



## Medford City Council Meeting

# Agenda

**February 4, 2016**

**12:00 Noon AND 7:00 P.M.**

**Medford City Hall, Council Chambers  
411 West Eighth Street, Medford, Oregon**

---

### **10. Roll Call**

Introduction of McLoughlin Middle School Students of the Month

### **20. Approval or Correction of the Minutes of the January 21, 2016 Regular Meeting**

### **30. Oral Requests and Communications from the Audience**

Comments will be limited to 3 minutes per individual or 5 minutes if representing a group or organization. PLEASE SIGN IN.

### **40. Consent Calendar**

40.1 COUNCIL BILL 2016-14 A resolution appointing representatives to voting positions as the city representatives on boards and commissions.

40.2 COUNCIL BILL 2016-15 An ordinance authorizing cash payments to Cedar Investment Group, LLC for Street System Development Charge credits in the amount of \$162,634.37 for the realignment of the intersection of Cedar Links Drive and Foothill Road, done as a condition of Sky Lakes Subdivision Phase 7B, a part of Cedar Landing PUD.

### **50. Items Removed from Consent Calendar**

### **60. Ordinances and Resolutions**

60.1 COUNCIL BILL 2016-16 A resolution to commence foreclosure to recover delinquent assessments.

60.2 COUNCIL BILL 2016-17 An ordinance authorizing exemption from competitive bidding and awarding a contract in the amount of \$203,000 to David Smith & Associates for new citywide photogrammetric mapping.

60.3 COUNCIL BILL 2016-18 An ordinance authorizing execution of an Intergovernmental Agreement between the City of Medford and Oregon Department of Transportation pertaining to landscape maintenance associated with Highway 238.

### **70. Council Business**

### **80. City Manager and Other Staff Reports**

80.1 Quarterly Economic Development update from SOREDI by Ron Fox

80.2 Quarterly Financial Report by Alison Chan

80.3 Further reports from City Manager

---

**90. Propositions and Remarks from the Mayor and Councilmembers**

- 90.1 Proclamations issued: None
- 90.2 Further Council committee reports
- 90.3 Further remarks from Mayor and Councilmembers

**100. Adjournment to the Evening Session**

**EVENING SESSION**  
7:00 P.M.

**Roll Call**

**110. Oral Requests and Communications from the Audience**

Comments will be limited to 3 minutes per individual or 5 minutes if representing a group or organization. PLEASE SIGN IN.

**120. Public Hearings**

Comments are limited to a total of 30 minutes for applicants and/or their representatives. You may request a 5-minute rebuttal time. Appellants and/or their representatives are limited to a total of 30 minutes and if the applicant is not the appellant they will also be allowed a total of 30 minutes. All others will be limited to 3 minutes per individual or 5 minutes if representing a group or organization. PLEASE SIGN IN.

120.1 COUNCIL BILL 2016-19 An ordinance approving an amendment to the Comprehensive Plan by adopting by reference and incorporating the Medford School District 549C Long Range Facilities Plan, August 11, 2014 Update. CP-15-078 (Land Use, Legislative)

120.2 COUNCIL BILL 2016-20 An ordinance approving an amendment to revise three elements of the Comprehensive Plan and adopt by reference the 2013 Rogue Valley International Medford Airport Master Plan. CP-13-076 & CP-13-077 (Land Use, Legislative)

**130. Ordinances and Resolutions**

**140. Council Business**

**150. Further Reports from the City Manager and Staff**

**160. Propositions and Remarks from the Mayor and Councilmembers**

- 160.1 Further Council committee reports
- 160.2 Further remarks from Mayor and Councilmembers

**170. Adjournment**



**CITY OF MEDFORD**  
**AGENDA ITEM COMMENTARY**

Item No: 40.1

www.ci.medford.or.us

---

**DEPARTMENT:** Mayor and Council

**PHONE:** 541-774-2000

**STAFF CONTACT:** Lynette O'Neal, Executive Office Manager

**AGENDA SECTION:** Consent Calendar

**MEETING DATE:** February 4, 2016

---

**COUNCIL BILL 2016-14**

A resolution appointing representatives to voting positions as the city representatives on boards and commissions.

**ISSUE STATEMENT & SUMMARY:**

A Council resolution to appoint City representatives to specific outside organizations and to authorize them to vote on behalf of the City of Medford.

**BACKGROUND:**

**Council Action History**

Each year, the Council adopts a resolution to designate Councilmembers and/or citizens as representatives of outside organizations. This resolution authorizes those appointed to vote on behalf of the City of Medford.

**Analysis**

N/A

**Financial and/or Resource Considerations**

N/A

**Timing Issues**

N/A

**STRATEGIC PLAN:**

Theme: Responsive Leadership

**COUNCIL OPTIONS:**

1. Approve the resolution
2. Deny the resolution

**STAFF RECOMMENDATIONS:**

Staff makes no recommendation.

**SUGGESTED MOTION:**

I move to approve the resolution authorizing Councilmembers and/or citizens as voting members of the specified outside organizations.

**EXHIBITS:**

Resolution

RESOLUTION NO. 2016-14

A RESOLUTION appointing representatives to voting positions as the city representatives on boards and commissions.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDFORD, OREGON:

That the Mayor and City Council hereby appoint the following representatives to voting positions as the city representative on the following boards and commissions:

Hospital Facilities Authority Board	Dick Gordon & Chris Corcoran
Jackson County Ad-Hoc Homeless Work Group	Lilia Caballero, MPD & Rich Hansen
Rogue Valley Area Commission on Transportation (RVACT)	Daniel Bunn; Mike Zarosinski Alternate
Rogue Valley Council of Governments	Dick Gordon; Daniel Bunn Alternate
Rogue Valley Council of Governments – Metropolitan Policy Organization	Mike Zarosinski; Daniel Bunn Alternate
Regional Rate Committee	Eli Matthews & Mike Zarosinski; Chris Corcoran & Daniel Bunn Alternates
Southern Oregon Regional Economic Development, Inc. (SORED)	Chris Corcoran; Eli Matthews Alternate

PASSED by the Council and signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor



**CITY OF MEDFORD**  
**AGENDA ITEM COMMENTARY**

Item No: 40.2

www.ci.medford.or.us

---

**DEPARTMENT:** Public Works  
**PHONE:** (541) 774-2100  
**STAFF CONTACT:** Cory Crebbin, Director

**AGENDA SECTION:** Consent Calendar  
**MEETING DATE:** February 4, 2016

---

**COUNCIL BILL 2016-15**

An ordinance authorizing cash payments to Cedar Investment Group, LLC, for Street System Development Charge credits in the amount of \$162,634.37 for the realignment of the intersection of Cedar Links Drive and Foothill Road, done as a condition of Sky Lakes Subdivision Phase 7B, a part of Cedar Landing PUD.

**ISSUE STATEMENT & SUMMARY:**

Approve an ordinance authorizing payment to Cedar Investment Group, LLC, for Street System Development Charge (SDC) credits resulting from the realignment of the intersection of Cedar Links Drive and Foothill Road, done as a condition of development of Sky Lakes Subdivision, Phase 7B, and a part of Cedar Landing PUD.

**BACKGROUND:**

**Council Action History**

None.

**Analysis**

As a condition of development of Phase 7B of Sky Lakes Subdivision, the Developer was required to construct a new, realigned intersection for Cedar Links Drive and Foothill Road. Cedar Links Drive was widened to Collector Street standards and Foothill Road was widened to accommodate a new left turn lane.

**Financial and/or Resource Considerations**

The street improvements have generated a total of \$162,634.37 in Street SDC credits. SDC credit payments which exceed \$50,000 must be approved by the City Council prior to disbursement per Medford Municipal Code (MMC) 3.815(5)(c)(i)(a).

Disbursements will be made from project code CC0000-Developer Street SDC Credit Payments-Street Construction.

**Timing Issues**

Payments to the Developer will be paid in cash in accordance with Section 3.815(5)(C) of the MMC. An initial payment of \$115,732.13 shall be paid to the Developer upon approval of this ordinance. The remaining \$46,902.24 shall be paid out in increments of \$2,931.39 per lot as each single family residential building permit is issued until all 16 lots of the subdivision have been built-out, or 10 years have passed, whichever occurs first.

**STRATEGIC PLAN:**

Theme: Quality public services

Goal 9: Provide a safe, multi-modal, efficient and well planned transportation system.

**COUNCIL OPTIONS:**

1. Approve the ordinance.
2. Modify the ordinance.
3. Deny the ordinance.



**CITY OF MEDFORD**  
**AGENDA ITEM COMMENTARY**

Item No: 40.2

[www.ci.medford.or.us](http://www.ci.medford.or.us)

---

**STAFF RECOMMENDATIONS:**

Approve the ordinance authorizing payment of \$162,634.37 in Street SDC credits to Cedar Investment Group, LLC, resulting from the realignment of the intersection of Cedar Links Drive and Foothill Road, done as a condition of approval of development of Sky Lakes Subdivision, Phase 7B, a part of Cedar Landing PUD.

**SUGGESTED MOTION:**

I move to approve ordinance authorizing payment of \$162,634.37 in Street SDC credits to Cedar Investment Group, LLC.

**EXHIBITS:**

Ordinance

Map

SDC Credit Calculation Form

ORDINANCE NO. 2016-15

AN ORDINANCE authorizing cash payments to Cedar Investment Group, LLC, for Street System Development Charge credits in the amount of \$162,634.37 for the realignment of the intersection of Cedar Links Drive and Foothill Road, done as a condition of Sky Lakes Subdivision Phase 7B, a part of Cedar Landing PUD.

WHEREAS, the Street System Development program credits developers that dedicate land and construct right-of-way improvements for the City's arterial and collector street system; and

WHEREAS, the Code of Medford requires City Council approval prior to issuing payments for System Development Charge credits over \$50,000; now, therefore;

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That cash payments to Cedar Investment Group, LLC, of Street System Development Charge credits in the total amount of \$162,634.37 for the realignment of the intersection of Cedar Links Drive and Foothill Road, done as a condition of Sky Lakes Subdivision Phase 7B, a part of Cedar Landing PUD is hereby authorized, payable as follows:

- 1) An initial payment of \$115,732.13 shall be made to the developer upon approval of this ordinance, and
- 2) The remaining \$46,902.24 shall be paid in increments of \$2,931.39 per lot as each single family residential building permit is issued until 16 lots of the subdivision have been built or 10 years have passed, whichever occurs first.

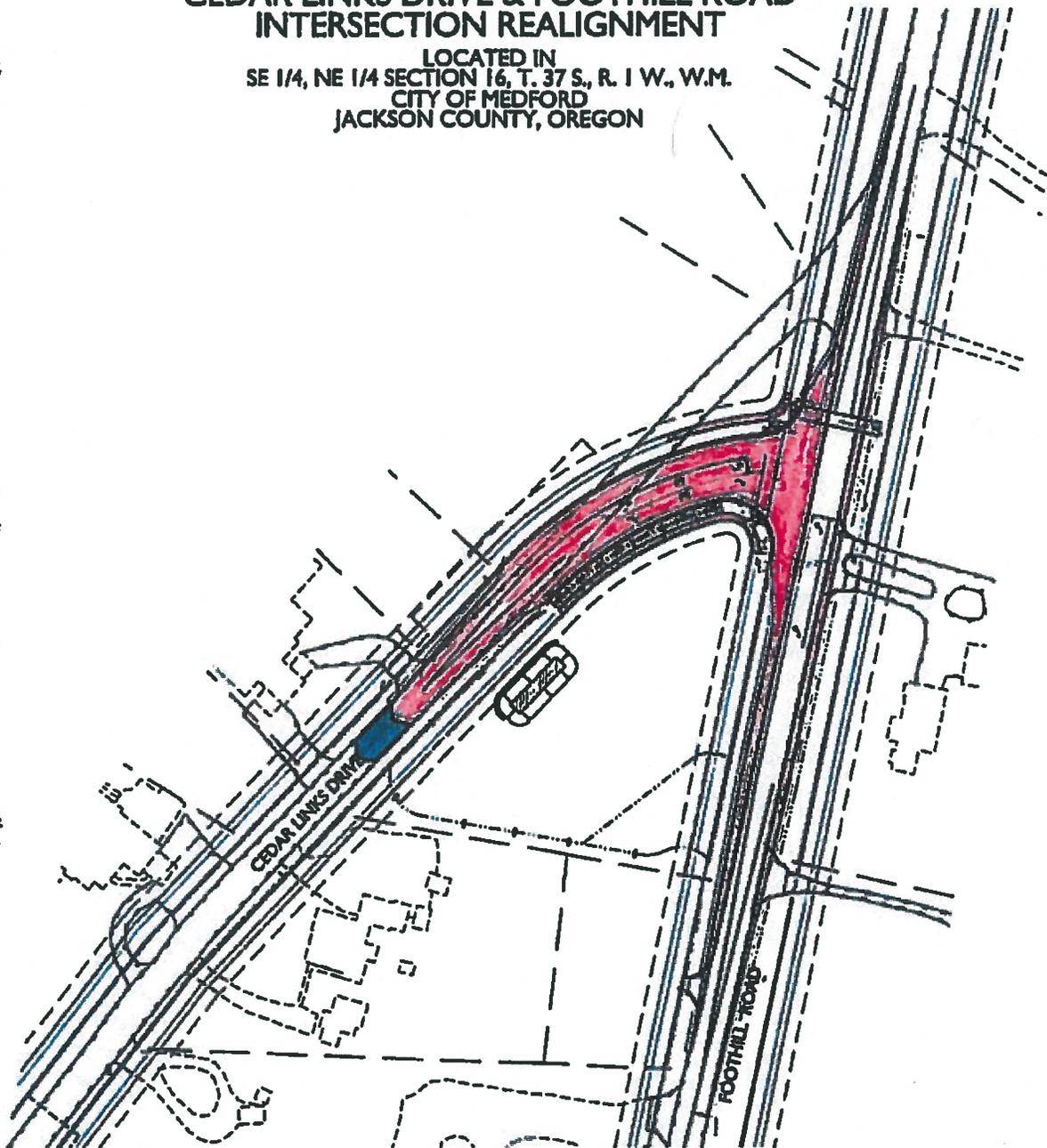
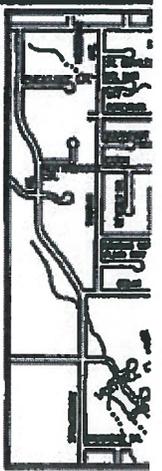
PASSED by the Council and signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

CIVIL IMPROVEMENT PLANS  
FOR  
**CEDAR LANDING**  
CEDAR LINKS DRIVE & FOOTHILL ROAD  
INTERSECTION REALIGNMENT

LOCATED IN  
SE 1/4, NE 1/4 SECTION 16, T. 37 S., R. 1 W., W.M.  
CITY OF MEDFORD  
JACKSON COUNTY, OREGON



WORDS  
DRAIN PIPE (4" RVT SHALL BE SECTION TAPE  
P. PER  
E PLANS. ALL  
PIPE JOINTS  
THE LOWEST  
OF OTHER THAN  
VES  
F STRUCTURE  
IF THE EXISTING  
STANDARD  
CTOR SHALL  
PLACEMENT  
CITY ENGINEER.  
CL. 2. SECTION  
VE TRENCHES IS  
ED IN OTHER  
GRIMATE  
RESPONSIBLE  
TORD  
FFY OREGON  
100) RYSS  
OMPANIES  
F THE PLAN  
WORK.  
TRENCHES OF SOIL  
ALAGED BY  
TO THE PUBLIC.  
INSPECTIONS ARE  
Y THE  
BINGTON AVE.

1/13/16  
SDC C

**LEGEND**

	LINES	SYMBOLS	SH
<p>GAS COMPANY: STEVE WOOD AVISTA UTILITIES 7 880 BUSINESS PARK DRIVE MEDFORD, OR 97504 (541) 858-4740</p> <p>CABLE COMPANY: BRAD DELL CHARTER COMMUNICATIONS 828 S. GRAPE STREET MEDFORD, OR 97501 (541) 282-8872</p> <p>ISSION 17</p>	<p>PROPOSED PAVMT</p> <p>PROPOSED SIDEWALK</p> <p>PROPOSED STORM</p> <p>PROPOSED SEWER</p> <p>PROPOSED WATER</p> <p>R/W</p> <p>PROPERTY LINE</p> <p>CENTER LINE</p> <p>PUE</p> <p>PROPOSED C &amp; G</p> <p>PROPOSED DITCH</p>	<p>EXISTING STORM</p> <p>EXISTING SEWER</p> <p>EXISTING WATER</p> <p>EXISTING GAS</p> <p>EXISTING POWER</p> <p>EXISTING PHONE</p> <p>EXISTING TV</p> <p>EXISTING PAVMT</p> <p>EXISTING C &amp; G</p> <p>EXISTING SIDEWALK</p> <p>EXISTING DITCH</p> <p>EXISTING FENCE</p>	<p>MANHOLE</p> <p>CLEAN-OUT</p> <p>SERVICE WYE</p> <p>WATER SERVICE</p> <p>FIRE HYDRANT</p> <p>WATER VALVE</p> <p>FITTING &amp; T.B.</p> <p>CUT-IN SLEEVE</p> <p>AIR VALVE</p> <p>CURB INLET</p>
	<p>AREA DRAIN</p> <p>PIPE PLUG</p> <p>CATCH/LYNCH BASH</p> <p>UTILITY POLE</p> <p>STREET LIGHT</p> <p>TELEPHONE PEDESTAL</p> <p>POWER TRANSFORMER</p> <p>POWER SWITCHGEAR</p> <p>GAS VALVE</p>	<p>COVER SHEET.....</p> <p>STREET SECTIONS...</p> <p>INTERSECTION STRIP</p> <p>CEDAR LINKS DRIVE</p> <p>STORM DRAIN LINE</p> <p>FOOTHILLS ROAD..</p> <p>CEDAR LINKS / FOO</p> <p>GRADING PLAN.....</p> <p>STORM WATER FAC</p> <p>EROSION CONTROL</p> <p>EROSION CONTROL</p> <p>TRAFFIC SIGNAL / LI</p>	

## STREET SDC CREDIT CALCULATION FORM

### A. PROJECT INFORMATION

		<b>PLANNING NUMBER</b>
Parent Proj. No.		LDS <u>13-121</u>
Paving Proj. No.	<u>P1821D</u>	LDP _____
Project Name:	<u>Cedar Landing PUD - Cedar Links Dr &amp; Foothill Rd Intersection Improvements (to be applied to Sky Lake Ph 7B)</u>	
Location:	<u>Cedar Links Dr. &amp; Foothill Road</u>	PUD <u>05-35 &amp; 13-119</u>
Date of Final Order	<u>4/27/2006</u>	SPAC _____
Date of R/W Dedication	<u>NA</u>	Bldg Permit _____
Date of 1st Plan Submittal:	_____	Other _____
Date of Final Inspection:	_____	
Developer Name:	<u>Cedar Investment Group, LLC</u>	
Mailing Address:	<u>67 Faiway Circle</u>	Phone: <u>541-210-6063</u>
City/State/Zip:	<u>Medford, OR 97504</u>	

### B. STREET SDC CREDIT CALCULATIONS

#### 1. Right-of-Way Dedication Credits

a. Street Name: NA - No RW was purchased for these improvements.

1) Parent parcel:

	Map	Tax Lot
Parent parcel size:	<u>0.00</u> Ac x 43,560 =	<u>0</u> sf
Parent parcel valuation:		<u>\$0</u> (Per County or Appraisal?) <u>C</u> <u>A</u>
Unit valuation (\$/sf):		<u>N/A</u> per sf
Area dedicated:		
_____ X _____ = _____	Length	Width
_____ X _____ = _____	Length	Width
_____ X _____ = _____	Length	Width

Reduction for direct driveway access (if any):

\_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_

Length                      Width

Net right-of-way area to credit: \_\_\_\_\_ = \_\_\_\_\_

2) Sub-Total Credit for Right-of-way = \$0.00

<b>Total Credit for Right-of-way</b>	=	<b>\$0.00</b>
--------------------------------------	---	---------------

#### 2. Street Construction Credits                      Applicable Const. Cost Factor                      =                      \$454,707

a. Street Name: Cedar Links Dr. & Foothill Rd

1) Roadway Construction Credits (Multiplier = 0.0000118)

Area of street pavement (curb face to curb face):

	X	=	
_____	_____	_____	<u>25,977.30</u> sf
Length	Width		

(See drawing for takeoffs)

Reduction for direct driveway access (if any):

	X	=	
_____	<u>14 ft</u>	_____	<u>0.00</u> sf
Length	Width		

## STREET SDC CREDIT CALCULATION FORM

$$\begin{aligned}
 \text{Net Roadway Area to Credit} &= 25,977.30 \text{ sf} \\
 \text{SDC Credit Rate per SF of Roadway Area:} & \\
 0.0000118 \times \frac{\$454,707}{\text{ConstCostFactor}} &= \$5.366 \text{ per sf}
 \end{aligned}$$

$$\begin{aligned}
 \text{Sub-Total Roadway Credits} &= \\
 25,977.30 \times \$5.366 &= \underline{\underline{\$139,382.31}}
 \end{aligned}$$

**2) Curb and Gutter Credits (Multiplier = 0.0000198)**

$$\begin{aligned}
 \text{Length of C \& G for this street} &= 487 \text{ lf} \\
 \text{Reduction in length for direct access (if any)} &= \text{lf} \\
 \text{Net length of C\& G to credit} &= 487 \text{ lf} \\
 \text{SDC Credit Rate per LF of C\&G:} & \\
 0.0000198 \times \frac{\$454,707}{\text{ConstCostFactor}} &= \$9.003 \text{ per lf}
 \end{aligned}$$

$$\begin{aligned}
 \text{Sub-Total Curb \& Gutter Credits} &= \\
 487 \times \$9.003 &= \underline{\underline{\$4,384.56}}
 \end{aligned}$$

**3) Sidewalk Credits (Multiplier = 0.0000087)**

$$\begin{aligned}
 \text{Area of eligible sidewalk:} & \\
 \frac{290.5}{\text{Length}} \times \frac{5}{\text{Width}} &= 1,452.50 \text{ sf} \\
 \text{SDC Credit Rate per SF of Sidewalk Area:} & \\
 0.0000087 \times \frac{\$454,707}{\text{ConstCostFactor}} &= \$3.956
 \end{aligned}$$

$$\begin{aligned}
 \text{Sub-Total Sidewalk Credits} &= \\
 1,452.50 \times \$3.956 &= \underline{\underline{\$5,746.02}}
 \end{aligned}$$

**4) Illumination (Multiplier = 0.009619)**

$$\begin{aligned}
 \text{Number of street lights to credit} &= 3 \\
 \text{SDC Credit Rate per Street Light:} & \\
 0.009619 \times \frac{\$454,707}{\text{ConstCostFactor}} &= \$4,373.83
 \end{aligned}$$

$$\begin{aligned}
 \text{Sub-Total Street Light Credits:} &= \\
 3 \times \$4,373.83 &= \underline{\underline{\$13,121.48}}
 \end{aligned}$$

$$\begin{aligned}
 \text{5) Total Credit for Contruction} &= \underline{\underline{\$162,634.37}}
 \end{aligned}$$

$$\begin{aligned}
 \text{3. TOTAL STREET SDC CREDITS (R/W + CONST)} &= \underline{\underline{\$162,634.37}}
 \end{aligned}$$

## STREET SDC CREDIT CALCULATION FORM

### C. FORM ROUTING INFORMATION

Credit Calc's Prepared by:	Doug Burroughs	Date:	1/13/2016
Credit Calc's Checked by:	BJ	Date:	1/14/2016
Date to Bus Mgr:	1/14/2016		
HTE Proj. Code:	CC1821		
AIC Needed ?	Yes		
Date of Council Action:	TBD		

### D. SDC CREDIT DISTRIBUTION

SDC fee per lot	\$2,931.39		
No. lots	16 (Phase 7B)		
<b>Total SDC fees</b>	<b>\$46,902.24</b>	Deduct from Total Credit	<b>\$46,902.24</b>
<b>Excess credit (if any) to be paid 'up front'</b>			<b>\$115,732.13</b>
<b>Total amount to be distributed btw the lots</b>			<b>\$46,902.24</b>
<b>CREDIT AMT TO BE DISTRIBUTED PER LOT</b>			<b>\$2,931.39</b>

### E. PROJECT ACCOUNTING

R/W Credits CE	0	0.000000%
Const Cred CC1821	1	100.000000%



# CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.1

www.ci.medford.or.us

**DEPARTMENT:** Finance  
**PHONE:** (541) 774-2030  
**STAFF CONTACT:** Alison Chan, Director

**AGENDA SECTION:** Ordinances and Resolutions  
**MEETING DATE:** February 4, 2016

---

## **COUNCIL BILL 2016-16**

A resolution to commence foreclosure to recover delinquent assessments.

### **ISSUE STATEMENT & SUMMARY:**

A resolution to pursue foreclosure to recover delinquent assessments.

### **BACKGROUND:**

As of January 1, 2016, the City of Medford had 50 properties with filed liens. Staff is requesting to initiate the foreclosure process on 29 of those properties. No payments have been received on the 29 accounts since December of 2014. Details on the 29 properties are attached as an exhibit. All the 29 accounts are a result of the City abating an issue on the properties and all of the accounts have been sent monthly statements/invoices.

During the foreclosure process last year, several individuals requested and were granted payment plans. It was helpful to the individuals and the City staff plan to work with individuals on a similar basis this year.

### **Council Action History**

None.

### **Analysis**

Historically this process has occurred on a regular basis, either every year or every other year.

### **Financial and/or Resource Considerations**

Details on the 29 properties are as follows:

Total principal due as of January 1, 2016 \$41,373.17

Total interest due as of January 1, 2016 \$12,296.59

### **Timing Issues**

Approval of the resolution is necessary to initiate the foreclosure process

### **STRATEGIC PLAN:**

Theme: Responsive Leadership

Goal 12: Ensure financial stewardship and long-term municipal financial stability for City services, assets and facilities.

### **COUNCIL OPTIONS:**

1. Approve the resolution.
2. Deny the resolution.

### **STAFF RECOMMENDATIONS:**

Staff recommends approval of the resolution.

### **SUGGESTED MOTION:**

I move to approve the resolution which initiates the foreclosure process on the 29 properties as described in the exhibit.

### **EXHIBITS:**

Resolution

List of properties

RESOLUTION NO. 2016-16

A RESOLUTION to commence foreclosure to recover delinquent assessments.

WHEREAS, the City of Medford has previously assessed the cost of certain public improvements or the abatement of a public nuisance against various properties; and

WHEREAS, the assessments listed on the attached Exhibit A are now subject to foreclosure; and

WHEREAS, the City of Medford has been required to pay the costs of the improvements or abatement and under Oregon law and the provisions of the City Charter, the City of Medford is authorized to foreclose upon said delinquent assessment; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDFORD, OREGON, that:

Section 1. The lien balance shown opposite the name of the property owners on the list attached hereto as Exhibit A and made a part hereof by reference is delinquent and is hereby declared to be due and payable at once.

Section 2. The described parcels of property indicated on the attached list shall be sold by foreclosure sale for the amount indicated, plus all necessary advertising and legal costs as provided in Sections 223.505 through 223.650 of Oregon Revised Statutes.

Section 3. The Recorder of the City of Medford is hereby directed to advertise for sale the properties indicated on the attached list as required by Oregon law. The properties shall be withdrawn from the sale only if the owner pays in cash, prior to the date of the sale, the full amount of the sale price as determined under ORS 223.525.

PASSED by the Council and signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

**PROPERTIES TO FORECLOSE ON**

**Liens placed between 2011-2014**

MAP & TAX LOT	ADDRESS	CUSTOMER	LIEN TYPE	ORIGINAL LIEN AMOUNT	CURRENT BALANCE	LAST PMT DATE
372W25DB 22400	1016 W. 11th St	BARNETT-MYERS, WESLEY & LINDA	Nuissance Abatement	2,894.75	4,444.05	NONE
372W25DC 2700	1044 W. 12th ST	GORDON, GREGORY P & KIM L	Nuissance Abatement	3,350.00	4,204.25	NONE
371W31A 3600	1200 S Holly St	KUROVSKY, ROBERT	Nuissance Abatement	252.50	343.46	NONE
371W31BC 100	1201 S. Oakdale	HOUK, RANEE TRUSTEE	Nuissance Abatement	1,193.76	1,481.27	NONE
372W25CA 12100	1206 W. 8th St	SKARAMUCA, JULIANA	Nuissance Abatement	1,927.31	2,658.59	NONE
372W36AC 6100	1217 Leland	GARNER, RONALD E.	Nuissance Abatement	126.25	147.04	NONE
371W29C 1801	1525 Siskiyou Blvd	WORKS, JOHATHAN A & BETT Y A	Nuissance Abatement	1,668.76	1,969.12	NONE
372W25BC 9700	1604 W. Main ST	GMAC MTG	Nuissance Abatement	2,378.65	2,923.54	NONE
371W18DA 901	1912 Grandview	REGALADO-MURILLO, JORGE & LOPEZ	Nuissance Abatement	605.00	732.12	NONE
371W20BB 153	1932 Hybiscus	CARPENTER, JENIFFER L.	Nuissance Abatement	883.75	1,032.09	NONE
372W25AD 4100	204 N. Ivy	CARRION, GUSTAVO JR & DARYLYN	Nuissance Abatement	3,300.00	3,887.25	NONE
372W25CB 9200	205 Chestnut	HAGIST, STANLEY	Nuissance Abatement	7,918.75	11,372.33	NONE
371W30AC 2700	21 Portland ave	KRUGGEL, FRED E & DIXIE A	Nuissance Abatement	2,867.50	3,389.03	NONE
372W25AC 6500	211 N. Peach	DOUGLAS, PATRICK	Nuissance Abatement	551.25	675.36	NONE
371W18CA 6800	2175 Jubilant Ave	ZUCK, JOHN F & TABITHA K	Nuissance Abatement	464.38	541.05	NONE
372W23DC 8200	2365 Stonefield Way	MITCHELL, DELBERT M & JONI J	Nuissance Abatement	126.25	148.93	NONE
372W13CA 200	2425 Table Rock Rd	KNUTSON, KURTIS	Nuissance Abatement	2,020.00	2,656.30	NONE
371W08CD 13500	2539 Delta Waters Rd	LARSON, JEFFERY & TANYA	Nuissance Abatement	873.13	1,034.83	NONE
372W13BA 7000	2739 Merriman Rd	PRICE, CECILIA	Nuissance Abatement	2,805.00	3,415.60	NONE
371W19DD 9000	323 Marie St	LINCH, JAMES L.	Nuissance Abatement	268.75	313.08	NONE
372W25AA 8500	343 Grape	LEWIS, ASA L	Nuissance Abatement	153.13	176.13	NONE
372W25DC 6300	400 S. Peach St	CORE, VELVET	Nuissance Abatement	240.00	290.40	NONE
372W13BA 3200	402 Emerald	OLSON, JERRY G.	Nuissance Abatement	395.00	483.95	NONE
371W30CA 10200	514 Franquette	DELANGE, KELLY	Nuissance Abatement	1,500.01	1,800.86	NONE
371W30CC 14600	515 W. 11th St	HURST, SCOTT & SARAH	Nuissance Abatement	184.95	251.43	NONE
371W20CC 8000	555 N. Keeneway	GODWIN JR, BERNARD	Nuissance Abatement	153.13	183.03	NONE
371W31CB 10700	596 Shadow Wood	TAYLOR, ADA J & GINA	Nuissance Abatement	492.50	581.18	NONE
372W25AC 10300	637 Pennsylvania Ave	HAVENER, BRANDIS/GREGORY	Nuissance Abatement	918.08	1,427.57	NONE
372W24DC 5100	909 Narregan	MERCADO, JUVENAL	Nuissance Abatement	860.63	1,105.92	NONE

Totals

41,373.17

53,669.76



# CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.2

[www.ci.medford.or.us](http://www.ci.medford.or.us)

---

**DEPARTMENT:** Technology Services  
**PHONE:** (541) 774-2051  
**STAFF CONTACT:** Doug Townsend, TS Director

**AGENDA SECTION:** Ordinances and Resolutions  
**MEETING DATE:** February 4, 2016

---

## **COUNCIL BILL 2016-17**

An ordinance authorizing exemption from competitive bidding and awarding a contract in the amount of \$203,000 to David Smith & Associates for new citywide photogrammetric mapping.

## **ISSUE STATEMENT & SUMMARY:**

An ordinance authorizing exemption from competitive bid and awarding a contract in the amount of \$203,000 to David Smith & Associates for new citywide photogrammetric mapping.

## **BACKGROUND:**

The City of Medford is updating their 2007, 2010, and 2013 digital planimetric, (line and contour maps), and digital orthorectified aerial photography. The project includes an updated city wide digital vectorized planimetric map, and new high resolution digital color orthophotography. Since the last citywide project (in 2007), the City has updated select quarter section maps within the geographical area covering the City's Urban Growth Boundary (UGB). In this project, the City desires to acquire new citywide high resolution color digital orthophotography and planimetric mapping covering the entire City limits, including the Urban Growth Boundary (UGB), the City's water treatment plant in White City, and the City owned Whetstone area. Digital products are for use in ArcGIS Desktop, AutoCAD-based design software, and map-based web applications for staff and external customers.

## **Council Action History**

Council authorized contracts with David Smith & Associates to acquire digital orthophotography and planimetric mapping for citywide, or sections of the City, in 1998 (citywide capture), 2001, 2003, 2004, 2006, 2007 (last citywide capture), 2009, 2010, and 2013.

## **Analysis**

David Smith & Associates has a long-standing relationship with the City of Medford. They are very familiar with the existing mapping program in regards to control, data formats and City expectations. David Smith & Associates' deliverables and processes for photogrammetry and planimetrics have become highly customized and specific to the City of Medford requirements and operations. As a result, a significant portion of the photogrammetric and planimetric setup and design tasks are avoided when/if David Smith & Associates provides the photogrammetry and planimetrics.

Alternative contractors may use different software, equipment, methods and processes. An alternative contractor will likely need to re-invent and re-tool many aspects of the project design and project setup to match their specific processes and workflows. This additional effort potentially increases project costs and likely requires additional City staff time and effort, some of which is consumed educating a new contractor to the many nuances and details of the project, then additional staff review time to ensure that the revised approach and processes meet project requirements.

## **Financial and/or Resource Considerations**

\$75,000 budgeted in Technology Services Fund  
\$120,000 budgeted in the Public Works Fund  
\$2,000 budgeted in the Fire Fund  
\$2,000 budgeted in the Parks and Recreation, project # PR0022 Fund  
\$2,000 budgeted in the City Manager's Enterprise Fund



# CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.2

[www.ci.medford.or.us](http://www.ci.medford.or.us)

---

## **Timing Issues**

The ideal time to acquire aerial photography in southern Oregon is in March, when there exists the optimum combination of: no leaves on trees, cold and clear sky, sun at high enough latitude to reduce shadow, and typically, no snow on the ground.

## **STRATEGIC PLAN:**

Theme: Responsible Leadership

Goal 12: Ensure adequate long-term municipal financial stability for City services, assets and facilities.

Objective 12.6: Align technology investments in support of the goals, objectives, and action items identified in the City's Strategic Plan.

Action Item 12.6c: Proactively manage technology investments for maximum lifecycle efficiency.

## **COUNCIL OPTIONS:**

1. Approve the ordinance.
2. Modify the ordinance.
3. Deny the ordinance.

## **STAFF RECOMMENDATIONS:**

Staff recommends approval of an ordinance authorizing exemption from competitive bid and awarding a contract in the amount of \$203,000 with David Smith & Associates to acquire new citywide digital orthophotography and planimetric mapping covering the city's Urban Growth Boundary (UGB), the City's water treatment plant in White City, and the City owned Whetstone area.

## **SUGGESTED MOTION:**

I move to approve the ordinance authorizing exemption from competitive bid and awarding a contract with David Smith & Associates in the amount of \$203,000.

## **EXHIBITS:**

Ordinance

Map of project areas

Contract is on file in the Records office.

ORDINANCE NO. 2016-17

AN ORDINANCE authorizing exemption from competitive bidding and awarding a contract in the amount of \$203,000 to David Smith & Associates for new citywide photogrammetric mapping.

WHEREAS, this exemption is not likely to encourage favoritism in awarding public contracts or substantially diminish competition for public contracts and is likely to result in substantial costs savings; now, therefore,

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

An exemption from competitive bidding is granted and a contract in the amount of \$203,000 for new citywide photogrammetric mapping is hereby awarded to David Smith & Associates.

PASSED by the Council and signed by me in authentication of its passage this \_\_\_\_ day of \_\_\_\_\_, 2016.

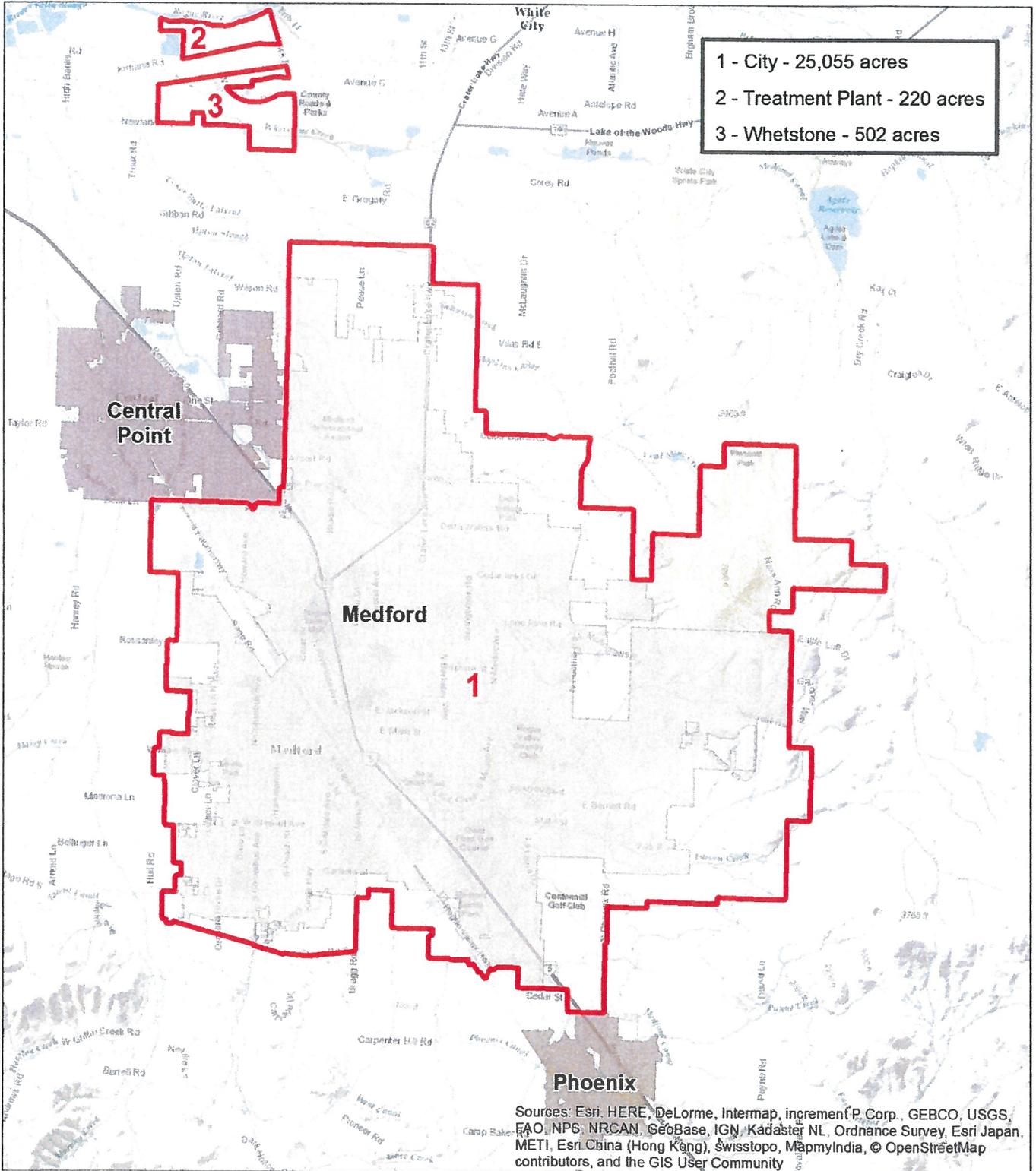
ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

APPROVED \_\_\_\_\_, 2016.

\_\_\_\_\_  
Mayor

# EXHIBIT B MAP OF PROJECT AREAS





# CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.3

[www.ci.medford.or.us](http://www.ci.medford.or.us)

---

**DEPARTMENT:** Parks & Recreation  
**PHONE:** (541) 774-2400  
**STAFF CONTACT:** Brian Sjothun, Director

**AGENDA SECTION:** Ordinances and Resolutions  
**MEETING DATE:** February 4, 2016

---

## **COUNCIL BILL 2016-18**

An ordinance authorizing execution of an Intergovernmental Agreement between the City of Medford and Oregon Department of Transportation (ODOT) pertaining to landscape maintenance associated with Highway 238.

### **ISSUE STATEMENT & SUMMARY:**

The Parks and Recreation Department is requesting Council consideration of an updated Intergovernmental Agreement with (ODOT) regarding landscape maintenance associated with Highway 238. This updated agreement removes a portion of maintenance responsibility from the City of Medford to ODOT. ODOT plans on removing the vegetation and replacing it with concrete.

### **BACKGROUND:**

#### **Council Action History**

On April 17, 2014, staff provided an overview to Council regarding the potential of ODOT amending the current Intergovernmental Agreement with the City to allow for paving of the median strips along Highway 238. Council directed staff to proceed with the proposal with ODOT.

On December 21, 2000, Council Bill 200-240 was approved authorizing an agreement with the Oregon Department of Transportation for landscaping for the Hwy 238 - Jackson St, Unit 1 Project (north interchange area).

#### **Analysis**

The City of Medford is responsible for the enhanced landscape areas associated with Highway 238. Over the course of the past decade, some of these areas have become troublesome to maintain due to a number of factors. The main areas of concern are the median strips between the west/east bound lanes of Highway 238 located west of Central Avenue and east of Sage Road.

Staff provided information to the Council on April 17, 2014 regarding the following issues related to maintenance of these areas: 1) estimated \$18,000 cost to repair/replace irrigation to the vegetation 2) the volume of traffic makes it unsafe for staff and contractors to maintain the area 3) large amount of trash that collects in the vegetation, thus requiring constant maintenance and 4) ODOT has expressed concerns regarding sightlines for drivers.

As a result of the information provided, Council directed staff to update the agreement with ODOT that addresses the concerns of both agencies. The proposed agreement addresses the issues outlined above. Staff understands that ODOT will likely replace the vegetation with concrete within the median strips.

#### **Financial and/or Resource Considerations**

The annual impact for continued maintenance of the areas highlighted in the agreement is \$15,000 and is contained within Fund 98 – Park Utility Fund for the 2015-17 biennium budget.

#### **Timing Issues**

There is no immediate timing issue with this agenda item.

#### **STRATEGIC PLAN:**

Theme: Safe Community



**CITY OF MEDFORD  
AGENDA ITEM COMMENTARY**

**Item No: 60.3**

[www.ci.medford.or.us](http://www.ci.medford.or.us)

---

Goal 1: Ensure a safe community by protecting people, property and the environment.

Goal 4: Provide a safe working environment for City employees.

Objective 4.1: Foster a culture in which employees understand their responsibility for safety in the workplace.

Action 4.1d: Identify, document, evaluate and correct safety issues in the workplace.

**COUNCIL OPTIONS:**

1. Approve the ordinance
2. Modify the ordinance
3. Deny the ordinance

**STAFF RECOMMENDATIONS:**

Staff recommends approval of the Intergovernmental Agreement as presented.

**SUGGESTED MOTION:**

I move to approve the ordinance authorizing the Intergovernmental Agreement with the Oregon Department of Transportation for landscape responsibilities associated with Highway 238.

**EXHIBITS:**

Ordinance

Intergovernmental Agreement available in the City Recorder's Office.

ORDINANCE NO. 2016-18

AN ORDINANCE authorizing execution of an Intergovernmental Agreement between the City of Medford and Oregon Department of Transportation pertaining to landscape maintenance associated with Highway 238.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That execution of an Intergovernmental Agreement between the City of Medford and Oregon Department of Transportation pertaining to landscape maintenance associated with Highway 238, which agreement is on file in the City Recorder's office, is hereby authorized.

PASSED by the Council and signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

APPROVED \_\_\_\_\_, 2016.

\_\_\_\_\_  
Mayor



# CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 120.1

[www.ci.medford.or.us](http://www.ci.medford.or.us)

---

**DEPARTMENT:** Planning Department  
**PHONE:** 541-774-2380  
**STAFF CONTACT:** James E. Huber, AICP, Planning Director

**AGENDA SECTION:** Public Hearings  
**MEETING DATE:** February 4, 2016

---

## **COUNCIL BILL 2016-19**

Public Hearing. An ordinance approving an amendment to the Comprehensive Plan by adopting by reference and incorporating the Medford School District 549C Long Range Facilities Plan, August 11, 2014 Update.

## **ISSUE STATEMENT & SUMMARY:**

The proposal is a Comprehensive Plan amendment affecting the Schools section of the Public Facilities Element. The applicant, Medford School District, has requested that the City adopt by reference and incorporate the Medford School District 549C Long Range Facilities Plan, August 11, 2014 Update, into the Comprehensive Plan. (CP-15-078)

## **BACKGROUND:**

The applicant submitted an updated school facilities plan in January 2015. Staff processed the application; the Planning Commission held a hearing on the request on July 23rd and voted 6–1–1 to recommend the City Council approve the amendment.

## **Council Action History**

City Council directed staff to initiate a Major Comprehensive Plan amendment to accommodate the updated school facilities plan on January 15, 2015.

## **Analysis**

ORS 195.110 compels the City to incorporate the School District Plan, which contains a significant amount of new data, text, and information. Five conclusions and one policy in the Schools Section of the Public Facilities Element have been revised as a result of the new plan.

## **Financial and/or Resource Considerations**

None.

## **Timing Issues**

A request was made during the Planning Commission hearing that the proposal be postponed until the Council decided on the Urban Growth Boundary amendment. The Planning Commission did not feel this was necessary and made a favorable recommendation on the School District plan in July 2015. Staff has held off on bringing this project forward in anticipation of a decision from Council on the UGB project. Since a decision on the UGB project is still pending, staff would like to proceed with completing this project.

## **STRATEGIC PLAN:**

Theme: Responsive Leadership

Goal 14: In an open and transparent manner effectively deliver municipal services that Medford citizens need, want and are willing to support.

Objective 14.4: Maintain sufficient resources to meet service levels as set by policy makers.

Action 14.4b: Dedicate resources to address changing demands for service.

## **COUNCIL OPTIONS:**

1. Approve the ordinance.
2. Modify the ordinance.
3. Deny the ordinance.



**CITY OF MEDFORD  
AGENDA ITEM COMMENTARY**

Item No: 120.1

[www.ci.medford.or.us](http://www.ci.medford.or.us)

---

**STAFF RECOMMENDATION:**

The Planning Department recommends approval.

**SUGGESTED MOTION:**

I move to approve the ordinance amending the Comprehensive Plan to incorporate the Medford School District 549C Long Range Facilities Plan, August 11, 2014, Update.

**EXHIBITS:**

Ordinance

The Commission Report for file CP-15-078 dated January 28, 2016, including Exhibits A-H.

A copy of the slideshow presentation is on file in the Planning Department.

ORDINANCE NO. 2016-19

AN ORDINANCE approving an amendment to the *Comprehensive Plan* by adopting by reference and incorporating the Medford School District 549C Long Range Facilities Plan, August 11, 2014 Update.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

Section 1. That an amendment to the *Comprehensive Plan* by adopting by reference and incorporating the Medford School District 549C Long Range Facilities Plan, August 11, 2014, is hereby approved.

Section 2. The approval is based upon the Planning Commission Report dated January 28, 2016, attached as Exhibit A and incorporated herein.

PASSED by the Council and signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

APPROVED \_\_\_\_\_, 2016.

\_\_\_\_\_  
Mayor



**PLANNING COMMISSION REPORT**

to City Council for a Class-A legislative decision: **Comprehensive Plan Amendment**

Project Medford School District Long-Range Facilities Plan  
File no. CP-15-078  
To Mayor and City Council *for 2/4/2016 hearing*  
From Planning Commission *via* Carla Angeli Paladino, Planner IV  
Reviewer John Adam, AICP, Principal Planner  
Date January 28, 2016

**BACKGROUND**

Proposal

Consideration of a Class-A (major) legislative amendment of the Medford Comprehensive Plan Public Facilities Element to adopt by reference and incorporate the Medford School District 549C Long-Range Facilities Plan, August 11, 2014 Update, into the Comprehensive Plan, Public Facilities Element. Exhibit C

History

In 2007, the State legislature created new provisions and amended ORS 195.110 to establish the required content of a facilities plan for “Large School Districts” (Senate Bill 336). ORS 195.110 directs an affected city or county with a Large School District to include a school facilities plan prepared by the district in consultation with the affected city or county as an element of its comprehensive plan.

The 2012 School Facilities Plan was adopted into the Medford Comprehensive Plan Public Facilities Element by City Council on January 16, 2014.

The school district provided City Council with an updated school facilities plan in January 2015. City Council directed staff to initiate a General Land Use Plan amendment to accommodate the revised school facilities plan on January 15, 2015.

The Planning Commission held a study session on June 22, 2015. The Planning Commission held a hearing on July 23, 2015, and voted 6–1–1 to recommend adoption to the Council. (Exhibits B and C)

The findings in support of this amendment are contained in Exhibit A at the end of this report.

### Authority

This proposed plan authorization is a Class-A legislative amendment of the Comprehensive Plan. The City Council is authorized to approve amendments to the Comprehensive Plan under Medford Municipal Code §§10.102–10.111, 10.164, and 10.184.

### **ANALYSIS**

The new plan updates information such as existing school capacities (Tables 3.1 through 3.4), enrollment forecasts (Chapter 5.B), facility needs (Chapter 6), costs (Chapter 7), and recommendations for future facilities (Chapter 8). In particular, Chapter 6.C identifies potential school site options and identifies a property in the MD-2 portion of the urban reserve. Chapter 6.C also discusses a property site on Hull Road that was a concern to the Planning Commission and City Council in the 2012 Plan. While the school district's latest facilities plan retains the Hull Road property as a potential school site, it is identified as a "long-range option" that would need to be brought into the City's UGB before it could be utilized.

### **RECOMMENDATION**

The Planning Commission recommends adopting the proposed amendment based on the analyses, findings, and conclusions in the Commission Report dated January 28, 2016, including Exhibits A through H.

### **EXHIBITS**

- A Findings and Conclusions
- B Proposed Amendment
- C Medford School District 549C Long Range Facilities Plan, August 11, 2014 Update (Hard Copy available in the Planning Department or electronic version via link)
- D Minutes, Planning Commission
- E DLCD Comments
- F 1000 Friends of Oregon Comments
- G Hillcrest Corporation Comments
- H Amended Hull Road Property Memorandum of Understanding

**CITY COUNCIL AGENDA: FEBRUARY 4, 2016**

---

# Exhibit A

## Findings and Conclusions

---

***Comprehensive Plan, Review and Amendments chapter: Amendments [to Conclusions] shall be based on the following:***

- 1. A change or addition to the text, data, inventories, or graphics which substantially affects the nature of one or more conclusions.***

### Findings

The Schools Section Conclusions portion of the Public Facilities Element of the Comprehensive Plan contains 13 conclusions. The School District's 2014 plan results in changes to five of these conclusions. (Exhibit B)

Conclusion no. 8 has been revised to recognize that the land donation agreement between Medford School District and property owners at the southeast intersection of Bellinger Avenue and Hull Road has been extended through January 1, 2020. The property is considered only as a potential long-range option for a school site because it is located outside the City's urban growth boundary and urban reserve.

Conclusion no. 9 has been deleted because the 2014 School Facilities Plan does not include the previous analysis of potential suitable school sites. The revised plan includes discussion of a potential suitable school site within the MD-2 urban reserve subarea and a property at the southeast intersection of Bellinger Avenue and Hull Road that is now considered only as a potential long-range option because it is located outside the City's urban growth boundary and urban reserve.

Conclusion no. 10 has been revised to reflect Medford School District's acknowledgment that the potential school site located at the southeast intersection of Bellinger Avenue and Hull Road lies outside of the City's urban reserve and urban growth boundary and is therefore only a long-range option. Use of this site would require a Regional Plan Major Amendment and associated corrective measures to be taken.

### Conclusions

Several new Comprehensive Plan Conclusions are prompted by new information contained within the Medford School District Facilities Plan. Statutory requirements (Comprehensive Plan Goals and Policies Criterion no. 5) compel the City to incorporate the School District Plan, which contains a significant amount of new data, text,

and information. The new plan precipitates a need for the City to amend the Conclusions section. Criterion 1 is satisfied.

***Comprehensive Plan, Review and Amendments chapter: Amendments [to Goals and Policies] shall be based on the following [criteria 1–6]:***

***1. A significant change in one or more Conclusion.***

Findings

The school district has revised five conclusions.

Conclusions

A significant change in the Conclusions has been demonstrated.

***2. Information reflecting new or previously undisclosed public need.***

Findings

The updated School Facilities Plan reveals new information regarding student population projections, the ability of existing facilities to accommodate the projected population, and the assessment of potential school sites. Combined, this information identifies a previously unknown public need for additional capacity in Medford School District facilities and new sites to accommodate those facilities.

Conclusions

New public needs have been demonstrated by the Long-Range Facilities Plan. Criterion 2 is satisfied.

***3. A significant change in community attitudes or priorities.***

Findings

The changes do not result from a change in community attitudes or priorities.

Conclusions

This criterion does not apply.

***4. Demonstrable inconsistency with another Plan provision.***

Findings

There are no inconsistencies requiring the changes.

Conclusions

This criterion does not apply.

**5. *Statutory changes affecting the Plan.***

Findings

There are no statutory changes affecting the Plan.

Conclusions

This criterion does not apply.

**6. *All applicable Statewide Planning Goals.***

**Goal 1—Citizen Involvement**

Findings

The City has an adopted Citizen Involvement Element in compliance with Statewide Planning Goal 1. This City initiated proposal was provided to the State (the Department of Land Conservation and Development) for review and comment. Hearing notices are published in the Mail Tribune and posted on the City's website along with meeting agendas in order to engage citizen participation in the process and provide comments. The review bodies (Planning Commission and City Council) will consider and vote on the proposed amendment during televised public hearings, providing an open forum to discuss the proposal.

Amendments to the Public Facilities Element Schools section were prepared by the City of Medford Planning Department. The School Facilities Plan proposed to be adopted by reference was prepared by the Medford School District in consultation with City Staff. The Planning Commission reviewed the amendment in a study session on June 22, 2015. The Planning Commission held a hearing on July 23, 2015 and voted 6–1–1 to recommend adoption to the Council (Exhibit D). The City Council public hearing is scheduled for February 4, 2016.

Conclusions

Statewide Planning Goal 1 is satisfied.

**Goal 2—Land-use Planning**

Findings

Goal 2 and its implementing Oregon Administrative Rules and Oregon Revised Statutes require city land use actions to be consistent with the adopted comprehensive plan. Comprehensive plans must demonstrate how the Statewide Planning Goals are to be achieved. The plan must contain specific implementation strategies that are consistent with and adequate to carry out the plan, and which are coordinated with the plans of other affected governmental units.

The proposed amendment affects all areas within the City, UGB, and Urban Reserve that are within the School District's boundaries. The proposal provides revised conclusions and policies in the Comprehensive Plan, which support the Public Facilities Element Schools section Goals.

Conclusions

Statewide Planning Goal 2 is satisfied.

Goal 3—Agricultural Lands does not apply in this case.

Goal 4—Forest Lands does not apply in this case.

Goal 5—Natural Resources, Scenic and Historic Areas, and Open Spaces does not apply in this case.

**Goal 6—Air, Water, and Land Resources Quality**

Findings

Goal 6 is implicated in that the School District Facilities Plan site selection criteria accounts for environmental factors. Any potential site should be free from air, water, and soil pollution.

Conclusions

Statewide Planning Goal 6 is satisfied.

**Goal 7—Areas Subject to Natural Hazards**

Findings

Goal 7 is implicated in that the School District Facilities Plan includes site selection criteria for future school facilities. Natural hazards considered in the selection criteria include proximity to earthquake fault zone locations and active faults, dam inundation areas, 100-year floodplains, soil subsurface bearing capacity, landslide and/or liquefaction potential, and drainage flows.

Conclusions

Statewide Planning Goal 7 is satisfied.

Goal 8—Recreational Needs does not apply in this case.

Goal 9—Economic Development does not apply in this case.

Goal 10—Housing does not apply in this case.

**Goal 11—Public Facilities and Services**

Findings

The fundamental purpose of the amendment is to establish a general but timely view of where, when and how public school services and facilities will be provided to support urban development within the City of Medford and how the City coordinates with the districts. School services and facilities are categorized as Category “B” public facilities. This category of facilities and services enhances and protects development in the City and is provided in response to development that occurs.

Conclusions

Statewide Planning Goal 11 is satisfied.

Goal 12—Transportation does not apply in this case.

Goal 13—Energy Conservation does not apply in this case.

**Goal 14—Urbanization**

Findings

New conclusions have been prepared for the Public Facilities Element, specifically Conclusions No. 5, No. 6, and No. 8–10, which address urban land needs and location and recognize the adopted corrective measures and plan adjustments established in the Regional Plan Element and Greater Bear Creek Valley Regional Plan. The proposed Conclusions recognize Comprehensive Plan requirements for a Major Regional Plan amendment when a City proposes to include property into the UGB that is not within the established Urban Reserves.

Conclusions

Statewide Planning Goal 14 is satisfied.

Goals 15–19 do not apply to this part of the State.

# Exhibit B

## Public Facilities Element Schools Section

Deleted text is ~~highlighted and struck through~~; added text is **bold/underlined**

## **SCHOOLS**

Revised Schools Section adopted February 4, 2016 by Ordinance 2016-XXX

### **INTRODUCTION**

This Schools section of the Public Facilities Element addresses primary, secondary and higher education facilities located in the Medford Urban Growth Boundary (UGB). The City of Medford is served by a number of educational institutions providing primary, secondary and higher education. The City is served by two public school districts, Medford 549C and Phoenix-Talent, providing for the primary and secondary (K-12) educational needs of the population, as well as two higher education institutions.

Rogue Community College (RCC) offers higher educational opportunities to Medford and the greater Rogue Valley. RCC has facilities at several valley locations, including a downtown Medford campus, facilities located just north of the Medford UGB, and facilities in Grants Pass. Four-year and post-graduate educational opportunities are also provided within a short distance of Medford: Southern Oregon University (SOU), located 15 miles down Interstate 5 in the City of Ashland, offers both baccalaureate and master's programs. SOU and RCC also provide combined facilities in downtown Medford at the Higher Education Center.

This Schools section of the Public Facilities Element also provides specific information about the current enrollment, educational standards, facilities inventories, projected enrollments and needed expansions of the two public school districts from the Long-Range School Facilities plans adopted by the school districts (Medford 549C and the Phoenix-Talent).

### **EXISTING FACILITIES OVERVIEW**

#### **Public Primary and Secondary Education - Medford 549C and Phoenix-Talent School Districts**

In 2010, 81% of the population in the Medford 549C School District lived within the Medford City limits and 25% of the Phoenix-Talent School District population lived within the Medford City limits. The Medford 549C School District serves approximately 85% of the Medford UGB, including all of the UGB west of Interstate 5 and all of the UGB east of Interstate 5 north of Barnett Road. The Phoenix-Talent School District serves the southeastern portion of Medford, east of the Interstate and south of Barnett Road, totaling approximately 15% of the UGB.

In November 2006, voters in the Medford 549C School District approved Measure 15-73, which authorized issuance of \$189 million dollars in bonds to renovate, improve and expand district facilities. Improvements included significant renovations to North Med-

ford High School and the construction of a new South Medford High School on a larger site. Elementary school improvements included the reconstruction of the Jackson and Roosevelt facilities. Lone Pine Elementary received significant renovation and new facilities. All other campuses within the District received significant enhancements.

The Phoenix-Talent School District serves the southeastern portion of Medford and currently has one elementary school (Orchard Hill) within the UGB. In 2010, the district acquired an 11.7-acre site at the northeast corner of N. Phoenix Road and Coal Mine Road for the future development of an elementary school when additional population in the Southeast Area precipitates the need for an additional school.

The City of Medford has inter-governmental agreements for the collection of a development excise tax with both the Medford 549C and Phoenix-Talent school districts. In 2007, the Oregon State Legislature passed Senate Bill 1036 (ORS 320.170) to help school districts pay for new and expanded school facilities. ORS 320.170 authorizes school boards, in cooperation with cities and counties, to tax new residential and non-residential development. In January 2012, the City Council approved Ordinance 2012-11 authorizing the collection of an excise tax for the continuing development of Medford 549C School District facilities. In September 2012, the City Council approved Ordinance 2012-139, authorizing the collection of an excise tax for the continuing development of Phoenix-Talent School District facilities.

### **Primary and Secondary Education - Existing Facilities**

Within the Medford UGB, there are currently (2013) 17 public schools (not including charter schools). In addition to public schools, there are several private schools serving the kindergarten through 12<sup>th</sup> grade student population. Public schools located outside Medford's UGB also serve areas within the UGB. There are two elementary schools within the Phoenix-Talent School District that serve a portion of the UGB. One of these schools (Orchard Hill) is within Medford's UGB and serves the southeastern portion of the UGB.

**Figure 51** shows the location and type of public schools within Medford's UGB.

#### **Medford 549C School District Facilities**

- 11 elementary schools within the UGB
- 3 elementary schools outside the UGB (Griffin Creek, Ruch, and Jacksonville)
- 2 middle schools within the UGB
- 3 high schools within the UGB
- ~~13~~ public charter schools

#### **Phoenix-Talent School District Facilities**

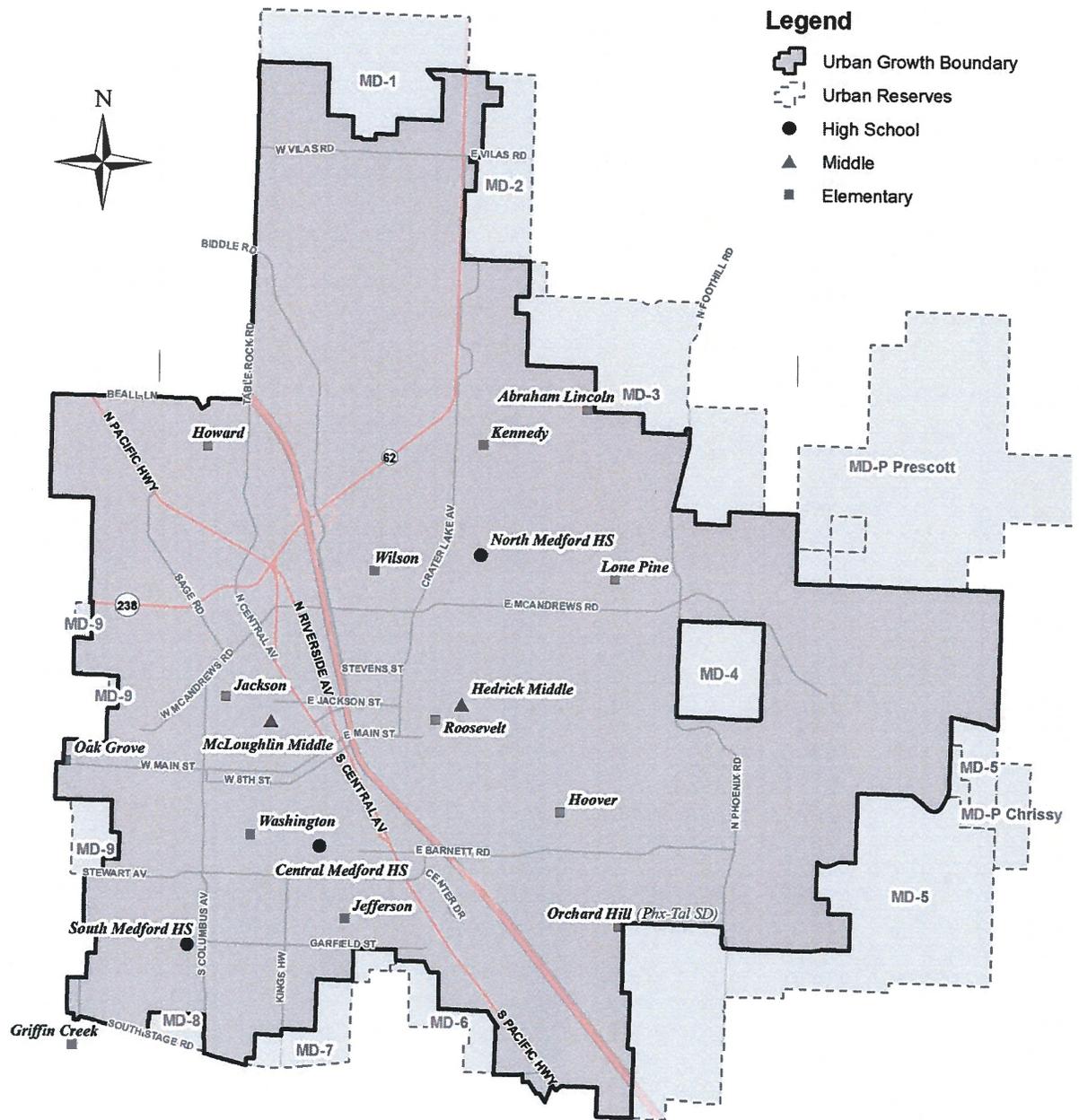
- 1 elementary schools within the UGB

- 2 elementary schools outside the UGB (Phoenix Elementary, Talent Elementary)
- 1 middle school outside the UGB (Talent Middle School)
- 1 high school outside the UGB (Phoenix High School)

**Private Schools**

- New Dimensions Elementary
- Sacred Heart Elementary
- Grace Christian Elementary
- St. Mary's High School
- Rogue Valley Adventist School
- Medford Montessori School
- Crossroads School
- Cascade Christian High School

**SCHOOLS FIGURE 1: Public School Facilities, Medford Urban Growth Boundary**



## **Higher Education Facilities**

### ***Rogue Community College***

Rogue Community College (RCC) was established in November 1970 by vote of the Josephine County electorate. On May 21, 1996, voters in Jackson and Josephine counties approved expansion of RCC's district boundaries to include all of Jackson County, allowing a wider range of educational programs, more job-training opportunities, and greater access for students throughout the Rogue Valley.

Each year, the college provides educational experiences to more than 17,000 students (5,700 full-time equivalent) (2012) in lower-division transfer, job training, and development studies programs. RCC has the Riverside Campus in downtown Medford, located along Ninth Street, Bartlett Street, and Riverside Avenue. Responding to increasing enrollment, the college developed programs in a number of nearby facilities in Medford's downtown area. Enrollment at the RCC downtown campus has grown by over 600 students in recent years (2005/06 – 2009/10), an increase of 42.3%.

In 2008, RCC and Southern Oregon University (SOU) collaborated in the development of a 68,700-square foot building located near the Riverside Campus in downtown Medford, known as the Higher Education Center (HEC). Both SOU and RCC needed additional classroom space in downtown to adequately meet the needs of the population. The sharing of a single facility saves the two institutions in operating costs and avoids duplication of resources. Total facility cost was \$22.2 million dollars, with each school contributing half of the construction cost. Funding for the facility received support from many sectors of the community, including state bonding, bonds approved by Jackson County voters, and \$2.6 million dollars raised locally in matching funds. Prior to the construction of the HEC, many RCC and SOU classrooms were located in several older remodeled commercial buildings. This facility provides state-of-the-art labs and classrooms in a building designed for academic purposes.

The Table Rock Campus is the newest of the RCC locations. The campus opened in 2005 on the site of a former electronics manufacturing facility located just north of the Medford UGB in White City. The facility offers a wide range of programs such as Diesel Technology, Manufacturing, Electronics Technology, Fire Science, Emergency Medical Technology and Public Safety. The vision for this campus is to maintain and expand its focus on career and technical training, while adding academic skills, continuing education classes and support services to create a more comprehensive campus.

RCC offers Associate Degrees with specific articulation agreements established with SOU, for the completion of four-year degrees in the areas of Business, Criminology, Computer Science, Early Childhood Education and Human Services. RCC also offers Associate Degrees with articulation agreements with the Oregon Institute of Technology (OIT) in the areas of Manufacturing, Engineering and Informatics Technology. OIT and RCC are planning to include articulation agreements for several health education programs, such as Medical Imaging, Dental Hygiene and Medical Laboratory Science.

In September 2009, the RCC Board of Education contracted with local design firms for a master facilities plan. The process included college beneficiaries and constituents in a collaborative planning process. Significant background information was documented regarding the college facilities, including the creation of a digital database of all buildings and program areas, allowing a better understanding of facility capacities. The *RCC College Master Plan* was completed and accepted by the RCC Board of Education in April 2011.

### ***Southern Oregon University***

Southern Oregon University (SOU) is an accredited four-year public university offering Baccalaureate and Master's Degree programs. Although the main campus is in Ashland, as noted, the university maintains a satellite campus in Medford located in the Higher Education Center. In a cooperative arrangement with Rogue Community College (RCC), SOU also offers college courses to RCC students. These courses are designed to provide supplemental coursework for students interested in transferring to the university.

## **PUBLIC SCHOOL DISTRICT FACILITIES PLANNING**

### **Long-Range Planning for Public School Facilities**

Long-range school facilities planning is an important and somewhat complex process requiring the cooperation and coordination of school districts, local governments and citizens. Long-range planning by the Medford and Phoenix-Talent School Districts is continuous. It is a different type of planning, however, from the long-range planning activities of local "general-purpose" governments, whose responsibility is to direct the location and intensity of community growth and development, and to perform functions of community and regional planning that fall within their jurisdictional and statutory authority. Conversely, school districts are "special-purpose" government entities, whose role is to coordinate with city and county agencies, and react appropriately to the service demands generated by the growth and development policy decisions of general-purpose governments. State statutes, particularly ORS 195.110, define the City's role and responsibilities in the required facilities planning of large (defined by ORS 195.110 as having more than 2,500 students) school districts.

A school district's estimates of future enrollment and school needs are based on the district's forecasted student population, including in its urban and rural areas. Both Medford 549C and Phoenix-Talent school districts have developed enrollment projections utilizing a variety of information, including population and residential development forecasts. These school districts also coordinate with the City of Medford and Jackson County, utilizing land use studies and adopted plans to better evaluate ways to ensure the timely development of new schools.

The identification of locations for new public schools is an important function of any facilities plan adopted by a school district. The need for new schools is closely related to residential development and the various housing densities within the community. It is important that new schools be located with reference to development patterns planned in the local jurisdictions' (cities and counties) adopted comprehensive plans.

#### **ORS 195.110 Facilities Plan, Summary**

ORS 195.110 requires a city and/or county containing large school districts to include, as an element of its comprehensive plan, school facilities plans prepared by the districts in consultation with the affected city and county. (Both the Medford 549C and Phoenix-Talent school districts are considered "large school districts".)

Facilities plans submitted by a district must cover a period of at least 10 years and must include the following elements:

- Population projections by school age group.
- Identification by the city or county and the large school district of desirable school sites.
- Descriptions of physical improvements needed in existing schools to meet the minimum standards of the large school district.
- Financial plans to meet school facilities needs, including an analysis of available tools to ensure facilities needs are met.
- Analysis of:
  - The alternatives to new school construction and major renovation; and
  - Measures to increase the efficient use of school sites, including multiple-story buildings and multipurpose use of sites.
- Ten-year capital improvement plans.
- Site acquisition schedules and programs.

Large school districts must identify in their school facilities plans, school facilities needs based on population growth projections and land use designations contained in the city's and/or county's comprehensive plan. Facilities plans must provide an analysis of the land inside the UGB that is suitable, as a permitted or conditional use, for school facilities required for the 10-year period covered by the plan. If a large school district finds that there is an inadequate supply of suitable land for facilities for the 10-year period,

the city or county, or both, and the district must cooperate in identifying land for school facilities and take necessary actions, such as adopting appropriate zoning, aggregating existing parcels in separate ownership, or adding one or more sites designated for school facilities to a UGB pursuant to applicable law.

### **Educational Service Standard**

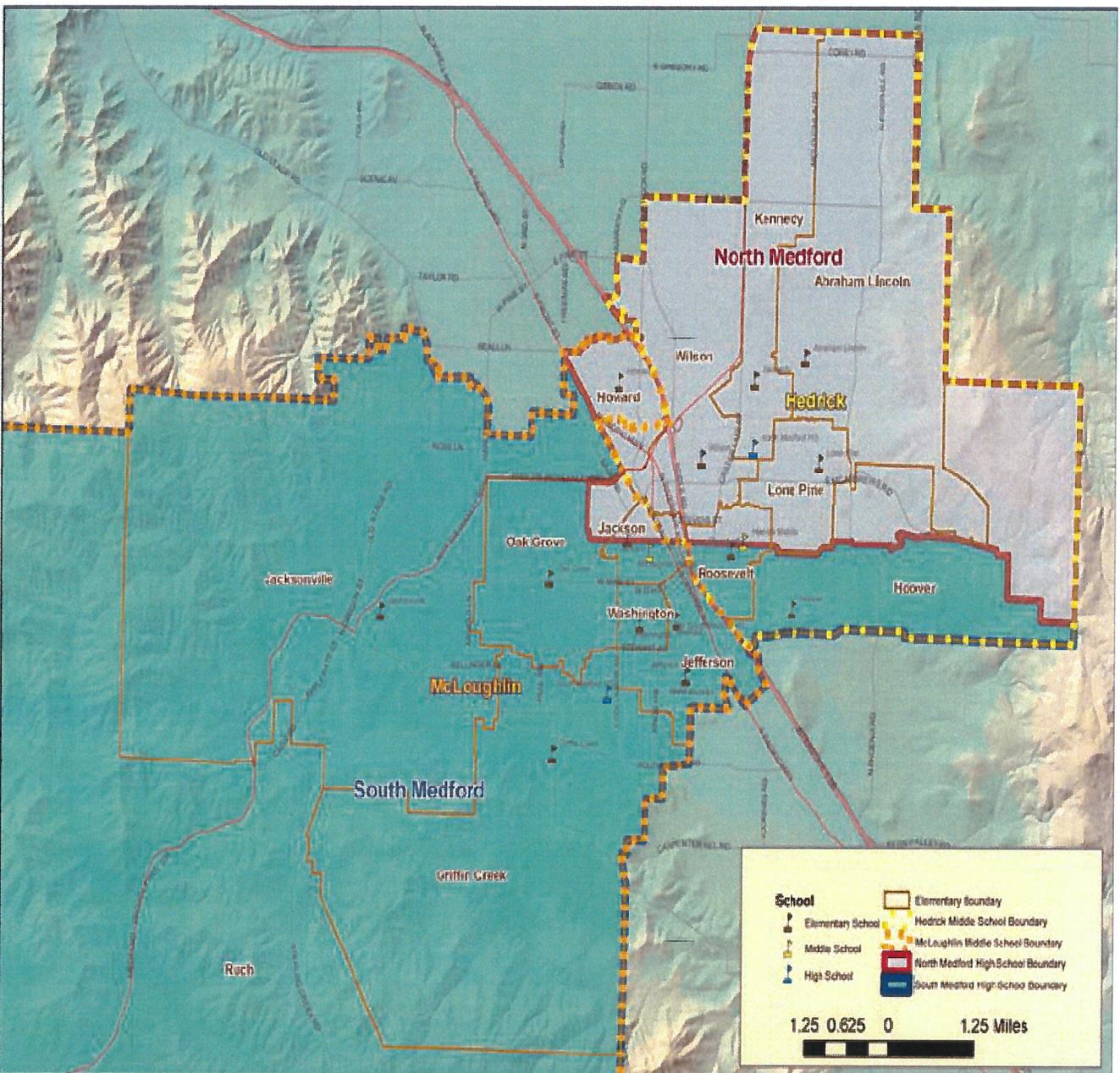
Overcrowding of classrooms is an important factor affecting a school's ability to provide quality educational services. The measurement most often used as a level of service standard is the ratio of students per classroom. Students per classroom is suggested as the level of service measurement for schools because (1) it is easily understood as a measure of facilities capacity, (2) it is frequently used as a workload barometer in teacher contracts, and (3) analyses of schools often use class size as an indicator of educational quality and facilities adequacy. Both Medford 549C and Phoenix-Talent School Districts have adopted similar level of service educational standards:

**SCHOOLS TABLE 1: Educational Level of Service Standard**

Grade Level	Average Students per Classroom
K-3	<u>2225</u>
<u>34-6</u>	<u>2830</u>
7-8	<u>2932</u>
9-12	<u>2932</u>

Source: *Medford 549C School District Long Range Facilities Plan Update – ~~May 15, 2012~~  
August 11, 2014*

**SCHOOLS FIGURE 2: Medford School District 549C Boundaries**



Source: Medford 549C Long Range Facilities Plan Update – **May 15, 2012** August 11, 2014

### Medford 549C School District

The Medford 549C School District is the largest school district in Jackson County. ~~The District enrollment for in the 2011-2013-1214 school year is 13,547 students, the district included 41% of Jackson County's overall population and enrolled 11,779 students.~~ The district's geographic area includes approximately 370 square miles, extending from the southwest corner of the County to approximately three miles northeast of the City of Medford. Communities within the district include unincorporated Ruch, all of the City of Jacksonville, most of the City of Medford, a portion of the City of Central Point, and the rural areas in between.

The Medford 549C School District adopted its current Long Range Facilities Plan in ~~May August 2012~~2014. The plan is divided into ~~seven~~ eight chapters that serve to meet the specified components required by ORS Section 195.110, and which include the following:

- District Planning
- District Educational Program Standards
- Facilities Inventory
- ~~Education Program Standards~~
- School Capacity
- Enrollment Projections
- Facilities Planning Needs
- Capital Facilities Financing
- Conclusions and Recommendations

### *District-Wide Enrollment Forecast*

The Medford 549C School District Facilities Plan projects an average of 2.3% district-wide annual student enrollment growth over its first 10 years (2011–2020), and a growth in student enrollment of 1.4% over the following 10 years, through the end of the planning horizon (2021–2030). This is an average of 1.8% over the entire forecast period, adding approximately ~~4,800~~ 4,500 students ~~to~~ through the year ~~2030~~ 2035. This translates ~~into~~ 2,670 2,470 more elementary school students, ~~802~~ 655 more middle school students, and ~~1,323~~ 1,360 more high school students under the current grade distribution. However, these increases are not forecasted to distribute evenly across the district. Schools near vacant residentially-zoned land are forecasted to have the largest marginal increases in population and will exceed the existing capacity soonest.

### *Enrollment Forecast by School*

The following table details the forecasted growth of each school, except the enrollment for Central High School. ~~The study data for the forecast are also depicted geo-spatially for elementary, middle and high schools on maps contained in the Medford 549C Long Range Facilities Plan, May 15, 2012 Update.~~

**SCHOOLS TABLE 2: Enrollment Forecast by School, Medford School District**

<b>Enrollment Forecast by School, Medford School District</b>																	
<i>From Demographic and Enrollment Forecasts Johnson Reid, December 2011</i>																	
School	ACTUAL ENROLLMENT							FORCAST ENROLLMENT				2011-2020		2020-2030		2011-2030	
	2005	2006	2007	2008	2009	2010	2011	2015	2020	2025	2030	Δ	AARG	Δ	AARG	Δ	AARG
<b>North Schools</b>																	
Wilson	572	540	547	559	565	485	485	447	417	433	442	-68	-1.7 %	25	0.6 %	-43	-0.5 %
Hoover	484	487	468	521	560	638	603	782	935	1,056	1,115	322	4.3 %	179	1.8 %	512	3.0 %
Lone Pine	558	547	569	547	532	537	564	650	706	743	759	142	3.1 %	52	0.7 %	195	1.8 %
Kennedy	547	547	587	561	555	515	519	566	624	658	673	105	2.2 %	49	0.8 %	154	1.4 %
Roosevelt	385	404	354	372	368	407	406	416	435	458	469	29	0.7 %	34	0.8 %	63	0.7 %
Lincoln	525	543	524	510	475	466	449	510	581	652	689	132	2.5 %	107	1.7 %	240	2.1 %
Hedrick	956	930	922	935	894	908	894	917	1,109	1,153	1,249	215	2.2 %	139	1.2 %	355	1.7 %
North Medford	1,941	1,877	1,890	1,759	1,757	1,775	1,734	1,884	2,039	2,224	2,431	305	1.6 %	392	1.8 %	697	1.7 %
<b>South Schools</b>																	
Griffin Creek	560	550	538	599	562	593	580	704	835	951	1,008	255	3.9 %	174	1.9 %	428	2.8 %
Oak Grove	455	538	514	500	474	471	492	571	693	820	877	201	4.4 %	185	2.4 %	385	3.3 %
Jacksonville	401	366	361	361	325	391	400	459	528	597	630	128	3.4 %	103	1.8 %	230	2.5 %
Jefferson	543	526	549	542	542	495	505	580	617	631	637	112	2.5 %	20	0.3 %	132	1.3 %
Jackson	380	373	320	309	317	388	394	445	489	519	532	95	2.6 %	43	0.9 %	138	1.7 %
Washington	443	421	439	413	405	420	443	488	515	527	534	72	2.3 %	19	0.4 %	91	1.3 %
Howard	549	544	531	535	501	547	501	563	637	682	701	136	1.7 %	64	1.0 %	200	1.3 %
Ruch	191	199	214	174	197	171	176	147	120	132	139	-56	-3.9 %	19	1.5 %	-37	-1.1 %
McLoughlin	882	837	866	919	895	837	789	864	1,071	1,123	1,236	282	2.8 %	165	1.4 %	447	2.1 %
South Medford	1,887	1,920	1,920	1,833	1,777	1,804	1,821	1,838	2,019	2,221	2,447	198	1.3 %	428	1.9 %	626	1.6 %
K-6	6,593	6,585	6,515	6,503	6,378	6,524	6,517	7,329	8,131	8,859	9,206	1,614	2.5 %	1,075	1.2 %	2,689	1.8 %
7-8	1,838	1,767	1,788	1,854	1,789	1,745	1,683	1,782	2,180	2,277	2,485	497	2.9 %	305	1.3 %	802	1.9 %
9-12	3,828	3,797	3,810	3,592	3,534	3,579	3,555	3,722	4,058	4,445	4,878	503	1.5 %	820	1.9 %	1,323	1.6 %
<b>Total</b>	<b>12,259</b>	<b>12,149</b>	<b>12,113</b>	<b>11,949</b>	<b>11,701</b>	<b>11,848</b>	<b>11,755</b>	<b>12,833</b>	<b>14,369</b>	<b>15,581</b>	<b>16,569</b>	<b>2,614</b>	<b>2.3 %</b>	<b>2,200</b>	<b>1.4 %</b>	<b>4,814</b>	<b>1.8 %</b>

**School Capacity**

School conditions and capacity in ~~2011~~ **2013** were inventoried as part of school district facilities planning. Then, combined with the population forecasts, a forecast was developed projecting what year school population might exceed the capacity of each school. The following tables provide the ~~2011~~ **2013** school facilities capacity and the projected 2020 school facilities capacity. **The Table 4 figures are adjusted to allocate for space requirements for partnerships and district programs.**

**SCHOOLS TABLE 3: Overall School Facility Capacity, Medford 549C District**

Schools	Teaching Stations	Permanent Capacity	Oct <del>2011</del> <b>2013</b> Enrollment	Available Capacity
Elementary Schools	<del>334</del> <b>330</b>	<del>7,240</del> <b>7,714</b>	<del>6,517</del> <b>6,746</b>	<del>723</del> <b>968</b>
Middle Schools	86	<del>2,120</del> <b>2,339</b>	<del>1,683</del> <b>1,789</b>	<del>437</del> <b>550</b>
High Schools	<del>187</del> <b>176</b>	<del>4,573</del> <b>4,787</b>	<del>3,779</del> <b>**3,714</b>	<del>794</del> <b>1,073</b>
<b>Total Available Capacity</b>	<del>607</del> <b>592</b>	<del>13,993</del> <b>14,840</b>	<del>11,979</del> <b>12,249</b>	<del>1,954</del> <b>2,591</b>

Total enrollment does not include chartered schools because Medford School District does not provide or manage the facilities for these schools.

**\*\* Includes Central High School enrollment**

**SCHOOLS TABLE 4: Projected School Facility Capacity 2020 – Medford 549C District  
 K–6, 7–8, 9–12 Configuration**

Schools	Adjusted Teaching Stations	Adjusted Permanent Capacity	Projected 2020/19/20 Enrollment	Student Change in Capacity / Excess / Short
Elementary Schools	334309	7,2407,224	8,1317,450	-891-226
Middle Schools	8685	2,1202,312	2,1802,105	-60+207
High Schools	187176	4,5734,787	4,0584,227	+515+560
<b>Total Available Capacity 2020</b>	<b>607576</b>	<b>13,99314,323</b>	<b>13,95813,782</b>	<b>-436541</b>
From Demographic and Enrollment Forecasts, Table 23. Johnson Reid, December 2011				

**Facilities Needs**

As of 2013 2014, public school facilities within the Medford 549C School District were adequate to meet the needs of the community. However, the adopted Medford 549C School District Facilities Plan indicates a need for at least one additional elementary school facilities on both the east and west sides of Medford by 2020 2024. The enrollment forecast, using the year 2011 grade configuration, results in the need for at least one elementary school, with a likelihood of needing two by 2020. One will be needed on the west side of Medford to prevent overcrowding at Oak Grove and Griffin Creek elementary schools, and another on the east side of Medford to relieve overcrowding at Hoover and Lone Pine elementary schools. The reasons for these forecasted enrollment increases are slightly different. On the west side of Medford, existing schools are already near their maximum capacity, and this area is anticipated to have a high student population increase due to potential increases in both housing inventories and household size. On the east side of Medford there is a large supply of un-built residential land, which, when built-out and occupied, will increase the number of students in the area.

**New Sites – Long-Term Future School Site Options**

The Medford 549C School District Facilities Plan determined that there is an inadequate supply of land under their ownership to meet the identified long-term needs of the student population. As noted, there is a projected need for two additional elementary schools school within the next 10 years (one to relieve Hoover/Lone Pine elementary schools and one to relieve Griffin Creek/Oak Grove elementary schools). An east side site is identified on the Southeast Plan Map, a refinement plan to the General Land Use

Plan Map in the Medford Comprehensive Plan. The Plans indicates that a west side site will need to be located in the vicinity between Griffin Creek and Oak Grove elementary schools to accommodate projected enrollment growth in that area.

**MD-2 Property:** The District has a Letter of Intent for a land donation of 20 acres located within an adopted Urban Reserve Area near Coker Butte Road and Springbrook Road. The property is located in the city's urban reserve and might be adopted into the Urban Growth Boundary in the near future. The location of this property meets the District's requirements for future school sites as established in the School Facilities Plan's site selection criteria. This property is large enough to fit either a future elementary or middle school.

**The District desires to cooperate with the City and landowners to bring the property into the urban growth boundary to provide additional capacity to meet further growth needs. An amendment to the existing urban growth boundary must be mutually reviewed and approved by the City and County and acknowledged by the State. The procedure would include a comprehensive plan amendment and zone change so that the site will be appropriately zoned.**

**Property Purchase:** The District should also consider purchasing land to meet the need for future school sites. The cost for a 10-acre plot to meet the standard for an elementary school within the existing Urban Growth Boundary would range between \$500,000 and \$1,000,000. The cost for a 20-acre lot to meet the recommended middle school standard within the Urban Growth Boundary would range between \$1,000,000 and \$2,000,000. Property located in the Urban Growth Boundary to meet future land needs is becoming more difficult to locate. Property located in the Urban Reserve to meet future land needs could be purchased at a lower cost but will still need to be incorporated into the Urban Growth Boundary.

**This City has designated a future elementary school site on the Southeast Area Plan Map in a planned residential area to the east of North Phoenix Road and north of East Barnett Road. Although the site has not been acquired by the District, the Southeast Plan provides for notification to and coordination with the District through a required Planned Unit Development review process as the area is built out.**

**Hull Road Property:** The owners of property on Hull Road had pledged to gift to the District a 20-acre school site on the southwest quarter of their property. The initial agreement to work through a process to potentially accept the gift expired in 2012. The District and the Hull Road property owners have since amended the initial agreement to extend through January 1, 2020. The Hull Road property is located outside of the Urban Growth Boundary and Urban Reserve and, as such, is currently viewed by the District as a potential long-range option for a school site. The property would need

**to be included within the City of Medford's Urban Growth Boundary before the property could be utilized as a school site.**

***Evaluating Potential School Sites***

In evaluating potential sites, many factors must be considered, including health and safety, location, accessibility, environment, physical characteristics (soil and topography), acquisition and development costs (including utilities), and coordination with local comprehensive plans. The criteria adopted by the Medford 549C School District outlined in the following table from the Facilities Plan are intended to select sites that provide for both a safe and supportive environment for students.

**Medford School District School Site Selection Criteria**

**Location**

- Allows for efficient and logical school area boundaries (students within the enrollment area live within one-half mile of an elementary school, one mile of a middle schools, or 1.5 miles of a high school)
- Proximate to residential neighborhoods
- Safe walking areas can be provided
- Multiple street approaches available (three frontages ideal)
- Ability to maintain at least a 200-foot setback from nearby farm and forest practices
- Favorable orientation

**Safety**

- If near arterial roadways, elementary school sites must maintain sufficient setbacks to be conducive to a good learning environment
- These factors must be avoided:
  - Within 1,500 feet of railroad tracks
  - Within Airport Approach overlay zone
  - Crossed by high-voltage (500 KV) power lines
  - Close to high-pressure lines, such as natural gas, gasoline, sewer, or water
  - Contaminants/toxics in the soil or groundwater, such as from landfills, chemical plants, refineries, fuel tanks, nuclear plants, or agricultural use of pesticides or fertilizer
  - Close to high decibel noise sources
  - Close to open-pit mining
  - On or near a fault zone or active fault
  - In a dam inundation area or 100-year floodplain
  - Social hazards in the neighborhood, such as high incidence of crime or drug or alcohol abuse

### **Environment**

- Has a variety of trees and plants or a wooded area for use in education programs such as biology or outdoor learning
- Free from sources of noise that may impede the instructional process
- Free from air, water and soil pollution
- Provides aesthetic view from and of the site
- Environment compatible with the educational program

### **Soils**

- Proximate to faults or fault traces
- Unstable subsurface and bearing capacity
- Danger of slides or liquefaction
- Positive drainage

### **Topography**

- Generally level
- If flat site unavailable, choose site with minimum need for major excavation
- Rock ledges or outcroppings
- Surface and subsurface drainage
- Level area for playfields

### **Size and Shape**

- Length-to-width ratio does not exceed 2:1
- Sufficient open play area and open space
- Potential for expansion for future needs
- Area for adequate and separate bus loading and parking

### **Accessibility**

- Obstacles such as crossings on major streets and intersections, narrow or winding streets, heavy traffic patterns
- Access and dispersal roads
- Natural obstacles, such as grades or gullies
- Access for bus transportation
- Routing patterns for foot traffic
- Remote areas (with no sidewalks) where students walk to and from school
- Easily reachable by emergency response vehicles

### **Public Services**

- Available and feasible at time of construction
- Fire and police protection, including fire water lines

### Cost

- Reasonable costs for purchase of property, severance damages, relocation of residents and businesses, and legal fees
- Reasonable costs for site preparation, including, but not limited to, drainage, parking, driveways, removal of existing buildings, and grading
- Reasonable costs for environmental mitigation
- Reasonable maintenance costs

### Availability

- On the market for sale or likely to be available
- Title clearance – unencumbered
- Condemnation of buildings and relocation of residents to be avoided

### **School Sites Analysis – West Side**

In assessing potential sites, the Facilities Plan combines the adopted site criteria with half-mile radii walk-able school service area boundaries around the existing elementary schools (Figure 12 – District Plan). The Plan finds that a new west side school site should be located close to the axis between the half-mile boundaries around the existing schools. A site so located would service the centroid of the projected enrollment growth in west Medford with a half-mile walk-able area that would not encroach within a half-mile of any existing school. A school site within this target area would also be well-placed for adaption to (or co-location of) a middle school with a one-mile service boundary that would be adjacent to and west of the one-mile area around McLoughlin Middle School.

The Medford 549C School District evaluated five potential sites within the adopted Facilities Plan. The City of Medford, in working with the District, requested that a sixth site, located at the southwest corner of Cunningham Road and Orchard Home Drive also be analyzed as a potential site for school location. Sites 1-4 and Site 6 analyzed by the District are located within the City's current (2013) UGB. Based on an examination of vacant, re-developable and partially developed tracts within the UGB of at least eight acres, and sited in the area that could provide for a reasonable redistribution of forecasted student population for projected over-capacity schools on the west side of Medford, the District determined that there is no suitable site within the current UGB that can meet District needs, and, therefore, a site outside of the current UGB for future west side facilities must be considered.

### **Site Acquisitions**

By 2020, the Medford 549C School District will need to acquire sites for additional elementary schools on both the east and west sides of Medford. A potential site on the east side of Medford has been designated on the adopted Southeast Plan but not yet acquired. The District has also secured the rights to acquire property located southeast

of the intersection of Hull Road and Bellinger Lane (the "Hull Road Property"). The District acquired the rights to Site 5 as a donation to accommodate projected enrollment increases, and potentially to prevent overcrowding at Oak Grove and Griffin Creek elementary schools. An option to acquire additional land adjacent to the donation site to provide for a middle school and other future west side facility needs has also been secured.

In accordance with ORS 195.110(5)(a)(B), the Hull Road Property (Site 5) is identified as a desirable school site for the west side. Per the Facilities Plan, the site meets the Medford 549C School District Site Selection Criteria (Table 16 of the Medford 549C School District Facilities Plan). Site 5 is located outside the City's UGB and Urban Reserves. To include this site within the UGB, the District's Facilities Plan acknowledges that amendments to the City's Comprehensive Plan and the Bear Creek Valley Regional Plan would need to be mutually reviewed and approved by the City and County and acknowledged by the State.

## SCHOOLS SECTION CONCLUSIONS

1. For public primary and secondary education, the Medford 549C and Phoenix-Talent school districts serve the City of Medford, its Urban Growth Boundary, and its Urban Reserves.
2. Funding for public primary and secondary schools comes primarily from state income taxes and state lottery proceeds (50%), local property taxes (35%), and the federal government (15%). In addition, both the Medford 549C and Phoenix-Talent school districts now collect a construction excise tax via the City of Medford in accordance with Oregon Statutes to help pay for school facilities. (ORS 320.170 authorizes school boards, in cooperation with cities and counties, to tax new residential and non-residential development.)
3. Through continuing analyses of changes in demographic trends and in geographic demands for various types of school facilities, and through coordination with local governments such as the City of Medford, school districts can keep pace with the changing demand for the facilities and services they provide.
4. The location and design of school facilities can affect neighborhood formation and traffic patterns.
5. Upon review of the enrollment forecasts (which uses the current (2013) grade configuration) and the analysis from the Medford School District 549C Long-Range Facilities Plan, ~~May 15, 2012~~ **August 11, 2014** Update, the City of Medford concurs with District findings that Medford 549C School District school facilities are adequate to meet District short-term needs, but acknowledges the need for

~~an additional elementary school on both the east and west sides of Medford by 2020~~ **at least one additional elementary school by 2024.**

6. Upon review of the facility inventory and analysis in the Medford School District 549C Long-Range Facilities Plan, ~~May 15, 2012~~ **August 11, 2014** Update, the City of Medford concurs with District findings that there is an inadequate supply of suitable land under Medford School District 549C ownership to meet the identified long-term needs of the student population.
7. Medford's adopted Southeast Plan identifies a general location for a future Medford 549C School District school on the east side within the Medford City limits.
8. Medford School District 549C has, through a donation, obtained rights to property ("~~Site 5~~" in the ~~Medford School District 549C Long Range Facilities Plan, May 15, 2012 Update~~) located southeast of the intersection of Bellinger Avenue and Hull Road, which is outside of Medford's Urban Growth Boundary and Urban Reserves. **The initial agreement to work through a process to potentially accept the land donation expired in 2012. The District and the Hull Road property owners have since amended the initial agreement to extend through January 1, 2020. The Hull Road is currently viewed by the District as a potential long-range option for a school site because the property is located outside of the Urban Growth Boundary and Urban Reserve. The property would need to be included within the City of Medford's Urban Growth Boundary before the property could be utilized as a school site.**
- ~~9. Upon review of the Medford 549C School District's site selection criteria and the characteristics of each of the five potentially suitable school sites in the Urban Growth Boundary (UGB) from the Medford School District 549C Long Range Facilities Plan, May 15, 2012 Update, the City understands but does not concur with District findings that none of the potential sites inside the UGB are suitable to meet District needs for future west side schools.~~
9. ~~10.~~ The City of Medford does not concur with the Medford 549C School District's finding that ~~Site 5~~ **the Hull Road property** from the *Medford School District 549C Long-Range Facilities Plan, May 15, 2012 Update* is a desirable west side school location. A determination that ~~Site 5~~ **the Hull Road property** is a desirable location for a west side school(s) cannot be rendered by the City of Medford at the present time. Such a determination can be made by the City only after an "alternatives analysis" of land within and outside the Urban Reserves based on the "priority of land scheme" and the land use decision process in Oregon Urban Growth Boundary (UGB) expansion laws and rules are conducted.

Additionally, The Greater Bear Creek Valley Regional Plan, Chapter 5, Monitoring and Implementation (Section 5.1.2), provides that UGB expansion into land not designated as an Urban Reserve will require a Regional Plan Minor or Major Amendment prior to or concurrent with any other process. Section 5.2.4 of the Regional Plan identifies that a "Major Amendment" is any amendment that does not meet the definition of a "Minor Amendment". Since **By Section 5.2.4**, the 80-acre **Hull Road property** size of Site 5 exceeds the 50-acre maximum for a Minor Amendment, such a proposal would be deemed a Major Amendment. Processing amendments to the adopted Regional Plan are the responsibility of Jackson County and can only be proposed by the governing authority of a participating **RPS Regional Plan** jurisdiction. Approval of a Major Amendment to the *Greater Bear Creek Valley Regional Plan* is also subject to providing corrective measures and plan adjustments per Section 4.4 of the Regional Plan. The City ~~could~~ **might** concur with the suitability of **Site 5 the Hull Road property** only after a 'Major' Amendment to the Regional Plan was adopted and associated corrective measures were approved by the appropriate approving authorities."

In addition, any consideration **by** of the Medford 549C School District's **proposal** to bring **the Hull Road property** ~~its desirable site~~ into the City's UGB runs directly counter to the City's long-established plan for its growth. After lengthy deliberations and public hearings by both the Planning Commission and the City Council, the City decided that it would not plan to expand into the Exclusive Farm Use (EFU)-zoned land to the west of its current UGB. For the City, this decision is fundamental to its compliance with the Statewide Planning Goals that seek to deter the expansion of urban development into immediately-adjacent agricultural land.

10. Future inclusion of a school district's desirable school site(s) within the City's growth boundaries will require that all applicable state, regional, county, and city land use regulations, as may be in effect at the time, are fully met.
11. Additional work with the Phoenix-Talent School District is needed towards the development and adoption of a long-range facilities plan into the City of Medford Comprehensive Plan Public Facilities Element.

The following Phoenix-Talent School District-adopted documents were previously provided by the District.

- a) Phoenix-Talent School District Daily Class Load Policy, 2/3/83 (adopted).
- b) Phoenix-Talent School District Class Size Policy, 2/3/83 (adopted).
- c) Phoenix-Talent School District enrollment summaries, 10/1/98.
- d) Phoenix-Talent School District Map, Jackson County GIS Files, 1/1/99.

12. The Phoenix-Talent School District has acquired an 11.7-acre site at the north-east corner of North Phoenix Road and Coal Mine Road for the future construction of elementary school facilities, which will accommodate district students residing in the Southeast Area, south of Barnett Road.

## **SCHOOLS SECTION**

### **GOALS, POLICIES, AND IMPLEMENTATION MEASURES**

#### ***Goal 1: To support excellent public education for Medford's citizens.***

**Policy 1-A:** The City of Medford hereby adopts by reference the District-adopted *Medford School District Long-Range Facilities Plan, ~~May 12, 2012~~ August 11, 2014 Update*, along with Appendices. [A complete copy of the referenced document, along with appendixes and supplemental appendix, is on file in the Medford Planning Department.]

**Policy 1-B:** The City of Medford will cooperate with Medford 549C School District and Phoenix-Talent School District in providing public improvements and services needed to support adopted educational programs.

**Implementation 1-B(1):** Provide a section of the Comprehensive Plan which:

- (a) Describes how the City will involve the school districts in comprehensive planning, including plan amendments and amendments to land use regulations; and,
- (b) Describes the responsibilities of the school districts in comprehensive planning, including plan amendments and amendments to land use regulations affecting provision of education services; and,
- (c) Establishes the role and responsibilities of the City and the school districts with respect to approval of new development; and,
- (d) Establishes the role and responsibilities of the City with respect to school district interests regarding matters such as public facilities, capital facilities and real property, and rights-of-way and easements.

**Implementation 1-B(2):** Continue meeting and conferring with the Medford 549C and Phoenix-Talent school districts to accomplish the planning required by Oregon Revised Statutes for local government planning coordination, and, in particular, with the Phoenix-Talent School District towards the development and adoption of a long-range facilities plan into the City of Medford Comprehensive Plan Public Facilities Element.

**Implementation 1-B(3):** Cooperate in identifying land suitable for school facilities when a school district determines that there is an inadequate supply of land

for the 10-year period covered by the adopted school facilities plan, and take necessary actions, including, but not limited to, adopting appropriate zoning, aggregating existing parcels in separate ownership, or adding one or more sites designated for school facilities to the Urban Growth Boundary, pursuant to applicable law.

**Implementation 1-B(4):** Continue to cooperate in collecting a construction excise tax in accordance with Oregon Statutes to help pay for school facilities.

**Implementation 1-B(5):** Provide notice to school districts when considering a proposed plan, amendment, or development that may impact school capacity.

**Implementation 1-B(6):** If a school district adopts objective criteria in its school facilities plan to be used by the City to determine whether adequate capacity exists to accommodate projected development, utilize those criteria for purposes of evaluating applications for comprehensive plan amendments or residential land use regulation amendments. [Note: Per the Oregon Revised Statutes, the City may deny a residential development application based on a lack of school capacity only if the issue is raised by the school district, the lack of school capacity is based on a formally adopted school facilities plan and the City has considered options to address school capacity.]

**Implementation 1-B(7):** Work with school districts to identify barriers and hazards to children walking or bicycling to school and to develop plans for funding improvements designed to reduce such barriers and hazards.

***Goal 2: For Medford's public and private educational facilities to be positive community assets.***

**Policy 2-A:** The City of Medford shall discourage the location of primary and secondary schools in or next to industrial zoning districts or the Airport.

**Policy 2-B:** The City of Medford shall encourage secondary schools or higher education facilities over 10-acres in size to be located on at least one higher order street.

**Policy 2-C:** The City of Medford shall encourage public school districts to allow community use of school facilities when the use does not conflict with the primary use of the facility and student safety.

***Goal 3: Promote ongoing partnerships with public, private and alternative educational providers in Medford to deliver varied life-long learning opportunities.***

**Policy 3-A:** The City of Medford shall support life-long learning and training programs with high schools, the community college, and the university.

## **Exhibit C**

# **Medford School District 549C Long Range Facilities Plan, August 11, 2014 Update**

(Hard copy available at the Planning Department)

Electronic version can be found at the link below:

<http://www.ci.medford.or.us/page.asp?navid=3498>

## Exhibit D

# Minutes, Planning Commission, 7/23/2015

### Excerpt

**50.1 CP-15-078** Consideration of a Class-A major legislative amendment of the Medford Comprehensive Plan to make the following revisions to the Public Facilities Element: (1) Adopt by reference and incorporate into the City of Medford Comprehensive Plan Facilities Element the Medford School District 549C School District Long Range Facilities Plan, August 11, 2014 Update, along with findings, conclusions and appendices; (2) Provide revisions to the goals, policies and implementation measures of the School section of the Public Facilities Element. (City of Medford, Applicant)

Aaron Harris, Planner II, reviewed the background, history, significant plan changes, read the comprehensive plan amendment criteria and gave staff's recommendation. He also noted that there was a new agreement between the District and the Hull Road property owners, whereas the staff report indicated that it had expired.

Commissioner Mansfield asked if there was anything in the documents presented that requires or indicates any promises by the City to include the Hull Road property into the urban growth boundary at any time in the future? Mr. Harris responded that there was not any such indication or promise.

Mr. HuttI confirmed Mr. Harris' question regarding the new agreement between the District and the Hull Road property owners: as new factual information it belong the Commission Report to the Council.

Commissioner McKechnie asked if the Medford School District serves just the students that live in the City of Medford boundaries or does it serve the middle of Jackson County? Commissioner Mansfield reported that it covers out to Ruch, Jacksonville, and areas outside the city limits of Medford. Chair McFadden stated that it does not include most of Central Point and everything south of Barnett.

Chair McFadden asked if this motion needs to indicate forwarding this to the City Council? Mr. Harris stated that it does need to indicate that.

The public hearing was opened.

a. Michael Oliver. 3285 Hillcrest Road, Medford, Oregon, 97504-9318. Mr. Oliver reported that he is the Vice President of Hillcrest Corporation. He is present this evening to submit their letter from their legal team that suggests that the Planning Commission continue this hearing until the City adopts its UGB amendment. The continuance will

create the time essential for the City and the School District to properly coordinate and incorporate school planning needs into the more comprehensive urban growth and service delivery analysis that occurs through the UGB process. Furthermore, their counsel believes that several technical issues with the School Facilities Plan as submitted exists and needs to be resolved prior to Planning Commission action. Mr. Oliver apologized that their legal counsel was not present to address the technical issues however, they were under the impression that all matters related to the UGB process, growth and public services would occur in a fair manner with no urban reserve area being given special consideration. Their attorneys will be present at the August 6, 2015, UGB hearing with the City Council to address this and other issues and can be present at a continuance of this meeting if the Planning Commission desires. Mr. Oliver submitted the letter into the record.

Commissioner Mansfield asked if it makes a difference that the Planning Commission is a recommending body? Mr. Oliver replied he did not believe so. He is not the technical person but their legal counsel has suggested this process be continued until after the UGB process goes forward.

The Planning Commission meeting took a recess at 5:56 p.m. for the Planning Commission to review the submitted documents to be entered into the record.

The meeting reconvened at 6:03 p.m.

Chair McFadden commented that, in his opinion, the first stated reason for continuance that the School Facilities Plan is deficient because the Medford School District 549C has not properly coordinated with the City. He said that is what this process (i.e., tonight's hearing) is. He commented on the other points in the letter.

Mr. Huttli stated Chair McFadden's comments being his opinion and not those of the Planning Commission are appropriate. He suggested it would make sense for the School District to give their response to the points raised in the letter.

Commissioner D'Alessandro asked Mr. Oliver if he had the latitude to elaborate on the impacts for Hillcrest Orchards. Mr. Oliver stated that this meeting is not about the UGB amendment process, but he believes any recommendation put forth with this School Facilities Plan could impact the UGB amendment process in an unfair manner.

Commissioner Mansfield asked if there was more behind the request for a continuance than his attorney's objection to the placement of a school in the MD-2 area? Mr. Oliver offered his opinion that it is not good school policy putting a school site in the middle of a place where there is no student population.

b. Thad Pauck, 201 W. Main Street, no. 5A, Medford, Oregon, 97501. Mr. Pauck is one of the attorneys for the Medford School District 549C. He said he not had an opportuni-

ty to review the Mr. Oliver's letter in detail. He said these are two separate processes (the facility plan adoption and the UGB amendment). The Facilities Plan that is before the Planning Commission tonight for recommendation to the City Council is basically the School District identifying what it feels to be appropriate sites for the location of a future school; it does not require that the City bring that property into the UGB or otherwise make any recommendation for them. All the District is doing is identifying suitable school sites based on its population projects. Their population projects show in the MD-2 area a need for a school at some point in the future. He reported that other property owners in other areas of the City have approached the District over the past couple of years and made offers to donate property in the event their property was brought into the UGB. The School District has turned those offers down because the population projections did not indicate that would be a need for a future school site.

Mr. Huttli stated that the first stated reason to continue this hearing was that there was not any coordination with the City. Mr. Pauck reported that there was a lot of coordination. The coordination began in 2010 before the 2012 Plan was adopted which did not occur until the end of 2013. Throughout that period there had been communication and coordination with City officials on this latest reiteration.

John Adam, Senior Planner, reported that the City Council has a vigorous schedule to hear the Urban Growth Boundary amendment starting on August 6, 2015. They want to have three consecutive weeks of meetings. Once the Planning Commission makes a recommendation on this facilities plan it probably will not go to the Council until it has completed its business with the Urban Growth Boundary amendment. Mr. Huttli stated that also may be a question for City administration that puts together the agenda for the City Council.

Commissioner Fincher stated that the last time the Planning Commission went through this process the Planning Commission was presented with the School District's Plan and told that it needed to be a part of the City's Comprehensive Plan as part of the process. It was not necessarily an endorsement. He asked if staff could refresh the Planning Commission as to why this is a necessary step in the process and goes through the Planning Commission. Mr. Adam stated that the State Statutes require that the City adopt the School Facilities Plan into their Comprehensive Plan.

Mr. Adam reported that given some of the delicacies of the UGB process that staff would be fine with a continuance to give everyone time to read and respond to Mr. Oliver's submitted letter.

Mr. Huttli stated that the Planning Commission could close the hearing and continue for deliberation and not take any more testimony.

Commissioner Pulver stated that it is his opinion that this is the School District's document and that the Planning Commission is not necessarily endorsing it. The Planning

Commission is acknowledging that it exists and incorporating into the City's Comprehensive Plan. He said if someone has objections to a school site it should be taken up with the School Board. He does not believe that is what the Planning Commission is being tasked to do tonight. He appreciates the letter submitted into the record. It is his opinion that the Planning Commission should recommend this to the City Council for approval and move on with tonight's agenda.

The public hearing was closed.

Motion: The Planning Commission adopts the findings as recommended and directs staff to prepare a Commission Report per the staff report dated July 13, 2015, including Exhibits A through F.

Moved by: Commissioner Mansfield

Seconded by: Commissioner Pulver

Friendly amendment made by Commissioner Pulver: That the Commission report to the City Council reflect the updated Hull Road agreement.

Commissioner Culbertson stated that he represented a group last year when this was brought up with the School District and it was tabled then in direct opposition to the Hull Road property. There is language that he does not think he can be impartial about so he will abstain from the vote.

Roll Call Vote: Motion passed, 6-1-1, with Commissioner Fincher voting no and Commissioner Culbertson abstaining.

# Minutes, Planning Commission Study Session, 6/22/2015

## Excerpt

### 1. CP-15-078 Medford School District Long Range Facilities Plan Update

John Adam, Senior Planner, stated that the Medford School Districts Facilities Plan was adopted approximately a year ago. There have been several changes in some of their facilities planning.

Aaron Harris, Planner II, reported that the proposal is to adopt by reference and incorporate the undated School Facilities Plan into the Comprehensive Plan Public Facilities Element. ORS 195.110 School facility plan for large school districts requires inclusion as element of the comprehensive plan, must cover a period of at least 10 years and specific plan elements including population projections, identification of desirable school sites, descriptions of physical improvements needed to existing schools, financial plans to meet school facility needs, analysis of the alternatives to new school construction and major renovation, analysis of measures to increase efficient use of school sites. It also requires ten-year improvement plans and site acquisition schedules and programs.

The Long-Range Facilities Plan 2013 Update was adopted January 16, 2014. The most notable issue in the 2012 Plan was the Hull Road property. The School District found this property to be a desirable school location. The City had issue with this site because it was located outside the urban growth boundary.

Significant changes between the 2012 Plan and the 2014 Plan include existing school capacities, facilities' needs, costs and recommendations for future facilities. The 2014 Plan includes an adjusted capacity. The adjusted capacity accounts for partnerships and district programs. These include fine and performing arts, physical education, special education, tutorial support and career and technical education programs.

The capital improvement plan takes into account large projects that cannot be funded from the maintenance operating budget. It takes into account projects such as roof replacements, mechanical and electrical system upgrades, parking lot and sidewalk replacements, painting sports fields and track replacements and building renovations. It does not include new construction or major renovation projects. There is an overall increase in cost of approximately 48 percent.

Facility needs in the 2012 Plan states they will need two elementary schools (east side/west side). The east side school is located in the Southeast Plan map area and it is identified in the Southeast Plan. The west side school was the Hull Road property. The 2014 Plan provides multiple options for each of the three phases (1 to 5 years, 10 years, and 20 years). The options in the three phases include boundary adjustments, adding modular units to existing school sites, relocating elementary school students to secondary schools that have extra capacity, expanding existing schools, and adding new schools. The 2014 Plan specifically notes the Coker Butte property and the Southeast Plan property as desirable locations for new schools.

Commissioner Mansfield asked if the same problem exists that the School District wants the Hull Road property and the City has not agreed that the urban growth boundary should be expanded to include that property? Mr. Adam explained that the Hull Road property was not in the candidate urban reserve which was the point of contention.

Commissioner Fincher asked what are the odds of the area of MD-2, where the School District is proposing a school site, coming into the urban growth boundary in the next 10 years? Mr. Harris reported that it is likely to be adopted. Mr. Adam stated that the area that includes the school site was in the Planning Commission's recommendation to the City Council.

Brad Earl, Chief Operations Officer, Medford School District 549C, stated that if development starts going in that area they are going to need a school sooner than later. Most of the projected growth and current growth has been on the east side. They have pressure on Lone Pine, Abraham Lincoln, all the schools in that area are full. They are expanding into full day kindergarten next year. They are installing two modular units on the Lone Pine campus. As they look at potential growth they need an elementary school if they stay with the current K-6 in elementary then 7th and 8th grade in the middle school model. If they go to a K-5 model and a 6th-8th they will need a middle school on that side of town. They will need these within seven years.

Commissioner Fincher asked if staff foresees the urban growth boundary extending west in order for the School District to fulfill their growth need in seven years in that area? Mr. Adam stated that when the decision was before the City Council that information was put forward by certain parties. Whether the Planning Commission acknowledged and incorporated it into their recommendation at that time or not, it was potentially there. The question on the table is before the City Council and how much does that affect their decision.

Mr. Harris asked if someone from the Medford School District 549C speak to the capital improvements that were taken from the 2012 and 2014 Plans. Mr. Earl stated there

were a couple of things that happened. One of the things is that they included computer and server upgrades. The second thing is since the Plan was adopted they have implemented a construction excise tax. It is projected to bring approximately \$750,000 next year to the District. All that money has to be used for capital improvements.

Commissioner D'Alessandro asked if the schools on the west side such as Jefferson and Washington are going to be able to maintain capacity? Mr. Earl stated right now they have capacity in those locations. They were able to expand into full day kindergarten in all the west side locations without adding modulars except for one. They did have to add a unit at Jackson. If growth starts going to the west they will need schools on the west. That is one of the reasons Kings Highway property was ruled out by them because they have not seen growth out there. Medford School District's boundary ends at South Stage Road.

# **Exhibit E**

## **DLCD Comments**

**Aaron J. Harris**

---

**From:** LeBombard, Josh <josh.lebombard@state.or.us>  
**Sent:** Monday, July 06, 2015 9:29 AM  
**To:** Aaron J. Harris  
**Subject:** RE: CP-15-078 Affected Agency Routing Memo

Thanks. When's the hearing for this?

Josh

---

**From:** Aaron J. Harris [mailto:Aaron.Harris@cityofmedford.org]  
**Sent:** Monday, July 6, 2015 9:26 AM  
**To:** LeBombard, Josh  
**Subject:** RE: CP-15-078 Affected Agency Routing Memo

Hi Josh,

I will forward this comment along to the school district's representative. I have not received any comments in response to your previous questions.

-Aaron

---

**From:** LeBombard, Josh [mailto:josh.lebombard@state.or.us]  
**Sent:** Monday, July 06, 2015 9:20 AM  
**To:** Aaron J. Harris  
**Subject:** RE: CP-15-078 Affected Agency Routing Memo

Aaron,

I just read the description of the Hull Road property again. The description mentions that the site is outside of the UGB but there is no mention of the urban reserve. At a minimum, it should state the property is outside of both the UGB and the urban reserve.

Also, any updates on my previous questions?

Josh

---

**From:** Aaron J. Harris [mailto:Aaron.Harris@cityofmedford.org]  
**Sent:** Wednesday, June 10, 2015 1:23 PM  
**To:** LeBombard, Josh  
**Subject:** RE: CP-15-078 Affected Agency Routing Memo

Sounds good, Josh. I've emailed your questions/comments over to Thaddeus.

-Aaron

---

**From:** LeBombard, Josh [mailto:josh.lebombard@state.or.us]  
**Sent:** Wednesday, June 10, 2015 12:47 PM

**To:** Aaron J. Harris  
**Subject:** RE: CP-15-078 Affected Agency Routing Memo

Thanks. He's not likely to know the answer to the last question. If you can't dig that up, I'll look it up, Just let me know.

Josh

---

**From:** Aaron J. Harris [<mailto:Aaron.Harris@cityofmedford.org>]  
**Sent:** Wednesday, June 10, 2015 12:46 PM  
**To:** LeBombard, Josh  
**Subject:** RE: CP-15-078 Affected Agency Routing Memo

Josh,

I will forward your questions to the School Districts liaison, Thaddeus Pauck, and respond with answers as soon as possible.

-Aaron

---

**From:** LeBombard, Josh [<mailto:josh.lebombard@state.or.us>]  
**Sent:** Wednesday, June 10, 2015 12:35 PM  
**To:** Aaron J. Harris  
**Subject:** RE: CP-15-078 Affected Agency Routing Memo

Aaron,

A few comments and questions at this point:

1. Figure 2- Candidate Urban Reserve. The map has pen marks on it illustrating properties on the West side. This should be replaced with a simple map depicting the Urban Reserves as adopted and acknowledged without the pen illustrations (looks unprofessional).
2. Johnson Reid- enrollment forecasts. What population projection was this based off of?
3. Do you know the zoning and NRCS soils classification for the Hull Road property? I believe this is EFU and has good quality soils (Class I-IV) which would make it last priority for inclusion in a future UGB amendment.

Thanks,  
Josh

**Josh LeBombard** | Southern Oregon Regional Representative  
Community Services Division  
Oregon Dept. of Land Conservation and Development  
Southern Oregon Regional Solution Center  
c/o Jobs Council, Southern Oregon University  
100 E Main Street, Suite A | Medford, OR 97501  
Cell: (541) 414-7932  
[josh.lebombard@state.or.us](mailto:josh.lebombard@state.or.us) | [www.oregon.gov/LCD](http://www.oregon.gov/LCD)

---

**From:** Aaron J. Harris [<mailto:Aaron.Harris@cityofmedford.org>]  
**Sent:** Wednesday, June 10, 2015 11:04 AM  
**To:** LeBombard, Josh  
**Subject:** RE: CP-15-078 Affected Agency Routing Memo

Greetings Josh,

I've attached the 2012 facilities plan for your review. I think the main change in the Hull Road property description is that the 2012 plan proposes this property as an ideal candidate for a new elementary school on Medford's west side and proposes amendments to the urban growth boundary to include the site. The 2014 plan acknowledges the City's lack of support for this proposal and categorizes the Hull Road property only as a potential long range option. In the 2012 plan, please see page 47 (although a word search of the document will identify many other references to the property). In the 2014 plan, please see page 17.

Best,  
Aaron

---

**From:** LeBombard, Josh [<mailto:josh.lebombard@state.or.us>]  
**Sent:** Wednesday, June 10, 2015 10:04 AM  
**To:** Aaron J. Harris  
**Subject:** FW: CP-15-078 Affected Agency Routing Memo

Aaron,  
Good morning. Can you send me the text regarding the Hull Road property as it was before the current version? I'd like to know, specifically, how the description of it has changed. It's been a long time since I attended the City Council meeting on this.

Josh

**Josh LeBombard** | Southern Oregon Regional Representative  
Community Services Division  
Oregon Dept. of Land Conservation and Development  
Southern Oregon Regional Solution Center  
c/o Jobs Council, Southern Oregon University  
100 E Main Street, Suite A | Medford, OR 97501  
Cell: (541) 414-7932  
[josh.lebombard@state.or.us](mailto:josh.lebombard@state.or.us) | [www.oregon.gov/LCD](http://www.oregon.gov/LCD)

---

**From:** Nancy H. Abrahamson [<mailto:Nancy.Abrahamson@cityofmedford.org>]  
**Sent:** Monday, June 8, 2015 1:51 PM  
**To:** LeBombard, Josh; City Manager's Office  
**Subject:** CP-15-078 Affected Agency Routing Memo

*Nancy Abrahamson*  
Administrative Support Tech.  
Medford Planning Department

# **Exhibit F**

## **1000 Friends of Oregon Comments**

**Aaron J. Harris**

---

**From:** Greg Holmes <greg@friends.org>  
**Sent:** Wednesday, June 24, 2015 8:14 PM  
**To:** Aaron J. Harris  
**Subject:** Re: Medford School District Facilities Plan - Request for Comment

Aaron:

Thank you for the opportunity to comment on the latest revision of the Medford School District's Long Range Facilities Plan. As you know, I was very much involved in the city's adoption process of the last revision to this document.

With the one exception noted below, we have no concerns with the current revision. The MD-2 property, which is within the urban reserve area and currently being considered for inclusion in the UGB, appears to have all of the appropriate characteristics to be considered as a preferred site for a new school—not least of which is a letter of intent for a donation and the fact that it is already in one of Medford's urban reserve area. The focus on purchasing or otherwise acquiring other lands within the urban growth boundary or urban reserve areas is also appropriate.

On the other hand, we were dismayed to see that the Hull Road Property that was included in the last revision as a "desirable site" remains in this plan, albeit now only as a "Future School Site Option." During the process of adopting the last revision of the facilities plan into the Comprehensive Plan the Medford City Council disagreed with the District's conclusion that the Hull Road site was a desirable location, and placed the following clearly worded statement in the Comprehensive Plan:

The City of Medford does not concur with the Medford 549C School District's finding that Site 5 from the Medford School District 549C Long-Range Facilities Plan, May 15, 2012 Update is a desirable west side school location. A determination that Site 5 is a desirable location for a west side school(s) cannot be rendered by the City of Medford at the present time. Such a determination can be made by the City only after an "alternatives analysis" of land within and outside the Urban Reserves based on the "priority of land scheme" and the land use decision process in Oregon Urban Growth Boundary (UGB) expansion laws and rules are conducted.

Additionally, the Greater Bear Creek Valley Regional Plan, Chapter 5, Monitoring and Implementation (Section 5.1.2), provides that UGB expansion into land not designated as an Urban Reserve will require a Regional Plan 'Minor' or 'Major' amendment prior to or concurrent with any other process. Section 5.2.4 of the Regional Plan identifies that a 'Major' amendment is any amendment that does not meet the definition of a 'Minor' amendment. Since the 80-acre size of Site 5 exceeds the 50-acre maximum for a 'Minor' amendment, such a proposal would be deemed a 'Major' amendment. Processing amendments to the adopted Regional Plan are the responsibility of Jackson County and can only be proposed by the governing authority of a participating RPS jurisdiction. Approval of a 'Major' amendment of the Greater Bear Creek Valley Regional Plan is also subject to providing corrective measures and plan adjustments per Section 4.4 of the Regional Plan. The City could concur with the suitability of Site 5 only after a 'Major' amendment of the Regional Plan was adopted and associated corrective measures were approved by the appropriate approving authorities.

In addition, any consideration of the Medford 549C School District's proposal to bring its desirable site into the City's UGB runs directly counter to the City's long-established plan for its growth. After lengthy deliberations and public hearings by both the Planning Commission and the City Council, the City decided that it would not plan to expand into the Exclusive Farm Use (EFU)-zoned land to the west of its current UGB. For the City, this decision is fundamental to its compliance with the Statewide Planning Goals that seek to deter the expansion of urban development into immediately adjacent agricultural land.

Because this site is still listed as an option in the facilities plan, we recommend that the city once again include language in the Comprehensive Plan amendment that acknowledges the district's choice to continue to include the site as an

option, but makes clear that the city's policies make it extremely unlikely that that option will ever be exercised. Something like the following, which is modified from the above, should be considered:

The city of Medford does not concur that the Hull Road Property is likely to be a realistic option for a future school site. In order to be approved, a school site that will serve primarily urban residents must be located within an urban growth boundary. Because this site is not within Medford's Urban Reserve it is highly unlikely that it will be added to the urban growth boundary within the next several decades.

The Greater Bear Creek Valley Regional Plan, Chapter 5, Monitoring and Implementation (Section 5.1.2), provides that UGB expansion into land not designated as an Urban Reserve will require a Regional Plan 'Minor' or 'Major' amendment prior to or concurrent with any other process. Section 5.2.4 of the Regional Plan identifies that a 'Major' amendment is any amendment that does not meet the definition of a 'Minor' amendment. Since the 80-acre size of this property exceeds the 50-acre maximum for a 'Minor' amendment, such a proposal would be deemed a 'Major' amendment. Processing amendments to the adopted Regional Plan are the responsibility of Jackson County and can only be proposed by the governing authority of a participating RPS jurisdiction. Approval of a 'Major' amendment of the Greater Bear Creek Valley Regional Plan is also subject to providing corrective measures and plan adjustments per Section 4.4 of the Regional Plan. The City could concur with the suitability of this site only after a 'Major' amendment of the Regional Plan was adopted and associated corrective measures were approved by the appropriate approving authorities.

In addition, any consideration of a proposal by the Medford 549C School District to bring this site into the City's UGB would run directly counter to the City's long-established plan for its growth. After lengthy deliberations and public hearings by both the Planning Commission and the City Council, the City decided that it would not plan to expand into the Exclusive Farm Use (EFU)-zoned land to the west of its current UGB. For the City, this decision is fundamental to its compliance with the Statewide Planning Goals that seek to deter the expansion of urban development into immediately adjacent agricultural land.

Thank you for consideration of these comments.

Greg

Greg Holmes | Southern Oregon Planning Advocate  
1000 Friends of Oregon | PO Box 2442 | Grants Pass, OR 97528  
[greg@friends.org](mailto:greg@friends.org) | 541.474.1155 | <http://www.friends.org/>  
On 6/12/2015 11:05 AM, Aaron J. Harris wrote:

Greetings Greg,

Attached is the Medford School District Long Range Facilities Plan request for agency comment notice. Please contact me if you have any questions or comments you would like to provide.

Be well,

Aaron Harris | Planner II / Comprehensive Planning  
City of Medford Planning · 200 South Ivy Street · Medford, Oregon 97501  
Tel. 541.774.2380 | Fax 541.774.2564

# **Exhibit G**

## **Hillcrest Corporation Comments**

PERKINScoie

1120 NW Couch Street  
10th Floor  
Portland, OR 97209-4128

☎ +1.503.727.2000  
☎ +1.503.727.2222  
perkinscoie.com

July 23, 2015

Steven L. Pfeiffer  
SPfeiffer@perkinscoie.com  
o. +1.503.727.2261  
f. +1.503.346.2261

VIA HAND DELIVERY

David McFadden, Chair  
City of Medford Planning Commission  
c/o Planning Department  
200 South Ivy Street  
Lausmann Annex, Room 240  
Medford, OR 97501

Re: **Medford School District 549C Long-Range Facility Plan 2014 Update**  
**City File No. CP-15-078**  
**Request for Continuance to Address Unresolved Issues**

Dear Chair McFadden and Members of the Planning Commission:

This office represents Hillcrest Corporation, the owner of approximately 200 acres of real property generally located east of Foothill Road and north of Hillcrest Road in an urban reserve enclave surrounded by the City of Medford ("City"). The purpose of this letter is to request that the Planning Commission continue its consideration of the Medford School District 549C Long-Range Facility Plan 2014 Update ("School Facilities Plan") until after the City Council has adopted the pending Urban Growth Boundary ("UGB") amendment. Failure to do so will result in a lack of agency coordination, adoption of an amendment that is not supported by an adequate factual base, and potentially, allowing the School Facilities Plan to supplant the UGB process for determining the City's urban growth decisions. Please place a copy of this letter in the official record for this matter and please provide notice of the decision and all appeal options to the undersigned.

1. **Reasons to Continue the School Facilities Plan.**
  - A. **The School Facilities Plan is deficient because the Medford School District 549C ("School District") has not properly coordinated with the City.**

ORS 195.110(8)(b) requires that each large school district update its school facility plan during periodic review or more frequently by mutual agreement between the large

118244-0001/LEGAL126965802.1  
PerkinsCoie LLP

David McFadden, Chair  
July 23, 2015  
Page 2

district and the affected city or county. Accordingly, this process requires coordination between the school district and the affected city or county. That coordination has not occurred here. The staff report states that the School District adopted the update to the School Facilities Plan on August 11, 2014. After that adoption, the School District requested that the City initiate a General Land Use Plan amendment to incorporate the School District's School Facilities Plan. The City Council directed that staff initiate this amendment on January 15, 2015, several months after the School District had already adopted the updated School Facilities Plan. As a result, the record indicates that the School District moved forward on its own to adopt the School Facilities Plan before contacting the City. This order of events reflects a lack of coordination among the School District and the City in contravention of ORS 195.110(8)(b).

**B. It is premature for the City to incorporate the School Facilities Plan into its Comprehensive Plan before the City has adopted its UGB amendment.**

The City is currently considering but has not yet approved a UGB amendment, which also must be approved by Jackson County and the State. The expansion is proposed to accommodate urban needs for the projected growth of the general population, including housing, and is not limited to the specific student enrollment growth forecast that provides the basis for the School District's long range facility plan. Because the UGB amendment is proposed, in part, to accommodate housing needs for the next 20 years, another statute (ORS 197.296(6)) requires that the City must include sufficient land reasonable necessary to accommodate the siting of new public school facilities and that such inclusion shall be a *coordinated* process between the public school districts and the local government that has authority to approve the UGB (being, in this case, the City and County). As a result, the decision by the City and County of whether, where, and how to expand the City's UGB will dictate those lands that are available for development with school sites over the next 20 years. Therefore, this UGB decision must precede the decision on the School Facilities Plan. Otherwise, the City and School District risk adopting a School Facilities Plan that is inconsistent with the City's identified long-term growth plan.

David McFadden, Chair  
July 23, 2015  
Page 3

- C. **The School Facilities Plan's projection of future school needs is not based upon an adequate factual base because the population forecast does not extend through the planning period, and there is no geospatial analysis of school need.**

The School District's proposed update continues to be based on the Enrollment and Growth Forecasts prepared in December 2011 by Johnson Reid LLC attached at Appendix C to the School Facilities Plan. The School District has not provided any new or updated forecast. While the forecast projects enrollment out to 2030, the proposed School Facilities Plan update has been extended to the year 2035 without any additional evidentiary support or explanation of how the extension properly derived population growth by school age group in accordance with ORS 195.110(5)(a). Previously, Chapter 4 of the District's 2012 facility plan at subsection (B)(2), "Enrollment Forecast by School", provided a detailed explanation of the Johnson Reid analysis to the year 2030. The explanation, which has been removed from the proposed update, also stated that the study data for the forecast were also depicted geo-spatially for elementary, middle and high schools on maps included as Figures 5 through 10 in the 2012 update. The explanation and all of the geo-spatial graphs and mapping have been removed from the 2014 facility plan update. Removal of the data effectively masks the overall picture of the School District's need for future school sites.

- D. **The true need for a future elementary school site is in the southeastern area of the City, not on the MD-2 property.**

The School Facilities Plan reports actual 2013 enrollment which tracks well with the Johnson Reid forecast. As forecasted, Wilson Elementary saw a decrease in enrollment from 485 students in 2011 to 465 students in 2013 (minus 20). In that period Kennedy Elementary grew by 48 students (from 519 to 567), Abraham Lincoln Elementary grew by 16 students (from 449 to 465), Lone Pine Elementary grew by 56 students (from 564 to 620), and Hoover Elementary by 41 students (603 to 644).

The School Facilities Plan indicates that Abraham Lincoln has available capacity to accommodate 96 additional students, Wilson has capacity for an additional 26 students, and that Kennedy has capacity to accommodate another 41 students. Lone Pine enrollment is reported to exceed capacity by 82 students and Hoover enrollment exceeded capacity by 60 students. As projected by Johnson Reid, enrollment growth is

118244-0001/LEGAL/26965802.1  
Perkins Coe LLP

David McFadden, Chair  
July 23, 2015  
Page 4

most severely affecting Lone Pine and Hoover elementary schools on the east side of Medford. By contrast, the most northerly facilities on the east side (Wilson, Kennedy, and Abraham Lincoln) are experiencing fewer enrollment pressures and have more capacity. In fact, Abraham Lincoln's service area includes neighborhoods that are located 4 to 5 miles away in east Medford which are much closer to the both the existing Lone Pine school and the designated future school site in the Southeast Plan area. Therefore, construction of the planned school in the Southeast Plan area (or even on Hillcrest's property in MD-4) would provide adequate capacity in a more suitable location to serve students now being bussed from east Medford to Abraham Lincoln in north Medford.

If there are other enrollment growth drivers in north Medford, the School District should properly identify the source and why an adjustment in service boundaries between Abraham Lincoln, Kennedy, and Wilson elementary schools would not solve that problem given the projected drop in enrollment at Wilson elementary and the relatively high available capacity for those three schools in northeast Medford. As Abraham Lincoln is located on a 20-acre parcel, the School District should further document why that property is not suitable to accommodate an expansion or addition of modular buildings that the School District has recently obtained conditional use permit approval to provide additional capacity to other smaller school sites such as Lone Pine. There are also vacant residentially zoned lands located in the urban growth boundary nearby Abraham Lincoln to the west and to the north which could be acquired to provide a new elementary school site so that the Abraham Lincoln site could be utilized for a new middle school given that large parcel size. These alternatives need to be analyzed before a UGB amendment can be justified under ORS 195.110 to provide additional school sites to serve north Medford.

Then, if it is found that there are no suitable alternatives within the UGB, the School District in cooperation with the City and County will need to establish why a site (MD-2) located so close to the School District's service boundary and adjacent to the urban reserve boundary is an appropriate location. Lands to the west from the proposed MD-2 site across Highway 62 and north of Vilas Road are all within the Central Point School District Boundary. To the west of Highway 62 and south of Vilas Road, lands are within the School District boundary but are predominated by industrial, heavy commercial, and airport uses. There are no homes there. The northerly boundary line for the School

David McFadden, Chair  
July 23, 2015  
Page 5

District is located approximately two miles north of the identified "desired" school site but the intervening area is sparsely populated, predominately in farm use, and outside the City's adopted urban reserve areas. The School District's eastern boundary is approximately two miles to the east of the MD-2 desired site. Similarly, the intervening area is sparsely populated and predominately in farm use below Foothill Road and predominately in large rural residential estate lots in the hills above Foothill Road. Consequently, the desired school site will only be conveniently located to serve the immediately adjacent "Coker Community" neighborhood that could only be built if the City and County mutually agree to extend the UGB in that direction, an outcome that is far from certain at this stage.

In sum, the need for a school site in north Medford should follow from a City-initiated growth study pursuant to ORS 197.296 and the related UGB expansion process, rather than the more narrowly focused specialized land needs of a large school district under ORS 195.110.

E. The School Facilities Plan has failed to adequately evaluate alternative school sites.

The School Facilities Plan does not include an evaluation of alternative suitable school sites as is necessary under ORS 195.110(6), either within or outside the UGB. In response to the City-initiated UGB amendment, the School District's primary role is to provide guidance to the City on where future school facilities should be accommodated in the event the City ultimately expands into any of the possible inclusion areas that are initially identified. There are other candidate growth areas that have been proposed and/or recommended to date in those proceedings but the School District has made recommendation that only MD-2 will need a school site. The School District may be losing its best opportunity to secure some alternative options on lands that may come in addition to, or instead of, MD-2 by not more carefully considering the consequences of additional growth in the alternative areas. To the extent that construction of a new school on the gifted land will divert funding for construction of additional capacity on lands already in the UGB that the School District already owns or could acquire, there would also be an adverse impact on the efficiency of the City's existing land base to accommodate future growth. School district choice is a significant factor in choosing a home. Siting new schools away from the existing vacant and redevelopable residential land base in east Medford will lead to more overcrowding of the nearby schools and/or

118244-0001/LEGAL.126965802.1  
Perkins Coie LLP

David McFadden, Chair  
July 23, 2015  
Page 6

require the continuance of bussing students long distances. That, in turn, will erode the attractiveness of the affected neighborhoods to families with school aged children – thereby reducing the likelihood that the City's existing buildable residential lands in east Medford will be efficiently utilized. It also will induce more vehicle miles travelled and morning peak hour and overall maintenance impacts to the City's street system, all adverse impacts to the City.

- F. The fact that the owner of MD-2 has offered to donate the school site should not drive the City's decisions to approve the School Facilities Plan or the UGB amendment.

Finally, the City should not approve the School Facilities Plan (or the UGB amendment) simply because the owner of MD-2 has entered an agreement to donate the land to the School District. A donation of "free" land does not mean that there will be no cost to the School District. The terms of the gift pledge agreement provide that the School District shall cooperate with and shall waive remonstrance against "any" reimbursement district that may affect the Gift Property. The agreement does not identify in any way which reimbursement districts may be needed nor does it quantify or in any way cap future costs that the School District will be obliged to accept under the terms of the agreement. Reimbursement districts are commonly used for significant off-site transportation facility improvements (e.g., intersection and corridor improvements, signalization, etc...), other infrastructure (e.g., extending existing water main systems 2,000+ feet east from Crater Lake Avenue), stormwater systems, and the other major costs that may need to be front-ended by developers. The proposed community plan indicates a linear park system is to be provided along an existing MID open irrigation canal – which runs approximately 3,300 linear feet through the existing property. The irrigation district will very likely require that the canal be piped if public access and trails are proposed along its facility. The gifted land may then be subject to sharing the cost of that and other projects through any future reimbursement district.

## 2. Conclusion

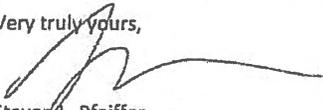
For these reasons, the Planning Commission should continue this matter until the City Council adopts its UGB amendment. This continuance will ensure that the City and School District properly coordinate with one another and incorporate school planning

David McFadden, Chair  
July 23, 2015  
Page 7

needs into the more comprehensive urban growth and service delivery analysis that occurs through the UGB process.

Thank you for your consideration of the points in this letter.

Very truly yours,



Steven L. Pfeiffer

cc: Jim Huber (via email)  
Aaron Harris (via email)  
Lori Cooper (via email)  
Client (via email)

118244-0001/LEGAL126965802.1  
Peppers Case LLP

Exhibit J  
Staff Report

GIFT PLEDGE AGREEMENT

This Gift Pledge Agreement is entered into this 15th day of September, 2014, by and between Coker Butte Development, L.L.C., an Oregon limited liability company and O'Side Industry, L.L.C., a California Limited Liability Company (Coker Butte Development, L.L.C. and O'Side Industry, L.L.C. are hereinafter collectively referred to as "Coker Butte"), and Medford School District 549C (hereinafter referred to as the "District").

WHEREAS, Coker Butte owns real property in Jackson County, Oregon that would be beneficial for future District expansion;

WHEREAS, Coker Butte desires to convey real property to the District as a gift on certain conditions and following certain conditions precedent,

WHEREAS, the District desires to receive a gift of real property from Coker Butte in accordance with the terms of this agreement;

WHEREAS, the parties acknowledge that there are various conditions precedent that must occur prior to any gift conveyance to the District and that District's cooperation and support for those conditions shall be necessary;

NOW, WHEREFORE, the parties agree as follows:

1. As provided herein, Coker Butte agrees to gift approximately 20 acres of real property (the "Gift Property") and 20 acres of Coker Butte's existing irrigation rights to the District within one year of the completion of all Conditions Precedent. For purposes of this Agreement, "Conditions Precedent shall mean all of the following: a) adoption of the Gift Property as part of the District's Facilities Plan as provided in Paragraph 2; b) District support as provided in Paragraph 4; c) inclusion of the entire 210-acre Coker Butte property, described on Exhibit B, into the Urban Growth Boundary of the City of Medford, d) annexation to the City of Medford and zone change of the Gift Property and any partition, subdivision, or property line adjustment necessary to create a discrete and transferable 20 acre unit of real property in substantially the location and dimensions shown on Exhibit A; e) District cooperation with Coker Butte as provided in Paragraph 3. Coker Butte shall have the right, but not the obligation, to apply for a zone change on the Gift Property prior to conveyance to the District. Coker Butte may seek any zoning designation, so long as schools are a permitted use in the new zone.
2. Within 45 days of execution of this Agreement, the District shall initiate efforts to identify the Gift Property as a suitable site for its Facilities Plan and begin the process of formally adopting it as part of the Facilities Plan.
3. The District shall reasonably cooperate, so long as there is no cost to the District other than any costs that may be incurred with the District's obligations as set forth in Section 4 of this agreement, with any efforts of Coker Butte to secure entitlements on its property

Page J

GIFT PLEDGE AGREEMENT

Exhibit I  
Staff Report

- described on Exhibit B, including the Gift Property, and/or to establish the value of the Gift Property by appraisal, but such efforts are not required of Coker Butte.
4. The District shall publicly express support for the inclusion of Coker Butte's portion of urban reserve area MD-3 into the Urban Growth Boundary of the City of Medford. Expression of support shall, at a minimum, include written and verbal support at each City of Medford public hearing regarding Urban Growth Boundary expansion. Coker Butte shall provide reasonable advance notice to the District for each such public hearing. However, the District shall not have any direct financial responsibilities and shall not be responsible for making any formal land use applications.
  5. Coker Butte shall gift the Gift Property to the District via bargain and sale deed. The Gift Property shall be free and clear of all encumbrances other than the normal standard exceptions.
  6. The Gift Property shall consist of 20 contiguous gross acres of raw land. Coker Butte makes no promises or warranties regarding any development rights on the Gift Property.
  7. After the conveyance of the Gift Property, the District shall cooperate with Coker Butte in granting reasonable requests for easements for access, drainage, and utilities.
  8. The District shall cooperate with and shall waive remonstrance against any reimbursement district that may affect the Gift Property.
  9. Contemporaneous with the conveyance of the Gift Property or as soon as practicable thereafter, the District shall execute Covenants, Conditions, & Restrictions ("CC&Rs"), requiring that the Gift property be used for School Purposes. "School Purposes" shall mean that the primary use of the Gift Property is for an elementary school, junior high school, high school, or District administrative offices. Following conveyance of the Gift Property to the District, the District shall have 10 years to put the Gift Property to use for School Purposes. The District may unilaterally extend its timeframe for use of the Gift Property for School Purposes for an additional 10 years by notifying Coker Butte in writing within 90 days of the expiration of the original 10 year period following conveyance of the Gift Property to the District. In the event the District fails to use the Gift Property for School Purposes within the timeframes specified herein, the District shall offer to sell the Gift Property to Coker Butte for market value at the time of the sale, based on an appraisal by a licensed appraiser acceptable to both parties. In the event Coker Butte does not purchase the Gift Property following the District's notice for School Purposes, the District may convey the Gift Property to another public entity, so long as it is used for park purposes. All of the foregoing shall be memorialized in the CC&Rs. The CC&Rs shall further provide for the waiver of remonstrance provided for in paragraph 8 and shall require that the Gift Property be mowed, watered, and otherwise be maintained in an attractive fashion. The CC&Rs shall benefit the property identified on Exhibit B, less the Gift Property, and shall run with the land.
  10. In the event the conditions precedent are not completed within 5 years, this Agreement shall terminate and the parties shall have no obligations to each other. Notwithstanding the foregoing, Coker Butte shall have the unilateral ability to extend the Agreement for additional terms, the sum of which shall not exceed 5 years beyond the initial term of this Agreement, provided that Coker Butte provide written notice of such extension to the District prior to the expiration of the then-current term.

Exhibit J  
Staff Report

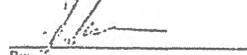
---

DATED the day and year first above written.

COVER BUTTE DEVELOPMENT, LLC

MEDFORD SCHOOL DISTRICT 349C

  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

O'SIDE INDUSTRY, L.L.C.

  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

Page 3

GIFT PLEDGE AGREEMENT

Page 230

77

Exhibit J  
Staff Report

Kaiser Surveying  
18754 Highway 82  
Eagle Point, OR 97824

Bary D. Kaiser  
P.L.S. ORE. 62923

Phone: (541) 878-3995  
Fax: (541) 878-3935  
E-mail: bkaiser@embermail.com

EXHIBIT "A"

DESCRIPTION OF A 20 ACRE PARCEL LOCATED IN THE NORTHWEST QUARTER OF SECTION 5, T.37S., R.1W., W.M., IN JACKSON COUNTY, OREGON

Commencing at the quarter corner common to Section 5, Township 37 South, Range 1 West and Section 32, Township 36 South, Range 1 West of the Willamette Meridian in Jackson County, Oregon, thence along the North-South centerline of said Section 5, South 0° 01' 25" West, 540.00 feet to the Easterly Northeast corner of Parcel No. 2 of Partition Plat recorded July 14, 1993 as Partition Plat No. P-56-1993 of "Records of Partition Plats" in Jackson County, Oregon and filed as Survey No. 13167 in the Office of the County Surveyor; for THE TRUE POINT OF BEGINNING; thence along the Northerly boundary of said Parcel No. 2 and the Westerly extension thereof, North 89° 50' 00" West, 747.56 feet; thence South 0° 02' 25" West, 1165.40 feet; thence South 89° 50' 00" East, 747.56 feet to intersect the said North-South centerline of Section 5, thence along said boundary, North 0° 02' 25" East, 1165.40 feet to THE TRUE POINT OF BEGINNING.

August 13, 2014

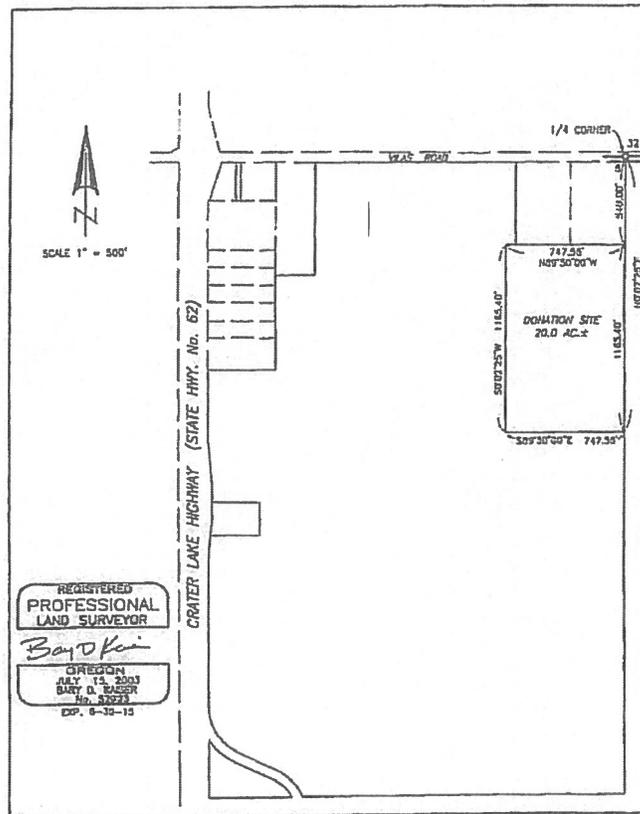


Page 1 of 3

Page 231

78

Exhibit J  
Staff Report



Page 2 of 3

Exhibit J  
Staff Report

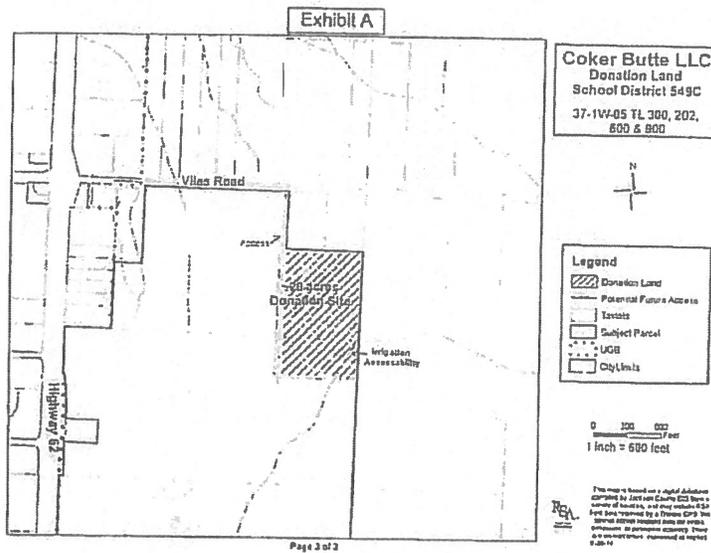


Exhibit J  
Staff Report

---

Exhibit "B"

Form No. Two (2) of Partition Plat No. P-81-193 Filed July 14, 1991, in Volume 4  
Page 26, "Record of Partition Plats" in Jackson County, Oregon, as Survey No. 12587.  
[Code 49-15, Account 01-016216-6, Map 0371493, Tax Lot 81061]  
[Code 49-15, Account 01-318913-6, Map 0371493, Tax Lot 81221]

The North Half of the Southwest Quarter of Section 3 in Township 37 South, Range 1  
West of the Willamette Meridian in Jackson County, Oregon.  
[Code 49-15, Account 01-016087-0, Map 0371465, Tax Lot 8920]

The South Half of the Northwest Quarter of Section 3 in Township 37 South, Range 1  
West of the Willamette Meridian in Jackson County, Oregon. EXCEPTING THEREFROM that  
portion conveyed to the State of Oregon, by and through the State Highway Commission  
by deed recorded May 19, 1966 as No. 44-9518 of the Official Records of Jackson  
County, Oregon. ALSO, EXCEPTING THEREFROM the following: Beginning at a point on  
the easterly right of way line of the relocated Crater Lake Highway in Jackson  
County, Oregon (being the easterly boundary of the property described in No. 44-9518  
of the Official Records of Jackson County, Oregon), said point being 209.9 feet north  
of the west quarter corner of Section 3 in Township 37 South, Range 1 West of the  
Willamette Meridian in Jackson County, Oregon, thence East 318.8 feet; thence North  
209.9 feet; thence West 207.8 feet, more or less, to the easterly right of way line  
of said Crater Lake Highway as relocated; thence South, along said right of way line,  
to the point of beginning.  
[Code 49-15, Account 01-016211-7, Map 0371465, Tax Lot 8664]

# **Exhibit H**

## **Amendment and Memorandum of Understanding regarding Hull Road property**

**AMENDMENT AND MEMORANDUM OF UNDERSTANDING**

This Amendment and Memorandum of Understanding entered into by and between Hull Ranch Road, LLC, hereinafter referred to as "Hull Road" and School District 549C, hereinafter referred to as "District".

**RECITALS:**

WHEREAS, Hull Road and District entered into an Option to Purchase Real Property dated February 28, 2011, hereinafter referred to as "Option";

WHEREAS, Hull Road and District entered into a First Addendum to Option to Purchase Real Property dated April 25, 2011;

WHEREAS, Hull Road and District entered into a Gift Pledge Agreement dated February 28, 2011;

WHEREAS, Hull Road and District entered into a First Addendum to Gift Pledge Agreement dated April 25, 2011;

WHEREAS, the parties desire to amend the Option and clarify the continuance of the above Agreements and dates for required actions to be completed under the Agreements.

The Parties agree as follows:

**AGREEMENT:**

1. The Option is in full force and effect and will continue to January 1, 2020.
2. The Option will expire on January 1, 2020, unless the Property identified in the Option, is included in the City of Medford Urban Growth Boundary or a land use application to include the Property in the City of Medford Urban Growth Boundary is pending, in which case the Option shall be continued for completion of the application process, and any appeal thereof.
3. The District has complied with Option and revised its Facility Plan pursuant to ORS 195.110 and the revised District Facility Plan has been adopted by City of Medford and included within its Comprehensive Plan on January 16, 2014.
4. The parties understand that Hull Road has sole responsibility and obligation under the Option, to apply for and have Property Identified in the Option, included within City of Medford's Urban Growth Boundary, which shall include sole responsibility for any and all costs associated with said application, and any appeal thereof.
5. The parties further understand and agree that Paragraph 3 under the Option refers to District "coordinating" with Hull Road in application described above in paragraph 4 herein, and such reference only refers to District supporting the application as a preferred site under the revised Facility Plan, and not having any actual responsibility or decision making as to timing or strategy for the application.

6. All other terms and conditions of Option and First Addendum and Gift Pledge Agreement and First Addendum remain in full force and effect.

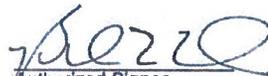
**"HULL ROAD"**

Hull Ranch Road, LLC, an Oregon  
limited liability company

  
Stephen M. Gambee,  
Managing Member

**"DISTRICT"**

School District 549C

  
Authorized Signor  
BRAD L. EARL | CFO



**CITY OF MEDFORD**  
**AGENDA ITEM COMMENTARY**

Item No: 120.2

www.ci.medford.or.us

---

**DEPARTMENT:** Planning Department

**PHONE:** 541-774-2380

**STAFF CONTACT:** James E. Huber, AICP, Planning Director

**AGENDA SECTION:** Public Hearings

**MEETING DATE:** February 4, 2016

---

**COUNCIL BILL 2016-20**

Public Hearing. An ordinance approving an amendment to revise three elements of the Comprehensive Plan and adopt by reference the 2013 Rogue Valley International Medford Airport Master Plan.

**ISSUE STATEMENT & SUMMARY:**

The proposal is a Comprehensive Plan amendment to revise three elements of the Comprehensive Plan and adopt by reference the 2013 Rogue Valley International–Medford Airport Master Plan. (CP-13-076 & CP-13-077)

**BACKGROUND:**

The Planning Department was contacted by the Airport in the summer of 2013 regarding the latest update to the Airport Master Plan.

**Council Action History**

The City Council included this project in the City of Medford Strategic Plan 2015–2020 in February 2015.

**Analysis**

Air transportation is a component of the City and region's transportation and economic system. The Airport Master Plan has not been updated since 2001. The 2013 Airport Master Plan Update provides information about the characteristics of the airport and serves as a guide to direct future changes to the operation and development of the airport into the future. Revised data were used to update the relevant elements of the Medford Comprehensive Plan that reference airport facilities, operations, and future improvements. The entire 2013 Airport Master Plan update is proposed to be adopted by reference only. Changes to the applicable elements of the Comprehensive Plan are included in the Commission report.

**Financial and/or Resource Considerations**

None.

**Timing Issues**

None.

**STRATEGIC PLAN:**

Theme: Quality Public Services

Goal 9: Provide a safe, multi-modal, efficient and well planned transportation system.

Objective 9.4: Efficient, safe, and competitive movement of people and goods to and from the Rogue Valley International–Medford Airport.

Action Item 9.4a: Amend the Comprehensive Plan and Land Development Code to support the Airport Master Plan.

**COUNCIL OPTIONS:**

1. Approve the ordinance.
2. Modify the ordinance.
3. Deny the ordinance.

**STAFF RECOMMENDATIONS:**

The Planning Department recommends approval.



**CITY OF MEDFORD**  
**AGENDA ITEM COMMENTARY**

Item No: 120.2

[www.ci.medford.or.us](http://www.ci.medford.or.us)

---

**SUGGESTED MOTION:**

I move to approve the ordinance amending the Comprehensive Plan and adopt by reference the 2013 Rogue Valley International–Medford Airport Master Plan.

**EXHIBITS:**

Ordinance

Commission Report for files CP-13-076 & CP-13-077 dated January 28, 2016, including Exhibits A-H.

Planning Commission PowerPoint presentation is available in the Planning Department

ORDINANCE NO. 2016-20

AN ORDINANCE approving an amendment to revise three elements of the *Comprehensive Plan* and adopt by reference the *2013 Rogue Valley International Medford Airport Master Plan*.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

Section 1. That an amendment to revise three elements of the *Comprehensive Plan* and adopt by reference the *2013 Rogue Valley International Medford Airport Master Plan* is hereby approved.

Section 2. The approval is based upon the Planning Commission Report dated January 28, 2016, attached as Exhibit A and incorporated herein.

PASSED by the Council and signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

APPROVED \_\_\_\_\_, 2016.

\_\_\_\_\_  
Mayor



## COMMISSION REPORT

to City Council for a Class-A legislative decision: **Comprehensive Plan Amendment**

**Project** Rogue Valley International–Medford Airport Master Plan Update related to the Transportation System Plan, the Environmental Element, and the Transportation Element of the Comprehensive Plan

**File no.** CP-13-076 & CP-13-077

**To** Mayor and City Council *for 02/04/2016 hearing*

**From** Planning Commission *via* Carla Angeli Paladino, Planner IV

**Reviewer** John Adam, AICP, Principal Planner

**Date** January 28, 2016

---

### BACKGROUND

#### Proposal

Consideration of a Class-A (Major) legislative amendment to revise the Environmental Element, Transportation System Plan, and the Transportation Element of the Comprehensive Plan and adopt by reference the 2013 Rogue Valley International–Medford Airport Master Plan. (Exhibits C, D, E, and F)

**Note:** The entire 2013 Rogue Valley International–Medford Airport Master Plan can be viewed at the Planning Department office or on-line at <http://jacksoncountyor.org/airport/General/About-Us/Master-Plan>

#### History

The Rogue Valley International–Medford Airport is located within the city limits of Medford. It is publicly owned by Jackson County and operated by the Jackson County Board of Commissioners. The airport is managed by an Airport Director and is assisted by an Airport Advisory Committee. The Committee is composed of nine members appointed by the County Commissioners.

The County hired Barnard Dunkelberg and Company in December 2010 to update the Airport Master Plan. The previous update to the plan took place in 2001 with the Airport Layout Plan updated in 2009. The final report from Barnard Dunkelberg was completed in February 2013. The plan focuses on the airport facility as a whole and how to

best meet future aviation needs while working within the existing property boundaries and its surroundings.

The Federal Aviation Administration submitted a letter to the airport director approving the Rogue Valley International Airport Layout Plan dated February 2013. (Exhibit G) A letter was submitted by Bern E. Case, Airport Director in July 2013, providing a copy of the master plan update and asking that the information be included into the City's Comprehensive Plan. (Exhibit H)

These amendments are included in the City's 2015–2020 Strategic Plan. The Planning Commission reviewed these amendments during a study session in March 2015.

The Planning Commission held a hearing on Thursday, January 14, 2016, and voted 8-0 to recommend adoption to the Council. The findings in support of this amendment are contained in Exhibit A at the end of this report.

#### Related projects

CP-13-078. A Comprehensive Plan Amendment to modify the General Land Use Plan map for properties owned by Jackson County and surrounding the airport. (Ordinance 2015-079 – Approved in July 2015).

DCA-13-080. A Development Code Amendment to amend Chapter 10 of the Municipal Code related to airport provisions.

ZC-13-079. An amendment to the Medford Zoning Map to create a new Airport Area of Concern overlay, adding the airport fence line, and amending the existing Airport Approach overlay.

The DCA and ZC projects are being recommended for approval along with the Comprehensive Plan amendments.

#### Authority

This proposed plan authorization is a Class-A legislative Comprehensive Plan Amendment. The Planning Commission is authorized to recommend, and the City Council to approve, amendments to the Comprehensive Plan under Medford Municipal Code §§10.102–122, 10.164, and 10.184.

### **ANALYSIS**

The 2013 Airport Master Plan Update provides information about the characteristics of the airport and serves as a guide to direct future changes to the operation and development of the airport into the future. Data from the plan were used to update the relevant elements of the Medford Comprehensive Plan that reference airport facilities,

operations, and improvements. The 2013 Update is proposed to be adopted by reference only. Any disagreements with the language in the Update are specifically addressed in the elements of the Comprehensive Plan.

### **RECOMMENDATION**

The Planning Commission recommends adopting the proposed amendment based on the analyses, findings, and conclusions in the Commission Report dated January 28, 2016, including Exhibits A through H.

### **EXHIBITS**

- A Findings and Conclusions
- B Minutes, Planning Commission, March 23, 2015 & January 14, 2016
- C Amended Environmental Element
- D Amended Transportation System Plan
- E Amended Transportation Plan
- F 2013 Airport Master Plan Update – (Hard Copy in Planning Department or link for electronic version)
- G Letter dated March 8, 2013, from Carol A. Suomi, Manager, Seattle Airports District Office
- H Letter dated July 18, 2013, from Bern E. Case, Airport Director

### **CITY COUNCIL AGENDA: FEBRUARY 4, 2016**

# Exhibit A

## Findings and Conclusions

---

### Applicable criteria

For the applicable criteria the Medford Municipal Code §10.184(1) redirects to the criteria in the “Review and Amendments” chapter of the Comprehensive Plan. The applicable criteria in this action are those for conclusions and goals and policies. The criteria are set in *italics* below; findings and conclusions are in roman type.

*Comprehensive Plan, Review and Amendments chapter: Amendments [to Conclusions] shall be based on the following:*

1. *A change or addition to the text, data, inventories, or graphics which substantially affects the nature or one or more conclusions.*

### Findings

The Comprehensive Plan does not include Conclusions related to the air transportation system. The goals, policies, and implementation strategies are still relevant to the 2013 Update. The City is following through on the measures by reviewing and updating the applicable elements of the Comprehensive Plan and making changes as necessary.

Environmental Element: The Environmental Element includes a section on Airport Hazards. This section has been amended to reflect new information related to relocating the Aircraft Rescue and Firefighting Facility (ARFF) in the future and land acquisition needs in order to protect the Runway Protection Zone located at either end of the runway. In terms of noise, the element includes language that discusses the different noise modeling represented in the Update and its extent of impact. The 2013 Update makes reference to requiring noise abatement strategies and avigation easements for new, private development surrounding the airport. The City takes the position that such noise abatement requirements with building construction and avigation easements will be required on a case-by-case basis. The Airport will be notified of new development and given an opportunity to comment on projects and submit conditions of approval. The request for noise abatement or avigation easements will need to be demonstrated by a set of findings that support the need for those requirements rather than as a guaranteed requirement.

Transportation System Plan and Transportation Element: The City’s Transportation System Plan (TSP) discusses different elements of air transportation. Information from the 2013 Update was used to amend the data in the TSP to reflect current and future conditions. The existing tables that identify air operations and passenger information and air cargo forecasts were revised as well. Select capital improvement projects were taken from the Airport Master Plan and incorporated into the TSP to reflect upcoming airport projects. The Transportation Element is an excerpt of the TSP and the air transportation information was adjusted to reflect the updated data.

Conclusions

The Comprehensive Plan does not include any Conclusions related to air transportation. The various Comprehensive Plan elements have been updated to reflect the revised data and continue to support this regional resource. Criterion 1 is satisfied.

*Comprehensive Plan, Review and Amendments chapter: Amendments [to Goals and Policies] shall be based on the following [criteria 1–6]:*

1. *A significant change in one or more Conclusion.*

Findings

As noted above, the Comprehensive Plan does not include any Conclusions related to air transportation.

Conclusions

This criterion is not applicable to the amendment.

2. *Information reflecting new or previously undisclosed public need.*

Findings

The 2013 Update provides a phasing schedule and estimated budget for future land acquisition and site improvements needed at the airport over the next twenty years. This information helps inform the Federal Aviation Administration, the Oregon Department of Aviation, and the County about future budget needs and priorities. It addresses the airport’s needs into the future and keeps this regional resource relevant and up-to-date.

Conclusions

The 2013 Update provides updated information about identified projects at the airport into the future. Criterion 2 is satisfied.

3. *A significant change in community attitudes or priorities.*

Findings

The amendments do not reflect a change in community attitudes or priorities. The Comprehensive Plan supports the continued use and expansion of the airport and the benefit it provides to Medford and the region.

Conclusions

The airport is acknowledged as a valuable resource. The amendments help to keep the latest available data current. Criterion 3 is satisfied.

4. *Demonstrable inconsistency with another Plan provision.*

Findings

No inconsistencies with other Plan provisions have been identified.

Conclusions

Criterion 4 is not applicable.

5. *Statutory changes affecting the Plan.*

Findings

Airport planning is addressed in Oregon Administrative Rule 660-013-0010 through 660-013-160, Oregon Revised Statutes Chapter 836, and Statewide Planning Goal 12 (Transportation). There are no statutory changes affecting the Plan.

Conclusions

Criterion 5 is not applicable.

6. *All applicable Statewide Planning Goals.*

**Goal 1—Citizen Involvement**

Findings

The City has an adopted Citizen Involvement Element in compliance with Statewide Planning Goal 1. Notice of the amendment was provided to the Department of Land Conservation and Development for review and comment. The proposal was also sent to the Federal Aviation Administration and Oregon Department of Aviation for input. The amendments are posted on the City's website to inform citizens of the proposed changes and provide an opportunity to submit comments. The review bodies (Planning Commission and City Council) will consider and vote on the proposed amendment during televised public hearings, providing an additional forum to

discuss the proposal. The Planning Commission will provide a recommendation on the amendments on January 14, 2016. The City Council will hear the proposal on February 4, 2016.

Amendments to the Environmental and Transportation Elements as well as the Transportation System Plan were prepared by the Medford Planning Department staff. The 2013 Rogue Valley International—Medford Airport Master Plan Update was completed by Barnard Dunkelberg and Company, consultants hired by the Airport Authority. The 2013 Update is proposed to be adopted by reference only into the Comprehensive Plan.

### Conclusions

The proposal complies with Goal 1.

### **Goal 2—Land-use Planning**

#### Findings

Goal 2 ensures compliance and incorporation of various plans into the City's Comprehensive Plan. The 2013 Airport Master Plan Update provides best available data, an inventory of existing conditions, and future projections and projects for the long-term operation of the airport. The Update has been reviewed and portions of the plan are incorporated into the various elements of the Comprehensive Plan. The addition of the entire 2013 Update will be adopted by reference into the City's Plan.

Relevant federal, state, and local agencies have been informed about the proposed changes and been given an opportunity to comment. Two public hearings will take place in order to provide additional opportunities for public comment and feedback.

### Conclusions

The proposal complies with Goal 2.

Goal 3—Agricultural Lands does not apply in this case.

Goal 4—Forest Lands does not apply in this case.

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

#### Findings

The 2013 Update has researched historic and cultural resources and park facilities in the vicinity of the airport. One historic property listed on the National Register of Historic Places is approximately 1.25 miles from the airport. Several parks and trails are also in close proximity to the airport such as the Railroad Park, the Bear Creek Greenway and others located in Central Point. No impacts are proposed to these resources.

Conclusions

The proposal complies with Goal 5.

**Goal 6—Air, Water, and Land Resources Quality**

Findings

The Airport Master Plan addresses air and water quality issues that may affect the operations of the airport. Research was conducted regarding soils types, wetlands, endangered species and solid waste. All these factors are important considerations as the airport expands and changes over time.

Conclusions

The proposal complies with Goal 6.

**Goal 7—Areas Subject to Natural Hazards**

Findings

Portions of the airport property interact with Lone Pine Creek and Midway Creek and their related floodplains. These natural hazards are mapped in the 2013 Update and flood information is available at the Planning Department and on the FEMA website. Projects associated with floodplain areas are subject to more detailed review to minimize the impacts to the floodplain boundaries and ensure applicable floodplain regulations are being enforced.

Conclusions

The proposal complies with Goal 7.

Goal 8—Recreation Needs does not apply in this case.

**Goal 9—Economic Development**

Findings

The airport is a regional resource providing the transport of goods and people into and out of the region. The airport itself employs people in a range of jobs. Services that support the operation of the airport also create economic opportunities for new businesses and employment – hotels, rental car businesses, food service, and transport of goods to name a few.

Conclusions

The proposal complies with Goal 9.

Goal 10—Housing does not apply in this case.

**Goal 11—Public Facilities and Services**

### Findings

The airport is situated in the Northwest portion of the City and provides a major transportation facility for the City and the region. Air transportation is a component in the Transportation System Plan. The extension of public services and street infrastructure to both serve the airport and surrounding uses is important to evaluate as plans are updated and assist in prioritizing projects and allocating funds.

### Conclusions

The proposal complies with Goal 11.

### **Goal 12—Transportation**

#### Findings

The Comprehensive Plan and the Transportation System Plan identify air transportation as an important transportation facility as well as a means to support economic development through the transfer of goods and services. The 2013 Update provides information to inform future decisions regarding transportation projects within the airport boundary. The goals and policies of the Comprehensive Plan seek to improve access to the airport through all modes of transportation and provide infrastructure upgrades that support airport development. State law regarding airport planning has been reviewed for compliance and consistency.

#### Conclusions

The proposal complies with Goal 12.

Goal 13—Energy Conservation does not apply in this case.

Goal 14—Urbanization does not apply in this case.

Goals 15–19 do not apply to this part of the State.

**Exhibit B**

**Minutes, Planning Commission**

**Study Session, March 23, 2015**

**Public Hearing, January 14, 2016**

[Cover sheet]

## Planning Commission Study Session Minutes, March 2015

### 1. DCA-13-080/ZC-13-079 – A-A/A-R Overlays Code Amendment

### 2. CP-13-076/CP-13-077/CP-13-078 – Airport Master Plan Adoption

John Adam, Senior Planner, reported that the airport has developed a new master plan and typically the City adopts the master plan and elements into the Comprehensive Plan by reference. The other item for discussion is beekeeping. A citizen petitioned beekeeping to the City Council for the Planning Department for a Code amendment.

Carla Paladino, Planner III, stated that the City will adopt the airports new master plan by reference into the City's Comprehensive Plan. Also, making adjustments to the development code related to the overlays (i.e. airport approach, airport radar and a new mapping category called the airport area of concern). In addition there will be zone map amendments. The General Land Use Plan Map shows the majority of the airport under the "Airport" map designation. There is outlying property owned by the County with different General Land Use Plan Map designations that will be changed from the current designation to the Airport designation. The Airport Master Plan's focus is the aviation facility and its surroundings along with meeting future demand needs.

There are three elements that will be amended in the Comprehensive Plan to incorporate the new airport update: 1) Environmental Element (aviation easements, deed restrictions and noise abatement); 2) Transportation Element; and Transportation System Plan.

The Development Code amendments would affect sections:

- 10.031 – Exemptions
- 10.146 – Referral Agencies
- 10.300 – Zoning Districts
- 10.349 – Airport Approach (application requirements)
- 10.350 – Airport Radar Overlay
- 10.414 – Airport Area of Concern (NEW) (application requirements)

Chair McFadden asked if developments outside the airports fence would still come before the City? Ms. Paladino replied yes.

Chair McFadden asked if has reviewed the tall sign ordinance such as freeway signs, etc. that there are no existing conflicts with the airport master plan update?

The City's text changes were provided to the airport. Maps were not included. Staff received positive feedback from Bern Case, Airport Director. He agrees with the changes including aviation easements and the noise abatement changes.

Staff's next step is to update the maps and make sure the airport concurs with those changes. There is a scheduled hearing before the Planning Commission on Thursday, April 23, 2015. It will be presented to the City Council in June.

## Planning Commission Hearing, January 14, 2016

### Excerpt

**50.1 CP-13-076 / CP-13-077** Consideration of a Class A legislative amendment to revise the Transportation System Plan, the Environmental Element, and the Transportation Element of the Comprehensive Plan and adopt by reference the 2013 Rogue Valley International–Medford Airport Master Plan. (City of Medford, Applicant)

Carla Paladino, Planner IV, reviewed the proposal, read criteria 10.184 (1), presented background information and gave a staff report.

The public hearing was opened.

Chair McFadden congratulated Mr. Bern Case for reaching a new service high.

a. Bern Case, Rogue Valley International–Medford Airport, 1000 Terminal Loop Parkway, Medford, Oregon, 97504. Mr. Case reported that it has been a tremendous year. Mr. Case reported that masterplans are very important to an airport. Mr. Case expressed his appreciation for the work that City staff has done.

The public hearing was closed.

Motion: Based on the findings and conclusions that all of the applicable criteria are either satisfied or not applicable, the Planning Commission forwards a favorable recommendation for approval of CP-13-076 and CP-13-077 to the City Council per the staff report dated January 7, 2016, including Exhibits A through F.

Moved by: Vice Chair Miranda

Seconded by: Commissioner Foley

Voice Vote: Motion passed, 8–0.

# **Exhibit C**

## **Amended Environmental Element**

[Cover sheet]

# CITY OF MEDFORD COMPREHENSIVE PLAN ENVIRONMENTAL ELEMENT

PREPARED BY  
CITY OF MEDFORD PLANNING DEPARTMENT  
200 SOUTH IVY STREET  
MEDFORD, OREGON 97501  
plnmed@ci.medford.or.us

JAMES E. HUBER, AICP, PLANNING DIRECTOR

COMPREHENSIVE PLANNING SECTION  
BIANCA PETROU, AICP, ASSISTANT PLANNING DIRECTOR  
JOHN ADAM, AICP, PRINCIPAL PLANNER  
~~SUZANNE MYERS, AICP, PRINCIPAL PLANNER~~  
~~CARLY GUILLORY, PLANNER~~  
CHRIS OLIVIER, GIS COORDINATOR PLANNER  
~~DESMOND MCGEOUGH, PLANNER~~  
~~JOHN ADAM, AICP, PLANNER~~  
PRALINE MCCORMACK, PLANNER  
CARLA ANGELI PALADINO, PLANNER  
JENNIFER JONES, PLANNER

ADOPTED BY  
MEDFORD CITY COUNCIL  
ON FEBRUARY 17, 2000  
BY ORDINANCE NO. 1999-213  
REVISED ON April 17, 2003  
BY ORDINANCE NO. 2003-135  
Amended (minor changes) December 2, 2010  
REVISED ON October 6, 2011  
BY ORDINANCE 2011-123  
REVISED ON XX,XX,XXXX  
BY ORDINANCE 2016-XXX

## Airport-Related Noise Compatibility

Airport-related noise compatibility is discussed below under “Airport Hazards.”

\*\*\*

## AIRPORT HAZARDS

The Rogue Valley International—Medford Airport encompasses ~~more than 925~~ 885 acres in the northern portion of the City. It is the major airport serving southwestern Oregon and the far northern part of California. Use of the facilities continues to increase steadily, although in 1998, the airport was operating at about 50% of capacity. The 1986 *Airport Master Plan and Noise Compatibility Study for the Medford-Jackson County Airport*, Coffman Associates, studied land uses surrounding the airport as related to hazards and noise. Most of the actions recommended by the study to address incompatible land uses have been completed by the airport, which is managed by Jackson County.

Most of the safety hazards associated with airports are related to takeoffs and landings. In 1985, the Airport constructed an aircraft rescue and firefighting facility (ARFF) that is staffed with contract ARFF-certified airport staff. ~~station with room for seven firefighters.~~ It is located south of the passenger terminal building that was opened in 2009. ~~near the terminal, with three engines having a response time of two to five minutes.~~ Future consideration for relocating the ARFF in order to meet Federal Aviation Regulations (FAR) and International Civil Aviation Organization (ICAO) standards is explained in the *Rogue Valley International—Medford Airport Master Plan Update, Final Report, February 2013*, prepared by Barnard Dunkelberg Company. The consideration to relocate the ARFF in the future closer to the mid-point of the runway will assist in meeting federal and international standards for responding to an emergency situation at the airport.

Airport approach and departure paths are critical areas in terms of land use compatibility. The Federal Aviation Administration (FAA) has adopted Federal Aviation Regulations (FAR) Part 77 regarding “objects affecting navigable airspace ~~and safety zones.”~~ FAR Part 77 provides guidance to control the height of objects in the area surrounding the airport and to protect the airport’s airspace and approaches from hazards. Safety zones consist of Runway Protection Zones (formerly Clear Zones), Runway Safety Areas, and Runway Object-Free Areas. The Runway Safety Areas and Object-Free Areas are located within the airport proper, but Protection Areas often extend beyond the boundaries of an airport. ~~although~~ the FAA recommends that airports own as much of the Protection Areas as possible. For most of the Protection Areas identified in the 1986 Airport Master Plan, the airport undertook a noise compatibility program that prioritized the areas for purchase, and then acquired them. The *Medford-Jackson County Airport Master Plan Update, 1993*, prepared by Airport Technology and Planning Group, Inc. identified the “Imaginary Surfaces” used to determine potential obstructions to air navigation.

The plan identified the existing obstructions within these areas, such as trees, buildings, antennas, navigation aids, etc. The Airport Master Plan 2013 Update includes a set of maps that depict these imaginary approach surfaces including the Runway Protection Zones (RPZ) that extend off the ends of the runways. The plan identifies recommended land acquisition areas that encompass the existing and future RPZs.

~~Prior to annexation to the City of Medford, the airport was governed under several Jackson County zoning districts. These included the Airport Development–Mixed Use (AD-MU) zoning district which restricts residential uses, and limits light and glare; the Airport Approach (A-A) Overlay Zone, which also prohibits electrical interference, and the Airport Concern (A-C) Overlay Zone, which limits height and requires residential deed restrictions (Avigation Easements) recognizing the existence of the airport and its inherent noise.~~

Within the City of Medford, the airport and its environs are generally designated and zoned for industrial uses. The City adopted an Airport Approach (A-A) Overlay Zone in 1991. The area encompassed by the A-A Overlay Zone, the “Approach Surface,” is one of the FAA “Imaginary Surfaces” noted above. The A-A Overlay Zone prohibits places of assembly, and restricts light, glare, and other causes of impaired visibility. ~~Avigation easements are required for plan authorizations and other development approvals for properties located within the A-A Overlay Zone.~~ According to the Airport Master Plan 2013 Update, the FAA approved the closure of Runway 9/27 (running east/west) and converting the pavement to a taxiway. This modification will result in a change to the A-A overlay zone. An Airport Radar (A-R) Overlay Zone was adopted in 1992. It prohibits objects in excess of 40 feet in height, and requires all construction to be reviewed by the Oregon Department of Aviation (ODA) and the Federal Aviation Administration (FAA). ~~and approved by the FAA.~~ The airport, ~~which previously had no radar,~~ installed a \$23 million radar system in 1995 located near Crater Lake Highway. The A-R Overlay Zone generally encompasses an area extending east of the airport to Crater Lake Highway, and south of Vilas Road to the westerly extension of Coker Butte Road.

While local governments must strive to assure land use compatibility with airport operations, airports usually take on the responsibility of minimizing their noise impacts. Airports can often affect noise impacts through a variety of means, including proper airport design, runway use, curfews, takeoff, climbing, and landing procedures, noise monitoring, etc. The FAA has guidelines for land use compatibility related to airport-generated noise. Most land uses are considered incompatible with noise levels exceeding 75DNL<sup>1</sup>, and residential development is considered incompatible with noise levels exceeding 65DNL.

---

<sup>1</sup>DNL - Yearly day-night average sound level noise contour - a method for measuring noise generated by an airport.

The 1986 noise compatibility study established the runway noise contour lines for the Medford Airport. These were updated in 1999 as part of ~~the an~~ environmental assessment by David Evans and Associates for a runway expansion project. (See Figure 15 for the year 2000 noise contours). In Medford, the airport has few residentially designated areas nearby, although the Central Point [Urban Growth Boundary \(UGB\)](#) is in close proximity to the northwest. The residential areas most impacted by airport noise (within the 65DNL contour) are located between Corona Avenue and Crater Lake Avenue, north of Johnson Street in Medford, and the area west and north of the intersection of Table Rock Road and Vilas/Hamrick Road in the Central Point UGB.

[The Airport Master Plan 2013 Update used the FAA's Integrated Noise Model \(INM\) Version 7.0b to model the noise environment at the airport for 2010, 2020, and 2030. The results are depicted graphically in the master plan update and explain the following: In 2010, the 65 DNL \(day-night sound level\) noise contour encompasses roughly 270 acres with the 65 DNL noise contour remaining primarily on airport property.](#)

[The 2020 model was developed to show the anticipated effects of the proposed parallel runway project identified in the Conceptual Development Plan Phase 1. The 65 DNL contour is wider with the proposed parallel runway. The 65 DNL noise contour encompasses roughly 336 acres. The overall cumulative effect of the parallel runway is a positive change in noise exposure in that the more populated residential areas to the south of the Airport would be exposed to less aircraft noise.](#)

[The 2030 model was developed to show the anticipated effects of the proposed upgrade to the ARC C-II of the parallel runway included in the Conceptual Development Plan Phase II. The area of 65 DNL is again enlarged and encompasses roughly 364 acres. The information indicates the overall cumulative effect of the upgraded parallel runway is a positive change in noise exposure to the south compared to the existing contour, but an increase in noise exposure to the south compared to the 2020 contours.](#)

[The 2013 Update identifies the requirements for deed declarations and noise abatement strategies for private properties where the noise level may be at or above 55 DNL. The City may impose such requirements after notification of the project is sent to the Airport and the Airport provides written justification for the specific requirements.](#)

~~Since residential and other noise-sensitive development should be well-separated from airports, new development must be coordinated with future airport expansion plans to prevent conflicts as flights increase. Future designation of residential areas by the City of Medford, City of Central Point, and Jackson County must be coordinated with the Airport Master Plan to avoid conflicts with flight patterns, hazard areas, and expansion areas. The 1986 study recommended that no new residential development be allowed inside the 65DNL, and that new residential development inside the 60 DNL be required to attain, through construction techniques, a maximum indoor noise level of 45DNL.~~

The updated airport master plan also refers to requirements for aviation easements from private property owners. The City does not concur with the blanket requirement of these easements and chooses not to apply the requirement on lands within the Airport Approach or Airport Area of Concern overlays. Instead, as part of the land use application process, the City will include the airport as a referral agency, giving the airport the opportunity to review development proposals within these areas on a case-by-case basis and then require an aviation easement if it is warranted. This decision is based upon LUBA Case No. 2010-11 (*Barnes v. City of Hillsboro*).

The Oregon Department of Aviation (ODA) and the Federal Aviation Administration (FAA) review hazards to air navigation, as required by Oregon Administration Rule (OAR) 738-070. Both agencies have guidelines for land use compatibilities that include both noise levels as well as land uses on real properties. Each agency will issue a determination of “hazard” or “no hazard” related to development proposed in the overlays.

The Rogue Valley International–Medford Airport Master Plan Update, Final Report, February 2013, is adopted by reference.

# Exhibit D

## Amended Transportation System Plan

[Cover sheet]

## **City of Medford**

### ***Transportation System Plan***

**Adopted**

**November 20, 2003**

**Amended by Ordinance No. 2016-XXX , XX,XX, 2016**

## Chapter 1 Introduction and Executive Summary

\*\*\*

### Air Transportation Plan

#### Air Transportation Needs and Deficiencies

The Rogue Valley International—Medford Airport is the area's only provider of regularly-scheduled commercial airline service providing a national and international connection for the region. ~~The airport is also the focal point for regional air cargo activity and employment growth in the adjacent Foreign Trade Zone (FTZ) and other business parks.~~ The airport also provides for the air freight needs of the Rogue Valley area.

The *Rogue Valley International—Medford Airport Master Plan* dated 2001 and the 2013 Master Plan serves as the primary guides to future development at the airport. The document identifies facility improvements and additions that the airport will need in the coming decades to sufficiently handle increases in passenger and freight activity while also meeting Federal Aviation Administration requirements. While growth in passenger volumes largely dictates the timing of airport improvements, the *2013 Master Plan* includes a prioritized list of capital improvements projects separated into three phases. The improvement list relates to the Airport Layout Plan drawing found in the plan and the Capital Improvements Program (CIP) that is updated by airport management and the Federal Aviation Administration (FAA). ~~based on short-, intermediate-, and long-term planning horizons.~~ In addition, the City's Level of Service Study that identified street system needs and deficiencies throughout the Medford UGB, addresses airport landside access issues, and deficiencies.

~~Along with issues related to airport on-site development needs to meet anticipated travel demand for this mode and the off-site airport landside access needs as identified above,~~ airports typically can have significant impacts on land uses in their vicinity. These impacts include not only potential safety issues related to both aircraft operations and risks to surrounding land uses, but also potentially neighborhood quality of life issues related to airport noise. The economic and transportation needs associated with airport use and development must be balanced against these potential land use issues.

To address airport area land use issues, the Oregon Administrative Rules (Section 660-013-Airport Planning) requires local agencies with planning authority for one or more airports or for areas within safety or compatibility zones around airports to adopt comprehensive plan and land use regulations for airports consistent with the requirements to that division and ORS 836.600 through 836.630. These plans and regulations are intended to encourage the long-term viability and compatibility of airports with their surrounding communities. Medford currently has provisions in its Municipal Code to address airport compatibility issues including the Airport Approach (A-A) and Airport Radar (A-R) Zoning Districts overlays. The A-C overlay triggers notification to the Federal Aviation Administration (FAA) and Oregon Department of Aviation (ODA). However, review of these code provisions is appropriate to ensure that they meet all of the requirements of OAR 660-013.

The 2013 Master Plan identifies the requirements for deed declarations and noise abatement strategies for private properties where the noise level may be at or above 55 DNL. The City may impose such requirements after notification of the project is sent to the Airport and the Airport provides written justification for the specific requirements.

The plan also refers to requirements for aviation easements from private property owners. The City does not concur with the blanket requirement of these easements within the Airport Approach or Airport Area of Concern overlays. Instead, as part of the land use application process, the City will include the airport as a referral agency, giving the airport the opportunity to review development proposals within these areas on a case-by-case basis and then request an aviation easement if it is warranted based on written justification. This decision is based upon LUBA Case No. 2010-11 (*Barnes v. City of Hillsboro*).

The most recent update to the airport master plan is the Rogue Valley International–Medford Airport Master Plan Update, Final Report, February 2013, which is adopted by reference.

### **Air Transportation Strategies**

Improvements at or in the vicinity of the Rogue Valley International–Medford Airport include those related to on-site enhancement, off-site improvements, and land use compatibility.

- On-site - The City of Medford ~~should~~ will work with the Jackson County Airport Authority (the owner/operator of the airport) to implement the recommendations of the *Rogue Valley International-Medford Airport Master Plan 2013 Update or as amended*.
- Off-site - Improvements in the vicinity of the airport to enhance off-site transportation system access include the following:
  - ~~Construct the North Medford Interchange improvements included in the Highway 62 Unit 1 strategy.~~
  - Improve existing and likely future traffic operations at the intersection of Highway 62 with Poplar Drive by adding additional vehicle turning lanes. Further consideration of potential of modifications as part of the Oregon 62 Expressway project. ~~grade separation of this intersection should be made as part of the ongoing study for Highway 62 Unit 2 improvements.~~
  - Improve the intersections of Highway 62 with Delta Waters Road and West Vilas Road.
  - Address long-term improvement needs at the existing at-grade intersection of Highways 99, 62 and 238 which could include future grade-separation.
  - ~~Extend and provide bicycle and pedestrian facilities along Biddle Road to the airport terminal access roads.~~
  - Support and encourage provision of public transportation services to the airport to meet the travel needs of passengers, employees and other airport visitors.
  - ~~Work with Jackson County to develop an appropriate long-term strategy for airport terminal area access (identified in the Airport Master Plan as a future grade separation).~~

- Land Use - To address land use ~~compatibility~~ issues in the vicinity, the City of Medford ~~should will~~ work cooperatively with the Jackson County Airport Authority to evaluate the City's current Comprehensive Plan and Code ~~as necessary~~ to ensure ~~compatibility with the Airport and applicable state and federal regulations.~~ the following:
  - ~~That the types and levels of public facilities and services needed to support development located at or planned for the airport are provided;~~
  - ~~That there is adequate mapping of the airport area as required by OAR 660-013;~~
  - ~~Develop and consider any ordinances necessary to carry out the requirements of OAR 660-013 consistent with applicable statewide planning requirements. This might include revisions to the City's existing Airport Approach (A-A) and Airport Radar (A-R) Zoning Districts if these are determined to be inadequate to meet the requirements of OAR 660-013 for the safety provisions of an Airport Overlay Zone;~~
  - ~~Consider land use plans in the vicinity of the airport to minimize potential safety and noise related impacts associated with the airport.~~

\*\*\*

## Chapter 2

### Previous Work/Background Studies

#### Overview

The purpose of this chapter is to review existing plans and to identify important transportation and land use issues that need to be considered in the preparation of the Medford *Transportation System Plan* (TSP). A variety of transportation studies, transportation plans, and other transportation-related documents have been produced in the past. The relevance of each of these documents in relation to the preparation of the Medford TSP varies widely. This chapter will provide a synopsis of the following documents: Oregon Transportation Plan, all State modal plans, 2004-2007 Statewide Transportation Improvement Program (STIP), Jackson County *Comprehensive Plan Transportation Element*, *Medford Bicycle Master Plan*, *Jackson County Bicycle Master Plan*, *2001-2023 Rogue Valley Regional Transportation Plan* (RTP) and modal components, Transit Oriented Design and Development (TOD) Study, *Southern Oregon Commuter Rail Study*, *Southeast Medford Plan*, *City Center Design Concept '99*, *Downtown 2050 Plan*, *Medford in the 21<sup>st</sup> Century Vision Strategic Plan*, Highway 62 Corridor Solutions project, South Medford Interchange project, *Rogue Valley International—Medford Airport Master Plan as amended*, *Oregon Aviation Plan, as updated*, and various other transportation studies. In addition, the City's *Public Facilities Element* of the *Comprehensive Plan* contains goals and policies for the city related to transportation. The salient components of each study are described below.

\*\*\*

#### Air Transportation Component

The Medford metropolitan area, Jackson County and a large area of southern Oregon ~~is are~~ served by the Rogue Valley International-Medford Airport, which is located north of the City and

east of I-5, between Crater Lake Highway and Table Rock Road. This airport is owned and operated by Jackson County and provides both passenger and air freight service, ~~as well as~~ and serving numerous private aircraft operations. The airport ~~has been~~ designated a foreign trade zone (FTZ), which was intended to help the airport develop to its fullest potential and boost the local economy in the southern Oregon region. The FTZ was projected to increase employment in the immediate vicinity of the airport and produce an annual increase in revenue of more than \$3 million. Over the past ten years, the FTZ has been on inactive status and re-establishment is not currently planned.

The ~~recently adopted~~ Rogue Valley International—Medford Airport Master Plan Update 2001 and 2013 Update provides guidance for future development at the airport including both land-side and airside facilities. The Oregon Aviation Plan (Chapter 8) also describes the economic impact of the airport on the region. The RTP identifies the following air transportation policy:

*Policy: Local governments shall take actions to promote air transportation in the region and its connections with the other areas in the state, nation and abroad. This includes ensuring that good ground transportation is available for passengers and freight, and that the Airport Master Plan is periodically updated as necessary.*

\*\*\*

### **Rogue Valley International—Medford Airport Master Plan (2001) and (2013 Update)**

An Airport Master Plan was completed in February of 2001 for the Rogue Valley International—Medford Airport and revised and updated in February 2013. ~~These~~ Master Plans provides for anticipated aviation facility needs over the next twenty-year period ~~(and beyond).~~ The improvements identified in the Airport Master Plans will allow the airport to meet growing demands of commercial passenger air service, air cargo, military, and general aviation needs. In addition to addressing aviation needs, the plan also identifies airport-owned properties that are not anticipated for aviation-related development. These properties may be used for other purposes to enhance airport revenues. The plan generally recommends that proposed improvements be implemented as airport activity demands them. ~~Recommended improvements include:~~

- ~~• Expanding the loop road in order to provide additional parking capacity~~
- ~~• Construction of a grade-separated interchange between Biddle Road and the airport access road~~
- ~~• Construction of an additional runway to handle projected airline activity~~

Implementation of these and other recommendations related to development of the airport are the responsibility of Jackson County using County, Federal Aviation Administration (FAA), and other funding. Airport-related recommendations are further addressed in Chapter 9 of the TSP.

\*\*\*

## Chapter 3 Existing Conditions

### Overview

\*\*\*

The inventory data comes from a variety of sources. Although all transportation system modes are inventoried, the street inventory is the most data intensive. The street inventory effort includes detailed tables describing arterial and collector roadway features including number of lanes, posted speeds, functional classification, on-street parking, intersection traffic control, sidewalks and bicycle facilities. The detailed tables are included in Appendix A. This information was obtained through a combination of the Rogue Valley Metropolitan Planning Organization (RVMPO) travel model roadway inventory database and City of Medford staff review of existing roadway documents. The Rogue Valley Transportation District (RVTD) provided information related to transit service ~~provided~~ in the Medford area. Aviation data was supplied by the Jackson County Airport Authority. The most recent airport master plan is adopted by reference and is known as the Rogue Valley International–Medford Airport Master Plan Update, Final Report, February 2013. Freight-related information including trucking, freight rail, and pipelines was obtained from the RVMPO.

\*\*\*

### Air Transportation

The majority of the following discussion was derived from information contained in the Rogue Valley International–Medford Airport's *Airport Master Plan (2001) and (2013)* and the *2001–2023 Rogue Valley Regional Transportation Plan*. Additional data ~~were~~as provided by the Jackson County Airport Authority and updates made based on information contained in the most recent Rogue Valley International–Medford Airport Master Plan Update, Final Report, February 2013.

### Rogue Valley International-Medford Airport

The Rogue Valley International–Medford Airport is a non-hub, commercial service airport with four air carriers that serve eight hubs. ~~the area's only provider of regularly-scheduled commercial airline service.~~ The airport offers air passenger and air freight transportation opportunities to residents and businesses in the Rogue Valley by providing a national and international connection to the region. Currently, air passenger service is provided by Allegiant Air, Delta Airlines, United, and Alaska Air. These carriers provide service to Portland, San Francisco, Seattle, Denver, Salt Lake City, Los Angeles, Las Vegas, and Phoenix. ~~Horizon Airlines (linking Medford to Portland, Seattle and Los Angeles), United Express (connecting to Portland, San Francisco and Denver), and America West (connecting to Phoenix).~~ The Airport also provides an operating location for all classes of aircraft, including small general aviation aircraft, corporate business jets, and commercial service passenger aircraft. ~~The airport also provides service to general aviation aircraft, as well as offering private, commercial, non-passenger related services (such as Erickson Air-Crane) that operate from private helipads.~~ Reliever service for general aviation and air

freight service is provided at the Ashland Municipal Airport when visibility in Medford is below minimums due to fog or other inclement weather.

~~The Rogue Valley International Medford Airport is located north and east of I-5 between Highway 62 (Crater Lake Highway) and Table Rock Road, entirely within the Medford Urban Growth Boundary (see Figure 3-4). Parking is available at the airport operating 24 hours a day, seven days a week. Current parking rates range from \$2.00 per hour for short-term parking with a \$12.00 per day maximum to \$1.25 per hour for long-term with a \$5.50 per day maximum.~~

Public transportation to the airport from various locations in Medford is available through privately operated taxis, and shuttle services, and RVTD. ~~Upon advance request, RVTD will deviate Route 60 to serve the airport.~~ Bicycle and pedestrian facilities are available to the airport site along Biddle Road, however, facilities for direct access to the terminal using these modes are minimal.

### **Airport Facilities**

The airport consists of both airside and landside facilities. Airside facilities include runways, taxiways, lighting and navigational aids. There ~~is are two~~ one active runways at the Rogue Valley International–Medford Airport identified as Runway 14-/32 ~~(the primary runway)~~ which is 8,800 feet long by 150 feet wide, ~~while Runway 9-27 (the secondary crosswind runway) is 3,155 feet long by 100 feet wide.~~ This primary runway can accommodate most aircraft operating in the commercial fleet, ~~while the crosswind runway is limited to small aircraft weighing less than 12,500 pounds.~~

Landside facilities include the passenger terminal facilities, aircraft parking aprons, Fixed Base Operator (FBO) facilities, the Aircraft Rescue and Fire Fighting (ARFF) facility, general aviation facilities, fuel storage facilities, and access roadways. Other facilities such as the Airport Traffic Control Tower (ATCT), Mercy Flights, and the U.S. Forest Service facilities are located around the airport. ~~terminal, fixed-base and corporate aviation facilities, storage hangars, the U.S. Forest Service facilities, and various facilities that support airport operations including the Federal Aviation Administration's airport traffic control tower and the airport's administration buildings.~~

### **Air Passenger Activity**

Table 3-16 presents a summary of recent aircraft operations and passenger activity at the airport. ~~As indicated in the table, air passenger activity increased by an annual average rate of about 4 percent between 1998 and 2000, while actual aircraft operations declined, primarily as a result of a drop in local civil aircraft operations. The increases in passenger activity have shown potential for growth in the air transportation mode as an important component in the regional transportation system. Aircraft and air passenger activity also increased in the early months of 2001. However, since September 2001, air operations and passenger activity has dropped consistent with the experience of other airports throughout the United States.~~

**Table 3-16**  
**Rogue Valley International-Medford Airport**  
**Air Operations and Passengers**

	<u>1998</u> <u>2010</u>	<u>1999</u> <u>2011</u>	<u>2000</u> <u>2012</u>	<u>2001</u> <u>2013</u>	<u>2002</u> <u>2014 *</u>	<del>1998-2001</del> <u>2010-2014</u> Change (%)
<b>Aircraft Operations - Itinerant</b>						
• Air Carrier	16,235 <u>5,953</u>	16,724 <u>5,062</u>	19,203 <u>5,060</u>	18,195 <u>5,071</u>	9,861 <u>5,416</u>	- <u>1.80%+12.1%</u>
• Air Taxi	2,119 <u>12,287</u>	2,279 <u>10,520</u>	2,509 <u>10,549</u>	2,113 <u>10,952</u>	1,321 <u>12,470</u>	<u>0.30%-0.3%</u>
• General Aviation	26,133 <u>20,039</u>	25,648 <u>18,145</u>	24,181 <u>17,620</u>	24,100 <u>16,931</u>	13,529 <u>15,794</u>	<u>-4.24%-7.8%</u>
• Military	340 <u>392</u>	350 <u>456</u>	368 <u>269</u>	286 <u>252</u>	183 <u>359</u>	<u>-1.68%-15.9%</u>
Total Itinerant Operations	44,827 <u>38,671</u>	45,001 <u>34,183</u>	46,261 <u>33,498</u>	44,694 <u>33,206</u>	24,894 <u>34,039</u>	<u>-2.40%-0.3%</u>
<b>Aircraft Operations – Local</b>						
• Civil	25,166 <u>11,271</u>	25,862 <u>7,728</u>	20,901 <u>7,548</u>	17,380 <u>6,994</u>	12,018 <u>5,278</u>	<u>-10.39%-30.9%</u>
• Military	224 <u>104</u>	442 <u>152</u>	96 <u>118</u>	183 <u>116</u>	66 <u>186</u>	<u>15.77%-18.3%</u>
Total Local Operations	25,390 <u>11,375</u>	26,304 <u>7,880</u>	20,997 <u>7,666</u>	17,563 <u>7,110</u>	12,084 <u>5,464</u>	<u>-10.39%-30.8%</u>
Total Operations	70,217 <u>50,046</u>	71,305 <u>42,063</u>	67,258 <u>41,164</u>	62,257 <u>40,316</u>	36,978 <u>39,503</u>	<u>-4.21%-11.3%</u>
<b>Passengers</b>						
• Enplanements	218,593 <u>320,298</u>	228,783 <u>310,477</u>	245,874 <u>322,426</u>	234,779 <u>316,491</u>	126,840 <u>337,483</u>	<u>1.07%+7.4%</u>
• Deplanements	235,213 <u>319,381</u>	228,013 <u>307,718</u>	246,191 <u>320,143</u>	229,756 <u>314,743</u>	127,001 <u>326,940</u>	<u>0.47%-2.3%</u>
Total Passengers	453,806 <u>639,679</u>	456,796 <u>618,195</u>	492,065 <u>642,569</u>	464,535 <u>631,234</u>	253,831 <u>664,423</u>	<u>0.77%+2.4%</u>

Source: Jackson County Airport Authority,

4-year percentile change in data is for 1998 through 2001.

\* Data is for period from January through July, 2002 inclusive

In 2001, the *Rogue Valley International–Medford Airport Master Plan* was completed, and later updated in February 2013. These documents serve as the primary guide to future development of the airport. The 2001 Airport Master Plan includes documentation and an assessment of existing airport activity, a discussion of planning assumptions that related to future demand for airport-related services, and a summary of recommended improvements. Key assumptions and conclusions that were important for the development of the Medford TSP included forecasts of passenger enplanements (the number of passenger boardings for air carrier or scheduled airline service), expectations for growth in air cargo activity and potential future employment in the developing Foreign Trade Zone (FTZ) located on airport property. The passenger enplanement and employment assumptions lead directly to increased traffic volumes on the airport access road, as well as all major roadways leading to the airport and the Foreign Trade Zone. Principal roads affected by a growth in airport traffic include: I-5, Highway 62, and Biddle Road.

~~According to the *Airport Master Plan*, passenger enplanements are forecast to increase substantially from the 1998 level of approximately 219,000 passengers. Several different forecasting methods were used to determine the likely future demand for air passenger service at the Rogue Valley International Medford Airport with the preferred method being based on a per capita ratio that related growth in demand to the area's growing population and propensity to fly. The preferred forecast was prepared in five-year increments through 2020, with the outlying year estimated at 379,300 passengers or a 74 percent increase over 1998 levels. This translates to slightly over 1,000 passengers on an average day, which is not significant, compared with forecast daily traffic volumes on I-5 of over 50,000 vehicles at both the north and south study area boundaries.~~

The 2013 updated plan provides passenger enplanement forecasts for 2010 through 2030 (Table B-3 in the Plan). The forecast includes three scenarios, representing scenario one (the selected scenario), scenario two (the low) and scenario three (the high) forecasts for the identified time-frame. Scenario one projects enplanements to increase at an average annual growth rate of 2.4 percent which is equal to the projected growth rate of the Terminal Area Forecast (TAF) for Medford through 2030. The low forecast projects an average annual growth rate of 1.5. This number is equal to the projected growth rate of Jackson County through 2030. The high forecast is 3.0 and equals the projected national enplanement growth rate for regional carriers according to *FAA Aerospace Forecast Fiscal Years 2010–2030*. Scenario one was selected to be submitted to the FAA for approval and will be used as the basis for facility needs documentation.

Existing land uses around the airport are largely a mix of scattered single family residential, industrial/commercial development, and agricultural uses. The density of development is greater on the south side of the airport where there has been extensive recent commercial and industrial land development, and to the northwest where there has been new residential development in Central Point. A 1986 study of airport land use compatibility resulted in the Airport's acquisition of a number of properties that were determined to be incompatible with existing airport noise levels. The city has ~~two~~ three airport overlay zones (*Airport Approach (A-A)*, and *Airport Radar (A-R)*, and *Airport Area of Concern (A-C)*) to ensure compatibility of land uses

around the airport by restricting land uses and structure heights in the airport’s imaginary surfaces. These imaginary surfaces radiate outward from the existing runways at specified angles in relation to the ground. They are intended to identify the area within which height restrictions should be enforced on development adjacent to the airport to maintain a safe flight path. Imaginary surfaces are depicted in the *2001 Airport Master Plan* and in the 2013 update.

~~One significant and growing land use in the airport vicinity is the Foreign Trade Zone (FTZ No. 206). The FTZ was designated in 1995 and is intended to help the airport develop to its fullest potential and to boost the local economy of southern Oregon through enhanced trading opportunities and job creation. FTZ No. 206 is one of four in Oregon, the others being located in Coos County, Klamath Falls, and Portland. The FTZ is projected to increase employment in the immediate vicinity of the airport and to produce an annual increase in revenue of more than \$3 million. Those who work in the FTZ are expected to live throughout the region. The FTZ and air cargo activity at the airport are discussed more fully below in the discussion of air cargo activity.~~

**Air Cargo**

Along with air passenger and general aviation services, the Rogue Valley International–Medford Airport provides for the air freight needs of the Rogue Valley area, connecting the region to national and international markets. Air freight is handled by both all-cargo carriers and the scheduled airlines, while air mail is handled only by the latter. ~~Five companies currently operate under contract with cargo-carrying companies such as FedEx, United Parcel Service (UPS) and Airborne Express, to carry air freight to and from the Medford area using a combination of small turboprop planes and jets.~~

In the mid-1980s, it was reported that only about 1.4 million total pounds of air freight were carried. This had increased by nearly 8 million pounds by 1993, at which point demand appeared to level off. Based on information in the *2001 Airport Master Plan*, over 8 million pounds of air freight were carried in 1998, with the cargo-only carriers performing 5,800 annual operations. Table 3-17 illustrates updated air cargo activity at the Rogue Valley International–Medford Airport from 2010 to 2030. ~~over the past few years.~~

**Table 3-17**  
**Rogue Valley International-Medford Airport, Air Cargo Activity Forecast**

	<del>1998</del>	<del>2000</del>	<del>2001</del>	<del>2002 *</del>	
	<u>2010</u>	<u>2015</u>	<u>2020</u>	<u>2025</u>	<u>2030</u>
	(pounds)				
<b>Mail</b>					
• Pounds-On	678,770	588,735	393,454	267,161	
• Pounds-Off	27,569	51,110	60,967	15,610	
<b>Total</b>	<b>706,339</b>	<b>639,845</b>	<b>454,421</b>	<b>282,771</b>	
<b>Air-Freight</b>					
• Pounds-On	3,397,785	3,584,127	3,062,367	1,751,719	
• Pounds-Off	4,362,396	5,908,274	3,848,590	2,292,911	

<sup>2</sup> Airport Personnel

Total	7,760,181	9,492,401	6,910,957	4,044,630
Total Pounds of Air Cargo	8,466,520	10,132,246	7,365,378	4,327,401

Source: Barnard Dunkelberg and Company, Jackson County Airport Authority

\* Data is for period from January through July, 2002 inclusive

Based on the 2013 update, the Medford Airport has two small cargo operators, Ameriflight (contracted with UPS and various banks) and Empire Air (contracted with FedEx) conducting air cargo flights six days a week (Monday–Saturday) with turboprop aircraft. There is a FedEx air cargo building adjacent to the ARFF building and facility used by Secured Couriers. The plan states there were approximately 5.4 million pounds of freight and mail which passed through the Airport in 2010. The percentage of air cargo is projected to increase by an average annual growth rate of 2.1 percent. In 2011, two additional buildings were planned to hold freight/cargo operations.

~~FedEx, United Parcel Service and Airborne Express operate air cargo facilities at the airport. FedEx constructed its facility south of the airport terminal in 1990. Airborne has constructed a facility on airport property at the northern end of the storage hangar area. Medford Air Cargo operates a facility to the south of the terminal, as well as a nearby storage and inspection facility with cold storage and a truck loading dock. The air cargo handling company has been very active in the development of air cargo facilities at the airport including expansion of on-field cargo handling capacity and in the establishment of an airport commerce park.~~

~~Future projections of air freight activity reflect a gradual “phasing in” of facilities on the east side of the airport in the Foreign Trade Zone (FTZ), and continuing development of markets in Southwest Oregon and Northwest California. FTZ No. 206 includes more than 700 acres divided among 12 sites in Jackson and Josephine Counties. Within the Medford UGB are located the following FTZ properties:~~

- ~~1. Airport Commerce Park (east of the airport) 95 acres~~
- ~~2. Crater Lake Center (east of the Airport Commerce Park) 38 acres~~
- ~~3. North Medford Business Center (north of Crater Lake Center) 54 acres~~
- ~~4. Medford Industrial Park 215 acres~~

~~The Foreign Trade Zone (FTZ) of Jackson County is a legally secured area considered to be outside the United States for purposes of customs, duties, and quotas. Imports are admitted to a FTZ duty-free facility to be stored, processed, manufactured, distributed, exhibited or inspected. The FTZ is designed to open the region to increased foreign and domestic trade opportunities and to enhance efficiency in reaching global markets with locally produced commodities. The heart of the FTZ is located on 95 acres owned by Jackson County on the east side of the Rogue Valley International Medford Airport (see Figure 3-4), adjacent to the old Medco Haul Road.~~

~~The FTZ is a new international port of entry although customs and immigration services are not presently available. An agricultural quarantine and inspection center began service in the FTZ in 1996. The new air cargo and cold storage warehouse in the FTZ is one of the largest available at an airport between Los Angeles, California and Vancouver, B.C.<sup>3</sup> Regional access to the FTZ is available from Highway 62 north of the interchange with I-5. Direct road access to the FTZ includes Commerce Drive, Vilas Road, Table Rock Road and the Medco Haul Road. Recently Vilas Road was widened to accommodate increased traffic, and Coker Butte Road is being extended west of Crater Lake Highway to service the vicinity of the FTZ. Truck traffic on roads in this area is consistent with the pattern of truck activity common in other industrial areas.~~

~~In comparison with the demand for truck freight movement on Interstate 5, air freight is currently a small percentage of total freight movement in the Medford area. It is anticipated that the airport and FTZ will have minimal impact on the regional roadway system during the next few years. As operations in the FTZ grow and business interests increase, the adequacy of the existing surface transportation system will become increasingly important to accommodate expected increases in cargo handling and associated truck traffic. A significant increase of cargo moving in and out of this area could provide the impetus for development of an intermodal system for handling freight containers and trailers to increase the efficiency of cargo handling. It will be important to monitor activities related to air freight and the FTZ during the next few years for future TSP updates.~~

## Chapter 9

# Air Transportation Plan

### Overview

This chapter includes a review and assessment of needs, deficiencies, policies and improvement options affecting the air transportation system within the Medford Urban Growth Boundary (UGB). Included is a discussion of the local and regional policy context for developing and maintaining this travel mode, an evaluation of needs and deficiencies in the existing system, and a discussion of ~~various short, mid and longer term~~ improvement projects for enhancing and expanding this system.

~~Information contained in this memo was obtained largely from the recently completed *Rogue Valley International Medford Airport Master Plan* that includes forecasts of air passenger and cargo demand and identifies options and recommendations for airport improvement. In addition, the city's Level of Service study evaluated critical connections in the roadway system around the airport and provides insight into the airport landside access benefits realized by the implementation of currently funded roadway improvement projects that are expected to be completed within the 20-year planning horizon. Additional improvement needs to the roadway system around the airport were also identified in this study. A key transportation issue to be addressed will be the adequacy of multi-modal transportation access to the Rogue Valley Inter-~~

<sup>3</sup> Southern Oregon Regional Economic Development, Inc., January, 2002.

~~national Medford Airport, particularly in light of the growth in air passenger and air cargo activity that is anticipated in the Airport Master Plan.~~

## Policy Context and Background

The 2001-2023 Rogue Valley Regional Transportation Plan (RTP) prepared for the Medford Urbanized Area by the Rogue Valley Metropolitan Planning Organization and adopted in 2002, establishes regional policy direction with respect to the air transportation system within the Medford UGB. The Rogue Valley International-Medford Airport provides an important passenger and freight connection to the remainder of the state, as well as to other national and international destinations. Because of the regional significance of this facility, the RTP recommends that *“Local governments shall take actions to promote air transportation in the region and its connections with the other areas in the state, nation, and abroad. This includes ensuring that good ground transportation is available for passengers and freight, and that the Airport Master Plan is periodically updated as necessary.”* (Policy 13-1) Subsequently, Regional Transportation Plans have been adopted, including the 2009–2034 and the 2013–2038 plans. These updated plans do not include any new policies or goals related to air transportation.

The City’s existing *Comprehensive Plan* includes a goal and policies specifically directed at protecting and enhancing the air transportation system. Goal ~~6~~<sup>7</sup> indicates that the City will take actions ~~“To assure that land use planning and development approval processes are fully coordinated with the present and future needs of the Rogue Valley International-Medford Airport, thereby protecting and enhancing this valuable regional resource.”~~ “To facilitate the provision of efficient, safe, and competitive movement of people and goods to and from the Rogue Valley International–Medford Airport, recognizing the value of Rogue Valley International–Medford Airport as a regional resource.

~~Adopted city policies related to air transportation include the following:~~

- ~~• “Policy 1: The City of Medford shall encourage and support in every way possible the continuation and expansion of the Rogue Valley International-Medford Airport facilities and services as an important transportation mode. This “Public Facilities Element” shall be amended as appropriate as airport facility plans are updated by Jackson County.”~~
- ~~• “Policy 2: The City of Medford shall be an active participant in all matters related to airport land use planning. Special emphasis shall be placed on providing protective land use regulations, such as the existing Airport Approach (AA) Overlay district, and any other such measures that are determined to be necessary.”~~
- ~~• “Policy 3: The City of Medford shall consider the airport area (MATS sectors 10, 11, and 12) as a priority area for providing urban levels of public facilities and services.”~~

The *Comprehensive Plan* goal and accompanying policies were reviewed and modified as appropriate during the development of the TSP. ~~New~~<sup>G</sup>goals, policies and implementation strategies are included in Chapter 13.

In addition to local and regional policies related to air transportation, development of the air transportation portion of the Medford TSP must also consider Oregon Administrative Rules related to airport planning (OAR 660-013). These rules address the issues related to the on-going operation and vitality of Oregon's system of airports including the need to address land use planning in the vicinity of airports to reduce risks to aircraft operations and nearby land uses.

## Needs

The Rogue Valley International—Medford Airport is the area's only provider of regularly-scheduled commercial airline service providing a national and international connection for the region. ~~The airport is also the focal point for regional air cargo activity and employment growth in the adjacent Foreign Trade Zone (FTZ) and other business parks. The location of the airport is illustrated in Figure 3-4.~~

The *Rogue Valley International—Medford Airport Master Plan* serves as the primary guide to future development of the airport. Completed in 2001 and updated in 2013, the *Airport Master Plan* includes planning assumptions with respect to future community growth and business activity, identifies future needs for air passenger, air cargo and general aviation activities, evaluates potential options to enhance the airport to meet anticipated needs, and outlines recommendations for a staged airport improvement program.

~~Based on projected airport activity, the Jackson County Airport Authority plans to improve and expand several airport facilities including runways, parking facilities and vehicle accessways. These improvements will affect both internal airport circulation, as well as the surrounding transportation system. Improvement recommendations are based on an assessment of future air passenger and air cargo demands that are largely driven by increased population and economic activity both in Medford and throughout southern Oregon. A discussion of airport needs and deficiencies is presented below.~~

## Demand for Airport Services

Since the 2001 Airport Master Plan, changes have occurred within the aviation industry at all levels (locally and nationally) that impact the facilities and services at the Airport. Such changes made it important to re-evaluate the Airport Master Plan as a means of analyzing current and forecast operational characteristics and facilities, in addition to looking at airport development into the future. Tables identified in the 2001 Master Plan regarding ~~Key information gleaned from the Airport Master Plan and used in the development of this multi-modal TSP includes~~ forecasts of passenger enplanements (the number of passenger boardings for air carrier or scheduled airline service), forecasts of air cargo tonnage, and itinerant and local aircraft operations, including both civil and military aircraft, have been revised to reflect updated and forecast numbers. ~~Estimates of employment growth in the developing Foreign Trade Zone (FTZ) located adjacent to and east of the existing airport facility, have also been considered in evaluating both the demand for on-site airport improvements and off-site airport access needs (this analysis is focused on several key intersections in the vicinity of the airport).~~

~~According to the Airport Master Plan, passenger enplanements are forecast to increase substantially from the 1998 level of approximately 219,000 passengers. Several different forecasting~~

~~methods were used to determine the likely future demand for air passenger service at the Rogue Valley International-Medford Airport with the preferred method being based on a per capita ratio that correlates growth in travel demand to the area's growing population and propensity to fly. The preferred forecast was prepared in five-year increments through 2020, with the outlying year estimated at 379,300 passengers or a 74 percent increase over 1998 levels. This translates to slightly over 1,000 passengers on an average day, which is not significant compared with forecast daily traffic volumes on I-5 of over 50,000 vehicles at both the north and south ends of the Medford UGB study area. Table 9-1 illustrates the projected growth in air passenger demand at the Medford Airport.~~

**Table 9-1**  
**Rogue Valley International-Medford Airport**  
**Projected Air Operations and Passengers**

	<del>1998</del> <u>2011</u>	<del>2005</del> <u>2012</u>	<del>2010</del> <u>2013</u>	<del>2020</del> <u>2014</u>
Passenger Enplanements	<del>218,593</del> <u>310,477</u>	<del>268,950</del> <u>322,426</u>	<del>303,630</del> <u>316,491</u>	<del>379,300</del> <u>337,483</u>
Aircraft Operations - Itinerant				
• Air Carrier	<del>16,235</del> <u>5,062</u>	<del>18,120</del> <u>5,060</u>	<del>19,100</del> <u>5,071</u>	<del>21,900</del> <u>5,416</u>
• Air Taxi	<del>2,119</del> <u>10,520</u>	<del>4,000</del> <u>10,549</u>	<del>4,500</del> <u>10,952</u>	<del>5,500</del> <u>12,470</u>
• General Aviation	<del>26,133</del> <u>18,145</u>	<del>28,000</del> <u>17,620</u>	<del>30,000</del> <u>16,931</u>	<del>34,500</del> <u>15,794</u>
• Military	<del>340</del> <u>456</u>	<del>375</del> <u>269</u>	<del>375</del> <u>252</u>	<del>375</del> <u>359</u>
Total Itinerant Operations	<del>44,827</del> <u>34,183</u>	<del>50,495</del> <u>33,498</u>	<del>53,975</del> <u>33,206</u>	<del>62,275</del> <u>34,039</u>
Aircraft Operations - Local				
• Civil	<del>25,166</del> <u>7,728</u>	<del>28,000</del> <u>7,548</u>	<del>30,000</del> <u>6,994</u>	<del>34,500</del> <u>5,278</u>
• Military	<del>224</del> <u>152</u>	<del>200</del> <u>118</u>	<del>200</del> <u>116</u>	<del>200</del> <u>186</u>
Total Local Operations	<del>25,390</del> <u>7,880</u>	<del>28,200</del> <u>7,666</u>	<del>30,200</del> <u>7,110</u>	<del>34,700</del> <u>5,464</u>
Total Operations	<del>70,217</del> <u>42,063</u>	<del>78,695</del> <u>41,164</u>	<del>84,175</del> <u>40,316</u>	<del>96,975</del> <u>39,503</u>
Total Aircraft Based at Airport				
• Single-Engine	<del>124</del> <u>145</u>	<del>128</del> <u>149</u>	<del>129</del> <u>141</u>	<del>132</del> <u>139</u>
• Multi-Engine	<del>15</del> <u>22</u>	<del>17</del> <u>26</u>	<del>20</del> <u>23</u>	<del>25</del> <u>25</u>
• Jet	<del>31</del> <u>7</u>	<del>9</del> <u>28</u>	<del>11</del> <u>23</u>	<del>15</del> <u>27</u>
• Helicopter	<del>48</del> <u>8</u>	<del>68</del> <u>8</u>	<del>87</del> <u>8</u>	<del>12</del> <u>10</u>

Source: ~~Unpublished data from Jackson County Airport Authority (for 1998) and Rogue Valley International-Medford Airport Master Plan, February 2001 (for future year estimates).~~Data from Jackson County Airport Authority

~~Table 9-1 also outlines projected growth in aircraft operations including the air carriers responsible for accommodating most of the projected passenger growth. Along with air passenger growth, air carrier operations are expected to grow by 35 percent by 2020. Other aircraft oper-~~

ations include air taxi (expected to more than double by 2020), general aviation (expected to grow by about 35 percent by 2020), and military operations (expected to grow very slightly). Total aircraft operations are expected to grow by a little less than 40 percent between 1998 and 2020.

In addition to serving air passenger and general aviation demand, the Rogue Valley International Medford Airport provides for the air freight needs of the Rogue Valley area, connecting the region to national and international markets. Both all-cargo carriers and the scheduled airlines handle air freight, while air mail is handled only by the latter. Five companies currently operate under contract with cargo-carrying companies such as FedEx, United Parcel Service (UPS) and Airborne Express, to carry air freight to and from the Medford area using a combination of small turboprop planes and jets.

According to the 2001 Airport Master Plan, over 8 million pounds of air freight were carried in 1998, with the cargo-only carriers performing 5,800 annual operations. In comparison with the demand for truck freight movement on Interstate 5, air freight is currently a small percentage of total freight movement in the Medford area. Future projections of air freight activity reflect a gradual “phasing-in” of air cargo facilities on the east side of the airport in the Foreign Trade Zone (FTZ), and continuing development of markets in Southwest Oregon and Northwest California. A significant increase of cargo moving in and out of this area could provide the impetus for development of an intermodal system for handling freight containers and trailers to increase the efficiency of cargo handling. Table 9-2 identifies both existing and projected air cargo activity.

**Table 9-2**  
**Rogue Valley International Medford Airport**  
**Projected Air Cargo Activity**

	—1998	—2005	—2010	—2020
<b>Mail</b>				
● Pounds On	678,770	864,000	1,026,000	1,450,000
● Pounds Off	27,569	35,000	42,000	59,000
<b>Total</b>	<b>706,339</b>	<b>899,000</b>	<b>1,068,000</b>	<b>1,509,000</b>
<b>Air Freight</b>				
● Pounds On	3,397,785	4,980,000	6,540,000	11,280,000
● Pounds Off	4,362,396	6,390,000	8,390,000	14,470,000
<b>Total</b>	<b>7,760,181</b>	<b>11,370,000</b>	<b>14,930,000</b>	<b>25,750,000</b>
<b>Total Pounds of Air Cargo</b>	<b>8,466,520</b>	<b>12,269,000</b>	<b>15,998,000</b>	<b>27,259,000</b>

Source: Rogue Valley International Medford Airport Master Plan, February 2001.

### On-Site Airport Improvement Needs

Significant airport improvements have been made since the 2001 Airport Master Plan was adopted. In 2009, a new passenger terminal building and Airport Traffic Control Tower were

constructed and opened. New parking facilities to serve short-term and long-term parking needs were provided at the Airport, and three entry points are available to access the Airport from the north, south, and west.

The updated Master Plan looks at the entire facility and its surroundings, and plans for the development of an aviation facility that can meet future needs. It provides forecasts of aviation activity, looks at how the airport facilities can safely and efficiently meet the needs of those activities, evaluates the Airport use related to surrounding uses, and identifies future development at and adjacent to the Airport properties. The 2013 Update includes a project list based on a Capital Improvements Project list created by the airport management staff and the Federal Aviation Administration (FAA). The list is prioritized into three phases with select projects noted in Table 9-3 below. ~~The Airport Master Plan identifies facility improvements and additions that the airport will need in the coming decades to sufficiently handle increases in passenger and freight activity while also meeting Federal Aviation Administration (FAA) requirements. While growth in passenger volumes largely dictate the timing of airport improvements, the Airport Master Plan includes a prioritized list of improvements based on short-, intermediate-, and long-term planning horizons. Short-term needs lie within the period between 2001 and 2005. Intermediate and long-term needs span the 2006-2010 and 2011-2020 timeframes, respectively.~~

~~Operating with nearly 219,000 enplanements during 1998, the Rogue Valley International-Medford Airport is deficient in terms of space and facilities to accommodate air passenger demand. According to airport planning standards developed by the FAA, the overall passenger terminal area is too small to handle the number of passengers currently being served. In addition, public parking capacity is below FAA standards for an airport of this size. With air passenger demand anticipated to grow by nearly 75 percent between 1998 and 2020, the need for terminal and parking area expansion is evident.~~



~~Determining facility needs for general aviation depends on the number of annual operations, number of aircraft based at the airport, and the varying types of fleet being served. Both local and itinerant general aviation operations are anticipated to increase in the coming decades. While the number of based aircraft is expected to grow, the fleet mix is expected to remain generally the same as it exists today. Projected military activity is not expected to vary much from current levels, therefore static projections were used in the forecasts. Terminal and storage facilities for general aviation currently meet both short and intermediate term needs, however, apron area and parking facilities are currently deficient. Realignment of Taxiway "A" is also identified as a short-term need.~~

~~The airport's air cargo facilities presently do not meet short-term needs. The current 20,000 square feet of available building space is less than the 25,000 square feet estimated to be needed. In addition, there are only 5,000 square yards of apron space available for air cargo activity, while short-term demand is estimated at 9,700 square yards.~~

## Off-Site Airport Access Needs

Based on the information prepared as part of the city's Level of Service (LOS) Study, some current deficiencies exist with respect to multi-modal transportation system access to the Rogue Valley International Medford Airport. The analysis of existing (2002) conditions indicates that there are several intersections in the vicinity of the airport that currently operate below the city's existing LOS D standard during the PM peak hour, including:

- Highway 62 at Poplar Drive/Hilton Road (currently operating at LOS D/E)
- Highway 62 at Delta Waters Road (currently operating at LOS E)
- I-5 NB on and off-ramp at Biddle Road (currently operating at LOS E)
- Biddle Road at N Withams/Hilton Road (also operating at LOS E)

Based on output from the regional travel demand model maintained by the Rogue Valley COG, traffic growth in the vicinity of the airport is expected to be significant. This traffic growth assumes an increase in both air passenger and air cargo demand as well as future employment in the Foreign Trade Zone (FTZ) adjacent to the east side of the Medford airport. Future intersection traffic operations exceeding the city's LOS D standard include:

- Highway 99/Highway 62/Highway 238 (expected to operate at LOS D with a v/c of 1.00)
- Highway 62/Poplar Drive (expected to operate at LOS F with a v/c of 1.14)
- Highway 62/Delta Waters Road (expected to operate at LOS F with a v/c of 1.37)
- Highway 62/West Vilas Road (expected to operate at LOS E with a v/c of 1.02)

The identified future problems along Highway 62 in the vicinity of the airport are expected to occur even with the proposed Unit 1 improvements in the vicinity of the I-5/Highway 62 interchange.

To ensure that landside access to the airport includes not only adequate facilities to address anticipated future travel demand by automobiles and trucks, consideration must also be given to the needs of those who travel to the airport by other means. These travelers could include not only airline passengers, but also airport area employees, visitors and others with a need to reach the airport. Currently, RVTD bus service to the Rogue Valley International Medford Airport is provide upon request only with a requirement for advance reservations. Service is also available by taxi and airport shuttle. Access to/from the airport by walking and bicycling is incomplete with pedestrian and bicycle facilities extended only part way along Biddle Road northward from the city.

## Land Use Issues

Along with issues related to airport on-site development needs to meet anticipated travel demand for this mode and the off-site airport landside access needs as identified above, airports typically can have significant impacts on land uses in their vicinity. These impacts include not only potential safety issues related to both aircraft operations and risks to surrounding land uses, but also potentially neighborhood quality of life issues related to airport noise. The econom-

ic and transportation needs associated with airport use and development must be balanced against these potential land use issues.

To address airport area land use issues, the Oregon Administrative Rules (Section 660-013-Airport Planning) requires local agencies with planning authority for one or more airports or for areas within safety or compatibility zones around airports to adopt comprehensive plan and land use regulations for airports consistent with the requirements to that division and ORS 836.600 through 836.630. These plans and regulations are intended to encourage the long-term viability and compatibility of airports with their surrounding communities.

To meet the requirements of the OAR, local governments are required to:

- Adopt an Airport Safety Overlay Zone ([Airport Area of Concern \(A-C\) overlay](#)) to prohibit structure, trees and other objects of natural growth from penetrating airport imaginary surfaces (e.g., in particular, height limitations in areas used by aircraft to approach or depart from the airports runways);
- Adopt airport compatibility requirements to prohibit new residential development and public assembly within the Runway Protection Zone ([RPZ](#)) ([the RPZ is incorporated in the Airport Approach overlay](#)); to limit establishment of specified uses within a noise impact boundary; to prohibit siting of new industrial uses and the expansion of existing industrial uses that could cause emissions of smoke, dust or steam that would obscure visibility within airport approach corridors; to limit outdoor lighting that would project directly onto an existing runway or taxiway or into existing airport approach corridors; to coordinate siting of transmission facilities with ~~ODA~~ [ODAOT \(Oregon Department of Aviation Aeronautics Division\)](#); and to regulate water impounds and the establishment of new landfills near airports (that might attract birds).

Medford currently has provisions in its Municipal Code to address airport compatibility issues including the Airport Approach (A-A) and Airport Radar (A-R) overlays. The Airport Area of Concern (A-C) will also be added as an overlay. The A-C overlay triggers notification to the Federal Aviation Administration (FAA) and Oregon Department of Aviation (ODA). ~~—However, review of these code provisions is appropriate to ensure that they meet all of the requirements of OAR 660-013.~~

## Strategies

### Airport Master Plan

~~Based on the assessment of existing conditions and estimates of future needs, the 2001 Airport Master Plan identifies several alternatives for implementing needed improvements. Each alternative was analyzed and documented in the Airport Master Plan to provide a foundation for the plan's recommendations. Several functional areas at the airport were considered as the various alternatives were developed, including the airfield, passenger terminal, air cargo complex (including the Foreign Trade Zone), general aviation facilities, and other airport support facilities. The Airport Master Plan outlines several combinations of improvements and summarizes the results based on extensive analysis. Table 9-3 identifies key components of the improvement options that were considered for the each of major functional areas at the airport.~~

~~Of particular significance for the City of Medford's TSP is the identified need to improve the airport's vehicular entrance on Biddle Road. The existing access roads to the airport terminal are stop sign-controlled at Biddle Road. Based on existing volumes, no significant traffic operational problems were observed. The Airport Master Plan recommends grade separation of the southern airport terminal entrance road with Biddle Road as an intermediate term improvement (needed between 2006 and 2010). However, there has been recent industrial park development activity in the vicinity of the existing at-grade intersection that would need to be acquired and removed in order to build the proposed grade separation. This would increase the cost of such an improvement over the level anticipated in the Airport Master Plan.~~

**Table 9-3**  
**Rogue Valley International-Medford Airport**  
**Improvement Alternatives Considered**  
**Select Capital Improvement Projects**

**~~Airfield Considerations~~**

- ~~• Extension of Runway 14-32 to 8,800 feet (project completed)~~
- ~~• Consider longer runway for trans-Pacific air cargo flights (subsequently determined not to be feasible)~~
- ~~• Realign Taxiway A at south end to provide 400-foot separation from runway~~
- ~~• Reserve area for parallel runway to increase capacity~~

**~~Terminal/Access Considerations~~**

- ~~• Short-term need to expand terminal (bag claim, holdroom and rental car)~~
- ~~• Short-term need to expand public parking area~~
- ~~• Evaluate entrance/exit onto Biddle Road~~

**~~General Aviation Considerations~~**

- ~~• Consider current hanger expansion proposals~~
- ~~• Evaluate development potential if Runway 9-27 is closed~~

**~~Air Cargo Considerations~~**

- ~~• Consider current layout for air cargo facilities prepared for Airport Commerce Park~~
- ~~• Maintain segregation of large aircraft cargo facilities from other commercial or general aviation facilities~~

**Phase I Projects**

- ~~• Rehabilitate Taxiway A, South Taxiway C (old runway intersection)~~
- ~~• Rehabilitate Taxiway A, North of Taxiway C (old runway intersection)~~
- ~~• Acquire Runway 14 RPZ Land~~
- ~~• Acquire 80 Acre Parcel on East Side of Airport~~

**Phase II Projects**

- ~~• Apron Construction Adjacent to Taxiway "C" loop~~
- ~~• Construct Large Hangars along Milligan Way~~
- ~~• Runway 14L/32R Environmental Assessment~~
- ~~• Construct Parallel Runway 14L/32R and Associated Taxiways – Design/Earthwork Phase I~~

**Phase III Projects**

- ~~• Construct Eastside Access Public Road at South end of Airport~~

- [Relocate ARFF Station](#)
- [Runway 14L/32R Upgrade Environmental Assessment](#)
- [Construct Runway 14/32R Upgrade/Extension Design/Earthwork Phase I](#)

Source: *Rogue Valley International-Medford Airport Master Plan Update*, February 2001<sup>13</sup>.

[The complete list of projects is provided in the 2013 Master Plan Update \(Tables G1 and G2\).](#)

### **Off-Site Transportation System Improvement Strategies**

One of the more significant roadway improvement projects proposed in the vicinity of the Rogue Valley International-Medford Airport is the North Medford interchange project. This project will eliminate Hilton Road, which currently runs from Biddle Road to the Poplar/ Highway 62 intersection. Bullock Road currently intersects Hilton Road very close to its intersection with Highway 62. Bullock Road provides access to the south side of the airport, largely for industrial and/or air cargo purposes. However, due to long queues on Hilton Road approaching Highway 62, vehicles cannot make a southbound left turn from Bullock Road onto Hilton Road (and thus reach Highway 62) during peak traffic periods. This makes Bullock Road unattractive for vehicles exiting the airport desiring to get to Highway 62 via this route. Under the North Medford Interchange project Bullock Road will be realigned to become the fourth leg of the Poplar/ Highway 62 intersection. This will enhance the attractiveness of this route, which would reduce some reliance on the airport roadway connections to Biddle Road.

There has also been some consideration of providing a new link to Bullock Road from Lear Way. This alignment would connect from Lear Way to the curve at the north end of Bullock Road. Such a connection would require a tunnel since it would cross the Runway Protection Zone. Given the cost of a tunnel and the current levels of congestion at Delta Waters/ Lear Way/ Highway 62, this connection is not currently recommended.

As a result of the City's LOS Study, several other street system improvements have been proposed in the airport vicinity to address likely future deficiencies and/or to enhance passenger access to the terminal and/or access to the industrial areas surrounding the airport. These improvements would include adding additional turning lanes along Highway 62 at Poplar Drive and Delta Waters (with the possible future grade separation of Highway 62 at Poplar as part of the Unit 2 improvement package); adding additional through lane capacity on West Vilas Road at Highway 62, and potentially grade separating the existing at-grade intersection of Highway 99, Highway 62 and Highway 238.

## **Strategies**

### **Airport Master Plan**

Analysis of various development alternatives resulted in a list of recommended airport capital improvements. Although airport activity levels and facility demand ultimately drive the timing of improvements, the 2001 *Airport Master Plan* groups recommended projects into a general time-based schedule. Short-term improvements range between the years 2001 and 2005; intermediate-term improvements are recommended for implementation between 2006 and 2010; long-term improvements are generally scheduled between 2011 and 2020. Table 9-4 identifies

~~recommended airport improvements that affect transportation planning in the Medford area. The Airport Master Plan contains a full list of capital improvements.~~

**Table 9-4**  
**Rogue Valley International Medford Airport**  
**Key Components of Recommended Capital Improvement Program**

---

**Short-term Improvements (2001-2005)**

- ~~Expand loop road to accommodate additional public parking~~
- ~~Expand public parking (400 spaces)~~
- ~~Construct taxiway stub/Schultz Road (8,100 sq. yds.)~~
- ~~Construct new baggage claim/2<sup>nd</sup> level concourse (Phase 1) (14,000 sq. ft.)~~
- ~~Re-align Taxiway A (south) (30,000 sq. yds.)~~

---

**Intermediate-term Improvements (2006-2010)**

- ~~Construct new Biddle Road interchange~~
- ~~Expand surface parking (400 spaces)~~
- ~~Re-align Milligan Way (1,200 linear feet)~~

---

**Long-term Improvements (2011-2020)**

- ~~Expand general aviation apron (50,000 sq. yds.)~~
- ~~Construct parallel runway (4,650 x 75 ft.)~~
- ~~Acquire property for terminal area expansion (8.8 acres)~~
- ~~Acquire property for development (100 acres)~~

---

Source: *Rogue Valley International Medford Airport Master Plan*, February 2001.

~~Projects in the short-term horizon represent those ranking highest in priority and meeting immediate needs of the airport. The shortage of public parking has strengthened the need for expansion as airport activity increases. At the same time, baggage claim expansion is also a recommended short-term improvement. The baggage claim expansion will possibly force the rental car area to be relocated into the existing parking lot, which will affect parking space availability depending on the timing of improvements.~~

~~An additional 400 public parking spaces are expected to be needed in the intermediate-term. This expansion will likely occur south of the existing parking area. Concurrently, the Airport Master Plan recommends the construction of a grade-separated interchange at Biddle Road. To enhance safety and mobility, the plan recommends that the interchange consist of airport entrance and exit ramps passing over Biddle Road to eliminate several turning conflicts. Additional terminal expansion is also anticipated to take place during this period.~~

~~Long-term improvements include acquiring land for future development, specifically 8.8 acres in front of the terminal area as well as 100 acres at the north end of the airport property.~~

~~It should be noted that the Airport Master Plan was completed prior to September 11, 2001 and some of the recommendations discussed above may need to be reconsidered in light of any long-term drop in future passenger and/or air cargo activity.~~

## Off-Site Transportation System Improvement Projects

Improvements in the vicinity of the Rogue Valley International-Medford Airport to enhance off-site transportation system access include the following:

- ~~• Construct the North Medford Interchange improvements included in the Highway 62 Unit 1 strategy.~~
- Improve existing and likely future traffic operations at the intersection of Highway 62 with Poplar Drive by adding additional vehicle turning lanes. Further consideration of the potential modifications as part of the Oregon 62 Expressway project. ~~for grade-separation of this intersection should be made as part of the on-going study for Highway 62 Unit 2 improvements.~~
- Improve the intersections of Highway 62 with Delta Waters Road and West Vilas Road as identified and discussed in the Street Plan chapter.
- Address long-term improvement needs at the existing at-grade intersection of Highways 99, 62 and 238 which could include future grade-separation.
- ~~• Extend and provide bicycle and pedestrian facilities along Biddle Road to the airport terminal access roads.~~
- Support and encourage provision of public transportation services to the airport to meet the travel needs of passengers, employees and other airport visitors.
- ~~• Work with Jackson County to develop an appropriate long-term strategy for airport terminal area access (identified in the Airport Master Plan as a future grade separation).~~

## Land Use Issues

To address land use ~~compatibility~~ issues in the vicinity, the City of Medford ~~should~~ will work cooperatively with the Jackson County Airport Authority (the owner/operator of the airport) to evaluate the City's current ~~C~~omprehensive ~~P~~lan and Land Development Code as necessary to ensure compatibility with the Airport and applicable state and federal regulations. ~~the following:~~

- ~~• That the types and levels of public facilities and services needed to support development located at or planned for the airport are provided;~~
- ~~• That there is adequate mapping of the airport area as required by OAR 660-013;~~
- ~~• Develop and consider any ordinances necessary to carry out the requirements of OAR 660-013 consistent with applicable statewide planning requirements. This might include revisions to the City's existing Airport Approach (A-A) and Airport Radar (A-R) Zoning~~

~~Districts if these are determined to be inadequate to meet the requirements of OAR 660-013 for the safety provisions of an Airport Overlay Zone;~~

- ~~• Consider land use plans in the vicinity of the airport to minimize potential safety and noise related impacts associated with the airport.~~

# Exhibit E

## Amended Transportation Element

[Cover sheet]

\*\*\*

## Air Transportation Plan

### *Air Transportation Needs and Deficiencies*

The Rogue Valley International—Medford Airport is the area’s only provider of regularly-scheduled commercial airline service providing a national and international connection for the region. ~~The airport is also the focal point for regional air cargo activity and employment growth in the adjacent Foreign Trade Zone (FTZ) and other business parks.~~ The airport also provides for the air freight needs of the Rogue Valley area.

The *Rogue Valley International—Medford Airport Master Plan* dated 2001 and the 2013 Master Plan serves as the primary guides to future development at the airport. The documents identify facility improvements and additions that the airport will need in the coming decades to sufficiently handle increases in passenger and freight activity while also meeting Federal Aviation Administration requirements. While growth in passenger volumes largely dictates the timing of airport improvements, the *2013 Master Plan* includes a prioritized list of capital improvements projects separated into three phases. The improvement list relates to the Airport Layout Plan drawing found in the plan and the Capital Improvements Program (CIP) that is updated by airport management and the Federal Aviation Administration (FAA). ~~based on short-, intermediate-, and long-term planning horizons.~~ In addition, the City’s “Level of Service Study” that identified street system needs and deficiencies throughout the Medford UGB, addresses airport landside access issues, and deficiencies.

~~Along with issues related to airport on-site development needs to meet anticipated travel demand for this mode and the off-site airport landside access needs as identified below,~~ a airports typically can have significant impacts on land uses in their vicinity. These impacts include not only potential safety issues related to both aircraft operations and risks to surrounding land uses, but also potentially neighborhood quality of life issues related to airport noise. The economic and transportation needs associated with airport use and development must be balanced against these potential land use issues.

To address airport area land use issues, the Oregon Administrative Rules (Section 660-013-Airport Planning) requires local agencies with planning authority for one or more airports or for areas within safety or compatibility zones around airports to adopt Comprehensive Plan and land use regulations for airports consistent with the requirements of that division and ORS 836.600 through 836.630. These plans and regulations are intended to encourage the long-term viability and compatibility of airports with their surrounding communities. Medford currently has provisions in its Municipal Code to address airport compatibility issues, including the Airport Approach (A-A) and Airport Radar (A-R) Zoning Districts overlays. The Airport Area of Concern (A-C) will also be added as an overlay. The A-C overlay triggers notification to the Federal Aviation Administra-

tion (FAA) and Oregon Department of Aviation (ODA). However, review of these code provisions is appropriate to ensure that they meet all of the requirements of OAR 660-013.

The 2013 Master Plan identifies the requirements for deed declarations and noise abatement strategies for private properties where the noise level may be at or above 55 DNL. The City may impose such requirements after notification of the project is sent to the Airport and the Airport provides written justification for the specific requirements.

The plan also refers to requirements for aviation easements from private property owners. The City does not concur with the blanket requirement of these easements within the Airport Approach or Airport Area of Concern overlays. Instead, as part of the land use application process, the City will include the airport as a referral agency, giving the airport the opportunity to review development proposals within these areas on a case-by-case basis and then request an aviation easement if it is warranted based on written justification. This decision is based upon LUBA Case No. 2010-11 (*Barnes v. City of Hillsboro*).

The most recent update to the airport master plan is the Rogue Valley International–Medford Airport Master Plan Update, Final Report, February 2013, which is adopted by reference.

### **Air Transportation Strategies**

Improvements at or in the vicinity of the Rogue Valley International-Medford Airport include those related to on-site enhancement, off-site improvements, and land use compatibility.

- On-site - The City of Medford ~~should~~ will work with the Jackson County Airport Authority (the owner/operator of the airport) to implement the recommendations of the ~~Rogue Valley International-Medford 2013 Airport Master Plan~~ or as amended.
- Off-site - Improvements in the vicinity of the airport to enhance off-site transportation system access include the following:
  - ~~Construct the North Medford Interchange improvements included in the Highway 62 Unit 1 strategy.~~
  - Improve existing and likely future traffic operations at the intersection of Highway 62 with Poplar Drive by adding additional vehicle turning lanes. Further consideration of potential modifications as part of the Oregon 62 Expressway project. ~~of grade-separation of this intersection should be made as part of the on-going study for Highway 62 Unit 2 improvements.~~

- Improve the intersections of Highway 62 with Delta Waters Road and West Vilas Road.
  - Address long-term improvement needs at the existing at-grade intersection of Highways 99, 62 and 238 which could include future grade-separation.
  - ~~○ Extend and provide bicycle and pedestrian facilities along Biddle Road to the airport terminal access roads.~~
  - Support and encourage provision of public transportation services to the airport to meet the travel needs of passengers, employees and other airport visitors.
  - ~~○ Work with Jackson County to develop an appropriate long-term strategy for airport terminal area access (identified in the Airport Master Plan as a future grade separation).~~
- Land Use - To address land use **compatibility** issues in the vicinity, the City of Medford **should will** work cooperatively with the Jackson County Airport Authority to evaluate the City's current Comprehensive Plan and Land Development Code as necessary to ensure compatibility with the Airport and applicable state and federal regulations. ~~the following:~~
- ~~○ That the types and levels of public facilities and services needed to support development located at or planned for the airport are provided;~~
  - ~~○ That there is adequate mapping of the airport area as required by OAR 660-013;~~
  - ~~○ Develop and consider any ordinances necessary to carry out the requirements of OAR 660-013 consistent with applicable statewide planning requirements. This might include revisions to the City's existing Airport Approach (A-A) and Airport Radar (A-R) Zoning Districts if these are determined to be inadequate to meet the requirements of OAR 660-013 for the safety provisions of an Airport Overlay Zone;~~
  - ~~○ Consider land use plans in the vicinity of the airport to minimize potential safety and noise related impacts associated with the airport.~~

# Exhibit F

## 2013 Airport Master Plan

[Cover sheet]

(Hard copy available at the Planning Department)

Electronic file available at the link below:

<http://jacksoncountyor.org/airport/General/About-Us/Master-Plan>

**Exhibit G**  
**Letter dated March 8, 2013 from**  
**Carol A. Suomi**

[Cover sheet]



U.S. Department  
of Transportation  
Federal Aviation  
Administration

Northwest Mountain Region  
Seattle Airports District Office  
1601 Lind Avenue S.W., Suite 250  
Renton, Washington 98057-3356

March 8, 2013

Mr. Bern E. Case  
Airport Director  
Rogue Valley Intl Airport  
1000 Terminal Loop Pkwy, Suite 201  
Medford, OR 97504

Dear Mr. Case, *Belu*

The Rogue Valley International Airport Layout Plan (ALP) dated February, 2013, submitted by the firm of Barnard Dunkelberg & Co., and bearing your signature, is hereby approved. A signed copy of the ALP is enclosed.

This approval considers only the safety, utility, and efficiency of the Rogue Valley International Airport, and is conditioned on acknowledgment that any development on airport property requiring federal environmental approval must receive such written approval from the Federal Aviation Administration (FAA) prior to commencement of the subject development. This ALP approval is also conditioned on acceptance of the plan under local land use laws. We encourage appropriate agencies to adopt land use and height restrictive zoning based on the plan since action toward this end is a prerequisite of the Airport Improvement Program (AIP). Grant Assurance 21, Compatible Land Use, requires airport sponsors to take appropriate action, including the adoption of zoning laws to restrict the use of land adjacent to, or in the immediate vicinity of the airport, to activities and purposes compatible with normal airport operations including the arrival and departure of aircraft. The FAA recognizes residential development adjacent to the airport property as an incompatible land use.

Approval of the plan does not indicate that the United States will participate in the cost of any proposed development. When airport construction, alteration, or deactivation is undertaken, such action requires notification and review in accordance with the provisions of Part 77 and Part 157 of the Federal Aviation Regulations.

Please attach this letter to the approved Airport Layout Plan and retain it in the airport files for future use under the Airport Improvement Program.

Sincerely,

Carol A. Suomi  
Manager, Seattle Airports District Office

Encl: MFR ALP dtd Feb 2013

cc:  
Mr. Peter Van Pelt, BD & Co.

**Exhibit H**  
**Letter dated July 18, 2013 from**  
**Bern E. Case**

[Cover sheet]



**JACKSON COUNTY**  
Airport Authority

**Rogue Valley International  
Medford Airport**

Bern E. Case, A.A.E.  
Airport Director

1000 Terminal Loop Pkwy, Gte 201  
Medford, OR 97504  
Phone: 541-778-7222  
Fax: 541-778-7223  
casebe@jacksoncounty.org

[www.jacksoncounty.org](http://www.jacksoncounty.org)

July 18, 2013

Bianca Petrou  
City of Medford  
Planning Department  
411 W. 8<sup>th</sup> Street  
Medford, OR 97501

Re: Final Master Plan Update

Dear Bianca:

Thank you for your time and input in the Airport's Master Plan update process. Enclosed is a copy of the final report, and it is also posted on the County's web page at: [www.jacksoncounty.org](http://www.jacksoncounty.org) under the "Airport" link.

We hope the information is useful and look to the City's planners to mesh the details into Medford's Comp Plan.

Sincerely,



Bern E. Case, A.A.E.  
Airport Director

Enclosure (1)