



Medford City Council Meeting

Agenda

May 16, 2019

6:00 P.M.

Medford City Hall, Council Chambers
411 West 8th Street, Medford, Oregon

10. Roll Call

Employee Recognition

20. Recognitions, Community Group Reports

20.1 Quarterly Economic Development update by Colleen Padilla of SOREDI

30. Oral Requests and Communications from the Audience

Comments will be limited to 4 minutes per individual, group or organization. PLEASE SIGN IN.

40. 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 4 minutes. PLEASE SIGN IN.

40.1 COUNCIL BILL 2019-34 An ordinance approving a minor amendment to the General Land Use Plan (GLUP) Map of the Medford Comprehensive Plan by changing the land use designation of 1.57 acres located at the southwest corner of Stewart Avenue and South Columbus Avenue, from Urban Residential (UR) to Urban Medium Density Residential (UM). (CP-19-021) Land Use, Quasi-Judicial

40.2 COUNCIL BILL 2019-35 An ordinance amending Chapter 10 of the Medford Municipal Code by amending sections 10.012, 10.427, 10.428, 10.430, 10.430A, 10.430B, 10.431, 10.451, and 10.462 pertaining to cross sections, level-of-service, and legacy streets. (DCA-18-179) Land Use, Legislative

50. Approval or Correction of the Minutes of the May 2, 2019 Regular Meeting

60. Consent Calendar

60.1 COUNCIL BILL 2019-36 A resolution urging the Oregon Legislature to Enact Public Employee Retirement System (PERS) reforms that reduce pension costs for public employers, and approving the City of Medford's membership in PERS Solutions for Public Services Coalition.

60.2 COUNCIL BILL 2019-37 A resolution authorizing re-application for State designation of the Medford Urban Enterprise Zone.

60.3 COUNCIL BILL 2019-38 An ordinance authorizing execution of an Intergovernmental Agreement between the City of Medford and Jackson County to provide records management software access to the Jackson County Sheriff's Office.

Meeting locations are generally accessible to persons with disabilities. To request interpreters for hearing impaired or other accommodations for persons with disabilities, please contact the ADA Coordinator at (541) 774-2074 or ada@cityofmedford.org at least three business days prior to the meeting to ensure availability. For TTY, dial 711 or (800) 735-1232.

Medford City Council Agenda
May 16, 2019

60.4 COUNCIL BILL 2019-39 An ordinance awarding a contract in an amount of \$179,334.00 to Central Pipeline, Inc., for construction of a left turn lane from Table Rock Road to Morningside Street.

60.5 COUNCIL BILL 2019-40 An ordinance authorizing payment of Street SDC credits to Pacific Trend Building and Developing, LLC in the amount of \$328,983.70.

70. Items Removed from Consent Calendar

80. Ordinances and Resolutions

90. Council Business

90.1 Proclamations issued:
Kids to Parks Day – May 18, 2019
National Public Works Week – May 19-25, 2019

90.2 Committee Reports and Communications

100. City Manager and Staff Reports

100.1 Further reports from City Manager

110. Adjournment



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 40.1

www.ci.medford.or.us

DEPARTMENT: Planning Department
PHONE: (541) 774-2380
STAFF CONTACT: Matt Brinkley, AICP, CFM, Planning Director

AGENDA SECTION: Public Hearings
MEETING DATE: May 16, 2019

COUNCIL BILL 2019-34

Ordinance approving a minor amendment to the General Land Use Plan (GLUP) Map of the Medford Comprehensive Plan by changing the land use designation of 1.57 acres located at the southwest corner of Stewart Avenue and South Columbus Avenue, from Urban Residential (UR) to Urban Medium Density Residential (UM). (CP-19-021) Land Use, Quasi-Judicial

SUMMARY AND BACKGROUND

Council is requested to consider a minor General Land Use Plan (GLUP) amendment to reclassify two contiguous parcels totaling 1.57 acres from Urban Residential (UR) to Urban Medium Density Residential (UM). The parcels are located at the southwest corner of Stewart Avenue and South Columbus Avenue and currently contain nine dwelling units that consist of seven single-family units and one duplex. The Planning Commission approved and adopted the zone change request (File No. ZC19-020) and forwarded a favorable recommendation for the GLUP amendment to Council (File No. CP-19-021).

PREVIOUS COUNCIL ACTIONS

None.

ANALYSIS

Review of the proposed GLUP map designation change can be found to meet the applicable criteria for a Comprehensive Plan Amendment as found in the *Review and Amendments* chapter of the Comprehensive Plan, as the proposed change: 1) responds to a need outlined in the Housing Element of the Comprehensive Plan to increase the number of dwelling units in the City to accommodate projected population growth; 2) can be found that sufficient facilities exist or can be made available to serve the future development of the site; 3) and can be found to meet the applicable statewide planning goals.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

None.

TIMING ISSUES

None.

COUNCIL OPTIONS

- Approve the ordinance as presented
- Modify the ordinance as presented
- Decline to approve the ordinance as presented and direct staff regarding further action

STAFF RECOMMENDATION

Staff recommends approval of the ordinance.

SUGGESTED MOTION

I move to approve the ordinance authorizing the change of the General Land Use Plan map designation from Urban Residential (UR) to Urban Medium Density Residential (UM) for the two contiguous parcels totaling 1.57 acres, located at the southwest corner of Stewart Avenue and South Columbus Avenue, as recommended by the Planning Commission.

EXHIBITS

Ordinance
Staff Report to the Planning Commission, including Exhibits A-L
Vicinity Map



City of Medford

Planning Department

Working with the community to shape a vibrant and exceptional city

PLANNING COMMISSION REPORT

for a type-III & type-IV quasi-judicial decision: Minor GLUP Amendment & Zone Change

PROJECT Columbia Care
Applicant: Columbia Care Services, Inc.
Agent: Richard Stevens & Associates

FILE NO. CP-19-021 / ZC-19-020

DATE April 11, 2019

BACKGROUND

Proposal

Request for a minor General Land Use Plan (GLUP) amendment to reclassify two contiguous parcels totaling 1.57 acres, located at the southwest corner of Stewart Avenue and South Columbus Avenue, and currently containing nine dwelling units, from Urban Residential (UR) to Urban Medium Density Residential (UM); along with an associated request to rezone the parcels from SFR-10 (Single-Family Residential, ten dwelling units per gross acre) to MFR-15 (Multiple Family Residential, fifteen dwelling units per gross acre) (371W36BC TL 100 & 200).

Vicinity Map



Subject Site Characteristics

Zoning: SFR-10
GLUP: UR (Urban Residential)
Overlay(s): None
Use(s): Multiple family residential

Surrounding Site Characteristics

North Zone: SFR-6 (Single-Family Residential, six dwelling units per gross acre)
Use(s): Single-Family residential

South Zone: SFR-6
Use(s): Single-Family residential

East Zone: C-C (Community Commercial) & SFR-00
Use(s): Dutch Bros

West Zone: SFR-10 & SFR-6
Use(s): Single-Family residential

Related Projects

None

Applicable Criteria

Minor Comprehensive Plan Amendment

For the applicable criteria, the Medford Municipal Code Section 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 map amendments, and are based on the following:

1. *A significant change in one or more Goal, Policy, or Implementation Strategy.*
2. *Demonstrated need for the change to accommodate unpredicted population trends, to satisfy urban housing needs, or to assure adequate employment opportunities.*
3. *The orderly and economic provision of key public facilities.*
4. *Maximum efficiency of land uses within the current urbanizable area.*
5. *Environmental, energy, economic, and social consequences.*
6. *Compatibility of the proposed change with other elements of the City Comprehensive Plan.*
7. *All applicable Statewide Planning Goals.*

Medford Land Development Code §10.204, Zone Change Criteria

The Planning Commission shall approve a quasi-judicial, minor zone change if it finds that the zone change complies with subsections (1) through (3) below:

ORDINANCE NO. 2019-34

AN ORDINANCE approving a minor amendment to the General Land Use Plan (GLUP) Map of the *Medford Comprehensive Plan* by changing the land use designation of 1.57 acres located at the southwest corner of Stewart Avenue and South Columbus Avenue, Urban Residential (UR) to Urban Medium Density Residential (UM).

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

Section 1. That a minor amendment to the GLUP Map of the *Medford Comprehensive Plan* to change the land use designation of 1.57 acres located at the southwest corner of Stewart Avenue and South Columbus Avenue, Urban Residential (UR) to Urban Medium Density Residential (UM) is hereby approved.

Section 2. The approval is based upon the Findings of Fact and Conclusions of Law included in the Planning Commission Report dated April 11, 2019.

PASSED by the Council and signed by me in authentication of its passage this ___ day of May, 2019.

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2019.

Mayor

- (1) *The proposed zone is consistent with the Transportation System Plan (TSP) and the General Land Use Plan Map designation. A demonstration of consistency with the acknowledged TSP will assure compliance with the Oregon Transportation Planning Rule.*
- (2) *Where applicable, the proposed zone shall also be consistent with the additional locational standards of the below sections (1)(a), (1)(b), (1)(c), or (1)(d). Where a special area plan requires a specific zone, any conflicting or additional requirements of the plan shall take precedence over the locational criteria below.*

- (3) *It shall be demonstrated that Category A urban services and facilities are available or can and will be provided, as described below, to adequately serve the subject property with the permitted uses allowed under the proposed zoning, except as provided in subsection (c) below. The minimum standards for Category A services and facilities are contained in Section 10.462 and Goal 2 of the Comprehensive Plan "Public Facilities Element" and Transportation System Plan.*
 - (a) *Storm drainage, sanitary sewer, and water facilities must already be adequate in condition, capacity, and location to serve the property or be extended or otherwise improved to adequately serve the property at the time of issuance of a building permit for vertical construction.*
 - (b) *Adequate streets and street capacity must be provided in one (1) of the following ways:*
 - (i) *Streets which serve the subject property, as defined in Section 10.461(2), presently exist and have adequate capacity; or*
 - (ii) *Existing and new streets that will serve the subject property will be improved and/or constructed, sufficient to meet the required condition and capacity, at the time building permits for vertical construction are issued; or*
 - (iii) *If it is determined that a street must be constructed or improved in order to provide adequate capacity for more than one (1) proposed or anticipated development, the Planning Commission may find the street to be adequate when the improvements needed to make the street adequate are fully funded. A street project is deemed to be fully funded when one (1) of the following occurs:*
 - (a) *the project is in the City's adopted capital improvement plan budget, or is a programmed project in the first two (2) years of the State's current STIP (State Transportation Improvement Plan), or any other public agencies adopted capital improvement plan budget; or*
 - (b) *when an applicant funds the improvement through a reimbursement district pursuant to the MLDC. The cost of the improvements will be either the actual cost of construction, if*

constructed by the applicant, or the estimated cost. The "estimated cost" shall be 125% of a professional engineer's estimated cost that has been approved by the City, including the cost of any right-of-way acquisition. The method described in this paragraph shall not be used if the Public Works Department determines, for reasons of public safety, that the improvement must be constructed prior to issuance of building permits.

- (iv) When a street must be improved under (b)(ii) or (b)(iii) above, the specific street improvement(s) needed to make the street adequate must be identified, and it must be demonstrated by the applicant that the improvement(s) will make the street adequate in condition and capacity.*
- (c) In determining the adequacy of Category A facilities, the approving authority (Planning Commission) may evaluate potential impacts based upon the imposition of special development conditions attached to the zone change request. Special development conditions shall be established by deed restriction or covenant, which must be recorded with proof of recordation, returned to the Planning Department, and may include, but are not limited to the following:
 - (i) Restriction of uses by type or intensity; however, in cases where such a restriction is proposed, the Planning Commission must find that the resulting development pattern will not preclude future development, or intensification of development, on the subject property or adjacent parcels. In no case shall residential densities be approved which do not meet minimum density standards,*
 - (ii) Mixed-use, pedestrian-friendly design which qualifies for the trip reduction percentage allowed by the Transportation Planning Rule,*
 - (iii) Transportation Demand Management (TDM) measures which can be reasonably quantified, monitored, and enforced, such as mandatory car/van pools.**

Authority

The Planning Commission is designated as the approving authority for Type-III land use actions involving zone changes. The subject application also includes a Type-IV quasi-judicial Comprehensive Plan Amendment. The Planning Commission is authorized to act as an advisory agency, forwarding a recommendation to City Council for proposed amendments to the Comprehensive Plan under Medford Municipal Code Sections 10.102–122, 10.165, and 10.185.

ISSUES AND ANALYSIS

Project Summary

The subject site currently contains nine dwelling units – seven single-family units and one duplex – which are legal non-conforming residences built during the 1950s. Contingent on approval of their requests for a change to the site's GLUP designation and underlying zoning classification, it is the applicant's intent to remove the existing single-family home located at 1319 Stewart Avenue, and construct a 12-unit apartment building along with one duplex building, as shown on the applicant's preliminary existing/proposed site plan (Exhibit G).

In order to develop the property with multi-family units, the applicant will need to gain approval to change the property's GLUP designation to UM, while also gaining approval for the rezoning of the property to the MFR-15 zoning district, which is a permitted zone in the UM GLUP. Both requests have been submitted for concurrent review.

The Planning Commission is designated as the approving authority for the Type-III zone change request, while additionally serving as an advisory body for the Type-IV quasi-judicial GLUP change request, forwarding a recommendation to the City Council. The approval of the proposed change of zone will be contingent on subsequent approval of the proposed GLUP amendment by City Council.

Traffic Analysis

MLDC 10.461(3) requires a Traffic Impact Analysis (TIA) to be conducted to evaluate development impacts to the transportation system if a proposed application has the potential of generating more than 250 net average daily trips (ADT) or the Public Works Department has concerns due to operations or accident history.

Per the staff report submitted by Public Works (Exhibit H), the proposed zone change to MFR-15 does not meet the requirements for a TIA.

Other Agency Comments

Rogue Valley Sewer Services (RVSS) (Exhibit J)

The subject property is within the RVSS service area. According to the memo submitted by RVSS, there is an 8-inch sewer main along the southern property line of tax lot 100, and there is adequate system capacity for the proposed zone change.

Facility Adequacy

Per the agency comments submitted to staff (Exhibits H-J), including the Rogue Valley Sewer Services (RVSS), it can be found that adequate facilities are available or can and will be made available to serve the future development of the site.

Committee Comments

No comments were received from a committee, such as BPAC.

FINDINGS AND CONCLUSIONS

Comprehensive Plan Amendment

1. *A significant change in one or more Goal, Policy, or Implementation Strategy.*

Findings

While the Goals, Policy, or implementation Strategy identified in the City's Comprehensive Plan have not formally changed, the City has completed an Urban Growth Boundary amendment to accommodate future land need, which has been formally adopted by the State, and the analysis done through that process has provided information demonstrating a slight surplus in the number of acres available for Urban Residential (UR) development. The change of the subject property's GLUP designation from UR to UM will help balance the supply of UR designated land with that of UM designated land within the City.

Conclusions

The proposed change is consistent with pertinent Comprehensive Plan policies and implementation strategies that seek to provide an adequate supply of residential land.

2. *Demonstrated need for the change to accommodate unpredicted population trends, to satisfy urban housing needs, or to assure adequate employment opportunities.*

Findings

The Housing Element of the Comprehensive Plan indicates the City will need 15,050 dwelling units to accommodate the projected population growth. This equates to approximately 753 new dwelling units per year. In addition, the City has committed, through adoption of the Regional Plan, to meet a residential density of 6.6 dwelling units per gross acre City-wide until 2035 and increasing that density to 7.6 dwelling units per acre between the years 2036-2060. These commitments are best met through a range of housing types across different residential zoning districts. The conversion of UR GLUP to the UM GLUP provides an opportunity to help meet target density requirements City-wide, increase housing supply, and locate higher densities in locations that have adequate or available public infrastructure and are located near existing services and amenities to accommodate the residents they serve.

Conclusions

The conversion of UR GLUP to the UM GLUP provides an opportunity to help meet target density requirements City-wide, increase housing supply, and locate higher densities in locations that have adequate or available public infrastructure and are located near existing services and amenities to accommodate the residents they serve.

3. *The orderly and economic provision of key public facilities.*

Findings

Per the agency comments submitted to staff, it can be found that adequate facilities are available or can and will be made available to serve the future development of the site.

Conclusions

Sufficient facilities exist or can and will be made available to accommodate the proposed classification change.

4. *Maximum efficiency of land uses within the current urbanizable area.*

Findings

The subject site is fronted by two Major Arterial streets. A change to the UM GLUP will be more suitable for the subject site given the higher density allowed in the zoning district permitted in the UM GLUP designation (MFR-15) and the higher reliance on public transit for tenants living in multiple-family units. Locating higher densities in areas that have adequate or available public infrastructure, and which are located near existing services and amenities to accommodate the residents they serve, maximizes the efficiency of land uses within the current urbanizable area.

Conclusions

A change to the UM GLUP will be more suitable for the subject site given the higher density allowed in the zoning district permitted in the UM GLUP designation (MFR-15) and the higher reliance on public transit for tenants living in multiple-family units. Locating higher densities in areas that have adequate or available public infrastructure, and which are located near existing services and amenities to accommodate the residents they serve, maximizes the efficiency of land uses within the current urbanizable area.

5. *Environmental, energy, economic, and social consequences.*

Findings

Environmental: The subject area is already within the UGB, and thus has already met tests concerning environmental impacts; a change of designation does not affect suitability for urbanization.

Energy: A designation change to UM would not pose any discernable energy consequences, as the site is located within the UGB, and thus has already met tests concerning environmental impacts; change of designation does not affect suitability for urbanization.

Economic: The proposed change of designation will allow for the development of multiple-family dwelling units, which often require staff to operate, thereby providing the potential for additional employment opportunities.

Social: The surrounding area of the subject site is a mix of residential and commercial uses. The proposed change to the subject site is not anticipated to have a negative social consequence as the surrounding area is already a mix of commercial and residential uses.

Conclusions

Environmental: No discernable environmental consequences would result with the proposed change of designation.

Energy: No discernable energy consequences would result with the proposed change of designation.

Economic: The proposed change of designation will allow for the development of multiple-family dwelling units, which often require staff to operate, thereby providing the potential for additional employment opportunities.

Social: No discernable social consequences would result with the proposed change of designation.

6. *Compatibility of the proposed change with other elements of the City Comprehensive Plan.*

Findings

Economic Element

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

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

Conclusions

Not applicable

7. *All applicable Statewide Planning Goals.*

Goal 1 – Citizen Involvement

Findings

Goal 1 requires the City to have a citizen involvement program that sets the procedures by which affected citizens will be involved in the land use decision process, including participation in the quasi-judicial revision of the Comprehensive Plan. The City of Medford has an established citizen-involvement program consistent with Goal 1 that includes public review of proposed Comprehensive Plan amendments by the Planning Commission and City Council.

Conclusions

By following the standard notification and comment procedure, the City provided adequate opportunities for citizen input.

Goal 2 – Land Use Planning

Findings

The City has a land use planning process and policy framework in the form of a Comprehensive Plan and development regulations in Chapter 10 of the Municipal Code that comply with Goal 2. These are the bases for decisions and actions.

Conclusions

There is an adequate factual basis for the proposed designation change.

Goal 3 – Agricultural Lands

Not Applicable.

Goal 4 – Forest Lands

Not Applicable.

Goal 5 – Natural Resources, Scenic and Historic Areas, and Open Spaces

Not Applicable.

Goal 6 – Air, Water and Land Resources Quality

Findings

There are no streams on the property that would be impacted. The land in question is not classified as a resource in terms of agriculture because it is classified as urbanizable.

Conclusion

The proposed change will have no discernable effect on the production of pollutants. There are no water or land resource quality impacts.

Goal 7 – Areas Subject to Natural Hazards

Not Applicable.

Goal 8 – Recreation

Not Applicable.

Goal 9 – Economic Development

Not Applicable

Goal 10 – Housing

Findings

Goal 10 requires that *“plans shall encourage the availability of adequate numbers of needed housing units at price ranges and rent levels which are commensurate with the financial capabilities of Oregon households and allow for flexibility of housing location, type, and density.”* The General Land Use Plan Element of the Comprehensive Plan state that the UM permits medium density urban residential uses, including townhouses, duplexes, apartments mobile home parks, and group quarters. The zoning district permitted in this designation is MFR-15. The site’s current UR designation, however, allows only for single-family residential zoning districts, which allow less density and fewer housing types. A designation change to UM will allow for residential development at a higher density, and with a greater flexibility of housing types, than its current UR designation permits.

Conclusion

The proposed designation change will expand the City’s existing housing stock, and allow for residential development at higher densities and with a greater flexibility of housing types.

Goal 11 – Public Facilities and Services

Findings

Refer to findings under Criterion 3 above.

Conclusion

Refer to conclusions under Criterion 3 above.

Goal 12 – Transportation

Findings

The *Transportation Planning Rule* (OAR 660-012) requires cities to have plans to accommodate anticipated transportation system needs. A traffic impact analysis is not required for the subject site as part of the zone change procedure.

Conclusion

The City requires traffic studies to be conducted when it is anticipated that a development has the potential of generating more than 250 net average daily trips (ADT) or the Public Works Department has concerns due to operations or accident history, at which time City staff will ensure that the anticipated transportation system needs are addressed. It has been determined that a traffic impact analysis will not be required for the subject site as part of the zone change procedure.

Goal 13 – Energy Conservation

Not Applicable.

Goal 14 – Urbanization

Not Applicable.

Goals 15 - 19 are not applicable.

Zone Change

- With regard to Criterion 1, there is adequate evidence in the record to demonstrate that the proposal is consistent with the UM General Land Use Plan Map designation and the Transportation System Plan. The Commission can find that this criterion is met.
- With regard to Criterion 2, there are no locational criteria for a change of zone to MFR-15. The Commission can find that this criterion is met.
- With regard to Criterion 3, the agency comments included as Exhibits H-J, demonstrate that Category A facilities can be made to be adequate to serve the property at the time of issuance of a building permit for vertical construction. The Commission can find that this criterion is met.

DECISION

At the public hearing held on April 11, 2019, the Planning Commission voted unanimously to approve the zone change request, while also forwarding a favorable recommendation to City Council for approval of the proposed Comprehensive Plan amendment. Two exhibits were added into the record at the public hearing: a joint letter received from the Housing Land Advocates (HLA) and the Fair Housing Council of Oregon (FHCO) requesting that staff include in their findings an analysis showing the net amount of needed housing as compared to the City's Housing Need Analysis and the Buildable Lands Inventory, in order to ensure that Goal 10 is being adequately addressed; and a memo from the Planning Director, which addressed the concerns expressed in the letter received from HLA and FHCO.

The letter received from HLA and FHCO has been included in this Commission Report as Exhibit K, and the memo from the Planning Director has been included as Exhibit L.

ACTION TAKEN

Adopted the findings as recommended by staff and directed staff to prepare the Final Order for approval of ZC-19-020 per the Planning Commission Report dated April 11, 2019, including Exhibits A through L; and, based on the Findings and Conclusions that all the approval criteria are met or not applicable, forwarded a favorable recommendation to City Council for approval of CP-19-021.

EXHIBITS

- A Conditions of Approval, drafted April 4, 2019.
- B Applicant's findings of fact (GLUP), received February 1, 2019.
- C Applicant's findings of fact (zoning), received February 1, 2019
- D Applicant's vicinity map, received February 1, 2019.
- E Applicant's GLUP map, received February 1, 2019.
- F Applicants' zoning map, received February 1, 2019.
- G Preliminary existing/proposed site plan, received February 1, 2019.
- H Public Works staff report, received April 3, 2019.
- I Medford Water Commission memo, received March 13, 2019.
- J Rogue Valley Sewer Services (RVSS) memo, received February 8, 2019.
- K Joint letter received from HLA and FHCO regarding staff's Goal 10 (Housing) findings, received April 8, 2019.
- L Planning Director's memo addressing Goal 10 findings, drafted April 11, 2019.
Vicinity map

MEDFORD PLANNING COMMISSION



Mark McKechnie, Chair

PLANNING COMMISSION AGENDA:

APRIL 11, 2019
APRIL 25, 2019

EXHIBIT A

Columbia Care
CP-19-021 / ZC-19-020
Conditions of Approval
April 4, 2019

CODE REQUIRED CONDITIONS

1. The change of zone (ZC-19-020) shall be effective upon City Council approval of the General Land Use Plan (GLUP) map amendment (CP-19-021).

CITY OF MEDFORD
EXHIBIT # A
FILE # ZC-19-020 / CP-19-021

RECEIVED
FEB 01 2019
PLANNING DEPT

BEFORE THE CITY COUNCIL
FOR THE CITY OF MEDFORD, OREGON:

IN THE MATTER OF AN APPLICATION FOR)
A CHANGE IN GENERAL LAND USE PLAN)
(GLUP) MAP DESIGNATION FROM UR TO)
UM FOR A 1.57 ACRE PROPERTY,)
LOCATED ON THE SOUTHWEST CORNER)
OF THE INTERSECTION OF STEWART)
AVENUE AND SOUTH COLUMBUS)
AVENUE; COLUMBIA CARE SERVICES,)
INC., APPLICANT; RICHARD STEVENS &)
ASSOCIATES, INC., AGENTS)

FINDINGS OF FACT

I. RECITALS PERTAINING TO THE PROPERTY:

APPLICANT: Columbia Care Services, Inc.
3587 Heathrow Way
Medford, OR 97504

AGENTS: Richard Stevens & Associates, Inc.
P.O. Box 4368
Medford, OR 97501
(541) 773-2646

PURPOSE OF APPLICATION:

The applicant is requesting a change of General Land Use Plan (GLUP) map designation from UR (Urban Residential) to UM (Urban Medium-Density Residential) for two tax lots totaling 1.57 net acres, located on the southwest corner of the intersection of Stewart Avenue and South Columbus Avenue. The property currently contains a total of 9 dwelling units which are addressed as 1303, 1305, 1307, 1309, 1311, 1313, 1315, 1317 and 1319 Stewart Avenue. The two parcels are also described as T.37S- R.2W- SEC.36BC, Tax Lots 100 & 200, within the Medford city limits.

CITY OF MEDFORD
EXHIBIT # B
FILE # ZC-19-020 / CP-19-021

The proposed change will cause the property to more closely align with the zoning locational standards of the Medford Land Development Code (MLDC) given its proximity to existing activity centers and transit service; it will increase the efficiency of land uses in the area; it will lead to a more economical and efficient use of existing public facilities in the vicinity; and it will also help to balance the supply of UR and UM properties within the Medford Urban Growth Boundary (UGB). The applicants' intent for the site is to provide for transitional low income housing for persons and families within the City of Medford.

II. APPLICABLE CRITERIA:

Comprehensive Plan Amendments to change General Land Use Plan (GLUP) Map Designation must be based on information and findings addressing the Criteria for Plan Amendments in the Goals, Policies, and Implementation Element of the Medford Comprehensive Plan, as follows:

1. A significant change in one or more Goals, Policies, or Implementation Strategies of the *Medford Comprehensive Plan*.
2. A demonstrated need for the change to accommodate unpredicted population trends to satisfy urban housing needs, or to assure adequate employment opportunities.
3. The orderly and economic provision of key public facilities.
4. The maximum efficiency of land uses within the urbanizable area.
5. The environmental, energy, economic, and social (ESEE) consequences.
6. The compatibility of the proposed change with other elements of the *Medford Comprehensive Plan*.
7. All applicable Statewide Planning Goals.

**III. FINDINGS IN COMPLIANCE WITH THE CRITERIA FOR PLAN AMENDMENTS
TO CHANGE GENERAL LAND USE PLAN MAP DESIGNATION,
IN THE MEDFORD COMPREHENSIVE PLAN:**

The Criteria for Plan Amendments, found in the Goals, Policies, and Implementation Element of the Medford Comprehensive Plan, establishes different sets of criteria for various categories of Comprehensive Plan amendments, noting:

“Because of the important functional difference among various Comprehensive Plan components, no common set of criteria can be used to assess all proposed Plan amendments.”

The section goes on to note that:

“While all of the criteria may not apply to each proposed amendment, all must be considered when developing substantive findings supporting final action on the amendment, and those criteria which are applicable must be identified and distinguished from those which are not.”

General Land Use Plan Map Designations; Amendments Shall be based on the following:

- 1. A significant change in one or more Goals, Policies, or Implementation Strategies of the Medford Comprehensive Plan.*
- 2. A demonstrated need for the change to accommodate unpredicted population trends to satisfy urban housing needs, or to assure adequate employment opportunities.*
- 3. The orderly and economic provision of key public facilities.*
- 4. The maximum efficiency of land uses within the urbanizable area.*
- 5. The environmental, energy, economic, and social (ESEE) consequences.*
- 6. The compatibility of the proposed change with other elements of the Medford Comprehensive Plan.*
- 7. All applicable Statewide Planning Goals.*

A significant change in one or more Goals, Policies, or Implementation Strategies of the Medford Comprehensive Plan:

The City of Medford continues to have a goal of providing land to accommodate its 20-year land need for housing as required under Oregon Revised Statute (ORS) 197.296. While the City has not recently changed Goals, Policies, or Implementation Strategies relevant to the proposed change in GLUP map designation, the recent analysis completed through the process of expanding the Medford UGB demonstrates that there is a small surplus in the number of acres available for Urban Residential (UR) development. As discussed in detail below, the proposed GLUP map amendment will utilize a small portion of this surplus amount to change the GLUP map designation of the subject property and cause the property to more closely align with the zoning locational standards of the MLDC; increase the efficiency of land uses in the area; and lead to a more economical and efficient use of existing public facilities in the vicinity.

FINDING:

The recent analysis of available lands completed through the UGB amendment process demonstrates a small surplus in the supply of UR lands within the UGB. The City of Medford’s Goal of providing land to accommodate its 20-year land need has not changed, however, the understanding of what exactly that need is, as it relates to each of the GLUP map designations is now better understood thanks to the UGB amendment process. This better understanding of both supply and anticipated demand helps the City of Medford to be responsive in adjusting GLUP map designations when shown to be appropriate. The proposed change of GLUP map designation will utilize a small portion of the surplus amount of UR land to change the GLUP map designation of the subject property and cause the property to more closely align with the zoning locational standards of the MLDC; increase the efficiency of land uses in the area; and lead to a more economical and efficient use of existing public facilities in the vicinity.

A demonstrated need for the change to accommodate unpredicted population trends to satisfy urban housing needs, or to assure adequate employment opportunities:

The City of Medford recently expanded its UGB to provide an adequate land supply for both residential and employment growth over the next 20 years. During that process, the City investigated its land supply, compared it against growth projections, and determined how much land was needed. According to the City’s projections, there was

a need for a total of 885 acres of UR land and a total of 27 acres of UM land¹. The final area for UGB expansion included a total of 891 buildable acres of UR land and a total of 27 buildable acres of UM land². As shown in Table 1.1 below, the area added to the UGB created a 6-acre surplus of UR land while supplying the number of acres needed for the UM land category.

Table 1.1 UR and UM Land Supply Before the Proposed Amendment

	Acres of Additional Land Needed	Acres of Land Provided	Acres in Surplus (Deficit)
UR	885	891	6
UM	27	27	0

The proposed Comprehensive Plan Amendment will change 1.57 net acres (approximately 2.07 gross acres) from the UR to the UM GLUP map designation. As shown in Table 1.2 below, the proposed change will better balance the supply of UR and UM land types. This will be accomplished by reducing the surplus of UR lands to 4 acres while creating a 2-acre surplus in the UM land supply. While the proposed amendment will help to create a better balance in the supply of these two land types, the primary purpose behind the proposed amendment is to utilize a small portion of the existing surplus in UR land to change the GLUP map designation of the subject property and cause the property to more closely align with the zoning locational standards of the MLDC; increase the efficiency of land uses in the area; and lead to a more economical and efficient use of existing public facilities in the vicinity.

Table 1.2 UR and UM Land Supply After the Proposed Amendment

	Acres of Additional Land Needed	Acres of Land Provided	Acres Added (Subtracted) by Proposed Amendment	Acres in Surplus (Deficit)
UH	885	889	(2)	4
SC	27	29	2	2

FINDING:

The proposed change in GLUP map designation will help to provide adequate residential lands by balancing the supply of the UR and UM land categories.

¹ Pages 98 of the City of Medford Planning Commission staff report for file no. CPA-14-114 (attached for reference)

² Page 45 of the Jackson County Planning Commission packet for file no. 439-16-00008-LRP (attached for reference)

The orderly and economic provision of key public facilities:

The subject property is located on the southwest corner of the intersection of Stewart Avenue and South Columbus Avenue. Most of the area around the subject property is developed with single-family residences within the SFR-6 zoning designation. The properties to the east, across South Columbus Avenue, are zoned Community Commercial (C-C) and are developed with several commercial uses, including a drive-thru coffee stand, a convenience store and a restaurant. Approximately 60% of the subject property is currently developed with a total of 9 dwelling units. The Northeast corner of the property, located immediately adjacent to the intersection of South Columbus Avenue and Stewart Avenue, is currently undeveloped. The proposed GLUP map amendment will help to facilitate the development of the remainder of the property with densities that are more appropriate for the property's location.

Both Stewart Avenue and South Columbus Avenue are classified as major arterial streets. There is a stop for bus route 25 located across Stewart Avenue on the west side of South Columbus Avenue. There is also a stop for bus route 2 located across South Columbus Avenue on the north side of Stewart Avenue. The property's location along major transportation routes, near transit facilities, makes it an ideal candidate for up-zoning to allow for in-fill development that can better utilize these key public facilities. The proposed GLUP map amendment and concurrent zone change are also consistent with the zoning locational standards of MLDC Section 10.310 which identifies the MFR-15 zone as being "suitable and desirable for locations near neighborhood activity centers or mass transit." As discussed individually below, the area is currently served with existing key public facilities that can be utilized most efficiently by permitting a higher level of density than is allowed within the UR GLUP designation.

This amendment will not change the demand for residential development, but it will help to accommodate that demand using existing infrastructure. The alternative is to accommodate the demand for residential development with new greenfield development outside of the existing urban area which requires the extension of facilities and services and leads to less orderly and more expensive provisions for key public facilities.

Sanitary Sewer:

There is existing sanitary sewer service, provided by Rogue Valley Sewer Services (RVSS), utilized by the 9 existing dwelling units on the subject property. There are existing 8-inch sanitary sewer main lines along the southwest corner of the property and the southern edge of the property. The proposed change of GLUP designation for this 1.57-acre property will allow for as many as 10 additional dwelling units on the property (above what the current zone allows).

However, the existing zoning allows for single-family detached homes while the proposed zone does not. Detached single-family homes, on average, have a higher demand on sewer capacity than multiple-family dwellings do. With this, the proposed GLUP map amendment has the potential to create only a small increase in sewer demand. Per conversations with Nick Bakke, District Engineer for RVSS, there is adequate capacity in the vicinity of the property to handle the small increase in sanitary sewer demand that could come from the proposed GLUP map amendment.

Water Service:

Water service is provided by the Medford Water Commission, which is currently serving the subject property and vicinity. There is an existing 16-inch main line along the north end of the subject property in Stewart Avenue. The nine existing dwelling units on the site are currently provided water service through an existing $\frac{3}{4}$ " and an existing 1" meter. The undeveloped portions of the site will be developed with residential development meeting the density standards of the MFR-15 zone. Adequate water service lines are available to continue to serve future uses on the subject site.

Water service for fire protection is also currently available in the vicinity of the site. Additional fire hydrants can be developed on the property, if needed for additional residential development.

Storm Drainage:

Any future development of the site will require an integrated storm sewer system, with the construction drawings prepared and the engineering to provide the storm sewer system in accordance with the City of Medford, at the time any new development is proposed. The proposed change in GLUP map designation will have no greater impact on the availability of storm water facilities in the vicinity.

Transportation:

The subject property is approximately 1.57 net acres or 2.07 gross acres in size. The existing zoning, SFR-10, allows for residential development at a maximum density of 10 dwelling units (DU) per gross acre. SFR-10 zoning allows for single-family detached homes which are expected to generate 9.57 average daily trips (ADT) per dwelling unit (ITE Manual 8th Edition). The 2.07 gross acre property could produce as much as 201 ADT ($2.07 \times 10 \text{ DU} = 20.7$ (21DU) $21 \times 9.57 = 200.97$ ADT) with the existing SFR-10 zoning. Properties zoned MFR-15 (the only zone allowed in the requested UM GLUP map designation) can develop with a maximum residential density of 15 DU per gross acre.

MFR-15 zoning does not allow for the development of single-family detached homes; however, the zone allows for the development of multiple-family – apartment dwellings. Apartments are anticipated to generate 6.65 ADT per dwelling unit. The 2.07-gross acre parcel could produce as much as 206 ADT ($2.07 \times 15 = 31.05$ (31DU) $31 \times 6.65 = 206.15$ ADT) with the proposed GLUP amendment.

The net increase in traffic is the difference between what the current zoning could produce and what the proposed zoning could produce. The net increase from the proposed GLUP map amendment and concurrent zone change is 5 ADT ($206 \text{ ADT} - 201 \text{ ADT} = 5 \text{ ADT}$). Since this number is below the threshold of 250 ADT increase, no traffic analysis is required.

The applicant submits that this requested GLUP map amendment and associated zone change will have a negligible effect on the capacity of the existing local street system as demonstrated by the fact that the proposed GLUP map amendment, change of zoning and future development of the property will produce traffic that is below the thresholds to require a Traffic Impact Analysis.

FINDING:

Based upon the information contained herein the City of Medford can find that the key public facilities necessary to develop the approximately 1.57-net acre (2.07 gross acres) subject property with uses permitted in the UM GLUP map designation, which includes: sanitary sewer, water service, storm sewer, and transportation infrastructure, are available in the vicinity and immediately adjacent to the site. It is demonstrated that there will be no significant impact to these facilities for the proposed uses. The ability to use existing infrastructure for the development of the subject property to meet a portion of the City's residential land need will lead to the orderly and economical use of existing key public facilities.

The maximum efficiency of land uses within the urbanizable area:

The property was changed from County SR-2.5 zoning to City SFR-10 zoning in 2000 through City file number ZC-00-110. At that time, the property was already developed with a total of nine dwelling units. The zoning assigned caused the property to become non-conforming to the zone (SFR-10) both in residential density (2.07 gross acres requires 12 – 21 dwelling units) and the types of dwellings permitted (several detached single-family homes and duplexes on a single parcel – not available for separate ownership). One remedy for the non-conforming density would be to add additional dwelling units to the property.

However, since SFR-10 zoning does not allow multiple-family development for rentals (all dwelling units must be available for separate/individual ownership, ie. Townhouses/condos in the SFR-10 zone), additional dwelling units cannot be added to the property under the current GLUP map designation and zoning without a land division. The proposed GLUP map amendment will make it possible to develop the remainder of the property in a way that resolves both the non-conforming structure-style issue and the non-conforming density issue.

As discussed above, per the recently approved UGB amendment process, the City has identified a small surplus of available UR land. This is not to say that there was an error in the UGB amendment process, but rather, the UGB amendment process operated on a very large scale, with a vast number of rules and other considerations that needed to be navigated. Now that the UGB amendment has been approved, the City can look at opportunities to fine-tune the availability of the different GLUP designations as needed to achieve the best balance of available land types. In this case, the City has the opportunity to convert a portion of this surplus UR land type to a more appropriate UM designation given the location of the subject property. The property is well suited for the requested UM GLUP designation and concurrently requested MFR-15 zoning designation as it is located near neighborhood activity centers (shopping, employment, schools, etc.) and mass transit services (MLDC 10.310). This change will facilitate infill development, helping to maximize the efficiency of land uses within the urbanizable area.

FINDING:

The City of Medford can find that the requested change in GLUP map designation from UR to UM will help to maximize the efficiency of land uses within the urbanizable area by facilitating infill development. Infill development will be encouraged by causing the property to better align with the zoning locational standards of the MLDC and by providing a path for the development of the remainder of the property that will be conforming to zoning standards for both density and dwelling type.

The environmental, energy, economic, and social (ESEE) consequences:

As discussed throughout these findings, the City of Medford recently completed a boundary expansion for its UGB. The approved expansion was the second phase of a two-step UGB amendment process. The first phase of the process was the Internal Study Areas (ISA's). The first phase was done consistent with ORS 197.296(6)(b), which requires that cities, before considering expanding their UGBs must consider changes to existing land use designations for the purpose of efficiently utilizing lands within the current urban area.

The proposed GLUP map amendment, like Phase I of the UGB amendment process, will help to more efficiently utilize lands within developed portions of the UGB. The proposed change in GLUP map designation from UR to UM will help to facilitate the development of the remainder of the subject property with a residential type and residential density that is appropriate for the use for transitional low income housing and for the area. There continues to be a need and demand for new multifamily residential affordable development in and around the City of Medford. This demand can either be met by developing lands within the existing urbanizable area, nearer the core of the city, or it can be met by adding new areas into the city along the edges of the existing urban area. The development of the remainder of the subject property equates to infill development in a portion of the urbanizable area with existing development and infrastructure.

Environmental: Infill development is much less impactful on the environment as it occurs in areas with existing urban development and it does not require the conversion of resource lands or natural areas. Infill development along with a development pattern with a mix of uses also reduce pollution by reducing vehicle miles traveled.

Energy: Infill development is more energy efficient as it occurs in areas nearer the core of the city, helping to reduce energy consumption by reducing vehicle miles traveled. In addition, it requires less energy to reuse existing infrastructure than it does to develop new infrastructure to serve development occurring beyond the current extent of urbanization.

Economic: Infill development is more economical as it uses/reuses existing infrastructure and services rather than requiring these services to be extended. As discussed in greater detail above, there is existing infrastructure for water, sanitary sewer, storm sewer, and transportation available to this property. There is a cost associated with the development of all these existing facilities that had to be paid when these utilities and this property were developed. Now that these facilities are in place, it is much more economical to use this existing site rather than to use a site along the periphery of the urban area which would require the extension of these services.

Social: The environmental, energy, and economic benefits discussed above are all social benefits as well. That is, there are social benefits realized by reducing environmental impacts, reducing energy consumption, and by reducing costs. In addition, the proposed GLUP map amendment will have the social benefit of providing for additional affordable housing in the community, which is greatly needed.

FINDING:

The City of Medford can find that by promoting infill development and the expanded use of existing infrastructure, the proposed change in GLUP map designation will have positive ESEE impacts overall. The benefits of infill development include but are not limited to: reduced cost by utilizing existing infrastructure, using less land and preserving open space and resource lands, and less energy consumption and less pollution based on reduced vehicle miles travelled. The proposed GLUP map amendment will also have the social benefit of providing additional opportunities for needed new transitional low income housing.

The compatibility of the proposed change with other elements of the Medford Comprehensive Plan and applicable Statewide Planning Goals:

One purpose of the Medford Comprehensive Plan is to implement the Statewide Planning Goals. This creates a large amount of overlap between various elements of the Comprehensive Plan and the corresponding Statewide Goals, for example, since the Economic Element of the Comprehensive Plan implements Goal 9, a finding of consistency with the Economic Element will also demonstrate consistency with Statewide Planning Goal 9. This being the case, the corresponding Comprehensive Plan elements and State Goals will be discussed together.

Goal #1: Citizen Involvement (Citizen Involvement Element):

The City of Medford has adopted a comprehensive citizen involvement program, involving the CCI (Committee for Citizen Involvement (the Planning Commission is also the CCI)), citizen recommendations, communications involving questionnaires and public notice for all land use actions that is consistent with state law, and in compliance with this goal. The proposed GLUP map amendment is being processed consistent with the process and procedures in place regarding citizen involvement.

FINDING:

The City of Medford, through the public notification program and Committee for Citizen Involvement, has provided adequate notice and has allowed for adequate citizen participation of all facets of the planning process. This application, by virtue of complying with the notice program administered by the City, is consistent with this Goal.

Goal #2: Land Use Planning (Implementation Element):

The City of Medford has adopted a long-range Comprehensive Plan and implementation strategy (The Medford Land Development Code) that is consistent with the requirements of Goal #2. The policy and framework for the land use decisions in Medford must comply with the Comprehensive Plan. The City, in reviewing this application under the provisions of the Criteria for Plan Amendments in the Goals, Policies, and Implementation element of the Comprehensive Plan, are demonstrating compliance with Goal 2.

FINDING:

The City of Medford will review this application for a Comprehensive Plan Amendment (change of GLUP map designation) consistent with the Criteria for Plan Amendments in the Goals, Policies, and Implementation element of the Comprehensive Plan, demonstrating compliance with Goal 2.

Goal #3: Agricultural Lands:

Not applicable.

FINDING:

This property is urbanizable land within the city limits of the City of Medford and is not agricultural land.

Goal #4: Forest Lands:

Not applicable.

FINDING:

This property is urbanizable land within the city limits of the City of Medford and is not forest land.

Goal #5: Open Space, Scenic and Historic Areas; Natural Resources (Environmental and Implementation Elements):

Not applicable.

FINDING:

This property is not identified as being open space, a scenic or historic area or resource, and it is not identified as either a natural resource or an area contributing to natural resource protection. The proposed change in GLUP map designation from UR to UM for this property that is currently developed with dwellings will have no effect on open space, scenic and historic areas, or natural resources.

Goal #6: Air, Water and Land Resource Quality (Environmental and Implementation Elements):

The purpose of this goal is to maintain and improve the quality of air, water and land resources of the state.

The subject property is located within the Bear Creek/Larson Creek sub-watershed, a portion of the larger Bear Creek water shed. All development in the City of Medford is required to provide storm water detention and water quality controls. The Subject property will be required to adhere to applicable drainage and water quality controls at the time of redevelopment. The property, when redeveloped, will be subject to criteria in the Comprehensive Plan and Land Development Code that are designed to provide for adequate levels of service and to protect air, water, and land resource quality.

FINDING:

Since the subject property, when redeveloped, will be subject to criteria in the Comprehensive Plan and Land Development Code that are designed to provide for adequate levels of service and to protect the air, water, and land resource quality, the City of Medford can find that conformance with the specific implementing ordinances will demonstrate compliance with this Goal.

Goal #7: Areas Subject to Natural Hazards (Environmental and Implementation Elements):

Not applicable. The site is not subject to flooding, mudslide, landslide, wildfire, or any other natural hazard.

FINDING:

Since the subject property is not in any floodplain, mudslide, landslide, wildfire, or other natural hazard area, the City of Medford can find that this Goal is not applicable to the proposed GLUP map amendment.

Goal #8: Recreational Needs (Public Facilities and Implementation Elements):

Parks, Recreation, and Leisure Services are included in the Public Facilities Element of the Medford Comprehensive Plan. The most current planning document for Medford's parks and recreation system is the 2016-2025 Medford Leisure Services Plan. The plan describes and maps the various recreational areas and facilities that are available or can be made available for the recreational needs of the people and visitors to the city. This site is not identified as either an existing or future park site and there are no additional park land needs identified near this property.

FINDING:

Not Applicable: The subject property is not identified in the 2016-2025 Medford Leisure Services Plan as an existing or future park site and there are no additional park land needs identified near this property.

Goal #9: Economic Development (Population, Land Use, Economic, and Public Facilities Elements):

Not applicable. The City of Medford has an adopted and acknowledged Economic Element which is intended to implement Goal 9. The City is required to provide an adequate supply of land to accommodate employment growth over the next 20 years. The proposed GLUP map amendment will have no effect on the available employment land supply.

FINDING:

This property is currently designated for residential uses and will continue to be available for residential development. The proposed GLUP map amendment will have no effect on the available employment land supply.

Goal #10: Housing (Environmental, Population, Land Use, and Housing Elements):

The City of Medford has an adopted and acknowledged Housing Element which is intended to implement Goal 10. The City is required to provide an adequate supply of land to accommodate residential growth over the next 20 years. The City has recently expanded its UGB to provide the required supply of residential land. According to the City's projections, there was a need for a total of 885 acres of UR land and a total of 27 acres of UM land. The final area for UGB expansion included a total of 891 buildable acres of UR land and a total of 27 buildable acres of UM land. The area added to the UGB created a 6-acre surplus of UR land while supplying the number of acres needed for the UM land category. The proposed Comprehensive Plan Amendment will change 1.57 net acres (approximately 2.07 gross acres) from the UR to the UM GLUP map designation. The proposed change will better balance the supply of UR and UM land types. This will be accomplished by reducing the surplus of UR lands to 4 acres while creating a 2-acre surplus in the UM land supply. While the proposed amendment will help to create a better balance in the supply of these two land types, the primary purpose behind the proposed amendment is to utilize a small portion of the existing surplus in UR land to change the GLUP map designation of the subject property to provide for needed low income housing for rental, which will also cause the subject site to more closely align with the zoning locational standards of the MLDC; increase the efficiency of land uses in the area; and lead to a more economical and efficient use of existing public facilities in the vicinity.

FINDING:

This property is currently designated for residential uses and will continue to be available for residential development.

Goal #11: Public Facilities and Services (Public Facilities Element):

The purpose of this goal is to plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.

There is existing sanitary sewer service, provided by Rogue Valley Sewer Services (RVSS), utilized by the 9 existing dwelling units on the subject property. There are existing 8-inch sanitary sewer main lines along the southwest corner of the property and the southern edge of the property. The proposed change of GLUP designation for this 1.57-acre property will allow for as many as 10 additional dwelling units on the property (above what the current zone allows). However, the existing zoning allows for single-family detached homes while the proposed zone does not. Detached single-family homes, on average, have a higher demand on sewer capacity than multiple-family dwellings do. With this, the proposed GLUP map amendment has the potential

to create only a small increase in sewer demand. Per conversations with Nick Bakke, District Engineer for RVSS, there is adequate capacity in the vicinity of the property to handle the small increase in sanitary sewer demand that could come from the proposed GLUP map amendment.

Water service is provided by the Medford Water Commission, which is currently serving the subject property and vicinity. There is an existing 16-inch main line along the north end of the subject property in Stewart Avenue. The nine existing dwelling units on the site are currently provided water service through an existing ¾" and an existing 1" meter. The undeveloped portions of the site will be developed with residential development meeting the density standards of the MFR-15 zone. Adequate water service lines are available to continue to serve future uses on the subject site.

Water service for fire protection is also currently available in the vicinity of the site. Additional fire hydrants can be developed on the property if needed for additional residential development.

Any future development of the site will require an integrated storm sewer system, with the construction drawings prepared and the engineering to provide the storm sewer system in accordance with the City of Medford, at the time any new development is proposed. The proposed change in GLUP map designation will have no greater impact on the availability of storm water facilities in the vicinity.

FINDING:

The application will not place a burden on public agencies to provide or extend public services. Based upon the information contained herein, the City of Medford can find that there is available infrastructure for sanitary sewer, water service, and storm sewer in the vicinity and immediately adjacent to the site.

Goal #12: Transportation (Public Facilities Element):

The subject property is approximately 1.57 net acres or 2.07 gross acres in size. The existing zoning, SFR-10, allows for residential redevelopment at a maximum density of 10 dwelling units (DU) per gross acre. SFR-10 zoning allows for single-family detached homes which are expected to generate 9.57 ADT per dwelling unit. The 2.07 gross acres for the subject property could produce as much as 201 ADT (2.07X10DUX9.57 ADT =200.97 ADT) with the existing SFR-10 zoning. With the properties zoned MFR-15 (the only zone allowed in the requested UM GLUP map designation) can develop with a maximum residential density of 15 DU per gross acre. MFR-15 zoning does not allow for the development of single-family detached homes; however, the zone allows for the development of multiple-family – apartment

dwellings. Apartments are expected to generate 6.65 ADT per unit. With the 2.07-gross acre subject site it is anticipated that the property could generate 206 ADT ($2.07 \times 15 \times 6.65 = 206.15$ ADT) with the proposed GLUP amendment. The net increase in traffic is the difference between what the current zoning could produce and what the proposed zoning could produce. The net increase from the proposed GLUP map amendment and concurrent zone change is 5 ADT. Since this number is below the 250 ADT threshold for increased number of vehicle trips, no traffic analysis is required.

The applicant submits that this requested GLUP map amendment and associated zone change will have a negligible effect on the capacity of the existing local street system as demonstrated by the fact that the proposed GLUP map amendment, change of zoning and future development of the property will produce traffic that is below the thresholds to require a TIA.

FINDING:

The City of Medford can find that the proposed GLUP change will not result in an addition of more than 249 ADT to the transportation system. Per the Medford Land Development Code, an increase of 249 ADT or less does not require traffic analysis and is viewed as being consistent with the City's Transportation System Plan.

Goal #13: Energy Conservation (Environmental Element):

This goal is simply to "Conserve Energy".

The proposed change on the GLUP map designation, from UR to UM, will facilitate the development of needed low income housing on the north half of the property. The subject property contains approximately 1.57-acre site in an urban area with public facilities, utilities, and street infrastructure in place. Infill development with greater densities and redevelopment, in general, is more energy efficient as it occurs in areas nearer the core of the city, helping to reduce energy consumption by reducing vehicle miles traveled. In addition, it requires less energy to reuse existing infrastructure than it does to develop new infrastructure to serve development occurring beyond the current extent of urbanization.

The net ESEE impact of the proposed GLUP map designation is positive. There continues to be a demand for new low income housing residential development for rentals in and around the City of Medford. This demand can either be met by developing/redeveloping lands within the existing urbanizable area, nearer the core of the city, or it can be met by adding new areas into the city along the edges of the existing urban area.

FINDING:

The City of Medford can find that by promoting infill development, the proposed change in GLUP map designation will help to conserve energy. The benefits of infill development and the reuse of existing development include but are not limited to: Reduced cost by utilizing existing infrastructure, using less land and preserving open space and resource lands, and less energy consumption and less pollution based on reduced vehicle miles travelled.

Goal #14: Urbanization (Population, Land Use, Housing, Economic, Public Facilities, GLUP, and Implementation Elements):

This goal is to "provide for an orderly and efficient transition from rural to urban land use."

Goal 14 provides that urban growth boundaries shall be established to identify and separate urbanizable from rural land. Consistent with ORS 197.296(6)(b), cities, before considering expanding their UGBs must consider changes to existing land use designations for the purpose of efficiently utilizing lands within the current urban area. During Phase I of its Urban Growth Boundary (UGB) amendment process, the City identified lands which could be re-designated to more efficiently meet future needs for residential development and employment.

The proposed GLUP map amendment, like Phase I of the UGB amendment process, will help to more efficiently utilize lands within developed portions of the UGB. The proposed change in the GLUP map designation from UR to UM will enhance the redevelopment of the subject property to meet a portion of the City's residential land need, particularly needed low income housing for rental.

The City of Medford has recently expanded its UGB to provide an adequate land supply for both residential and employment growth over the next 20 years. During that process, the City investigated its land supply, compared it against growth projections, and determined how much land was needed. According to the City's projections, there was a need for a total of 885 acres of UR land and a total of 27 acres of UM land. The final area for UGB expansion included a total of 891 buildable acres of UR land and a total of 27 buildable acres of UM land. The area added to the UGB created a 6-acre surplus of UR land while supplying the number of acres needed for the UM land category.

The proposed Comprehensive Plan Amendment will change 1.57 net acres (approximately 2.07 gross acres) from the UR to the UM GLUP map designation. The proposed change will better balance the supply of UR and UM land types. This will be accomplished by reducing the surplus of UR lands to 4 acres while creating a 2-acre surplus in the UM land supply. While the proposed amendment will help to create a better balance in the supply of these two land types, the primary purpose behind the proposed amendment is to utilize a small portion of the existing surplus in UR land to change the GLUP map designation of the subject property and cause the property to more closely align with the zoning locational standards of the MLDC; increase the efficiency of land uses in the area; and lead to a more economical and efficient use of existing public facilities in the vicinity.

FINDING:

The application does not include a change to an urban growth boundary but rather it provides for the efficient use of land already within the UGB.

CONCLUSIONS:

Reviewing the above discussion and findings, the City of Medford can find that the application for a GLUP map designation change from UR to UM is found to be consistent with the applicable Statewide Planning Goals and Comprehensive Plan elements regarding citizen involvement; land use planning; air, water and land resource quality; housing; public facilities and services; transportation; energy conservation; and urbanization, and that Statewide Planning Goals 3, 4, 5, 7, 8 & 9 do not apply to this application.

IV. SUMMARY AND CONCLUSIONS:

In order for a Comprehensive Plan Amendment to change General Land Use Plan (GLUP) Map Designation to be approved, the Planning Commission must find that the request is supported by information and findings addressing the Criteria for Plan Amendments in the Goals, Policies, and Implementation Element of the Medford Comprehensive Plan.

A review of the application and these Findings of Fact demonstrates that this application complies with the applicable standards of the Medford Comprehensive Plan. This application is for a change in GLUP map designation, from UR to UM.

With this information provided, the applicants respectfully request that the City of Medford designate the subject property, (37-2W-36BC, Tax Lots 100 & 200), as Urban Medium-Density Residential (UM) on the General Land Use Plan (GLUP) map for the City of Medford, Oregon.

Respectfully Submitted,

RICHARD STEVENS & ASSOCIATES, INC.

RECEIVED
FEB 01 2019
PLANNING DEPT

**BEFORE THE PLANNING COMMISSION
FOR THE CITY OF MEDFORD, OREGON:**

IN THE MATTER OF AN APPLICATION FOR)
A CHANGE IN ZONING DESIGNATION)
FROM SFR-10 TO MFR-15 FOR A 1.57)
ACRE PROPERTY LOCATED ON THE)
SOUTHWEST CORNER OF THE)
INTERSECTION OF STEWART AVENUE)
AND SOUTH COLUMBUS AVENUE;)
COLUMBIA CARE SERVICES, INC.,)
APPLICANT; RICHARD STEVENS &)
ASSOCIATES, INC., AGENTS)

FINDINGS OF FACT

I. RECITALS PERTAINING TO THE PROPERTY:

APPLICANT: Columbia Care Services, Inc.
3587 Heathrow Way
Medford, OR 97504

AGENTS: Richard Stevens & Associates, Inc.
P.O. Box 4368
Medford, OR 97501
(541) 773-2646

PURPOSE OF APPLICATION:

The applicant is requesting a change of zoning designation from City of Medford Single-Family Residential – 10 dwelling units per gross acre (SFR-10) to City of Medford Multiple-Family Residential – 15 dwelling units per gross acre (MFR-15) zoning for two tax lots totaling 1.57 net acres, located on the southwest corner of the intersection of Stewart Avenue and South Columbus Avenue. The property currently contains a total of 9 dwelling units which are addressed as 1303, 1305, 1307, 1309, 1311, 1313, 1315, 1317 and 1319 Stewart Avenue. The two parcels are also described as T.37S-R.2W-SEC.36BC, Tax Lots 100 & 200.

**CITY OF MEDFORD
EXHIBIT # C
FILE # ZC-19-020 / CP-19-021**

The General Land Use Plan (GLUP) map designation for the subject property is to be concurrently changed from UR (Urban Residential) to UM (Urban Medium-Density Residential) to cause the property to more closely align with the zoning locational standards of the Medford Land Development Code (MLDC) given its proximity to existing activity centers and transit service; to increase the efficiency of land uses in the area; to lead to a more economical and efficient use of existing public facilities in the vicinity; and to help balance the supply of UR and UM properties within the Urban Growth Boundary (UGB). The applicants' intent is to provide for transitional low income housing on the subject site for the residents within the City.

Attachments:

- Exhibit A: A copy of the legal description for this property
- Exhibit B: An assessor's map with the site indicated
- Exhibit C: A current zoning map for the vicinity
- Exhibit D: A current GLUP map for the vicinity

II. APPLICABLE CRITERIA:

In order to approve a Zoning Amendment and change the Zoning Map, the applicant must submit findings addressing Section 10.204 of the Land Development Code. A review of Section 10.204(D) indicates that an application for a Zone Change must contain the following:

- 1. A vicinity map drawn to scale of 1"=1000' identifying the proposed area of change.*
- 2. An Assessor's map with the proposed zone change area identified.*
- 3. Legal description of the area to be changed. Legal description shall be prepared by a licensed surveyor or title company.*
- 4. Property owner's names, addresses and map and tax lot numbers within 200 feet of the subject property, typed on mailing labels.*
- 5. Findings prepared by the applicant or his representative addressing the criteria for zone changes as per Section 10.204(B), Zone Change Criteria.*

FINDING:

The City of Medford finds that this application for a change in zoning designation from SFR-10 to MFR-15, with the information presented in support of the application, is consistent with the standards for submission as required above, accompanied with the applicable maps, the legal description of the area to be changed, the names and addresses of all adjacent properties within 200 feet typed on mailing labels, and findings consistent with the requirements of Section 10.204(B).

**III. COMPLIANCE WITH SECTION 10.204(B): OF THE
MEDFORD LAND DEVELOPMENT CODE:**

Section 10.204(B) provides that the approving authority (Planning Commission) shall approve a quasi-judicial zone change if it finds that the zone change complies with subsections (1) and (2) below:

(1) The proposed zone is consistent with the Transportation System Plan (TSP) and the General Land Use Plan Map designation. A demonstration of consistency with the acknowledged TSP will assure compliance with the Oregon Transportation Planning Rule.

(2) Where applicable, the proposed zone shall also be consistent with the additional locational standards of the below section (2)(a), (2)(b), (2)(c), or (2)(d). Where a special area plan requires a specific zone, any conflicting or additional requirements of the plan shall take precedence over the locational criteria below.

In addition, 10.204(B)(3) states:

(3) It shall be demonstrated that Category A urban services and facilities are available or can and will be provided, as described below, to adequately serve the subject property with the permitted uses allowed under the proposed zoning, except as provided in subsection (c) below. The minimum standards for Category A services and facilities are contained in Section 10.462 as well as the Public Facilities Element and Transportation System Plan in the Comprehensive Plan.

10.204(B)(1) CONSISTENCY WITH TRANSPORTATION SYSTEM PLAN AND THE GENERAL LAND USE PLAN MAP DESIGNATION

Discussion regarding TSP:

The adopted Medford Transportation Plan (TSP) addresses Chapter 660, Division 12 of the Oregon Administrative Rules which provides for implementation of the Statewide Transportation Goal (Goal 12), Transportation Planning Rule (TPR). It is also designed to explain how local governments and state agencies are responsible for transportation planning to address all modes of travel including vehicles, transit, bicycles and pedestrians. The TPR envisions development of local plans that will provide changes in land use patterns and transportation systems that make it more convenient for people to walk, bicycle, use transit, and drive less.

The TSP identifies both existing and future needs and includes improvements to meet those needs. In order to achieve those needs, the TSP has established the City's goals, policies, and implementation measures in order for the City to develop and maintain its transportation system for both the short and long-term needs. Like other portion of the Comprehensive Plan, the TSP is implemented through the Development Code. Sections 10.460 and 10.461 address the requirement for a traffic analysis letter (TIA) when an application has the potential of generating more than 250 net average daily trips (ADT).

The subject property is approximately 1.57 net acres or 2.07 gross acres in size. The existing zoning, SFR-10, allows for residential redevelopment at a maximum density of 10 dwelling units (DU) per gross acre. SFR-10 zoning allows for single-family detached homes which are expected to generate 9.57 ADT per dwelling unit. The 2.07 acre site could produce as much as 201 ADT ($2.07 \times 10 \text{ DU} = 20.7 \text{ (21 DU)}$ $21 \times 9.57 = 200.97 \text{ ADT}$) with its existing zoning.

Properties zoned MFR-15, the only zone allowed in the requested UM GLUP map designation, can develop with a maximum residential density of 15 DU per gross acre. The MFR-15 zoning does not allow for the development of single-family detached homes; however, the zone allows for the development of multiple-family – apartment dwellings. Apartments are expected to generate 6.65 ADT per unit. The 2.07-gross acre properties is anticipated to generate a total of 206 ADT ($2.07 \times 15 = 31.05 \text{ (31 DU)}$ $31 \times 6.65 = 206.15 \text{ ADT}$) with the proposed GLUP amendment and change of zoning. The net increase in traffic is the difference between what the current zoning could produce and what the proposed zoning could produce. The net increase from the proposed GLUP map amendment and concurrent zone change is 5. Since this number is below the threshold of 250 ADT, no traffic analysis is required.

The applicant submits that this requested zone change will have a negligible effect on the capacity of the existing local street system as demonstrated by the fact that the proposed change of zoning and future development of the property will produce traffic that is below the thresholds to require a TIA.

Discussion regarding GLUP:

The General Land Use Plan (GLUP) map designation for the subject property is to be concurrently changed from UR (Urban Residential) to UM (Urban Medium-Density Residential). The map designations contained in the General Land Use Plan Element of the Comprehensive Plan indicates that the permitted zoning district within the UM designation is MFR-15.

FINDING:

The net increase of vehicle trips generated with the proposed zone change is 5 ADT. Since this number is below the threshold of 250 ADT, no traffic analysis is required, the requested zone change is found to have a negligible effect on the capacity of the existing local street system and requested zone change is found to be consistent with the TSP.

The subject property General Land Use Plan Map designation is to be concurrently changed to Urban Medium-Density Residential (UM). The MFR-15 zoning requested is found to be consistent with the General Land Use Plan Map.

10.204(B)(2) CONSISTENCY WITH ADDITIONAL LOCATIONAL STANDARDS:

There are no additional locational standards applicable to the MFR-15 zone listed in Section 10.204(2) (2)(a), (2)(b), or (2)(c). However, MLDC Section 10.310 indicates that the MFR-15 zone is "suitable and desirable for locations near neighborhood activity centers or mass transit."

FINDING:

Not applicable. There are no additional locational standards applicable to the MFR-15 zone listed in Section 10.204(2) (2)(a), (2)(b), or (2)(c).

10.204(B)(3) COMPLIANCE WITH URBAN SERVICES AND FACILITIES

The Medford Comprehensive Plan, Public Facilities Element, provides the list of Category "A" services and facilities to be considered. These are:

Water Service
Sanitary Sewer and Treatment
Storm Drainage and
Streets, Transportation Facilities

Water Service:

Water service is provided by the Medford Water Commission, which is currently serving the subject property and vicinity. There is an existing 16-inch main line along the north end of the subject property in Stewart Avenue. The nine existing dwelling units on the site are currently provided water service through an existing ¾" and an existing 1" meter. The northern half of the site will be developed with residential development meeting the density standards of the MFR-15 zone. The southern half of the site will be redeveloped in the future, meeting the MFR-15 standards. Adequate water service lines are available to continue to serve future uses on the subject site.

Water service for fire protection is also currently available in the vicinity of the site. Additional fire hydrants can be developed on the property if needed for additional residential development.

Sanitary Sewer:

There is existing sanitary sewer service, provided by Rogue Valley Sewer Services (RVSS), utilized by the 9 existing dwelling units on the subject property. There are existing 8-inch sanitary sewer main lines along the southwest corner of the property and the southern edge of the property. The proposed change of GLUP designation for this 1.57-acre property will allow for as many as 10 additional dwelling units on the property (above what the current zone allows). However, the existing zoning allows for single-family detached homes while the proposed zone does not. Detached single-family homes, on average, have a higher demand on sewer capacity than multiple-family dwellings do. Therefore, the proposed GLUP map amendment and change of zoning has the potential to create only a small increase in sewer demand. Per conversations with Nick Bakke, District Engineer for RVSS, there is adequate capacity in the vicinity of the property to handle the small increase in sanitary sewer demand that could come from the proposed change of zoning to MFR-15.

Storm Drainage:

Any future development of the site will require an integrated storm sewer system, with the construction drawings prepared and the engineering to provide the storm sewer system in accordance with the City of Medford, at the time any new development is proposed. The proposed change in GLUP map designation will have no greater impact on the availability of storm water facilities in the vicinity.

Transportation:

The subject property is approximately 1.57 net acres or 2.07 gross acres in size. The existing zoning, SFR-10, allows for residential redevelopment at a maximum density of 10 dwelling units (DU) per gross acre. SFR-10 zoning allows for single-family detached homes which are expected to generate 9.57 ADT per dwelling unit. The 2.07 gross acre property could produce as much as 201 ADT ($2.07 \times 10 \times 9.57 = 200.97$ ADT) with the existing zoning. Properties zoned MFR-15 (the only zone allowed in the requested UM GLUP map designation) can develop with a maximum residential density of 15 DU per gross acre. MFR-15 zoning does not allow for the development of single-family detached homes; however, the zone allows for the development of multiple-family – apartment dwellings. Apartments are expected to generate 6.65 ADT per unit. The 2.07 gross acre site is anticipated to generate 206 ADT ($2.07 \times 15 \times 6.65 = 206.15$ ADT) with the proposed GLUP amendment and change of zoning. The net increase in traffic is the difference between what the current zoning could produce and what the proposed zoning could produce. The net increase from the proposed GLUP map amendment and concurrent zone change is 5 ADT. Since this number is below the threshold of 250 ADT, no traffic analysis is required.

The applicant submits that this requested GLUP map amendment and associated zone change will have a negligible effect on the capacity of the existing local street system as demonstrated by the fact that the proposed GLUP map amendment, change of zoning and future development of the property will produce traffic that is below the thresholds to require a TIA.

FINDING:

The City of Medford finds that based upon the information contained herein there are adequate Category “A” public facilities available and sufficient capacity exists to extend these facilities to serve the proposed zoning and use of the site as MFR-15.

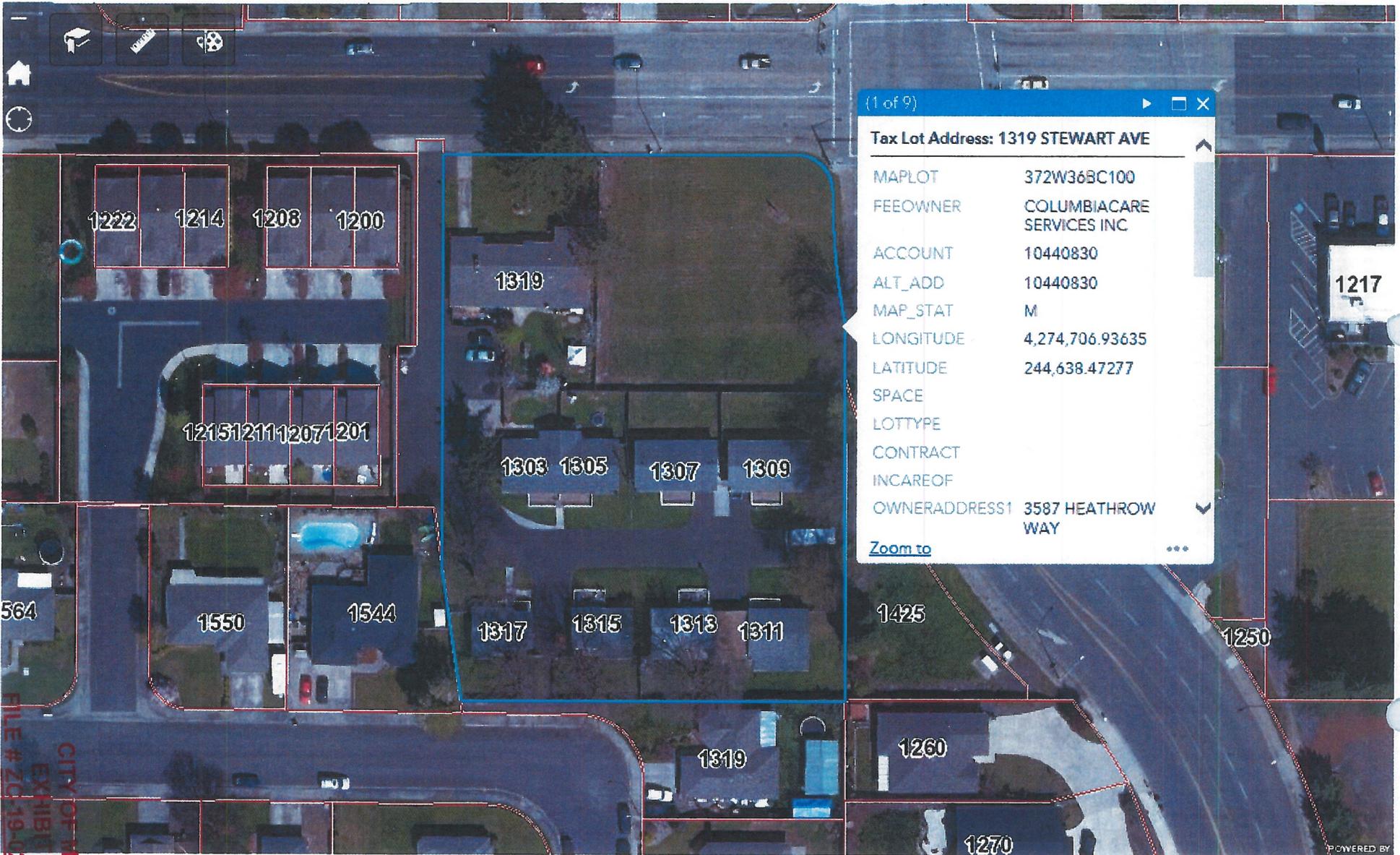
IV. SUMMARY AND CONCLUSIONS:

In order for an amendment to the Medford Zoning Map to be approved, the Planning Commission must find that the applicant has made the requisite findings for a change of zoning. A review of the application and the above Findings of Fact with the supporting documentation attached, demonstrates that this application complies with the applicable standards of the Land Development Code, is consistent with GLUP map and is consistent with the Medford TSP.

With this in mind, the applicant respectfully requests that the City of Medford designate the subject property, T.37S-R.2W-SEC.36BC, Tax Lots 100 & 200 as MFR-15 on the Official Zoning Map for the City of Medford, Oregon.

Respectfully Submitted,

Richard Stevens & Associates, Inc.



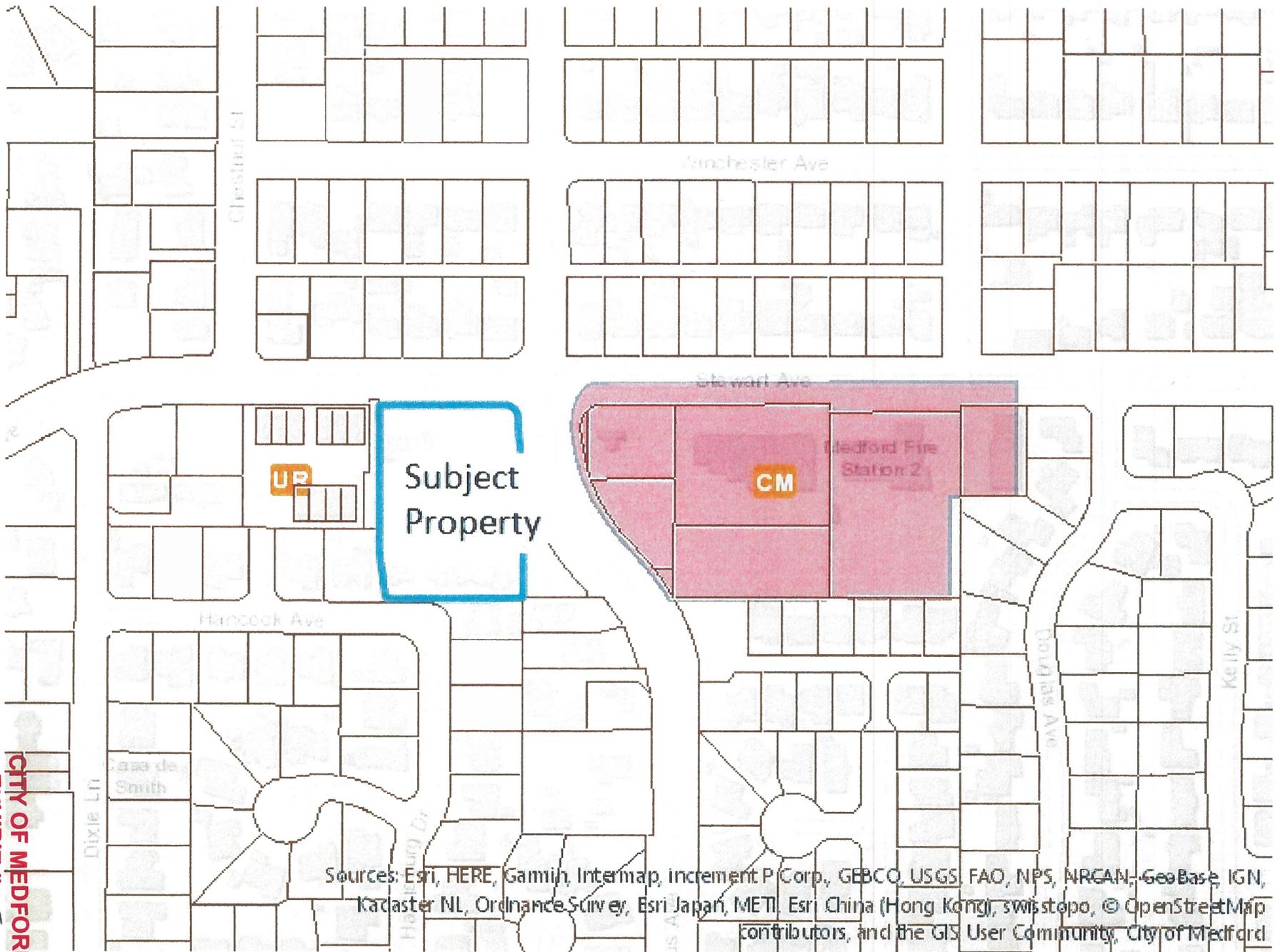
(1 of 9)

Tax Lot Address: 1319 STEWART AVE

MAPLOT	372W36BC100
FEEOWNER	COLUMBIACARE SERVICES INC
ACCOUNT	10440830
ALT_ADD	10440830
MAP_STAT	M
LONGITUDE	4,274,706.93635
LATITUDE	244,638.47277
SPACE	
LOTTYPE	
CONTRACT	
INCAREOF	
OWNERADDRESS1	3587 HEATHROW WAY

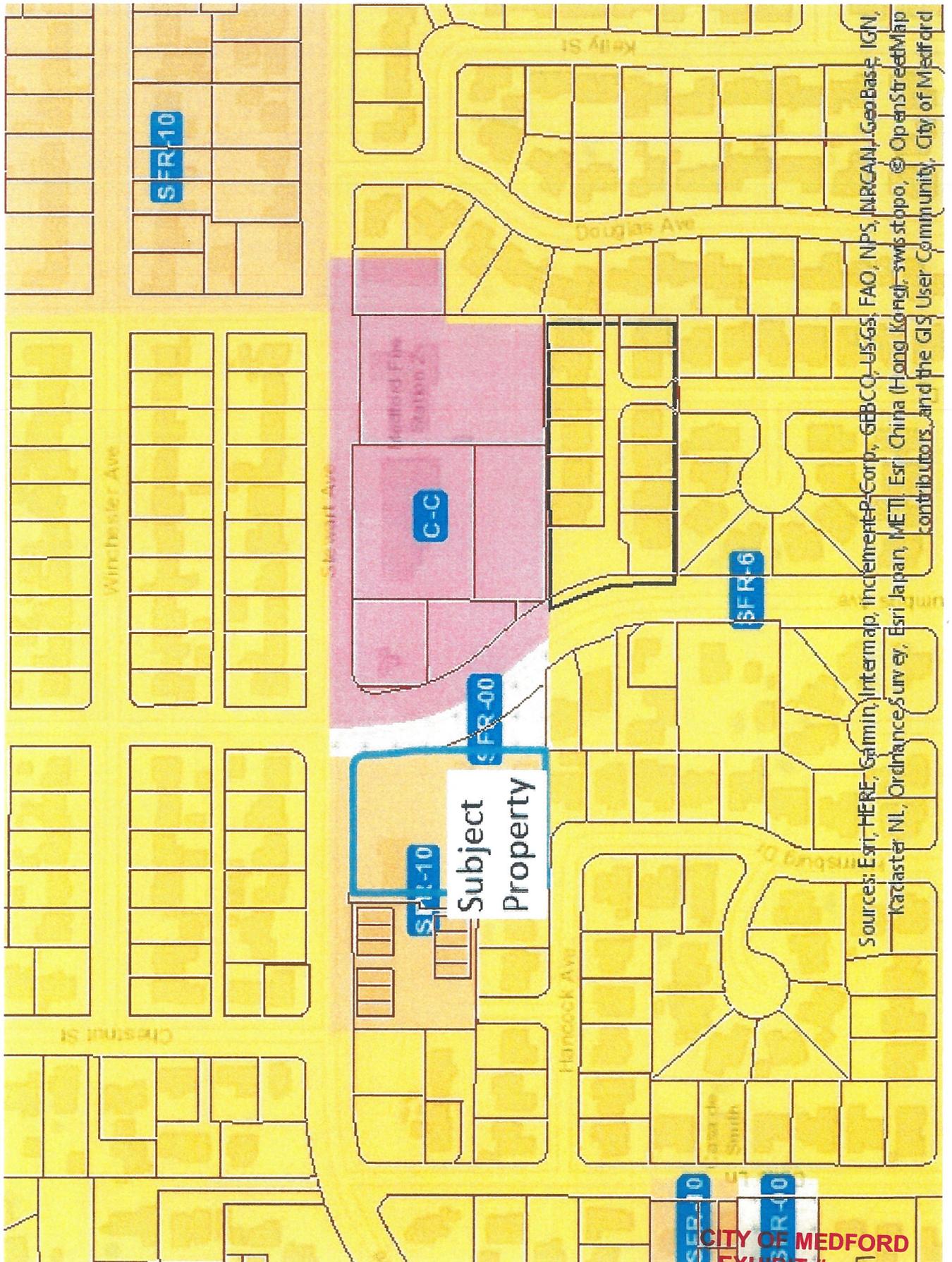
[Zoom to](#) ...

Exhibit D: GLUP Map



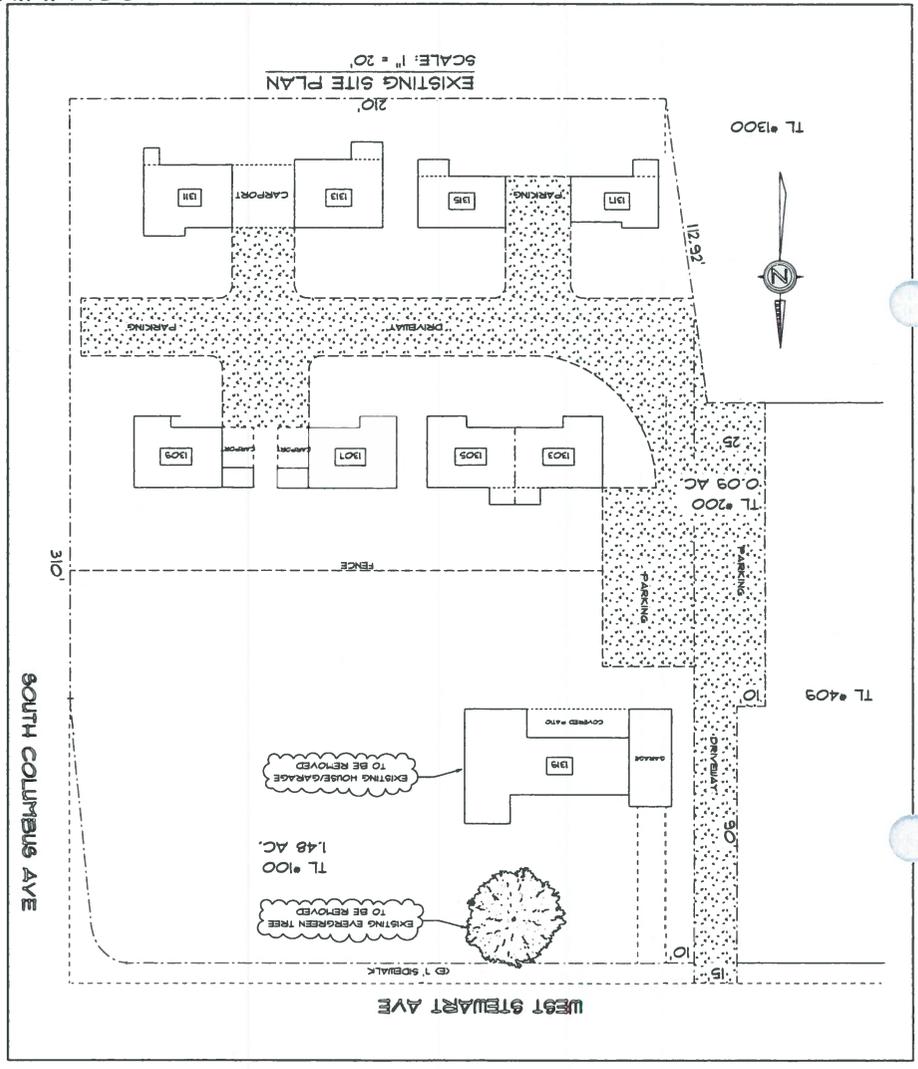
Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kataster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community, City of Medford

Exhibit C: Zoning Map



Sources: Esri, HERE, Garmin, Intermap, incrementP Corp., GEBCO, USGS, FAO, NPS, NRCAN, Geobase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community, City of Medford

CITY OF MEDFORD
EXHIBIT #
FILE # ZC-19-020 / CP-19-021



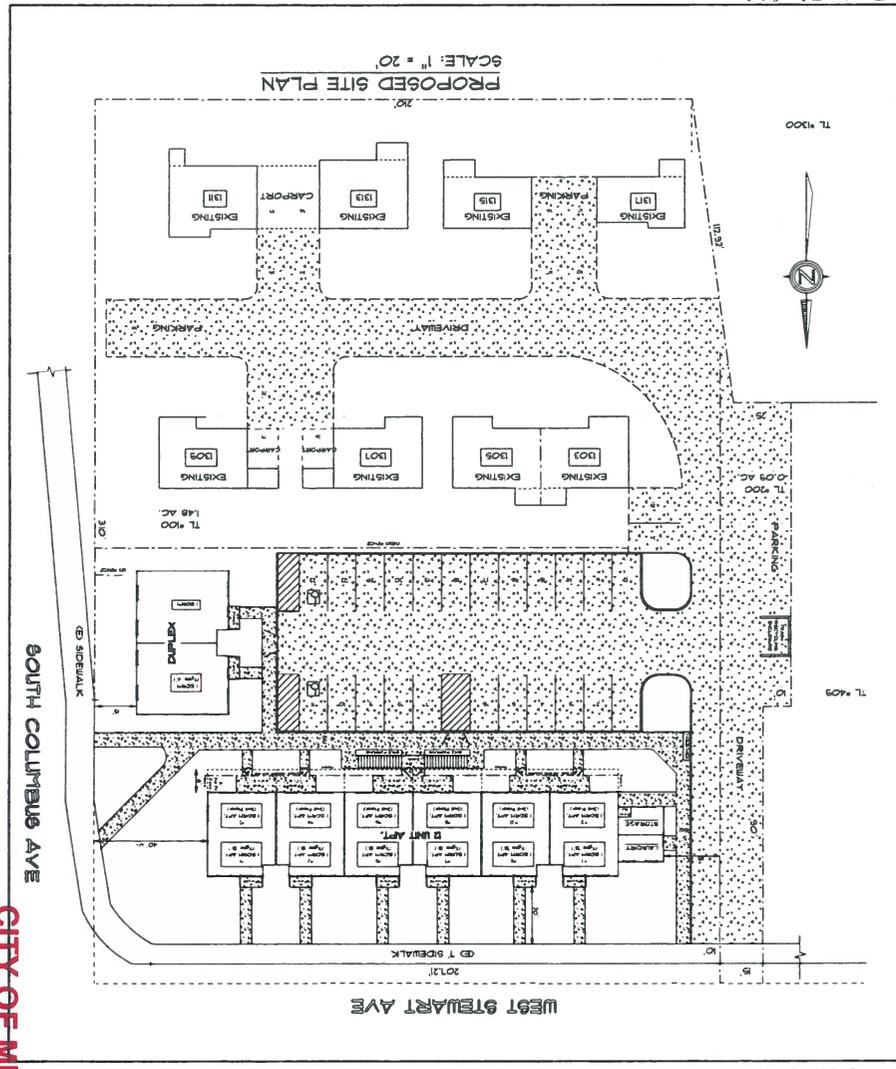
PROJECT INFO

PROPERTY: 317A-36-6C TL 400 & 200
 NEW 2 UNIT MULTI-FAMILY APARTMENT UNIT:
 (6) 1 BEDROOM APTS TYPE B
 (6) 1 BEDROOM APTS TYPE A
 NEW DUPLEX
 (7) 1 BEDROOM
 (7) 1 BEDROOM TYPE A
 ADDRESS 019 EXISTING HOUSE TO BE REMOVED
 (8) REMAINING COTTAGE HOUSES TO RETAIN

DENSITY CALCULATIONS:

TL 100
 ROW 16 GARAGE/HOUSE
 1.00 AC
 T1, 200
 1.00 AC
 NEW APARTMENT/DUPLEX STANDARDS:
 MAXIMUM 31
 PROPOSED 14 NEW + 8 EXISTING = 22 TOTAL

PRELIMINARY PLAN
 NOT FOR CONSTRUCTION



SITE DATA & CALCULATIONS

TOTAL SITE AREA: 60,300 SQ. FT.
 NEW APT. + DUPLEX FOOTPRINT: 5,046 SQ. FT.
 EXISTING COTTAGES FOOTPRINT: 5,206 SQ. FT.
 TOTAL BUILDING FOOTPRINT: 10,254 SQ. FT.
 % BUILDING COVERAGE: 16.7 %
 TOTAL PAVED AREA: 23,796 SQ. FT.
 % PAVED COVERAGE: 39.46 %
 BICYCLE PARKING AREAS: 34 SPA. FT.
 (8) SPACES PROVIDED UNDER STAIRS
 (6) AT EACH PRIVATE YARD OR
 GROUND FLOOR UNITS.
 LANDSCAPE AREA: 2,751 SQ. FT.
 % LANDSCAPE COVERAGE: 4.56 %
 NEW APARTMENT/DUPLEX BLDGS. INCLUDING 2 ADA STALLS
 23 SPACES PROVIDED
 EXISTING COTTAGE HOUSES: 15 SPACES PROVIDED
 OFF-STREET PARKING DATA

PROPOSED PROJECT:
 ColumbiaCare Stewart Avenue
 1319 W. Stewart Ave.
 Medford, OR

OWNER:
 ColumbiaCare Services #20-19-0201-CP 19-021
 3581 Heathrow Way
 Medford, OR 97504

EXHIBIT #
 CONSTRUCTION L.L.C.
 C:\WOODRUFF\CONSTRUCTION L.L.C.
 20-19-0201-CP 19-021

PRELIMINARY SITE PLAN

DATE: 12/20/20
 DRAWN BY: JRM
 CHECKED BY: JRM
 REVISION DATE: 12/20/20
 REVISION DESCRIPTION: 12/20/20

1 OF 3



Medford – A fantastic place to live, work and play

CITY OF MEDFORD

LD Date: 3/13/2019
Revised Date: 4/3/2019
File Number: ZC-19-020/CP-19-021

**PUBLIC WORKS DEPARTMENT STAFF REPORT
1303 – 1319 Stewart Avenue – Zone Change
(TL 100 & 200)**

Project: Request for a minor General Land Use Plan (GLUP) amendment to reclassify two contiguous parcels totaling 1.57-acres.

Location: Located at the southwest corner of Stewart Avenue and South Columbus Avenue, and currently containing nine dwelling units, from Urban Residential (UR) to Urban Medium Density Residential (UM); along with an associated request to rezone the parcels from SFR-10 Single-Family Residential, ten dwelling units per gross acre) to MFR-15 (Multiple Family Residential, fifteen dwelling units per gross acre) (372W36BC TL100 & 200).

Applicant: Planner, Dustin Severs- Applicant, Columbia Care Services, Inc. – Agent, Richard Stevens & Associates.

The Medford Land Development Code (MLDC), Section 10.227 (2) requires a zone change application demonstrate Category 'A' urban services and facilities are available or can and will be provided to adequately serve the subject property. The Public Works Department reviews zone change applications to assure the services and facilities under its jurisdiction meet those requirements. The services and facilities that Public Works Department manages are sanitary sewers within the City's service boundary, storm drains, and the transportation system.

I. Sanitary Sewer Facilities

This site lies within the Rogue Valley Sewer Service (RVSS) area, however, these parcels drain to the City of Medford Sewer Service area. There is capacity in the existing City of Medford sanitary sewer system to allow this Zone Change.

II. Storm Drainage Facilities

This site lies within the Crooked Creek Drainage Basin. The City of Medford has storm drain

facilities in the area.

III. Transportation System

No traffic impact analysis (TIA) will be required for this zone change. The proposed application doesn't meet the requirements for a TIA, per Medford Municipal Code (MMC), Section 10.461 (3).

Prepared by: Jodi K Cope
Reviewed by: Doug Burroughs
Revised by: Jodi K Cope

The above report is based on the information provided with the Zone Change Application submittal and is subject to change based on actual conditions, revised plans and documents or other conditions. A full report with additional details on each item as well as miscellaneous requirements for the project, including requirements for public improvement plans (Construction Plans), design requirements, phasing, draft and final plat processes, permits, system development charges, pavement moratoriums and construction inspection shall be provided with a Development Permit Application.

P:\Staff Reports\CP, DCA, & ZCZC only\2019\ZC-19-020_CP-19-021 Stewart Ave at S Columbus Ave (TLs 100 & 200)\ZC-19-020_CP-19-021 Staff Report_REV.docx Page 2 of 2

PUBLIC WORKS DEPARTMENT
ENGINEERING & DEVELOPMENT DIVISION

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

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



BOARD OF WATER COMMISSIONERS
Staff Memo

TO: Planning Department, City of Medford

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

SUBJECT: ZC-19-020/CP-19-021

PARCEL ID: 372W36BC TL's 100 & 200

PROJECT: Request for a minor General Land Use Plan (GLUP) amendment to reclassify two contiguous parcels totaling 1.57-acres, located at the southwest corner of Stewart Avenue and South Columbus Avenue, and currently containing nine dwelling units, from Urban Residential (UR) to Urban Medium Density Residential (UM); along with an associated request to rezone the parcels from SFR-10 Single-Family Residential, ten dwelling units per gross acre) to MFR-15 (Multiple Family Residential, fifteen dwelling units per gross acre) (372W36BC TL100 & 200). Planner, Dustin Severs- Applicant, Columbia Care Services, Inc. – Agent, Richard Stevens & Associates.

DATE: March 13, 2019

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

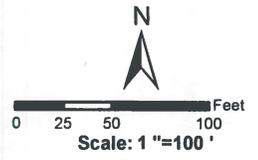
CONDITIONS

1. No conditions currently. MWC will Condition this proposed development at the of Site Plan Review.

COMMENTS

1. The MWC system does have adequate capacity is available to serve domestic water to these parcels.
2. Off-site water line installation may be required Columbus Avenue.
3. On-site water facility construction may be required.
4. Static water pressure is approximately 62 psi.
5. MWC-metered water service does exist to this property. There is one (1) ¾-inch water which serves the existing building at 1317-1319 Stewart Avenue, and there is (1) 1-inch water meter which serves existing buildings at 1303-1315 Stewart Avenue.
6. Access to MWC water lines is available. There is an existing 16-inch water line on the north side of Stewart Avenue.

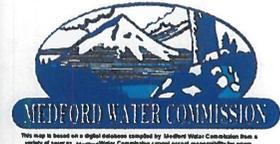
CITY OF MEDFORD
EXHIBIT # I
FILE # ZC-19-020 / CP-19-021
Page 1 of 1



Water Facility Map
City of Medford
Planning Application:
ZC-19-020/CP-19-021
(372W36BC100 & 200)
February 27, 2019

Legend

- Air Valve
 - Sample Station
 - Fire Service
 - Hydrant
 - ▲ Reducer
 - Blow Off
 - + Plugs-Caps
- Water Meters:**
- Active Meter
 - On Well
 - Unknown
 - Vacant
- Water Valves:**
- Butterfly Valve
 - Gate Valve
 - ⊙ Tapping Valve
- Water Mains:**
- Active Main
 - - - Abandoned Main
 - Reservoir Drain Pipe
 - Pressure Zone Line
- Boundaries:**
- ▭ Urban Growth Boundary
 - ▭ City Limits
 - ▭ Tax Lots
- MWC Facilities:**
- C** Control Station
 - P** Pump Station
 - R** Reservoir



This map is based on a digital address provided by Medford Water Commission based on a variety of sources. Medford Water Commission cannot accept responsibility for errors, omissions, or outdated sources. There are no warranties, expressed or implied.
 Date: 2/20/19
 Path: G:\Mapping\2019\2019 Map Maker - R02.mxd

Memo



To: Dustin Severs, Planning Department
From: Mary Montague, Building Department
CC: Applicant, Columbia Care Services, Inc.; Agent, Richard Stevens & Associates
Date: March 13, 2019
Re: ZC-19-020/CP-19-021; Columbia Care Comprehensive Plan & Zone Change

Building Department:

Please Note:

This is not a plan review. Unless noted specifically as Conditions of Approval, general comments are provided below based on the general information provided; these comments are based on the 2014 Oregon Structural Specialty Code (OSSC) unless noted otherwise. Plans need to be submitted and will be reviewed by a commercial plans examiner, and there may be additional comments.

Fees are based on valuation. Please contact Building Department front counter for estimated fees at (541) 774-2350 or building@cityofmedford.org.

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

1. Building Department has no comments for GLUP Change or Zone Change.
2. There are three expired permits on this property. One at 1307 Stewart Ave for plumbing; one at 1309 Stewart Ave. for Residential Remodel; and one for 1311 Stewart Ave electrical.



ROGUE VALLEY SEWER SERVICES

Location: 138 West Vilas Road, Central Point, OR - Mailing Address: P.O. Box 3130, Central Point, OR 97502-0005
Tel. (541) 664-6300, Fax (541) 664-7171 www.RVSS.us

February 28, 2019

City of Medford Planning Department
200 S. Ivy Street
Medford, Oregon 97501

Re: ZC-18-020/CP-19-021, Columbia Care (372W36BC TL100 & 200)

ATTN: Dustin,

The subject property is within the RVSS service area. There is an 8 inch sewer main along the southern property line of TL 100. Currently, there is adequate system capacity for the proposed zone change. Future development must be reviewed for compliance with RVSS standards.

Please feel free contact me with any questions.

Sincerely,

Nicholas R. Bakke

Nicholas R. Bakke, P.E.
District Engineer

K:\DATA\AGENCIES\MEDFORD\PLANNING\ZONE CHANGE\2019\ZC-19-020, CP-19-021_COLUMBIA CARE.DOC

CITY OF MEDFORD
EXHIBIT # J
FILE # ZC-19-020 / CP-19-021



April 8, 2019

City of Medford Planning Commission
200 South Ivy Street, Lausmann Annex, Room 240
Medford, Oregon 97501

Re: Minor GLUP Amendment & Zone Change – File No. CP-19-021/ZC-19-020

Dear Commissioners:

This letter is submitted jointly by Housing Land Advocates (HLA) and the Fair Housing Council of Oregon (FHCO). Both HLA and FHCO are non-profit organizations that advocate for land use policies and practices that ensure an adequate and appropriate supply of affordable housing for all Oregonians. FHCO's interests relate to a jurisdiction's obligation to affirmatively further fair housing. Please include these comments in the record for the above-referenced proposed amendment.

As you know, and as reflected in the staff report, all amendments to the City's Comprehensive Plan must comply with the Statewide Planning Goals. ORS 197.175(2)(a). When a decision is made affecting the residential land supply, the City must refer to its Housing Needs Analysis (HNA) and Buildable Land Inventory (BLI) in order to show that an adequate number of needed housing units (both housing type and affordability level) will be supported by the residential land supply after enactment of the proposed change.

The staff report for the proposed amendment finds that, "A designation change to UM will allow for residential development at a higher density, and with a greater flexibility of housing types, than its current UR designation permits" and thus in is keeping with Goal 10. However, the report must include reference to the City's HNA and BLI so the City may be sure that increasing housing density results in the correct increase for the type of housing needs identified in the HNA and to allow for the City to track its ability to meet its identified housing goals. Goal 10 findings must demonstrate that the amendment's effects do not leave the City with less than adequate residential land supplies in the types, locations, and affordability ranges affected. *See*



Mulford v. Town of Lakeview, 36 Or LUBA 715, 731 (1999) (rezoning residential land for industrial uses); *Gresham v. Fairview*, 3 Or LUBA 219 (same); see also, *Home Builders Assn. of Lane Cty. v. City of Eugene*, 41 Or LUBA 370, 422 (2002) (subjecting Goal 10 inventories to tree and waterway protection zones of indefinite quantities and locations). Only with a complete analysis showing the net amount of needed housing as compared to the HNA and BLI can housing advocates and planners understand whether the City is achieving its goals through code amendments. In this case, the City should address Goal 10 through findings that address the number of units as provided by the HNA and BLI, in addition to its findings on increased density and housing types.

HLA and FHCO urge the Commission to defer adoption of the proposed amendment until Goal 10 findings have been clarified. Thank you for your consideration. Please provide written notice of your decision to, FHCO, c/o Louise Dix, at 1221 SW Yamhill Street, #305, Portland, OR 97205 and HLA, c/o Jennifer Bragar, at 121 SW Morrison Street, Suite 1850, Portland, OR 97204. Please feel free to email Louise Dix at ldix@fhco.org or reach her by phone at (541) 951-0667.

Thank you for your consideration.

A handwritten signature in blue ink that reads "Louise Dix".

Louise Dix
AFFH Specialist
Fair Housing Council of Oregon

A handwritten signature in blue ink that reads "Jennifer Bragar".

Jennifer Bragar
President
Housing Land Advocates

cc: Kevin Young (kevin.young@state.or.us)



City of Medford

Planning Department

Working with the community to shape a vibrant and exceptional city

MEMORANDUM

Subject: Letter from Fair Housing Oregon, dated April 8, 2019

To: Planning Commission

From: Matt Brinkley, Planning Director

Date: April 10, 2019

Attachments: None

The Planning Department received a letter addressed to the City of Medford Planning Commission from Housing Land Advocates (HLA) and the Fair Housing Council of Oregon (FHCO), dated April 8, 2019. This letter has been entered in the record as Exhibit "K". It expresses concerns regarding Goal 10 findings made in the staff report and implies, without any substantial findings of its own, that the findings do not adequately address Goal 10 requirements. The letter erroneously concludes based on two inapplicable legal precedents that the Commission should "defer adoption of the proposed amendment until Goal 10 findings have been clarified."

The City's comprehensive plan is a high-level, dynamic community planning instrument that provides a broad foundation for implementing policy and regulations. It is not static and changes of a relatively minor nature can be presumed to be reasonable and beneficial because human habitation itself is not static. Incremental change and refinement is an unavoidable activity and local communities should be afforded the flexibility to make such adjustments relatively easily.

The City of Medford last adopted its Comprehensive Plan Housing Element in 2010. This document, which has a 20-year planning horizon, did identify needed housing by category pursuant to ORS 197.296(3)(b) as well as estimated land needed for residential development within its three residential General Land Use Plan map (or GLUP) designations. Currently, 10,815 acres of land within the City's Urban Growth Boundary are designated for Urban Residential—the City's lowest density comprehensive plan designation. There are 229 acres of Urban Medium designated land within the City's UGB. The proposed comprehensive plan amendment would result in a loss of 1.57 net acres (2.08 acres gross) of UR land and an equivalent gain of UM land, representing a loss of 0.01% of total UR land and 0.01% gain of UM land. The proposed comprehensive plan amendment and subsequent request for zone change are nominal relative to the total area designated by the comprehensive plan for residential development as well as the total areas designated by the comprehensive plan for each residential GLUP designation. Such a minor change to the comprehensive plan designation and zoning for the subject property does not warrant extensive Goal 10 analysis,

Page 1 of 3

CITY OF MEDFORD
EXHIBIT # L
FILE # ZC-19-020 / CP-19-021

because a change at such a small scale does not appreciably affect the City's overall inventory of residential land and its capacity to accommodate residential development at various levels of household income and development densities.

The authors of the letter fail to provide any analysis of their own explaining how the proposed comprehensive plan amendment and requested zone change would negatively affect the City's ability to adequately address the housing needs of its current and future residents. Quite the opposite: the proposed change would result in the potential to increase the number of dwelling units from approximately 7.5 dwelling units (at average planned densities for UR development) to 20 dwelling units (at average planned densities for UM). While it is true that these dwellings would be realized through different building types than those found in the current GLUP map designation and zone (duplexes and other middle density multifamily structures would replace single-family detached structures), FHCO and HLA do not explain why such an action would prevent the City providing adequate housing at a citywide scale. The UM GLUP designation is needed housing, as defined by ORS 197.307(1), and the proposed amendment would allow for the development of more housing. Therefore, the proposal allows for development of more needed housing. In addition, as the staff report very clearly explains, there was a "6-acre surplus of UR land" included in the City's recently amended Urban Growth Boundary. The loss of 1.57 acres of UR land (roughly 2.07 acres gross) is more than accounted for by this surplus.

The authors of the letter also fail to comprehend the nature and function of the estimates of residential land need and the Buildable Lands Inventory. Pursuant to OAR 660-024-0040(1), the estimate of needed residential land is a "rough" estimate and should not be assumed are expected to be precise to the degree considered by this application (see Housing Needs Analysis Table 32, "Rough Comparison of Housing Affordability and Supply of Dwellings, 2008"). The administrative rule, in fact, allows for a reasonable margin of error or deviation. The Buildable Lands Inventory is, likewise, an estimate of capacity to develop various types of urban land uses. The methodology recommended by the State of Oregon and utilized by the City of Medford and most communities makes many assumptions and, as such, involves a significant degree of imprecision. The proposal contemplated by CP 19-021 represents only miniscule fraction of Medford's total urbanizable land mass.

The City monitors land use actions that affect density and annually reports its findings to the Department of Land Conservation and Development. Over the past 3 years, 471.95 acres of UR have been developed (site plans creating new units and land divisions) and 0 acres of UM have been developed. It must also be noted four zoning districts are permitted in the UR GLUP designation plus a holding zone. By contrast, the UM GLUP designation only permits one zoning district. Additionally, the acres of land within the Urban Growth Boundary with the UR GLUP designation far exceeds the existing UM GLUP making it difficult to compare. As is true throughout the State, single family detached homes remain the predominant housing type. At the same time, development of middle and higher density housing lags behind construction of single-family housing.

Finally, the two precedents relied upon by the FHCO and HLA are misplaced in the context of this proposal. The precedents address the conversion of residential land to a non-residential use, which could reasonably be expected to reduce the availability of land planned for residential use which could, under certain conditions, reduce overall housing inventory. The second case identified by the FHCO and HLA addresses the broad application of a regulation that could have the effect of reducing residential buildable land. The proposal before you is in no way analogous to the factual issues considered by either case. This proposal does not reduce the inventory of land that can be developed for residential purposes. Rather, it allows for different types of residential development. And this proposal does not implement a land use regulation that would broadly and indiscriminately reduce the development potential of residential lands.



Project Name:

**Columbia Care
 Comprehensive Plan &
 Zone Change**

Map/Taxlot:

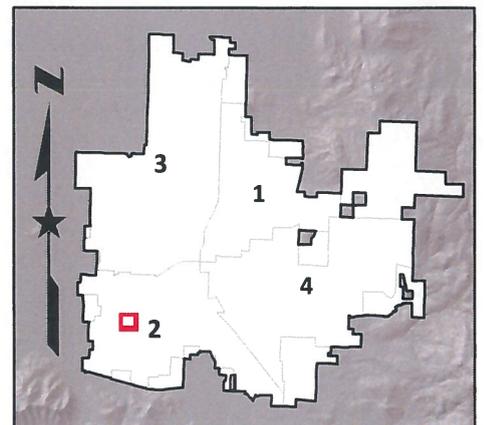
372W36BC TL 100-200



Legend

-  Subject Area
-  Zoning Districts
-  Tax Lots

02/13/2019





CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 40.2

www.ci.medford.or.us

DEPARTMENT: Planning
PHONE: (541) 774-2380
STAFF CONTACT: Matt Brinkley, AICP CFM, Director

AGENDA SECTION: Public Hearings
MEETING DATE: May 16, 2019

COUNCIL BILL 2019-35

Ordinance amending Chapter 10 of the Medford Municipal Code by amending sections 10.012, 10.427, 10.428, 10.430, 10.430A, 10.430B, 10.431, 10.451, and 10.462 pertaining to cross sections, level-of-service, and legacy streets. (DCA-18-179) Land Use, Legislative

SUMMARY AND BACKGROUND

Council is requested to consider a legislative amendment that will modify Chapter 10 of the Medford Municipal Code. The proposal will incorporate revised standards adopted in the 2018-2038 Transportation System Plan (TSP) specifically related to three topics: Level-of-Service, Cross Sections, and Legacy Street provisions. All three of these issues were discussed with the City Council during review of the Transportation System Plan and study sessions. (DCA-18-179)

PREVIOUS COUNCIL ACTIONS

On October 12, 2017, Council reviewed and discussed the TSP at a study session.

On January 25, 2018, Council reviewed and discussed the TSP at a study session.

On December 6, 2018, Council approved Council Bill 2018-126 approving a Comprehensive Plan Amendment to adopt the 2018-2038 Transportation System Plan.

ANALYSIS

The newly adopted Transportation System Plan includes a number of goals, objectives, and action items to help implement the plan. For this proposal, three distinct topics that affect how development occurs in the community must be updated to align with the Transportation System Plan and the vision for the street system.

Level-of-Service is a standard that measures the level of operation of an intersection using a graduated letter scale between A and F, with A being less delay and F being more delay. It measures in seconds the average maximum amount of time a vehicle must wait at a traffic signal or stop sign before proceeding. The measurement is taken at a specific point in time when the roadway system experiences the greatest demand either in the morning or evening peak timeframes. With the updated TSP, the City carries forward the Level-of-Service D standard with two exceptions. The intersections of Stewart Avenue and South Pacific Highway and Barnett Road and Highland Drive were identified as falling below the community standard and were approved with the TSP to operate at Level-of-Service E. Chapter 10 is being updated to reflect the change in Level-of-Service standard for these two intersections.

During the TSP process, the Council approved modifications to the street cross sections. Each type of roadway has a specific classification (e.g., arterial, collector, local street) and is designed to handle certain amounts of vehicles at different speeds to accommodate vehicles, bicyclists, and pedestrians. Several new cross sections were introduced and approved with the TSP particularly for the arterial and collector street designations. For the arterials, the preferred cross section removes the bicycle facility from the roadway by placing it adjacent to the sidewalk providing physical separation from bicyclists and motorists. Another alternative includes a striped buffer lane adjacent to the bicycle facility to separate vehicles from bicyclists. The amendment incorporates these new cross sections into the Land Development Code so that they can be implemented when development takes place.



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 40.2

www.ci.medford.or.us

The last topic is a new provision that is referred to as legacy streets. Legacy streets are existing improved streets that may lack certain elements of the cross section such as needed right-of-way, bicycle lanes, sidewalk, planter strips, turn lanes, or other facilities typically associated with the street type. These streets may also be unimproved streets or alleys that are predominantly surrounded by developed properties that constrain the right-of-way. Because of existing development or previously adopted cross sections, the City has a diverse mix of streets built to varying degrees.

Based on existing code, the City is required to follow the adopted cross sections in order to determine what improvements are needed as development occurs. The best and most prevalent example is development on a street that may contain all of the necessary street improvements like sidewalk, curb and gutter, bicycle lanes, and travel lanes but the existing right-of-way is less than what the cross section may require. Currently in this scenario, the City must require the applicant to dedicate the necessary right-of-way even though the street is already currently built or the applicant must file for an Exception in order to have the requirement removed. The legacy street provisions are intended to look at the different scenarios that exist on the City's street network and provide the City Engineer with flexibility to evaluate the roadway and determine what improvements are needed based on the outlined provisions and provide those recommendations to the review bodies (e.g., Planning Commission). It also lessens the application burden on applicants by removing the Exception requirement for these scenarios. The Transportation System Plan discussed legacy streets in broad terms and the code amendment helps refine how it can be used.

The Planning Commission voted 8-0 in favor of the proposed language at the April 11, 2019, public hearing.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

None.

TIMING ISSUES

In order to bring to fruition the changes adopted in the 2018-2038 Transportation System Plan, the implementing regulations within the Land Development Code must be updated.

COUNCIL OPTIONS

- Approve the ordinance as presented.
- Modify the ordinance as presented.
- Decline to approve the ordinance as presented and direct staff regarding further action

STAFF RECOMMENDATION

Staff carries forward a recommendation from the Planning Commission to approve the ordinance.

SUGGESTED MOTION

I move to approve the ordinance to modify various sections of Chapter 10 related to cross sections, level-of-service, and legacy streets as described in the Council Report dated May 9, 2019, and as recommended by the Planning Commission.

EXHIBITS

Ordinance
City Council Report, including Exhibits A-M

ORDINANCE NO. 2019-35

AN ORDINANCE amending Chapter 10 of the Medford Municipal Code by amending Sections 10.012, 10.427, 10.428, 10.430, 10.430A, 10.430B, 10.431, 10.451, and 10.462 pertaining to cross sections, level-of-service, and legacy streets.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

SECTION 1. Section 10.012 of the Medford Municipal Code is amended to read as follows:

10.012 Definitions, Specific.

* * *

Street, improved. A street having an improved paved section including curb and gutter. **Improved streets may be considered legacy streets (see legacy street definition).**

Street, legacy. A street that is improved, but may be missing bike facilities, right-of-way, sidewalks, planter strips, turn lanes or other facilities identified in the applicable cross-section identified in Article IV, or an unimproved street or alley that is predominantly surrounded by developed properties that constrain the right-of-way.

* * *

SECTION 2. Section 10.427 of the Medford Municipal Code is amended to read as follows:

10.427 Street Classification System.

(A) Purpose. This chapter establishes a street classification system, **as determined in the Transportation System Plan (TSP)**, applicable to all streets within the City and used to determine right-of-way improvement design standards. ~~unless alternative standards are provided by an adopted Neighborhood Circulation Plan or other special area plan.~~ ~~When Federal~~ It is the intent of the street classification system to:

- (1) Promote the safety and convenience of vehicular, pedestrian, and bicycle traffic;
- (2) Protect the safety of neighborhood residents;
- (3) Protect the residential character of neighborhoods by limiting traffic volume, speed, noise and fumes; and
- (4) Encourage the efficient use of land.

* * *

(B) Applicability. All existing and proposed streets within the City shall be identified by classification as follows below. The classification of higher-order streets shall be determined by the **Functional Classification Map in the City of Medford Transportation System Plan (TSP)**, as amended. **All streets (existing or proposed) intended to be within the City of Medford's jurisdiction shall adhere to the street classifications identified below unless alternative standards are provided by an adopted Zoning Overlay, Neighborhood Circulation Plan, the**

1 Ordinance No. 2019-35

legacy street standards as established per 10.427(D-E) or other special area plan(s), including, but not limited to, plans contained in the Comprehensive Plan. The classification of lower-order streets shall be consistent with any adopted Neighborhood Circulation Plan or other special area plan(s), and based upon adjacent zoning, and, in the case of residential streets, the number of dwelling units utilizing the street for vehicular access.

Street Classification

Highway

County or state facility

Higher-Order Street System

Arterial, **Regional**, Major or Minor

Collector, Major, ~~Major Alternative~~, or Minor

(C) Street Classification and Cross-Section Development. Consistent with the recommendation by the City Engineer, the approving authority shall have the discretion to impose a condition requiring a specific cross-section for a particular development/land use review as it relates to the Medford Land Development Code, Comprehensive Plan, and adopted Neighborhood Circulation Plan, a Transportation Impact Analysis (TIA), and/or safety concerns. Cross-sections are contained in each subsection as identified in 10.428, 10.429, 10.430, 10.430A, and 10.430B. Each street shall contain, unless a legacy street and/or precluded by State or Federal law, access for pedestrian, bicycle, and automobile travel.

(D) Legacy Streets and Street Classification. Existing streets that are improved and do not meet the identified cross section as outlined in Sections 10.428 – 10.430B shall be known as legacy streets. Context-sensitive design of legacy streets shall be required as a condition of land use review/development. Streets with curb and gutter and/or approved through a Transportation Facility Development review process (Type IV land use review) may be considered a legacy street. Unless specified in an adopted Zoning Overlay, Neighborhood Circulation Plan, or other special area plan(s), the legacy street standards of 10.427 (D-E) shall apply to all streets that meet the below standards.

(E) Developing Legacy Streets and Land Use Reviews. The following standards are applicable to land use actions which include the development of a legacy street as defined in 10.012 Definitions, Specific.

(1) City Engineer Review. Proposed conditions of approval for land use actions which contain legacy streets shall be subject to review and recommendation by the City Engineer. The applicant shall be required to have a conference with the City Engineer prior to submitting a land use application containing a legacy street. The City Engineer shall produce a memorandum summarizing the meeting and legacy street standards that would apply to the land use application and this memorandum shall be submitted as an exhibit with the land use application. If a deviation from the City Engineer's recommendation is requested by the

applicant, the applicant shall provide written findings addressing the criteria below:

- (a) The requested deviation will allow the project to achieve an equivalent or higher quality roadway when compared to the City Engineer's recommendation.
- (b) The requested deviation must provide adequate facilities for pedestrians, bicyclists, and motorists.
- (c) The requested deviation will not reduce roadway safety for any user when compared to the City Engineer's recommendations.
- (d) The site contains unique or unusual circumstances not typically found elsewhere in the City that would result in undue hardship on the owner.
- (e) It is not sufficient proof to show a greater profit will result.

(2) When the City Engineer is reviewing a land use application which includes a legacy street, the following standards shall apply:

- (a) If facilities for all modes of travel exist on an improved street but are narrower than the current standard, then no street improvements or right-of-way dedication shall be required. Sidewalk reconstruction and right-of-way dedication shall be required if needed to meet ADA requirements along the frontage of the development.
- (b) If the street is improved but is missing auto travel lanes, then right-of-way dedication sufficient to accommodate missing lanes shall be required at the time of development. No physical improvements of less than a full block length (See table 10.426-1) shall be required as it relates to 10.427(E)(2)(b).
- (c) If the street is improved but is missing the center-turn-lane, then right-of-way dedication sufficient to accommodate turn lanes shall be required for properties within 200 feet of an intersection of a collector or arterial. The 200 feet is measured from the subject property to the inside edge of the intersection right-of-way. If the property is farther than 200 feet from a collector or arterial intersection, no right-of-way shall be required. No physical improvements shall be required as it relates to 10.427(E)(2)(c). The 200 foot measurement may be modified at the discretion of the City Engineer with sufficient justification.
- (d) If the street is improved but does not contain a planter strip or sidewalk, then a sidewalk and planter strip shall be installed by the applicant. The planter strip width may be reduced or eliminated to fit the area context and surrounding roadways if sufficient findings justify such modifications. Right-of-way dedication shall be reduced to the back of sidewalk.
- (e) If the street is improved but does not contain bike facilities, then alternatives in the order of priority listed below shall be required. Right-of-way dedication shall be determined by the City Engineer, consistent with the alternatives identified below. When an alternative is applicable, right-of-way dedication shall be reduced to the back of sidewalk or shared use path. The applicability of 10.427(E)(5) shall be determined as identified below:
 - (i) Alternative routes via local streets or off-street paths identified in the Transportation System Plan (TSP) shall be used.
 - (ii) Right-of-way dedication shall be consistent with bicycle facility plans

identified in the TSP.

(A) When a 14 foot sidewalk (used as a shared-use path) is identified as a bicycle facility alternative, the width may be reduced to no less than 10 feet if there are existing structures or utility infrastructure which limits the width.

(f) If the street is mostly improved and between two higher order street intersections, then unimproved sections may be built to match the abutting cross section, at the City Engineer's discretion. Right-of-way dedication, or the lack thereof, shall be provided in accordance with the existing built cross-section.

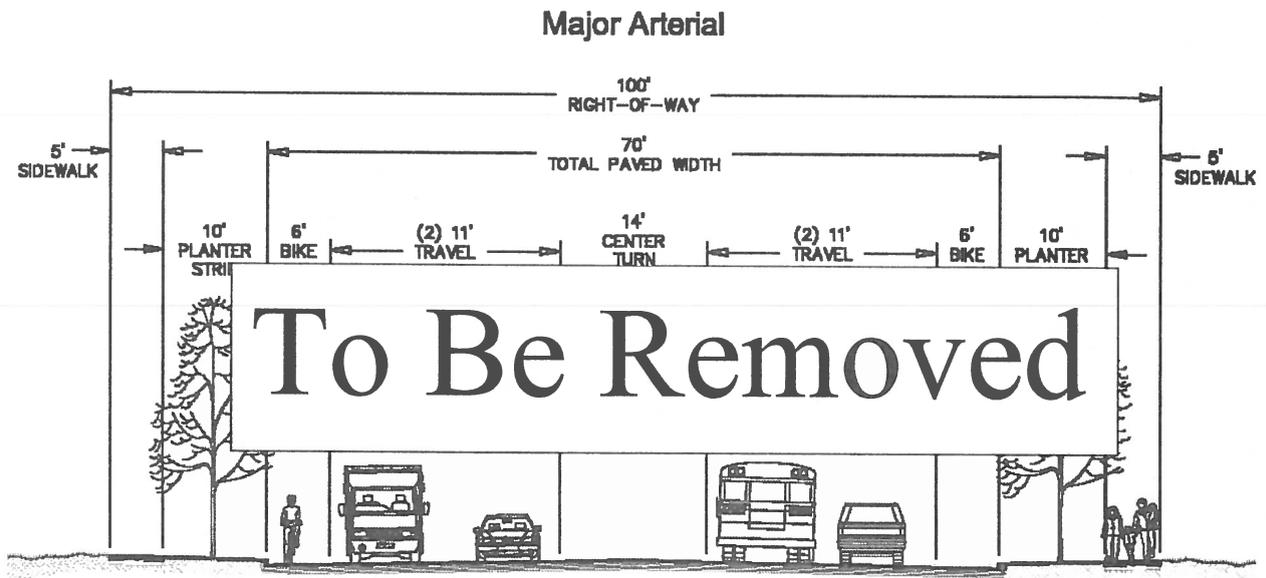
(g) If the existing street or alley is predominantly surrounded by developed properties, then cross-sectional elements and/or right-of-way dedication may be reduced in width or eliminated, to avoid existing structures and/or development at the City Engineer's discretion, in the priority order listed below:

- (i) Planter strip width reduction**
- (ii) Planter strip elimination**
- (iii) Parking lane elimination**
- (iv) Bike lane buffer area reduction or elimination**
- (v) Bike Lane narrowing or elimination**
- (vi) Center turn lane elimination (except at higher-order intersections)**
- (vii) Lane or alley narrowing**
- (viii) Center turn lane elimination at higher-order intersections**

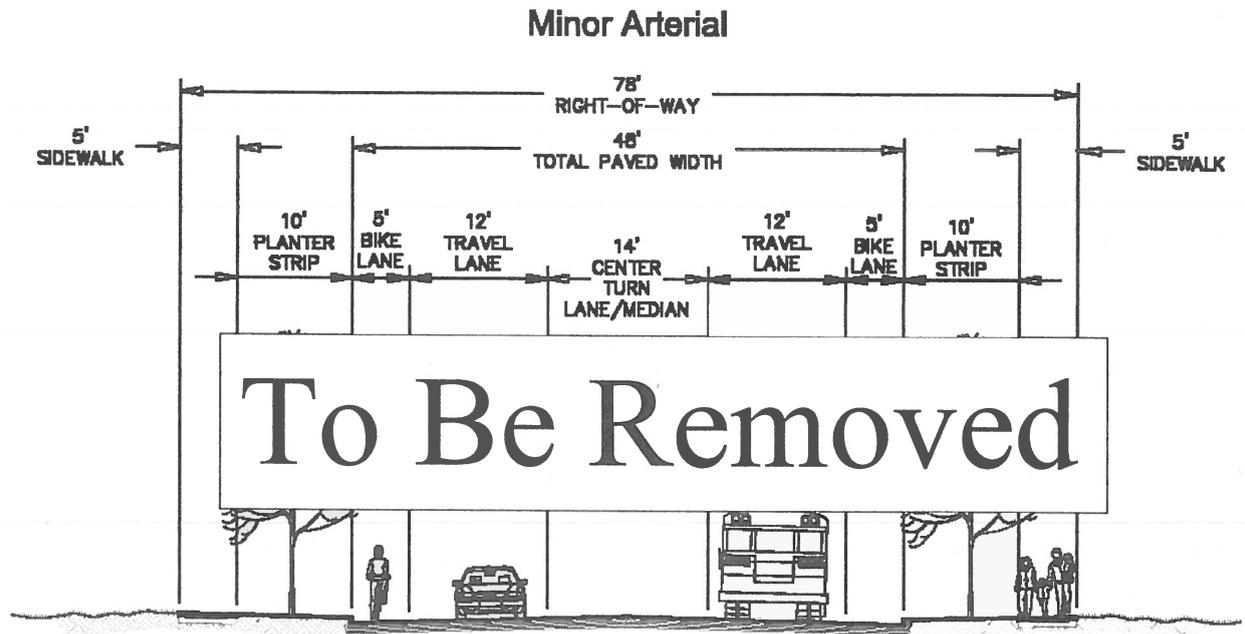
SECTION 3. Section 10.428 of the Medford Municipal Code is amended to read as follows:

10.428 Higher-Order Street Classification System.

All higher-order (major) streets within the City are classified in one of the following categories:



~~(1) Major Arterial. A higher order street that carries heavy traffic volumes to and from collectors and other arterials, with most being traffic traveling through the urban area. Access is the most limited of any City street. The major arterial cross section includes two (2) travel lanes and a six-foot (6') wide bicycle lane in each direction, with a fourteen-foot (14') raised median or left turn lane, sidewalks, and planter strips. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk. In the downtown or in other transit oriented districts, street designs, including sidewalk width, planter strip use, and lane widths and numbers, may be adjusted through an adopted plan or code standards to create a "main street" like atmosphere.~~



(2) Minor Arterial. A higher order street that carries heavy traffic volumes, with most being traffic traveling within the urban area, and often connects two major arterials. The minor arterial street design is used where traffic volumes are high, but where there is limited room for street widening, or in the downtown or other transit oriented districts, where a narrower roadway may be desirable. Access to minor arterial streets is very limited. Minor arterial cross sections have a single travel lane and a five foot (5') wide bicycle lane in each direction, with a raised median or left turn lane, sidewalks, and planter strips. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk. In the downtown or in other transit oriented districts, street designs, including sidewalk width, planter strip use, and lane widths may be adjusted through an adopted plan or code standards to create a "main street" like atmosphere.

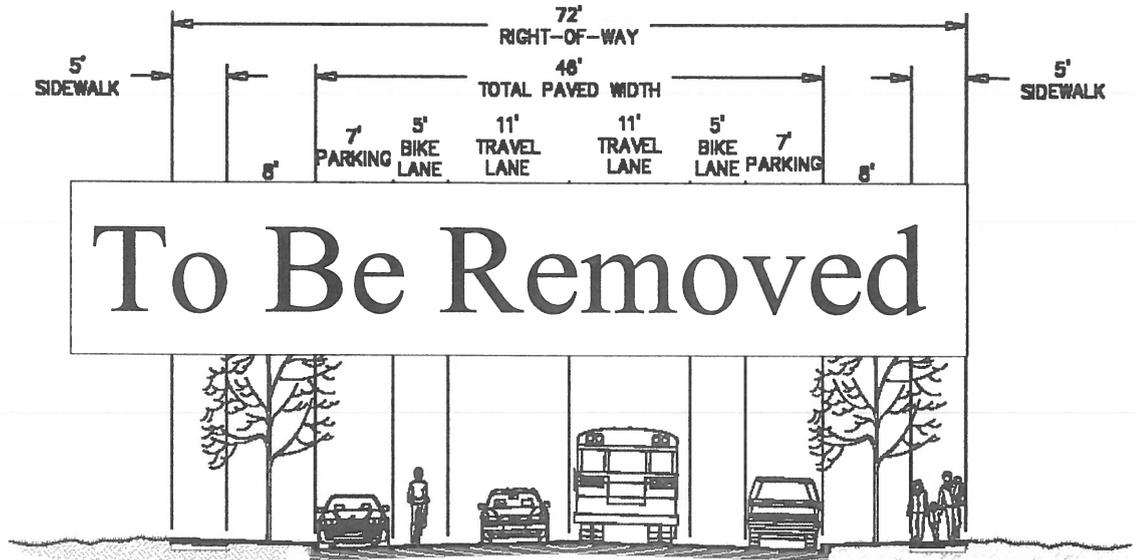


(3) Major Collector. A higher order street that links arterial and lower order streets, and serves both access and traffic mobility functions. The major collector street cross section includes one (1) travel lane and a five foot (5') wide bicycle lane in each direction, with a median or left turn lane, sidewalks, and planter strips. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk. In the downtown or in other transit oriented districts, street designs, including sidewalk width, planter strip use, and lane widths, may be adjusted through an adopted plan or code standards to create a "main street" like atmosphere. Individual residential driveway access for new development is not permitted on a major collector street if other reasonable means of access is available.



~~(4) Major Collector Alternative. On-street parking is normally prohibited on major collector streets, except where included in an adopted neighborhood plan, neighborhood circulation plan, or transit-oriented districts. The Major Collector Alternative design includes on-street parking, and does not have a median or center turn lane.~~

Minor Collector



(5) Minor Collector. A higher order street that extends through neighborhoods, linking residential traffic on local streets with other collectors and arterial streets, and upon which a greater emphasis is placed on direct access, as compared with major collector streets, which have greater emphasis on through traffic movement. The minor collector cross section includes one (1) travel lane and a five-foot (5') wide bicycle lane in each direction, with sidewalks, and planter strips. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk. An on-street parking lane is included on each side of the street. In the downtown or in other transit-oriented districts, street designs, including sidewalk width, planter strip use, and lane widths may be adjusted through an adopted plan or code standards to create a "main street" like atmosphere.

(A) Regional Arterial and Major Arterial Description. The Regional Arterial and Major Arterial classifications are primarily used for roadways with high traffic volumes and regional connections. Regional Arterials have the same cross-section as Major Arterials, but are intended to have greater access control to facilitate the movement of regional traffic. Both these classifications correspond to the Federal Highway Administration (FHWA) Other Principal Arterial classification. Arterials are higher-order facilities that are generally intended to connect to several collector roadways or provide links to higher order interstate or highway facilities. One-hundred feet of right-of-way is required for Major Arterials to allow construction of a five-lane roadway section, bicycle facilities, and detached sidewalks with a planter strip.

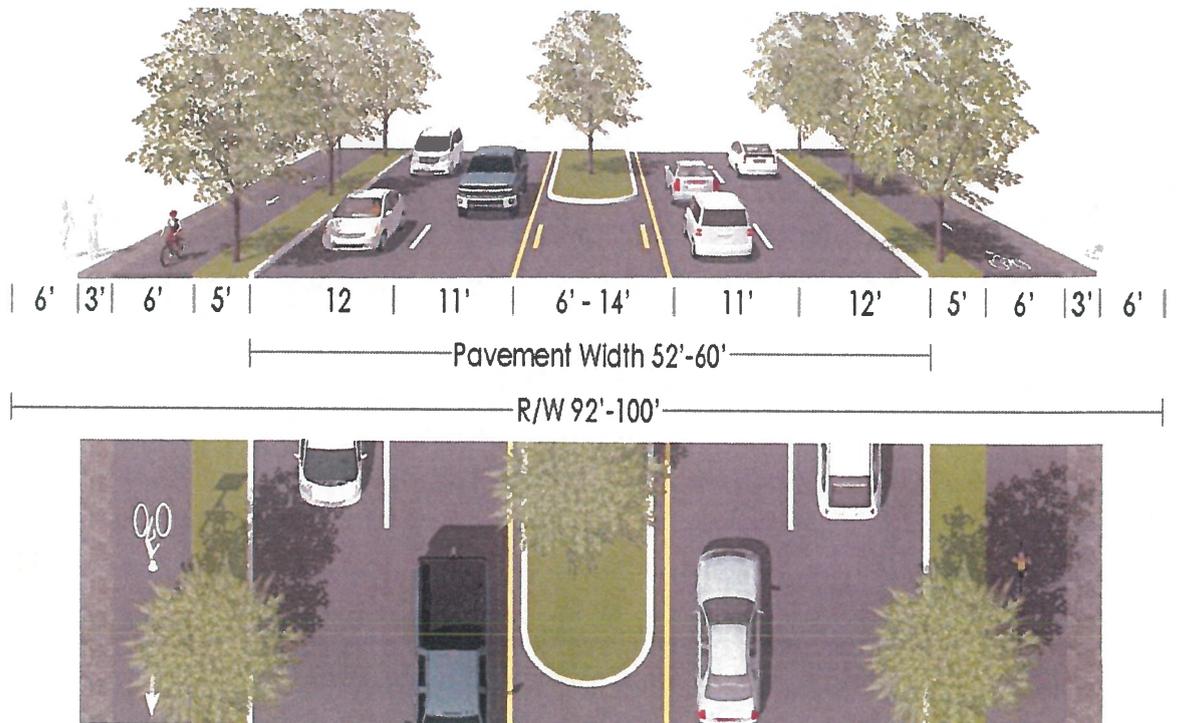
If a new regional or major arterial is built, the cross section with separated bicycle facilities under (1) below shall be used. For existing regional and major arterials, the use of this cross section shall be evaluated first before considering other cross sections. An applicant shall justify to the approving authority why the use of either of the other two cross sections is being requested.

Where right-of-way is constrained on existing roadways, flexibility may be provided to allow modifications, consistent with the Legacy Street standards in 10.427. The width of the planter strip is measured from the face of curb to the edge of the sidewalk. Additionally, the median lane can be reduced to six feet if a 2-foot wide raised median is built and is compatible with the area context and surrounding roadways as determined by the City Engineer.

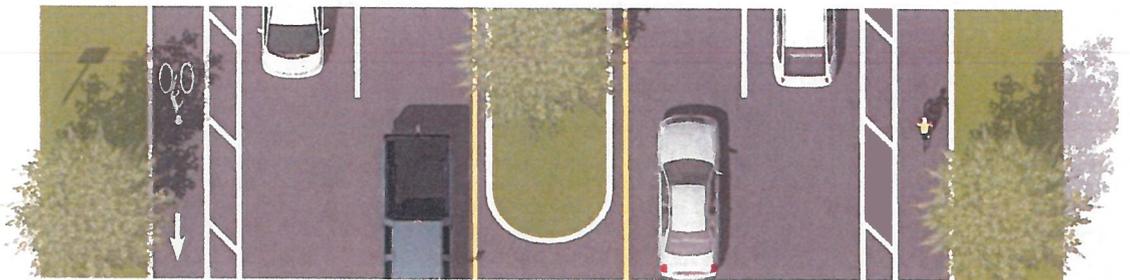
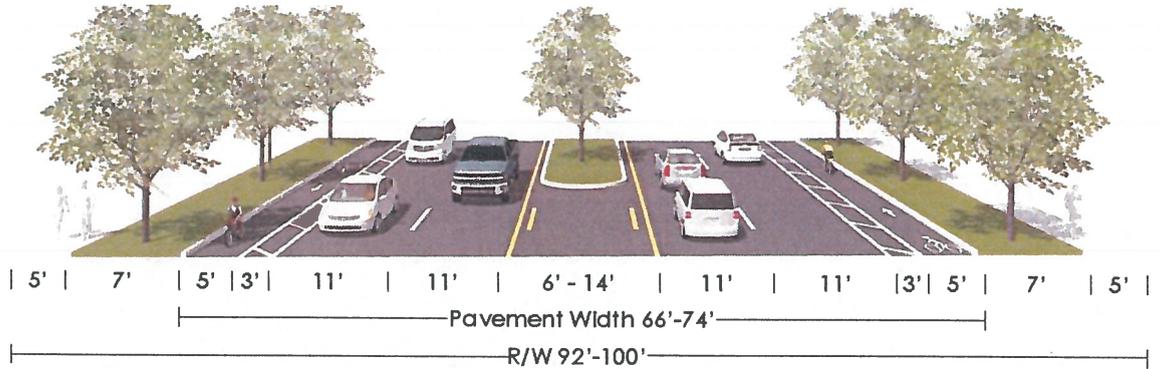
Examples of Regional Arterials in the City of Medford include North Phoenix Road and Foothill Road. Examples of Major Arterials include roads such as McAndrews Road and Barnett Road.

Regional, Major Arterial Cross-Sections. The following are the major/regional arterial cross-sections:

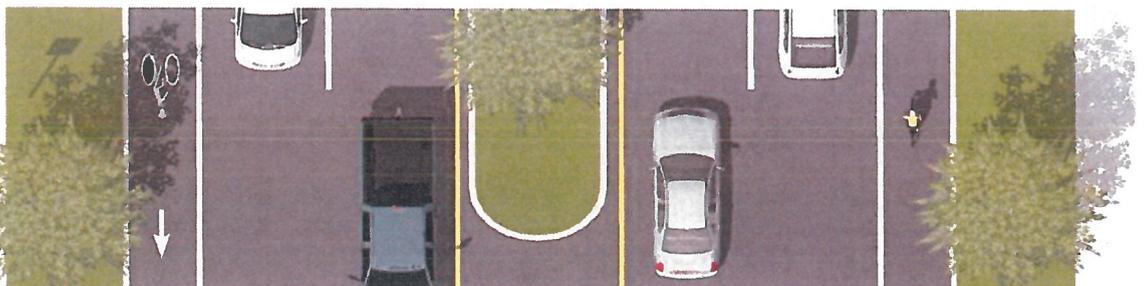
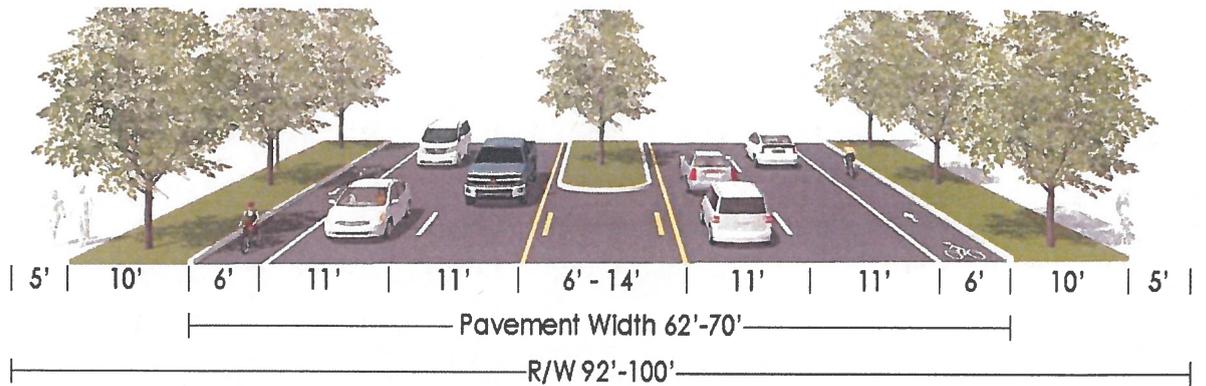
(1) Regional Arterial, Major Arterial, with Separated Bicycle Lanes. For use along regional and/or major arterial roadways when new and/or unimproved.



(2) Regional Arterial, Major Arterial, with Buffered Bicycle Lanes. For use along regional and/or major arterial roadways at the approving authority's discretion.



(3) Regional Arterial, Major Arterial, with Standard Bicycle Lanes. For use along regional and/or major arterial roadways with right-of-way constraints and with approving authority approval.

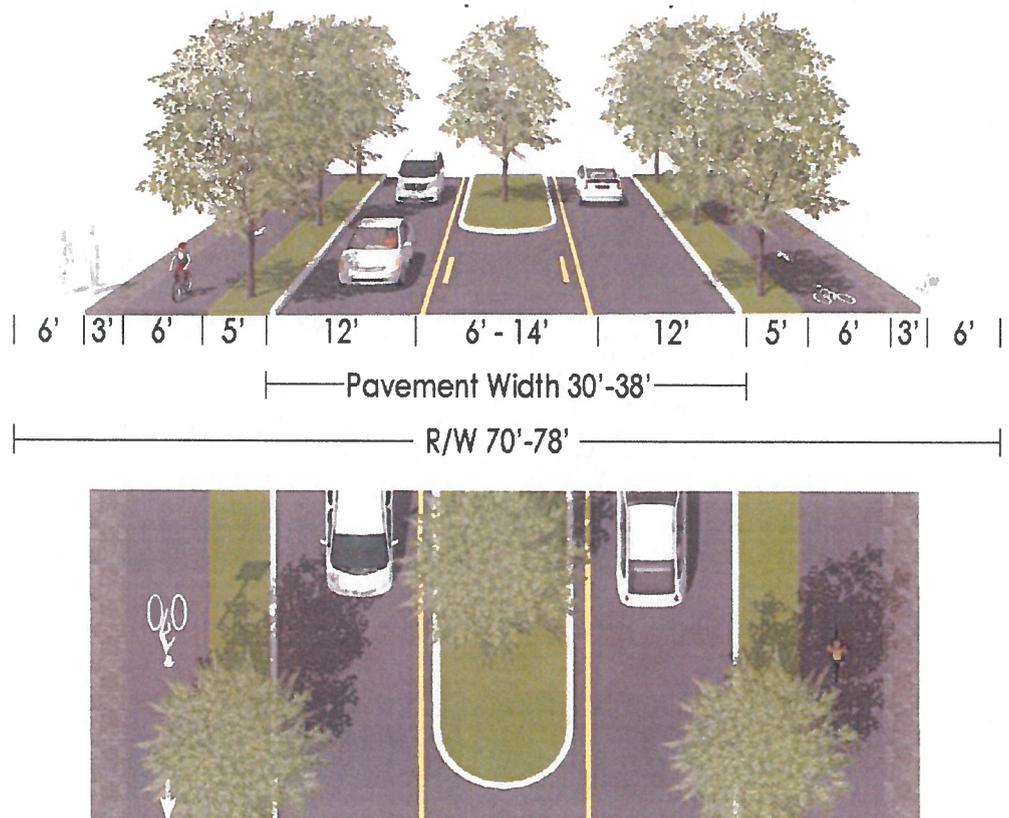


(B) Minor Arterial Description. Minor Arterials generally serve slightly lower traffic volumes than Major Arterials. Access to minor arterial streets is very limited. Where right-of-way is constrained on existing roadways, flexibility may be provided to allow modifications, consistent with the Legacy Street standards in 10.427. The width of the planter strip is measured from the face of curb to the edge of the sidewalk. Street designs including sidewalk width, planter strip use, and lane widths may be adjusted through an adopted plan or modified code standards to create a “main-street” like atmosphere in locations such as downtown or transit-oriented districts.

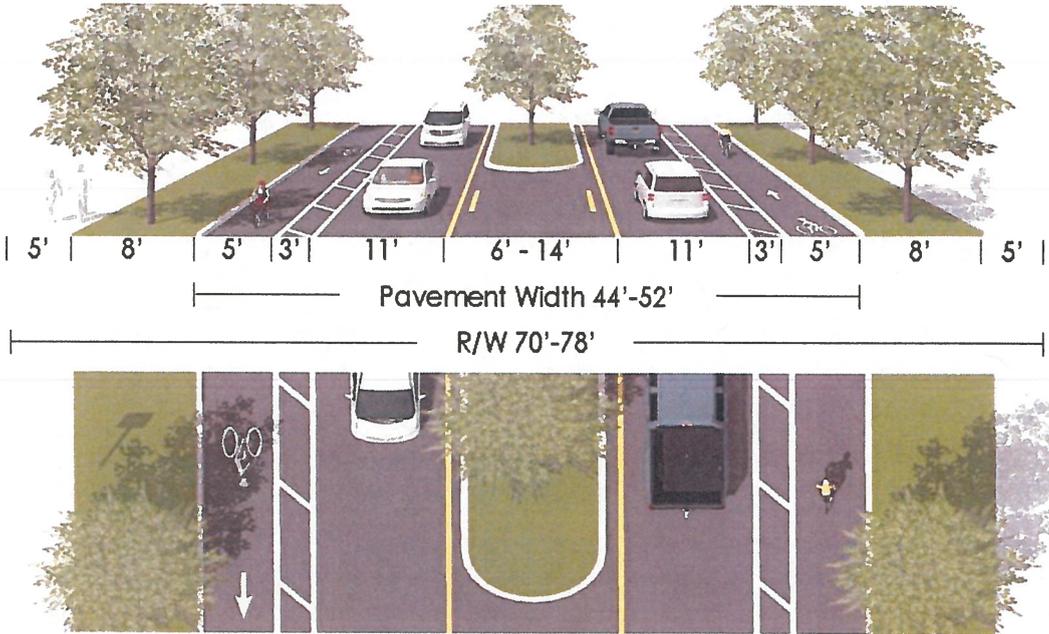
Examples of Minor Arterials in the City of Medford include West Main Street and Kings Highway.

Minor Arterial Cross-Sections. The following are the minor arterial cross-sections:

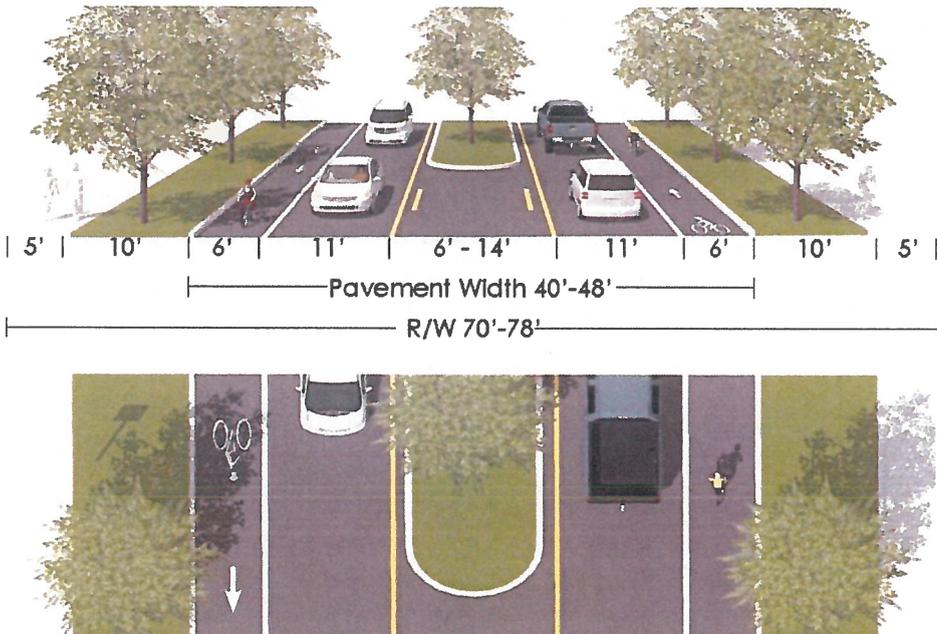
(1) Minor Arterial, with Separated Bicycle Lanes. For use along minor arterial roadways, when new and/or unimproved.



(2) Minor Arterial, with Buffered Bicycle Lanes. For use along minor arterial roadways at the approving authority's discretion.



(3) Minor Arterial, with Standard Bicycle Lanes. For use along minor arterial roadways with right-of-way constraints and with approving authority approval.

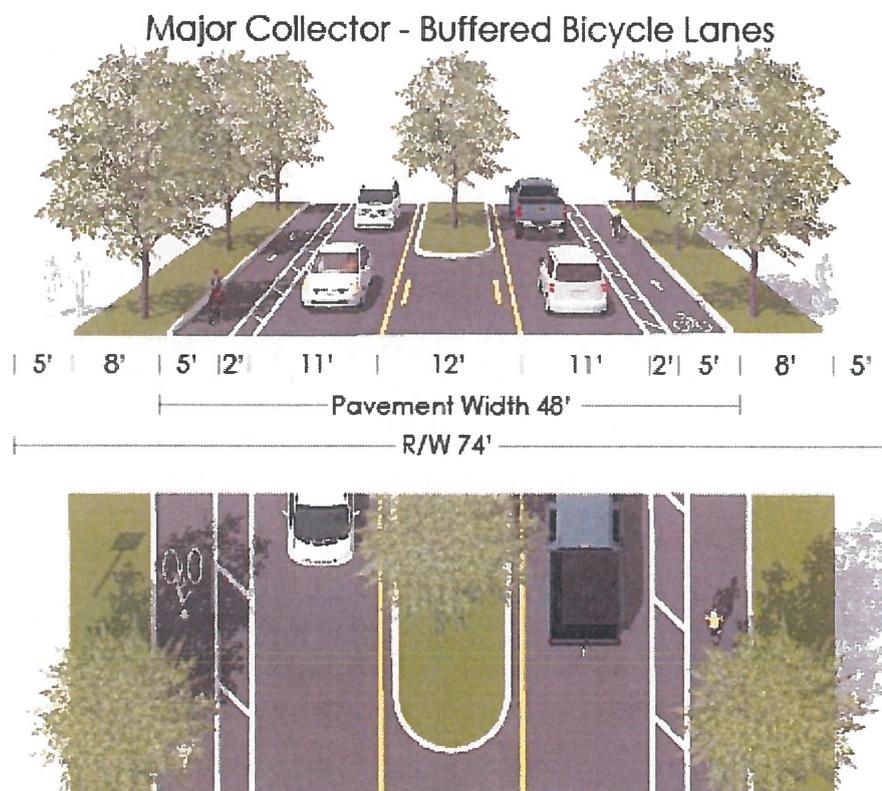


(C) Major Collector Description. The Major Collector classification is used for streets that link arterial and lower-order streets and serve moderate traffic volumes. Collectors serve both mobility and access functions with a three-lane roadway section, bicycle lanes, and detached sidewalks with a landscaped planter strip. Within this classification on-street parking is not provided. Where right-of-way is constrained on existing roadways, flexibility may be provided to allow modifications, consistent with the Legacy Street standards in 10.427. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk. Street designs, including sidewalk width, planter strip use, and lane widths, may be adjusted through an adopted plan or modified code standards to create a “main-street” like atmosphere in locations such as downtown or transit-oriented districts. If designated as an Evacuation Route, per the Functional Classification Map in the adopted TSP, no raised median shall be constructed in the center turn lane.

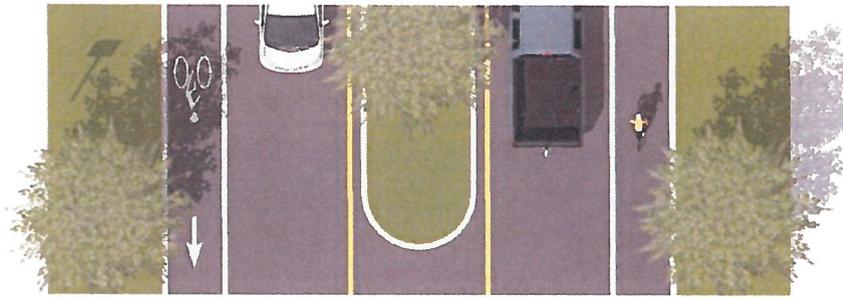
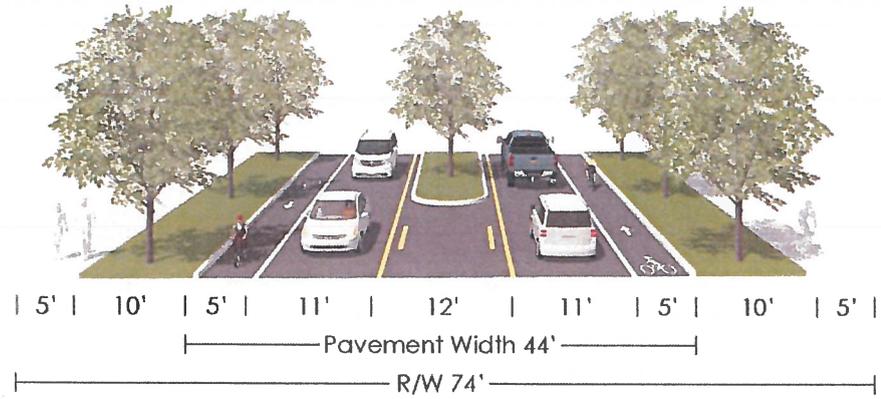
Examples of Major Collectors in the City of Medford include Lozier Lane, Hillcrest Road, Siskiyou Boulevard, Black Oak Drive, and Springbrook Road.

Major Collector Cross-Sections. The following are the major collector cross-sections:

(1) Major Collector, with Buffered Bicycle Lanes. For use along major collector roadways when new and/or unimproved.



(2) Major Collector, with Standard Bicycle Lanes. For use along major collector roadways at the approving authority's discretion.



(D) Minor Collector Description. Minor Collectors serve relatively low traffic volumes and place a greater emphasis on access rather than traffic flow as compared to major collectors. Most Minor Collectors run through neighborhoods and link residential streets to higher-order collectors and arterials. This classification includes a similar paved width to major collectors but includes on-street parking and no center turn lane. Where right-of-way is constrained on existing roadways, flexibility may be provided to allow modifications, consistent with the Legacy Street standards in 10.427. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk. Street designs, including sidewalk width, planter strip use, and lane widths, may be adjusted through an adopted plan or modified code standards to create a “main-street” like atmosphere in locations such as downtown or transit-oriented districts.

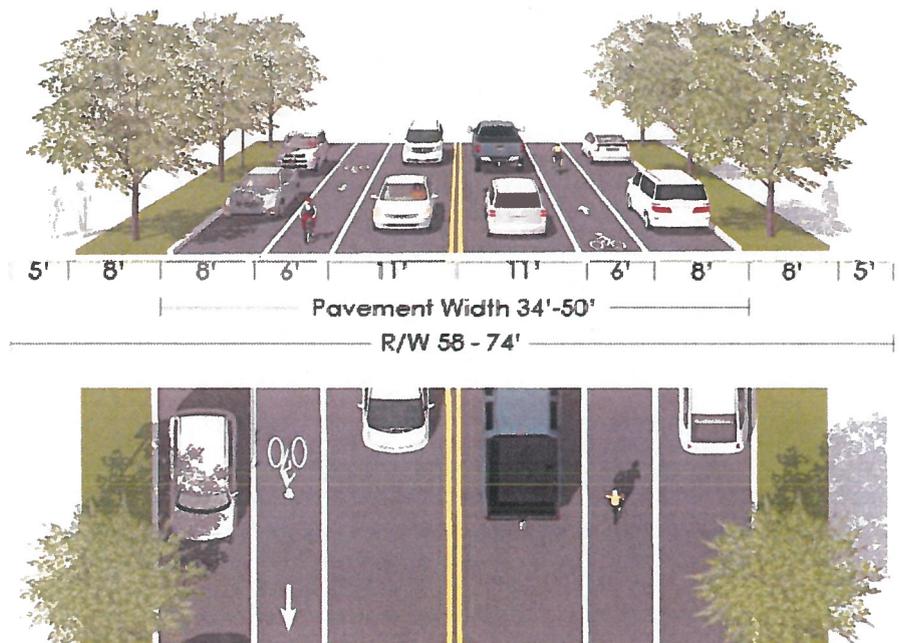
Special Note:

- (i) Parking is not eligible for SDC credits, and is constructed at the developer’s expense; and
- (ii) The range in pavement width accounts for the possibility of no on-street parking. When no on-street parking is constructed, right-of-way widths shall be adjusted.

Examples of Minor Collectors in the City of Medford include Oregon Avenue, Dakota Avenue, Holly Street and South Oakdale Avenue.

Minor Collector Cross-Section. The following is the minor collector cross-section:

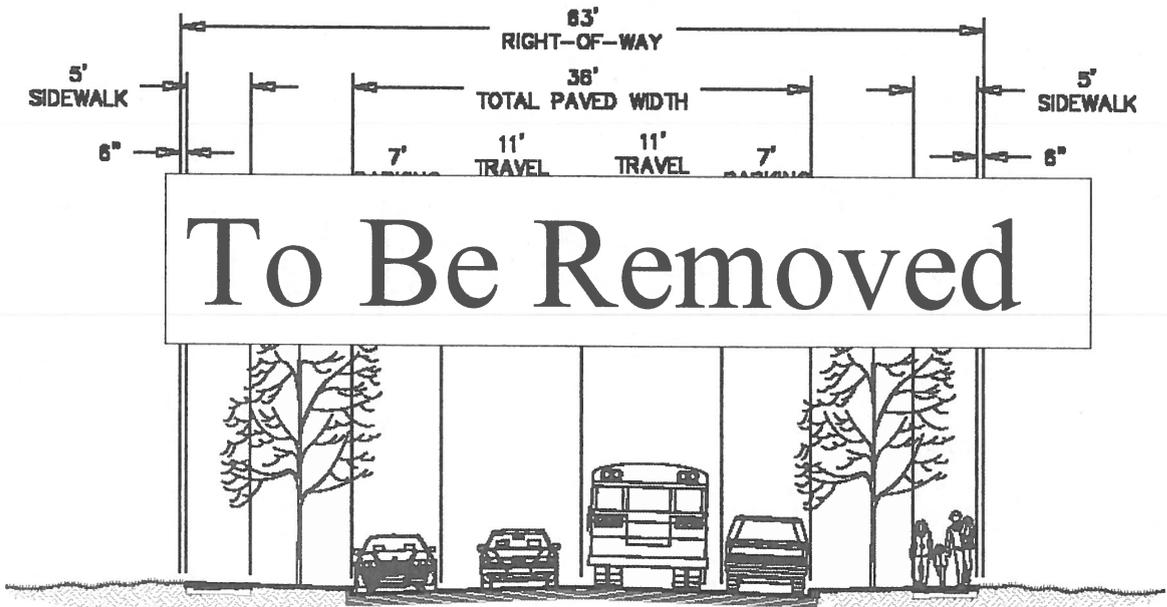
(1) Minor Collector with Standard Bicycle Lanes. For use along minor collector roadways when new and/or unimproved.



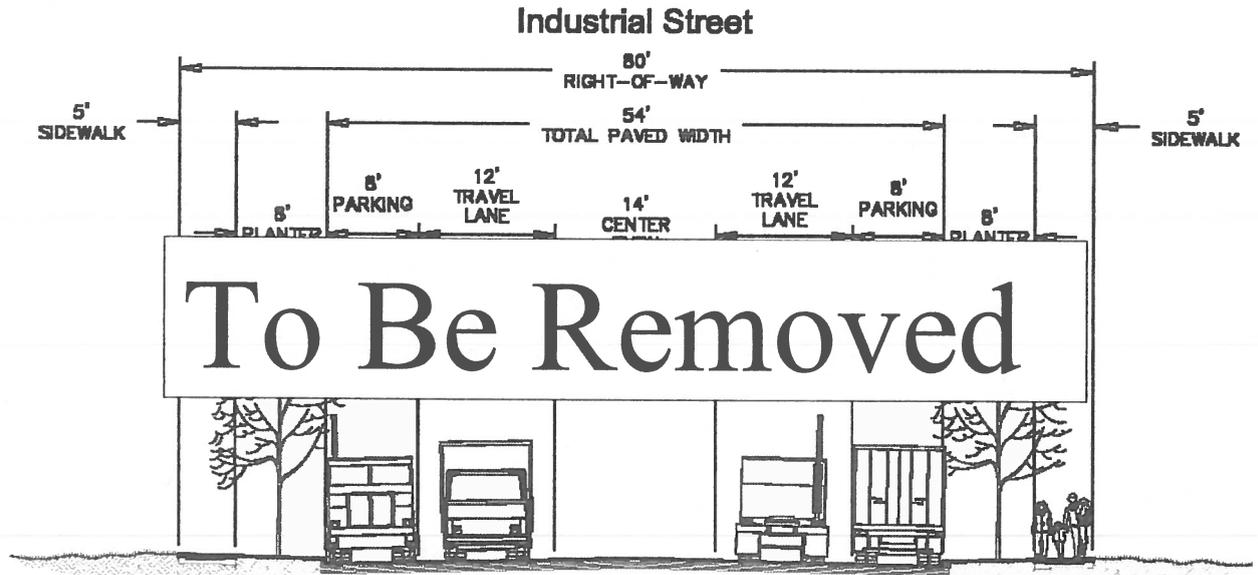
SECTION 4. Section 10.429 of the Medford Municipal Code is amended to read as follows:

10.429 Lower-Order Commercial/Industrial Street Classification System.

Commercial



~~(1) Commercial Street. A lower order street that is within or abutting a commercial zoning district. Commercial streets are intended to provide frontage and direct access for commercial uses. The commercial street cross section includes one (1) travel lane and an on street parking lane in each direction, with sidewalks and planter strips. The width of the planter strip is measured form the face of curb to the front edge of the sidewalk. Sidewalk width and planter strip use may be adjusted through an adopted plan or code standards to create a “main street” like atmosphere.~~



(2) Industrial Street.

A lower order street that is within or abutting an industrial zoning district. Industrial streets are intended to provide frontage and direct access for industrial uses. The industrial street cross section includes one (1) travel lane and an on-street parking lane in each direction with a center turn lane, sidewalks, and planter strips. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk.

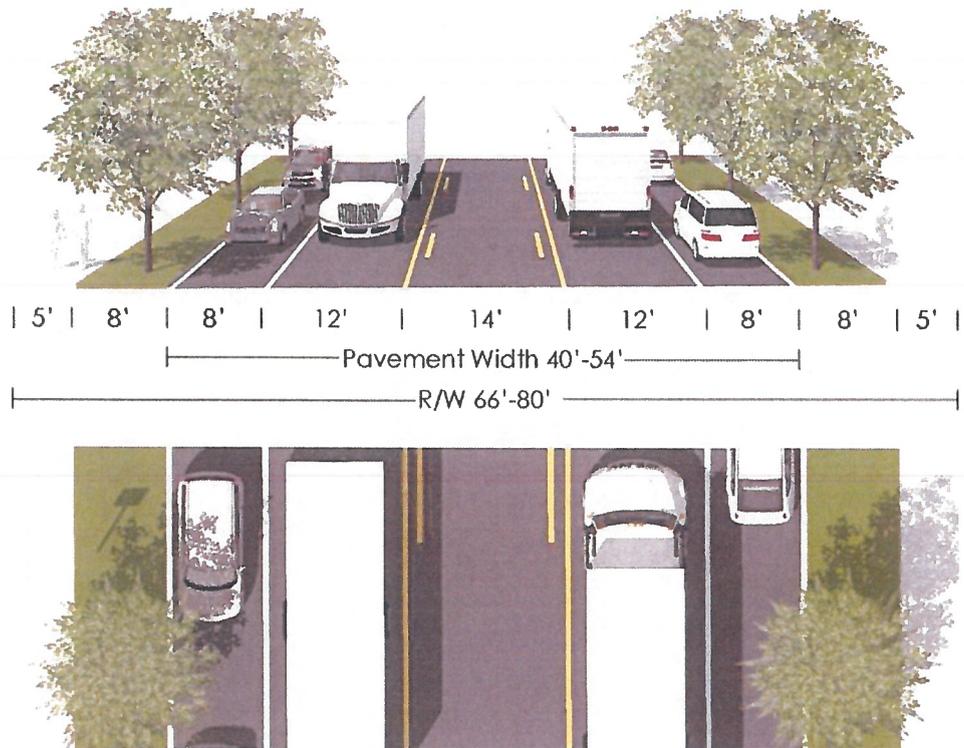
(A) Industrial Street Description. The Industrial Street classification is used for local streets within or abutting industrially zoned lands. Industrial streets provide frontage and direct access to industrial uses and link them to collectors and arterials to facilitate mobility for vehicles and goods. This designation provides wider travel lanes and a center turn lane/median to accommodate heavy trucks. Industrial Streets also provide on-street parking, sidewalk, and planter strips on both sides of the street. This cross section is an option for industrially zoned lands when the commercial street standard is not adequate for the expected volume of truck traffic. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk.

Special Note:

- (i) The left-turn lane may be omitted at the developer's request with approval from the City Engineer.

Industrial Street Cross-Section. The following is the industrial street cross-section:

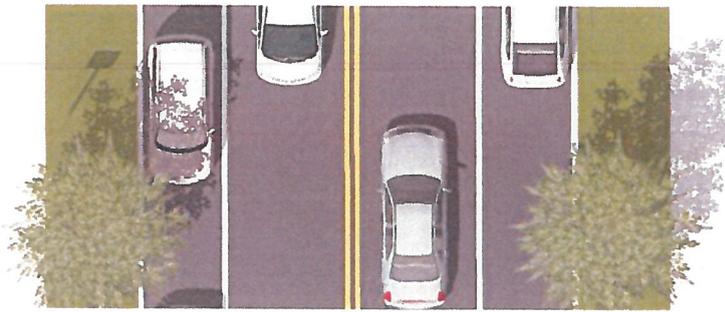
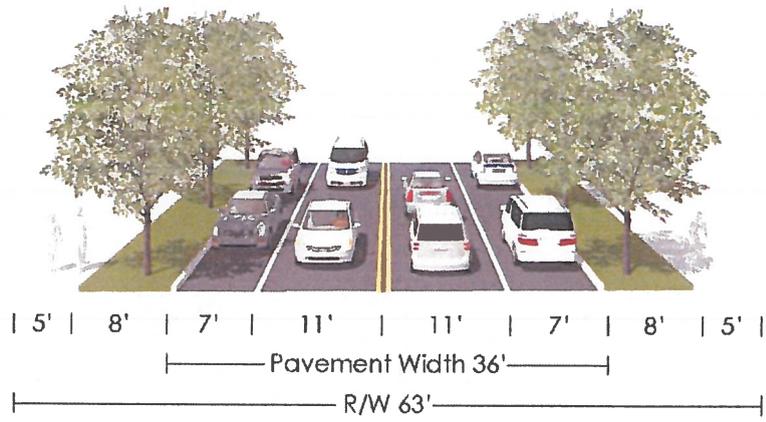
(1) Industrial Street with 8-foot Parking Lane. For use along industrial streets serving primarily industrial land uses, and secondarily serving commercial land uses.



(B) Commercial Street Description. The Commercial Street classification is a local street that is intended to provide frontage and direct access to land uses within a commercially zoned district. Commercial streets link downtown and commercial centers with other parts of the City and provide vehicular and pedestrian mobility and access by providing one travel lane and on-street parking in each direction with a sidewalk and planter strip on both sides of the street. The Municipal Code allows for adjustments in sidewalk width and planter strip use to create a “main street” atmosphere. The Commercial Street classification can also be used for industrially zoned lands where lower volume truck traffic is expected. This cross section is identical to the Standard Residential Street, but the parking lane may be striped. Six inches of right-of-way is to be provided behind the sidewalks. The width of the planter strip is measured from the face of curb to the edge of the sidewalk.

Commercial Street Cross-Section. The following is the commercial street cross-section:

- (1) **Commercial Street with 7-foot Parking Lane.** For use along commercial streets serving primarily commercial land uses, and secondarily serving residential land uses.

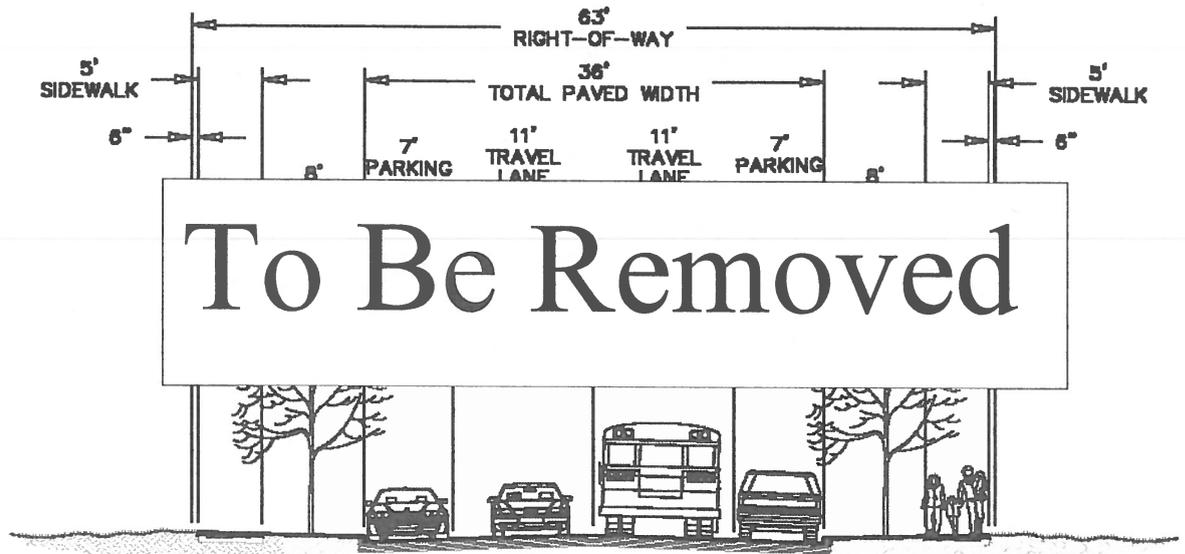


SECTION 5. Section 10.430 of the Medford Municipal Code is amended to read as follows:

10.430 Lower-Order - Residential Street Classification System.

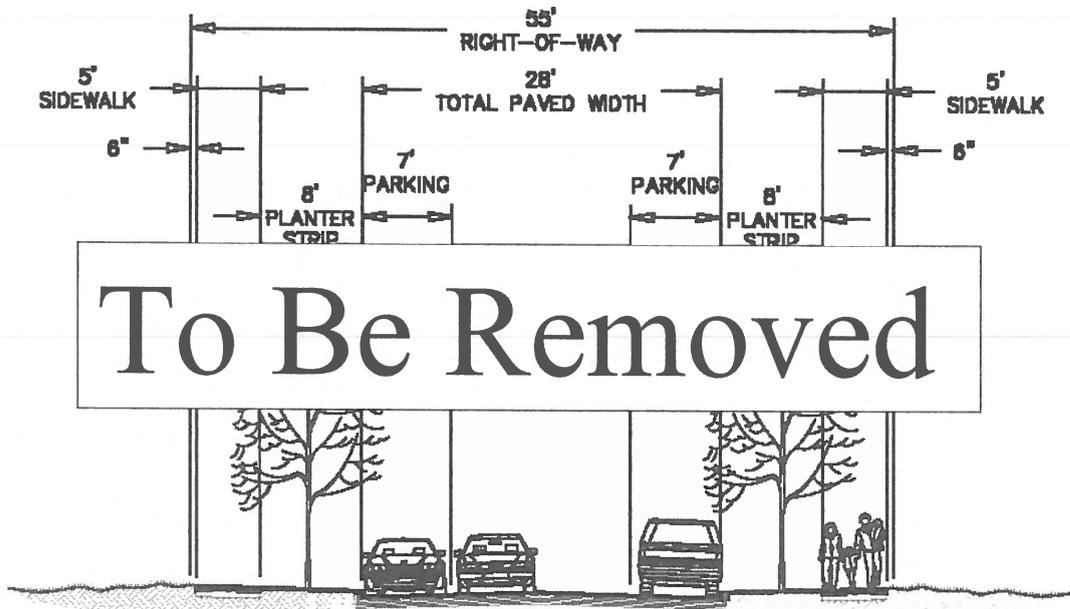
* * *

Standard Residential



~~(1) Standard Residential Streets. A street which provides direct access to immediately adjacent residentially zoned land and connections between collector street and minor residential streets. Design requirements for a standard residential street include two (2) travel lanes with on-street parking, sidewalks, and planter strips on both sides. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk.~~

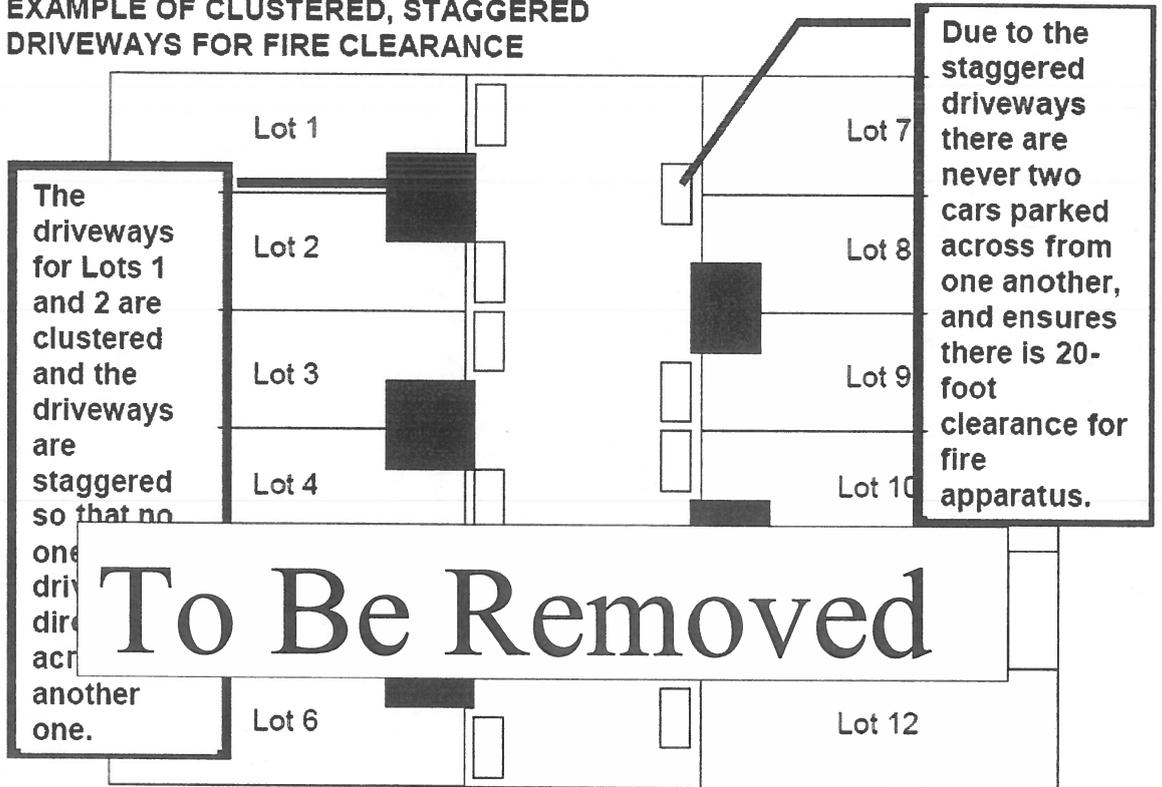
Minor Residential



(2) Minor Residential Streets. A street which provides direct access to immediately adjacent residentially zoned land and neighborhood street connectivity, and which serves up to one hundred (100) dwelling units. On-street parking is provided on both sides of the street. Design requirements for a minor residential street included two (2) travel lanes with sidewalks and planter strips on both sides. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk. In order to ensure that there is at least twenty (20) feet of unobstructed clearance for fire apparatus, the developer shall choose from one of the following design options:

- (a) ~~Clustered, offset (staggered) driveways (see example) (design approved by Fire Department), and fire hydrants located at intersections with the maximum fire hydrant spacing along the street of 250 feet.~~
- (b) ~~All dwellings that front and take access from minor residential streets to be equipped with a residential (NFPA 13D) fire sprinkler system, and fire hydrants located at intersection with the maximum fire hydrant spacing along the street of 500 feet.~~
- (c) ~~Total paved width of 33 feet with five and a half (5 ½) foot planter strips.~~

EXAMPLE OF CLUSTERED, STAGGERED DRIVEWAYS FOR FIRE CLEARANCE



Residential Lane

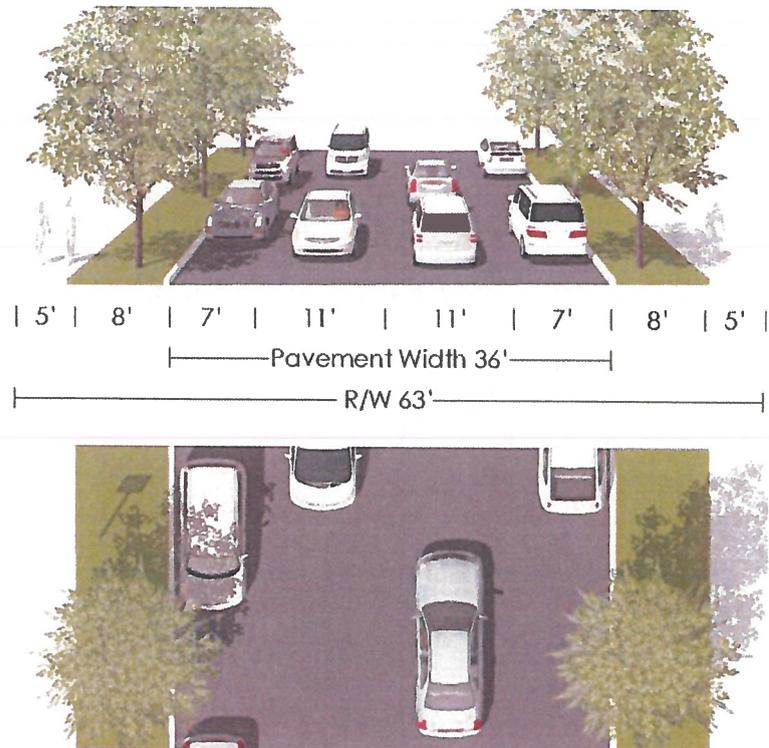


~~(3) **Residential Lane.** A street having the sole function of providing direct access to immediately adjacent residentially zoned land, and upon which a maximum of eight (8) dwelling units take access. A residential lane is a short street (no more than 450 feet in length) with a single travel lane, and parking on one side. Sidewalks shall be provided on the parking side of the street, and planter strips are not required. Those residential lanes that are not through streets shall terminate in a standard cul-de-sac that complies with Section 10.450.~~

A) Standard Residential Street Description. Standard residential street classification is a local street that prioritizes access over traffic flow and generally serves less than 2,500 vehicles per day. The standard residential street classification is the highest of the residential roadway classifications, connecting neighborhoods to collector roadways. This designation provides one travel lane and on-street parking in each direction with a sidewalk and planter strip on both sides. Typical volumes and speeds on Standard Residential streets are low enough to accommodate shared use of travel lanes between bicyclists and motorists. Six inches of right-of-way is to be provided behind the sidewalks to accommodate property survey monumentation. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk.

Standard Residential Street Cross-Sections.

(1) Standard Residential Street. For use along standard residential roadways.



(B) Minor Residential Street Description. A street which provides direct access to immediately adjacent residentially zoned land, provides neighborhood street connectivity and which serves up to one hundred (100) dwelling units. On-street parking is provided on both sides of the street. Design requirements for a minor residential street include two travel lanes with sidewalks and planter strips on both sides. The width of the planter strip is measured from the face of curb to the edge of the sidewalk. Those minor residential streets that are not through streets shall terminate in a standard cul-de-sac that complies with Section 10.450. In order to ensure that there is at least twenty (20) feet of unobstructed clearance for fire apparatus, the applicant shall choose from one of the following design options:

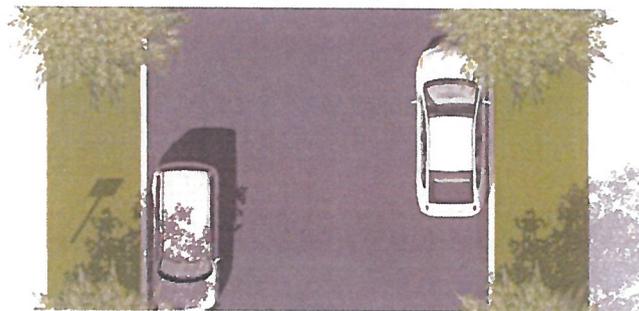
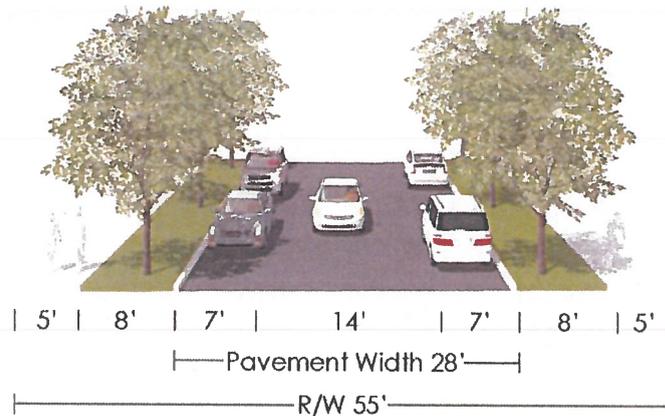
(1) Clustered, offset (staggered) driveways (for an example see 10.430(C)), and fire hydrants located at intersections with the maximum fire hydrant spacing along the street of 250-feet shall be provided. The Fire Department shall approve the design of offset/staggered driveways.

(2) All dwellings that front and take access from minor residential streets shall be equipped with a residential (NFPA 13D) fire sprinkler system and fire hydrants located at intersections with the maximum fire hydrant spacing along the street of 500-feet.

(3) Total paved width of 33-feet with five-and-a-half (5 ½) foot planter strips.

Minor Residential Street Cross-Sections.

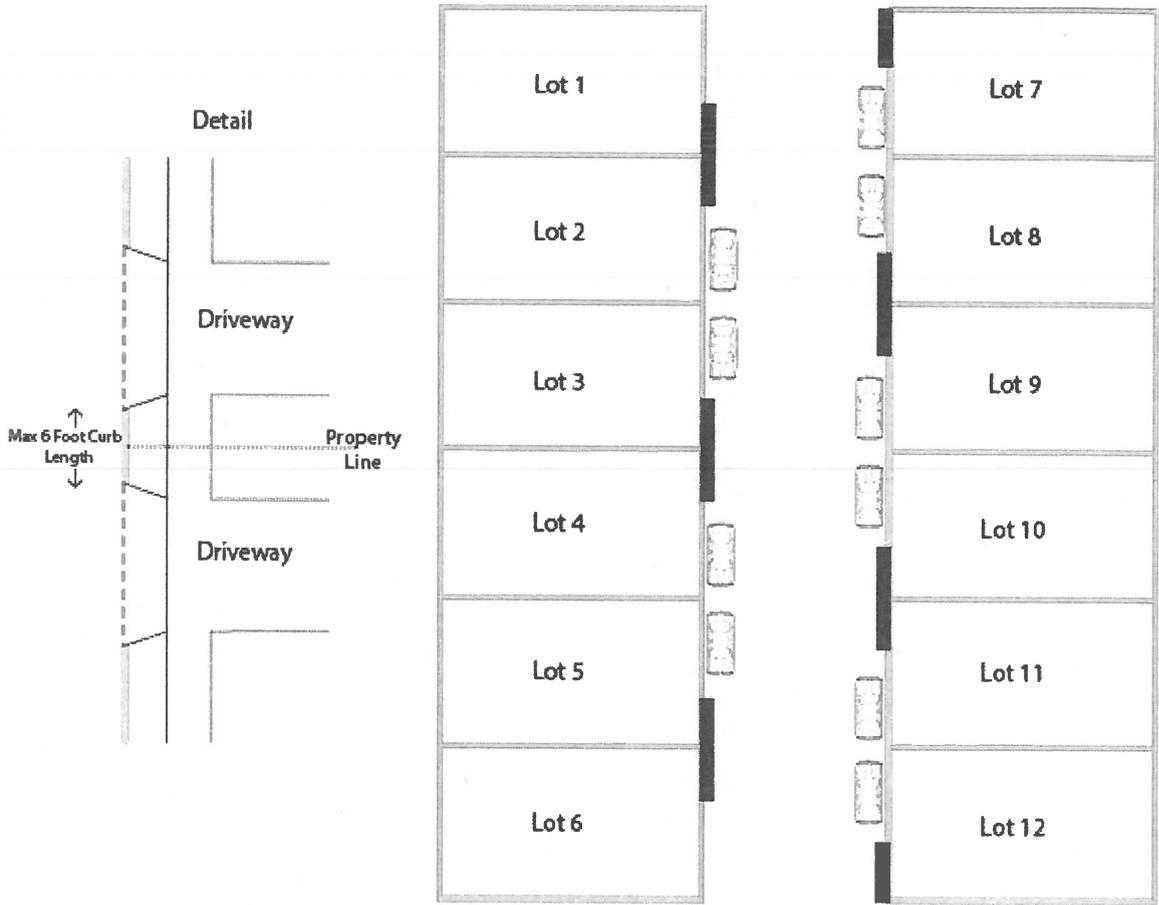
(1) Minor Residential Street. For use along minor residential roadways.



(C) Minor Residential Street Driveway Clustering/Staggering

To ensure a minimum 20 foot clearance for access of a fire apparatus (i.e. fire-truck), along minor residential streets, and allow for the ability to have a setup area in an emergency event, driveways shall be clustered and/or staggered. The image below represents how clustering/staggering can be accomplished. Lots 1 and 2, 3 and 4, 5 and 6, 8 and 9, and 10 and 11 are clustered together. The clustered driveways are offset on the opposite side of the street; in other words, driveways shall not be directly across from one another.

Clustered/Offset Driveways



Not to Scale

□

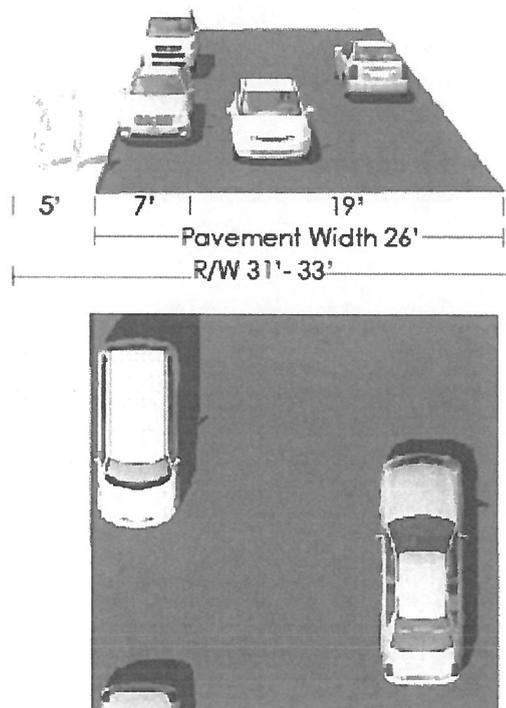
(D) Residential Lane Description. Residential Lanes are the lowest order of the local residential facilities. These roads can serve a maximum of 8 residences and extend no more than 450 feet. Those residential lanes that are not through streets shall terminate in a standard cul-de-sac that complies with Section 10.450. Six inches of right-of-way is to be provided behind the sidewalks or curb if no sidewalk is present. The right-of-way width provides for future sidewalks and landscape strips on both sides of the roadway. Sidewalks shall be provided on the parking side of the street, and planter strips are not required.

Special Note:

- (i) An additional two feet of right-of-way is required for drainage behind the curb with no sidewalk when the road is on the outside border of a development. The additional two feet are not required when the street is internal to the development and there is a Public Utility Easement (PUE) behind the curb.

Residential Lane Cross-Sections.

- (1) Residential Lane. For use along residential lane roadways.



SECTION 6. Section 10.430A of the Medford Municipal Code is amended to read as follows:

10.430A Non-Street Alternatives.

Minimum Access Easement (Private)



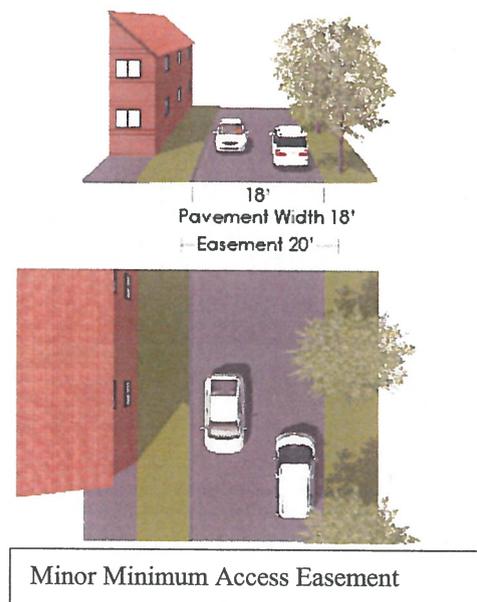
(1A) Minimum Access Easements, General. A minimum access easement is an easement containing a shared driveway having the sole function of providing direct access to immediately adjacent residentially zoned land. There are two types of minimum access easements - Minor and Major. ~~An easement containing a shared driveway having the sole function of providing direct access to immediately adjacent residentially zoned land.~~ Minimum access easements differ from residential lanes and public streets in that they are privately maintained.

Special Note:

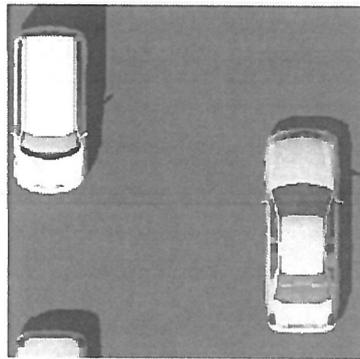
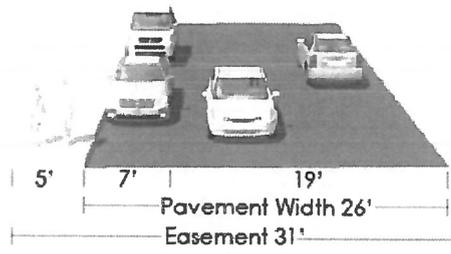
- (i) **Public Utility Easements (PUE),** when required, may be underneath the pavement of a minimum access easement.

The associated descriptions and cross-sections can be seen below.

(1) **Minor Minimum Access Easement.** ~~An easement containing a shared driveway having the sole function of providing direct access to immediately adjacent residentially zoned land, and~~ A **Minor Minimum Access Easement** is an easement containing a shared driveway upon which a minimum of two (2) and maximum of three (3) dwelling units (not including Accessory Dwelling Units-ADU's) take access. A **Minor Minimum Access Easement** must meet the minimum driveway turnaround standards in Section 10.746(11). **Minor Minimum Access Easements** are permitted subject to Section 10.450. A **Minor Minimum Access Easement** does not have sidewalks or planter strips. No parking is permitted on a **Minor Minimum Access Easement**. A **Minor Minimum Access Easement** is considered a street for purposes of meeting lot frontage requirements, and for setback purposes. Therefore, a **Minor Minimum Access Easement** creates street side yards and corner lots. A **Minor Minimum Access Easement** does not create a through lot.

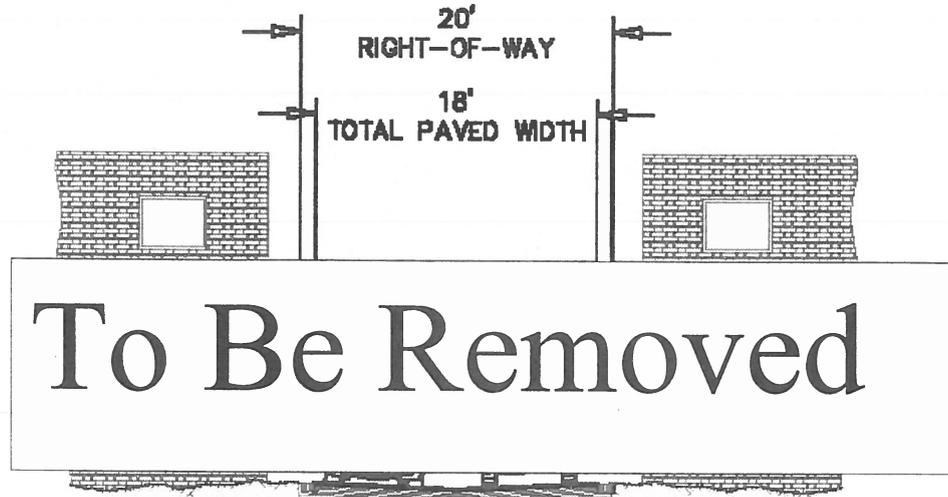


(2) **Major Minimum Access Easement.** An easement containing a shared driveway having the sole function of providing direct access to immediately adjacent residentially zoned land, and upon which a minimum of four (4) and maximum of eight (8) dwelling units (not including Accessory Dwelling Units-ADU's) take access. A **Major Minimum Access Easement** must meet the minimum driveway turnaround standards in Section 10.746(11). Parking is allowed on one side of a **Major Minimum Access Easement** except in dedicated fire department turn-around areas. **Major Minimum Access Easements** are permitted subject to Section 10.450. A **Major Minimum Access Easement** is considered a street for purposes of meeting lot frontage requirements, and for setback purposes. Therefore, a **Major Minimum Access Easement** creates street side yards and corner lots. A **Major Minimum Access Easement** does not create a through lot.



Major Minimum Access Easement

Alley

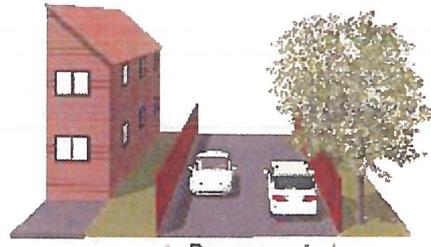


(2B) Alley.

(1A) Private alley: A private right-of-way, that is not a street, designed for primary or secondary means of access to abutting property, and which may or may not provide passage through blocks from street to street. Parcels abutting a private alley must also front on a street as defined herein, but not necessarily take primary motor vehicle access from a street.

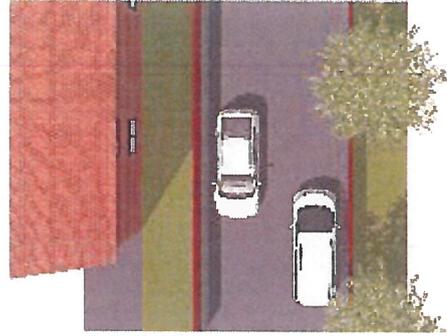
(2B) Public alley: A public right-of-way, that is not a street, designed for primary or secondary means of access to abutting property, and with passage from street to street. Parcels abutting an alley must also front on a street as defined herein, but not necessarily take primary motor vehicle access from a street.

(3C) Standards: Alleys shall have a minimum width of twenty feet (20'), with a curb radius of not less than fifteen feet (15') at an intersection with a street. Parking within an alley is only permitted subject to a permit issued for service vehicles pursuant to Section 6.340. If an existing alley is unpaved and a property owner wants to develop their property and use the alley for access, and this results in an increase in the average daily trips (ADTs) in the alley, then the property owner shall pave the alley from their property to the nearest paved intersecting street.



Pavement
Width 18'

R/W 20'



Alley

SECTION 7. Section 10.430B of the Medford Municipal Code is amended to read as follows:

10.430B Standards Applicable to All Streets.

Table IV-1 sets forth general standards for all types of City streets. The application of these standards is set forth above.

Table IV-1

Medford Street & Non-Street Alternatives Cross-Sections Dimensions

Functional Classification	Features/Dimensions (Each Direction)					Left Turn Lane/ Median	Total Paved Width	Total Right-of-Way Width
	Travel Lane	Bike Lane (Buffer Width)	On-Street Parking	Sidewalk	Planter Strip			
Regional & Major Arterial	44'	6'	None	5'	40'	14'	70'	100'
(w/ Separated Bicycle Lanes)	11-12'	6'(3')	None	6'	5'	6'-14'	52'-60'	92-100'
(w/ Buffered Bicycle Lanes)	11'	5'(3')	None	5'	7'	6'-14'	66'-74'	92-100'
(w/ Standard Bicycle Lanes)	11'	6'	None	5'	10'	6'-14'	62'-70'	92-100'
Minor Arterial	42'	5'	None	5'	40'	14'	48'	78'
(w/ Separated Bicycle Lanes)	12'	6'(3')	None	6'	5'	6'-14'	30'-38'	70'-78'
(w/ Buffered Bicycle Lanes)	11'	5'(3')	None	5'	8'	6'-14'	44'-52'	70'-78'
(w/ Standard Bicycle Lanes)	11'	6'	None	5'	10'	6'-14'	40'-48'	70'-78'
Major Collector Alternative	44'	5'	None	5'	40'	12'	44'	74'
(w/ Buffered Bicycle Lanes)	11'	5'(2')	None	5'	8'	12'	48'	74'
(w/ Standard Bicycle Lanes)	11'	5'	None	5'	10'	12'	44'	74'
Minor Collector	11'	56'	78'	5'	8'	None	4634'-50'	7258'-74'
Commercial Street	11'	None	7'	5'	8'	None	36'	63'
Industrial Street	12'	None	8'	5'	8'	14'	40'-54'	66'-80'

Functional Classification	Features/Dimensions (Each Direction)							Total Paved Width	Total Right-of-Way Width
	Travel Lane	Bike Lane (Buffer Width)	On-Street Parking	Sidewalk	Planter Strip [‡]	Left Turn Lane/Median			
Standard Residential	11'	None	7'	5'	8'	None	36'	63'	
Minor Residential (See 10.430(B2) for design options.)	11' 14'	None	7'	5'	8'	None	28'	55'	
Residential Lane	17' 19'	None	7' One Side	5' One Side	None	None	26'	31' to 33'	
Minor Minimum Access Easement	18'	None	None	None	None	None	18'	20'	
Major Minimum Access Easement	19'	None	7' One Side	5' One Side	None	None	26'	31'	
Alley	18'	None	None	None	None	None	18'	20'	

~~Note 1: These street standards apply to new or reconstructed streets under the jurisdiction of and maintained by the City of Medford. Jackson County and ODOT have their own street design standards that are applicable to facilities under the jurisdiction of and maintained by those agencies.~~

~~Note 2: See the Central Business (C-B) District Overlay and adopted specific or Neighborhood Circulation Plans for exceptions to these standards.~~

~~* A pedestrian pad may be required in the right of way at bus stops to ensure ADA compliance. A pedestrian pad is at minimum a four foot (4') wide area between the bus stop and curb where a bus ramp would be deployed. Planter strips may be eliminated in areas with greater pedestrian activity (such as Downtown or in transit-oriented districts) to provide up to fifteen (15) feet of walking area, including a "furniture zone" for utilities, benches, trees and other streetscape components.~~

~~** Raised medians shall be installed with turn bays as necessary. Traffic analysis shall be conducted to determine the need for turn bays and required vehicle storage length.~~

~~*** Street width numbers are not additive. When vehicles are parked on both sides of the street, travel lane width is effectively reduced to accommodate only a single vehicle at any one time.~~

SECTION 8. Section 10.431 of the Medford Municipal Code is amended to read as follows:

10.431 Street Improvement.

All new street improvements required as a condition of development shall be improved to the standards set forth in this chapter unless otherwise specified herein or excepted as per Section

10.186. For purposes of this section, the term new street shall be defined as an unimproved street or existing street which does not have curb and gutter **and/or meet the cross-sections per 10.428, 10.429, 10.430, 10.430A, and 10.430B.**

(A) Street Improvements and Transit Facilities

(1) A pedestrian pad may be required in the right-of-way at bus stops to ensure ADA compliance. A pedestrian pad is at minimum a four-foot (4') wide area between the bus stop and curb where a bus ramp would be deployed. Planter strips may be interrupted in areas with a high level of pedestrian activity (such as Downtown or in transit-oriented districts, per the TSP) to provide up to fifteen (15) feet of walking area, including a "furniture zone" for utilities, benches, trees, and other streetscape components.

(B) Street Improvements and Dedications for City-Owned Parkland

(1-) Street improvements and right-of-way dedications shall be found by the Planning Commission to be reasonably associated with impacts caused by the park necessary for service to the park.

(2-) The requirements for street utility improvements, associated with a land division for City-owned parkland, may be deferred to the time of a Park Development Review application. A final plat of the land division may proceed in advance of such required improvements. Any lots created that are not intended for park purposes shall comply with the dedication and improvement provisions.

(C) Street Improvements and Turn Bays.

(1) Raised medians shall be installed with turn bays as necessary. Traffic analysis shall be conducted to determine the need for turn bays and required vehicle storage length.

* * *

SECTION 8. Section 10.451 of the Medford Municipal Code is amended to read as follows:

10.451 Additional Right-of-Way and Street Improvements.

Whenever an improved arterial or collector street are abutting or within a development and do not meet current City Standards, ~~only additional right-of-way and improvements, as per Table IV-1 in Section 10.430B~~ **10.427**, shall be required as a condition to the issuance of a development permit, unless otherwise occupied by structures in which case only a partial dedication will be required.

* * *

SECTION 9. Section 10.462 of the Medford Municipal Code is amended to read as follows:

10.462 Maintenance of Level of Service D.

Whenever level of service (**LOS**) is determined to be below ~~level D~~ **the targets listed** for arterials or collectors, development is not permitted unless the developer makes the roadway or other improvements necessary to maintain level of service ~~D~~ **respectively. See Table IV-2 below for description of service levels. Level of service criteria shall be based on the latest edition of the**

Highway Capacity Manual (Federal Transportation Research Board) for the motorized vehicle mode. The following are the level of service standards for intersections in the City of Medford:

Level of Service Minimum	Intersection
D	Citywide (unless otherwise listed)
E	Barnett Road & Highland Drive South Pacific Highway (Hwy. 99) & Stewart Avenue

TABLE IV 2
SERVICE LEVELS FOR ARTERIAL AND COLLECTOR STREETS

	Typical Traffic Flow Conditions
Service Level A	Relatively free flow of traffic with some stops at signalized or stop sign controlled intersections. Average speeds would be at least 30 miles per hour. The volume to capacity ratio would be equal or less than 0.60.
Service Level B	Stable traffic flow with slight delays at signalized or stop sign controlled intersections. Average speed would vary between 25 and 30 miles per hour. The volume to capacity ratio would be equal or less than 0.70.
Service Level C	Stable traffic flow but with delays at signalized or stop sign controlled intersections to be greater than at Level B but yet acceptable to the motorist. The average speeds would vary between 20 and 25 miles per hour. The volume to capacity ratio would be equal to or less than 0.80.
Service Level D	Traffic flow would approach unstable operating conditions. Delays at signalized or stop sign controlled intersections would be tolerable and could include waiting through several signal cycles for some motorists. The average speeds would vary between 15 and 20 miles per hour. The volume to capacity ratio would equal or be less than 0.90.
Service Level E	Traffic flow would be unstable with congestion and intolerable delays to motorists. The average speed would be approximately 15 miles per hour. The volume to capacity ratio would be 1.00.
Service Level F	Traffic flow would be forced and jammed with stop and stop and go operating conditions and intolerable delays. The average speed would be less than 15 miles per hour.
NOTE:	The average speeds are approximations observed at the various levels of service but could differ depending on actual conditions

PASSED by the Council and signed by me in authentication of its passage this ____ day of May, 2019.

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2019.

Mayor

NOTE: Matter in **bold** in an amended section is new. Matter ~~struck out~~ is existing law to be omitted. Three asterisks (***) indicate existing law which remains unchanged by this ordinance but was omitted for the sake of brevity.

Authority

This proposal is reviewed as a Type IV legislative amendment. The Planning Commission is authorized to recommend, and the City Council to approve, amendments to Chapter 10 under Medford Municipal Code §§10.106(D) and 10.108.

ANALYSIS

The adoption of a new Transportation System Plan was an important part of the Urban Growth Boundary expansion process and was necessary in order to provide a transportation network capable of meeting the needs of the City of Medford as it grows over the next 20 years. The plan outlines a number of goals, objectives, and action items that include incorporating the policies and principles of the plan into the Land Development Code. The proposal to amend the level-of-service standard, cross sections, and legacy street standards are first steps to align the plan and vision with the implementing regulations.

The amendment makes minor changes to the level-of-service regulations as the community standard remains at LOS D but makes an important distinction for two specific intersections identified in the TSP that fall below that standard. The modifications to the cross sections provide new opportunities to realize off-road bicycle facilities and buffered bicycle facilities within the higher order street classifications as well as changes in some locations that ensure the safe evacuation of citizens in the event of an emergency. These new preferred standards can be realized as land is developed in the Urban Growth Boundary and as existing higher order streets are reconstructed to accommodate growth, changing demographics, and making the community more resilient to disasters. In regards to legacy streets, this new concept provides opportunities to consider road improvements in the context of its surroundings and provide flexibility when determining the dedication of right-of-way.

The proposed changes were examined during meetings with the Planning Commission (PC), Transportation Commission (TC), and the Bicycle and Pedestrian Advisory Committee (BPAC). The proposed language (Exhibit A) is the Planning Commission's formal recommendation and reflects removing proposed text that was deemed not fully formulated for adoption. Some of the topics raised by TC and BPAC related to pedestrian safety and impediments to safety when turn lanes are added at intersections as well as a request to allow flexibility in the placement of the parking lane and bicycle lane for the minor collector cross section. Staff drafted language to try and address these issues but the PC did not find the language was clear enough to forward to the Council at this time.

The project was discussed during the following meetings:

Transportation Commission

- February 27, 2019 (See Exhibit I)
- March 20, 2019 (See Exhibit J)

Bicycle and Pedestrian Advisory Committee

- March 11, 2019 (See Exhibit F)

Planning Commission

- March 11, 2019 (See Exhibit E)
- April 8, 2019 (See Exhibit K)

The Planning Commission held a hearing on April 11, 2019, and voted 8-0 in favor of the proposal (see Exhibit L for hearing minutes).

Please note: Section 10.427(E) has been refined since the Planning Commission hearing in order to better define the criteria needed in order for an applicant to request a deviation from the City’s Engineer’s recommendation on legacy streets. In addition, Legal staff has reviewed the amendment and proposed changes to clarify other sections.

FINDINGS AND CONCLUSIONS

The criteria that apply to code amendments are in Medford Municipal Code §10.218. The criteria are rendered in italics; findings and conclusions in roman type.

Land Development Code Amendment. The Planning Commission shall base its recommendation and the City Council its decision on the following criteria:

10.218(A). Explanation of the public benefit of the amendment.

Findings

The proposal addresses three specific topics found in the newly adopted Transportation System Plan. The first is Level-of-Service (LOS) which is a standard that measures the level of operation of an intersection using a graduated scale and is represented as a grade from A to F. It is measured in seconds and defines the average maximum amount of time a vehicle must wait at a stopped controlled intersection (e.g. traffic signal or stop sign) before proceeding. It is measured at a specific point in time when roads and intersections experience the greatest demand either in the morning or evening peak or “rush hour” timeframes.

The City’s Level-of-Service standard has been LOS D in the past and continues to be the benchmark in the newly adopted TSP with two exceptions of note. The intersections of Stewart Avenue and South Pacific Highway and Barnett Road and Highland Drive are currently operating at LOS E. Each are unique locations that have existing constraints that make it difficult to find reasonable mitigation measures to improve the LOS at these intersections to the typical LOS D standard. As part of the TSP review, these intersections were discussed with the City Council and a reduced LOS standard was acknowledged with the expectation that the City would continue to evaluate and seek options to improve the performance at these locations.

Currently, the Development Code only discusses LOS in terms of meeting the D or better standard. The proposal will amend the LOS section of the code to reflect these two exceptions. Noting the difference in LOS for these two locations is important so that as development occurs near these intersections, it is clear to both staff and the development community what the baseline standard is and for each intersection to be evaluated accordingly.

The second revision addresses updating the cross sections for each of the various street classifications. For example, the City Council made changes to the regional/major arterial and minor arterial cross sections in the TSP by including a preferred option that separates the bicycle facility off the street and places it next to the sidewalk. The current cross sections in the Land Development Code do not include this preferred option. The proposal carries forward all of the cross sections identified in the TSP and updates the code to reflect the changes. As new streets are constructed, the City will look to these updated cross sections to identify the amount of right-of-way needed, the type of facilities to be built, and the placement of these facilities within the roadway template. Over time, these cross sections will improve the City's built environment and improve the users experience as they navigate the City's roadway network.

The third change incorporates standards for a new concept referred to as legacy streets. Legacy streets are streets that are improved but may be missing bike facilities, right-of-way, sidewalks, planter strips, turn lanes, or other facilities typically found in the applicable cross-section. Legacy streets are also unimproved streets or alleys that are predominantly surrounded by developed properties that constrain the right-of-way. The City has a diverse roadway system that was built many years ago and some streets may be missing one or more facilities, be constrained by existing development, or built to a former cross section. Based on existing code, the City is required to follow the adopted cross sections in order to determine what improvements are needed as development occurs. Currently, there is very little flexibility afforded to the City in making any adjustments to the cross section. The new legacy street standards will provide a review process for the City to use that looks at the existing conditions and constraints of the right-of-way, evaluates how to incorporate missing facilities (e.g., sidewalk), and provides a structured flexibility to adapt to surrounding conditions and improve the roadway at the same time.

Conclusions

The adoption of the TSP in December outlined action items specific to amending the Land Development Code related to the three topics noted above: level-of-service, cross sections, and legacy streets. Each topic is relevant to development projects and is important to be incorporated into the Land Development Code in order to properly implement the policies of the Transportation System Plan and the vision of the transportation network for the City. This criterion is found to be satisfied.

10.218(B). *The justification for the amendment with respect to the following factors:*

1. *Conformity with goals and policies of the Comprehensive Plan considered relevant to the decision.*

Findings

The proposed code amendment supports the goals and policies found in the newly adopted 2018-2038 Transportation System Plan. Specifically the following goals, objectives and action items are relevant to this project.

GOAL 3 – LIVABILITY – Design and construct transportation facilities to enhance the livability of the City’s neighborhoods and business centers.

Objective 9: The City will balance transportation system objectives to improve mobility against objectives to avoid disruption of existing neighborhoods and nonresidential districts, and minimize impacts to individual properties.

Action Item 9-c: Incorporate context-sensitive street and streetscape design techniques in order to balance the needed street function for all users and modes with the needs of the surrounding built environment. The selected design solution should take into consideration whether the street is new or an existing “legacy” street.

GOAL 4 – CONNECTIVITY – Achieve connectivity appropriate for planned land uses in the area for all modes which is well connected to the regional system.

Objective 11: The City of Medford will strive to develop and maintain a well-connected transportation system for all modes and users.

Action Item 11-c: Implement street design standards for existing facilities that allow for flexibility and application of alternative street designs where construction of facilities to the City’s adopted design standard for new development would not be economically or physically feasible due to existing neighborhood and development constraints.

GOAL 5 – FINANCING – Optimize funding resources so that transportation investments are fiscally sound and economically sustainable.

Objective 16: Amendments to the land development code and municipal code to implement the TSP shall be targeted for completion within 24 months of TSP acknowledgement.

Action Item 16-a: Modify land use review procedures to allow street cross-section standards to be applied in a flexible manner based on identified criteria or standards. Examples of flexibility may include: adopting multiple street cross-section alternatives for a single functional classification; establishing ranges of improvement widths for specific elements; allowing the elimination or reduction of aesthetic elements where constraints make it appropriate.

Action Item 16-c: Incorporate the legacy street standards into the Land Development Code in order to address future development requirements along these roadways and outline who has the authority to approve deviations.

The Transportation System Plan goals and objectives identify the incorporation of the updated cross sections and legacy street provisions into the Land Development Code so they can be implemented as development occurs along City roadways.

Conclusions

The amendment is relevant to the Transportation System Plan goals, objectives, and action items. This criterion is found to be satisfied.

2. *Comments from applicable referral agencies regarding applicable statutes or regulations.*

Findings

The proposed development code amendment was distributed to internal and external agencies for review and comments in February. Public Works Engineering staff has worked closely with Planning staff to review and make suggested changes to the language. Jackson County Roads submitted a letter stating they do not have any comments (See Exhibit B). Medford Fire Department staff provided feedback and a revised graphic related to staggered driveways which has been incorporated into the text.

The Department of Land Conservation and Development was e-mailed the draft language in late February. No comments have been received to date.

Conclusions

The City has reviewed and revised the draft language based on comments received from applicable referral agencies. This criterion is found to be satisfied.

3. *Public comments.*

Findings

A draft of the proposed text was e-mailed in February 2019 to a group of 45 citizens, developers, business owners, land use consultants, and non-profit representatives who have requested notification of code amendment projects. One e-mail was received in support of updating the standards for minimum access easements from Scott Sinner. Mr. Sinner also spoke in favor of this part of the amendment during the Planning Commission hearing. A follow up to the group was also sent a week prior to the scheduled Planning Commission hearing to provide them an additional opportunity to comment and remind them of the hearing schedule.

The Transportation Commission was provided the draft language and presentation at their first meeting on February 27, 2019. Staff met with several commissioners after the meeting to talk about and help answer questions about the amendment. A summary of comments from Commissioner Penland and an e-mail from Commissioner Pulver are attached (see Exhibits C and D). The language was modified in response to both commissioners' questions and comments. The Transportation Commission made a favorable recommendation at their March 20, 2019, meeting regarding the amendment understanding that staff was going to be making final updates.

The Planning Commission met on March 11, 2019, during a noon study session and discussed the proposed amendment with staff (see Exhibit E). Generally, the Commission was in favor of moving the amendment forward and sought clarification on a few topics including the need for an applicant to have to file for an exception if they did not agree with the cross section changes for legacy streets recommended by the City Engineer. Also, there was discussion about clearly stating the regional/major arterial cross section with the separated off-road bicycle facility is the preferred and expected cross section when a new major arterial is being built. Staff drafted alternatives for the Commission to discuss during a second study session held on April 8th. Staff and the Planning Commission went through the modified language. Suggested changes or deletions raised by the Commission at the study session were noted during the Planning Commission hearing on April 11th.

The Bicycle and Pedestrian Advisory Committee were presented the amendment at their monthly meeting on March 11, 2019 (see Exhibit F). The Committee discussed several different topics regarding the proposal including the cross section for minor collectors, concerns with the 14 foot sidewalk/shared use path along roadways that have multiple driveways, implementing a mitigation bank or fee-in-lieu system, signage, and measurement of bicycle lanes. Staff added

language providing the flexibility with the minor collector cross section; however, the Planning Commission was not in favor of the changes so it was removed during the hearing process.

Prior to the PC hearing, the Planning Department received public comment from Harlan Bittner (Exhibit G) and Gary Shaff (Exhibit H) regarding the proposal. The letters addressed the following topics: 1) require criteria that demonstrate bicycle facilities are still safe when separated facilities are not installed, 2) add a definition for bicycle lane, 3) when evaluating legacy streets, eliminate the bicycle facility if it is substandard (meaning less than 5 feet when excluding the drain pan), and 4) reduce the speed limit on streets with on-road bicycle facilities to 25 miles per hour. The Planning Commission did not make any suggested changes based on the letters, however Commissioner Foley did comment that some of the suggestions (a bicycle lane definition and eliminating a bicycle lane if substandard) are items that the Council should discuss and consider.

The draft language is made available to the public on the City's webpage and two public hearings provide opportunities for the public to provide further comments.

Conclusions

The language was provided to members of the public interested in reviewing code amendments proposed by the City. Three of the City's citizen committee and commissions have been informed about the project and changes have been made to reflect their comments. The public is afforded an opportunity to provide additional comments through the hearing process before the Planning Commission and City Council. This criterion is found to be satisfied.

4. Applicable governmental agreements.

Findings

The City's transportation network in specific locations requires coordination with Jackson County and the Oregon Department of Transportation (ODOT).

The City and County have adopted an Urban Growth Management Agreement to ensure the efficient and orderly development of rural lands to urban lands within the Urban Growth Boundary. The agreement outlines the circumstances in which the City takes over jurisdiction of existing roads at the time of annexation. It also outlines the County's obligations to adhere to the City's structural road section specifications when the County proposes the construction of new roads or the widening of roads in the City's Urban Growth Boundary and Urban Reserve.

Coordination with the ODOT is not specific to an existing governmental agreement but is relevant when the ODOT is proposing improvements to state facilities within

the City's jurisdictional boundaries or when public or private development may cause impacts to state facilities.

Both County and State partners have been informed about the amendment. Jackson County Roads submitted a letter dated March 14, 2019 (see Exhibit B).

Conclusions

Specific and general coordination efforts are in place between the City and County and the City and ODOT related to transportation. The proposed code changes provide consistency with the City's Transportation System Plan and ensure all of the jurisdictions are working under the same parameters. This criterion is found to be satisfied.

RECOMMENDED ACTION

The Planning Commission recommends adopting the proposed amendments based on the analyses, findings, and conclusions contained in the Council Report dated May 9, 2019, including Exhibits A through M.

EXHIBITS

- A Proposed amendment – Track Change Version
- A-1 Proposed amendment – Clean Version
- B Letter from Jackson County Roads dated March 14, 2019
- C E-mail summary of meeting with Commissioner Penland
- D E-mail from Commissioner Pulver
- E Planning Commission study session minutes from March 11, 2019
- F Bicycle and Pedestrian Advisory Committee minutes from March 11, 2019
- G Letter from Harlan Bittner dated April 9, 2019
- H Letter from Gary Shaff
- I Transportation Commission minutes from February 27, 2019
- J Transportation Commission minutes from March 20, 2019
- K Planning Commission study session minutes from April 8, 2019
- L Planning Commission hearing minutes from April 11, 2019
- M Staff's power point presentation for April 11, 2019

CITY COUNCIL AGENDA: MAY 16, 2019

10.012 **Definitions, Specific.**

* * *

Street, improved. A street having an improved paved section including curb and gutter. Improved streets may be considered legacy streets (see legacy street definition).

Street, legacy. A street that is improved, but may be missing bike facilities, right-of-way, sidewalks, planter strips, turn lanes or other facilities identified in the applicable cross-section identified in Article IV, or an unimproved street or alley that is predominantly surrounded by developed properties that constrain the right-of-way.

* * *

10.427 **Street Classification System.**

(A) Purpose. This chapter establishes a street classification system, as determined in the Transportation System Plan (TSP), applicable to all streets within the City and used to determine right-of-way improvement design standards. ~~unless alternative standards are provided by an adopted Neighborhood Circulation Plan or other special area plan. When Federal~~ It is the intent of the street classification system to:

- (1) Promote the safety and convenience of vehicular, pedestrian, and bicycle traffic;
- (2) Protect the safety of neighborhood residents;
- (3) Protect the residential character of neighborhoods by limiting traffic volume, speed, noise and fumes; and
- (4) Encourage the efficient use of land.

(B) Applicability. All existing and proposed streets within the City shall be identified by classification as follows below. The classification of higher-order streets shall be determined by the Functional Classification Map in the City of Medford ~~Street Functional Classification Plan Map~~ Transportation System Plan (TSP), as amended. All streets (existing or proposed) intended to be within the City of Medford’s jurisdiction shall adhere to the street classifications identified below unless alternative standards are provided by an adopted Zoning Overlay, Neighborhood Circulation Plan, the legacy street standards as established per 10.427(D-E) or other special area plan(s), including, but not limited to, plans contained in the Comprehensive Plan. –The classification of lower-order streets shall be consistent with any adopted Neighborhood Circulation Plan or other special area plan(s), and based upon adjacent zoning, and, in the case of residential streets, the number of dwelling units utilizing the street for vehicular access.

Street Classification

- Highway
 - County, or state facility
- Higher-Order Street System
 - Arterial, Regional, Major or Minor
 - Collector, Major, ~~Major Alternative~~, or Minor
- Lower-Order Street System – Commercial/Industrial

Commercial
Industrial

Lower-Order Street System - Residential
Standard Residential
Minor Residential
Residential Lane

Non-Street Alternatives
Minimum Access Easement
Alley

(C) Street Classification and Cross-Section Development. ~~Following the City Engineer's~~ Consistent with the recommendation by the City Engineer, the approving authority shall have the discretion to impose a condition requiring a specific cross-section for a particular development/land use review as it relates to the Medford Land Development Code, -Comprehensive Plan, an adopted Neighborhood Circulation Plan, a Transportation Impact Analysis (TIA) and/or safety concerns. Cross-sections are contained in each subsection as identified in 10.428, 10.429, 10.430, 10.430A, and 10.430B. Each street shall contain, unless a legacy street and/or precluded by State or Federal law, access for pedestrian, bicycle, and automobile travel.

(D) Legacy Streets and Street Classification

Existing streets that are improved and do not meet the identified cross section as outlined in Sections 10.428 – 10.430B shall be known as legacy streets. Context-sensitive design of legacy streets shall be required as a condition of land use review/development. Streets with curb and gutter and/or approved through a Transportation Facility Development review process (Type IV land use review) may be considered a legacy street. Unless specified in an adopted Zoning Overlay, Neighborhood Circulation Plan or other special area plan(s), including, but not limited to, a plan(s) contained in the Comprehensive Plan the legacy street standards of 10.427 (D-E) shall apply to all streets that meet the below standards.

Legacy streets generally fall into one or more of seven categories:

- ~~(1) — Facilities exist for all travel modes, but are narrower than the current standard~~
- ~~(2) — Missing vehicle lanes~~
- ~~(3) — Missing center turn lanes~~
- ~~(4) — Missing planter strip and/or sidewalk~~
- ~~(5) — Missing bike facilities~~
- ~~(6) — Streets that are mostly improved to an old standard but have unimproved segments~~
- ~~(7) — Existing streets and alleys predominantly surrounded by developed properties on both sides~~

(E) Developing Legacy Streets and Land Use Reviews

~~Below are the standards applicable to a~~ The following standards are applicable to land use action(s) considering which include the development of a legacy street as defined in 10.012 Definitions, Specific.

(1) City Engineer Discretion Review. ~~When approving authorities are considering conditions of approval, land use findings or other applicable items relevant to legacy street development they shall be subject to the discretion of the City Engineer. Proposed conditions of approval for land use actions which contain legacy streets shall be subject to review and recommendation by the City Engineer. The applicant shall be required to have a conference with the City Engineer prior to submitting land use applications containing legacy streets; the City Engineer shall produce a memorandum summarizing the meeting and legacy street standards that would apply to the land use application and this memorandum shall be submitted as an exhibit with the land use application. If a deviation from the City Engineer's recommendation is requested by the applicant, the applicant shall provide written findings addressing the criteria below:~~

- a) The requested deviation will allow the project to achieve an equivalent or higher quality roadway when compared to the City Engineer's recommendation.
- b) The requested deviation must provide adequate facilities for pedestrians, bicyclists, and motorists.
- c) The requested deviation will not reduce roadway safety for any user when compared to the City Engineer's recommendations.
- d) The site contains unique or unusual circumstances not typically found elsewhere in the City that would result in undue hardship on the owner.
- e) It is not sufficient proof to show a greater profit will result.

~~(2) Legacy Street Standards. Requirements of legacy streets may include street improvements, right-of-way (ROW) dedication, off-site improvements or rejection of the aforementioned improvements. The below standards for legacy street development, independently of each standard below, shall apply when applicable. As used below, "back of sidewalk" shall refer to the end of the required ROW moving away from the street centerline to the edge of the sidewalk opposite of the street; the distance from the sidewalk the right of way shall be from the aforementioned edge shall be a half foot (1/2') in residential zones and adjacent to the sidewalk in all other zones.~~

(2) When the City Engineer is reviewing a land use application which includes a legacy street, the following standards shall apply:

- (a) If existing facilities for all modes of travel exist on an improved street but are narrower than the current standard; then no street improvements or right-of-way dedication shall be required. Sidewalk reconstruction and right-of-way dedication shall be required if needed to meet ADA requirements along the frontage of the development.
- (b) If the street is improved but is missing auto travel lanes, then right-of-way dedication sufficient to accommodate missing lanes shall be required at the time of development. No physical improvements of less than a full block length (See table 10.426-1) shall be required as it relates to 10.427(E)(2)(b).
- (c) If the street is improved but is missing the center-turn-lane, then right-of-way dedication sufficient to accommodate turn lanes shall be required for properties within 200 feet of an intersection of a collector or arterial. The 200 feet is measured from the subject property to the inside edge of the intersection right-of-way. If the property is farther than 200 feet from a collector or arterial intersection, no right-of-way shall be required. No physical improvements shall be

required as it relates to 10.427(E)(2)(c). The 200 foot measurement may be modified at the discretion of the City Engineer with **sufficient justification**.

(d) If the street is improved but does not contain a planter strip or sidewalk, then a sidewalk and planter strip shall be installed by the applicant. The planter strip width may be reduced or eliminated to fit the area context and surrounding roadways **if sufficient findings justify such modifications**. Right-of-way dedication shall be reduced to the back of sidewalk.

(e) If the street is improved but does not contain bike facilities, then alternatives in the order of priority listed below shall be required. Right-of-way dedication shall be determined by the City Engineer, consistent with the alternatives identified below. When an alternative is applicable, right-of-way dedication shall be reduced to the back of sidewalk or shared use path. **The applicability of 10.427(E)(5) shall be determined** as identified below:

(i) Alternative routes via local streets or off-street paths identified in the Transportation System Plan (TSP) shall be used.

(ii) Right-of-way dedication shall be consistent with bicycle facility plans identified in the TSP.

(A.) When a 14 foot sidewalk (used as a shared-use path) is identified as a bicycle facility alternative, the width may be reduced to no less than 10 feet **if there are existing structures or utility infrastructure which limits the width**.

(f) If the street is mostly improved and between two higher order street intersections, then unimproved sections may be built to match the abutting cross section, at the City Engineer's discretion. Right-of-way dedication, or the lack thereof, shall be provided in accordance with the existing built cross-section.

(g) If the existing street or alley is predominantly surrounded by developed properties, then cross-sectional elements and/or right-of-way dedication may be reduced in width or eliminated, to avoid existing structures and/or development **at the City Engineer's discretion**, in the priority order listed below:

(i) Planter strip width reduction

(ii) Planter strip elimination

(iii) Parking lane elimination

(iv) Bike lane buffer area **reduction or elimination**

(v) Bike Lane narrowing or elimination

(vi) Center turn lane elimination (except at higher-order intersections)

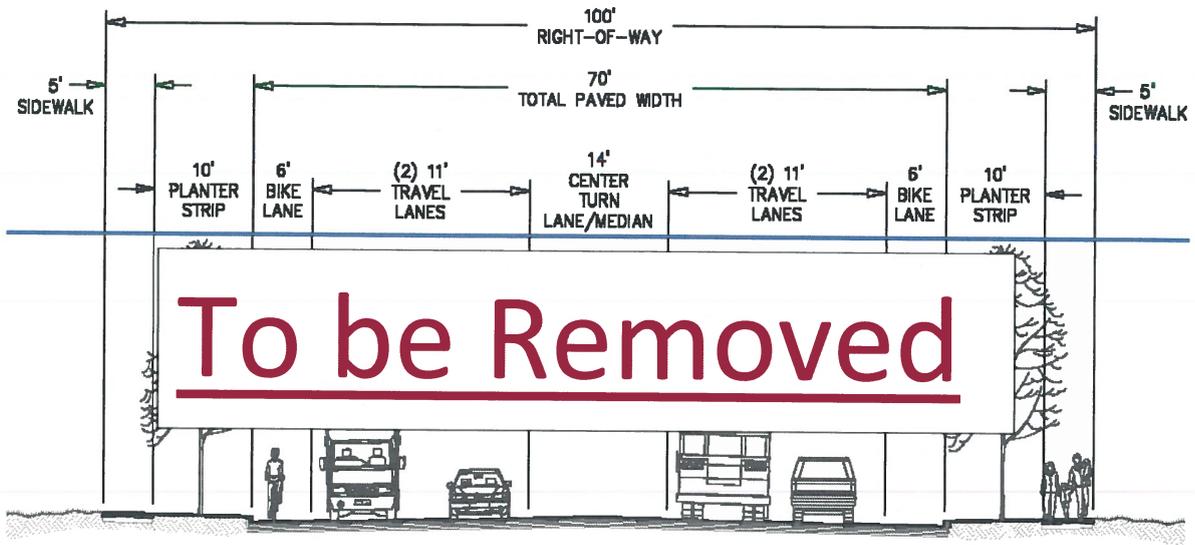
(vii) Lane or alley narrowing

(viii) Center turn lane elimination at higher-order intersections

10.428 Higher-Order Street Classification System.

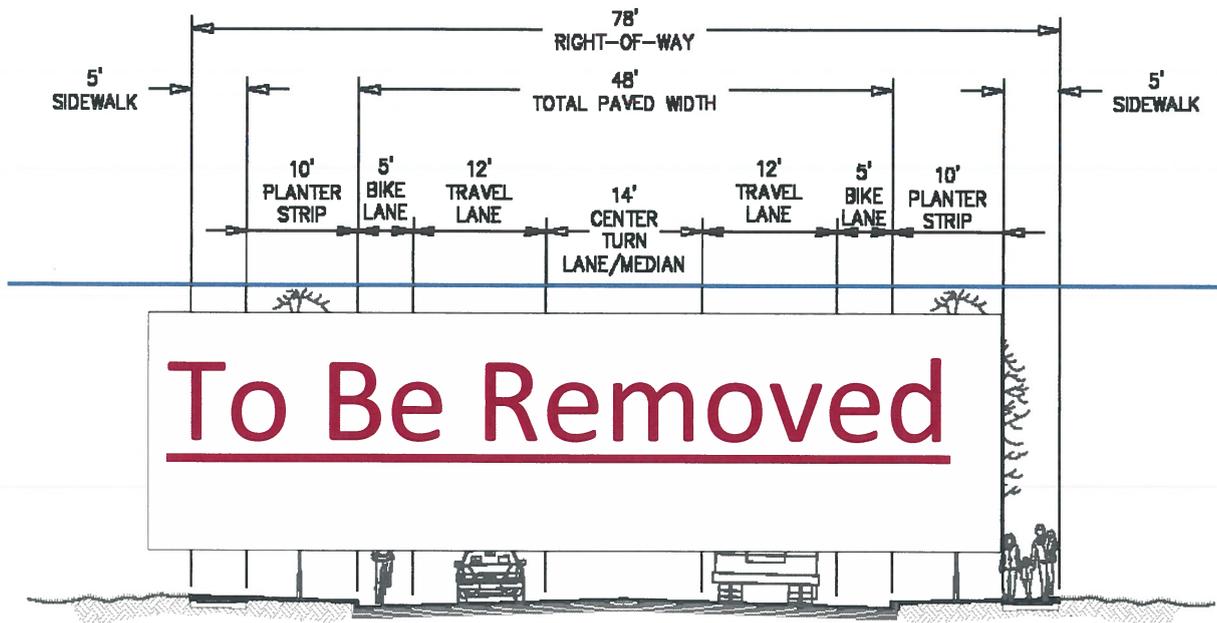
All higher-order (major) streets within the City are classified in one of the following categories:

Major Arterial

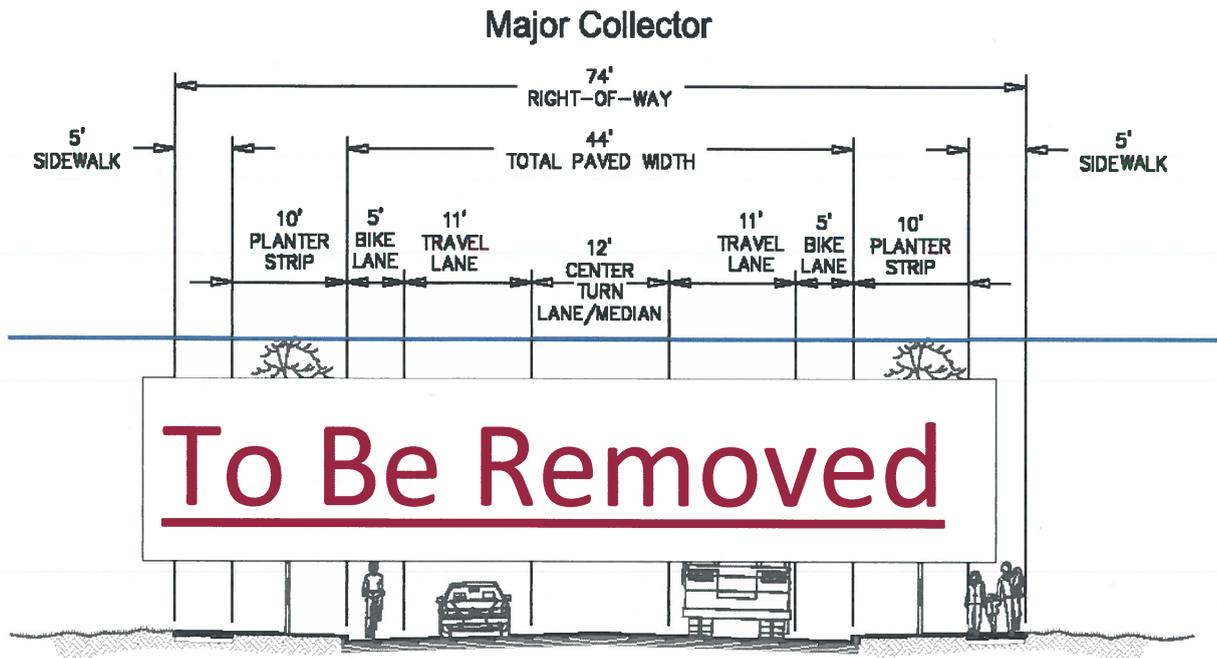


~~(1) **Major Arterial.** A higher order street that carries heavy traffic volumes to and from collectors and other arterials, with most being traffic traveling through the urban area. Access is the most limited of any City street. The major arterial cross section includes two (2) travel lanes and a six foot (6') wide bicycle lane in each direction, with a fourteen foot (14') raised median or left turn lane, sidewalks, and planter strips. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk. In the downtown or in other transit oriented districts, street designs, including sidewalk width, planter strip use, and lane widths and numbers, may be adjusted through an adopted plan or code standards to create a "main street" like atmosphere.~~

Minor Arterial

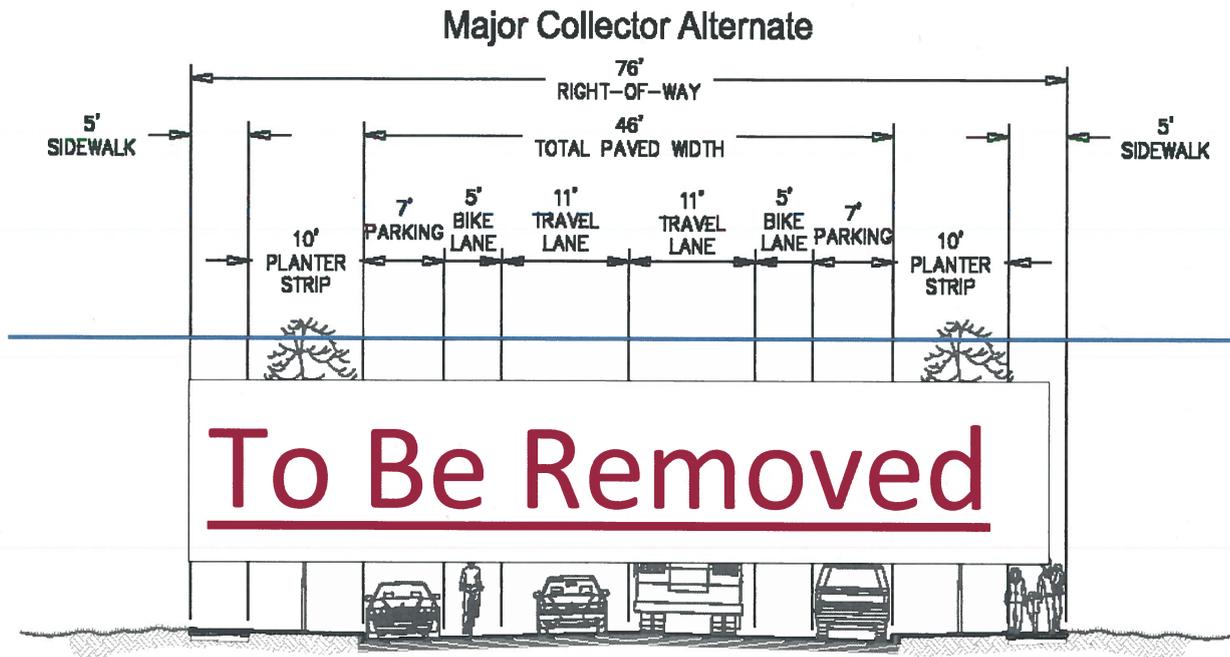


~~(2) **Minor Arterial.** A higher order street that carries heavy traffic volumes, with most being traffic traveling within the urban area, and often connects two major arterials. The minor arterial street design is used where traffic volumes are high, but where there is limited room for street widening, or in the downtown or other transit oriented districts, where a narrower roadway may be desirable. Access to minor arterial streets is very limited. Minor arterial cross sections have a single travel lane and a five-foot (5') wide bicycle lane in each direction, with a raised median or left turn lane, sidewalks, and planter strips. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk. In the downtown or in other transit oriented districts, street designs, including sidewalk width, planter strip use, and lane widths may be adjusted through an adopted plan or code standards to create a "main street" like atmosphere.~~



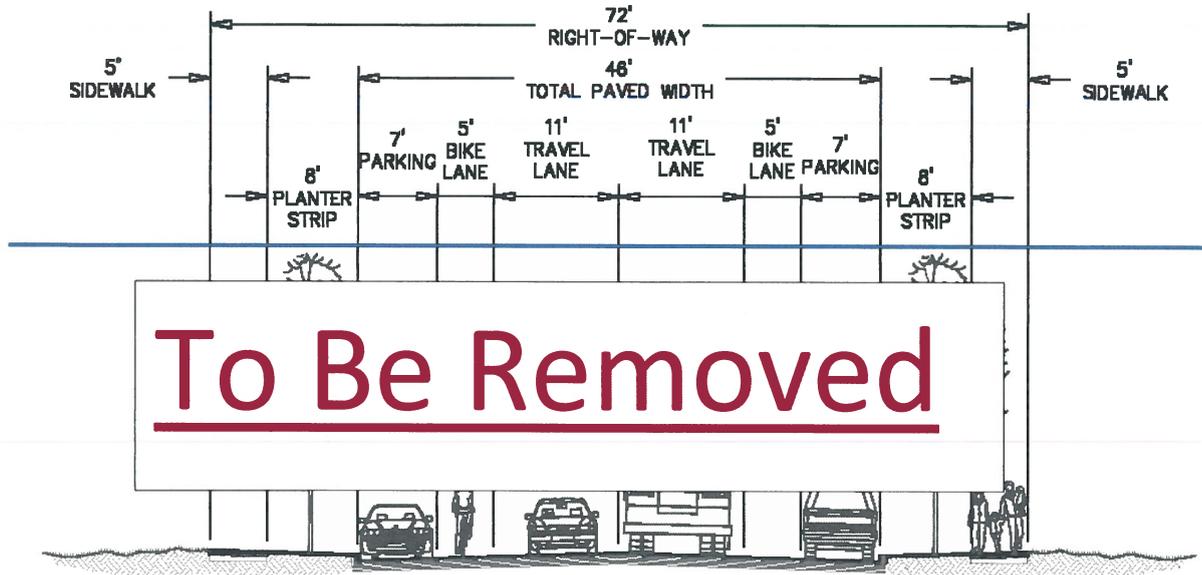
~~(3) Major Collector.~~

~~A higher-order street that links arterial and lower-order streets, and serves both access and traffic mobility functions. The major collector street cross-section includes one (1) travel lane and a five-foot (5') wide bicycle lane in each direction, with a median or left turn lane, sidewalks, and planter strips. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk. In the downtown or in other transit-oriented districts, street designs, including sidewalk width, planter strip use, and lane widths, may be adjusted through an adopted plan or code standards to create a "main street" like atmosphere. Individual residential driveway access for new development is not permitted on a major collector street if other reasonable means of access is available.~~



~~(4) Major Collector Alternative. On-street parking is normally prohibited on major collector streets, except where included in an adopted neighborhood plan, neighborhood circulation plan, or transit-oriented districts. The Major Collector Alternative design includes on-street parking, and does not have a median or center-turn lane.~~

Minor Collector



~~(5) **Minor Collector.** A higher order street that extends through neighborhoods, linking residential traffic on local streets with other collectors and arterial streets, and upon which a greater emphasis is placed on direct access, as compared with major collector streets, which have greater emphasis on through traffic movement. The minor collector cross section includes one (1) travel lane and a five foot (5') wide bicycle lane in each direction, with sidewalks, and planter strips. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk. An on-street parking lane is included on each side of the street. In the downtown or in other transit oriented districts, street designs, including sidewalk width, planter strip use, and lane widths may be adjusted through an adopted plan or code standards to create a "main street" like atmosphere.~~

(A) Regional Arterial and Major Arterial Description. The Regional Arterial and Major Arterial classifications are primarily used for roadways with high traffic volumes and regional connections. Regional Arterials have the same cross-section as Major Arterials, but are intended to have greater access control to facilitate the movement of regional traffic. Both these classifications correspond to the Federal Highway Administration (FHWA) Other Principal Arterial classification. Arterials are higher-order facilities that are generally intended to connect to several collector roadways or provide links to higher order interstate or highway facilities. One-hundred feet of right-of-way is required for Major Arterials to allow construction of a five-lane roadway section, bicycle facilities, and detached sidewalks with a planter strip.

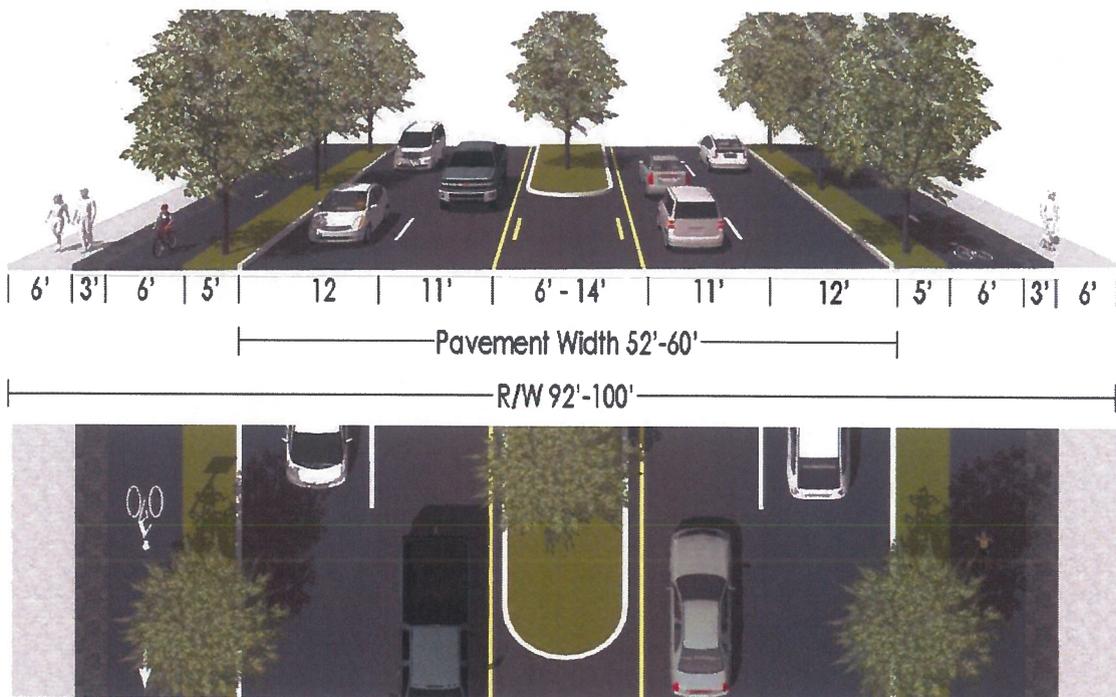
If a new regional or major arterial is built, the cross section with separated bicycle facilities under (1) below shall be used. For existing regional and major arterials, the use of this cross section shall be evaluated first before considering other cross sections. An applicant shall justify to the approving authority why the use of either of the other two cross sections is being requested.

Where right-of-way is constrained on existing roadways, flexibility may be provided to allow modifications, consistent with the Legacy Street standards in 10.427. The width of the planter strip is measured from the face of curb to the edge of the sidewalk. Additionally, the median lane can be reduced to six feet if a 2-foot wide raised median is built and is compatible with the area context and surrounding roadways as determined by the City Engineer.

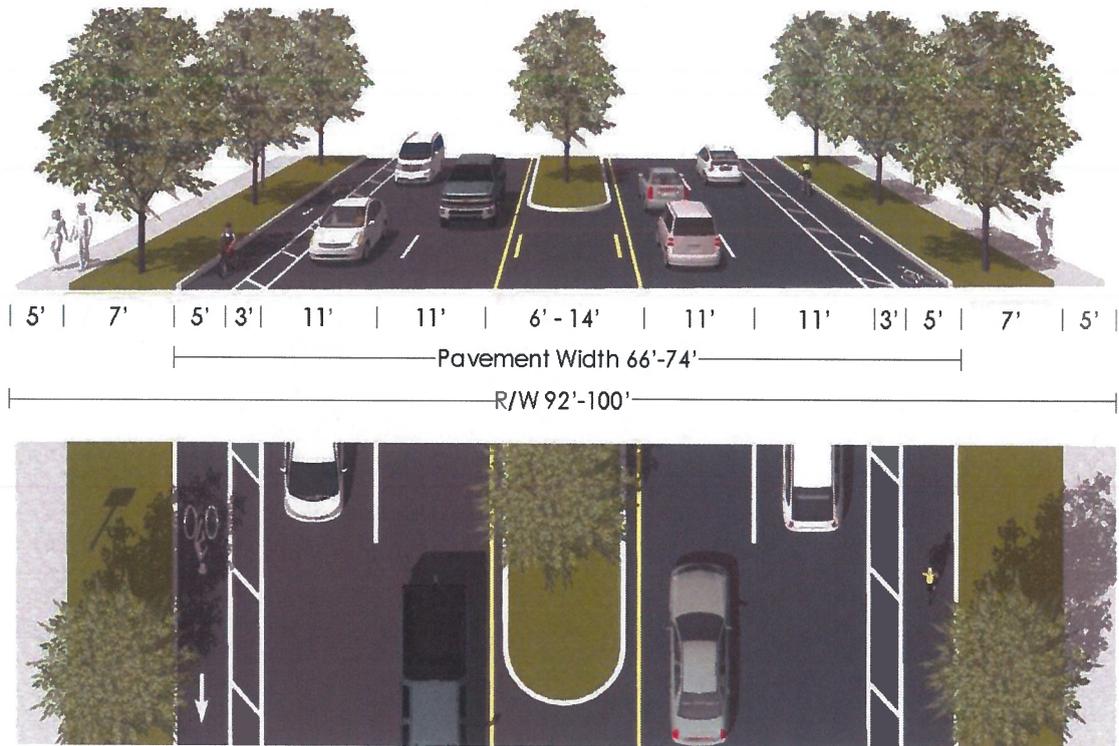
Examples of Regional Arterials in the City of Medford include **North Phoenix Road** and **Foothill Road**. Examples of Major Arterials include roads such as **McAndrews Road** and **Barnett Road**.

Regional, Major Arterial Cross-Sections. The following are the major/regional arterial cross-sections:

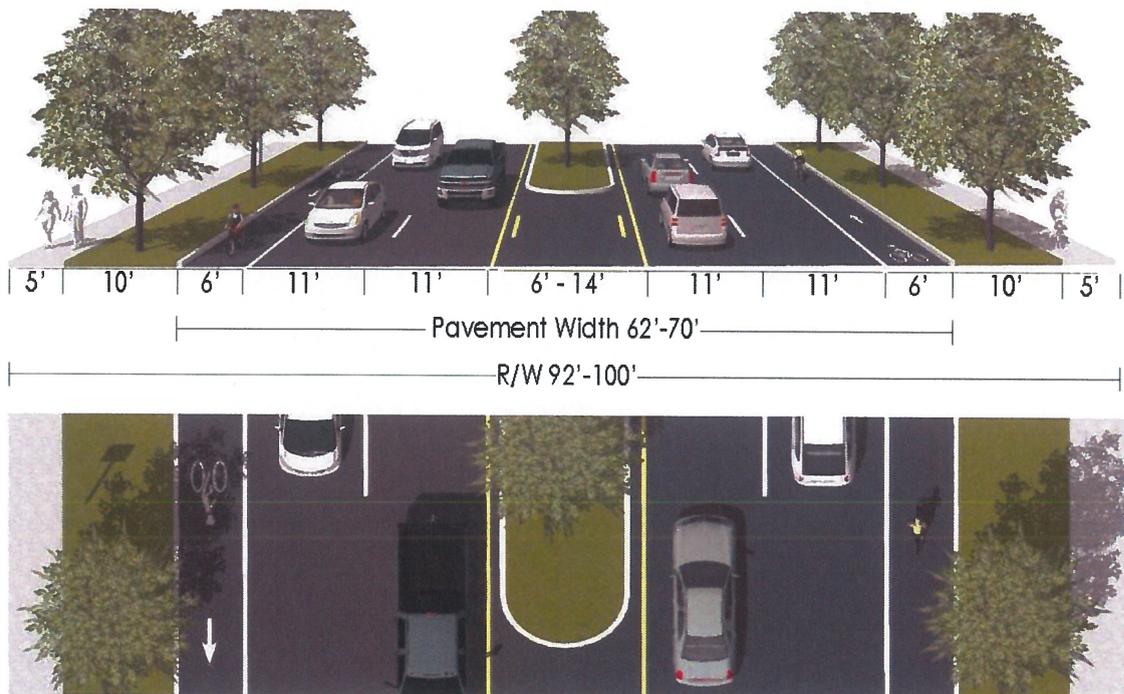
(1) Regional Arterial, Major Arterial, with Separated Bicycle Lanes. For use along regional and/or major arterial roadways when new and/or unimproved.



(2) Regional Arterial, Major Arterial, with Buffered Bicycle Lanes. For use along regional and/or major arterial roadways at the approving authority's discretion.



(3) Regional Arterial, Major Arterial, with Standard Bicycle Lanes. For use along regional and/or major arterial roadways with right-of-way constraints and with approving authority approval.

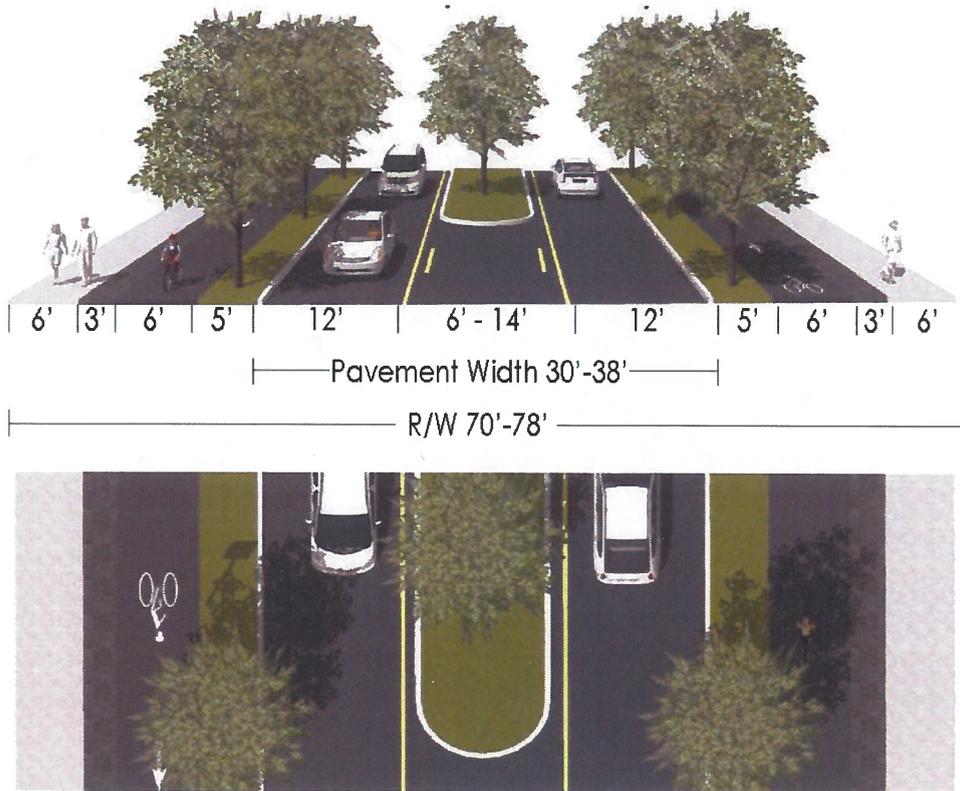


(B) Minor Arterial Description. ~~The Minor Arterial classification further distinguishes between arterials with a five lane cross section (Major Arterials) as those with three travel lanes.~~ Minor Arterials generally serve slightly lower traffic volumes than Major Arterials. Access to minor arterial streets is very limited. Where right-of-way is constrained on existing roadways, flexibility may be provided to allow modifications, consistent with the Legacy Street standards in 10.427. The width of the planter strip is measured from the face of curb to the edge of the sidewalk. ~~In the downtown or in other transit-oriented districts,~~ Street designs, including sidewalk width, planter strip use, and lane widths, may be adjusted through an adopted plan or **modified** code standards to create a “main-street” like atmosphere **in locations such as downtown or transit-oriented districts.**

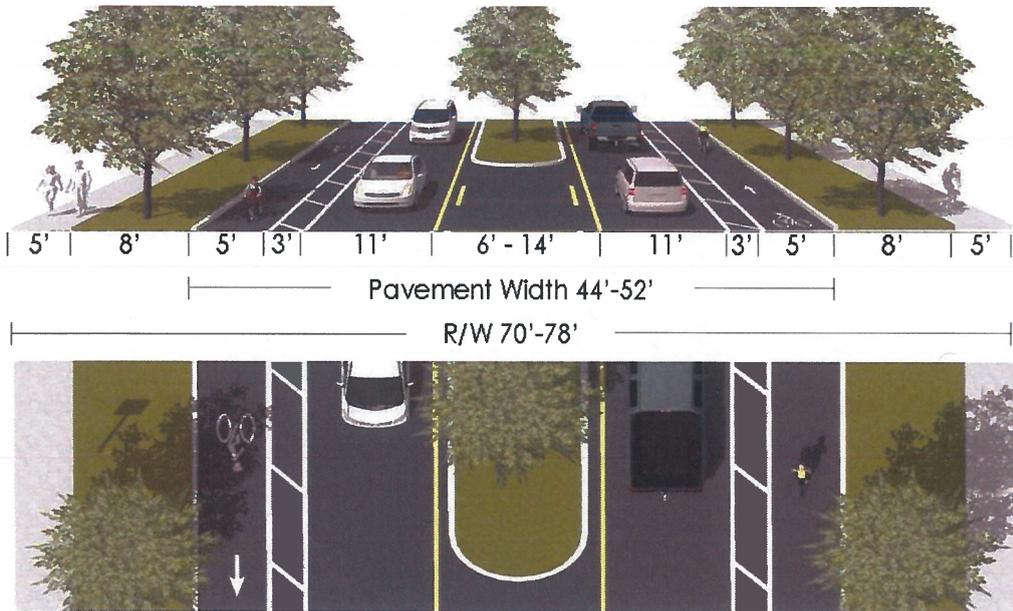
Examples of Minor Arterials in the City of Medford include West Main Street and Kings Highway.

Minor Arterial Cross-Sections. The following are the minor arterial cross-sections:

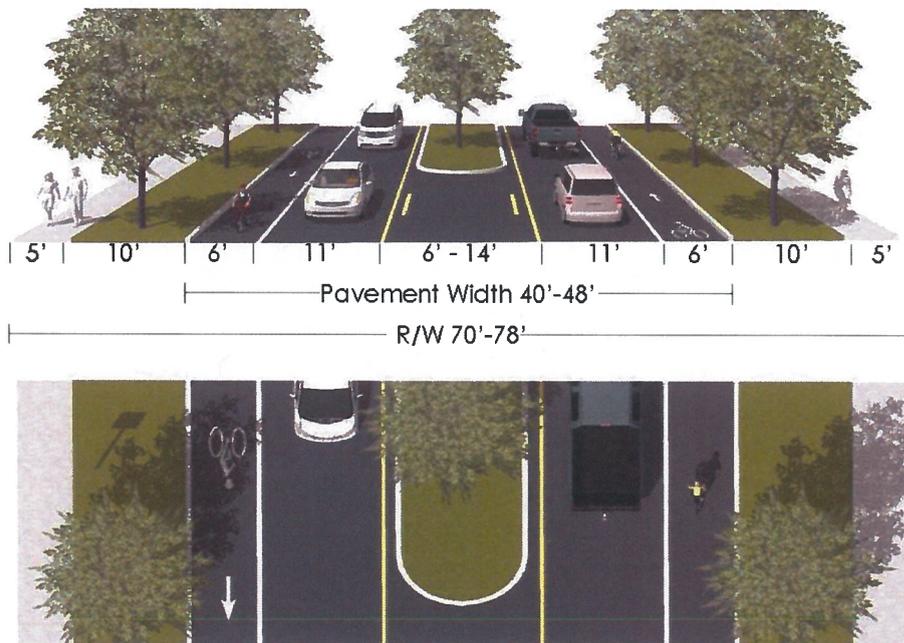
(1) Minor Arterial, with Separated Bicycle Lanes. For use along minor arterial roadways, when new and/or unimproved.



(2) Minor Arterial, with Buffered Bicycle Lanes. For use along minor arterial roadways at the approving authority's discretion.



(3) Minor Arterial, with Standard Bicycle Lanes. For use along minor arterial roadways with right-of-way constraints and with approving authority approval.

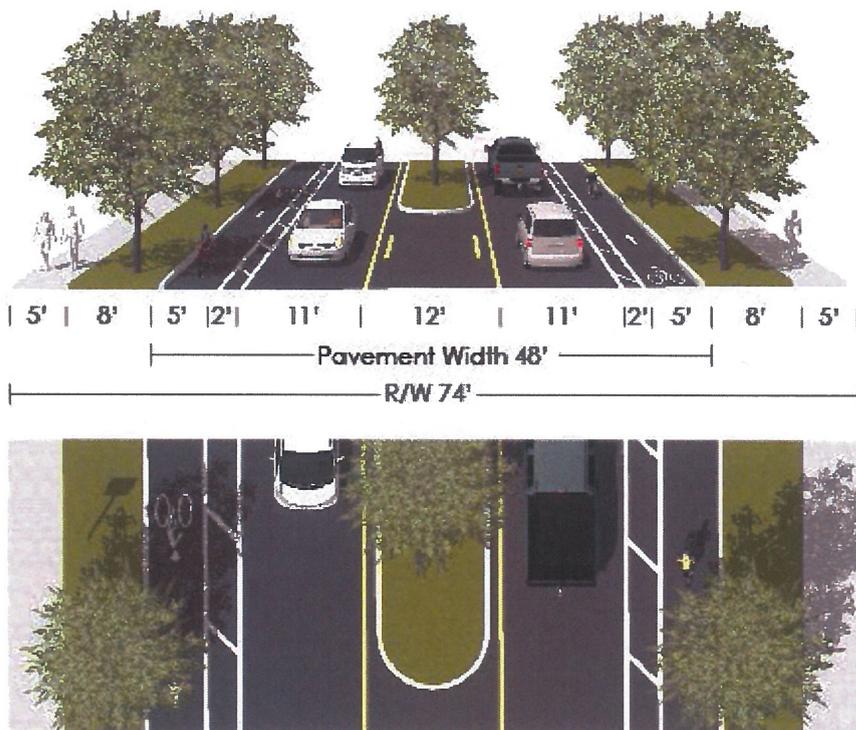


(C) Major Collector Description. The Major Collector classification is used for streets that link arterial and lower-order streets and serve moderate traffic volumes. Collectors serve both mobility and access functions with a three-lane roadway section, bicycle lanes, and detached sidewalks with a landscaped planter strip. Within this classification on-street parking is not provided. Where right-of-way is constrained on existing roadways, flexibility may be provided to allow modifications, consistent with the Legacy Street standards in 10.427. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk. ~~In the downtown or in other transit-oriented districts, S~~street designs, including sidewalk width, planter strip use, and lane widths, may be adjusted through an adopted plan or **modified** code standards to create a “main-street” like atmosphere **in locations such as downtown or transit-oriented districts**. If designated as an Evacuation Route, per the Functional Classification Map in the adopted TSP, no raised median shall be constructed in the center turn lane.

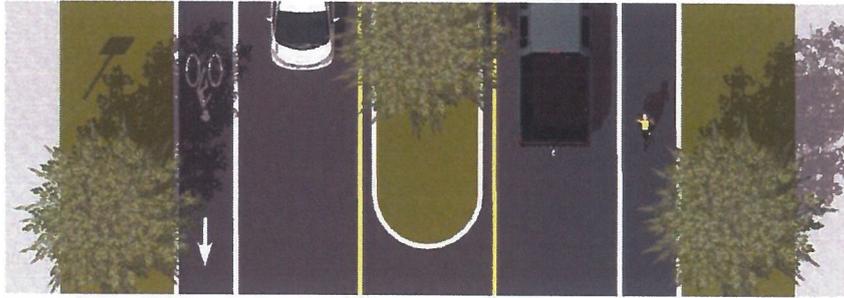
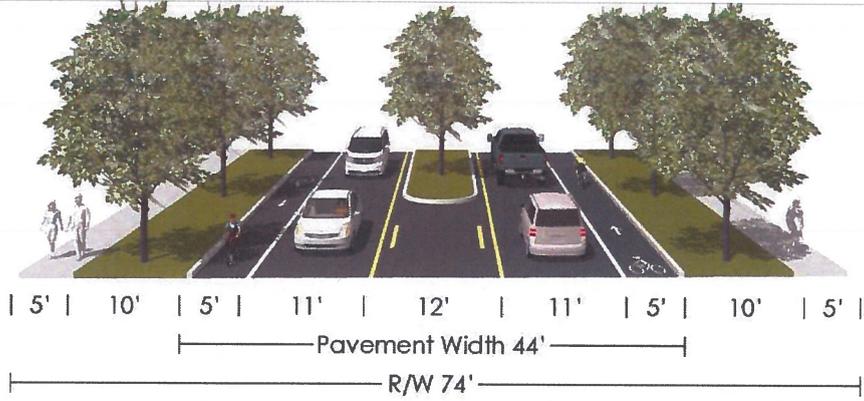
Examples of Major Collectors in the City of Medford include Lozier Lane, Hillcrest Road, Siskiyou Boulevard, Black Oak Drive, and Springbrook Road.

Major Collector Cross-Sections. The following are the major collector cross-sections:

(1) Major Collector, with Buffered Bicycle Lanes. For use along major collector roadways when new and/or unimproved.



(2) Major Collector, with Standard Bicycle Lanes. For use along major collector roadways at the approving authority's discretion.



(D) Minor Collector Description. Minor Collectors serve relatively low traffic volumes and place a greater emphasis on access rather than traffic flow throughput as compared to major collectors. ~~and serve relatively low traffic volumes.~~ Most Minor Collectors run through neighborhoods and link residential streets to higher-order collectors and arterials. This classification includes a similar paved width to major collectors but includes on-street parking and no center turn lane. Where right-of-way is constrained on existing roadways, flexibility may be provided to allow modifications, consistent with the Legacy Street standards in 10.427. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk. ~~In the downtown or in other transit-oriented districts,~~ Street designs, including sidewalk width, planter strip use, and lane widths, may be adjusted through an adopted plan or **modified** code standards to create a “main-street” like atmosphere **in locations such as downtown or transit-oriented districts.**

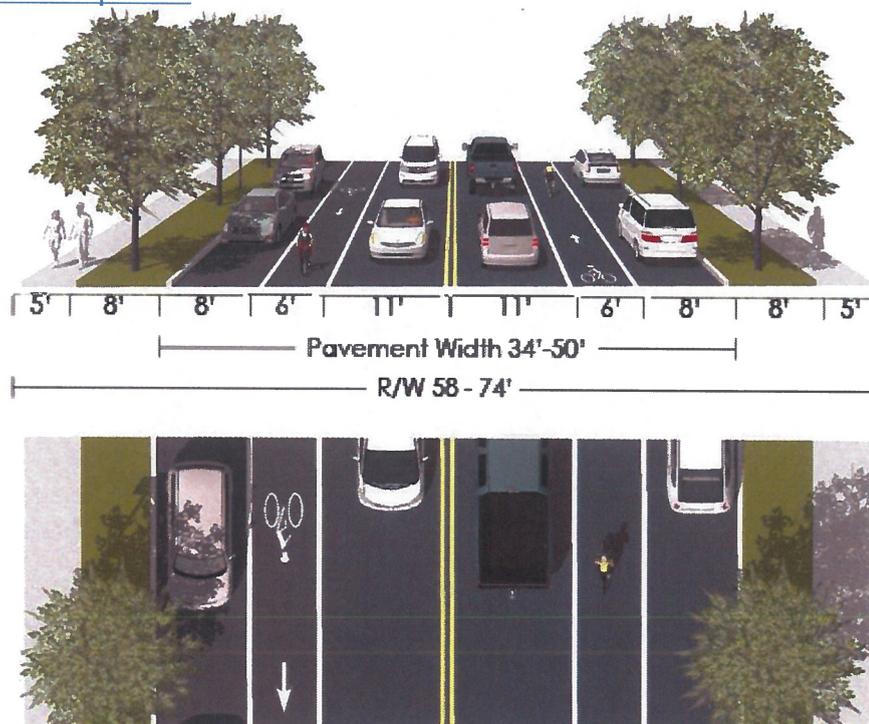
Special Note:

- (i) Parking is not eligible for SDC credits, and is constructed at the developer’s expense; and
- (ii) The range in pavement width accounts for the possibility of no on-street parking. When no on-street parking is constructed, right-of-way widths shall be adjusted.

Examples of Minor Collectors in the City of Medford include Oregon Avenue, Dakota Avenue, Holly Street and S. Oakdale Avenue.

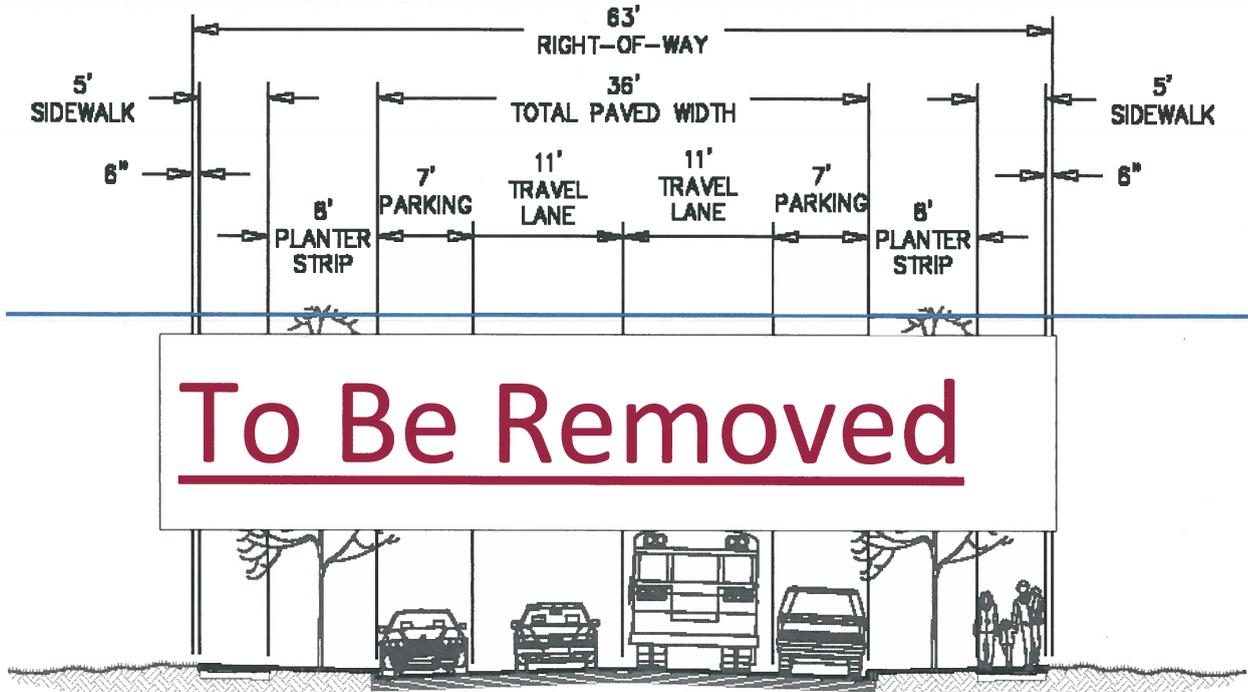
Minor Collector Cross-Section. The following is the minor collector cross-section:

(1) Minor Collector with Standard Bicycle Lanes. For use along minor collector roadways when new and/or unimproved.

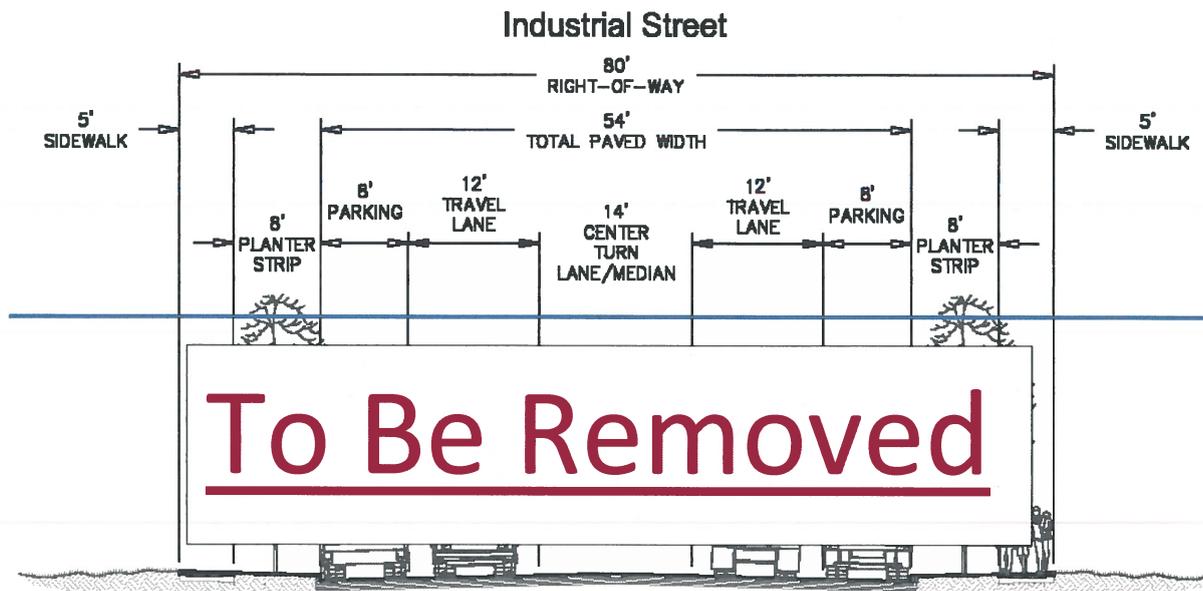


10.429 Lower-Order Commercial/Industrial Street Classification System.

Commercial



~~(1) Commercial Street.~~ A lower order street that is within or abutting a commercial zoning district. Commercial streets are intended to provide frontage and direct access for commercial uses. The commercial street cross section includes one (1) travel lane and an on-street parking lane in each direction, with sidewalks and planter strips. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk. Sidewalk width and planter strip use may be adjusted through an adopted plan or code standards to create a “main street” like atmosphere.



~~(2) Industrial Street.~~

~~A lower order street that is within or abutting an industrial zoning district. Industrial streets are intended to provide frontage and direct access for industrial uses. The industrial street cross-section includes one (1) travel lane and an on-street parking lane in each direction with a center turn lane, sidewalks, and planter strips. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk.~~

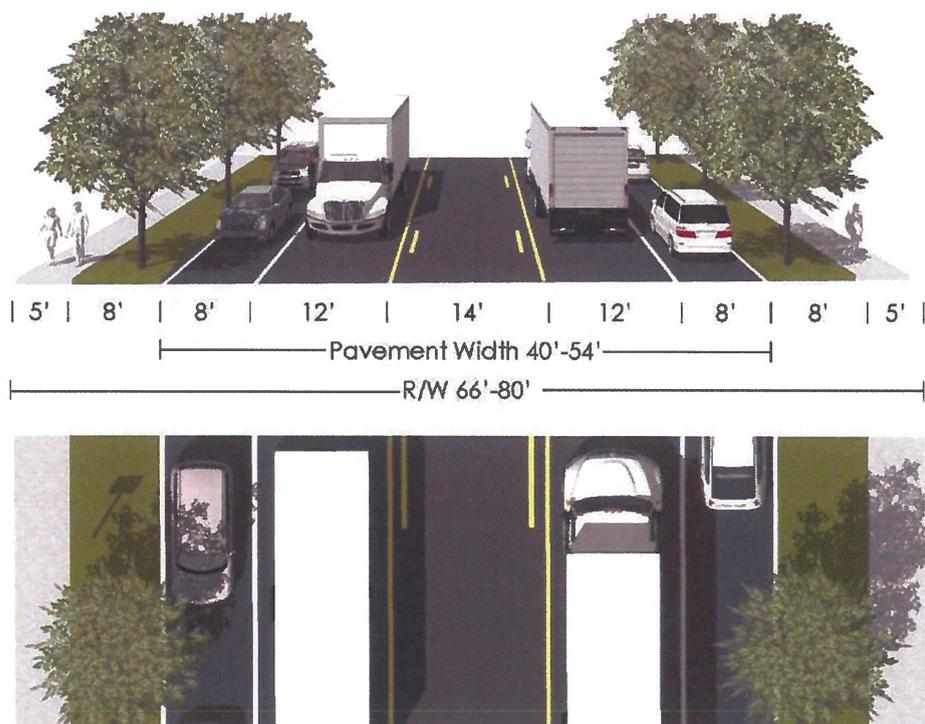
(A) Industrial Street Description. The Industrial Street classification is used for local streets within or abutting industrially zoned lands. Industrial streets provide frontage and direct access to industrial uses and link them to collectors and arterials to facilitate mobility for vehicles and goods. This designation provides wider travel lanes and a center turn lane/median to accommodate heavy trucks. Industrial Streets also provide on-street parking, sidewalk, and planter strips on both sides of the street. This cross section is an option for industrially zoned lands when the commercial street standard is not adequate for the expected volume of truck traffic. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk.

Special Note:

- (i) The left-turn lane may be omitted at the developer’s request with approval from the City Engineer.

Industrial Street Cross-Section. The following is the industrial street cross-section:

(1) Industrial Street with 8-foot Parking Lane. For use along industrial streets serving primarily industrial land uses, and-secondarily serving commercial land uses.



(B) Commercial Street Description. The Commercial Street classification is a local street that is intended to provide frontage and direct access to land uses within a commercially zoned district. Commercial streets link downtown and commercial centers with other parts of the City and provide vehicular and pedestrian mobility and access by providing one travel lane and on-street parking in each direction with a sidewalk and planter strip on both sides **of the street**. The Municipal Code allows for adjustments in sidewalk width and planter strip use to create a “main street” atmosphere. The Commercial Street classification can also be used for industrially zoned lands where lower volume truck traffic is expected. This **cross** section is identical to **the** Standard Residential **Street**, but the parking lane may be striped. Six inches of right-of-way is to be provided behind the sidewalks. The width of the planter strip is measured from the face of curb to the edge of the sidewalk.

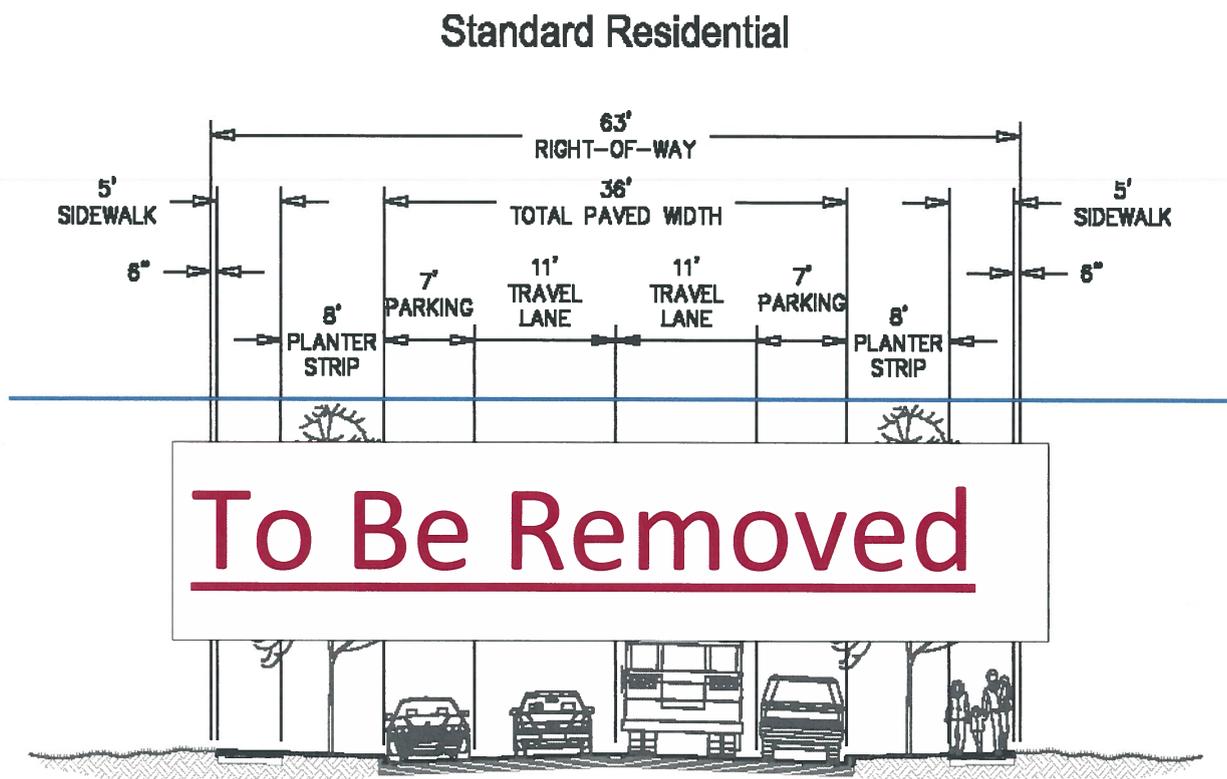
Commercial Street Cross-Section. The following is the commercial street cross-section:

(1) Commercial Street with 7-foot Parking Lane. For use along commercial streets serving primarily commercial land uses, **and** secondarily **servng** residential land uses.



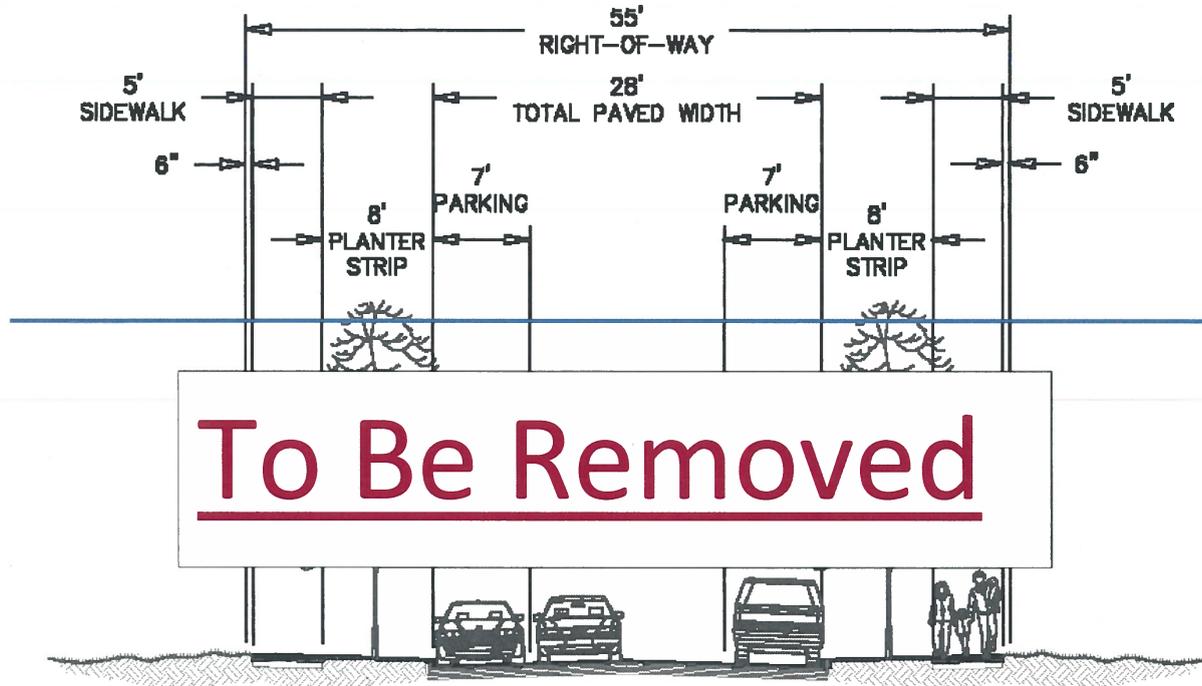
10.430 Lower-Order - Residential Street Classification System.

Residential streets conduct local traffic to collector and arterial streets at relatively low traffic volumes and speeds and provide important direct land access to individual parcels. There are three (3) categories of residential streets as follows:



~~(1) Standard Residential Streets. A street which provides direct access to immediately adjacent residentially zoned land and connections between collector street and minor residential streets. Design requirements for a standard residential street include two (2) travel lanes with on-street parking, sidewalks, and planter strips on both sides. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk.~~

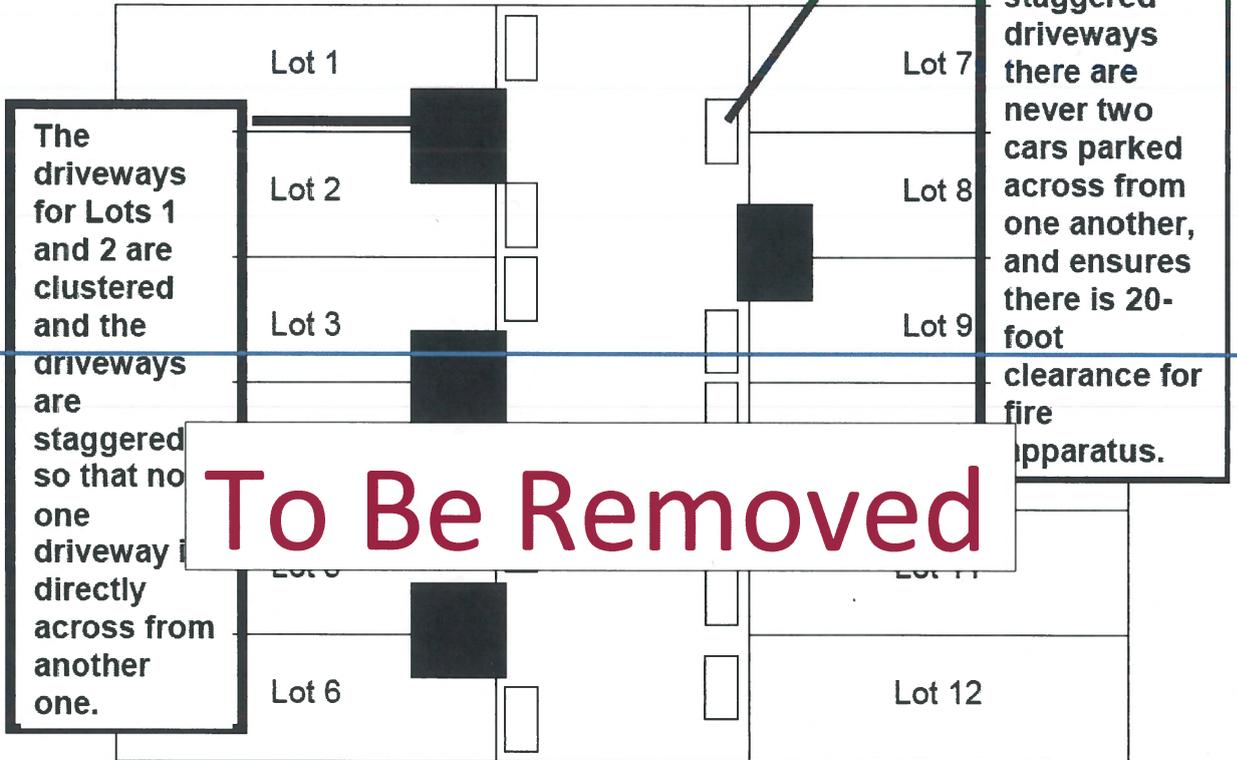
Minor Residential



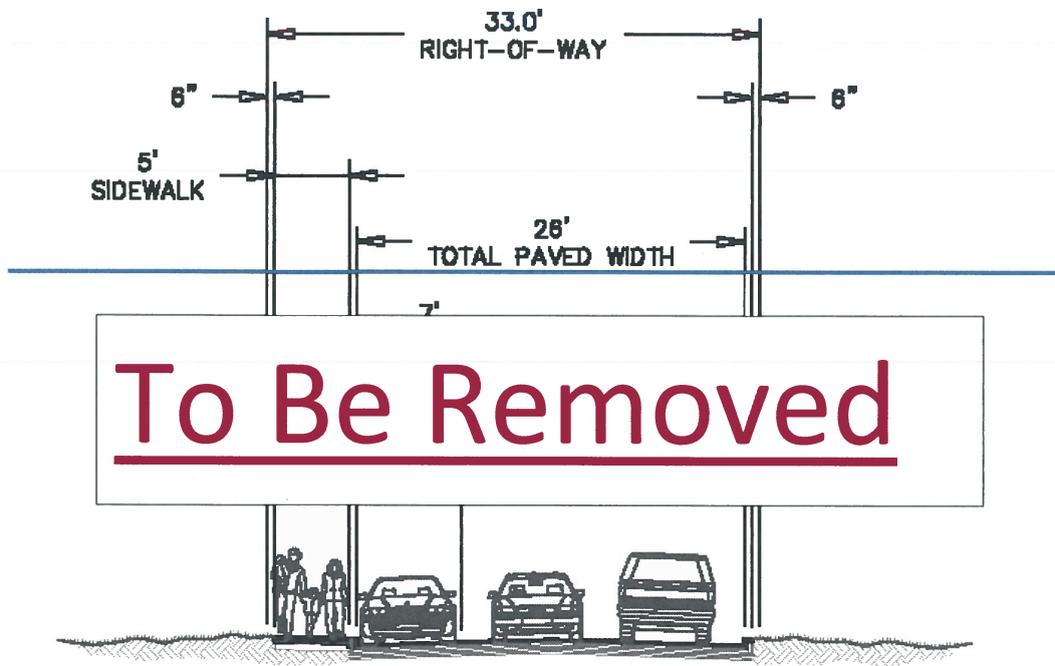
~~(2) Minor Residential Streets. A street which provides direct access to immediately adjacent residentially zoned land and neighborhood street connectivity, and which serves up to one hundred (100) dwelling units. On street parking is provided on both sides of the street. Design requirements for a minor residential street include two (2) travel lanes with sidewalks and planter strips on both sides. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk. In order to ensure that there is at least twenty (20) feet of unobstructed clearance for fire apparatus, the developer shall choose from one of the following design options:~~

- ~~_____ (a) Clustered, offset (staggered) driveways (see example) (design approved by Fire Department), and fire hydrants located at intersections with the maximum fire hydrant spacing along the street of 250 feet.~~
- ~~_____ (b) All dwellings that front and take access from minor residential streets to be equipped with a residential (NFPA 13D) fire sprinkler system, and fire hydrants located at intersection with the maximum fire hydrant spacing along the street of 500 feet.~~
- ~~_____ (c) Total paved width of 33 feet with five and a half (5 ½) foot planter strips.~~

EXAMPLE OF CLUSTERED, STAGGERED DRIVEWAYS FOR FIRE CLEARANCE



Residential Lane

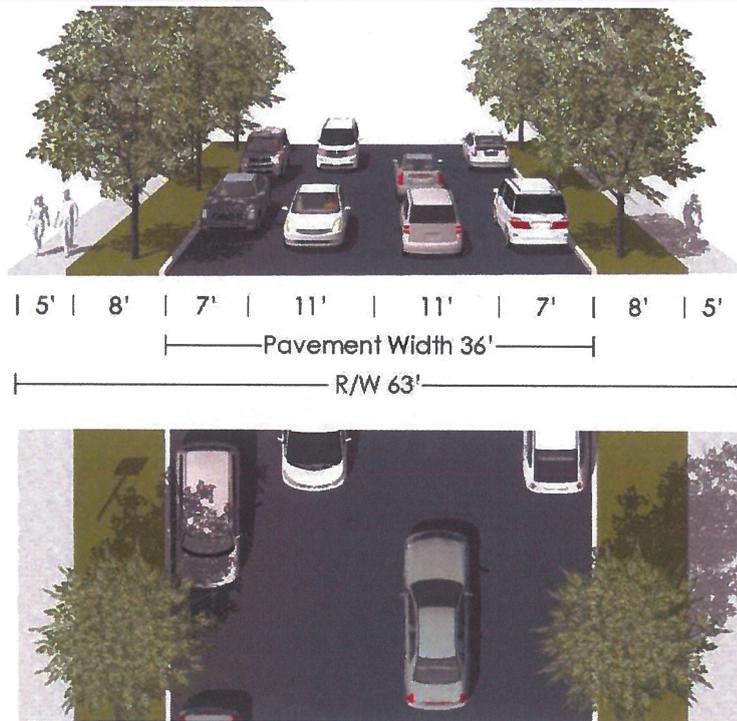


~~(3) Residential Lane. A street having the sole function of providing direct access to immediately adjacent residentially zoned land, and upon which a maximum of eight (8) dwelling units take access. A residential lane is a short street (no more than 450 feet in length) with a single travel lane, and parking on one side. Sidewalks shall be provided on the parking side of the street, and planter strips are not required. Those residential lanes that are not through streets shall terminate in a standard cul-de-sac that complies with Section 10.450.~~

(A) Standard Residential Street Description. Standard residential street classification is a local street that prioritizes access over ~~traffic flow~~ ~~throughput~~ and generally serves less than 2,500 vehicles per day. The standard residential street classification is the highest of the residential roadway classifications, connecting neighborhoods to collector roadways. This designation provides one travel lane and on-street parking in each direction with a sidewalk and planter strip on both sides. Typical volumes and speeds on Standard Residential streets are low enough to accommodate shared use of travel lanes between bicyclists and motorists. Six inches of right-of-way is to be provided behind the sidewalks to accommodate property survey monumentation. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk.

Standard Residential Street Cross-Sections.

(1) Standard Residential Street. For use along standard residential roadways.



(B) Minor Residential Street Description. A street which provides direct access to immediately adjacent residentially zoned land, ~~and provides~~ neighborhood street connectivity; and which serves up to one hundred (100) dwelling units. On-street parking is provided on both sides of the street. Design requirements for a minor residential street include two ~~(2)~~ travel lanes with sidewalks and planter strips on both sides. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk. ~~Those minor residential streets that are not through streets shall terminate in a standard cul-de-sac that complies with Section 10.450. In order to ensure that there is at least twenty (20) feet of unobstructed clearance for fire apparatus, the developer/applicant shall choose from one of the following design options:~~

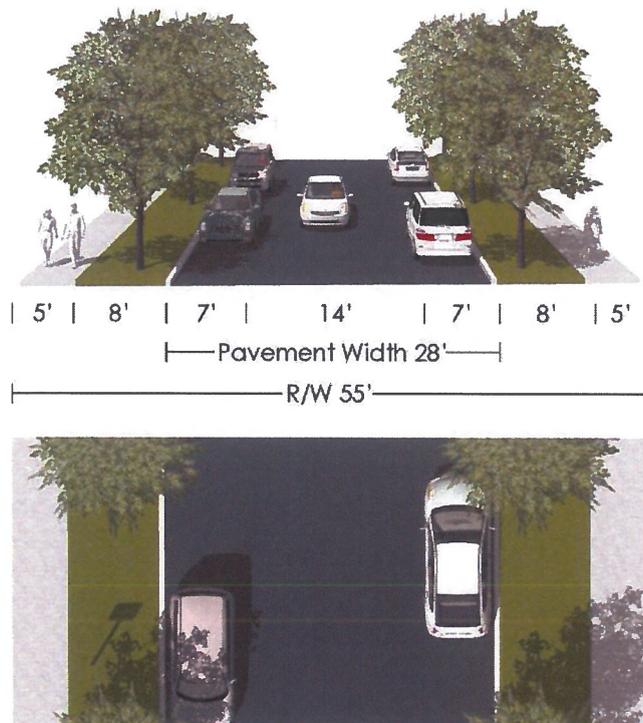
~~(a)(1) Clustered, offset (staggered) driveways (for an example see 10.430(C) example) (design approved by Fire Department), and fire hydrants located at intersections with the maximum fire hydrant spacing along the street of 250-feet shall be provided. The Fire Department shall approve the design of offset/staggered driveways.~~

~~(b)(2) All dwellings that front and take access from minor residential streets shall to be equipped with a residential (NFPA 13D) fire sprinkler system; and fire hydrants located at intersections with the maximum fire hydrant spacing along the street of 500-feet.~~

~~(e)(3) Total paved width of 33-feet with five-and-a-half (5 ½) foot planter strips.~~

Minor Residential Street Cross-Sections.

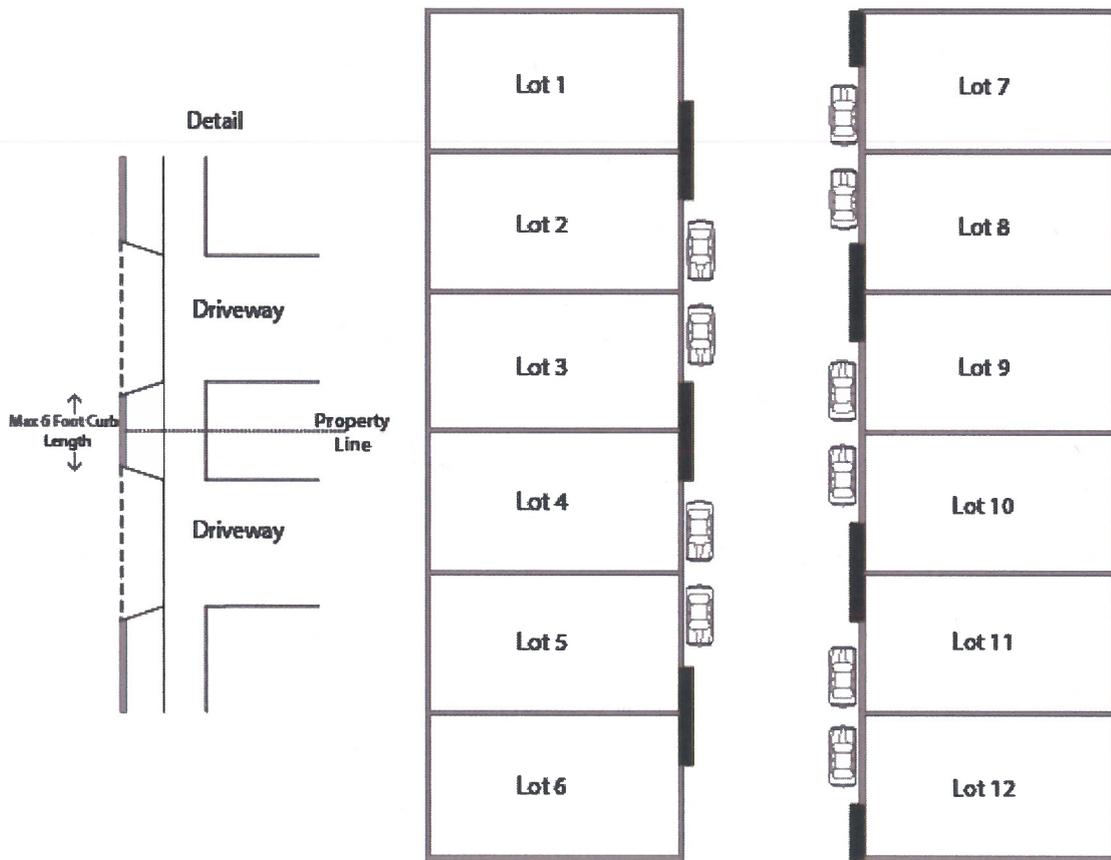
(1) Minor Residential Street. For use along minor residential roadways.



(C) Minor Residential Street Driveway Clustering/Staggering

To ensure a minimum 20 foot clearance for access of a fire apparatus (i.e. fire-truck), along minor residential streets, and allow for the ability to have a setup area in an emergency event, driveways shall be clustered and/or staggered. The image below represents how clustering/staggering can be accomplished. Lots 1 and 2, 3 and 4, 5 and 6, 8 and 9, and 10 and 11 are clustered together. The clustered driveways are offset on the opposite side of the street; in other words, ~~clustered~~ driveways shall not be directly across from ~~one~~ another. ~~cluster~~.

Clustered/Offset Driveways



Not to Scale

□

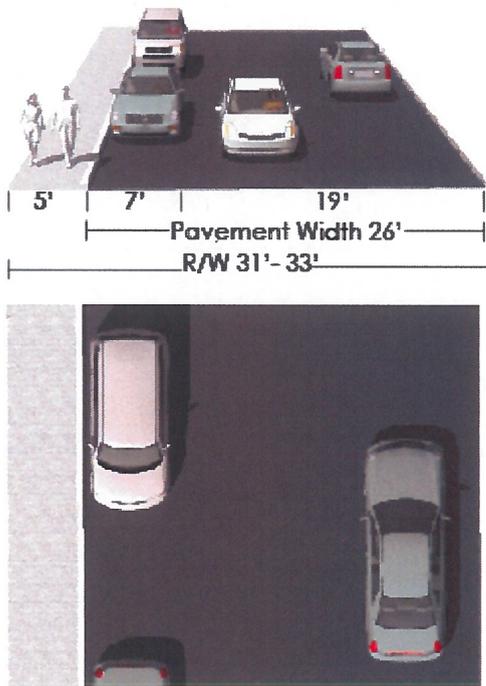
(C) Residential Lane Description. Residential Lanes are the lowest order of the local residential facilities. These roads can serve a maximum of 8 residences and extend no more than 450 feet. Those residential lanes that are not through streets shall terminate in a standard cul-de-sac that complies with Section 10.450. Six inches of right-of-way is to be provided behind the sidewalks or curb if no sidewalk is present. The right-of-way width provides for future sidewalks and landscape strips on both sides of the roadway. Sidewalks shall be provided on the parking side of the street, and planter strips are not required.

Special Note:

- (i) An additional two feet of right-of-way is required for drainage behind the curb with no sidewalk when the road is on the outside border of a development. The additional two feet are not required when the street is internal to the development and there is a Public Utility Easement (PUE) behind the curb.

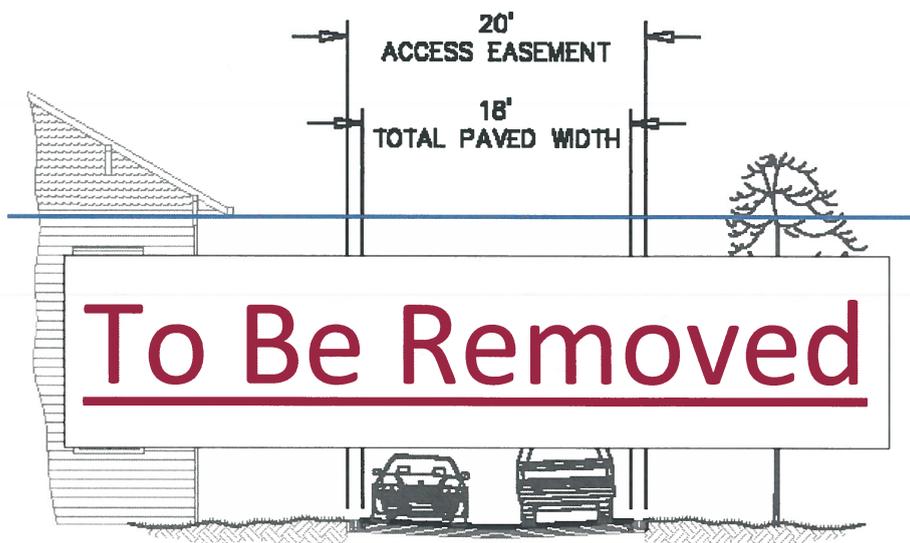
Residential Lane Cross-Sections.

(1) Residential Lane. For use along residential lane roadways.



10.430A Non-Street Alternatives.

Minimum Access Easement (Private)



(A) Minimum Access Easements, General. A minimum access easement is an easement containing a shared driveway having the sole function of providing direct access to immediately adjacent residentially zoned land. There are two types of minimum access easements - a Minor and a Major. ~~An easement containing a shared driveway having the sole function of providing direct access to immediately adjacent residentially zoned land.~~ Minimum access easements differ from residential lanes and public streets in that they are privately maintained.

Special Note:

- (i) Public Utility Easements (PUE), when required, may be underneath the pavement of a minimum access easement.

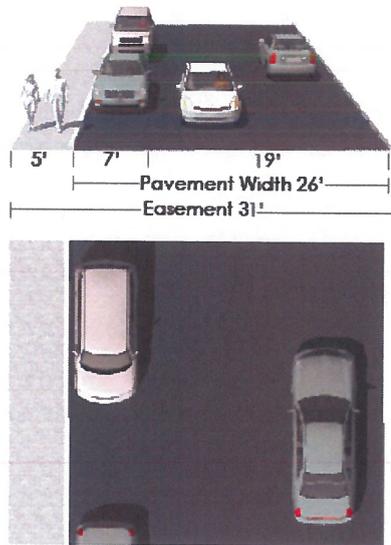
The associated descriptions and cross-sections can be seen below.

(1) Minor Minimum Access Easement. ~~An easement containing a shared driveway having the sole function of providing direct access to immediately adjacent residentially zoned land, and~~ A Minor Minimum Access Easement is an easement containing a shared driveway upon which a minimum of two (2) and maximum of three (3) dwelling units (not including Accessory Dwelling Units-ADU's) take access. A Minor Minimum Access Easement must meet the minimum driveway turnaround standards in Section 10.746(11). Minor Minimum Access Easements are permitted subject to Section 10.450. A Minor Minimum Access Easement does not have sidewalks or planter strips. No parking is permitted on a Minor Minimum Access Easement. A Minor Minimum Access Easement is considered a street for purposes of meeting lot frontage

requirements, and for setback purposes. Therefore, a **Minor Minimum Access Easement** creates street side yards and corner lots. A **Minor Minimum Access Easement** does not create a through lot.

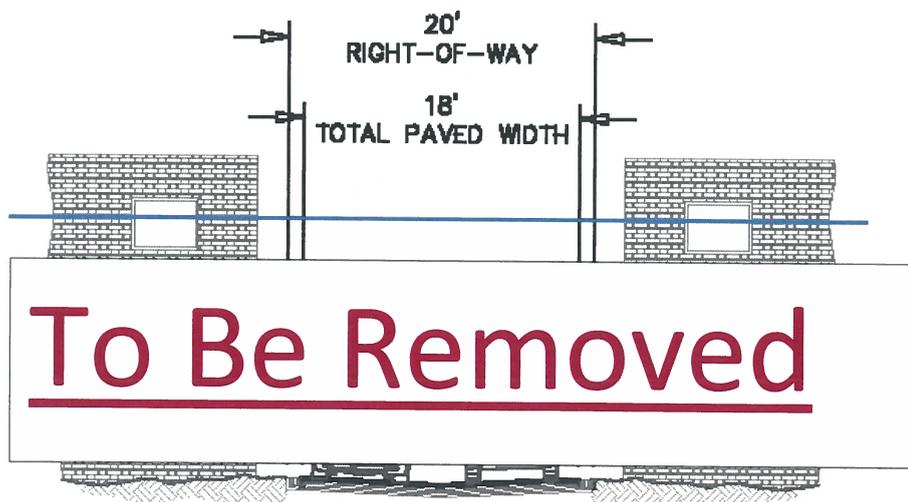


(2) Major Minimum Access Easement. An easement containing a shared driveway having the sole function of providing direct access to immediately adjacent residentially zoned land, and upon which a minimum of four (4) and maximum of eight (8) dwelling units (not including Accessory Dwelling Units-ADU's) take access. A major minimum access easement must meet the minimum driveway turnaround standards in Section 10.746(11). Parking is allowed on one side of a major minimum access easement except in dedicated fire department turn-around areas. Major **Minimum Access Easements** are permitted subject to Section 10.450. A **Major Minimum Access Easement** is considered a street for purposes of meeting lot frontage requirements, and for setback purposes. Therefore, a major minimum access easement creates street side yards and corner lots. A **Major Minimum Access Easement** ~~major~~ does not create a through lot.



Major Minimum Access Easement

Alley



~~(2)~~ **(B) Alley**

~~(1)A.~~ **Private alley:** A private right-of-way, that is not a street, designed for primary or secondary means of access to abutting property, and which may or may not provide passage through blocks from street to street. Parcels abutting a private alley must also front on a street as defined herein, but not necessarily take primary motor vehicle access from a street.

~~(2)B.~~ **Public alley:** A public right-of-way, that is not a street, designed for primary or secondary means of access to abutting property, and with passage from street to street. Parcels abutting an alley must also front on a street as defined herein, but not necessarily take primary motor vehicle access from a street.

~~(3)C.~~ **Standards:** Alleys shall have a minimum width of twenty feet (20'), with a curb radius of not less than fifteen feet (15') at an intersection with a street. Parking within an alley is only permitted subject to a permit issued for service vehicles pursuant to Section 6.340. If an existing alley is unpaved and a property owner wants to develop their property and use the alley for access, and this results in an increase in the average daily trips (ADTs) in the alley, then the property owner shall pave the alley from their property to the nearest paved intersecting street.



10.430B Standards Applicable to All Streets.

Table IV-1 sets forth general standards for all types of City streets. The application of these standards is set forth above.

Table IV-1
Medford Street & Non-Street Alternatives Cross-Sections Dimensions

Functional Classification	Features/Dimensions (Each Direction)							
	Travel Lane	Bike Lane (Buffer Width)	On-Street Parking	Sidewalk	Planter Strip *	Left Turn Lane/Median **	Total Paved Width	Total Right-of-Way Width
Regional & Major Arterial	11'	6'	None	5'	10'	14'	70'	100'
(w/ Separated Bicycle Lanes)	11-12'	6'(3')	None	6'	5'	6'-14'	52'-60'	92-100'
(w/ Buffered Bicycle Lanes)	11'	5'(3')	None	5'	7'	6'-14'	66'-74'	92-100'
(w/ Standard Bicycle Lanes)	11'	6'	None	5'	10'	6'-14'	62'-70'	92-100'
Minor Arterial	12'	5'	None	5'	10'	14'	48'	78'
(w/ Separated Bicycle Lanes)	12'	6'(3')	None	6'	5'	6'-14'	30'-38'	70'-78'
(w/ Buffered Bicycle Lanes)	11'	5'(3')	None	5'	8'	6'-14'	44'-52'	70'-78'
(w/ Standard Bicycle Lanes)	11'	6'	None	5'	10'	6'-14'	40'-48'	70'-78'
Major Collector	11'	5'	None	5'	10'	12'	44'	74'
Alternative	11'	5'	7'	5'	10'	None	46'	76'
(w/ Buffered Bicycle Lanes)	11'	5'(2')	None	5'	8'	12'	48'	74'
(w/ Standard Bicycle Lanes)	11'	5'	None	5'	10'	12'	44'	74'
Minor Collector	11'	5'-6'	7'-8'	5'	8'	None	46'-34'-50'	72'-58'-74'
Commercial Street	11'	None	7'	5'	8'	None	36'	63'
Industrial Street	12'	None	8'	5'	8'	14'	40'-54'	66'-80'
Standard Residential	11'	None	7'	5'	8'	None	36'	63'
Minor Residential (See 10.430(B2) for design options.)	11'-14'	None	7'	5'	8'	None	28'	55'
Residential Lane	17'-19'	None	7'	5'	None	None	26'***	31' to 33'

Functional Classification	Features/Dimensions (Each Direction)					Left Turn Lane/ Median**	Total Paved Width	Total Right-of-Way Width
	Travel Lane	Bike Lane (Buffer Width)	On-Street Parking	Sidewalk	Planter Strip*			
			One Side	One Side				
<u>Minor Minimum Access Easement</u>	18'	None	None	None	None	None	18'	20'
<u>Major Minimum Access Easement</u>	19'21'	None	7' One Side	5' One Side	None	None	26'28'	31'34' <u>36'</u>
Alley	18'	None	None	None	None	None	18'	20'

Note 1: These street standards apply to new or reconstructed streets under the jurisdiction of and maintained by the City of Medford. Jackson County and ODOT have their own street design standards that are applicable to facilities under the jurisdiction of and maintained by those agencies.

Note 2: See the Central Business (C-B) District Overlay and adopted specific or Neighborhood Circulation Plans for exceptions to these standards.

* ~~A pedestrian pad may be required in the right-of-way at bus stops to ensure ADA compliance. A pedestrian pad is at minimum a four-foot (4') wide area between the bus stop and curb where a bus ramp would be deployed. Planter strips may be eliminated in areas with greater pedestrian activity (such as Downtown or in transit-oriented districts) to provide up to fifteen (15) feet of walking area, including a "furniture zone" for utilities, benches, trees and other streetscape components.~~

** ~~Raised medians shall be installed with turn bays as necessary. Traffic analysis shall be conducted to determine the need for turn bays and required vehicle storage length.~~

*** ~~Street width numbers are not additive. When vehicles are parked on both sides of the street, travel lane width is effectively reduced to accommodate only a single vehicle at any one time.~~

10.431 Street Improvement.

All new street improvements required as a condition of development shall be improved to the standards set forth in this chapter unless otherwise specified herein or excepted as per Section 10.186. For purposes of this section, the term new street shall be defined as an unimproved street or existing street which does not have curb and gutter and/or meet the cross-sections per 10.428, 10.429, 10.430, 10.430A, and 10.430B.

(A) Street Improvements and Transit Facilities

(1) A pedestrian pad may be required in the right-of-way at bus stops to ensure ADA compliance. A pedestrian pad is at minimum a four-foot (4') wide area between the bus stop and curb where a bus ramp would be deployed. Planter strips may be ~~eliminated~~ interrupted in areas with a high level of greater pedestrian activity (such as Downtown or in transit-oriented districts, per the TSP) to provide up to fifteen (15) feet of walking area, including a "furniture zone" for utilities, benches, trees, and other streetscape components.

(B) Street Improvements and Dedications for City-Owned Parkland

(1) Street improvements and right-of-way dedications shall be found by the Planning Commission

to be reasonably associated with impacts caused by the park necessary for service to the park.

(2) The requirements for street utility improvements, associated with a land division for City-owned parkland, may be deferred to the time of a Park Development Review application. A final plat of the land division may proceed in advance of such required improvements. Any lots created that are not intended for park purposes shall comply with the dedication and improvement provisions.

(C) Street Improvements and Turn Bays.

(1) Raised medians shall be installed with turn bays as necessary. Traffic analysis shall be conducted to determine the need for turn bays and required vehicle storage length.

* * *

10.451 Additional Right-of-Way and Street Improvements.

Whenever an improved arterial or collector street are abutting or within a development and do not meet current City Standards, ~~only~~ additional right-of-way and improvements, as per ~~Table IV-1 in Section 10.430B~~ 10.427, shall be required as a condition to the issuance of a development permit, unless otherwise occupied by structures in which case only a partial dedication will be required.

* * *

10.462 Maintenance of Level of Service ~~D~~.

Whenever level of service (LOS) is determined to be below ~~level D~~ the targets listed in Table IV-2 for arterials or collectors, development is not permitted unless the developer makes the roadway or other improvements necessary to maintain level of service ~~D~~ respectively. See Table IV-2 below for description of service levels. Level of service criteria shall be based on the latest edition of the Highway Capacity Manual (Federal Transportation Research Board) for the motorized vehicle mode. The following are the level of service standards for intersections in the City of Medford:

<u>Level of Service Minimum</u>	<u>Intersection</u>
<u>D</u>	<u>Citywide (unless otherwise listed)</u>
<u>E</u>	<u>Barnett Road & Highland Drive</u> <u>South Pacific Highway (Hwy. 99) & Stewart Avenue</u>

TABLE IV-2
SERVICE LEVELS OF SERVICE FOR ARTERIAL AND COLLECTOR STREETS

<u>Typical Traffic Flow Conditions</u>	
<u>Service Level</u> <u>A</u> <u>Barnett Road</u> <u>Highland Drive</u>	<u>Relatively free flow of traffic with some stops at signalized or stop sign controlled intersections. Average speeds would be at least 30 miles per hour. The volume to capacity ratio would be equal or less than 0.60.</u> <u>LOS E</u>
<u>Service Level</u> <u>B</u> <u>South Pacific</u> <u>Highway (Hwy 99)</u> <u>Stewart Avenue</u>	<u>Stable traffic flow with slight delays at signalized or stop sign controlled intersections. Average speed would vary between 25 and 30 miles per hour. The volume to capacity ratio would be equal or less than 0.70.</u> <u>LOS E</u>

Typical Traffic Flow Conditions	
Service Level C <u>Citywide (unless otherwise listed)</u>	Stable traffic flow but with delays at signalized or stop sign controlled intersections to be greater than at Level B but yet acceptable to the motorist. The average speeds would vary between 20 and 25 miles per hour. The volume to capacity ratio would be equal to or less than 0.80. <u>LOS D</u>
Service Level D	Traffic flow would approach unstable operating conditions. Delays at signalized or stop sign controlled intersections would be tolerable and could include waiting through several signal cycles for some motorists. The average speeds would vary between 15 and 20 miles per hour. The volume to capacity ratio would equal or be less than 0.90.
Service Level E	Traffic flow would be unstable with congestion and intolerable delays to motorists. The average speed would be approximately 15 miles per hour. The volume to capacity ratio would be 1.00.
Service Level F	Traffic flow would be forced and jammed with stop and stop and go operating conditions and intolerable delays. The average speed would be less than 15 miles per hour.
NOTE:	The average speeds are approximations observed at the various levels of service but could differ depending on actual conditions

10.012 **Definitions, Specific.**

* * *

Street, improved. A street having an improved paved section including curb and gutter. Improved streets may be considered legacy streets (see legacy street definition).

Street, legacy. A street that is improved, but may be missing bike facilities, right-of-way, sidewalks, planter strips, turn lanes or other facilities identified in the applicable cross-section identified in Article IV, or an unimproved street or alley that is predominantly surrounded by developed properties that constrain the right-of-way.

* * *

10.427 **Street Classification System.**

(A) Purpose. This chapter establishes a street classification system, as determined in the Transportation System Plan (TSP), applicable to all streets within the City and used to determine right-of-way improvement design standards. It is the intent of the street classification system to:

- (1) Promote the safety and convenience of vehicular, pedestrian, and bicycle traffic;
- (2) Protect the safety of neighborhood residents;
- (3) Protect the residential character of neighborhoods by limiting traffic volume, speed, noise and fumes; and
- (4) Encourage the efficient use of land.

(B) Applicability. All existing and proposed streets within the City shall be identified by classification as follows below. The classification of higher-order streets shall be determined by the Functional Classification Map in the City of Medford Transportation System Plan (TSP), as amended. All streets (existing or proposed) intended to be within the City of Medford’s jurisdiction shall adhere to the street classifications identified below unless alternative standards are provided by an adopted Zoning Overlay, Neighborhood Circulation Plan, the legacy street standards as established per 10.427(D-E) or other special area plan(s), including, but not limited to, plans contained in the Comprehensive Plan. The classification of lower-order streets shall be consistent with any adopted Neighborhood Circulation Plan or other special area plan(s), and based upon adjacent zoning, and, in the case of residential streets, the number of dwelling units utilizing the street for vehicular access.

Street Classification

Highway

County or state facility

Higher-Order Street System

Arterial, Regional, Major or Minor

Collector, Major or Minor

Lower-Order Street System – Commercial/Industrial

Commercial
Industrial

Lower-Order Street System - Residential
Standard Residential
Minor Residential
Residential Lane

Non-Street Alternatives
Minimum Access Easement
Alley

(C) Street Classification and Cross-Section Development. Consistent with the recommendation by the City Engineer, the approving authority shall have the discretion to impose a condition requiring a specific cross-section for a particular development/land use review as it relates to the Medford Land Development Code, Comprehensive Plan, an adopted Neighborhood Circulation Plan, a Transportation Impact Analysis (TIA) and/or safety concerns. Cross-sections are contained in each subsection as identified in 10.428, 10.429, 10.430, 10.430A, and 10.430B. Each street shall contain, unless a legacy street and/or precluded by State or Federal law, access for pedestrian, bicycle, and automobile travel.

(D) Legacy Streets and Street Classification

Existing streets that are improved and do not meet the identified cross section as outlined in Sections 10.428 – 10.430B shall be known as legacy streets. Context-sensitive design of legacy streets shall be required as a condition of land use review/development. Streets with curb and gutter and/or approved through a Transportation Facility Development review process (Type IV land use review) may be considered a legacy street. Unless specified in an adopted Zoning Overlay, Neighborhood Circulation Plan or other special area plan(s), the legacy street standards of 10.427 (D-E) shall apply to all streets that meet the below standards.

(E) Developing Legacy Streets and Land Use Reviews

The following standards are applicable to land use action(s) which include the development of a legacy street as defined in 10.012 Definitions, Specific.

(1) City Engineer Review. Proposed conditions of approval for land use actions which contain legacy streets shall be subject to review and recommendation by the City Engineer. The applicant shall be required to have a conference with the City Engineer prior to submitting land use applications containing legacy streets; the City Engineer shall produce a memorandum summarizing the meeting and legacy street standards that would apply to the land use application and this memorandum shall be submitted as an exhibit with the land use application. If a deviation from the City Engineer’s recommendation is requested by the applicant, the applicant shall provide written findings addressing the criteria below:

- a) The requested deviation will allow the project to achieve an equivalent or higher quality roadway when compared to the City Engineer’s recommendation.
- b) The requested deviation must provide adequate facilities for pedestrians, bicyclists, and motorists.
- c) The requested deviation will not reduce roadway safety for any user when compared to the City Engineer’s recommendations.
- d) The site contains unique or unusual circumstances not typically found elsewhere in the City that would result in undue hardship on the owner.
- e) It is not sufficient proof to show a greater profit will result.

(2)When the City Engineer is reviewing a land use application which includes a legacy street, the following standards shall apply:

- (a) **If facilities for all modes of travel exist** on an improved street but are narrower than the current standard; then no street improvements or right-of-way dedication shall be required. Sidewalk reconstruction and right-of-way dedication shall be required if needed to meet ADA requirements along the frontage of the development.
- (b) **If the street is improved but is missing auto travel lanes**, then right-of-way dedication sufficient to accommodate missing lanes shall be required at the time of development. No physical improvements of less than a full block length (See table 10.426-1) shall be required as it relates to 10.427(E)(2)(b).
- (c) **If the street is improved but is missing the center-turn-lane**, then right-of-way dedication sufficient to accommodate turn lanes shall be required for properties within 200 feet of an intersection of a collector or arterial. The 200 feet is measured from the subject property to the inside edge of the intersection right-of-way. If the property is farther than 200 feet from a collector or arterial intersection, no right-of-way shall be required. No physical improvements shall be required as it relates to 10.427(E)(2)(c). The 200 foot measurement may be modified at the discretion of the City Engineer with sufficient justification.
- (d) **If the street is improved but does not contain a planter strip or sidewalk**, then a sidewalk and planter strip shall be installed by the applicant. The planter strip width may be reduced or eliminated to fit the area context and surrounding roadways if sufficient findings justify such modifications. Right-of-way dedication shall be reduced to the back of sidewalk.
- (e) **If the street is improved but does not contain bike facilities**, then alternatives in the order of priority listed below shall be required. Right-of-way dedication shall be determined by the City Engineer, consistent with the alternatives identified below. When an alternative is applicable, right-of-way dedication shall be reduced to the back of sidewalk or shared use path. The applicability of 10.427(E)(5) shall be determined as identified below:
 - (i) Alternative routes via local streets or off-street paths identified in the Transportation System Plan (TSP) shall be used.
 - (ii) Right-of-way dedication shall be consistent with bicycle facility plans identified in the TSP.
 - (A.) When a 14 foot sidewalk (used as a shared-use path) is identified as a bicycle facility alternative, the width may be reduced to no less than 10 feet

if there are existing structures or utility infrastructure which limits the width.

(f) **If the street is mostly improved and between two higher order street intersections**, then unimproved sections may be built to match the abutting cross section, at the City Engineer’s discretion. Right-of-way dedication, or the lack thereof, shall be provided in accordance with the existing built cross-section.

(g) **If the existing street or alley is predominantly surrounded by developed properties**, then cross-sectional elements and/or right-of-way dedication may be reduced in width or eliminated, to avoid existing structures and/or development at the City Engineer’s discretion, in the priority order listed below:

- (i) Planter strip width reduction
- (ii) Planter strip elimination
- (iii) Parking lane elimination
- (iv) Bike lane buffer area reduction or elimination
- (v) Bike Lane narrowing or elimination
- (vi) Center turn lane elimination (except at higher-order intersections)
- (vii) Lane or alley narrowing
- (viii) Center turn lane elimination at higher-order intersections

10.428 Higher-Order Street Classification System.

All higher-order (major) streets within the City are classified in one of the following categories:

(A) Regional Arterial and Major Arterial Description. The Regional Arterial and Major Arterial classifications are primarily used for roadways with high traffic volumes and regional connections. Regional Arterials have the same cross-section as Major Arterials, but are intended to have greater access control to facilitate the movement of regional traffic. Both these classifications correspond to the Federal Highway Administration (FHWA) Other Principal Arterial classification. Arterials are higher-order facilities that are generally intended to connect to several collector roadways or provide links to higher order interstate or highway facilities. One-hundred feet of right-of-way is required for Major Arterials to allow construction of a five-lane roadway section, bicycle facilities, and detached sidewalks with a planter strip.

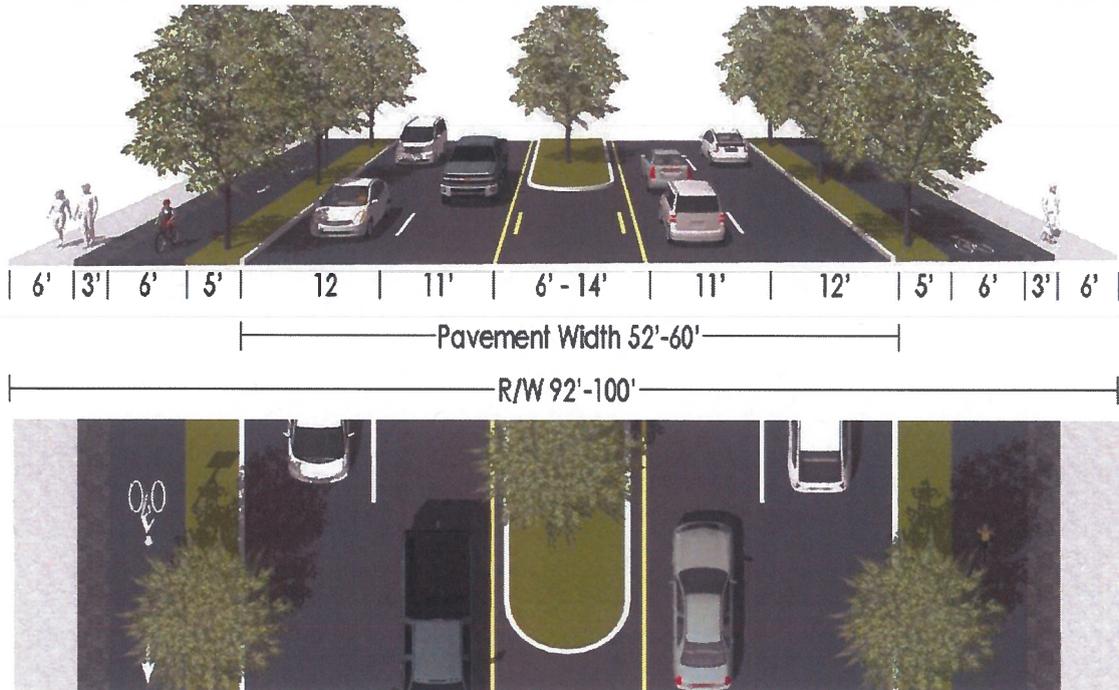
If a new regional or major arterial is built, the cross section with separated bicycle facilities under (1) below shall be used. For existing regional and major arterials, the use of this cross section shall be evaluated first before considering other cross sections. An applicant shall justify to the approving authority why the use of either of the other two cross sections is being requested.

Where right-of-way is constrained on existing roadways, flexibility may be provided to allow modifications, consistent with the Legacy Street standards in 10.427. The width of the planter strip is measured from the face of curb to the edge of the sidewalk. Additionally, the median lane can be reduced to six feet if a 2-foot wide raised median is built and is compatible with the area context and surrounding roadways as determined by the City Engineer.

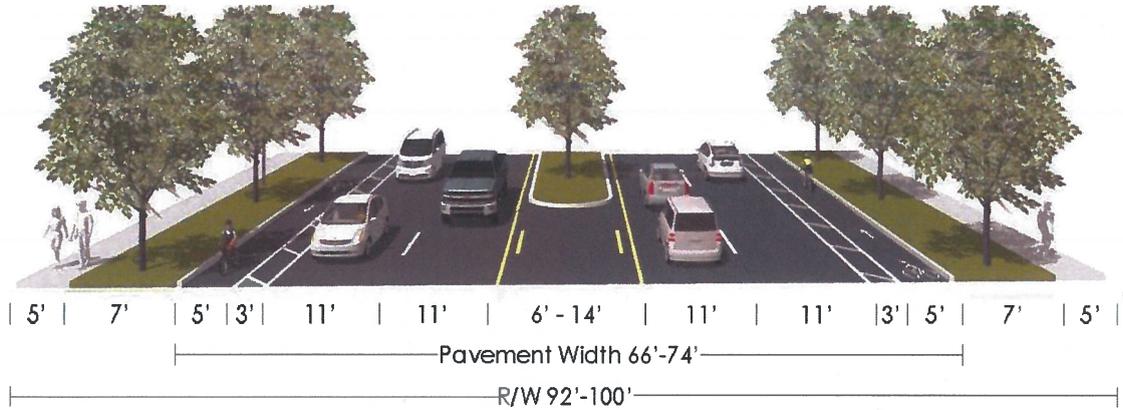
Examples of Regional Arterials in the City of Medford include North Phoenix Road and Foothill Road. Examples of Major Arterials include roads such as McAndrews Road and Barnett Road.

Regional, Major Arterial Cross-Sections. The following are the major/regional arterial cross-sections:

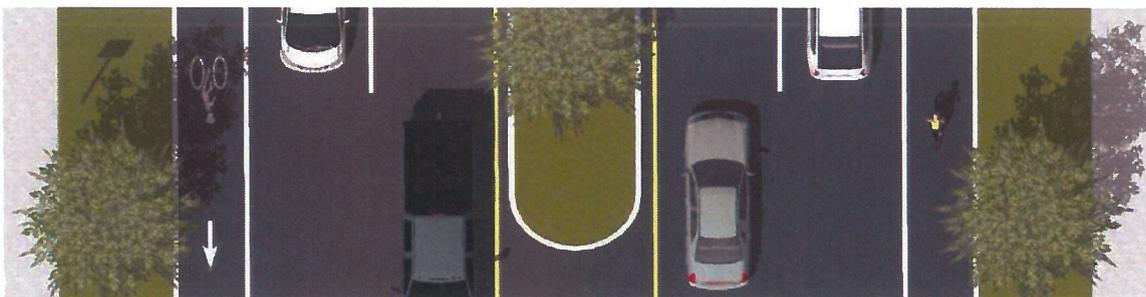
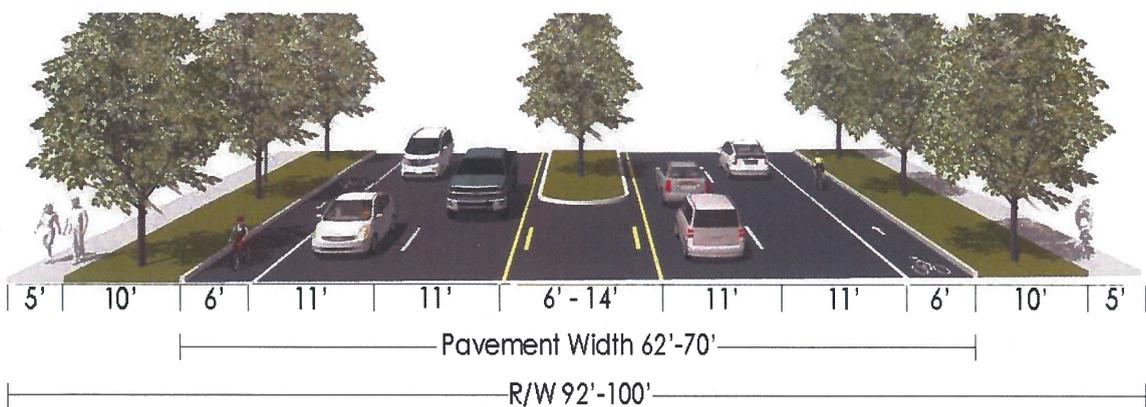
(1) Regional Arterial, Major Arterial, with Separated Bicycle Lanes. For use along regional and/or major arterial roadways when new and/or unimproved.



(2) Regional Arterial, Major Arterial, with Buffered Bicycle Lanes. For use along regional and/or major arterial roadways at the approving authority's discretion.



(3) Regional Arterial, Major Arterial, with Standard Bicycle Lanes. For use along regional and/or major arterial roadways with right-of-way constraints and with approving authority approval.

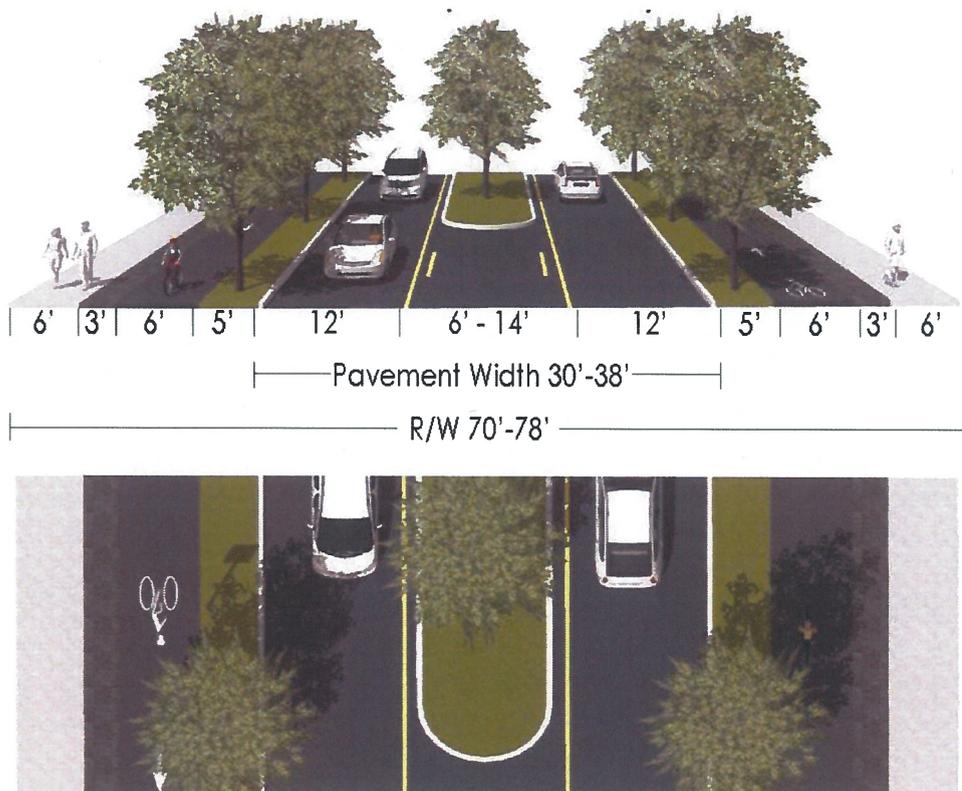


(B) Minor Arterial Description. Minor Arterials generally serve slightly lower traffic volumes than Major Arterials. Access to minor arterial streets is very limited. Where right-of-way is constrained on existing roadways, flexibility may be provided to allow modifications, consistent with the Legacy Street standards in 10.427. The width of the planter strip is measured from the face of curb to the edge of the sidewalk. Street designs, including sidewalk width, planter strip use, and lane widths, may be adjusted through an adopted plan or modified code standards to create a “main-street” like atmosphere in locations such as downtown or transit-oriented districts.

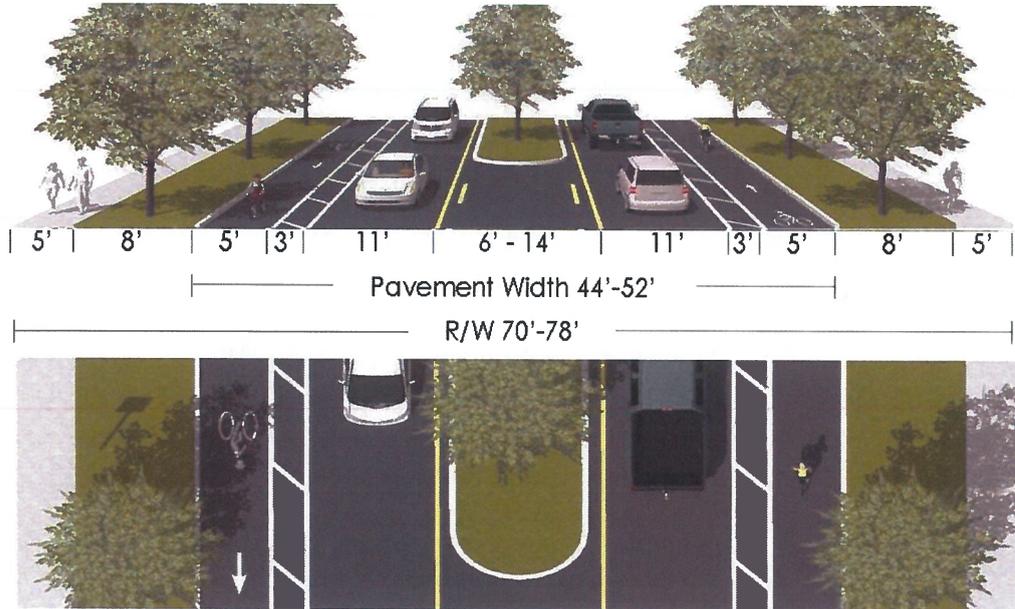
Examples of Minor Arterials in the City of Medford include West Main Street and Kings Highway.

Minor Arterial Cross-Sections. The following are the minor arterial cross-sections:

(1) Minor Arterial, with Separated Bicycle Lanes. For use along minor arterial roadways, when new and/or unimproved.



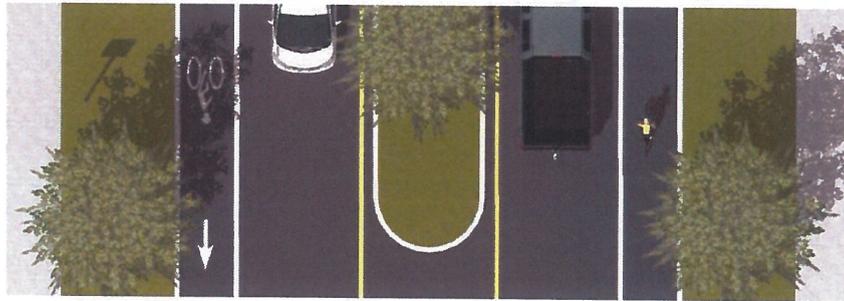
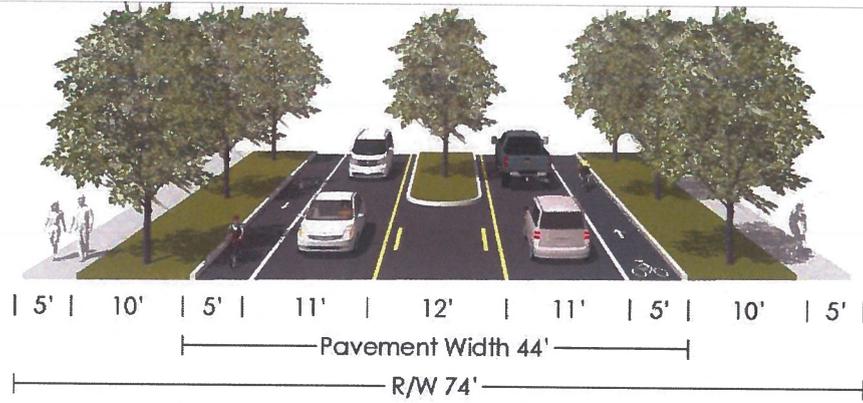
(2) Minor Arterial, with Buffered Bicycle Lanes. For use along minor arterial roadways at the approving authority's discretion.



(3) Minor Arterial, with Standard Bicycle Lanes. For use along minor arterial roadways with right-of-way constraints and with approving authority approval.



(2) Major Collector, with Standard Bicycle Lanes. For use along major collector roadways at the approving authority's discretion.



(D) Minor Collector Description. Minor Collectors serve relatively low traffic volumes and place a greater emphasis on access rather than traffic flow as compared to major collectors. Most Minor Collectors run through neighborhoods and link residential streets to higher-order collectors and arterials. This classification includes a similar paved width to major collectors but includes on-street parking and no center turn lane. Where right-of-way is constrained on existing roadways, flexibility may be provided to allow modifications, consistent with the Legacy Street standards in 10.427. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk. Street designs, including sidewalk width, planter strip use, and lane widths, may be adjusted through an adopted plan or modified code standards to create a “main-street” like atmosphere in locations such as downtown or transit-oriented districts.

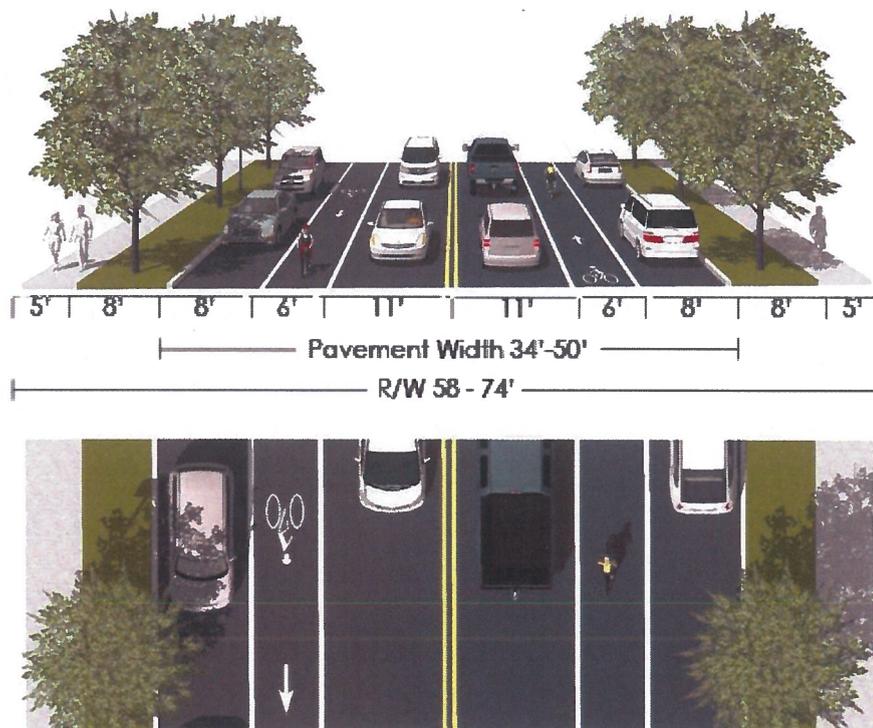
Special Note:

- (i) Parking is not eligible for SDC credits, and is constructed at the developer’s expense; and
- (ii) The range in pavement width accounts for the possibility of no on-street parking. When no on-street parking is constructed, right-of-way widths shall be adjusted.

Examples of Minor Collectors in the City of Medford include Oregon Avenue, Dakota Avenue, Holly Street and S. Oakdale Avenue.

Minor Collector Cross-Section. The following is the minor collector cross-section:

(1) Minor Collector with Standard Bicycle Lanes. For use along minor collector roadways when new and/or unimproved.



(B) Commercial Street Description. The Commercial Street classification is a local street that is intended to provide frontage and direct access to land uses within a commercially zoned district. Commercial streets link downtown and commercial centers with other parts of the City and provide vehicular and pedestrian mobility and access by providing one travel lane and on-street parking in each direction with a sidewalk and planter strip on both sides of the street. The Municipal Code allows for adjustments in sidewalk width and planter strip use to create a “main street” atmosphere. The Commercial Street classification can also be used for industrially zoned lands where lower volume truck traffic is expected. This cross section is identical to the Standard Residential Street, but the parking lane may be striped. Six inches of right-of-way is to be provided behind the sidewalks. The width of the planter strip is measured from the face of curb to the edge of the sidewalk.

Commercial Street Cross-Section. The following is the commercial street cross-section:

(1) Commercial Street with 7-foot Parking Lane. For use along commercial streets serving primarily commercial land uses, and secondarily serving residential land uses.



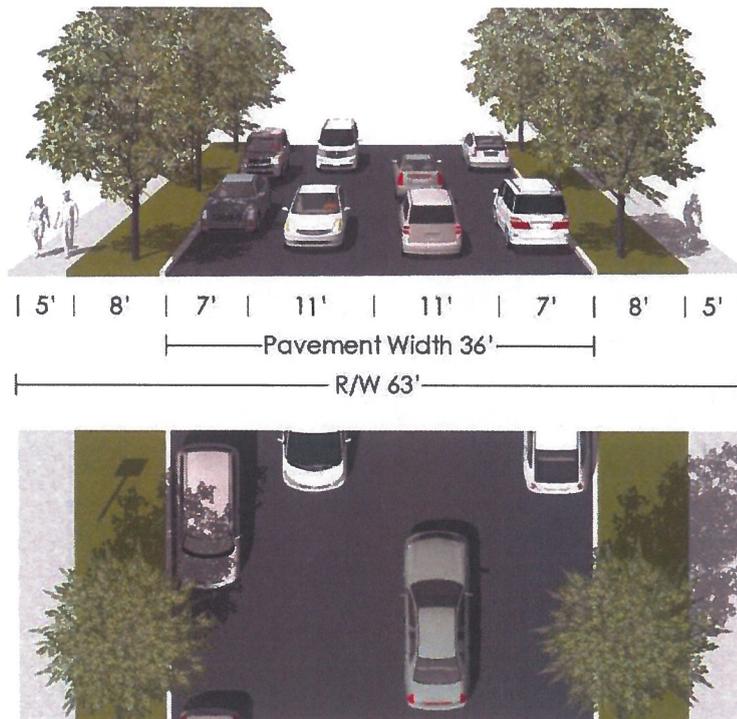
10.430 Lower-Order - Residential Street Classification System.

Residential streets conduct local traffic to collector and arterial streets at relatively low traffic volumes and speeds and provide important direct land access to individual parcels. There are three (3) categories of residential streets as follows:

(A) Standard Residential Street Description. Standard residential street classification is a local street that prioritizes access over traffic flow and generally serves less than 2,500 vehicles per day. The standard residential street classification is the highest of the residential roadway classifications, connecting neighborhoods to collector roadways. This designation provides one travel lane and on-street parking in each direction with a sidewalk and planter strip on both sides. Typical volumes and speeds on Standard Residential streets are low enough to accommodate shared use of travel lanes between bicyclists and motorists. Six inches of right-of-way is to be provided behind the sidewalks to accommodate property survey monumentation. The width of the planter strip is measured from the face of curb to the front edge of the sidewalk.

Standard Residential Street Cross-Sections.

(1) Standard Residential Street. For use along standard residential roadways.

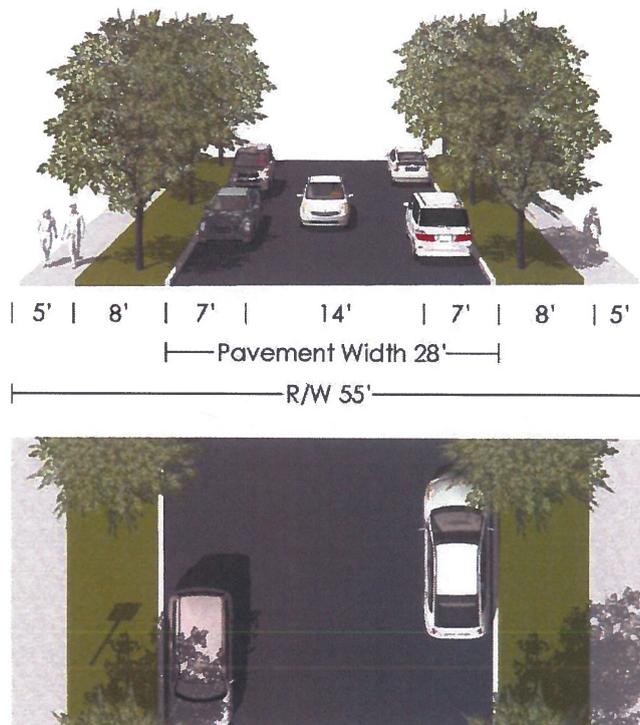


(B) Minor Residential Street Description. A street which provides direct access to immediately adjacent residentially zoned land, provides neighborhood street connectivity and which serves up to one hundred (100) dwelling units. On-street parking is provided on both sides of the street. Design requirements for a minor residential street include two travel lanes with sidewalks and planter strips on both sides. The width of the planter strip is measured from the face of curb to the edge of the sidewalk. Those minor residential streets that are not through streets shall terminate in a standard cul-de-sac that complies with Section 10.450. In order to ensure that there is at least twenty (20) feet of unobstructed clearance for fire apparatus, the applicant shall choose from one of the following design options:

- (1) Clustered, offset (staggered) driveways (for an example see 10.430(C)), and fire hydrants located at intersections with the maximum fire hydrant spacing along the street of 250-feet shall be provided. The Fire Department shall approve the design of offset/staggered driveways.
- (2) All dwellings that front and take access from minor residential streets shall be equipped with a residential (NFPA 13D) fire sprinkler system and fire hydrants located at intersections with the maximum fire hydrant spacing along the street of 500-feet.
- (3) Total paved width of 33-feet with five-and-a-half (5 ½) foot planter strips.

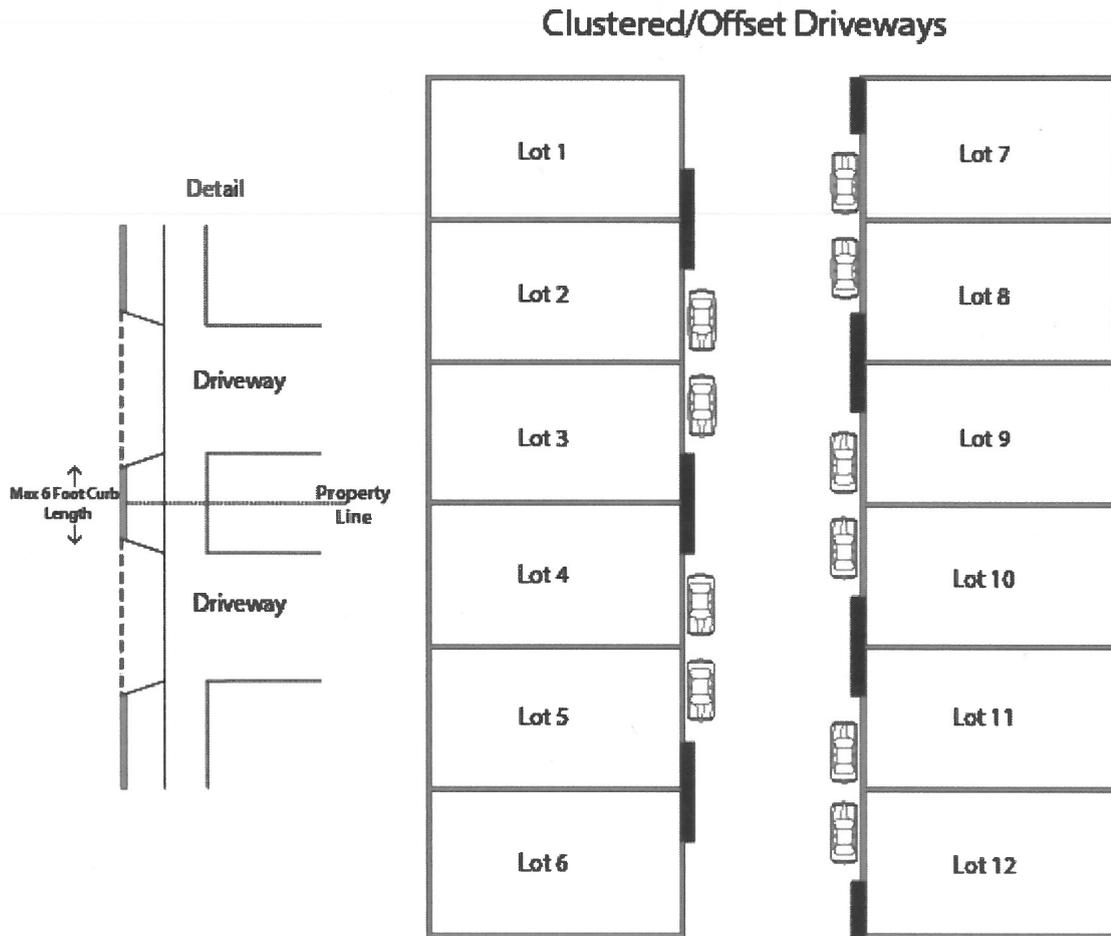
Minor Residential Street Cross-Sections.

(1) Minor Residential Street. For use along minor residential roadways.



(C) Minor Residential Street Driveway Clustering/Staggering

To ensure a minimum 20 foot clearance for access of a fire apparatus (i.e. fire-truck), along minor residential streets, and allow for the ability to have a setup area in an emergency event, driveways shall be clustered and/or staggered. The image below represents how clustering/staggering can be accomplished. Lots 1 and 2, 3 and 4, 5 and 6, 8 and 9, and 10 and 11 are clustered together. The clustered driveways are offset on the opposite side of the street; in other words, driveways shall not be directly across from one another.



Not to Scale

□

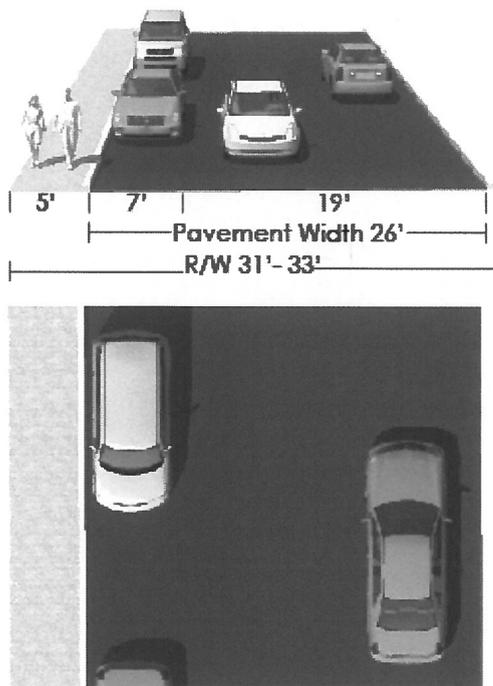
(C) Residential Lane Description. Residential Lanes are the lowest order of the local residential facilities. These roads can serve a maximum of 8 residences and extend no more than 450 feet. Those residential lanes that are not through streets shall terminate in a standard cul-de-sac that complies with Section 10.450. Six inches of right-of-way is to be provided behind the sidewalks or curb if no sidewalk is present. The right-of-way width provides for future sidewalks and landscape strips on both sides of the roadway. Sidewalks shall be provided on the parking side of the street, and planter strips are not required.

Special Note:

- (i) An additional two feet of right-of-way is required for drainage behind the curb with no sidewalk when the road is on the outside border of a development. The additional two feet are not required when the street is internal to the development and there is a Public Utility Easement (PUE) behind the curb.

Residential Lane Cross-Sections.

(1) Residential Lane. For use along residential lane roadways.



10.430A Non-Street Alternatives.

(A) Minimum Access Easements, General. A minimum access easement is an easement containing a shared driveway having the sole function of providing direct access to immediately adjacent residentially zoned land. There are two types of minimum access easements - Minor and Major. Minimum access easements differ from residential lanes and public streets in that they are privately maintained.

Special Note:

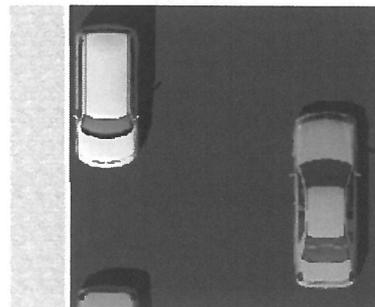
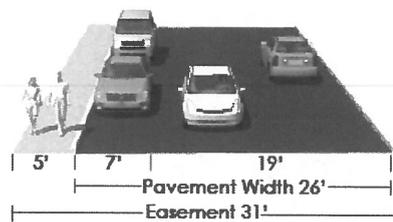
- (i) Public Utility Easements (PUE), when required, may be underneath the pavement of a minimum access easement.

The associated descriptions and cross-sections can be seen below.

(1) Minor Minimum Access Easement. A Minor Minimum Access Easement is an easement containing a shared driveway upon which a minimum of two (2) and maximum of three (3) dwelling units (not including Accessory Dwelling Units-ADU’s) take access. A Minor Minimum Access Easement must meet the minimum driveway turnaround standards in Section 10.746(11). Minor Minimum Access Easements are permitted subject to Section 10.450. A Minor Minimum Access Easement does not have sidewalks or planter strips. No parking is permitted on a Minor Minimum Access Easement. A Minor Minimum Access Easement is considered a street for purposes of meeting lot frontage requirements, and for setback purposes. Therefore, a Minor Minimum Access Easement creates street side yards and corner lots. A Minor Minimum Access Easement does not create a through lot.



(2) **Major Minimum Access Easement.** An easement containing a shared driveway having the sole function of providing direct access to immediately adjacent residentially zoned land, and upon which a minimum of four (4) and maximum of eight (8) dwelling units (not including Accessory Dwelling Units-ADU's) take access. A major minimum access easement must meet the minimum driveway turnaround standards in Section 10.746(11). Parking is allowed on one side of a major minimum access easement except in dedicated fire department turn-around areas. Major Minimum Access Easements are permitted subject to Section 10.450. A Major Minimum Access Easement is considered a street for purposes of meeting lot frontage requirements, and for setback purposes. Therefore, a major minimum access easement creates street side yards and corner lots. A Major Minimum Access Easement does not create a through lot.



Major Minimum Access Easement

(B) Alley

(1) **Private alley:** A private right-of-way, that is not a street, designed for primary or secondary means of access to abutting property, and which may or may not provide passage through blocks from street to street. Parcels abutting a private alley must also front on a street as defined herein, but not necessarily take primary motor vehicle access from a street.

(2) **Public alley:** A public right-of-way, that is not a street, designed for primary or secondary means of access to abutting property, and with passage from street to street. Parcels abutting an alley must also front on a street as defined herein, but not necessarily take primary motor vehicle access from a street.

(3) **Standards:** Alleys shall have a minimum width of twenty feet (20'), with a curb radius of not less than fifteen feet (15') at an intersection with a street. Parking within an alley is only permitted subject to a permit issued for service vehicles pursuant to Section 6.340. If an existing alley is unpaved and a property owner wants to develop their property and use the alley for access, and this results in an increase in the average daily trips (ADTs) in the alley, then the property owner shall pave the alley from their property to the nearest paved intersecting street.



Pavement
Width 18'
R/W 20'



Alley

10.430B Standards Applicable to All Streets.

Table IV-1 sets forth general standards for all types of City streets. The application of these standards is set forth above.

**Table IV-1
Medford Street & Non-Street Alternatives Cross-Sections Dimensions**

Functional Classification	Features/Dimensions (Each Direction)					Left Turn Lane/ Median	Total Paved Width	Total Right-of-Way Width
	Travel Lane	Bike Lane (Buffer Width)	On-Street Parking	Sidewalk	Planter Strip			
Regional & Major Arterial								
(w/ Separated Bicycle Lanes)	11-12'	6'(3')	None	6'	5'	6'-14'	52'-60'	92-100'
(w/ Buffered Bicycle Lanes)	11'	5'(3')	None	5'	7'	6'-14'	66'-74'	92-100'
(w/ Standard Bicycle Lanes)	11'	6'	None	5'	10'	6'-14'	62'-70'	92-100'
Minor Arterial								
(w/ Separated Bicycle Lanes)	12'	6'(3')	None	6'	5'	6'-14'	30'-38'	70'-78'
(w/ Buffered Bicycle Lanes)	11'	5'(3')	None	5'	8'	6'-14'	44'-52'	70'-78'
(w/ Standard Bicycle Lanes)	11'	6'	None	5'	10'	6'-14'	40'-48'	70'-78'
Major Collector								
(w/ Buffered Bicycle Lanes)	11'	5'(2')	None	5'	8'	12'	48'	74'
(w/ Standard Bicycle Lanes)	11'	5'	None	5'	10'	12'	44'	74'
Minor Collector	11'	6'	8'	5'	8'	None	34'-50'	58'-74'
Commercial Street	11'	None	7'	5'	8'	None	36'	63'
Industrial Street	12'	None	8'	5'	8'	14'	40'-54'	66'-80'
Standard Residential	11'	None	7'	5'	8'	None	36'	63'
Minor Residential (See 10.430(B) for design options.)	14'	None	7'	5'	8'	None	28'	55'
Residential Lane	19'	None	7' One Side	5' One Side	None	None	26'	31' to 33'
Minor Minimum	18'	None	None	None	None	None	18'	20'

Functional Classification	Features/Dimensions (Each Direction)					Left Turn Lane/Median	Total Paved Width	Total Right-of-Way Width
	Travel Lane	Bike Lane (Buffer Width)	On-Street Parking	Sidewalk	Planter Strip			
Access Easement								
Major Minimum Access Easement	19'	None	7' One Side	5' One Side	None	None	26'	31'
Alley	18'	None	None	None	None	None	18'	20'

10.431 Street Improvement.

All new street improvements required as a condition of development shall be improved to the standards set forth in this chapter unless otherwise specified herein or excepted as per Section 10.186. For purposes of this section, the term new street shall be defined as an unimproved street or existing street which does not have curb and gutter and/or meet the cross-sections per 10.428, 10.429, 10.430, 10.430A, and 10.430B.

(A) Street Improvements and Transit Facilities

(1) A pedestrian pad may be required in the right-of-way at bus stops to ensure ADA compliance. A pedestrian pad is at minimum a four-foot (4') wide area between the bus stop and curb where a bus ramp would be deployed. Planter strips may be interrupted in areas with a high level of pedestrian activity (such as Downtown or in transit-oriented districts, per the TSP) to provide up to fifteen (15) feet of walking area, including a "furniture zone" for utilities, benches, trees, and other streetscape components.

(B) Street Improvements and Dedications for City-Owned Parkland

(1) Street improvements and right-of-way dedications shall be found by the Planning Commission to be reasonably associated with impacts caused by the park necessary for service to the park.

(2) The requirements for street utility improvements, associated with a land division for City-owned parkland, may be deferred to the time of a Park Development Review application. A final plat of the land division may proceed in advance of such required improvements. Any lots created that are not intended for park purposes shall comply with the dedication and improvement provisions.

(C) Street Improvements and Turn Bays.

(1) Raised medians shall be installed with turn bays as necessary. Traffic analysis shall be conducted to determine the need for turn bays and required vehicle storage length.

* * *

10.451 Additional Right-of-Way and Street Improvements.

Whenever an improved arterial or collector street are abutting or within a development and do not meet current City Standards, additional right-of-way and improvements, as per 10.427, shall be required as a condition to the issuance of a development permit, unless otherwise occupied by structures in which case only a partial dedication will be required.

* * *

10.462 Maintenance of Level of Service.

Whenever level of service (LOS) is determined to be below the targets listed for arterials or collectors, development is not permitted unless the developer makes the roadway or other improvements necessary to maintain level of service. Level of service criteria shall be based on the latest edition of the Highway Capacity Manual (Federal Transportation Research Board) for the motorized vehicle mode. The following are the level of service standards for intersections in the City of Medford:

Level of Service Minimum	Intersection
D	Citywide (unless otherwise listed)
E	Barnett Road & Highland Drive South Pacific Highway (Hwy. 99) & Stewart Avenue



JACKSON COUNTY

Roads

Roads
Engineering

Chuck DeJanvier
Construction Engineer

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

www.jacksoncounty.org

March 14, 2019

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

RE: Consideration of a land development code amendment
Various city maintained roads.
Planning File: DCA-18-179.

Dear Kyle:

Thank you for the opportunity to comment on consideration of a land development code amendment to modify the Level of Service (LOS) and roadway cross-section standards in the MLDC to reflect the 2018-2038 Transportation System Plan. Jackson County Roads has no comment.

If you have any questions or need further information feel free to call me at 774-6255.

Sincerely,

A handwritten signature in black ink, appearing to read 'Chuck DeJanvier'.

Chuck DeJanvier, PE
Construction Engineer

Carla G. Paladino

From: Kyle W. Kearns
Sent: Thursday, March 7, 2019 11:56 AM
To: Carla G. Paladino; Karl H. MacNair; Peggy Penland
Subject: Legacy Streets Meeting Summary - Peggy Penland

Hello everyone,

Peggy and I met today to discuss the cross-section/legacy street text amendment and had a great discussion about her views and desired role in the Transportation Commission. Below is a summary of her comments/concerns/questions. ‘

Legacy Streets

- Concerned that #3 (missing center-turn-lane) prioritizes automobiles over pedestrians.
 - o We were unsure of what to add to address this concern. One thought (paraphrasing) was “The City Engineer may not ask for ROW when safety concerns for the pedestrian crossing at the intersection are to worsen with the lane expansion”
 - o Add a #8 that is specific to pedestrian crossings on legacy streets
- We discussed the Morningside & Table Rock Road intersection at length and how the addition of a turn lane there made it more dangerous to cross.
 - o **Karl:** Would the legacy street standards have applied here if the turn lane was missing and development occurred? Also what were the reasons for a turn lane here which made the crossing larger and more difficult?
- I had noticed while meeting with Peggy we do not have an alternative route for Stewart addressed for #5

Transportation Commission Generally

- Peggy would like a meeting topic on crossings, mid-block crossings and the standards that apply and how we determine the application of certain intersection/crossing improvement for pedestrians
- She was also interested in looking to see how the Transportation Commission could get involved with Safe Routes to Schools/Parks projects
- We also discussed the idea of evaluating pedestrian crossings in the City and how we can improve the safety of them through a project selection process (much like some of the work that was done in the TSP). We had discussed how she will be bringing this up at a future meeting.

Peggy, if I forgot anything please let us know. Thank you for meeting today and sharing your thoughts. We look forward to your participation and role in the Transportation Commission.

Best,

Kyle Kearns | Planner II
City of Medford Planning Department

Phone: 541-774-2380

Carla G. Paladino

From: Karl H. MacNair
Sent: Monday, March 11, 2019 4:48 PM
To: Kyle W. Kearns; Carla G. Paladino; Peggy Penland
Cc: Cory J. Crebbin; Alex T. Georgevitch
Subject: RE: Legacy Streets Meeting Summary - Peggy Penland

Peggy and Kyle,

Sorry for not getting back to you last week. Table Rock Rd is an unimproved street, so the Legacy Street language about roads that are predominantly surrounded by development may apply when that segment of Table Rock Rd is built out. A lot of the existing houses look like they will constrain the right-of-way.

That said, Legacy Streets do not apply to the project for a left turn lane at Table Rock Rd & Morningside Rd. That project was identified as a need in the Central Point Costco TIA. Traffic was projected to increase quite a bit when Costco was built. There was a crash history at the intersection with a high proportion of northbound rear-end crashes. Costco paid a proportional share toward the installation of a left turn lane to mitigate that existing problem. It's a traffic safety improvement, not a street improvement project or frontage improvement, which is why Legacy Streets doesn't apply.

Regarding pedestrian safety at the intersection, there is no marked crossing there but it is a legal crosswalk. The project will make the road wider for pedestrians who are crossing Table Rock Rd, but I think the left turn lane will help all modes of traffic. It will give the left turners a place to sit out of the through lane while they wait for a gap in the southbound traffic. This will reduce some of the pressure on them to pick shorter gaps in traffic because they won't be holding up the northbound traffic. I think this will make traffic at the intersection a little less chaotic and hopefully safer for everyone. Also, after the turn lane is installed there will also be a de-facto refuge on the north side of the intersection in the shadow of the left turn lane.

I hope that helps, Peggy. I'm happy to discuss further if you'd like.

Sincerely,

Karl H. MacNair, PE
 Transportation Manager
 City of Medford | Public Works | Engineering
 200 S. Ivy | Medford, OR 97501
 Office: (541) 774-2115
karl.macnair@cityofmedford.org

From: Kyle W. Kearns
Sent: Thursday, March 07, 2019 11:56 AM
To: Carla G. Paladino <Carla.Paladino@cityofmedford.org>; Karl H. MacNair <Karl.MacNair@cityofmedford.org>; Peggy Penland <PROP59@msn.com>
Subject: Legacy Streets Meeting Summary - Peggy Penland

Hello everyone,

Peggy and I met today to discuss the cross-section/legacy street text amendment and had a great discussion about her views and desired role in the Transportation Commission. Below is a summary of her comments/concerns/questions. '

Carla G. Paladino

From: Jared Pulver <jaredpulver@pulverandleever.com>
Sent: Saturday, March 16, 2019 6:03 PM
To: Kyle W. Kearns
Cc: Carla G. Paladino
Subject: Comments on package from 1st Transportation Committee Meeting

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Kyle-

Here are my comments:

10.012 – I don't feel like there is a clear difference between Street, improved and Street, legacy

10.427(E)(7) – Seems like the 1st priority would be to mirror the surrounding development (whatever it is or isn't). After that, (g) bike lane narrowing or elimination should be at the same level as (d) Bike lane buffer. If we can't build them to a usable level, we shouldn't build. I would like to see a scenario where in a pinch we do larger sidewalks that can accommodate bikes and pedestrians.

10.428 (A)(B)(C) and (D) – In the 1st or 2nd Paragraph of all of these sections it says something to the effect..."In the downtown or in other transit oriented districts...to create a "main street" like atmosphere." If this only applies to greenfield development, that might be ok, but I would recommend that portion of the language be struck. It will still allow some discretion for development in limited circumstances perhaps at the approval of SPAC, PC and/or Planning Director.

In these same sections, as we discussed the other day, I think it needs to be clear for greenfield development, that Option 1 with the separate multiuse path is the expectation.

10.429 (A) and (B) – Why no bike lanes on Industrial and Commercial streets? Industrial I can sort of understand, but I would assume we want to support/encourage people biking to work. If it's not on the road, will it require a contribution to an off road path somewhere in the vicinity?

10.430 (B) (2) – Is the fire sprinkler change currently in place? This is a big deal/expense. Does the staggered/clustered driveway solution not solve the issue for a street like this?

I think that's all I've got.

Unfortunately I won't be at the meeting Wednesday. Let me know if we need to discuss.

Thanks,

Jared Pulver, Principal Broker
Pulver & Leever Real Estate Company
1060 Crater Lake Avenue, Suite C
Medford, OR 97504
Licensed Real Estate Broker in the State of Oregon
(541) 773-5391 (Office)



Planning Commission

Minutes

From Study Session on **March 11, 2019**

The study session of the Medford Planning Commission was called to order at 12:00 p.m. in the Lausmann Annex Room 151-157 on the above date with the following members and staff in attendance:

Commissioners Present

Mark McKechnie, Chair
 Joe Foley, Vice Chair
 Bill Mansfield
 David McFadden
 Patrick Miranda
 Jared Pulver
 Jeff Thomas

Staff Present

Kelly Evans, Assistant Planning Director
 Carla Paladino, Principal Planner
 Eric Mitton, Deputy City Attorney
 Karl MacNair, Transportation Manager
 Kyle Kearns, Planner II

Commissioners Absent

David Culbertson, Excused Absence
 E. J. McManus, Excused Absence

Subject:

20.1 DCA-18-179 Level of Service and Cross Sections

Kyle Kearns, Planner II reported that on December 6, 2018 Medford adopted a new Transportation System Plan into the Comprehensive Plan. Included in the update are new Goals, policies, action items, policy direction and follow up items for City staff. Also included in the Plan are:

- Roadway cross-sections paired with new functional classifications
- Intersection performance standards (level-of-service)

In order to be consistent with the Comprehensive Plan, staff needs to amend the Municipal Code to include:

- New level of service standards
- Roadway cross sections

Commissioner Pulver asked, on the graphic of new level of service standards what do the letters represent? Karl MacNair, Transportation Manager reported that the letters at the intersections mean volume to capacity ratio. It is a different way of measuring congestion. Volume to capacity ratio looks at the theoretical capacity of the intersection and how much volume is projected through the intersection. Level of service looks at seconds of delay.

Commissioner Miranda asked, does the closer the number gets to 1 is that closer to the letter E or closer to the letter A? Mr. MacNair stated that 1 would be at capacity and it would be an E or F level of service letter.

Commissioner Pulver asked, is it fair to say the South Medford Interchange is failing? Mr. MacNair stated that in 2038 it definitely is. It has issues today such as backups to the freeway in the mornings.

Commissioner Pulver asked, what is ODOT's position on that? Mr. MacNair reported that ODOT is open for discussion. The City identified it as needing further study. Conversations have begun.

Commissioner McFadden stated that the City took over the OPS of Riverside and Central years ago. Is the breaking point between Medford and ODOT for maintenance at Stewart Avenue or Garfield? Mr. MacNair reported that it is 100 feet south of Stewart Avenue. Commissioner McFadden stated that part of that intersection is within ODOT's maintenance area but the one at Highland is not. Is that correct? Mr. MacNair reported that is correct. The jurisdictional line at Highland is the south side of the crosswalk. The intersection at Barnett and Highland is the City's but the south approach to it is all ODOT's maintenance.

Commissioner McFadden asked, in order to get another turn lane east coming north from the freeway would be ODOT's responsibility for installing a second turn lane? Mr. MacNair stated it would have to be a joint project.

Mr. Kearns reported that the level of service updates are not going to pertain to ODOT intersections because it is not the City's standards. They are in the Plan as such but will have to be analyzed.

Policy direction in the Transportation System Plan directed staff to:

- Action Item 9-c: Incorporate context sensitive street and streetscape design techniques...to balance the needed street function for all uses and modes with the needs of the surrounding built environment...
- Action Item 16-c: Incorporate the legacy street standards into the Land Development Code in order to address future development requirements...and outline who has the authority to approve deviations.

Staff has presented this to the Transportation Commission and is asking for comments/recommendation by March 20, 2019. Those will be incorporated into the draft Planning Commission hearing.

It has been reviewed with Public Works staff in five separate meetings.

Provided at Land Development Committee meeting on March 6, 2019. The Medford Fire-Rescue comments incorporated pertained to fire turnaround and driveway staggering/clustering.

Main updates contained in the draft are:

- Updated roadway cross-sections
- Updated level of service standards
- Addition of "Legacy Street" standards

Roadway Cross-Sections Main Points:

- The inclusion of a Regional Arterial cross-section
- Preference of separated bicycle facilities (i.e. outside the pavement with the curb) on Arterials and Collectors
- Refinement of the minimum access easement to include a major and minor standard (8/3 dwelling units permitted, respectively)
- Updated ROW width standards to reflect the TSP

Chair McKechnie stated that he thinks it would be helpful to compare what is being proposed versus current versus historically. He gets irritated with different street standards. Some have no curb and gutter just pavement and ditches. There are more streets with curb and gutter with no sidewalks. There are sidewalks tight with curb and gutter and sidewalks tight with a park strip.

Commissioner Pulver thinks what will be in the packet that comes to the Planning Commission will have the most recent proposal. That is what the Transportation Commission reviewed.

Mr. Kearns reported that on page 40 of today's memorandum has the current chart that shows what is proposed versus what existed. With each of the cross-sections it shows new and old images.

Chair McKechnie prefers graphics versus text.

Mr. McNair reported that the lane widths have not changed. They have had 11 foot lanes in previous iterations and carried those forward. General rule of the Regional Major Arterial cross-sections have 12 foot lanes and outside lanes with separated bicycle facilities because that is a buffer to the curb line. There will be graphics of old and new in the text amendment.

Commissioner McFadden has problems with turn lanes off a busy street. Staff has eluded to the outside lanes being wider to accommodate turning. At what point does the Code call for a turn lane to pull traffic off the faster streets of Arterials and Collectors to get traffic into a shopping center, etc.? Mr. MacNair reported that it is not defined in the Code. ODOT has right turn lane warrants that are based on speed, through volume and turn volume. It is a chart that plots the through volume and turn

volume. There are several under and over 45 mph. There is a different line on the graph that if over, a turn lane is warranted, under a turn lane is not warranted. Just because it is warranted does not mean it is automatically built. It indicates it is beneficial at that point.

Commissioner McFadden asked, is that type of topic being addressed dramatically by the City? Mr. MacNair reported no. The only turn lane being addressed is the center turn lane that provides a left turn lane at intersections. The City defaults having the center turn lane or left turn lane. Right turn lanes are on a case by case basis.

Legacy streets is a street that is improved, but may be missing curb and gutter, bike facilities, right-of-way, sidewalks, planter strips, turn lanes or other facilities identified in the applicable cross-section identified in Article IV. Examples of streets include: Barnett, Stanford Avenue, McAndrews, Delta Waters, Main Street, Crater Lake Avenue, Stevens Street.

Staff has proposed a prescriptive process to address:

- (1) Facilities existing for all travel modes, but are narrower than the current standard
- (2) Missing vehicle lanes
- (3) Missing center-turn lanes
- (4) Missing planter strip and/or sidewalk
- (5) Missing bike facilities
- (6) Streets that are mostly improved to an old standard but have unimproved segments
- (7) Existing streets and alleys predominantly surrounded by developed properties on both sides. If the existing street or ally is predominantly surrounded by developed properties on both sides, then cross-sectional elements and/or right-of-way dedication may be reduced in width or eliminated at the City Engineer's discretion, to avoid existing structures and/or development, in the priority order listed below:
 - a) Planter strip width reduction
 - b) Planter strip elimination
 - c) Parking lane elimination
 - d) Bike lane buffer area
 - e) Center turn lane elimination (except at higher-order intersections)
 - f) Lane or alley narrowing
 - g) Bike lane narrowing or elimination

Mr. MacNair stated that on (7) it states if the street is developed by properties on both sides. There might be situations where there is developed property on one side so one might want to reduce on that side and the other side that is not developed could get the full right-of-way dedication. He is wondering if staff should strike "on both sides" language.

Vice Chair Foley stated that Riverside has sidewalks varying from narrow to narrow and curb tight, curb tight and wide to narrow with planter strips. As properties develop along there what is going to be done? Mr. MacNair reported that the TSP calls for a corridor plan on Riverside/Central Avenue. The City acknowledges the standards do not fit those types and needs a focused review.

Vice Chair Foley reported that properties could intermittently develop along Riverside. How is that going to be addressed? Mr. Kearns reported that on page 9 of the agenda packet the City allows for neighborhood plans, circulation plans and zoning overlays in the Comprehensive Plan to override the requirements of Legacy Streets. The City knows they need to do neighborhood plans and corridor plans for several of the City streets.

Mr. MacNair stated that on Legacy Streets (4) talks about when the street is improved but is missing planter strips and or sidewalk. If there is no sidewalk on the developing property the sidewalk and planter strip would be required. The planter strip may be reduced or eliminated to fit the area context and surrounding roadway. It leaves some judgement call. The City Engineer is going to make a recommendation and if the applicant does not agree they can file an exception.

Chair McKechnie likes what staff is doing. He thinks it will give staff, Planning Commission and Site Plan and Architectural Commission flexibility. He objects to requiring people to file an exception because they disagree with staff. That is additional paperwork and fees. He does not think that is right. If there is some discretion and staff does not agree with the discretion, but there is flexibility allowed in the ordinance, the property owner should be able to come without additional expense or the stigma of having to prove they are right and staff is wrong, it should be able to go to the deciding body for adjudication.

Commissioner McFadden does not mind the issue of the property owner having to justify.

Chair McKechnie stated that an exception by nature has to prove that somehow it cannot meet the current standard.

Commissioner McFadden commented that they need a minor exception that can be handled at the Commission meeting in order that it comes to their attention. They do not want someone to slide an exception through the Commission. They want to see the discussion and prompted to make the decision, not raise it to the level of needing a full separate or combined major exception.

Mr. Kearns asked, what if there was an exception to the fees but use the exception criteria to allow them to explain why they do not have to go through the City Engineer's discretion. Using the same criteria but not having the applicant apply for an exception.

Chair McKechnie does not think the property owner should not be considered guilty and have to prove their innocence. It is a judgment call that the appropriate commission makes the final decision.

Mr. Kearns asked, does the Commission want this to come up at the hearing or have staff rework the language? Ms. Paladino reported that staff would come up with several options.

Commissioner Miranda suggested that staff rework the language before going to hearing.

Vice Chair Foley likes the concept. It makes sense because it is going to be a judgment call.

Mr. Kearns commented that staff would provide options at the hearing. Ms. Paladino asked, does the Commission want those options before the hearing? Ms. Paladino reported that there could be another study session or staff send the options out by email and the Commission could get back with staff. Chair McKechnie stated he thinks that would be good.

Mr. Mitton reported that in an area where one side is developed and several empty lots on the other side that may not be predominantly surrounded by developed properties on both sides but on the side that is developed wanting the ability to have a planter strip with reduction. The language could be changed to developed properties and reduce it on the side where predominantly developed.

The Planning Commission hearing is scheduled for Thursday, April 11, 2019. City Council hearing on Thursday, May 16, 2019.

Does the Planning Commission feel that this is solid enough with the changes discussed to bring forward with everything entailed. Legacy streets will be separated out. Staff is comfortable moving forward.

Commissioner Pulver reported that the Transportation Commission met with a lot of new parties to it. There was supposed to be feedback by next week regarding this presentation. How much feedback has been received? Mr. Kearns stated that he and Ms. Paladino met with three of the members and presenting to another member today and BPAC tonight on this presentation. The people they have talked to have given a thumbs up.

Commissioner Pulver is fine with moving forward with the presented schedule. Commissioner Miranda concurred.

Vice Chair Foley asked, does staff anticipate a lot of feedback at the hearing? Is there a group or the same group that appealed the Transportation System Plan agitated? Ms. Paladino replied not that staff is aware of.

Mr. Kearns reported they could but cross-sections are bike friendly.

Commissioner Pulver stated that he heard City Council's preferred cross-section was separated multiuse paths. For Greenfield Development that was the desired direction. In his opinion it is important that it has teeth. Mr. Kearns addressed Commissioner Pulver's point that on pages 17 and 18 of the agenda packet references the major/regional arterial cross-sections. There is some teeth in there. Ms. Paladino stated that staff could add for something completely new it is expected to build the certain cross-section. Commissioner Pulver commented that if that is the intent it should read that way.

Mr. Kearns stated that under the major/regional arterial cross-sections under (1) being separated on all new development; (2) could be at the discretion of the approving authority (buffered bicycle; and (3) right-of-way constraints and adding at the discretion of the approving authority if that gets the preference City Council desired. Commissioner Miranda commented that makes sense.

Ms. Paladino reported staff will make a draft and either set up a Planning Commission study session the week of the hearing for their review and comments.

20.2 Comprehensive Planning Division Projects for 2019-2021

Carla Paladino, Principal Planner reported that there are three divisions in the Planning Department: (1) Current planning; (2) Comprehensive-Long Range Division; and (3) Housing and Community Development.

Near Term Projects Land Development Code:

- Cross Sections, Legacy Street, Level of Service PC: 04/11/2019
CC: 05/16/2019
- Concurrency PC: 04/25/2019
CC: 06/06/2019
- Cottage Housing PC SS: 03/25/2019
PC: 05/09/2019
CC: 06/20/2019

Cottage Housing schedule will change as staff wants to discuss the concept with the Development Community and see what product might work.

- Minor Historic Review Amendments – Includes administrative review of signs, new awnings, fences, and window/door replacements in non-historic/non-contributing buildings.
- House Keeping Amendments

- Housing Amendments (Round 1)
- Annexation Hearing Review
- Food Trucks in the ROW
- Wetland regulations
- Shared-use Trails
- Wildland Interface/Evacuation Plans/Defensible Spaces landscape provisions
- Riparian corridors in UGB expansion areas – 2020
- Commercial Design Standards – 2020
- Other TSP changes

Comprehensive Plan

- Downtown Plan Update (City Center 2050 Plan update)
- Residential Downtown Market Study
- Downtown Parking Study
- Downtown Design standards
- Southeast Plan Update (P-1 zoning, GLUPs, streets (Barnett))
- Natural Hazards Mitigation Plan Review focusing on Wildfires and Drought
- Climate Adaptation Plan (work with Parks Department)
- City Annual Call for Zone Changes in upGLUPed areas

Commissioner McFadden asked, was that related to the increased density next to the arterial areas; arterial and collector streets? Ms. Paladino reported no. This is the internal study areas. Ms. Evans stated this was part of the UGB work. Ms. Paladino commented this was the 450 acres that was upGLUPed throughout the City.

- Annual Parks Zoning /PS GLUP update
- Adopt Liberty Park Plan
- Natural Hazards Mitigation Plan Review focusing on Wildfires and Drought
- Riverside Avenue Corridor Plan – 2020
- Housing Element update - 2021 – 2023
- Population Element update - 2021 – 2023

Commissioner McFadden asked, where does staff see additional comments and direction being developed for low income housing and homeless issues. Ms. Paladino reported with long range will be with housekeeping and housing amendments. That is really in the housing and community development department. It will be a group effort. There are pieces of that in the long range division.

Chair McKechnie suggested putting commercial design standards as a low priority. Ms. Evans commented that the benefit to doing that is staff could do administrative decisions. If there are clear and objective standards.

Ms. Evans reported that the Transportation System Plan goes to LUBA. The hearing is tomorrow. Staff will keep the Planning Commission informed. Ms. Paladino stated that

staff will be calling in to listen if any Commissioner is interested. The hearing is at 1:45 p.m.

Commissioner Pulver stated that he believed Ms. Evans told him that in regards to that people in the expansion areas can submit an application now. Ms. Evans replied that is correct. Mr. Mitton stated that because the appellant did not file a stay the proceeding the Transportation System Plan functions as if no one appealed during the duration of the appeal.

Commissioner Pulver asked, are there any applications in the works? Ms. Evans stated staff has talked to all kinds of people. Staff has not seen any pre-applications.

30. Adjournment

The meeting was adjourned at 1:09 p.m.



Submitted by:

Terri L. Richards

Recording Secretary



Bicycle and Pedestrian Advisory Committee

Minutes

From the Public Meeting on **March 11, 2019**

The regular monthly meeting of the Bicycle and Pedestrian Advisory Committee was called to order at 5:15 p.m. in Room 151 of the Lausmann Annex on the above date with the following members and staff in attendance:

Committee Members Present

Joe Smith
Suzanne Schroeder
Jake Sawyer
Erika Balbier

Others Present

Chris Olivier, Planning Department
Christina Charvat, Public Works Department
Andy Austill, Jackson County Parks Greenway
Parks Ranger
Hailey Cox, Parks and Recreation Department
Harry Weiss, Urban Renewal Director
Craig Anderson, Jackson County Planning
Jenna Marmon, ODOT
David Jordan, Bear Creek Greenway Foundation

10. Roll Call

20. Introduction of New Member

- Erika Balbier introduced herself

30. Minutes

- The minutes from the February 11, 2019 meeting were approved as submitted

40. Citizen Input and Communications

- None

50. New Business

- 50.1 Bear Creek Greenway Discussion

Mr. Smith said that the public's concern regarding the Bear Creek Greenway has been its safety, whether it be for an individual to be on the Bear Creek Greenway and enjoy it recreationally or for people to use for a commute. Mr. Smith asked the Committee for their ideas on what could be done to make the Bear Creek Greenway feel safer and inviting for recreational use and commute use.

Ms. Schroeder suggested they follow Boise, Idaho's approach. Ms. Schroeder said that they have volunteers that wear jackets and patrol the Greenway on bike and foot, and have to go through an orientation. Ms. Schroeder said she would like to see something similar done in Medford.

Mr. Austill said that he uses one from the joint power for routine maintenance and Community Justice Crew. Mr. Austill reported that they have a new Volunteer Coordinator for the Greenway that works 20 hours a week and said this was a permanent part-time position and that this position was funded by the Joint Powers.

One of their goals is to get more Greenway Host and Ambassadors, these positions require the applicants to go through an interview process. Once the person is selected they become the eyes and the ears of the Greenway and walk the Greenway in bright colored vest that say "Greenway Volunteer Host". While on the Greenway they greet, talk, and hand out maps to people and report any concerns back to Mr. Austill.

Mr. Austill reported that they are trying to get every section of the Greenway adopted so people can take ownership of their sections.

Mr. Austill said that they are starting a lighting feasibility study to see what areas will most benefit to having more light. Mr. Austill also said he is working with the Medford Police Department to install security cameras along the Greenway.

Mr. Austill reported that they have been working on other Greenway projects such as Slurry Seal on certain sections and root bump removal.

A Committee member said that he has never had any issues with homeless people on the Greenway personally but know of others who have and asked Mr. Austill what the Medford Police Department and Jackson County Sheriff are actively doing with Community Justice to patrol the area. Mr. Austill that acknowledged

other local Police Departments in the area and say that they all play a huge part of Greenway, Mr. Austill said that they go out and tag camps and follow up with a cleanup crew and said the Medford Police Department and Jackson County Sheriff will be adding bike patrol soon.

Jenna said she would like to see more people on the Greenway in hope that it would discourage the homeless to set up camp.

David Jordan with the Bear Creek Greenway Foundation said that their primary mechanism is to raise funds for trail expansion and said they are currently working on a project that would take them from Ashland from the dog park to North Mountain Parks. In the last few years they have done the bridge over Bear Creek on the US Cellular Fields, a lighting project in Ashland and said that there is going to be a trail expansion (Larson Creek Greenway) going into east Medford and said the second phase of that would be going into St. Mary's.

Mr. Jordan said he would like to take some feedback to the Greenway Foundation and encouraged the BPAC members to sit in on one of their meetings.

Hailey Cox said that the City of Medford has a Master Plan for the Greenway in Medford and in terms of displacing the populations with active recreational and transportation uses and added that by adding some of the amenities that are outlined in the plan. Ms. Cox encouraged everyone to email her and let her know what part of the plan they are interested in seeing being done and said that the Parks and Recreation Department does respond to public demand.

Mr. Olivier asked Ms. Cox if the Parks Department has considered recreational activities that involve the riparian corridor such as disk golf. Ms. Cox said that the Greenway is multi-jurisdictional and said that they are planning to develop Midway Park and said that it is in their six year Capital Improvement Plan.

Ms. Schroeder asked if there was any plans for the City of Medford and the private sector to develop restaurants, and other amenities overlooking the creek. Ms. Cox said that the Master Plan does speak to that and referred the question to Harry Weiss MURA Director. Mr. Weiss said that MURA was extended and has approximately 20 million dollars over a period of time. The majority of that money is allocated for the Liberty Park Neighborhood. MURA also has land assets in downtown such as the parking lot at Inn at the Commons which is creek front property as well as some other parking lots and said that for the foreseeable future they would be looking at two major impacts that are relative to the Greenway the first one is what are they going to do with that parking lot and said they are looking for development proposals. There has been no offers because it is a difficult site to market due to the potential floodway issues and it being so

close to the viaduct. Mr. Weiss added that the Liberty Park Neighborhood has requested a direct connection to the Greenway around the Jackson and McAndrews area with a new bridge and said MURA will be looking at potential access points for a future connection. Mr. Weiss added that he did not believe it was MURA's responsibility nor is it in their budget to build a bridge but can help acquire the land or easements acquisitions in order to create the access point this will give MURA the opportunity to look at a node on Riverside Avenue which also needs to change and envision a different land use and development pattern that engages the Greenway as a location for new construction/ new development. Mr. Weiss said that next year they will be re-stripping Jackson street and will be converted into three lanes from Central Ave. to Biddle and said MURA can enhance the access to the Greenway's proper path from Jackson and Biddle rd. MURA is also working with Public Works to have a bike and pedestrian activated beacon crossing on Barlett St. going across Jackson to complete the bike path to Pear Blossom Park. Mr. Weiss added that MURA is looking to advance the things that are on BPAC's agenda and to advance Bear Creek as an economic development and said that when it comes to advocacy for more recreational uses, event programming and using the strategy of delusion to create more positive views on the Greenway to help dilute the negative views that are associated with the Greenway and said that needs to be coupled with economic development uses of the Greenway as well.

- 50.2 TSP Level of Service and Cross- Section code updates (DCA-18-179)
Kyle Kearns shared a PowerPoint presentation regarding the TSP Code Updates- Cross Sections and Legacy Street.

Policy direction in the TSP directed staff to:

Action Item 9-c: Incorporate context-sensitive street and streetscape design techniques...to balance the needed street function for all users and modes with the needs of the surrounding built environment...

Action Item 16-c: Incorporate the legacy street standards into the Land Development Code in order to address future development requirements...and outline who has the authority to approve deviations.

Staff has prepared a proposal for review by the Transportation Commission to:

- Gain feedback from professionals
- Receive a recommendation from the Commission by next meeting to provide to City Council

Comments are due by March 22

Recommendation due by next TC meeting (March 20)

Planning Commission March 28, 2019
City Council May 16, 2019

Mr. Kearns described Legacy Streets as – A Street that is improved, but may be missing the curb and gutter, bike facilities, right-of way, sidewalks, planter strips, turn lanes or other facilities identified in the applicable cross-section identified in Article IV.

Examples of Streets include:

Barnett, Stanford Ave., McAndrews, Delta Waters, Main St., Crater Lake Ave., and Stewart Ave.

Mr. Kearns said that staff has proposed a prescriptive to address:

1. Facilities exist for all travel modes, but are narrower than the current standard
2. Missing Vehicle lanes
3. Missing center-turn-lanes
4. Missing planter strip and/or sidewalk
5. Missing bike facilities
6. Streets that are mostly improved to an old standard but have unimproved segments
7. Existing street and alleys predominantly surrounded by developed properties on both sides

The Bicycle and Advisory Commission discussed and made the following changes.

- Why collector facilities aren't also provided an off-road option?
 - o Discussed the lower roadway speeds not requiring as much separation.
 - o Can follow up as needed
- **Add text:** To allow parking lane and bike lane on collectors to be switched
- Concerns about 14' sidewalk/shared use path with roadways that have a lot of driveways
 - o Discussed the one in Roseburg, could contact for ideas on implementation
- **Legacy Streets #5 Comments**
 - o Would like us to consider implementing a mitigation bank or fee in-lieu of system
 - We discussed this at length. Staff directed that we consider this in a separate project as it will not immediately affect the streets considered directly in the legacy street amendment. There was disagreement about the timing of this project need. We also

- discussed the implications of Nolan/Dollan case law here and how it may not support this as a justified action. Staff would need clear direction from BPAC if we are to incorporate into the current proposal, work on a mitigation bank/fee in-lieu system as a separate project or seek other alternatives for payment.
- Staff does not recommend a fee in-lieu or mitigation bank process with DCA-18-179
- Concerned that alternative routes provided take away from direct access to destinations on the higher order streets (e.g. Crater Lake Ave re-routed to Keene Way takes you away from businesses)
 - Discussed how appropriate signage could help guide folks
 - Discussed how signage can signify to bicyclist that they are able to take the whole lane
 - Determined that signage is not a part of this project
- **Suggested Edit:** That bikeway lane width be measured to the face of curb and that asphalt be paved to that point.
- Staff does not recommend this for several reasons.
 - Currently we exceed state regs. From the Oregon Bicycle and Pedestrian Design Guide as it states “The minimum bike lane width is 4 feet on open shoulders, or 5 feet from the face of a curb, guardrail or parked cars. **A 4-foot (min 3 feet) wide smooth asphalt surface should be provided to the left of the longitudinal joint between asphalt pavement and the concrete gutter section.** It is preferable to pave the bike lane to the curb face to avoid a longitudinal joint in the bike lane”
 - Our proposed bike lanes are either off-road paths (6’ wide), 5’ (w/ 3’ buffer) or 6’ in width. If you subtract the 1.5’ gutter from the bike lane the City would still be providing a 4.5’, 3.5’ (w/ 3’buffer) and 4.5’ foot wide bike lane, respectively. The reason for the 1.5’ concrete gutter is that concrete allows for better water flow than asphalt and therefore is the preferred design of our gutters.
 - Additionally, staff feels the concerns of the narrow bike lanes due to gutter interface is likely on older streets that would be considered legacy streets. Updating the cross-section to reflect a different gutter length won’t address these problems. These problems will be addressed by repaving/restriping and targeted efforts.

60. Ongoing Business

60.1 TSP Project Prioritization

- None

60.2 Bicycle improvement project updates

- The Larson Creek project is set to start early April.

60.3 Transportation Commission updates

- Susan Schoder said the Transportation Commission met for the first time.
- The Transportation Commission is expected to hear the Valley View one-way project next hearing.

60.4 Traffic Coordinating Committee updates

- None

60.5 Public Works Department topics

- The Springbrook Road roundabout is in its early stages of the project and they are hoping to have a bid in by the end of the year.

60.6 Parks & Recreation Department topics

- The Parks & Recreation Department have been staking out a location for an ADA pathway in Prescott Park. The pathway should be $\frac{3}{4}$ of a mile and five feet wide.

60.7 Planning Department topics

- The Planning Department is currently working on bicycle parking standards for developers. Sarah Sousa will be presenting it to BPAC next meeting.
- The Oregon Active Transportation Summit will be held April 24-26. Mr. Olivier said that the City of Medford would pay for one member of the Bicycle and Pedestrian Advisory Committee to attend, and asked Committee members to email him if they were interested in going.

60.8 RVTD topics

- RVTD has asked the City of Medford to join them for the Bicycle Breakfast on May 17, 2019. The City of Medford will provide a Breakfast station.

Submitted by:

Cinthya Y. Perezchica
Recording Secretary

BPAC Chair or Vice Chair

Approved:

P.O. Box 974
Ashland, OR 97520



To: Medford City Council/Planning Commission
From: Harlan Bittner, President, Siskiyou Velo
Subject: Public Hearing - Land Development Code Updates
File No.: DCA- 18-179

Date: April 9, 2019

With regard to File No. DCA-18-179, we offer the following comments:

- 1. Section 10.428 (A)** We are pleased to find the explicit commitment to construct separated bikeways on new regional and major arterials, which will provide for safe bicycling for all ages and abilities on those facilities. That same approach should be extended to all arterial and collector streets. Separated bikeways are essential to protect cyclists from serious injury or death due to the high speed of vehicles using these roadway classifications (i.e. arterials and collector streets). According to the National Association of City Transportation Officials, streets with 90 percentile speeds greater than 25 MPH should include separated bikeways (see Appendix A).

However, Section 10.428(A) also allows for existing roadways, where right-of-way may be constrained, the flexibility to allow modifications. The Code should include specific standards or conditions describing when a bicycle facility, other than a separated bikeway, can be constructed. We recommend that the Code include language as follows:

Any proposed deviation that would alter the provision of separated bikeways shall 1) demonstrate that the alternative is safer for people riding bicycles than the required, separated bikeway standard and 2) demonstrate how the alternative conforms to NACTO's Designing for All Ages and Abilities guidelines (see Appendix A).

- 2. Section 10.012** - Definitions should be amended to include a definition of a bicycle lane:

Bike Lane: An area within the street designated by an eight-inch wide stripe and the bike rider symbol, dedicated exclusively to bicycles (except as authorized by ORS 811.440) and no less than five feet wide excluding the gutter pan or drainage grate.

According to The American Association of State Highway Officials, a five-foot minimum width is required for the operation of a bicycle (see Figure 1). People riding bikes require a minimum of four feet in width (see the accompanying figure), which accounts for the width of the bicycle plus the side-to-side oscillations that occur due to pedaling. Note that less-experienced cyclists tend to oscillate more.



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In Oregon, a motor vehicle driver can operate in the entire width of their lane up to the bicycle lane. If the bike lane is only 5 feet wide, and if the bicycle rider is operating in the middle of the bike lane, there can be as little as 6 inches of separation between the motor vehicle and the bicycle rider.

The drain pan is not a rideable surface for a bicycle. The curb itself is a hazard and can be struck by the pedal as it is rotated (an essential part of riding a bike) and lead to a crash. The surface of the drain pan is uneven, contains debris when not regularly swept, often has a different slope than the paved surface, contains frequent seams making for an unsmooth surface, often creates a crack at the joint between the concrete and the paved surface and often is at a different height than the pavement.

3. **Section 10.427(E)(2)(g)(v)** The legacy street provisions should specify that a bike lane shall be eliminated rather than constructed at a substandard width (less than five feet - excluding the drain pan).

Thank you for your consideration.



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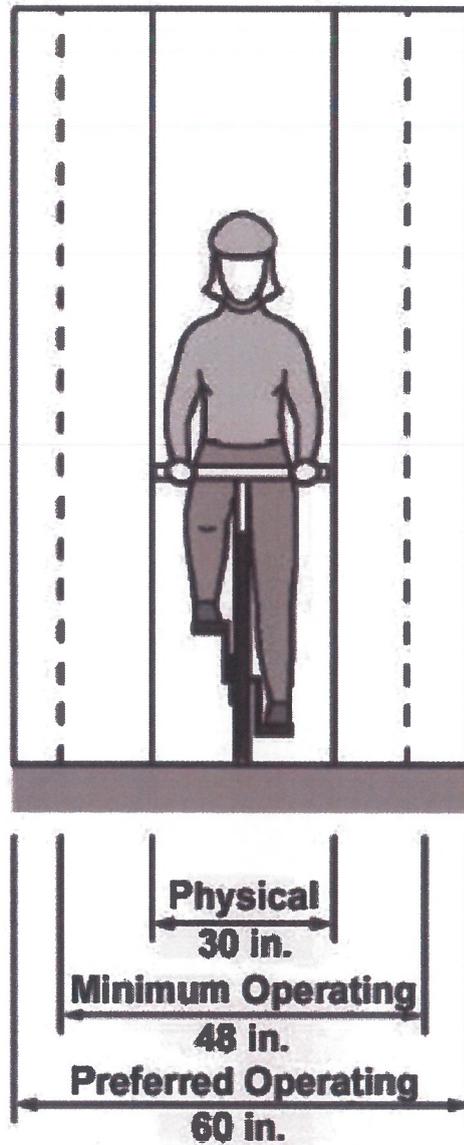
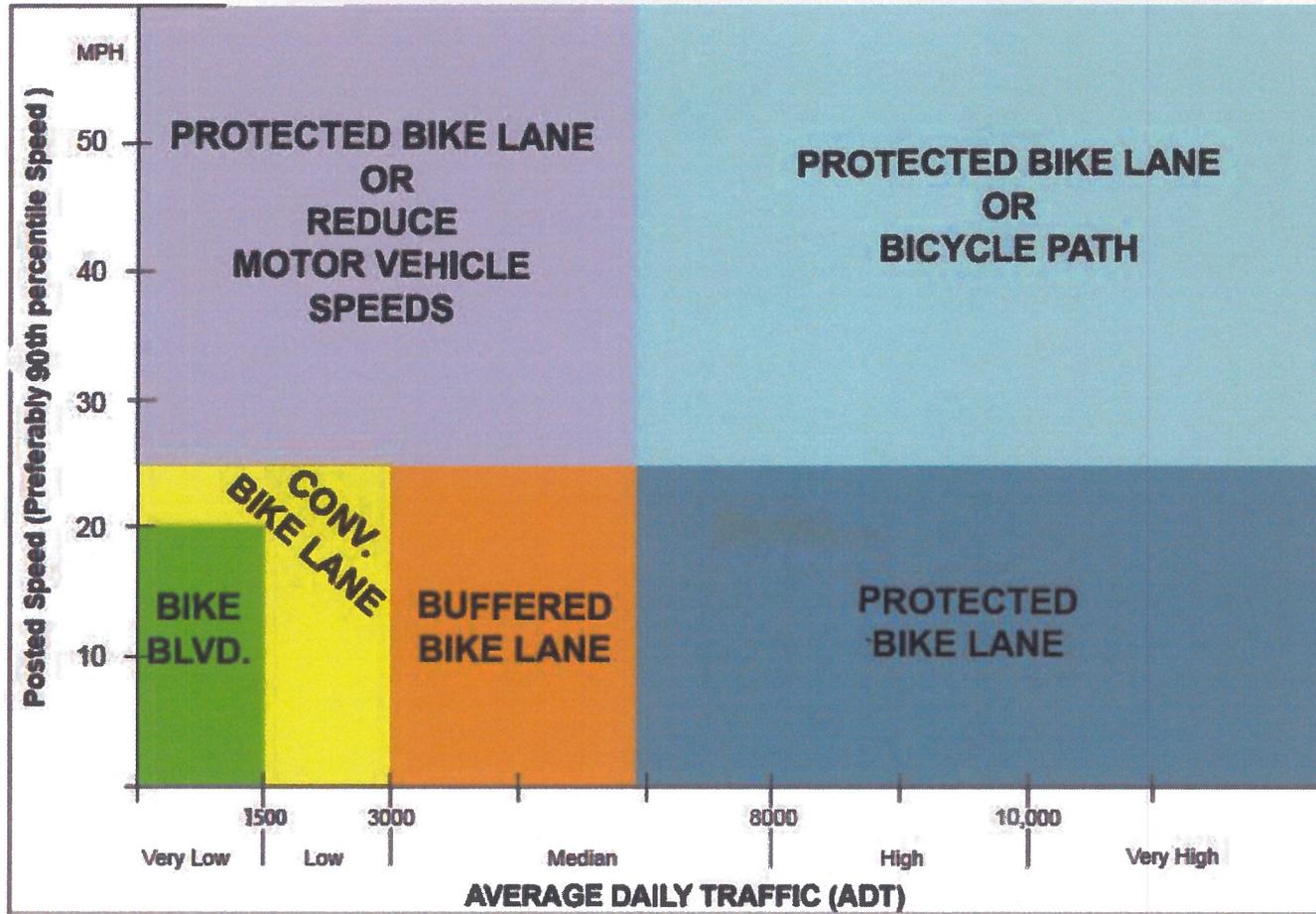


Figure 1. Physical, Minimum and Minimum Preferred Operating Widths for Bicyclists, per 2012 AASHTO Bicycle Guide

NACTO

Contextual Guidance for Selecting All Ages & Abilities Bikeways



Appendix A. NACTO Guidelines for All Ages and Abilities.



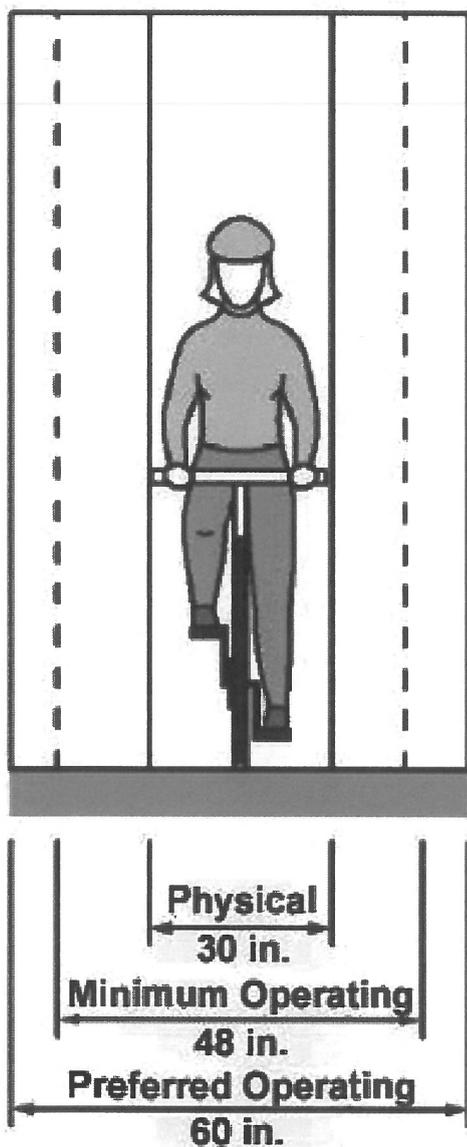
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Medford City Council/Planning Commission
 Public Hearing - Land Development Code Updates
 File No.: DCA- 18-179

Section 10.012 - Definitions should be amended to include a definition of a bicycle lane.

Bike Lane: An area within the street designated by an eight-inch wide stripe and the bike rider symbol, dedicated exclusively to the use by bicycles (except as authorized by ORS 811.440) and no less than five feet wide excluding the gutter pan or drainage grate whichever is greater.

Figure 1



People riding bikes, including the width of their vehicle, require a minimum of four feet in width (see Figure 2). That is because the person riding the bicycle weaves or oscillates side to side as they pedal their bike. The less skilled a cyclist the wider the oscillation from side to side. That is why the American Association of State Highway Officials recommends a five-foot minimum area for the operation of a bicycle. (For clarification – AASHTO’s standards, as illustrated in Figure 1, are for the minimum operating width of a bicyclists and their vehicle, and not the width of the bike lane – see below).

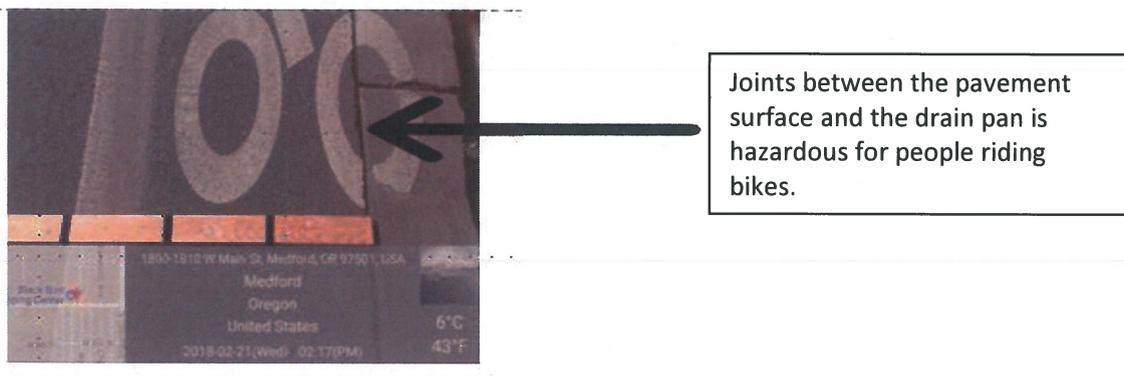
In Oregon, unlike many states that require a minimum three-foot passing distance when passing a person riding a bicycle, a motor vehicle driver can operate in the entire width of their lane up to but not into the bicycle lane. Consequently, any separation distance between a person riding a bicycle and passing motor vehicles must be include (by design) within the width of the bicycle lane. That means that even with a five-foot wide bicycle lane, the distance separating a bicyclist from a passing motor vehicle driver could be as little as six inches if the cyclists were to drive their bike in the middle of the bike lane. Clearly, that is not safe. No one would willingly step off the curb, as a pedestrian, and allow motor vehicles to pass within six inches. That is what a bicyclists is exposed to when the bike lane is only five-foot wide. That is not wide enough for safety but is commonly the width of “standard” bike lanes. That is why NACTO design, siting standards (Appendix A) limit bike lane locations where motor vehicle speeds are below 25 MPH and volumes are less than 3,000 vehicles per day. At least under these circumstances, a person riding a bicycle is less likely to be killed if struck by a passing motor vehicle.

Source: 2012 AASHTO Bike Guide

The drain pan is not a ridable surface for a bicycle. The curb itself is a hazard and can be struck by the pedal as it is rotated (an essential part of riding a bike) and lead to a crash. The surface of the drain pan is uneven, contains debris when not regularly swept, often has a different slope than the paved surface, contains frequent seams making for an unsmooth surface, and often creates a crack at the joint between the

concrete and the paved surface and, often, are a different height than the pavement. The later would be considered a pavement defect and repaired if it were in a motor vehicle travel lane. In a bike lane it is especially hazardous because the abrupt edge created at the seam can cause a bicyclist to lose control when narrow high-pressure tires, common on many bicycles, come in contact with the crack (see Figure 2). All of the above make the drain pan unsuitable for bicycle riding especially at night when defects are not readily visible.

Figure 2



Building narrow bike lanes (less than five feet excluding the drain pan) on arterial and major collector streets is a waste of tax payer money (the vehicle volumes and speeds are too high for this design of bicycle facility – see Appendix A). No one uses them and those who do would be safer if the bike lane weren't there given the lack of separation that these sub-standard bike lanes provide, and the fact that bicyclists are forced, by law per ORS 814.420, to use them even though it is acknowledged that they are unsafe.

Section 10.428(A) requires that Regional Arterial and Major Arterial streets include separated bikeways. But it also allows for a deviation from that standard. The Code should include specific standards or conditions describing when a bicycle facility, other than a separated bikeway, can be constructed. We recommend that the Code include language as follows:

- a. Any proposed deviation that would alter the provision of separated bikeways shall 1) demonstrate that the alternative is both safer and more convenient for people riding bicycles than the required, separated bikeway standard and 2) demonstrate how the alternative conforms to NACTO's Designing for All Ages and Abilities, siting standards (see Appendix A).

The legacy street provisions (**Section 10.427(E)(2)(g)(v)**) should specify that a bike lane shall be eliminated rather than constructed at a substandard width (less than five feet - excluding the drain pan).

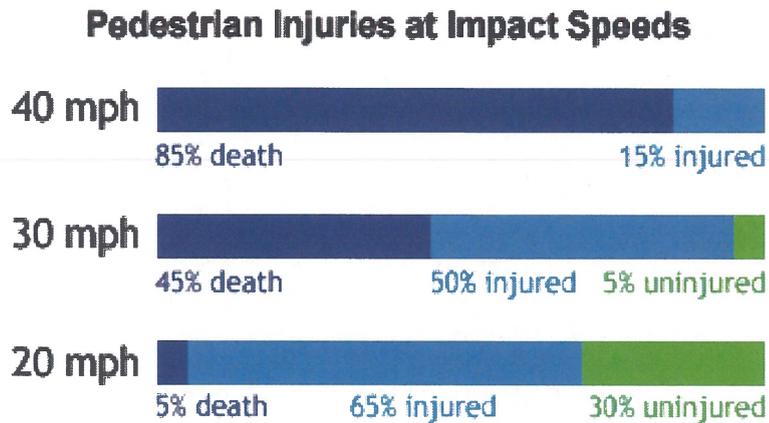
The explicit commitment to constructing separated bikeways on regional arterials and major arterials is welcome. That same approach should be extended to all arterial and collector streets. Separated bikeways are essential to protect cyclists from serious injury or death due to the high speed of vehicles using these roadway classifications (i.e. arterials and collector streets). According to the National Association of City Transportation Officials (NACTO) streets with 90 percentile speeds greater than 25 MPH should include separated bikeways (see Appendix A).

The reason that separation is critical on high speed high volume streets is because without separation the only way to provide for the safety of people on bicycles is to reduce motor vehicle speeds. Motor vehicle speed is a critical factor in injury and death of pedestrians and bicyclists. At speeds greater than 20 miles per hour the likelihood of serious injury and death increases dramatically (see Figure 3). Cyclists

(like pedestrians) are less likely to die and suffer fewer injuries when hit by a motor vehicle driving at 20 MPH as compared to 30 MPH or faster. “At low speeds, below about 15 miles per hour (m.p.h.), risks are low.” (AAA Foundation for Traffic Safety) Lower speeds also reduces the probability of injury when motor vehicles collide.

FIGURE 3

Reducing Vehicular Speeds Decreases Crash Risk and Crash Severity



Source: http://guide.saferoutesinfo.org/engineering/slowing_down_traffic.cfm

Either the City should retrofit arterial and collector streets, that currently have bike lanes, to include separated bikeways (which the TSP provides no funding to construct) or, where that is not possible, the posted speed on streets with bike lanes should be reduced to 25.

The City Council can make the City safer for all road users by slowing down motor vehicle traffic. ORS 810.180(9) allows the City to the reduce speeds, although only temporarily, on any street.

9) A road authority may establish an emergency speed on any highway under the jurisdiction of the road authority that is different from the existing speed on the highway. The authority granted under this subsection is subject to all of the following:

(a) A speed established under this subsection is effective when appropriate signs giving notice thereof are posted upon the highway or portion of highway where the emergency speed is imposed. All signs posted under this subsection must comply with ORS 810.200 (Uniform standards for traffic control devices).

(b) The expense of posting any sign under this subsection shall be borne by the road authority having jurisdiction over the highway or portion of highway where the emergency speed is imposed.

(c) A speed established under this subsection may be effective for not more than 120 days.

ORS 810.180(10) authorizes the City to permanently reduce speeds on streets in residential districts. In addition to saving lives, reducing speeds in residential areas will improve the quality of life in the City's neighborhoods.

(10) A road authority may establish by ordinance a designated speed for a highway under the jurisdiction of the road authority that is five miles per hour lower than the statutory speed. The following apply to the authority granted under this subsection:

(a) The highway is located in a residence district.

(b) The statutory speed may be overridden by a designated speed only if:

(A) The road authority determines that the highway has an average volume of fewer than 2,000 motor vehicles per day, more than 85 percent of which are traveling less than 30 miles per hour; and

(B) There is a traffic control device on the highway that indicates the presence of pedestrians or bicyclists.

Please make the City safe for all user of the transportation system.

Thank you,

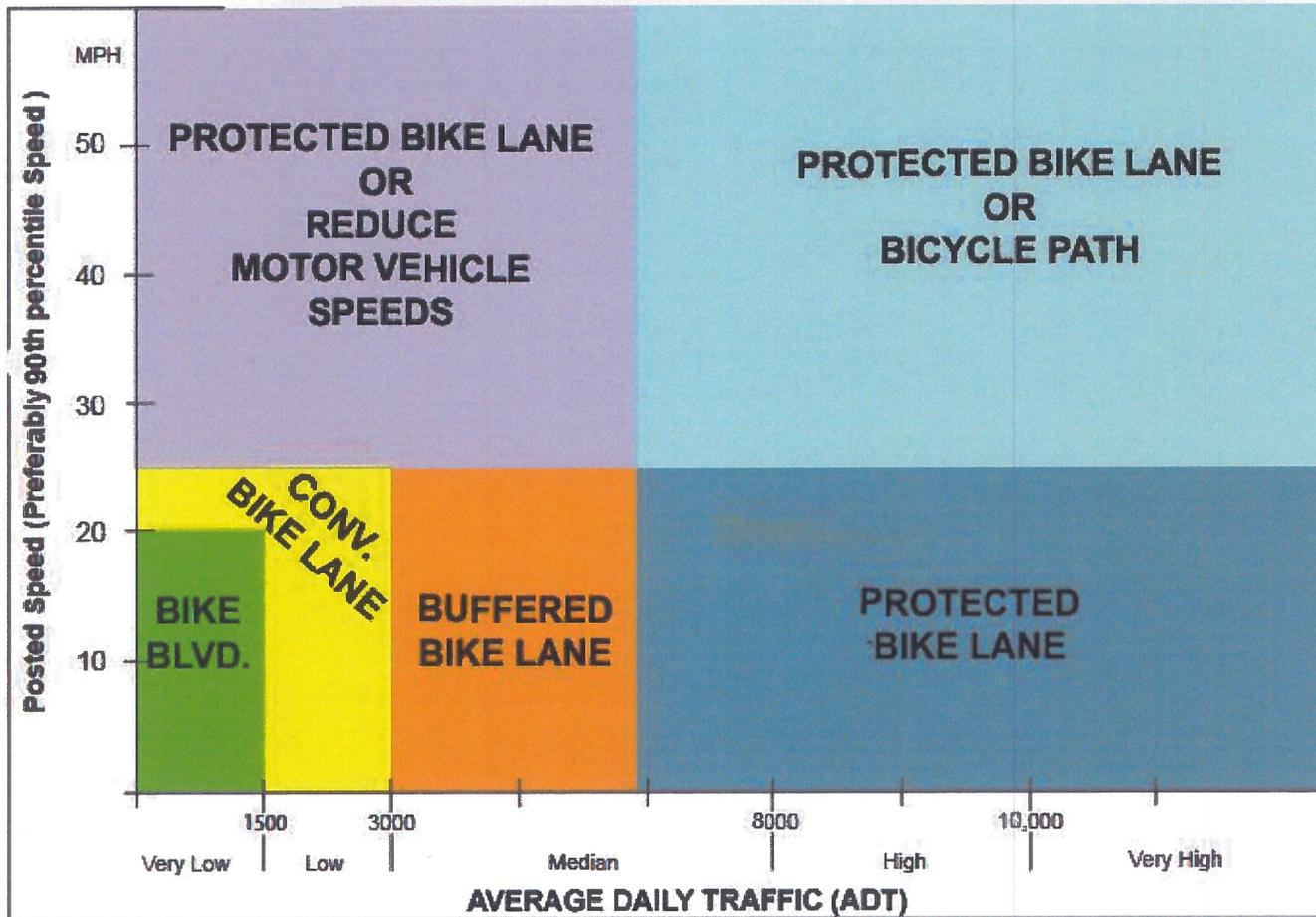


Gary Shaff
516 Herbert St
Ashland, OR 97520

NACTO

Contextual Guidance for Selecting All Ages & Abilities Bikeways

Appendix A





City of Medford

TRANSPORTATION COMMISSION

MINUTES

February 27, 2019

Lausmann Annex, 200 S. Ivy, Medford, OR – Room 151

The Medford Transportation Commission (TC) was called to order by Karl MacNair at 3:00 p.m.

10. Roll Call:

Members Present: Dennie Conrad; Al Densmore; Jaime Jordan; Kim Parudcci; Peggy Penland; Jared Pulver; Suzanne Schroeder

Members Absent: None

Staff Present: Karl MacNair, Public Works Engineering; Tim D'Alessandro, Council Liaison; Brenda Barker, Public Works Engineering; Cory Crebbin, Public Works Engineering; Alex Georgevitch, Public Works Engineering; Eric Zimmerman, City Manager's Office; Kyle Kearns, Planning; Carla Paladino, Planning; Kelly Evans, Planning

Citizens Present: Robert (Bob) Shand, Liberty Park Neighborhood

20. Introductions: The commissioners and staff gave introductions on their roles and interests. Robert Shand introduced himself to the commission and expressed his disappointment that there are no projects on the proposed budget in the Liberty Park neighborhood.

30. Elect Chair and Vice Chair: The commission agreed to meet monthly on the 4th Wednesday of the month from 12:30 to 2pm, except the meeting will be on March 20th next month due to Spring Break.

Dennie Conrad volunteered to be vice chair. Kim Parducci suggested Al Densmore for chair.

Kim Parducci made a motion that Al Densmore be chair and Dennie Conrad be Vice Chair; Dennie Conrad seconded. The commission voted unanimously in favor of the motion.

40. Minutes: None to approve

50. Agenda Items:**50.1 Transportation Project Budget**

Karl MacNair presented the budget materials that were in the agenda packet. Staff would like a recommendation on the budget from this Commission at the March meeting. Al Densmore asked about the timeline and Cory Crebbin said it would be presented to the City Council in the first week of May. Changes can still be made but it will be more difficult to make changes as more time passes. Al made a suggestion that having information about values/filters on budget would be helpful to consider such as resiliency and social justice issues (such as prioritizing bike facilities in lower income neighborhoods with lower levels of car ownership). Suzanne Schroeder suggested prioritizing locations with fatal and injury crashes. Al mentioned the MPO's criteria for project selection. Cory pointed out that with the Transportation Commission just being formed and, unfortunately, it's not great timing to get into all the details and prioritization of all the possible projects. We intend to do that in future budget years but at this point, we want to hear

suggested changes for this budget. Many of the projects are in design or grant funded and really shouldn't be removed. Al asked for staff to make it more clear which projects the commission does have influence over at this time. Dennie pointed out that this first year will be a transition year; maybe next year will be more transformational. How do the commissioners understand what has been done to build this project list? Al asked about the programmatic funding for bike and pedestrian projects that was identified in the TSP. Karl mentioned that BPAC has prioritized projects for this funding and he would send BPAC's recommendations out to the Commission members. Karl offered to provide more background on the projects and address the criteria mentioned today in more detail with respect to the projects on the proposed list prior to the next meeting.

Jared Pulver asked about what the zeros mean on the TSP project list. Those were shown as zero in the TSP because they were already in the last budget and were accounted for in the TSP financial projection due to the way the TSP financials were put together.

Tim D'Alessandro asked about a glossary and the TSP link being sent out to the commission. Kim Parducci asked for background on why projects were included on the proposed list. Cory stated we need to make it clear what projects have restricted funds and why they are on the list.

Jared asked about planning projects from the TSP beyond the next 2 years. Karl pointed out the TSP tier 1 list does identify short (1-5 years), medium (6-10 years), and long term (11-20 years) projects. Staff does plan to bring the long-term Capital Improvement Plan back to the commission for input.

Alex Georgevitch pointed out that the commission has through March, and April if needed, to make recommendations for changes. Changes can still be made and staff wants to hear what the commissioners have to say about recommendations for changes to the budget. Commissioners were encouraged to focus on this upcoming budget and any changes they'd recommend. Planning for future budgets will happen after this budget is adopted.

Al discussed that he envisions the commission providing input to future grant funding opportunities and help direct the focus on where grant efforts are spent.

50.2 Cross-sections and Legacy Street Code Amendment

Kyle Kearns gave a staff report on the proposed code changes. These changes were included in the recently adopted TSP and are now being codified. The level of service standards and new cross-sections are being brought forward into the code. The legacy street standards are also being brought forward into the code which allow for standards to be modified on existing streets where the new cross-sections would not be retrofitted due to constrained right-of-ways. Kyle explained the concept of legacy streets and asked for comments by the following meeting; comments will be included in both the Planning Commission and City Council agenda packets. Bob Shand asked where the idea of legacy streets came from. Karl said it came out of the TSP development and repeated requests to incorporate flexibility from the advisory groups. Al requested an individual meeting to go over legacy streets in detail. Kyle offered to send out an email and meet with any commissioners who would like to.

Jared asked about cyclist preference for having on-road or off-road facilities. Suzanne stated that cyclists feel more comfortable and safer when there is a greater separation from traffic. Jared asked about whether frequent road interruptions reduce the effectiveness of off-street paths. The new cross-sections with off-street paths may only get built on the periphery of the City. How do we connect them with the existing system? Suzanne said that as more good facilities are built and more connections are made, more people on bicycles on the system will make everyone more used to looking for bicycles. Karl pointed out that the low volume shared streets can be comfortable also; the need for separation increases with speed and volume. Kyle clarified that comments can be sent via email or by individual meetings.

Tim asked if the gutter pan is included in the bike lane dimensions. Karl responded that the gutter pan is included and it is 1-1/2 feet wide within the bike lane dimension.

50.3 Introduction to the Upcoming Concurrency Code Amendment

Karl discussed the language in the TSP that directs staff to update Medford's concurrency policy to align with the Transportation Planning Rule (TPR). He gave a brief overview of how Medford's code currently requires

transportation facilities to have adequate capacity at the time of zone change, but the TPR allows for it to be available by the end of the planning horizon. Staff is working on code language and will bring it back to the commission in the future. The TPR acknowledges that this will result in near term congestion increases, but allows development to continue so System Development Charges (SDCs) and other fees can be collected to fund transportation improvements. It's the chicken or the egg dilemma. The City Council inserted direction into the TSP for staff to bring forward code changes that align Medford's code with the TPR. There were some questions about what concurrency means and why it matters. Staff will provide a more detailed explanation prior to diving into the code amendment language.

60. Other Business

60.1 Boards and Commissions Handbook and Form: Forms were requested to be returned to staff. Please also read the handbook; it has important information in it.

60.2 Local Government Basics Handbook: Handbooks were passed around that detail the rules and responsibilities that commission members take on with regards to conflicts of interests. Eric Zimmerman pointed out to ask staff if you ever have a question about whether something is a conflict of interest.

60.3 Rules of Procedure / Meeting Schedule: Cory asked commissioners to send ideas for topics for future meetings to staff. Staff thanked all the volunteers for their time.

70. Next Meeting: March 20, 2019 at 12:30pm

80. Adjournment: The meeting was adjourned at 4:28pm.

Respectfully Submitted,



Karl MacNair
Transportation Manager



City of Medford

TRANSPORTATION COMMISSION

MINUTES

March 20, 2019 – 12:30 p.m.

Lausmann Annex, 200 S. Ivy Street, Medford, OR
Room 271

10. Roll Call

Members Present: Dennie Conrad, Jaime Jordan, Kim Parducci, Peggy Penland, Suzanne Schroeder, Tim D'Alessandro

Others Present: Paige West, Joseph Smith

Staff Present: Karl MacNair, Cory Crebbin, Matt Brinkley, Carla Paladino, Eric Zimmerman, Sheila Giorgetti

Absent: Al Densmore, Jared Pulver

Dennie Conrad called the meeting to order at 12:33 p.m.

20. Citizen Communications: None.

30. **Approval of Minutes** from February 27, 2019. There were no comments, questions or revisions to the minutes. Kim Parducci **MOVED** to approve the February 27, 2019, minutes as presented. Suzanne Schroeder **SECONDED**. Motion was approved and minutes were accepted.

40. Agenda Items:

40.1 Transportation Project Budget (R)

Karl MacNair briefed. This topic was introduced at the last meeting and relates to the Transportation System Plan (TSP) project list and budget. There were a number of questions and more information has been put together for the Commission to review. The city budgets for two-year periods, with the fiscal year running from July 1st through June 30th. The projects currently being considered are for the FY2020 and FY 2021 budget cycle which will run from July 2019 through June 2021.

Several projects were carried forward from the current biennium, including Springbrook: Cedar Links to Pheasant which is in design phase and the Transportation Facility public hearing is done. Also carried forward is Foothill Road improvements; the Transportation Facility is done and the project is in design.

There are two projects from the 17 Project list; this list resulted from a 1996 bond measure and all except two projects are complete. The two projects that remain on this list are proposed for the new biennium. Funding for these two projects has already been collected from surcharges and utility bills.

Mr. MacNair explained Tier 1 versus Tier 2 projects. Tier 1 projects are planned to be built by the city within the 20 year planning horizon and Tier 2 projects are not planned to be built at this time. In addition, projects are further identified by term. Short term is 1-5 years, medium term is 6-10 years and long term is 11-20 years.

The TSP identified annual funding targeted specifically for pedestrian and bicycle projects, but did not prioritize specific projects. The Bicycle Pedestrian Advisory Committee was asked to prioritize specific locations. Some of the projects on the list reflect these priorities.

Mr. Conrad complemented staff on the format and information provided, stating that was very helpful to visualize the project and tie-back to the budget.

Cory Crebbin clarified that it is questionable whether Public Works has sufficient funding to build all the projects on the proposed budget list. It is very likely that some may have to be taken out of the budget. In addition, the Budget Committee could direct that transportation project funding be reduced. In these scenarios, staff will rely on the Transportation Commission to help determine which projects are taken out of the budget.

Suzanne Schroeder asked if there are criteria – such as safety, location, number of accidents – for making budget cut decisions. Mr. MacNair responded there is no system in place, but this will be created for the Transportation Commission to include criteria listed by Ms. Schroeder.

Eric Zimmerman reminded members of the importance of having criteria and knowing what people care about. This will help the commission determine priorities.

Commission members discussed the project list, priorities, and funding. Mr. Conrad noted that the first few projects in the budget account for 70% of the total budget. Tim D'Alessandro stated that the Urban Growth Boundary expansion needs to be watched to ensure projects aren't chosen to be eliminated that would stall development.

The group reviewed the proposed projects to determine which could be earmarked to be taken out of the budget. Mr. MacNair listed projects that could be eliminated or postponed if needed. Mr. Conrad summarized that key criteria will include growth, expansion, safety and connectivity versus retrofit and contingency. These projects are:

- Stewart Ave / Lozier Lane to Dixie
- Traffic System Management
- Adaptive Signal – McAndrews
- Unidentified Traffic Signal

Mr. Zimmerman stated this list is a good recommendation for City Council consideration. The group did well identifying projects that weren't objectionable and already in progress, so funding and time already expended won't be lost.

Peggy Penland MOVED to recommend the project priorities discussed. Suzanne Schroeder SECONDED. Motion was approved.

40.2 Cross-sections and Legacy Street Code Amendment (R)

Carla Paladino briefed. The Planning Department is proposing to amend Chapter 10 of the Medford Municipal Code (MMC) with concepts from the Transportation System Plan (TSP). This would add a new section on Legacy Streets. She is looking for recommendations to the Planning Commission.

Legacy Streets are existing facilities that exist for all travel modes, but are narrower than the current standard.

Peggy Penland elaborated on feedback she provided previously. Table Rock and Morningside are a concern. Children live on the east side of Table Rock, which is not an improved street and there are ditches along a good portion of this road. The fog can be bad, there are no street lights, and the crosswalk isn't painted very often. There are now about 80 children crossing Table Rock and they don't go all the way to the traffic signal at Berrydale, they cross at Midway. She's concerned that the turn lane at Morningside will only benefit vehicle traffic. She would like to see whatever can be done to improve pedestrian safety in this highly dangerous area.

Ms. Paladino briefed on comments received from Jared Pulver relating to definitions, evaluation criteria, and standards. Kim Parducci asked about speed limits and street parking, pointing out that on-street parking restricts sight-distance. Mr. MacNair responded there are existing sections that have parking restricted to accommodate sight-distance. He stated that language may be added clarifying that the parking is optional.

Joseph Smith spoke about a comment forwarded from the Bicycle and Pedestrian Advisory Committee (BPAC) regarding flipping bike lanes to the right side of parking. He would like to add an addendum to the comment that space would need to be added to intersections to increase visibility for bicyclists.

Kim Parducci MOVED to recommend the comments be presented to the Planning Commission. Peggy Penland SECONDED. Motion passed.

40.3 Valley View – Recommendation to Council on changing the speed to 20mph between Hillcrest and Capital (R)

Karl MacNair briefed this was an item at the Traffic Coordinating Committee (TCC) on January 24, 2019. The original request was to change Valley View into a one way street with a bike lane on one side from Hillcrest to Capital. Public Works provided an alternate option and the TCC recommended to add a yield roadway treatment and change the speed limit to 20 MPH. This item will have to go to City Council and is brought to the Transportation Commission for recommendation to go along with the TCC.

Mr. Conrad stated he knows the requestor. Mr. Crebbin explained the option is to abstain from voting or declare judgement won't be influenced in the matter. Mr. Conrad stated it would not influence his judgement in this matter.

Kim Parducci stated she prefers not to vote until she knows the 85th percentile speed on the roadway. This agenda item will be continued to the next Transportation Commission meeting.

50. Other Business

50.1 Concurrency Code Amendment (D): This item was continued.

60. Planning and Public Works Department Updates (I): None.

70. Comments from Commissioners and Other Committees (I): None.

80. Next Meeting: April 24, 2019 – 12:30 p.m.

90. Adjournment: The meeting adjourned at 2:21 p.m.

Respectfully submitted,


Sheila Giorgetti
Office Administrator



Minutes

From Study Session on **April 8, 2019**

The study session of the Medford Planning Commission was called to order at 12:00 p.m. in the Lausmann Annex Room 151-157 on the above date with the following members and staff in attendance:

Commissioners Present

Mark McKechnie, Chair
Joe Foley, Vice Chair
David Culbertson
Bill Mansfield
David McFadden
Jeff Thomas

Staff Present

Kelly Evans, Assistant Planning Director
Carla Paladino, Principal Planner
Eric Mitton, Deputy City Attorney
Karl MacNair, Transportation Manager

Commissioners Absent

E. J. McManus, Excused Absence
Jared Pulver, Excused Absence
Patrick Miranda, Excused Absence

Subject:

20.1 DCA-18-179 Level of Service (LOS) and Cross-Sections Amendments

Carla Paladino, Principal Planner reported that this was presented to the Planning Commission on March 11, 2019 during a study session. Staff has made several changes to the draft based on comments from staff, the Transportation Commission, Bicycle Pedestrian Advisory Committee, and Planning Commission. Staff is seeking comments on proposed alternatives in place of requiring an Exception process with Legacy Streets and other language the Planning Commission wants clarified before the hearing on Thursday.

This is a code amendment related to the Transportation System Plan specifically looking at three topics: 1) Level of Service standard; 2) Cross Sections; and 3) Adding a new section on Legacy Streets.

Legacy street is a street that is improved but may be missing one or more facilities (bike facilities, sidewalk etc.), or an unimproved street or alley predominantly surrounded by developed properties that constrain the right-of-way.

Chair McKechnie stated that there are some streets in Medford that are paved but does not have curb and gutter, they have a ditch. Where do they fall? Ms. Paladino reported those would be called unimproved streets. To Commissioner McKechnie an unimproved street is not paved. Karl MacNair, Transportation Manager stated that is not how the code defines it. This is an existing definition in the code that an improved street has

curb and gutter. An unimproved street has no curb and gutter. The reason for that is it is assumed to be improved to City standards if it has curb and gutter. A lot of the streets Chair McKechnie is talking about were improved to County standards and the City has never accepted maintenance jurisdiction.

Chair McKechnie asked, even though they are public streets? Mr. MacNair stated there are a lot of County maintained roads in the City. Commissioner Culbertson commented that Stanford is from Cherry Lane to Hillcrest.

Commissioner McFadden asked, what is Valley View? It is unimproved even though it is black top. To him that fits the category of a legacy street because it has been there so long.

The Planning Commission wanted further discussion on the Adjustment of City Engineer's Determination. The current proposal is to apply for an Exception. Some proposed alternatives:

- 1) Keep Exception, Remove Fees/Application forms
- 2) Subject to Exception criteria only
- 3) Subject to new criteria: equal or better; does not increase safety hazards or increase delays
- 4) Review Body authorized to make adjustments request
- 5) Other options

Commissioner Mansfield asked Ms. Paladino what does staff think is best? Ms. Paladino has not had an opportunity to group staff comments. Her personal opinion is number 4.

Commissioner McFadden is lost. They are talking an unimproved street that is fully developed around it. Where does someone come in to improve the street in that situation? Ms. Paladino stated this is saying that someone is proposing a development and they are on a legacy street. Commissioner McFadden asked, if it is already developed could it be triggered by infill or change the zoning from SFR-4 to SFR-6 and add another lot? Ms. Paladino gave the example of someone comes in and there is curb and gutter and no sidewalk but the cross section requires a planter strip and sidewalk. The City Engineer deems there is enough space to do that. The person states everything around them is curb tight they do not want to do that. They would have to file an Exception for that requirement of the planter strip. Commissioner McFadden asked, does the other people already have sidewalks? Ms. Paladino replied yes. Commissioner McFadden asked, if everybody else did not have a sidewalk is the City going to require them to put in a sidewalk to and from nowhere? Ms. Paladino commented that street improvements are required.

Kelly Evans, Assistant Planning Director gave several examples. One is the foot and half dedication that has gone from 60 foot streets to 63 foot streets. There is already curb, gutter, sidewalk and fully developed. It may not meet the current standards but all the

facilities are there. That is one example of what to do with the foot and half of right-of-way. Nothing. The curb and sidewalk are not going to move. Another example was a partition behind a church that had no curb, gutter and sidewalk. They applied for an Exception because the entire neighborhood is like that. There were many issues with putting in curb, gutter and sidewalk. The Exception was granted.

As far as the alternatives from a business perspective she is not fond of number 1. The City Council has directed the Planning Department to increase cost recovery and so giving away fees is something she struggles with. Especially if it is a stand-alone application.

Commissioner McKechnie asked, what is the fee for an Exception? Ms. Evans replied \$700. If it goes with something else it is half the fee.

Commissioner Mansfield asked, what is the scenario if there is a legacy street and someone wants to build on it? Is that how it comes to the Planning Department? Ms. Evans stated it is usually a land use action. It is something coming for an approval from the Site Plan and Architectural Commission or the Planning Commission to build or develop.

Commissioner Mansfield asked, is the Planning Commission in the process of advising staff about what kind of standards to use in requiring legacy streets to be brought up to date or not? Vice Chair Foley reported they are dealing with the Exception. The first cut is going to be with the City Engineer. If an applicant does not like the City Engineers requirement then it comes to one of the above proposed alternatives. Commissioner Mansfield thinks if it goes to a review body the review body needs to have standards drafted therein. Ms. Evans replied that is correct.

It is helpful for Chair McKechnie to do some hypothetical scenarios. There is an infill lot already platted with nothing there. There will be a single family house constructed on the lot. It is on a Legacy street that does not meet the current criteria. Does that require an Exception? Ms. Evans stated no. Chair McKechnie asked, are they in for something already? Vice Chair Foley replied yes. Chair McKechnie does not have a problem with keeping it the way it is.

According to Ms. Evans, sidewalks are already addressed in the code. There is already relief. If the development pattern is curb tight then it can continue curb tight. This addresses developing a property with something other than single family.

Eric Mitton, Deputy City Attorney emphasized that the fees are set to reimburse staff time involved in working on the project. It is not a penalty or judgement.

Commissioner Thomas asked, is staff charging \$700 when knowing there will be an Exception? Ms. Evans reported that they would have already gone through the process with the City Engineer and cannot come to terms. They will come to a Commission for

the Exception. Mr. Mitton added that currently they are using a hypothetical where there are no other house around that has a sidewalk. That is an easy hypothetical. There are a lot of neighborhoods where there is a sidewalk then gaps. There is a lot of shades of grey between the one extreme where no one has sidewalk except for the applicant. The other extreme is where the applicant is the only one on the block without one. The grey area is where given the circumstances and Commissioner's feelings it could go either way in front of a Commission.

Vice Chair Foley commented that Black Oak is a good example of that.

Commissioner McFadden reported that the empty lot north of Country Club Drive south of Acorn with a sidewalk but no section of sidewalk on Black Oak from Country Club Drive to Hillcrest. The other side of the street has a sidewalk. The vacant lot at some point will be developed. Will the City say the only thing missing is the sidewalk? To him that is past the issue of legacy. He views the upper part of Black Oak that has no curb and sidewalks legacy.

Chair McKechnie pointed out that a case came before the Planning Commission where the applicant submitted for an ADU on a legacy street and the Commission required them to do a right-of-way donation and install curb, gutter and sidewalk. It was an infill situation. Ms. Evans clarified that it was a partition.

Mr. MacNair pointed out that there is an existing section in the code that is separate from the legacy street that gives criteria when to defer street improvements. Even if it is a partition where street improvements are required if the applicant can show so much of the block is unimproved then they are allowed to defer the street improvements. Chair McKechnie commented that the applicant has to pay for that. They have to put 125% of the value up front.

This will be presented to the Planning Commission on Thursday, April 11, 2019.

Vice Chair Foley is confused. Ms. Paladino stated that the applicant would submit a site plan for development on a street that is deemed legacy. The applicant needs to speak with the City Engineer and if the applicant does not agree with the City Engineer the applicant would have to file an Exception. They are changing the City Engineer's determination.

Vice Chair Foley asked, what do the alternatives provide that are different other than removing the fees? Doesn't the applicant have to go through that process anyway to bring it to the Body? Ms. Paladino replied yes. The proposed alternative number 3 has criteria that would need to be met. It has to be equal or better than City Engineer's determination and not increase safety hazards or increase delay. It gives criteria but not through a formal exception process.

Commissioner Mansfield asked, can staff live with alternative 3? Ms. Paladino responded that personally she could. She is not the only staff person.

Ms. Evans commented on the Exception criteria stating that one of the criteria is that the situation is unusual and does not generally occur elsewhere in a zoning district across the City. That could be challenging because there are a lot of legacy streets. The foot and half dedication requirement is problematic. It would be hard to make the case it would meet the criteria. Ms. Evans is a fan of alternative 3 because it is traffic and location specific.

Vice Chair Foley also likes alternative 3. Having criteria to work with is a good thing. The Commission can apply judgement.

Mr. Mitton struggles with unique and unusual circumstances. The point staff wants the applicant to make if they are trying to justify not having sidewalks is that no one else in the neighborhood has sidewalks. The legal standard is the opposite of what factually they should have to prove to justify it. Having criteria is important. Those criteria make more factual sense than the exception criteria.

There is new language of pedestrian crossing and improvements for all streets based on a Transportation Commissioner's comments. It requires the City Engineer's review of existing pedestrian crossings along the street of the development and determination if new or upgraded crossings are needed based on impacts. Improvements may include cross walks, pedestrian islands or rapid flashing beacons to enhance pedestrian safety.

Vice Chair Foley likes it. However, there are places that need these right now. If it is part of an existing issue how much exacerbation do they have to create before they are asked to put in the improvement? Part of the Liberty Park recommendation will be a number of crossings. If a developer develops near there do they get the bill for that? Ms. Paladino replied that maybe they would have to pay a portion. It was written for proposed development. This may not be the perfect fit for this amendment.

Vice Chair Foley asked how would Mr. MacNair look at this? Mr. MacNair has struggled with how to implement the comment. He understands the concern but how does the City require this of a development? It does not seem like a good fit for legacy streets.

Commissioner Thomas stated that he does not see the criteria for the new language. The text is fine. It is an aspirational thing to put in but not into the code.

Chair McKechnie commented that the wording: "Requires City Engineer reviews of existing crossings..." presumes staff time will be take out sometime between now and some date specific looking at every intersection and identified as good, bad or otherwise. To him that seems a little unrealistic. Commissioner McFadden replied that is what the City Engineer is supposed to do. Chair McKechnie thinks it should be deleted.

A comment was received from Commissioner Pulver clarifying use of arterial cross sections. The new language denotes cross section with separated bicycle facilities shall be used first on new streets and evaluated first on existing streets. Chair McKechnie asked, does the bicycle people has issues with that? Ms. Paladino reported that it depends on the personality of the cyclist.

Commissioner McFadden thinks the drawing is an example of the bicyclist on the bicycle route and depending on the tree he does not get seen until a vehicle turns in front of him. Mr. MacNair responded that sort of thing is why the Transportation System Plan is being appealed. They wanted more of this and how is the City going to get it everywhere. It is lower traffic stress. Separated facilities have shown to be safer in studies.

There are reworded sentences in Minor Arterial, Major Collector, and Minor Collector related to street designs. There was an added sentence about landscape medians on Minor Arterial (staff will request this to be removed at the hearing). Mr. MacNair reported that it does not need to be in the standard cross section. The cross section tells how wide it is, how many lanes, and not every design treatment of the street.

There have been discussions with the Bicycle Pedestrian Advisory Committee and the Transportation Commission on minor collectors. Language provides the City Engineer flexibility to allow for reconfiguring the parking lane and the bicycle lane, or separating the bike lane from the roadway. There is added wording about sight and distance at intersections and evaluating parking.

Mr. MacNair is not in favor of the change to the cross section language as a standard cross section. Ms. Paladino commented that there are other mechanisms to modify the cross section.

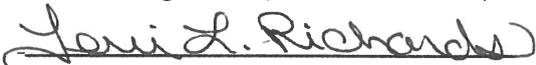
Commissioner Thomas thinks if you do not put criteria on why you would do it then it becomes political.

Ms. Paladino reviewed minor graphic changes such as revising the drawings to say Easement not Right-of-Way, and dimensions.

Ms. Evans reported that they would have a decision from LUBA tomorrow on the TSP. Ms. Paladino updated the date to April 23, 2019.

30. Adjournment

The meeting was adjourned at 12:50 p.m.



Submitted by:

Terri L. Richards

Recording Secretary



Planning Commission

Minutes

From Public Hearing on **April 11, 2019**

The regular meeting of the Planning Commission was called to order at 5:30 PM in the City Hall Council Chambers on the above date with the following members and staff in attendance:

Commissioners Present

Mark McKechnie, Chair
 Joe Foley, Vice Chair
 David Culbertson
 Bill Mansfield
 David McFadden
 E.J. McManus
 Jared Pulver
 Jeff Thomas

Staff Present

Kelly Evans, Assistant Planning Director
 Carla Paladino, Principal Planner
 Eric Mitton, Deputy City Attorney
 Doug Burroughs, Development Services Manager
 Karl MacNair, Transportation Manager
 Greg Kleinberg, Fire Marshal
 Terri Richards, Recording Secretary
 Dustin Severs, Planner III

Commissioners Absent

Patrick Miranda, Excused Absence

10. Roll Call

20. Consent Calendar/Written Communications.

20.1 LDS-18-160 Final Order of a tentative plat for a six lot subdivision on approximately 3.08 acres within the SFR-2 (Single Family Residential – 2 dwelling units per gross acre) zoning district, located on Roxy Ann Road directly south of Autumn Park Drive (371W23DD TL 1800). Applicant: Rita Vinatieri; Agent: Neathamer Surveying Inc.; Planner: Liz Conner.

20.2 LDP-18-172 / ZC-18-173 / E-19-030 Final Orders of a request for tentative plat approval of a proposed three-lot partition on a 0.52-acre parcel located at 1485 Kings Highway within the SFR-4 (Single Family Residential – 2.5 to 4 dwelling units per gross acre) zoning district and a request for a zone change from SFR-4 to SFR-6 (Single Family Residential – 4 to 6 dwelling units per gross acre) and a request for an Exception to allow for 5 parcels to receive access from a Minimum Access Easement (372W36DA801). Applicant/Agent: Larry Denn Construction; Planner: Steffen Roennfeldt.

20.3 CUP-19-017 Final Order for a Conditional Use Permit (CUP) in order to operate a multi-purpose neighborhood center, consisting of programs providing mentoring for youth and their families, at an existing building located at 1241 West 8th Street in the MFR-20 (Multi-Family Residential, twenty dwelling units per gross acre) zoning district (372W25CA11200). Applicant: Youth 71 Five Ministries; Planner: Dustin Severs.

Motion: The Planning Commission adopted the consent calendar as submitted.

Moved by: Commissioner Foley

Seconded by: Commissioner McFadden

Voice Vote: Motion passed, 8-0.

30. Minutes

30.1 The minutes for March 28, 2019, were approved as submitted.

40. Oral and Written Requests and Communications. None.

Eric Mitton, Deputy City Attorney, read the Quasi-Judicial Statement.

50. Public Hearings – Continuance Request

50.1 ZC-18-189 Consideration of a request for a zone change of a 1.89-acre parcel located at 4199 Rachel Way from SFR-00 (Single-Family Residential, one dwelling unit per lot) to SFR-4 (Single-Family Residential, four dwelling units per gross acre) (371W22400); Applicant: Jane Erin Griffin-Hagle; Planner: Dustin Severs. **The applicant has requested to continue this item to the Thursday, April 25, 2019 Planning Commission meeting.**

Chair McKechnie stated that if there are members in the audience that have come to testify on this agenda item and cannot attend the Thursday, April 25, 2019, Planning Commission hearing, please come forward and the Planning Commission will hear your testimony at this time. Please keep in mind that it is possible that your questions may be answered when staff presents their staff report on April 25th. There will be no decisions made this evening on this agenda item.

Motion: The Planning Commission continued ZC-18-189, per the applicant’s request, to the Thursday, April 25, 2019 Planning Commission meeting.

Moved by: Commissioner Foley

Seconded by: Commissioner Pulver

Voice Vote: Motion passed, 8-0.

Old Business

50.2 LDS-19-008 / ZC-19-009 / E-19-010 Consideration of a request for tentative plat approval for Delta Estates – Phases 6-9, a proposed 166-lot residential subdivision on two parcels totaling 31.64 acres; including a request for a change of zone for proposed Phases 6-8, totaling 22.64-acres, and an additional 0.14-acres of the adjacent Phase 5, from SFR-10 (Single Family Residential, ten dwelling units per gross acre) to SFR-6 (Single Family

Residential, six dwelling units per gross acre); and a request for an Exception in order to allow a distance less than 200 feet between two intersections. The property is located east of Cheltenham Way and north of McLoughlin Drive in the SFR-10 zoning district (371W08 1103 & 1104). Applicant: Hayden Homes, LLC; Agent: CSA Planning Ltd; Planner: Dustin Severs.

Chair McKechnie inquired whether any Commissioners have a conflict of interest or ex-parte communication they would like to disclose. None were disclosed.

Chair McKechnie inquired whether anyone in attendance wishes to question the Commission as to conflicts of interest or ex-parte contacts. None were disclosed.

Dustin Severs, Planner III reported that the Land Division approval criteria can be found in the Medford Land Development Code Section 10.202(E). The Zone Change approval criteria can be found in the Medford Land Development Code Section 10.204. The Exception approval criteria can be found in the Medford Land Development Code Section 10.186(B). The applicable criteria were addressed in the staff report, included with the property owner notices, and hard copies are available at the entrance of Council Chambers for those in attendance. Mr. Severs gave a staff report. Staff received a revised staff report from Public Works. The revision is that the dedication of McLoughlin Drive was originally half plus twelve. They reduced it down to half plus eight. The revised staff report will be submitted into the record as Exhibit O-1. A mistake was made on the Land Division criteria. It was listed that criterion was inapplicable. It is not inapplicable because it does abut EFU land. The commission report will read: *"Staff finds the subdivision plat consistent with the Comprehensive Plan and all applicable design standards set forth in Article IV and V. Furthermore, the subdivision will not prevent development of the remainder of the property under the same ownership or of adjoining land; bears a name (Delta Estates), which has been reviewed and approved by the City's Address Technician, the plat includes the creation of streets, which are laid out to be consistent with existing and planned streets of the adjoining properties. Criterion 5 is inapplicable; and the mitigation measures outlined in the applicant's Agricultural Impact Assessment will ensure that an unmitigated land use conflict will not be caused between the land division and the adjoining agricultural lands within the EFU zoning district."*

Chair McKechnie asked, why the residential lane and what is the difference between a residential lane and street? Mr. Severs respond that a residential lane can serve up to eight lots. A residential lane is 33 feet with parking on one side only. A paved standard residential street is 36 feet with parking on both sides.

The public hearing was opened.

a. Jay Harland, CSA Planning Ltd., 4497 Brownridge Terrace, Suite 101, Medford, Oregon, 97504. Mr. Harland addressed Chair McKechnie's question stating that for a residential

lane there is parking on one side. The paved width is the same as a minor residential street.

Mr. Harland reserved rebuttal time.

b. Brett Pearson, 3051 Edgewood Drive, Medford, Oregon, 97504. Phase 4 was designated wetland with a large pond. It is his understanding that the pond was removed by Hayden Homes LLC. He called EPA to inquire if it was legal. He addressed CSA Planning Ltd. several years ago and asked them to cut out pond area to save it for ecological significance for the community. Mr. Pearson showed a photograph of egrets on the land.

Mr. Mitton asked, is Mr. Pearson talking about the wetlands with Phase 4? Mr. Pearson confirmed the question. Only Phases 6 through 9 are before the Planning Commission this evening. Mr. Pearson stated he is talking about Phase 7.

Mr. Pearson continued showing photographs of trees and bushes where the egrets used to be. He also showed photographs of some of the construction equipment trying to eliminate the pond.

Mr. Harland addressed Mr. Pearson's concern stating that this is not a locally significant wetland. The map in the Comprehensive Plan identifies it as an irrigation pond. There is no water source for the wetland.

Doug Burroughs, Development Services Manager clarified that several months ago Owen Drive was classified as a major collector street. In December the new Transportation System Plan was adopted which changed its classification to a minor arterial street. There is approximately a four foot difference in the right-of-way and pavement width. The applicant's application reflects the road as a major collector. The Public Works staff report calls it a major collector which matches what is west of the property. There is a difference and the code would require that it be built to a minor arterial standard. It could impact the applicant's site by several feet on the south side of Owen Drive. There are other ways they could deal with it by reducing planter strips from ten feet to eight feet, keeping the same right-of-way widths. He will let the applicant address his preference. Public Works will be changing their staff report to reflect it as a minor arterial street and what those requirements would be.

Chair McKechnie asked, is that reflected in the revised Public Works report the Commissioners received earlier? Mr. Burroughs reported it is not. The revised report deals with McLoughlin Drive. Originally, McLoughlin Drive would require half plus twelve improvement unless requested otherwise. The applicant has requested to do half plus eight. That is why Public Works changed their staff report. Mr. Burroughs is talking about Owen Drive.

Commissioner McFadden asked, are the improvements required on Owen Drive half plus twelve? Mr. Burroughs responded that the applicant is doing the full width of Owen Drive on the south side with curb, gutter and sidewalk. North side is full pavement up to and including the curb but no sidewalk.

Vice Chair asked, what is happening with Owen Drive from Springbrook? Mr. Burroughs reported that currently nothing is happening. The City will end up extending.

Karl MacNair, Transportation Manager reported that stretch of Owen Drive is in the twenty year plan. It is a Tier One project in the Transportation System Plan. It is identified as a short term project which should be in the first five years of the plan.

Mr. Harland reported that they are trapped in a little bit of a transition with the new Transportation System Plan (TSP). They do not have the new street standard codes for the new TSP and to the west of the project was built as a major collector. There are several different ways to deal with this under the code. Public Works and the applicant will work it out to make sense with SDC credits and planter strip widths for that section.

Commissioner McFadden asked, besides the open spaces and the newly developed park at Kennedy school and the park around Lincoln school, are those the nearest parklands to the project at the current time? Mr. Harland is not aware of any other parklands in this part of the City at this point.

Mr. Mitton reported that as mentioned before these are not locally significant wetlands.

Mr. Pearson asked by what standard because if that pond or wetland was not significant he cannot name one in Medford that was. He does not think the applicant should be rewarded by approving their zone.

Mr. Mitton was saying that locally significant wetlands, not as a value judgement but as a legal term, that there are certain wetlands that have been classified for City purposes as locally significant wetlands. As the staff report notes on page 57 of the agenda packet that the Oregon Department of State Lands is aware of this application. They have the ability to put in conditions and the developer has to meet those conditions. This is not a situation where this Commission has direct control over it like it would for wetlands that have been designated in the City's Comprehensive Plan as locally significant wetlands.

Vice Chair Foley pointed out that on the Conditions of Approval, Exhibits W and X are transposed. Mr. Severs will state and correct that in the Commission Report.

Commissioner Thomas asked, in addressing Mr. Pearson's concern does the Planning Commission have the ability to take that into consideration with their decision? Mr.

Mitton reported it is not one of the criteria that is before the Planning Commission. It is not the same framework if it was deemed locally significant.

Commissioner Thomas asked, Is it between the developer and the State? Mr. Mitton replied they would have to meet any conditions the State puts in place. This Commission is not in a position to require redesign of that phase if the State is supportive of the plan.

The public hearing was closed.

Motion: The Planning Commission adopts the findings as recommended by staff and directs staff to prepare the Final Orders for approval of LDS-19-008, ZC-19-009 and E-19-010 per the staff report dated April 4, 2019, including:

- Exhibits A through X and replacing Exhibit O with Exhibit O-2; and
- Approval of the maximum timetable of five years for the platting of the development in phases; and
- Approval of the proposed Minimum Access Easement to serve lots 187-189, as shown on the tentative plat.
- Adoption of the applicant's submitted Agricultural Impact Assessment (Exhibit N).
- Adoption of the applicant's stipulation as stated in the submitted *Findings of Fact and Conclusions of Law* (Exhibit L).
- The applicant and Public Works will resolve the issues regarding the classification and build out of Owen Drive.

Moved by: Commissioner Foley

Seconded by: Commissioner McManus

Voice Vote: Motion passed, 8-0.

New Business

50.3 CP-19-021 / ZC-19-020 Request for a minor General Land Use Plan (GLUP) amendment to reclassify two contiguous parcels totaling 1.57-acres, located at the southwest corner of Stewart Avenue and South Columbus Avenue, and currently containing nine dwelling units, from Urban Residential (UR) to Urban Medium Density Residential (UM); along with an associated request to rezone the parcels from SFR-10 (Single-Family Residential, ten dwelling units per gross acre) to MFR-15 (Multiple Family Residential, fifteen dwelling units per gross acre) (371W36BC TL 100 & 200). Applicant: Columbia Care Services, Inc.; Agent: Richard Stevens & Associates Inc.; Planner: Dustin Severs.

Chair McKechnie inquired whether any Commissioners have a conflict of interest or ex-parte communication they would like to disclose. None were disclosed.

Chair McKechnie inquired whether anyone in attendance wishes to question the Commission as to conflicts of interest or ex-parte contacts. None were disclosed.

Dustin Severs, Planner III reported staff received a letter jointly submitted by the Fair Housing Council of Oregon and the Housing Land Advocates. They expressed concerns with the staff's findings for Goal 10. Staff included a letter in response from the Planning Director which addressed the concerns they had. They wanted staff to "beef up" findings that addresses Buildable Land Inventory and the Housing Need Analysis. The letter from the Fair Housing Council of Oregon and the Housing Land Advocates will be submitted into the record as Exhibit K. The Planning Director's response letter will be submitted into the record Exhibit L. The Minor Comprehensive Plan Amendment approval criteria can be found in the Medford Land Development Code Section 10.222. The Zone Change approval criteria can be found in the Medford Land Development Code Section 10.204. The applicable criteria were addressed in the staff report, included with the property owner notices, and hard copies are available at the entrance of Council Chambers for those in attendance. Mr. Severs gave a staff report.

The public hearing was opened.

a. Clark Stevens, Richard Stevens & Associates, Inc., P. O. Box 4368, Medford, Oregon, 97501. Mr. Stevens addressed the Fair Housing letter stating that the intent of the future residents of this site is for low income housing for predominately veterans and behavioral disability. The applicant believes they will be providing adequate housing for a needed population within the City.

Vice Chair Foley asked, how are the facilities being accessed? Mr. Stevens reported from Stewart Avenue.

Commissioner McFadden asked, who owns the property to the east? Mr. Stevens stated it is owned by the City of Medford.

Commissioner McFadden asked, has the applicant considered talking to the City of Medford about purchasing the property? Mr. Stevens reported there have been discussions during the Land Development meeting whether the applicant would be interested in purchasing the property. The City has made improvements to that intersection and Columbus Avenue.

Commissioner McFadden asked, is this a fence free community? Mr. Stevens replied yes.

Commissioner McFadden asked, how would Mr. Stevens describe the necessary parking spaces? Mr. Stevens stated that this population does not necessarily need what the code requires. With this development the applicant will go with the parking count due to the

fact there are other residents on this site and visitor parking. When they redevelop the other site they will recalculate parking standards for the demand and needs.

Mr. Stevens reserved rebuttal time.

b. Anthony Martinez, 1224 W. Stewart Avenue, Medford, Oregon, 97501. Mr. Martinez has concerns with Dutch Brothers drive-thru where the vehicle lights shine in his front window. They put external speakers that are on eighteen hours a day that faces his front door. He has contacted City of Medford Code Enforcement approximately five times to have the speaker removed. Dutch Brothers did not get a permit for the speaker and have them blaring. They have removed the speaker. Dutch Brothers has a lot of traffic.

Chair McKechnie commented that Mr. Martinez needs to speak about the housing proposal before the Planning Commission this evening not Dutch Brothers. If he could tie the two together that would be helpful. Mr. Martinez replied that he is trying to tie it all together.

Mr. Martinez continued to talk about Dutch Brothers installing parking lights around the entire property that are on all night that lights up his property. It is annoying.

Mr. Martinez is concerned about the addition of residential units basically under his front window. It will create more traffic.

There is a bus stop directly out his front door. The bus stop has been a problem for years with trash in his yard. He was able to have RVTG put a refuse receptacle in front of his property that helped for a while.

He does not know how the applicant can say the residents of the units will not have vehicles. He is sure it will increase the traffic. It will increase foot traffic. Increase the bus stop traffic. He is concerned that it will devalue his property. High density residential units is too much for the subject property since there is one right next door to that to the west that was recently built.

Chair McKechnie commented that Mr. Martinez has issues with Dutch Brothers that have not been helpful. There are regulations in the development code that prohibit parking lot lights from shining on adjacent properties. He has reasonable concern that he needs to take up with the Planning Department and RVTG.

Commissioner McFadden reported that Mr. Martinez may want to discuss his concerns with his City Council representative because he works for RVTG. He may get some relief.

Mr. Stevens reiterated that the net increase in average daily trips from SFR-10, MFR-15 and multiple family projects is five to six trips per day. Single family has 9.57 trips per

unit. There is a significant reduction in trips with the style of housing the applicant is proposing.

Mr. Martinez will have another opportunity to voice his concerns with the Site Plan and Architectural Commission.

Commissioner McManus asked, will the memo that was provided in response to the Fair Housing Council of Oregon be submitted to the City Council? Mr. Severs replied yes.

The public hearing was closed.

Motion: The Planning Commission adopts the findings as recommended by staff and directs staff to prepare the Final Order for approval of ZC-19-020 per the staff report dated April 4, 2019, including Exhibits A through L; and, based on the findings and conclusions that all the approval criteria are met or not applicable, forwards a favorable recommendation to the City Council for approval of CP-19-021

Moved by: Commissioner Foley

Seconded by: Commissioner Pulver

Voice Vote: Motion passed, 8-0.

50.4 DCA-18-179 A Development Code Amendment to update the standards related to level-of-service, modify the roadway cross sections, and incorporate legacy street standards to reflect changes adopted in the 2018-2038 Transportation System Plan. Applicant: City of Medford; Planner: Carla Paladino.

Carla Paladino, Principal Planner stated that the Development Code Amendment approval criteria can be found in the Medford Land Development Code Section 10.218. The applicable criteria were addressed in the staff report and hard copies are available at the entrance of Council Chambers for those in attendance. Ms. Paladino gave a staff report. Ms. Paladino reported that staff received a letter from Harlan Bittner that will be entered into the record as Exhibit G. Also, a letter was received from Siskiyou Velo (Gary Shaff) that will be submitted into the record as Exhibit H. Both letters were emailed to the Planning Commission. The comments are fourfold. Three are the same in both letters and one additional one from Mr. Shaff. The comments include: Require criteria when separated facilities are not installed; still safe: Add definition for bike lane: Under legacy streets, eliminate bike facility if substandard (less than 5 feet excluding the drain pan): Reduce speed limit on streets with on-road bike facilities to 25 MPH. Public Works and Ms. Paladino have reviewed the letters. They will be forwarded to the City Council. There are no changes staff is proposing at this point to the Planning Commission.

The public hearing was opened.

a. Scott Sinner, Scott Sinner Consulting, Inc., 4401 San Juan Drive, Suite G, Medford, Oregon, 97504. Mr. Sinner is in favor of the legacy street amendment where a standard applies to new streets only. Developers were having to reconstruct existing streets. This will help a lot of that. He is also in favor of the minimum access standards that are in this amendment that differentiate a minor and major minimum access easement. It is a great infill strategy that developers can work on to achieve a safe convenient access for smaller lots.

Vice Chair Foley asked, are the letters going to be forwarded to the City Council and not included in the Planning Commission's recommendation? Ms. Paladino responded that staff will forward the letters as information for the City Council. Staff does not propose any changes to the amendment at this point. Staff is not going to make changes to the text that the letters suggested.

The public hearing was closed.

Motion: The Planning Commission, based on the findings and conclusions that all the applicable criteria are satisfied, forwards a favorable recommendation for approval of DCA-18-179 to the City Council per the staff report dated April 4, 2019, including Exhibits A through H with modifications identified on pages 211, 213, 220, 224, 239, 240 and 243 of the agenda packet.

Moved by: Commissioner Foley

Seconded by: Commissioner McFadden

Commissioner Pulver discussed the Exception language. If it is an Exception what criteria is being used? His concern is how the criteria are complied with. It seems subjective.

Vice Chair Foley commented that an Exception does not come into play until after the City Engineer has made a recommendation.

Commissioner Pulver's concern is how will they win a potential dispute with an applicant? It is a tricky topic.

Chair McKechnie commented that it gives flexibility.

Commissioner Pulver is for flexibility. The terms are ambiguous.

Mr. Mitton reported that the terms are subjective in that they are not numerically quantifiable. Staff does use subjective criteria. Subjective criteria are reasonably applicable when stating it will not increase safety hazards, increase delay, equal or higher quality. They are not so vague where they are unenforceable. The Exception criteria are subjective when talking about whether something is unique in the City. As drafted on

page 211 of the agenda packet gives road maps that if push came to shove could be defended on any decision made under it.

Commissioner Pulver asked, what happens if there is a disagreement between the applicant and City Engineer? Mr. Mitton stated that it is tasked to the Commission on deciding who made their facts better.

Vice Chair Foley likes two of the proposals that the bike people came up with but he is glad they are not forwarding those on as a recommendation. A bike lane definition is not bad. It is not a bad idea if they cannot do a good bike lane to not be included at all. Those are two things he would definitely like the City Council to consider.

Mr. MacNair responded to Vice Chair Foley's comments stating that staff did discuss the letters. He has concerns with their specific bike lane definition. Oregon State law already has a definition. The letters will be forwarded to the City Council. The Planning Commission can still make a recommendation regarding the letters.

Roll Call Vote: Motion passed, 8-0.

50.5 LDS-19-018 Consideration of tentative plat approval for the DeClans Landing Subdivision – a proposed 2-phased, 7-lot residential subdivision to be developed as townhouse lots, on a 1.12-acre parcel located at 738 N Ross Lane in the SFR-10 (Single-Family Residential, ten dwelling units per gross acre) zoning district (372W23DD1300). Applicant: Glen Clark; Agent: Scott Sinner Consulting, Inc.; Planner: Dustin Severs.

Chair McKechnie inquired whether any Commissioners have a conflict of interest or ex-parte communication they would like to disclose. Chair McKechnie disclosed that Scott Sinner is his neighbor but it would not affect his decision.

Chair McKechnie inquired whether anyone in attendance wishes to question the Commission as to conflicts of interest or ex-parte contacts. None were disclosed.

Dustin Severs, Planner III stated that the Land Division approval criteria can be found in the Medford Land Development Code Section 10.202(E). The applicable criteria were addressed in the staff report, included with the property owner notices, and hard copies are available at the entrance of Council Chambers for those in attendance. Mr. Severs gave a staff report.

Vice Chair Foley asked, what is the difference between a private driveway and a minimum access? Mr. Severs reported that a minimum access is where there is no street frontage. These lots have street frontage.

The public hearing was opened.

a. Scott Sinner, Scott Sinner Consulting, Inc., 4401 San Juan Drive, Suite G, Medford, Oregon, 97504. Mr. Sinner reported that the private alley shared driveway is news to him and is supportive of it. This will be a phased subdivision with the extended time period.

It seems to Commissioner McFadden that this plan could be extended to the next street to the south easily. Mr. Sinner stated that the frontage buildings are developed at or near urban density with the single family dwellings south of the site. There is a good circulation plan in place.

Chair McKechnie is assuming the existing house with the driveway on Ross Lane will end up taking access off the private driveway. Mr. Sinner replied that is correct.

Mr. Sinner reserved rebuttal time.

The public hearing was closed.

Motion: The Planning Commission adopts the findings as recommended by staff and directs staff to prepare the Final Order for approval of LDS-19-018 per the staff report dated April 4, 2019, including the maximum timetable of five years for the platting of the development in phases, Exhibits A through I.

Moved by: Commissioner Foley

Seconded by: Commissioner McFadden

Roll Call Vote: Motion passed, 8-0.

60. Reports

60.1 Site Plan and Architectural Commission.

Commissioner Culbertson reported that the Site Plan and Architectural met on Friday, April 5, 2019. They approved three townhouses located at 1026 West 10th Street; a rental car facility located northeast of the Biddle Road and Old Biddle Ramp intersection; and a standalone Starbucks to replace an existing 4,800 square foot building at 2372 W. Main Street.

60.2 Transportation Commission

Commissioner Pulver reported that the Transportation Commission met Wednesday, March 27, 2019 and deferred the report to Mr. MacNair. Mr. MacNair reported they discussed the budget that took up most of the meeting. The Transportation Commission forwarded a favorable recommendation on the proposed two year Public Works project budget and gave guidance on where to look first for cutting items from the budget. They also discussed the amendment that was before the Planning Commission this evening.

60.3 Planning Department

Kelly Evans, Assistant Planning Director reported that the next Planning Commission study session is scheduled for Monday, April 22, 2019. Discussion will be on housekeeping amendments focused on housing issues.

There is business scheduled for Thursday, April 25, 2019, Thursday, May 9, 2019, Thursday, May 23, 2019, Thursday, June 13, 2019 and Thursday, June 27, 2019.

There is training Tuesday, April 23, 2019. John Morgan from the Chinook Institute will have Commissioner training at 3:00 p.m. in Council Chambers. Ms. Evans encouraged the Planning Commission to attend.

There has been no Planning business before the City Council.

This is budget season and Ms. Evans would like to take a photograph of the Planning Commission before they leave this evening. Staff likes to include photographs of the Commissioners in their budget presentation.

Commissioner McManus stated that at a prior City Council study session the priorities were set of possibly updating the 2050 Plan. He was trying to interpret City Council's direction to staff. Ms. Evans reported that the Leadership Team for the City is working on helping the City Council refine their priorities. They are helping them prioritize updating the 2050 Plan. Make it a plan that can be implemented and incorporated in the Comprehensive Plan.

70. Messages and Papers from the Chair. None.

80. Remarks from the City Attorney. None

90. Propositions and Remarks from the Commission. None.

100. Adjournment

The meeting was adjourned at 7:35 p.m. The proceedings of this meeting were digitally recorded and are filed in the City Recorder's office.

Submitted by:



Terri L. Richards
Recording Secretary



Mark McKechnie
Planning Commission Chair

Approved: April 25, 2018

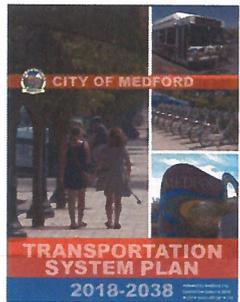


PLANNING DEPARTMENT
Cross-Sections, LOS & Legacy Streets Amendments
Planning Commission Hearing
April 11, 2019

PRESENTED BY THE CITY OF MEDFORD | WWW.CITYOFMEDFORD.ORG

Proposal

- Amend Chapter 10 of Municipal Code with concepts from TSP
- Make revisions to:
 - Level of Service standard
 - Cross Sections
- Add new section on Legacy Streets



FROM THE PLANNING DEPARTMENT | WWW.CITYOFMEDFORD.ORG

Authority

- Planning Commission Recommendation
- City Council Decision
- City Council hearing scheduled for May 16th



FROM THE PLANNING DEPARTMENT | WWW.CITYOFMEDFORD.ORG

Applicable Criteria §10.218

Land Development Code Amendment

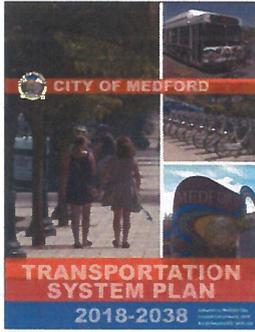
- Explanation of the public benefit of the amendment.
- The justification for the amendment with respect to the following factors:
 1. Conformity with goals and policies of the Comprehensive Plan considered relevant to the decision.
 2. Comments from applicable referral agencies regarding applicable statutes or regulations
 3. Public Comments
 4. Applicable governmental agreements.



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Background

- Adoption of Transportation System Plan (TSP) in 2018
- Accomplish Goals & Actions Items
- Implement the Plan

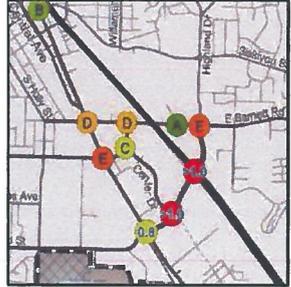


CITY OF MEDFORD
TRANSPORTATION SYSTEM PLAN
2018-2038

FROM THE PLANNING DEPARTMENT | WWW.CITYOFMEDFORD.ORG

Level of Service (LOS)

- Maintain City wide standard LOS "D" with 2 exceptions
- LOS "E" exceptions
 - Stewart Ave. & Hwy. 99
 - Barnett Rd. & Highland Ave.
- Modify table to note LOS D and LOS E standards



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Cross Sections

- Update Cross Sections to reflect changes in the TSP
- Added Separated & Buffered Bicycle Facilities on Arterials
- Added Buffered Bicycle Facilities on Collectors
- Revised R-O-W width standards



Regional/Major Arterial
Ex: McAndrews, Columbus, Stewart

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Regional/Major Arterial



New Separated Bicycle Lanes

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Minor Arterial

New Buffered Bicycle Lanes
Pavement Width: 44'-10"
R/W: 72'-7"

New Separated Bicycle Lanes
Pavement Width: 42'-10"
R/W: 72'-7"

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Major Collector

New Buffered Bicycle Lanes
Pavement Width: 42'
R/W: 74'

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Legacy Streets (Definition/Purpose)

A street that is improved but may be missing one or more facilities (r-o-w, bike facilities, sidewalk etc.), or
An unimproved street or alley predominantly surrounded by developed properties that constrain the right-of-way.

Use of the typical cross section may be difficult or cannot be met and an evaluation of how to best update/improve the street is warranted

City Engineer is provided the discretion to deviate from the cross section standards

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Legacy Streets (Applicability)

- (1) Facilities exist for all travel modes, but are narrower than the current standard
- (2) Missing vehicle lanes
- (3) Missing center-turn-lanes
- (4) Missing planter strip or sidewalk
- (5) Missing bike facilities
- (6) Streets that are mostly improved to an old standard but have unimproved segments
- (7) Existing streets and alleys predominantly surrounded by developed properties on both sides

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Legacy Streets (R-O-W Example)

This slide features a technical map on the left showing property lines, lot numbers, and street names such as 'Amberg Walk', 'Roberts Blvd', and 'Curtain and D Drive'. To the right is a photograph of a residential street with a house and a driveway. The map includes various annotations and a scale bar. At the bottom, there is a logo for the City of Medford and the text 'FROM THE PLANNING DEPARTMENT | WWW.CITYOFMEDFORD.ORG'.

Legacy Streets - (Bike Lane Example)

This slide shows a photograph of a street with a dedicated bike lane. A person is riding a bicycle in the lane, which is marked with a green 'B' and a white bicycle icon. A blue sign with a white bicycle icon is visible. To the right is a cross-section diagram of the street showing the bike lane, a 3-foot buffer, and a 5-foot sidewalk. The diagram is labeled 'Forward View 42'00\"/>FROM THE PLANNING DEPARTMENT | WWW.CITYOFMEDFORD.ORG

Legacy Streets - (Sidewalks/Planter Strips Example)

This slide shows a photograph of a residential street with a sidewalk and a planter strip. The sidewalk is marked with a white 'S' and a white arrow. The planter strip is a raised area with a low wall. The photo is taken from a street-level perspective. At the bottom, there is a logo for the City of Medford and the text 'FROM THE PLANNING DEPARTMENT | WWW.CITYOFMEDFORD.ORG'.

Discussion and Feedback

- Planning Commission
- Transportation Commission
- Bicycle & Pedestrian Advisory Committee
- City Departments
- Public Comments

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Text Changes (pg. 211)

Adjustment of City Engineer's Determination

Current Proposal:

- 1) Apply for an Exception

Proposed Alternatives:

- 2) Keep Exception, Remove Fees/Application forms
- 3) Subject to Exception Criteria only
- 4) Proposed adjustment must meet additional criteria; results in equal or better roadway design & does not increase safety hazards or increase delays
- 5) Review Body authorized to make adjustments requested



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Text Changes (pg. 239)

Minor Minimum Access Easement

- Revise the drawing to say Easement not R/W (right-of-way)

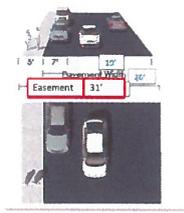



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Text Changes (pgs. 240 & 243)

Major Minimum Access Easement

- Revise the drawing to say Easement not R/W (right-of-way)
- Revise 33' dimension to 31'




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Proposed Deletions (pg. 213)

Section 10.427 (F)

Pedestrian Crossing and Improvements for All Streets

The City Engineer shall evaluate the existing pedestrian crossings for the entire length of the street and determine if new or upgraded crossings are warranted to be installed by the developer based on impacts of the proposed development. Pedestrian crossings may include the installation of rapid flashing beacons, mid-block cross walks, pedestrian islands, or other safety measures determined to be necessary for the safety of pedestrians on the street.



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Proposed Deletions (pg. 220)
Section 10.428 Minor Arterial Description

The landscape median shall be divided into segments and may have a mountable surface in order to accommodate the passage of emergency vehicles

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Proposed Deletions (pg. 224)
10.428 Minor Collector Description

Remove second paragraph related to modifying the cross section of the street to allow flexibility in the placement of the bike lane and parking lane

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New Exhibit(s)

- Exhibit G – Harlan Bittner
- Exhibit H- Gary Shaff
- Comments include:
 - Require criteria when separated facilities are not installed; still safe
 - Add Definition for Bike Lane
 - Under legacy streets, eliminate bike facility if substandard (less than 5 ft. excluding the drain pan)
 - Reduce speed limit on streets with on-road bike facilities to 25 MPH

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Modified Recommended Action

PC to forward a favorable recommendation of the amendments to the City Council per the Staff Report dated April 4, 2019, including all exhibits with the modifications identified on pages 211, 213, 220, 224, 239, 240, & 243 of the packet

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CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.1

www.ci.medford.or.us

DEPARTMENT: City Manager's Office
PHONE: (541) 774-2090
STAFF CONTACT: Brian Sjothun, City Manager

AGENDA SECTION: Consent Calendar
MEETING DATE: May 16, 2019

COUNCIL BILL 2019-36

A resolution urging the Oregon Legislature to Enact Public Employee Retirement System (PERS) reforms that reduce pension costs for public employers, and approving the City of Medford's membership in PERS Solutions for Public Services Coalition.

SUMMARY AND BACKGROUND

The Public Employee Retirement System (PERS) is scheduled to claim an additional \$10 billion from public service budgets over the next eight years. The PERS Solutions for Public Services Coalition is asking Oregon cities to sign on to a resolution that "We agree that cost-saving reforms to PERS are urgently needed to protect and improve public services in Oregon." This aligns with the League of Oregon Cities survey that many cities already signed on to, but there is an impetus to act now to prevent these costs from becoming a permanent fixture in government budgets unless corrective action is taken. This resolution only relates to asking the legislature to take action to address the impacts and not to any potential ballot measure on this issue.

The Supreme Court ruled in 2015 that benefits earned to date must be protected, but benefits yet to be earned and how agencies pay for them can be changed provided they do so on a going forward basis.

PREVIOUS COUNCIL ACTIONS

None

ANALYSIS

The PERS Solutions for Public Services is addressing the impact that PERS costs are having on local governments. If cities do nothing to address the impact of PERS, there will be increased claims on budgets and reductions in services even if the economy continues to do well.

The PERS Solutions for Public Services Coalition state this burden, which has more than doubled since 2010, is costing every household in Oregon more than \$1,500 this year and will exceed \$2,200 within four years, when payroll costs borne by state and local governments will exceed 31% of payroll on average.

The legislature and governor have committed to insulating schools from the impacts of these PERS costs by subsidizing K-12 education with state dollars, but while they have agreed to modest cost-sharing with employees, there is no commitment to spend state dollars to protect local services like public safety and other services.

For many cities and counties this will mean layoffs and reduced funding for public safety, parks, libraries, road maintenance and a litany of other core services that Oregonians rely on.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

1. By state policy, all of this unfunded liability must be paid off by employers as a percentage of their payrolls over the next 20 years. (That duration could be changed, but lengthening this period would increase costs over time.)
2. The ongoing costs of the system before accounting for unfunded liabilities, known as "normal costs," are comparatively modest. These amount to 15.3% of payroll for Tier 1/2 employees and 8.9% for Tier 3 (or OPSRP) employees. For the combined populations, the "normal costs" average out to 11.6% of payroll. These costs are paid in full by employers.



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.1

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3. But the legacy costs associated with the UAL, when paid off as a percentage of payroll, will almost triple these costs for employers – to what would equate to 31% of payroll for school districts and 28% for other government jurisdictions if applied in full today.
4. However, actual rates paid by employers are being phased in over time, from an average of 21% of payroll today to approximately 35% over the next 8 years.
5. Rates for 2019-21 will rise by an average of four points of payroll, claiming an additional \$1.1 billion in public budgets above the \$2.9 billion in employer costs for the 2017-19 biennium.
6. Rates for 2021-23 are projected to rise by another six points of payroll, costing another \$1.4 billion on top of the 2019-21 increase.
7. Some employers are covering a portion of their PERS payroll costs with pension obligation bonds, the proceeds of which (invested in “side accounts”) have been offsetting an average of six points of payroll system-wide. However, these offsets come with their own costs – namely the debt service these employers must pay on their bonds. When these debt service costs are added to the calculation of employer costs, they amount to a net savings of approximately one percent of payroll system-wide.
8. The latest UAL and Pension Bond Analysis report for the City of Medford dated July 9, 2018 shows the 2016 valuation of unfunded liability to be \$64.5 million.

Impacts will be felt at all levels of government, either in the form of reduced staffing and services or in the form of increased fees.

TIMING ISSUES

PERS Solutions for Public Services is currently working on 2019 Legislative Solutions.

COUNCIL OPTIONS

Approve the resolution as presented.

Modify the resolution as presented.

Deny the resolution and provide direction to staff.

STAFF RECOMMENDATION

Staff recommends approval of the resolution.

SUGGESTED MOTION

I move to approve the resolution declaring the City of Medford agrees that cost-saving reforms to PERS are urgently needed to protect and improve public services in Oregon.

EXHIBITS

Resolution

PERS Solutions for Public Services Principles for Reform

PERS Solutions for Public Services Projected PERS impact on Medford city budget

RESOLUTION NO. 2019-36

A RESOLUTION urging the Oregon Legislature to Enact Public Employee Retirement System (PERS) reforms that reduce pension costs for public employers, and approving the City of Medford's membership in PERS Solutions for Public Services Coalition.

WHEREAS, Oregon public employers, including the City of Medford, are facing an unfunded actuarial liability (UAL) in the Oregon Public Employee Retirement System (PERS) pension program of more than \$26 billion, and employer payroll costs have risen from 12% of payroll in 2010 to 19% in 2020 and are expected to rise to more than 30% of payroll by 2025 if the legislature fails to address reforms to the PERS pension program that will reduce the system's claims on public budgets and public services; and

WHEREAS, taxpayer annual costs are also rising, from about \$600 per Oregon household in 2010 to more than twice that amount currently – more than \$1,500 per household this year and climbing to more than \$2,200 per year by 2023; and

WHEREAS, legal and fair options for reforming PERS pensions, including those outlined by the PERS Solutions for Public Services coalition, would provide a path for lowering present and future PERS costs for public employers and taxpayers across the state; and

WHEREAS, the City of Medford will benefit from participating with other public employers across the state as part of the PERS Solutions for Public Services coalition which is advocating for significant PERS pension reforms at the Oregon legislature.

BE IT RESOLVED BY THE CITY OF MEDFORD:

Section 1. We believe that, while every public employer in Oregon is bearing the burden of the PERS UAL in rapidly rising payroll costs, only the state legislature has the authority to reform PERS pensions to reduce the system's costs to public employers; and

Section 2. We believe the principles outlined by PERS Solutions for Public Services meet the objectives of the City of Medford, as a bipartisan effort to find solutions that are fair for taxpayers, public employers and public employees alike; and

Section 3. We believe that the City of Medford, its employees and its citizens will benefit from PERS pension reforms, and relieving the PERS pension burden on the City of Medford budgets will allow the City of Medford to invest in improved public services for our community, and that reforms should be done on a system-wide basis, so that all jurisdictions and the services they provide share in the relief; and

Section 4. We believe the Oregon legislature has a responsibility to take steps necessary to reduce the PERS claim on public services; such as police and fire, public health, higher education, child welfare, college tuition, and senior services; and furthermore that all public employers, not solely K-12 education, be included in reforms.

Section 5. We believe that our participation as a member of the PERS Solutions for Public Services coalition, including our endorsement of its principles to PERS reform, will benefit the City of Medford and other public employers around the state.

Section 6. This resolution is effective immediately upon its adoption.

PASSED by the Council and signed by me in authentication of its passage this ____ day of May, 2019.

ATTEST: _____
City Recorder

Mayor

RESOLUTION NO. _____

**A RESOLUTION URGING THE OREGON LEGISLATURE
TO ENACT PUBLIC EMPLOYEE RETIREMENT SYSTEM (PERS) REFORMS THAT REDUCE PENSION COSTS FOR PUBLIC
EMPLOYERS, AND APPROVING [LOCAL JURISDICTION] MEMBERSHIP IN
PERS SOLUTIONS FOR PUBLIC SERVICES COALITION**

WHEREAS, Oregon public employers, including [local jurisdiction], are facing an unfunded actuarial liability (UAL) in the Oregon Public Employee Retirement System (PERS) pension program of more than \$26 billion, and employer payroll costs have risen from 12% of payroll in 2010 to 19% in 2020 and are expected to rise to more than 30% of payroll by 2025 if the legislature fails to address reforms to the PERS pension program that will reduce system's claims on public budgets and public services; and

WHEREAS, taxpayer annual costs are also rising, from about \$600 per Oregon household in 2010 to more than twice that amount currently – more \$1,500 per household this year and climbing to more than \$2,200 per year by 2023; and

WHEREAS, legal and fair options for reforming PERS pensions, including those outlined by the PERS Solutions for Public Services coalition, would provide a path for lowering present and future PERS costs for public employers and taxpayers across the state; and

WHEREAS, [local jurisdiction] will benefit from participating with other public employers across the state as part of the PERS Solutions for Public Services coalition which is advocating for significant PERS pension reforms at the Oregon legislature.

NOW, THEREFORE, [LOCAL JURISDICTION] RESOLVES AS FOLLOWS:

Section 1. We believe that, while every public employer in Oregon is bearing the burden of the PERS UAL in rapidly rising payroll costs, only the state legislature has the authority to reform PERS pensions to reduce the system's costs to public employers; and

Section 2. We believe the principles outlined by PERS Solutions for Public Services meet the objectives of [local jurisdiction] a bipartisan effort to find solutions that are fair for taxpayers, public employers and public employees alike; and

Section 3. We believe that [local jurisdiction], its employees and its citizens will benefit from PERS pension reforms, and relieving the PERS pension burden on [local jurisdiction] budgets will allow [local jurisdiction] to invest in improved public services for our community, and that reforms should be done on a system-wide basis, so that all jurisdictions and the services they provide share in the relief; and

Section 4. We believe the Oregon legislature has a responsibility to take steps necessary to reduce the PERS claim on public services; such as police and fire, public health, higher education, child welfare, college tuition, and senior services; and furthermore that all public employers, not solely K-12 education, be included in reforms.

Section 5. We believe that our participation as a member of the PERS Solutions for Public Services coalition, including our endorsement of its principles to PERS reform, will benefit [local jurisdiction] and other public employers around the state.

Section 6. This resolution is effective immediately upon its adoption.

Signature

Title

Date

Principles for PERS Reform

Keep the promise for all benefits earned to date – for public employees who are retired and for those still in the workforce.

This is both a legal requirement and a commitment to fairness.

Maintain the basic retirement benefits of the PERS pension plans for those in the current system.

These basic benefits are based on years-of-service formulas that provide 45-50% of an employee's "final average salary" after 30 years of employment. With Social Security providing an additional 20-40% of final salary, these benefits meet the test of adequate, even generous, retirement benefits.

Recognize that there are excesses in the current system that can and should be corrected on a going forward basis.

These excesses, like the Money Match program for pre-2003 employees, continue to produce pension payouts far above the system's years-of-service formulas. Ditto for the use of unused sick leave and retirement to boost benefits for older employees. These add-on features can and should be changed prospectively without reducing the basic benefits of the system's pension plans.

Ensure that employees share in the cost of supporting their retirement benefits, consistent with standard practices in both public and private sector plans.

This used to be the case for the PERS pension plan until 2003, when employee contributions were shifted to a separate retirement savings plan. Employee support for the pension plan is needed to re-establish fairness for taxpayers and consistency with benefit practices in the public and private sectors.

Work with current compensation plans and bargaining agreements so that reforms do not reduce employee paychecks.

Employer "pick-ups" of employee contributions are a legitimate form of compensation when negotiated in lieu of salary.

Give employees choices to tailor their retirement benefits to their career plans.

Many employees will be better served with 401(k)-style defined contribution plans. Others who expect to spend their careers in public service may prefer a traditional pension plan.

Control the liabilities of the system going forward.

If current and future employees are to continue to have the option of a pension plan, employers should be expected to manage their compensation systems so as not to boost future payouts and shift costs to future generations of employees and taxpayers. Also, the system's managers should be required to establish feasible investment targets so as not to understate the true costs of the promised pension benefits.

Commit that all cost savings stay in public budgets to expand and improve public services and attract a new generation of public employees.

The purpose of reform is not to back money out of public budgets but to free up funds that would otherwise be diverted to chasing the rising liabilities of the PERS pension plans. With or without new revenues, these funds will be needed to add school days and reduce class sizes in our schools and to maintain competitive salaries and benefits for a new generation of public employees.



How do PERS costs affect Medford?

This data sheet is intended to help you, as a local policymaker, to better understand the impact that PERS is having on services in your local community.

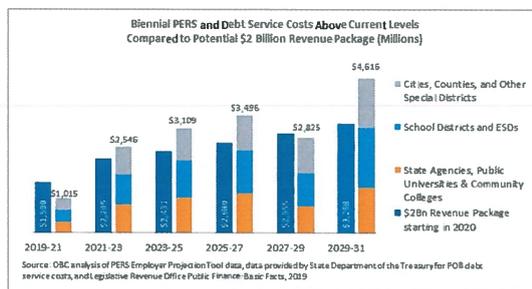
These costs are not in the control of local governments, so it is crucial that we come together to help make state leaders aware of these costs and to help us address them.

We hope that you and/or your city will consider joining with more than 100 individuals and organizations across the state who are asking the legislature

to take action to control the rising costs of PERS.

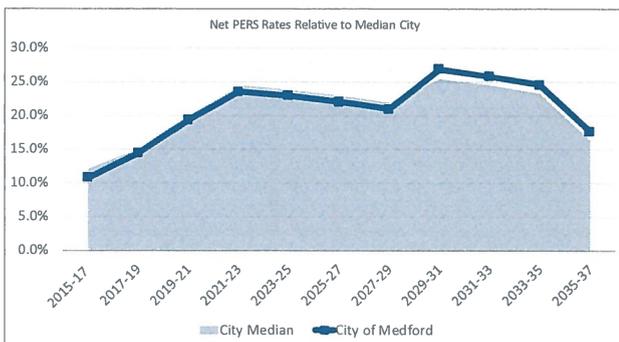
If you have questions or if you would like to schedule a speaker to present to your council,

please contact our outreach coordinator, Sal Peralta at (503)437-2833.

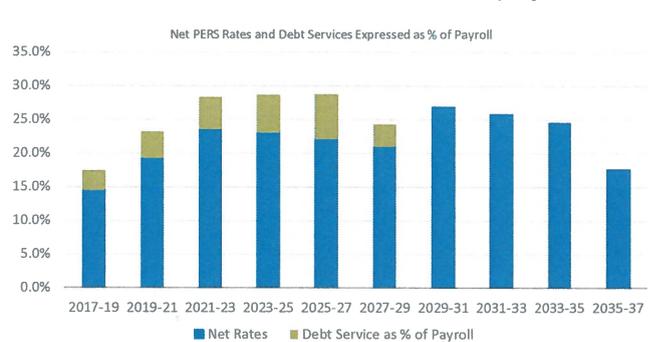


Medford PERS outlook in 4 charts

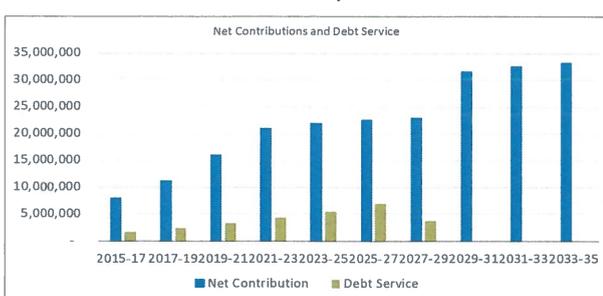
PERS net rate comparison to other cities



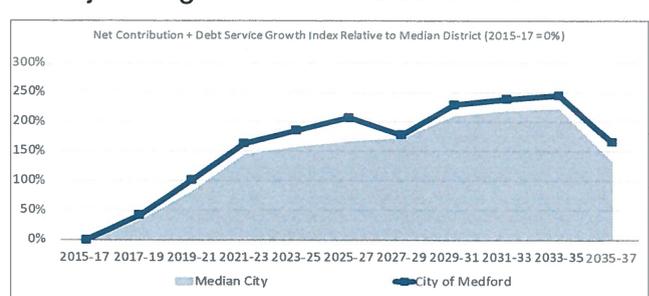
PERS costs as a share of total payroll



Medford share of pension costs



Projected growth in PERS contribution rate





CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.2

www.ci.medford.or.us

DEPARTMENT: City Manager
PHONE: (541) 774-2000
STAFF CONTACT: Brian Sjothun, City Manager

AGENDA SECTION: Consent Calendar
MEETING DATE: May 16, 2019

COUNCIL BILL 2019-37

A resolution authorizing re-application for State designation of the Medford Urban Enterprise Zone.

SUMMARY AND BACKGROUND

Council is requested to consider approval of a resolution authorizing re-application for State designation of the Medford Urban Enterprise Zone for an additional 10-year period. If approved, staff would coordinate with the Southern Oregon Regional Economic Development, Inc. (SOREDI), to assist in the submission of our re-application to Business Oregon.

The Medford Urban Enterprise Zone has been in existence since 1998 and covers all the industrially and commercially zoned property within the City limits. The Enterprise Zone encourages new business investment, job creation, higher incomes for local residents, and a greater diversity of economic activity.

According to SOREDI, who serves as the local Enterprise Zone Manager for the City, over \$144 million has been invested in the Medford zone since inception.

PREVIOUS COUNCIL ACTIONS

On March 20, 2008, Council Bill R2008-52 was approved authorizing re-application for State designation of the Medford Urban Enterprise Zone.

On May 20, 2004, Council Bill R2004-101 was approved authorizing application to the State of Oregon to expand the Medford Urban Enterprise Zone to include all AD-MU zoned lands currently within the Medford City limits.

On February 5, 2004, Council Bill R2004-23 was approved authorizing application to the State of Oregon to expand the Medford Urban Enterprise Zone.

On August 21, 2003, Council Bill R2003-229 was approved authorizing application to the State of Oregon to expand the Medford Urban Enterprise Zone.

On July 18, 2002, Council Bill R2002-116 was approved authorizing application to the State of Oregon to expand the Medford Urban Enterprise Zone.

On April 18, 2002, Council Bill R2002-68 was approved authorizing application to the State of Oregon to expand the Medford Urban Enterprise Zone.

On March 1, 2001, Council Bill O2001-37 was approved authorizing to the State of Oregon to expand the Medford Urban Enterprise Zone to include various properties.

ANALYSIS

Enterprise zones in Oregon are discrete areas up to 12 or 15 square miles in size and have been in existence since the mid-1980's. Each designation lasts up to 11 years. State law no longer sets a limit or cap on how many may be designed statewide with local government sponsorship.

Enterprise zones are intended to induce additional investment and employment by non-retail businesses in areas meeting certain measures of economic hardship. They have proven to be Oregon's key offering



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.2

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in the pursuit of business growth and expansion. Their effectiveness is due to a typical short-term but immediate benefit for the business project's cash flow.

An Oregon Enterprise Zone exempts property taxes only on new property that an eligible business might build or install within the zone at some future time. A qualifying investment under the standard exemption program entails the creation of a new full-time employment in the zone – greater of one new job or a 10 percent increase.

A standard enterprise zone exemption is temporary, usually lasting only three years, after which time the property induced by these incentives is available for assessment, possibly for decades. Extensions of the exemption period to four or five years in total (or even longer under a different rural facility program) are possible, subject to written agreement with the governments sponsoring the zone, higher compensation for new employees, and possibly additional local requirements.

These property tax exemptions are not available to all businesses. Most commercial or retail operations that compete locally are ineligible. Rather, the primary recipients of benefits are manufacturing and other types of facilities serving other business operations.

Financial Impacts of Medford Urban Enterprise Zone

- Since inception, there have been \$144 million invested in the Medford zone and \$403 million in the region.
- In the past decade, SOREDI has processed 24 applications.
- According to the Jackson County Assessor's Office, the City of Medford has lost a total of just under \$143,000 for the tax years 2008-2018 as a result of the exemptions offered through this program.

This action will allow the City to authorize SOREDI to submit the enterprise zone application for the City of Medford and to make any substantive or technical change to the application materials, as necessary, after adoption of this resolution.

The State required notification to those taxing districts impacted by the zone was sent on April 4, 2019. The public meeting was held on April 25, 2019 at 2:00pm in the Medford Room. Those in attendance at the meeting were:

- Kay Brooks – Medford City Council and Council Liaison to SOREDI
- Brian Sjothun – City Manager
- Colleen Padilla – SOREDI Executive Director
- Kathy Troutman – SOREDI Business Development
- Brad Earl – Medford School District 549C
- John Patterson – Fire District #3 (not impacted by zone)
- Harry Weiss – Medford Urban Renewal Director

There was no opposition to the City re-applying for another 10-year designation of the Medford Urban Enterprise District.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

There will be an impact to the City of Medford, but is impossible to predict at this time. As listed above, the impacts for the past 11 years equal a loss of \$143,000 in tax revenues total for that time period.



CITY OF MEDFORD
AGENDA ITEM COMMENTARY

www.ci.medford.or.us

Item No: 60.2

TIMING ISSUES

Staff is requesting action by the Council in order to meet the application deadline to Business Oregon for reauthorization beginning July 1, 2019.

COUNCIL OPTIONS

- Approve the resolution as presented
- Modify the resolution as presented
- Deny the resolution as presented and provide staff direction

STAFF RECOMMENDATION

Staff recommends approval of resolution as presented.

SUGGESTED MOTION

I move to approve the resolution authorizing re-application for State designation of the Medford Urban Enterprise Zone for an additional 10-year period.

EXHIBITS

Exhibit A - Resolution

Exhibit B – Enterprise Zones – What’s It Worth to You?

Exhibit C – Pre Certification Applications (2008-2016)

Exhibit D – Medford Urban Enterprise Zone Annual Reports (2009-2018)

Exhibit E - Map

RESOLUTION NO. 2019-37

A RESOLUTION authorizing re-application for State designation of the Medford Urban Enterprise Zone.

WHEREAS, the City of Medford (City) received the designation for an urban enterprise zone in the City of Medford, Jackson County, Oregon, in 1998, and approval for amendments in 2001, 2002, 2003, 2004, 2008 and 2017, which designation is now expiring after ten years; and

WHEREAS, the City finds that the enterprise zone designation is in the public interest and therefore the City desires to renew the enterprise zone to encourage new business investment, job creation, higher incomes for local residents, greater diversity of economic activity; and

WHEREAS, the City's enterprise zone has a total area of 6.91 square miles, and it meets other statutory limitations on size and configuration, as depicted on the drawn-to-scale map (Exhibit A);

WHEREAS, the City's enterprise zone contains significant land that is reserved for industrial use, as indicated by land use zoning map(s) with the application, consistent with Comprehensive Plan(s) acknowledged by the Land Conservation and Development Commission, and such industrial sites are accessible, serviced or serviceable, and otherwise ready for use and further development; and

WHEREAS, the designation of an enterprise zone does not grant or imply permission to develop land within the Zone without complying with prevailing zoning, regulatory and permitting processes and restrictions for applicable jurisdictions; nor does it indicate any intent to modify those processes or restrictions, except as otherwise in accordance with Comprehensive Plans; and

WHEREAS, the City appreciates the impacts that an enterprise zone has and the property tax exemptions that eligible business firms receive therein, as governed by Oregon Revised Statutes (ORS) Chapter 285C and other provisions of Oregon Law; now therefore,

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

Section 1. The City Council supports the renewal of the City of Medford's Urban Enterprise zone and requests that the director of the State Economic and Community Development Department (Department) order the designation of this enterprise zone.

Section 2. The Director of Southern Oregon Regional Economic Development Incorporated (SORED) is authorized to submit the enterprise zone application for the City of Medford and to make any substantive or technical change to the application materials, as necessary, after adoption of this resolution.

Section 3. The City of Medford will give priority to the use in the proposed enterprise zone, if designated, of any economic development or job training funds received from the federal government, consistent with ORS 285C.085.

Section 4. The City of Medford appoints the Director of SOREDI as the local enterprise zone manager.

Section 5. The City of Medford will comply with the requirements and provisions of ORS 285C.105 and otherwise fulfill its duties under ORS 285C.050 to 285C.250.

Section 6. The City of Medford, within six months of designation, will commit to implement, and to confirm for the Department, its fulfillment of such duties, as specified in OAR 123-668-1100, including but not limited to preparation of a list or map of local lands and buildings owned by the state or by municipal corporations within the enterprise zone that are not being used or designated for a public purpose and that have appropriate land use zoning, and to commit to efforts for making such real property available for lease or purchase by authorized business firms under ORS 285C.110.

Section 7. The City of Medford will provide the local incentives described in the application under ORS 285C.105 in accordance with OAR 123-668-1300 to any authorized business firm in the proposed enterprise zone for the length of the standard enterprise zone exemption, insofar as the firm's qualifying investments are also located inside of the City's jurisdiction; the City has considered the impacts of these binding incentives.

Section 8. The City of Medford as a sponsor of the proposed Enterprise Zone exercises its option herewith under ORS 285C.070 that qualified property of and operated by a qualified business firm as a hotel, motel or destination resort may receive a property tax exemption in the Zone, and that such business firms are eligible for purposes of authorization upon the effective designation of the Zone.

PASSED by the Council and signed by me in authentication of its passage this ____ day of May, 2019.

ATTEST: _____
City Recorder

Mayor

Enterprise Zones – What’s it Worth to You? \$403 Million?

Notes from Colleen’s Desk, 4/4/19

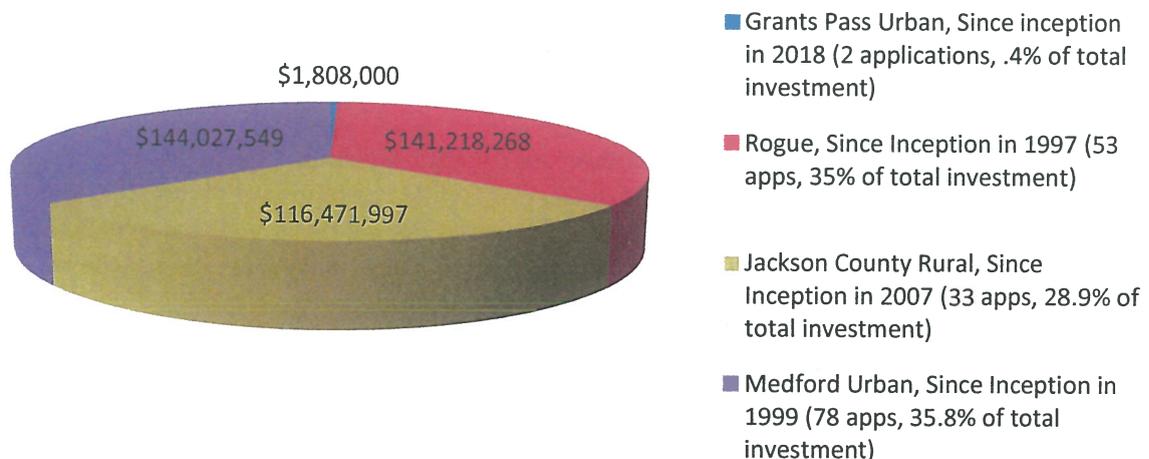
When communities offer large cash incentives to entice a company to relocate, a lot of buzz starts up in the news. New York and Texas may come to mind. We’re a little different in Oregon. The State of Oregon does not offer cash incentives, rather, our primary incentive is property tax abatement. Only traded sector companies and regional headquarters are eligible for this incentive in Oregon. In our region, this is also open to hotel developments. These tax abatements are also limited to specially designated regions of the state called Enterprise Zones. What does that mean for us?

Southern Oregon currently has four Enterprise Zones –Medford Urban, Jackson County Rural, Grants Pass Urban, and Rogue (Josephine County). SOREDI has been managing these Enterprise Zones since the Legislature created the opportunity for sponsoring communities in the late 1990s. In that time, we have processed over 166 applications with a total estimated investment at the time of application of nearly \$403 million, the creation of at least 3,060 jobs and the retention of nearly 10,000 additional jobs.

Currently, the Medford Urban Enterprise Zone is up for renewal. If approved by the city council, it will be recognized for another ten years beginning on July 1, 2019. Last year, the Rogue Enterprise Zone which encompassed all of Josephine County, split in into two zones, creating a new Grants Pass Urban Enterprise Zone when the City of Grants Pass grew too big to qualify as a rural community. With its growing population, now over 35,000, Grants Pass is now considered a metropolitan statistical area (MSA). Jackson County’s Rural Enterprise Zone covers just about all other commercially and industrially zoned properties. Unfortunately, there are still some pockets of the county that do not qualify for the incentive.

The incentive does not apply to land and it is not retroactive. This means that we are proactive, making outreach calls to manufacturers and larger companies to ask if they have any expansion and growth plans. This allows us to have a pre-certification application in hand before the company begins to break ground, add new equipment or machinery, or make significant tenant improvements. Each of those improvements represents an investment

Enterprise Zone Investments in Southern Oregon



in our collective tax base, investments that add value. Translation? More tax revenue for our communities!

There are claw back provisions, of course. New and expanding companies are required to create new jobs equal to at least 10% of their existing workforce – which could be just one job if it is a qualifying new venture. Miss the mark with job creation, and you miss the incentive. Fail to retain those jobs for the required time, or miss the April 1 annual filing period for property schedules, and well, rats... you also miss out. That said, we are also proactive in sending reminder notices at the beginning of each year and following up with these companies each March to be sure all is on track. Besides this being our job as the enterprise zone manager, we think it's just good customer service.

So, what was this enterprise zone activity worth during the 2017-2018 fiscal year? We are glad you asked. SOREDI processed 8 applications – worth \$61 million in promised investments, 141 new jobs and 422 retained jobs. And if we conservatively use the median average wage (2017) for the region, those 563 jobs were worth about \$22.4 million in state wages. Let that resonate for just a minute. As we are often keenly aware – good or bad – Oregon does not have a sales tax which makes us particularly reliant on income taxes to fund education and essential state services. Those created and/or retained wages will result in about \$1.6 million in annual Oregon income tax revenue. So, do the math. Those 8 companies alone will increase their contribution to the income tax base (via their new hires), by 23%.

So what do we give up in exchange for this investment? We temporarily give up the collection of property tax for 3-5 years. After the 3-5 years period, the company begins to pay property tax on those investments. Companies only qualify for five years of abatement if the jobs created provide wages that are at least 150% of the county's average compensation – (salary plus non-mandatory benefits). Right now, that comes out to a total compensation of at least \$62,123 in Jackson County and \$53,861 in Josephine County.

Are you a manufacturer or traded sector firm with more than 50% of your business generated from outside our region? Are you considering a new regional headquarters or perhaps a new hotel development? Then we urge you to call our offices before you break ground, because going back to paragraph 4 – the incentive is not retroactive. Sorry.

Here is one big way that Southern Oregon continues to be business friendly. There is no fee to apply for enterprise zone benefits. In many other communities, the Enterprise Zone manager charges a percentage of the total investment as an administrative fee. But, not at SOREDI. We do not collect a penny from the companies who apply. Nada. Zilch. SOREDI is a membership-supported agency and our services are complimentary. Every job created due to Enterprise Zone application processing was supported by every one of our SOREDI members. Thanks!

Expanding companies are already taking a risk with their investment, expectant that market forces will hold in their favor, and that they will find the qualified, skilled workforce they need for their sustained prosperity. The lack of an application fee is one small thing perhaps in the grand scheme of being business friendly but last time we checked, the big successes were simply the cumulative effect of many smaller measures. Didn't I read that in a fortune cookie once?

Thank you SOREDI members for your financial support – you are helping companies in our region create and retain jobs every day. Hats off to you!

Colleen Padilla, Executive Director

Southern Oregon Regional Economic Development, Inc. | 1311 East Barnett Road, Medford, OR 97504 | www.soredi.org

Pre Certification Applications

Company	Approved Year	E-Zone Application		Electronic Commerce	J O B S		New Investment		
		3 Year	5 Year		New	Old			
Motorcycle Superstores	Aug-08	1		1	3	36	\$	90,000	2009
NightHawk Graphics, Inc.	Apr-09	1		1	1	8	\$	256,675	2010
Motorcycle Superstores-cancelled				1	0	0			
Motorcycle Superstores, Inc	Apr-10	1		1	6	62	\$	297,000	2011
Rogue Valley Micro Devices, Inc.	Dec'10	1		1	1	7	\$	400,000	2012
Walkabout Brewing Co.	11-Mar	1			1	0	\$	105,000	2010
Motorcycle Superstores, Inc	11-Apr	1							cancelled
Motorcycle USA, LLC	Apr-11	1		1	4	44	\$	1,320,000	2014
Lithia Motors	May '11		1	1					did not meet employee #
Spotmedia Services, Inc.	Nov. 2011	1							Cancelled
Diode Laser Concepts, Inc.	Jul - '12	1	1		5	23	\$	1,650,000	2014
TaxCreditJobs, LLC	Feb'13	1		1	2	0	\$	4,903	2014
SKYOAK	Jun-13	1		1	5	0	\$	652,000	2014
Rogue Valley Micro Devices, Inc.	Nov-13		1	1	2	13	\$	420,000	2015
Dura Flap, LLC	Oct-14		1	1	1	5	\$	159,500	never filed
C&K Markets	Oct-14	1		1	60	22	\$	50,000	2015
Naumes Crush & Fermentation, LLC	Jan-15		1		15	0	\$	985,000	Missed first year of abatement
Takit, Inc. (Bedslide)	Sep-15		1	1	30	0	\$	550,000	2016
JakeWilson.com, LLC (Riders Domain)	Oct-15		1	1	15	0	\$	120,000	Did not file, moved back to Utah
American Tire Distributors	Oct-15		1		15	0	\$	5,621,621	Did not file.
Procure Software	Apr-16		1	1	10	54	\$	683,500	2017
Rockwell Countertops	Sep-16	1			1	2	\$	285,000	2018
Bear Creek Hospitality (Holiday Inn Express)	Nov-16	1		1	5	0	\$	11,800,000	2019
Plexis Healthcare Systems	Dec. 16		1	1	8	77	\$	208,160	Moved back to Ashland, no exemption

Model Format for Annual Report, As Submitted to Oregon Department of Revenue on or before July 1, [2009] Respect to Exemption Claim Filings Due April 1, [2009]

Medford Urban Enterprise Zone

Jackson County

Part I. EXEMPTIONS ON QUALIFIED PROPERTY IN THE [2008-2009] PROPERTY TAX YEAR

ORS 285C.130 (5): Form 150-310-075, line-		4	6a	(a) ₁	(a) ₂	3	(b) 8a	(c) 9
Name of Qualified Firm (Repeat for different exemptions starting in successive years or located at separate sites, leaving job figures to right, blank to avoid double-counting)	Total Years of Exemption (3, 4 or 5)	First Year Claim Filed ([2007] or earlier)	Assessed Value (~AV) of Exempt Property (\$)	Tax Code Area	Taxes to have been Imposed (\$)	Authorized Zone Employment (annual average)	Reported for [2007] Calendar Year	
							Zone Employment (annual average)	Compensation If applicable (average annual-\$)
Motorcycle USA Inc. (Formerly Motorcycle USA.com) 2nd Authorization	3	2006-07	\$23,270	49-01	\$371	29	36	NA
Motorcycle USA Inc. (Formerly Motorcycle USA.com) 3rd Authorization	3	2007-08	\$15,952	49-01	\$254	32	48	NA
BlueCross/ BlueShield of Oregon (2nd Authorization)	3	2006-07	\$852,650	49-01	\$13,583	244	435	NA
CDS Publications	3	2006-07	\$2,228,450	4-05	\$24,907	120	178	NA
Coverplay, Inc.	3	2006-07	\$97,590	49-01	\$1,555	4	9	NA
Bear Creek Corp. / Yamanoichi Consumer Inc. (1st Authorization)	5	2005-06	\$12,454,680	4-05	\$138,206.00	793	998	\$60,789
Bear Creek Corp. / Yamanoichi Consumer Inc. (3rd Authorization)	5	2007-08	\$5,902,240	4-05		880	998	\$61,403
Hunter Communication DBA Core Digital Service	3	2008-09	\$34,892	49-01	\$557	9	20	NA
Marquez Inc., DBA Oregon Tile & Marble	3	2008-09	\$1,093,824	49-01	\$17,427	4	8	NA
Lanphier Associates, Inc.	5	2008-09	\$459,340	49-01	\$7,317	12	13	\$8162
Genesco Inc. - OCKMK, LLC	3	2008-09	\$524,068	48-01	\$10,081	11	13	NA
ZONE TOTAL			3,101,786		\$179,876	2,138	2,702	

Formulaic Check on Adequate Job Increase

OK
OK
OK
OK
OK
OK
OK

Part II. EXEMPTIONS CONCLUDING WITH THE [2008-2009] TAX YEAR*

Estimated Total Assessed Value (~AV), on Which Taxes Will be Imposed In New [2009-2010] Property Tax Year (newly non-exempt property-\$):		ORS 285C.130 (5)(d)	
* These are three-year exemptions begun in 2006 - or 2004 for five years - as also included in Part I.			
Rogue Valley Micro Devices, Inc. (1st Auth)	3	2005-08	\$871,953
CDS Publications	3	2006-07	\$2,295,300
Motorcycle USA Inc. (Formerly Motorcycle USA.com) 2nd Authorization	3	2006-07	\$12,441
BlueCross/ BlueShield of Oregon (2nd Authorization)	3	2006-07	\$878,230
Tek Management	3	2006-07	\$287,740
ICWUSA (3rd Authorization)	3	2006-07	\$219,100
Coverplay, Inc.	3	2006-07	\$100,510

Part III. EXEMPTIONS FOR WHICH THE FIRST YEAR IS EXPECTED TO BE THE [2009-2010] NEW PROPERTY TAX YEAR

ORS 285C.130 (5): Form 150-310-075, line-		4	3	(f) 7	(e) Form 150-310-076, lines 6 + 7
Name of Qualified Firm, filing claim with Property Schedule since January 1, [2008]	Expected Years (3, 4 or 5)	Authorized Annual Average Zone Employment	Reported Total Zone Employment on/before April 1, [2008]	Tax Code Area	Reported Total Investment 'COST' Placed in Service during [2008] Calendar Year (\$)
ZONE TOTAL		55	66		\$4,014,541

Formulaic Check on Adequate Job Increase

City of Medford

Perm Rate \$5.1247

TAX LOSS

\$15,895.72

Perm Rate \$5.2953

* w/o UR

Tek Management did not apply in 2008, thus, were removed from exempt status in what would have been their third and final qualifying year.
ICWUSA (3rd Auth) did not apply in 2008, thus, were removed from exempt status in what would have been their third and final qualifying year.
Rogue Valley Microdevices did not apply in 2008, thus, were removed from exempt status for 2008. Property placed in service in 2007 could qualify in 2009.

Bonds

\$0.0742

\$ 230.15

Model Format for Annual Report, As Submitted to Oregon Department of Revenue on or before July 1, [2010], Respective to April 1, [2010] Exemption Claim Filings by Business Firms

Medford Urban Enterprise Zone

Jackson County

Part I. EXEMPTIONS ON QUALIFIED PROPERTY IN THE [2009-2010] PROPERTY TAX YEAR

ORS 285C.130 (5):		(a) ₁	(a) ₂	(b)	(c)	Form 150-310-075, line 3	Form 150-310-075, line 8a	Form 150-310-075, line 9	Formulaic Check on Adequate Job Increase
Form 150-310-075, line 4	Form 150-310-075, line 6a								
Name of Qualified Firm (List separate exemptions by year, leaving job figures to right blank if based on same authorization)	Total Years of Exemption (3, 4 or 5)	First Year Claim Filed ([2009] or earlier)	Assessed Value (~AV) of Exempt Property (\$)	Tax Code Area	Taxes to have been Imposed (\$)	Preexisting Zone Employment (annual average in authorization)	Zone Employment (annual average)	Reported for Previous [2009] Calendar Year Compensation if applicable (average annual-\$)	
ICWUSA Inc.	3	2007	\$11,500	49-01	\$182	55	66	N/A	OK
ICWUSA Inc.	3	2009	\$2,312,620	49-01	\$36,680			N/A	OK
Harry & David Operations Inc.	5	2005	\$1,058,170	4-04	\$11,902	880	998	\$61,403	OK
Harry & David Operations Inc.	3	2007	5,349,180	4-05	\$50,164				OK
Marquez, Inc.	3	2008	\$1,121,722	49-01	\$17,791	4	8	N/A	OK
Motorcycle Superstore, Inc.	3	2009	\$104,795	49-01	\$1,662	36	61	N/A	OK
Motorcycle USA, LLC	3	2009	\$21,022	49-01	\$333	18	29	N/A	OK
ZONE TOTAL			3,671,659		\$128,714	993	1,162		#N/A

* PLEASE USE EMPLOYMENT-RELATED NUMBERS FROM THE CLAIM FORM FILED THIS YEAR [2010] AND BREAK OUT EACH FIRM'S CONCURRENT EXEMPTION ACCORDING TO ITS FIRST YEAR

Part II. EXEMPTIONS CONCLUDING WITH THE [2009-2010] TAX YEAR**

Roughly Estimated Total Assessed Value (~AV), on Which Taxes Will be Imposed in New [2010-2011] Property Tax Year (newly non-exempt property-\$):	ORS 285C.130 (5)(d) MILLION
--	--------------------------------

Motorcycle USA Inc. (3rd Authorization) 3 2007 9,471 49-01 150
[These are three-year exemptions begun in 2007-08, or 2005-06 for five years, that are also included in Part I]

Part III. NEW PROPERTY FOR WHICH FIRST EXEMPTION YEAR WILL BE THE [2010-2011] PROPERTY TAX YEAR

ORS 285C.130 (5):		(f)	(e)	Formulaic Check on Adequate Job Increase	
Form 150-310-075, line 4	Form 150-310-075, line 3	Form 150-310-075, line 7	Form 150-310-076, lines 6+7		
Name of Qualified Firm, filing claim with Property Schedule since January 1, [2010]	Expected Years (3, 4 or 5)	Authorized Annual Average Zone Employment	Reported Total Zone Employment on or before April 1, [2010]	Tax Code Area	Reported Total Investment 'COST' Placed in Service during [2009] Calendar Year (\$)
Rogue Valley Microdevices	3	5	7	49-01	\$505,940
ZONE TOTAL		5	7		\$505,940

*** FROM THE CLAIM FORM FILED THIS YEAR [2010].

City of Medford TAX LOSS Perm Rate
 Perm Rate \$5.1264 \$18,309.75 \$5.2953
 Bonds \$0.0861 \$ 307.52 * w/o UR

Model Format for Annual Report, As Submitted to Oregon Department of Revenue on or before July 1, [2011], Respective to April 1, [2011] Exemption Claim Filings by Business Firms

Enterprise Zone Jackson County

Part I. EXEMPTIONS ON QUALIFIED PROPERTY IN THE [2010-2011] PROPERTY TAX YEAR

ORS 285C.130 (5): Form 150-310-075, line	4	6a	(a) ₁	(a) ₂	(b)	(c)	
Name of Qualified Firm (List separate exemptions by year, leaving job figures to right blank if based on same authorization)	Total Years of Exemption (3, 4 or 5)	First Year Claim Filed ([2010] or earlier)	Assessed Value (~AV) of Exempt Property (\$)	Tax Code Area	Taxes to have been Imposed (\$)	Preexisting Zone Employment (annual average in authorization)	Reported for Previous [2010] Calendar Year Zone Employment (annual average) Compensation if applicable (average annual-\$)
ICWUSA/ Hunter Family Limited Pts. (4)	3	2009	\$2,659,431	49-01	\$42,074	55	64
Rogue Valley Microdevices (2)	3	2010	\$413,189	49-01	\$6,537	5	7
Marquez and Associates, Inc.	3	2008	\$1,146,470	49-01	\$18,138	4	8
Gensco Inc.	3	2008	\$645,096	49-01	\$10,206	11	13
Motorcycle USA, Inc. (4)	3	2009	\$13,912	49-01	\$220	18	29
Motorcycle Superstore, Inc. (5)	3	2009	\$92,524	49-01	\$1,464	36	61
ZONE TOTAL			\$4,970,622		\$78,639	129	182

PLEASE USE EMPLOYMENT-RELATED NUMBERS FROM THE CLAIM FORM FILED THIS YEAR [2011] AND BREAK OUT EACH FIRM'S CONCURRENT EXEMPTION ACCORDING TO ITS FIRST YEAR

Part II. EXEMPTIONS CONCLUDING WITH THE [2010-2011] TAX YEAR**

Roughly Estimated Total Assessed Value (~AV), on Which Taxes Will be Imposed in New [2011-2012] Property Tax Year (newly non-exempt property-):	ORS 285C.130 (5)(d) MILLION		
** [These are three-year exemptions begun in 2008-09, or 2006-07 for five years; they are ALSO included in Part I]			
Gensco Inc.	3	2008	\$1,026,000
Marquez and Associates, Inc.	3	2008	\$828,140

Part III. NEW PROPERTY FOR WHICH FIRST EXEMPTION YEAR WILL BE THE [2011-2012] PROPERTY TAX YEAR

ORS 285C.130 (5): Form 150-310-075, line	4	3	(f)	(e)
Form 150-310-076, line 7				
Reported Total Investment 'COST' Placed in Service during [2010] Calendar Year (\$)				
ZONE TOTAL	0		0	

*** FROM THE CLAIM FORM FILED THIS YEAR [2011].

City of Medford TAX LOSS Perm Rate \$5.1292 \$25,495.31
 Bonds \$0.0800 \$397.65
 Perm Rate \$5.2953 * w/o UR

Model Format for Annual Report, As Submitted to Oregon Department of Revenue on or before July 1, [2012], Respective to April 1, [2011] Exemption Claim Filings by Business Firms

Enterprise Zone Jackson County

Part I. EXEMPTIONS ON QUALIFIED PROPERTY IN THE [2011-2012] PROPERTY TAX YEAR

ORS 285C.130 (5): Form 150-310-075.* line-	4	6a	(a) ₁	(a) ₂	3	(b) 8a	(c) 9
Name of Qualified Firm (List separate exemptions by year, leaving job figures to right blank if based on same authorization)	Total Years of Exemption (3, 4 or 5)	First Year Claim Filed ([2011] or earlier)	Assessed Value (~AV) of Exempt Property (\$)	Tax Code Area	Taxes to have been Imposed (\$)	Preexisting Zone Employment (annual average in authorization application)	Reported for Previous [2011] Calendar Year* Zone Employment (annual average) Compensation if applicable (average annual-\$)
ICWUSA/ Hunter Family Limited Pts. (4)	3	2009	\$2,659,431	49-01	\$42,074	55	64
Rogue Valley Microdevices (2)	3	2010	\$413,189	49-01	\$6,537	5	7
Motorcycle USA, Inc. (4)	3	2009	\$13,912	49-01	\$220	18	29
Motorcycle Superstore, Inc. (5)	3	2009	\$92,524	49-01	\$1,464	36	61
Murphy Company <i>Rogue River</i>							
ZONE TOTAL			\$3,179,056		\$50,295	114	161

* Please use employment-related numbers from the Claim Form filed this year [2012] and break out each firm's concurrent exemption according to the year when its particular exemption began

Part II. EXEMPTIONS CONCLUDING WITH THE [2011-2012] TAX YEAR**

Roughly Estimated Total Assessed Value (~AV), on Which Taxes Will be Imposed in New [2012-2013] Property Tax Year (newly non-exempt property-\$):	ORS 285C.130 (5)(d) MILLION
--	--------------------------------

** These are also included above in Part I, namely, as three-year exemptions begun in 2009-10, or 2007-09 for five years

Part III. NEW PROPERTY FOR WHICH FIRST EXEMPTION YEAR WILL BE THE [2012-2013] PROPERTY TAX YEAR

ORS 285C.130 (5): Form 150-310-075,*** line-	4	3	(f) 7	(e) Form 150-310-076, line 7	
Name of Qualified Firm, filing claim with Property Schedule since January 1, [2012]	Expected Years (3, 4 or 5)	Authorized Annual Average Zone Employment	Reported "Total Zone Employment" on or before April 1, [2012]	Tax Code Area	Reported Total Investment "COST" Placed in Service during [2011] Calendar Year (\$)
ZONE TOTAL					\$0

*** FROM THE CLAIM FORM FILED THIS YEAR [2011].

City of Medford
Perm Rate \$5.1263
Bonds \$0.0807

TAX LOSS
\$16,296.79
\$ 256.55

Perm Rate
\$5.2953
** w/o UR*

**Suggested Format for Annual Report, As Submitted to Oregon Department of Revenue by
July 1, [2013], Respective to April 1, [2013] Exemption Claim Filings by Business Firms**

City of Medford Enterprise Zone

Jackson County

Part I. EXEMPTIONS ON QUALIFIED PROPERTY IN THE LATEST PROPERTY TAX YEAR [2012-2013]

ORS 285C.130 (5):				(a) ₁			(a) ₂			(b)	(c)
Form 150-310-075, line 4		6a						3		8a	9
Name of Qualified Firm (List separate exemptions by year, leaving job figures to right blank if based on same authorization)	Total Years of Exemption (2, 3, 4 or 5)	First Year Claim Filed (2012 or earlier)*	Assessed Value (~AV) of Exempt Property (\$)	Tax Code Area	Taxes to have been Imposed (\$)	Preexisting Zone Employment (annual average in authorization application)	Reported for Previous [2012] Calendar Year*				
							Zone Employment (annual average)	Compensation if applicable (average annual-\$)			
ICWUSA.COM	5	2009	\$369,300	4901	\$5,740	55					
MotorCycle USA	3	2011	\$252,295	4901	\$3,922		55,125	\$84,959			
ZONE TOTAL			\$621,595		\$9,662	55	55,125				

* Please use employment-related numbers from the Claim Form filed this past spring (2013) and break out each firm's concurrent exemptions according to the year when each began

Part II. EXEMPTIONS CONCLUDING IN THE LATEST [2012-2013] TAX YEAR**

Roughly Estimated Total Assessed Value (~AV), on which Taxes would be Imposed in New [2013-2014] Property Tax Year (newly non-exempt property-\$):	ORS 285C.130 (5)(d) \$621,595.0 THOUSAND
---	--

** These are also listed above in Part I, namely, as three-year exemptions begun in 2010-11, or 2008-09 if for five years

Part III. RECENT INVESTMENTS EXPECTED TO BEGIN EXEMPTION WITH CURRENT YEAR [2013]

ORS 285C.130 (5):						(f)			(e)
Form 150-310-075, line 4		3				7			Form 150-310-076, line 7
Name of Qualified Firm, filing claim with Property Schedule since January 1, [2013]	Expected Years (3, 4 or 5)	Authorized Annual Average Zone Employment	Reported "Total Zone Employment" on or before April 1, [2013]	Tax Code Area	Reported Total Investment "Cost" Placed in Service during last [2012] Calendar Year (\$)				
ZONE TOTAL		0	0						

*** From the claim form filed this past spring [2013].

City of Medford
Perm Rate \$5.1128
Bonds \$0.0780

TAX LOSS
\$ 3178.09
\$ 48.48

Perm Rate
\$5.2953
*w/o UR

June 2013

**Suggested Format for Annual Report, As Submitted to Oregon Department of Revenue by
July 1, [2014], Respective to April 1, [2014] Exemption Claim Filings by Business Firms**

Enterprise Zone

County

Part I. EXEMPTIONS ON QUALIFIED PROPERTY IN THE LATEST PROPERTY TAX YEAR [2013-2014]

ORs 285C.130 (5): Form 150-310-075, line 4	6a	(a) ₁	(a) ₂	(b) 8a	(c) 9			
Name of Qualified Firm (List separate exemptions by year, leaving job figures to right blank if based on same authorization)	Total Years of Exemption (2, 3, 4 or 5)	First Year Claim Filed (2013 or earlier)*	Assessed Value (~AV) of Exempt Property (\$)	Tax Code Area	Taxes to have been Imposed (\$)	Preexisting Zone Employment (annual average in authorization application)	Reported for Previous [2013] Calendar Year* Zone Employment (annual average)	Compensation if applicable (average annual-\$)
ICWUSA.COM	5	2009	\$369,300	4901	\$5,740	55	55,125	\$84,959
MotorCycle USA	3	2011	\$252,295	4901	\$3,922			
Rogue Valley Micro Devices	3	2012	\$263,581	4901	\$4,097			
ZONE TOTAL			\$885,176		\$13,759	55	55,125	

* Please use employment-related numbers from the Claim Form filed this past spring [2014] and break out each firm's concurrent exemptions according to the year when each began

Part II. EXEMPTIONS CONCLUDING IN THE LATEST [2013-2014] TAX YEAR**

Roughly Estimated Total Assessed Value (=AV), on which Taxes would be Imposed in New [2014-2015] Property Tax Year (newly non-exempt property-\$):	ORs 285C.130 (5)(d) \$369,300.0 THOUSAND
---	--

** These are also listed above in Part I, namely, as three-year exemptions begun in 2011-12, or 2009-10 if for five years

Part III. RECENT INVESTMENTS EXPECTED TO BEGIN EXEMPTION WITH CURRENT YEAR [2014]

ORs 285C.130 (5): Form 150-310-075, line 4	3	(f) 7	(e) Form 150-310-076, line 7
Name of Qualified Firm, filing claim with Property Schedule since January 1, [2014]	Expected Years (3, 4 or 5)	Authorized Annual Average Zone Employment	Reported "Total Zone Employment" on or before April 1, [2014]
Sky Oaks Financial	3	5	8
Diode Laser Concepts	5	23	4901
ZONE TOTAL			8

*** From the claim form filed this past spring [2014].

City of Medford
Perm Rate \$5.1090
Bonds \$0.0735

TAX LOSS
\$4522.36
\$ 65.06

Perm Rate
\$5.2953
* w/o UR

June 2014

**Suggested Format for Annual Report, As Submitted to Oregon Department of Revenue by
July 1, [2015], Respective to April 1, [2015] Exemption Claim Filings by Business Firms**

Enterprise Zone

County

Part I. EXEMPTIONS ON QUALIFIED PROPERTY DURING THE LATEST PROPERTY TAX YEAR [2014-2015]

ORS 285C.130 (5):				(a) ₁			(a) ₂			(b)	(c)
Form 150-310-075, line		4	6a					3	8a	9	
Name of Qualified Firm (List separate exemptions by year, leaving job figures to right blank if based on same authorization)	Total Years of Exemption (2, 3, 4 or 5)	First Year Claim Filed (2014 or earlier)*	Assessed Value (=AV) of Exempt Property (\$)	Tax Code Area	Taxes to have been Imposed (\$)	Preexisting Zone Employment (annual average in authorization application)	Reported for Previous [2014] Calendar Year*				
							Zone Employment (annual average)	Compensation if applicable (average annual-\$)			
ICWUSA.COM	5	2010	\$369,300	4901	\$5,740	55	66				
MotorCycle USA	3	2012	\$633,523	4901	\$3,922	56	117	\$79,737			
Rogue Valley Micro Devices	5	2012	\$263,581	4901	\$4,097	9	15	\$52,500			
Sky Oaks Financial	3	2014	\$211,610	4950	\$3,400	5	8				
Diode Laser Concepts	3	2013	\$747,720	4901	\$12,017	19	23				
ZONE TOTAL			\$2,225,734		\$29,176	144	229				

* Please break out each firm's concurrent exemptions according to the year when each began, without repeating or double-counting employment numbers from the Claim Form filed this past spring [2015]

Part II. EXEMPTIONS CONCLUDING IN THE LATEST [2014-2015] TAX YEAR**

Roughly Estimated Total Assessed Value (=AV), on which Taxes would be Imposed in New [2015-2016] Property Tax Year (newly non-exempt property-\$):	ORS 285C.130 (5)(d) \$1.0 MILLION
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** These are also listed above in Part I, namely, as three-year exemptions begun in 2012-13, or 2010-11 if for five years

Part III. RECENT INVESTMENTS EXPECTED TO BEGIN EXEMPTION WITH CURRENT YEAR [2015]

ORS 285C.130 (5):						(f)			(e)
Form 150-310-075, line		4	3			7			Form 150-310-076, line 7
Name of Qualified Firm, filing claim with Property Schedule since January 1, [2015]	Expected Years (3, 4 or 5)	Authorized Annual Average Zone Employment	Reported "Total Zone Employment" on or before April 1, [2015]	Tax Code Area	Reported Total Investment "Cost" Placed in Service during last [2014] Calendar Year (\$)				
ZONE TOTAL		0	0		\$0				

*** From the claim form filed this past spring [2014].

City of Medford

Perm Rate \$5.1048
Bonds \$0.0705

TAX LOSS

\$11,361.93
\$ 156.91

Perm Rate
\$5.2953
* up UR

04/26/2019

**Suggested Format for Annual Report, As Submitted to Oregon Department of Revenue by
July 1, [2016], Respective to April 1, [2016] Exemption Claim Filings by Business Firms**

Enterprise Zone

County

Part I. EXEMPTIONS ON QUALIFIED PROPERTY DURING THE LATEST PROPERTY TAX YEAR [2015-2016]

ORS 285C.130 (5):		(a) ₁		(a) ₂		(b)		(c)	
Form 150-310-076, * line-		4	6a			3	8a	9	
Name of Qualified Firm (List separate exemptions by year, leaving job figures to right blank if based on same authorization)	Total Years of Exemption (2, 3, 4 or 5)	First Year Claim Filed (2015 or earlier)*	Assessed Value (~AV) of Exempt Property (\$)	Tax Code Area	Taxes to have been Imposed (\$)	Preexisting Zone Employment (annual average in authorization application)	Reported for Previous [2015] Calendar Year*		
							Zone Employment (annual average)	Compensation † if applicable (average annual-\$)	
ROGUE VALLEY MICRO DEVICES	5	2015	\$263,581	4901	\$4,187	9	15	\$52,500	
SKYOAK PARTNERS	3	2014	\$271,600	4950	\$4,357	5	8		
DIODE LASER CONCEPTS	5	2014	\$479,800	4901	\$7,698	23	5		
ZONE TOTAL			\$1,014,981		\$16,242	37	28		

* Please break out each firm's concurrent exemptions according to the year when each began, without repeating or double-counting employment numbers from the Claim Form filed this past spring [2016]

Part II. EXEMPTIONS CONCLUDING IN THE LATEST [2014-2015] TAX YEAR**

<i>Roughly Estimated Total Assessed Value (~AV), on which Taxes would be Imposed in New [2016-2017] Property Tax Year (newly non-exempt property-\$):</i>	ORS 285C.130 (5)(d)
	MILLION

** These are also listed above in Part I, namely, as three-year exemptions begun in 2013-14, or 2011-12 if for five years

Part III. RECENT INVESTMENTS EXPECTED TO BEGIN EXEMPTION WITH CURRENT YEAR [2016]

ORS 285C.130 (5):		(f)		(e)	
Form 160-310-075, *** line-		4	3	7	Form 150-310-076, line 7
Name of Qualified Firm, filing claim with Property Schedule since January 1, [2016]	Expected Years (3, 4 or 5)	Authorized Annual Average Zone Employment	Reported "Total Zone Employment" on or before April 1, [2016]	Tax Code Area	Reported Total Investment "Cost" Placed in Service during last [2015] Calendar Year (\$)†
ZONE TOTAL		0	0		\$0

*** From the claim form filed this past spring [2016].

City of Medford
Perm Rate \$5.1059
Bonds \$0.0572

TAX LOSS
\$5182.39
\$ 58.06

Perm Rate
\$5.2953
* w/o UR

† Subject to redaction under ORS 285C.145(4). 04/26/2019

Suggested Format for Annual Report, As Submitted to Oregon Department of Revenue by July 1, [2017], Respective to April 1, [2017] Exemption Claim Filings by Business Firms

Enterprise Zone

County

Part I. EXEMPTIONS ON QUALIFIED PROPERTY DURING THE LATEST PROPERTY TAX YEAR [2016-2017]*

ORS 285C.130(5):		(a) ₁	(a) ₂	(b)	(c)		
Form 150-310-075, line		4	8a	3	8a		
Name of Qualified Firm (List separate exemptions by year, leaving job figures to right blank if based on same authorization)	Total Years of Exemption (2, 3, 4 or 5)	First Year Claim Filed (2016 or earlier)*	Assessed Value (~AV) of Exempt Property (\$)	Taxes to have been Imposed (\$)	Preexisting Zone Employment (annual average in authorization application)	Reported for Previous [2016] Calendar Year*	
						Zone Employment (annual average)	Compensation if applicable† (average annual-\$)
DIOD LASER CONCEPTS	5	2014	\$4,231,940	\$63,926	12	15	\$44,200
SKYOAKS	3	2014	DIDNT SUBMIT FORMS			9	\$58,750
ZONE TOTAL			\$4,231,940	\$63,926	19	24	

* Please break out each firm's concurrent exemptions according to the year when each began, without repeating or double-counting employment numbers from the Claim Form filed this past spring [2017]

† Two years if filing a year late for failure to have filed with correct first year, but having met requirements as of that prior April 1.
‡ Exempt from public disclosure; applicable all years if receiving 4 or 5 years in total (except for Portland-region urban zones).

Part II. EXEMPTIONS CONCLUDING IN THE LATEST [2016-2017] TAX YEAR**

Roughly Estimated Total Assessed Value (=AV), on which Taxes would be Imposed in New [2017-2018] Property Tax Year (newly non-exempt property-\$):	ORS 285C.130 (5)(d)
	MILLION

SKYOAKS 3 2014
** These are also listed above in Part I, namely, as three-year exemptions begun in 2014-15, or 2012-13 if for five years

Part III. RECENT INVESTMENTS EXPECTED TO BEGIN EXEMPTION WITH CURRENT YEAR [2017]***

ORS 285C.130(5):		(f)	(e)	
Form 150-310-075, line		3	7	
Name of Qualified Firm, filing claim with Property Schedule since January 1, [2017]	Expected Years (2, 3, 4 or 5)	Authorized Annual Average Zone Employment	Current Zone Employment not later than April 1, [2017]	Reported Total Investment "Cost" Placed in Service during last [2016] Calendar Year (\$)
				5c
PLEXIS HEALTHCARE SYSTEMS	5	77	8	\$208,160
PROCARE SOFTWARE	5	54	10	\$683,500
AMERICAN TIRE DISTRIBUTORS, INC	3	0	15	\$5,621,520
ZONE TOTAL			131	\$6,513,280

*** From the claim form filed this past spring [2017].

City of Medford
Perm Rate \$5.2434
Bonds \$0.0613

TAX LOSS
\$22,189.75
\$ 259.42

Perm Rate
\$5.2953
* WO UR

04/26/2019

1

MEDFORD Zone (2)

Suggested Format for (2018) Annual Report to Oregon Department of Revenue

Due by July 1, for April-1 Enterprise Zone (3-5-year) Exemption Claim Filings by Authorized Business Firms
(Do not include information for any type of construction-in-process exemption)

Enterprise Zone Name: **MEDFORD URBAN**

County Name: **JACKSON**

Part A. EXEMPTIONS ON QUALIFIED PROPERTY DURING THE LATELY CONCLUDING TAX YEAR (2017-2018)*

Name of Qualified Firm*	First Exemption Year (2017 or earlier) [†]	Total Years (2, 3, 4 or 5) [†]	Assessed Value (AV) of Exempt Property (\$)	Taxes to have been Imposed (\$)	Preexisting Zone Employment (annual average)	Reported for Previous (2017) Calendar Year		
						Zone Employment (annual average)	Average Employee Wage (\$) [‡]	Avg. Employee Compensation (\$) [‡]
AMERICAN TIRE	2017	5	\$5,966,760					
DIODE LASER CONCEPTS	2015	5	\$253,694	\$3,926	23	25	\$60,000	\$80,000
DURAFLAP LLC	2015	5			5			
JAKE WILSON.COM LLC	2016	5						
NAUMES CRUSH & FERMENTATION	2016	5			0	2	\$65,000	
PROCARE SOFTWARE	2017	5	\$224,120	\$3,468	54	78	\$64,181	
ZONE TOTAL			487,814	\$7,394	82	121		

*Break out each of the firm's concurrent enterprise zone exemptions per authorization according to the year when each exemption began, entering employment numbers only once based on Claim Form filed this past spring (2018); earliest year would be 2015 with 3-year exemption or 2013 if for 5 years.

† Two (or four) years if first filing was a year late for 3-year (5-year) exemption period; other requirements need to have been met as of prior April 1 (due date).

‡ Exempt from public disclosure under ORS 285C.145(4); not required to be filled out by firm if it is receiving only 3-year exemption.

Part B. RECENT INVESTMENTS EXPECTED TO BEGIN EXEMPTION WITH CURRENT YEAR (2018)[§]

Name of Qualified Firm filing claim with Property Schedule after January 1, (2018)	Total Years (2, 3, 4 or 5) [†]	Reported Total Cost of Qualified Property Placed in Service during Previous (2017) Calendar Year (\$)	Preexisting Zone Employment (again, per authorization, not hiring that was expected to occur)	Total Zone Employment no later than April 1, (2018)
ZONE TOTAL		\$200,000	2	31

§ Based on Claim Form filed this past spring (2018).

City of Medford

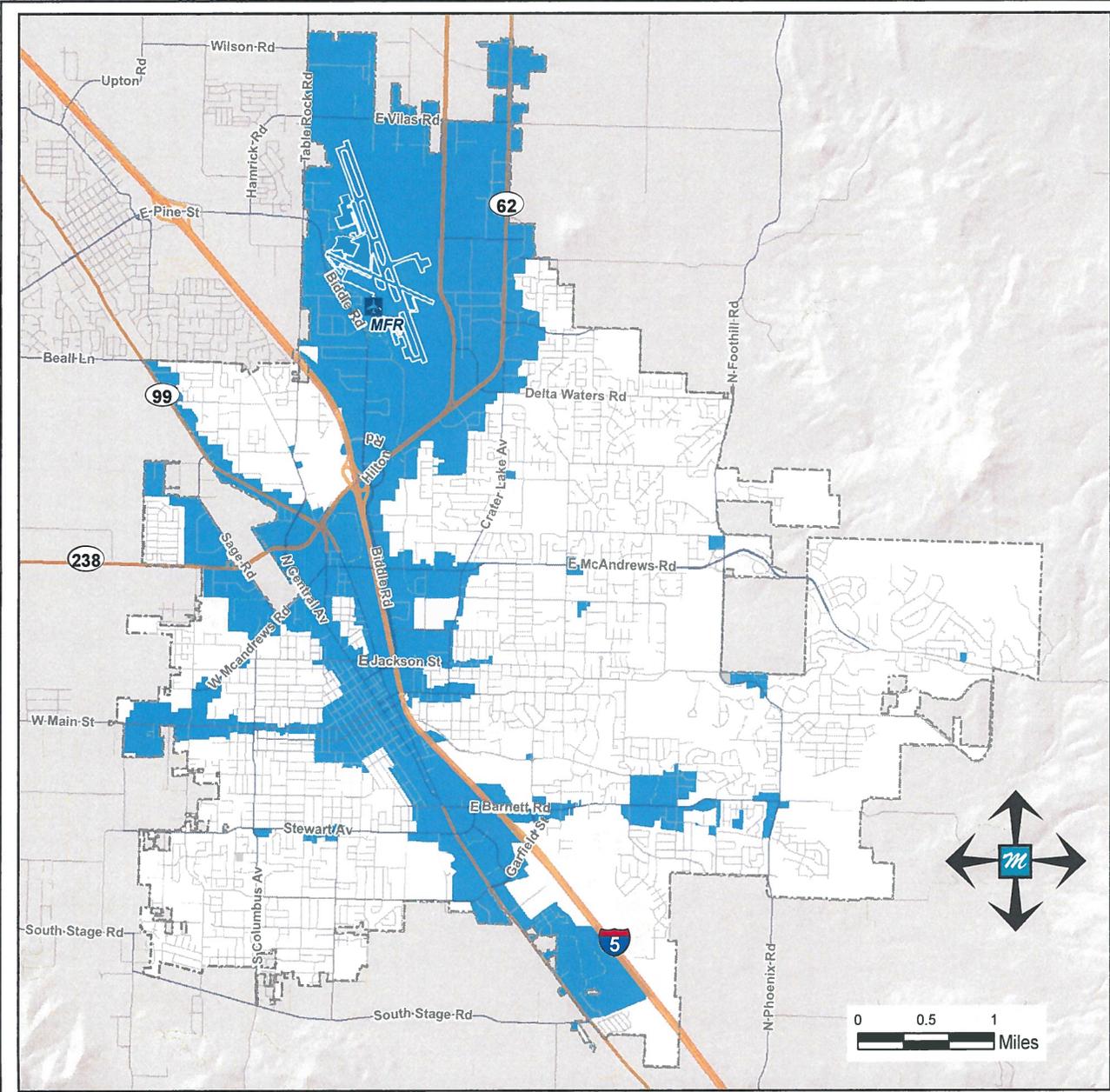
perm. Rate \$5.1031
Bond \$0.0583

TAX LOSS

~~\$32,887.31~~ \$2489.36
\$ 375.72 \$ 28.44

perm Rate
\$5.2953
* W/O UR

Exhibit E-map



City of
Medford

**ENTERPRISE ZONE
PROJECT**

Enterprise Zone

Legend

-  Enterprise Zone
-  City Boundary



Date: 08/28/2017

No guarantee or warranty is expressed or implied in terms of data accuracy or legitimacy. This product is intended for use as public information and precise interpretations of the official record should be solicited from the City of Medford.



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.3

www.ci.medford.or.us

DEPARTMENT: Innovation & Technology
PHONE: (541) 774-2064
STAFF CONTACT: Barbara Madruga, Director

AGENDA SECTION: Consent Calendar
MEETING DATE: May 16, 2019

COUNCIL BILL 2019-38

An ordinance authorizing execution of an Intergovernmental Agreement between the City of Medford and Jackson County to provide records management software access to the Jackson County Sheriff's Office.

SUMMARY AND BACKGROUND

Council is requested to consider entering into an Intergovernmental Agreement with Jackson County for access to the Law Enforcement Records Management System. The City of Medford hosts this software and provides access to all law enforcement agencies county-wide. Jackson County has been a partner to the City of this system for the past 20 years. In August 2018, the City Council approved a contract for the purchase of a new software system to replace the existing system. The requested action is to consider a new agreement for Jackson County to continue their participation in the use of this system.

PREVIOUS COUNCIL ACTIONS

On January 25, 2011, Council Bill 2011-20 was approved to enter into an Intergovernmental Agreement with Jackson County for the City of Medford to provide Police Records Management software access.

On August 16, 2018, Council Bill 2018-104 was approved awarding a contract to Central Square, formerly known as TriTech Software Systems Company, for Law Enforcement Records Management System software.

ANALYSIS

All local law enforcement agencies have been participating in a joint records management system for the past 20 years. This partnership with Jackson County will ensure continued participation with the Jackson County Sheriff's office and all of the smaller jurisdictions allowing for information sharing. This also provides easy access to all local law enforcement agencies case reports for investigations, which allows staff to be more efficient. Officers will have the ability to copy and paste jail information into their reports which will save time and ensure accuracy. Jail data will also allow the officers to complete their probable cause booking affidavit from the field saving time for the patrol officer. Jackson County comprises 47% of the users of this system and are agreeable to cost share to pay proportionally for the necessary software licenses, hardware infrastructure, and implementation of the new system which is scheduled to go-live in February 2020.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

\$295,143 will be billed to Jackson County upon execution of this agreement. Jackson County will then be billed annually for their portion of the ongoing maintenance costs for the software.

TIMING ISSUES

None

COUNCIL OPTIONS

- Approve the ordinance as presented.
- Modify the ordinance as presented.
- Deny the ordinance and provide direction to staff.

STAFF RECOMMENDATION

Staff recommends approval of the ordinance.



CITY OF MEDFORD
AGENDA ITEM COMMENTARY
www.ci.medford.or.us

Item No: 60.3

SUGGESTED MOTION

I move to approve the ordinance authorizing the Intergovernmental Agreement with Jackson County to receive Law Enforcement Records Management System software access.

EXHIBITS

Ordinance
Agreement on file in the City Recorder's Office.

ORDINANCE NO. 2019-38

AN ORDINANCE authorizing execution of an Intergovernmental Agreement between the City of Medford and Jackson County to provide records management software access to the Jackson County Sheriff's Office.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That execution of an Intergovernmental Agreement between the City of Medford and Jackson County to provide records management software access to the Jackson County Sheriff's Office, 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 May, 2019.

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2019.

Mayor



CITY OF MEDFORD
AGENDA ITEM COMMENTARY

Item No: 60.4

www.ci.medford.or.us

DEPARTMENT: Public Works Department

PHONE: (541) 774-2100

STAFF CONTACT: Cory Crebbin, P.E., Public Works Director

AGENDA SECTION: Consent Calendar

MEETING DATE: May 16, 2019

COUNCIL BILL 2019-39

An ordinance awarding a contract in an amount of \$179,334.00 to Central Pipeline, Inc., for construction of a left turn lane from Table Rock Road to Morningside Street.

SUMMARY AND BACKGROUND

Council is requested to authorize a construction contract with Central Pipeline, Inc., to construct a left turn lane from Table Rock Road to Morningside Street. The project will construct paving, drainage, and striping improvements to allow northbound traffic on Table Rock Road to make a left turn onto Morningside Street.

Public Works received bids for the project on April 25, 2019. Central Pipeline, Inc., submitted the lowest responsible bid of \$179,334.00. Six (6) bids were received and are shown on the attached Bid Summary.

PREVIOUS COUNCIL ACTIONS

On June 15, 2017, Council approved Council Bill 2017-57 adopting the City of Medford Budget for the biennium commencing July 1, 2017, appropriating funds for this project.

ANALYSIS

The project improves the safety, capacity, and efficiency of Table Rock Road at Morningside Street by giving left turning vehicles a place to wait for a gap in southbound traffic while northbound traffic moves unimpeded. This intersection currently has the 18th highest crash rate amongst intersections under the City's jurisdiction. (There are approximately 5,000 intersections in the City.)

Improvements to Table Rock from Merriman Road to I-5 are included in the Transportation System Plan (TSP) as project #447. This intersection project is consistent with the TSP, but the safety record indicates that this specific left-turn lane should be constructed now rather than delay until the entire project as described in the TSP is built.

Costco's relocation to Table Rock Road in Central Point impacts the intersection and they agreed to pay \$20,000 towards the project as the proportional share of impacts. The left-turn lane was identified as a need prior to the Costco development, but the resulting volume increases as a result increased the priority of this work. Costco paid the City on May 19, 2017.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

The construction contract is for \$179,334.00 and is budgeted within the Gas Tax Fund 530. The project is included in the City of Medford's 2017-2019 Biennial Budget on Page 8-50.

TIMING ISSUES

If Council authorizes a construction contract with Central Pipeline, Inc., the project will commence shortly thereafter with all work scheduled to be complete June 30, 2019.

COUNCIL OPTIONS

Approve the ordinance as presented.

Modify the ordinance as presented.

Deny the ordinance and provide direction to staff regarding the Table Rock Rd. and Morningside St. intersection.



**CITY OF MEDFORD
AGENDA ITEM COMMENTARY**

Item No: 60.4

www.ci.medford.or.us

STAFF RECOMMENDATION

Staff recommends approval of the ordinance for a contract with Central Pipeline, Inc.

SUGGESTED MOTION

I move to approve an ordinance for a contract in the amount of \$179,334.00 to Central Pipeline, Inc., for the Table Rock Rd. and Morningside Street Left Turn Project.

EXHIBITS

Ordinance

Bid Summary

Site Map

Contract documents are on file in the City Recorder's office

ORDINANCE NO. 2019-39

AN ORDINANCE awarding a contract in an amount of \$179,334.00 to Central Pipeline, Inc., for construction of a left turn lane from Table Rock Road to Morningside Street.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That a contract in the amount of \$179,334.00 for construction of a left turn lane from Table Rock Road to Morningside Street, is hereby awarded to Central Pipeline, Inc.

PASSED by the Council and signed by me in authentication of its passage this ____ day of May, 2019.

ATTEST: _____
City Recorder

Mayor

APPROVED _____ 2019.

Mayor

Project: Table Rock Rd. & Morningside St. - Left Turn

Location: Table Rock Rd. & Morningside St.

Project No: P1894

Date of Bid Opening: April 25, 2019

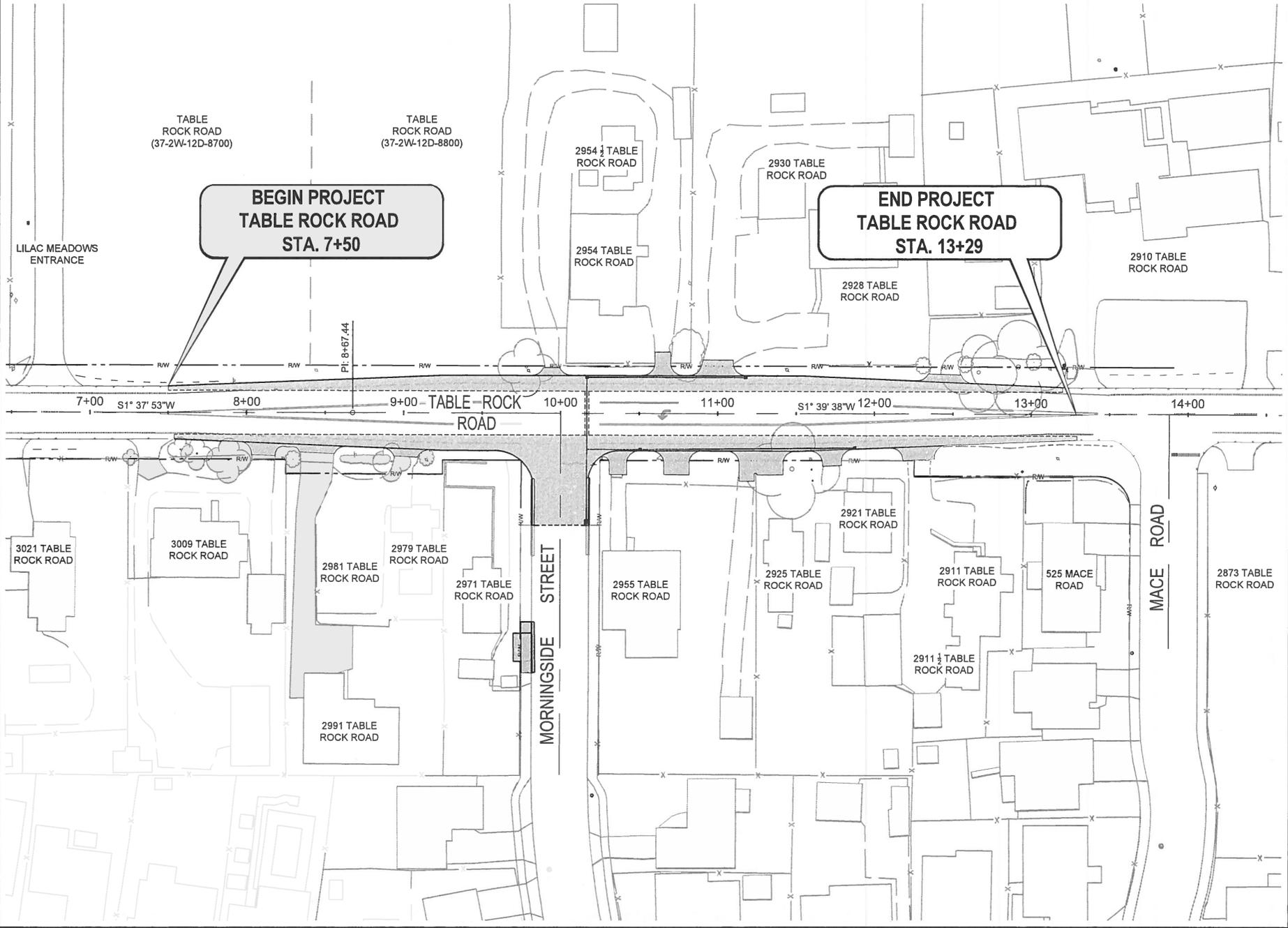
Proj Mgr: D. Hart / M. Lundberg

CITY OF MEDFORD



Central Pipeline Inc.	\$179,334.00
Knife River Materials	\$196,691.00
HGC Inc.	\$202,253.00
West Coast Pipeline	\$218,397.00
Pilot Rock Excavation	\$228,883.50
J. Copeland Construction	\$230,487.10

TABLE ROCK RD. AND MORNINGSIDE ST. - LEFT TURN SITE MAP





CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.5

www.ci.medford.or.us

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

AGENDA SECTION: Consent Calendar
MEETING DATE: May 16, 2019

COUNCIL BILL 2019-40

An ordinance authorizing payment of Street SDC credits to Pacific Trend Building and Developing, LLC in the amount of \$328,983.70.

SUMMARY AND BACKGROUND

Council is requested to authorize payment to Pacific Trend Building and Developing LLC for Street System Development Charge (SDC) credits resulting from right-of-way dedication and street construction on Juanipero Way (formally Coal Mine Road) and street construction on North Phoenix Road. These projects were done as a condition of approval for Stonegate Estates Phase 5.

PREVIOUS COUNCIL ACTIONS

On June 15, 2017, Council approved Council Bill 2017-57 adopting the City of Medford budget for the biennium commencing July 1, 2017, which includes funds for street SDC credit payments.

ANALYSIS

As a condition of development approval for Stonegate Estates Phase 5, the Developer was required to construct a portion of Juanipero Way and North Phoenix Road to Collector and Arterial Street Standards, respectively. In addition to the street construction, the dedication of right-of-way for Juanipero Way from the intersection of North Phoenix Road east approximately 350 feet was required. Street SDC credits are computed using the same formula as that used to establish the level of street SDCs.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

The right-of-way dedication and street construction generated a total of \$328,983.70 in Street SDC credits. SDC credit payments which exceed \$100,000 must be approved by the City Council prior to disbursement per Medford Municipal Code (MMC) 3.815(5)(c)(i)(a). SDC credits shall be paid to the Developers in cash in accordance with Section 3.815 (5)(c) of the MMC. The funds for street SDC credits are included in the City of Medford's 2017-2019 Biennial Budget on Page 8-54.

TIMING ISSUES

The total SDC credit payment of \$328,983.70 shall be made to the Developer upon approval of this ordinance.

COUNCIL OPTIONS

- Approve the ordinance as presented.
- Modify the ordinance.
- Deny the ordinance and provide direction to staff regarding disposition of Street SDC credits.

STAFF RECOMMENDATION

Approve the ordinance for payment to Pacific Trend Building and Developing LLC for Street SDC credits generated as a result of right-of-way dedication and street construction on Juanipero Way and street construction on North Phoenix Road which were done as conditions of development approval for Stonegate Estates Phase 5.

SUGGESTED MOTION

I move to approve the ordinance authorizing payment of Street SDC credits to Pacific Trend Building and Developing LLC in the total amount of \$328,983.70.



CITY OF MEDFORD
AGENDA ITEM COMMENTARY
www.ci.medford.or.us

Item No: 60.5

EXHIBITS

Ordinance

Map

SDC Credit Calculations

ORDINANCE NO. 2019-40

AN ORDINANCE authorizing payment of Street SDC credits to Pacific Trend Building and Developing, LLC in the amount of \$328,983.70.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

An ordinance authorizing payment of Street SDC credits to Pacific Trend Building and Developing, LLC in the amount of \$328,983.70, is hereby authorized.

PASSED by the Council and signed by me in authentication of its passage this ____ day of May, 2019.

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2019.

Mayor

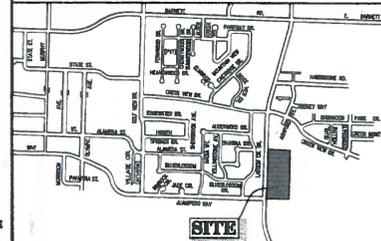
STONEGATE ESTATES-PHASE 5

EXHIBIT MAP

GENERAL NOTES

- All workmanship and materials shall conform to the provisions of the 2008 ODOT/APWA Standard Specifications for Construction, and the current amendments of the City of Medford.
- The Contractor shall determine the location of all utilities necessary to complete the work. The Engineer does not guarantee the accuracy of the location or depth of the utilities shown on the plans. The Contractor shall locate existing utilities and notify Engineer of any discrepancies with these plans.
- The Contractor shall not perform work without the Agency Inspections where inspections are required by the specifications.
- Requests by the contractor for changes to the plans must be approved by the consulting engineer before the changes are implemented.
- When performing excavations, the contractor shall comply with the provisions of ORS 727.541 to 727.571, which include requirements that the contractor hand-expose (pothole) underground facilities and use reasonable care to avoid damaging them.
- The Engineer does not either expressly or by implication seek to establish or delineate the property and right-of-way boundaries. The Engineer has included the boundaries on the drawing to orient the location of the work only. The Engineer has drawn centerline and existing property line locations based on county record data. The Contractor shall contact a surveyor to establish horizontal and vertical control for the project.
- Granular materials shall be obtained from a source approved by the consulting engineer. The contractor shall notify the Engineer of the material source prior to any granular material placement and shall not change material source without approval.
- All concrete shall be 4000 psi @ 28 days unless otherwise specified, 4% air entrainment (1/2" - 1/2").
- The private storm drain lines shall be PVC conforming to ASTM D-3034, SDR 35 unless otherwise noted on plans. All joints shall be watertight.
- The Contractor shall contact the respective Utility Companies to coordinate relocation or reconstruction of any utilities.
- The Contractor shall notify the following 48 hours prior to starting the work:
Oregon Utility Notification Center 1-800-332-2344
Thorton Engineering 541-899-1489
- If "soft" or weak subgrade materials are encountered they shall be removed and replaced with compacted aggregate sub-base material, as necessary to achieve a compacted and stable subgrade. If significant subgrade areas are "soft" contact the consulting engineer to review the situation for additional design considerations.
- The Contractor shall be responsible to clean and/or maintain existing public streets of soil or other debris deposited by construction operations and repair all streets damaged by construction operations in a timely manner to avoid inconveniences or hazards to the public.
- Thorton Engineering, Inc. has not been retained to provide consulting services regarding subsurface soil and groundwater conditions for this project. If unusual or unstable subsurface conditions are encountered, the contractor shall stop work immediately and notify the owner and the engineer immediately.
- The Contractor shall obtain all necessary permits prior to the beginning of construction.

LOCATION MAP



SCHEDULE OF DRAWINGS

SHEET NO.	DESCRIPTION
1	COVER SHEET
2	PRIVATE ROAD - STREET & SD
3	PRIVATE ROAD - WATER & SS
4	NORTH PHOENIX ROAD - PLAN & PROFILE
5	COAL MINE ROAD - PLAN & PROFILE
6	GRADING PLAN - PHASE 5A
7	GRADING PLAN - PHASE 5B
8	DIMENSION PLAN - PHASE 5A
9	DIMENSION PLAN - PHASE 5B
10	UTILITY PLAN
11	STRIPPING PLAN
E1	EROSION-CONTROL COVER SHEET
E2	EROSION-CONTROL PLAN
E3	EROSION-CONTROL DETAILS
D1	DETAIL SHEET
D2	DETAIL SHEET
D3	DETAIL SHEET
D4	DETAIL SHEET
E1	STREET LIGHTING PLAN
E2	STREET LIGHTING PLAN

CONSULTANTS/OWNERS

SURVEYOR	OWNERS/DEVELOPERS
NEATHAM SURVEYING P.O. BOX 1584 MEDFORD, OREGON 97504 PHONE: (541) 732-2869 FAX: (541) 732-1382	PROSPER TRADING BUILDING AND DEVELOPMENT 1014 NW RIVERSIDE AVE. MEDFORD, OREGON 97501 PHONE: (541) 773-4455
ENGINEER THORTON ENGINEERING, INC. P.O. BOX 478 JACKSONVILLE, OR 97830 (541)-899-1489 (541)-899-3419 FAX	

ABBREVIATIONS & SYMBOLS

A.C.	ASPHALTIC CONCRETE	MAX	MAXIMUM
B.C.R.	BACK OF CURB	MIN	MINIMUM
C.R.	CURB RETURN	M.H.	MANHOLE
C.I.	CURB INLET	P.L.	PROPERTY LINE
C.L.	CURB LINE	P.U.E.	PUBLIC UTILITY EASEMENT
CLR	CLEAR	R/W	RIGHT-OF-WAY
CONC	CONCRETE	SS	SANITARY SEWER
D/W	DRYWAY	SSL	SANITARY SEWER LATERAL
E.C.R.	END OF CURB RETURN	S/W	SIDEWALK
EL	ELEVATION	STD	STANDARD
DIST	EXISTING	SD	STORM DRAIN
Q.G.	QUANTAL GRADE	T.O.	TOP OF GRADE
FG	FINISH GRADE	TD	TOP OF DRIVE
FW	FIRE HYDRANT	W	WATER
INV	INVERT OF PIPE	WM	WATER METER
		WV	WATER VALVE

DATE	REVISION	DESCRIPTION
8/2/07		PRELIM PLANS - AGENCY SECOND REVIEW
10/9/07		PRELIM PLANS - AGENCY FINAL REVIEW
10/26/14		PRELIM PLANS - AGENCY FINAL REVIEW
11/10/14		PRELIM PLANS - AGENCY FINAL REVIEW
3/8/15		PRELIM PLANS - AGENCY FINAL REVIEW
3/26/15		PRELIM PLANS - AGENCY FINAL REVIEW
4/3/15		PRELIM PLANS - AGENCY FINAL REVIEW
6/3/15		PRELIM PLANS - AGENCY FINAL REVIEW
		FINAL PLANS - APPROVED FOR CONSTRUCTION
3/12/18	X	RECORD DRAWINGS

NO.	REVISION	DATE	BY
37 1W 34 TL 2000			

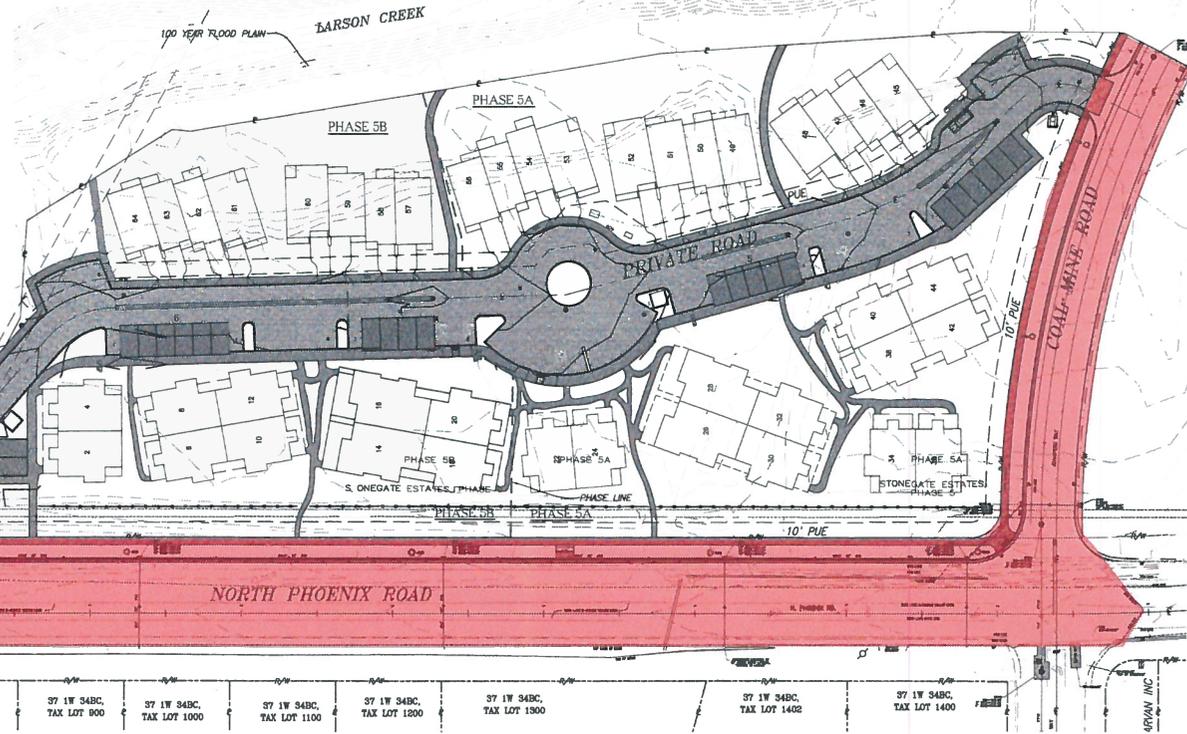
REVISION AS CONTRACTED BY 3/12/18 KAD

CITY OF MEDFORD - ENGINEERING DEPT.

STONEGATE ESTATES-PHASE 5 COVER SHEET

DESIGNED BY	DATE	PROJECT NO.
DRAWN BY	DATE	P-1694D
CHECKED BY	DATE	
APPROVED BY	DATE	
REVISION DATE	DATE	

REVISION DATE: 12/31/2013



STONEGATE ESTATES-PHASE 5 - SITEPLAN



NOTE

Owner and contractor responsible for obtaining permits and approvals from all applicable jurisdictions including:
-City of Medford
-MWC
-Oregon DEQ
-Oregon DSL
-U.S. Corp of Engineers

MEDFORD WATER COMMISSION NOTES

- All water works shall be done in accordance with the current requirements of the Medford Water Commission Standard Specifications.
- Service connections are to be installed for each parcel per Medford Water Commission standards (Standard Detail Nos. 100 and 101).
 - Cover over existing mains shall not be changed without written authorization of the Commission.
 - New mains are to be pressure tested, disinfected and proven to be bacteriologically safe prior to placing new mains in service by the Medford Water Commission. Pressure testing shall not be done until excavation and subgrade has been established.
 - Initial backfill to top of water mains and fire hydrant runs shall be compacted in accordance with Medford Water Commission Standard Specifications for Trench Excavation and Backfill, or backfill material and compaction shall meet the requirements of the controlling agency.
 - Water mains and fire hydrants are to be installed with reference to alignment and grade stakes and only upon notification of the Medford Water Commission Inspector.
 - Water mains are to be installed after sewers.

- Fire hydrant runs are to be installed before curbs and gutters. In the event a water main is installed larger than eight (8) inches, or if the main has more than three (3) feet of cover, the contractor will be required to install an offset manhole to Standard Drawing 105 to permit use of a standard 3'-8" bury fire hydrant.
- Stub service runs shall be installed prior to curb and gutter construction and after PUEs are graded to curb levels.
- Approved plans and specifications shall be available at site of construction at all times during construction of water facilities.
- Logos of Medford Water Commission Standard Specifications should be obtained at the office of the Medford Water Commission.
- Separation of water mains, including service lines and sanitary sewers, shall be in accordance with current Oregon State Health Division Rules and/or as modified in Section IV, Item II, C-8 of these Standards except in all cases running parallel with each other, there shall be a 10 foot separation center line to center line.
- No above-ground appurtenances or physical structures of any kind shall be within five (5) feet of any water facility whether that water facility is above or below ground. This distance shall be ten (10) feet when water and sanitary sewer facilities are concerned.

- No below-ground utility lines or other services of any kind shall be within five (5) feet of any water facility when running parallel or approximately parallel to the water facility. This distance shall be ten (10) feet when water and sanitary sewer facilities are concerned.
- No below-ground utility lines or other services of any kind shall be within six (6) inches of any water facility when running perpendicular or approximately perpendicular to the water facility. This distance shall be 18 inches when water and sanitary sewer facilities are concerned.
- Blasting or explosive work will not be allowed within 30 feet of existing water facilities and only then using proper industry standards and through a permit process with the Fire Department or other agency jurisdiction.
- The Medford Water Commission requires "poly pipes" to be used on all newly laid water lines.
- Dry tape to be installed by a MWC prequalified service installer.
- The Ductile Iron water line shall conform to all the requirements of AWWA C-151, cement mortar lined, Class 54, wall thickness. Mega lug retainers at all fittings, valves and branch lines.
- All connections to the existing water system shall be made by the M.W.C. All trench excavation & backfill shall be done by the Contractor.

SURVEY NOTES

DATE OF BEARING SURVEY NO. 16478
PROJECT BENCH MARK:
CITY OF MEDFORD BENCH MARK B-88
TRANSFORMATION STATION PHASE 1/4 BILE
EAST OF NORTH PHOENIX ROAD, SOUTH SIDE
OF BURNETT ROAD EXTENDED, BENCH MARK
IN CONCRETE MEMORANDUM.
ELEV.=1943.471 2018--27

CALL FOR UTILITY LOCATE 48 HOURS PRIOR TO EXCAVATION - 1-800-332-2344

DESIGNER: THORTON ENGINEERING, INC.
DATE: 12/31/2013
DRAWING NO.: P-1694D
SHEET NO.: 1 OF 11

STREET SDC CREDIT CALCULATION FORM

A. PROJECT INFORMATION

	PLANNING NUMBER
Paving Proj. No. P1694D	LDS _____
Project Name: Stonegate-Phase 5	LDP _____
Location: Juanipero Way (formerly Coal Mine Rd)	PUD <u>00-116</u>
	SPAC <u>06-248</u>
	Bldg Permit _____
	Other _____
Date of Final Order <u>2/16/2007 (AC-06-248)</u>	
Date of R/W Dedication <u>8/10/2018</u>	
Date of 1st Plan Submittal: <u>5/2/2007</u>	
Date of Final Acceptance: <u>3/14/2019</u>	
Developer Name: Pacific Trend Building & Developing LLC (Dan Mahar)	
Mailing Address: <u>P.O. Box 4428</u>	Phone: <u>773-4385</u>
City/State/Zip: <u>Medford, OR 97501</u>	

B. STREET SDC CREDIT CALCULATIONS

1. Right-of-Way Dedication Credits

a. Street Name: **Juanipero Way (formerly Coal Mine Rd)**

1) Parent parcel: 371W34 Map 2000 Tax Lot

Parent parcel size: 5.39 Ac x 43,560 = 234,788 sf

Parent parcel valuation: \$89,790 (Per County or Appraisal?) C A

Unit valuation (\$/sf): \$0.38 per sf

Area dedicated:

<u>0</u> Length	X	<u>0</u> Width	=	<u>18,227</u> sf (from RW #7556, 2018-025222)
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Reduction for direct driveway access (if any):

<u>200</u> Length	X	<u>27.5</u> Width	=	<u>5,500</u> sf
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Net right-of-way area to credit: = 12,727 sf

2) Total Credit for Right-of-way = \$4,867.18

2. Street Construction Credits Applicable Const. Cost Factor = \$411,329

a. Street Name: **Juanipero Wy (formerly Coal Mine Rd)**

1) Roadway Construction Credits (Multiplier = 0.0000118)

Area of street pavement (curb face to curb face): STA 21+00 to 30+00

<u>351</u> Length	X	<u>34</u> Width	=	<u>11,934</u> sf
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Reduction for direct driveway access (if any):

<u>200</u> Length	X	<u>14 ft</u> Width	=	<u>2,800.00</u> sf
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Net Roadway Area to Credit = 9,134.00 sf

SDC Credit Rate per SF of Roadway Area:

<u>0.0000118</u>	X	<u>\$411,329</u> ConstCostFactor	=	<u>\$4.854</u> per sf
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Sub-Total Roadway Credits =

<u>9,134.00</u>	X	<u>\$4.854</u>	=	<u>\$44,333.53</u>
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STREET SDC CREDIT CALCULATION FORM

2) Curb and Gutter Credits (Multiplier = 0.0000198)

Length of C & G for this street = 285.71 lf
 Reduction in length for direct access (if any) = 200 lf
 Net length of C & G to credit = 85.71 lf
 SDC Credit Rate per LF of C&G:
 0.0000198 X \$411,329 = \$8.144 per lf

ConstCostFactor

Sub-Total Curb & Gutter Credits
 85.71 X \$8.144 = \$698.05

3) Sidewalk Credits (Multiplier = 0.0000087)

Area of eligible sidewalk:
 0.00 X 5 = 0.00 sf
Length Width
 SDC Credit Rate per SF of Sidewalk Area:
 0.0000087 X \$411,329 = \$3.579

ConstCostFactor

Sub-Total Sidewalk Credits
 0.00 X \$3.579 = \$0.00

4) Illumination (Multiplier = 0.009619)

Number of street lights to credit = 2
 SDC Credit Rate per Street Light:
 0.009619 X \$411,329 = \$3,956.57

Sub-Total Street Light Credits:
 2 X \$3,956.57 = \$7,913.15

5) Total Credit for Contruction = \$52,944.73

3. TOTAL STREET SDC CREDITS (R/W + CONST) = \$57,811.91

STREET SDC CREDIT CALCULATION FORM

C. FORM ROUTING INFORMATION

Credit Calc's Prepared by: D. Burroughs Date: 4/25/2019
 Credit Calc's Checked by: _____ Date: _____
 Date to Bus Mgr: _____
 AIC Needed ? Y
 Date of Council Action: _____

D. SDC CREDIT DISTRIBUTION

All permits have been issued. Credits to be paid in one lump sum.
 SDC fee per lot \$2,851.10 (Local street access)
 No. lots 0
 Total SDC fees \$0.00 Deduct from Total Credit \$0.00

 Excess credit (if any) to be paid 'up front' \$57,811.91
 Total amount to be distributed btw the lots 0
 CREDIT AMT TO BE DISTRIBUTED PER LOT #DIV/0!

E. PROJECT ACCOUNTING

R/W Credits 6112(CE)	<u>0.084189914</u>	8.418991%
Const Cred 6111(CC)	<u>0.915810086</u>	91.581009%

STREET SDC CREDIT CALCULATION FORM

A. PROJECT INFORMATION

Paving Proj. No.	P1694D	PLANNING NUMBER	LDS _____
Project Name:	Stonegate-Ph 5	LDP	_____
Location:	N. Phoenix Road.	PUD	00-116
		SPAC	06-248
		Bldg Permit	_____
		Other	_____
Date of Final Order	2/16/2007 (AC-06-248)		
Date of R/W Dedication	8/10/2018		
Date of 1st Plan Submittal:	5/2/2007		
Date of Final Inspection:	3/14/2019		
Developer Name:	Pacific Trend Building & Developing LLC (Dan Mahar)		
Mailing Address:	P.O. Box 4428	Phone:	773-4385
City/State/Zip:	Medford, OR 97501		

B. STREET SDC CREDIT CALCULATIONS

1. Right-of-Way Dedication Credits

a. **Street Name:** N. Phoenix Rd. - RW to be paid to NW Homes & landscape

1) **Parent parcel:** 371W34

Parent parcel size:	0.00	Ac x 43,560 =	0	sf
Parent parcel valuation:			\$0	(Per County or Appraisal?) C A
Unit valuation (\$/sf):			#DIV/0!	per sf
Area dedicated: STA 19+96.04 to STA 21+00				
0	X	0	=	0 sf
Length		Width		
Reduction for direct driveway access (if any):				
0	X	0	=	0 sf
Length		Width		
Net right-of-way area to credit:			#REF!	sf

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

2. Street Construction Credits **Applicable Const. Cost Factor** = **\$411,329**

a. **Street Name:** N. Phoenix Rd.

1) **Roadway Construction Credits (Multiplier = 0.0000118)**

Length		Width		
Area of street pavement (curb face to curb face): STA 21+00 to 30+00				
957.83	X	56	=	53,638 sf
Length		Width		
Reduction for direct driveway access (if any):				
200	X	14 ft	=	2,800.00 sf
Length		Width		
Net Roadway Area to Credit			=	50,838.48 sf
SDC Credit Rate per SF of Roadway Area:				
0.0000118	X	\$411,329	=	\$4.854 per sf
		ConstCostFactor		
Sub-Total Roadway Credits			=	
50,838.48	X	\$4.854	=	\$246,753.83

STREET SDC CREDIT CALCULATION FORM

2) Curb and Gutter Credits (Multiplier = 0.0000198)

Length of C & G for this street = 769.12 lf
 Reduction in length for direct access (if any) = 200 lf
 Net length of C & G to credit = 569.12 lf
 SDC Credit Rate per LF of C&G:
 0.0000198 X \$411,329 = \$8.144 per lf

ConstCostFactor

Sub-Total Curb & Gutter Credits
 569.12 X \$8.144 = \$4,635.09

3) Sidewalk Credits (Multiplier = 0.0000087)

Area of eligible sidewalk:
 0.00 X 5 = 0.00 sf
Length Width
 SDC Credit Rate per SF of Sidewalk Area:
 0.0000087 X \$411,329 = \$3.579
 ConstCostFactor

Sub-Total Sidewalk Credits
 0.00 X \$3.579 = \$0.00

4) Illumination (Multiplier = 0.009619)

Number of street lights to credit = 5
 SDC Credit Rate per Street Light:
 0.009619 X \$411,329 = \$3,956.57

Sub-Total Street Light Credits:
 5 X \$3,956.57 = \$19,782.87

5) Total Credit for Construction = \$271,171.79

3. TOTAL STREET SDC CREDITS (R/W + CONST) = \$271,171.79

STREET SDC CREDIT CALCULATION FORM

C. FORM ROUTING INFORMATION

Credit Calc's Prepared by: D. Burroughs Date: 4/25/2019
Credit Calc's Checked by: _____ Date: _____
Date to Bus Mgr: _____
AIC Needed ? Y
Date of Council Action: _____

D. SDC CREDIT DISTRIBUTION

All permits have been issued. Credits to be paid in one lump sum.
SDC fee per lot \$2,851.10 (Local street access)
No. lots 0
Total SDC fees \$0.00 Deduct from Total Credit \$0.00

Excess credit (if any) to be paid 'up front' \$271,171.79
Total amount to be distributed btw the lots 0
CREDIT AMT TO BE DISTRIBUTED PER LOT #DIV/0!

E. PROJECT ACCOUNTING

R/W Credits 6112(CE) 0 0.000000%
Const Cred 6111(CC) 1 100.000000%