

# SITE PLAN & ARCHITECTURAL COMMISSION AGENDA SEPTEMBER 18, 2015



## Commission Members

Jeff Bender, Chair

Jim Quinn, Vice Chair

Daniel Ames

Jim Catt

Bill Chmelir

Tim D'Alessandro

Bob Neathamer

Rick Whitlock

City Council Liaison - Dick Gordon

City Council Liaison Alt. - Eli Matthews

Regular Commission meetings are held on  
the first and third Fridays of every month

Beginning at 12:00 Noon

## City of Medford

Council Chambers,

Third Floor, City Hall

411 W. 8th Street

Medford, OR 97501

(541) 774-2380



# Agenda

Public Hearing

September 18, 2015

12:00 P.M.

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

- 
10. Roll Call.
  20. Consent Calendar/Written Communications.
  30. Minutes.
    - 30.1. Approval of minutes for the July 17, 2015, meeting.
  40. Oral and Written Requests and Communications.
  50. Public Hearings.
    - New Business.
      - 50.1. AC-15-013 Request for revision to approved plans for the construction of a 1,850 square foot Starbucks on a 1.01 acre parcel located at 2676 East Barnett Road, on the south side of Barnett Road between Black Oak Road and Murphy Road, within a C-C (Community Commercial) zoning district. Oregon Architecture, Inc. (Mark McKechnie) Applicant/Agent.
      - 50.2 AC-15-087 Consideration of plans for the construction of a 44-unit multi-family residential project on a 0.812 acre parcel, located on the east side of Crater Lake Avenue, between Roberts Road and Brookhurst Street, within the MFR-20 (multiple-family residential – 20 dwelling units per gross acre) zoning district. Terry/Diane Buntin, Applicants; Ron Grimes Architects (Dave Evans), Agent.
  60. Written Communications.
  70. Unfinished Business.
  80. New Business.
  90. Report from the Planning Department.
  100. Messages and Papers from the Chair.
  110. Propositions and Remarks from the Commission.
  120. City Council Comments.
  130. Adjournment.



# Site Plan and Architectural Commission

## Minutes

From Public Hearing on July 17, 2015

The regular meeting of the Site Plan and Architectural Commission was called to order at noon in the Council Chambers on the above date with the following members and staff in attendance:

### Commissioners Present

Jeff Bender, Chair  
Dan Ames  
Jim Catt  
Bob Neathamer  
Rick Whitlock  
Tim D'Alessandro  
Dick Gordon, City Council liaison

### Staff Present

Jim Huber, Planning Director  
Kelly Akin, Principal Planner  
John HuttI, Deputy City Attorney  
Doug Burroughs, Public Works Department  
Jennifer Jones, Planner II  
Praline McCormack, Planner II  
Debbie Strigle, Recording Secretary

### Commissioners Absent

Bill Chmelir, Excused  
Jim Quinn, Excused

10. Roll Call.

20. Consent Calendar/Written Communications. (voice vote) None.

30. Minutes.

30.1 The minutes for the June 5, 2015, meeting, were approved as submitted.

30.2 The minutes for the June 19, 2015, meeting, were approved as submitted.

40. Oral and Written Requests and Communications. None.

50. Public Hearings.

John HuttI, Deputy City Attorney, read the rules governing the public hearings.

### Old Business.

50.1 AC-15-034/E-15-069 Consideration of plans for the construction of a building comprised of a 1,540 square foot restaurant with drive-through, a 500 square foot lease space, and two exception requests 1) seeking to reduce the 13-foot required right-of-way dedication to 5 feet thereby eliminating a future 10-foot planter strip along South Riverside Avenue, and 2) seeking to reduce the required 10-foot wide landscaping buffer along South Riverside Avenue to 5 feet while increasing the quantity of plantings to achieve the required screening. The subject site is located on the west side of South Riverside Avenue on one parcel

totaling 0.45 acres, within the C-R (Regional Commercial) zoning district (Map 371W31AB Tax Lot 900). 4M Ventures LLC, Applicant; Oregon Architecture/Mark McKechnie, Agent.

Chair Bender asked for any potential conflicts of interest or ex-parte communications. There were none.

Praline McCormack, Planner II, read the approval criteria, and gave a PowerPoint presentation of the July 8, 2015, Staff Report. Ms. McCormack added that the applicant's agent had submitted a revised site plan (Exhibit D-1) and revised landscape plan (Exhibit J-1) after the Staff Report had been published. Because of these revisions, Conditions of Approval 1 (c) and 1 (d) are eliminated. Staff recommended the Commission adopt the Final Orders for approval or denial as decided by them.

The public hearing was opened and the following testimony was given:

a) Mark McKechnie, agent for the applicant, introduced Patrick McKechnie and said he would be giving the presentation. Mr. Patrick McKechnie gave an overview of the project, and asked that the Commission give their approval for outdoor eating for 16 patrons.

Mr. McKechnie reserved time for rebuttal.

b) Thor Thompson, Eagle Point, owner of the adjacent parcel to the south of the project, had concerns about storm water and the possible addition of a lane in the not-too distant future. He said he has a pre-existing, non-conforming sign in front of his business. Mr. Thompson asked if a fence would be put up between his property and this project. Mr. Mark McKechnie answered that the owners are not planning on putting one between the two properties. There is a chain link fence along the railroad property and one on the Senor Sam's side and those will remain.

The public hearing was closed.

1<sup>st</sup> Motion: Approve AC-15-034/E-15-069 per the Staff Report dated July 8, 2015, including all Exhibits and eliminating Conditions of Approval 1 (c) and 1 (d); and including the addition of a fence between the two properties.

Moved by: Commissioner Ames      Seconded by: None

As no second was made, the motion failed.

2<sup>nd</sup> Motion: Adopt the Findings recommended by staff and adopt the Final Order for approval of AC-15-034/E-15-069 as per the Staff Report dated July 8, 2015, including all Exhibits, revisions, the outdoor eating for 16, and eliminating Conditions of Approval 1 (c) and 1 (d).

Moved by: Commissioner Neathamer      Seconded by: Commissioner Catt

Commissioner Whitlock said he felt this is a great application and represents a significant improvement to that neighborhood.

Commissioner Neathamer stated that with the evidence presented at this hearing unique circumstances do exist on this lot and this Commission can make findings that this is an acceptable application.

Roll Call Vote: Motion passed, 6-0

**New Business.**

50.2 **AC-15-070** Consideration of plans for the construction of a 7,062 square foot office building on a 0.852 acre parcel located at 3518 Heathrow Way, north of O'Hare Parkway, west of Biddle Road, within an I-L/PD (Light Industrial/Planned Unit Development) zoning district. Investment Property Opportunities LLC, Applicant; S&B James Construction Management/David Thruston, Agent.

Chair Bender asked for any potential conflicts of interest or ex-parte communications. There were none.

Jennifer Jones, Planner II, gave a PowerPoint presentation of the June 10, 2015, Staff Report. Staff recommended approval.

The public hearing was opened and the following testimony was given:

a) David Thruston, agent for the applicant, stated that Joseph Sis would be giving the presentation.

b) Joseph Sis, agent for the applicant, said they did not have any additional information. He commented that staff did a very good job of presenting the project.

The public hearing was closed.

Motion: Adopt the Findings recommended by staff and adopt the Final Order for AC-15-070 as per the Staff Report dated July 10, 2015, including all Exhibits and Conditions of Approval.

Moved by: Commissioner Neathamer    Seconded by: Commissioner Ames

Roll Call Vote: Motion passed, 6-0.

60. **Written Communications.** None.

70. **Unfinished Business.** None.

80. **New Business.**

80.1 Bike Parking Standards –

Ms. Akin reported that the Bicycle and Pedestrian Advisory Committee (BPAC) had come up with some additional bicycle rack shapes they find to be acceptable that offer two points of connection. BPAC had asked that this Commission apply those as discretionary conditions as has been done in the past. This gives alternate design options.

Ms. Akin said she would like to incorporate those as standards in to the code and also have BPAC tell whether the dimensional standards that are included in the code actually function well.

**90. Report from the Planning Department.**

90.1 Ms. Akin welcomed Commissioner D'Alessandro to this Commission. Commissioner D'Alessandro is the liaison to the Planning Commission.

90.2 Ms. Akin stated there would be no business scheduled for the month of August. The next regular scheduled meeting will be September 4, 2015.

90.3 Ms. Akin reported that City Council had adopted an ordinance that would allow breweries and public houses specifically in the commercial zone districts. She said that portable storage containers had failed due to the code section that had a sunset clause. Since this issue did not get back to City Council in time to lift the sunset clause, it sunsetted. The goal is to get it back to City Council in September.

90.4 Ms. Akin said City Council had adopted a General Land Use Plan map amendment near the airport.

90.5 Ms. Akin reminded the Commissioners there is still a vacancy for a landscaper position on this Commission.

90.6 Ms. Akin gave a brief update on the Urban Growth Boundary expansion work. City Council is scheduled to have a study session on July 23, 2015, and a hearing on August 6, 2015.

90.7 Ms. Akin said that City Council and the Planning Commission had a joint study session on July 9, 2015. City Council had asked the Planning Commission to develop Time, Place, and Manner restrictions for marijuana uses, including production, processing, wholesaling, retailing, as well as dispensing for medical and recreational use.

**100. Messages and Papers from the Chair. None.**

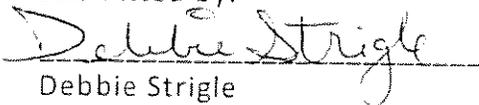
**110. Propositions and Remarks from the Commission. None.**

**120. City Council Comments. None.**

**130. Adjournment.**

130.1 The meeting was adjourned at approximately 1:18 p.m. The proceedings of this meeting were digitally recorded and are filed in the City Recorder's office.

Submitted by:



Debbie Strigle  
Recording Secretary

\_\_\_\_\_  
Jeff Bender  
Site Plan and Architectural  
Commission Chair

Approved: September 18, 2015



# Planning Department

*Working with the community to shape a vibrant and exceptional city*

## STAFF REPORT

for a Type-C quasi-judicial decision: **Site Plan Review**

PROJECT Starbucks and Office Buildings  
 Applicant: Oregon Architecture, Inc.; Agent: Mark McKechnie

FILE NO. AC-15-013

TO Site Plan and Architectural Commission *for 09/18/2015 hearing*

FROM Jennifer Jones, Planner III

REVIEWER Kelly Akin, Principal Planner *KA*

DATE September 11, 2015

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### BACKGROUND

#### Proposal

Request for revision to approved plans for the construction of a 1,850 square foot Starbucks on a 1.01 acre parcel located at 2676 East Barnett Road, on the south side of Barnett Road between Black Oak Road and Murphy Road, within a C-C (Community Commercial) zoning district.

#### Subject Site Characteristics

Zoning	C-C	Community Commercial
GLUP	CM	Commercial
Use	Vacant	

#### Surrounding Site Characteristics

North	C-S/P	Service Commercial/Professional Office Hospital
South	C-C	Medical Offices
East	C-C	Medical Offices
West	C-C	Bank

### Applicable Criteria

Medford Municipal Code

#### *§10.290 Site Plan and Architectural Review Criteria*

The Site Plan and Architectural Commission shall approve a site plan and architectural review application if it can find that the proposed development conforms, or can be made to conform through the imposition of conditions, with the following criteria:

- (1) The proposed development is compatible with uses and development that exist on adjacent land; and
- (2) The proposed development complies with the applicable provisions of all city ordinances or the Site Plan and Architectural Commission has approved (an) exception(s) as provided in MLDC § 10.253.

### Corporate Names

The application lists Barnett Stage LLC as the owner of the subject property. As per the State of Oregon Business Registry, Dan Thomas is listed as the registered agent.

## **ISSUES AND ANALYSIS**

### Background

This project proposal was originally brought before the Commission on April 03, 2015. In the original proposal the applicant's site design included a 1,850 square foot stand-alone Starbucks as well as a 3,285 square foot medical office building with a total of 29 parking spaces for the two uses. That hearing resulted in a continuance to allow the applicant time to adequately address a number of concerns raised by the Commission. The concerns and issues identified included right-of-way dedication, the location of the trash enclosure, pedestrian connections, vehicular access to the drive-thru lane, and adequate parking. The hearing was continued to May 15, 2015, and a revised staff report was produced. The changes proposed were not significant enough to satisfy the concerns of the Commission and the staff recommendation was for denial. The applicant requested an additional continuance and further revised the site plan.

This commission voted to approve plans for this project at the hearing on June 05, 2015. As part of that approval, the Commission approved the applicant's request for less required parking for the Starbucks building. The Commission approved the proposed site plan with the removal of the three angled parking spaces along the southern boundary of the site (Exhibit A).

### Summary of Revision

The applicant now requests to revise the approved plans in relation to parking and the trash enclosure location. Other items such as right-of-way dedication, the approved exception, architecture, and similar items, not relevant to the revision, will not be discussed in this report.

The applicant states in the narrative that after the approval for reduced parking was granted, “Starbucks saw the plan and now wants all the minimum required spaces” (Exhibit B). Therefore, the applicant is now requesting a revision to the approved plans in order to accommodate the parking. The applicant has provided two site plan options, both of which have been considered by the Commission in previous submittals.

#### *Site Plan – Option 1*

One version of the site plan submitted for consideration by the Commission (Exhibit D) consists of the plan approved on June 05, 2015 with the three angled spaces remaining on the southern boundary of the site. The three angled spaces were specifically identified by the Commission in the June 05, 2015 hearing as being problematic and were thus required to be removed.

#### *Site Plan – Option 2*

The second version of the site plan submitted for consideration (Exhibit E) is again another iteration previously considered by the Commission. This version has the trash enclosure on the southern boundary in place of the three angled spaces. In a previous hearing the Commission had concerns about orientation of the trash enclosure opening into the shared access drive aisle.

#### *Traffic Counts*

The applicant has submitted traffic counts for the shared driveway easement (Exhibit C) to supplement their revision request. It appears that traffic was counted on two mornings and those tabulations are provided. While these counts may help inform the Commission as to current conditions, this in no way provides any insight or analysis regarding the impact of additional traffic in these same locations *after* Starbucks is operational. It is staff’s understanding that the concern raised by the Commission previously included Starbucks’ potential traffic and how the shared access driveway may be impacted by the combination of drive-thru queuing, trash operations (by employees as well as by contracted pick up services), employee parking, and through traffic.

#### Vehicular Parking

The applicant’s approved site plan (from June 05, 2015) includes 21 parking spaces based on the Commission’s decision to approve a reduction in required parking, authorized per MLDC 10.743(3).

The two site plan options submitted for this revision both include 24 parking spaces for Starbucks. Medford Land Development Code (MLDC) §10.743-1 outlines minimum and maximum parking standards by land use category. Starbucks is classified in the *Restaurant (with drive thru)* category, which requires a minimum of 12.0 spaces per 1,000 square feet of gross floor area plus 5.0 spaces for drive-thru window queue. This calculates to a minimum of 22 spaces plus 5 spaces in the drive-thru lane. The maximum parking allowed for this use is 14.0 spaces per 1,000 square feet of gross floor area, which equates to 26 spaces. Therefore, the required parking for the Starbucks building is 22 to 26 spaces plus at least 5.0 spaces for drive-thru window queue.

No parking for the *future phase* is included.

It should be noted that the perceived constraints of the site are self-imposed by the applicant. Alternate site layouts and designs have been suggested by staff as well as the Commission. In addition, the elimination of the *future phase* would allow for even more flexibility, including a street oriented, enlarged Starbucks building, with a larger outdoor seating area, ample parking, and additional site amenities. Staff is concerned that the *future phase* will not accommodate potential tenants in the future, forcing the Commission to grant exceptions or vastly limit the development possibilities.

#### **FINDINGS AND CONCLUSIONS**

The proposal for this site has been reviewed and revised multiple times. The Commission has repeatedly expressed concern over the site layout, parking, and overall function of this site, particularly in relation to the shared access drive aisle to the south. Staff has suggested alternate site layout options to achieve the parking necessary and address the concerns of the Commission. The applicant has not been open to alternate site designs and has chosen to bring back site plans to which the Commission has been dissatisfied with in previous hearings. For these reasons, Staff does not support the requested revision and recommends that the Commission deny the proposed revision to AC-15-013.

A decision of denial by the Commission would not affect the previous approvals granted. All conditions of approval would still be valid and the applicant could move forward with the approved plans.

#### *§10.290 Site Plan and Architectural Review Criteria*

- (1) The proposed development is compatible with uses and development that exist on adjacent land;

*The Site Plan and Architectural Commission finds that the proposed site plan revision in AC-15-013 is not compatible with the development that exists on adjacent land as it has not been made to be functionally adequate in terms of vehicular access and*

*maneuverability. Due to the issues associated with the proposed plans, the imposition of conditions is not sufficient to render this development proposal conforming to the approval criteria.*

- (2) The proposed development complies with the applicable provisions of all city ordinances or the Site Plan and Architectural Commission has approved (an) exception(s) as provided in MLDC § 10.253.

*The Site Plan and Architectural Commission finds that the proposal complies with the applicable provisions of the Code.*

### **RECOMMENDED ACTION**

Adopt the findings as recommended by staff and direct staff to prepare a Final Order for denial of the proposed revision to AC-15-13 per the staff report dated September 11, 2015, including Exhibits A through H.

### **EXHIBITS**

- A Approved Site Plan, received May 15, 2015
- B Applicant's Narrative for Revision of Site Plan, received August 07, 2015
- C Applicant's Traffic Counts, received August 07, 2015
- D Revision to Approved Site Plan, Option 1, received August 07, 2015
- E Revision to Approved Site Plan, Option 2, received August 07, 2015
- F Public Works Staff Report – Revision, received August 26, 2015
- G Building Department Memo – Revision, received August 26, 2015
- H Parks Department Memo – Revision, received August 26, 2015  
Vicinity map

**SITE PLAN & ARCHITECTURAL COMMISSION AGENDA:**

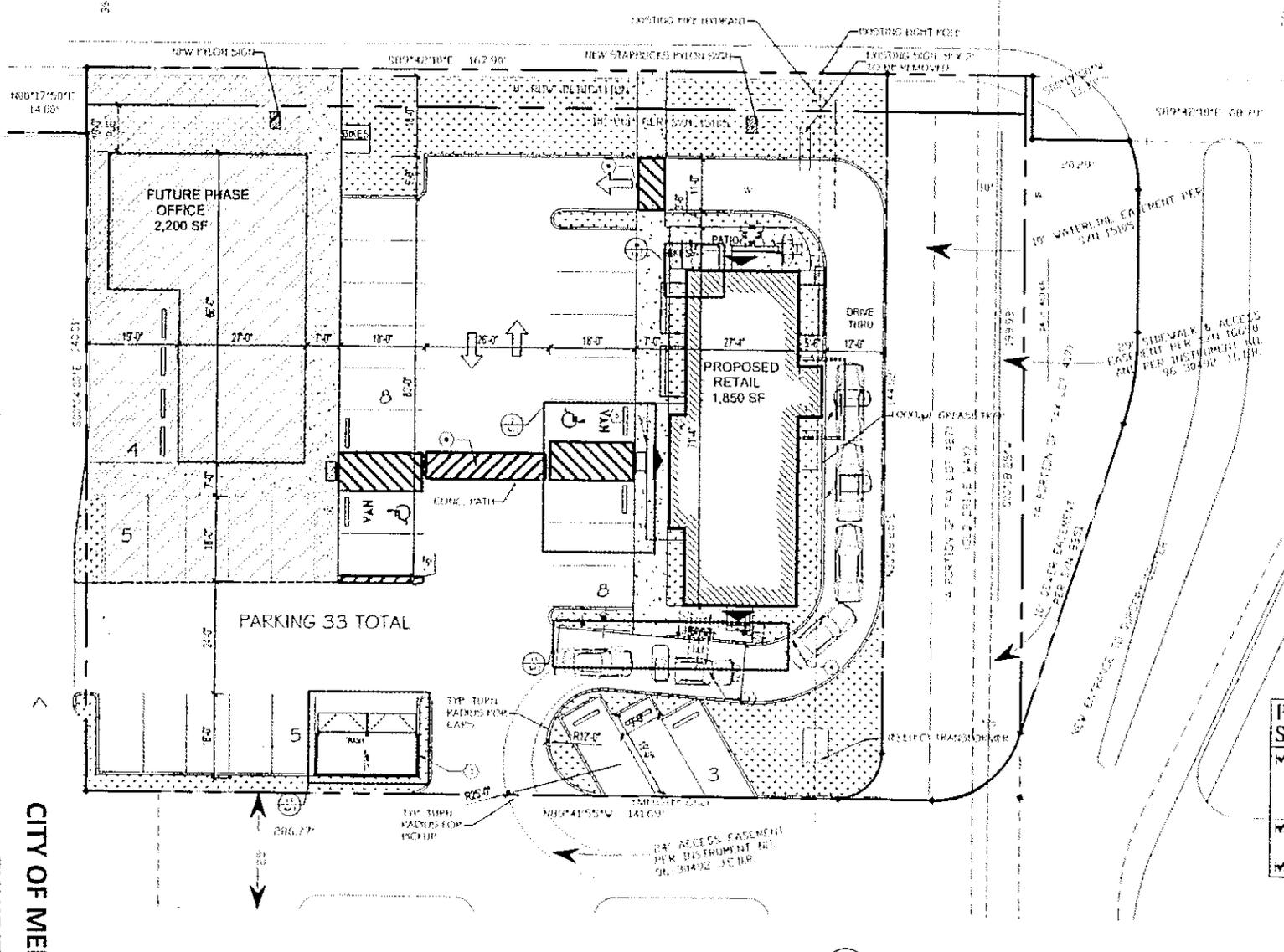
**SEPTEMBER 18, 2015**

# E. BARNETT ROAD

## ARCHITECTURAL SITE PLAN NOTES:

1. ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
2. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF MEDFORD PLANNING DEPARTMENT SPECIFICATIONS.
3. ALL UTILITIES SHALL BE DEEPER THAN THE PROPOSED FOUNDATION.
4. ALL UTILITIES SHALL BE DEEPER THAN THE PROPOSED FOUNDATION.
5. ALL UTILITIES SHALL BE DEEPER THAN THE PROPOSED FOUNDATION.

1. EXISTING SIDEWALK
2. NEW SIDEWALK
3. EXISTING DRIVEWAY
4. NEW DRIVEWAY
5. EXISTING DRIVEWAY
6. NEW DRIVEWAY



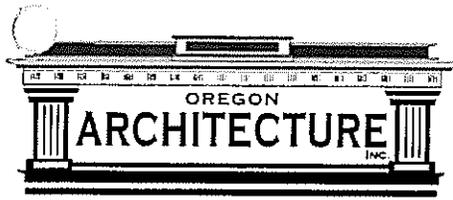
PARKING STANDARDS	
<input checked="" type="checkbox"/>	PARKING SPACES SHALL BE 10' X 20' WITH 5' SIDEWALK CLEARANCE.
<input checked="" type="checkbox"/>	STREET LIGHTS SHALL BE 15' TALL WITH 10' CLEARANCE.
<input checked="" type="checkbox"/>	ALL PARKING SPACES SHALL BE 10' X 20' WITH 5' SIDEWALK CLEARANCE.
<input checked="" type="checkbox"/>	STREET LIGHTS SHALL BE 15' TALL WITH 10' CLEARANCE.

1 SITE PLAN  
SCALE: 1/8" = 1'-0"

OREGON ARCHITECTURE  
312 WEST 10TH STREET  
MEDFORD, OREGON 97504  
PH: 531-752-5275 | WWW.OREGONARCHITECTURE.COM

STARBUCKS COFFEE  
50 EAST BARNETT RD.  
MEDFORD, OREGON  
PLOT 54

RECEIVED  
May 15, 2015  
PLANNING DEPARTMENT



(541) 772-4372

221 WEST 10TH ST • MEDFORD, OR 97501 • FAX: (541) 499-6329 • WWW.OREGONARCHITECTURE.BIZ

RECEIVED  
AUG 07 2015  
PLANNING DEPT.

**NARRATIVE FOR RE-REVIEW OF STARBUCKS SITE PLAN.**

August 6, 2015

Site: 2676 East Barnett Road

This re-review is a limited review. At issue is one small portion of the Starbucks site. The overall site and building have previously been approved by the Commission. For this review we are only and specifically looking at the area between the drive-thru lane and the cross access easement because it caused some controversy during the initial review and approval.

Originally we proposed locating the trash enclosure in this area. Upon the first presentation to SPAC this was not viewed favorably by some Commission members. We elected to table the application so we could redesign the site. Subsequently we offered to locate three employee parking spaces in this area. That plan was ultimately accepted by the Commission with the understanding those spaces would be removed if the full number of parking spaces called for by the Medford Land Development Code was not required.

The Code requires 12 parking spaces per 1000 gsf for fast food uses. We indicated this number was higher than any other jurisdiction where we have designed a Starbucks building. The Commission agreed to reduce the minimum number by three, but unfortunately, Starbucks saw the plan and now wants all the minimum required spaces.

During the original presentation there was a lot of supposition about the use the cross access easement actually receives during the morning hours, when customers most heavily patronize a Starbucks, and when trash trucks are typically scheduled to pick up trash. To answer this question with data, we commissioned a traffic study. The raw data is attached.

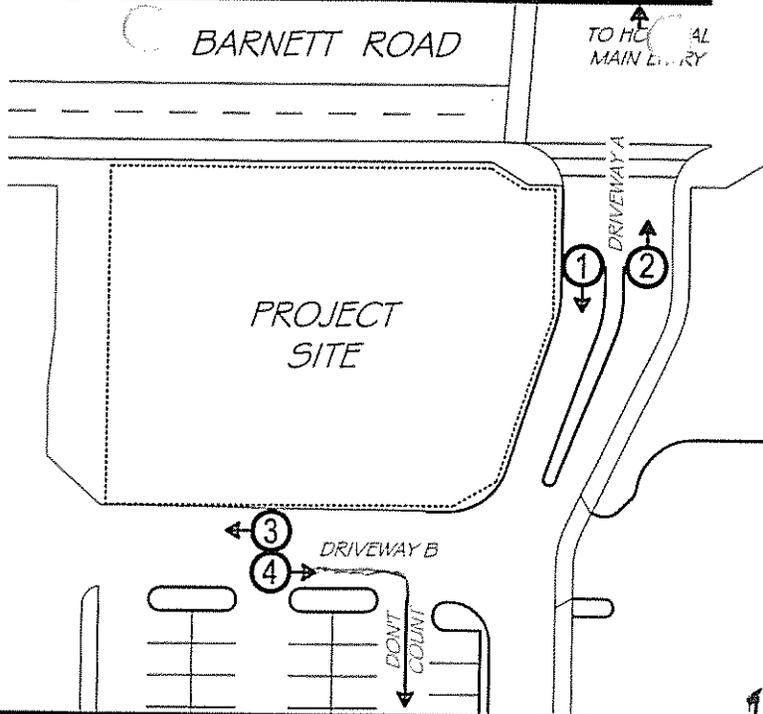
We have discovered that on a typical day an average of 8 vehicles use the cross access roadway in the hour between 6 and 7 am. That is vehicle every 7.5 minutes. Even at the peak time (8-9 am) a vehicle only uses the cross access roadway approximately once every minute and a half. In short, we are not talking about a large volume of traffic on this cross access roadway at any hour of the morning.

We have also checked with Rogue Disposal and Recycling about the time it takes for a trash pick-up to be completed and we have been told it can be completed in a couple of minutes. Obviously, a car backing out of a parking space can complete the maneuver in a matter of seconds.

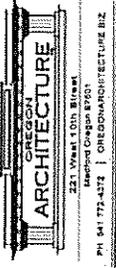
For this review we have provided the Commission with two options – one showing the trash enclosure in this location, one showing parking spaces. Starbucks would be happy with either option. The option with the parking spaces probably provides the cleanest look for the space. Either option will have, at worst, a very minor impact on the easement, as we are talking about either accessing each parking space 2 to 4 times in a 24 hour day for parking, or once a week for a couple of minutes for trash removal.

**CITY OF MEDFORD  
EXHIBIT B  
FILE # AC-15-013**

✓



THUR. 7/30/15	1	2	3	4	MON. 8/3/15	1	2	3	4
6:00AM - 7:00AM	 23	 3	 4	 3	6:00AM - 7:00AM	 31	 8	 5	 4
7:00AM - 8:00AM	 95	 18	 25	 7	7:00AM - 8:00AM	 114	 20	 22	 5
8:00AM - 9:00AM	 123	 45	 39	 13	8:00AM - 9:00AM	 109	 47	 27	 19
9:00AM - 10:00AM	 82	 66	 13	 23	9:00AM - 10:00AM	 109	 70	 22	 25
TOTALS									

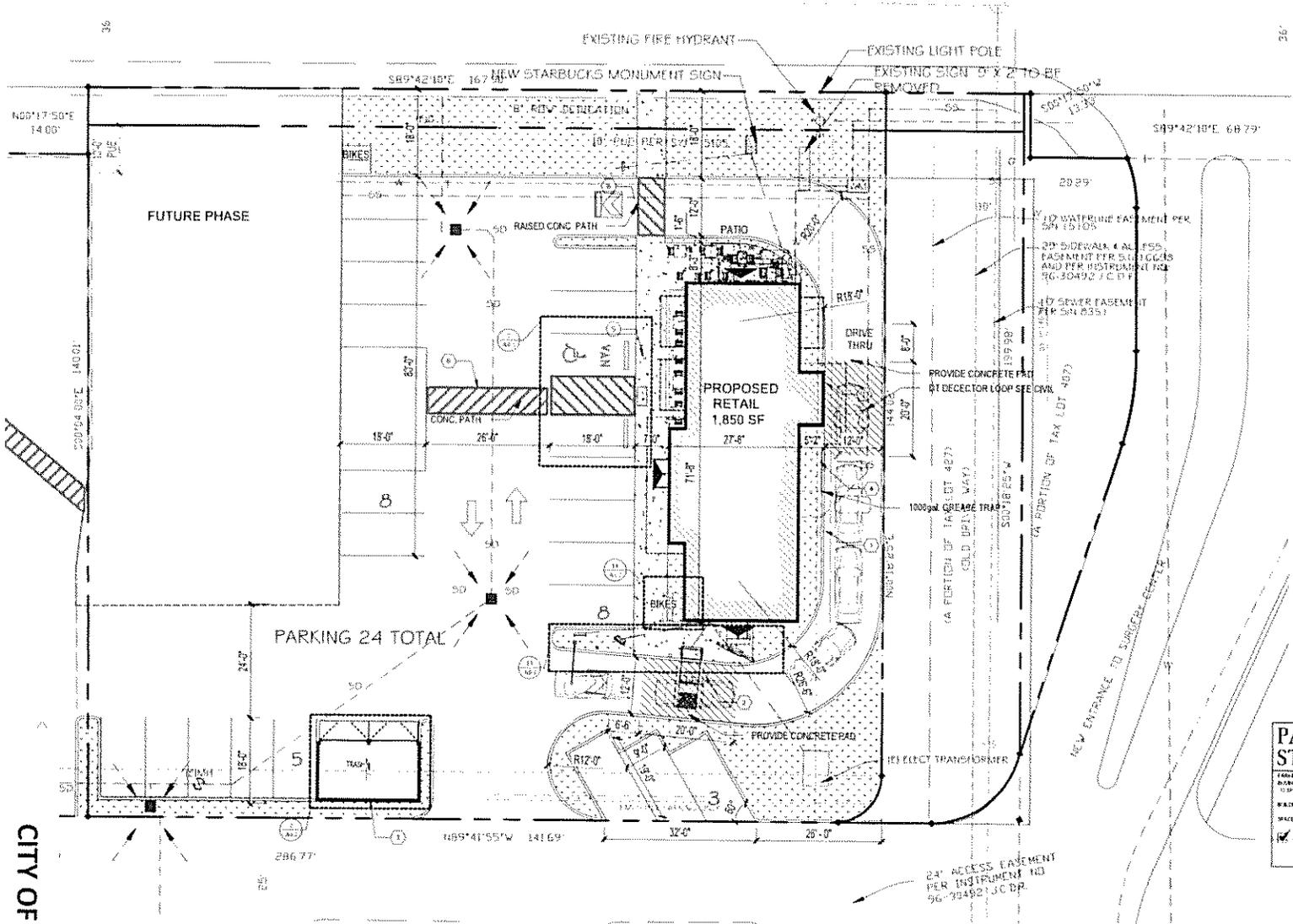


RECEIVED  
AUGUST 07, 2015  
PLANNING DEPARTMENT

# E. BARNETT ROAD

## ARCHITECTURAL SITE PLAN NOTES:

- 1. REFER TO THE CIVIL ENGINEERING AND LAND SURVEYING CONTRACT AND RECORD DRAWINGS FOR ALL SURVEY DATA AND DIMENSIONS.
- 2. SINGLE PAVED DRIVEWAY SHALL BE 10' WIDE MINIMUM. DRIVEWAY SHALL BE 10' WIDE MINIMUM. DRIVEWAY SHALL BE 10' WIDE MINIMUM.
- 3. ALL EXISTING UTILITIES SHALL BE PROTECTED AND DEEPENED AS NECESSARY TO MAINTAIN 18" MINIMUM COVER.
- 4. ALL DIMENSIONS SHALL BE IN FEET.
- 5. 18" SIDEWALK AS PER 511.065 AND PER RESTAURANT CODE 56-20432-5 C 1.1.1.1.
- 6. 12" SEWER EASEMENT PER 511.065.
- 7. 12" WATERLINE EASEMENT PER 511.065.
- 8. PROVIDE CONCRETE PAD AT DETECTOR LOOP SEE OWN.
- 9. 123 ELECT TRANSFORMER.
- 10. 24" ACCESS EASEMENT PER INSTRUMENT NO. 96-304821 JC DP.



### PARKING STANDARDS

MINIMUM REQUIRED: 1 SPACE PER 100 SQ. FT. OF GROSS FLOOR AREA. THIS STANDARD DOES NOT APPLY TO PARKING SPACES FOR THE USE OF: 1. TAXI CABS 2. BUSES 3. TRUCKS 4. TRAILERS 5. MOTORHOMES 6. RECREATIONAL VEHICLES 7. SPECIAL PURPOSE VEHICLES 8. VEHICLES FOR THE DISABLED 9. VEHICLES FOR THE ELDERLY 10. VEHICLES FOR THE YOUNG 11. VEHICLES FOR THE ELDERLY 12. VEHICLES FOR THE YOUNG 13. VEHICLES FOR THE ELDERLY 14. VEHICLES FOR THE YOUNG 15. VEHICLES FOR THE ELDERLY 16. VEHICLES FOR THE YOUNG 17. VEHICLES FOR THE ELDERLY 18. VEHICLES FOR THE YOUNG 19. VEHICLES FOR THE ELDERLY 20. VEHICLES FOR THE YOUNG 21. VEHICLES FOR THE ELDERLY 22. VEHICLES FOR THE YOUNG 23. VEHICLES FOR THE ELDERLY 24. VEHICLES FOR THE YOUNG 25. VEHICLES FOR THE ELDERLY 26. VEHICLES FOR THE YOUNG 27. VEHICLES FOR THE ELDERLY 28. VEHICLES FOR THE YOUNG 29. VEHICLES FOR THE ELDERLY 30. VEHICLES FOR THE YOUNG 31. VEHICLES FOR THE ELDERLY 32. VEHICLES FOR THE YOUNG 33. VEHICLES FOR THE ELDERLY 34. VEHICLES FOR THE YOUNG 35. VEHICLES FOR THE ELDERLY 36. VEHICLES FOR THE YOUNG 37. VEHICLES FOR THE ELDERLY 38. VEHICLES FOR THE YOUNG 39. VEHICLES FOR THE ELDERLY 40. VEHICLES FOR THE YOUNG 41. VEHICLES FOR THE ELDERLY 42. VEHICLES FOR THE YOUNG 43. VEHICLES FOR THE ELDERLY 44. VEHICLES FOR THE YOUNG 45. VEHICLES FOR THE ELDERLY 46. VEHICLES FOR THE YOUNG 47. VEHICLES FOR THE ELDERLY 48. VEHICLES FOR THE YOUNG 49. VEHICLES FOR THE ELDERLY 50. VEHICLES FOR THE YOUNG 51. VEHICLES FOR THE ELDERLY 52. VEHICLES FOR THE YOUNG 53. VEHICLES FOR THE ELDERLY 54. VEHICLES FOR THE YOUNG 55. VEHICLES FOR THE ELDERLY 56. VEHICLES FOR THE YOUNG 57. VEHICLES FOR THE ELDERLY 58. VEHICLES FOR THE YOUNG 59. VEHICLES FOR THE ELDERLY 60. VEHICLES FOR THE YOUNG 61. VEHICLES FOR THE ELDERLY 62. VEHICLES FOR THE YOUNG 63. VEHICLES FOR THE ELDERLY 64. VEHICLES FOR THE YOUNG 65. VEHICLES FOR THE ELDERLY 66. VEHICLES FOR THE YOUNG 67. VEHICLES FOR THE ELDERLY 68. VEHICLES FOR THE YOUNG 69. VEHICLES FOR THE ELDERLY 70. VEHICLES FOR THE YOUNG 71. VEHICLES FOR THE ELDERLY 72. VEHICLES FOR THE YOUNG 73. VEHICLES FOR THE ELDERLY 74. VEHICLES FOR THE YOUNG 75. VEHICLES FOR THE ELDERLY 76. VEHICLES FOR THE YOUNG 77. VEHICLES FOR THE ELDERLY 78. VEHICLES FOR THE YOUNG 79. VEHICLES FOR THE ELDERLY 80. VEHICLES FOR THE YOUNG 81. VEHICLES FOR THE ELDERLY 82. VEHICLES FOR THE YOUNG 83. VEHICLES FOR THE ELDERLY 84. VEHICLES FOR THE YOUNG 85. VEHICLES FOR THE ELDERLY 86. VEHICLES FOR THE YOUNG 87. VEHICLES FOR THE ELDERLY 88. VEHICLES FOR THE YOUNG 89. VEHICLES FOR THE ELDERLY 90. VEHICLES FOR THE YOUNG 91. VEHICLES FOR THE ELDERLY 92. VEHICLES FOR THE YOUNG 93. VEHICLES FOR THE ELDERLY 94. VEHICLES FOR THE YOUNG 95. VEHICLES FOR THE ELDERLY 96. VEHICLES FOR THE YOUNG 97. VEHICLES FOR THE ELDERLY 98. VEHICLES FOR THE YOUNG 99. VEHICLES FOR THE ELDERLY 100. VEHICLES FOR THE YOUNG

1 SITE PLAN  
SCALE: 1" = 10'-0"





Continuous Improvement Customer Service

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AUG 26 2015  
PLANNING DEPT.

**CITY OF MEDFORD**

Date: 8/24/2015  
File Number: AC-15-013 Revised

**PUBLIC WORKS DEPARTMENT STAFF REPORT  
MEDICAL OFFICE / COFFEE SHOP - REVISION**

- Project:** Request for revision to approved plans for the construction of a 1,850 square foot Starbucks on a 1.01 acre parcel.
- Location:** South side of Barnett Road between Black Oak Road and Murphy Road; 371EW33b TL 434.
- Zoning:** C-C (Community Commercial) District.
- Applicant:** Oregon Architecture, Inc.

Medford Public Works does not have any comments pertaining to the specific revision of the 3 additional parking spaces in the southeast corner of the proposed project.

The Medford Public Works Department's conditions of approval for AC-15-013 was approved on June 19, 2015. These adopted conditions shall remain in full force as originally adopted.

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P:\Staff Reports\AC\2015\AC-15-013 Oregon Architecture, Inc\AC-15-013 Plan Revision - Medical Office Starbucks Staff Report.docx

Page 1

PUBLIC WORKS DEPARTMENT  
ENGINEERING & DEVELOPMENT DIVISION

200 S. IVY STREET  
MEDFORD, OREGON 97501  
[www.ci.medford.or.us](http://www.ci.medford.or.us)

TELEPHONE (541) 774-2100  
FAX (541) 774-2552

**CITY OF MEDFORD**

**EXHIBIT F**

**FILE # AC-15-013**



RECEIVED  
AUG 26 2015  
PLANNING DEPT.

# Memo

**To:** Jennifer Jones, Planner, Planning Department  
**From:** Chad Wiltrout, Building Department (541) 774-2363  
**CC:** Oregon Architecture, Inc., Applicant/Agent.  
**Date:** August 26, 2015  
**Re:** August 26, 2015 LDC Meeting: Item #1 – AC-15-013

---

***Please Note:***

*This is not a plan review. Unless noted specifically as Conditions of Approval, general comments are provided below based on the general information provided; these comments are based on the 2014 Oregon Structural Specialty Code (OSSC) unless noted otherwise. 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 Building Department front counter for estimated fees at (541) 774-2350 or [building@cityofmedford.org](mailto:building@cityofmedford.org).*

*For questions related to the Conditions or Comments, please contact me, Chad Wiltrout, directly at (541) 774-2363 or [chad.wiltrout@cityofmedford.org](mailto:chad.wiltrout@cityofmedford.org).*

**Conditions of Approval:**

1. Please submit revisions to the City of Medford for review. Revisions will be reviewed under the 2014 Oregon Structural Specialty Code.

**General Comments:**

2. For list of applicable Building Codes, please visit the City of Medford website: [www.ci.medford.or.us](http://www.ci.medford.or.us) Click on "City Departments" at top of screen; click on "Building"; click on "Design Criteria" on left side of screen and select the appropriate design criteria.
3. All plans are to be submitted electronically. Information on the website: [www.ci.medford.or.us](http://www.ci.medford.or.us) Click on "City Departments" at top of screen; click on "Building"; click on "Electronic Plan Review (ePlans)" for information.

CITY OF MEDFORD  
EXHIBIT G  
FILE # AC-15-013

# MEDFORD PARKS & RECREATION

PLANNING DEPT.

HEALTHY LIVES. HAPPY PEOPLE. STRONG COMMUNITY.



CITY OF MEDFORD  
Interoffice Memo

TO: Planning Department  
FROM: Tim Stevens- Park Maintenance Supervisor  
SUBJECT: LANDSCAPE REVIEW OF FILE AC-15-013, Starbucks  
DATE: August 24, 2015

I have reviewed the applicant's landscape plan and recommend it be accepted as submitted.

This report addresses horticultural concerns only. Applicant shall comply with all aspects of Medford Code 10.780 Interpretation of the Medford Code will be per the Planning Department. Aesthetic considerations will be per the Site Plan and Architectural Review Commission or Planning Commission upon their review.



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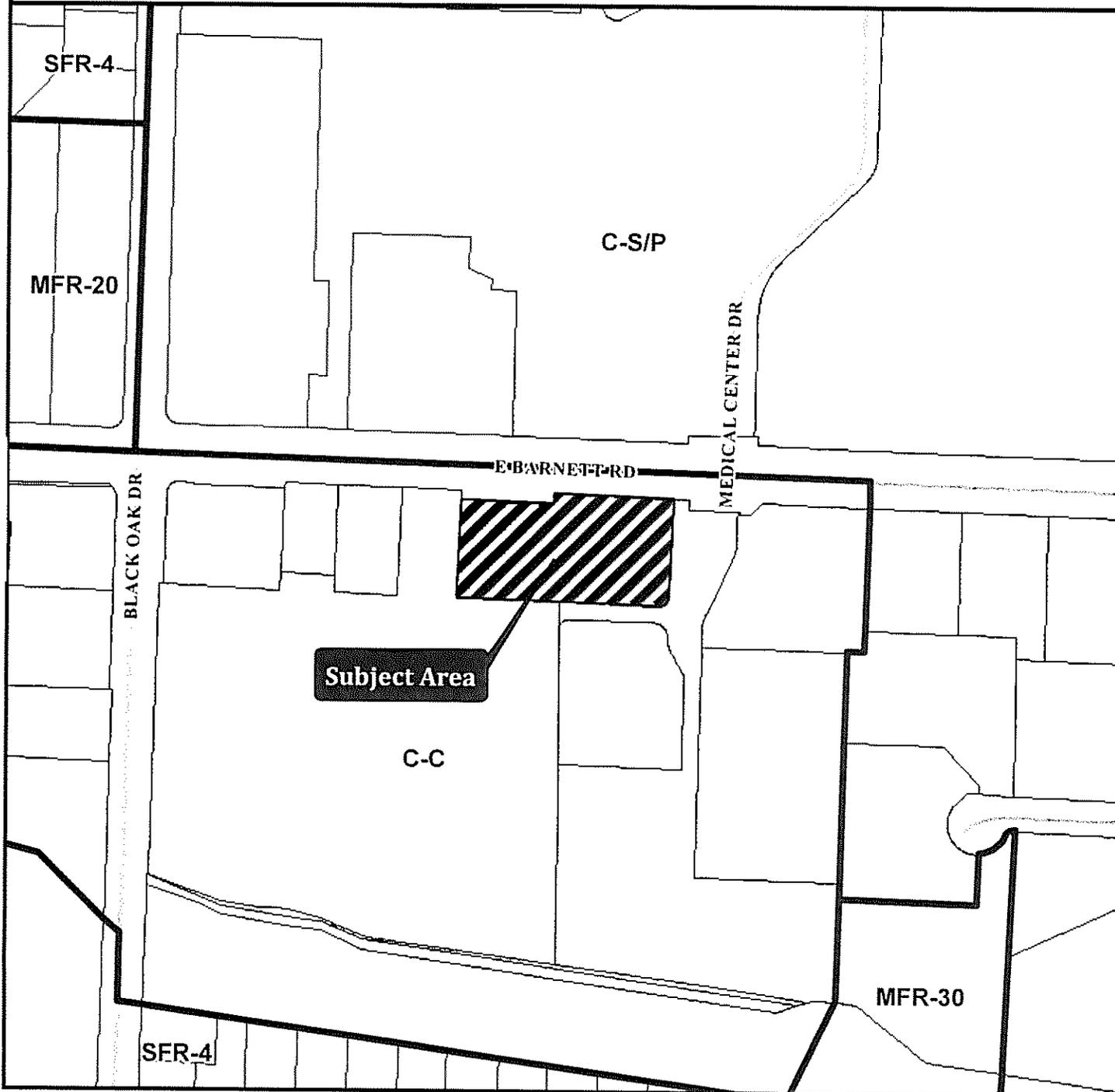


CITY OF MEDFORD

EXHIBIT H

FILE # AC-15-013

# Vicinity Map



Application Name/Description:  
**Starbucks & Medical Office Building**

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Proposal:  
**Coffee shop with drive thru & medical office**

---

File Numbers:  
**AC-15-013**

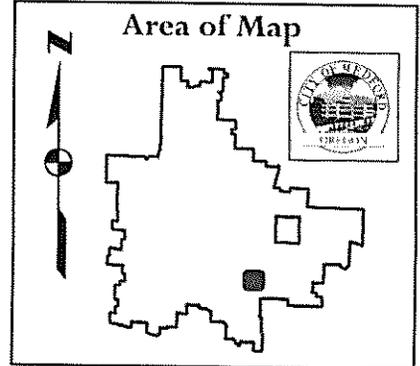
---

Applicant:  
**Oregon Architecture, Inc**

---

Map/Taxlot:  
**371W33B TL 434**

-  Subject Area
-  Medford Zoning
-  UGB
-  Tax Lots
-  Central Business
-  Historic



01/30/2015



# Planning Department

*Working with the community to shape a vibrant and exceptional city*

## STAFF REPORT

for a Type-C quasi-judicial decision: **Architectural and Site Plan Review**

Project      Crater Lake Estates  
 Applicant: Buntin Construction, LLC; Agent: David Evans, Ron Grimes Architects, PC

File no.     AC-15-087

To            Site Plan and Architectural Commission                      *for 09/18/2015 hearing*

From         Jennifer Jones, AICP, Planner III

Reviewer    Kelly Akin, Principal Planner *K.A.*

Date          September 11, 2015

---

### BACKGROUND

#### Proposal

Plans for the construction of a 44-unit multi-family residential project on a 2.48 acre parcel, located on the east side of Crater Lake Avenue, between Roberts Road and Brookhurst Street, within the MFR-20 (multiple-family residential – 20 dwelling units per gross acre) zoning district.

#### Subject Site Characteristics

Zoning	MFR-20
GLUP	UH            Urban High Density Residential
Use	Existing Church

#### Surrounding Site Characteristics

North	MFR-20	Multi-Family Residential
South	MFR-20	Church
East	MFR-20	Girl Scout Facility
West	SFR-4	Single Family Homes

#### Related Projects

LDP-15-080 Partition

### Applicable Criteria

#### Medford Land Development Code (MLDC) §10.290

The Site Plan and Architectural Commission shall approve a site plan and architectural review application if it can find that the proposed development conforms, or can be made to conform through the imposition of conditions, with the following criteria:

- (1) The proposed development is compatible with uses and development that exist on adjacent land; and
- (2) The proposed development complies with the applicable provisions of all city ordinances or the Site Plan and Architectural Commission has approved (an) exception(s) as provided in MLDC § 10.253.

### Corporate Names

The application states that Buntin Construction, LLC is the owner of the property. The Oregon Secretary of State Business Registry lists Terry Buntin as the Registered Agent.

## **ISSUES AND ANALYSIS**

### Correction

The property owner notices incorrectly identified the site size as 0.812 acres. The correct site size is 2.48 acres.

### Project Summary

The subject site is currently vacant. The applicant is proposing to construct five two-story buildings with a total of 44 apartment units on the site. The units will be two and three bedroom apartments. The two bedroom units will be approximately 1,245 square feet and the three bedroom units approximately 1,397 square feet. The property was recently partitioned in order to create two legal parcels (LDP-15-080). There is an existing church on the western most parcel adjacent to Crater Lake Avenue. This proposed multi-family project would be located on an approximate 2.48 acre flag lot located mostly behind the church property.

### *Site Layout*

The project area of this site is 2.48 acres located east of Crater Lake Avenue. A 40-foot flag pole fronts on to Crater Lake Avenue and extends east over 250-feet to provide access to the proposed development as well as to the existing church and the existing residential properties to the north, all currently served by the driveway in the same location. There will be no other access points to this multi-family project at this time.

This project proposal includes 44-units divided into five separate buildings consisting of 13, 12, 11, six, and two units respectively. The applicant proposes to locate four of the buildings around the perimeter of the site with parking, a small common area, and the two-unit building in the center of the parcel. Staff has suggested that this layout is not optimal for creating a livable, desirable residential environment. By removing the two-unit building in the middle, the residents would have a more open, courtyard feel with a landscape area to be enjoyed by all the tenants.

#### *Density*

The subject site is zoned MFR-20, with an allowable density range of 15 to 20 dwelling units per gross acre. MLDC §10.708 outlines residential density calculations. In this case, the allowable range calculates to be 38 to 50 dwelling units. The applicant is proposing 44 dwelling units, which is within the allowable range. In fact, the applicant could remove the two units in the center of the property (or more) and still meet the density requirement.

#### *Architecture*

The applicant's findings describe the architecture in terms of a *Craftsman Style*. The proposed materials include lap siding, shake siding, distinguished wood bands, and similar features (Exhibit D). Each unit has a one car garage on the foremost front façade, with recessed front doors. The two bedroom units will have balconies over the garages. Architectural interest is provided with façade relief, windows, material changes, and columns.

#### *Parking*

The minimum number of vehicular parking spaces required for this project is 66. MLDC §10.743-1 requires a minimum of 1.5 parking spaces per dwelling unit for the land use category *Residential, Multiple Family*. There is no maximum parking limit for this category. The applicant is proposing 85 total spaces, with 44 spaces being in individual garages for each unit, 35 additional spaces on the site, and six spaces for two-wheeled vehicles. This proposal meets the requirements of the Code, but the Commission should note that there is no on-street parking available to accommodate any additional cars. In addition, as 44 of the required spaces are in garages, there is no guarantee that those spaces will be reserved for parking, as they could be used for storage or something similar at the tenants' discretion. Furthermore, as outlined in the Fire Department Report (Exhibit M), there will be no parking allowed in any fire lanes or to block any drive aisles.

#### *Bicycle Parking*

The bicycle parking standards of MLDC §10.747-748 require one space per unit for multiple-family residential projects with four or more units. Therefore a minimum of 44

bicycle parking spaces are required. The applicant is proposing 44 bicycle parking spaces – to be located in each of the provided garages. No additional bicycle parking is proposed.

#### *Landscape Plan*

As the Landscape Plan (Exhibit G) illustrates, a variety of landscaping is proposed along the access drive adjacent to the sidewalk, in the parking islands, and in the open space common areas. Lawn is shown only in a portion of the common area central to the project, directly behind the two-unit building. A number of shrubs and trees are proposed for each unit's rear yard, although no groundcover is identified between the patios and fencing boundary.

As a Condition of Approval (Exhibit A), the applicant shall submit: (1) a revised landscape plan which identifies all ground coverage materials and includes the total square footage of all landscaping areas and total percentage of high water elements and (2) an irrigation plan, as required by MLDC §10.780(F).

#### *Concealments*

Two trash enclosures are proposed with this project. Each enclosure would be constructed of a cultured stone veneer base with split faced CMU block and metal gates. Mechanical units will be screened with cedar fencing. The requirements of MLDC §10.781 and §10.782 are satisfied.

#### *Block Length*

Maximum block length and perimeter length requirements are outlined in MLDC §10.426. For residential zones, the maximum block length is 660 feet and maximum block perimeter is 2,100 feet. The subject property is located in the middle of an exceedingly large block. While development of an additional adjacent parcel is not feasible at this time, as the applicant's supplemental findings (Exhibit K) state, the design of this site is configured in such a way as to allow for future connections to both the east and south.

#### Site Design Concerns & Issues

Staff suggests that the Commission consider the overall functionality, compatibility, and livability of this project. While the plan can be conditioned to meet all applicable code requirements, there are general site design issues which concern staff from a livability perspective. Based on the size of the proposed units (two and three bedrooms) it seems that families are the likely residents. However, there is very little open space provided, no pedestrian connections to North Medford High School (located only about 300 feet to the east), limited parking, no community amenities, and a single point of access. Staff has shared these concerns with the applicant. While density and infill are encouraged,

the solution proposed by staff is to reduce the total number of units to 38, which is still within the allowable density range. By eliminating six units, the site could accommodate additional parking and open space, provide a more community friendly common area in the center of the site, and enjoy additional design options (such as the location of trash enclosures, mail boxes, landscape features, etc.).

It is understood that the applicant does not control the adjacent property to the south or east, however, for the convenience of the residents, staff has encouraged a pedestrian connection of some sort. An agreement could be made with the property owners to the south, east, or both, to provide a walking path for residents to connect to sidewalks. Without any type of pedestrian connection in these directions, residents are forced to travel west all the way to Crater Lake Avenue and then to Roberts Road to the north or Brookhurst Street to the south before being able to go in an easterly direction to North Medford High School.

#### **FINDINGS AND CONCLUSIONS**

The approval criteria for development projects heard before the Site Plan and Architectural Commission can be simply stated as compatibility and Code compliance. MLDC §10.285 explains the purpose of establishing this process *in order to provide for the review of the functional and aesthetic adequacy of development and to assure compliance with the standards...*

Staff has reviewed the applicant's findings and conclusions (Exhibit J) and recommends the Commission supplement the findings and with the following:

The Commission finds that the unique lot layout associated with this site, as it is a flag lot situated internal to an oversized block, creates livability concerns and overall compatibility issues with adjacent uses and development. Specifically, the density and isolation of the site combined with a single access point, results in limited parking options and minimal, usable open space for residents. As there are no options for nearby on-street parking or overflow of any kind, there is a concern that additional vehicles would cause a safety hazard. In addition, without pedestrian connections, practical outdoor space, or community amenities, the livability of the project is diminished.

The Site Plan and Architectural Commission finds that through the imposition of conditions (Exhibit A) the proposed development meets the criteria set forth in MLDC §10.285 for both compatibility and compliance with all applicable Code standards.

### **RECOMMENDED ACTION**

Adopt the findings as recommended by staff and direct staff to prepare a Final Order for approval of AC-15-087 per the staff report dated September 11, 2015, including all exhibits and conditions.

### **EXHIBITS**

- A Conditions of Approval, dated September 18, 2015
- B Master Site Plan, received July 21, 2015
- C Site Plan, received July 21, 2015
- D Buildings A-E Elevations, received June 16, 2015
- E Buildings A-E Floor Plans, received June 16, 2015
- F Preliminary Grading, Drainage & Utility Plan, received July 21, 2015
- G Landscape Plan, received July 21, 2015
- H Site Details Page, received June 16, 2015
- I Applicant's Narrative Letter, received June 16, 2015
- J Applicant's Compatibility Findings, received June 16, 2015
- K Applicant's Supplemental Findings, received August
- L Building Department Memo, received August 26, 2015
- M Fire Department Report, received August 26, 2015
- N Medford Water Commission Memo, received August 26, 2015
- O Public Works Report, received September 09, 2015
- P Parks Department Memo, received August 24, 2015
- Q ODOT Memo, received August 27, 2015  
Vicinity map

**SITE PLAN AND ARCHITECTURAL COMMISSION AGENDA:**

**SEPTEMBER 18, 2015**

## EXHIBIT A

Crater Lake Estates  
AC-15-087  
Conditions of Approval  
September 18, 2015

### DISCRETIONARY CONDITIONS

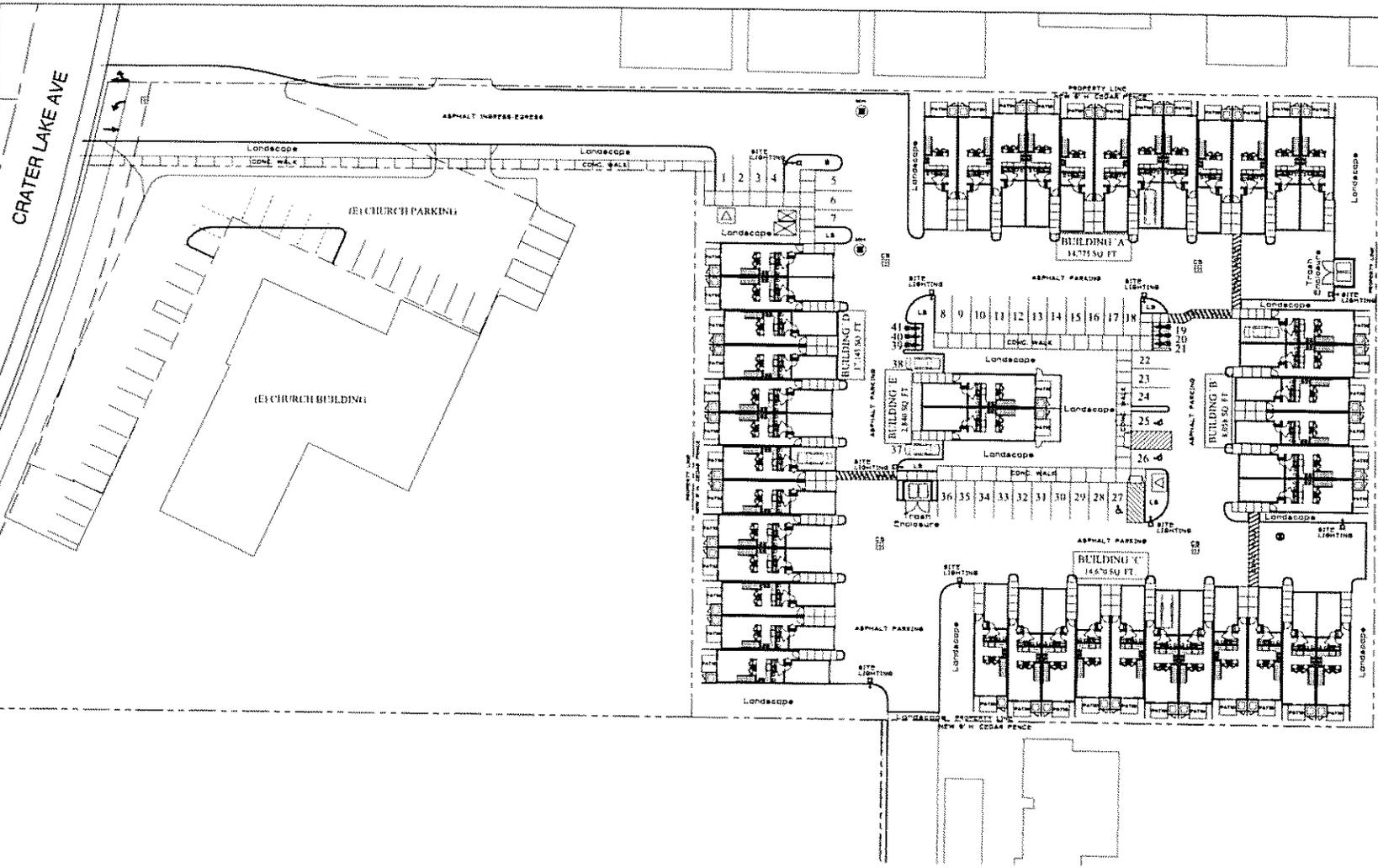
The applicant shall:

1. Remove the two-unit building from the site plan, leaving the center area for open space and parking.
2. Reduce the total number of units to 38, to be dispersed within four buildings located along the perimeter of the project.
3. Coordinate with adjacent property owners to provide a pedestrian connection to the east and/or south.

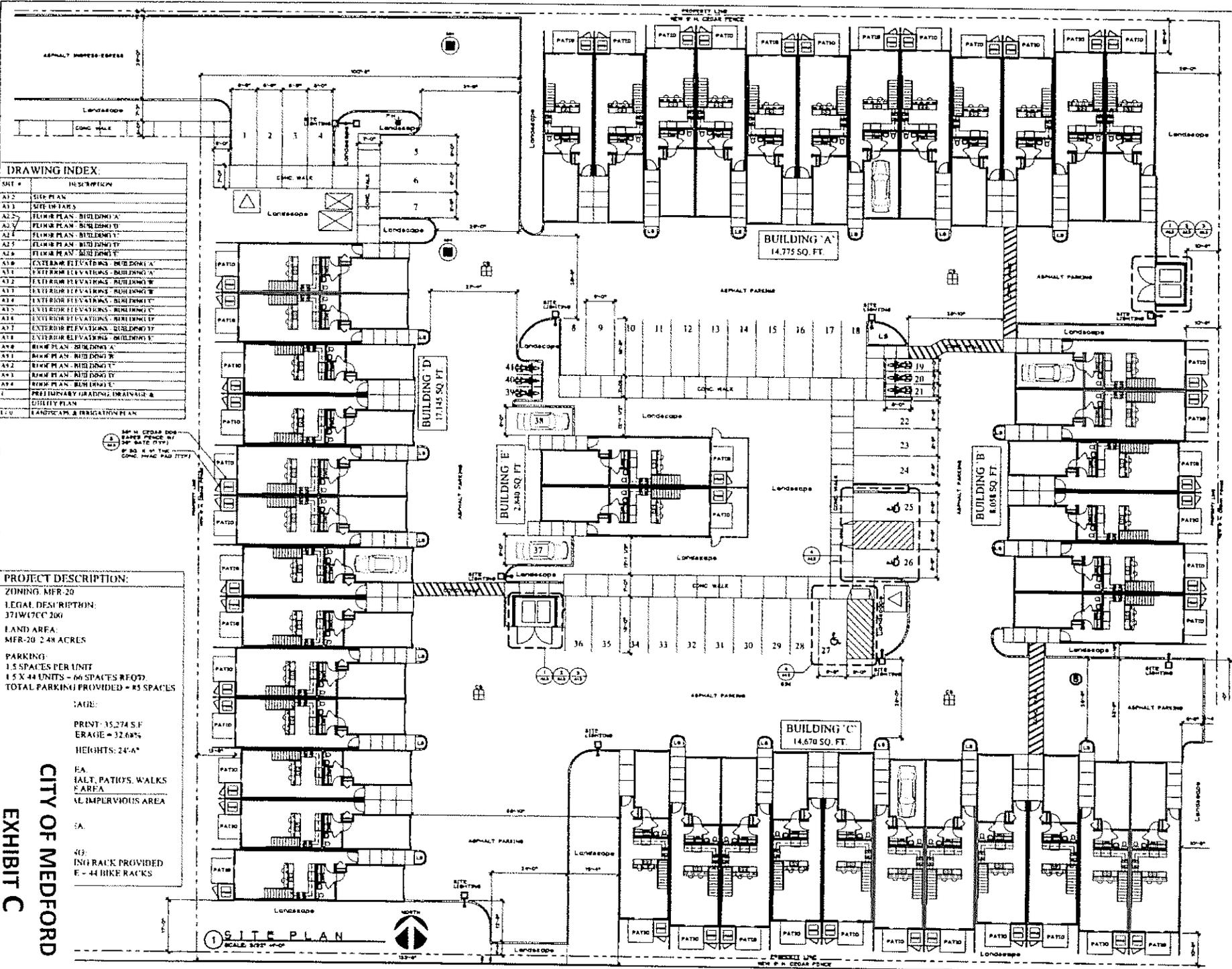
### CODE REQUIREMENTS

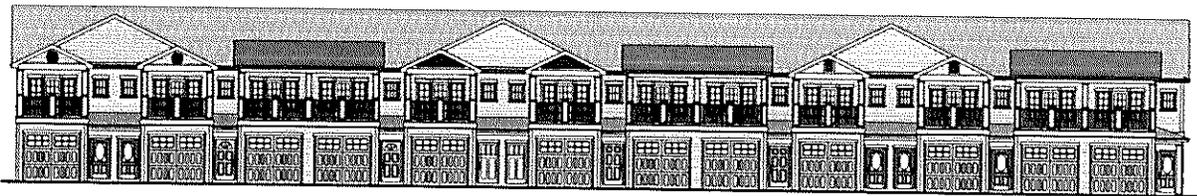
Prior to issuance of the first building permit, the applicant shall:

4. Record the final partition plat.
5. Submit a revised Landscape Plan which identifies all ground coverage materials and includes the total square footage of all landscaping areas and total percentage of high water elements.
6. Submit an Irrigation Plan, per MLDC §10.780(F).
7. Comply with the Fire Department Report received August 26, 2015 (Exhibit M).
8. Comply with the memo from the Medford Water Commission Memo received August 26, 2015 (Exhibit N).
9. Comply with the Public Works Department Memo received September 09, 2015 (Exhibit O).

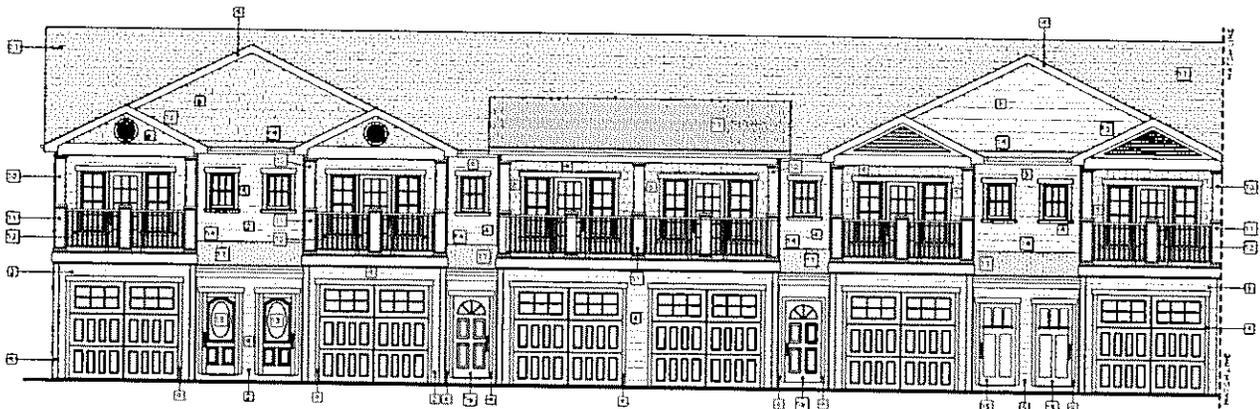


1 MASTER SITE PLAN  
SCALE: 1/8" = 1'-0"





OVERALL FRONT ELEVATION - BUILDING A (12 UNIT BUILDING)  
SCALE 1/8" = 1'-0"



FRONT ELEVATION - BUILDING A (12 UNIT BUILDING)  
SCALE 1/8" = 1'-0"

ELEVATION KEYED NOTES

- 1 8" FACE CEMENT HORIZONTAL LAP SIDING PAINTED WITH MILLER PAINT: DAPPER COLOR IS ROSS. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 2 8" FACE CEMENT HORIZONTAL LAP SIDING PAINTED WITH MILLER PAINT: TURBAN CHARM COLOR IS ROSS. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 3 8" FACE CEMENT HORIZONTAL LAP SIDING PAINTED WITH MILLER PAINT: TECHLE COLOR IS ROSS. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 4 8" FACE CEMENT HORIZONTAL LAP SIDING PAINTED WITH MILLER PAINT: GOLD STRAND COLOR IS ROSS. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 5 1 1/2" FACE CEMENT SHINGLE SIDING PAINTED WITH MILLER PAINT: DAPPER COLOR IS ROSS. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 6 1 1/2" FACE CEMENT SHINGLE SIDING PAINTED WITH MILLER PAINT: TURBAN CHARM COLOR IS ROSS. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 7 1 1/2" FACE CEMENT SHINGLE SIDING PAINTED WITH MILLER PAINT: GOLD STRAND COLOR IS ROSS. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 8 1 1/2" FACE CEMENT SHINGLE SIDING PAINTED WITH MILLER PAINT: IMPRESSIBLE COLOR IS ROSS. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 9 1 1/2" SQUARE FOOD COLUMN PAINTED WITH MILLER PAINT: SUGAR DUST COLOR IS ROSS. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 10 1 1/2" SQUARE FOOD WHEEL PIST PAINTED WITH MILLER PAINT: SUGAR DUST COLOR IS ROSS. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 11 1 1/2" WIDE METAL RAILING PAINTED WITH MILLER PAINT: TURBAN CHARM COLOR IS ROSS. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 12 WALKED METAL ENTRY DOOR PAINTED WITH MILLER PAINT: TURBAN CHARM COLOR IS ROSS. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 13 WALKED METAL ENTRY DOOR PAINTED WITH MILLER PAINT: OLD SCHOOL COLOR IS ROSS. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 14 WALKED METAL ENTRY DOOR PAINTED WITH MILLER PAINT: EMPRESSIBLE COLOR IS ROSS. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 15 CERTAINTED CONVICTION ROOFING LANDMARK SERIES DRIFWOOD. INSTALL PER MANUFACTURER'S SPECIFICATIONS.
- 16 PALL TO ROOF GALVANIZED METAL STEP FLASHING TO PROVIDE A WATER TIGHT SEAL. INSTALL PER MANUFACTURER'S SPECIFICATIONS.
- 17 CONTINUOUS PALL TO ROOF GALVANIZED METAL FLASHING TO PROVIDE A WATER TIGHT SEAL. INSTALL PER MANUFACTURER'S SPECIFICATIONS.



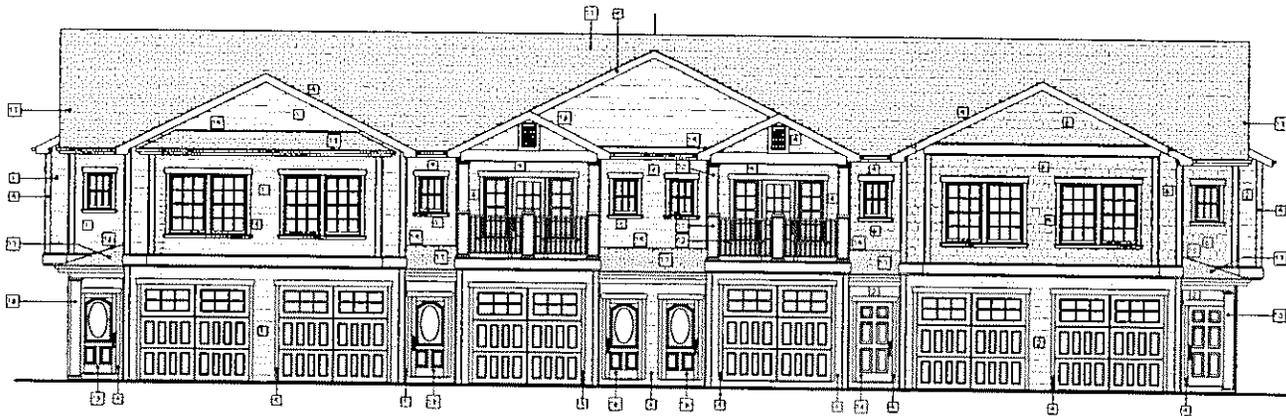
ARCHITECTURAL CONSULTANTS, INC.  
1000 W. 10TH AVENUE, SUITE 100  
DENVER, CO 80202  
TEL: 303.733.1000  
WWW.A9000.COM

5200  
GUILDING INTL  
XELPHOINTS

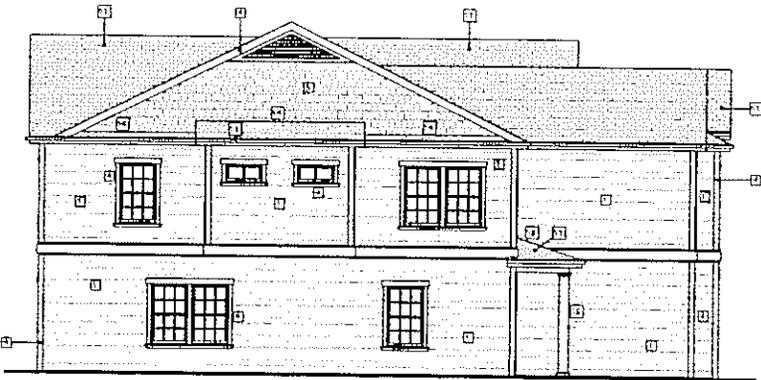
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JUNE 16, 2015





FRONT ELEVATION - BUILDING B (3 UNIT BUILDING)  
SCALE 1/4" = 1'-0"



LEFT SIDE ELEVATION - BUILDING B (2 UNIT BUILDING)  
SCALE 1/4" = 1'-0"

ELEVATION KEYED NOTES

- 1) 8" FIBER CEMENT HORIZONTAL LAP SIDING PAINTED WITH MILLER PAINT: DAPPER. COLOR IS R0143. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 2) 8" FIBER CEMENT HORIZONTAL LAP SIDING PAINTED WITH MILLER PAINT: URBAN CHARM. COLOR IS R0233. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 3) 8" FIBER CEMENT HORIZONTAL LAP SIDING PAINTED WITH MILLER PAINT: TECHLE. COLOR IS R0233. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 4) 8" FIBER CEMENT HORIZONTAL LAP SIDING PAINTED WITH MILLER PAINT: GOLD STRAND. COLOR IS R0112. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 5) FIBER CEMENT SHINGLE SIDING PAINTED WITH MILLER PAINT: DAPPER. COLOR IS R0143. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 6) FIBER CEMENT SHINGLE SIDING PAINTED WITH MILLER PAINT: URBAN CHARM. COLOR IS R0233. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 7) FIBER CEMENT SHINGLE SIDING PAINTED WITH MILLER PAINT: TECHLE. COLOR IS R0233. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 8) FIBER CEMENT SHINGLE SIDING PAINTED WITH MILLER PAINT: GOLD STRAND. COLOR IS R0112. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 9) FIBER CEMENT DOOR FINISH DOWN PASCAL BOARDS. CORNER SQUARES AND EYES: 30X30'S PAINTED WITH MILLER PAINT: SUGAR DUST. COLOR IS R0111. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 10) SQUARE PWOOD COLUMN PAINTED WITH MILLER PAINT: SUGAR DUST. COLOR IS R0111. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 11) 10" SQUARE PWOOD METAL POST PAINTED WITH MILLER PAINT: SUGAR DUST. COLOR IS R0111. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 12) 4" HIGH METAL RASING PAINTED WITH MILLER PAINT: SUGAR DUST. COLOR IS R0111. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 13) INSULATED METAL ENTRY DOOR PAINTED WITH MILLER PAINT: SUGAR DUST. COLOR IS R0111. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 14) INSULATED METAL ENTRY DOOR PAINTED WITH MILLER PAINT: EMPRESS LEAF. COLOR IS R0218. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 15) INSULATED METAL ENTRY DOOR PAINTED WITH MILLER PAINT: EMPRESS LEAF. COLOR IS R0218. CONTRACTOR TO PROVIDE DRAIN DOWN SAMPLE TO ARCHITECT FOR APPROVAL.
- 16) CERTAINTED COMPOSITION ROOFING: LANDMARK SERIES. DRY-FITTED. INSTALL PER MANUFACTURER'S SPECIFICATIONS.
- 17) WALL TO ROOF GALVANIZED METAL STEP FLASHINGS TO PROVIDE A WATER-TIGHT SEAL. INSTALL PER SHACMA RECOMMENDATIONS.
- 18) CONTINUOUS WALL TO ROOF GALVANIZED METAL FLASHINGS TO PROVIDE A WATER-TIGHT SEAL. INSTALL PER SHACMA RECOMMENDATIONS.



1100 NE 10TH AVE., SUITE 100  
PORTLAND, OREGON 97232  
TEL: 503.253.1100  
FAX: 503.253.1101  
WWW.OREGONCONSULTANTS.COM

44 UNIT APARTMENT COMPLEX  
BUILDING B - 6 UNIT BUILDING  
MAP 3111522, TAX LOT 200  
GRATER LAKE AVENUE  
MEDFORD, OREGON 97501

DATE:	08/01/15
SCALE:	
DRAWN BY:	JKH
CHECKED BY:	JKH
SHEET:	A3.2













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JUNE 16, 2015

PLANNING DEPARTMENT

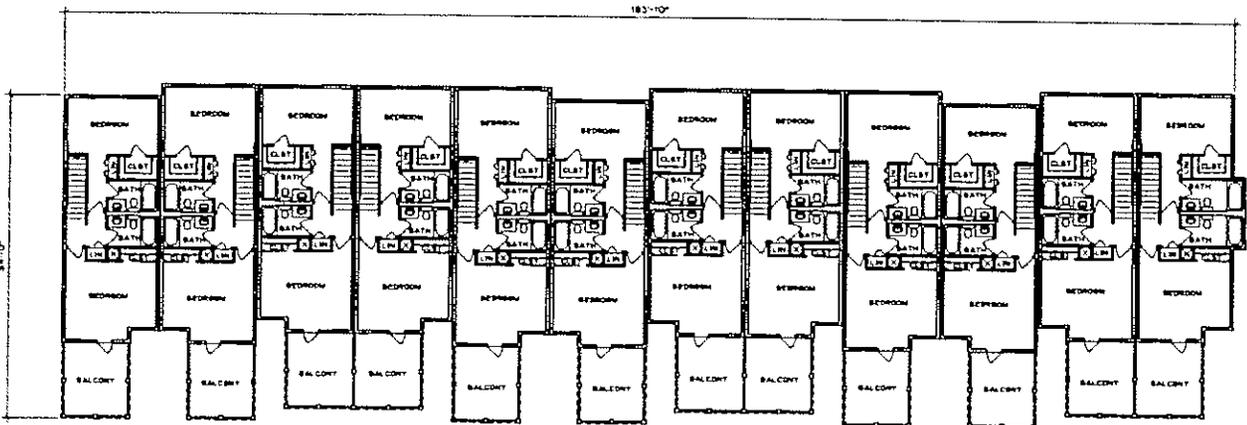
GRATER LAKE ESTATES  
44 UNIT APARTMENT COMPLEX  
MEDFORD, OREGON 97504

RONALD L. GRIMES PC  
ARCHITECTS  
14 NORTH CENTRAL SUITE 108  
MEDFORD, OREGON 97501  
PH (541) 772-3000  
FAX (541) 772-0423

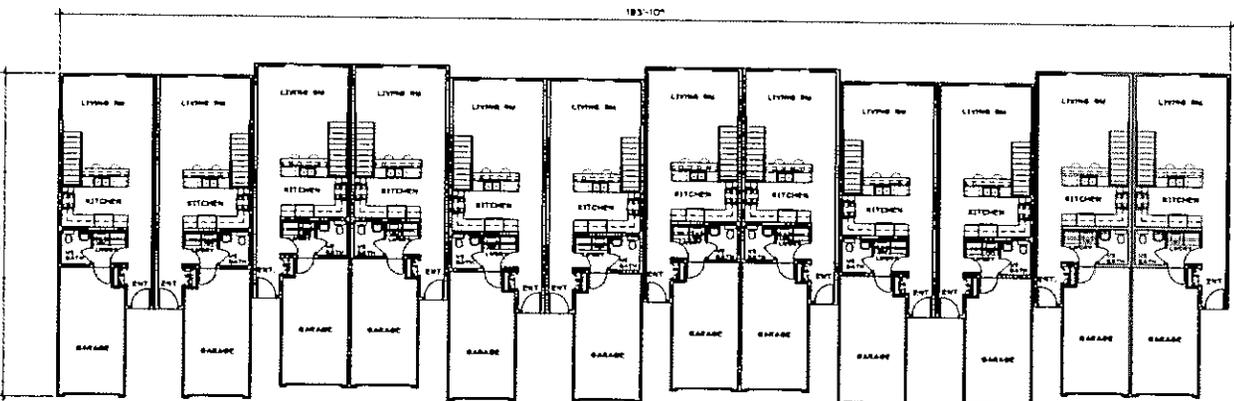


FIRST FLOOR 4726 SQ FT  
SECOND FLOOR 3788 SQ FT  
TOTAL 8514 SQ FT

BUILDING 1A  
12 PLEX FLOOR PLAN  
SCALE: 1/8"=1'-0"



1 SECOND FLOOR  
SCALE: 1/8"=1'-0"



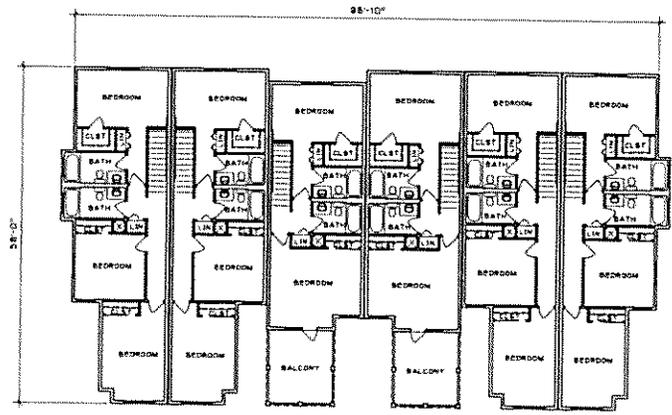
2 FIRST FLOOR  
SCALE: 1/8"=1'-0"

CITY OF MEDFORD

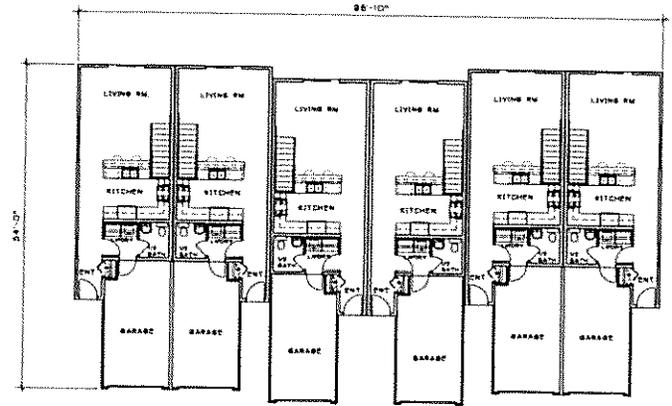
EXHIBIT E

FILE # AC-15-087

Page 39



1 SECOND FLOOR  
SCALE: 1/8"=1'-0"



2 FIRST FLOOR  
SCALE: 1/8"=1'-0"

3 BUILDING 'B'  
APARTMENT COMPLEX FLOOR PLAN  
SCALE: 1/8"=1'-0"

FIRST FLOOR 5281 SQ. FT.  
SECOND FLOOR 4877 SQ. FT.  
TOTAL 10158 SQ. FT.



RONALD L. GRIMES PC  
ARCHITECTS  
14 NORTH CENTRAL, SUITE 104  
MEDFORD, OREGON 97501  
PH: (541) 772-2000  
FAX: (541) 778-0463

CRATER LAKE ESTATES  
44 UNIT APARTMENT COMPLEX  
MEDFORD, OREGON 97504

REVISIONS	BY

FILE: 0816-PP  
DATE: 03-08-13  
SCALE: AS SHWN  
DRAWN: DLE  
JOB #: 1326  
SHEET A2.3  
CP 11





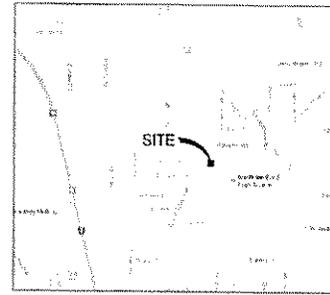


# PRELIMINARY GRADING, DRAINAGE & UTILITY PLAN

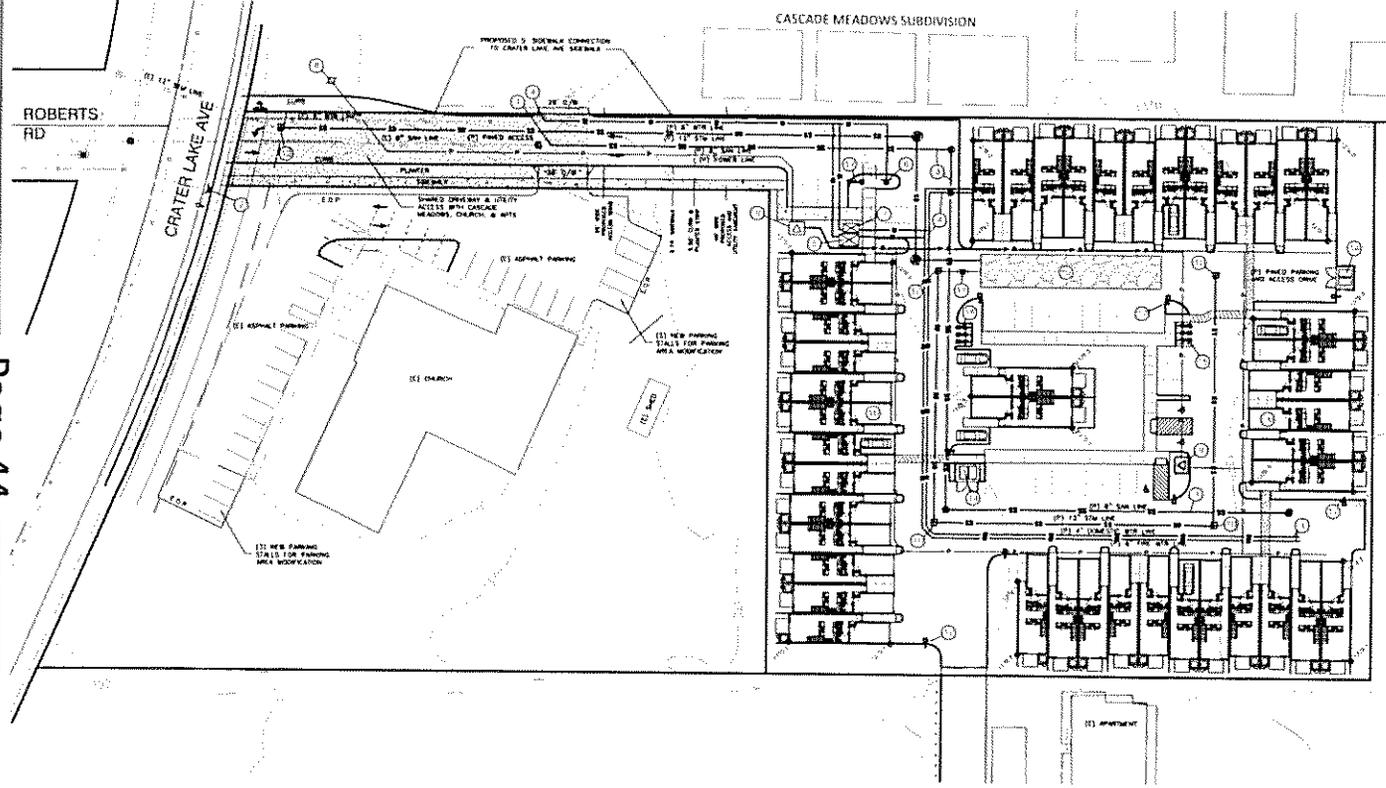
## CRATER LAKE ESTATES

CITY OF MEDFORD, OREGON

MAY 2015



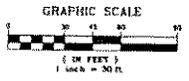
VICINITY MAP  
No Scale



- PRELIMINARY UTILITY PLAN NOTES:**
- 1. EXISTING GARAGE USE WHEN AVAILABLE TO REMAIN. NEW GARAGE USES MUST BE COMPATIBLE WITH MAIN USES AND BE SUBJECT TO MAIN USES.
  - 2. EXISTING FIRE APPARATUS TO REMAIN.
  - 3. PROPOSED BY SEAMAN IS CORRELATED WITH THE MAIN BUILDING.
  - 4. EXISTING WATER MAIN TO BE CLOSURE TOED TO BACK VALVE INSIDE FIRE WATER AND FIRE SERVICE.
  - 5. PROPOSED NEW FIRE SERVICE AND PROPOSED FIRE SERVICE TO WATER LOCATION AS SHOWN.
  - 6. PROPOSED FIRE WATER MAIN TO BE CLOSURE TOED TO BACK VALVE INSIDE FIRE WATER AND FIRE SERVICE.
  - 7. EXISTING UTILITY POLES TO REMAIN. (DO NOT REMOVE EXISTING AND CABLE TV TO REMAIN IN BUILDING).
  - 8. APPROXIMATE LOCATION FOR NEW POWER TRANSFORMER TO BE DETERMINED BY UTILITY COMPANY.
  - 9. PROPOSED CATCH BASIN ON CURB NEXT TO FIRE.
  - 10. PROPOSED WATER QUALITY MONITORING OR ELECTRONIC SYSTEM.
  - 11. POINT OF CONNECTION TO EXISTING STORM SYSTEM.
  - 12. TRASH AREA SCREENED WITH CHAIN LINK WALL.
  - 13. MOTORCYCLE PARKING.
  - 14. BIKE RACKS TO BE LOCATED NEAR EACH GARAGE PAD.
  - 15. SITE LIGHTING (SEE 2).

**LEGEND**

UNDEVELOPED AREA	EXISTING WATER MAIN	PROPOSED WATER MAIN
EXISTING WATER MAIN	EXISTING FIRE MAIN	PROPOSED FIRE MAIN
EXISTING FIRE MAIN	EXISTING GAS MAIN	PROPOSED GAS MAIN
EXISTING GAS MAIN	EXISTING SANITARY SEWER	PROPOSED SANITARY SEWER
EXISTING SANITARY SEWER	EXISTING STORM	PROPOSED STORM
EXISTING STORM	EXISTING ELEC	PROPOSED ELEC
EXISTING ELEC	EXISTING CABLE TV	PROPOSED CABLE TV
EXISTING CABLE TV	EXISTING TELEPHONE	PROPOSED TELEPHONE
EXISTING TELEPHONE	EXISTING OTHER	PROPOSED OTHER
EXISTING OTHER	EXISTING CONC	PROPOSED CONC
EXISTING CONC	EXISTING ASPHALT	PROPOSED ASPHALT
EXISTING ASPHALT	EXISTING GRAVEL	PROPOSED GRAVEL
EXISTING GRAVEL	EXISTING SAND	PROPOSED SAND
EXISTING SAND	EXISTING SILT	PROPOSED SILT
EXISTING SILT	EXISTING CLAY	PROPOSED CLAY
EXISTING CLAY	EXISTING ROCK	PROPOSED ROCK
EXISTING ROCK	EXISTING VEGETATION	PROPOSED VEGETATION
EXISTING VEGETATION	EXISTING FENCE	PROPOSED FENCE
EXISTING FENCE	EXISTING SIGN	PROPOSED SIGN
EXISTING SIGN	EXISTING LIGHT	PROPOSED LIGHT
EXISTING LIGHT	EXISTING UTILITY POLE	PROPOSED UTILITY POLE
EXISTING UTILITY POLE	EXISTING CATCH BASIN	PROPOSED CATCH BASIN
EXISTING CATCH BASIN	EXISTING TRASH AREA	PROPOSED TRASH AREA
EXISTING TRASH AREA	EXISTING BIKE RACK	PROPOSED BIKE RACK
EXISTING BIKE RACK	EXISTING MOTORCYCLE PARKING	PROPOSED MOTORCYCLE PARKING
EXISTING MOTORCYCLE PARKING	EXISTING DRIVEWAY	PROPOSED DRIVEWAY
EXISTING DRIVEWAY	EXISTING WALKWAY	PROPOSED WALKWAY
EXISTING WALKWAY	EXISTING BIKEWAY	PROPOSED BIKEWAY
EXISTING BIKEWAY	EXISTING OTHER	PROPOSED OTHER



**DISCLAIMER:**  
ALL PLANS FOR DEVELOPMENT ARE AS WELL AS CAPTURED BY PRIVATE CONTRACTORS AND ENGINEERS AND NOT TO BE USED FOR ANY OTHER PURPOSES. THE DESIGNER'S LIABILITY IS LIMITED TO THE DESIGN AND CONSTRUCTION OF THE PROJECT ONLY. THE CLIENT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR THE ACCURACY OF ALL INFORMATION PROVIDED TO THE DESIGNER. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THE PLANS OR FOR ANY CONSEQUENCES ARISING FROM THE USE OF THE PLANS. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR ANY CONSEQUENCES ARISING FROM THE USE OF THE PLANS.

Ron Girmes Architects, PC  
1400 NE Oregon Street, Suite 108  
Medford, OR 97504  
541.772.3300

RHINE-CROSS GROUP  
ENGINEERING - SURVEYING - PLANNING  
112 N. 4th St., Suite 200 - P.O. Box 989  
Klamath Falls, Oregon 97601  
Phone: (531) 851-4800 Fax: (531) 851-4800  
rhinecross@rcg.com



SEAL  
STATE OF OREGON  
PLANNING DEPARTMENT

PLANNING DEPARTMENT

JULY 21, 2015

RECEIVED



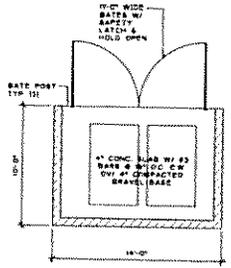
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JUNE 16, 2015

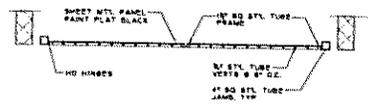
CRATER LAKE ESTATES APARTMENT COMPLEX  
4051B N OREGON MEDFORD, OREGON 97504  
PLANNING DEPARTMENT

RONALD L. CRIMES PC  
ARCHITECTS  
14 NORTH CENTRAL SUITE 108  
MEDFORD, OREGON 97501  
PH (541)-772-3000  
FX (541)-778-0483

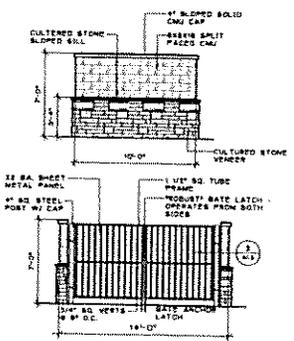
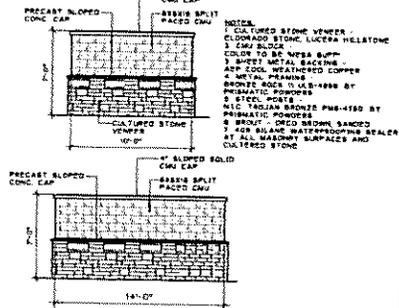
3 TRASH ENCLOSURE - TYP. OF 121  
SCALE: 1/4" = 1'-0"



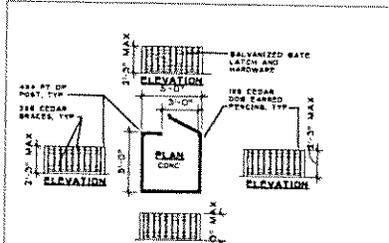
2 GATE DETAIL  
SCALE: 1/2" = 1'-0"



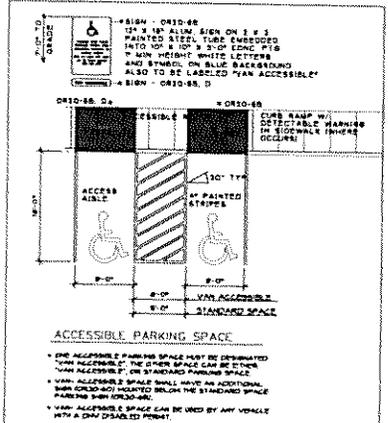
1 ELEVATION - TRASH ENCLOSURE  
SCALE: 1/4" = 1'-0"



5 MECHANICAL UNIT SCREEN  
SCALE: 1/4" = 1'-0"



4 H.C. PARKING DETAIL  
SCALE: 1/4" = 1'-0"



# Ron Grimes Architects

April 21, 2015

City of Medford  
200 South Ivy Street  
Medford, Or. 97501

RECEIVED

JUN 16 2015

PLANNING DEPT.

**RE: SPAC – Narrative Letter:**

To Whom It May Concern:

We are proposing to build a 44 unit apartment facility located off of Crater Lake Ave in Medford. The proposed housing will provide a friendly and warm environment on a currently vacant lot. The project will contain 5 two-story structures, ample landscape, and will blend well with the current adjacent properties.

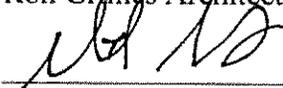
We have paid close attention to the detail of the building's, and propose to use material's that would compliment the existing neighborhood (I.E. Lap siding, Shake siding, distinguished wood bands, etc.). Our project would include ample landscaping, and significantly improving the appearance of the neighborhood.

Our proposed 2 bedroom units will be approximately 1,245 sq. ft. and the 3 bedroom unit's about 1,397 sq. ft. The construction style will be an attractive, craftsman style Apartment project. The building mass will be broken up with multiple jogs in the building façade, and the 2 bedroom units will have exterior balconies over the garage.

This project would greatly enhance the neighborhood, and be a valuable asset to Medford.

Sincerely,

Ron Grimes Architects, AIA



David Evans, President

14 N. Central, suite 106, Medford, OR 97504, • 541.772.3000 • Fax 541.779.0483 • [admisistrator@gwearch.com](mailto:admisistrator@gwearch.com)

CITY OF MEDFORD

EXHIBIT I

FILE # AC-15-087

# Ron Grimes Architects

April 21, 2015

City of Medford  
200 South Ivy Street  
Medford, Or. 97501

RECEIVED  
JUN 16 2015  
PLANNING DEPT.

**RE: SPAC – Section II – Compatibility: Criterion No.1:**

*A: List existing uses and development adjacent to your project site. Along with this list, describe the architecture (materials, colors, etc>), age, and condition of the adjacent buildings (you may use photographs to supplement this information). Some of the existing uses adjacent to our project include; Apartments, Churches, North Medford High School, business offices and residential. We have attached photograph's of some of the surrounding buildings. These buildings range in color and materials from horizontal lap siding, T-1-11 siding, concrete block and color's ranging from, yellow, blue & brown. Some of these structures have been around since the late 70's early 80's. See Exhibit "A" attached.*

*B: Describe the building architecture and exterior treatments in your proposal, and how they fit with and complement adjacent buildings and development. The architectural style proposed on our Apartments is Craftsman Style. Exterior treatment would include; Horizontal lap siding, shake siding, and craftsman style gable vents.*

*C: Describe the proposed architecture and exterior treatments that break up large facades and give relief to the building mass. The site plan and Architectural Commission Design Guidelines are a helpful reference, and can be found on the City's website, and in the Planning Department. We have paid close attention to "break up" building mass with "Multiple" jogs in the exterior elevations, balconies, roof lines, covered entries.*

*D: Describe how the placement and orientation of the proposed building(s) relate(s) to the street facilities, and how this orientation promotes a more pedestrian-friendly site design. While our buildings are not along a street front, we will provide pedestrian walks to the site, and provide more landscape, to create a friendly atmosphere.*

*a. If the site lies within 600-feet of an existing or planned transit stop, as designated by the Transportation System Plan (TSP), describe compliance with the standards of 10.808, New Commercial and Institutional Development. N/A.*

*E: Describe the pedestrian facilities and amenities on your site (useable outdoor space, benches, etc.) and how they will function for pedestrians. This is a privately owned Apartment project. While there may not be "Pedestrian facilities" added, we have added "A Lot" of additional landscape to the site to make it more appealing. With large outdoor area's for gatherings, benches, and recreation.*

*F: Describe vehicle and pedestrian access to the site, and how it relates internally on the site, and to adjacent sites. Vehicle access to the site will be accessed through existing easement already provided to the existing site. However, vehicle usage will be in compliance with the proposed usage of the zoning for our project.*

*G: Describe if and how the proposed plan is sensitive to retaining any existing vegetation on the site. Should existing trees be preserved, a Tree Protection P application. There are no existing trees on the site. In our proposed lands (more than required).*

CITY OF MEDFORD  
EXHIBIT J  
FILE # AC-15-087

H: Describe storm water detention facilities on the site (underground storage, surface pond, etc.). If these facilities will be landscaped areas, describe how the proposed landscaping will be integrated with other landscaping on the site. **Our proposed storm water detention will be a underground pipe detention system, beneath the parking lot.**

I: Describe how your proposed landscaping design will enhance the building and other functions on the site. **Our landscaping will "Significantly" enhance the site, as the existing site is an old baseball field. We are proposing a significant amount of trees, shrubs, and lawn for out door use. Our proposed landscape will a great improvement to the existing site, and surrounding neighborhoods.**

J: Describe how your exterior lighting illuminates the site, and explain how the design of the fixtures does not diminish a view of the night sky, or produce glare on adjacent properties, consistent with the standards of 10.764. **All proposed lighting on our site will be pointed downward. The lighting level's on adjacent sites will meet all City requirements.**

K: Describe any proposed signage, and how it will identify the location of the occupant and serve as an attractive compliment to the site. **We propose to construct a monument sign with a stone base, and a framed sign above to compliment the craftsman style project we're proposing.**

L: Explain any proposed fencing, including its purpose, and how you have incorporated it as a functional, attractive component of your development. (10.731-10.733) **It is our understanding, that we are not required to provide a fence around our property. However, we do propose to add a new, 6 ft. high, cedar fence around our property, as we feel it will provide a more private setting.**

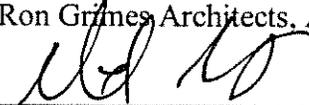
M: Explain how any potential noise generated by future occupants will be mitigated on the proposed site, consistent with the standards of 10.752-10.761. **With this being a multi-family apartment complex, we don't foresee any use of industrial or commercial noise sources. All noise levels will comply with the standards of the Medford LDC.**

N: Explain anything else about your project that adds to the compatibility of the project with adjacent development and uses. **Most of the existing, adjacent uses are apartments, so our project will blend right in with the adjacent uses, except for the fact that our buildings will be much nicer in appearance and landscape, then the existing apartments.**

O: List and explain any exceptions or modifications requested and provide reasons for such. **N/A**

Sincerely,

Ron Grimes Architects, AIA



David Evans, President

14 N. Central, suite 106, Medford, OR 97504, • 541.772.3000 • Fax 541.779.0483 • [admisistrator@gwearch.com](mailto:admisistrator@gwearch.com)

**Ron Grimes Archi**

---

August 7, 2015

City of Medford  
200 South Ivy Street  
Medford, Or. 97501

**RE: SPAC – Revised findings:**

Jennifer Jones:

This letter is to inform you that we met the intent of MLDC 10.426C by providing future intersecting points through our site, to both the South and East boundaries. If future development occurs at either site, to the east or south of our site, we will then have a connecting street.

As for pedestrian access to the site, we have provided a continuous sidewalk, from Crater Lake Avenue, to our site. We have also provided paved walks across the interior parking lot, from building complex, to building complex.

We will be providing picnic tables on the lawn area, behind the duplex for outdoor gatherings, as well as a “Common” B-B-Q area.

Sincerely,

Ron Grimes Architects, AIA



David Evans, President



# Memo

**To:** Jennifer Jones, Planner, Planning Department  
**From:** Chad Wiltrout, Building Department (541) 774-2363  
**CC:** Buntin Construction, LLC., Applicant (Ron Grimes Architects, pc., Agent).  
**Date:** August 26, 2015  
**Re:** August 26, 2015 LDC Meeting: Item #2 – AC-15-087

---

**Please Note:**

*This is not a plan review. Unless noted specifically as Conditions of Approval, general comments are provided below based on the general information provided; these comments are based on the 2014 Oregon Structural Specialty Code (OSSC) unless noted otherwise. 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 Building Department front counter for estimated fees at (541) 774-2350 or [building@cityofmedford.org](mailto:building@cityofmedford.org).*

*For questions related to the Conditions or Comments, please contact me, Chad Wiltrout, directly at (541) 774-2363 or [chad.wiltrout@cityofmedford.org](mailto:chad.wiltrout@cityofmedford.org).*

**Conditions of Approval:**

**General Comments:**

1. For list of applicable Building Codes, please visit the City of Medford website: [www.ci.medford.or.us](http://www.ci.medford.or.us) Click on "City Departments" at top of screen; click on "Building"; click on "Design Criteria" on left side of screen and select the appropriate design criteria.
2. All plans are to be submitted electronically. Information on the website: [www.ci.medford.or.us](http://www.ci.medford.or.us) Click on "City Departments" at top of screen; click on "Building"; click on "Electronic Plan Review (ePlans)" for information.
3. A site excavation and grading permit will be required if more than 50 cubic yards is disturbed.
4. A separate demolition permit will be required for demolition of any structures not shown on the plot plan.

**Comments:**

5. Proposed construction in proximity to property lines shall comply with table 602 and code section 705 of the Oregon Structural Specialty Code.
6. ADA parking spaces shall be required in accordance with code section 1106 of the Oregon Structural Specialty Code.



# Medford Fire Department

200 S. Ivy Street, Room #180  
Medford, OR 97501  
Phone: 774-2300; Fax: 541-774-2514;  
www.medfordfirerescue.org

**RECEIVED**  
AUGUST 26, 2015  
PLANNING DEPARTMENT

## LAND DEVELOPMENT REPORT - PLANNING

To: Jennifer Jones

LD Meeting Date: 08/26/2015

From: Greg Kleinberg

Report Prepared: 08/19/2015

Applicant: Buntin Construction, LLC.

File #: AC - 15 - 87

### Site Name/Description:

Plans for the construction of a 44-unit multi-family residential project on a 0.812 acre parcel, located on the east side of Crater Lake Avenue, between Roberts Road and Brookhurst Street, within the MFR-20 (multiple-family residential - 20 dwelling units per gross acre) zoning district; Buntin Construction, LLC., Applicant (Ron Grimes Architects, pc., Agent). Jennifer Jones, Planner.

DESCRIPTION OF CORRECTIONS	REFERENCE
----------------------------	-----------

<b>Requirement MINIMUM ACCESS ADDRESS SIGN</b>	<b>OFC 505</b>
--	----------------

The addresses must be clearly marked at the driveway entrance on Crater Lake Ave. This can be done on a sign for the complex or a minimum access address sign.

The developer must provide a minimum access address sign. See attached minimum access street address sign installation sheet for the proper installation information. A pre-approved address sign can also be utilized.

<b>Requirement FIRE HYDRANTS</b>	<b>OFC 508.5</b>
----------------------------------	------------------

Fire hydrants with reflectors will be required for this project.

Hydrant locations shall be as follows: Two fire hydrants will be required for this project: One as shown on the plans (NW corner) and an additional fire hydrant in an island at the SE corner. This will meet the max. 300' spacing requirements for commercial developments.

Additional hydrants may be required to comply with the requirement of proximity to fire department connections (for fire sprinkler and standpipe systems, the fire department connection shall be located at an approved location away from the building and within 75' of a fire hydrant. The fire department connection shall be located on the same side as the fire department access route.).

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).

<b>Requirement PRIVATE FIRE DEPARTMENT ACCESS PARKING RESTRICTION</b>	<b>OFC 503.4</b>
---	------------------

Parking shall be posted as prohibited along the fire lanes.

CITY OF MEDFORD

EXHIBIT M

FILE # AC-15-087



# 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: 08/26/2015

From: Greg Kleinberg

Report Prepared: 08/19/2015

Applicant: Buntin Construction, LLC.

File #: AC - 15 - 87

### Site Name/Description:

Where parking is prohibited for fire department vehicle access purposes, NO PARKING signs shall be spaced at 50' intervals along the fire lane and at fire department designated turn-around's. The signs shall have red letters on a white background stating "NO PARKING FIRE LANE TOW AWAY ZONE ORS 98.810 to 98.812" (See handout).

For privately owned properties, posting/marketing of fire lanes may be accomplished by any of the following alternatives to the above requirement (consult with the Fire Department for the best option):

#### Alternative #1:

Curbs shall be painted red along the entire distance of the fire department access. Minimum 4" white letters stating "NO PARKING-FIRE LANE" shall be stenciled on the curb at 25-foot intervals.

#### Alternative #2:

Asphalt shall be striped yellow or red along the entire distance of the fire department access. The stripes shall be at least 6" wide, be a minimum 24" apart, be placed at a minimum 30-60 degree angle to the perimeter stripes, and run parallel to each other. Letters stating "NO PARKING-FIRE LANE" shall be stenciled on the asphalt at 25-foot intervals.

Fire apparatus access roads 20-26' wide shall be posted on both sides as a fire lane. Fire apparatus access roads more than 26' to 32' wide shall be posted on one side as a fire lane (OFC D103.6.1).

Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths (20' wide) and clearances (13' 6" vertical) shall be maintained at all times (OFC 503.4; ORS 98.810-12).

This restriction shall be recorded on the property deed as a requirement for future construction.

### Requirement FD APPARATUS ACCESS ROAD DESIGN

OFC

503.2.1

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)



# 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: 08/26/2015

From: Greg Kleinberg

Report Prepared: 08/19/2015

Applicant: Buntin Construction, LLC.

File #: AC - 15 - 87

Site Name/Description:

The turning radius on fire department access roads shall meet Medford Fire Department requirements (OFC 503.2.4).

**Requirement FIRE DEPARTMENT APPARATUS ACCESS-GATES** **OFC** **503.1**

Access control devices must be approved by Medford Fire Department. All gates shall have approved locking devices. Manual gates shall have a lock connected to a long length of chain. Automatic gates shall be equipped with an approved emergency services activated opening device.

OFC 503.1; 503.4; 503.5; 503.6

**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.**

AUGUST 26, 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:** AC-15-087

**PARCEL ID:** 371W17CC TL 200

**PROJECT:** Plans for the construction of a 44-unit multi-family residential project on a 0.812 acre parcel, located on the east side of Crater Lake Avenue, between Roberts Road and Brookhurst Street, within the MFR-20 (multiple-family residential – 20 dwelling units per gross acre) zoning district; Buntin Construction, LLC., Applicant (Ron Grimes Architects, pc., Agent). Jennifer Jones, Planner.

**DATE:** August 26, 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. Installation of a new domestic water meter is required. Applicants' civil engineer shall coordinate with MWC engineering department staff was water meter location.
4. Dedication of a 10 foot wide (minimum) access and maintenance easement to MWC over all water facilities located outside of public right-of-way is required. Easement to be submitted to MWC for review and recordation prior to construction.
5. Installation on a new 8-inch water line is required to serve on-site water meters and fire protection devices (fire hydrants, fire sprinkler system). Applicants' civil engineer shall coordinate with MWC engineering department staff on water facility layout.
6. Installation of an MWC approved backflow device is required for all commercial, industrial, municipal, and multi-family developments. New backflow devices shall be tested by an Oregon certified backflow tester. See MWC website for list of certified testers at the following web link <http://www.medfordwater.org/Page.asp?NavID=35>.

*Continued to next page*



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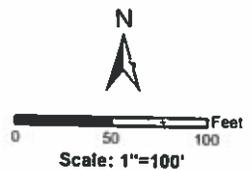
BOARD OF WATER COMMISSIONERS  
**Staff Memo**

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*Continued from previous page*

**COMMENTS**

1. Off-site water line installation is not required.
2. MWC-metered water service does not exist to this property. (See Condition 3 above)
3. On-site water facility construction is required. (See Condition 4 and 5 above)
4. Access to MWC water lines is available. A 14-inch water line is located in Crater Lake Avenue.
5. Static water pressure is expected to be approximately 90-95 psi. See attached document from the City of Medford Building Department on "Policy on Installation of Pressure Reducing Valves".



**Water Facility Map for AC-15-087**

**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



This map is prepared as a digital electronic reproduction. Medford Water Commission has a policy of continuous improvement. Medford Water Commission is not responsible for errors or omissions. Medford Water Commission is not responsible for errors or omissions. Medford Water Commission is not responsible for errors or omissions.



Continuous Improvement Customer Service

**CITY OF MEDFORD**

Revised Date: 9/9/2015  
File Number: AC-15-087

**PUBLIC WORKS DEPARTMENT STAFF REPORT  
CRATER LAKE ESTATES**

**Project:** Plans for the construction of a 44-unit multi-family residential project on a 2.48 acre parcel, located on the east side of Crater Lake Avenue, between Roberts Road and Brookhurst Street, within the MFR-20 (multiple-family residential – 20 dwelling units per gross acre) zoning district;

**Applicant:** Buntin Construction, LLC., Applicant (Ron Grimes Architects, pc., Agent). Jennifer Jones, Planner.

**NOTE:**

The Medford Public Works Department's conditions of approval for LDP-15-080, was approved on August 13, 2015. These adopted conditions shall remain in full force as originally adopted.

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.
- Items A – D, unless noted otherwise.

Prior to issue of Certificate-of-Occupancy for completed structures, the following items shall be completed and accepted:

- Paving of all on-site parking and vehicle maneuvering areas
- Certification by the design engineer that the stormwater quality and detention system was constructed per the approved plan.
- Completion of all public improvements, if applicable.

**A. STREETS**

**1. Dedications**

Crater Lake Avenue is classified as a major arterial street, and in accordance with Medford

Land Development Code (MLDC) Section 10.428, it requires a total right-of-way width of 100 feet. Additional right-of-way was condition as part of LDP-15-080, so **no additional right-of-way will be required with this Development.**

## 2. Public Improvements

### a. Public Streets

All standard street section improvements have been completed on Crater Lake Avenue, including pavement, curb and gutter, street lights, and sidewalk.

### b. Street Lights and Signing

No additional street lights are required.

The Developer shall be responsible for the preservation and re-installation of all signs removed during demolition and site preparation work. The Developer's contractor shall coordinate with the City of Medford Public Works, Maintenance and Operations Division to remove any existing signs and place new signs provided by Medford Public Works Department and paid for by Developer.

### c. Pavement Moratoriums

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

## 3. Access and Circulation

Driveway access to the proposed development site shall comply with MLDC 10.550. The driveway approach shall have 20 foot curb radii, concrete valley gutters and ADA ramps at the throat of the driveway. The northern portion of the proposed driveway is located on the adjacent parcel. In addition, the driveway is proposed to serve multiple tax lots. The Developer shall provide evidence of, or record, a cross access easement and/or a joint use maintenance agreement between the benefitting properties for the proposed shared driveway.

Driveway access to the parcels to the north and south of the proposed driveway shall be approximately 210-feet from the centerline of Crater Lake Avenue as shown on the Site Plan.

As part of the conditions of approval for LDP-15-080, The Developer was required to provide cross access easements for all of the properties adjacent to parcel 1 and 2 in accordance with MLDC 10.550. The Developer shall show the cross access locations for these parcels.

## B. SANITARY SEWERS

The proposed development is situated within the Medford Sewer service area. As part of the conditions of approval for LDP-15-080, the Developer was to provide one separate service lateral to each Parcel prior to approval of the Final Plat. **The Developer shall provide the private 8" lateral connection directly to the existing public sanitary sewer manhole located in the shared driveway.**

## **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. Wetlands**

The Developer shall contact the Division of State Lands for the approval or clearance of the subject property with regards to wetlands and/or waterways.

### **6. 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. 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 and Inspection**

The Developer or Developer's contractor shall obtain appropriate right-of-way permits from the Department of Public Works prior to commencing any work within the public right-of-way that is not included within the scope of work described within approved public improvement plans. Pre-qualification is required of all contractors prior to application for any permit to work in the public right-of-way.

**3. 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.

**4. System Development Charges**

Buildings in this development are subject to street, sanitary sewer treatment and stormdrain system development charges (SDC). All SDC fees shall be paid at the time individual building permits are issued.

Prepared by: Doug Burroughs  
Revised by: Doug Burroughs

## **SUMMARY CONDITIONS OF APPROVAL**

**Crater Lake Estates**

AC-15-087

### **A. Streets**

#### **1. Street Dedications to the Public:**

Dedications were part of the conditions of approval for LDP-15-080. No additional dedications are required.

#### **2. Improvements:**

No public improvements are required.

No Pavement moratoriums are currently in effect on Crater Lake Avenue.

Provide driveway with curb returns and valley gutters.

### **B. Sanitary Sewer:**

Separate individual sanitary sewer lateral shall be connected directly to the existing manhole.

### **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 PARKS & RECREATION

HEALTHY LIVES. HAPPY PEOPLE. STRONG COMMUNITY.



CITY OF MEDFORD  
Interoffice Memo

TO: Planning Department  
FROM: Tim Stevens- Park Maintenance Supervisor  
SUBJECT: LANDSCAPE REVIEW OF FILE AC-15-087, Crater Lake Estates  
DATE: August 24, 2015

I have reviewed the applicant's landscape plan and recommend it be accepted as submitted.

This report addresses horticultural concerns only. Applicant shall comply with all aspects of Medford Code 10.780 Interpretation of the Medford Code will be per the Planning Department. Aesthetic considerations will be per the Site Plan and Architectural Review Commission or Planning Commission upon their review.



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CITY OF MEDFORD

EXHIBIT P

FILE # AC-15-087

RECEIVED

AUGUST 27, 2015

**Jennifer M. Jones**

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**PLANNING DEPARTMENT**

**From:** MOREHOUSE Donald <Donald.MOREHOUSE@odot.state.or.us>  
**Sent:** Thursday, August 27, 2015 12:54 PM  
**To:** Jennifer M. Jones  
**Subject:** AC-15-087

Jennifer,

Thank you for sending agency notice of plans for the construction of a 44-unit multi-family residential project on a 0.812 acre parcel, located on the east side of Crater Lake Avenue, between Roberts Road and Brookhurst Street, within the MFR-20 (multiple-family residential – 20 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 Planning Department

Vicinity  
Map

File Number:  
**AC-15-087**



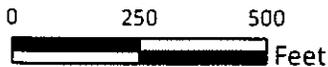
Project Name:

**Crater Lake Estates**

Map/Taxlot:

**372W17CC TL 200**

-  Subject Area
-  Medford Zoning
-  Tax Lots
-  PUD
-  Airport Approach



Date: 08/26/2015

