this application.

(11) Protect existing trees, vegetation, water resources, wildlife habitat, or other significant natural resources.

The location of the proposed Modular does not interfere with any existing trees, water resources, wildlife habitat or significant natural resources.

Application Summary and Conclusions

The Planning Commission is the Approving Authority for this revision to the current Conditional Use Permit for Hoover School. The Medford Land Development Ordinance section 10.248 provides the approval criteria for a Conditional Use and a modification of an existing Conditional Use is reviewed under the same criteria.

This application is submitted to comply with 10.248(2) as the school is in the public interest according the Medford Comprehensive Plan and Statewide Planning Goals.

The impacts of placing a new Modular containing two classrooms on the campus to accommodate the transition from a half day kindergarten program to a full day program have been identified and can be found to be minimal. The transition in the program adds two staff to the campus and the numbers of students remain the same.

While the total number of students will remain the same, the transition will increase the number of AM drop offs and PM pick-ups at the campus. The District will assess and adjust the bussing to minimize any adverse impacts to the transportation system.

On behalf of the applicant, I request the approval of this application to revise the Conditional Use Permit for Hoover Elementary School.

Regards,



Scott Sinner, President
Scott Sinner Consulting, Inc.

May 12, 2015

PLANNING DEPARTMENT



Memo

To: Jennifer Jones, Planner, Planning Department
From: Tanner Fairrington, Building Department (541) 774-2352
CC: Medford School District #549C, Applicant; Scott Sinner Consulting, Inc., Agent
Date: May 12, 2015
Re: May 13, 2015 LDC Meeting: CUP-15-051 – Item #4

Please Note:

This is not a plan review. Unless noted specifically as Conditions of Approval, general comments are provided below based on general information provided per 2014 OSSC. Plans need to be submitted and will be reviewed by a commercial plans examiner, and there may be additional comments.

Fees are based on valuation. Please contact the front counter for estimated fees.

If you have questions, please contact the Building Department at (541) 774-2350 or building@cityofmedford.org. Tanner Fairrington can be contacted directly at (541) 774-2352 or tanner.fairrington@cityofmedford.org.

1. For list of applicable Building Codes, please visit the City of Medford website: www.ci.medford.or.us Click on "City Departments" at top of screen; click on "Building"; click on "Code and Design Information" on left side of screen; click on "Design Criteria"; and select the appropriate design criteria.
2. All plans are to be submitted electronically. Information on the website: www.ci.medford.or.us Click on "City Departments" at top of screen; click on "Building"; click on "Electronic Plan Review (ePlans)" on left side of screen for information.
3. A manual fire alarm system, and a pull station, is required per Section 907.2.3 of the 2014 Oregon Structural Specialty Code (OSSC). A voice/alarm communication system will not be required provided that activation of the manual fire alarm system initiates an approved occupant notification signal.
4. Per Table 2902.1 of the 2014 OSSC, it appears that two (2) restrooms are required (assuming an occupant load of greater than 50), or access to restrooms per 2902.3.2 is required.
5. Accessibility shall be provided in accordance with A117.1-09 and Chapter 11 of the 2014 OSSC.
6. The modular building must have an Oregon Label and be designed and constructed for an E occupancy classification.
7. If the structure has a Fire Separation Distance of less than 10 feet (less than 10' to a property line or less than 20' separation between buildings), then the exterior walls shall be 1 hour rated per Table 602 of the 2014 OSSC and unprotected openings shall not exceed 10 percent per Table 705.8.
8. Foundation and plumbing/mechanical/electrical information not provided on modular building drawings are required to be submitted at time of permit application.

CITY OF MEDFORD

EXHIBIT# FILE # CUP-15-051



Medford Fire Department

200 S. Ivy Street, Room #180
Medford, OR 97501
Phone: 774-2300; Fax: 541-774-2514;
www.medfordfirerescue.org

RECEIVED

May 13, 2015

PLANNING DEPARTMENT

LAND DEVELOPMENT REPORT - PLANNING

To: Jennifer Jones

LD Meeting Date: 05/13/2015

From: Greg Kleinberg

Report Prepared: 05/08/2015

Applicant: Medford School District #549C, Applicant (Scott Sinner Consulting Inc., Agent)

File #: CUP - 15 - 51

Site Name/Description: Hoover Elementary School

Request for a Conditional Use Permit to revise an existing permit currently in effect for Hoover Elementary School, to allow for the construction of a 64' X 28' (1,792 sq. ft.) modular classroom for full day kindergarten classes. The 7.2 acre school site is located on the north side of Siskiyou Boulevard approximately 235 feet east of Modoc Avenue within a SFR-4 (Single Family Residential - 4 dwelling units per gross acre) zoning district; Medford School District #549C, Applicant (Scott Sinner Consulting Inc., Agent). Jennifer Jones, Planner.

DESCRIPTION OF CORRECTIONS	REFERENCE
----------------------------	-----------

Requirement FIRE HYDRANTS-INTERNAL

OFC 508.5.1

Either install an internal fire hydrant to meet these requirements or protect the structure with a NFPA 13 fire sprinkler system.

Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 400 feet (122 m) from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official.

Exceptions:

1. For Group R-3 and Group U occupancies, the distance requirement shall be 600 feet (183 m).
2. For buildings equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2, the distance requirement shall be 600 feet (183 m).

The approved water supply for fire protection (hydrants) is required to be installed prior to construction when combustible material arrives at the site.

Plans and specifications for fire hydrant system shall be submitted to Medford Fire Department for review and approval prior to construction. Submittal shall include a copy of this review (OFC 501.3).

Requirement FD ACCESS TO BUILDINGS AND FACILITIES

OFC 503.1.1

The structure shall meet the requirements listed below for proximity of fire apparatus access roads.

Fire apparatus access roads shall be provided and maintained in accordance with Sections 503.1.1 through 503.1.3 (See Appendix D).



Medford Fire Department

200 S. Ivy Street, Room #180
Medford, OR 97501
Phone: 774-2300; Fax: 541-774-2514;
www.medfordfirerescue.org

LAND DEVELOPMENT REPORT - PLANNING

To: Jennifer Jones

LD Meeting Date: 05/13/2015

From: Greg Kleinberg

Report Prepared: 05/08/2015

Applicant: Medford School District #549C, Applicant (Scott Sinner Consulting Inc., Agent)

File #: CUP - 15 - 51

Site Name/Description: Hoover Elementary School

Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet (45 720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.

Exception: The fire code official is authorized to modify Sections 503.1 and 503.2 where any of the following applies:

1. The building is equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1, 903.3.1.2 or 903.3.1.3.
2. Fire apparatus access roads cannot be installed because of location on property, topography, waterways, nonnegotiable grades or other similar conditions, and an approved alternative means of fire protection is provided.
3. There are not more than two Group R-3 or Group U occupancies (OFC 503.1.1).

Requirement FD APPARATUS ACCESS ROAD DESIGN

OFC

503.2.1

If the playground is used as a fire apparatus access road, it shall meet the minimum loading requirements stated below.

Fire apparatus access roads shall have an unobstructed width of not less than 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches. The required width of a fire apparatus access road shall not be obstructed in any manner, including parking of vehicles. Minimum required widths and clearances established under section 503.2.1, shall be maintained at all times. The fire apparatus access road shall be constructed as asphalt, concrete or other approved driving surface capable of supporting the imposed load of fire apparatus weighing at least 60,000 pounds.

(See also OFC 503.4; D102.1)

The turning radius on fire department access roads shall meet Medford Fire Department requirements (OFC 503.2.4).

Development shall comply with access and water supply requirements in accordance with the Fire Code in affect at the time of development submittal.

Fire apparatus access roads are required to be installed prior to the time of construction. The approved water supply for fire protection (hydrants) is required to be installed prior to construction when combustible material arrives at the site.

Specific fire protection systems may be required in accordance with the Oregon Fire Code.

This plan review shall not prevent the correction of errors or violations that are found to exist during construction. This plan review is based on the information provided only.

Design and installation shall meet the Oregon requirements of the IBC, IFC, IMC and NFPA standards.

May 13, 2015

PLANNING DEPARTMENT



BOARD OF WATER COMMISSIONERS

Staff Memo

TO: Planning Department, City of Medford

FROM: Rodney Grehn P.E., Water Commission Staff Engineer

SUBJECT: CUP-15-051

PARCEL ID: 371W29DA TL 200

PROJECT: Request for a Conditional Use Permit to revise an existing permit currently in effect for Hoover Elementary School, to allow for the construction of a 64' X 28' (1,792 sq. ft.) modular classroom for full day kindergarten classes. The 7.2 acre school site is located on the north side of Siskiyou Boulevard approximately 235 feet east of Modoc Avenue within a SFR-4 (Single Family Residential – 4 dwelling units per gross acre) zoning district; Medford School District #549C, Applicant (Scott Sinner Consulting Inc., Agent). Jennifer Jones, Planner.

DATE: May 11, 2015

I have reviewed the above plan authorization application as requested. Conditions for approval and comments are as follows:

CONDITIONS

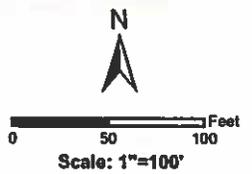
1. The water facility planning/design/construction process will be done in accordance with the Medford Water Commission (MWC) "Regulations Governing Water Service" and "Standards For Water Facilities/Fire Protection Systems/Backflow Prevention Devices."
2. All parcels/lots of proposed property divisions will be required to have metered water service prior to recordation of final map, unless otherwise arranged with MWC.
3. If on-site fire protection is required for the installation of the proposed modular classroom, the Applicants civil engineer shall coordinate with MWC engineering staff for water facility layout.

COMMENTS

1. Off-site water line installation is not required.
2. On-site water facility construction may be required based on Medford Fire Dept. conditions of development. (See Condition 3 above)
3. MWC-metered water service does exist to this property. There is a 2-inch irrigation water meter along Siskiyou Blvd west of existing parking lot. There is also a 4-inch domestic water meter that serves Hoover Elementary School.
4. Access to MWC water lines is available. There is an existing 8-inch water line in Siskiyou Blvd.

CITY OF MEDFORD

EXHIBIT# 2 FILE # CUP-15-051



Water Facility Map for Hoover Elementary School "New Modular Classroom" (CUP-15-051)

Legend

- ▲ Air Valve
- Sample Station
- Fire Service
- ⊕ Hydrant
- △ Reducer
- Blow Off
- ⊕ Plugs-Caps

Water Meters:

- ⊕ Active Meter
- On Well
- Unknown
- Vacant

Water Valves:

- ⊕ Butterfly Valve
- ⊕ Gate Valve
- ⊕ Tapping Valve

Water Mains:

- Active Main
- - - Abandoned Main
- Reservoir Drain Pipe
- Pressure Zone Line

Boundaries:

- ▭ Urban Growth Boundary
- ▭ City Limits
- ▭ Tax Lots

MWC Facilities:

- C** Control Station
- P** Pump Station
- R** Reservoir



Map prepared by a design engineer employed by Medford Water Commission as a part of a contract awarded to the Commission under contract number 15-051. Medford Water Commission is not responsible for errors or omissions on this map. The City of Medford is not responsible for errors or omissions on this map. The City of Medford is not responsible for errors or omissions on this map.



Continuous Improvement Customer Service

CITY OF MEDFORD

Revised Date: 5/13/2015
File Number: CUP-15-051

**PUBLIC WORKS DEPARTMENT STAFF REPORT
Hoover Elementary School**

- Project:** Request for a Conditional Use Permit to revise an existing permit currently in effect for Hoover Elementary School, to allow for the construction of a 64' X 28' (1,792 sq. ft.) modular classroom for full day kindergarten classes.
- Location:** The 7.2 acre school site is located on the north side of Siskiyou Boulevard approximately 235 feet east of Modoc Avenue within a SFR-4 (Single Family Residential – 4 dwelling units per gross acre) zoning district.
- Applicant:** Medford School District #549C

NOTE: The items listed here shall be completed and accepted prior to the respective issuances of permits and certificates:

Prior to issue of the first building permit, the following items shall be completed and accepted:

- Submittal and approval of plans for site grading and drainage, and detention.

Prior to issue of Certificate-of-Occupancy for completed structures, the following items shall be completed and accepted:

- Certification by the design engineer that the stormwater quality and detention system was constructed per the approved plan.

A. STREETS

1. Dedications

No street dedications required.

2. Public Improvements

No public improvements required.

B. SANITARY SEWERS

This site lies within the Medford sewer service area. No additional sewer connections are indicated on the plans.

C. STORM DRAINAGE

1. Drainage Plan

A comprehensive drainage plan showing the entire project site with sufficient spot elevations to determine direction of runoff to the proposed drainage system, and also showing elevations on the proposed drainage system, shall be submitted with the first building permit application for approval. All area catch basins shall meet Department of Environmental Quality (DEQ) requirements, which include a down-turned elbow and sump.

The Developer shall provide copies of either a Joint Use Maintenance Agreement or a private stormdrain easement for any stormwater draining onto or from adjacent private property.

2. Grading

A comprehensive grading plan showing the relationship between adjacent property and the proposed development shall be submitted with the building permit application for approval. Grading on this development shall not block drainage from an adjacent property or concentrate drainage onto an adjacent property without an easement. The developer shall be responsible that the final grading of the development shall be in compliance with the approved grading plan.

3. Detention and Water Quality

Stormwater quality and detention facilities shall be required in accordance with MLDC Section 10.481 and 10.729.

4. Certification

Upon completion of the project, and prior to certificate of occupancy of the building, **the developer's design engineer shall certify that the construction of the stormwater quality and detention system was constructed per plan.** Certification shall be in writing and submitted to the Engineering Division of Public Works. Reference Rogue Valley Stormwater Quality Design Manual, Appendix I, Technical Requirements.

5. Erosion Prevention and Sediment Control

All development that disturbs 5,000 square feet or greater shall require an Erosion Prevention and Sediment Control Plan. Developments that disturb one acre and greater shall require a 1200C permit from the Department of Environmental Quality (DEQ). Erosion Prevention and Sediment Control Plans shall be submitted to the Building Department with the project plans for development. All disturbed areas shall be covered with vegetation or properly stabilized prior to certificate of occupancy.

D. General Conditions

1. Site Improvements

All on-site parking and vehicle maneuvering areas related to this development shall be paved in accordance with MLDC, Section 10.746, prior to issuance of certificate of occupancy for any structures on the site. Curbs shall be constructed around the perimeter of all parking and maneuvering areas that are adjacent to landscaping or unpaved areas related to this site. Curbs may be deleted or curb cuts provided wherever pavement drains to a water quality facility.

2. System Development Charges

Buildings in this development are subject to street, sanitary sewer collection and treatment system development charges (SDC). All SDC fees shall be paid at the time individual building permits are issued.

Prepared by: Doug Burroughs

SUMMARY CONDITIONS OF APPROVAL

Hoover Elementary School

CUP-15-051

A. Streets

1. Street Dedications to the Public:

No street dedications required

2. Improvements:

No public improvements required.

B. Sanitary Sewer:

No additional sewer connection proposed.

C. Storm Drainage:

Provide a comprehensive grading and drainage plan.

Provide water quality and detention facilities, calculations and O&M Manual.

Provide engineers certification of stormwater facility construction.

The above summary is for convenience only and does not supersede or negate the full report in any way. If there is any discrepancy between the above list and the full report, the full report shall govern. Refer to the full report for details on each item as well as miscellaneous requirements for the project, including requirements for public improvement plans (Construction Plans), design requirements, phasing, draft and final plat processes, permits, system development charges, pavement moratoriums and construction inspection.



Vicinity Map

Application Name/Description:

Hoover Elementary

Proposal:

Conditional use permit for modular buildings

File Numbers:

CUP-15-051

Applicant:

Medford School District 549C

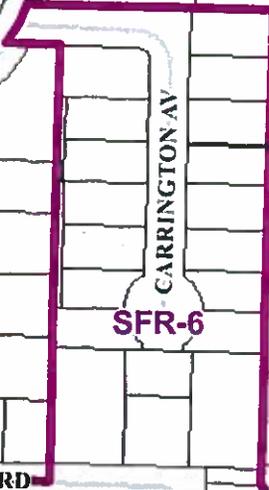
Map/Taxlot:

371W29DA TL 200

Subject Area



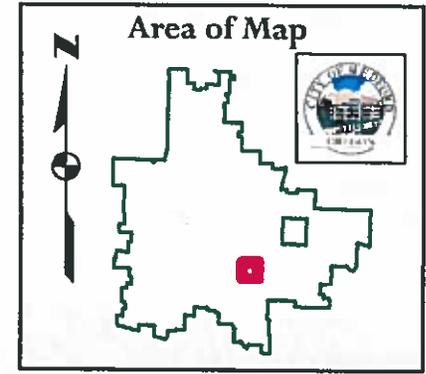
SFR-4



SFR-6

C-S/P

-  Subject Area
-  Medford Zoning
-  UGB
-  Tax Lots
-  Southeast
-  PUD



03/31/2015

currently in effect to allow for the construction of two 64' X 28' (3,584 total sq. ft.) modular classrooms for full day kindergarten classes. The 9.26 acre school site is located at the southeast corner of Lone Pine Road and Brookdale Avenue within the SFR-4 (Single Family Residential – 4 dwelling units per gross acre) and SFR-00 (Single Family Residential – 1 dwelling unit per existing parcel) zoning districts, is hereafter supported by the findings referenced in the Staff Report dated June 4, 2015.

Accepted and approved this 11th day of June 2015.

CITY OF MEDFORD PLANNING COMMISSION

Planning Commission Chair

ATTEST:

Planning Department Representative



Planning Department

Working with the community to shape a vibrant and exceptional city

STAFF REPORT

for a Type-C quasi-judicial decision: Conditional Use Permit Revision

PROJECT Lone Pine Elementary School
 Applicant: Medford School District #549C; Agent: Scott Sinner Consulting Inc.

FILE NO. CUP-15-049

TO Planning Commission for 06/11/2015 hearing

FROM Desmond McGeough, Planner II *DM*

REVIEWER Kelly Akin, Principal Planner *KA*

DATE June 4, 2015

BACKGROUND

Proposal

Consideration of a request for a Conditional Use Permit to revise the existing permit for Lone Pine Elementary School currently in effect to allow for the construction of two 64' X 28' (3,584 total square foot) modular classrooms for full day kindergarten classes. The 9.26 acre school site is located at the southeast corner of Lone Pine Road and Brookdale Avenue within the SFR-4 (Single Family Residential – 4 dwelling units per gross acre) and SFR-00 (Single Family Residential – 1 dwelling unit per existing parcel) zoning districts.

Subject Site Characteristics

Zoning SFR-4/ SFR-00
 GLUP PS (Parks and Schools)
 Use Lone Pine Elementary School

Surrounding Site Characteristics

North	SFR-4	Single family dwellings
South	SFR-4/MFR-20	Single family dwellings, Veranda Park Assisted Living
East	SFR-4	Lone Pine Park, single family dwellings
West	SFR-4	Single family dwellings

Related Projects

CUP-74-081	Lone Pine Elementary Conditional Use Permit
CUP-74-139	Lone Pine Elementary Conditional Use Permit
CUP-75-166	Lone Pine Elementary Conditional Use Permit
CUP-82-384	Lone Pine Elementary Conditional Use Permit
CUP-95-006	Lone Pine Elementary Conditional Use Permit
CUP-98-086	Lone Pine Elementary Conditional Use Permit
AC-08-034	Lone Pine Elementary Site Plan for the construction of a 18,981 square foot classroom building and 12,602 square foot gym and cafeteria building.

Applicable Criteria

Medford Municipal Code

Conditional Use Permit Approval Criteria, §10.248

The approving authority (Planning Commission) must determine that the development proposal complies with either of the following criteria before approval can be granted.

- (1) The development proposal will cause no significant adverse impact on the livability, value, or appropriate development of abutting property, or the surrounding area when compared to the impacts of permitted development that is not classified as conditional.
- (2) The development proposal is in the public interest, and although the development proposal may cause some adverse impacts, conditions have been imposed by the approving authority (Planning Commission) to produce a balance between the conflicting interests.

In authorizing a conditional use permit the approving authority (Planning Commission) may impose any of the following conditions:

- (1) Limit the manner in which the use is conducted, including restricting the time an activity may take place, and restraints to minimize such environmental effects as noise, vibration, air pollution, glare and odor.
- (2) Establish a special yard or other open space or lot area or dimension requirement.
- (3) Limit the height, size, or location of a building or other structure.
- (4) Designate the size, number, location, or nature of vehicle access points.
- (5) Increase the amount of street dedication, roadway width, or improvements within the street right-of-way.

- (6) Designate the size, location, screening, drainage, surfacing, or other improvement of parking or truck loading area.
- (7) Limit or otherwise designate the number, size, location, height, or lighting of signs.
- (8) Limit the location and intensity of outdoor lighting, or require its shielding.
- (9) Require screening, landscaping, or other facilities to protect adjacent or nearby property, and designate standards for installation or maintenance thereof.
- (10) Designate the size, height, location, or materials for a fence.
- (11) Protect existing trees, vegetation, water resources, wildlife habitat, or other significant natural resources.

ISSUES AND ANALYSIS

Project History

Several Conditional Use Permits have been issued for various expansions of Lone Pine Elementary. On May 16, 2008, the Site Plan and Architectural Commission approved a site plan authorizing construction of a new 18,981 square foot classroom and office building and 12,602 square foot gym and cafeteria building.

Project Update

The applicant has submitted an updated site plan, elevations and findings to amend the existing Conditional Use Permit in effect upon the subject property. Approval of the subject Condition Use Permit will allow for the construction of two 64' X 28' (3,584 total square feet) modular buildings, each containing two classrooms, for full day kindergarten classes.

Public Interest

Medford Land Development Code §10.248(2) allows the approval of Conditional Use Permit requests when the development proposal is in the public interest, and although the development proposal may cause some adverse impacts, conditions have been imposed to produce a balance between the conflicting interests. This proposal is clearly in the public interest as it is necessary in order to accommodate the District's kindergarteners in the upcoming school year. Adverse impacts, if any, would be minimal. It is unlikely that the two modular buildings of four classrooms would result in any noticeable impact, other than minor additional traffic at drop-off and pick-up times. Due to the location of the school in a residential neighborhood, a number of students arrive and leave school by a method other than a private car trip. A number of students walk, ride bicycles, or are bussed to school, thus not impacting the traffic. Any additional traffic impact resulting from the addition of the modular classroom building is reasonable and manageable in order to serve the public interest of accommodating the full day kindergarten classes.

Consolidated Review

Medford Land Development Code Section 10.247(a) states that Conditional Use Permits shall be exempt from Site Plan & Architectural Commission review. However, often the Planning Commission has delegated authority to the Site Plan & Architectural Commission, per Medford Land Development Code Section 10.247(a)(1), for the review of the architecture and landscaping. In this case, the Planning Commission does not have a landscape plan to forward and the simple building does not warrant the need for Site Plan & Architectural Commission review of the elevations. Therefore, staff recommends that the Planning Commission approve the Conditional Use Permit without delegation to the Site Plan & Architectural Commission.

FINDINGS AND CONCLUSIONS

The approval criteria for Conditional Use Permit states that the Commission must conclude the application is consistent with either 10.248 (1) or (2). The Applicant's findings demonstrate that the application is consistent with the criterion provided in Section 10.248 (2), as the proposed additions are in the public interest.

In summary, the change to all day kindergarten will result in two additional school employees, thus any traffic impact associated with the change is minor. The proposed modular buildings are located on the rear side of the existing school building and not visible from the north side of the campus. The location of the proposed structures is approximately 525 feet from the nearest residential unit to the west, 300 feet from the nearest residential unit to the south and approximately 85 feet from the nearest residential unit to the south east.

As shown on the site plan (Exhibit C), the proposed structures will be separated from the adjoining residential complex by a densely populated line of mature trees. The site plan for the campus and elevations for the new buildings are attached as Exhibit C and Exhibit E, respectively. Staff has reviewed the applicant's findings and conclusions (Exhibit B) and recommends the Commission adopt the findings as presented.

RECOMMENDED ACTION

Adopt the findings as recommended and Adopt the Final Order for approval per the staff report dated June 4, 2015, including Exhibits A through L.

EXHIBITS

- A Conditions of Approval dated June 4, 2015
- B Applicant's Findings of Fact, received March 30, 2015
- C Proposed Site Plan, received March 30, 2015
- D Enlarged Site Plan, received March 30, 2015

- E Elevations, received March 30, 2015
- F Modular Floor Plan, received March 30, 2015
- G Conceptual Stormwater Plan, received March 30, 2015
- H Assessor's Parcel Map, received March 30, 2015
- I Public Works Staff Report, dated May 13, 2015
- J Medford Water Commission Memo, dated May 11, 2015
- K Fire Department Report, prepared May 8, 2015
- L Building Department Memo, dated May 12, 2015
Vicinity map

PLANNING COMMISSION AGENDA:

JUNE 11, 2015

EXHIBIT A

Lone Pine Elementary Conditional Use Permit
CUP-15-049
Conditions of Approval
June 04, 2015

CODE CONDITIONS

1. Comply with the Public Works Staff Report, dated May 13, 2015 (Exhibit I);
2. Comply with the Medford Water Commission Memo, dated May 11, 2015 (Exhibit J); and
3. Comply with the Fire Department Report, prepared May 8, 2015 (Exhibit K).

CITY OF MEDFORD
EXHIBIT # "A"
File # CUP-15-049
1 of 1

FINDINGS OF FACT

MEDFORD

MAR 30 2015

Planning Dept.

BEFORE THE PLANNING COMMISSION FOR THE CITY OF MEDFORD, OREGON:

IN THE MATTER OF AN APPLICATION FOR)	
A REVISION OF A CONDITIONAL USE PERMIT)	
OF PROPERTY IDENTIFIED AS)	FINDINGS OF FACT
T37-R1W-21BB-TL 400 APPLICANT)	AND
MEDFORD SCHOOL DISTRICT 549C)	CONCLUSIONS
<u>SCOTT SINNER CONSULTING, INC. AGENT</u>)	OF LAW

I. BACKGROUND INFORMATION

Applicant:

Medford School District 549C
 Brad Earl, CFO
 815 S Oakdale Ave
 Medford, OR 97501
brad.earl@medford.k12.or.us

Agent:

Scott Sinner Consulting, Inc.
 4401 San Juan Dr. Suite G
 Medford, OR 97504
 541-772-1494
scottsinner@yahoo.com

Property:

371W21BB TL 400

Lone Pine Elementary School
 Medford School District 549C
 3158 Lone Pine Road
 Medford, OR 97504

9.26 Acres
 Single Family Residential 4 units per acre (SFR-4) City of Medford Zoning
 Parks Schools (PS) General Land Use Plan Map Designation

Summary:

This application is submitted to revise the Conditional Use Permit currently in effect on the subject property. This revision is limited to the current request to provide two

CITY OF MEDFORD
 EXHIBIT # "B"
 File # CUP-15-019
1 of 10

5

FINDINGS OF FACT

additional Modulars on the campus to accommodate full day kindergarten classes. This revision will review and analyze the impacts of the adding two 64' x 28' Modulars containing two classrooms each.

Relevant Approval Criteria

10.248 Conditional Use Permit Criteria

The approving authority (Planning Commission) must determine that the development proposal complies with either of the following criteria before approval can be granted.

(1) The development proposal will cause no significant adverse impact on the livability, value, or appropriate development of abutting property, or the surrounding area when compared to the impacts of permitted development that is not classified as conditional.

(2) The development proposal is in the public interest, and although the development proposal may cause some adverse impacts, conditions have been imposed by the approving authority (Planning Commission) to produce a balance between the conflicting interests.

In authorizing a conditional use permit the approving authority (Planning Commission) may impose any of the following conditions:

(1) Limit the manner in which the use is conducted, including restricting the time an activity may take place, and restraints to minimize such environmental effects as noise, vibration, air pollution, glare and odor.

(2) Establish a special yard or other open space or lot area or dimension requirement.

(3) Limit the height, size, or location of a building or other structure.

(4) Designate the size, number, location, or nature of vehicle access points.

(5) Increase the amount of street dedication, roadway width, or improvements within the street right-of-way.

(6) Designate the size, location, screening, drainage, surfacing, or other improvement of parking or truck loading area.

(7) Limit or otherwise designate the number, size, location, height, or lighting of signs.

(8) Limit the location and intensity of outdoor lighting, or require its shielding.

(9) Require screening, landscaping, or other facilities to protect adjacent or nearby property, and designate standards for installation or maintenance thereof.

FINDINGS OF FACT

- (10) Designate the size, height, location, or materials for a fence.
(11) Protect existing trees, vegetation, water resources, wildlife habitat, or other significant natural resources.
[Amd. Sec. 7, Ord. No. 6265, Dec. 15, 1988.]

Findings of Fact

(2) The development proposal is in the public interest, and although the development proposal may cause some adverse impacts, conditions have been imposed by the approving authority (Planning Commission) to produce a balance between the conflicting interests.

The approval criteria for a Conditional Use Permit (CUP) within the Medford Land Development Code (MLDC) states the Planning Commission must conclude the application is consistent with either 10.248 (1) or (2). This application will demonstrate the application is consistent with Subsection (2).

The approval of this application will allow for the modification of the existing facilities to meet the newly identified needs of the residents in the District. Additional facilities are required to provide full day Kindergarten to the residents within the District.

The existing facilities on the campus do not have the ability to meet the District requirements of class size without additional space. The proposed Modularity will provide the space needed to meet District requirements for classroom size.

The Medford Comprehensive Plan (Comp Plan) recognizes the need for public schools and classified public schools as Category B Facilities. The planning for School District Facilities is contained within the following Comp Plan excerpt:

PUBLIC SCHOOL DISTRICT FACILITIES PLANNING Long-Range Planning for Public School Facilities Long-range school facilities planning is an important and somewhat complex process requiring the cooperation and coordination of school districts, local governments and citizens. Long-range planning by the Medford and Phoenix-Talent School Districts is continuous. It is a different type of planning, however, from the long-range planning activities of local "general-purpose" governments, whose responsibility is to direct the location and intensity of community growth and development, and to perform functions of community and regional planning that fall within their jurisdictional and statutory authority. Conversely, school districts are "special-purpose" government entities, whose role is to coordinate with city and county agencies, and react appropriately to the service demands generated by the growth and development policy decisions of general-purpose governments. State statutes, particularly ORS 195.110, define the City's role and responsibilities in the required facilities planning of large (defined by ORS 195.110 as having more than 2,500 students) school districts.

FINDINGS OF FACT

Approving the requested modification to the existing CUP for Lone Pine Elementary School will allow the School District to meet the needs currently identified in the long range planning process.

Lone Pine School has a current enrollment of 618 students with 49 total staff. The implementation of full day kindergarten will add two new staff and the enrollment will remain at 618 students. The expansion of facilities is the placement of two 64' by 28' Modulares, each containing two classrooms.

Transportation Impact

The approval of this application will have a minor impact to the transportation system. According to the school district administration, the transition to full day kindergarten will add two new staff personnel and no additional students. The additional 2 staff will not create a significant impact to the transportation system in the vicinity of the school.

The table below provides a detail of the existing and proposed AM Drop off and PM Pick up at the campus.

Existing 1/2 Day Kindergarten	K	1	2	3	4	5	6	Students
AM Drop off								593
Kindergarten Pick up								50
Kindergarten Drop off								25
PM Pick Up								568
Proposed Full Day Kindergarten	K	1	2	3	4	5	6	Students
AM Drop off								618
PM Pick Up								618

FINDINGS OF FACT

The tables indicate an increase of 25 total students for the proposed AM Drop off and an increase of 50 students for the PM Pick up schedule of the campus. This reflects the total change of all students, but does not include the impact of the students bussing, walking or riding bicycles to and from school.

Bussing is provided for all areas more than one mile from the campus. Lone Pine School is in an urban area and currently there are two AM & PM buses serving the school, one midday kindergarten bus and two busses for students with special needs.

The District assesses and adjusts the bussing requirements for the school throughout the school year, and these adjustments will mitigate congestion at peak periods.

Storm Drainage

This application includes a conceptual storm drainage plan for the installation of the proposed Modulares. The primary impact to the storm drainage on the site is the increased impervious area of the roof of the modular as most of the sidewalk is existing.

The roof drains of the proposed Modulares will be connected to the existing private storm drainage system on the campus. The campus completed a major renovation within the last seven years and the revision included an updated storm drainage system.

The attached plan C-1 includes the location of a proposed bioswale, if necessary, to serve the proposed Modulares for planning purposes. Upon the approval of this application for a revision of the current CUP, the civil engineer for the project will prepare construction documents for the Modular storm drainage and analyze the current facilities to determine if the bioswale is necessary to comply with the current stormwater regulations of the City.

Conclusions of Law

The Planning Commission can conclude the development proposal to provide and expansion of facilities at the existing Lone Pine Elementary School is in the Public Interest and is consistent with MLDC 10.248 (2).

In authorizing a conditional use permit the approving authority (Planning Commission) may impose any of the following conditions:

- (1) Limit the manner in which the use is conducted, including restricting the time an activity may take place, and restraints to minimize such environmental effects as noise, vibration, air pollution, glare and odor.*

The approval of this CUP application will not affect or alter the type of use at the campus. The implementation of full day kindergarten at Lone Pine School will not

FINDINGS OF FACT

extend the duration of instruction for the current school day. All other impacts identified in this subsection should remain unchanged.

(2) Establish a special yard or other open space or lot area or dimension requirement.

The campus is on a 9.26 acre parcel. The site has a significant open space for all manners of outdoor recreation and landscaping. The proposed locations of the new Modulares are positioned to utilize existing paved areas and walkways to minimize new flatwork and provide students a reasonable distance for changing classes or traveling to other facilities on the campus.

The conversion of less than 3,600 square feet of open space on the 9.26 acre campus is not a significant impact and no mitigation is proposed with this application.

(3) Limit the height, size, or location of a building or other structure.

The height of the proposed Modulares is less than 15' at the ridge of the roofline. This is less than the maximum height for the underlying zoning district and less than the height of other existing structures on the campus.

The size of the proposed Modulares is necessary to conduct the classroom activities. The four classrooms are a reasonable size for the intended use and do not create a detrimental impact to the adjoining properties.

The locations of the Modulares are proposed to minimize walking distances to other campus facilities including restrooms, other classrooms, and utilize existing concrete walkways.

(4) Designate the size, number, location, or nature of vehicle access points.

This application does not propose any change to the size, number, location or nature of any vehicle access points connecting the onsite facilities with the public transportation system.

(5) Increase the amount of street dedication, roadway width, or improvements within the street right-of-way.

This application does not propose or anticipate a need for a street dedication or change to the current improvements of the offsite facilities as a result of adding two staff to the campus.

(6) Designate the size, location, screening, drainage, surfacing, or other improvement of parking or truck loading area.

FINDINGS OF FACT

The current approved plan for the school indicates a requirement for 60 parking spaces. Adding 4 classrooms and two staff under the current MLDO will increase the required parking to 64 spaces. Currently, the site has 67 parking spaces and the existing site provides the required parking.

The application is in compliance with the parking standards.

(7) Limit or otherwise designate the number, size, location, height, or lighting of signs.

This application does not impact any signage on the property, no mitigation is proposed.

(8) Limit the location and intensity of outdoor lighting, or require its shielding.

A review of the elevations of the proposed modular class room indicates each classroom door is provided with a wall surface mount light fixture with limited intensity to provide safe access to the classroom.

This application does not propose any additional changes to the existing site lighting.

(9) Require screening, landscaping, or other facilities to protect adjacent or nearby property, and designate standards for installation or maintenance thereof.

The setback for the underlying zoning district is 4 feet. The proposed location will provide a 20' rear setback to the rear property line. The modular unit does not have windows facing towards the adjoining properties. The location of the Modular closest to the property line is screened by a significant planting of evergreen trees. The other Modular is approximately 67' from the nearest property line. This application is not proposing additional landscaping.

(10) Designate the size, height, location, or materials for a fence.

The Modulares are proposed to be within the existing security fence for the school. This application does not propose any new fencing.

In the event a new bioswale is determined to be necessary on the campus, a fence will be provided immediately around the system.

(11) Protect existing trees, vegetation, water resources, wildlife habitat, or other significant natural resources.

FINDINGS OF FACT

The location of the proposed Modulares do not interfere with any existing trees, water resources, wildlife habitat or significant natural resources.

10.931 Hillside Ordinance

The MLDO section 10.931 provides for development in mapped areas of steeper slopes. The Lone Pine Campus is within the mapped area for the Hillside Ordinance. The standards are presented below:

10.931 Hillside Ordinance, General Standards

A. Application of Provisions.

(1) Sections 10.929 to 10.933 apply to any proposed development containing an area of at least one-thousand (1,000) square feet with Slopes in excess of fifteen percent (15%), if the Slope Analysis demonstrates that development, including streets, will occur on those portions of the proposed development area with Slopes in excess of fifteen percent (15%).

(2) Sections 10.929 to 10.933 shall not apply to any proposed development containing an area of less than one-thousand (1,000) square feet with Slopes in excess of fifteen percent (15%), or if the Slope Analysis demonstrates that development on that proposed development area, including streets, will not occur on Slopes in excess of fifteen percent (15%).

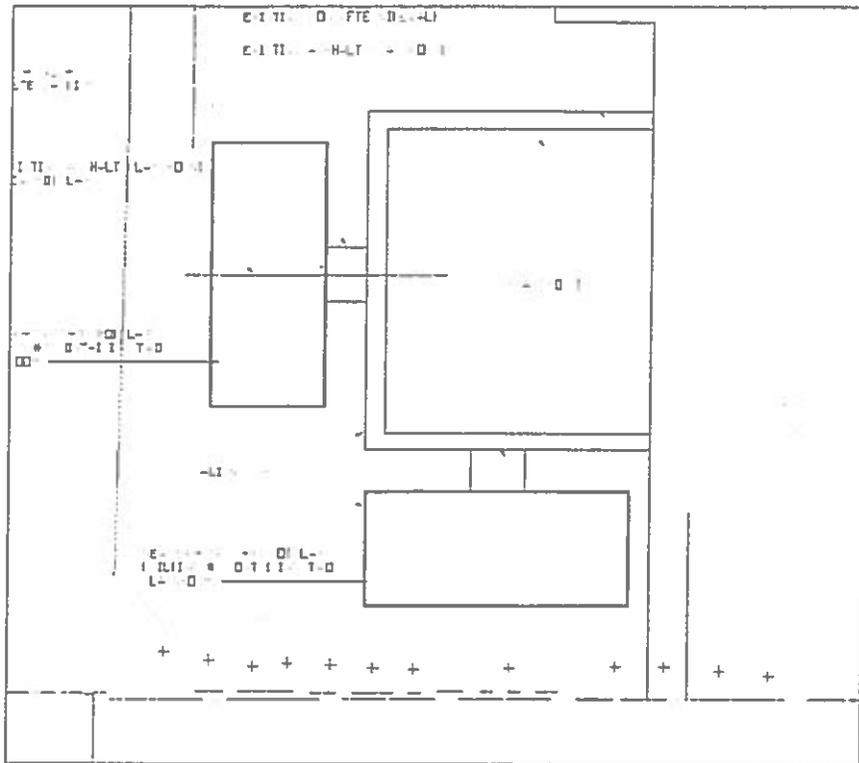
(3) Class 'C' applications (except for zone changes) shall comply with Sections 10.929 to 10.933; building permit applications shall comply with Sections 10.929 to 10.931.

While the site is within the mapped slope area the location of the proposed development of the two Modulares is on slopes of less than 15%.

(2) Sections 10.929 to 10.933 shall not apply to any proposed development containing an area of less than one-thousand (1,000) square feet with Slopes in excess of fifteen percent (15%), or if the Slope Analysis demonstrates that development on that proposed development area, including streets, will not occur on Slopes in excess of fifteen percent (15%).

Referring to the topographic survey information submitted with this application, the slope in the area of development is 3.4%

FINDINGS OF FACT



The existing conditions at the proposed location of the new Modulares, including access, are not in an area of 15% slopes and the Hillside Ordinance provisions of the MLDO do not apply to this proposal.

Application Summary and Conclusions

The Planning Commission is the Approving Authority for this revision to the current Conditional Use Permit for Lone Pine School. The Medford Land Development Ordinance section 10.248 provides the approval criteria for a Conditional Use and a modification of an existing Conditional Use is reviewed under the same criteria.

This application is submitted to comply with 10.248(2) as the school is in the public interest according the Medford Comprehensive Plan and Statewide Planning Goals.

The impacts of placing two new Modulares containing four classrooms on the campus to accommodate the transition from a half day kindergarten program to a full day program have been identified and can be found to be minimal. The transition in the program adds two staff to the campus and the numbers of students remain the same.

FINDINGS OF FACT

While the total number of students will remain the same, the transition will increase the number of AM drop offs and PM pick-ups at the campus. The District will assess and adjust the bussing to minimize any adverse impacts to the transportation system.

On behalf of the applicant, I request the approval of this application to revise the Conditional Use Permit for Lone Pine Elementary School.

Regards,

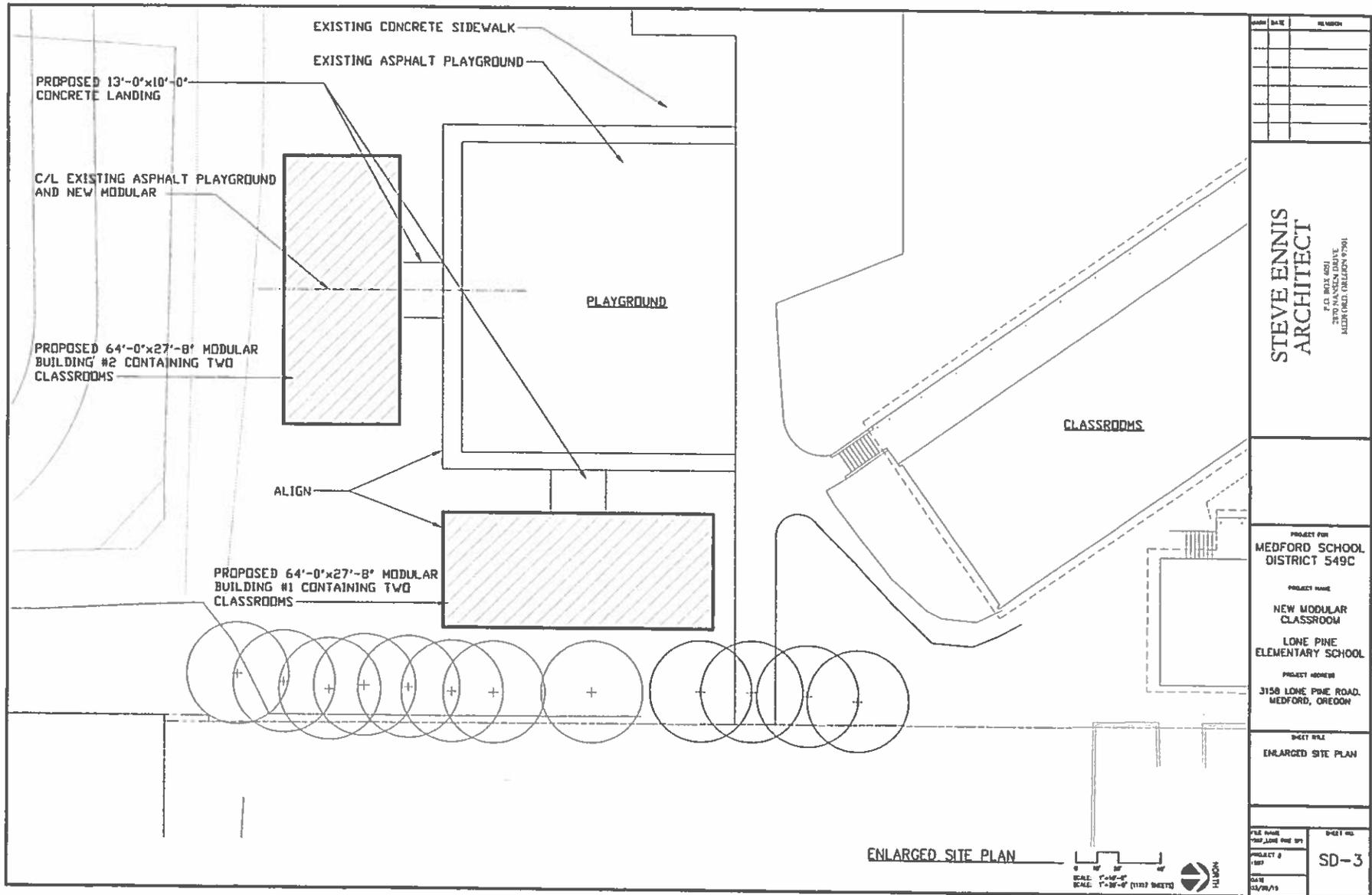


Scott Sinner, President
Scott Sinner Consulting, Inc.

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MAR 30 2015

Planning Dept.



NO.	DATE	REVISION

STEVE ENNIS ARCHITECT
 P.O. BOX 1001
 2070 HANSEN DRIVE
 MEDFORD, OREGON 97501

PROJECT FOR
MEDFORD SCHOOL DISTRICT 549C

PROJECT NAME
NEW MODULAR CLASSROOM

LONE PINE ELEMENTARY SCHOOL

PROJECT ADDRESS
3150 LONE PINE ROAD, MEDFORD, OREGON

SHEET TITLE
ENLARGED SITE PLAN

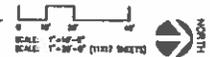
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 20150309.DWG

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 1507

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 03/20/15

SHEET NO.
SD-3

ENLARGED SITE PLAN



Page 364

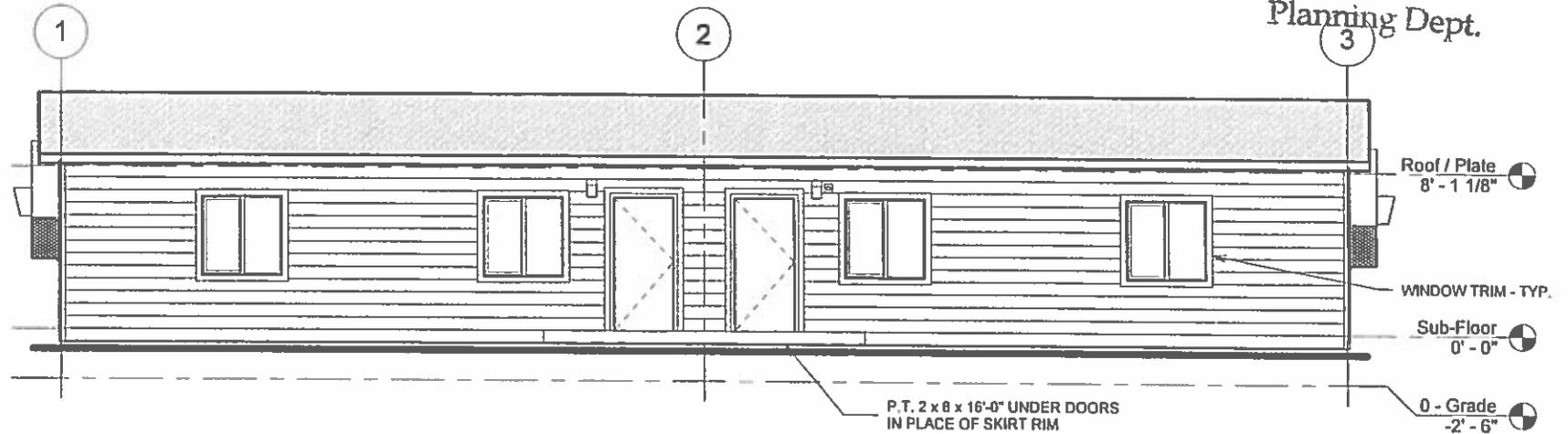
CITY OF MEDFORD
 EXHIBIT # 0
 File # 15-049
 1 of 1

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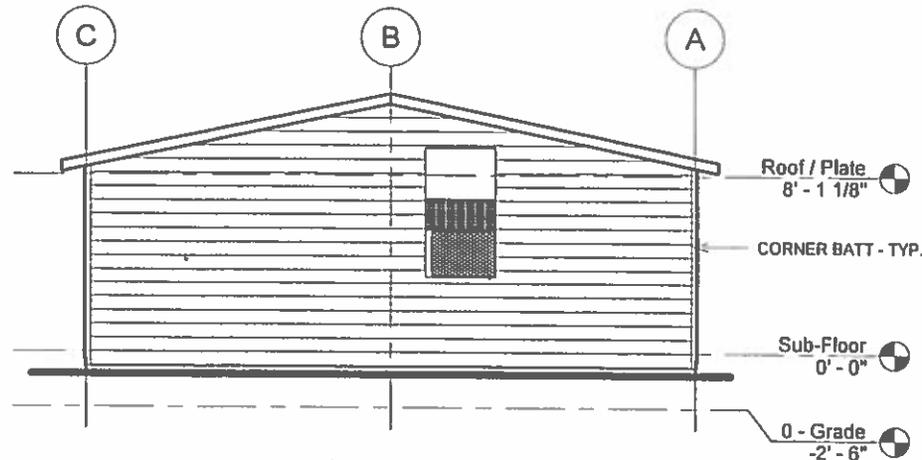
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1 FRONT ELEVATION
3/16\" = 1'-0\"



2 RIGHT SIDE ELEVATION
3/16\" = 1'-0\"



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					PROJ.	28' x 64' MODULAR CLASSROOM A EPA - MEDFORD SD	SHEET #	A 2.0
					ADDRESS	3158 LONE PINE RD. MEDFORD, OR 97504	DATE	-

MODERN BUILDING SYSTEMS
 MODERN BUILDING SYSTEMS, INC.
 TELEPHONE (800) 748-8848 FAX (800) 748-8849
 P.O. BOX 115, 2485 PORTER ROAD, ALBANY, OR 97225
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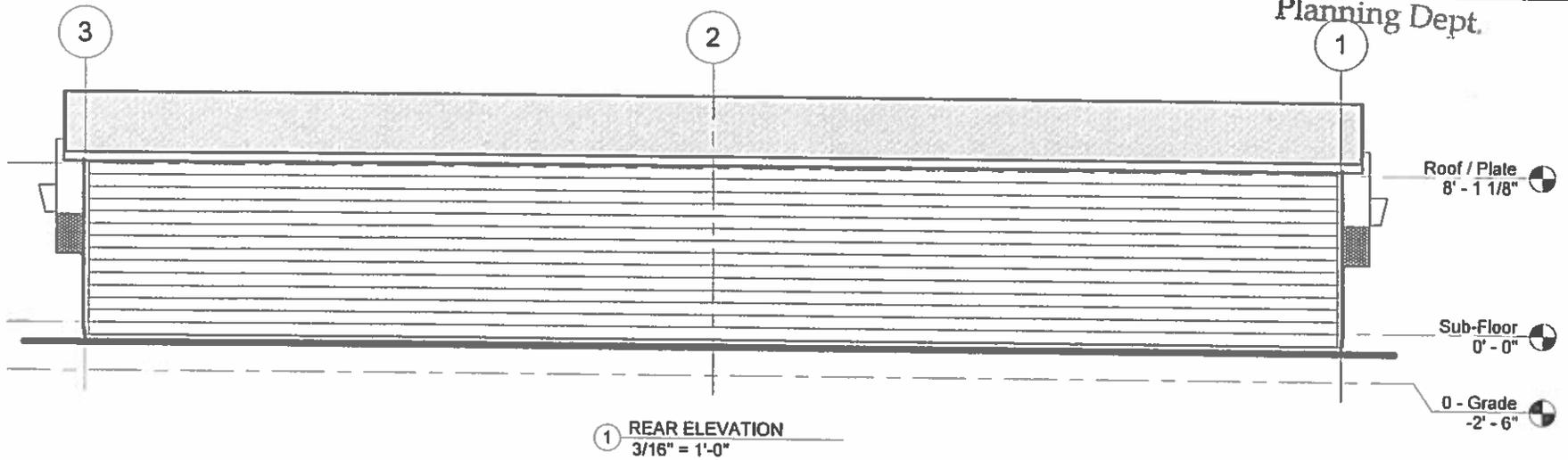
Page 365

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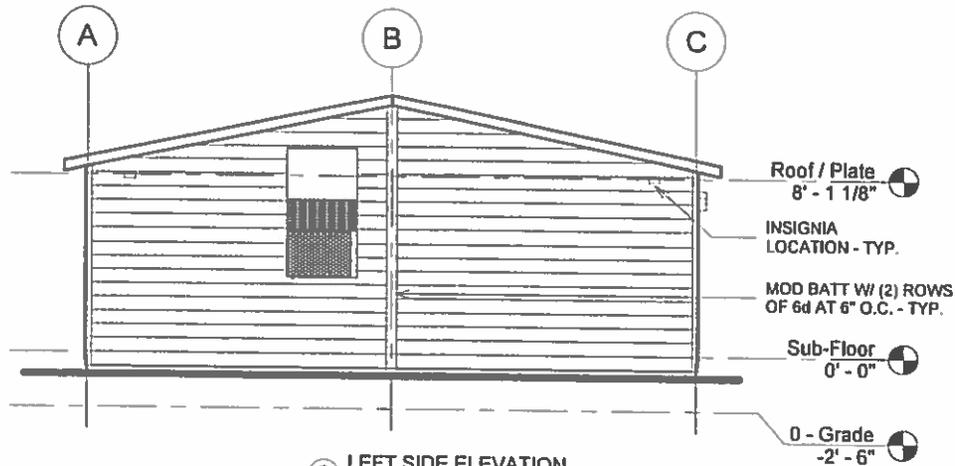
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Planning Dept.



1 REAR ELEVATION
3/16" = 1'-0"



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BUILDING SYSTEMS
MODERN BUILDING SYSTEMS, INC.
TELEPHONE: (800) 748-4848 FAX: (800) 748-4850
P.O. BOX 119 8483 PORTER ROAD, ALBANY, OR 97321
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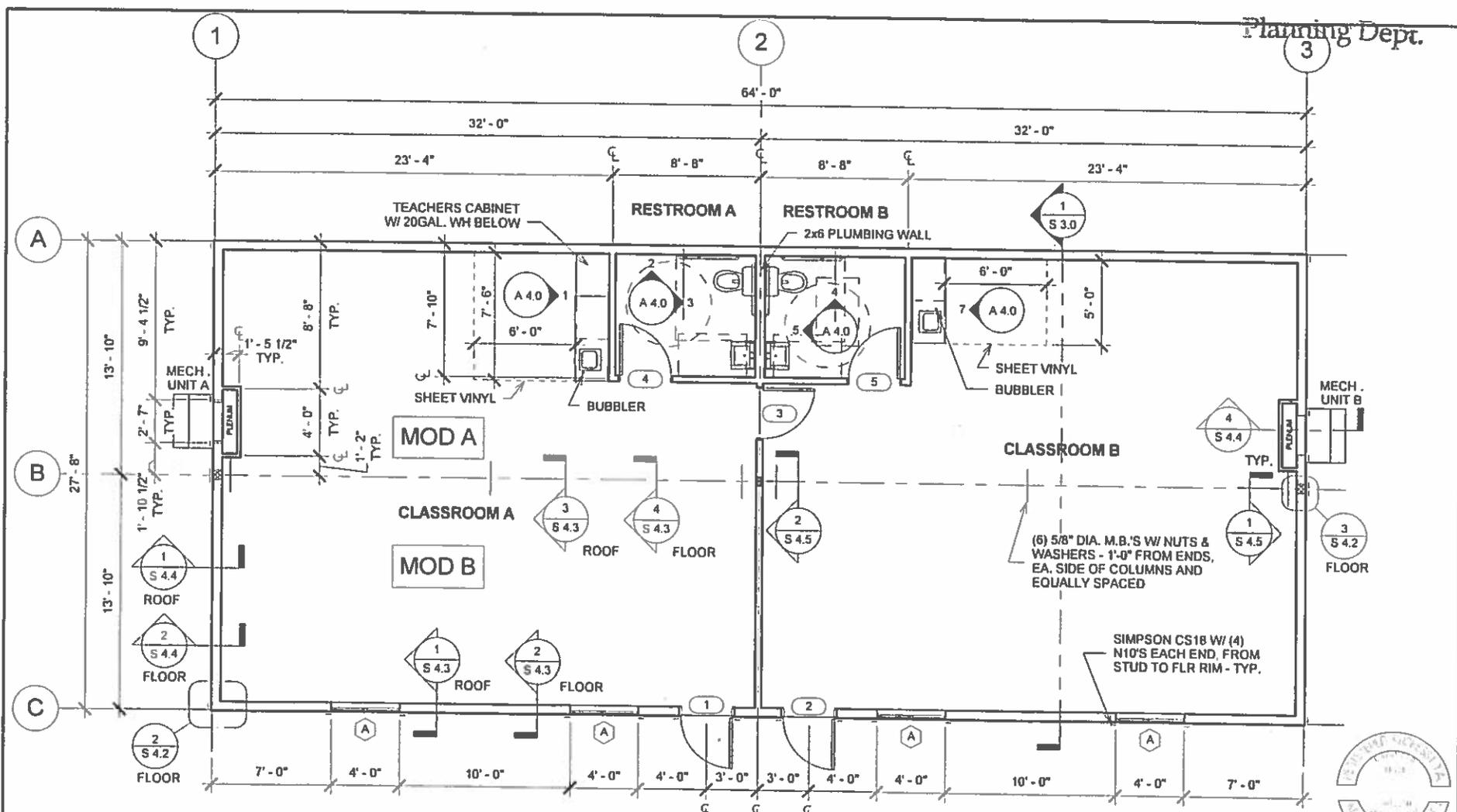
CITY OF MEDFORD
EXHIBIT # "E"
File # CUP-5049
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1 FLOOR PLAN
3/16" = 1'-0"

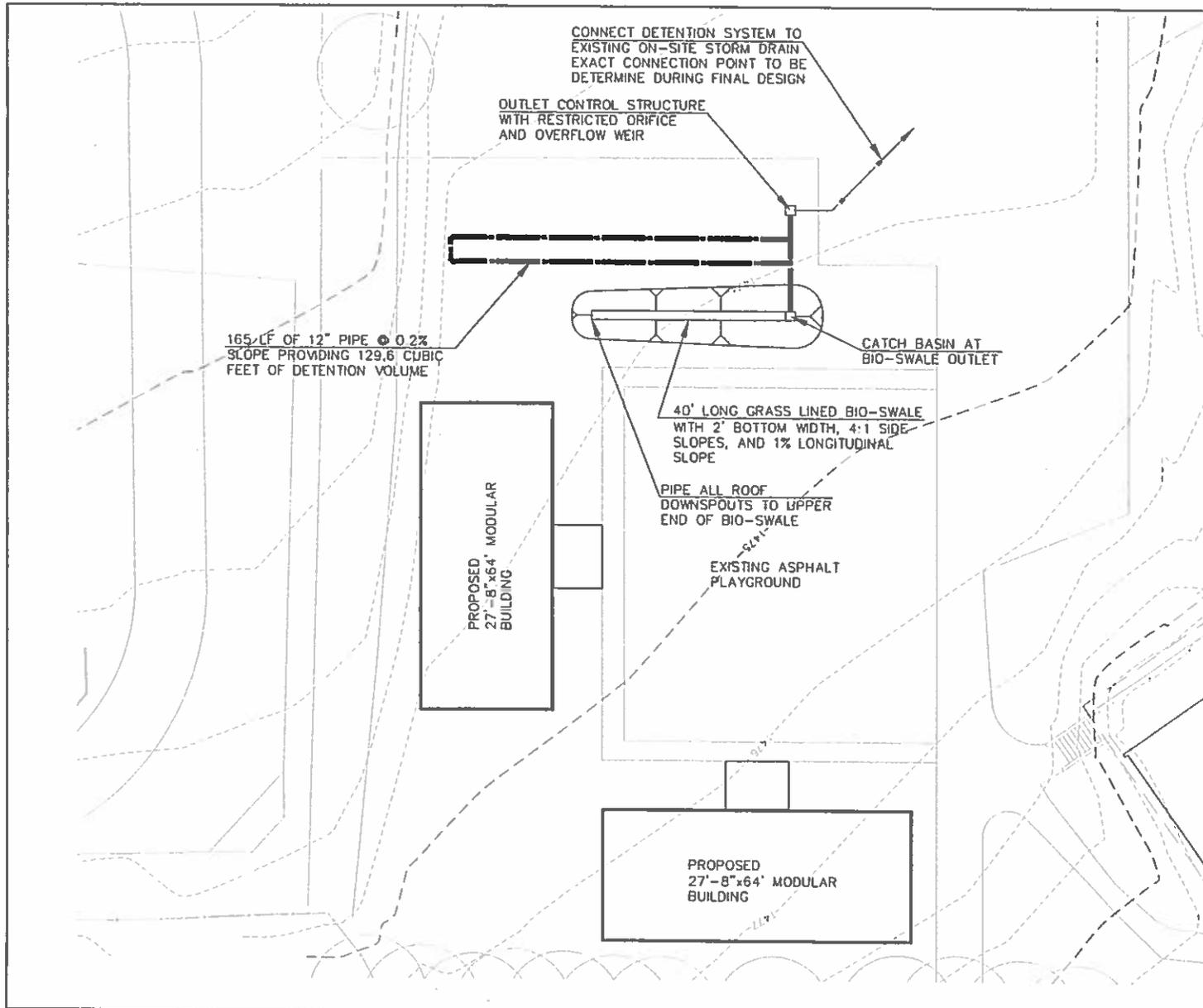
REV.	DESCRIPTION	DATE	BY	REUSE OF DOCUMENTS THIS DOCUMENT AND THE IDEAS AND DESIGNS INCORPORATED HEREIN ARE THE PROPERTY OF MODERN BUILDING SYSTEMS INC. AND ARE NOT TO BE USED IN WHOLE OR IN PART FOR ANY OTHER USE OR PROJECT WITHOUT WRITTEN AUTHORIZATION.	SHEET	FLOOR PLAN	JOB#	2015-AR-30-1
				MODERN BUILDING SYSTEMS <small>MODERN BUILDING SYSTEMS, INC. TELEPHONE: (503) 746-4645 FAX: (503) 746-4998 P.O. BOX 110 8483 PORTER ROAD, ALBANY, OR 97321 CHECK OUT OUR WEB PAGE: www.modernbuilding.com © MODERN BUILDING SYSTEMS, INC. 2014</small>	PROJ.	28' x 64' MODULAR CLASSROOM AIPA - MEDFORD SD	SHEET #	A 1.0
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CITY OF MEDFORD
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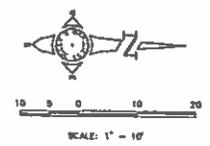


DATE	REVISION

STEVE ENNIS ARCHITECT
 P.O. BOX 681
 2500 MARSEY DRIVE
 MEDFORD, OREGON 97501

PRELIMINARY
 THESE DRAWINGS SHALL NOT BE USED FOR CONSTRUCTION WITHOUT REVISION FROM CONVEYANCE BALANCE OF A PERMIT

PROJECT FOR
MEDFORD SCHOOL DISTRICT 549C
 PROJECT NAME
NEW MODULAR CLASSROOM
LONE PINE ELEMENTARY SCHOOL
 PROJECT ADDRESS
**3158 LONE PINE ROAD
 MEDFORD, OREGON**



SHEET TITLE
**CONCEPTUAL
 STORMWATER PLAN**



P 541-772-7115
 F 541-777-6279
 1208 EAST JACKSON
 PORTLAND, OR 97232
 MEDFORD, OR 97504

100% PROFESSIONAL ENGINEERING TEAM SINCE 1987
 100% PROFESSIONAL ARCHITECTS & ENGINEERS
 100% PROFESSIONAL LANDSCAPE ARCHITECTS & PLANNERS
 100% PROFESSIONAL SURVEYORS & CIVIL ENGINEERS
 100% PROFESSIONAL ELECTRICAL ENGINEERS & MECHANICAL ENGINEERS
 100% PROFESSIONAL ENVIRONMENTAL ENGINEERS & SCIENTISTS
 100% PROFESSIONAL PLANNERS & DESIGNERS

FILE NAME C-01E CUP	SHEET NO. C-1
PROJECT NUMBER 1507	DATE 3/27/2015

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CITY OF MEDFORD
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 File # **CUP-15-049**
 1 of 1

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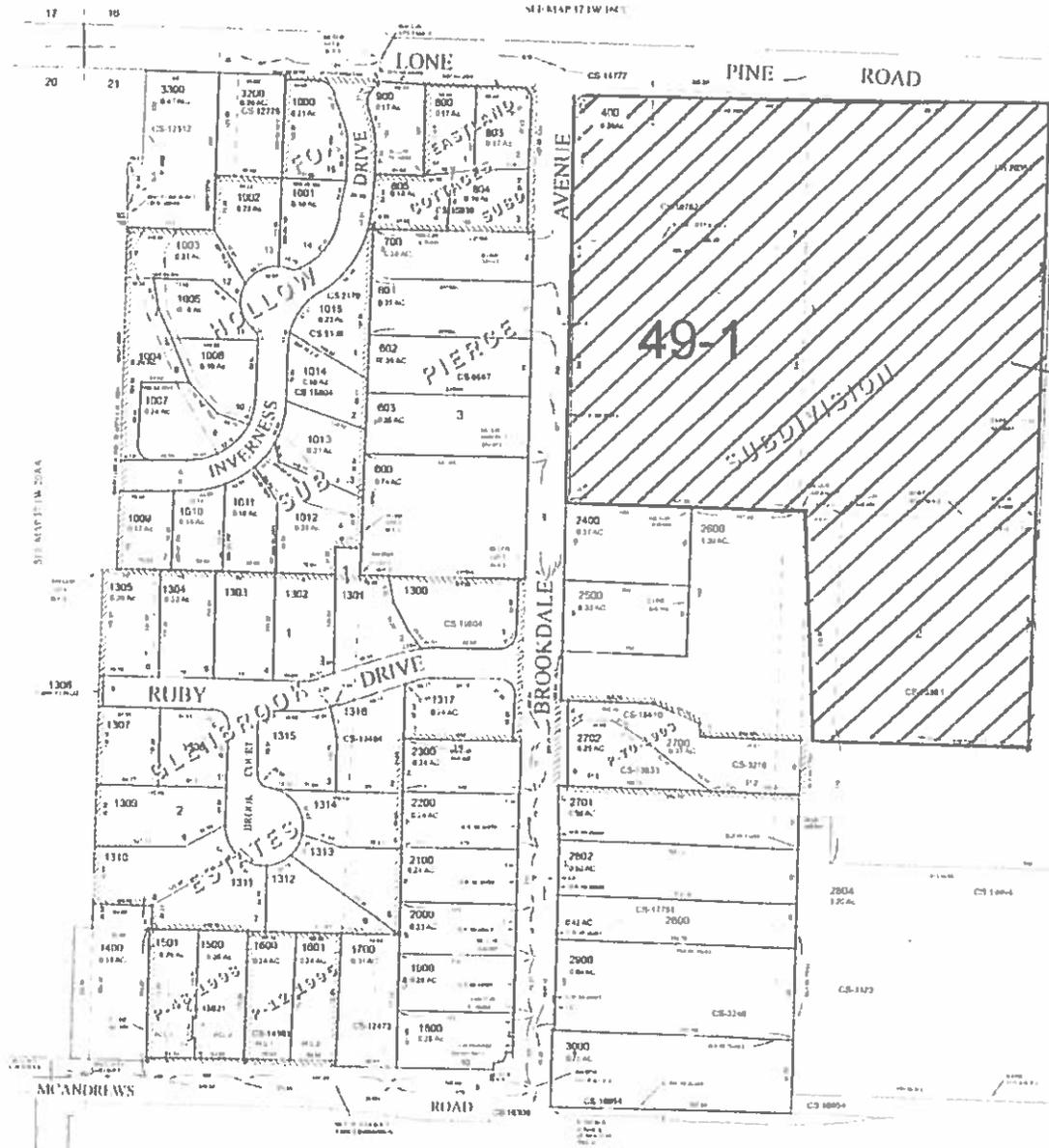
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MAR 30 2015

Planning Dept. 37-1W-21BB MEDFORD

N.W. 1/4, N.W. 1/4, SEC. 21, T. 37S., R. 1W., W.M.
JACKSON COUNTY
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SUBJECT PARCEL

CITY OF MEDFORD
EXHIBIT # "H"

File # CUR-15-049

37-1W-21BB (of 1)
MEDFORD

FORM VERSION: SEPTEMBER 21, 1999
REV. APRIL 08, 2009

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Continuous Improvement Customer Service

CITY OF MEDFORD

Revised Date: 5/13/2015
File Number: CUP-15-049

**PUBLIC WORKS DEPARTMENT STAFF REPORT
Lone Pine Elementary School**

Project: Consideration of a request for a Conditional Use Permit to revise the existing permit for Lone Pine Elementary School currently in effect to allow for the construction of two 64' X 28' (3,584 total sq. ft.) modular classrooms for full day kindergarten classes.

Location: The 9.26 acre school site is located at the southeast corner of Lone Pine Road and Brookdale Avenue, within the SFR-4 (Single Family Residential – 4 dwelling units per gross acre) and SFR-00 (Single Family Residential – 1 dwelling unit per existing parcel) zoning districts.

Applicant: Medford School District #549C

NOTE: The items listed here shall be completed and accepted prior to the respective issuances of permits and certificates:

Prior to issue of the first building permit, the following items shall be completed and accepted:

- Submittal and approval of plans for site grading and drainage, and detention.

Prior to issue of Certificate-of-Occupancy for completed structures, the following items shall be completed and accepted:

- Certification by the design engineer that the stormwater quality and detention system was constructed per the approved plan.

A. STREETS

1. Dedications

No street dedications required.

CITY OF MEDFORD
EXHIBIT # "I"
File # CUP-15-049
1 of 4

2. Public Improvements

No public improvements required.

B. SANITARY SEWERS

This site lies within the Medford sewer service area. No additional sewer connections are indicated on the plans.

C. STORM DRAINAGE

1. Drainage Plan

A comprehensive drainage plan showing the entire project site with sufficient spot elevations to determine direction of runoff to the proposed drainage system, and also showing elevations on the proposed drainage system, shall be submitted with the first building permit application for approval. All area catch basins shall meet Department of Environmental Quality (DEQ) requirements, which include a down-turned elbow and sump.

The Developer shall provide copies of either a Joint Use Maintenance Agreement or a private stormdrain easement for any stormwater draining onto or from adjacent private property.

2. Grading

A comprehensive grading plan showing the relationship between adjacent property and the proposed development shall be submitted with the building permit application for approval. Grading on this development shall not block drainage from an adjacent property or concentrate drainage onto an adjacent property without an easement. The developer shall be responsible that the final grading of the development shall be in compliance with the approved grading plan.

3. Detention and Water Quality

Stormwater quality and detention facilities shall be required in accordance with MLDC Section 10.481 and 10.729.

4. Certification

Upon completion of the project, and prior to certificate of occupancy of the building, **the developer's design engineer shall certify that the construction of the stormwater quality and detention system was constructed per plan.** Certification shall be in writing and submitted to the Engineering Division of Public Works. Reference Rogue Valley Stormwater Quality Design Manual, Appendix I, Technical Requirements.

5. Erosion Prevention and Sediment Control

All development that disturbs 5,000 square feet or greater shall require an Erosion Prevention and Sediment Control Plan. Developments that disturb one acre and greater shall

require a 1200C permit from the Department of Environmental Quality (DEQ). Erosion Prevention and Sediment Control Plans shall be submitted to the Building Department with the project plans for development. All disturbed areas shall be covered with vegetation or properly stabilized prior to certificate of occupancy.

D. General Conditions

1. Site Improvements

All on-site parking and vehicle maneuvering areas related to this development shall be paved in accordance with MLDC, Section 10.746, prior to issuance of certificate of occupancy for any structures on the site. Curbs shall be constructed around the perimeter of all parking and maneuvering areas that are adjacent to landscaping or unpaved areas related to this site. Curbs may be deleted or curb cuts provided wherever pavement drains to a water quality facility.

2. System Development Charges

Buildings in this development are subject to street, sanitary sewer collection and treatment system development charges (SDC). All SDC fees shall be paid at the time individual building permits are issued.

Prepared by: Doug Burroughs

SUMMARY CONDITIONS OF APPROVAL

Lone Pine Elementary School

CUP-15-049

A. Streets

1. Street Dedications to the Public:

No street dedications required

2. Improvements:

No public improvements required.

B. Sanitary Sewer:

No additional sewer connection proposed.

C. Storm Drainage:

Provide a comprehensive grading and drainage plan.

Provide water quality and detention facilities, calculations and O&M Manual.

Provide engineers certification of stormwater facility construction.

The above summary is for convenience only and does not supersede or negate the full report in any way. If there is any discrepancy between the above list and the full report, the full report shall govern. Refer to the full report for details on each item as well as miscellaneous requirements for the project, including requirements for public improvement plans (Construction Plans), design requirements, phasing, draft and final plat processes, permits, system development charges, pavement moratoriums and construction inspection.

P:\Staff Reports\CUP\CUP-15-049 Medford School Dist\CUP-15-049 Lone Pine Elem Staff Report.docx

Page 4

PUBLIC WORKS DEPARTMENT
ENGINEERING & DEVELOPMENT DIVISION

200 S. IVY STREET
MEDFORD, OREGON 97501
www.ci.medford.or.us

TELEPHONE (541) 774-2100
FAX (541) 774-2552



BOARD OF WATER COMMISSIONERS

Staff Memo

TO: Planning Department, City of Medford

FROM: Rodney Grehn P.E., Water Commission Staff Engineer

SUBJECT: CUP-15-049

PARCEL ID: 371W21BB TL 400

PROJECT: Consideration of a request for a Conditional Use Permit to revise the existing permit for Lone Pine Elementary School currently in effect to allow for the construction of two 64' X 28' (3,584 total sq. ft.) modular classrooms for full day kindergarten classes. The 9.26 acre school site is located at the southeast corner of Lone Pine Road and Brookdale Avenue, within the SFR-4 (Single Family Residential – 4 dwelling units per gross acre) and SFR-00 (Single Family Residential – 1 dwelling unit per existing parcel) zoning districts; Medford School District #549C, Applicant (Scott Sinner Consulting Inc., Agent). Desmond McGeough, Planner.

DATE: May 11, 2015

I have reviewed the above plan authorization application as requested. Conditions for approval and comments are as follows:

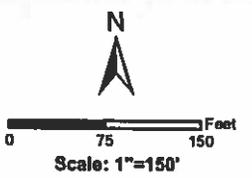
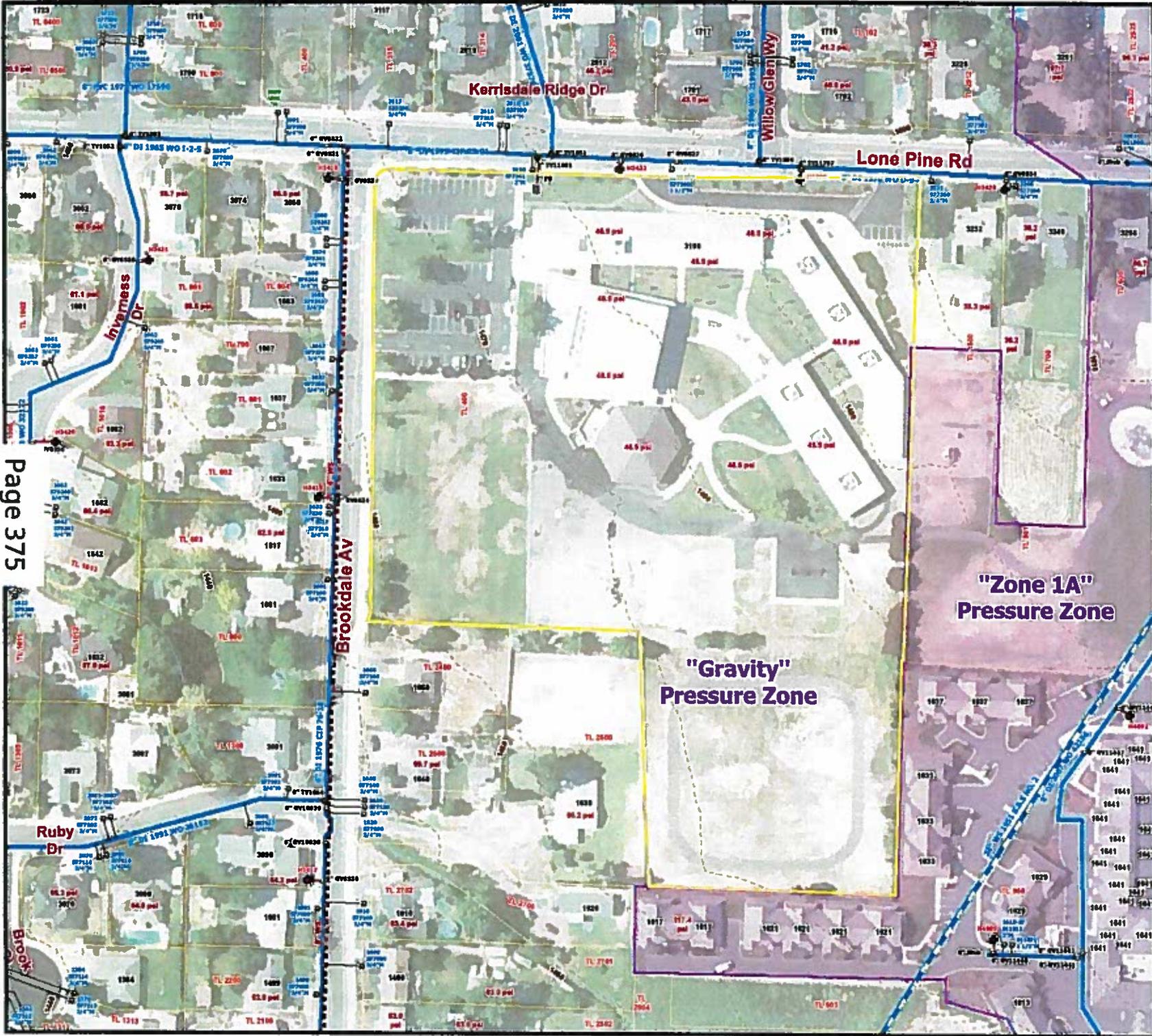
CONDITIONS

1. The water facility planning/design/construction process will be done in accordance with the Medford Water Commission (MWC) "Regulations Governing Water Service" and "Standards For Water Facilities/Fire Protection Systems/Backflow Prevention Devices."
2. All parcels/lots of proposed property divisions will be required to have metered water service prior to recordation of final map, unless otherwise arranged with MWC.
3. If on-site fire protection is required for the installation of the proposed modular classroom, the Applicant's civil engineer shall coordinate with MWC engineering staff for water facility layout.

COMMENTS

1. Off-site water line installation is not required.
2. On-site water facility construction may be required based on Medford Fire Dept. conditions of development. (See Condition 3 above)
3. MWC-metered water service does exist to this property. There is a 1.5-inch domestic water meter located off Lone Pine Road, and a 2-inch domestic water meter also located off Lone Pine Road.
4. Access to MWC water lines is available. There is an existing 8-inch water line in Lone Pine Road, and a 6-inch water line in Brookdale Avenue.

CITY OF MEDFORD
EXHIBIT # "3"
File # CUP-15-049
1 of 2



Water Facility Map for Lone Pine Elementary School "New Modular Classroom" (CUP-15-049)

Legend

- ⬇ Air Valve
- ⊕ Sample Station
- ⊕ Fire Service
- ⊕ Hydrant
- ⊕ Reducer
- ⊕ Blow Off
- ⊕ Plugs-Caps

Water Meters:

- ⊕ Active Meter
- ⊕ On Well
- ⊕ Unknown
- ⊕ Vacant

Water Valves:

- ⊕ Butterfly Valve
- ⊕ Gate Valve
- ⊕ Tapping Valve

Water Mains:

- Active Main
- - - Abandoned Main
- Reservoir Drain Pipe
- Pressure Zone Line

Boundaries:

- ⊕ Urban Growth Boundary
- ⊕ City Limits
- ⊕ Tax Lots

MWC Facilities:

- G** Control Station
- P** Pump Station
- R** Reservoir



This map is based on a 2015 aerial photograph. Medford Water Commission does not warrant the accuracy of the information shown on this map. Medford Water Commission is not responsible for any errors or omissions. For more information, please contact the Medford Water Commission at 530-241-1111.

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2022



Medford Fire Department

200 S. Ivy Street, Room #180
Medford, OR 97501
Phone: 774-2300; Fax: 541-774-2514;
www.medfordfirerescue.org

LAND DEVELOPMENT REPORT - PLANNING

To: Desmond McGeough

LD Meeting Date: 05/13/2015

From: Greg Kleinberg

Report Prepared: 05/08/2015

Applicant: Applicant (Scott Sinner Consulting Inc., Agent)

File #: CUP - 15 - 49

Site Name/Description: Lone Pine Elementary School

Consideration of a request for a Conditional Use Permit to revise the existing permit for Lone Pine Elementary School currently in effect to allow for the construction of two 64' X 28' (3,584 total sq. ft.) modular classrooms for full day kindergarten classes. The 9.26 acre school site is located at the southeast corner of Lone Pine Road and Brookdale Avenue, within the SFR-4 (Single Family Residential - 4 dwelling units per gross acre) and SFR-00 (Single Family Residential - 1 dwelling unit per existing parcel) zoning districts; Medford School District #549C, Applicant (Scott Sinner Consulting Inc., Agent). Desmond McGeough, Planner.

DESCRIPTION OF CORRECTIONS	REFERENCE
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Requirement FIRE HYDRANTS-INTERNAL

OFC 508.5.1

Either install an internal fire hydrant to meet these requirements or protect the structures with NFPA 13 fire sprinkler systems.

Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 400 feet (122 m) from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official.

Exceptions:

1. For Group R-3 and Group U occupancies, the distance requirement shall be 600 feet (183 m).
2. For buildings equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2, the distance requirement shall be 600 feet (183 m).

The approved water supply for fire protection (hydrants) is required to be installed prior to construction when combustible material arrives at the site.

Plans and specifications for fire hydrant system shall be submitted to Medford Fire Department for review and approval prior to construction. Submittal shall include a copy of this review (OFC 501.3).

Requirement FD ACCESS TO BUILDINGS AND FACILITIES

OFC 503.1.1

Both structures shall meet the requirements listed below for proximity of fire apparatus access roads.

Fire apparatus access roads shall be provided and maintained in accordance with Sections 503.1.1 through 503.1.3 (See Appendix D).

EXHIBIT # 5K
File # CUP-15-049
1 of 3



Medford Fire Department

200 S. Ivy Street, Room #180
Medford, OR 97501
Phone: 774-2300; Fax: 541-774-2514;
www.medfordfirerescue.org

LAND DEVELOPMENT REPORT - PLANNING

To: Desmond McGeough

LD Meeting Date: 05/13/2015

From: Greg Kleinberg

Report Prepared: 05/08/2015

Applicant: Applicant (Scott Sinner Consulting Inc., Agent)

File #: CUP - 15 - 49

Site Name/Description: Lone Pine Elementary School

Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet (45 720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.

Exception: The fire code official is authorized to modify Sections 503.1 and 503.2 where any of the following applies:

1. The building is equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1, 903.3.1.2 or 903.3.1.3.
2. Fire apparatus access roads cannot be installed because of location on property, topography, waterways, nonnegotiable grades or other similar conditions, and an approved alternative means of fire protection is provided.
3. There are not more than two Group R-3 or Group U occupancies (OFC 503.1.1).

Requirement FD APPARATUS ACCESS ROAD DESIGN

OFC 503.2.1

If the playground is used as a fire apparatus access road, it shall meet the minimum loading requirements stated below.

Fire apparatus access roads shall have an unobstructed width of not less than 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches. The required width of a fire apparatus access road shall not be obstructed in any manner, including parking of vehicles. Minimum required widths and clearances established under section 503.2.1, shall be maintained at all times. The fire apparatus access road shall be constructed as asphalt, concrete or other approved driving surface capable of supporting the imposed load of fire apparatus weighing at least 60,000 pounds.

(See also OFC 503.4; D102.1)

The turning radius on fire department access roads shall meet Medford Fire Department requirements (OFC 503.2.4).

"K"
2013

Development shall comply with access and water supply requirements in accordance with the Fire Code in affect at the time of development submittal.

Fire apparatus access roads are required to be installed prior to the time of construction. The approved water supply for fire protection (hydrants) is required to be installed prior to construction when combustible material arrives at the site.

Specific fire protection systems may be required in accordance with the Oregon Fire Code.

This plan review shall not prevent the correction of errors or violations that are found to exist during construction. This plan review is based on the information provided only.

Design and installation shall meet the Oregon requirements of the IBC, IFC, IMC and NFPA standards.

"K"
3 of 3

Memo



To: Desmond McGeough, Planner, Planning Department
From: Tanner Fairrington, Building Department (541) 774-2352
CC: Medford School District #549C, Applicant; Scott Sinner Consulting, Inc., Agent
Date: May 12, 2015
Re: May 13, 2015 LDC Meeting: CUP-15-049 – Item #6

Please Note:

This is not a plan review. Unless noted specifically as Conditions of Approval, general comments are provided below based on general information provided per 2014 OSSC. Plans need to be submitted and will be reviewed by a commercial plans examiner, and there may be additional comments.

Fees are based on valuation. Please contact the front counter for estimated fees.

If you have questions, please contact the Building Department at (541) 774-2350 or building@cityofmedford.org. Tanner Fairrington can be contacted directly at (541) 774-2352 or tanner.fairrington@cityofmedford.org.

1. For list of applicable Building Codes, please visit the City of Medford website: www.ci.medford.or.us Click on "City Departments" at top of screen; click on "Building"; click on "Code and Design Information" on left side of screen; click on "Design Criteria"; and select the appropriate design criteria.
2. All plans are to be submitted electronically. Information on the website: www.ci.medford.or.us Click on "City Departments" at top of screen; click on "Building"; click on "Electronic Plan Review (ePlans)" on left side of screen for information.
3. A manual fire alarm system, and a pull station, is required per Section 907.2.3 of the 2014 Oregon Structural Specialty Code (OSSC). A voice/alarm communication system WILL BE required if the ~~occupant load exceeds 100 per exception 2.~~ ^{PROVIDED THE} ^{ALARM SYSTEM INITIATES} ^{OCCUPANT NOTIFICATION} ^{SYSTEM.}
4. Per Table 2902.1 of the 2014 OSSC, it appears that four (4) restrooms are required (assuming an occupant load of greater than 150), or access to restrooms per 2902.3.2 is required.
5. Accessibility shall be provided in accordance with A117.1-09 and Chapter 11 of the 2014 OSSC.
6. The modular building must have an Oregon Label and be designed and constructed for an E occupancy classification.
7. If the structure has a Fire Separation Distance of less than 10 feet (less than 10' to a property line or less than 20' separation between buildings), then the exterior walls shall be 1 hour rated per Table 602 of the 2014 OSSC and unprotected openings shall not exceed 10 percent per Table 705.8.
8. Foundation and plumbing/mechanical/electrical information not provided on modular building drawings are required to be submitted at time of permit application.

CITY OF MEDFORD
EXHIBIT # "L"
File # CUP-15-049
(of 1)

Vicinity Map

Application Name/Description:
Lone Pine Elementary

Proposal:
**Conditional use permit
for modular buildings**

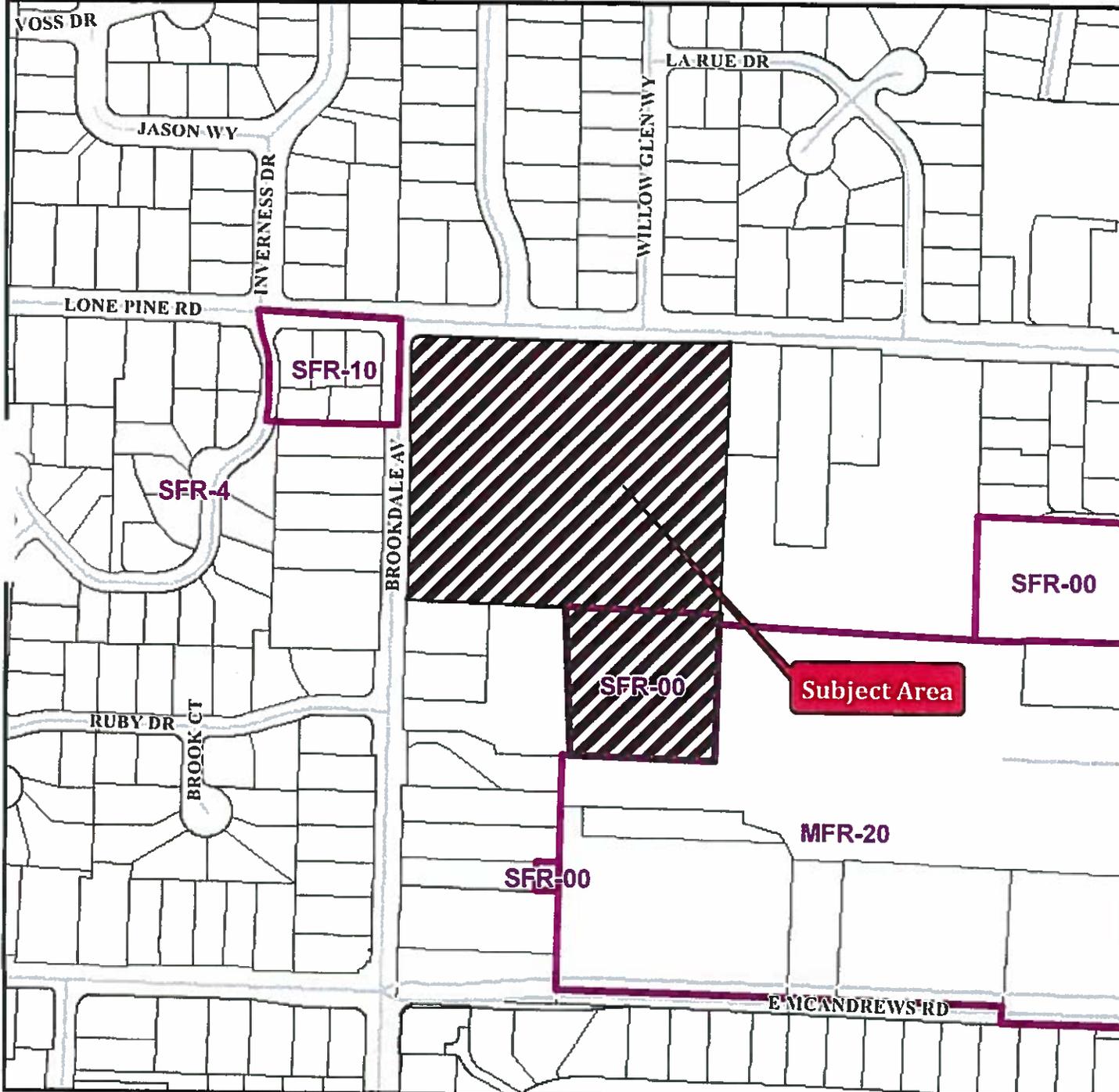
File Numbers:
CUP-15-049

Applicant:
**Medford School District
549C**

Map/Taxlot:
371W21BB TL 400

	Subject Area
	Medford Zoning
	UGB
	Tax Lots
	Southeast
	PUD

Area of Map

Johnson Street and Corona Avenue within a SFR-4 (Single Family Residential – 4 dwelling units per gross acre) zoning district, is hereafter supported by the findings referenced in the Staff Report dated June 4, 2015.

Accepted and approved this 11th day of June 2015.

CITY OF MEDFORD PLANNING COMMISSION

Planning Commission Chair

ATTEST:

Planning Department Representative



Planning Department

Working with the community to shape a vibrant and exceptional city

STAFF REPORT

for a Type-C quasi-judicial decision: Conditional Use Permit Revision

PROJECT Wilson Elementary School
 Applicant: Medford School District #549C; Agent: Scott Sinner Consulting Inc.

FILE NO. CUP-15-048

TO Planning Commission for 06/11/2015 hearing

FROM Desmond McGeough, Planner II *DM*

REVIEWER Kelly Akin, Principal Planner *KA*

DATE June 4, 2015

BACKGROUND

Proposal

Consideration of a request for a Conditional Use Permit to revise the existing permit for Wilson Elementary School currently in effect to allow for the construction of a 64' X 42' (2,688 sq.ft.) modular classroom for full day kindergarten classes. The 11.84 acre school site is located at the southwest corner of Johnson Street and Corona Avenue within a SFR-4 (Single Family Residential – 4 dwelling units per gross acre) zoning district.

Subject Site Characteristics

Zoning SFR-4
 GLUP PS (Parks and Schools)
 Use Wilson Elementary School

Surrounding Site Characteristics

North	SFR-4	Single family dwellings
South	SFR-4	Single family dwellings
East	SFR-4	Single family dwellings
West	MFR-30	School grounds, Multi-family residential dwellings

Related Projects

CUP-92-4 Wilson Elementary Conditional Use Permit

Applicable Criteria

Medford Municipal Code

Conditional Use Permit Approval Criteria, §10.248

The approving authority (Planning Commission) must determine that the development proposal complies with either of the following criteria before approval can be granted.

- (1) The development proposal will cause no significant adverse impact on the livability, value, or appropriate development of abutting property, or the surrounding area when compared to the impacts of permitted development that is not classified as conditional.
- (2) The development proposal is in the public interest, and although the development proposal may cause some adverse impacts, conditions have been imposed by the approving authority (Planning Commission) to produce a balance between the conflicting interests.

In authorizing a conditional use permit the approving authority (Planning Commission) may impose any of the following conditions:

- (1) Limit the manner in which the use is conducted, including restricting the time an activity may take place, and restraints to minimize such environmental effects as noise, vibration, air pollution, glare and odor.
- (2) Establish a special yard or other open space or lot area or dimension requirement.
- (3) Limit the height, size, or location of a building or other structure.
- (4) Designate the size, number, location, or nature of vehicle access points.
- (5) Increase the amount of street dedication, roadway width, or improvements within the street right-of-way.
- (6) Designate the size, location, screening, drainage, surfacing, or other improvement of parking or truck loading area.
- (7) Limit or otherwise designate the number, size, location, height, or lighting of signs.
- (8) Limit the location and intensity of outdoor lighting, or require its shielding.
- (9) Require screening, landscaping, or other facilities to protect adjacent or nearby property, and designate standards for installation or maintenance thereof.
- (10) Designate the size, height, location, or materials for a fence.
- (11) Protect existing trees, vegetation, water resources, wildlife habitat, or other significant natural resources.

ISSUES AND ANALYSIS

Project History

On September 28, 1995, the Planning Commission approved a Conditional Use Permit for Wilson Elementary School. The approval facilitated the addition of two new class rooms at the existing facility, which were approximately 1,000 square feet each.

Project Update

The applicant has submitted an updated site plan, elevations and findings to amend the existing Conditional Use Permit in effect upon the subject property. Approval of the subject Condition Use Permit will allow for the construction of a 64' X 42' (2,688 square foot) modular building containing three classrooms to facilitate operational changes with providing full day kindergarten classes. Additionally, the existing cafeteria will be expanded by 907 square feet to provide additional seating area for lunch.

Public Interest

Medford Land Development Code §10.248(2) allows the approval of Conditional Use Permit requests when the development proposal is in the public interest, and although the development proposal may cause some adverse impacts, conditions have been imposed to produce a balance between the conflicting interests. This proposal is clearly in the public interest as it is necessary in order to accommodate the District's kindergarteners in the upcoming school year. Adverse impacts, if any, would be minimal. It is unlikely that the addition of three classrooms would result in any noticeable impact, other than minor additional traffic at drop-off and pick-up times. Due to the location of the school in a residential neighborhood, a number of students arrive and leave school by a method other than a car trip. A number of students walk, ride bicycles, or are bussed to school, thus not impacting the traffic. Any additional traffic impact resulting from the addition building is reasonable and manageable in order to serve the public interest of providing full day kindergarten classes.

Consolidated Review

Medford Land Development Code Section 10.247(a) states that Conditional Use Permits shall be exempt from Site Plan & Architectural Commission review. However, often the Planning Commission has delegated authority to the Site Plan & Architectural Commission, per Medford Land Development Code Section 10.247(a)(1), for the review of the architecture and landscaping. In this case, the Commission does not have a landscape plan to forward and the simple building does not warrant the need for Site Plan & Architectural Commission review. Therefore, staff recommends that the Commission approve the Conditional Use Permit without delegation to the Site Plan & Architectural Commission.

FINDINGS AND CONCLUSIONS

The approval criteria for Conditional Use Permit states that the Commission must conclude the application is consistent with either 10.248 (1) or (2). The Applicant's findings demonstrate that the application is consistent with the criterion provided in Section 10.248 (2), as the proposed additions are in the public interest.

In summary, the change to all day kindergarten will result in two additional school employees, thus any traffic impact associated with the change is minor. The 2,688 square foot modular building is located on the rear side of the existing school building. The proposed building is not visible from the north side of the campus. The location of the proposed structure is approximately 275 feet from the nearest residential unit to the west, 350 feet from the nearest residential unit to the south and over 430 feet from the nearest residential unit to the east. Campus site plan and elevations for the new building are attached as Exhibit C and Exhibit E, respectively.

Staff has reviewed the applicant's findings and conclusions (Exhibit B) and recommends the Commission adopt the findings as presented.

RECOMMENDED ACTION

Adopt the findings as recommended and Adopt the Final Order for approval per the staff report dated June 4, 2015, including Exhibits A through M.

EXHIBITS

- A Conditions of Approval dated June 04, 2015
- B Applicant's Findings of Fact, received March 30, 2015
- C Proposed Site Plan, received March 30, 2015
- D Enlarged Site Plan, received March 30, 2015
- E Elevations, received March 30, 2015
- F Modular Floor Plan, received March 30, 2015
- G Cafeteria Floor Plan, received March 30, 2015
- H Conceptual Stormwater Plan, received March 30, 2015
- I Assessor's Parcel Map, received March 30, 2015
- J Public Works Staff Report, dated May 13, 2015
- K Medford Water Commission Memo, dated May 11, 2015
- L Fire Department Report, prepared May 8, 2015
- M Building Department Memo, dated May 12, 2015
Vicinity map

PLANNING COMMISSION AGENDA:

JUNE 11, 2015

EXHIBIT A

**Willson Elementary Conditional Use Permit
CUP-15-048
Conditions of Approval
June 04, 2015**

CODE CONDITIONS

1. Comply with the Public Works Staff Report, dated May 13, 2015 (Exhibit J);
2. Comply with the Medford Water Commission Memo, dated May 11, 2015 (Exhibit K); and
3. Comply with the Fire Department Report, prepared May 8, 2015 (Exhibit L).

CITY OF MEDFORD
EXHIBIT # : A
File # CUP-15-048
incl

FINDINGS OF FACT

BEFORE THE PLANNING COMMISSION FOR THE CITY OF MEDFORD, OREGON:

IN THE MATTER OF AN APPLICATION FOR)	
A REVISION OF A CONDITIONAL USE PERMIT)	
OF PROPERTY IDENTIFIED AS)	FINDINGS OF FACT
T37-R1W-19BA-TL 500, 601, 2800, 2900)	AND
MEDFORD SCHOOL DISTRICT 549C)	CONCLUSIONS
<u>SCOTT SINNER CONSULTING, INC. AGENT</u>)	OF LAW

I. BACKGROUND INFORMATION

Applicant:

Medford School District 549C
 Brad Earl, CFO
 815 S Oakdale Ave
 Medford, OR 97501
brad.earl@medford.k12.or.us

RECEIVED
 MAR 30 2015
 PLANNING DEPT.

Agent:

Scott Sinner Consulting, Inc.
 4401 San Juan Dr. Suite G
 Medford, OR 97504
 541-772-1494
scottsinner@yahoo.com

Property:

371W19BA TL 500, 601, 2800, and 2900

Wilson Elementary School
 Medford School District 549C
 1400 Johnson Avenue
 Medford, OR 97504
 11.84 Acres

TLs 2900 and 500 Single Family Residential 4 units per acre (SFR-4) Zoning
 TLs 2800 and 601 Multifamily Residential 20 units per acre (MFR-20) Zoning
 Parks Schools (PS) General Land Use Plan Map Designation

CITY OF MEDFORD
 EXHIBIT # "B"
 File # CUP-15-048

Summary:

This application is submitted to revise the Conditional Use Permit currently in effect on the subject property. This revision is limited to the current request to provide additional

6

FINDINGS OF FACT

Modular classrooms on the campus to accommodate full day kindergarten classes. This revision will review and analyze the impacts of the adding one 64' x 42' Modular containing three classrooms.

The existing cafeteria is also being expanded by 907 square feet. This expansion will add additional seating / eating area. The proposed expansion will not be able to be seen from any location off campus as the construction will be between the existing classroom ramps and existing cafeteria. There will be no additional staff associated with the cafeteria expansion.

Relevant Approval Criteria

10.248 Conditional Use Permit Criteria

The approving authority (Planning Commission) must determine that the development proposal complies with either of the following criteria before approval can be granted.

(1) The development proposal will cause no significant adverse impact on the livability, value, or appropriate development of abutting property, or the surrounding area when compared to the impacts of permitted development that is not classified as conditional.

(2) The development proposal is in the public interest, and although the development proposal may cause some adverse impacts, conditions have been imposed by the approving authority (Planning Commission) to produce a balance between the conflicting interests.

In authorizing a conditional use permit the approving authority (Planning Commission) may impose any of the following conditions:

(1) Limit the manner in which the use is conducted, including restricting the time an activity may take place, and restraints to minimize such environmental effects as noise, vibration, air pollution, glare and odor.

(2) Establish a special yard or other open space or lot area or dimension requirement.

(3) Limit the height, size, or location of a building or other structure.

(4) Designate the size, number, location, or nature of vehicle access points.

(5) Increase the amount of street dedication, roadway width, or improvements within the street right-of-way.

(6) Designate the size, location, screening, drainage, surfacing, or other improvement of parking or truck loading area.

(7) Limit or otherwise designate the number, size, location, height, or

FINDINGS OF FACT

lighting of signs.

(8) Limit the location and intensity of outdoor lighting, or require its shielding.

(9) Require screening, landscaping, or other facilities to protect adjacent or nearby property, and designate standards for installation or maintenance thereof.

(10) Designate the size, height, location, or materials for a fence.

(11) Protect existing trees, vegetation, water resources, wildlife habitat, or other significant natural resources.

[Amd. Sec. 7, Ord. No. 6265, Dec. 15, 1988.]

Findings of Fact

(2) The development proposal is in the public interest, and although the development proposal may cause some adverse impacts, conditions have been imposed by the approving authority (Planning Commission) to produce a balance between the conflicting interests.

The approval criteria for a Conditional Use Permit (CUP) within the Medford Land Development Code (MLDC) states the Planning Commission must conclude the application is consistent with either 10.248 (1) or (2). This application will demonstrate the application is consistent with Subsection (2).

The approval of this application will allow for the modification of the existing facilities to meet the newly identified needs of the residents in the District. Additional facilities are required to provide full day Kindergarten to the residents within the District.

The existing facilities on the campus do not have the ability to meet the requirements of class size without additional space. The proposed Modular will provide the space needed to meet district requirements for classroom size.

The Medford Comprehensive Plan (Comp Plan) recognizes the need for public schools and classified public schools as Category B Facilities. The planning for School District Facilities is contained within the following Comp Plan excerpt:

PUBLIC SCHOOL DISTRICT FACILITIES PLANNING Long-Range Planning for Public School Facilities Long-range school facilities planning is an important and somewhat complex process requiring the cooperation and coordination of school districts, local governments and citizens. Long-range planning by the Medford and Phoenix-Talent School Districts is continuous. It is a different type of planning, however, from the long-range planning activities of local "general-purpose" governments, whose responsibility is to direct the location and intensity of community growth and development, and to perform functions of community

FINDINGS OF FACT

and regional planning that fall within their jurisdictional and statutory authority. Conversely, school districts are "special-purpose" government entities, whose role is to coordinate with city and county agencies, and react appropriately to the service demands generated by the growth and development policy decisions of general-purpose governments. State statutes, particularly ORS 195.110, define the City's role and responsibilities in the required facilities planning of large (defined by ORS 195.110 as having more than 2,500 students) school districts.

Approving the requested modification to the existing CUP for Wilson Elementary School will allow the School District to meet the needs currently identified in the long range planning process.

Wilson School has a current enrollment of 510 students with 35 total staff. The implementation of full day kindergarten will add three new staff and the enrollment will remain at 510 students. The expansion of facilities is the placement of one 64' by 42' Modular containing three classrooms.

Transportation Impact

The approval of this application will have a minor impact to the transportation system. According to the school district administration, the transition to full day kindergarten will add two new staff personnel and no additional students. The additional 3 staff will not create a significant impact to the transportation system in the vicinity of the school.

The table below provides a detail of the existing and proposed AM Drop off and PM Pick up at the campus.

FINDINGS OF FACT

Existing 1/2 Day Kindergarten	K	1	2	3	4	5	6	Students
AM Drop off								460
Kindergarten Pick up								50
Knidergarten Drop off								50
PM Pick Up								460
Proposed Full Day Kindergarten	k	1	2	3	4	5	6	Students
AM Drop off								510
PM Pick Up								510

The tables indicate an increase of 50 total students for the proposed AM Drop off and 50 total students for the PM Pick up schedule of the campus. This reflects the total change of all students, but does not include the impact of the students bussing or students walking or riding bicycles to and from school.

Bussing is provided for all areas more than one mile from the campus. Wilson School is in an urban area and currently there are four AM & PM buses serving the school and four Midday kindergarten buses.

The District assesses and adjusts the bussing requirements for the school throughout the school year, and these adjustments will mitigate congestion at peak periods.

Storm Drainage

This application includes a conceptual storm drainage plan for the installation of the proposed Modular. The primary impact to the storm drainage on the site is the increased impervious area of the roof of the modular as most of the sidewalk in existing.

FINDINGS OF FACT

The roof drains of the proposed Modular will be connected to a new bioswale behind the Modular. The bioswale will require fencing as indicated on the attached plan C-1.

Stormwater exiting the bioswale will be connected to existing private storm drainage systems on the campus.

Conclusions of Law

The Planning Commission can conclude the development proposal to provide and expansion of facilities at the existing Wilson Elementary School is in the Public Interest and is consistent with MLDC 10.248 (2).

In authorizing a conditional use permit the approving authority (Planning Commission) may impose any of the following conditions:

(1) Limit the manner in which the use is conducted, including restricting the time an activity may take place, and restraints to minimize such environmental effects as noise, vibration, air pollution, glare and odor.

The approval of this CUP application will not affect or alter the type of use at the campus. The implementation of full day kindergarten at Wilson School will not extend the duration of instruction for the current school day. All other impacts identified in this subsection should remain unchanged.

(2) Establish a special yard or other open space or lot area or dimension requirement.

The campus is a total of 11.84 acres. The site has a significant open space for all manners of outdoor recreation and landscaping. The proposed location of the new Modular is positioned to utilize existing walkways to minimize new flatwork and provide students a reasonable distance for changing classes or traveling to other facilities on the campus.

The conversion of less than 3,000 square feet of open space on the 11.84 acre campus is not a significant impact and no mitigation is proposed with this application.

The proposed expansion of the existing cafeteria will add 907 square feet to the existing construction.

(3) Limit the height, size, or location of a building or other structure.

The height of the proposed Modular is less than 15' at the ridge of the roofline. This is less than the maximum height for the underlying zoning district and less than the height of other existing structures on the campus.

FINDINGS OF FACT

The proposed size of the Modular is necessary to conduct the classroom activities. The three classrooms and are a reasonable size for the intended use and do not create a detrimental impact to the adjoining properties.

The location of the Modular is proposed to minimize distances to other campus facilities and impacts to surrounding properties without a need for mitigation.

The height of the proposed cafeteria expansion will match the existing cafeteria roofline.

(4) Designate the size, number, location, or nature of vehicle access points.

This application does not propose any change to the size, number, location or nature of any vehicle access points connecting the onsite facilities with the public transportation system.

(5) Increase the amount of street dedication, roadway width, or improvements within the street right-of-way.

This application does not propose or anticipate a need for a street dedication or change to the current improvements of the offsite facilities as a result of adding two staff to the campus.

(6) Designate the size, location, screening, drainage, surfacing, or other improvement of parking or truck loading area.

The current MLDO requires 2.2 spaces for each classroom (13 required) plus 1 space for each member of Staff (38 required) for a total of 51 required parking spaces for existing facilities, the proposed Modular and the expanded caeteria. The site plan provides 65 spaces.

The application is in compliance with the parking standards.

(7) Limit or otherwise designate the number, size, location, height, or lighting of signs.

This application does not impact any signage on the property, no mitigation is proposed.

(8) Limit the location and intensity of outdoor lighting, or require its shielding.

FINDINGS OF FACT

A review of the elevations of the proposed Modular class room indicates each classroom door is provided with a wall surface mount light fixture with limited intensity to provide safe access to the classroom.

This application does not propose any additional changes to the site lighting.

(9) Require screening, landscaping, or other facilities to protect adjacent or nearby property, and designate standards for installation or maintenance thereof.

The location of the Modular proposed with this application is behind existing facilities which will shield the building and minimize impacts to adjoining properties. This application does not propose additional screening of the Modular. The cafeteria will not be visible from off campus and does not require additional screening.

(10) Designate the size, height, location, or materials for a fence.

The Modular is proposed to be within the existing security fence for the school. The site plan submitted with this application provides fencing connections between the Modular and the existing fence to maintain campus security. There are no screening fences proposed with this application.

(11) Protect existing trees, vegetation, water resources, wildlife habitat, or other significant natural resources.

The location of the proposed Modular does not interfere with any existing trees, water resources, wildlife habitat or significant natural resources. The expansion of the cafeteria does not require the removal of any existing trees.

Application Summary and Conclusions

The Planning Commission is the Approving Authority for this revision to the current Conditional Use Permit for Wilson Elementary School. The Medford Land Development Ordinance section 10.248 provides the approval criteria for a Conditional Use and a modification of an existing Conditional Use is reviewed under the same criteria.

This application is submitted to comply with 10.248(2) as the school is in the public interest according the Medford Comprehensive Plan and Statewide Planning Goals.

The impacts of placing a new Modular containing three classrooms on the campus to accommodate the transition from a half day kindergarten program to a full day program have been identified and can be found to be minimal. The transition in the program adds three staff to the campus and the numbers of students remain the same.

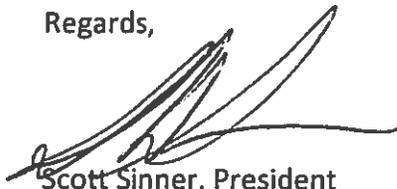
FINDINGS OF FACT

While the total number of students will remain the same, the transition will increase the number of AM drop offs and PM pick-ups at the campus. The District will assess and adjust the bussing to minimize any adverse impacts to the transportation system.

The expansion of the existing cafeteria will not increase staff, and will provide additional room for students to be able to eat lunch at tables. The expansion on the cafeteria will not remove any existing trees and will not be able to be seen off campus.

On behalf of the applicant, I request the approval of this application to revise the Conditional Use Permit for Wilson Elementary School.

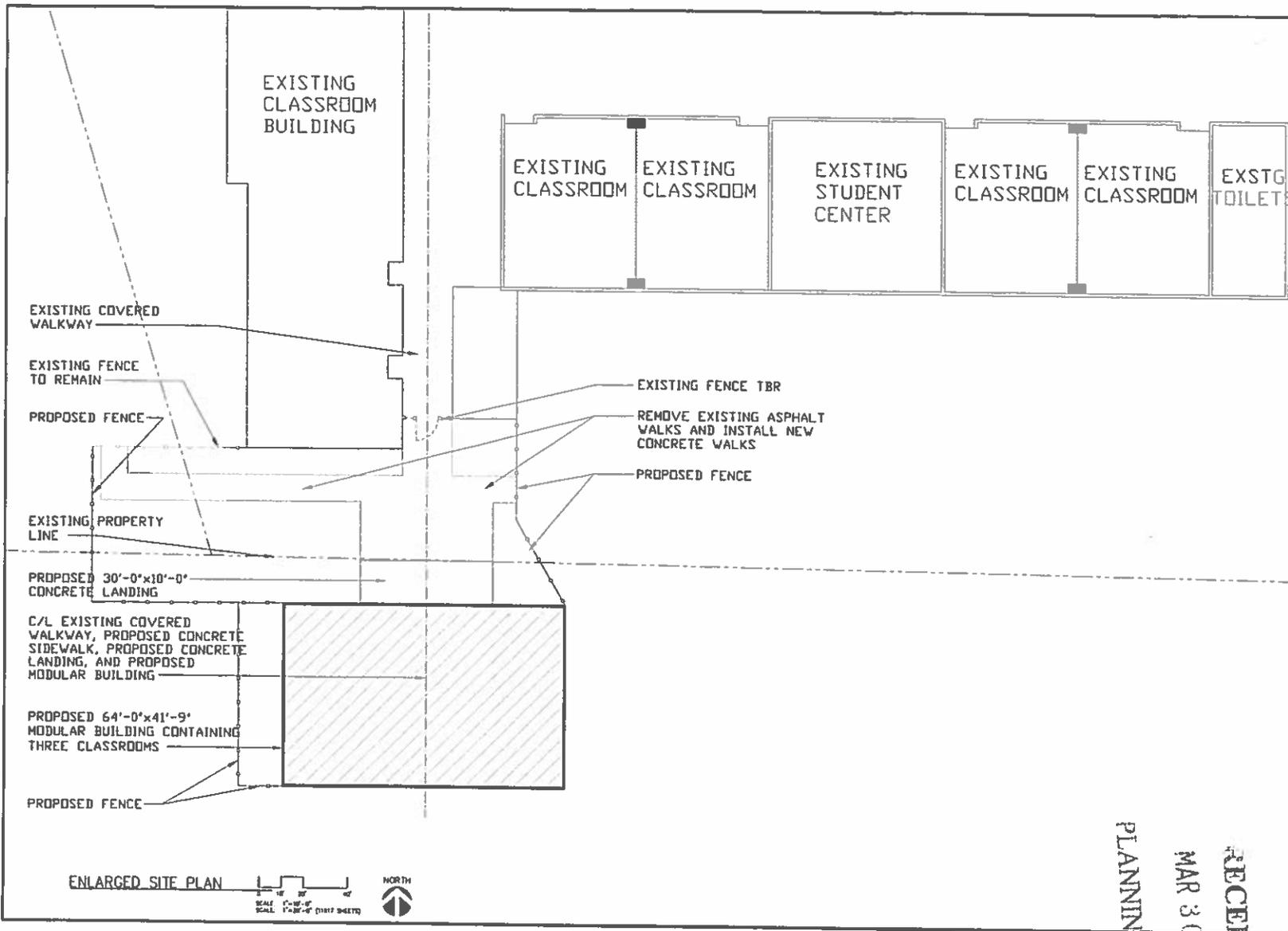
Regards,

A handwritten signature in black ink, appearing to read 'Scott Sinner', written over a horizontal line.

Scott Sinner, President
Scott Sinner Consulting, Inc.

EXHIBIT # 5-D
File # CUP-15-048

CITY OF MEDFORD



ENLARGED SITE PLAN

SCALE: 1" = 30'-0" (THIS SHEET)

NORTH

DATE	REVISION

STEVE ENNIS ARCHITECT
 P.O. BOX 401
 378 SANSON DRIVE
 MEDFORD, OREGON 97501

PROJECT FOR
MEDFORD SCHOOL DISTRICT 549C

PROJECT NAME
NEW MODULAR CLASSROOM

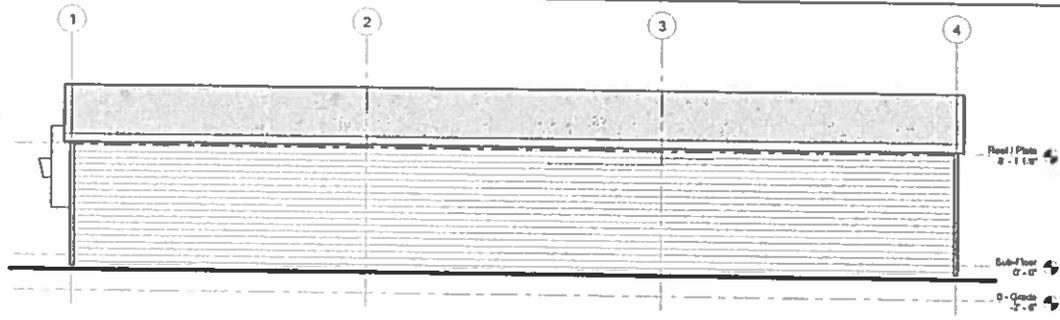
WILSON ELEMENTARY SCHOOL

PROJECT ADDRESS
**1400 JOHNSON STREET
 MEDFORD, OREGON**

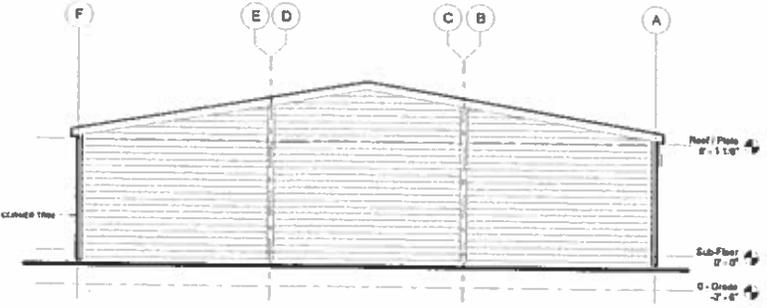
SHEET TITLE
ENLARGED SITE PLAN

FILE NAME CUP-15-048	SHEET NO. SO-3
PROJECT # 1507	
DATE 03/23/15	

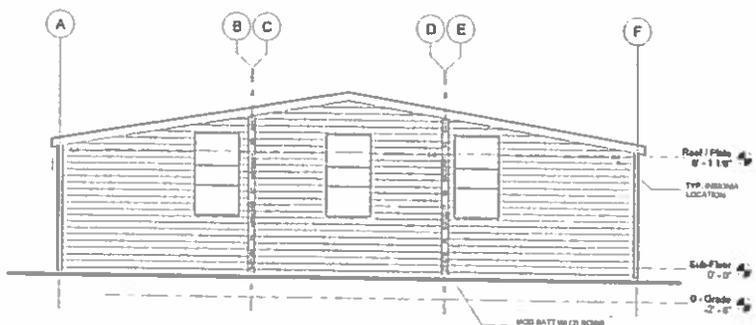
RECEIVED
 MAR 30 2015
 PLANNING DEPT.



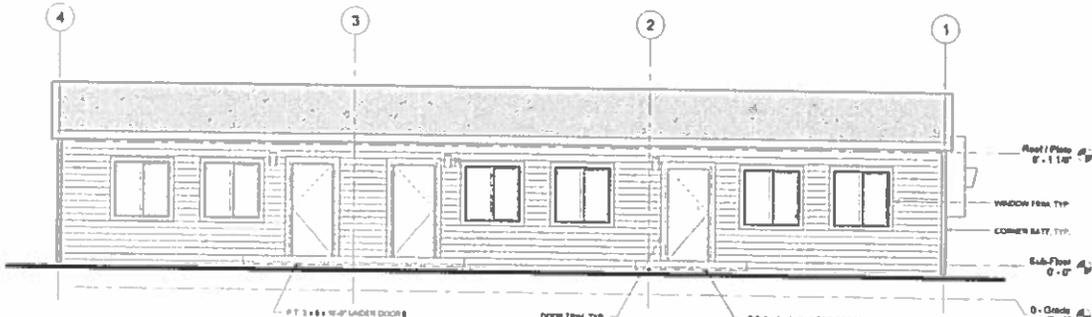
1 REAR ELEVATION
1/4" = 1'-0"



2 LEFT END ELEVATION
1/4" = 1'-0"



3 RIGHT END ELEVATION
1/4" = 1'-0"



4 FRONT ELEVATION
1/4" = 1'-0"

CITY OF MEDFORD
EXHIBIT # EA
File # 2015-15-048
1057

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REV	DESCRIPTION	DATE	BY

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MODERN
MODULAR BUILDINGS, INC.
1000 Johnson St. Medford, OR 97504

SHEET # **EXTERIOR ELEVATIONS**
PROJECT **4' x 8' MODULAR CLASSROOM**
ADDRESS **AEPA - MEDFORD SD**
JOB # **2015-AR-30-5**
DATE **6/13/2014**

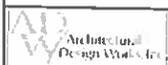
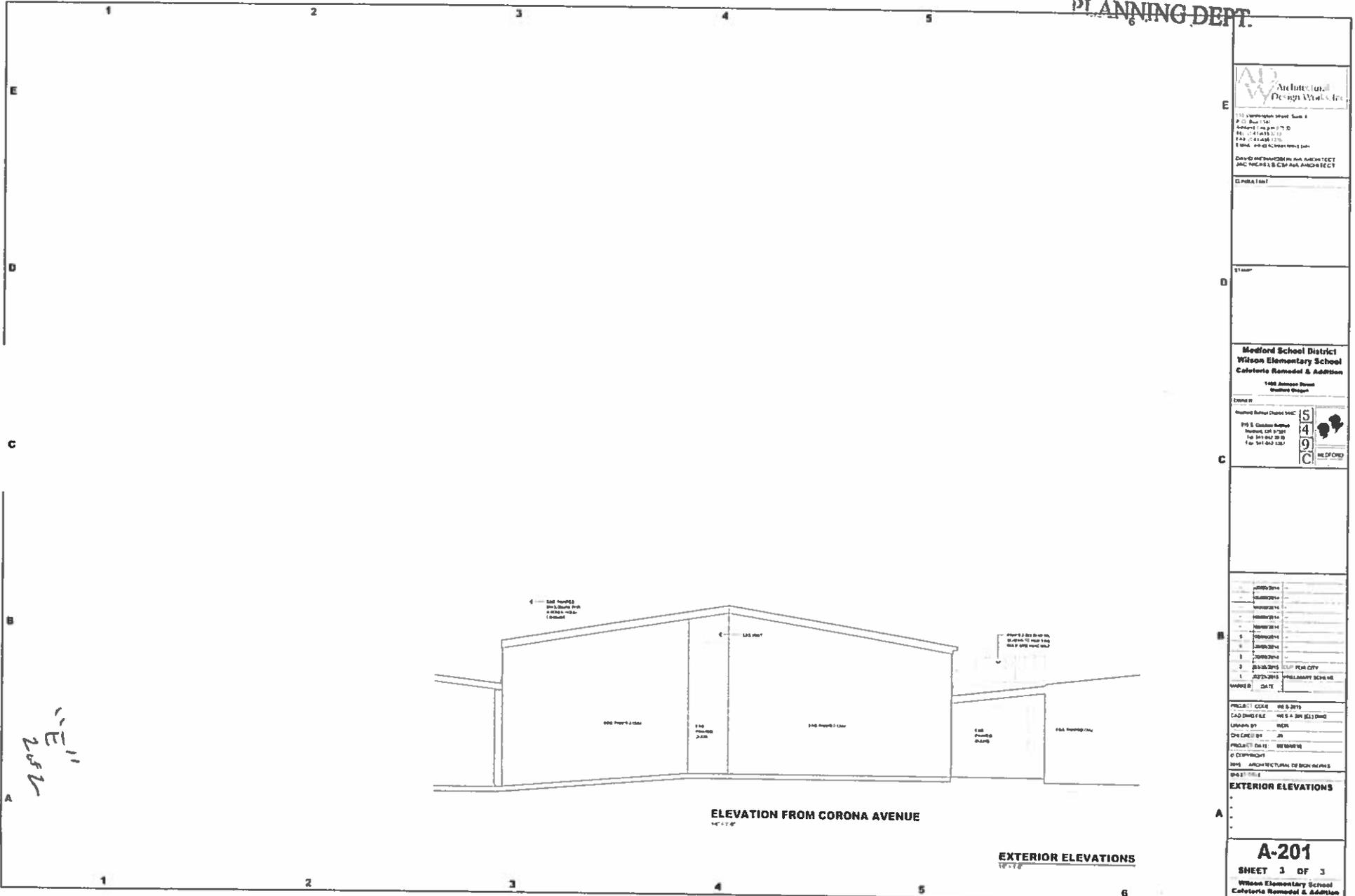
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RECEIVED

MAR 31 2015

PLANNING DEPT.

Page 400



Architectural Design Works, Inc.
1111 Washington Street, Suite 1
P.O. Box 1401
Berkeley, CA 94701-1401
Tel: (415) 835-5112
Fax: (415) 835-1116
E-Mail: info@archdesignworks.com

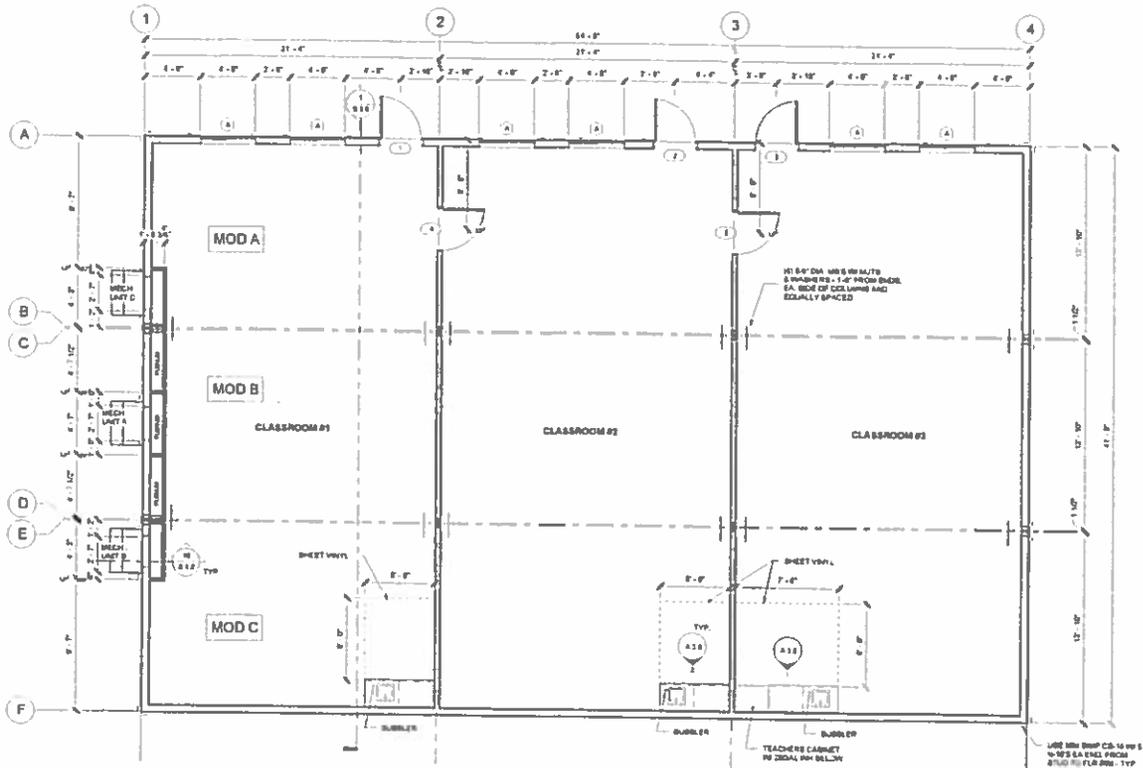
Directed and designed by ARCHITECT
ARCHITECTS & DESIGNERS ARCHITECTS

Medford School District
Wilson Elementary School
Cafeteria Remodel & Addition
1400 Amador Street
Medford Oregon

Medford School District
P.O. Box 1000
Medford, OR 97501
Tel: 541-924-3100
Fax: 541-924-3100

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SEE
201



1 FLOOR PLAN
1/4" = 1'-0"

CITY OF MEDFORD
EXHIBIT # 111
File# CUP-15-048

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MAR 30 2015
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REV	DESCRIPTION	DATE	BY

MODERN
BUILDING SYSTEMS
1400 N.W. 10th Ave., Suite 100
Medford, OR 97504
Phone: 541-753-8800
Fax: 541-753-8801
www.modernbuildingsystems.com

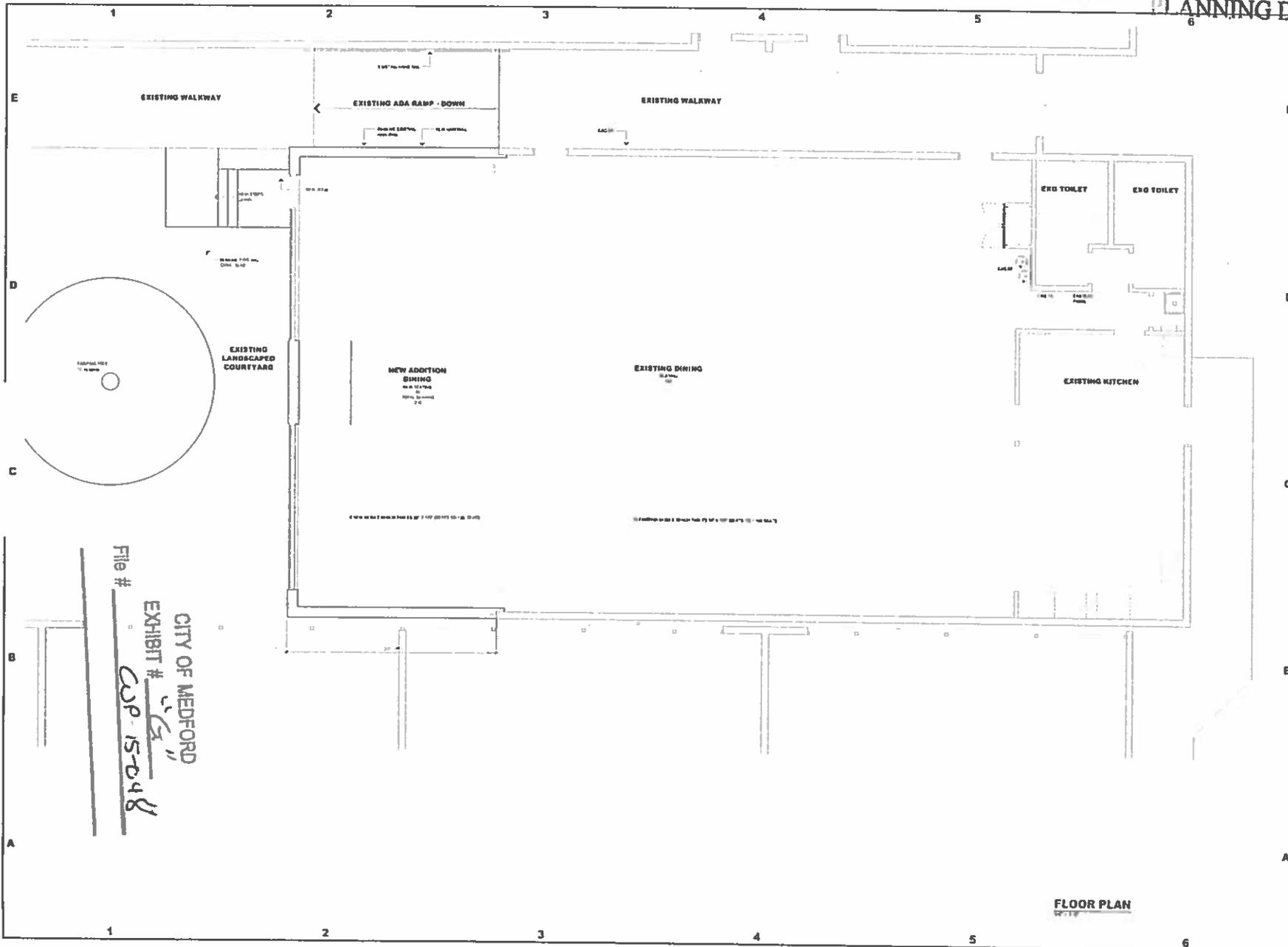
SHEET FLOOR PLAN
PROJ 42 x 64 MODULAR CLASSROOM
AEPA - MEDFORD SD
ADDRESS 1400 Johnson St. Medford, OR 97504

DATE 2015-AR-30-6
SHEET # A 1.0
DATE 01/22/2014

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MAR 31 2015

PLANNING DEPT.



Architectural
Design Works, Inc.
311 Westport Street, Suite 1
P.O. Box 1440
Medford, Oregon 97501
TEL: (541) 455-5119
FAX: (541) 455-1716
E-MAIL: info@adworks.com

DAVID RICHMOND, AA ARCHITECT
JACQUELYNNE COLEMAN ARCHITECT

12 Project Name

12 App

12 App

12 App

12 App

12 App

Medford School District
Wilson Elementary School
Cafeteria Remodel & Addition
1400 Columbia Street
Medford, Oregon

Drawn by
Medford School District GAC
475 E. Columbia Avenue
Medford, OR 97501
Tel: 541-452-4100
Fax: 541-452-1800

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PROJECT CLERK	08/05/2014
CAD DRAFTER	08/05/2014
DESIGNED BY	08/05/2014
CHECKED BY	08/05/2014
PROJECT DATE	08/05/2014
COPYRIGHT	08/05/2014
DATE	08/05/2014

PROJECT CLERK: 08/05/2014
CAD DRAFTER: 08/05/2014
DESIGNED BY: 08/05/2014
CHECKED BY: 08/05/2014
PROJECT DATE: 08/05/2014
COPYRIGHT: 08/05/2014
DATE: 08/05/2014

AD ARCHITECTURAL DESIGN WORKS
SHEET TITLE
FIRST FLOOR PLAN

A-101
SHEET 2 OF 3
Wilson Elementary School
Cafeteria Remodel & Addition

Page 402

File # _____
EXHIBIT # 15
CITY OF MEDFORD
CP-15-048

FLOOR PLAN

FOR ASSIGNMENT AND
EXAMINATION

N E 1/4, N W 1/4, SEC. 19, T.37S., R.1W., WM
JACKSON COUNTY
1" = 100'

37 1W 19BA
MEDFORD

APPROX
1/16 COR

VELIA
AVENUE

JOHNSON STREET

1/4 COR

SUBJECT PARCEL

PROGRESS
DRIVE

DRIVE

AVENUE

CORONA

CANCELLED PLAN
LOT NUMBERS

- 803
- 1813 & 1782 ADDED TO 1813
- 1903
- 2103 ADDED TO 2104
- 2101
- 2102
- 2104
- 2105
- 2106
- 2107 & 2060 ADDED TO 2107

49-1

WILSON ELEMENTARY SCHOOL
DISTRICT NO. 65

GRAND AVENUE

WOOD

SEE MAP
DETAIL NO 2

LOU-MARK
RUSKIN DRIVE

SEE
MAP

SUBDIVISION

DETAIL NO 1

AVENUE

CORONA

EAST

MC ANDREWS

ROAD

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MAR 30 2015
PLANNING DEPT.

37 1W 19BA
MEDFORD

Page 404

CITY OF MEDFORD
EXHIBIT # *111*
File # *CWP-15-048*



Continuous Improvement Customer Service

CITY OF MEDFORD

Revised Date: 5/13/2015
File Number: CUP-15-048

JWT 1177 HEARING

**PUBLIC WORKS DEPARTMENT STAFF REPORT
Wilson Elementary School**

Project: Consideration of a request for a Conditional Use Permit to revise the existing permit for Wilson Elementary School currently in effect to allow for the construction of a 64' X 42' (2,688 sq. ft.) modular classroom for full day kindergarten classes.

Location: The 11.84 acre school site is located at the southwest corner of Johnson Street and Corona Avenue, within a SFR-4 (Single Family Residential – 4 dwelling units per gross acre) zoning district

Applicant: Medford School District #549C

NOTE: The items listed here shall be completed and accepted prior to the respective issuances of permits and certificates:

Prior to issue of the first building permit, the following items shall be completed and accepted:

- Submittal and approval of plans for site grading and drainage, and detention.

Prior to issue of Certificate-of-Occupancy for completed structures, the following items shall be completed and accepted:

- Certification by the design engineer that the stormwater quality and detention system was constructed per the approved plan.

A. STREETS

1. Dedications

No street dedications required.

2. Public Improvements

No public improvements required.

CITY OF MEDFORD
EXHIBIT # "3"
File # CUP-15-048
1 of 4

B. SANITARY SEWERS

This site lies within the Medford sewer service area. No additional sewer connections are indicated on the plans.

C. STORM DRAINAGE

1. Drainage Plan

A comprehensive drainage plan showing the entire project site with sufficient spot elevations to determine direction of runoff to the proposed drainage system, and also showing elevations on the proposed drainage system, shall be submitted with the first building permit application for approval. All area catch basins shall meet Department of Environmental Quality (DEQ) requirements, which include a down-turned elbow and sump.

The Developer shall provide copies of either a Joint Use Maintenance Agreement or a private stormdrain easement for any stormwater draining onto or from adjacent private property.

2. Grading

A comprehensive grading plan showing the relationship between adjacent property and the proposed development shall be submitted with the building permit application for approval. Grading on this development shall not block drainage from an adjacent property or concentrate drainage onto an adjacent property without an easement. The developer shall be responsible that the final grading of the development shall be in compliance with the approved grading plan.

3. Detention and Water Quality

Stormwater quality and detention facilities shall be required in accordance with MLDC Section 10.481 and 10.729.

4. Certification

Upon completion of the project, and prior to certificate of occupancy of the building, **the developer's design engineer shall certify that the construction of the stormwater quality and detention system was constructed per plan.** Certification shall be in writing and submitted to the Engineering Division of Public Works. Reference Rogue Valley Stormwater Quality Design Manual, Appendix I, Technical Requirements.

5. Erosion Prevention and Sediment Control

All development that disturbs 5,000 square feet or greater shall require an Erosion Prevention and Sediment Control Plan. Developments that disturb one acre and greater shall require a 1200C permit from the Department of Environmental Quality (DEQ). Erosion Prevention and Sediment Control Plans shall be submitted to the Building Department with the project plans for development. All disturbed areas shall be covered with vegetation or properly stabilized prior to certificate of occupancy. -5''

D. General Conditions

1. Site Improvements

All on-site parking and vehicle maneuvering areas related to this development shall be paved in accordance with MLDC, Section 10.746, prior to issuance of certificate of occupancy for any structures on the site. Curbs shall be constructed around the perimeter of all parking and maneuvering areas that are adjacent to landscaping or unpaved areas related to this site. Curbs may be deleted or curb cuts provided wherever pavement drains to a water quality facility.

2. System Development Charges

Buildings in this development are subject to street, sanitary sewer collection and treatment system development charges (SDC). All SDC fees shall be paid at the time individual building permits are issued.

Prepared by: Doug Burroughs

SUMMARY CONDITIONS OF APPROVAL

Wilson Elementary School

CUP-15-048

A. Streets

1. **Street Dedications to the Public:**

No street dedications required

2. **Improvements:**

No public improvements required.

B. Sanitary Sewer:

No additional sewer connection proposed.

C. Storm Drainage:

Provide a comprehensive grading and drainage plan.

Provide water quality and detention facilities, calculations and O&M Manual.

Provide engineers certification of stormwater facility construction.

The above summary is for convenience only and does not supersede or negate the full report in any way. If there is any discrepancy between the above list and the full report, the full report shall govern. Refer to the full report for details on each item as well as miscellaneous requirements for the project, including requirements for public improvement plans (Construction Plans), design requirements, phasing, draft and final plat processes, permits, system development charges, pavement moratoriums and construction inspection.

P:\Staff Reports\CUP\CUP-15-048 - Wilson Elem\CUP-15-048 Wilson Elem Staff Report.docx

PUBLIC WORKS DEPARTMENT
ENGINEERING & DEVELOPMENT DIVISION

200 S. IVY STREET
MEDFORD, OREGON 97501
www.ci.medford.or.us

TELEPHONE (541) 774-2100
FAX (541) 774-2552

Page 4
024



BOARD OF WATER COMMISSIONERS

Staff Memo

TO: Planning Department, City of Medford

FROM: Rodney Grehn P.E., Water Commission Staff Engineer

SUBJECT: CUP-15-048

PARCEL ID: 371W19BA TL's 500, 601, 2800, and 2900

PROJECT: Consideration of a request for a Conditional Use Permit to revise the existing permit for Wilson Elementary School currently in effect to allow for the construction of a 64' X 42' (2,688 sq. ft.) modular classroom for full day kindergarten classes. The 11.84 acre school site is located at the southwest corner of Johnson Street and Corona Avenue, within a SFR-4 (Single Family Residential – 4 dwelling units per gross acre) zoning district; Medford School District #549C, Applicant (Scott Sinner Consulting Inc., Agent). Desmond McGeough, Planner.

DATE: May 11, 2015

I have reviewed the above plan authorization application as requested. Conditions for approval and comments are as follows:

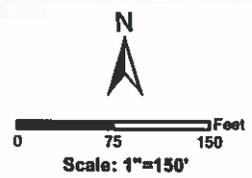
CONDITIONS

1. The water facility planning/design/construction process will be done in accordance with the Medford Water Commission (MWC) "Regulations Governing Water Service" and "Standards For Water Facilities/Fire Protection Systems/Backflow Prevention Devices."
2. All parcels/lots of proposed property divisions will be required to have metered water service prior to recordation of final map, unless otherwise arranged with MWC.
3. If on-site fire protection is required for the installation of the proposed modular classroom, the Applicant's civil engineer shall coordinate with MWC engineering staff for water facility layout.

COMMENTS

1. Off-site water line installation is not required.
2. On-site water facility construction may be required based on Medford Fire Dept. conditions of development. (See Condition 3 above)
3. MWC-metered water service does exist to this property. There is a 3-inch domestic water meter located off Corona Avenue, and a 2-inch irrigation water meter is located off both Grand Avenue and Johnson Street.
4. Access to MWC water lines is available. There is an existing 6-inch water line in Johnson Street and Corona Avenue, and a 4-inch water line in Grand Avenue.

CITY OF MEDFORD
EXHIBIT # "K"
File # CUP-15-048
1072



**Water Facility Map for
Wilson Elementary School
"New Modular Classroom"
(CUP-15-048)**

Legend

- ▲ Air Valve
- Sample Station
- Fire Service
- Hydrant
- ▲ Reducer
- Blow Off
- Plugs-Caps

Water Meters:

- Active Meter
- On Well
- Unknown
- Vacant

Water Valves:

- Butterfly Valve
- Gate Valve
- Tapping Valve

Water Mains:

- Active Main
- - - Abandoned Main
- Reservoir Drain Pipe
- Pressure Zone Line

Boundaries:

- Urban Growth Boundary
- City Limits
- Tax Lots

MWC Facilities:

- G** Control Station
- P** Pump Station
- R** Reservoir

Handwritten: "K" 2082



Map prepared by a third party contractor for the Wilford Water Commission. The Wilford Water Commission is not responsible for any errors or omissions on this map. The Wilford Water Commission is not responsible for any errors or omissions on this map.



Medford Fire Department

200 S. Ivy Street, Room #180
Medford, OR 97501
Phone: 774-2300; Fax: 541-774-2514;
www.medfordfirerescue.org

LAND DEVELOPMENT REPORT - PLANNING

To: Desmond McGeough

LD Meeting Date: 05/13/2015

From: Greg Kleinberg

Report Prepared: 05/08/2015

Applicant: Applicant (Scott Sinner Consulting Inc., Agent)

File #: CUP - 15 - 48

Site Name/Description: Wilson Elementary School

Consideration of a request for a Conditional Use Permit to revise the existing permit for Wilson Elementary School currently in effect to allow for the construction of a 64' X 42' (2,688 sq. ft.) modular classroom for full day kindergarten classes. The 11.84 acre school site is located at the southwest corner of Johnson Street and Corona Avenue, within a SFR-4 (Single Family Residential - 4 dwelling units per gross acre) zoning district; Medford School District #549C, Applicant (Scott Sinner Consulting Inc., Agent). Desmond McGeough, Planner.

DESCRIPTION OF CORRECTIONS	REFERENCE
----------------------------	-----------

Requirement FD ACCESS TO BUILDINGS AND FACILITIES

OFC

503.1.1

A fire apparatus access road shall be extended so the location of the structure meets the requirements listed below for proximity of fire apparatus access roads.

Fire apparatus access roads shall be provided and maintained in accordance with Sections 503.1.1 through 503.1.3 (See Appendix D).

Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet (45 720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.

Exception: The fire code official is authorized to modify Sections 503.1 and 503.2 where any of the following applies:

1. The building is equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1, 903.3.1.2 or 903.3.1.3.
2. Fire apparatus access roads cannot be installed because of location on property, topography, waterways, nonnegotiable grades or other similar conditions, and an approved alternative means of fire protection is provided.
3. There are not more than two Group R-3 or Group U occupancies (OFC 503.1.1).

CITY OF MEDFORD
EXHIBIT # L
File # CUP-15-048
10F3

Requirement FD APPARATUS ACCESS ROAD DESIGN

OFC

503.2.1

If the playground is used as a fire apparatus access road, it shall meet the minimum loading requirements stated



Medford Fire Department

200 S. Ivy Street, Room #180
Medford, OR 97501
Phone: 774-2300; Fax: 541-774-2514;
www.medfordfirerescue.org

LAND DEVELOPMENT REPORT - PLANNING

To: Desmond McGeough

LD Meeting Date: 05/13/2015

From: Greg Kleinberg

Report Prepared: 05/08/2015

Applicant: Applicant (Scott Sinner Consulting Inc., Agent)

File #: CUP - 15 - 48

Site Name/Description: Wilson Elementary School

below.

Fire apparatus access roads shall have an unobstructed width of not less than 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches. The required width of a fire apparatus access road shall not be obstructed in any manner, including parking of vehicles. Minimum required widths and clearances established under section 503.2.1, shall be maintained at all times. The fire apparatus access road shall be constructed as asphalt, concrete or other approved driving surface capable of supporting the imposed load of fire apparatus weighing at least 60,000 pounds.

(See also OFC 503.4; D102.1)

The turning radius on fire department access roads shall meet Medford Fire Department requirements (OFC 503.2.4).

Requirement FIRE HYDRANTS-INTERNAL

OFC 508.5.1

Either install an internal fire hydrant to meet these requirements or protect the structure with a NFPA 13 fire sprinkler system.

Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 400 feet (122 m) from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official.

Exceptions:

1. For Group R-3 and Group U occupancies, the distance requirement shall be 600 feet (183 m).
2. For buildings equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2, the distance requirement shall be 600 feet (183 m).

The approved water supply for fire protection (hydrants) is required to be installed prior to construction when combustible material arrives at the site.

Plans and specifications for fire hydrant system shall be submitted to Medford Fire Department for review and approval prior to construction. Submittal shall include a copy of this review (OFC 501.3).

Handwritten note: "L" 2 of 3

Development shall comply with access and water supply requirements in accordance with the Fire Code in affect at the time of development submittal.

Fire apparatus access roads are required to be installed prior to the time of construction. The approved water supply for fire protection (hydrants) is required to be installed prior to construction when combustible material arrives at the site.

Specific fire protection systems may be required in accordance with the Oregon Fire Code.

This plan review shall not prevent the correction of errors or violations that are found to exist during construction. This plan review is based on the information provided only.

Design and installation shall meet the Oregon requirements of the IBC, IFC, IMC and NFPA standards.

"L"
30F3

Memo



To: Desmond McGeough, Planner, Planning Department
From: Tanner Fairrington, Building Department (541) 774-2352
CC: Medford School District #549C, Applicant; Scott Sinner Consulting, Inc., Agent
Date: May 12, 2015
Re: May 13, 2015 LDC Meeting: CUP-15-048 – Item #5

Please Note:

This is not a plan review. Unless noted specifically as Conditions of Approval, general comments are provided below based on general information provided per 2014 OSSC. Plans need to be submitted and will be reviewed by a commercial plans examiner, and there may be additional comments.

Fees are based on valuation. Please contact the front counter for estimated fees.

If you have questions, please contact the Building Department at (541) 774-2350 or building@cityofmedford.org. Tanner Fairrington can be contacted directly at (541) 774-2352 or tanner.fairrington@cityofmedford.org.

1. For list of applicable Building Codes, please visit the City of Medford website: www.ci.medford.or.us Click on "City Departments" at top of screen; click on "Building"; click on "Code and Design Information" on left side of screen; click on "Design Criteria"; and select the appropriate design criteria.
2. All plans are to be submitted electronically. Information on the website: www.ci.medford.or.us Click on "City Departments" at top of screen; click on "Building"; click on "Electronic Plan Review (ePlans)" on left side of screen for information.
3. A manual fire alarm system, and a pull station, is required per Section 907.2.3 of the 2014 Oregon Structural Specialty Code (OSSC). A voice/alarm communication system WILL BE required if the occupant load exceeds 100 per exception 2.
4. Per Table 2902.1 of the 2014 OSSC, it appears that three (3) restrooms are required (assuming an occupant load of greater than 100), or access to restrooms per 2902.3.2 is required.
5. Accessibility shall be provided in accordance with A117.1-09 and Chapter 11 of the 2014 OSSC.
6. The modular building must have an Oregon Label and be designed and constructed for an E occupancy classification.
7. If the structure has a Fire Separation Distance of less than 10 feet (less than 10' to a property line or less than 20' separation between buildings), then the exterior walls shall be 1 hour rated per Table 602 of the 2014 OSSC and unprotected openings shall not exceed 10 percent per Table 705.8.
8. Foundation and plumbing/mechanical/electrical information not provided on modular building drawings are required to be submitted at time of permit application.

CITY OF MEDFORD
EXHIBIT # "M"
File # CUP-15-048
1061



Vicinity Map

Application Name/Description:

Wilson Elementary

Proposal:

**Conditional use permit
for modular buildings**

File Numbers:

CUP-15-048

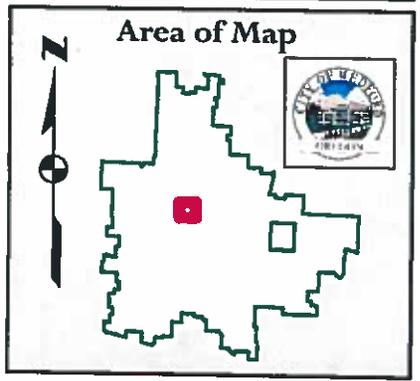
Applicant:

**Medford School District
549C**

Map/Taxlot:

**371W19BA TL's 500,
600, 2800, & 2900**

-  Subject Area
-  Medford Zoning
-  UGB
-  Tax Lots
-  Southeast
-  PUD



03/31/2015

