

PLANNING COMMISSION AGENDA JANUARY 24, 2019



Commission Members

David Culbertson
Joe Foley
Bill Mansfield
David McFadden
Mark McKechnie
E. J. McManus
Patrick Miranda
Jared Pulver
Jeff Thomas

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

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



Planning Commission

Agenda

Public Hearing

January 24, 2019

5:30 PM

Council Chambers, City Hall, Room 300

411 West Eighth Street, Medford, Oregon

-
- 10. Roll Call**
- 20. Consent Calendar/Written Communications (voice vote)**
- 20.1 LDS-18-163** Final Order of tentative plat approval for April's Meadow Subdivision, a proposed 4-lot residential subdivision on a 1.44-acre parcel located at 2570 Springbrook Road in the SFR-4 (Single-Family Residential, four dwelling units per gross acre) zoning district (371W17BD400). Applicant: Sidney & Linda Lumpkin; Agent: Farber Surveying; Planner: Dustin Severs.
- 20.2 CP-18-182** A legislative amendment to incorporate by reference, the Phoenix-Talent School District Long-Range Facilities Master Plan into the Comprehensive Plan, and to make related updates to the Conclusions, Goals, Policies and Implementation Strategies of the Comprehensive Plan. Applicant: City of Medford; Planner: Seth Adams.
- 30. Minutes**
- 30.1** Consideration for approval of minutes from the January 10, 2019, hearing.
- 40. Oral and Written Requests and Communications**
Comments will be limited to 3 minutes per individual or 5 minutes if representing an organization. **PLEASE SIGN IN.**
- 50. Public Hearings**
Comments are limited to a total of 10 minutes for applicants and/or their representatives. You may request a 5-minute rebuttal time. All others will be limited to 3 minutes per individual or 5 minutes if representing a group or organization. **PLEASE SIGN IN.**
- Continuance Request**
- 50.1 LDS-18-160** Consideration 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. **The applicant has requested this item be continued to the February 14, 2019 Planning Commission meeting.**

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.

Old Business

- 50.2 **LDS-18-153** Consideration of a request to revise the tentative plat of Phases 3A, 3B, 4A, 4B, 5A, 5B, 6A, 6B, 7A and 7B of the "High Cedars at Cedar Landing a Planned Community". The project area is located south of Cedar Links Drive and west of Foothill Road within the SFR-4/PD (Single Family Residential four dwelling units per gross acre/Planned Development Overlay) zone. (371W16CA, TL 2200-2206, 371W16D, TL 7000-7005). Applicant: Cedar Landing Development LLC; Agent: CSA Planning Ltd.; Planner: Liz Conner.

New Business

- 50.3 **CUP-18-148** Consideration of a Conditional Use Permit to allow storm water facilities within the Riparian Corridor of Lone Pine Creek, located approximately 300 feet from the intersection of Delta Waters Road and Crater Lake Highway (HWY 62). (371W18AA TL 1200-1400). Applicant: Delta Waters Lenders; Agent: Bill Philp; Planner: Liz Conner
- 50.4 **CUP-18-176** Consideration of a request for a Conditional Use Permit (CUP) in order to operate a temporary shelter for homeless individuals and families (Kelly Shelter) at the First United Methodist Church located at 607 West Main Street in the Commercial-Service & Professional Office (C-S/P) zoning district (372W25DA TL 200, 400, 500, 700 & 800). Applicant: Rogue Retreat; Agent: United Methodist Church; Planner: Dustin Severs.

60. Reports

- 60.1 Site Plan and Architectural Commission
- 60.2 Planning Department
- 70. Messages and Papers from the Chair**
- 80. Remarks from the City Attorney**
- 90. Propositions and Remarks from the Commission**
- 100. Adjournment**

BEFORE THE MEDFORD PLANNING COMMISSION
STATE OF OREGON, CITY OF MEDFORD

IN THE MATTER OF TENTATIVE PLAT APPROVAL OF

APRIL'S MEADOW SUBDIVISION

[LDS-18-163]

)
)
) **ORDER**

ORDER granting approval of a request for tentative plat for *April's Meadow Subdivision*, described as follows:

A proposed 4-lot residential subdivision on a 1.44-acre parcel located at 2570 Springbrook Road in the SFR-4 (Single-Family Residential, four dwelling units per gross acre) zoning district (371W17BD400).

WHEREAS:

1. The Planning Commission has duly accepted the application filed in accordance with the Medford Land Development Code, Section 10.202; and
2. The Medford Planning Commission has duly held a public hearing on the request for tentative plat for *April's Meadow Subdivision*, as described above, with the public hearing a matter of record of the Planning Commission on January 10, 2019.
3. At the public hearing on said tentative plat, evidence and recommendations were received and presented by the developer and Planning Department Staff; and
4. At the conclusion of said hearing, after consideration and discussion, the Medford Planning Commission, upon a motion duly seconded granted tentative plat for *April's Meadow Subdivision*, as described above and directed staff to prepare a final order with all conditions and findings set forth for the granting of the tentative plat approval.

THEREFORE LET IT BE HEREBY ORDERED that the tentative plat for *April's Meadow Subdivision*, stands approved per the Planning Commission Report dated January 10, 2019, and subject to compliance with all conditions contained therein.

AND LET IT FURTHER BE OF RECORD, that the action of the Planning Commission in approving this request for tentative plat approval is hereafter supported by the findings referenced in the Planning Commission Report dated January 10, 2019.

BASED UPON THE ABOVE, the Planning Commission determined that the tentative plat is in conformity with the provisions of law and Section 10.202(E) Land Division Criteria of the Land Development Code of the City of Medford.

Accepted and approved this 24th day of January, 2019.

CITY OF MEDFORD PLANNING COMMISSION

Planning Commission Chair

ATTEST:

Planning Department Representative



City of Medford

Planning Department

Working with the community to shape a vibrant and exceptional city

PLANNING COMMISSION REPORT

for a type-III quasi-judicial decision: *Land Division*

PROJECT April's Meadow Subdivision
Applicant: Sidney & Linda Lumpkin
Agent: Farber Surveying

FILE NO. LDS-18-163

DATE January 10, 2019

BACKGROUND

Proposal

Consideration of tentative plat approval for April's Meadow Subdivision, a proposed 4-lot residential subdivision on a 1.44-acre parcel located at 2570 Springbrook Road in the SFR-4 (Single-Family Residential, four dwelling units per gross acre) zoning district (371W17BD400).

Vicinity Map



Subject Site Characteristics

Zoning: SFR-4 (Single-Family Residential, four dwelling units per gross acre)
GLUP: UR (Urban Residential)
Overlay(s): AC (Airport Area of Concern)
Use(s): Single-Family Residence

Surrounding Site Characteristics

North Zone: SFR-4
Use(s): Residential subdivision

South Zone: SFR-4
Use(s): Residential Subdivision

East Zone: SFR-4
Use(s): Residential Subdivision

West Zone: MFR-20 (Multiple Family Residential, twenty dwelling units per gross acre)
Use(s): Vacant land

Related Projects

LDS-05-301 April's Meadows Subdivision (Expired)

Applicable Criteria

MLDC 10.202(E): Land Division Criteria

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

- (1) Is consistent with the Comprehensive Plan, any other applicable specific plans thereto, including Neighborhood Circulation Plans, and all applicable design standards set forth in Article IV and V;*
- (2) Will not prevent development of the remainder of the property under the same ownership, if any, or of adjoining land or of access thereto, in accordance with this chapter;*
- (3) Bears a name that has been approved by the approving authority and does not use a word which is the same as, similar to, or pronounced the same as a word in the name of any other subdivision in the City of Medford; except for the words "town", "city", "place", "court", "addition", or similar words; unless the land platted is contiguous to and platted by the same applicant that platted the land division bearing that name; or unless the applicant files and records the consent of the party who platted the land division bearing that name and the block numbers continue those of the plat of the same name last filed;*

- (4) If it includes the creation of streets or alleys, that such streets or alleys are laid out to be consistent with existing and planned streets and alleys and with the plats of land divisions already approved for adjoining property unless the approving authority determines it is in the public interest to modify the street pattern;
- (5) If it has streets or alleys that are proposed to be held for private use, that they are distinguished from the public streets or alleys on the tentative plat, and reservations or restrictions relating to the private streets or alleys are set forth;
- (6) Will not cause an unmitigated land use conflict between the land division and adjoining agricultural lands within the EFU (Exclusive Farm Use) zoning district.

ISSUES AND ANALYSIS

Project Summary

Site characteristics/ history

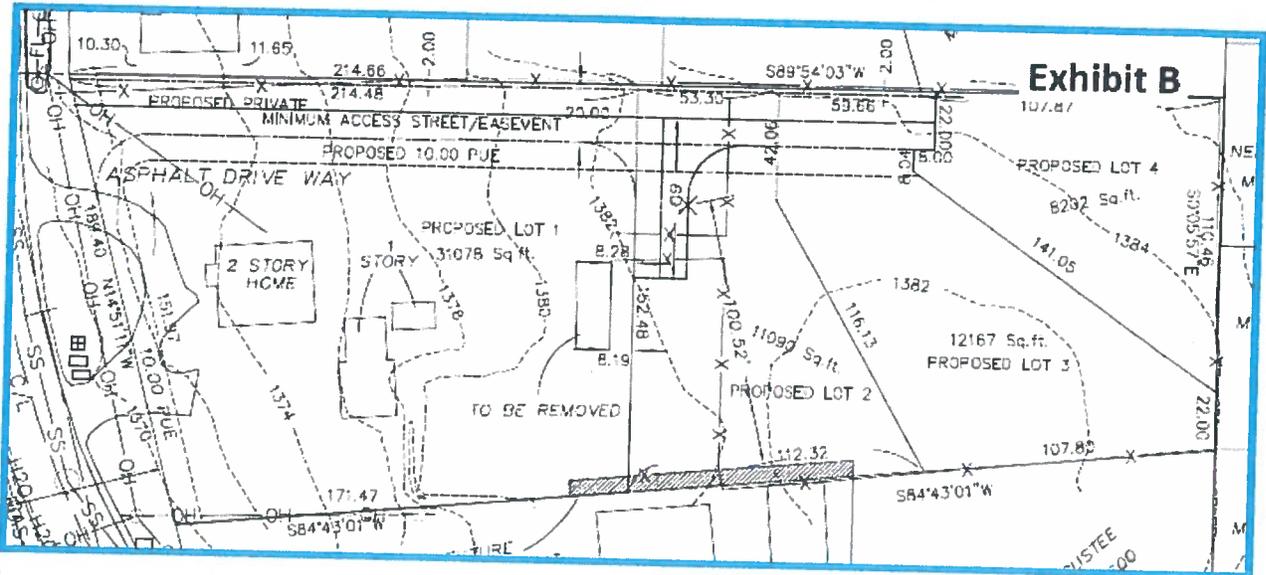
The subject site totals 1.44 acres, and is fronted along its westerly boundary by Springbrook Road, a Major Collector Street, and currently contains a two-story single family home, which serves as the residence of the applicants. The property also includes a circular drive providing two access points to the site off of Springbrook Road, a two-car garage, swimming pool, and two additional accessory structures, one of which is proposed to be removed, as shown on the tentative plat. The easterly half of the property to the rear of the existing residence is vacant.

The applicants were approved for a four-lot subdivision in 2005 (LDS-05-301); however, the tentative approval later expired.



Proposal

The applicants are requesting to subdivide the property, creating four separate parcels. The applicants are also proposing the creation of a Minimum Access Easement with the subject request. The Minimum Access Easement is proposed to be located off of Springbrook Road at the northwest corner of the applicants' parcel, identified as *Proposed Lot 1* as shown on the submitted tentative plat, from which Lots 2-4 are proposed to take access.



Density

Density Table

SFR-4	Allowed	Shown
Min. /Max. Density 2.5 to 4.0 dwelling units per gross acre	4 min. / 6 max.	4 lots

As shown on the Density Table above, based on 1.44 acres of land, the creation of four lots, as identified on the submitted tentative plat, falls within the minimum/maximum range permitted for the SFR-4 zoning district as per MLDC 10.710.

Development Standards

Site Development Table (MLDC 10.710)

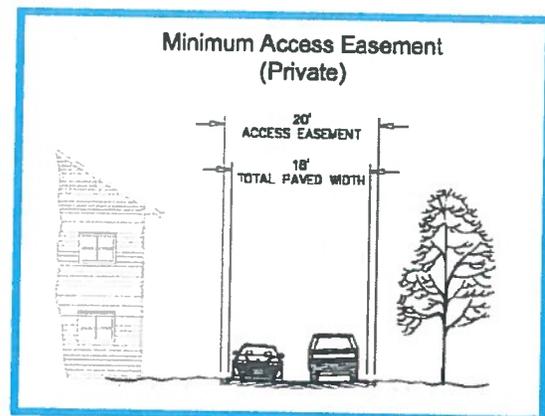
SFR-4	Lot Area	Min. lot Width (Interior)	Min. lot Depth	Min. Lot Frontage
Required	6,500 to 18,750	60 feet	90 feet	30 feet
Shown	Lot 1: 31,078	Lot 1: 160 ft.	Lot 1: 190 ft.	Lot 1: 151 ft.
	Lot 2: 11,090	Lot 2: 80 ft.	Lot 2: 150 ft.	Lot 2: 53 ft.
	Lot 3: 12,167	Lot 3: 70 ft.	Lot 3: 180 ft.	Lot 3: 59 ft.
	Lot 4: 8,202	Lot 4: 105 ft.	Lot 4: 125 ft.	Lot 4: 30 ft.

As shown in the Site Development Table above, it can be found that the four proposed lots identified on the submitted tentative plat meet all the dimensional standards for the SFR-4 zoning district as found in Article V of the Medford Land Development Code.

Lot 1, as shown in the Site Development table above, exceeds the maximum lot area for the SFR-4 zoning district; however, per MLDC 10.708(A)(3)(c), lots with an existing house and yard that exceed the maximum lot area may be removed from the density calculation at the discretion of the developer. Accordingly, the applicants' existing house and yard, identified as Lot 1 on the submitted tentative plat, is proposed to exceed the maximum size for the SFR-4 zoning district.

Access

All four proposed lots will take access from Springbrook Road; however, as Lots 2-4 do not have direct frontage off of a public right-of-way, as required per MLDC 10.425, the applicants are proposing to create a Minimum Access Easement from which Lots 2-4 will take access from a shared driveway off Springbrook Road to be located at the northwest corner of the applicants' property – Lot 1. As per MLDC 10.430(A), the creation of a Minimum Access Easement is permitted to provide access for a minimum of two and a maximum of three dwelling units (not including Accessory Dwelling Units). The applicants are proposing that the Minimum Access Easement serve as access for the lots 2-4, which do not have direct access to Springbrook Road, while the applicants' property (Lot 1) will continue to take access via a separate, existing



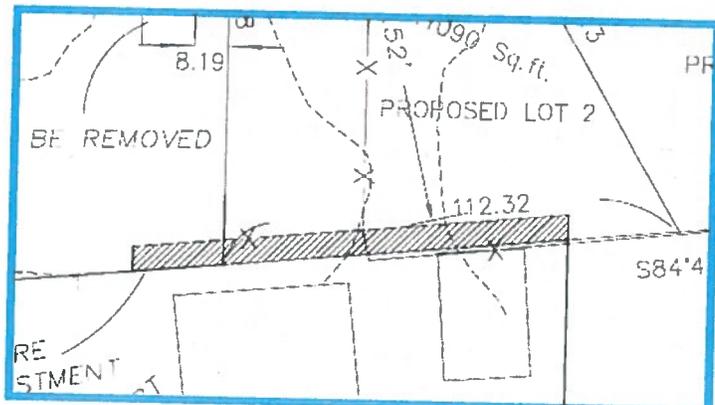
driveway off of Springbrook Road located to the south of the proposed Minimum Access Easement.

Per the staff report provided by Public Works (Exhibit E), the applicant will be required to close the existing north driveway associated with the existing circular drive prior to final plat approval. This requirement is made in the interest of limiting the number of driveways off of Springbrook Drive, which is classified as a Major Collector Street.



Property line adjustment

The submitted tentative plat (Exhibit B) identifies a *proposed future property line adjustment* located along the southerly boundary of lots 1 and 2. At the LD meeting, the applicants explained that the purpose of the property line adjustment is due to the placement of an existing fence, and an agreement with the property owner to the south.



As a condition of approval, the applicants will be required to obtain approval for the proposed property line adjustment or remove said item from their final plat submittal, prior to final approval for the subject request.

Fire access

Per the staff report provided by the Fire Department (Exhibit G), the turn-around shown for the proposed Minimum Access Easement driveway on the tentative plat is insufficient. Dead-end fire apparatus roads in excess of 150 feet in length are required to be provided with approved provisions for the turning around of fire apparatus. It was explained to the applicant at the LD meeting that an alternative option would be to provide the future homes on Lots 2-4 with sprinklers in lieu of providing a fire department turn-around.

Facility Adequacy

Per the agency comments submitted to staff (Exhibits E-G), it can be found that, with the imposition of the conditions of approval contained in Exhibit A, there will be adequate facilities to serve the future development of the site.

Neighbor Comments

Staff received a letter from a neighbor located at 2629 Tahitian Avenue, abutting the subject property to the east. In the letter, the neighbor, Annie Nagel, explains past issues that she has had with the subject property concerning its water drainage flowing onto her property. In a conversation with Ms. Nagel at the planning office, staff explained to Ms. Nagel that the applicant has submitted a Conceptual Grading & Drainage Plan (Exhibit C) with their application by a registered professional showing stormwater detention on the property, and that the developer's design engineer will be required to provide written certification to the Engineering Division that the construction of the water detention facilities were constructed per plan, prior to the approval of the final plat.

Other Agency Comments

None

Committee Comments

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

DECISION

The Commission voted unanimously to approve the request while adding three exhibits into the record. The three exhibits are as follows:

- An email received by staff from the Medford Irrigation District (Exhibit I).
- A neighbor letter received from Mr. Ernest Quinones (2510 Springbrook Road), expressing concerns with the drainage of the surrounding area. The letter was included into the record as Exhibit J.
- A neighbor letter received from Jeanne Klein (2605 Tahitian Avenue), stating a few concerns with the development, including the issue concerning the ongoing drainage problems with the surrounding area. The letter was included into the record as Exhibit K. Ms. Klein also spoke at the hearing, and the Commission addressed many of her concerns directly.

FINDINGS AND CONCLUSIONS

Land Division

Staff finds the subdivision plat consistent with the Comprehensive Plan and all applicable design standards set forth in Articles 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 (April's Meadow) that has been reviewed and approved by the City's Address Technician; and criterion 4-6 are inapplicable.

Staff recommends that the Commission adopt the Findings of Fact as recommended by staff.

ACTION TAKEN

Adopted the findings as recommended by staff and directed staff to prepare a Final Order for approval of LDS-18-163 per the Planning Commission Report dated January 10, 2019, including Exhibits A through K.

EXHIBITS

- A Conditions of Approval, dated January 3, 2019.
- B Tentative Plat, received November 14, 2018.
- C Conceptual Grading & Drainage Plan, received October 24, 2018.
- D Applicant's Findings of Fact, received October 24, 2018.
- E Public Works Staff Report, received December 12, 2018.
- F Medford Water Commission memo & associated map, received December 12, 2018.
- G Medford Fire Department Report, received December 12, 2018.
- H Neighbor letter, received December 31, 2018.
- I **Email from the Medford Irrigation District, received January 3, 2019.**
- J **Neighbor letter (2510 Springbrook), received January 10, 2019.**
- K **Neighbor letter (2605 Tahitian Avenue), received January 10, 2019.**
Vicinity map

Patrick Miranda, Chair

PLANNING COMMISSION AGENDA:

JANUARY 10, 2018
JANUARY 24, 2019

Dustin J. Severs

From: Jack Friend <medid@medfordid.org>
Sent: Thursday, January 3, 2019 9:25 AM
To: Dustin J. Severs
Subject: 2570 springbrook road
Attachments: image000000.jpg; 2019010395091345.jpg

Good Morning Dustin,

Just following up on our conversation from yesterday regarding the development at 2570 Springbrook rd 371w17BD400. Medford Irrigation District does not have facilities in the area. 20+ years ago, we had a lateral that originated from a point of diversion in lone pine creek at 371W17DD700. The diversion and lateral were abandoned well before my time. That lateral would run on the east side of Tahitian with the ability to feed send water to a few users on Springbrook. I believe that once the Bell Estates development happened, the deliveries to the Lumpkin property were lost. From the old maps, I can see how the water was delivered to the property. On the City of Medford Gis, I can find the abandoned irrigation line on the east side of Tahitian and then it turns to the storm drain system north of that point. That is as much information/history I have about irrigation in this area. We have no way of getting water into the area and I am unsure what is still existing in the area since development has happened. Let me know if I can be of any further help.

Thanks,
Jack G. Friend
District Manager

CITY OF MEDFORD
EXHIBIT # I
FILE # LDS-18-163

Mr. Ernest Quinones
2510 Springbrook Rd.
Medford, OR 97504

1-10-19

Re: April Meadows Subdivision
water drainage run-off.

I (Ernie Quinones) previously spoke with a person from your Planning Dept about 3 months ago re. run-off waters from Tahitian and the 11.44 acre land. He said he would get back to us. He did not. So we are writing this to state there has been water surplus and ditch management that we can't handle. We need to know how this will be handled in the future plan. The waters flow down ditch & across field & come over to our

CITY OF MEDFORD
EXHIBIT # 3
FILE # LDS-18-163

(2510 Springbrook)
ditch area. This plugs up
regularly & has had
over-flow and property
damage. We use this
ditch to run off our under-
house drainage (we have
a pump).

A few years back the city
put in a drainage tube
that has helped direct
water flow to street but
with new widening of street
in near future & no (Spring
brook)
follow-up maintenance of
the tube, we are concerned
with the future drainage
function.

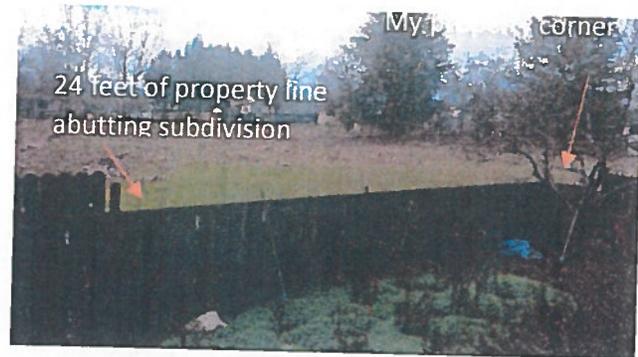
Thank you, Carol Quinones
Ernest Quinones

Planning Department
City of Medford
200 South Ivy Street
Medford, OR 97501

January 9, 2019

To whom it may concern,

I am a landowner who lives directly east, adjacent to the proposed "April's Meadow" development (file number LDS-18-163). Contrary to the surveyed tax map, by Farber Surveying, attached to the letter from the city (which shows none of my property bordering the proposed development) more than 1/3 of my property line abuts the neighboring proposal.



I have several concerns about the proposed development. As shown in the picture below, there are water drainage issues.



When this land is developed, the water that is sitting in that field will need to drain somewhere. How much fill will have to be placed prior to construction of houses? Where will the water that is in the field and the irrigation ditches go? According to the neighbor to the south of the proposed development, water from the meadow drains into their lot, often washing bark mulch and other landscape material away. Additionally, the neighbor to the east of the proposed development has identified issues with water on her property as well.

In the staff report and supporting documentation, there are several references to water, wetlands, storm drainage, hydrology and waterways. In the 2006 application packet, the Medford Irrigation District stated that drainage measures need to be addressed to avoid problems that have occurred in the past. This issue has not changed. An "investigative drainage report" is required as per exhibit E from the Public Works Department. Without the results of this drainage report, I don't see how this subdivision can be approved.

CITY OF MEDFORD
EXHIBIT # K
FILE # LDS-18-163

It is not clear whether the drainage ditches which are on the east and south side of the property will be under an easement, or how they will be handled in the development.

Another concern regards grading of the lot. In Exhibit C, the engineer's drawing, it is not clear in the drawing if any grading is proposed. Also, again, the tax lot map on Exhibit C is wrong, showing that none of my property is adjacent to the development. However, the Public Works staff report states that "a comprehensive grading plan showing the relationship between the adjacent property and the proposed subdivision will be submitted..." I would like to see a copy of the grading plan, the proposed fill to be used to cover the wetland area and how much fill would be used.

Also, with the development of this property, there will be additional loss of wetlands and open space.

I would also like to know what types of houses would be built if the permit is approved. With the approval, there will be increased noise and a loss of privacy. There would be additional loss of privacy to adjacent landowners if two-story houses are approved.

In closing, I would like to see drainage issues addressed before any more plans are made for development of "April's Meadow." As an adjacent landowner, I am concerned about the loss of wetlands, the amount and type of fill that will be brought in, where the water will drain to if the area is developed and the type of houses proposed.

I would like to be added to a mailing list and kept apprised of the progress of the proposed development.



Sincerely,

/s/ Jeanne Klein

2605 Tahitian Ave

Medford, OR 97504



City of Medford

Planning Department

Working with the community to shape a vibrant and exceptional city

MEMORANDUM

Subject Request to initiate a Comprehensive Plan Amendment for the Phoenix-Talent School District to incorporate by reference, the School District's Long-Range Facilities Master Plan into the City of Medford Comprehensive Plan.

File no. CP-18-182

To Planning Commission

From Seth Adams AICP, Planner III

Date January 17, 2019

for January 24, 2019 meeting

BACKGROUND

On June 22, 2018, a letter was received from CSA Planning, Ltd., representing the Phoenix-Talent School District, requesting that the City adopt the District's recently approved Long-Range Facilities Master Plan into the Comprehensive Plan. Oregon Revised Statute 195.110(2)(a) states:

"A city or county containing a large school district shall: Include as an element of its comprehensive plan a school facility master plan prepared by the district in consultation with the affected city or county."

As the Phoenix-Talent School District has more than 2,600 students, it qualifies as a "large school district" under the Statute.

The School District's request was discussed at the January 14, 2019, Planning Commission study session, at which staff informed the Commission that the formal initiation of the Comprehensive Plan amendment would be placed on the Planning Commission agenda of January 24, 2019 as a consent calendar item unless the Commission expressed concerns about doing so. While there were some questions from the Planning Commission about the School District's properties in Medford, and the implications of incorporating its Master Plan into the Comprehensive Plan, the Commissioners that were present at the study session agreed that initiation of the Comprehensive Plan amendment could be placed on the January 24, 2019 agenda as a consent calendar item.

STAFF RECOMMENDATION

Staff recommends that the Planning Commission initiate this Comprehensive Plan amendment based on the following:

- Per ORS 195.110, the City is obligated to include the District's Long-Range Facilities Master Plan as an element of the Comprehensive Plan.
- Conclusion No. 12 in the Schools section of the Public Facilities Element of the City of Medford Comprehensive Plan, states: "Additional work with the Phoenix-Talent School District is needed towards the development and adoption of a long-range facilities plan into the City of Medford Comprehensive Plan Public Facilities Element," and a long-range facilities plan has now been developed and approved by the School District.
- Over the 20 year period that was analyzed, the Phoenix-Talent School District's Long-Range Facilities Master Plan does not include any recommendations or courses of action that would impact the City's adopted or anticipated land use plans.

OPTIONS

Initiate the code amendment. Adoption of the consent calendar without removing this item indicates the Planning Commission will initiate the Comprehensive Plan amendment, and staff will add this request to its work tasks for 2019.

Do not initiate the code amendment. If the Commission pulls the item from the consent calendar and votes to not initiate the Comprehensive Plan amendment, then this request will be tabled in order for the City and the School District to discuss and seek solutions to any questions and/or concerns raised by the Planning Commission.

ATTACHMENTS

- Planning Commission study session minutes of January 14, 2019



Planning Commission

Minutes

From Study Session on **January 14, 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

Patrick Miranda, Chair
David McFadden, Vice Chair
David Culbertson
Joe Foley
Mark McKechnie (arrived 12:05 p.m.)
Jared Pulver
Jeff Thomas

Staff Present

Carla Paladino, Principal Planner
Eric Mitton, Deputy City Attorney
Seth Adams, Planner III

Commissioners Absent

E. J. McManus, Excused Absence
Bill Mansfield, Unexcused Absence

Guests

Jay Harland, CSA Planning Ltd.

Subject:

20.1 CP-18-182 Phoenix-Talent School District Master Plan

Seth Adams, Planner III reported that the purpose of the study session is to discuss the incorporation of the Phoenix-Talent School District Long-Range Facilities Master Plan into the Comprehensive Plan, and to make related updates to the Conclusions, Goals, Policies and Implementation Strategies of the Comprehensive Plan.

The Phoenix-Talent School District has formally requested that all of the jurisdictions affected by its recently adopted Long-Range Facilities Master Plan (City of Phoenix, City of Talent, City of Medford, and Jackson County) incorporate the document into their respective comprehensive plans.

Staff is intending to place the initiation of the comprehensive plan amendment on the January 24, 2019 Planning Commission agenda as a consent item. Assuming the Planning Commission approves the initiation of the amendment, staff will draft the Comprehensive Plan amendment language and present it to the Planning Commission at a future study session. Planning Commission and City Council public hearings are to be determined.

As the School District's plan affects multiple jurisdictions, the involved parties have agreed that the various Planning Commissions conduct their formal reviews of the Long Range Facilities Master Plan in the following order: 1) Phoenix Planning Commission; 2) Talent Planning Commission; and 3) Medford Planning Commission. Once all three city

Planning Commissions have recommended approval of the Master Plan, the District will forward it to the County Planning Commission to review. If any of the Planning Commissions request changes that could affect the interests of any of the other cities, then the requested changes would be brought back to the applicable Planning Commission(s) for concurrence on the changes.

Once the Planning Commission review process is completed, the School District Board would adopt amendments reflecting the changes (if any) that occurred during the Planning Commission reviews. The updated Master Plan would then be reviewed by the various City Councils in the same order as the Planning Commissions, with the final review being the County Board of Commissioners.

Vice Chair McFadden stated that the one vacant parcel identified as being owned by the school district is different than the land identified in the Southeast Plan as being reserved for Phoenix-Talent School District. Would the school site identified in the Southeast Plan automatically be changed to the parcel currently owned by the District? Mr. Adams reported that staff will not amend anything in the Southeast Plan. The other school site that Vice Chair McFadden mentioned will remain as flagged. As far as what the School District is going to do with their vacant parcel, Mr. Adams deferred that to Jay Harland who represents the School District.

Mr. Harland stated that the Planning Commission processed a zone change on the school site that is identified in the Southeast Plan. There was an agreement with a property owner to sell it to the School District, but then the property owner decided he did not want to sell. There was litigation between the School District and the property owner on the enforceability of the agreement. Mr. Harland did not read the actual case. The School District ended up buying the Coal Mine Road site instead. The problem is that when they did the School District's Master Plan, it was determined that while the site is a good location, it may not be large enough. It is only 11 acres and there are wetlands and a future road that will go through it. It would be a large enough site for an elementary school, but they will need a middle school facility and the site is not large enough for that.

Commissioner McKechnie stated the purpose is to get the process started. A member of the public will have at least one more opportunity to weigh in on this process. Mr. Adams reported yes. They will have at least two opportunities. Once staff drafts the amendment language it comes back to the Planning Commission in a study session. Then formal recommendation with the Planning Commission and to the City Council.

Commissioner McKechnie reported that this is okay. As a general rule he would rather staff does not put items on the consent calendar that the Planning Commission has not had a chance to be aired in public. This seems to just be getting the process started.

Vice Chair McFadden stated that there are topics that get brought to the Planning Commission that seem to pop out of nowhere, and they are asked to make a quick decision without enough discussion.

Carla Paladino, Principal Planner, stated that this is similar to when a property owner comes in and requests that the City consider a code change. Staff does not allow the public to come in and do a code change. It has to come through the Planning Commission for initiation, and then it moves forward with staff.

Commissioner Foley asked, will the ultimate step be a Planning Commission public hearing? Ms. Paladino replied yes. It will be a formal Comprehensive Plan amendment.

Commissioner Pulver asked, what is the criteria once it comes to the Planning Commission public hearing? Ms. Paladino stated that it will be the Comprehensive Plan amendment criteria, such as....does it comply with the statewide goals, does it meet the Conclusions, Goals, Policies and Implementation Strategies of the Comprehensive Plan, and so forth?

Ms. Paladino reported that when the 549C School District plan came in there was talk about the Hull Road property being outside of the Urban Growth Boundary. There was a conflict that had to be worked through. In this case there are minimal school properties that impact Medford.

Commissioner Pulver asked, is there a timeframe? Ms. Paladino did not believe so.

Commissioner Culbertson reported that in 2014 during the stages of the RPS, Phil Long came to a small group of people in MD-7. They asked what the main goals were. He tried to divert the Hull Road school site to the school site off Kings Highway. At that point in time Mr. Long stated they were in discussion with Phoenix-Talent about redrafting the lines and Talent would go to Ashland and Phoenix would go to Medford and create one school district. Has that died?

Vice Chair McFadden stated that he wished more people read the Comprehensive Plan. That is one of the reasons he supports putting all this in comprehensive plans so that people know that type of issue from the beginning.

Commissioner Culbertson and Vice Chair McFadden commented that this needs to move forward. Chair Miranda thinks it sounds good so far.

Commissioner Thomas stated that he thinks Mr. Long would have liked to have seen that done, but he had no power or authority to do that. It is a legislative change. There are 116 school districts in the State. From the school districts standpoint they are looking at lots like the Hull Road lot. They liked the Hull Road lot because it was donated to them and they could swap it. Just like with the 11 acres that is not big enough for a middle school. If they can have control of that then they can swap it.

Mr. Harland reported that the Southeast Plan property is not a bad school site. They may end up putting a school there. There were a lot of conversations through the Master Plan process of what to do with that piece. The other question was if they did not need it to sell it now. There were approximately \$20M of things the School District could use that the bond money did not cover. Since they could not definitively determine what they may or may not need in the future, Mr. Harland's recommendation to the School District was to hold onto the property.

30. Adjournment

The meeting was adjourned at 12:21 p.m.



Submitted by:

Terri L. Richards

Recording Secretary



Planning Commission

Minutes

From Public Hearing on **January 10, 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

Patrick Miranda, Chair
David McFadden, Vice Chair
David Culbertson
Joe Foley
Bill Mansfield
Mark McKechnie
E.J. McManus
Jeff Thomas

Staff Present

Kelly Evans, Assistant Planning Director
Eric Mitton, Deputy City Attorney
Alex Georgevitch, City Engineer
Greg Kleinberg, Fire Marshal
Terri Richards, Recording Secretary
Dustin Severs, Planner III
Steffen Roennfeldt, Planner III

Commissioner Absent

Jared Pulver, Excused Absence

10. Roll Call

Chair Miranda stated staff has a note for the consent calendar agenda item 20.2.

Kelly Evans, Assistant Planning Director reported that staff discovered a couple of minor changes to the report. Staff published and distributed a revised Planning Commission report. At the bottom of the first page staff describes the changes. On page 16 of the report under decision staff incidentally noted a reduced lot size but the applicant's request was to exceed the maximum lot size. On page 18 staff included the word "partition" instead of the word "subdivision".

20. Consent Calendar/Written Communications.

20.1 LDS-18-149 / E-18-150 Final Orders of tentative plat approval for McKenzie Village, a proposed 25-lot residential subdivision, along with a request for an Exception for lot depth, on three contiguous parcels totaling 3.51-acres located north of Midway Road, west of Interstate 5, and east of Cummings Lane in the SFR-10 (Single-Family Residential, ten dwelling units per gross acre) zoning district (372W13AA TL 700/601 & 372W13AB TL 211). Applicant: Tom Malot Construction, Inc.; Agent: Richard Stevens & Associates; Planner: Dustin Severs

20.2 LDS-18-155 / PUD-18-156 / ZC-18-157 / CUP-18-158 Final Orders of a Preliminary PUD Plan for the Middlefork Creek Planned Unit Development – Phases 1-7, which include requests for a tentative plat approval for a 105-lot residential subdivision; a request for a

change of zone from SFR-00 (Single-Family Residential, one dwelling unit per lot) to SFR-4 (Single Family Residential, four dwelling units per gross acre) on a 12.26-acre portion of the property and a 2.95-acre portion of the property, and a change of zone from SFR-00 to SFR-10 (Single Family Residential, ten dwelling units per gross acre) on a 12.61-acre portion of the property; and a Conditional Use Permit (CUP) in order to locate shared use paths and storm drain facilities within the Riparian Corridors of Larson Creek. The property totals 27.82-acres and is located south of East Barnett Road, east of North Phoenix Road, and abuts Coal Mine Road along its southerly boundary; is within the Southeast (SE) Overlay District, and is currently zoned SFR-00 (371W34300). Applicant: Southeast View LLC; Agent: Neathamer Surveying; Planner: Dustin Severs.

Motion: The Planning Commission adopted the consent calendar as submitted along with the corrections stated by staff.

Moved by: Vice Chair McFadden

Seconded by: Commissioner Foley

Roll Call Vote: Motion passed, 8-0.

30. Minutes

30.1 The minutes for December 27, 2018, 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 **LDS-18-160** Consideration 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. **The applicant has requested to continue this item to the Thursday, January 24, 2019 Planning Commission meeting.**

Chair Miranda stated that if there are members in the audience that have come to testify on this agenda item and cannot attend the Thursday, January 24, 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 Thursday, January 24, 2019. There will be no decisions made this evening on this agenda item.

The public hearing was opened.

Chair Miranda reported the record would remain opened to receive further information.

Motion: The Planning Commission continued LDS-18-160, per the applicant's request, to the January 24, 2019, Planning Commission meeting.

Moved by: Vice Chair McFadden

Seconded by: Commissioner McKechnie

Roll Call Vote: Motion passed, 8-0.

50.2 LDS-18-153 Consideration of a request to revise the tentative plat of Phases 3A, 3B, 4A, 4B, 5A, 5B, 6A, 6B, 7A and 7B of the "High Cedars at Cedar Landing a Planned Community". The project area is located south of Cedar Links Drive and west of Foothill Road within the SFR-4/PD (Single Family Residential four dwelling units per gross acre/Planned Development Overlay) zone. (371W16CA, TL 2200-2206, 371W16D, TL 7000-7005). Applicant: Cedar Landing Development LLC.; Agent: CSA Planning Ltd.; Planner: Liz Conner. **The applicant has requested to continue this time to the January 24, 2019, Planning Commission meeting.**

Chair Miranda stated that if there are members in the audience that have come to testify on this agenda item and cannot attend the Thursday, January 24, 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 Thursday, January 24, 2019. There will be no decisions made this evening on this agenda item.

The record on this application remained opened from the Thursday, December 27, 2018 Planning Commission meeting.

Chair Miranda reported the record would remain opened to receive further information.

Motion: The Planning Commission continued LDS-18-153, per the applicant's request, to the January 24, 2019, Planning Commission meeting.

Moved by: Vice Chair McFadden

Seconded by: Commissioner McKechnie

Roll Call Vote: Motion passed, 8-0.

50.3 LDS-18-163 Consideration of tentative plat approval for April's Meadow Subdivision, a proposed 4-lot residential subdivision on a 1.44-acre parcel located at 2570 Springbrook Road in the SFR-4 (Single-Family Residential, four dwelling units per gross acre) zoning district (371W17BD400). Applicant: Sidney & Linda Lumpkin; Agent: Farber Surveying; Planner: Dustin Severs.

Chair Miranda inquired whether any Commissioners have a conflict of interest or ex-parte communication they would like to disclose. None were disclosed.

Chair Miranda 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 reported there were three new exhibits to be submitted into the record. These exhibits were emailed to the Planning Commissioners earlier today. Exhibit I is an email from Medford Irrigation District. There has been some drainage issues in this area. Mr. Severs contacted a representative with Medford Irrigation District to confirm jurisdiction. It is not in their jurisdiction. Exhibit J is a letter from a neighbor residing at 2510 Springbrook, and Exhibit K is a letter from a neighbor residing at 2605 Tahitian Avenue. They will further testify of the issues the neighbors are having in this area. Mr. Severs gave a staff report.

Commissioner McKechnie asked, who does the approval on the lot line adjustment? Mr. Severs reported that the lot line adjustment needs to be remedied before final plat or take it off the final plat. Mr. Severs deferred the question to the applicant's agent.

Commissioner McKechnie asked, is this application irrelevant regarding the Nagel property? Mr. Severs stated that is correct. The Planning Commission cannot help Ms. Nagel. There is an existing irrigation ditch that the applicant will do a cutout that will enlarge it. Hopefully, it will improve Ms. Nagel's situation.

Commissioner McKechnie pointed out that the developer will provide a storm system that will take care of any of the other drainage on the lots.

The public hearing was opened.

a. Herb Farber, Farber Surveying, 431 Oak Street, Central Point, Oregon 97502. Mr. Farber reported briefly addressed the submitted letters and the storm drainage issues. The applicant will be responsible for passing the water that comes out of the site, through the site, and continue the pattern that is presently existing. They did not create that storm drainage issue and it is not up to the applicant to solve the neighborhood drainage issues. The drainage for the site will accommodate all the runoff as a result of the development. That is a standard practice. Roof drains will go to the storm drains that is a common building procedure. There has been not irrigation for the last twenty years. It is not an irrigation problem. It is existing storm water runoff that was designed and installed by the previous subdivision. The applicant empathizes with the neighbors because they have

these issues. The only thing the applicant can do is keep the water flowing as it has historically flowed and connect it into the pipe that the City installed to the south.

The other element of the submitted letters regarding two story houses is that the City code outright permits two story houses.

Mr. Farber reserved rebuttal time.

Vice Chair McFadden state that the City is responsible for all storm drainage that he has been told by predecessors of Alex Georgevitch's. Why does this drain exist? Why does it not tie into the storm drains on Tahitian Avenue? Alex Georgevitch, City Engineer reported that the City is responsible for all public storm drains. There are private storm drains that occur on a lot of developments. This particular development to the east with all the homes fronting Tahitian Avenue have two curb inlets then runs west to the back of the lots that were developed along Tahitian Avenue. This is part of a subdivision called Tropic Isle Subdivision. Tropic Isle Subdivision built that facility in 1973. West of it on this property is an irrigation line that run north/south and west. The L occurring on the Nagel property is going into a dispersion ditch, meaning there were not storm drain facilities west of this and there is a creek further west that this was naturally draining to. In order to meet state law one cannot concentrate water in one location. A dispersion ditch spreads it out and allows it to take a natural flow. It is probably one of the things leading to the conditions occurring in some of the photographs presented by some of the neighbors. The irrigation ditch was probably not properly abandoned as well. Even though the Irrigation District states they have no responsibility there anymore and they are probably no longer serving anyone, there is probably a ditch that still has at a minimum storm water and may have return water at times depending on the time of year. All those lead to the fact that something to the south built that storm drain with an inlet to collect that water and most likely take it out to Springbrook across to Lone Pine Creek. Mr. Georgevitch could not find any information on the north/south line, only because he ran out of time. All this came in late this afternoon.

The plans are conceptual and do not go into detailed engineering because they do not have hydrology work complete. The applicant will do a complete study that will go a minimum of 100 feet beyond the property lines making sure it is adequately capturing any water that is flowing onto the site and accommodating that water through a natural ditch or rerouted ditch. The applicant is proposing a rerouted ditch on their east and southerly property lines as well as into the storm drain system that will collect both the runoff from their proposed minor access street easement and roof drains. Most of that water should be captured. Mr. Georgevitch does not know what is happening north of there with the irrigation.

b. Jeanne Klein, 2605 Tahitian Avenue, Medford, Oregon, 97504. Ms. Klein read her letter that was submitted earlier. Her concerns are the water drainage issue and grading plan. She would like to see a grading plan.

Vice Chair McFadden reported that a tentative plat was submitted. It is not the final plat. The final plat gets approved at a later date. The tentative plat opens the door to getting all the studies done. Those are submitted to the City for approval. Staff from various departments will review those to make sure issues are solved. He suspects there will be more removal of soil from the site than addition. There will be excavation for the routing of the storm drains. He recommends that the Ms. Klein keep in contact with the City Engineering Department about how everything is progressing. The reason this application can move forward this evening is the fact that this stage gets the project going. They cannot finish the project until all the conditions have been met. He believes the neighborhood will improve from this. There are certain things that the City cannot guarantee. As Mr. Farber stated earlier, in the City of Medford, any home can be made two story on any lot. Mr. Farber will probably take the information he heard this evening back to the applicant to take into consideration.

c. Annie Nagel, 2629 Tahitian Avenue, Medford, Oregon, 97504. Ms. Nagel has concerns with the irrigation water in her backyard. She also has concerns with the irrigation pipe in her yard. There is also an electrical box close to the pipe. She is concerned about electrocution.

Mr. Farber reiterated that the storm drainage issues will be resolved. Following this meeting, a detailed engineering and grading plan will be prepared, submitted and reviewed by the City. Staff will make sure it takes care of all the storm water that comes on the subject property and gets it to wherever it needs to go. It is not up to the applicant at this time to make judgements on how that is going to be. It is up to the engineers and experts to figure out. He thinks part of the issue may have arisen along the common boundary where the storm drain ends. It was common practice in those years to put the electrical box with the utilities running down the back. That could have disturb whatever path there was for the water to drain out of there along with any subsequent work that has gone on to repair or replace utilities. It was years later when utilities were moved to the street.

Commissioner McKechnie asked about the lot line adjustment. Mr. Farber reported that they put it on the tentative plan as proposed because, the way it used to be, they could not process two applications at the same time. Now the City allows that. The applicant will be submitting a property line adjustment to be completed prior to final plat. There are setback issues with a neighboring house. There is an existing fence that there has been an agreement to allow use of that property. It will formally be conveyed to the adjoining property owner.

Vice Chair McFadden stated that a comment from Mr. Georgevitch that the easterly property line of the subject property was in error. Mr. Farber reported that there is a drafting error where the property lines abut under this project. The Medford Water Commission map is the best map to review for the proper location of the lot lines.

Commissioner Foley asked, is there sufficient turnaround for fire trucks or do they have to do sprinklers? Mr. Severs stated that the applicant will have to make changes or they will have to provide sprinklers to the homes.

Mr. Severs reported that Ms. Nagel has some serious issues and staff does not have the answers for her this evening. He does have her contact information and will make sure staff does their best to help her out.

The public hearing was closed.

Motion: The Planning Commission adopted the findings as recommended by staff and directed staff to prepare the Final Order for approval of LDS-18-163 per the staff report dated January 3, 2019, including Exhibits A through G and adding Exhibit I, Exhibit J, and Exhibit K.

Moved by: Vice Chair McFadden

Seconded by: Commissioner Foley

Roll Call Vote: Motion passed, 8-0.

50.4 CUP-18-159 Consideration of a request for a Conditional Use Permit (CUP) to allow for the operation of Temporary Shelter within the existing Maslow Project Resource Center on a 0.85 acre parcel located at 500 Monroe Street in a SFR-10 (Single Family Residential – 6 to 10 dwelling units per gross acre) zoning district (371W30CC7800). Applicant: Maslow Project; Agent: CSA Planning; Planner: Steffen Roennfeldt.

Chair Miranda inquired whether any Commissioners have a conflict of interest or ex-parte communication they would like to disclose. None were disclosed.

Chair Miranda inquired whether anyone in attendance wishes to question the Commission as to conflicts of interest or ex-parte contacts. None were disclosed.

Steffen Roennfeldt, Planner III stated that the Conditional Use Permit approval criteria can be found in the Medford Land Development Code Section 10.184(C). 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. Roennfeldt gave a staff report.

The public hearing was opened.

a. Jay Harland, CSA Planning Ltd., 4497 Brownridge Terrace, Suite 101, Medford, Oregon 97504. Mr. Harland reported that Mary Ferrell, Executive Director of Maslow is in attendance this evening. If there are operational questions that he may not know she will be able to answer those questions. This particular entity does a lot of good things for the community. This is a logical extension of their service. Based on that public service it is something the Planning Commission can find that the second criteria under the Conditional Use Permit can be met.

Commissioner McKechnie stated that the operational time is December 15th through March 15th and it is close to January 15th. Is this primarily gearing up for next year? Mr. Harland reported that if the Planning Commission approved the application this evening they would still have time to operate this year. Weather wise it has primarily been warm. It is a temporary shelter for younger people that are already Maslow clients.

Mr. Harland reserved rebuttal time.

b. Jamie Hazlett, 431 Oak Street, Central Point, Oregon, 97502. Ms. Hazlett has been involved with the Maslow project for approximately ten years. She is excited of the progress they have made in developing the relationship with the community, Medford School District and the expansion they have done in other areas. She is currently the Board President. There have been issues in the past with the Kelly Warming Shelter but Maslow Project is putting a natural extension of what they already offer its clients. They do not see the potential for a lot of problems or issues with the neighboring community. These are clients working with ongoing case workers that have an interest in being respectful for the building, process and rules. The kids that are being served a lot of the options to them are age appropriate. They need to be able to come to an atmosphere where they feel safe. They know Maslow Project and will not be put in with adults in a situation that might not feel safe or appropriate for them.

c. Savanna Hughes, 2334 Temple Drive, Medford, Oregon, 97504. Ms. Hughes is in favor of the Maslow Project warming shelter. She is a former client. She has been involved with the Maslow Project for the last three years.

d. Pamela Norr, 3600 Aviation Way, Medford, Oregon, 97504. Ms. Norr is the Executive Officer at Access. As the funder of this project for Maslow Project she is present this evening to speak on the importance of offering shelter. Access is the lead agency for the COC and working hard to make a difference in sheltering. This project fills the need to serve the community and transition youths aged 18 to 24 with emergency shelter keeping them sheltered from the chronically homeless adult population. It is considered best practice. Maslow Project's case management is unsurpassed. They do an excellent job of ensuring that they continue connecting and ensuring the ones they serve are doing what they need to do to have a success story. They focus on helping homeless youth

complete their high school and post high school education reducing the number of youth becoming part of the chronically homeless population.

e. Ron Havniear, 815 South Oakdale Avenue, Medford, Oregon, 97501. Mr. Havniear is the Support Services and Facility Manager for the Medford School District. He has had the opportunity to work with Maslow in different ways and levels. This is a great opportunity for our community. They are a responsible and proactive tenant for the Medford School District. They also provide an invaluable service to the District's students by executing federally mandated homeless education and programs in accordance with their ongoing service contract with the District. They have been doing that since 2009. They are co-located with the central Medford High School to eliminate any barriers to their resources. They have invested more than \$175,000 into their building.

Commissioner McManus asked, do they go through the same process to apply for cooling and fire smoke shelters? Mr. Roennfeldt replied yes. Mr. Mitton stated that they would have to apply for another Conditional Use Permit since the current one is for a warming shelter for the specific 90 day period.

Ms. Evans reported that the Medford Land Development Code Section 10.819A(C)(1) reads: *"The conditional use permit (CUP) as required by Sections 10.314 and 10.337 of this Code shall run with the lot(s), tract(s), or parcel(s) of land on which a temporary shelter was conditionally permitted. Unless modifications to the original CUP are made, a new CUP shall not be required for each new operational period."* This intended that they do not have to come back every year. This only allows a 90 day period within 12 months. She does not agree that there can be more than one CUP for a different season. She does not think that is what is intended. Mr. Mitton agrees with that. It cannot have a second CUP for the same property for another 3 month period.

Ms. Evans continued stating that she thinks Commissioner McManus' intent was to ask if the 90 days could start now. Commissioner McManus replied yes. Ms. Evans commented that this section gives the City Manager the ability to extend a permit and he also has the ability to suspend or revoke the permit. The applicant can apply to extend the operational period.

Mr. Mitton stated that if they were to start the 90 day period now without getting an extension from the City Manager that would prevent their ability to open on December 15, 2019, for the next warming period.

Commissioner Foley is a little confused. Are the dates confusing something that does not need to be added? Ms. Evans replied no. A conditional use permit is a broad thing. Permits from Building and Fire are more finite and technical. This is simply addressing the use of the property for this particular warming shelter. The dates the applicant has proposed is what they intend to do. Shifting the dates would not be helpful to them

because that is not their operation. Again, the Code allows the City Manager the authority to adjust those dates for them.

Mr. Mitton commented that in the Medford Land Development Code Section 10.189A(D)(2)(b) a temporary shelter can either call out that it is triggered by weather events clearly stated or date specific in the operations plan. By calling out the dates satisfies the code requirement.

Commissioner Culbertson asked, should the Planning Commission find that this application moves forward and is approved, is there a way to expedite and not have them wait another two weeks before the Final Order is signed? Ms. Evans reported that the Planning Commission could adopt the Final Order this evening unless there were substantive changes or additional findings needed.

The public hearing was closed.

Motion: The Planning Commission adopted the findings as recommended by staff and adopted the Final Order for approval of CUP-18-159 per the staff report dated January 3, 2019, including Exhibits A through Q.

Moved by: Vice Chair McFadden

Seconded by: Commissioner McKechnie

Vice Chair McFadden stated that the Planning Commission is happy to see this project happening and goes with their blessings.

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, January 4, 2019. Their business item was continued to the January 18, 2019 meeting.

60.2 Planning Department

Ms. Evans welcomed Jeff Thomas to the Planning Commission and thanked him for volunteering his services.

The Boards and Commissions luncheon is scheduled for tomorrow Friday, January 11, 2019 at the Inn at the Commons at noon. Ms. Evans encouraged the Planning Commission to attend.

The next Planning Commission study session is scheduled for Monday, January 14, 2019. Discussion will be on the Phoenix-Talent School District Masterplan.

There is business scheduled for the Planning Commission on Thursday, January 24, 2019 and February 14, 2019.

Last week the City Council appointed Commissioner Thomas and reappointed Commissioner Mansfield, Commissioner McKechnie and Commissioner Pulver.

City Council is taking actions to reduce their workload. They shuffled around Boards and Commissions. They sunset the Joint Transportation Subcommittee and created a Transportation Commission. The Traffic Coordinating Committee and the Bicycle Pedestrian Advisory Committee will report to the Transportation Commission. One of the membership requirements is a Planning Commissioner. Ms. Evans sent out an email telling the Commissioners about this and asked for volunteers. Chair Miranda had mentioned that Commissioner Pulver was interested. Chair Miranda stated unofficially Commissioner Pulver confirmed when they were sitting on the Joint Transportation Subcommittee. Ms. Evans stated that they would wait until Commissioner Pulver had the ability to volunteer.

Vice Chair McFadden asked, under the code for the Transportation Commission, will they have the authority to require stop signs at intersections? Ms. Evans reported that is still the job of the Transportation Coordinating Committee. She assumes that function will continue and they will report to the Transportation Commission.

70. Messages and Papers from the Chair.

70.1 Chair Miranda stated that the first Planning Commission meeting in February is the election of officers. Both Chair and Vice Chair positions are open for nomination.

Ms. Evans reported that other appointments or reappointments will be open for the Transportation Commission and the Site Plan and Architectural Commission. Commissioner Culbertson commented that he would like to remain on the Site Plan and Architectural Commission.

80. Remarks from the City Attorney. None

90. Propositions and Remarks from the Commission.

90.1 Commissioner Culbertson reported that regretfully he has to depart tomorrow earlier than anticipated to go to a memorial service in Moreno and is unable to attend the Boards and Commission luncheon. He already signed up for it and Ms. Evans informed the proper people. He invited Commissioner Thomas to take his available seat at the luncheon.

100. Adjournment

The meeting was adjourned at 7:06 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

Patrick Miranda
Planning Commission Chair

Approved: January 24, 2018



City of Medford

Planning Department

Working with the community to shape a vibrant and exceptional city

STAFF REPORT- CONTINUANCE REQUEST

for a Type-III quasi-judicial decision: **Subdivision**

Project Vinatieri Heights Subdivision
Applicant: Rita Vinatieri; Agent: Neathamer Surveying Inc.

File no. LDS-18-160

To Planning Commission *for January 24, 2019*

From Liz Conner, Planner II

Reviewer Kelly Evans, Assistant Planning Director *u.*

Date January 17, 2019

BACKGROUND

Proposal

Consideration 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).

Request

The applicant has requested that the item be continued to February 14 2019, in order to provide additional information.

EXHIBITS

- A Continuanance request received January 16, 2019
Vicinity map

PLANNING COMMISSION AGENDA:

JANUARY 10, 2018
JANUARY 24, 2018



NEATHAMER SURVEYING, INC.

January 16, 2019

CITY OF MEDFORD: PLANNING DEPARTMENT

Attn: Liz Conner, Planner II
200 South Ivy Street, Lausmann Annex
Medford, OR 97501

Re: *Vinatieri Heights Subdivision*
City of Medford File No. LDS-18-160

Liz:

On behalf of our client and applicant, Rita Vinatieri, the intent of this letter is to request a continuance for the Planning Commission meeting scheduled for January 24, 2019, for the referenced project.

The applicant would like to move the project to the agenda for the Planning Commission meeting scheduled for February 14, 2019. The requested continuance would allow Rita Vinatieri an opportunity to address the matters that were discussed during the land division meeting that occurred on December 19, 2018, particularly those related to the required improvements.

Thank you for your consideration. Please contact this office should any questions arise or if any additional information is necessary.

Respectfully,

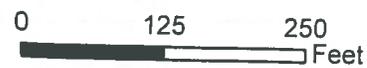
Neathamer Surveying, Inc.

By: *Nathan Ruf, CFM*
Nathan Ruf, CFM



Project Name:
**Vinatieri Heights
 Subdivision**

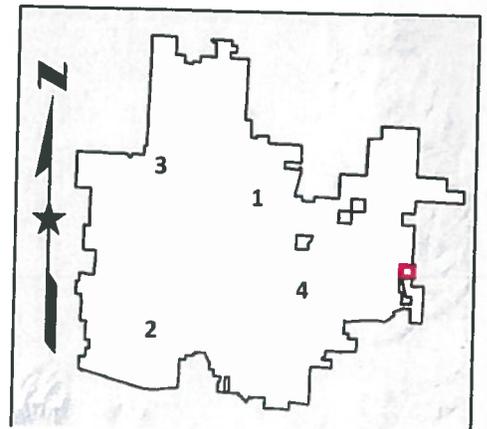
Map/Taxlot:
371W23DD TL 1800



11/02/2018

Legend

-  Subject Area
-  Zoning Districts
-  Tax Lots





City of Medford

Planning Department

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STAFF REPORT

for a Type III quasi-judicial decision: **Land Division**

Project High Cedars and Cedar Landing PUD, Phases 5B through 7
Applicant: Cedar Landing Development LLC; Agent: CSA Planning Ltd.

File no. LDS-18-153

To Planning Commission *for 1/24/2019 hearing*

From Liz Conner, Planner II

Reviewer Kelly Evans, Assistant Planning Director *ke*

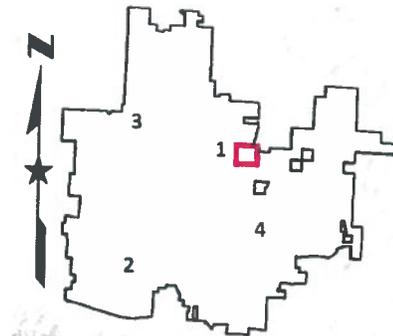
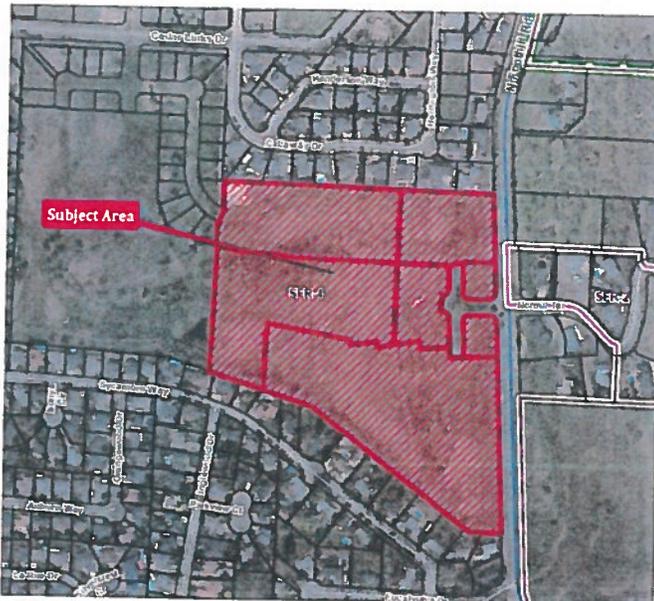
Date January 17, 2019

BACKGROUND

Proposal

Consideration of a request to revise the tentative plat of Phases 5B, 6 and 7 of the "High Cedars at Cedar Landing a Planned Community". The project area is located south of Cedar Links Drive and west of Foothill Road within the SFR-4/PD (Single Family Residential, four dwelling units per gross acre/Planned Development Overlay) zone. (371W16CA TL 2202 and 2203; 371W16D TL 7000-7002)

Vicinity Map



Subject Site Characteristics

Zoning	SFR-4	Single Family Residential, four dwelling units per gross acre
GLUP	UR	Urban Residential
Use	Vacant	

Surrounding Site Characteristics

<i>North</i>	Zone:	SFR-4
	Use:	Single Family dwellings
<i>South</i>	Zone:	SFR-4
	Use:	Single Family dwellings
<i>East</i>	Zone:	SFR-4
	Use:	Single Family dwellings
<i>West</i>	Zone:	SFR-4
	Use:	Vacant/ Single Family dwellings

Related Projects

PUD-05-035	Cedar Landing PUD
LDS-05-036	Cascade Terrace Subdivision
LDS-05-037	Sky Lakes Subdivision
PUD-05-035	Termination of 5.47 acre portion of PUD for park property in 2011
LDS-13-121	Sky Lakes Village Subdivision Phases 7A & 7B
PUD-13-119	PUD Revision
E-14-059	Exception to required right-of-way dedication
PUD-14-136	PUD Revision
LDS-14-137	Sky Lakes Village Phase 1 Tentative Plat
LDS-14-138	The Village at Cedar Landing Phase 1 Tentative Plat
PUD-15-043	PUD Revision to change commercial, multi-family and condominium use south of Cedar Links to single-family residential use
LDS-15-044	176-Lot Tentative Plat for High Cedars Subdivision
SV-15-101	Street Vacation of a portion of Normil Terrace and Farmington Avenue.
LDS-15-120	Sky Lakes Village at Cedar Landing 7A Replat
PUD-16-024	PUD Revision to reconfigure the land uses within the north portion of the PUD and increase the lot coverage and establish height standards for the single family residential uses of the PUD within the south portion.

Applicable Criteria

**SUBDIVISION TENTATIVE PLAT APPROVAL CRITERIA
FROM SECTION 10.202(E) OF THE MEDFORD LAND DEVELOPMENT CODE**

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

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

Corporate Names

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

ISSUES AND ANALYSIS

Project History

On April 27, 2006, the Planning Commission approved Cedar Landing Planned Unit Development (PUD-05-035), a master plan for the redevelopment of the 122.12-acre site to provide a mixture of residential uses, commercial development and a preservation of

existing open space. The overall project is organized into four sub areas with multiple phases that are described as follows:

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

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

In 2013, a revision to the PUD was approved which included modifications for naming, numbering, and design. In January 2015, an exception was approved for the reduction of required right-of-way dedication for Cedar Links Drive. The Planning Commission approved modifications to the street design as part of the original approval in order to preserve existing Cedar trees on the north side of Cedar Links Drive. An Exception was necessary in order to reduce the amount of right-of-way dedication.

In April 2015, the Planning Commission approved a revision to the PUD regarding changes to the north side of Cedar Links Drive and tentative plats for Sky Lakes Phase 1 and The Village Phase 1.

In June 2015, the Planning Commission approved a PUD and 176 lot subdivision tentative plat for the portion of the PUD south of Cedar Links Drive (PUD 15-143 and LDS-15-044). Specifically, significant revisions of the PUD included the following revisions:

- Reconfiguration of the entire south area into five phases.
- Changing all commercial, multi-family, and condominium uses to single-family detached residential use.
- Removal of the below grade pedestrian crossing at Cedar Links Drive.
- Providing a single access point to Foothill Road at Normil Terrace and eliminating the second access point at Tree Top Drive.
- Relocating pedestrian paths.

In July 2016, the Planning Commission approved a PUD revision PUD-16-024 that affected the portion north of Cedar Links Drive. Only one change was made to the portion South of Cedar Links Drive:

- 1) Allow a 55% lot coverage maximum for single-family residential units under 25 feet; units more than 25 feet in height will remain subject to zoning provision maximum lot coverage of 40%.

Current Proposal

The purpose of this subject application (LDS-18-153) is to reconfigure the street connection to Foothill Road and Tree Top Drive and eliminate the connection at Normil Terrace. This connection will be a right in, right out (RIRO) and has supporting evidence per the Traffic Impact Analysis addendum provided (Exhibit K).

In addition to the street connection the applicant is proposing to include the following revisions:

- 1) Eliminate the connection with Foothill Road and Normil Terrace
 - a. This triggers a name change for Normil Terrace. Applicant proposed the name to be Broken Top Way.
 - b. Removal of the easterly segment of Broken Top Way between Pronghorn Lane and Foothill Road.
 - c. The intersection between Broken Top Way and Pronghorn Lane changes from a "T" intersection to a knuckled corner.
- 2) Add a 12-foot pedestrian accessway between Broken Top Way and Morning View Drive, between Lots 88 and 89 of Phase 5A and Lots 117 and 118 in Phase 6A.
- 3) Reduce remainder of Broken Top Way between Noble Fir Drive and Pronghorn Drive from 63 feet to 55 feet of right-of-way.
- 4) Create connection with Foothill Road at Tree Top Drive.
 - a. Increase the right-of-way width for Tree Top Drive from 55 feet to 63 feet.
 - b. Increase the right-of-way for the southerly portion of Noble Fir Drive (from Broken Top Way to Tree Top Drive) from 55 feet to 63 feet and modify the curved transition at Noble Fir Drive and Tree Top Drive from a curve to a knuckle to utilize the lands south of the streets more efficiently.
 - c. Limit the turn movement at the intersection of Foothill Road and Tree Top Drive to a right-in and right-out only. The currently approved connection at Normil Terrace is a full-movement intersection.

As a result of the changes above, the following will also change:

- 1) Reduce the amount of open space.
- 2) Modify the cul-de-sac at the end of Tree Top Drive so that it becomes an extension of High Cedars Lane.
- 3) Provide access to the lots situated south of the aforementioned cul-de-sac by means of a Minimum Access Easement.
- 4) Adjust lot configurations to align with modified road alignments. The number of lots and the minimum lot sizes remain the same.
- 5) Adjust phase boundaries to align with the modified road and lot layouts.

- 6) Reduce the amount of right-of-way and public utility easement (PUE) to be dedicated and conveyed along the full frontage of Foothill Road by approximately five feet.
- 7) Modify the improvement cross section for Foothill Road.
- 8) Modify the underlying reserve Lots 97, 98 and 99 (to be implemented through separate property line adjustments).
- 9) Modify the cross section of High Cedars Lane in Phase 5B to eliminate the park strips, sidewalk and PUE on one side due to 15% slopes in that area.

PUD Compliance

The Cedar Landing Planned Unit Development has gone through a number of revisions, the last two being in 2015 (PUD-15-043) and 2016 (PUD-16-024). The revision from 2015 addressed the area south of Cedar Links Drive and reconfigured the access points to Foothill Road.

When the proposed tentative (LDS-18-153) plat is compared with the approved tentative plat for PUD-15-043/LDS-15-044 the following changes are noted:

	Approved PUD-15-043/LDS-15-044	Proposed LDS-18-153	Consistent with PUD
Open Space (sq. ft.)	64,290	58,666 (reduced by 5,624)	No
Number of Lots	91	91	Yes
Street Connection to Foothill Road	Normil Terrace	Tree Top Drive	Yes

Open Space

The proposed changes trigger a reduction in the open space area situated at the corner of Noble Fir Drive and Tree Top Drive. The open space area is proposed to be reduced by approximately 5,624 square feet. This equates to a reduction of approximately 0.5% to the overall open space within the PUD; the total open space is reduced from 21.3% to 20.8%.

The proposed tentative plat is not consistent with the approved PUD-15-043. There are options to revise PUD in MLDC Section 10.198(A). One option is a De Minimis Revision, which is a Planning Director decision. The standard is that a change be found to "be slight and inconsequential" and "not violate any substantive provisions of this code". In this case, open space is a significant feature of Cedar Landing PUD. It is an overall project amenity and also has a practical function as detention and water quality treatment areas. Because retaining the open space was such an important feature of the project, staff could not find that this is a "slight and inconsequential" change. If a change is not De Minimis, it must be brought before the Planning Commission as a public hearing.

The applicant is requesting that the Planning Commission acknowledge that this reduction in open space is minor and that the proposed subdivision is in conformance approved Cedar Landing PUD (Exhibit J). Should the Planning Commission find the proposal is consistent with the PUD, no further action is required by the applicant.

However, if the Planning Commission finds the proposal is inconsistent with the PUD, the applicant may either remove Lot 155 or submit an application to revise the Preliminary PUD Plan. A condition to revise the PUD to be consistent with the tentative plat prior to final plat for any of the subject phases has been included (Exhibit A).

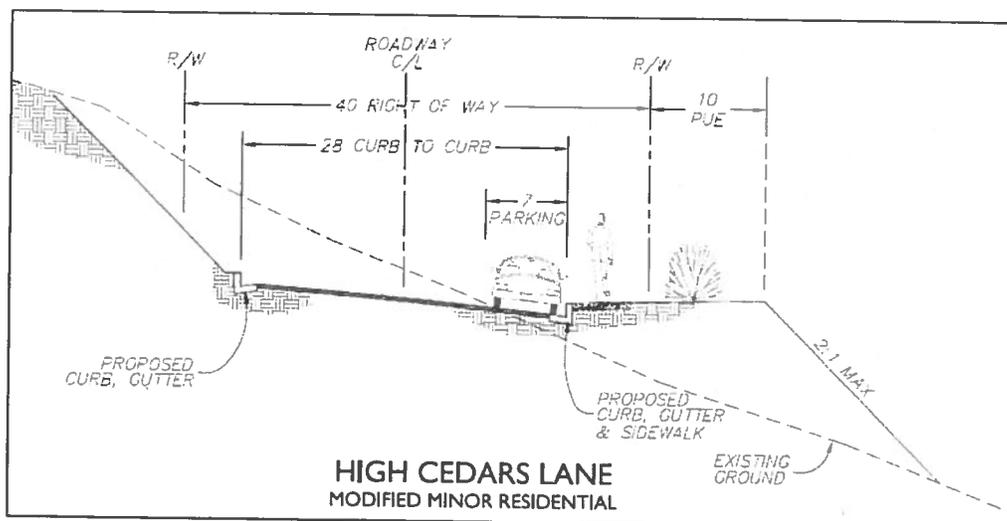
Public Improvements

Per the Public Works Report, all public improvements along Foothill Road shall comply with the MLDC. In accordance with the Planning Commission Report for PUD 05-035, Cedar Landing PUD, the Developer is required to

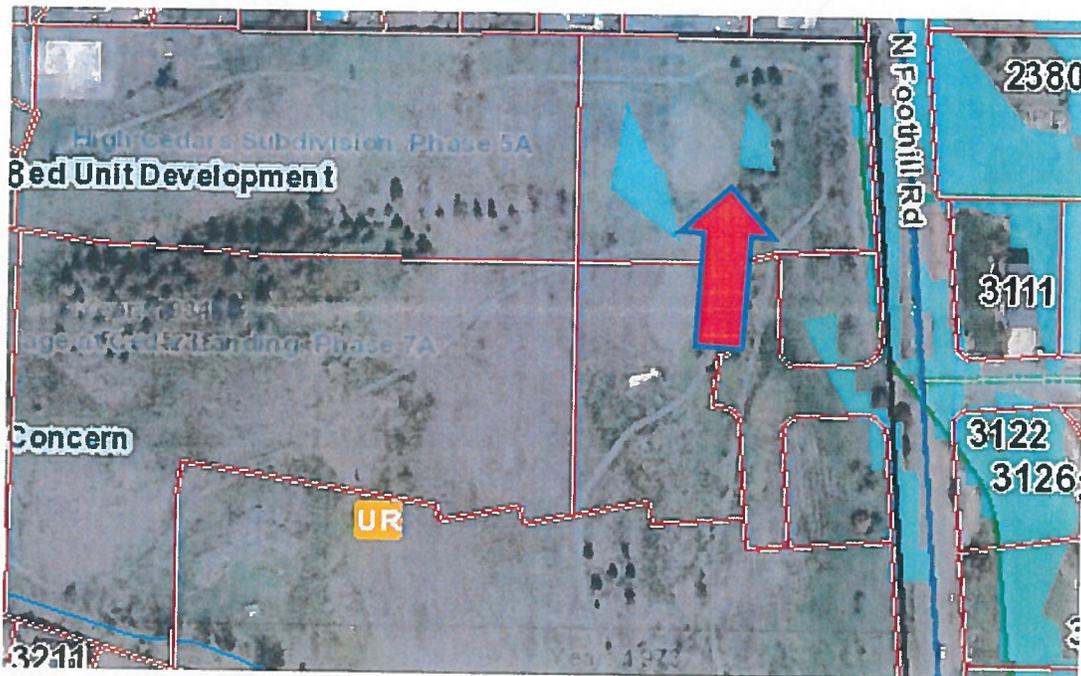
1. Prepare a final Street Tree and Commercial Area Master Plan for Cedar Landing PUD, which includes a detailed plan component for the Foothill Road Arterial Street Frontage Landscape feature that will be installed within Phase 5B, 6B and 7B of High Cedars Subdivision.
2. Include a minimum 8-foot high vertical separation feature outside of the public right-of-way along the Foothill Road frontage prior to the final plat of High Cedars Phase 5B, 6B or 7B, whichever occurs first.

Access and Circulation

The proposed tentative plat (Exhibit B) shows High Cedars Lane with a 55-foot right-of-way which complies with the Minor Residential Street standard in MLDC Section 10.130. The applicant submitted a cross-section of High Cedars Lane that is a modified minor residential lane show below. (Exhibit G)



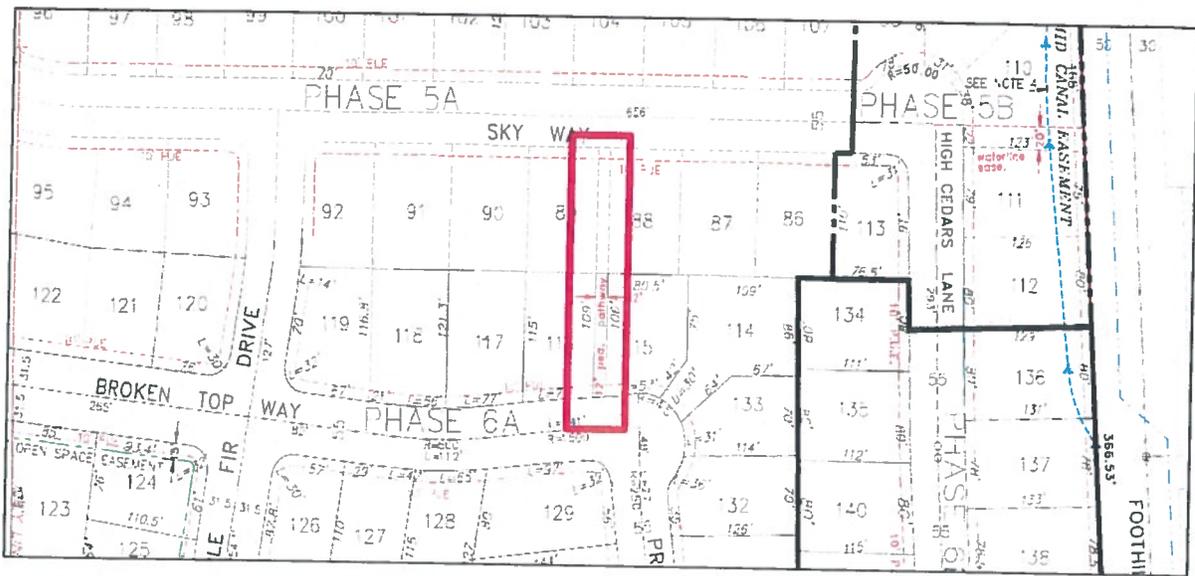
This cross section shows a reduction in right-of-way from 55 feet to 40 feet and the elimination of the park strips, sidewalks and Public Utility Easement (PUE) on one side only. The applicant requests the reduction in accordance with the Hillside Ordinance which allows modifications to public street improvement standards for areas with slopes in excess of 15%. (MLDC 10.931[E][3]) The Hillside Ordinance map shows a small area that is restricted to Phase 5B in the vicinity of the connection of High Cedars Lane and Sky Way. (Exhibit I)



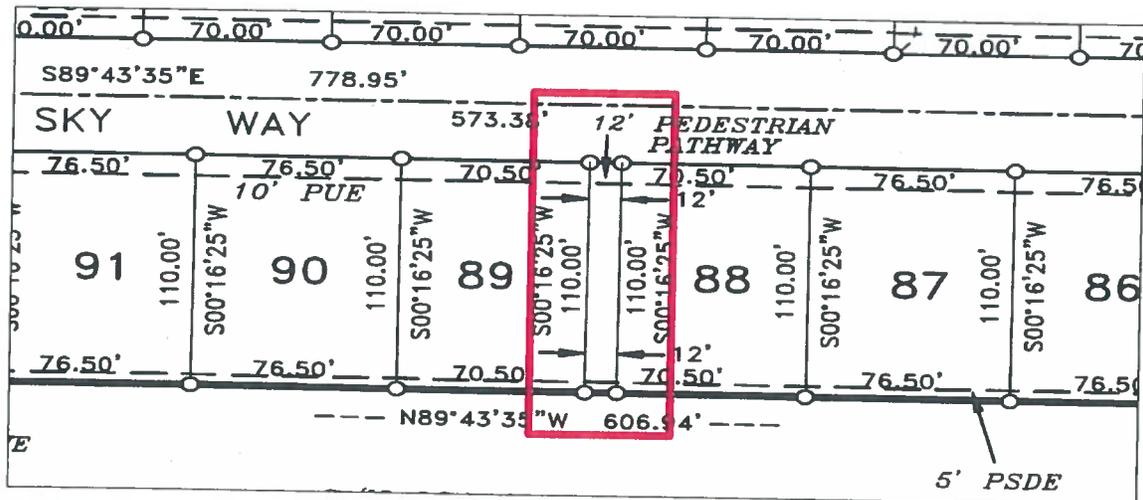
The slope map does not show steep slopes along High Cedars Lane in any other phase of this development. A condition of approval has been included to restrict the reduction of right-of-way to the portion of High Cedars Lane within Phase 5B pursuant to MLDC 10.931(E)(3).

Block Length

The proposed tentative plat generally meets the block length requirements in MLDC 10.426 (Exhibit B). To ensure compliance with this section the applicant is proposing a 12-foot pedestrian access way connecting Sky Way and Normil Terrace between Lots 115 and 116 in Phase 6A and between Lots 88 and 89 in Phase 5A. Per the applicant's findings the path north is in lieu of a steeper extension east of Broken Top Way. (Exhibit J)



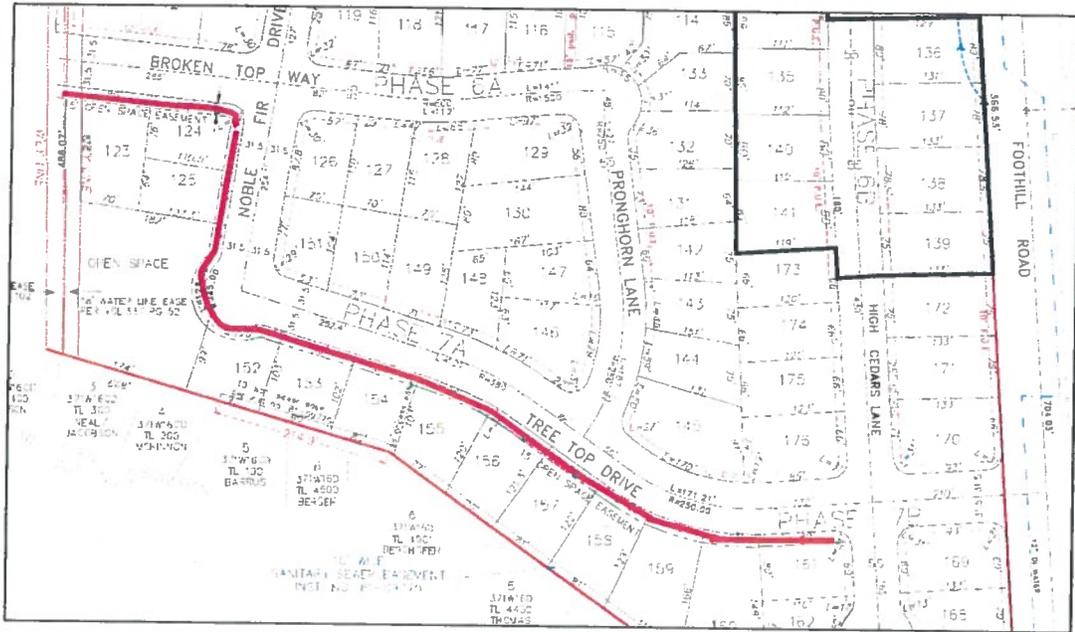
The accessway is proposed in the final plat of Phase 5A between Lots 88 and 89 as depicted below. Phase 5A is currently in final plat review and is not a part of the subject application.



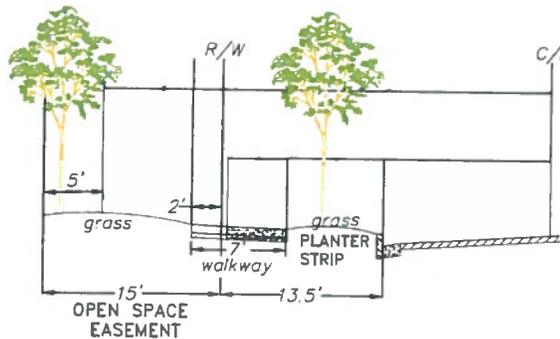
Per the Public Works report (Exhibit L), the entire length of the proposed public Accessway shall be included in Phase 6A public improvement plans. A condition to comply with the Public Works report has been included (Exhibit A).

Pedestrian Pathway

The applicant is requesting approval of the relocation of the pathway as depicted on the tentative plat (Exhibit B). The pathway is proposed to be along the front of Lots 123-125 on Broken Top Way and Nobile Fir Drive, and Lots 152-161 on the southern portion of Tree Top Drive.



The proposed Pathway and Open Space Easement cross section shown on the tentative plat is included below (Exhibit B).



TYPICAL SECTION
PATHWAY & OPEN SPACE EASEMENT

Per the Medford Parks & Recreation memo (Exhibit P) the proposed location and cross section was approved pursuant to an implementation and maintenance agreement for the entire Cedar Landing Development. The pathway shall make a connection to Foothill Road along the frontage of Lot 169. A condition to comply with the Medford Parks and Recreation requirements has been included (Exhibit A).

Facility Adequacy

Per the agency comments submitted to staff (Exhibits L-Q), it can be found that there are adequate facilities to serve the proposed development.

Other Agency Comments

Jackson County Roads Department (Exhibit R)

The Jackson County Roads Department submitted a letter requesting that construction drawings and hydraulic reports and drainage plans be submitted to Jackson County Roads for review to determine if any permits are required to be obtained. A condition to comply with the Jackson County Roads requirements has been included (Exhibit A).

Committee Comments

No comments were received from committees such as BPAC.

FINDINGS AND CONCLUSIONS

Staff has reviewed the applicant's findings and conclusions (Exhibit J) and recommends the Commission adopt the findings as presented.

RECOMMENDED ACTION

Adopt the findings as recommended by staff and direct staff to prepare the final order for approval of LDS-18-153 per the staff report dated January 17, 2019, including Exhibits A through T.

EXHIBITS

- A. Conditions of Approval, dated January 17, 2019
- B. Tentative Plat received January 17, 2019
- C. Conceptual Grading and Drainage Plan received October 18, 2018
- D. Conceptual Utility Plan received October 18, 2018
- E. Foothill Road Conceptual plan & Profile received October 18, 2018
- F. Retaining Wall Detail with Foothill Road cross section received January 15, 2019
- G. High Cedars Lane Cross Section modified minor residential received January 15, 2019
- H. Proposed Phase 5A Final Plat received January 15, 2019
- I. Hillside Ordinance Map excerpt adopted May 9, 2009
- J. Applicant's findings and conclusions received January 17, 2019
- K. Traffic Analysis dated January 2, 2019
- L. Public Works Report received January 17, 2019
- M. Medford Fire Department report received December 5, 2018
- N. Medford Building Department memo received December 5, 2018
- O. Address Technician correspondence dated December 4, 2018
- P. Medford Parks and Recreation memo dated January 16, 2019
- Q. Medford Water Commission staff memo dated December 5, 2018
- R. Jackson County Roads comments received November 26, 2018

- S. Photos from James Garner received December 27, 2018
- T. Maps from PUD-15-043/LDS-15-044
Vicinity map

PLANNING COMMISSION AGENDA:

DECEMBER 27, 2018
JANUARY 10, 2019
JANUARY 24, 2019

EXHIBIT A

High Cedars Revised Tentative Plat
5B, 6A, 6B, 7A, 7B
LDS-18-153
Conditions of Approval
January 17, 2019

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

DISCRETIONARY CONDITIONS

1. The Planning Commission accepts the stipulations in the applicant's findings of facts dated January 3, 2019 (Exhibit J)

Prior to Final Plat approval of any phase the applicant shall:

2. Restrict approval of a modified minor residential lane for High Cedars Lane per the cross section (Exhibit G) to only the portion located within Phase 5B.
3. Revise the PUD to be consistent with this proposed tentative plat (LDS-18-153).
4. Include the entire length of the public Accessway in the public improvement plans for Phase 6A.

CODE CONDITIONS

5. Comply with the Public Works Department Report dated January 17, 2019 (Exhibit L)
6. Comply with the Medford Fire Department Report, prepared December 5, 2018 (Exhibit M).
7. Comply with the Address Technician Memo, dated December 4, 2018 (Exhibit O).
8. Comply with the Medford Parks and Recreation memo dated January 16, 2019 (Exhibit P)
9. Comply with the Water Commission Staff Memo dated December 5, 2018 (Exhibit Q).
10. Comply with the Jackson County Roads Department Correspondence, dated November 28, 2018 (Exhibit R).

TENTATIVE PLAT
FOR

HIGH CEDARS AT CEDAR LANDING PHASE 5B
HIGH CEDARS AT CEDAR LANDING PHASE 6A
HIGH CEDARS AT CEDAR LANDING PHASE 6B
HIGH CEDARS AT CEDAR LANDING PHASE 7A
HIGH CEDARS AT CEDAR LANDING PHASE 7B
(A PLANNED COMMUNITY)

SITUATED IN
THE SW 1/4 OF SECTION 16,
TOWNSHIP 37 SOUTH, RANGE 1 WEST, W.M.,
IN THE CITY OF MEDFORD,
JACKSON COUNTY, OREGON

RECEIVED

JAN 17 2019

Planning Dept.

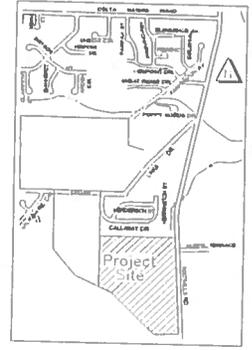
APPLICANT/OWNER

Cedar Investment Group, L.L.C.
2726 West Main Street #B
Medford, Oregon 97501
541-210-8083

SURVEYING

Hoffhuhr & Associates, Inc.
880 Golf View Dr., Suite 201
Medford, Oregon 97504
541-778-4661

VICINITY MAP

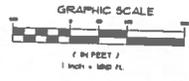


SUBDIVISION DISTRICT 544C
REGULATORY DISTRICT MID
SANTAFe DISTRICT CITY OF MEDFORD
AREA CROSS AND MET 50,000 SQ FT/40,000 SQ
ZONING: SR-47PD
EXISTING USE: VACANT
PROPOSED USE: RESIDENT/FUTURE REDEVELOPMENT

FILE NO	EXHIBIT	DATE	
ASSESSOR'S PARCEL NO	11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000		

| PHASE | TOTAL AREA | LOT AREA |
|---------------------------------------|-----------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| HIGH CEDARS AT CEDAR LANDING PHASE 5B | 1,000,000 sq ft | 100,000 sq ft |
| HIGH CEDARS AT CEDAR LANDING PHASE 6A | 1,000,000 sq ft | 100,000 sq ft |
| HIGH CEDARS AT CEDAR LANDING PHASE 6B | 1,000,000 sq ft | 100,000 sq ft |
| HIGH CEDARS AT CEDAR LANDING PHASE 7A | 1,000,000 sq ft | 100,000 sq ft |
| HIGH CEDARS AT CEDAR LANDING PHASE 7B | 1,000,000 sq ft | 100,000 sq ft |

1. IF PUBLIC UTILITIES BARRIERS WILL BE PROVIDED ALONG ALL STREET FRONTAGES AND AS REQUIRED BY UTILITY COMPANIES, CONSIDER SAME AT 10' INTERVALS WITH REG. CONCURRENCE AT 10' INTERVALS.
2. APPROX. LOCATION OF WATER LINE PER PLAT OF SUBDIVISION, ACCURATE LOCATION NOT SHOWN.
3. 18" WATER LINE BASE PER VOL. 31, PG. 127.
4. 18" WATER LINE BASE PER VOL. 31, PG. 127.



REGISTERED PROFESSIONAL LAND SURVEYOR

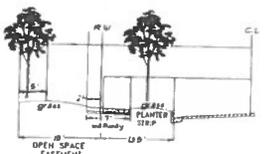
HOPFHUHR & ASSOCIATES, INC.

1000 W. MAIN ST. SUITE 201
MEDFORD, OREGON 97504
541-778-4661

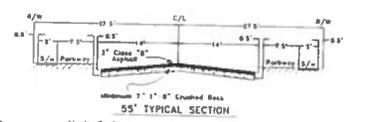
DATE: 12/12/2018

PROJECT: HIGH CEDARS AT CEDAR LANDING PHASE 5B, 6A, 6B, 7A, 7B

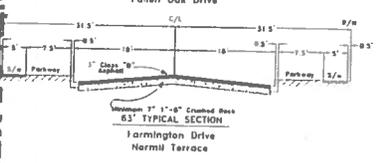
APPROVED BY: [Signature]



TYPICAL SECTION
PATHWAY / OPEN SPACE EASEMENT

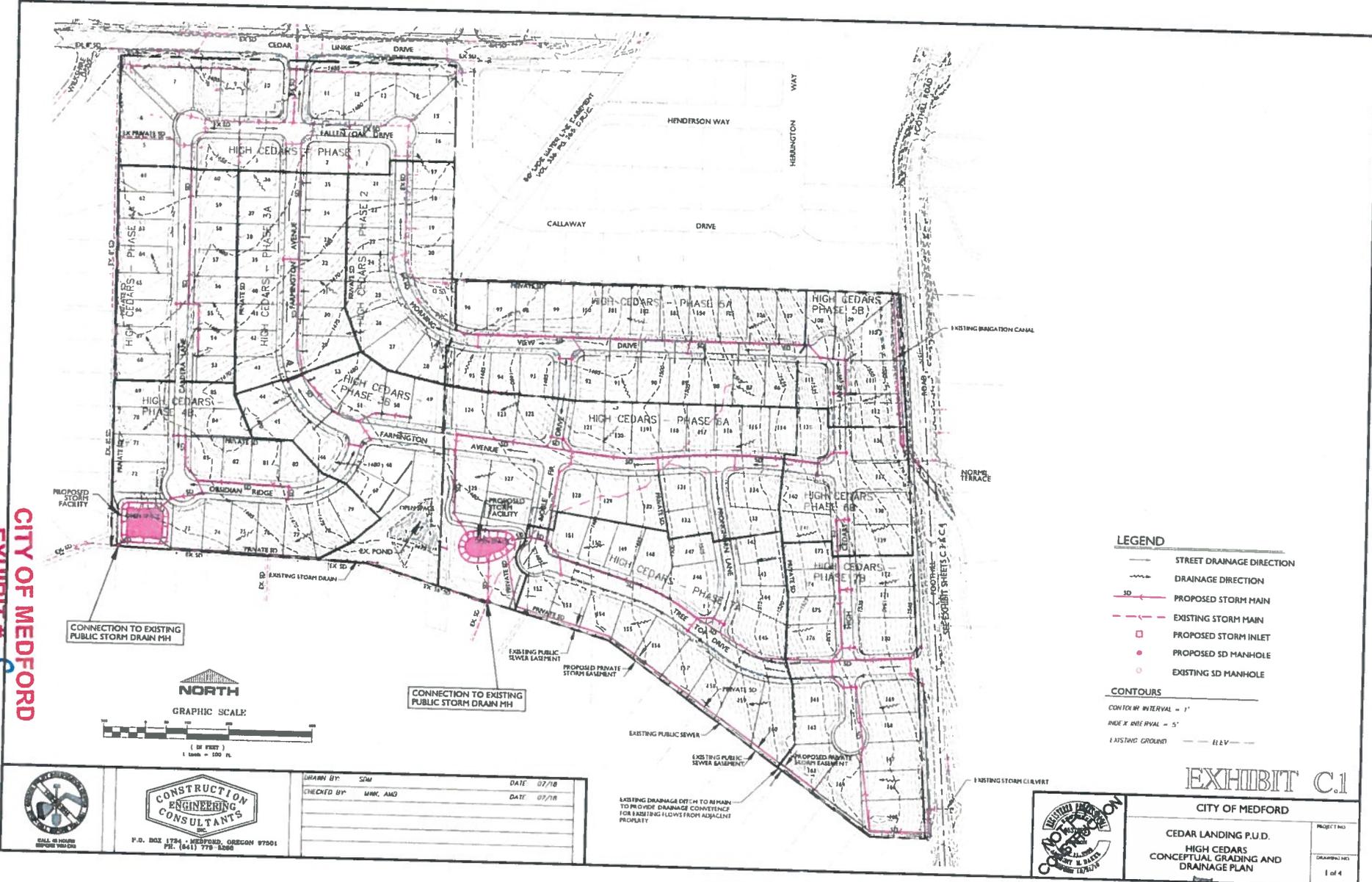


55' TYPICAL SECTION
High Cedars Lane
Fallen Oak Drive



63' TYPICAL SECTION
Farmington Drive
Normit Terrace

CITY OF MEDFORD
EXHIBIT # C



- LEGEND**
- STREET DRAINAGE DIRECTION
 - DRAINAGE DIRECTION
 - SD PROPOSED STORM MAIN
 - - - EXISTING STORM MAIN
 - PROPOSED STORM INLET
 - PROPOSED SD MANHOLE
 - EXISTING SD MANHOLE
- CONTOURS**
- CONTOUR INTERVAL = 1'
 - RADE X DRAE RIVAL = 5'
 - EXISTING GROUND — ELEV —



P.O. BOX 1734 • MEDFORD, OREGON 97501
PH: (541) 778 8288

DRAWN BY: SWM	DATE: 07/18
CHECKED BY: MHC, AMO	DATE: 07/18

EXISTING DRAINAGE DITCH TO BE MAIN TO PROVIDE DRAINAGE CONVEYING FOR EXISTING FLOWS FROM ADJACENT PROPERTY



EXHIBIT C.1

CITY OF MEDFORD

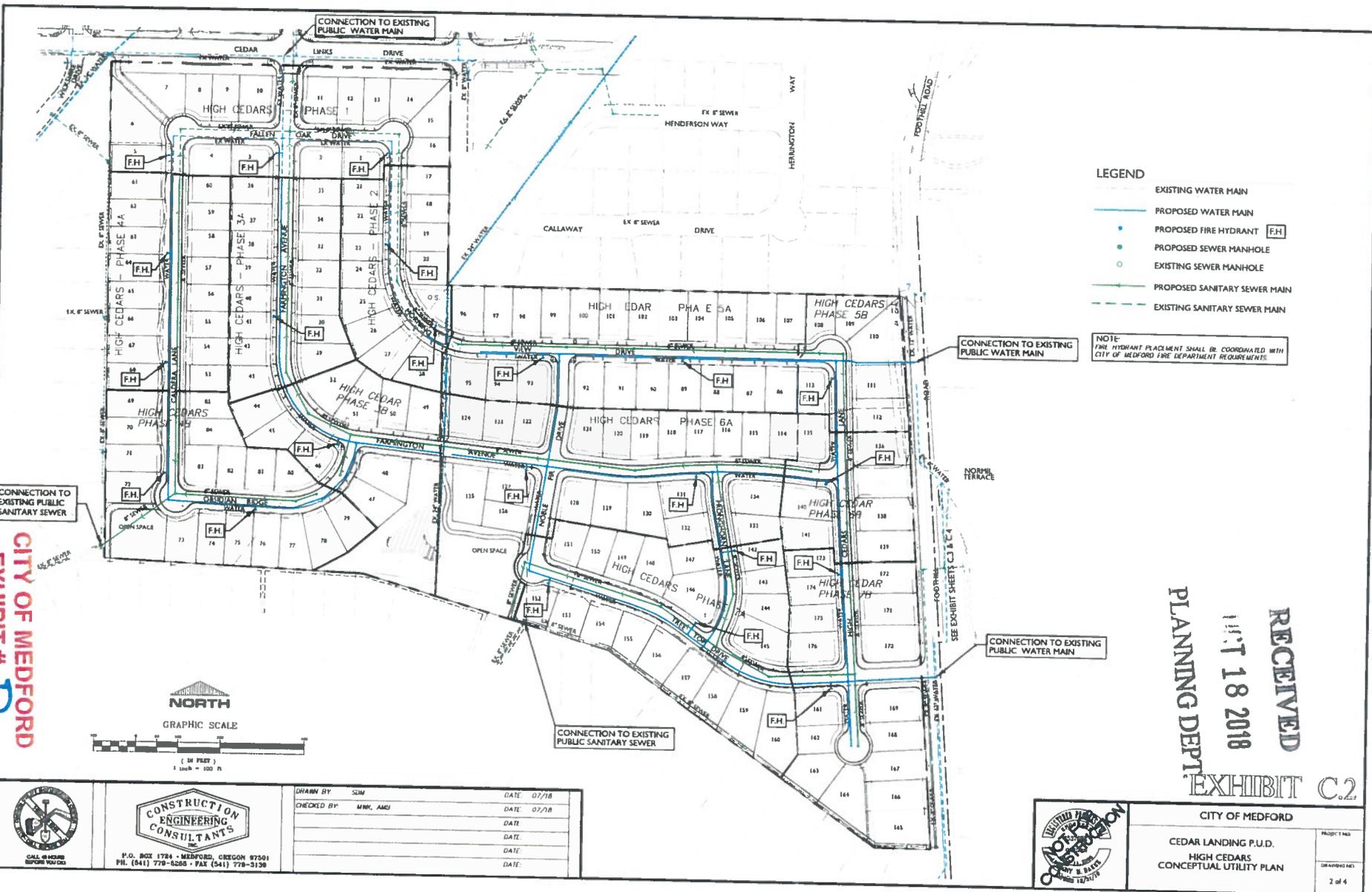
CEDAR LANDING P.U.D.
HIGH CEDARS
CONCEPTUAL GRADING AND
DRAINAGE PLAN

PROJECT NO. _____
DRAWING NO. 1 of 4

NAME: Pp/Cur-Cam Date: 07/18/18 PROJ: 18-02 PLOT DATE: 07/31/18

RECEIVED
OCT 18 20
PLANNING DE

CITY OF MEDFORD
EXHIBIT # D
FILE # LDS-18-153



LEGEND

- EXISTING WATER MAIN
- PROPOSED WATER MAIN
- PROPOSED FIRE HYDRANT F.H.
- PROPOSED SEWER MANHOLE
- EXISTING SEWER MANHOLE
- PROPOSED SANITARY SEWER MAIN
- EXISTING SANITARY SEWER MAIN

NOTE:
FIRE HYDRANT PLACEMENT SHALL BE COORDINATED WITH
CITY OF MEDFORD FIRE DEPARTMENT REQUIREMENTS.

RECEIVED
JUL 18 2018
PLANNING DEPT.
EXHIBIT C.2



P.O. BOX 1784 - MEDFORD, OREGON 97501
PH. (541) 778-6268 - FAX (541) 778-5139

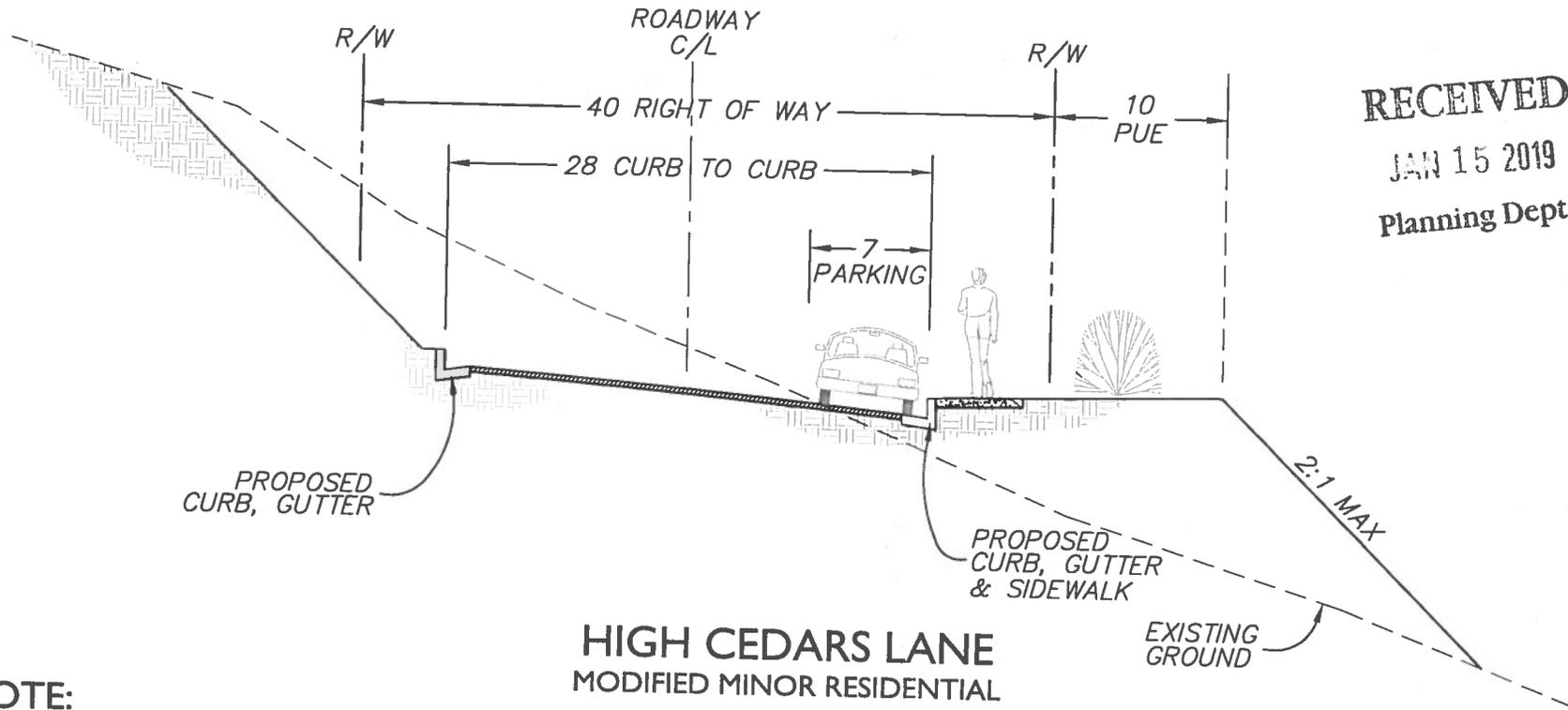
DRAWN BY	SEM	DATE	07/18
CHECKED BY	MBC, AMJ	DATE	07/18
		DATE	
		DATE	
		DATE	



CITY OF MEDFORD
CEDAR LANDING P.U.D.
HIGH CEDARS
CONCEPTUAL UTILITY PLAN

PROJECT NO.
DRAWING NO.
2 of 4

RECEIVED
JAN 15 2019
Planning Dept.

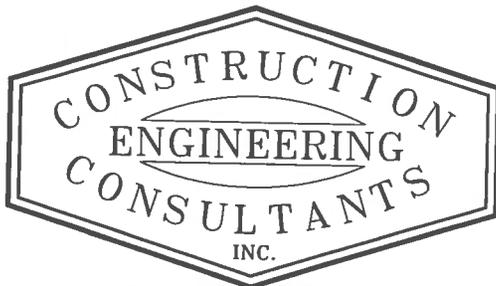


**HIGH CEDARS LANE
MODIFIED MINOR RESIDENTIAL**

NOTE:

ELIMINATION OF PARK STRIPS, SIDEWALK & P.U.E.
ON ONE SIDE ONLY TO REDUCE CUTS AND FILLS
FOR REDUCTION OF HILLSIDE IMPACT & EROSION
POTENTIAL.

CITY OF MEDFORD
EXHIBIT # 9
FILE # LDS-18-153



P.O. BOX 1724 MEDFORD, OREGON 97501
PH. (541) 779-5268

CONSTRUCTION ENGINEERING CONSULTANTS

**CEDAR LANDING P.U.D.
HIGH CEDARS SUBDIVISION
CIVIL IMPROVEMENTS**

EXHIBIT

PROJECT NO.

—

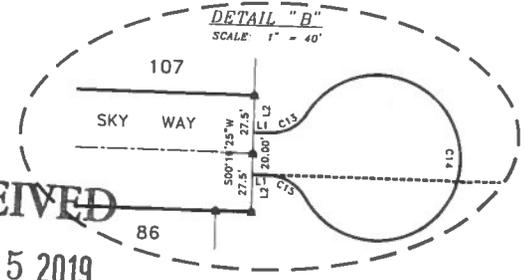
DRAWING NO.

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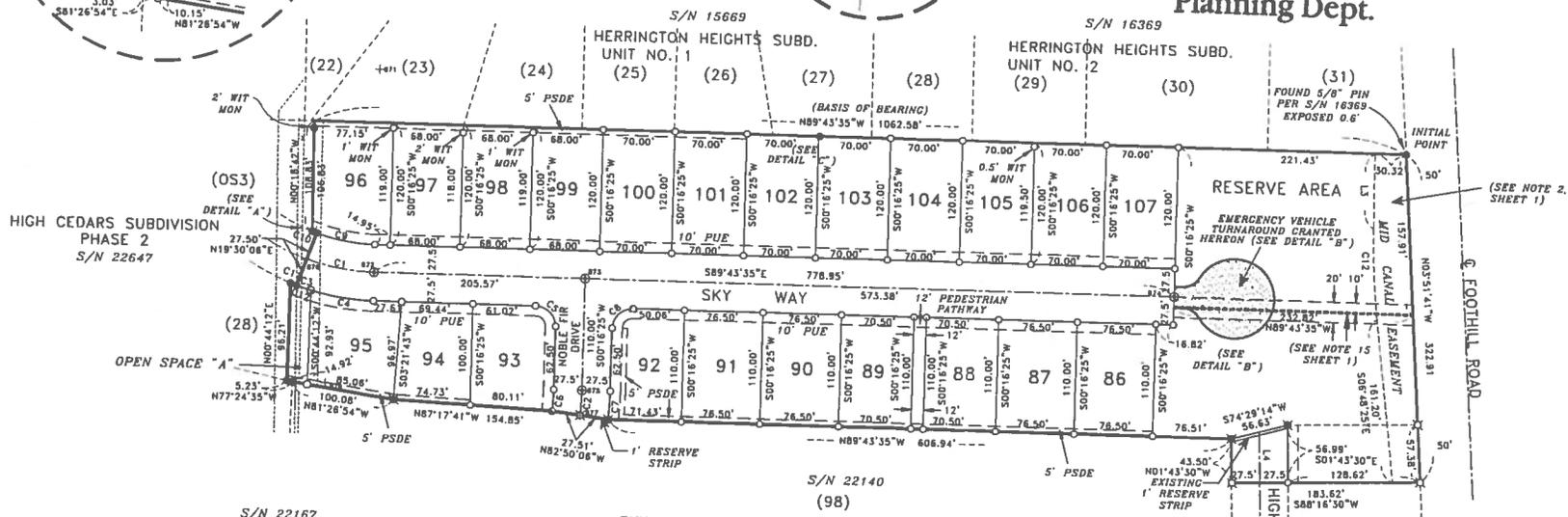
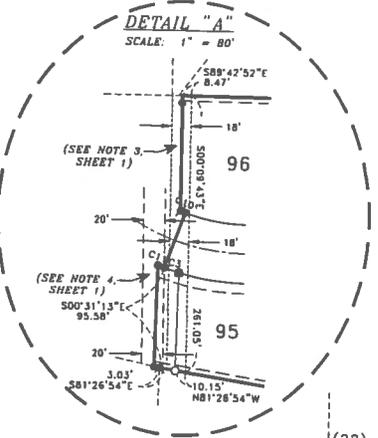
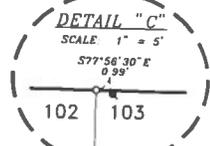
HIGH CEDARS AT CEDAR LANDING, PHASE 5A

(A PLANNED COMMUNITY)

SITUATED IN
TRACT B OF HIGH CEDARS SUBDIVISION, PHASES 1 AND 2
IN THE SW 1/4 OF SECTION 16,
TOWNSHIP 37 SOUTH, RANGE 1 WEST, W.M.,
IN THE CITY OF MEDFORD, JACKSON COUNTY, OREGON



RECEIVED
JAN 15 2019
Planning Dept.



CURVE TABLE

CURVE	LENGTH	RADIUS	DELTA	CHORD	BEARING
C1	67.07'	200.00'	19°12'51"	68.76'	S80°07'09"E
C2	24.23'	250.00'	05°33'17"	24.24'	S03°03'04"W
C3	14.51'	227.50'	03°38'12"	14.50'	N72°20'15"W
C4	61.79'	227.50'	15°33'45"	61.60'	S81°56'45"E
C5	31.42'	20.00'	90°00'00"	78.28'	N44°43'35"W
C6	20.93'	227.50'	05°23'22"	20.92'	N02°58'06"E
C7	27.54'	227.50'	05°41'14"	28.28'	S45°16'25"W
C8	51.42'	20.00'	90°00'00"	77.53'	S03°07'02"W
C9	62.44'	172.50'	20°44'27"	62.10'	N78°21'21"W
C10	4.60'	172.50'	01°31'44"	4.60'	N89°45'00"W
C11	6.50'	172.50'	01°38'17"	6.50'	S69°41'29"E
C12	21.01'	227.50'	05°17'29"	21.00'	S71°31'06"E
C13	20.75'	20.00'	59°26'16"	19.83'	N60°33'17"E
C14	203.44'	78.00'	298°52'32"	39.66'	S00°16'28"W
C15	20.75'	20.00'	59°26'16"	19.83'	N60°00'27"W

LINE TABLE

LINE	BEARING	DISTANCE
L1	S89°43'35"E	7.75'
L2	S00°16'25"W	17.50'
L3	S00°24'00"E	74.27'
L4	S01°43'50"E	50.75'

AREA TABLE

LOT	AREA	LOT	AREA
86	8,415 SF	98	8,160 SF
87	8,415 SF	99	8,160 SF
88	7,755 SF	100	8,400 SF
89	7,755 SF	101	8,400 SF
90	8,415 SF	102	8,400 SF
91	8,415 SF	103	8,400 SF
92	7,653 SF	104	8,400 SF
93	8,148 SF	105	8,400 SF
94	7,095 SF	106	8,400 SF
95	8,027 SF	107	8,400 SF
96	8,961 SF	DS "A"	1,891 SF
97	8,160 SF	RESERVE	75,257 SF

- (98) HOFFBUHR & ASSOCIATES, INC.
880 GOLF VIEW DRIVE, SUITE 201
MEDFORD, OREGON 97504
(541) 778-4841
- BY: DARRELL L. HUCK
SCALE: 1 INCH = 80'
BASIS OF BEARING: NORTH LINE OF TRACT B PER SURVEY NO 22847
- PLS No. 2023
DECEMBER 16, 2018
NORTH LINE OF TRACT B PER SURVEY NO 22847
- = SET 5/8" x 24" IRON REINFORCING PIN WITH PLASTIC CAP STAMPED "HOFFBUHR AND ASSOCIATES, INC."
 - ⊗ = SET 5/8" x 30" IRON REINFORCING PIN WITH PLASTIC CAP STAMPED "HOFFBUHR AND ASSOCIATES, INC."
 - ⦿ = SET LEAD PLUG AND TACK WITH METAL WASHER STAMPED "LS 2023."
 - ⊕ = SET 5/8" x 50" IRON REINFORCING PIN WITH ALUMINUM CAP STAMPED "HOFFBUHR AND ASSOCIATES, INC."
 - ⦿ = FOUND 5/8" IRON PIN WITH PLASTIC CAP STAMPED "L.J. FRIAR & ASSOC." PER SURVEY NO. 22847 OR AS NOTED.
 - ⦿ = FOUND MAG NAIL AND BRASS TAG STAMPED "L.J. FRIAR & ASSOC." IN CONCRETE PER SURVEY NO. 22847.
 - ⊗ = FOUND 5/8" IRON REINFORCING PIN WITH PLASTIC CAP STAMPED "HOFFBUHR AND ASSOCIATES, INC." PER SURVEY NO. 22140.
 - ⊗ = FOUND 5/8" IRON REINFORCING PIN WITH PLASTIC CAP STAMPED "D. HUCK LS 2023." ("HOFFBUHR AND ASSOCIATES, INC." PER S/N 21687.
- DS = OPEN SPACE
PSDE = PRIVATE STORM DRAIN EASEMENT
PUE = EASEMENT FOR PUBLIC UTILITIES, STORM DRAINAGE, IRRIGATION, GAS, WATER, ELECTRIC, TELEPHONE, CABLE TELEVISION AND SANITARY SEWER CONSTRUCTION AND MAINTENANCE.
WIT MON = WITNESS MONUMENT

REGISTERED PROFESSIONAL LAND SURVEYOR

ELECTRONIC COPY
OREGON FEBRUARY 4, 1988
DARRELL L. HUCK
2023
Expires 8/30/2019

I certify this plat to be an exact copy of the original

SURVEYOR



CITY OF MEDFORD
EXHIBIT # 5
FILE # LDS-18-153

BEFORE THE PLANNING COMMISSION

FOR THE CITY OF MEDFORD

JACKSON COUNTY, OREGON

RECEIVED

JAN 17 2019

Planning Dept.

IN THE MATTER OF AN APPLICATION)
SEEKING TO REVISE THE TENTATIVE)
SUBDIVISION PLAT FOR HIGH CEDARS)
AT CEDAR LANDING, PHASES 5B, 6A,)
6B, 7A and 7B WITHIN A PLANNED UNIT)
DEVELOPMENT AREA, IN THE CITY OF)
MEDFORD, OREGON)

Applicant: Cedar Landing Development,)
LLC)
Agent: CSA Planning, Ltd.)

FINDINGS OF FACT AND
CONCLUSIONS OF LAW
Applicant's Exhibit 1
(Revisions 01-17-2019)

I

NATURE AND SCOPE OF APPLICATIONS

Through this request, Applicant Cedar Investment Group, LLC seeks to revise Phases 5B through 7B of the *Tentative Plat for High Cedars At Cedar Landing Phases 1-7B*, all of which are lying south of Cedar Links Drive. The impetus for the changes is to eliminate significant engineering hurdles associated with constructing the currently-approved connection with Foothill Road at Normil Terrace. The currently approved connection at Normil Terrace requires significant engineering and grading to accommodate the MID canal and steeper slopes. The proposal seeks to relocate the connection with Foothill Road to a location further south, away from the MID canal and to an area of significantly less slope. The connection location proposed in this request is very similar to that which was originally approved for the PUD in 2005. The proposed change to the access connection with Foothill Road triggered a series of relatively minor changes to the underlying tentative subdivision plat. There are no changes proposed for Phases 1-5A. Phases 1 and 2 recently received final plat. Phase 5A Final Plat is currently under review by the City. Phases 3A, 3B, 4A and 4B are not proposed to be revised in any manner under this request. The subject property and underlying plat are part of the City-approved Planned Unit Development (PUD) files PUD-14-136, PUD-15-043 and PUD-16-024¹. Collectively, the Application seeks the following changes:

¹ With exception of certain lot coverage allowances, PUD-16-024 primarily affected the portion of the Cedar Landing PUD lying north of Cedar Links Drive. The subject property herein is lying south of Cedar Links Drive.



Findings of Fact and Conclusions of Law

Revision to Tentative Subdivision Plat: *Tentative Plat for High Cedars At Cedar Landing Phases 5B-7B*
Cedar Landing Development LLC: Applicant

Change the location at which the site takes access to and from Foothill Road, from Normil Terrace to Tree Top Drive, as follows:

1. Eliminate the connection with Foothill Road at Normil Terrace.
 - a. This triggers a name change for Normil Terrace. Applicant proposed the name to be Broken Top Way.
 - b. This requires removal of the easterly segment of Broken Top Way between Pronghorn Drive and Foothill Road.
 - c. The intersection between Broken Top Way and Pronghorn Drive changes from a T intersection to a knuckled corner.
2. Add a pedestrian pathway between Broken Top Way and Morning View Drive in lieu of the steeper residential street extension of Broken Top Way between Pronghorn and High Cedars Lane.
3. Reduce remainder of Broken Top Way between Noble Fir Drive and Pronghorn Drive from 63' to 55' right of way.
4. Create connection with Foothill Road at Tree Top Drive.
 - a. This includes increasing the right of way width for Tree Top Drive from 55' to 63'.
 - b. This includes increasing the right of way for the southerly portion of Noble Fir Drive (from Broken Top Way to Tree Top Drive) from 55' to 63' and modifying the curved transition at Noble Fir Drive and Tree Top Drive from a curve to a knuckle, to utilize the lands south of the streets more efficiently.
 - c. Limit the turn-movement at the intersection of Foothill Road and Tree Top Drive to a right-in and right-out only. The currently approved connection at Normil Terrace is a full-movement intersection. See Exhibit 12.

The above triggers a series of other changes, as follows:

1. The above changes triggered a small reduction in the Open Space area situated at the corner of Noble Fir Drive and Tree Top Drive within Phases 6A and 7A and at the southern-most extent of Phase 7B. The total Open Space area for the entire PUD will be reduced by approximately 0.58 acres as a result of the changes sought under this application. This equates to a reduction of approximately 0.5%. The total overall Open Space is reduced from approximately 21.3% to 20.8%, still in conformance with the 20% open space requirement for the PUD. The two areas of open space reduction are part of lands for which City of Medford Parks has stated a desired commitment to take-over. They have provided verbal confirmation that the changes are desirable to them.

Applicant herewith requests that the Planning Commission acknowledge that a one-half of one percent change to the open space is minor and since the overall 20% commitment is being met, that the applicant be allowed to make said changes through the staff review of the Final PUD Plan, without the need to seek a full PUD amendment before the Planning Commission.



'J'

Findings of Fact and Conclusions of Law

Revision to Tentative Subdivision Plat: *Tentative Plat for High Cedars At Cedar Landing Phases 5B-7B*
Cedar Landing Development LLC: Applicant

2. Modify the cul-de-sac at the end of Tree Top Drive so that it instead becomes an extension of High Cedars Lane.
3. Provide access to the lots situated south of the aforementioned cul-de-sac by means of a Minimum Access Lane.
4. Minor changes to lot configurations to align with modified road alignments. The number of lots and the minimum lot sizes remain the same.
5. Minor changes to the phase boundaries to align with the modified road and lot layouts.
6. Reduce the amount of right of way and public utility easement (PUE) to be dedicated and conveyed along the full frontage of Foothill Road by approximately 5 feet.
7. Modify the improvement cross section for Foothill Road. The proposed cross-section for Foothill Road has been agreed upon by both the Applicant and by City of Medford Public Works.
8. Modification to underlying reserve lots 97, 98 and 99 requested to be implemented through separate property line adjustments.
 - a. The PLA modifying the common line between Lots 97 & 98 has been requested to be processed in advance or concurrent with this application in order to accommodate the Final Plat for Phase 5A that is pending before the City.
 - b. Applicant requests the PLA modifying the common boundary between Lots 98 & 99 be processed with this Tentative Plat Revision or as a condition of approval.
 - c. The changes to underlying reserve lot common boundaries are necessary in order for said lots to match / mesh with proposed Phase boundaries sought under this amendment and as proposed under the Final Plat for Phase 5A.

Through a closer examination of the slopes situated within the northeast corner of Phase 5B, the natural slope is estimated to be right-at 15%. The City's slope map identifies a very small portion of this area could be considered 15%. In order to provide a minimal amount of relief from grade and fill obstacles associated with constructing High Cedars Lane across a moderate side slope, Applicant seeks the following:

1. Ability to modify the High Cedars Lane cross section for modified minor residential street in the manner illustrated in Applicant's attached Exhibits. As stated therein, the changes include "Elimination of park strips, sidewalk and PUE on one side only to reduce cuts and fills for reduction of hillside impact and erosion potential."

These Findings of Fact and Conclusions of Law are submitted as Applicant's Exhibit 1. Its purpose is to present facts relevant to the applications and show how those facts support final affirmative decision. Applicant urges that this document and the evidence therein referenced be adopted by the Planning Commission in support of any affirmative decisions it may reach on these applications.



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Findings of Fact and Conclusions of Law

Revision to Tentative Subdivision Plat: *Tentative Plat for High Cedars At Cedar Landing Phases 5B-7B*
Cedar Landing Development LLC: Applicant

II

EVIDENCE SUBMITTED WITH APPLICATION

Applicant herewith submits the following evidence in support of its applications seeking approval for Tentative Land Division Plat:

- Exhibit 1.** The proposed Findings of Fact and Conclusions of Law (this document) which demonstrates how this modified Land Division application complies with the applicable substantive criteria of the MLDC
- Exhibit 2.** Jackson County Assessor plat maps T37S-R1W-Sections 16CA and 16D which depict the subject properties.
- Exhibit 3.** City of Medford Zoning depicted on an Aerial Map
- Exhibit 4.** City of Medford General Land Use Plan (GLUP) Map
- Exhibit 5.** 2017 Aerial Photo Map
- Exhibit 6.** ~~Proposed revised Tentative Plat For High Cedars At Cedar Landing Phase 3A – 7B (A Planned Community)~~
~~01-03-2019 Revision: Proposed revised Tentative Plat For High Cedars At Cedar Landing Phase 5B – 7B (A Planned Community)~~
01-17-2019 Revision: Proposed revised Tentative Plat For High Cedars At Cedar Landing Phase 5B – 7B (A Planned Community)
 - Latest changes cleaned-up lot numbering consistent with proposed Phase boundaries; Modified Phase boundaries; Corrected road names; Minor changes to lot sizes to be better accommodate terrain; Updated square footage calculations on side of plat.
- Exhibit 7.** Copy of Latest Approved PUD Plan PUD-16-024.
- Exhibit 8.** Preliminary Grading and Stormwater Detention Plan
- Exhibit 9.** Completed application forms for Tentative Subdivision Plat and powers of attorney from the record owner of the subject property which permits CSA Planning, Ltd. to act procedurally in its name
- Exhibit 10.** Final Plat for High Cedars Phases 1 and 2.
- Exhibit 11.** High Cedars Lane Proposed Street Cross Section.
- Exhibit 12.** *01-03-2019 New Exhibit: Southern Oregon Transportation Engineering, LLC Letter Dated January 2, 2019.*



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Findings of Fact and Conclusions of Law

Revision to Tentative Subdivision Plat: *Tentative Plat for High Cedars At Cedar Landing Phases 5B-7B*
Cedar Landing Development LLC: Applicant

Exhibit 13. *01-03-2019 New Exhibit; Revised 01-15-2019: Copies of PLA maps for PLA 18-187 & PLA 18-188 (Adjusting underlying Reserve Lots 97 & 98 and 98 & 99)*

Exhibit 14. *01-17-2019 New Exhibit Copy of Pending Final Plat for Phase 5A.*



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Findings of Fact and Conclusions of Law

Revision to Tentative Subdivision Plat: *Tentative Plat for High Cedars At Cedar Landing Phases 5B-7B*
Cedar Landing Development LLC: Applicant

III

RELEVANT SUBSTANTIVE APPROVAL CRITERIA

The criteria under which the applications for Tentative Plat for land division must be approved are in Article II of the Medford Land Development Code (MLDC). The criteria are recited verbatim below and again in Section V where each is followed by the conclusions of law:

C. LAND DIVISION – TENTATIVE SUBDIVISION PLAT

10.270 Land Division Criteria.

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

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



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IV

FINDINGS OF FACT

The Planning Commission herewith establishes the following facts and finds them to be true with respect to these matters:

1. **Subject Property Ownership:** The subject property includes lands within the southerly portion of the Cedar Landing PUD, which are located south of Cedar Links Drive and west of Foothill Road. The subject portions are identified in the records of the Jackson County Assessor as plat map as:

Township 37 South, Range 1 West, Section 16CA Tax Lot 2203
Township 37 South, Range 1 West, Section 16D Tax Lots 7000, 7001, 7002, 7003, 7004 and 7005 having an aggregate of approximately 20.6 acres.

Cedar Landing Development, LLC is the owner of the subject properties. Said entity has provided an attached Limited Power of Attorney authorizing CSA Planning, Ltd. to seek this application on their behalf.

2. **Property Location:** The Cedar Landing PUD property is located on both sides (north and south) of Cedar Links Drive, approximately 1,000 feet of west of its intersection with North Phoenix Road, comprising what was formerly the Cedar Links Golf Course. The subject property for which the amendments are sought, are limited to Phases 5B through 7B of High Cedars, lying south of Cedar Links Drive and west of Foothill Road. The property is within the corporate limits of Medford and its urban growth boundary (UGB). The location of the subject property in relation to the present corporate limits of the City and to other land in the surrounding area is depicted on Exhibit 4.
3. **Comprehensive Plan and Zoning:** The property has a General Land Use Plan (GLUP)² designation of Urban Residential (UR) and is zoned SFR-4. See, Exhibits 3 and 4
4. **Background; Relevant Prior City Approvals:** This project was originally approved in 2006, preceding the economic downturn which began by most accounts a couple of years later. Applicant has contended that the housing and commercial markets have changed somewhat since the downturn and has required changes to the PUD to properly respond. Beginning with the Project's initial approval, the City of Medford has taken several land use actions concerning this property and others are pending as reported below:
 - A. **PUD-05-35:** On April 27, 2006, the Planning Commission approved PUD-05-35 is a planned unit development (PUD) named Cedar Landing with four sub-areas, each with their own phasing plan, covering approximately 122 acres. The four subareas were as follows:

² Also known as a Comprehensive Plan Map Designation.



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Findings of Fact and Conclusions of Law

Revision to Tentative Subdivision Plat: *Tentative Plat for High Cedars At Cedar Landing Phases 5B-7B*
Cedar Landing Development LLC: Applicant

- *The Village* with 5 Phases including retirement facilities; mixed use commercial and residential; single family residential and common area and open space
- *Cascade Terrace* with Phases devoted to single family residential and open space
- *Sky Lakes Village* with Phases devoted to single family residential and open space
- *High Cedars* with Phases that included residential lots to accommodate people 55 and older, duplexes, townhomes, single family lots, common areas and open space.

Of the original Cedar Landing PUD, two phases — Phases 5 and 6 of *Sky Lakes Village* have received final plat approval and have been developed.

- B. Termination of 5.47 acres of the PUD to accommodate a City of Medford Park:**
On April 14, 2011 the Planning Commission approved the PUD termination of 5.47 acres within Phase 1 of *Sky Lakes Village* and Phases 1 and 2 of the *Cascade Terrace*. The same 5.47 acre was acquired and is held by the City of Medford for a future Neighborhood Park.
- C. PUD-13-119.** On February 27, 2014 the Planning Commission approved an amendment to PUD-05-35 which had the effect of dissolving remaining portions of *Cascade Terrace* (following the termination noted herein above) into *The Village* subarea and renumbered its phases accordingly. The portion formerly within *Cascade Terrace* became Phase 1 of *The Village*.
- D. Property Line Adjustments:** Property line adjustments were approved to reconfigure Tax Lot 37-1W-16BD-400 and 300 to their present configuration.
- E. LDS-13-121:** Final Plat approval for *Sky Lakes* Phase 7 creating 16 lots from 4.33 acres along with the creation of 9 reserve acreage lots throughout the PUD coincident with subarea and phase boundaries. The portion of the Project lying south of Cedar Links Drive was renamed *Sky Lakes Village* Phase 7A which created Lots 96 through 99 thereof.
- F. E-14-136:** The Planning Commission approved an Exception to right-of-way width for a portion of the project lying north of Cedar Links Drive.
- G. PUD-14-136, LDS-14-137 and LDS-14-138:** The Planning Commission approved revisions to the westerly half of Cedar Landing PUD lying north of Cedar Links Drive. The revisions also included minor revisions to streets and lot configurations within Phase 1 of *Sky Lakes* (Formerly Phases 1-4) creating 60 lots; Revision to Phase 1 of *The Village* (formerly part of *Cascade Terrace*) and creating 38 lots.
- H. PUD-15-043 and LDS-15-044:** Approved Preliminary PUD Plan and Tentative Plat approving the *High Cedars* Subdivision Phases 1 through 5, comprising the entire portion of the Cedar Landing PUD lying south of Cedar Links Drive.
- I. LDS-15-044 and LDS 15-120:** Approved Replat of *Sky Lakes Village* Phase 7A and Tentative Plat Revisions to the *High Cedars* Subarea, for the purpose of accommodating the minor street right of way modifications approved and conditioned under PUD-15-043 and LDS-15-044 and establish new a new phasing plan on the south side of Cedar Links Drive. These two applications were in significant part



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Findings of Fact and Conclusions of Law

Revision to Tentative Subdivision Plat: *Tentative Plat for High Cedars At Cedar Landing Phases 5B-7B*
Cedar Landing Development LLC: Applicant

sought in order to comply with conditions of approval for PUD-15-043 and LDS-15-044 as follows:

- The underlying reserve lots that were created through the *Sky Lakes Village at Cedar Landing Phase 7A (A Planned Community)* were required (by conditions of files LDS-15-044 and PUD-15-043) to be adjusted to match the approved phasing boundaries. In response to this condition, a series of Property Line Adjustments were filed with the City of Medford. Because a replat can accomplish the same objective in a cleaner fashion, the property line adjustments were withdrawn, in favor of the replat.
 - The Farmington Avenue and Normil Terrace rights of way created through *Sky Lakes Village at Cedar Landing Phase 7A (A Planned Community)* for purposes of providing access to underlying reserve lots are to be adjusted or otherwise modified to match the reserve lot configurations approved under PUD-15-043 and LDS-15-044. An adjustment of right of way requires both a street vacation³ and a new dedication. In response to this condition, requests for vacating the relevant portions of Farmington Avenue and Normil Terrace were filed with the City of Medford and ultimately approved by Ordinance SV-15-101. The requests for new dedication were originally requested via legal description. However, because a replat can dedicate right of way in a more straightforward fashion, the separate request for dedications were withdrawn, in favor of accomplishing the same through the currently pending replat.
- J. SV-15-101:** On November 19, 2015 The City of Medford Council approved Ordinance 2015-122 for the vacation of Farmington Avenue and Normil Terrace — segments of unimproved rights-of-way within the southerly portion of the Cedar Landing Planned Unit Development, lying south of Cedar Links Drive and west of Foothill Road.
- K. PUD-16-024, LDS-16-025, LDS-16-026 and LDS-16-027:** PUD-16-024 includes an Approved PUD Amendment; LDS-16-025 includes an amendment to the Tentative Plat for Cascade Terrace Phases 1-5; LDS-16-026 includes and approved Replat of Lots 91 and 94 of the Sky Lakes Village at Cedar Landing Phase 7A – A Planned Community; LDS-16-027 approved revisions to the Tentative Plat for Sky Lakes Phases 1-4, The Village and The Cottages.
- L. PLA 18-187 & PLA 18-188:** Two pending property line adjustments to modify the underlying Reserve Lots 97, 98 & 99 created through Replat of Sky Lakes Village at Cedar Landing Phase 7A. Said underlying reserve lots include the property for which the proposed Tentative Plat Revisions are being sought for High Cedars Phases 5B-7B. The PLAs are necessary in order to align the underlying reserve lots with the proposed changes to the Phase Boundaries. The changes are also necessary to accommodate the

³ Pursuant to ORS 92 a replat cannot be used to vacate public rights of way.



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Findings of Fact and Conclusions of Law

Revision to Tentative Subdivision Plat: *Tentative Plat for High Cedars At Cedar Landing Phases 5B-7B*
Cedar Landing Development LLC: Applicant

Final Plat that is under review for High Cedars Phase 5A, which includes 5B as a reserve area/lot.

- Applicant requests that PLA 18-188, adjusting the boundary between underlying reserve lots 98 & 99, be processed with or as a condition of approval to this tentative plat revision and not before.
 - PLA 18-187 is, as noted above, required to be processed in advance of the Final Plat for Phase 5A, which is pending before the City. Applicant acknowledges that PLA 18-187 may and likely will be processed in advance of this request for Tentative Plat Revision.
5. **Surrounding Land Uses:** All surrounding lands are zoned SFR-4 as shown on Exhibit 3. With exception of Tax Lot 37-1W-16BC-300 (acquired by the City of Medford for a neighborhood park)⁴ all surrounding lands are developed single family residential lots and dwellings.
 6. **Topography:** Most of the property is gently sloped and drains to the northwest with slopes of approximately 2 to 3 percent. A small area in the northeast corner of Phase 5B include slopes that approach 15%. See, Applicant's Exhibits 8 and 11.
 7. **Floodplain; Wetlands; Drainage:** There is no 100-year mapped floodplain on the property, and there are no known wetlands on the portions of the property seeking amendment.
 8. **Hillside:** Upon close examination by Applicant's Engineer a small portion of the subject property, situated westerly of the MID canal and within Phase 5B is comprised of slopes that are at or may slightly exceed 15%. The remainder of the property is of low and gentle slopes with a few areas of moderately sloped undulating terrain.
 9. **Neighborhood Circulation Plan:** The proposed subdivision is not located within one of Medford's Adopted Neighborhood Circulation Plans, however is located within the approved Cedar Landing PUD Master Plan.
 10. **Residential Density:** The same number of lots and residential units are proposed compared to what is currently approved.
 11. **Paths:** The same meandering paths and sidewalks that were previously approved are continued to be proposed, with exception of the pathway along Foothill Road and the path through the open space within Phases 6A (and formerly 7A and 7B). The path through the open space is proposed to shift toward the street as a meandering 7'-wide path within an easement, in the same manner as what was approved throughout the bulk of High Cedars. The proposed revised cross section for Foothill Road is as shown on

⁴ See, "Termination of 5.47 acres for City of Medford Park" herein above. Tax Lot 300 was originally part of the subject PUD and was acquired by the City for park purposes.



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Findings of Fact and Conclusions of Law

Revision to Tentative Subdivision Plat: *Tentative Plat for High Cedars At Cedar Landing Phases 5B-7B*
Cedar Landing Development LLC: Applicant

Applicant's attached Exhibits. Applicant also proposes a 12-foot wide pedestrian path right of way between Lots 115 and 116 of Phase 5a, between Broken Top Way and Sky Way to the north. The pedestrian path is proposed to continue and be a part of the final plat for Phase 5A, being situated between lots 88 and 89 of Phase 5A (See, Applicant's Exhibit 14). Applicant met multiple times with City of Medford Public Works (Public Works) to discuss the changes and Public Works has agreed in principal with the proposed paths and cross sections.

12. Access: As noted under Section I herein above, the request is to change the location at which the site takes access from Foothill Road. The request seeks to move the access point from Normil Terrace to Tree Top Drive, as follows:

- Eliminate the connection with Foothill Road at Normil Terrace. This triggers the following:
 - Removal of the easterly segment of Normil Terrace between Pronghorn Drive and Foothill Road;
 - Change the name for remainder of Normil Terrace to Broken Top Way.
 - Change the intersection between Broken Top Way and Pronghorn Drive changes from a T intersection to a knuckled corner.
 - Add a pedestrian pathway between Broken Top Way and Sky Way (Formerly "Morning View Drive") in lieu of the steeper residential street extension of Broken Top Way between Pronghorn and High Cedars Lane.
 - Reduce remainder of Broken Top Way between Noble Fir Drive and Pronghorn Drive from 63' to 55' right of way.
- Create connection with Foothill Road at Tree Top Drive. This includes:
 - Increasing the right of way width for Tree Top Drive from 55' to 63'.
 - Increasing the right of way for the southerly portion of Noble Fir Drive (from Broken Top Way to Tree Top Drive) from 55' to 63' and modifying the curved transition at Noble Fir Drive and Tree Top Drive from a curve to a knuckle, to utilize the lands south of the streets more efficiently.
 - Limiting the turn-movement at the intersection of Foothill Road and Tree Top Drive to a right-in and right-out only. The currently approved connection at Normil Terrace is a full-movement intersection. See Exhibit 12.



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Findings of Fact and Conclusions of Law

Revision to Tentative Subdivision Plat: *Tentative Plat for High Cedars At Cedar Landing Phases 5B-7B*
Cedar Landing Development LLC: Applicant

See Applicant's Exhibit 12 including a letter from Southern Oregon Transportation Engineering, LLC, Kimberly Parducci, Registered Professional Engineer with expertise in transportation that addresses the proposed transportation changes. As explained within Exhibit 12, there is no need for a right turn pocket, however should the City desire for one to be placed as an interim facility until the City completes the full improvements for Foothill Road, the Applicant would be willing to provide said improvement as a condition of approval. The proposed plans currently provide for a 6-foot bike lane and 9-foot wide hatched area. The bike lane does not connect to any facilities on either end of the frontage, and will not likely connect until the City completes the full 5-lane improvements for Foothill Road.

V

CONCLUSIONS OF LAW

The following conclusions of law are based upon the evidence enumerated in Section II and the findings of fact contained in Section IV and which relate to the approval criteria for a Tentative Subdivision Plat Approval. The approval criteria are recited verbatim below and are followed by the conclusions of law of the Planning Commission.

The Conclusions of Law are separated and addressed in four parts which seek the following approvals:

- A. **Approval of the Tentative Plat for Land Division.** Here the Commission concludes with respect to the standards and criteria in the MLDC prerequisite to approving the first step of a land division.⁵

LAND DIVISION – TENTATIVE SUBDIVISION PLAT

Land Division Approval Criteria

10.270 Land Division Criteria.

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

Land Division Criterion 1

- (1) Is consistent with the Comprehensive Plan, any other applicable specific plans thereto, and all applicable design standards set forth in Article IV and V;

Discussion; Conclusions of Law: The Planning Commission concludes there are no specific plans adopted by the City which are applicable to this area and there are no goals or policies

⁵ Subdivisions (land divisions) are a two-step process involving a Preliminary (also called a Tentative) Plat and Final Plat.



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Findings of Fact and Conclusions of Law

Revision to Tentative Subdivision Plat: *Tentative Plat for High Cedars At Cedar Landing Phases 5B-7B*
Cedar Landing Development LLC: Applicant

that function as approval criteria for the subject application. The Planning Commission further concludes that the design complies with all applicable design standards of Article IV and V except for modifications to the Code which have specifically been approved pursuant to the MLDC's PUD ordinance, except where block length, building height and minimum lot sizes have been appropriately varied from the base zoning district standards by approval of the PUD by the Commission.

Land Division Criterion 2

- (2) Will not prevent development of the remainder of the property under the same ownership, if any, or of adjoining land or of access thereto, in accordance with this chapter;

Conclusions of Law: As evidenced by the proposed plans included herein, adequate infrastructure is already in-place or is able to be extended to and through the proposed development areas and all remainder properties — the properties which remain in the Project but which are not a part of these applications. Nothing in this proposal suggests an impedance of development on any adjacent or nearby lands whether or not under the same ownership. There is also no evidence to suggest that the proposed land divisions will prevent the development of other adjoining land or access thereto and the Commission concludes it will not. For the reasons noted, the Planning Commission concludes that this application is consistent with Land Division Criterion 2 because this land division will not prevent development of the remainder of the property under the same ownership or of adjoining land or of access thereto.

Land Division Criterion 3

- (3) Bears a name that has been approved by the approving authority and does not use a word which is the same as, similar to, or pronounced the same as a word in the name of any other subdivision in the City of Medford; except for the words "town", "city", "place", "court", "addition", or similar words; unless the land platted is contiguous to and platted by the same applicant that platted the land division bearing that name; or unless the applicant files and records the consent of the party who platted the land division bearing that name and the block numbers continue those of the plat of the same name last filed;

Conclusions of Law: The proposed subdivision is to include the name High Cedars Phases 5B through 7B. These names were approved by the Planning Commission in 2006 as part of the original approval under PUD-05-035 and there is no evidence to suggest that the proposed names are not presently available.

Land Division Criterion 4

- (4) Includes the creation of streets, that such streets are laid out to conform, within the limits of the City of Medford and its Urban Growth Boundary, to the plats of land divisions already approved for adjoining property unless the approving authority determines it is in the public interest to modify the street pattern;

Discussion; Conclusions of Law: The Planning Commission concludes the proposed land division will include one new minor residential public street and as evidenced by Exhibits 6 through 15, the proposed public street and private street connections with surrounding lands are in a manner that conforms to all existing and proposed street layouts, none of which contemplated interconnections with the development of the subject property. As such, based



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Findings of Fact and Conclusions of Law

Revision to Tentative Subdivision Plat: *Tentative Plat for High Cedars At Cedar Landing Phases 5B-7B*
Cedar Landing Development LLC: Applicant

upon the foregoing findings of fact and conclusions of law, the Commission concludes that the application is consistent with the requirements of Land Division Criterion 4.

Land Division Criterion 5

- (5) Has streets that are proposed to be held for private use, that they are distinguished from the public street on the tentative plat, and reservations or restrictions relating to the private streets are set forth;

Conclusions of Law: The proposal does not include private streets. Land Division Criterion 5 is concluded to be met.

Land Division Criterion 6

- (6) Will not cause an unmitigated land use conflict between the land division and adjoining agricultural lands within the EFU (Exclusive Farm Use) zoning district.

Discussion; Conclusions of Law: Based upon the evidence, the Planning Commission concludes the project is a considerable distance from the nearest EFU zoning district and will not, therefore, create an unmitigated land use conflict with adjoining agricultural lands.

VI

AGREED TO STIPULATIONS

Applicant herewith agrees to stipulate to the following matters if the same are made conditions attached to the approval of this application:

- 1. Street Vacations.** Prior to recording the Final Plat for *High Cedars at Cedar Landing Phases 5B – 7B* portions of Normil Terrace and portion of PUE’s identified on the tentative plat to be vacated, shall sought to be vacated whether initiated by Applicant or, at Applicant’s request, by the City of Medford on the City Council’s own motion as provided by Oregon law.
- 2. Property Line Adjustments:** Applicant shall process the PLA-18-187 and PLA-18-188 prior to final plat.
- 3. Restricted Access.** Certain lots in the project shall have the following access restrictions, and the same will be incorporated into the CCR’s for this Project:
 - A.** All Lots with rear lot lines abutting Foothill Road shall not be allowed direct access to Foothill Road.
- 4. Vehicular Access Turn-Arounds.** At the terminus of each phase, Applicant will provide temporary emergency vehicular access turn-arounds which will be constructed to temporary standards to be approved by the Medford Fire Department. As streets are extended, the temporary turn-arounds will be replaced with permanent street improvements and, if needed, new temporary turn-arounds will be installed.



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Findings of Fact and Conclusions of Law

Revision to Tentative Subdivision Plat: *Tentative Plat for High Cedars At Cedar Landing Phases 5B-7B*
Cedar Landing Development LLC: Applicant

5. **Open Space:** Applicant agrees to have Open Space changes processed as part of the Final PUD Plan in a manner consistent with the Open Space changes on the approved *Tentative Plat for High Cedars at Cedar Landing Phases 5B-7B*.

VII

ULTIMATE CONCLUSIONS

Based upon the preceding findings of fact and conclusions of law, it is ultimately concluded that the case for revision to the revised Tentative Subdivision Plat approval is consistent with all of the relevant criteria in the Medford Land Development Code (MLDC) as hereinabove enumerated and addressed. The Planning Commission therefore approves the following:

1. **Tentative Plat Land Division.** This relates to *High Cedars at Cedar Landing Phases 5B-7B*
- Create lots within each phase as depicted on the attached Tentative Subdivision Plat
 - Requires partial vacation of a small portion of Normil Terrace, a portion of High Cedars and a small portion of PUE along Foothill Road.

Dated: October 18, 2018

Revised: January 3, 2019

Revised: January 17, 2019

Respectfully submitted on behalf of Applicant Cedar Landing Development, LLC

CSA PLANNING, LTD.


Mike Savage
Senior Associate



Exhibit 05
(Rev 1-15-2019)



SUBJECT

 Subject Property (High Cedars Ph 5B, 6A, 6B, 7A, 7B)

 Tax Lots*

Other High Cedars Phases (NOT Part of Subject Application)

 Ph 1&2 Final Platted

 Ph 3A 3B 4A 4B (Not being modified)

 Ph 5A (Final Plat Undering Review)

Aerial: Google Earth July 2017

Print Date: 1-15-2019

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JAN 15 2019
Planning Dept.

Subject on 2017 Aerial

Cedar Landing Development LLC
Revisions to High Cedars at Cedar Landing
Phases 5B-7B

* Tax Lot configurations are prior to recent (Oct 9, 2018) Final Plat of High Cedars Phases 1 and 2; and prior to pending Final Plat for Phase 5A and pending PLA-18-087.



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*** APPROVALS ***

HIGH CEDARS SUBDIVISION, PHASES 1 & 2

*** RECORDER'S CERTIFICATE ***

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

I certify that, pursuant to authority granted in Ordinance No. 5785 this plat is hereby approved.

A Planned Community Subdivision in Lots 95, 96 & 97 of REPLAT OF LOTS 95-99 OF SKY LAKES VILLAGE AT CEDAR LANDING, PHASE 7A & located in the S.W. 1/4 of Sec. 16, T37S, R1W, W.M. and in the City of Medford Jackson County, Oregon (File PUD-15-043/LDS-15-044)

Filed for record this 9th day of October, 2018, at 9:32 o'clock A.M., and recorded in Volume 44 of Plats at Page 19 of the records of Jackson County, Oregon and recorded as Document No 2018-03132 Official Records of Jackson County, Oregon.

[Signature]
Planning Director

Oct 2, 2018
Date

[Signature]
City Surveyor

EXAMINED AND APPROVED as required by ORS 92.100 as of Sept 19, 2018.

SURVEY FOR:
1 PETER 5:7, LLC
744 CAROLEY AVE. #100
MEDFORD, OR 97504

Christine D. Walker
County Clerk

Jean Shugart
Deputy

EXAMINED AND APPROVED this 20 day of SEPTEMBER, 2018.

[Signature]
City Engineer

SURVEY BY:
L.J. Friar & Associates, P.C.
Consulting Land Surveyors
P.O. Box 1947
Phoenix, Oregon 97535
Phone: (541) 772-2782
Email: ljfriar@charter.net

Declaration of Covenants, Conditions and Restrictions recorded as Document No. 2018-03133, ORJCO.

*** SURVEYOR'S CERTIFICATE ***

I, JAMES E. HIBBS, A REGISTERED LAND SURVEYOR OF THE STATE OF OREGON, HEREBY CERTIFY THAT I HAVE CORRECTLY SURVEYED AND MARKED, WITH PROPER MONUMENTS AS PROVIDED BY LAW, THE TRACT OF LAND SHOWN HEREON, SAID PLAT BEING AN ACCURATE REPRESENTATION OF THE SAME, AND THAT THE FOLLOWING IS AN ACCURATE DESCRIPTION OF THE EXTERIOR BOUNDARY LINES.

EXAMINED AND APPROVED as required by ORS 92.100 (d) and Oregon Laws 2015 Chapter 96 as of October 9, 2018.

Colly Turner, agent
Assessor, Department of Assessment

DATE:
SEPTEMBER 14, 2018

SHEET INDEX
1) SIGNATURE PAGE
2) OVERALL MAP & EXISTING EASEMENTS
3) PHASE 1 LOTS
4) PHASE 2 LOTS

Lots 95, 96 and 97 of REPLAT OF LOTS 95, 96, 97, 98 & 99 OF SKY LAKES VILLAGE AT CEDAR LANDING, PHASE 7A, according to the official plat thereof, now of record, in Volume 42, Page 31 of plat records of Jackson County, Oregon.

RECEIVED

JAN 15 2019

Planning Dept.

REGISTERED PROFESSIONAL LAND SURVEYOR
James E. Hibbs
OREGON
JULY 17, 1988
JAMES E. HIBBS
2234
RENEWAL DATE 6-30-19

SURVEY NARRATIVE TO COMPLY WITH O.R.S. 209.250

PURPOSE: To survey and monument the exterior boundary, lots, street right of way, Open Spaces and Tracts of HIGH CEDARS SUBDIVISION, PHASES 1 & 2.

PROCEDURE: Using Trimble R8 G.P.S. receivers and Trimble S8 Robotic total station, made ties to monuments shown on Sheets 2-4 prior to construction of improvements to control the exterior of the Phases. Computed the interior Lot, Open Space, Tract and street right of way corner positions and set as a witness corner on SLVCL7AR1. But due to the existing wall the true corner position would not have been able to be set. Therefore this survey will make record of this monument.

*** DECLARATION ***

Know all men by these presents that 1 PETER 5:7, LLC and CEDAR LANDING DEVELOPMENT LLC, are the owners in fee of the lands shown on Sheets 2, 3 & 4, more particularly described in the Surveyor's Certificate, and have subdivided the same into the Lots and Open Space as shown on Sheets 2, 3 & 4; and (1) does hereby dedicate to the public for public use under the jurisdiction of the City of Medford the streets, Right of Way (R/W), and the Public Utility Easements (PUE); (2) does hereby make and establish the Private Storm Drainage Easements (PSDE) for the benefit of and use by the Lots as shown; and (3) does hereby make and establish the Sidewalk Easements (SWE); (4) does hereby grant to the City of Medford in fee the one foot street plugs (SP); and (5) does hereby designate said Subdivision as HIGH CEDARS SUBDIVISION, PHASES 1 & 2, which shall be subject to the Declaration of Covenants, Conditions and Restrictions to be recorded simultaneously with this plat.

C.A. GALPIN, MEMBER
1) PETER 5:7, LLC

ERIC JOHN ARTNER, MEMBER
CEDAR LANDING DEVELOPMENT LLC

STATE OF OREGON) ss.
COUNTY OF JACKSON)

PERSONALLY APPEARED THE ABOVE NAMED C.A. GALPIN AND ACKNOWLEDGED THE FOREGOING INSTRUMENT TO BE HIS VOLUNTARY ACT AND DEED AND WAS SIGNED ON BEHALF OF 1 PETER 5:7, LLC.

DATED THIS 18 DAY OF September, 2018

Terry Speedling
Jenny Spudis
NOTARY PUBLIC - OREGON

COMMISSION NO. 9102811

MY COMMISSION EXPIRES 6-5-2021

AFFIDAVIT OF CONSENT

FROM BLUM FAMILY DYNASTY, INC. RECORDED AS DOC. 2018-03131, ORJCO.

STATE OF OREGON) ss.
COUNTY OF JACKSON)

PERSONALLY APPEARED THE ABOVE NAMED ERIC JOHN ARTNER AND ACKNOWLEDGED THE FOREGOING INSTRUMENT TO BE HIS VOLUNTARY ACT AND DEED AND WAS SIGNED ON BEHALF OF CEDAR LANDING DEVELOPMENT LLC.

DATED THIS 18 DAY OF September, 2018

Terry Speedling
Jenny Spudis
NOTARY PUBLIC - OREGON

COMMISSION NO. 9102811

MY COMMISSION EXPIRES 6-5-2021

I HEREBY DECLARE THAT THIS IS AN EXACT COPY OF THE ORIGINAL PLAT.
[Signature]
SURVEYOR

APPROVED FOR RECORDING.

[Signature]
COUNTY COMMISSIONER/ADMINISTRATOR

12/9/18
DATE

FILED
Date 10/9/18 By PB
This Survey Consists Of:
4 sheet(s) Map
0 page(s) Narrative
JACKSON COUNTY SURVEYOR

SHEET 1 OF 4

22647
17L/20

Page 78

SURVEY BY:
L.J. Friar & Associates, P.C.
Consulting Land Surveyors
P.O. Box 1947
Phoenix, Oregon 97535
Phone: (541) 772-2782
Email: ljfriar@charter.net

SURVEY FOR:
1 PETER 5.7, LLC
744 CARDLEY AVE, #100
MEDFORD, OR 97504
DATE:
SEPTEMBER 14, 2018

HIGH CEDARS SUBDIVISION, PHASES 1 & 2

A Planned Community Subdivision in Lots 95, 96 & 97 of
REPLAT OF LOTS 95-99 OF SKY LAKES VILLAGE
AT CEDAR LANDING, PHASE 7A & located in the
S.W. 1/4 of Sec. 16, T37S, R1W, W.M. and in the
City of Medford Jackson County, Oregon
(File PUD-15-043/LDS-15-044)

LEGEND:

- = FD. 5/8" IRON PIN & PLASTIC CAP MKD HOFFBUHR AND ASSOCIATES INC PER SLVCL7A1 OR FS21667 OR AS NOTED.
- ⊗ = FD. 5/8" IRON PIN & PLASTIC CAP MKD. MEATHERER L556545 PER FS19658.
- ⊘ = SET 5/8" x 30" IRON PIN & PLASTIC CAP MKD. L.J. FRIAR & ASSOC.
- = SET 5/8" x 24" IRON PIN & PLASTIC CAP MKD. L.J. FRIAR & ASSOC.
- = SET 5/8" x 30" IRON PIN & ALUMINUM CAP MKD. L.J. FRIAR & ASSOC.

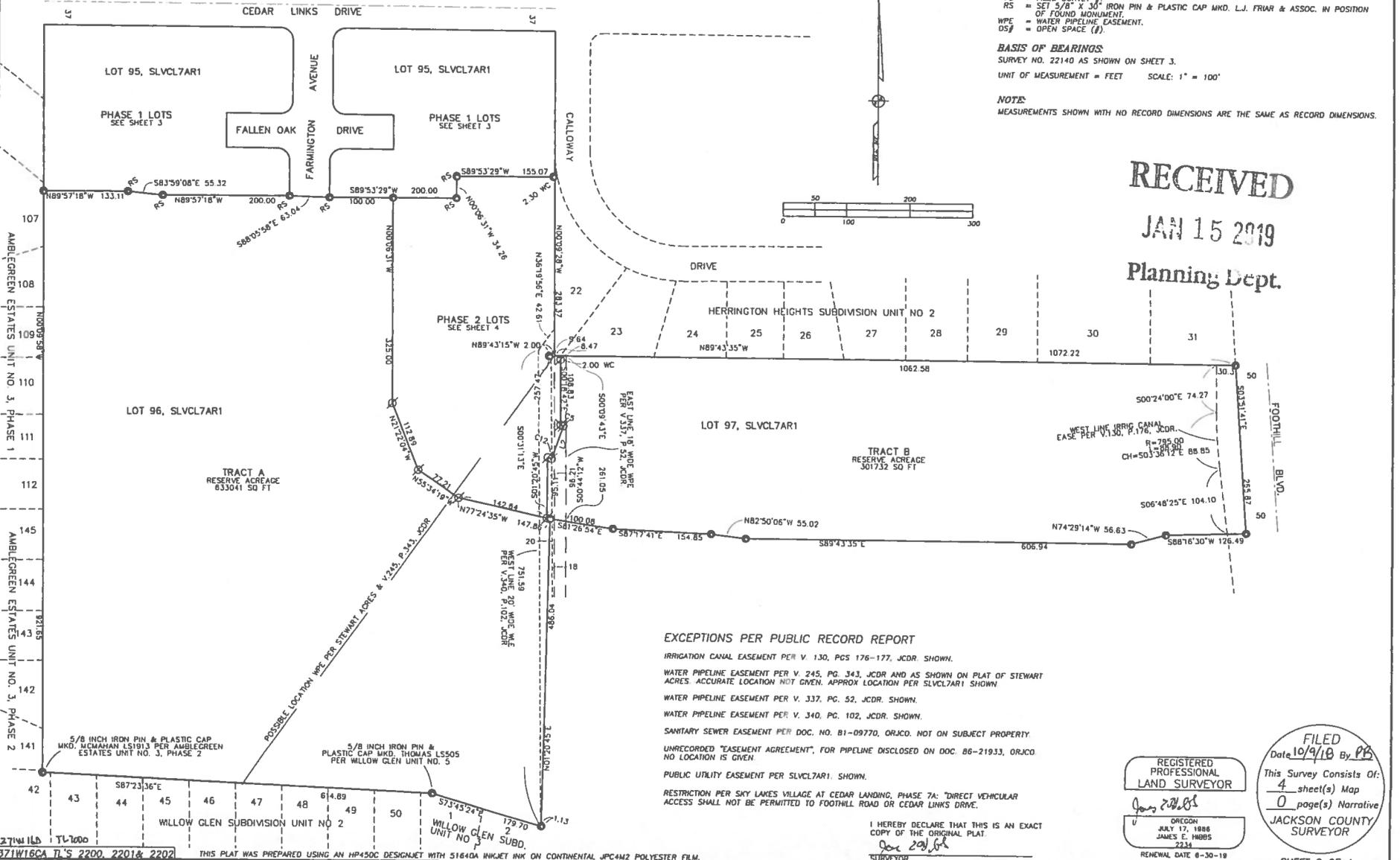
- JCDR = JACKSON COUNTY DEED RECORDS.
- ORJCO = OFFICIAL RECORDS OF JACKSON COUNTY, OREGON.
- WC = WITNESS CORNER MONUMENT (DISTANCE NOTED)
- SLVCL7A1 = SKY LAKES VILLAGE AT CEDAR LANDING, PHASE 7A REPLAT OF LOTS 95-99 (FS22140).
- FS = FILED SURVEY #
- RS = SET 5/8" x 30" IRON PIN & PLASTIC CAP MKD. L.J. FRIAR & ASSOC. IN POSITION OF FOUND MONUMENT.
- WPE = WATER PIPELINE EASEMENT.
- OS# = OPEN SPACE (#).

BASIS OF BEARINGS:

SURVEY NO. 22140 AS SHOWN ON SHEET 3.
UNIT OF MEASUREMENT = FEET SCALE: 1" = 100'

NOTE:

MEASUREMENTS SHOWN WITH NO RECORD DIMENSIONS ARE THE SAME AS RECORD DIMENSIONS.



RECEIVED
JAN 15 2019
Planning Dept.

EXCEPTIONS PER PUBLIC RECORD REPORT

- IRRIGATION CANAL EASEMENT PER V. 130, PGS 176-177, JCDR. SHOWN.
- WATER PIPELINE EASEMENT PER V. 245, PG. 343, JCDR AND AS SHOWN ON PLAT OF STEWART ACRES. ACCURATE LOCATION NOT GIVEN. APPROX LOCATION PER SLVCL7A1 SHOWN.
- WATER PIPELINE EASEMENT PER V. 337, PG. 52, JCDR. SHOWN.
- WATER PIPELINE EASEMENT PER V. 340, PG. 102, JCDR. SHOWN.
- SANITARY SEWER EASEMENT PER DOC. NO. 81-09770, ORJCO. NOT ON SUBJECT PROPERTY.
- UNRECORDED "EASEMENT AGREEMENT", FOR PIPELINE DISCLOSED ON DOC 86-21933, ORJCO NO LOCATION IS GIVEN.
- PUBLIC UTILITY EASEMENT PER SLVCL7A1. SHOWN.
- RESTRICTION PER SKY LAKES VILLAGE AT CEDAR LANDING, PHASE 7A: "DIRECT VEHICULAR ACCESS SHALL NOT BE PERMITTED TO FOOTHILL ROAD OR CEDAR LINKS DRIVE."

I HEREBY DECLARE THAT THIS IS AN EXACT COPY OF THE ORIGINAL PLAT.
Date 2/9/18
SURVEYOR

REGISTERED PROFESSIONAL LAND SURVEYOR
James E. Higgs
OREGON JULY 17, 1986
JAMES E. HIGGS
2234
RENEWAL DATE 8-30-19

FILED
Date 10/9/18 By PB
This Survey Consists Of:
4 sheet(s) Map
0 page(s) Narrative
JACKSON COUNTY SURVEYOR

THIS PLAT WAS PREPARED USING AN HP430C DESIGNJET WITH 51640A INKJET INK ON CONTINENTAL JPC4M2 POLYESTER FILM.

22647

SURVEY FOR:
1 PETER S-7, LLC
744 CARDLEY AVE, #100
MEDFORD, OR 97504

DATE:
SEPTEMBER 14, 2018

HIGH CEDARS SUBDIVISION, PHASES 1 & 2

A Planned Community Subdivision in Lots 95, 96 & 97 of
REPLAT OF LOTS 95-99 OF SKY LAKES VILLAGE
AT CEDAR LANDING, PHASE 7A & located in the
S.W. 1/4 of Sec. 16, T37S, R1W, W.M. and in the
City of Medford Jackson County, Oregon
(File PUD-15-043/LDS-15-044)

SURVEY BY:
L.J. Friar & Associates, P.C.
Consulting Land Surveyors
P.O. Box 1947
Phoenix, Oregon 97535
Phone: (541) 772-2782
Email: lfriar@charter.net

COURSE DATA TABLE

NUM	DELTA	ARC	RADIUS	CHORD
C1	70°24'17"	245.78	200.00	S35°18'40"E 230.58
C2	70°24'26"	211.97	172.50	S35°18'44"E 198.89
C3	17°33'06"	52.84	172.50	S08°53'04"E 52.64
C4	31°18'36"	154.53	172.50	S43°19'25"E 149.41
C5	1°31'44"	4.60	172.50	S69°45'05"E 4.60
C6	70°24'11"	279.54	227.50	S35°18'37"E 262.29
C7	18°03'16"	63.75	227.50	S08°08'09"E 63.54
C8	11°51'04"	47.06	227.50	S22°05'19"E 48.97
C9	12°07'32"	48.15	227.50	S34°04'37"E 48.06
C10	13°52'36"	55.10	227.50	S47°04'42"E 54.97
C11	14°51'24"	58.99	227.50	S61°26'43"E 58.82
C12	1°38'17"	6.50	227.50	S69°41'34"E 6.50

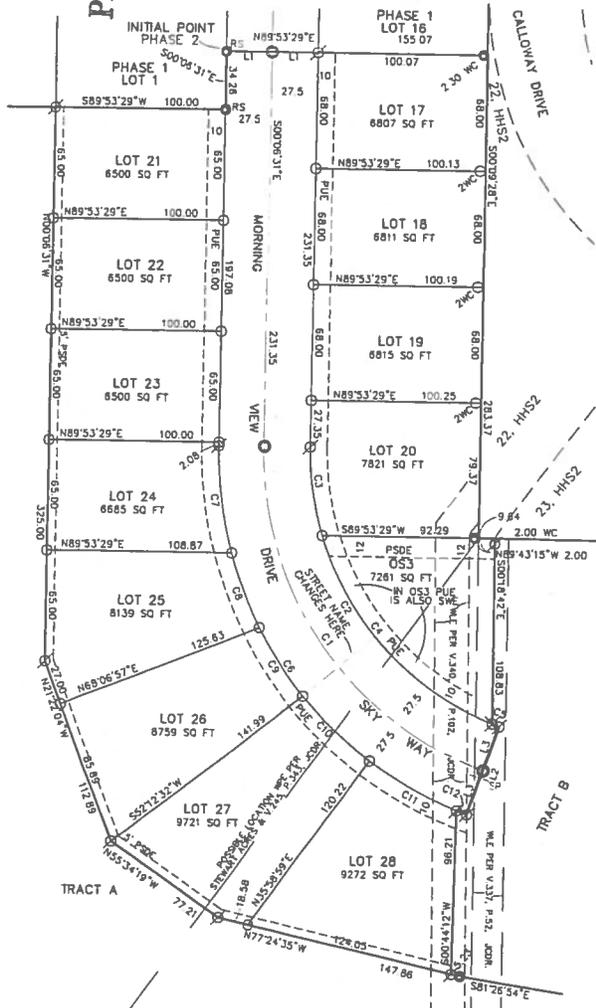
COURSE DATA TABLE

NUM	BEARING	DISTANCE
L1	N89°53'29"E	27.50
L2	N19°30'08"E	55.00
L3	N19°30'08"E	27.50

EXCEPTIONS PER PUBLIC RECORD REPORT (SEE SHEET 2)

- IRRIGATION CANAL EASEMENT PER V. 130, PGS 176-177, JCDR. SHOWN.
- WATER PIPELINE EASEMENT PER V. 245, PG. 343, JCDR AND AS SHOWN ON PLAT OF STEWART ACRES. ACCURATE LOCATION NOT GIVEN. APPROX LOCATION PER SLVCL7AR1 SHOWN.
- WATER PIPELINE EASEMENT PER V. 337, PG. 52, JCDR SHOWN.
- WATER PIPELINE EASEMENT PER V. 340, PG. 102, JCDR. SHOWN.
- SANITARY SEWER EASEMENT PER DOC. NO. 81-09770, ORJCO. NOT ON SUBJECT PROPERTY.
- UNRECORDED "EASEMENT AGREEMENT", FOR PIPELINE DISCLOSED ON DOC. 85-21933, ORJCO NO LOCATION IS GIVEN.
- PUBLIC UTILITY EASEMENT PER SLVCL7AR1, SHOWN.
- RESTRICTION PER SKY LAKES VILLAGE AT CEDAR LANDING, PHASE 7A: "DIRECT VEHICULAR ACCESS SHALL NOT BE PERMITTED TO FOOTHILL ROAD OR CEDAR LINKS DRIVE."

RECEIVED
JAN 15 2019
Planning Dept.



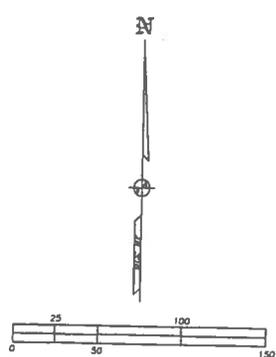
LEGEND:

- = FD 5/8" IRON PIN & PLASTIC CAP MKD HOFFBUHR AND ASSOCIATES INC PER SLVCL7AR1 OR FS21667.
- ⊗ = SET 5/8" X 30" IRON PIN & PLASTIC CAP MKD. L.J. FRIAR & ASSOC.
- = SET 5/8" X 24" IRON PIN & PLASTIC CAP MKD. L.J. FRIAR & ASSOC.
- ⊙ = SET 5/8" X 30" IRON PIN & ALUMINUM CAP MKD. L.J. FRIAR & ASSOC.
- ⊗ = SET MAG NAIL & BRASS TAG MKD, L.J. FRIAR & ASSOC IN CONCRETE.

- JCDR = JACKSON COUNTY DEED RECORDS.
- ORJCO = OFFICIAL RECORDS OF JACKSON COUNTY, OREGON.
- SLVCL7AR1 = SKY LAKES VILLAGE AT CEDAR LANDING, PHASE 7A REPLAT OF LOTS 95-99 (FS22140)
- FS = FILED SURVEY #
- PUE = PUBLIC UTILITY EASEMENT PER THIS PLAT.
- PSDE = PRIVATE STORM DRAINAGE EASEMENT PER THIS PLAT (WIDTH AS NOTED)
- SP = ONE FOOT STREET PLUG PER THIS PLAT.
- L1/C1 = SEE COURSE DATA TABLE.
- SWE = SIDEWALK EASEMENT PER THIS PLAT.
- OS# = WITNESS CORNER MONUMENT (DISTANCE NOTED)
- OS# = OPEN SPACE (#)
- HMSZ = HERRINGTON HEIGHTS SUBDIVISION, UNIT NO. 2.

BASIS OF BEARINGS:

SURVEY NO. 22140 AS SHOWN ON SHEET 3
UNIT OF MEASUREMENT = FEET SCALE: 1" = 50'



I HEREBY DECLARE THAT THIS IS AN EXACT COPY OF THE ORIGINAL PLAT.
[Signature]
SURVEYOR

REGISTERED PROFESSIONAL LAND SURVEYOR

[Signature]
OREGON
JULY 17, 1888
JAMES E. HUBBS
2734

FILED
Date 10/9/18 By [Signature]
This Survey Consists Of:
4 sheet(s) Map
0 page(s) Narrative
JACKSON COUNTY SURVEYOR

RENEWAL DATE 8-30-19

SHEET 4 OF 4 1531870

22647
17L/20

371W16A TL7000
371W16CA TL 5 2200, 2201 & 2202

THIS PLAT WAS PREPARED USING AN HP430C DESIGNJET WITH 51640A INKJET INK ON CONTINENTAL JPC4M2 POLYESTER FILM.

After recording return to:
Cedar Investment Group LLC
C/O Jin Yoo Secured MGMT Corp
10250 Constellation Blvd 2770
Los Angeles, Ca. 90067

RECEIVED
JAN 15 2019
Planning Dept.

Until a change is requested, all tax statements shall be sent to the following address:
(above)

**Statutory Bargain and Sale Deed
For Property Line Adjustment**

CEDAR INVESTMENT GROUP, LLC, Grantors, conveys to CEDAR INVESTMENT GROUP, LLC, Grantee, the following described real property:

LEGAL DESCRIPTION: Real property in the County of Jackson, State of Oregon, described as follows:

SEE EXHIBIT "A"

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11 OF CHAPTER 424, OREGON LAWS 2007. THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES AND TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES AS DEFINED IN ORS 30.930 AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11 OF CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.
(PROPERTY LINE ADJUSTMENT AFFECTS DEED RECORDED AS INSTRUMENT NO. 2004-018649 RECORDED IN THE OFFICIAL RECORDS OF JACKSON COUNTY, OREGON)

By: _____
Eric Artner
Agent

STATE OF OREGON)
) ss
County of Jackson)

On this _____, day of _____, 2018, personally appeared Eric Artner, authorized agent and acknowledged the foregoing instrument to be his voluntary act and deed on behalf of Cedar Investment Group, LLC

Notary Public for Oregon
My Commission Expires:

"J"

EXHIBIT A
PROPERTY LINE ADJUSTMENT
ADJUSTED TRACT "B"

TRACT "B" OF High Cedars Subdivision, Phases 1 & 2, according to the Official Plat thereof, filed for record October 9, 2018, and recorded in Volume 44, Page 19 of the records of Jackson County, Oregon

TOGETHER WITH:

BEGINNING at the Southeast corner of the above said Tract "B" of High Cedars Subdivision, Phases 1 & 2; thence along the south line of said Tract "B", South 88°16'30" West 126.49 feet; thence continue along said south line, South 74°29'14" West 56.63 feet; thence leaving said south line, South 01°43'30" East 43.50 feet; thence North 88°16'30" East 183.62 feet to the westerly right-of-way line of Foothill Road; thence along said right-of-way, North 03°51'41" West 57.04 feet to the point of beginning.

EXCEPTING THEREFROM that portion lying within public right-of-way.

(containing 7.10 acres, more or less)

REGISTERED
PROFESSIONAL
LAND SURVEYOR

Darrell L. Huck

OREGON
FEBRUARY 4, 1983
DARRELL L. HUCK
2023

EXPIRES 6/30/2019

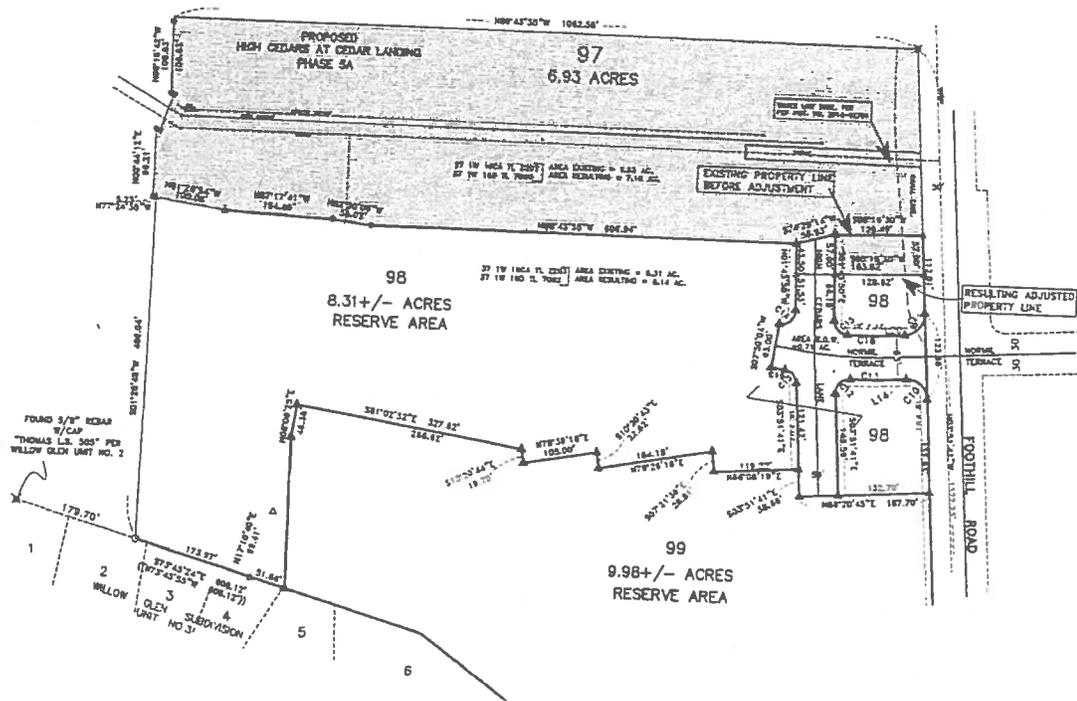
Darrell L. Huck
L.S. 2023 - Oregon
Expires 6/30/2019
Hoffbuhr & Associates, Inc

(14099 adj tract b-L97.doc)

" J "

EXHIBIT MAP
 PROPERTY LINE ADJUSTMENT
 LOCATED IN
 LOTS 97 & 98 OF SIX LAKES VILLAGE AT CEDAR LANDING PHASE 7A
 REPLAT OF LOTS 96, 97, 98 AND 99
 IN THE S.W. 1/4 SEC. 14, T22N, R19E, W4E
 IN THE CITY OF MEDFORD, JACKSON COUNTY, OREGON

PLA-18-187



CURVE	LENGTH	BEARING	DELTA	LONG CHORD
C1	31.30	20.00	107°36'13"	28.41 S45°06'14"W
C2	31.34	20.00	107°36'17"	28.18 S45°01'14"W
C3	31.30	20.00	107°36'11"	28.41 S45°06'14"W
C4	31.34	20.00	107°36'15"	28.18 S45°01'14"W
C5	31.30	20.00	107°36'09"	28.18 S45°01'14"W
C6	31.34	20.00	107°36'13"	28.18 S45°01'14"W
C7	31.34	20.00	107°36'17"	28.18 S45°01'14"W
C8	31.30	20.00	107°36'11"	28.41 S45°06'14"W
C9	31.34	20.00	107°36'15"	28.18 S45°01'14"W
C10	31.30	20.00	107°36'09"	28.18 S45°01'14"W
C11	31.34	20.00	107°36'13"	28.18 S45°01'14"W
C12	31.30	20.00	107°36'07"	28.41 S45°06'14"W
C13	31.34	20.00	107°36'11"	28.18 S45°01'14"W
C14	31.30	20.00	107°36'05"	28.41 S45°06'14"W
C15	31.34	20.00	107°36'09"	28.18 S45°01'14"W
C16	31.30	20.00	107°36'03"	28.41 S45°06'14"W
C17	31.34	20.00	107°36'07"	28.18 S45°01'14"W
C18	31.30	20.00	107°36'01"	28.41 S45°06'14"W
C19	31.34	20.00	107°36'05"	28.18 S45°01'14"W
C20	31.30	20.00	107°35'59"	28.41 S45°06'14"W
C21	31.34	20.00	107°36'03"	28.18 S45°01'14"W

REGISTERED
 PROFESSIONAL
 LAND SURVEYOR

ELECTRONIC COPY

OREGON
 FEBRUARY 4, 2003
 DANIEL L. HUCK
 2003

Expires 6/30/2018

HOFFBUH
 1000 1/2 Street, Medford, Oregon 97504
 Phone: 541-753-1111
 Fax: 541-753-1112
 Email: info@hoffbuh.com
 Website: www.hoffbuh.com

"J"

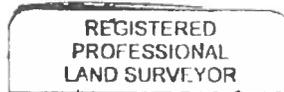
EXHIBIT A
PROPERTY LINE ADJUSTMENT
ADJUSTED LOT 98

LOT 98 OF Sky Lakes Village at Cedar Landing Phase 7A, REPLAT OF LOTS 95, 96, 97, 98 AND 99, a planned community, according to the Official Plat thereof, filed for record December 16, 2016, and recorded in Volume 42, Page 31 of the records of Jackson County, Oregon

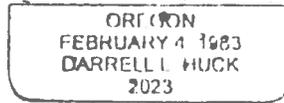
LESS AND EXCEPTING the following described area:
BEGINNING at the Southeast corner of the above said Tract "B" of High Cedars Subdivision, Phases 1 & 2; thence along the south line of said Tract "B", South 88°16'30" West 126.49 feet; thence continue along said south line, South 74°29'14" West 56.63 feet; thence leaving said south line, South 01°43'30" East 43.50 feet; thence North 88°16'30" East 183.62 feet to the westerly right-of-way line of Foothill Road; thence along said right-of-way, North 03°51'41" West 57.04 feet to the point of beginning.

EXCEPTING THEREFROM that portion lying within public right-of-way.

(containing 8.14 acres, more or less)



Darrell L. Huck



EXPIRES 6/30/2019

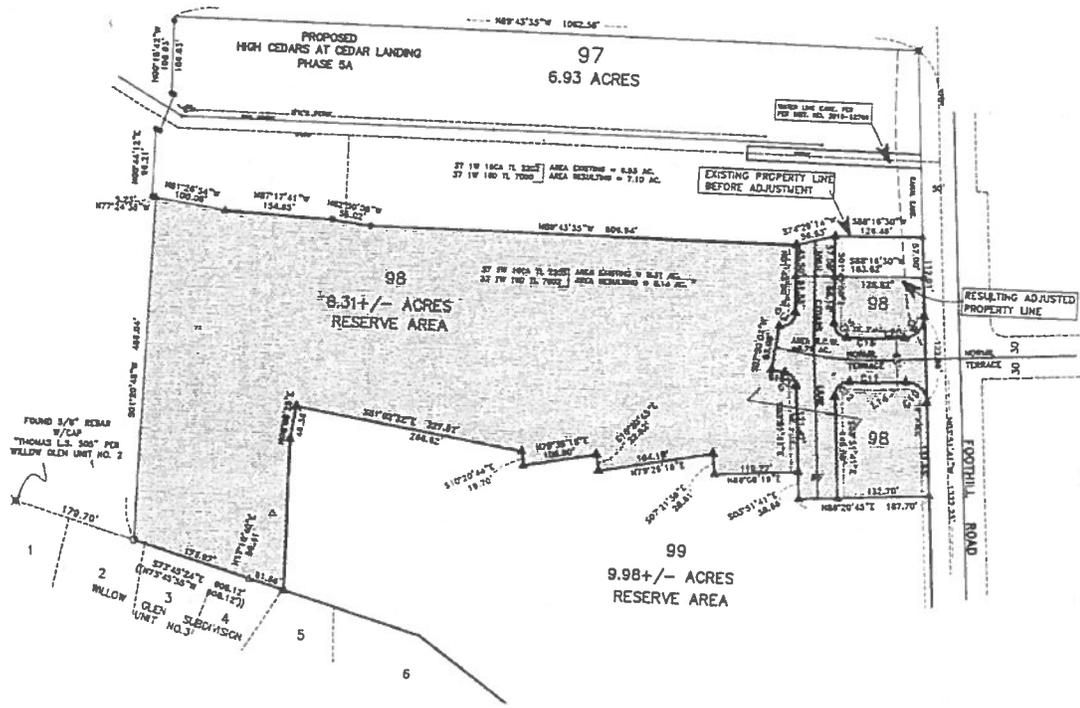
Darrell L. Huck
L.S. 2023 - Oregon
Expires 6/30/2019
Hoffbuhr & Associates, Inc

(14099 pla adj lot 98 replat 1-11-19.doc)

"J"

EXHIBIT MAP
PROPERTY LINE ADJUSTMENT

PLA-18-187



CURVE TABLE

CURVE	LENGTH	RADIUS	DELTA	LONG CHORD
C1	31.30	25.00	102°20'11"	28.21 S45°20'11"W
C2	31.24	25.00	89°28'07"	28.18 S45°11'45"W
C3	31.86	25.00	102°28'51"	28.41 S45°08'24"W
C4	31.24	25.00	102°28'51"	28.18 S45°11'45"W
C5	31.30	25.00	102°20'11"	28.19 S45°20'11"W
C6	31.24	25.00	102°28'51"	28.18 S45°11'45"W
C7	55.00	500.00	6°18'34"	55.05 S89°32'44"E
C8	47.01	50.00	89°44'44"	32.89 S91°20'45"W
C9	47.01	50.00	89°44'44"	48.34 S41°15'28"E
C10	48.34	50.00	97°10'00"	46.52 S88°24'30"E
C11	33.30	25.00	102°17'24"	28.09 S45°01'24"W
C12	27.27	25.00	77°34'10"	25.00 S45°00'00"W
C13	26.73	25.00	89°33'34"	30.54 S45°03'17"E
C14	28.89	25.00	102°34'21"	27.29 S45°00'00"E
C15	48.12	488.50	1°00'24"	48.79 S89°21'07"E
C16	113.48	808.00	1°30'15"	113.24 S89°21'07"E
C17	40.28	1408.00	1°31'48"	40.03 S89°24'03"W
C18	18.38	1408.00	1°31'48"	18.28 S89°24'03"W
C19	88.80	794.0	1°24'24"	88.63 S89°24'11"E
C20	78.72	120.0	10°28'00"	78.43 S22°33'29"E

REGISTERED
PROFESSIONAL
LAND SURVEYOR

ELECTRONIC COPY

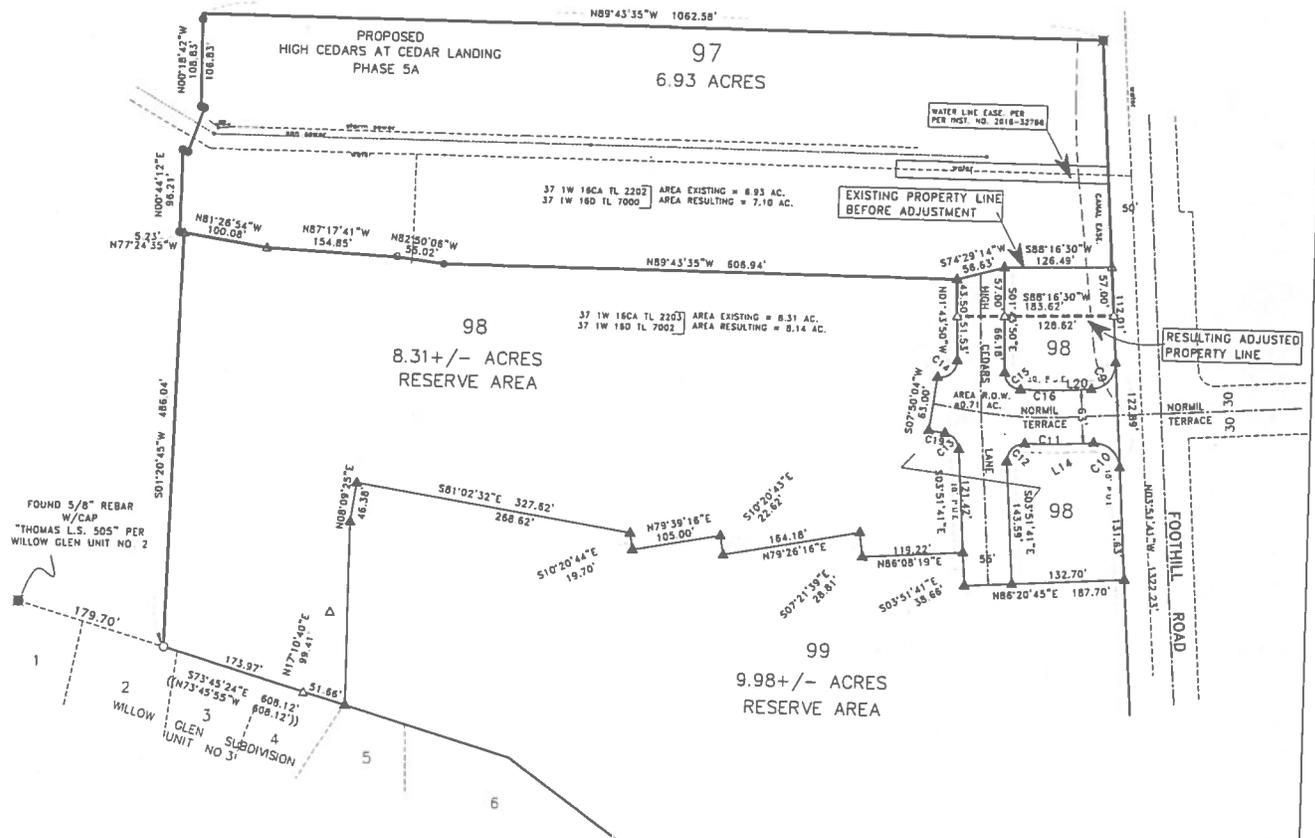
OREGON
HARRIS & HUBB
DANIEL L. HUCK
2010

Expires 6/30/2018

Jr

EXHIBIT MAP
PROPERTY LINE ADJUSTMENT

LOCATED IN:
LOTS 97 & 98 OF SKY LAKES VILLAGE AT CEDAR LANDING PHASE 7A
REPLAT OF LOTS 95, 96, 97, 98 AND 99
IN THE S.W. 1/4 SEC. 16, T.37S., R. 1W., W.M.
IN THE CITY OF MEDFORD, JACKSON COUNTY, OREGON



FOUND 5/8" REBAR
W/CAP
"THOMAS L.S. 505" PER
WILLOW GLEN UNIT NO. 2

CURVE TABLE				
CURVE	LENGTH	RADIUS	DELTA	LONG CHORD
C1	31.59	20.00	90°30'13"	28.41 S45°08'14"W
C2	31.24	20.00	89°29'47"	28.18 S44°51'48"E
C3	31.59	20.00	90°29'51"	28.41 S45°08'24"W
C4	31.24	20.00	89°30°09"	28.18 N44°51'38"W
C5	31.59	20.00	90°30°12"	28.41 N45°08'12"E
C6	31.24	20.00	89°29'47"	28.18 N44°51'48"W
C7	55.06	500.00	8°18'54"	55.03 N03°02'24"E
C8	33.00	300.00	6°18'12"	32.99 S03°02'35"W
C9	27.01	30.00	89°48'44"	42.34 N41°14'58"E
C10	47.01	30.00	89°48'44"	42.34 N48°45'03"W
C11	46.54	531.50	9°01'00"	46.52 N88°52'05"E
C12	35.28	20.00	89°17'22"	29.58 S45°43'34"W
C13	27.07	20.00	77°33'10"	25.04 N42°58'18"W
C14	34.75	20.00	99°33'34"	30.54 N48°03'17"E
C15	29.99	20.00	85°34'31"	27.28 S44°40'45"E
C16	49.12	468.50	6°00'24"	49.09 N89°21'47"E
C17	113.48	500.00	1°31'45"	113.24 S87°08'18"E
C18	40.04	1500.00	1°30'15"	40.03 N81°24'03"W
C19	19.26	1488.50	0°45'08"	19.26 N81°47'23"W
C20	88.90	795.00	6°24'24"	88.85 S03°36'12"E
C21	76.73	120.00	36°38'09"	75.43 S25°53'29"E

REGISTERED
PROFESSIONAL
LAND SURVEYOR

ELECTRONIC COPY

OREGON
FEBRUARY 4, 1983
DARRELL L. HUCK
2023

Expires 6/30/2019



BY	DARRELL L. HUCK	LS. 2023
PROJECT	Cedar Investment Group	14-028
PROJECT NO.		
DRAWING FILE NO.	14099pjo exhibit lot 97-98 DWG	
SCALE	1" = 100'	
REVISION NO.		January 11, 2019
REVISION DATE		
SHEET NO.		
TITLE		
DATE		
BY		
CHECKED BY		
DATE		
BY		
CHECKED BY		
DATE		

After recording return to:
Cedar Investment Group LLC
C/O Jin Yoo Secured MGMT Corp
10250 Constellation Blvd 2770
Los Angeles, Ca. 90067

Until a change is requested, all tax statements shall be
sent to the following address:
(above)

**Statutory Bargain and Sale Deed
For Property Line Adjustment**

CEDAR INVESTMENT GROUP, LLC, Grantors, conveys to **CEDAR INVESTMENT GROUP, LLC**, Grantee, the following described real property:

LEGAL DESCRIPTION: Real property in the County of Jackson, State of Oregon, described as follows:

SEE EXHIBIT "A"

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11 OF CHAPTER 424, OREGON LAWS 2007. THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES AND TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES AS DEFINED IN ORS 30.930 AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11 OF CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.
(PROPERTY LINE ADJUSTMENT AFFECTS DEED RECORDED AS INSTRUMENT NO. 2004-018649 RECORDED IN THE OFFICIAL RECORDS OF JACKSON COUNTY, OREGON)

By: _____
Eric Artner
Agent

STATE OF OREGON)
) ss
County of Jackson)

On this _____, day of _____, 2018, personally appeared Eric Artner, authorized agent and acknowledged the foregoing instrument to be his voluntary act and deed on behalf of Cedar Investment Group, LLC

Notary Public for Oregon
My Commission Expires:

" J "

EXHIBIT A
PROPERTY LINE ADJUSTMENT
ADJUSTED TRACT "B"

TRACT "B" OF High Cedars Subdivision, Phases 1 & 2, according to the Official Plat thereof, filed for record October 9, 2018, and recorded in Volume 44, Page 19 of the records of Jackson County, Oregon

TOGETHER WITH:

BEGINNING at the Southeast corner of the above said Tract "B" of High Cedars Subdivision, Phases 1 & 2; thence along the south line of said Tract "B". South 88°16'30" West 126.49 feet; thence continue along said south line. South 74°29'14" West 56.63 feet; thence leaving said south line. South 01°43'30" East 43.50 feet; thence North 88°16'30" East 183.62 feet to the westerly right-of-way line of Foothill Road; thence along said right-of-way. North 03°51'41" West 57.04 feet to the point of beginning.

EXCEPTING THEREFROM that portion lying within public right-of-way.

(containing 7.10 acres, more or less)

REGISTERED
PROFESSIONAL
LAND SURVEYOR

Darrell L. Huck

ORF (ON)
FEBRUARY 4, 1983
DARRELL L. HUCK
2023

EXPIRES 6/30/2019

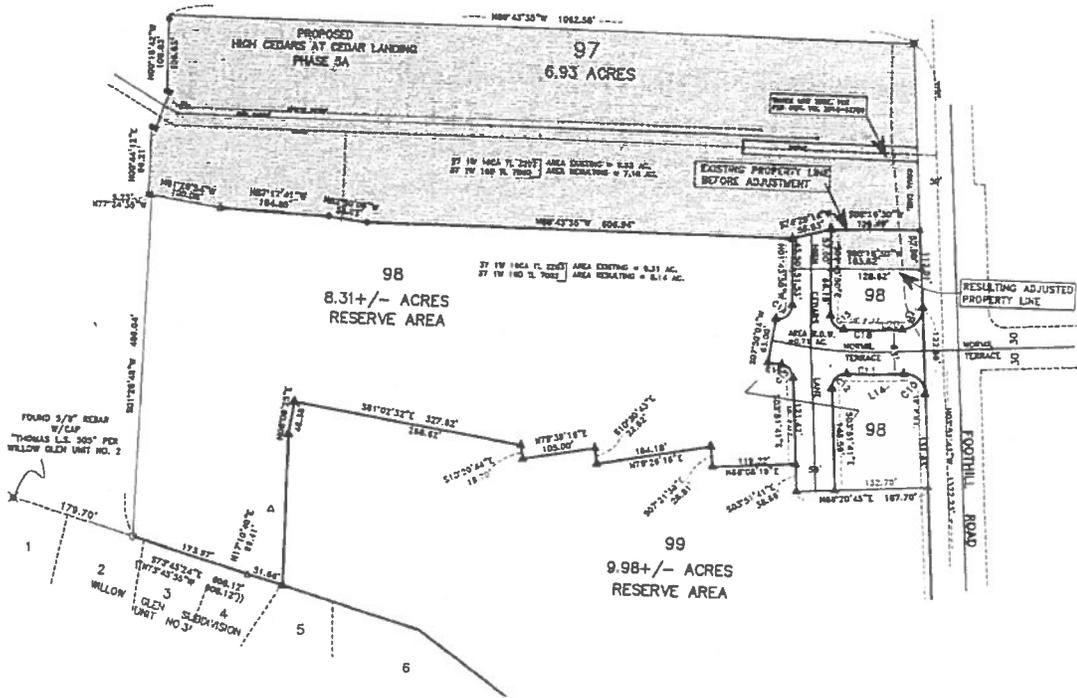
Darrell L. Huck
L.S. 2023 - Oregon
Expires 6/30/2019
Hoffbuhr & Associates, Inc

(14099 adj tract b-L97.doc)

^ J ^

EXHIBIT MAP
 PROPERTY LINE ADJUSTMENT
 LOCATED IN
 LOTS 97 & 98 OF CITY LINES VILLAGE AT CEDAR LANDING PHASE 7A
 REPLAT OF LOTS 97, 98, 9728 AND 99
 IN THE S.W. 1/4 SEC. 16, T17N, R. 19W, W.M.
 IN THE CITY OF MEDFORD, JACKSON COUNTY, OREGON

PLA-18-187



CURVE	LENGTH	RADIUS	DELTA	LONG CHORD
C1	31.39	70.00	80°28'12"	28.41 S42°28'14"W
C2	31.34	70.00	80°29'27"	28.18 S42°31'48"W
C3	31.30	70.00	80°29'21"	28.41 S42°28'24"W
C4	31.24	70.00	80°30'00"	28.18 S42°31'48"W
C5	31.20	70.00	80°30'15"	28.41 S42°28'24"W
C6	31.24	70.00	80°29'45"	28.18 S42°31'48"W
C7	38.28	300.00	6°11'34"	38.28 S89°22'47"W
C8	33.00	300.00	6°18'18"	33.00 S89°22'47"W
C9	42.81	30.00	88°24'44"	42.84 S84°45'33"W
C10	42.81	30.00	88°24'44"	42.84 S84°45'33"W
C11	48.34	531.30	5°31'09"	48.32 S89°22'47"W
C12	33.28	20.00	89°17'24"	29.26 S47°45'54"W
C13	34.73	20.00	89°15'10"	30.00 S47°45'54"W
C14	34.73	20.00	89°15'24"	30.34 S47°45'54"W
C15	29.30	20.00	89°34'31"	27.29 S47°48'43"W
C16	48.12	468.50	5°20'21"	48.09 S89°22'47"W
C17	113.48	300.00	1°29'13"	113.74 S89°22'47"W
C18	40.04	1308.00	1°31'45"	40.03 S89°22'47"W
C19	19.78	1448.30	0°48'20"	19.79 S89°22'47"W
C20	88.90	725.0	0°21'14"	88.89 S89°22'47"W
C21	78.73	128.0	54°18'00"	78.43 S52°35'27"W

REGISTERED
 PROFESSIONAL
 LAND SURVEYOR

ELECTRONIC COPY

OREGON
 NUMBER 4 888
 DARRILL L. HUCK
 2003

Expires 6/30/2018



DATE OF SURVEY	11/11/2010
PROJECT NO.	187-187
SCALE	AS SHOWN
DATE OF PLOTTING	11/11/2010
DATE OF PRINTING	11/11/2010
DATE OF RECORDING	11/11/2010
DATE OF CLOSURE	11/11/2010
DATE OF REVIEW	11/11/2010
DATE OF APPROVAL	11/11/2010
DATE OF SIGNATURE	11/11/2010
DATE OF SEALING	11/11/2010
DATE OF FILING	11/11/2010
DATE OF RECORDING	11/11/2010
DATE OF CLOSURE	11/11/2010
DATE OF REVIEW	11/11/2010
DATE OF APPROVAL	11/11/2010
DATE OF SIGNATURE	11/11/2010
DATE OF SEALING	11/11/2010
DATE OF FILING	11/11/2010

K J

After recording return to:
Cedar Investment Group LLC
C/O Jin Yoo Secured MGMT Corp
10250 Constellation Blvd 2770
Los Angeles, Ca. 90067

Until a change is requested, all tax statements shall be sent to the following address:
(above)

**Statutory Bargain and Sale Deed
For Property Line Adjustment**

CEDAR INVESTMENT GROUP, LLC, Grantors, conveys to **CEDAR INVESTMENT GROUP, LLC**, Grantee, the following described real property:

LEGAL DESCRIPTION: Real property in the County of Jackson, State of Oregon, described as follows:

SEE EXHIBIT "A"

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11 OF CHAPTER 424, OREGON LAWS 2007. THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES AND TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES AS DEFINED IN ORS 30.930 AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11 OF CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.
(PROPERTY LINE ADJUSTMENT AFFECTS DEED RECORDED AS INSTRUMENT NO. 2004-018649 RECORDED IN THE OFFICIAL RECORDS OF JACKSON COUNTY, OREGON)

By: _____
Eric Artner
Agent

STATE OF OREGON)
) ss
County of Jackson)

On this _____, day of _____, 2018, personally appeared Eric Artner, authorized agent and acknowledged the foregoing instrument to be his voluntary act and deed on behalf of Cedar Investment Group, LLC

Notary Public for Oregon
My Commission Expires:

EXHIBIT A
PROPERTY LINE ADJUSTMENT
ADJUSTED LOT 98

LOT 98 OF Sky Lakes Village at Cedar Landing Phase 7A, REPLAT OF LOTS 95, 96, 97, 98 AND 99, a planned community, according to the Official Plat thereof, filed for record December 16, 2016, and recorded in Volume 42, Page 31 of the records of Jackson County, Oregon

LESS AND EXCEPTING the following described area:
BEGINNING at the Southeast corner of the above said Tract "B" of High Cedars Subdivision, Phases 1 & 2; thence along the south line of said Tract "B", South 88°16'30" West 126.49 feet; thence continue along said south line, South 74°29'14" West 56.63 feet; thence leaving said south line, South 01°43'30" East 43.50 feet; thence North 88°16'30" East 183.62 feet to the westerly right-of-way line of Foothill Road; thence along said right-of-way, North 03°51'41" West 57.04 feet to the point of beginning.

EXCEPTING THEREFROM that portion lying within public right-of-way.

(containing 8.14 acres, more or less)

REGISTERED
PROFESSIONAL
LAND SURVEYOR

Darrell L. Huck

OREGON
FEBRUARY 4 1983
DARRELL L. HUCK
2023

EXPIRES 6/30/2019

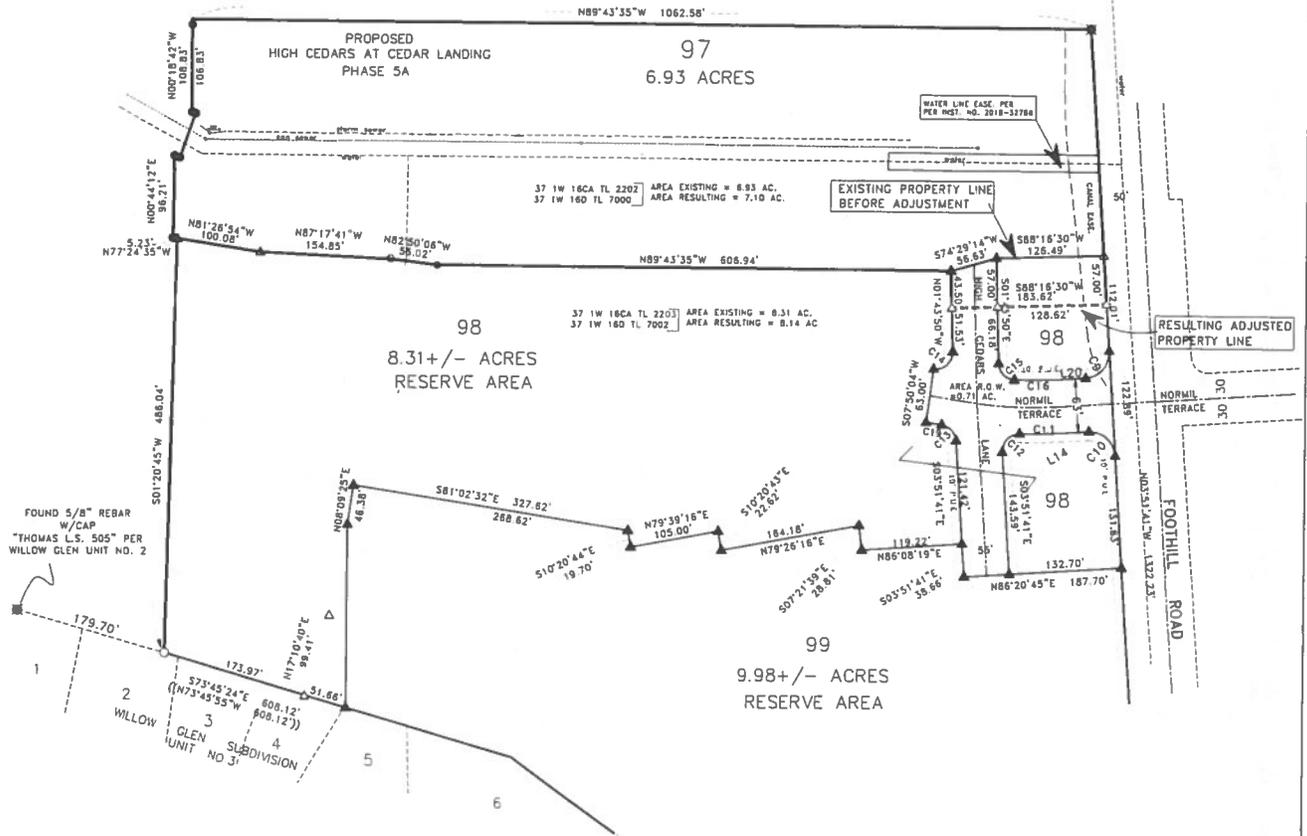
Darrell L. Huck
L.S. 2023 - Oregon
Expires 6/30/2019
Hoffbuhr & Associates, Inc

(14099 pla adj lot 98 replat 1-11-19.doc)

Handwritten mark resembling a stylized 'J' with an arrow pointing up and to the right.

EXHIBIT MAP
PROPERTY LINE ADJUSTMENT

LOCATED IN:
LOTS 97 & 98 OF SKY LAKES VILLAGE AT CEDAR LANDING PHASE 7A
REPLAT OF LOTS 95, 96, 97, 98 AND 99
IN THE S.W. 1/4 SEC. 16, T.37S., R. 1W., W.M.
IN THE CITY OF MEDFORD, JACKSON COUNTY, OREGON



CURVE TABLE				
CURVE	LENGTH	RADIUS	DELTA	LONG CHORD
C1	31.59	20.00	90°30'13"	28.41 S45°08'14"W
C2	31.24	20.00	89°29'47"	28.16 S44°51'46"E
C3	31.59	20.00	90°29'51"	28.41 S45°08'24"W
C4	31.24	20.00	89°30'09"	28.16 N44°51'38"W
C5	31.59	20.00	90°30'13"	28.41 N45°08'14"E
C6	31.24	20.00	89°29'47"	28.16 N44°51'46"W
C7	55.06	500.00	6°18'34"	55.03 N03°02'24"E
C8	33.00	300.00	6°18'17"	32.99 S03°02'35"W
C9	47.01	30.00	89°46'44"	42.34 N41°14'58"E
C10	47.01	30.00	89°46'44"	42.34 N48°50'53"W
C11	46.54	531.50	5°01'00"	46.52 N88°52'05"E
C12	33.26	20.00	95°17'22"	29.56 S43°43'54"W
C13	27.07	20.00	77°33'10"	25.05 N42°38'16"W
C14	34.75	20.00	99°33'34"	30.54 N48°03'17"E
C15	29.99	20.00	85°54'31"	27.26 S44°40'45"E
C16	49.12	468.50	6°00'24"	49.09 N89°21'47"E
C17	113.48	500.00	13°00'15"	113.24 S87°08'18"E
C18	40.04	1500.00	1°31'45"	40.03 N81°24'03"W
C19	19.26	1468.50	0°45'05"	19.26 N81°47'23"W
C20	88.90	795.00	6°24'24"	88.85 S03°36'12"E
C21	76.73	1120.00	36°38'09"	75.43 S25°51'29"E

REGISTERED
PROFESSIONAL
LAND SURVEYOR

ELECTRONIC COPY

OREGON
FEBRUARY 4, 1983
DARRELL L. HUCK
2023

Expires 6/30/2019



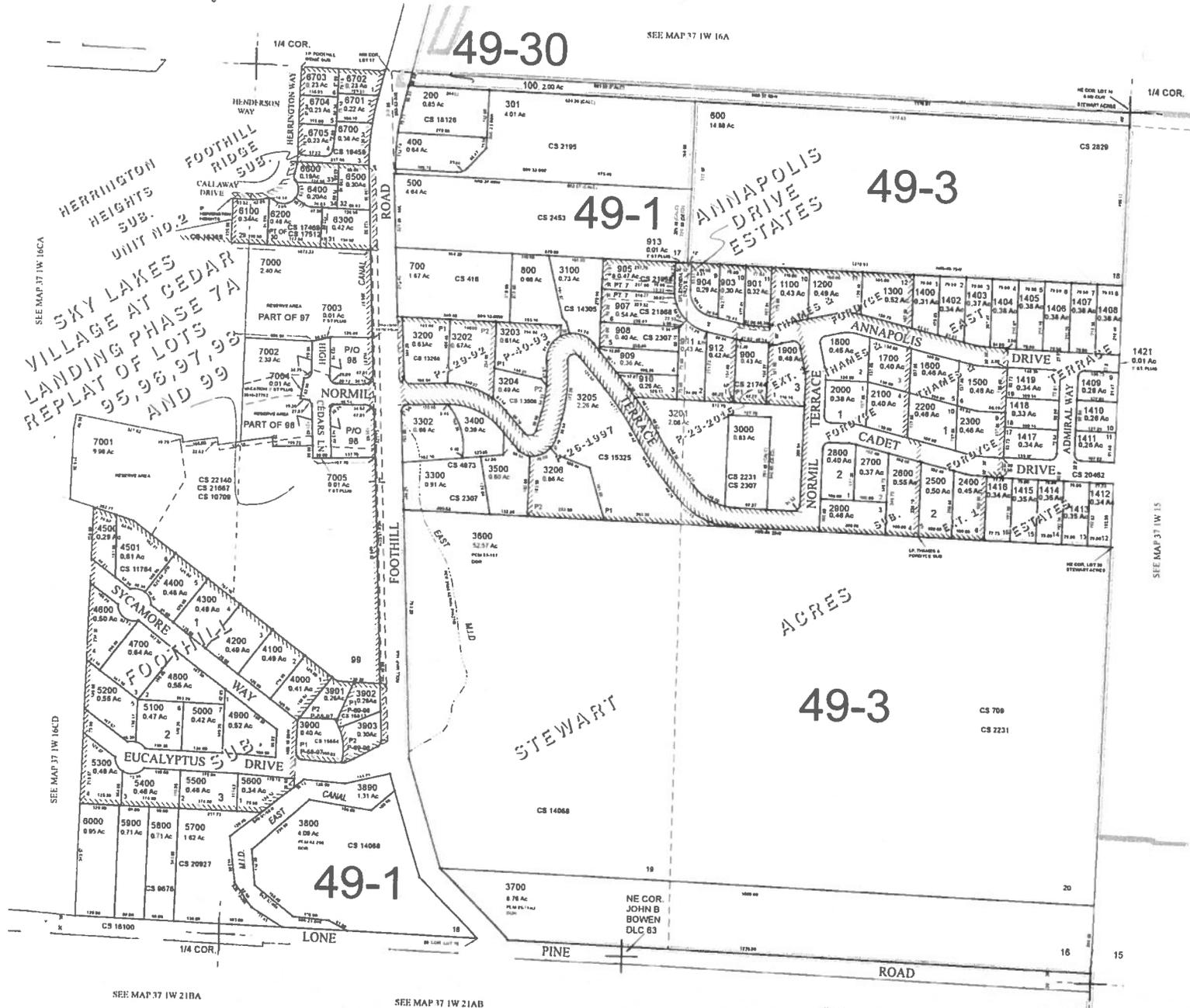
BY: DARRELL L. HUCK 15 2023
PROJECT: Cedar Investment Group
DRAWING FILE NO.: 14-099
SCALE: 1" = 100'
REVISION NO.: 14-099
REVISION DATE: January 11, 2018
HOFFBUHR & ASSOCIATES, INC.
1000 Golf View Drive
Medford, OR 97504
P.O. Box 778
Fax: (541) 778-8873
BASIS OF BEARING: Survey No. 22140
ELEVATION DATUM: N/A
DRAWN BY: DJJ
REVIEWED BY: DJJ

FOR ASSESSMENT AND TAXATION ONLY

S.E.1/4, SEC.16, T.37S., R.1W., W.M.
JACKSON COUNTY
1" = 200'

Pg 2 of 2

37 1W 16D
MEDFORD



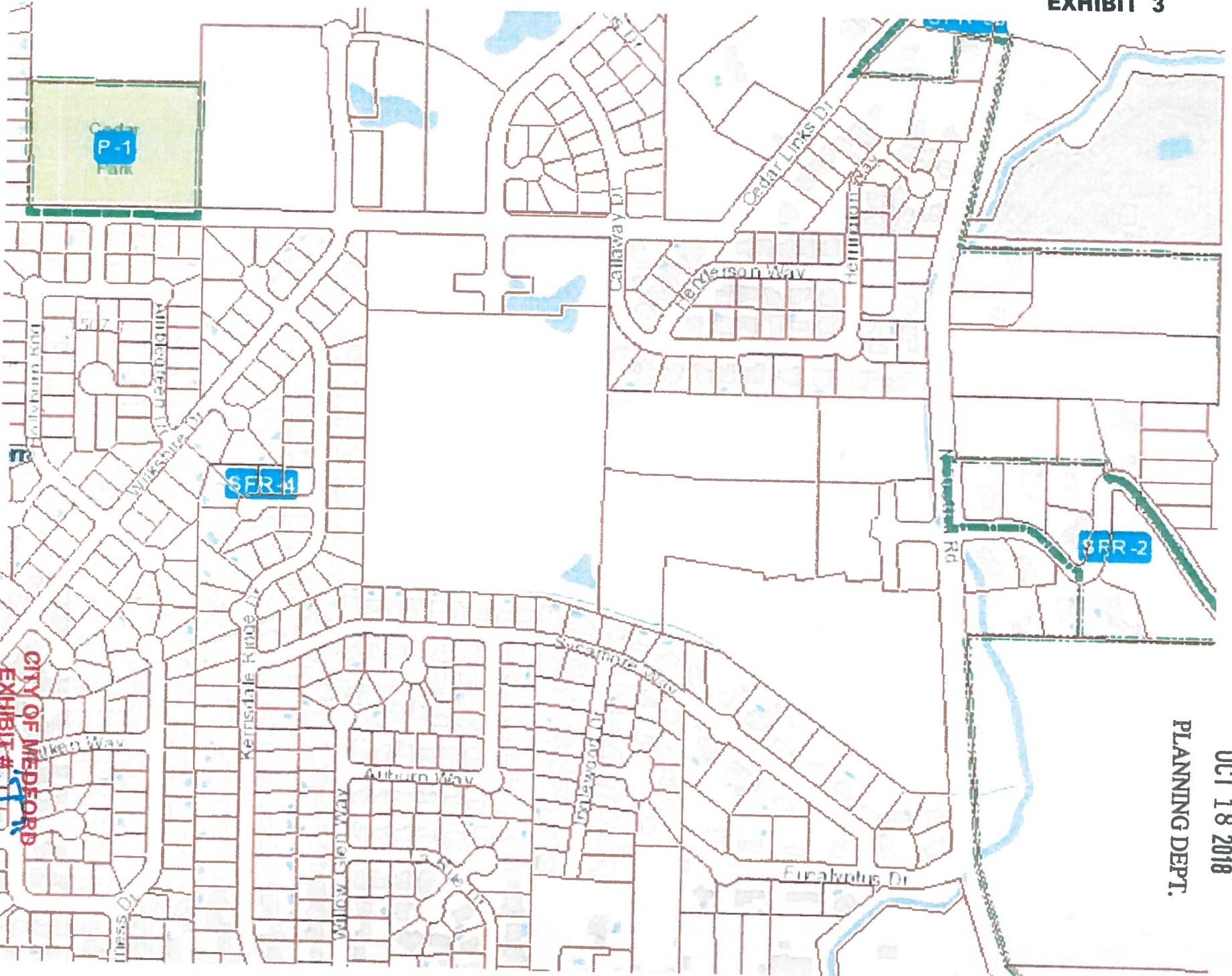
CANCELLED TAX LOT NUMBERS
1401 ADDED TO 1400
1421 KILLED TO STREET
902 KILLED TO STREET
906 ADDED TO 905

Page 97

NS 11

GIS DATA
03/01/2017 11:53:57 AM lile-kat

37 1W 16D
MEDFORD
NEW MAP NOVEMBER 03, 2009
REV JANUARY 27, 2017

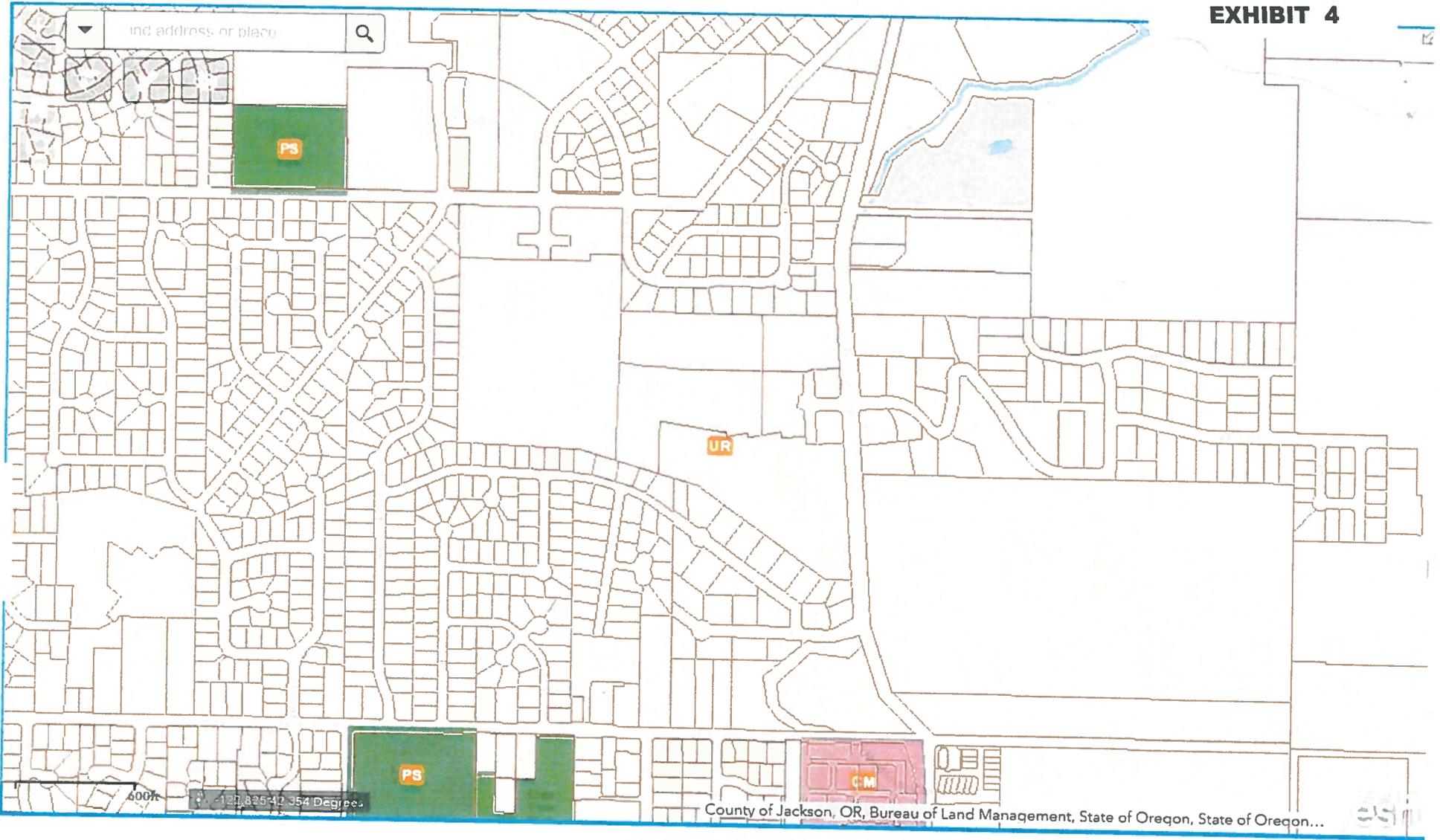


RECEIVED

OCT 18 2018

PLANNING DEPT.





"J"

SOUTHERN OREGON TRANSPORTATION ENGINEERING, LLC

319 Eastwood Drive | Medford, Or. 97504 | Cell Phone (541) 941-4148 | Email: Kim.parducci@gmail.com

January 2, 2019

Karl MacNair, Transportation Manager
City of Medford
Public Works/Engineering Division
200 South Ivy Street, Lausmann Annex
Medford, Oregon 97501

RECEIVED

JAN 02 2019

Planning Dept.

RE: Cedar Landing PUD Foothill Road Right-in Right-out Access Site Modification

Dear Karl,

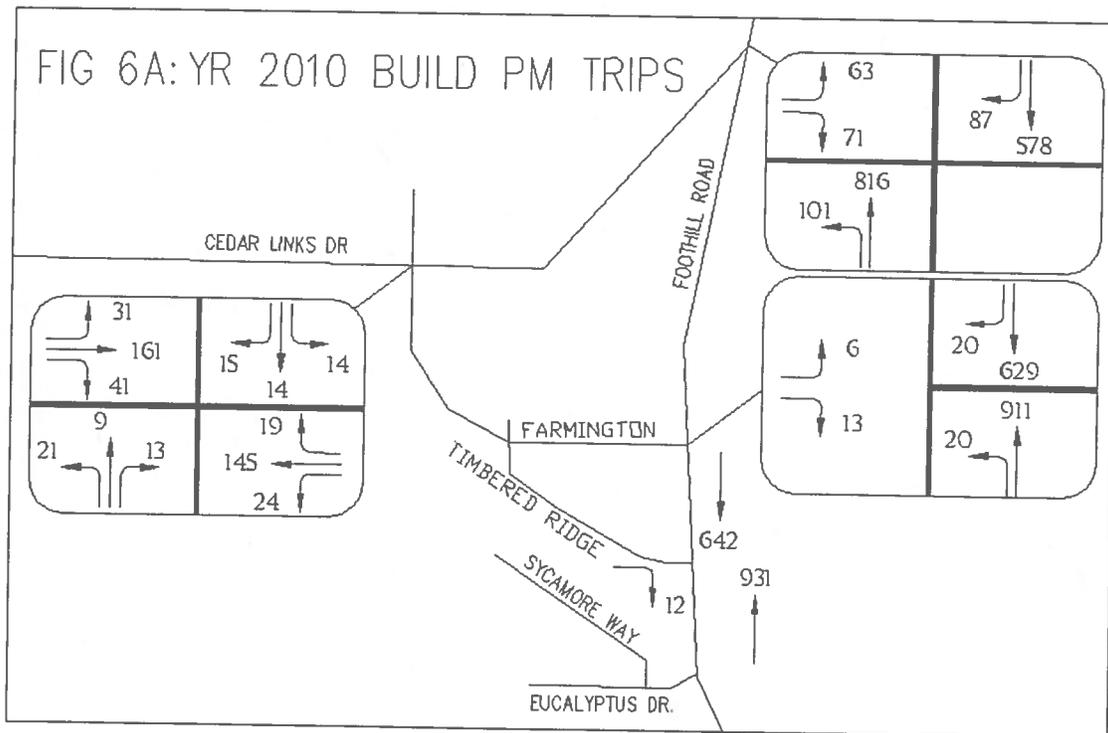
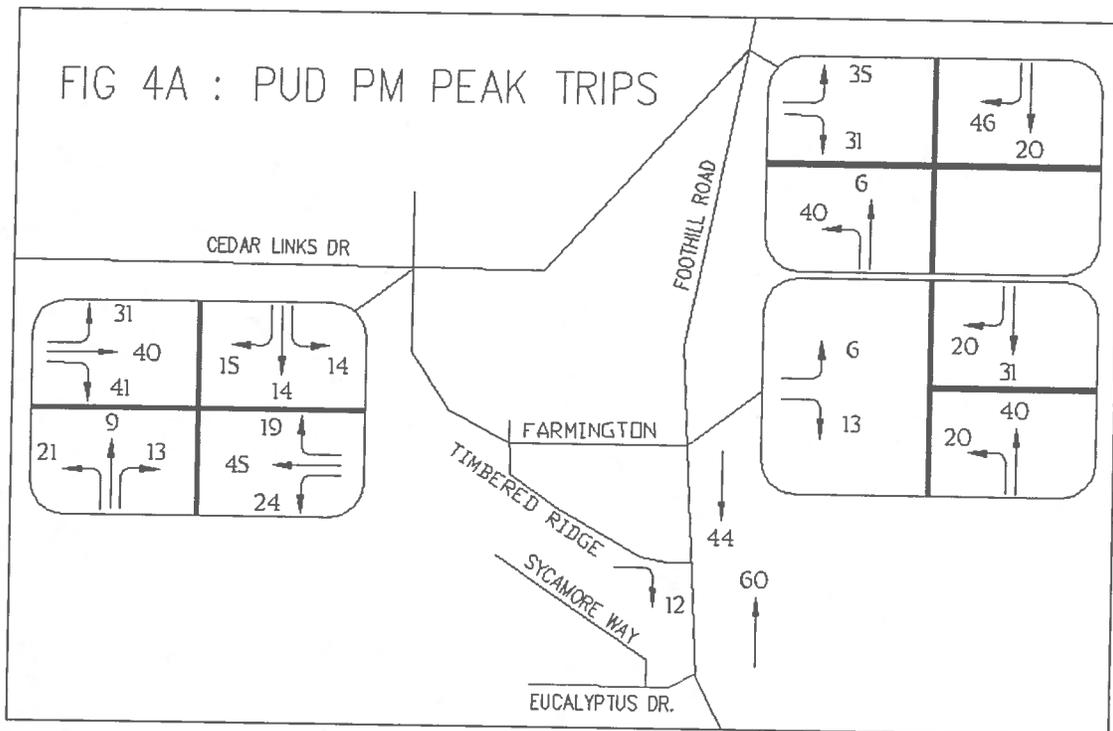
Southern Oregon Transportation Engineering, LLC evaluated a proposed right-in, right-out (RIRO) access on Foothill Road as part of a site modification to the Cedar Landing Planned Unit Development (PUD). A traffic impact analysis (TIA) was previously prepared in September of 2005 for the original PUD application, and evaluated two access points on Foothill Road. This revised analysis evaluates the impacts of combining the traffic movements from two previous access points into a single proposed RIRO access on Foothill Road, and any re-routing that occurs.

Background

The original TIA for the Cedar Landing PUD evaluated 458 p.m. peak hour trips and included a mix of commercial, office, and residential uses. Since that time, there have been various site modifications that have resulted in traffic decreases, but this analysis assumes the same development trip generations and distributions on Foothill Road for consistency with the previous analysis and to be conservative. The original analysis evaluated a full movement access (at Farmington Road / Foothill Road) and right out only access on Foothill Road further south through a local street connection (Timbered Ridge at the time). These are shown on the following page in snapshots taken from Figures 4A and 6A of the TIA.

Mitigation in the original TIA included a center left turn lane on Foothill Road at the full movement access at Farmington Road / Foothill Road and re-alignment and construction of a traffic signal at Cedar Links Drive / Foothill Road. Criterion for a southbound turn lane on Foothill Road at Farmington Road was not shown to be met.

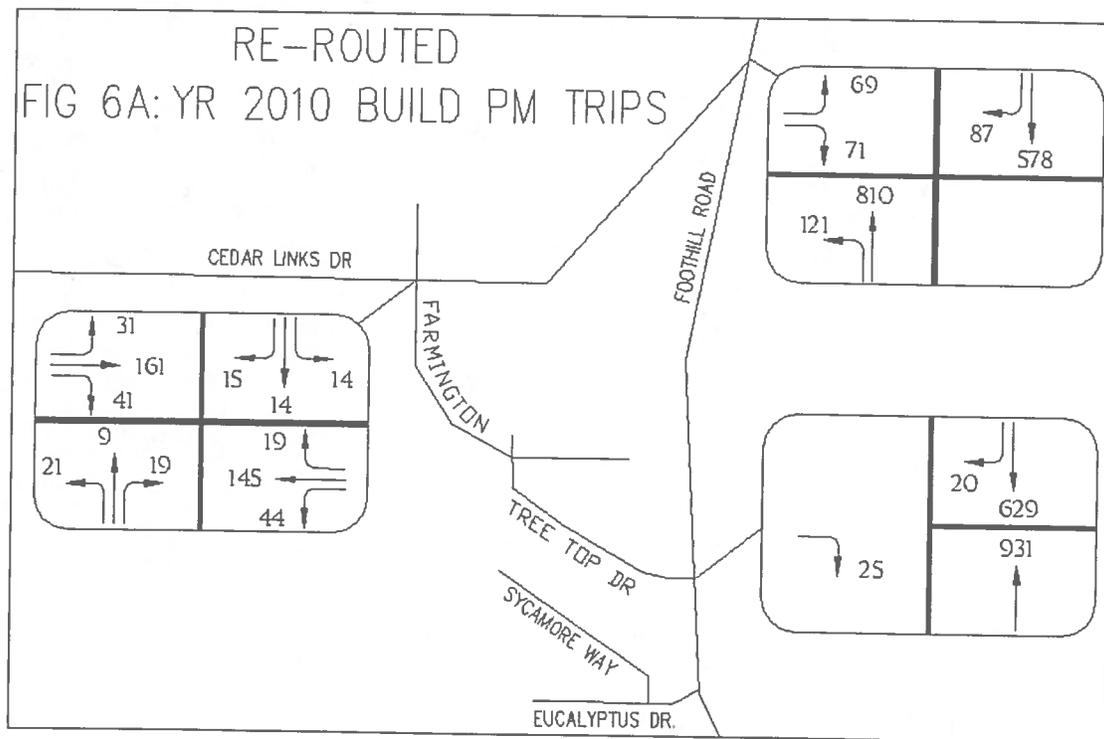
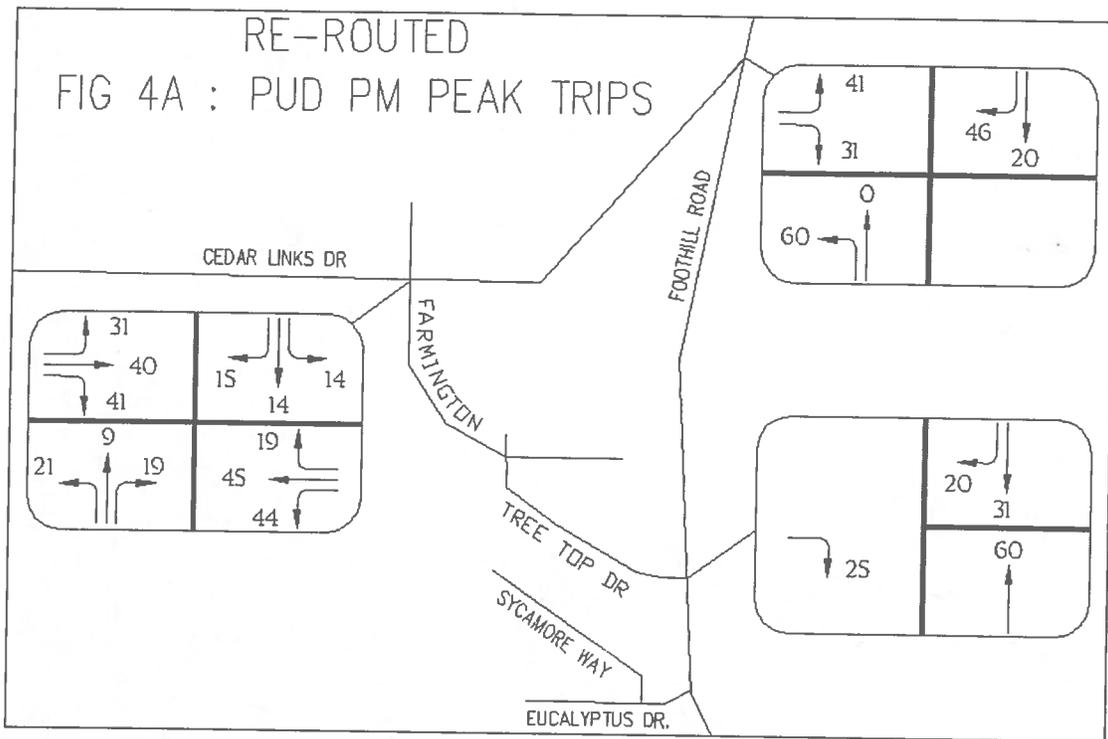
CITY OF MEDFORD
EXHIBIT # 1
FILE # LDS-18-153



Re-routed Trips

PUD trips from the original TIA were re-routed assuming one RIRO access on Foothill Road through a new proposed local street connection (Tree Top Drive). The re-routed trips are shown on the following page in revised Figures 4A and 6A.

1" K"



The access changes on Foothill Road increase the number of trips at the Cedar Links Drive / Foothill Road and Farmington Road / Cedar Links Drive intersections, but no adverse impacts are shown to occur as a result. Both intersections with traffic increases continue to operate acceptably. The intersection of

"K"

Cedar Links Drive / Foothill Road has since been signalized, which was proposed as mitigation in the TIA. The signalized intersection is shown to operate at a level of service (LOS) "B" with additional re-routed trips through it. The stop-controlled intersection of Farmington Road / Cedar Links Drive and new RIRO access at Tree Top Drive / Farmington Road are similarly shown to operate at a LOS "B".

Sight Distance at Proposed Tree Top Drive

Sight distance is provided at intersections to allow drivers adequate time to perceive other vehicles approaching the intersection and react in time to avoid collisions. The driver of a vehicle approaching an intersection should have an unobstructed view of the entire intersection. Likewise, stopped vehicles at intersections should have a sufficient view of the intersecting roadway to decide when to enter or cross without colliding with on-coming vehicles. Minimum sight distances are provided by the American Association of State Highways and Transportation Officials (AASHTO).

Departure sight triangles are often considered for left and right/through movements, but in this case the only movement needing to be considered is for the eastbound right turn movement (Case B2).

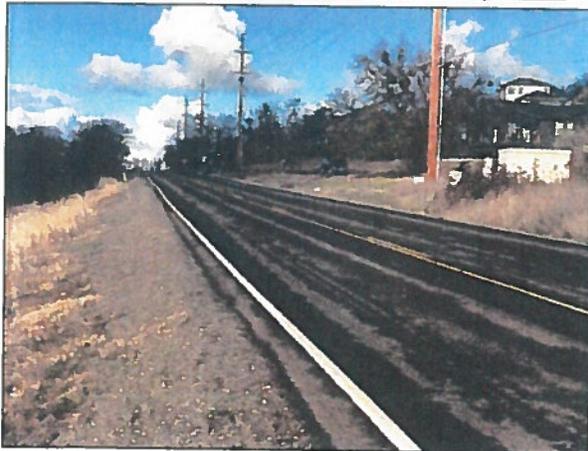
The length of the leg of the departure sight triangle along the major road for all stop-controlled movements is dependent upon the speed of the major roadway and perception-reaction times of drivers. The minimum stopping sight distance (SSD) represents the minimum sight distance required by AASHTO. The intersection sight distance (ISD) is considered to be the desirable sight distance by AASHTO. The speed used in the analysis is the posted speed of 45 miles per hour (mph) on Foothill Road. It can be noted that this lowers to 35 mph just south of Tree Top Drive.

From Tree Top Drive (approximately 590 feet north of Eucalyptus Drive):

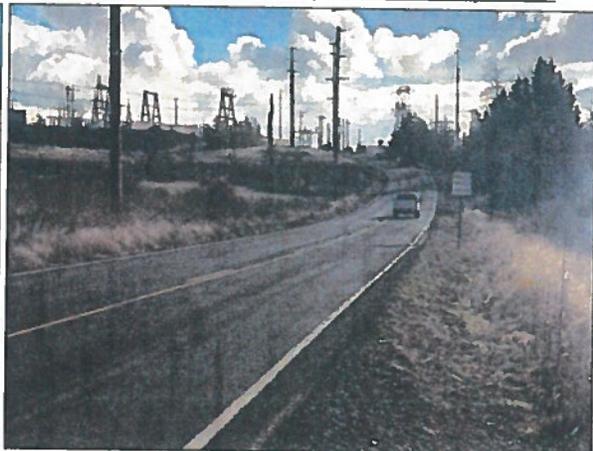
- The minimum SSD for a right turn movement is 360 feet
- The desirable ISD for a right turn movement is 430 feet

Foothill Road at the proposed Tree Top Drive is straight, but has a vertical rise and horizontal curve to the north in the distance. Sight distance to the north (southbound traveling vehicles) was measured in the field to be 780 feet, which meets both minimum and desirable sight distances. Sight distance is, therefore, shown to be adequate.

Looking north from proposed Tree Top Drive



Looking south from proposed Tree Top Drive



"K"

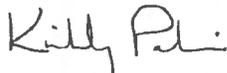
20

Turn Lane Criterion

Criterion for a southbound right turn lane was not shown to be met in the original traffic analysis and continues not to be met on Foothill Road at the proposed RIRO access (at Tree Top Drive) after trips are re-routed. A right turn lane, however, will provide a benefit until Foothill Road is ultimately improved to a five-lane facility. If this can be included during the interim, in lieu of a striped 6-foot bike lane and 9-foot wide hatched area (currently shown in the frontage improvements along Foothill Road), then this is recommended. The southbound right turn lane can be striped as a second southbound through lane with an adjacent bike lane in the future when Foothill Road is fully improved.

If you have any questions or concerns, please feel free to contact us. Revised synchro output sheets and turn lane graphs are attached for reference.

Sincerely,



Kimberly Parducci PE, PTOE
SOUTHERN OREGON TRANSPORTATION ENGINEERING, LLC

Cc: Client

Attachments: Revised Synchro output sheets
Turn lane graphs



"K"

20



Continuous Improvement Customer Service

CITY OF MEDFORD

LD Date: 12/5/2018

Revised 1/17/2019

File Number: LDS-18-153

(Reference: LDS-15-044 (revision), PUD 15-043/LDS-15-044, PUD-14-136, LDS-14-137, LDS-14-138 and LDS-13-121)

PUBLIC WORKS DEPARTMENT STAFF REPORT HIGH CEDARS SUBDIVISION PHASE 5A-7B – Replat Cedar Landing PUD

- Project:** Consideration of a request to replat Phases 5A, 5B, 6A, 6B, 7A and 7B of the “High Cedars at Cedar Landing a Planned Community”.
- Location:** The project area is located south of Cedar Links Drive and west of Foothill Road within the SFR-4/PD (Single Family Residential four dwelling units per gross acre/Planned Development Overlay) zone. (371W16CA, TL 2200-2206, 371W16D, TL 7000-7005).
- Applicant:** Applicant: Cedar Landing Development LLC; Agent: CSA Planning Ltd.; Planner: Liz Conner.
Related Applications: PUD-16-024, LDS-16-025, LDS-16-026, LDS-16-027
- Applicability:** The Medford Public Works Department’s conditions of Preliminary Plan Approval for Cedar Landing PUD were adopted by Order of the Medford Planning Commission on April 27, 2006 (PUD-05-035). The approval for Cedar Landing PUD received a minor amendment on July 14, 2008 through a De minimis revision by the Planning Director. A portion of the PUD was terminated by the Planning Commission on April 14, 2011. A revision to the PUD was approved on February 27, 2014 (PUD-13-119) and included name changes, phase re-numbering, and lot reconfiguration. Planning Commission granted approval of a request for tentative plat approval of Sky Lakes Village Subdivision Phases 7A and 7B on February 27, 2014. An exception for reduced right-of-way along the northerly section of Cedar Links Drive was approved on January 22, 2015 (E-14-059). Cedar Landing PUD on the north side of Cedar Links Drive was amended and approved by the Planning Commission on April 23, 2015 (PUD-14-136, LDS-14-137, and LDS-14-138). Request for a revision to the Cedar Landing PUD and for approval of the tentative plat for High Cedars Subdivision Phases 1 through 5 was approved by the Planning Commission on June 11, 2015 (PUD-15-043/LDS-15-044). Request for a 176-lot residential subdivision tentative plat revision, approved under application number LDS-15-044, for the purpose of modifying phase boundaries and amending underlying reserve lots was approved by the Planning Commission on April 14, 2016. The adopted conditions by each of these actions shall remain in full force as originally adopted except as amended or added to below.

The following items shall be completed and accepted prior to the respective events under which they are listed:

- Approval of Final Plat:
 - Right-of-way, construction and/or assurance of the public improvements in accordance with Medford Land Development Code (MLDC), Section 10.666 & 10.667 (Items A, B & C)
- Issuance of first building permit for residential construction:
 - Construction of public improvements (Items A through E)
- Issuance of Certificates of Occupancy for individual units:
 - Sidewalks (Items A2)

A. STREETS

1. Dedications

Foothill Road is an existing County road, which lies along the easterly boundary of the portion of Cedar Landing PUD, which is south of Cedar Links Drive. It is classified as a major arterial street, which has a required total right-of-way width of 100-feet, or 50 feet on each side of the centerline along the frontage of the proposed Development, in accordance with the MLDC, Section 10.428. The necessary right-of-way was previously dedicated as part of the final plat for "Sky Lakes Village at Cedar Landing, Phase 7A". **No other right-of-way is needed with this Development.**

Noble Fir Drive (south of Broken Top Way), Broken Top Way (west of Noble Fir Drive) and Tree Top Drive are proposed as Standard Residential Streets within the Medford Land Development Code (MLDC) 10.430. The Developer shall dedicate for public right-of-way, sufficient width of land along the frontage to comply with the full width of right-of-way, which is 63-feet.

On the plat of "Sky Lakes Village at Cedar Landing, Phase 7A", right-of-way for High Cedars Lane and Normil Terrace was dedicated to provide access to Developer Lots. This proposed revised tentative plat for High Cedars Subdivision will necessitate vacating portions of the existing right-of-way and dedicating new areas. This can be done in several ways, but the timing of any vacations must be coincident with dedicating new right-of-way so that Lot 98 (Phase 7A) will always have right-of-way width available to its boundary. The final platting of High Cedars Phase 5A will satisfy this condition. Lots 97 and 98 of Phase 7A shall not have direct access to Foothill Road, but shall take access from Lot 99 (Phase 7A).

High Cedars Lane, Sky Way, Broken Top Way (east of Noble Fir Drive) and Pronghorn Lane are each proposed as Minor Residential streets with a right-of-way width of 55-feet in accordance with MLDC Section 10.430. The 'Knuckles and Cul-de-sac' shown shall also be dedicated with a minimum of a 45-foot radius to the right-of-way line per MLDC 10.450. **The Developer shall dedicate the length and width of the proposed streets as shown on the Tentative Plat.**

High Cedars Lane right-of-way and PUE may be altered in accordance with the Hillside Ordinance, MLDC 10.931, as illustrated on Exhibit 11, High Cedars Lane Modified Minor Residential, only within Phase 5B.

Corner radii shall be provided at the right-of-way lines of all intersecting streets per MLDC 10.445.

Streets, as shown on the Tentative Plat, in which any portion terminates to a boundary line of the Development shall be dedicated to within one foot of the boundary line, and the remaining one foot shall be granted in fee simple, as a non-access reserve strip to the City of Medford. Upon approved dedication of the extension of said streets, the one-foot reserve strip shall

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automatically be dedicated to the public use as part of said street without any further action by the City of Medford (MLDC 10.439).

Public Utility Easements, 10-feet in width, shall be dedicated along the street frontage of all the Lots within this development (MLDC 10.471).

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

The Developer shall provide a pedestrian easement for any portion of a public sidewalk or pathway that is located outside of the public right-of-way and is not classified as a public accessway (MLDC 10.464).

2. Public Improvements

a. Public Streets

Foothill Road, adjacent to this development, shall be improved to Major Arterial Street Standards in accordance with the MLDC, Section 10.428. The developer shall improve the west half plus to the existing edge of pavement, whichever is greater, east of the centerline along the entire frontage of this development. The improvements shall be completed with High Cedars Phase 5B, 6B or 7B, whichever occurs first.

The Applicant has requested

As an option, the Developer may elect to provide evidence of the existing structural section to Public Works for consideration in order to determine if the extent of construction may be reduced. Depending on the results, the Developer still may be responsible for the improvements noted above or at minimum improve the remainder of street from a point 1-foot inside the existing edge of pavement.

The Developer shall receive Street System Development Charge credits for the public improvements on Foothill Road per the value established by the Medford Municipal Code, Section 3.815.

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

1. Prepare a final Street Tree and Commercial Area Master Plan for Cedar Landing PUD, which includes a detailed plan component for the Foothill Road Arterial Street Frontage Landscape feature that will be installed within Phase 5B, 6B and 7B of High Cedars

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Subdivision.

2. Include a minimum 8-foot high vertical separation feature along the Foothill Road frontage prior to the final plat of High Cedars Phase 5B, 6B or 7B, whichever occurs first. The vertical separation feature shall be located outside of the public right-of-way.

Noble Fir Drive (south of Broken Top Way), Broken Top Way (west of Noble Fir Drive) and Tree Top Drive shall be constructed to Standard Residential street standards, in accordance with MLDC 10.430.

High Cedars Lane, Sky Way, Noble Fir Drive (north of Broken Top Way), Broken Top Way (east of Noble Fir Drive) and Pronghorn Lane shall be constructed to Minor Residential street standards, in accordance with MLDC 10.430.

High Cedars Lane improvements may be altered in accordance with the Hillside Ordinance, MLDC 10.931, as illustrated on Exhibit 11, High Cedars Lane Modified Minor Residential, only within Phase 5B.

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

b. Street Lights and Signing

The Developer shall provide and install in compliance with Section 10.495 of the Medford Municipal Code (MMC). Based on the preliminary plan submitted, the following number of street lights and signage will be required:

Street Lighting – Developer Provided & Installed

- A. 8 – A-310
- B. 23 – R-100

Note – Multiple BMCs if Pedestrian Lighting is installed. Load/Conduit/Voltage Drop calculations would be required.

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

- A. 8 – Street Name Signs
- B. 1 – Stop Sign
- C. 1 – Speed Sign

Numbers are subject to change if changes are made to the plans. All street lights shall be installed per City standards and be shown on the public improvement plans. Public Works will provide preliminary street light locations upon request. All street lights shall be operating and turned on at the time of the final "walk through" inspection by the Public Works Department.

The Developer shall pay for City installed signage required by the development. City installed signs include, but are not limited to, street name signs, stop signs, speed signs, school signs,

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dead end signs, and dead end barricades. Sign design and placement shall be per the Manual on Uniform Traffic Control Devices (MUTCD). All signs shall be shown on the public improvement plans and labeled as City installed.

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

c. Pavement Moratoriums

There is no pavement cutting moratorium currently in effect along the respective frontages. However, Sky Way is currently under construction.

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

d. Soils Report

The Developer's Engineer shall obtain a soils report to determine if there is shrink-swell potential in the underlying soils in this development. If they are present, they shall be accounted for in the roadway and sidewalk design within this Development. The soils report shall be completed by a licensed Geotechnical Engineer in the state of Oregon.

e. Access and Circulation

No Lot or Parcel platted with Phase 5B, 6B or 7B shall be allowed to take direct access to Foothill Road.

The entire length of the proposed public Accessway between Sky Way and Broken Top Way shall be included as part of the public improvements for Phase 6A and be built in conformance with MLDC 10.464 through 10.466.

Public Works received a Transportation Impact Analysis (TIA) letter from Southern Oregon Transportation Engineering LLC, dated January 2, 2019, titled "Cedar Landing PUD Foothill Road Right-in Right-out Access Site Modification". This is an addendum to the TIA for PUD-05-035, titled "Cedar Landing PUD".

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The 2005 analysis evaluated Foothill Rd for a full movement access at Farmington Dr and a right out only access further south on a local street. The 2019 analysis evaluated the impacts of combining the traffic movement from two previous Foothill Road access points into a single proposed right-in right-out (RIRO) access and any rerouting that occurs. The analysis finds that there are adequate transportation facilities to serve the proposed development with the proposed changes. It also found that there is adequate sight distance at the proposed RIRO access point. Public Works concurs with the findings of the TIA.

The TIA offered that the applicant would be willing to strip an interim southbound right turn lane at the intersection of Tree Top Drive and Foothill using space from the bike lane and a hatched area. This detail is not part of the planning approval and will be determined at the time of Public Improvement Plan submittal.

f. Easements

All public sanitary sewer or storm drain mains shall be located in paved public streets or within easements. A 12-foot wide paved access shall be provided to any public manholes which are not constructed or existing within a street section.

Easements shall be shown on the final plat and the public improvement plans for all sanitary sewer and storm drain mains or laterals which cross lots, including any common area, other than those being served by said lateral. The City requires that easement(s) do not run down the middle of two tax lot lines, but rather are fully contained within one tax lot.

3. Section 10.668 Analysis

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

10.668 Limitation of Exactions

Notwithstanding any other provisions of this Chapter 10, an applicant for a development permit shall not be required, as a condition of granting the application, to dedicate land for public use or provide public improvements unless:

- (1) the record shows that there is an essential nexus between the exaction and a legitimate government purpose and that there is a rough proportionality between the burden of the exaction on the developer and the burden of the development on public facilities and services so that the exaction will not result in a taking of private property for public use, or*
- (2) a mechanism exists and funds are available to fairly compensate the applicant for the excess burden of the exaction to the extent that it would be a taking.*

1. Nexus to a legitimate government purpose

The purposes for these dedications and improvements are found throughout the Medford Code, the Medford Transportation System Plan, and the Statewide Planning Rule, and

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supported by sound public policy. Those purposes and policies include, but are not limited to: development of a balanced transportation system addressing all modes of travel, including motor vehicles, transit, bicycles, and pedestrians. It can be found that the listed right-of-way dedications and improvements have a nexus to these purposes and policies.

2. Rough proportionality between the dedications and improvements, and the impacts of development.

No mathematical formula is required to support the rough proportionality analysis. It has been described as comparing apples to oranges. Further, we are allowed to consider the benefits to the development from the dedication and improvements when determining "rough proportionality."

As set forth below, the dedications and improvements recommended herein can be found to be roughly proportional to the impacts reasonably anticipated to be imposed by this development.

Foothill Road is classified as a Major Arterial street per the adopted Circulation Plan. Foothill is the Foothill Road is the primary connector to Cedar Links Drive and Lone Pine Road from the development. As a Major Arterial, Foothill Road will have one travel lane in each direction, a center-turn median, bike lanes in each direction, and sidewalks. It will provide safe travel for vehicles, bicycles, and pedestrians. As a higher order streets, it is eligible for street SDC credits for both the right-of-way and roadway improvements, per MMC, Section 3.815 (5). Street SDC credits offset costs to the Developer and is the mechanism provided by the City of Medford to fairly compensate the applicant for the excess burden of dedicating for and constructing higher order streets.

Noble Fir Drive, Broken Top Way, Tree Top Drive, High Cedars Lane, Sky Way, Normal Terrace and Pronghorn Lane: In determining rough proportionality, the City averaged the lineal footage of roadway per dwelling unit for road improvements and averaged square foot of right-of-way per dwelling unit for dedications. The proposed development has 102 dwelling units and will improve approximately 4,510 lineal feet of roadway which equates to 44.2 lineal feet per dwelling unit. Also the development will dedicate approximately 252,370 square feet of right-of-way which equates to approximately 2,474 square feet per dwelling unit.

To determine proportionality a neighborhood with similar characteristics was used. The development used was pervious phases of Summerfield Subdivision located between Stanford and Lone Oak and Cherry Lane and Shamrock and consisted of 152 dwelling units. The pervious development improved approximately 7,530 lineal feet of roadway and dedicated approximately 425,230 square feet of right-of-way (GIS data used to calculate, approximations only). This equates to approximately 49.5 lineal feet of road per dwelling unit and approximately 2,800 square feet of right-of-way per dwelling unit.

- a. Dedication will ensure that new development and density intensification provides the current level of urban services. This development will create an additional 102 Lots

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within the City of Medford and increase vehicular traffic by approximately 962 average daily trips. The proposed street improvements will provide a safe environment of all modes of travel (vehicular, bicycles, & pedestrians) to and from this development. There is also sufficient space for on-street parking.

- b. Dedication will ensure adequate street circulation is maintained. The street layout and connectivity proposed in this development will provide alternate route choices for the residents that will live in this neighborhood. This will decrease emergency vehicle response times and will decrease overall vehicle miles traveled.
- c. Dedication will provide access and transportation connections at urban level of service standards for this development. The connections proposed in this development will enhance the connectivity for all modes of transportation and reduce trip lengths. As trip lengths are reduced, it increases the potential for other modes of travel including walking and cycling.
- d. Dedication of PUE will benefit development by providing public utility services, which are out of the roadway and more readily available to each Lot being served.

The additional traffic of all modes of travel generated by this proposed development supports the dedication and improvements for all modes of travel and utilities. As indicated above, the area required to be dedicated and improved for this development is necessary and roughly proportional to that required in previous developments in the vicinity to provide a transportation system that meets the needs for urban level services.

B. SANITARY SEWERS

The proposed development is situated within the Medford sewer service area. The Developer shall provide one service lateral to each platted lot prior to approval of the Final Plat.

Public sanitary sewer mains shall be extended on their courses to the exterior boundaries of this subdivision, such that future development can extend service without having to excavate back into the improvements provided by this subdivision.

C. STORM DRAINAGE

1. Hydrology

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

improvement plans for approval by the Engineering Division.

2. Stormwater Detention and Water Quality Treatment

This development shall provide stormwater detention in accordance with MLDC, Section 10.486, and water quality treatment in accordance with the Rogue Valley Stormwater Quality Manual per MLDC, Section 10.481. For developments over five acres, Section 10.486 requires that the development set a minimum of 2% of the gross area as open space to be developed as open ponds for stormwater detention and treatment.

Each phase will be required to have its own stormwater detention and water quality treatment. If the Developer desires to do so, a Stormdrain Masterplan may be submitted in lieu of requiring each phase to have separate stormwater detention and water quality treatment. The Stormdrain Masterplan shall be submitted and reviewed with each phase's construction plans and shall be constructed with any phase to be served by the facility.

Upon completion of the project, the Developer's design Engineer shall provide written certification to the Engineering Division that construction of the water quality and detention facilities were constructed per plan. This letter shall be received by the City of Medford Public Works Engineering Department prior to acceptance of the subdivision.

The City is responsible for operational maintenance of the public detention facility. Irrigation and maintenance of landscape components shall be the responsibility of the Developer or a Home Owners Association (HOA). The Developer's Engineer shall provide an operations and maintenance manual for the facility that addresses responsibility for landscape maintenance prior to subdivision acceptance. Regarding water quality maintenance, the Rogue Valley Stormwater Quality Design Manual states: "Vegetation shall be irrigated and mulched as needed to maintain healthy plants with a density that prevents soil erosion."

3. Grading

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

4. Mains and Laterals

The Developer shall show all existing and proposed Storm Drain mains, channels, culverts, outfalls and easements on the Conceptual Grading and Drainage Plan and the final Construction Plans.

In the event the lot drainage should drain to the back of the lot, the developer shall be

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

A storm drain lateral shall be constructed to each tax lot prior to approval of the Final Plat.

5. Drainage Channel

The Developer shall dedicate a public drainage easement along the existing drainage channel that runs along the southerly boundary of the property. The easement shall be a maximum of 20-feet on each side of the centerline or to the City Engineer's satisfaction.

6. Erosion Control

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

D. SURVEY MONUMENTATION

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

The tentative map shall depict the area as presently configured, including the existing lots (remainder of lots 96, 97, 98 & 99 per final plat for Phase 7A as shown on survey number 22140) and roads (Normil Terrace per survey number 22140) along with showing what is proposed.

E. GENERAL CONDITIONS

1. Design Requirements and Construction Drawings

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

2. Construction Plans

Construction drawings for any public improvements for this project shall be prepared by a Professional Engineer currently licensed in the State of Oregon, and submitted to the Engineering Division of Medford Public Works Department for approval. Construction drawings for public improvements shall be submitted only for the improvements to be constructed with each phase. Approval shall be obtained prior to beginning construction. Only a complete set of

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construction drawings (3 copies) shall be accepted for review, including plans and profiles for all streets, minimum access drives, sanitary sewers, storm drains, and street lights as required by the governing commission's Final Order, together with all pertinent details and calculations. A checklist for public improvement plan submittal can be found on the City of Medford, Public Works web site (<http://www.ci.medford.or.us/Page.asp?NavID=3103>). The Developer shall pay a deposit for plan review and construction inspection prior to final plan approval. Public Works will keep track of all costs associated with the project and, upon our acceptance of the completed project, will reconcile the accounting and either reimburse the Developer any excess deposit or bill the Developer for any additional amount not covered by the deposit. The Developer shall pay Public Works within 60 days of the billing date or will be automatically turned over for collections.

Please Note: If Project includes one or more Minor Residential streets, an additional Site Plan shall be submitted, noting and illustrating, one of the following design options to ensure fire apparatus access per MLDC 10.430(2):

- Clustered driveways,
- Building to have sprinklers,
- 33-foot paved width.

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

3. Phasing

The Tentative Plat shows that this subdivision will be developed in phases. Any public improvements needed to serve a particular phase shall be improved at the time each corresponding phase is being developed. Public improvements not necessarily included within the geometric boundaries of any given phase, but are needed to serve that phase shall be constructed at the same time. Construction drawings for public improvements shall be submitted only for the improvements to be constructed with each phase.

4. Draft of Final Plat

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

5. Permits

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

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

6. System Development Charges (SDC)

Buildings in this development are subject to SDC fees. These SDC fees shall be paid at the time individual building permits are taken out.

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

7. Construction and Inspection

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

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

Where applicable, the Developer shall bear all expenses resulting from the adjustment of manholes to finish grades as a result of changes in the finish street grade.

Prepared by: Jodi K Cope

Reviewed by: Doug Burroughs

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SUMMARY CONDITIONS OF APPROVAL

HIGH CEDARS SUBDIVISION PHASE 5A-7B – Replat

LDS-18-153

Cedar Landing PUD – Applicability of previously adopted conditions of approval remains in effect. See full report.

A. Streets

1. Street Dedications to the Public:

- **Foothill Road** – Dedicate additional right-of-way.
- Dedicate full width right-of-way on **Noble Fir Drive, Broken Top Way, Tree Top Drive, High Cedars Lane, Sky Way, and Pronghorn Lane.**
- “Knuckles” and Cul-de-sac dedicate 45-foot radius.
- Dedicate 10-foot public utility easements (PUE).

2. Improvements:

Public Streets

- Construct **Foothill Road** to Major Arterial street standards. Construct the west half plus 12-foot east of centerline.
- Prepare final Street Tree Mater Plan for Foothill Road frontage.
- Construct 8-foot high vertical separation along Foothill Road frontage, located outside of the public right-of-way.
- Construct **Noble Fir Drive (south of Broken Top Way), Broken Top Way(west of Noble Fir Drive) and Tree Top Drive** to Standard Residential Street standards.
- Construct **High Cedars Lane, Sky Way, Broken Top Way (east of Noble Fir Drive) and Pronghorn Lane** to Minor Residential Street standards.

Lighting and Signing

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

Access and Circulation

- Comply with MLDC 10.426. Provide a public accessway in conformance with MLDC 10.464 through 10.466.
- The applicant shall either make this a full movement, consistent with the TIA, or provide a new TIA consistent with the new proposal.

Other

- There is no pavement moratorium in effect along the respective frontages.
- Provide pavement moratorium letters.
- Provide soils report.

B. Sanitary Sewer:

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

C. Storm Drainage:

- Provide an investigative drainage report.
- Provide water quality and detention facilities.
- Provide Engineers certification of stormwater facility construction.
- Provide a comprehensive grading plan.
- Provide storm drain laterals to each tax lot.
- Provide ditch easement.
- Provide Erosion Control Permit from DEQ.

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D. Survey Monumentation

- Provide all survey monumentation.
- Tentative plat to show existing developer lots and right-of-way.

E. General Conditions

- Provide public improvement plans and drafts of the final plat.
 - Additional Site Plan to ensure fire apparatus access per MLDC 10.430(2) if project includes Minor Residential streets.
-
- = City Code Requirement
 - = Discretionary recommendations/comments

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

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Medford Fire-Rescue Land Development Report

Review/Project Information

Reviewed By: Kleinberg, Greg

Review Date: 11/29/2018
Meeting Date: 12/5/2018

LD File #: LDS18153 Associated File #1: LDS16025 Associated File #2: LDS16026

Planner: Liz Conner

Applicant: Cedar Landing Development LLC

Site Name: High Cedars at Cedar Landing a Planned Community

Project Location: South of Cedar Links Drive and west of Foothill Road within the SFR-4/PD (Single Family Residential Four dwelling units per gross acre/Planned Development Overlay) zone

Project Description: Consideration of a request to replat Phases 5A, 5B, 6A, 6B, 7A and 7B of the "High Cedars at Cedar Landing a Planned Community".

Specific Development Requirements for Access & Water Supply

Table with 4 columns: Reference, Comments, Conditions, and Description. It lists requirements for fire hydrants and emergency access roads.

shall be provided with approved provisions for the turning around of fire apparatus.

The Fire department turn-around area must be posted with "NO PARKING-FIRE LANE" signs. These signs shall be spaced at 50' intervals along the fire lane and at fire department designated turn-around's.

Construction General Information/Requirements

Development shall comply with access and water supply requirements in accordance with the Oregon Fire Code in affect at the time of development submittal. Fire apparatus access roads are required to be installed prior to the time of construction. The approved water supply for fire protection (fire hydrants) is required to be installed prior to construction when combustible material arrives at the site.

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

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

Design and installation shall meet the Oregon requirements of the International Fire, Building, Mechanical Codes and applicable NFPA Standards.

Medford Fire-Rescue, 200 S Ivy St. Rm 180, Medford OR 97501 541-774-2300

www.medfordfirerescue.org

MMC
10.430

The Developer shall choose one of the three options for the 28' wide minor residential streets.

determined by the fire code official.

Where two access roads are required, they shall be placed a distance apart equal to not less than one half of the length of the maximum overall diagonal dimension of the lot or area to be served, measured in a straight line between accesses (D104.3).

Section 10.430 of the Medford Code states the following:

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.

The Oregon Fire Code requires; "Fire apparatus access roads shall have an unobstructed width of not less than 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches" (OFC 503.2.1). "The required width of a fire apparatus access road shall not be obstructed in any manner, including parking of vehicles. Minimum required widths and clearances established in Section 503.2.1, shall be maintained at all times." (OFC 503.4).

When the clustered-offset driveway option is chosen, a note indicating driveway locations shall be included on the final plat. In areas where the clustered-offset option cannot be utilized because of lot layout, parking restrictions may apply in certain areas and no parking signs may be required.

Dead-end Fire Apparatus access roads in excess of 150 feet in length

OFC
503.2.5

Temporary fire department turn-arounds in phasing where the dead end road in the phase exceeds 150'.

Memo



To: Liz Conner, Planning Department
From: Mary Montague, Building Department
CC: Cedar Landing Development LLC, Applicant; CSA Planning Ltd, Agent.
Date: December 5, 2018
Re: LDS-18-153; High Cedars at Cedar Landing

Building Department:

Please Note: This is not a plan review. These are general notes based on general information provided. Plans need to be submitted and will be reviewed by a residential plans examiner to determine if there are any other requirements for this occupancy type. Please contact the front counter for fees.

1. Applicable Building Codes are 2017 ORSC; 2017 OPSC; and 2014 OMSC. For list of applicable Building Codes, please visit the City of Medford website: www.ci.medford.or.us Click on "City Departments" at top of screen; click on "Building"; click on "Design Criteria" on left side of screen and select the appropriate design criteria.
2. All plans are to be submitted electronically. Information on the website: www.ci.medford.or.us Go to "City Departments" at top of screen; click on "Building"; click on "ELECTRONIC PLAN REVIEW (ePlans)" for information.
3. Site Excavation permit required to develop, install utilities.
 - a. There is a permit for High Cedars 1 & 2 which has expired 18-329. Last inspection was disapproved. Need to reinstate and final.
 - b. A site excavation permit still active for Cedar Landing #3 is 18-2747, one inspection on file partially approved.
 - c. There is a current plumbing permit 18-3508 for private storm drain. No inspection on file.
4. Demo Permit is required for any buildings being demolished.
5. A portion of this development area is in the Hillside Ordinance area. Must follow guidelines as set forth in the Municipal code Section 10.929 – 10.933.
6. A permit may be required for sound/separation wall.

CITY OF MEDFORD
EXHIBIT # N
FILE # LDS-18-153

STAFF MEMO

To: Liz Conner
From: Jennifer Ingram, Address Technician
Date: December 4, 2018
Subject: LDS-18-153

1. The proposed extension of Normil Terrace will need to be renamed, as it will no longer connect with the existing section of Normil Terrace.
2. The section of street in Phase 5A labeled as Morning View Drive should be labeled as Sky Way.

CITY OF MEDFORD
EXHIBIT # 0 1/2
FILE # LDS-18-153

Liz A. Conner

From: Jennifer L. Ingram
Sent: Wednesday, January 16, 2019 3:52 PM
To: Liz A. Conner
Subject: RE: High Cedars

Hi Liz,

Broken Top Way is an acceptable replacement street name for the road section previously proposed as an extension of Normil Terrace.

Jennifer Ingram

Address / Database Technician
City of Medford
541-774-2069

From: Liz A. Conner
Sent: Wednesday, January 16, 2019 3:37 PM
To: Jennifer L. Ingram <Jennifer.Ingram@cityofmedford.org>
Subject: High Cedars

Liz Conner, CFM
Planner II
City of Medford - Planning Department
Lausmann Annex
200 South Ivy Street, Medford, Oregon 97501

Office Line: 541-774-2380

Fax: 541-618-1708

www.ci.medford.or.us

"0"
2/2

MEDFORD PARKS & RECREATION FACILITIES MANAGEMENT

HEALTHY LIVES | HAPPY PEOPLE | STRONG COMMUNITY

TO: Liz Conner - Planning Department
FROM: Haley Cox – Parks Planner
SUBJECT: High Cedars at Cedar Landing
DATE: January 16, 2018

The Parks Department has reviewed the application for replat of High Cedars at Cedar Landing PUD and had the following comments:

1. The Department has worked closely with the developer to incorporate a shared use pathway into this neighborhood that will serve as an important connection between Cedar Links Park and pathways along Foothill Road, East McAndrews Road, and Prescott Park. The pathway width of 7 feet is an exception to the City standard of 10 feet for shared use pathways, but was approved by the Department pursuant to an implementation and maintenance agreement for the entire Cedar Landing Development. This agreement outlines the responsibilities of the developer and the City for installation of pathways and maintenance of open space areas. The Parks Department will not be responsible for installation and maintenance of pathways or areas within Open Space Easements, as they will be under HOA responsibility.
2. The Department has no objection to the relocation of a street connection to Foothill Road via Tree Top Drive, and it is expected that the pathway will traverse the entirety of the development from the NW corner to the SE, so as to connect with pathways planned along Cedar Links Drive and Foothill Road. The plans do not currently show the Pathway and Open Space Easement connecting to Foothill as it should through lot 169.
3. Prior to final plat of any phase of the High Cedars planned community containing the shared use pathway, the Parks Department must review and approve the construction plans to ensure consistency with the agreement in place.

CITY OF MEDFORD
EXHIBIT # P
FILE # LDS-18-153



CONTINUOUS IMPROVEMENT | CUSTOMER SERVICE
701 N. COLUMBUS AVE. | MEDFORD, OR 97501 | 541.774.2400
WWW.PLAYMEDFORD.COM | PARKS@CITYOFMEDFORD.ORG





BOARD OF WATER COMMISSIONERS

Staff Memo

TO: Planning Department, City of Medford

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

SUBJECT: LDS-18-153

PARCEL ID: 371W16CA Tax Lots 2200-2206, and 371W16D Tax Lots 7000-7005

PROJECT: Consideration of a request to replat Phases 5A, 5B, 6A, 6B, 7A and 7B of the "High Cedars at Cedar Landing a Planned Community". The project area is located south of Cedar Links Drive and west of Foothill Road within the SFR-4/PD (Single Family Residential four dwelling units per gross acre/Planned Development Overlay) zone. (371W16CA, TL 2200-2206, 371W16D, TL 7000-7005) Applicant: Cedar Landing Development LLC.; Agent: CSA Planning Ltd.; Planner: Liz Conner.

DATE: December 5, 2018

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

CONDITIONS

1. The water facility planning/design/construction process will be done in accordance with the Medford Water Commission (MWC) "Regulations Governing Water Service" and "Standards For Water Facilities/Fire Protection Systems/Backflow Prevention Devices."
2. All parcels/lots of proposed property divisions will be required to have metered water service prior to recordation of final map, unless otherwise arranged with MWC.
3. Installation of 8-inch water lines is required in all proposed streets in Phases 5A, 5B, 6A, 6B, and both 7A and 7B. There are two required water connections to the existing 12-inch water line in Foothill Road; one is located at the projection of Morning View Drive where there is a 20-foot wide water line easement between High Cedars Lane and Foothill Road, and another connection at the intersection of Tree Top Drive and Foothill Road. Applicants civil engineer shall coordinate with MWC Engineering staff for water lines and meter location layout.
4. Installation of 4-inch water lines is required in Morning View Drive and Normil Terrace west of Noble Fir Drive. Proposed Lots 93-99 and Lots 122-125 will take water service from these 4-inch water lines.
5. Installation of a 4-inch water line is required in the proposed cul-de-sac at the south end of High Cedars Lane within Phase 7B. Lots 161-169 will take water service from this 4-inch water line.
6. Applicants Civil Engineer shall coordinate with MWC Engineering staff for water facility layout and water line sizing.



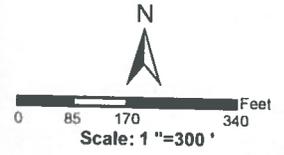
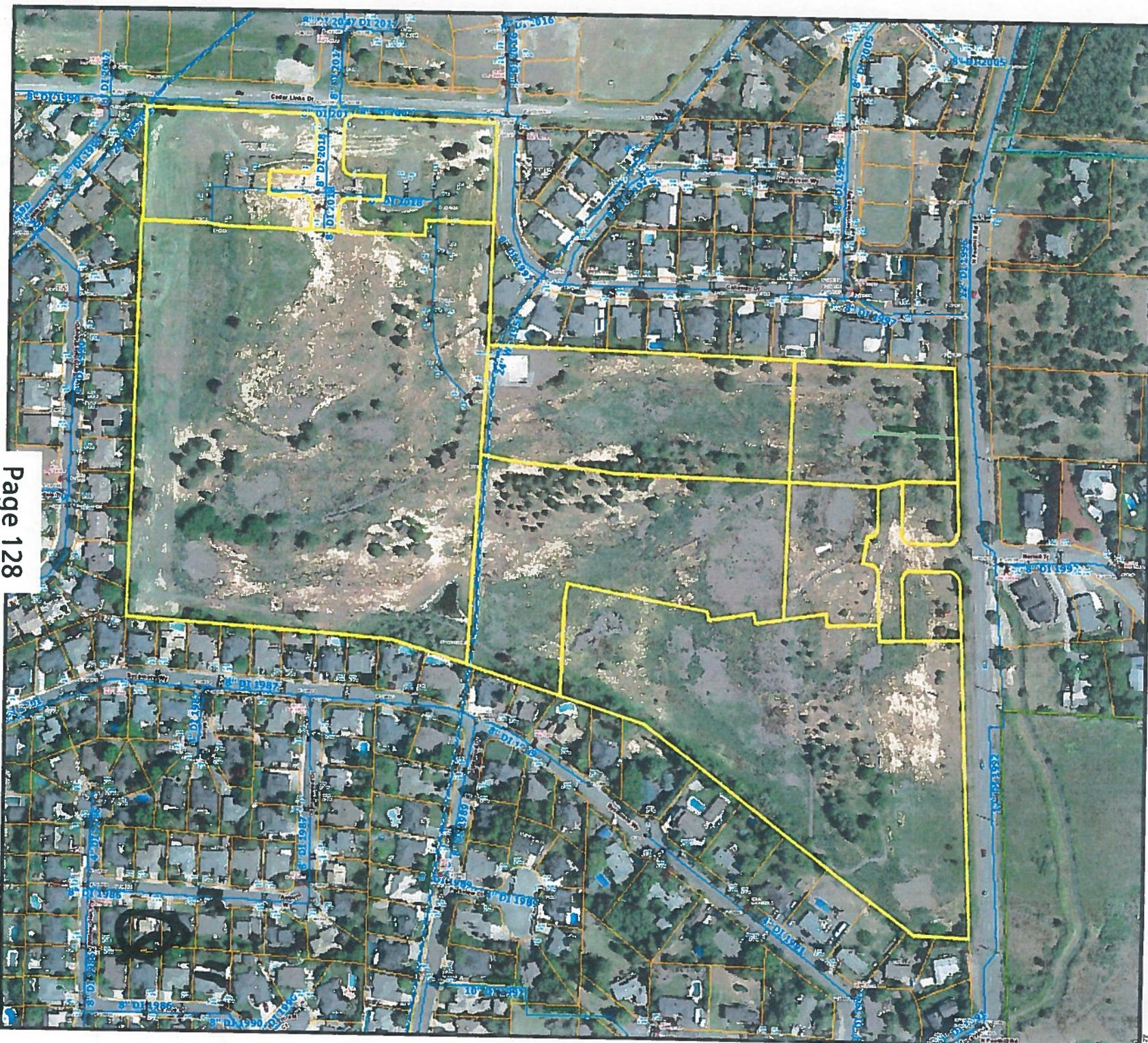
Staff Memo

7. Applicants civil engineer shall with coordinate with Medford Fire Department for approved Fire Hydrant locations.
8. There is an existing 10-foot wide water facility easement (OR 2018-032786) across the north portion of proposed Lot 111 at the intersection of Morning View rive and High Cedars Drive. This easement allows for connection to an existing water line in Foothill Road right-of-way.

COMMENTS

1. Off-site water line installation is not required.
2. On-site water facility construction is required. (See Conditions above)
3. MWC-metered water service does not exist to this property.
4. Access to MWC water lines is available. There is an existing 12-inch ductile iron water line located in Foothill Road.

"Q"



Water Facility Map
City of Medford
Planning Application:
LDS-18-153
(37-1W-16CA, 2200-2206
37-1W-16D, 7000-7005)
November 21, 2018

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 orthorectified aerial photograph. The City of Medford Water Commission is not responsible for errors or omissions in printed materials. There are no warranties, expressed or implied.



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

November 26, 2018

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

RE: Re-plat phases 5A, 5B, 6A, 6B, 7A & 7B of the "High Cedars at Cedar Landing a Planned Community" off
Cedar Links Drive – a city maintained road
Foothill Road – a County maintained road
Planning File: LDS-18-153

Dear Elizabeth:

Thank you for the opportunity to comment on the consideration of a request to re-plat phases 5A, 5B, 6A, 6B, 7A & 7B of the "High Cedars at Cedar Landing a Planned Community." The project area is located south of Cedar Links Drive and west of Foothill Road within the SFR-4/PD (Single Family Residential four dwelling units per gross acre/Planned Development Overlay) zoning district. (37-1W-16CA TLs 2200-2206 & 37-1W-16D TLs 7000-7005). Jackson County has the following comments:

1. Any new or improved road approaches off Foothill Road shall be permitted and inspected by the City of Medford.
2. If frontage improvements are required, they shall be permitted and inspected by the City of Medford.
3. At Arterial and Collectors approaches, the radii shall be thirty-foot.
4. The applicant shall submit construction drawings to Jackson County Roads and obtain county permits if required.
5. Future construction plans shall be submitted to Jackson County Roads, so we may determine if county permits will be required.

6. Foothill Road is a County Minor Arterial and is maintained by the County. The Average Daily Traffic was 8,100 on August 1, 2016, 225 ft. north of Coker Butte Road. As a comparison of capacity for Foothill Road, the capacity of a two lane suburban road with ten foot lanes and no shoulders is 8,832 ADT.
7. Jackson County's General Administration Policy #1-45 sets forth the County's position as it relates to the management of County roads located within existing or proposed city limits or Urban Growth Boundaries (UGB). Jackson County Roads recommends that the city request jurisdiction of Foothill Road.
8. Storm water should meet City of Medford requirements that also include water quality.
9. Jackson County Roads would like to review and comment on the hydraulic report including the calculations and drainage plan. Capacity improvements or on site detention, if necessary, shall be installed at the expense of the applicant. Upon completion of the project, the developer's engineer shall certify that construction of the drainage system was constructed per plan and a copy of the certification shall be sent to Jackson County Roads.
10. Jackson County concurs with any right-of-way dedication required by the City of Medford.
11. No new approaches will be permitted on Foothill Road.

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

Sincerely,



Chuck DeJanvier, PE
Construction Engineer

"R"

PHOTOS FROM MR. JAMES GARNER



CITY OF MEDFORD
EXHIBIT # 5
File # WDS-18-153



"5"

11-1

TENTATIVE MAP

EXHIBIT 8

- HIGH CEDARS AT CEDAR LANDING PHASE 1
- HIGH CEDARS AT CEDAR LANDING PHASE 2
- HIGH CEDARS AT CEDAR LANDING PHASE 3
- HIGH CEDARS AT CEDAR LANDING PHASE 4
- HIGH CEDARS AT CEDAR LANDING PHASE 5

SITUATED IN
 THE S4 1/4, SECTION 16,
 TOWNSHIP 37 SOUTH, RANGE 12
 IN THE CITY OF MEDFORD,
 JACKSON COUNTY, OREGON
 137 14 14 14E LOT 1400 S
 137 14 14E 14E LOT 1401 S

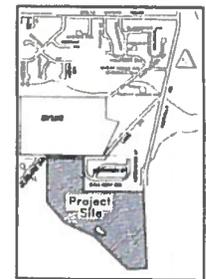
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MAR 26 2015
 PLANNING DEPT.

APPLICANT/OWNER: Cedar Investment Group, L.L.C.
 7713 Wood Lake Street SE
 Medford, Oregon 97501
 531-374-0001

SURVEYING: Hoffmann & Associates, Inc.
 800 Cliff View Dr., Suite 201
 Medford, Oregon 97504
 531-770-0411

SCHOOL DISTRICT: 148C
 JURISDICTION DISTRICT: 141D
 SANITATION DISTRICT: CITY OF MEDFORD
 AREA: CITIES AND SET - 50 200' WIDE 1/4th CORNERS
 ZONING: STR-1
 LISTING USE: RESIDENTIAL
 PROPOSED USE: RESIDENTIAL

VICINITY MAP

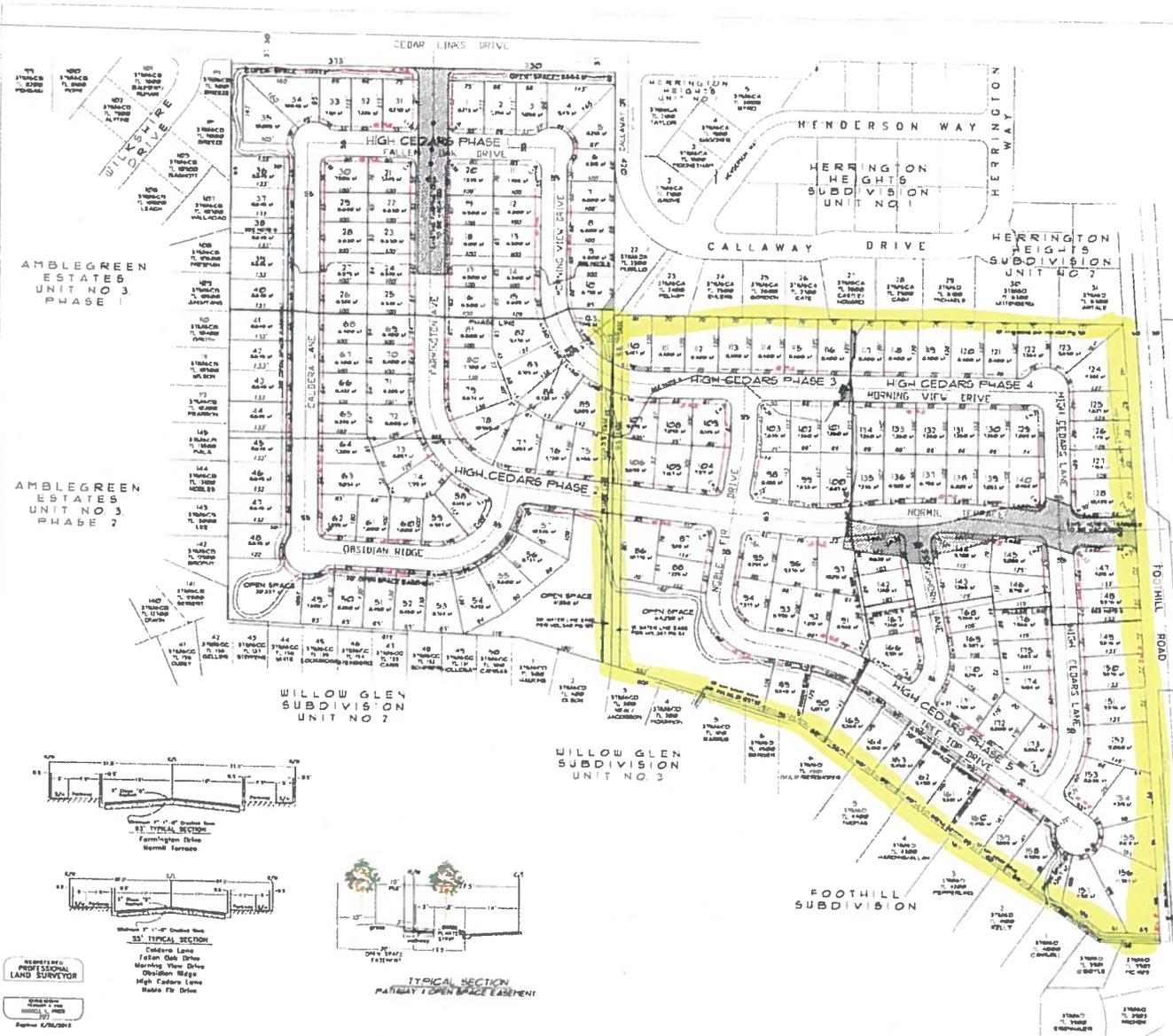


- NOTES
- 1) IF PUBLIC UTILITY EASEMENTS WILL BE PROVIDED ALONG ALL EXISTING FRONTAGES AND AS REQUIRED BY UTILITY COMPANIES
 - 2) EASEMENTS ARE AT 5' INTERVALS 6 FTW MINIMUM CORNERS AT 5' INTERVALS
 - 3) CENTER LINE OF OPEN SPACE PER VOL. AND PLS. AS TO BE RECONSTRUCTED
 - 4) CENTER LINE OF OPEN SPACE PER VOL. AND PLS. MAY BE FULL OR PARTIAL
 - 5) PORTIONS OF THE PER SET LINES WILL BE AT CEDAR LANDING PHASE 1A
 - 6) THE EXISTING PARALLEL AND A NORMAL, TYPICAL ROADWAY LANE CREATED BY DISCONTINUING THE SET LINES WILL BE AT CEDAR LANDING PHASE 1A AT THE INTERSECTION AND ARE TO BE VACATED AS NOTED HEREON



SCANNED

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



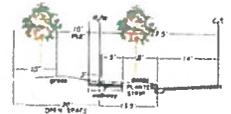
AMBLEGREEN ESTATES UNIT NO. 3 PHASE 1

AMBLEGREEN ESTATES UNIT NO. 3 PHASE 2

WILLOW GLEN SUBDIVISION UNIT NO. 2

WILLOW GLEN SUBDIVISION UNIT NO. 3

FOOTHILL SUBDIVISION



REGISTERED PROFESSIONAL LAND SURVEYOR
 JEFFREY HOFFMANN
 License No. 11883
 Expires 11/20/14

11

TENTATIVE MAP

HIGH CEDARS AT CEDAR LANDING PHASE 1
 HIGH CEDARS AT CEDAR LANDING PHASE 2
 HIGH CEDARS AT CEDAR LANDING PHASE 3
 HIGH CEDARS AT CEDAR LANDING PHASE 4
 HIGH CEDARS AT CEDAR LANDING PHASE 5

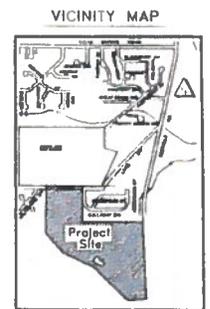
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 PLANNING DEPT.

SITuated IN THE SE. 1/4, SECTION 16, TOWNSHIP 37 SOUTH, RANGE 1 WEST, IN THE CITY OF MEDFORD, JACKSON COUNTY, OREGON
 (37 16 16 100 100) & (37 16 16A TAX LOT 2200)

APPLICANT/OWNER: Cedar Management Group, L.L.C.
 2728 West 10th Street, Medford, Oregon 97504
 541 916 0081

SURVEYING: Matthew B. Anderson, Inc.
 880 Cliff View Dr., Suite 201, Medford, Oregon 97504
 541 776 4821

SCHOOL DISTRICT: 844C
 JURISDICTION DISTRICT: 812
 SANITATION DISTRICT: CITY OF MEDFORD
 AREA: CREEK AND RD 1 - NO TAX INC./2009 004
 ZONING: SP 4
 EXISTING USE: RESIDENTIAL
 PROPOSED USE: RESIDENTIAL



- NOTES:
1. FOR PUBLIC UTILITY EASEMENTS WILL BE PROVIDED AS SHOWN ALL 6 FEET PROJECTIONS AND AS REQUIRED BY UTILITY COMPANIES
 2. EXISTING AND ALL 4 FEET PROJECTIONS WITH POLE SPACINGS AT 10 FEET INTERVALS
 3. CONTROL THE TOP OF WHEEL EASE FROM WHEEL AND POLE TO BE DELINEATED
 4. CONTROL THE TOP OF WHEEL EASE FROM WHEEL AND POLE TO BE DELINEATED WITH 10 FEET INTERVALS
 5. IF WHEEL EASE FROM WHEEL AND POLE TO BE DELINEATED WITH 10 FEET INTERVALS
 6. IF WHEEL EASE FROM WHEEL AND POLE TO BE DELINEATED WITH 10 FEET INTERVALS

EXHIBIT
 File # PD-15-043/LDS-15-044

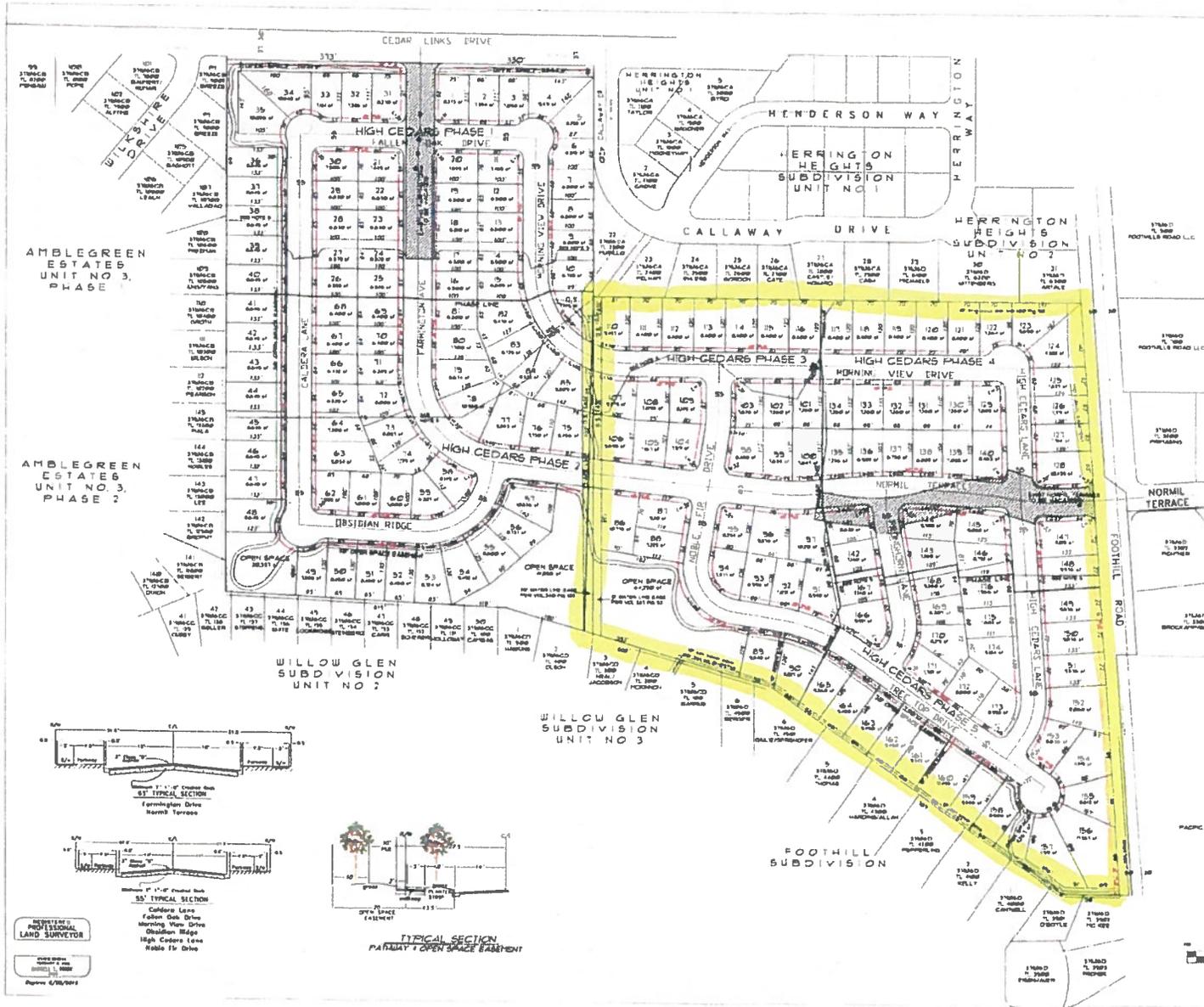


APPROVED	DATE
APPROVED	DATE
APPROVED	DATE

SCANNED

Page 135

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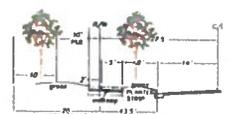
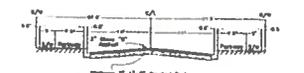


AMBLEGREEN ESTATES UNIT NO. 3, PHASE 1

AMBLEGREEN ESTATES UNIT NO. 3, PHASE 2

WILLOW GLEN SUBDIVISION UNIT NO. 2

WILLOW GLEN SUBDIVISION UNIT NO. 3



TYPICAL SECTION PARALLEL TO OPEN SPACE EASEMENT

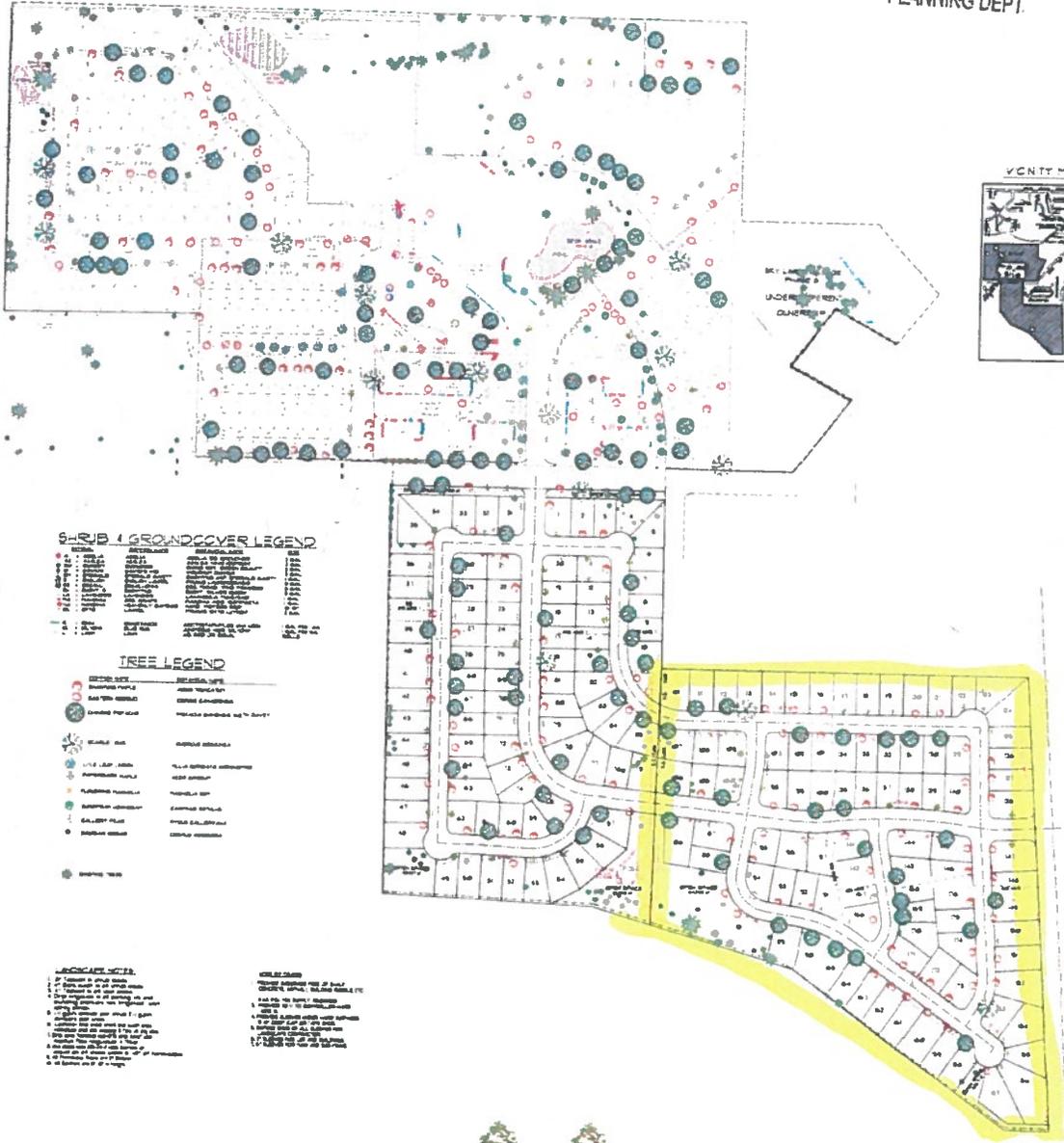
REGISTERED PROFESSIONAL LAND SURVEYOR
 Matthew B. Anderson, Inc.
 Oregon 6/26/2015

STREET TREE & COMMERCIAL AREA MASTER PLAN FOR CEDAR LANDING A PLANNED COMMUNITY

CEDAR INVESTMENT GROUP
578 J. PEARL STREET, N.
MEDFORD OREGON 97504

CEDAR INVESTMENT GROUP
578 J. PEARL STREET, N.
MEDFORD OREGON 97504

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SHRUB & GROUND COVER LEGEND

Symbol	Symbol	Symbol	Symbol
...

TREE LEGEND

Symbol	Symbol	Symbol	Symbol
...

- LANDSCAPE NOTES**
1. ...
 2. ...
 3. ...
 4. ...
 5. ...
 6. ...
 7. ...
 8. ...
 9. ...
 10. ...



Prepared by: [Firm Name] a professional landscape firm
No. [Number] and is a registered landscape architect.
No. [Number] and is a registered landscape architect.

DATE	11/15/14
BY	[Name]
CHECKED BY	[Name]
SCALE	AS SHOWN
PROJECT NO.	14-044
CLIENT	CEDAR INVESTMENT GROUP
LOCATION	578 J. PEARL STREET, N. MEDFORD, OR
DATE	11/15/14
BY	[Name]
CHECKED BY	[Name]
SCALE	AS SHOWN
PROJECT NO.	14-044
CLIENT	CEDAR INVESTMENT GROUP
LOCATION	578 J. PEARL STREET, N. MEDFORD, OR

18

SCANNED

CITY OF MEDFORD
EXHIBIT #
File # FD-15-043/LD6-15-044

1411

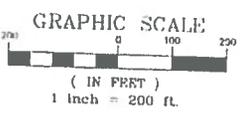
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P.O. BOX 1284 - MEDFORD, OREGON 97501
PH: (541) 779-8369 - FAX: (541) 779-5130



AMBLEGREEN
ESTATES
UNIT NO 3
PHASE 1

AMBLEGREEN
ESTATES
UNIT NO 3
PHASE 2

WILLOW GLEN
SUBDIVISION
UNIT NO. 2

WILLOW GLEN
SUBDIVISION
UNIT NO. 3

HERRINGTON
HEIGHTS
SUBDIVISION
UNIT NO. 1

HERRINGTON
HEIGHTS
SUBDIVISION
UNIT NO. 2

FOOTHILL
SUBDIVISION

CONNECT TO SKY LAKES
PH 7 PROPOSED 36" SD

CONNECT TO
EXISTING PUBLIC
WATER MAIN

CONNECT TO SKY LAKES
PH 7 PROPOSED 8" PUBLIC
SANITARY SEWER

HIGH CEDARS, PHASE I

NOTES

1. CEDAR LINKS DRIVE IMPROVEMENTS REQUIRED FOR TRACT "E"
2. ADDITIONAL IMPROVEMENTS MAY BE REQUIRED ON DOWNSTREAM FACILITIES DEPENDING ON CONSTRUCTION ORDER OF PROPOSED TRACTS
3. UTILITIES SHOWN ARE SCHEMATIC ONLY AND ADDITIONAL UTILITIES WORK MAY BE REQUIRED FOR AGENCY APPROVALS IT IS THE OWNERS RESPONSIBILITY TO DETERMINE THE FULL EXTENT OF WORK REQUIRED

CONSTRUCTION ENGINEERING CONSULTANTS, INC.

**CEDAR LANDING
HIGH CEDARS, PHASE I
STORM DRAIN, SANITARY SEWER &
DOMESTIC WATER SERVICING EXHIBIT**

SHEET
5
OF
9

LEGEND

- EXISTING SANITARY SEWER
- - - PROPOSED SANITARY SEWER
- EXISTING STORM MAIN
- - - PROPOSED STORM MAIN
- EXISTING WATER MAIN
- - - PROPOSED WATER MAIN
- PROPERTY LINE
- TRACT BOUNDARY
- AREA INDICATES DETENTION WATER QUANTITY PROVIDED WITH SKY LAKES PHASE 7 CONSTRUCTION

CITY OF MEDFORD

EXHIBIT ~~has been~~
File # PUB-15-043/LDS-15-044

SCANNED

7 of 11

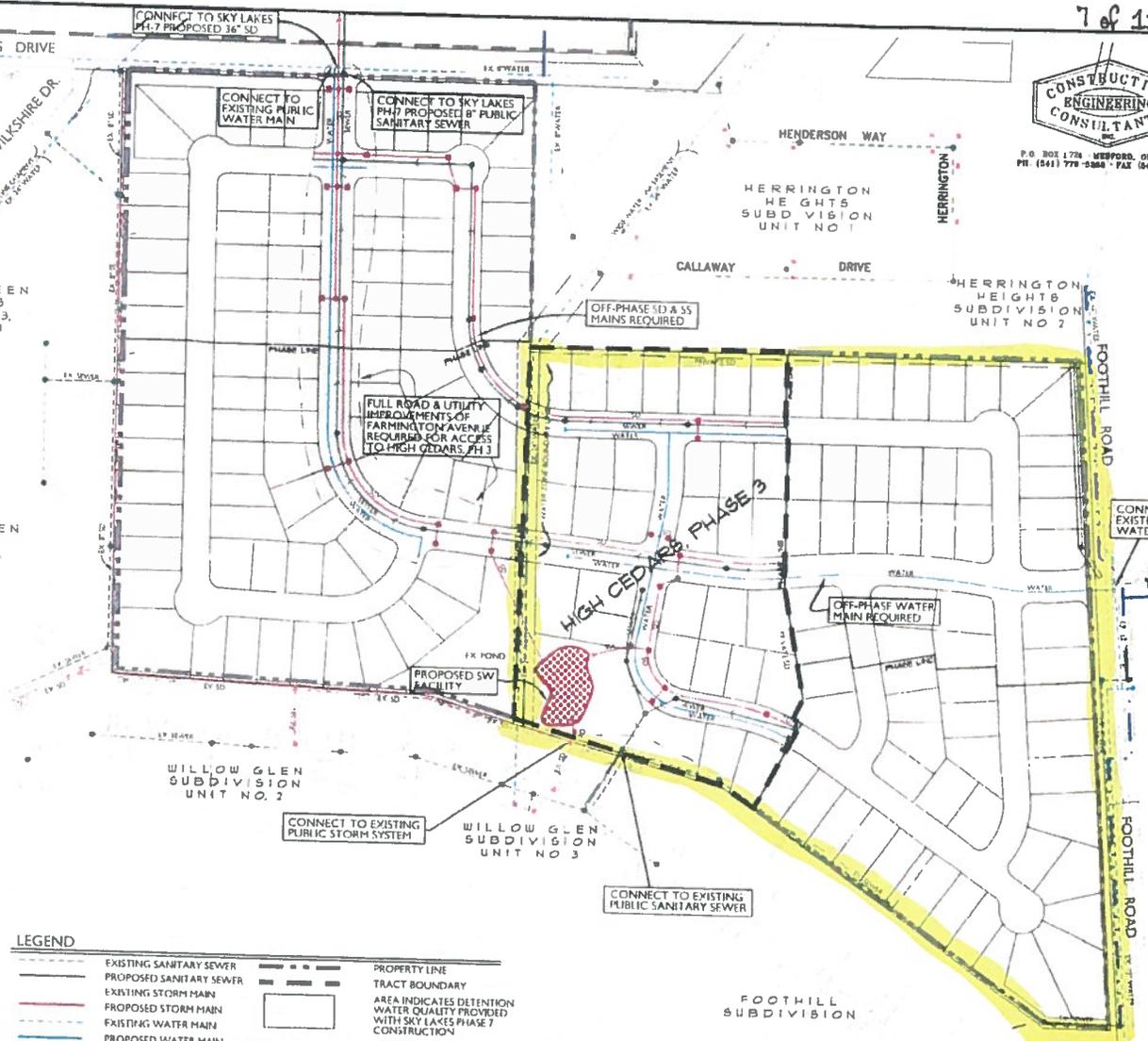


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MAR 26 2015
PLANNING DEPT.

P.O. BOX 1728 MEDFORD, OREGON 97501
PH: (541) 778-2388 FAX: (541) 778-2389



AMBLEGREEN ESTATES UNIT NO. 3, PHASE 1
AMBLEGREEN ESTATES UNIT NO. 3, PHASE 2



- NOTES**
- ADDITIONAL IMPROVEMENTS MAY BE REQUIRED ON DOWNSTREAM FACILITIES DEPENDING ON CONSTRUCTION ORDER OF PROPOSED TRACTS
 - UTILITIES SHOWN ARE SCHEMATIC ONLY AND ADDITIONAL UTILITIES WORK MAY BE REQUIRED FOR AGENCY APPROVALS IT IS THE OWNER'S RESPONSIBILITY TO DETERMINE THE FULL EXTENT OF WORK REQUIRED

CONSTRUCTION ENGINEERING CONSULTANTS, INC.	
CEDAR LANDING HIGH CEDARS, PHASE 3 STORM DRAIN, SANITARY SEWER & DOMESTIC WATER SERVICING EXHIBIT	SHEET 7
	OF 9

LEGEND

	EXISTING SANITARY SEWER		PROPERTY LINE
	PROPOSED SANITARY SEWER		TRACT BOUNDARY
	EXISTING STORM MAIN		AREA INDICATES DETENTION WATER QUALITY PROVIDED WITH SKY LAKES PHASE 7 CONSTRUCTION
	PROPOSED STORM MAIN		
	EXISTING WATER MAIN		
	PROPOSED WATER MAIN		

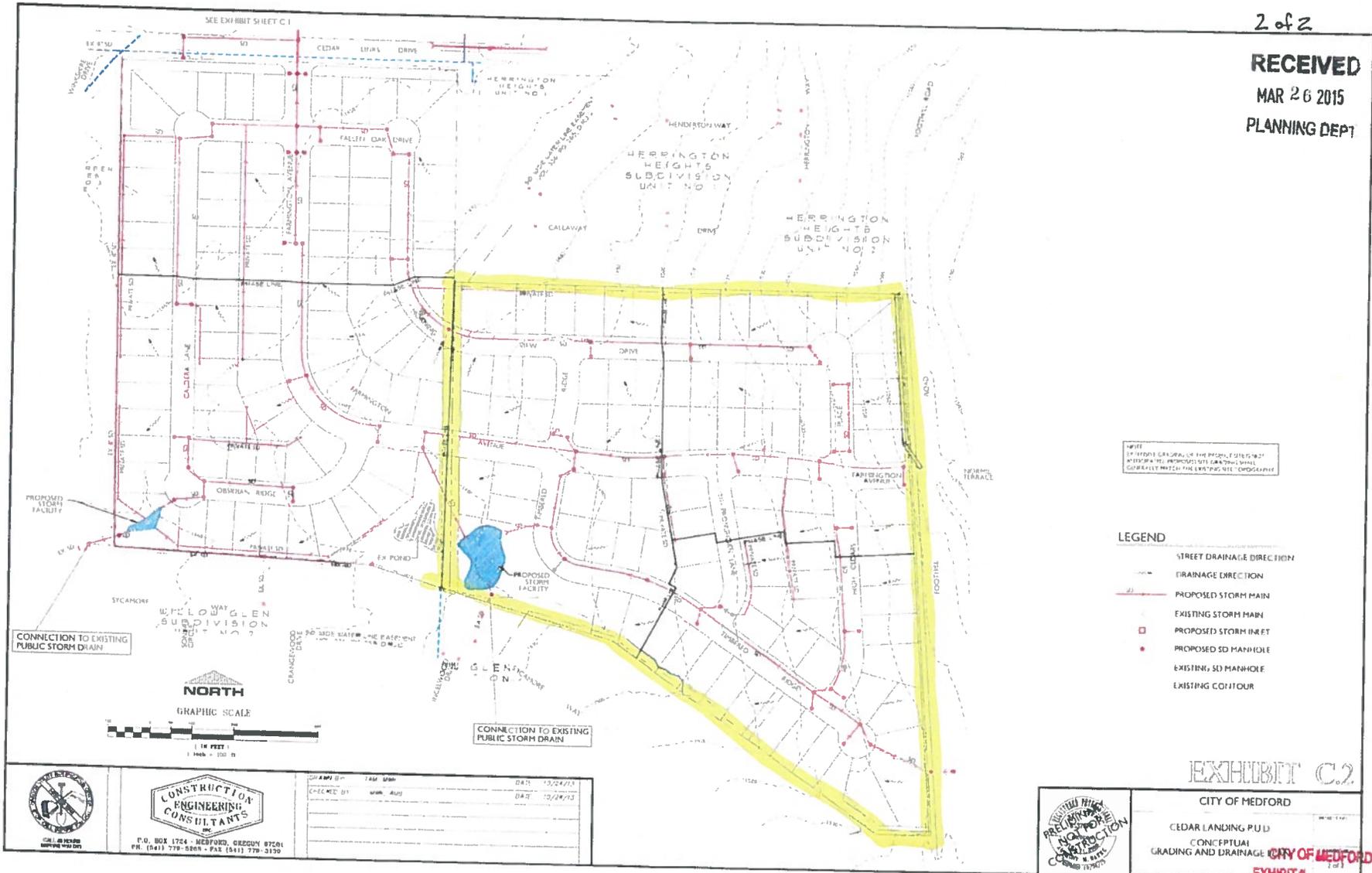
CITY OF MEDFORD

EXHIBIT # 15-043 DATE: 03/20/15
File # RUD-15-043/LDS-15-044

SCANNED

117

2 of 2
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PLANNING DEPT



NOTE: EXISTING GRADE AND THE PROPOSED STREETS AND INFRASTRUCTURE LOCATIONS SHALL GENERALLY MATCH THE EXISTING SITE TOPOGRAPHY.

LEGEND

- STREET DRAINAGE DIRECTION
- DRAINAGE DIRECTION
- PROPOSED STORM MAIN
- EXISTING STORM MAIN
- PROPOSED STORM INLET
- PROPOSED SD MANHOLE
- EXISTING SD MANHOLE
- EXISTING CONTOUR

EXHIBIT C.2

CITY OF MEDFORD

CEDAR LANDING PUD

CONCEPTUAL GRADING AND DRAINAGE CITY OF MEDFORD

EXHIBIT #

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



P.O. BOX 1724 - MEDFORD, OREGON 97501
PH (541) 778-5800 - FAX (541) 778-3150

DESIGNED BY	TAJL SHAN	DATE	12/24/13
CHECKED BY	MARK ALLEN	DATE	12/24/13



TENTATIVE PLAT

104
 HIGH CEDARS AT CEDAR LANDING PHASE 1
 HIGH CEDARS AT CEDAR LANDING PHASE 2
 HIGH CEDARS AT CEDAR LANDING PHASE 3A
 HIGH CEDARS AT CEDAR LANDING PHASE 3B
 HIGH CEDARS AT CEDAR LANDING PHASE 4A
 HIGH CEDARS AT CEDAR LANDING PHASE 4B
 HIGH CEDARS AT CEDAR LANDING PHASE 5A
 HIGH CEDARS AT CEDAR LANDING PHASE 5B
 HIGH CEDARS AT CEDAR LANDING PHASE 6A
 HIGH CEDARS AT CEDAR LANDING PHASE 6B
 HIGH CEDARS AT CEDAR LANDING PHASE 7A
 HIGH CEDARS AT CEDAR LANDING PHASE 7B
 (A PLANNED COMMUNITY)

SITUATED IN
 THE SW 1/4 OF SECTION 18,
 TOWNSHIP 37 SOUTH, RANGE 1 WEST, W.M.
 IN THE CITY OF MEDFORD,
 JACKSON COUNTY, OREGON

APPLICANT/OWNER

Lower Investment Group, L.L.C.
 2738 West Main Street #8
 Medford, Oregon 97504
 541-210-9083

SURVEYING

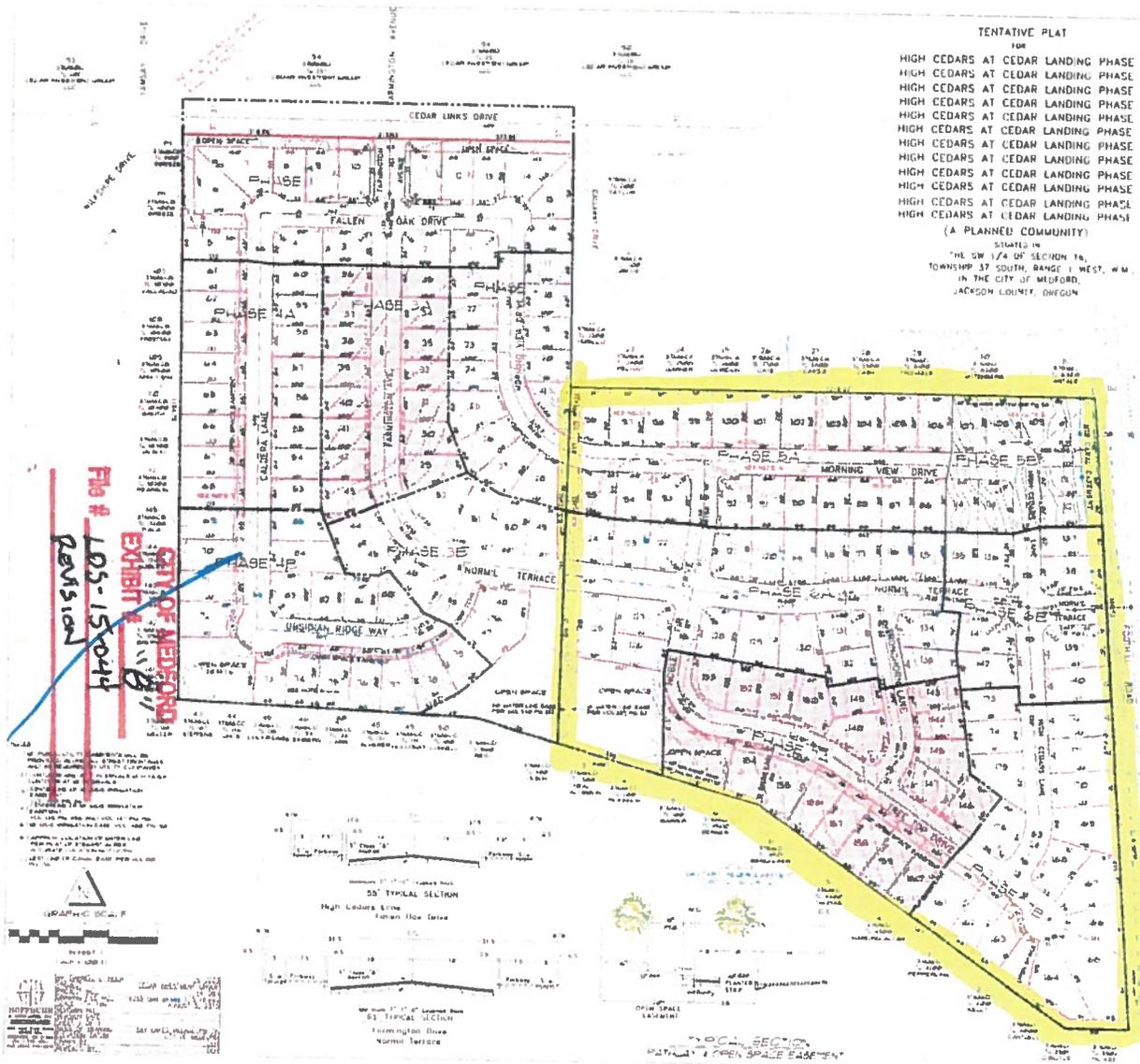
Hoffpacher & Associates, Inc.
 880 Kull View Dr. Suite 201
 Medford, Oregon 97504
 541-758-6841

DATE OF SURVEY: 1/28/11
 SURVEY INSTRUMENT: 2008 SOKKISO
 SURVEY METHOD: 45 SECOND TRIANGULATION
 SURVEY CONTROL: NAD 83
 SURVEY POINTS: 100 TO 104
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 SURVEY POINTS: 985 TO 989
 SURVEY POINTS: 990 TO 994
 SURVEY POINTS: 995 TO 999

VICINITY MAP



PHASE	TOTAL AREA	NET AREA	NET ACRES	NET SQ. FT.
HIGH CEDARS AT CEDAR LANDING PHASE 1	1.00	0.98	0.22	30,233
HIGH CEDARS AT CEDAR LANDING PHASE 2	1.00	0.98	0.22	30,233
HIGH CEDARS AT CEDAR LANDING PHASE 3A	1.00	0.98	0.22	30,233
HIGH CEDARS AT CEDAR LANDING PHASE 3B	1.00	0.98	0.22	30,233
HIGH CEDARS AT CEDAR LANDING PHASE 4A	1.00	0.98	0.22	30,233
HIGH CEDARS AT CEDAR LANDING PHASE 4B	1.00	0.98	0.22	30,233
HIGH CEDARS AT CEDAR LANDING PHASE 5A	1.00	0.98	0.22	30,233
HIGH CEDARS AT CEDAR LANDING PHASE 5B	1.00	0.98	0.22	30,233
HIGH CEDARS AT CEDAR LANDING PHASE 6A	1.00	0.98	0.22	30,233
HIGH CEDARS AT CEDAR LANDING PHASE 6B	1.00	0.98	0.22	30,233
HIGH CEDARS AT CEDAR LANDING PHASE 7A	1.00	0.98	0.22	30,233
HIGH CEDARS AT CEDAR LANDING PHASE 7B	1.00	0.98	0.22	30,233



FILE # 105-15044
 EXHIBIT B
 Revision

GRAPHIC SCALE
 1" = 100'
 HOFFPACHER & ASSOCIATES, INC.
 880 KULL VIEW DRIVE, SUITE 201
 MEDFORD, OREGON 97504
 541-758-6841

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 THE CITY OF MEDFORD
 PLANNING DEPT.
 JUN 20 2015

NT 11



Subject Area

SFR-4

SFR-2

Project Name:

High Cedars
Phases 5A, 5B
Phases 6A, 6B
Phases 7A, 7B

Map/Taxlot:

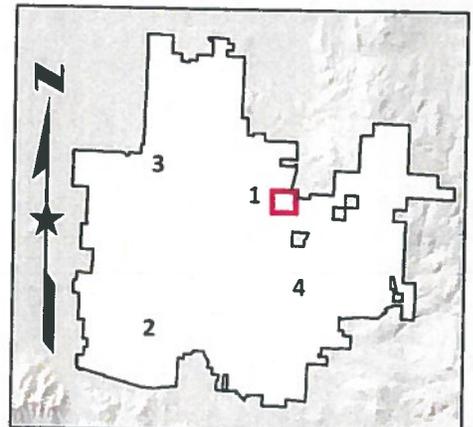
371W16CA TL 2202-2203
371W16D TL 7000-7003



Legend

-  Subject Area
-  Zoning Districts
-  Tax Lots

01/02/2019



Subject Site Characteristics

Zoning	I-L	Light Industrial
GLUP	GI	General Industrial
Use		Outdoor RV Storage/Office

Surrounding Site Characteristics

<i>North</i>	Zone:	I-L
	Use:	Stove, Pool and Sauna sales
<i>South</i>	Zone:	I-L, MFR-15 (Multi Family Residential – 15 dwelling units per gross acre)
	Use:	Vacant
<i>East</i>	Zone:	I-L
	Use:	Curtius-Huntley Plumbing
<i>West</i>	Zone:	I-L
	Use:	Custom fabrication shop

Related Projects

PA-17-055 Pre-Application
GF-18-096 Riparian Corridor Reduction
AC-18-147 Self-Storage Facility

Applicable Criteria

**CONDITIONAL USE PERMIT APPROVAL CRITERIA
FROM SECTION 10.184(C) OF THE MEDFORD LAND DEVELOPMENT CODE**

- (1) The Planning Commission must determine that the development proposal complies with either of the following criteria before approval can be granted.
 - (a) The development proposal will cause no significant adverse impact on the livability, value, or appropriate development of abutting property, or the surrounding area when compared to the impacts of permitted development that is not classified as conditional.
 - (b) The development proposal is in the public interest, and although the development proposal may cause some adverse impacts, conditions have been imposed by the Planning Commission to produce a balance between the conflicting interests.
- (2) In authorizing a conditional use permit the Planning Commission may impose any of the following conditions:

- (a) Limit the manner in which the use is conducted, including restricting the time an activity may occur, and restraints to minimize such environmental effects as noise, vibration, air pollution, glare and odor.
- (b) Establish a special yard or other open space or lot area or dimension requirement.
- (c) Limit the height, size, or location of a building or other structure.
- (d) Designate the size, number, location, or nature of vehicle access points.
- (e) Increase the amount of street dedication, roadway width, or improvements within the street right-of-way.
- (f) Designate the size, location, screening, drainage, surfacing, or other improvement of parking or truck loading areas.
- (g) Limit or otherwise designate the number, size, location, height, or lighting of signs.
- (h) Limit the location and intensity of outdoor lighting, or require its shielding.
- (i) Require screening, landscaping, or other facilities to protect adjacent or nearby property, and designate standards for installation or maintenance thereof.
- (j) Designate the size, height, location, or materials for a fence.
- (k) Protect existing trees, vegetation, water resources, wildlife habitat, or other significant natural resources.

Corporate Names

Patrick Huycke is listed as the Registered Agent for Delta Waters Lenders, LLC. according to the Oregon Secretary of State Business Registry.

ISSUES AND ANALYSIS

Background

The subject site is made up of three parcels located on Delta Waters Road between Crater Lake Avenue and Highway 62. The site is currently developed and is used as a graveled RV storage lot.

Lone Pine Creek runs along the southern boundary of the site with a mapped floodplain and riparian corridor. In August of 2018 the applicant requested a reduction in the riparian corridor for Lone Pine Creek. The Planning Director approved a 25 foot reduction along Lone Pine Creek along tax lots 1200 and 1400 (Exhibit J).

Stormwater Facility

As mentioned previously, the subject site abuts Lone Pine Creek that has a mapped floodplain and riparian corridor. Per the site plan (Exhibit C), the applicant proposes to locate their stormwater facility within the riparian corridor. MLDC Section 10.925(1)

permits water-related or water-dependent uses such as drainage facilities as conditional uses. The applicant concurrently applied for a Site Plan and Architectural Review (AC-18-147) for a self-storage facility. This application AC-18-147 is scheduled for hearing before the Site Plan and Architectural Commission on January 18, 2019. That application AC-18-147 has a condition of approval that reads:

Prior to the issuance of a building permit for vertical construction, the applicant shall obtain approval for the Conditional Use Permit application CUP-18-148 for stormwater facilities within the Riparian Corridor.

Riparian Planting Plan (Exhibit B)

The applicant has provided a Riparian & Detention planting plan that details the planting requirements for the irrigated detention swale. This plan was approved by the Oregon Department of Fish and Wildlife (ODFW) with the Riparian Corridor reduction staff report (Exhibit J). A condition of approval has been included to comply with the planting plan submitted (Exhibit A).

Floodplain

The subject site has obtained a Letter of Map Amendment (LOMA) for a portion of the property (Exhibit K). Per the exhibit map submitted with the LOMA the floodplain was removed on the property except in the portion noted.

Per the site plan (Exhibit C), the mapped floodplain does not contain vertical construction.

Public Works Report (Exhibit L)

The Public Works report requires the following conditions be applied for the storm water facility:

Developer shall make improvements to their side of Lone Pine Creek to convey the 25-year storm with one foot of freeboard, or provides calculations showing this condition now exists.

Developer shall provide a 30-foot easement for Lone Pine Creek measured from the centerline of the Creek.

Developer shall provide riparian plantings meeting Oregon Department of Fish and Wildlife (ODFW) standards within the Creek easement.

A condition of approval to comply with the Public Works Staff report has been included (Exhibit A).

Agency Comments

The comments received from Medford Fire, Medford Building, City Surveyor, Medford Water Commission, Jackson County Roads and the Jackson County Airport are related to the Site Plan and Architectural Commission application AC-18-147. The reports included are for information.

No other issues were identified by staff.

Criteria Compliance

The Planning Commission can find that the proposal is consistent with MLDC Section 10.184(C)(1)(a).

The development proposal will cause no significant adverse impact on the livability, value, or appropriate development of abutting property, or the surrounding area when compared to the impacts of permitted development that is not classified as conditional.

FINDINGS AND CONCLUSIONS

Staff has reviewed the applicant's findings and conclusions (Exhibit H) and recommends the Commission adopt the findings as presented.

RECOMMENDED ACTION

Adopt the findings as recommended by staff and direct staff to prepare the final order for approval of CUP-18-148 per the staff report dated January 17, 2019, including Exhibits A through R.

EXHIBITS

- A. Conditions of Approval, dated January 17, 2019
- B. Riparian Planting Plan received October 4, 2018
- C. Site Plan received October 4, 2018
- D. Conceptual grading and drainage plan received October 4, 2018
- E. Conceptual Utility Plan received October 4, 2018
- F. Exhibit Map for Letter of Map Amendment received October 4, 2018
- G. Assessors Map Received October 4, 2018
- H. Applicants findings and conclusions received October 4, 2018
- I. Oregon Department of Fish and Wildlife correspondence received October 4, 2018
- J. Riparian Corridor Reduction Staff report and approval dated August 22, 2018
- K. Letter of Map Amendment received October 4, 2018
- L. Public Works report dates November 21, 2018
- M. Medford Fire Department report dated November 21, 2018

- N. Medford Building Department Memo dated November 20, 2018
- O. City of Medford Surveyor comments received November 15, 2018
- P. Medford Water Commission memo dated November 21, 2018
- Q. Jackson County Roads letter dated November 16, 2016
- R. Jackson County Airport email received November 13, 2018
Vicinity map

PLANNING COMMISSION AGENDA:

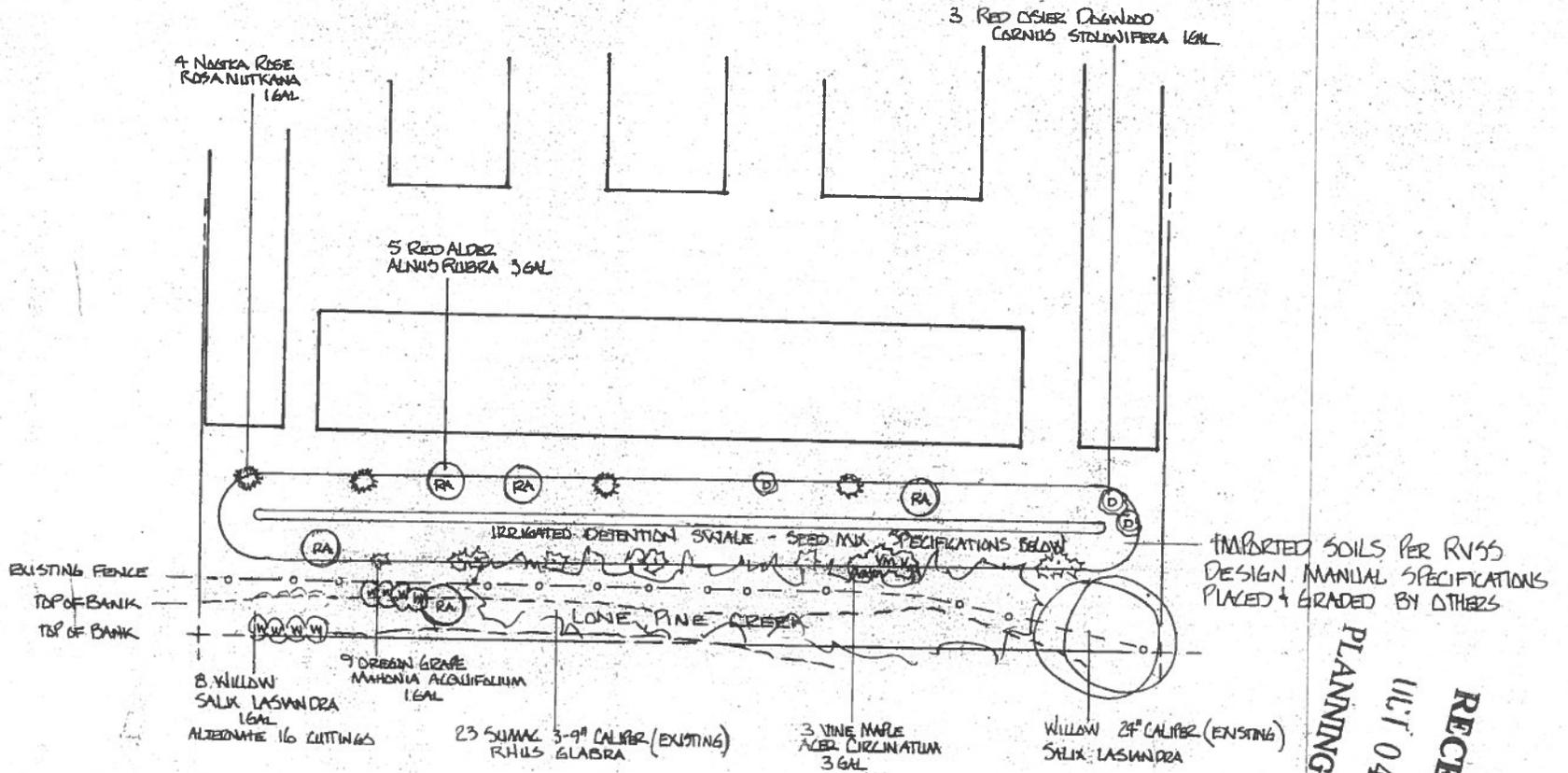
JANUARY 24, 2019

EXHIBIT A
Delta Waters Lenders Mini Storage
CUP-18-148
Conditions of Approval
January 17, 2019

CODE REQUIRED CONDITIONS

Prior to the issuance of a building permit for vertical construction, the applicant shall:

1. Comply with all conditions stipulated by the Public Works Department (Exhibit L).
2. Comply with Riparian Corridor Planting Plan (Exhibit B).



IMPORTED SOILS PER RVSS DESIGN MANUAL SPECIFICATIONS PLACED & GRADED BY OTHERS

RECEIVED
JULY 04 2018
PLANNING DEPT.
SHEET L2.0

JULY 9, 2018
AUGUST 23, 2018

MICHAEL A. STARR, ALL PHASE
LANDSCAPE CONTRACTOR 100660



Sunmark Native Riparian Mix

Acres: 1
Quantity: 43 lbs.

Botanical Name	Common Name	% by weight	Seeds per lb. of mix	Stands per lb.	Actual % by Seed Bank	PLS lbs. per acre	Required %
Cynlus glaucus	Blue Wildrye	60%	44000	140,000	45.1%	43.4	20%
Mordana brachyentlerian	Meadow Barley	30%	25500	85,000	25.1%		70%
Bromus carinatus	California Brome	10%	9800	98000	9.8%		5%
TOTALS:		100%	101300		100.00%		100%

Seeding Rate
1 PLS lbs. per 1000 sq. ft.
43 PLS lbs. per acre

Native Riparian provides a quick establishing native seed mix for riparian areas. This mix can withstand flooding and periods of drought.

SUNMARK SEEDS INTERNATIONAL, INC.
PO Box 1210
Fairview OR 97024
503-241-7333
888-214-7333

File # C-18-148
EXHIBIT # B
CITY OF MEDFORD

SCALE
1"=20'-0"

HUYCKE MINI-STORAGE
RIPARIAN & DETENTION POND

NATURAL SYSTEMS

778-2888

MEDFORD, OREGON

File # CWP-18-148

EXHIBIT #

CITY OF MEDFORD

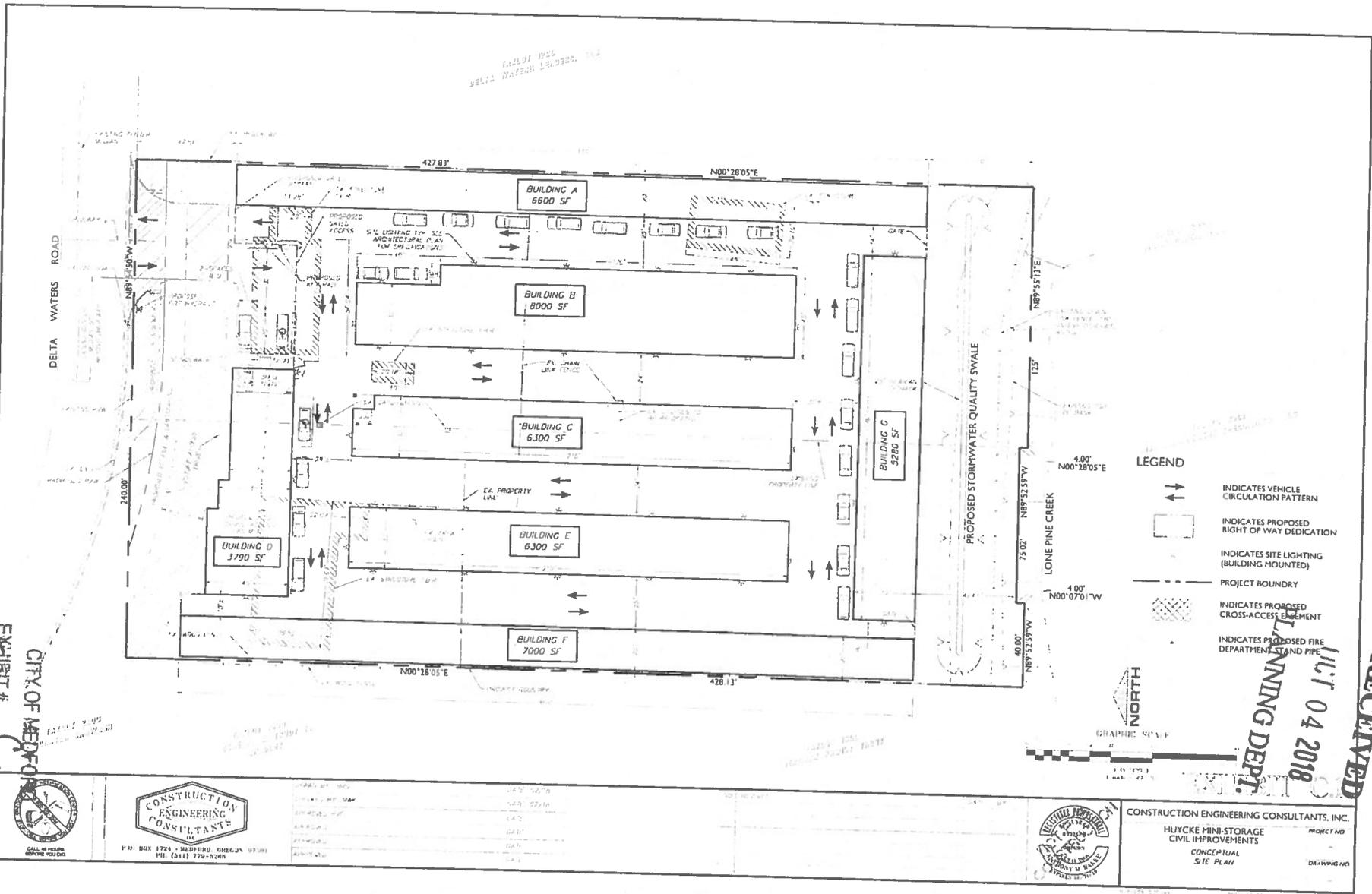


P.O. BOX 1724 - MEDFORD, OREGON 97501
PH: (541) 379-5268

DATE	11/27/18
PROJECT NO.	18-001
PROJECT NAME	HUYCKE MINI-STORAGE
CLIENT	CONSTRUCTION ENGINEERING CONSULTANTS, INC.
DESIGNER	CONSTRUCTION ENGINEERING CONSULTANTS, INC.
CHECKER	CONSTRUCTION ENGINEERING CONSULTANTS, INC.
APPROVER	CONSTRUCTION ENGINEERING CONSULTANTS, INC.
DATE	11/27/18



CONSTRUCTION ENGINEERING CONSULTANTS, INC.
HUYCKE MINI-STORAGE
CIVIL IMPROVEMENTS
CONCEPTUAL
SITE PLAN
PROJECT NO. 18-001
DATE 11/27/18



RECEIVED
PLANNING DEPT.
JUL 04 2018

FIG # CUP-18-148

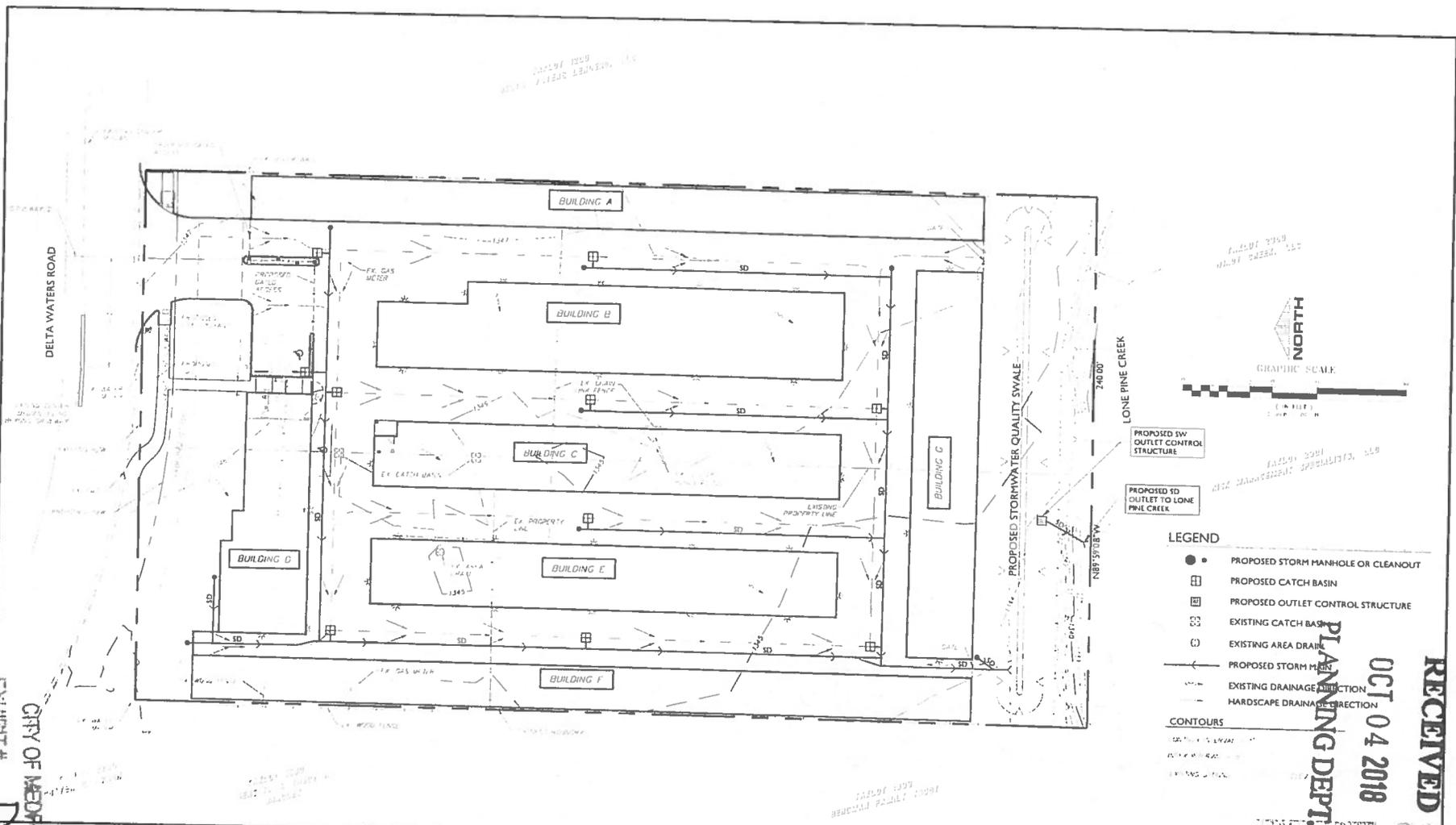
EXHIBIT # D

CITY OF MEDFORD



CONSTRUCTION ENGINEERING CONSULTANTS, INC. 1700 BOX 1704 - MEDFORD, OREGON 97501 PH: (541) 772-3226

DATE OF SHEET	10/04/2018
DATE OF PREPARED	10/04/2018
DATE OF REVIEW	10/04/2018
DATE OF APPROVAL	10/04/2018
DATE OF REVISION	
DATE OF CANCEL	
DATE OF DELETION	



PROPOSED SW OUTLET CONTROL STRUCTURE

PROPOSED SD OUTLET TO LONE PINE CREEK

LEGEND

- PROPOSED STORM MANHOLE OR CLEANOUT
- ▣ PROPOSED CATCH BASIN
- ▣ PROPOSED OUTLET CONTROL STRUCTURE
- ▣ EXISTING CATCH BASIN
- EXISTING AREA DRAIN
- PROPOSED STORM MAIN
- EXISTING DRAINAGE COLLECTION
- HARDSCAPE DRAINAGE DIRECTION

CONTOURS

- 15.00' ELEVATION
- 15.50' ELEVATION
- 16.00' ELEVATION

PLANNING DEPT.

OCT 04 2018

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EXHIBIT C2



CONSTRUCTION ENGINEERING CONSULTANTS, INC.
 HUYCKE MINI-STORAGE CIVIL IMPROVEMENTS PROJECT NO.
 CONCEPTUAL GRADING & DRAINAGE PLAN DRAWING NO.

CONDITIONAL USE PERMIT REQUEST

For a Drainage Facility within a Riparian Corridor

"LONE PINE CREEK"

Self Storage Facility

37-1w-18aa Tax Lots 1200, 1300, 1400

PROJECT DESCRIPTION

Applicant proposes a 43,170sq. ft. +/-, 218 +/- unit self storage facility located on Delta Water Road. Presently the lots are being used for outside storage and have a few old buildings from bygone years. A Site Plan Architectural Review application has been submitted for this project and is currently under review.

The existing properties, within this application, are the few that have any riparian enhancement in place. The southern portion of the property is covered with native and non-native trees, bushes and a security fence. O.D.W.F. has inspected this property and made suggestions to enhance the fish habitat. The owners submitted a plan to O.D.W.F, based on these suggestions, which was approved by O.D.W.F. The proposal shows:

- A) Additional native trees and shrubs to be planted.
- B) Significantly preventing the decomposed granite from entering Lone Pine Creek by asphaltting the maneuvering areas.
- C) Treating any storm water created by the impervious surfaces with the use of a Bio-Swale. This plan was submitted to the Planning Director. It is attached to this application.

Additional findings of the project are shown below:

- 1) All impervious surface areas will drain to a storm water retention/water quality geo-swale within the riparian corridor. Doing so has triggered a request for a Conditional Use Permit.
- 2) A key code entry system is proposed to alleviate the need for an on-site manager.
- 3) Exteriors walls will be CMU Light grey with Dark green trim and doors.
- 4) An on-site restroom will be available during operating hours.

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OCT 04 2013
PLANNING DEPT.

- 5) Paving will be used for all vehicular travel areas. Storm quality and detention shall be accomplished by the design of an Oregon licensed engineer.
- 6) All lots will be combined prior to final permits.
- 7) Trash cans or dumpsters will not be available for the clients use due to the amount of garbage that would be generated if they were available.
- 8) Parking will be short term and located in front of each individual rental unit. The spaces shown on the Site Plan are for demonstrative purposes only to show compliance with the LDO requirements.
- 9) A cross access easement will be provided at the North side of the property.
- 10) A 10 foot P.U.E. will be provided at the north property line abutting Delta Waters Rd.
- 11) Access will be taken from Delta Waters Road

PROPOSAL

A Storm Water Quality feature will be built within the required 50 foot riparian corridor setback at the south property line. A request has been made to the Planning Department to reduce this requirement to 25 feet.

These findings and application are a request to utilize an area within the riparian corridor. To do so requires a Conditional Use Permit. This permit requires:

1. The approval criteria from the L.D.O.
2. A complete description of the project including all facts about the proposal which support approval.
3. An analysis and rationale of how the facts show that the project meets each of the criteria.

RIPARIAN CORRIDORS

Per the city L.D.O. Sect. 10.920

The purposes of establishing riparian corridors are:

- (1) To implement the goals and policies of the "Environmental Element" and the "Greenway" General Land Use Plan (GLUP) designation of the Medford Comprehensive Plan and achieve their purposes.
- (2) To protect and restore Medford's waterways and associated riparian areas, thereby protecting and restoring the hydrologic, ecologic, and land conservation functions these areas provide for the community.
- (3) To protect fish and wildlife habitat, enhance water quality, control erosion and sedimentation, and reduce the effects of flooding.
- (4) To protect and restore the natural beauty and distinctive character of Medford's waterways as community assets.
- (5) To provide a means for coordinating the implementation of the Bear Creek Greenway and other greenways or creek restoration projects within the City of Medford.
- (6) To enhance the value of properties near waterways by utilizing the riparian corridor as a visual amenity.
- (7) To enhance coordination among local, state, and federal agencies regarding development activities near waterways.

This application and request demonstrates findings that show the owners are committed to enhancing the riparian corridor along their property through careful planning, meetings with City and State officials, a thorough knowledge of the intent of the L.D.O. and a landscape and drainage plan that will help implement Section 10.920

APPROVAL CRITERIA:

Section 10.925 lists conditional uses which may be allowed in a riparian corridor.

This request is made on the finding that the proposal meets the following Conditional Use Permit Criteria.

10.925 (1) Water-related or dependant uses, such as drainage facilities and irrigation pumps.

Attached to this request is a landscape plan and the preliminary drainage plan for the Riparian Corridor. The plan has been reviewed by O.D.F.W. I am also submitting their letter of approval. Applicant has demonstrated by the design of the preliminary drainage plan that this facility will meet the criteria of Sect 10.925 (1). Additionally, a demonstration has been made that the complete project will enhance the Riparian Corridor to meet the purpose of Sect. 10.920-10.928.

Additionally, the following findings are presented to address the L.D.O

10.924 Permitted Activities within Riparian Corridors:

The proposed drainage facility is a permitted use within a Riparian Corridor. The owners will continue to maintain, enhance and restore the riparian area within their property. The fencing shall also be maintained in order to protect the Geo-Swale drainage facility as well as the migration of non permitted uses into Lone Pine Creek.

10.926 Prohibited Activities within Riparian Corridors

There is no plan to encroach into the Riparian Corridor except for the drainage facility (Geo-Swale), which by code is a permitted use. There is no plan to place new structures, dumping, excavating or any other item specifically prohibited by this section. Owners will comply with this section.

CONCLUSION:

The request to install a new drainage facility is a conditionally permitted use within a Riparian Corridor. The owners have demonstrated that it will comply with the current addition of the L.D.O.

They have worked closely with the City of Medford Planning Dept. and the O.D.W.F to develop a plan that will increase the further enhancement of a natural waterway.

Although Sec. 10.248 has been repealed the section shows merit to give guidance to an approval. This development will not cause any significant adverse impact on the livability, value or appropriate development of the abutting properties or surrounding area. In fact a water quality design will enhance the area as well as the stream system that is affected by development. This proposal will serve the public interest by capturing storm water run off while treating it at the same time prior to entering the water way system on Medford. Which in turn will enhance the migrating fish population and other wildlife?

A request is made that this Conditional Use Permit be granted.

"H"
5 of 5

STEEL BUILDING SYSTEMS, Inc.

4000 Kenney Road, Jacksonville, Or 97530

RECEIVED

OCT 04 2018

PLANNING DEPT.

July 11, 2018

Peter Samarin
ODFW
1495 E. Gregory Rd.
Central Point, OR 97502

REQUEST TO ODFW

RE: Mitigation for a Riparian Reduction
and C.U.P. on Lone Pine Creek
1862/1884 Delta Waters Rd.
37-1W-18-AA Tax Lots 1200, 1300, 1400

Dear Mr. Samarin,

Thank you for your time in meeting with me twice over the last few weeks.
I am sure it saved a lot of time in the design of this project.

This letter is to serve as a request for an approval from you to satisfy the City of Medford for a Reduction in the Riparian area and a Conditional Use Permit for a Storm Water Quality Basin. Both of these applications which I will be applying for require an approval from your office for the mitigation of riparian construction or encroachment.

The proposed plan that I am submitting will provide an equal or better protection of the Riparian area by:

- 1) A landscape plan that conforms to the planting of fifty four (54) plants / trees that we discussed yesterday. This plan will offer increased shade along the banks of Lone Pine Creek. Which in turn will have a cooling effect on the water quality.
- 2) Utilizing a water quality treatment/detention pond which will treat all impervious surfaces within the project. This pond will be approved by Medford Public Works, Parks and Recreation as well as RVSS. The addition of this pond will treat two and a half (2-1/2) acres of runoff into the creek.
- 3) Removing the decomposed granite surface area from the existing site where the buildings and paving will be located.
- 3) Disallowing any activity that is prohibited in Sec.10.926 (1) through (3) of the Medford L.D.O.

All combined, these mitigating practices will enhance the Riparian Corridor to a level never before seen in modern times.

If I can be of any help or if you have any questions regarding this plan, please feel free to contact me.

Respectfully,

Bill Philp

PHONE: 541.944.3057

FAX: 541.899.5564

EMAIL: BILLPHILP@GMAIL.COM

CITY OF MEDFORD

EXHIBIT # I 1 of 2

FILE # CUP-18-148



Oregon

Kate Brown, Governor

REPLY

Department of Fish and Wildlife
Rogue Watershed District Office
1495 East Gregory Road
Central Point, OR 97502
(541) 826-8774
Fax (541) 826-8776

July 17, 2018

ATTN: Liz Conner
City of Medford Planning Department

RE: Riparian Area Reduction and Conditional Use Permit
Location: 1862, 1884 Delta Waters Rd. 37-1W-18-AA, TL's 1200, 1300, 1400

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OCT 04 2018
PLANNING DEPT.

Hi Liz,

ODFW was contacted by Bill Philp (Steel Building Systems, Inc.) to review a proposed project located at 1862 and 1884 Delta Waters Rd in Medford. The project proposes to encroach into the 50 foot riparian setback for Lone Pine Creek in order to add a bioswale for storm water treatment and portions of a storage facility.

Lone Pine Creek is a fish bearing stream at this location with both adult and juvenile summer Steelhead being identified at this location. Therefore, ODFW has worked closely with the applicant to ensure this proposal will enhance the riparian area and water quality in Lone Pine Creek.

ODFW believes the proposed reduction to the riparian area will not negatively affect Lone Pine Creek. The addition of the bioswale will provide stormwater treatment as well as adding significant natural area to a current decomposed granite parking lot. In large quantities, decomposed granite will smother and kill incubating salmon and steelhead eggs.

Based on calculations provided by the applicant it appears to ODFW that the addition of the 54 native trees and shrubs will meet ODFW planting density recommendations and enhance an already present riparian area along Lone Pine Creek. The addition of these trees and shrubs will assist in cooling Lone Pine Creek and provide habitat for animals that seek refuge in this habitat. The applicant has also agreed to plant willow stakes along the banks of Lone Pine Creek which will provide additional benefits to the creek at this location.

As proposed, ODFW does not recommend against this application. Feel free to contact me with questions you may have.

Sincerely,

Peter Samarin
Rogue Assistant District Fisheries Biologist



City of Medford

Planning Department

Working with the community to shape a vibrant and exceptional city

Date: August 22, 2018
 To: Matt Brinkley, AICP, CFM, Planning Director
 From: Liz Conner, CFM, Planner II
 RE: 1862/1884 Delta Waters Road – Riparian Corridor Reduction (GF-18-096)

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OCT 04 2018
PLANNING DEPT.

Request:

Consideration of a request to reduce or deviate from the riparian corridor boundary provisions, pursuant to MLDC 10.927, for a proposed development consisting of the construction of a mini storage facility and RV storage on three parcels totaling 2.36 acres located approximately 321 feet east of Crater Lake Highway on the south side of Delta Waters Road within an I-L/AA/A-C (Light Industrial, Airport Approach Overlay, Airport Area of Concern Overlay) zoning district (371W18AA1200, 1300, 1400).

Background:

The subject property consists of three contiguous parcels totaling approximately 2.3 acres, and is located on Delta Water Road between Crater Lake Hwy and Crater Lake Avenue. The southern portion of the property is encumbered by the riparian corridor of Lone Pine Creek which runs along the southern boundary of the parcels. Per MLDC 10.922, Lone Pine Creek is identified as a protected waterway within the City. As such, a 50-foot riparian corridor - measured horizontally from the top-of-bank on both sides of the creek - is applied to the section of Lone Pine Creek abutting the lot, restricting development within this established corridor. The creek's northerly top-of-bank encroaches slightly within the boundary of the subject lot, with the 50-foot riparian corridor area covering a significant portion of the lot.

Per MLDC 10.927, titled *Riparian Corridors, Reduction or Deviation*; a 50-foot riparian corridor may be reduced if a request to reduce the setback has been approved. MLDC 10.927 reads as follows:

A request to reduce or deviate from the riparian corridor boundary provisions of this section may be submitted to the Planning Director or designee for consideration. A deviation request may be approved as long as equal or better protection of the riparian area will be ensured through a plan for restoration, enhancement, or similar means. Such a plan shall be submitted to the Oregon Department of Fish and Wildlife for a habitat mitigation recommendation pursuant to O.A.R. 635-415 "Fish and Wildlife Habitat Mitigation Policy." In no case shall activities prohibited in Section 10.926 (1) through (3), "Prohibited

August 22, 2018
Matt Brinkley, AICP, CFM, Planning Director
RE: 1862 & 1884 Delta Waters Riparian Reduction Request
Staff Report

Activities within Riparian Corridors" be located any closer than 25 feet from the top-of-bank. The Planning Commission shall be kept advised of the outcome of deviation or reduction requests. Any decision of the Planning Director may be appealed to the City Council as provided in Chapter 10 of the Code of Medford.

Along with the letter for the riparian reduction request (Exhibit A), the applicant has included a letter of recommendation from Oregon Department of Fish and Wildlife (ODFW) (Exhibit B) and a Riparian Planting Plan prepared by a State of Oregon registered all-phase landscape contractor (Exhibit C) consistent with the requirements outlined in MLDC 10.927.

As stated in the submitted letter and illustrated in the submitted Riparian Planting Plan, the applicant is requesting a riparian reduction of 25 feet, which will allow some encroachment to accommodate a bio-swale for storm water treatment and a portion of the storage facility structure.

The applicant's submitted Riparian Planting Plan shows the remaining 25 feet of riparian area to be restored and enhanced within the top of bank. The bio-swale will be planted and irrigated to increase native vegetation within the Riparian Corridor.

Pursuant to MLDC 10.927 cited above, the applicant forwarded the Riparian Planting Plan to ODFW for a habitat mitigation recommendation.

Per the ODFW letter (Exhibit B), the proposed Riparian Planting Plan and addition of bio-swale will provide significant natural area to the current decomposed granite parking lot. It goes on to state that decomposed granite in large quantities can smother and kill incubating salmon and steelhead eggs.

ODFW believes that the proposed reduction to the riparian area will not negatively affect Lone Pine Creek. The addition of 54 native trees and shrubs will meet the planting density recommendations and enhance the present riparian area along Lone Pine Creek as the plantings will assist in cooling Lone Pine Creek and provide habitat for animals that seek refuge in this habitat. As proposed, ODFW does not recommend against the application.

GLUP / Statewide Planning Goals and Policies

The Environmental Element of the *Medford Comprehensive Plan* provides goals, policies, and implementation strategies for improving and maintaining environmental quality in Medford, while accommodating continued growth. The Environment Element is primarily guided by the provisions set forth in *Statewide Planning Goal 5: Open Spaces, Scenic and Historic Places, and Natural resources*, which oversees the protection and conservation of natural resources in Oregon. Included in Goal 5 is the requirement that riparian corridor regulations be applied to those waterways identified as being *fish-bearing streams*, and other waterways having riparian areas determined to be significant. The

August 22, 2018
Matt Brinkley, AICP, CFM, Planning Director
RE: 1862 & 1884 Delta Waters Riparian Reduction Request
Staff Report

means to achieve the objectives of Goal 5 must be set forth in Medford's land use guiding documents: the *Comprehensive Plan* and *Land Development Code*. Medford's Riparian Corridor ordinance, in keeping with the goals and policies established in the Environmental Element of the *Comprehensive Plan*, was adopted on June 1, 2000, to meet the requirements of Goal 5.

Agency Comments

Oregon Department of Fish and Wildlife (Exhibit B)

Peter Samarin, Rogue Assistant District Fisheries Biologist with ODFW, submitted a letter to the applicant in response to their request for their review of the proposed Riparian Planting Plan, with Mr. Samarin forwarding a favorable recommendation.

Recommendation

Staff recommends approval of the applicant's request for a riparian corridor reduction of 25 feet along the site's boundary abutting Lone Pine Creek. Staff has determined that the applicant has submitted the requisite materials as outlined in MLDC 10.927; is not proposing any activities prohibited in Sections 10.926 (1) through (3) to be located any closer than 25 feet from the top-of-bank; and has gained a favorable recommendation from ODFW. It is further staff's view that the submitted Riparian Planting Plan, together with the proposed irrigation system, will provide better protection of the riparian corridor from what currently exists. Therefore, the granting of the riparian corridor reduction request can be made in keeping with the purpose and spirit of both the *Medford Land Development Code*, and the Environmental Element of the *Medford Comprehensive Plan* in its goals to protect and restore Medford's waterways.

Exhibits

- A Applicant's request letter to Planning Director, drafted July 20, 2018
- B Letter of recommendation from ODFW, drafted July 17, 2018
- C Riparian Planting Plan, received August 16, 2017

Planning Director Decision:

Approval per the Staff Report dated August 22, 2018

Denial



Matt Brinkley, AICP, CFM
Planning Director

8-23-18

Date

"J"
3 of 6

STEEL BUILDING SYSTEMS, Inc.

4000 Kenney Road, Jacksonville, Or 97530

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JUL 23 2018

PLANNING DEPT.

July 20, 2018

Matt Brinkley, Planning Director - City of Medford
City Hall- Lausmann Annex, Room 240
200 South Ivy St.
Medford, Or 97501

RE: Riparian Reduction on Lone Pine Creek
1862/1884 Delta Waters Rd.
37-1W-18-AA Tax Lots 1200, 1300, 1400

Dear Mr. Brinkley

This letter is to serve as a request for a twenty five foot (25') Riparian Corridor Reduction on the south side of the above mentioned properties located at the North side of Lone Pine Creek.

This request for reduction is made per Sec. 10.927 Riparian Corridors, Reductions or Deviations.

The proposed riparian area remaining will provide an equal or better protection by:

1) Utilizing a water quality treatment/detention pond which will treat all impervious surfaces within the project. This pond will be approved by Medford Public Works, Parks and Recreation as well as RVS. The addition of this pond will treat two and a half (2-1/2) acres of runoff into the creek.

2) Implementing a mitigation plan that has been approved by the O.D.F.W. see attached.

3) Disallowing any activity that is prohibited in Sec.10.926 (1) through (3).

All combined, these mitigating practices will enhance the Riparian Corridor to a level never before seen in modern times.



PHONE: 541.944.3057

EMAIL: BILLPHILP@GMAIL.COM

FAX: 541.899.5564

CITY OF MEDFORD

EXHIBIT #

File #

GF-180916

"J"
4066

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JUL 23 2018



Oregon

Kate Brown, Governor

PLANNING DEPT.
Department of Fish and Wildlife
Rogue Watershed District Office
1495 East Gregory Road
Central Point, OR 97502
(541) 826-8774
Fax (541) 826-8776

July 17, 2018

ATTN: Liz Conner
City of Medford Planning Department

RE: Riparian Area Reduction and Conditional Use Permit
Location: 1862, 1884 Delta Waters Rd. 37-1W-18-AA, TL's 1200, 1300, 1400

Hi Liz,

ODFW was contacted by Bill Philp (Steel Building Systems, Inc.) to review a proposed project located at 1862 and 1884 Delta Waters Rd in Medford. The project proposes to encroach into the 50 foot riparian setback for Lone Pine Creek in order to add a bioswale for storm water treatment and portions of a storage facility.

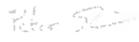
Lone Pine Creek is a fish bearing stream at this location with both adult and juvenile summer Steelhead being identified at this location. Therefore, ODFW has worked closely with the applicant to ensure this proposal will enhance the riparian area and water quality in Lone Pine Creek.

ODFW believes the proposed reduction to the riparian area will not negatively affect Lone Pine Creek. The addition of the bioswale will provide stormwater treatment as well as adding significant natural area to a current decomposed granite parking lot. In large quantities, decomposed granite will smother and kill incubating salmon and steelhead eggs.

Based on calculations provided by the applicant it appears to ODFW that the addition of the 54 native trees and shrubs will meet ODFW planting density recommendations and enhance an already present riparian area along Lone Pine Creek. The addition of these trees and shrubs will assist in cooling Lone Pine Creek and provide habitat for animals that seek refuge in this habitat. The applicant has also agreed to plant willow stakes along the banks of Lone Pine Creek which will provide additional benefits to the creek at this location.

As proposed, ODFW does not recommend against this application. Feel free to contact me with questions you may have.

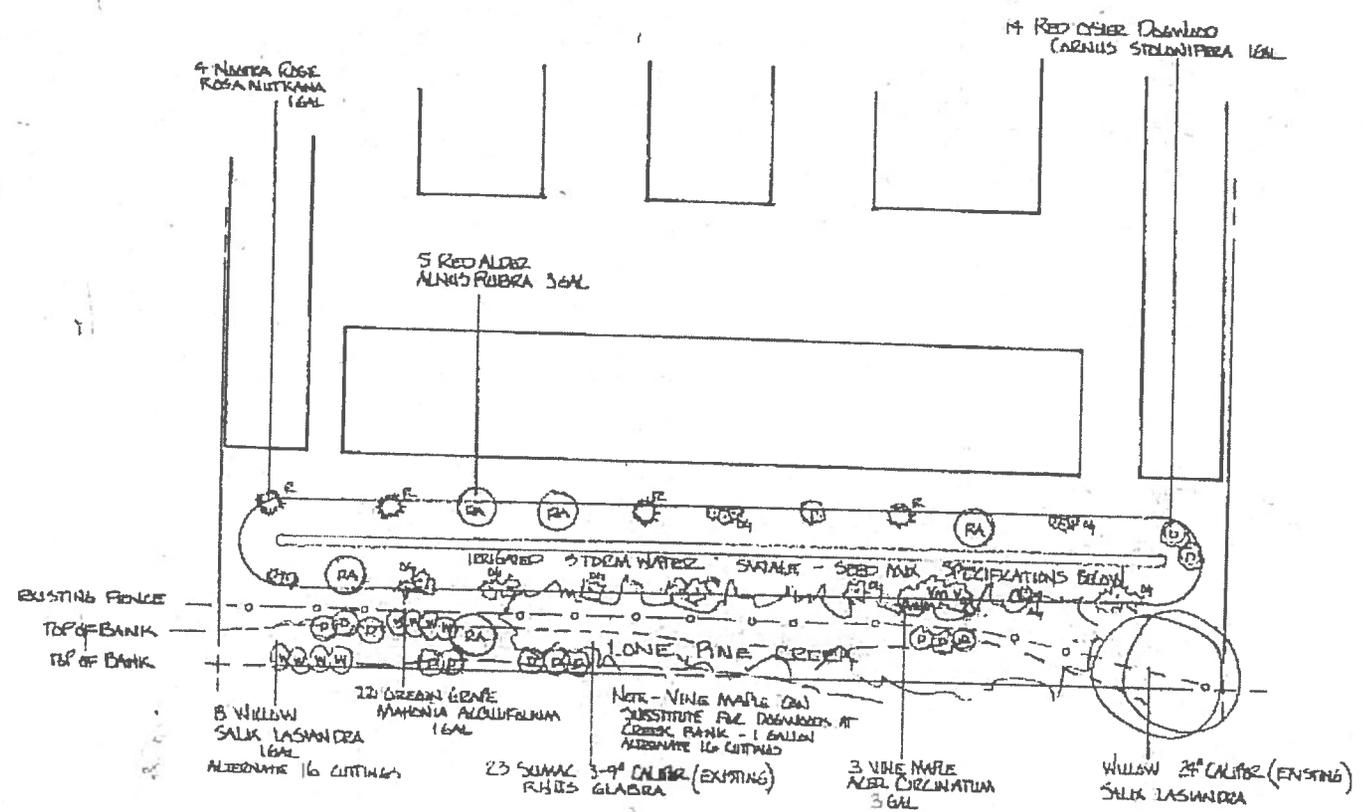
Sincerely,


Peter Samarin
Rogue Assistant District Fisheries Biologist

CITY OF MEDFORD
EXHIBIT # B
File # GF-18-096

"J"
5 of 6

RECEIVED
 JUL 23 2018
 PLANNING DEPT.



Page 168

GF-17-076

Marathon Native Riparian Mix

Acres: 43 lbs.
 Quantity:

Common Name	Latin Name	% by weight	Seeds per lb. of mix	Seeds per sq. ft.	Actual % by Seedling	PLS Inc. Number	Registered #
Black Willow	Salix lasiantha	4%	6000	1380	48.7%	1000	25X
California Blackberry	Rubus californicus	20%	15000	3240	25.7%	1000	70X
California Blackberry	Rubus californicus	20%	15000	3240	25.7%	1000	70X
TOTALS		100%	101300	21820	43.4		1622

Seeding Rate
 1 PLS Inc. per 1000 sq. ft.
 43 PLS Inc. per acre

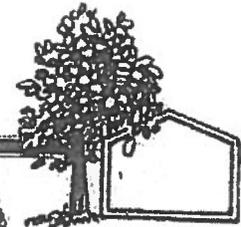
Native Riparian provides a quick establishing native seed mix for riparian areas. This mix can with stand flooding and periods of drought.

NOTE - VINE MAPLE (AW)
 SUBSTITUTE FOR DOWNY OAK AT
 CROSS BANK - 1 GALLON
 ALTERNATE 1/2 CUTTING

JULY 9, 2018
 JULY 11, 2018 PER DOWF REQUEST
 TOTAL PLANT COUNT 55

SUNMARK SEEDS INTERNATIONAL, INC.
 PO Box 1210
 Fairview OR 97024
 503-241-7333
 848-214-7333

MICHAEL A. STARR, ALL PHASE
 LANDSCAPE CONTRACTOR 10060



SCALE
 1" = 20'-0"

HUYCKE MINI-STORAGE

NATURAL SYSTEMS

778-2866

MEDFORD, OREGON

3
 6 of 6
 11/11



Federal Emergency Management Agency
Washington, D.C. 20472

RECEIVED

OCT 04 2018

PLANNING DEPT.

LETTER OF MAP AMENDMENT
DETERMINATION DOCUMENT (NON-REMOVAL)

COMMUNITY AND MAP PANEL INFORMATION

LEGAL PROPERTY DESCRIPTION

COMMUNITY

CITY OF MEDFORD, JACKSON
COUNTY, OREGON

A portion of Lot 1, Block 2, Rogue Valley Heights, as described in the Sheriff's Deed recorded 2013-039430, in the Office of the County Clerk, Jackson County, Oregon

COMMUNITY NO.: 410096

The portion of property is more particularly described by the following metes and bounds:

AFFECTED
MAP PANEL

NUMBER: 41029C1976F

DATE: 5/3/2011

FLOODING SOURCE: LONE PINE CREEK

APPROXIMATE LATITUDE & LONGITUDE OF PROPERTY: 42.359382, -122.858323
SOURCE OF LAT & LONG: LOMA LOGIC

DATUM: NAD 83

DETERMINATION

LOT	BLOCK/ SECTION	SUBDIVISION	STREET	OUTCOME WHAT IS NOT REMOVED FROM THE SFHA	FLOOD ZONE	1% ANNUAL CHANCE FLOOD ELEVATION (NAVD 88)	LOWEST ADJACENT GRADE ELEVATION (NAVD 88)	LOWEST LOT ELEVATION (NAVD 88)
1	2	Rogue Valley Heights	1884 Delta Waters Road	Portion of Property	AE	1341.7 feet	-	1341.1 feet

Special Flood Hazard Area (SFHA) - The SFHA is an area that would be inundated by the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood).

ADDITIONAL CONSIDERATIONS (Please refer to the appropriate section on Attachment 1 for the additional considerations listed below.)

LEGAL PROPERTY DESCRIPTION

This document provides the Federal Emergency Management Agency's determination regarding a request for a Letter of Map Amendment for the property described above. Using the information submitted and the effective National Flood Insurance Program (NFIP) map, we have determined that the described portion(s) of the property(ies) is/are located in the SFHA, an area inundated by the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood). Therefore, flood insurance is required for the property described above. The lowest adjacent grade elevation to a structure must be at or above the Base Flood Elevation for a structure to be outside of the SFHA.

This determination is based on the flood data presently available. The enclosed documents provide additional information regarding this determination and information regarding your options for obtaining a Letter of Map Amendment. If you have any questions about this document, please contact the FEMA Map Information eXchange (FMIX) toll free at (877) 336-2627 (877-FEMA MAP) or by letter addressed to the Federal Emergency Management Agency, Engineering Library, 3601 Eisenhower Ave Ste 500, Alexandria, VA 22304-6426.

Luis V. Rodriguez, P.E., Director
Engineering and Modeling Division
Federal Insurance and Mitigation Administration

CITY OF MEDFORD
EXHIBIT # *R 1 of 6*
FILE # CUP-18-148



Federal Emergency Management Agency
Washington, D.C. 20472

**LETTER OF MAP AMENDMENT
DETERMINATION DOCUMENT (NON-REMOVAL)**
ATTACHMENT 1 (ADDITIONAL CONSIDERATIONS)

LEGAL PROPERTY DESCRIPTION (CONTINUED)

Commencing at the Southeast corner of Lot 1 in Block 2 of ROGUE VALLEY HEIGHTS in Jackson County, Oregon, according to the Official Plat thereof, now of record; thence, along the Easterly line of said Lot, North 00°28'05" East 4.00 feet to the POINT OF BEGINNING; thence, leaving said Easterly line, North 89°52'59" West 75.02 feet; thence South 00°07'01" West 4.00 feet to the Southerly line of said Lot 1; thence, along said Southerly line, North 89°52'59" West (Record North 89°52' West) 40.00 feet to the Southwest corner of TRACT B of PARCEL 1 of that tract described in Document No. 2013-039430, Official Records of said Jackson County; thence, along the Westerly line of said tract, North 00°28'05" East 268.13 feet (Record North 00°26'22" East 268.10 feet) to the Northwest corner thereof; thence, along the Northerly line of said tract, North 89°54'50" East 115.00 feet to the Northeast corner thereof; thence, along the Easterly line of said tract, South 00°28'05' West (Record South 00°26'22" West) 264.19 feet to the Point of Beginning.

This attachment provides additional information regarding this request. If you have any questions about this attachment, please contact the FEMA Map Information eXchange (FMIX) toll free at (877) 336-2627 (877-FEMA MAP) or by letter addressed to the Federal Emergency Management Agency, Engineering Library, 3601 Eisenhower Ave Ste 500, Alexandria, VA 22304-6426

Luis V. Rodriguez, P.E., Director
Engineering and Modeling Division
Federal Insurance and Mitigation Administration

"K"
2 of 6



Federal Emergency Management Agency

Washington, D.C. 20472

LETTER OF MAP AMENDMENT DETERMINATION DOCUMENT (REMOVAL)

COMMUNITY AND MAP PANEL INFORMATION		LEGAL PROPERTY DESCRIPTION
COMMUNITY	CITY OF MEDFORD, JACKSON COUNTY, OREGON	A portion of Lot 27, Block 2, Rogue Valley Heights, as described in the Sheriff's Deed recorded 2013-039430, in the Office of the County Clerk, Jackson County, Oregon The portion of property is more particularly described by the following metes and bounds.
	COMMUNITY NO.: 410096	
AFFECTED MAP PANEL	NUMBER: 41029C1976F	
	DATE: 5/3/2011	
LOADING SOURCE: LONE PINE CREEK		APPROXIMATE LATITUDE & LONGITUDE OF PROPERTY: 42.359589, -122.857869 SOURCE OF LAT & LONG: LOMA LOGIC DATUM: NAD 83

DETERMINATION

LOT	BLOCK/SECTION	SUBDIVISION	STREET	OUTCOME WHAT IS REMOVED FROM THE SFHA	FLOOD ZONE	1% ANNUAL CHANCE FLOOD ELEVATION (NAVD 88)	LOWEST ADJACENT GRADE ELEVATION (NAVD 88)	LOWEST LOT ELEVATION (NAVD 88)
27	2	Rogue Valley Heights	1884 Delta Waters Road	Portion of Property	X (unshaded)	--	--	1342.7 feet

Special Flood Hazard Area (SFHA) - The SFHA is an area that would be inundated by the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood).

ADDITIONAL CONSIDERATIONS (Please refer to the appropriate section on Attachment 1 for the additional considerations listed below)

LEGAL PROPERTY DESCRIPTION PORTIONS REMAIN IN THE SFHA

This document provides the Federal Emergency Management Agency's determination regarding a request for a Letter of Map Amendment for the property described above. Using the information submitted and the effective National Flood Insurance Program (NFIP) map, we have determined that the described portion(s) of the property(ies) is/are not located in the SFHA, an area inundated by the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood). This document amends the effective NFIP map to remove the subject property from the SFHA located on the effective NFIP map; therefore, the Federal mandatory flood insurance requirement does not apply. However, the lender has the option to continue the flood insurance requirement to protect its financial risk on the loan. A Preferred Risk Policy (PRP) is available for buildings located outside the SFHA. Information about the PRP and how one can apply is enclosed.

This determination is based on the flood data presently available. The enclosed documents provide additional information regarding this determination. If you have any questions about this document, please contact the FEMA Map Information eXchange (FMIX) toll free at (877) 336-2627 (877-FEMA MAP) or by letter addressed to the Federal Emergency Management Agency, Engineering Library, 3601 Eisenhower Ave Ste 500, Alexandria, VA 22304-6426.

Luis V Rodriguez, P E, Director
Engineering and Modeling Division
Federal Insurance and Mitigation Administration

"K"

3076



Federal Emergency Management Agency

Washington, D.C. 20472

LETTER OF MAP AMENDMENT DETERMINATION DOCUMENT (REMOVAL)

ATTACHMENT 1 (ADDITIONAL CONSIDERATIONS)

LEGAL PROPERTY DESCRIPTION (CONTINUED)

BEGINNING at the Southwest corner of Lot 27 in Block 2 of ROGUE VALLEY HEIGHTS in Jackson County, Oregon, according to the Official Plat thereof, now of record, thence, along the Westerly line of said lot, North 00°28'05" East 428.19 feet (Record North 00°26'22" East 428.22 feet) to the Northwest corner of PARCEL 2 of that tract described in Document No. 2013-039430, Official Records of said Jackson County; thence, along the Northerly line of said tract, South 89°54'50" East 125.00 feet to the Northeast corner thereof; thence, along the Easterly line of said tract, South 00°26'22" West 428.25 feet to the Southeast corner thereof; thence, along the Southerly line of said Lot 27, North 89°53'14" West (Record North 89°52' West) 125.00 feet to the Point of Beginning.

PORTIONS OF THE PROPERTY REMAIN IN THE SFHA (This Additional Consideration applies to the preceding 1 Property.)

Portions of this property, but not the subject of the Determination/Comment document, may remain in the Special Flood Hazard Area. Therefore, any future construction or substantial improvement on the property remains subject to Federal, State/Commonwealth, and local regulations for floodplain management.

This attachment provides additional information regarding this request. If you have any questions about this attachment, please contact the FEMA Map Information eXchange (FMIX) toll free at (877) 336-2627 (877-FEMA MAP) or by letter addressed to the Federal Emergency Management Agency, Engineering Library, 3601 Eisenhower Ave Ste 500, Alexandria, VA 22304-6426

Luis V. Rodriguez, P.E., Director
Engineering and Modeling Division

"K"
4 of 6



BILL PHILP <billphilp@gmail.com>

RE: FEMA

Pat Huycke <pgh@medfordlaw.net>
To: Bill Philp <billphilp@gmail.com>

Fri, Aug 10, 2018 at 3:34 PM

----- Original Message -----
From: dminneci@hoffbuhr.com
To: pgh@medfordlaw.net
Sent: 8/07/2018 10:28AM
Subject: FEMA

Pat,

I got conformation from FEMA that a LOMA has been granted for your property on Delta Waters. All of tax lot 1200 and all but the area shown excluded (4? by 75?) of tax lot 1400 have been removed from the Special Flood Hazard Area.

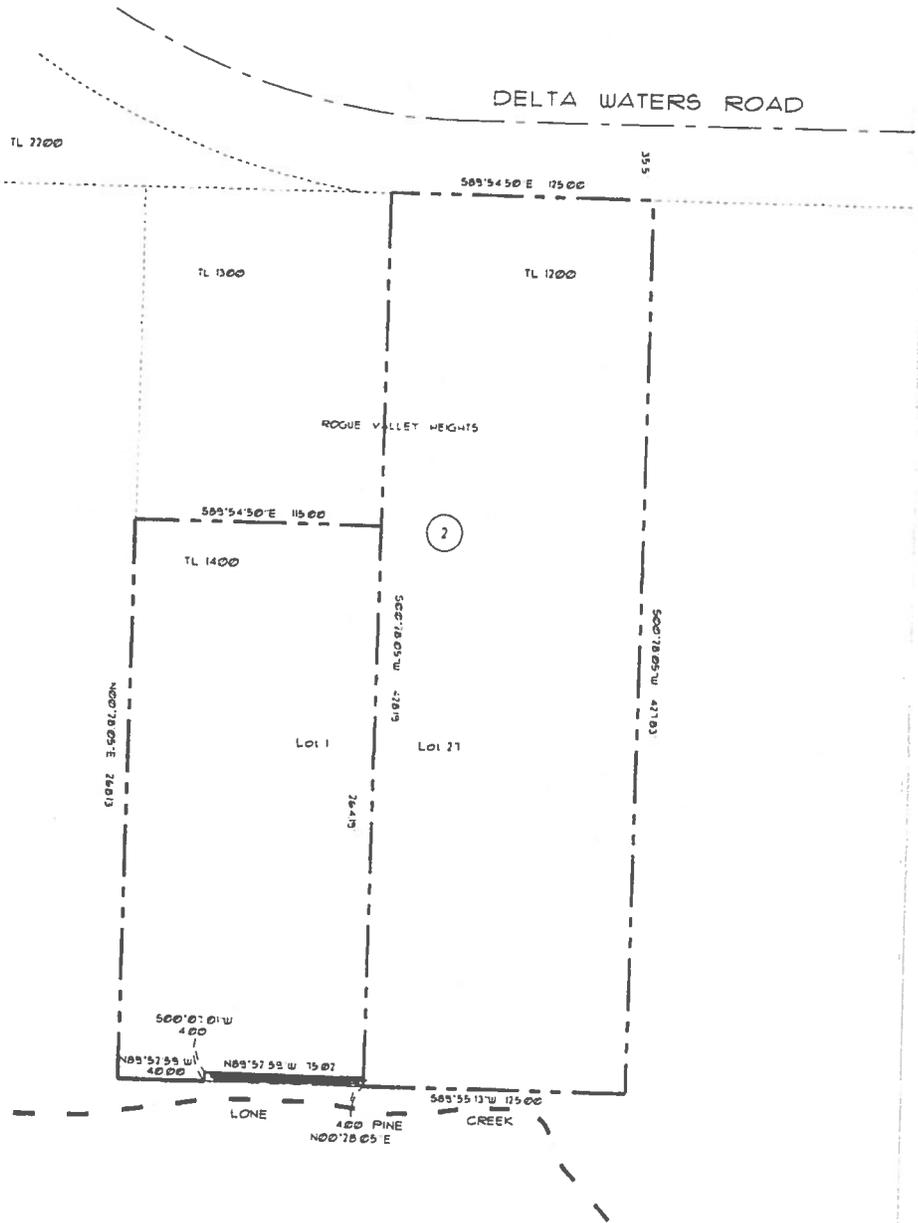
David Minneci, PLS 2349
Hoffbuhr & Associates, Inc.
880 Golf View Drive Suite 201
Medford, Oregon 97504
Office: 541.779.4641
Direct: 541.200.3067

15106EX.pdf
81K

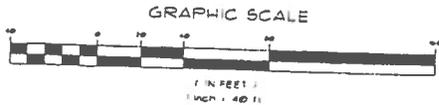
"K"
5 of 6



EXHIBIT MAP
 For
Delta Waters Lenders, LLC
 823 Aldercreek Drive
 Medford, Oregon
 Located in
 in the NE 1/4 of Sec 18 (18AA)
 Township 37 South, Range 1 West, WM,
 City of Medford, Jackson County, Oregon
 Taxlots 1200 & 1400



REGISTERED
 PROFESSIONAL
 LAND SURVEYOR
 ELECTRONIC SIGNATURE
 OREGON
 DAVID W. BINNECI
 2349
 EXPIRES 12/31/18



BY DAVID BINNECI	LS 7343
DATE	JULY 25, 2018
PROJECT	
PROJECT NO	
DRAWING FILE NO	15-108
SCALE	1" = 40'
REVISION NO	
REVISION DATE	
BASIS OF BEARING	
DATE	
DRAWN BY	NAVD 88
REVIEWED BY	DFM

37 1W 18AA - TL 1200 & 1400

"K"
 6 of 6



Medford – A fantastic place to live, work and play

CITY OF MEDFORD

LD Date: 11/21/2018
File Number: CUP-18-148
Reference: PA-17-055

PUBLIC WORKS DEPARTMENT STAFF REPORT 1862/1884 Delta Waters Road Self-Storage Units

- Project:** A Conditional Use Permit to allow storm water facilities within the Riparian Corridor of Lone Pine Creek.
- Location:** Located approximately 300 feet from the intersection of Delta Waters Road and Crater Lake Highway (HWY 62) (371W18AA TL 1200-1400).
- Applicant:** Delta Waters Lenders; Agent; Bill Philp; Planner: Liz Conner.
-

Storm Drainage Conditions

Developer shall make improvements to their side of Lone Pine Creek to convey the 25-year storm with one foot of freeboard, or provide calculations showing this condition now exists.

Developer shall provide a 30-foot easement for Lone Pine Creek measured from the centerline of the Creek.

Developer shall provide riparian plantings meeting Oregon Department of Fish and Wildlife (ODFW) standards within the Creek easement.

Prepared by: Jodi K Cope
Reviewed by: Doug Burroughs



Medford Fire-Rescue Land Development Report

Review/Project Information

Reviewed By: Kleinberg, Greg

Review Date: 11/14/2018
Meeting Date: 11/21/2018

LD File #: AC18147/CUP18148

Planner: Liz Conner

Applicant: Delta Waters Lenders

Project Location: 300 feet from the intersection of Delta Waters Road and Crater Lake Highway (HWY 62).

Project Description: AC18147: Consideration to construct a 43,170 square foot self-storage facility on a 2.37 acres parcel zoned I-L (Light Industrial)

CUP18148: A Conditional Use Permit to allow storm water facilities within the Riparian Corridor of Lone Pine Creek

Specific Development Requirements for Access & Water Supply

CITY OF MEDFORD
EXHIBIT # 
FILE # CUP-18-148

Reference	Comments	Description	Conditions
OFC 508.5	Fire hydrant location approved as submitted.	Fire hydrants with reflectors will be required for this project.	The approved water supply for fire protection (hydrants) is required to be installed prior to construction when combustible material arrives at the site.
OFC 104.9	Horizontal dry standpipe system requirements.	In lieu of internal fire hydrants, a horizontal standpipe system is required for this project. Prior to construction the proposed standpipe system shall be approved by the Fire Marshal (See Medford Handout) and meet NFPA 14 requirements.	Plans and specifications for fire hydrant system shall be submitted to Medford Fire-Rescue for review and approval prior to construction. Submittal shall include a copy of this review (OFC 501.3).
OFC 503.2.1	Fire apparatus access road/fire lane requirements.	Fire apparatus access roads shall have an unobstructed width of not less than 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches. The required width of a fire apparatus access road shall not be obstructed in any manner, including parking of vehicles. Minimum required widths and clearances established under section 503.2.1, shall be maintained at all times. The fire apparatus access road shall be constructed as asphalt, concrete or other approved driving surface capable of supporting the imposed load of fire apparatus weighing at least 60,000 pounds. (See also OFC 503.4; D102.1)	The Fire Department Connection (FDC) shall be located away from the building (out of the collapse zone if possible) and within 75 feet of a fire hydrant. The fire hydrant and fire department connection shall be located on the same side of the fire department access route.
OFC 503	Electric gate requirements.	Access control devices must be approved by Medford Fire Department. All gates shall have approved locking devices. Manual gates shall have a lock connected to a long length of chain. Automatic gates shall be equipped with an approved emergency services activated opening device (radio frequency microphone click from fire engines opens gate). OFC 503.1; 503.4; 503.5; 503.6	The turning radius on fire department access roads shall meet Medford Fire Department requirements (OFC 503.2.4).
OFC 903	A fire sprinkler system is required for a Group S-1 occupancy that is used for the storage of upholstered furniture or mattresses when the fire area exceeds 2,500 sq. ft.	Fire sprinkler system requirement information.	Where a fire sprinkler system is required, it shall meet the requirements of the Oregon Fire Code and the applicable National Fire Protection Association (NFPA) Standard.
	Consult the Medford Water Commission for proper water meter sizing for fire sprinkler systems.	Consult the Medford Water Commission for proper water meter sizing for fire sprinkler systems.	

Construction General Information/Requirements

Development shall comply with access and water supply requirements in accordance with the Oregon Fire Code in affect at the time of development submittal. Fire apparatus access roads are required to be installed prior to the time of construction. The approved water supply for fire protection (fire hydrants) is required to be installed prior to construction when combustible material arrives at the site.

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

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

"M"

Design and installation shall meet the Oregon requirements of the International Fire, Building, Mechanical Codes and applicable NFPA Standards.

Medford Fire-Rescue, 200 S Ivy St. Rm 180, Medford OR 97501 541-774-2300

www.medfordfirerescue.org

"M"

Memo



To: Elizabeth Conner, Planning Department
From: Chad Wiltrout, Building Department (541) 774-2363
CC: Delta Waters Lenders, Applicant; Bill Philp, Agent
Date: November 20, 2018
Re: November 21, 2018 LDC Meeting Item #2: AC-18-147/CUP-18-148; (Previous app PA-17-055)

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.

General Comments:

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

Comments:

5. The building and building appurtenances shall be designed by an Oregon licensed design professional in accordance with 107.1 and 107.3.4 OSSC (for buildings over 4000 sqft.).
6. A code analysis providing means of egress plan, type of construction, occupancy classification, occupant load, notation of sprinkled or non-sprinkled, fire protection systems, fuel loading/fire areas, etc. shall be required.
7. Building construction shall comply with table 602 and section 705 OSSC for fire separation distance to adjacent buildings and property lines.
8. Modular buildings are required to comply with the Oregon Insignia provisions of OAR 918-674.

28

9. Self-service storage facilities shall provide accessible individual self-storage spaces in accordance with table 1108.3.OSSC.
10. A geotechnical engineer may be required to provide a design for soils at building locations pursuant to 1803 or the Oregon Structural Specialty Code (usually buildings over 4,000 sf.)
11. Each building - unit cluster - will be a separate permit.
12. The city provided special inspection statement form for inspections may be required by Chapter 17 of the OSSC.
13. Com-check forms shall be required for lighting, mechanical equipment and exterior envelope to show energy efficiency compliance with the 2014 Oregon Energy Efficiency Specialty Code (for any conditioned spaces).
14. Construction located in the flood hazard zone shall comply with ASCE7-10, ASCE 24, and OSSC Section 1612.



City of Medford

Planning Department

Working with the community to shape a vibrant and exceptional city

MEMORANDUM

Subject Legal Description
File no. AC-18-147/CUP-18-148
To Jon Proud, Engineering
From Liz Conner, Planning Department
Date November 7, 2018

Please verify the attached legal description covering the below subject at your earliest convenience. See attached map.

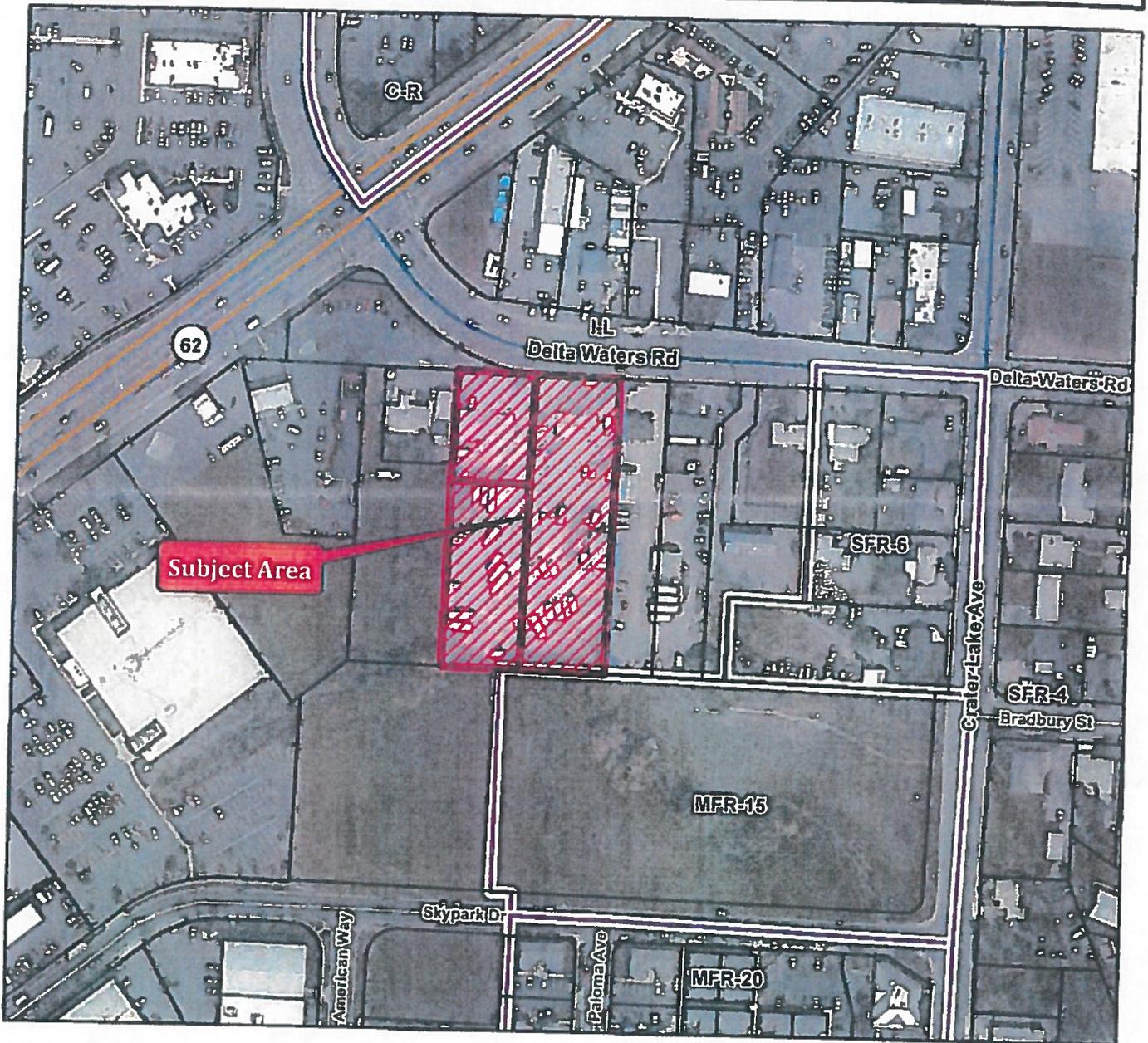
1. AC-18-147/CUP-18-148
Applicant: Delta Waters Lenders, LLC
Agent: Bill Philp

Liz, the descriptions describe the "subject area" shown on the attached vicinity map. It should be noted per a cursory review of JC front counter that the parcels might of been created by deed in the 90's without benefit of a partition map. I would suggest that the applicant provide evidence that the properties were configured as described per land division law.
Thanks, Jon 11-15-18

cp

Attachments:

Vicinity Map, Legal description



Project Name:

**Delta Waters Lenders, LLC
 Self Storage**

Map/Taxlot:

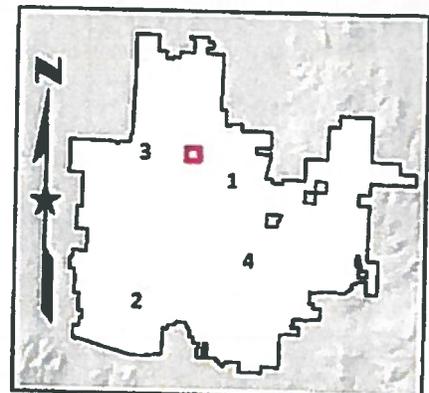
371W18AA TL 1200-1400



10/10/2018

Legend

-  Subject Area
-  Zoning Districts
-  Tax Lots



116"
012

PARCEL 1:

TRACT A: Beginning at the Southeast corner of Lot 1, Block 2, ROGUE VALLEY HEIGHTS in the City of Medford, Jackson County, Oregon; thence North 89°52' West, along the Southerly line of said lot, 115.0 feet; thence North 0°26'22" East, 428.10 feet, to intersect the Northerly line of said lot; thence South 89°54'50" East, along said Northerly line, 115.0 feet, to the Northeast corner of said lot; thence South 0°26'22" West, 428.22 feet, to the point of beginning.

EXCEPTING THEREFROM the following: Beginning at the Southeast corner of Lot 1 in Block 2 of ROGUE VALLEY HEIGHTS in Jackson County, Oregon, according to the Official Plat thereof, now of record; thence North 89°52' West along the Southerly line of said lot, a distance of 115.0 feet; thence North 0°26'22" East 268.10 feet; thence South 89°54'50" East, 115.0 feet to the East line of said Lot One; thence South 0°26'22" West 268.22 feet to the point of beginning.

TRACT B: Beginning at the Southeast corner of Lot 1 in Block 2 of ROGUE VALLEY HEIGHTS in Jackson County, Oregon, according to the Official Plat thereof, now of record; thence North 89°52' West along the Southerly line of said lot, a distance of 115.0 feet; thence North 0°26'22" East 268.10 feet; thence South 89°54'50" East, 115.0 feet to the East line of said Lot One; thence South 0°26'22" West 268.22 feet to the point of beginning.

PARCEL 2:

Beginning at the Southwest corner of Lot 27, Block 2, ROGUE VALLEY HEIGHTS in the City of Medford, Jackson County, Oregon; thence North 0°26'22" East, along the West line of said Lot 428.22 feet, to the Northwest corner thereof; thence South 89°54'50" East, along the North line of said lot, 125.0 feet; thence South 0°26'22" West, 428.25 feet, to intersect the South line of said lot; thence North 89°52' West, 125.0 feet, to the point of beginning.

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3/3

1



BOARD OF WATER COMMISSIONERS
Staff Memo

TO: Planning Department, City of Medford

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

SUBJECT: AC-18-147 & CUP-18-148

PARCEL ID: 371W18AA TL 1200 & 1400

PROJECT: Consideration to construct a 43,170 square foot self-storage facility on a 2.37 acres parcel zoned I-L (Light Industrial), located approximately 300 feet from the intersection of Delta Waters Road and Crater Lake Highway (HWY 62). (371W18AA TL 1200-1400).
A Conditional Use Permit to allow storm water facilities within the Riparian Corridor of Lone Pine Creek, located approximately 300 feet from the intersection of Delta Waters Road and Crater Lake Highway (HWY 62). (371W18AA TL 1200-1400). Applicant: Delta Waters Lenders; Agent; Bill Philp; Planner: Liz Conner

DATE: November 21, 2018

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

CONDITIONS

1. The water facility planning/design/construction process will be done in accordance with the Medford Water Commission (MWC) "Regulations Governing Water Service" and "Standards For Water Facilities/Fire Protection Systems/Backflow Prevention Devices."
2. All parcels/lots of proposed property divisions will be required to have metered water service prior to recordation of final map, unless otherwise arranged with MWC.
3. Installation of a Fire Hydrant off the existing 6-inch water line stub located between Lots 1200 & 1300 is required. This fire hydrant will be utilized to provide water to the proposed on-site "dry" stand pipe fire suppression system. Applicant shall coordinate with Medford Fire Department for approved location of proposed Fire Department Connection (FDC). Proposed FDC shall be located outside of public right-of-way.
4. Static water pressure is expected to be near 105 psi. See attached document from the City of Medford Building Department on "Policy on Installation of Pressure Reducing Valves".
5. Installation of an Oregon Health Authority approved backflow device is required for all commercial, industrial, municipal, and multi-family developments. New backflow devices shall be tested by an Oregon certified backflow assembly tester. See MWC website for list of certified testers at the following web link <http://www.medfordwater.org/Page.asp?NavID=35>.

Continued to Next Page

CITY OF MEDFORD
EXHIBIT # P
FILE # CUP-18-148



BOARD OF WATER COMMISSIONERS
Staff Memo

Continued from Previous Page

COMMENTS

1. Off-site water line installation is required. (See Condition 3 above)
2. On-site water facility construction is not required. The "Dry Standpipe" system is not a Medford Water Commission facility, it is a "Private" fire protection system.
3. MWC metered water service does exist to this property. There is an existing $\frac{3}{4}$ -inch water meter located along the Delta Waters Road frontage, approximately mid-lot on Tax Lot 1200 (1884 Delta Waters Rd) that could be used to serve the proposed. There is also a $\frac{3}{4}$ -inch water meter near the northwest property corner that currently serves the existing building at 1862 Delta Waters Road, which could be utilized for landscape irrigation water meter.
4. Access to MWC water lines is available. There is an existing 6-inch water line in Delta Waters Road.
5. There is also an existing 6-inch water line which is stubbed to the south right-of-way line of Delta Waters Road located near the common property corner of Lots 1200 & 1300. (See Condition 3 above)

1'P"



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

November 16, 2018

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

RE: Consideration of a 43,170 square foot storage facility and a Conditional Use Permit for storm water on a 2.37 acre parcel on Delta Waters Road - a City maintained road. And near Highway 62 – an ODOT maintained road
Planning File: AC-18-147 / CUP-18-147

Dear Elizabeth:

Thank you for the opportunity to comment on consideration to construct a 43,170 square foot storage facility and a Conditional Use Permit for storm water facilities within the Riparian Corridor of Lone Pine Creek on a 2.37 acre parcel zoned I-L (light Industrial), located approximately 300 feet from the intersection of Delta Waters and Highway 62

1. Please contact the Oregon Department of Transportation for comments.

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

Sincerely,

Chuck DeJanvier
Construction Engineer

Liz A. Conner

From: Amber Judd <JuddAJ@jacksoncounty.org>
Sent: Tuesday, November 13, 2018 12:28 PM
To: Liz A. Conner
Subject: File No. AC-18-147/CUP-18-148 Project Name: Delta Waters Lenders-Self Storage Facility

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Elizabeth,

The Airport requests an Avigation, Noise and Hazard Easement be a requirement of this project. In addition, due to the proximity to the Airport, the applicant needs to contact the FAA regarding filing a 7460-1 Notice of Proposed Construction or Alteration. The FAA contact is: Paul Holmquist, phone (206) 231-2990.

I have inserted some information below from the FAA's website:

The requirements for filing with the Federal Aviation Administration for proposed structures vary based on a number of factors: height, proximity to an airport, location, and frequencies emitted from the structure, etc. For more details, please reference CFR Title 14 Part 77.9.

You must file with the FAA at least 45 days prior to construction if:

- Your structure will exceed 200 ft above ground level
- Your structure will be in proximity to an airport and will exceed the slope ratio
- Your structure involves construction of a traverseway (i.e. highway, railroad, waterway, etc...) and once adjusted upward with the appropriate vertical distance would exceed a standard of 77.9(a) or (b)
- Your structure will emit frequencies, and does not meet the conditions of the FAA Co-location Policy
- Your structure will be in an instrument approach area and might exceed part 77 Subpart C
- Your proposed structure will be in proximity to a navigation facility and may impact the assurance of navigation signal reception
- Your structure will be on an airport or heliport
- Filing has been requested by the FAA

If you require additional information regarding the filing requirements for your structure, please identify and contact the appropriate FAA representative using the Air Traffic Areas of Responsibility map for Off Airport construction, or contact the FAA Airport Region/District Office for On Airport construction.

Results

You exceed the following Notice Criteria:

Your proposed structure exceeds an instrument approach area by approximately 32 feet and aeronautical study is needed to determine if it will exceed a standard of subpart C of 14CFR Part 77. The FAA, in accordance with 77.9, requests that you file.

Your proposed structure is in proximity to a navigation facility and may impact the assurance of navigation signal reception. The FAA, in accordance with 77.9, requests that you file.

77.9(b) by 17 ft. The nearest airport is MFR, and the nearest runway is 14LF/32RF.

The FAA requests that you file.

Thank you,

Amber Judd
Deputy Director-Administration
Rogue Valley International-Medford Airport (MFR)



1000 Terminal Loop Parkway, Suite 201
Medford, Oregon 97504
541-776-7222

"R"
2 of 2



Subject Area

Project Name:

**Delta Waters Lenders, LLC
 Self Storage**

Map/Taxlot:

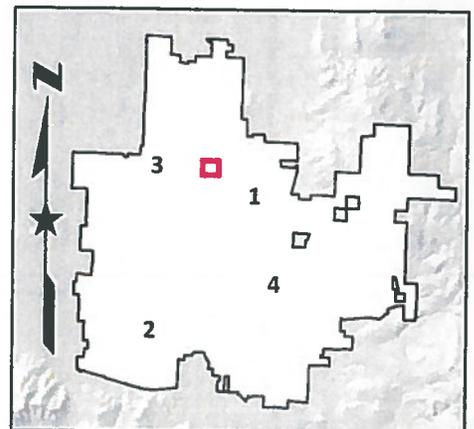
371W18AA TL 1200-1400



10/10/2018

Legend

-  Subject Area
-  Zoning Districts
-  Tax Lots





City of Medford

Planning Department

Working with the community to shape a vibrant and exceptional city

STAFF REPORT

for a Type-III quasi-judicial decision: **Conditional Use Permit**

Project Kelly Shelter
Applicant: Rogue Retreat
Agent: United Methodist Church

File no. CUP-18-176

To Planning Commission

for January 24, 2019 hearing

From Dustin Severs, Planner III

Reviewer Kelly Evans, Assistant Planning Director

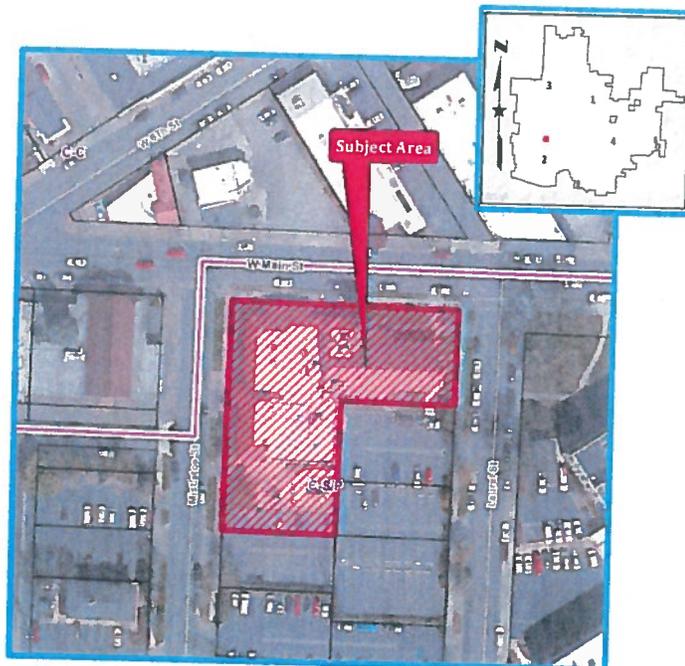
Date January 17, 2019

BACKGROUND

Proposal

Consideration of a request for a Conditional Use Permit (CUP) in order to operate a temporary shelter for homeless individuals and families (Kelly Shelter) at the First United Methodist Church located at 607 West Main Street in the Service Commercial & Professional Office (C-S/P) zoning district.

Vicinity Map



Subject Site Characteristics

Zoning	C-S/P	Service Commercial & Professional Office
GLUP	CC	City Center
Use	United Methodist Church	

Surrounding Site Characteristics

<i>North</i>	Zone:	C-C (Community Commercial)
	Use:	Caldwell Banker/Pro West Real Estate
<i>South</i>	Zone:	C-S/P
	Use:	Jackson County Jail
<i>East</i>	Zone:	C-S/P
	Use:	Jackson County Assessor's office
<i>West</i>	Zone:	C-C and C-S/P
	Use:	The Children's Sanctuary Church

Related Projects

None

Applicable Criteria

Medford Municipal Code §10.184(C) Conditional Use Permit Approval Criteria.

- (1) *The Planning Commission must determine that the development proposal complies with either of the following criteria before approval can be granted.*
 - (a) *The development proposal will cause no significant adverse impact on the livability, value, or appropriate development of abutting property, or the surrounding area when compared to the impacts of permitted development that is not classified as conditional.*
 - (b) *The development proposal is in the public interest, and although the development proposal may cause some adverse impacts, conditions have been imposed by the approving authority (Planning Commission) to produce a balance between the conflicting interests.*
- (2) *In authorizing a conditional use permit the approving authority (Planning Commission) may impose any of the following conditions:*
 - (a) *Limit the manner in which the use is conducted, including restricting the time an activity may take place, and restraints to minimize such environmental effects as noise, vibration, air pollution, glare and odor.*
 - (b) *Establish a special yard or other open space or lot area or dimension requirement.*

- (c) Limit the height, size, or location of a building or other structure.*
- (d) Designate the size, number, location, or nature of vehicle access points.*
- (e) Increase the amount of street dedication, roadway width, or improvements within the street right-of-way.*
- (f) Designate the size, location, screening, drainage, surfacing, or other improvement of parking or truck loading area.*
- (g) Limit or otherwise designate the number, size, location, height, or lighting of signs.*
- (h) Limit the location and intensity of outdoor lighting, or require its shielding.*
- (i) Require screening, landscaping, or other facilities to protect adjacent or nearby property, and designate standards for installation or maintenance thereof.*
- (j) Designate the size, height, location, or materials for a fence.*
- (k) Protect existing trees, vegetation, water resources, wildlife habitat, or other significant natural resources.*

Medford Municipal Code §10.184(D) Conditional Use Permits, Mitigation of Impacts.

A conditional use requiring the mitigation of impacts under Subsection (C)(1)(b) above must do one of the following:

- (1) Preserve unique assets of interest to the community.*
- (2) Provide a public facility or public nonprofit service to the immediate area or community.*
- (3) Otherwise provide a use or improvement that is consistent with the overall needs of the community in a location that is reasonably suitable for its purpose.*

Medford Municipal Code §10.819A Temporary Shelters

(A) Purpose and Intent.

Temporary shelters provide short-term relief for homeless individuals and families, as well as those without adequate protection during times of extreme weather, within an existing or newly constructed building. It is the intent of these standards to ensure that any conflicts with temporary shelters and the surrounding land uses are mitigated through the special regulations set forth in this Section 10.819A.

(B) Definitions Pertaining to Temporary Shelters.

When used in Chapter 10 in reference to temporary shelters, the following terms shall have the meanings as herein ascribed:

- (1) Access Point: The main point of entry and exit for a temporary shelter where users, visitors, and other persons must sign in and out to maintain security within a shelter.*
- (2) Client(s): Person or persons who receive services from an operator of a temporary shelter which shall include overnight sleeping, and may include other items established per the shelter's operations plan as required in Section 10.819A(D)(1)(b).*
- (3) Operator: The organization in charge of daily operations of a temporary shelter. The operator shall be a civic, non-profit, public, religious, membership based, or otherwise competent organization and shall be the applicant for the land use review of a temporary shelter.*
- (4) Operational Period: An operator's established days of operations.*
- (5) Operations Plan: The guiding document for an operator to use in determining the standards clients must adhere to in a shelter.*
- (6) User(s): See 10.819A(B)(2) client(s).*

(C) Temporary Shelter Permit Requirements

- (1) The conditional use permit (CUP) as required by Sections 10.314 and 10.337 of this Code shall run with the lot(s), tract(s), or parcel(s) of land on which a temporary shelter was conditionally permitted. Unless modifications to the original CUP are made, a new CUP shall not be required for each new operational period.*
- (2) An operator of a temporary shelter shall comply with all applicable local, state, and federal laws, rules, and regulations (e.g. Building and Fire Department approvals) unrelated to land use applications/reviews, unless waived by the appropriate approving authority/official.*
- (3) Upon request by the applicant, the Planning Director may reduce or waive application fees and any other fees required by the Planning Department. In evaluating such a re-request, the Director will consider the financial hardship to the applicant and other information relevant to the cost of processing the application and/or the applicant's ability to pay the fees.*
- (4) In order to begin operating a temporary shelter, an operator shall apply for and receive an approved Temporary Shelter Operational Permit from the Medford Fire-Rescue Department for each operational period.*
- (5) Shelters operating with extensions, granted per Section 10.819A(D)(2)(e), shall be required to perform all improvements, acquire all permits, and fulfill all other requirements of the Medford Municipal Code, unless waived by the appropriate approving authority.*
- (6) All applicable permits must be approved prior to the initial date of operations.*
- (7) Each temporary shelter shall adhere to the Temporary Shelter Policy as established by the City.*

(D) General Standards for Temporary Shelters

The following standards of subsection 10.819A (D) shall apply to temporary shelters. The words operator and applicant may be used interchangeably in this subsection as they are one and the same. The requirements are as follows:

(1) Operational Requirements. The operator shall be required to meet the following standards as it pertains to shelter operations:

(a) Conformance. It shall be the duty of the operator to ensure and maintain compliance with applicable local, state, and federal regulations relating to the operations of temporary shelters. Temporary shelters shall comply with all applicable building, fire, health, life, and safety codes as they pertain to temporary shelters. Compliance with this section requires the Operator maintain a Temporary Shelter Operational Permit.

(b) Operations Plan. An operations plan shall be required for a temporary shelter. An operations plan shall include, at a minimum, items addressing client interaction, rules for shelter use, facility operations and maintenance, safety and security provisions, signage that complies with the Medford Municipal Code, and the dates of the operational period.

(c) Supervision. There shall be a minimum of two on-duty representatives of the temporary shelter at any time, unless approved otherwise. The representative(s) contact information shall be clearly posted at the shelter's access point each day. The representative may be a volunteer, hired employee, or otherwise competent and responsible adult.

i. When required by Medford Fire-Rescue, a fire watch shall be in place in addition to an on-duty representative(s).

ii. On duty-representatives shall monitor all areas of a temporary shelter, in order to ensure that all applicable rules are being followed.

(d) Shelter Capacity. Shelter capacity shall be determined by applicable Building and Fire Codes.

(e) Areas for Sleeping. Temporary shelters may have separate and designated areas for sleeping or shelter for the comfort of clients by separating clients into male only, female only, and family only sleeping areas.

(f) Shelter queuing. During times of shelter intake lines or queues of people awaiting admittance shall not obstruct any public space or right of way. A three foot clearance shall be maintained on all sidewalks.

(g) Written proof of compliance with requirements of this Section shall be available in hard copy at the temporary shelter's access point and shall also be made available to the Fire Code Official, upon request.

(h) Operational Requirements stated in this Section may be conditions of approval as deemed necessary by the approving authority.

(2) Operational Period.

- (a) *The use of a temporary shelter shall not exceed 90 days within a 12 month period, unless otherwise permitted by this code. The operational period shall start on the first day of operations in which individuals were provided shelter and shall end once shelter has been provided for 90 days within a 12 month period or 12 months after the first day of operations, whichever occurs sooner.*
- (b) *The intended timeframe in which an operational period is to take place shall be clearly stated in an operations plan. This shall include one of the following:*
- i. Operations based on local weather events such as, but not limited to, temperature extremes, persistent smoke or fog, and other acts of nature that are hazardous to human health. Conditions for opening and closing based on weather events shall be clearly stated in the operations plan.*
 - ii. Specific dates in which operations are to occur, not exceeding 90 days in a 12 month period as identified in this Section, subject to the 180 day limitation for Temporary Uses described in 10.819A(D)(2)(e) below.*
- (c) *The operator shall notify Medford Fire-Rescue each time the shelter is closing.*
- (d) *The operator shall notify Medford Fire-Rescue a minimum of four business days prior to each re-opening of the shelter and shall provide the opportunity for inspection prior to re-opening the shelter. In times of emergency the operator shall coordinate with Medford Fire-Rescue if it is not possible or prudent to give four days' notice.*
- (e) *The operational period may be extended for a temporary shelter by the City if local conditions warrant an extension. Extensions may be granted for a total of 30, 60, or 90 calendar days. Extensions shall be approved by the City Manager. The total operational period, including extensions, shall not exceed a total of 180 consecutive days, in a 12 month period. Extensions are subject to the following conditions:*
- i. Operators must request to extend the operational period a minimum of 14 business days prior to the first anticipated day of extended operations.*
 - ii. An extension of the operational period for a temporary shelter may require additional conditions that were not previously required. Additional conditions shall be consistent with applicable Building and Fire Codes, unless otherwise waived by the appropriate approving authority or the City Manager.*
- (f) *The limitations on the length of operational periods shall apply to the lot(s), tract(s), or parcel(s) of land on which a temporary shelter operates.*
- (3) *Reporting Requirements. Within 30 days of the end of the operational period, and/or upon application for an extension to the operational period pursuant to section 10.819A(D)(2)(e), the operator shall submit a report to the Housing Advisory Commission (HAC). At a minimum, the report shall include the following information:*

- i. Number of clients served at the temporary shelter during the operational period*
- ii. Number of public service calls to the temporary shelter and reason for each call*
- iii. Services provided to the clients of the temporary shelter, if applicable*
- iv. Number of nights spent at full capacity (if applicable)*
- v. Number of clients from the operational period who were provided with more permanent or transitional housing*

The operator shall coordinate the reporting requirement with the Medford, Ashland/Jackson County Continuum of Care using the industry standard software (e.g. Homeless Management Information System) in place at the time of reporting.

(4) Standards for Closing/Suspending Temporary Shelters

The City shall consider the reports submitted by operators to the HAC in determining whether to close or suspend a temporary shelter. A shelter may be closed or suspended in accordance with the following procedures and criteria.

(a) The City may close or suspend a temporary shelter use if:

- i. The City Manager has determined that it would be in the public interest to do so.*
- ii. More than 40 emergency service calls within 30 calendar days are made regarding activity in or near the temporary shelter.*
- iii. Any safety issues are identified during an inspection, including, but not limited to fire and life safety issues.*
- iv. Any violation of the Medford Municipal Code and/or state or federal law occurs.*

(b) Any day on which the temporary shelter is closed or suspended due to noncompliance with applicable codes, laws, or rules shall not count as a day of the operational period. Closing of a temporary shelter under this section invalidates all temporary shelter permits for the tax lot(s) on which the shelter is located, including temporary shelters in other buildings on the same tax lot, but does not invalidate a conditional use permit issued pursuant to Section 10.184 of this Code.

(c) When a temporary shelter is closed or suspended due to violation of the standards outlined in this Section, it shall not be allowed on the same tax lot(s) for a time period of one year (365 days) from the final day of operations, unless otherwise approved by the City Council.

(d) Clients of a temporary shelter, the operator, and the property owner shall be given seven calendar days for the operator and owner to remove temporary shelter components, and for clients to vacate the location in which a shelter operates, once the use has been terminated. In cases of emergency or threat to human health or life safety, less than seven days' notice may be given. The owner or operator shall not be required to remove components utilized for the

temporary shelter that are also part of the owner or operator's routine operations.

(e) The City Manager's decision to revoke a temporary shelter's permits shall be effective immediately. Appeals shall be made to the City Council.

(5) Consent to Inspection of Temporary Shelter(s)

(a) Temporary shelters are subject to inspection at any time by the City to verify safe operation of a shelter.

i. Inspections by the City may include inspections of all portions of a temporary shelter. Inspections shall be in conformance with all applicable local, state, and federal laws.

ii. Areas used for bathrooms and showers shall be subject to inspections by the City, but any users of the facilities shall be given ten minutes notice prior to inspection to allow for the privacy needs of individuals who may be using the facilities.

(b) Inspections shall be required prior to each opening of a temporary shelter. All violations of applicable codes found through an inspection shall be resolved prior to commencing operations of a temporary shelter. Inspections may be required by the following City departments to verify conformance with applicable codes, prior to operations commencing:

i. Building Department

ii. Planning Department

iii. Police Department

iv. Fire-Rescue Department

(c) Each user of temporary shelter must sign a waiver and give consent to inspections from the departments listed in this Section for reasons deemed necessary to ensure safe operations of a temporary shelter. This waiver shall include consent to walk-through inspections of sleeping areas as well as inspections of the facility. This shall be a part of the operations plan and may differ from shelter to shelter.

(d) Signage stating "Inspection by the City of Medford officials, including Medford Fire-Rescue and Medford Police Department, may occur without notice" shall be prominently posted in the sleeping units, shower areas, and toilet areas of the temporary shelter.

(E) Site Standards for Temporary Shelters

The following standards shall apply to the development and use of temporary shelters.

(1) Temporary shelters must be at least 500 feet, measured from any property line, from any other temporary shelter's closest property line. This Section applies to temporary shelters during their operational period, not for land use approvals.

(2) Temporary shelters shall be an accessory use in residential zones.

(3) In commercial and industrial zones, temporary shelters may be an accessory or primary use.

- (4) A site plan depicting how the standards of Section 10.819A of this Code have been met shall be submitted as a part of the application submittal. A site plan shall, at a minimum, include the following:
- (a) Building footprint(s) of the primary and accessory uses on the site in which the temporary shelter will be located.
 - (b) A floor plan, with square footage measurements labeled clearly for:
 - i. The location and size of the temporary shelter and areas intended for sleeping
 - ii. Location and size of other areas used in conjunction with the warming shelter (e.g. common area(s), kitchen(s), bathroom(s), and similar spaces).
 - iii. Total client capacity within the temporary shelter and areas intended for sleeping
 - (c) Location of buildings access point(s)
 - (d) Location(s) of trash receptacle(s)
 - (e) Location(s) of lighting for site and building(s)
- (5) Adequate space shall be provided for client's personal items and shall not displace required parking per Sections 10.741-10.751.
- (6) Access points shall have a trash receptacle that does not block the public right of way and is large enough for trash disposal during times of intake.
- (7) Adequate access shall be given for emergency vehicles and personnel, where applicable.
- (8) Tents, yurts, and similar temporary structures are not allowed to be used for the temporary shelter land use.

Corporate Names

The Oregon Secretary of State business registry identifies Rogue Retreat as located at 711 East Main Street in Medford, and lists Chad McComas as its registered agent.

ISSUES AND ANALYSIS

Background

The applicant, Rogue Retreat, is a 501c3 non-profit organization that provides affordable housing and case-management to homeless individuals and families in Jackson County. Rogue Retreat consists of a Board of Directors and a staff which includes case managers, coaches and volunteers. Rogue Retreat's program provides five different levels of housing and shelter to homeless individuals and families, including Restart Retreat, which is an affordable housing program (no subsidy) for homeless individuals and families; Housing Retreat, a rent subsidized program for the homeless, which Rogue Retreat works in partnership with the Housing Authority of Jackson County to administer; Recovery Housing, a program for individuals coming out of inpatient recovery centers; and Hope

Village, a tiny house village used as a transitional shelter for the homeless, which opened in November of 2017.

At the base of Rogue Retreat's 5-level housing tier for the homeless is the Kelly Shelter, a temporary emergency shelter for homeless individuals and families, which currently operates out of the basement of the United Methodist Church at 607 West Main Street. Operations at the Kelly Shelter began in the winter of 2017, receiving approval through City Council to operate the shelter for a three month period (January – March) for both the winter of 2017 and 2018. The requirements established by City Council for the operation of the Kelly Shelter for those two previous winters served as a framework for the Temporary Shelters ordinance drafted by the Planning staff, which was adopted by City Council on September 20, 2018.

With the Ordinance for Temporary Shelters adopted, the applicant is now requesting a CUP in order to operate the Kelly Shelter for January 1 through March 31, 2019. The Kelly Shelter is currently in operation, as City Council has authorized Rogue Retreat to operate the shelter – under the same conditions established for the two previous winters – while their CUP request is being processed by the Planning Department.

Operations

As stated in the findings submitted by the applicant (Exhibit C), acting through Rogue Retreat's application process, the Kelly Shelter will provide overnight shelter for 50 guests, who will be approved for the duration of the shelter season. Only those guests approved through Rogue Retreat's application process will be allowed on the premises. As these individuals transition from the Kelly Shelter, the vacant beds will be filled with someone from the shelter waitlist. Each approved shelter guest will have a case manager that will work with them to coordinate their shelter stay and to assist in their transition into more permanent housing. All prospective guests will be required to complete an application and risk assessment form (Exhibits G & H), are screened for safety purposes once accepted, and must sign the Kelly Shelter Guest Agreement form (Exhibit F), which governs shelter rules. The Kelly Shelter will be staffed 24 hours a day, 7 days a week, and will also include an overnight fire watch.

The applicant has included a Floor Plan (Exhibit B) with their application submittal, identifying fifty sleeping individual sleeping spaces, two storage spaces, one janitor closet, two bathrooms, one kitchen, and one large locker room.

Parking

Pursuant to the parking standards found in MLDC 10.743-1, Temporary Shelters require a minimum of 1 space per 25 resident beds, plus 1 space per employee on the largest shift. The United Methodist Church's parking lot currently contains 63 parking spaces,

which far exceeds the spaces necessary to accommodate the parking of the guests and employees of the shelter.

Additional Permits & Documentation

Temporary Shelter Operational Permit

In addition to the Conditional Use Permit application, a Temporary Shelter Operational Permit is required to be obtained by the applicant prior to opening the facility. The Temporary Shelter Operational Permit is administered by the Fire Department and is required to be renewed for each operational period.

The Fire Department has completed their inspections of the Kelly Shelter and the Temporary Shelter Operational Permit has been issued for the winter of 2018/2019 operational period.

Temporary Use Permit

Prior to the opening of each operational period, the applicant is also required to obtain a Temporary Use Permit and approved by the Building Department.

Operational Plan (Exhibit J)

An Operational Plan is required per MLDC 10.819A(D)(1)(a), which should include items addressing client security provisions, rules for shelter use, facility operations and maintenance, safety and security provisions, signage, and the dates for the operational period.

The applicant has included an Operational Plan (Exhibit D) with their application submittals, which will act as the guiding document to determine the standards clients must adhere to in the shelter. The Operations Plan was reviewed and approved by the Fire Department.

Committee Comments

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

FINDINGS OF FACT

The approving authority (Planning Commission) must determine that the development proposal complies with either of the following criteria before approval can be granted.

- (1) The development proposal will cause no significant adverse impact on the livability, value, or appropriate development of abutting property, or the surrounding area when compared to the impacts of permitted development that is not classified as conditional.

The Commission can find that there is sufficient evidence contained in the Applicant's narrative and Findings of Fact, and the Staff Report, to determine that the proposed Temporary Shelter can be made to comply with the provisions of the Code with the imposition of conditions of approval contained in Exhibit A, and therefore will not have an adverse impact on the surrounding area. This criterion is satisfied.

- (2) The development proposal is in the public interest, and although the development proposal may cause some adverse impacts, conditions have been imposed by the approving authority (Planning Commission) to produce a balance between the conflicting interests.

This criterion is not applicable.

FINDINGS AND CONCLUSIONS

Staff has reviewed the applicant's findings and conclusions (Exhibit C) and recommends the Commission adopt the findings as recommended by staff.

RECOMMENDED ACTION

Adopt the findings as recommended by staff and direct staff to prepare the final order for approval of CUP-18-176 per the staff report dated January 17, 2019, including Exhibits A through K.

EXHIBITS

- A Conditions of Approval, dated January 17, 2019.
- B Floor Plan, received November 13, 2018.
- C Narrative & Findings of Fact and Conclusions of Law, received November 13, 2018.
- D Temporary Shelter Operations Plan, received, November 13, 2018.
- E Temporary Shelter Emergency Plan, received November 13, 2018.
- F Kelly Shelter Guest Agreement Form, received January 2, 2019.
- G Kelly Shelter Application, received December 5, 2017.
- H Kelly Shelter Risk Assessment Form, dated November 2017.
- I Public Works Department Staff Report, received December 26, 2018.
- J Fire Department Land Development Report, dated December 20, 2018.
- K Medford Water Commission memo and map, received December 26, 2018.
Vicinity map

PLANNING COMMISSION AGENDA:

JANUARY 24, 2019

EXHIBIT A

Kelly Shelter
CUP-18-176
Conditions of Approval
January 17, 2019

CODE REQUIREMENTS

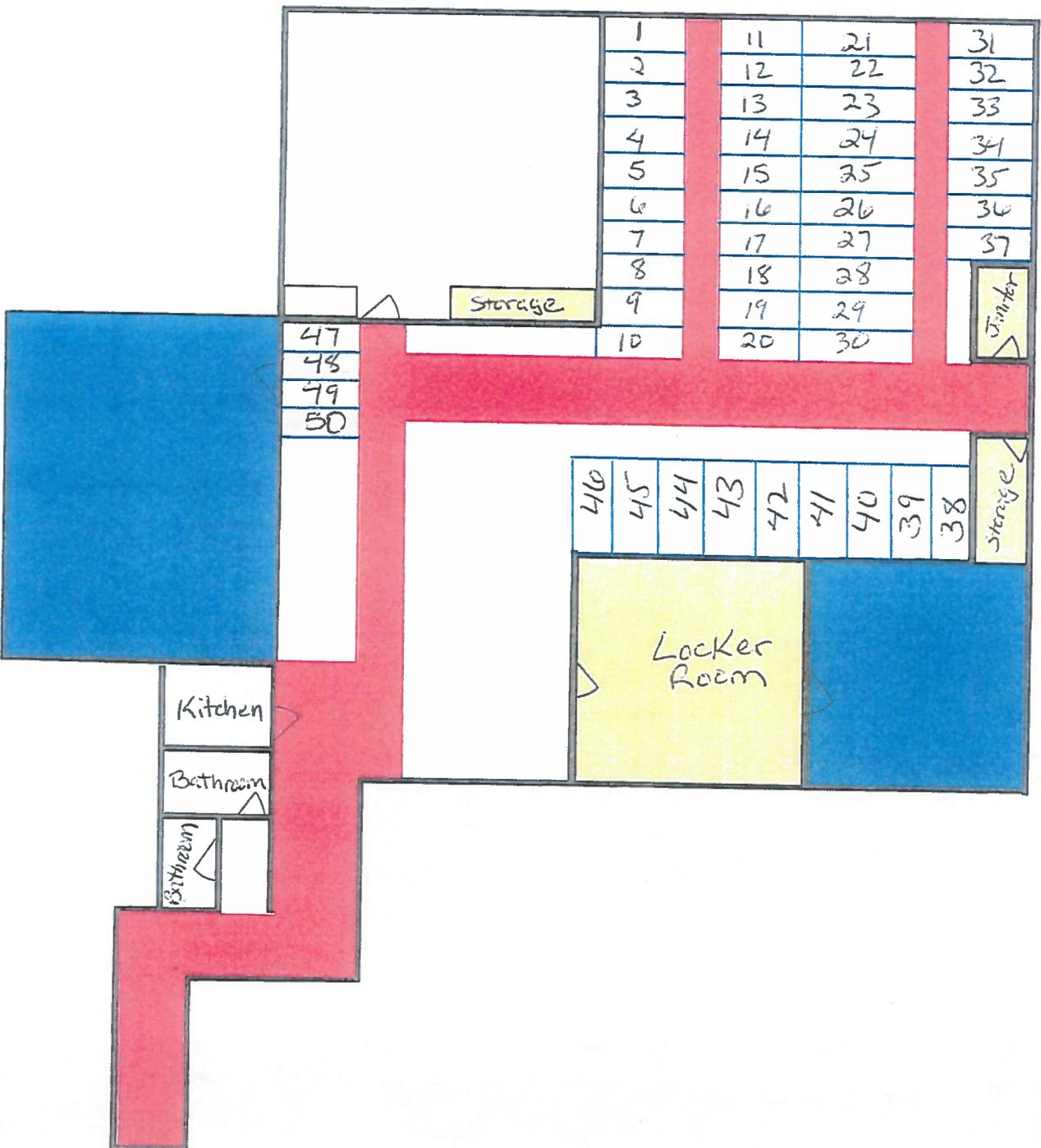
The continued use of the Kelly Shelter as a Temporary Shelter located at 607 West Main Street shall be subject to the following conditions:

1. The applicant shall comply with all applicable requirements of MLDC 10.819A.
2. The applicant shall comply with the Medford Fire Department Land Development Report, dated December 20, 2018 (Exhibit J).

RECEIVED

NOV 13 2018

PLANNING DEPT.



Floor Plan - Kelly Shelter

RECEIVED

NOV 13 2018

PLANNING DEPT.

Narrative

Rogue Retreat proposes to operate the Kelly Shelter, in the basement of the Medford First United Methodist Church located at 607 W Main St, Medford, OR 97501. Rogue Retreat intends to operate the Kelly Shelter from January 1st, 2019 through March 31st, 2019. The Kelly Shelter will provide overnight shelter for up to 50 guests per night. The Kelly Shelter will be operated by agency staff and overseen by our Kelly Shelter Manager.

Findings of Fact

Purpose and Intent- The purpose and intent of the Kelly Shelter is to provide safe, warm, and dry shelter to the homeless, while also providing comprehensive, relationship based case management that is designed to help them transition from homeless to housed. The Kelly Shelter will be located at 607 W Main St, Medford, OR 97501.

ACCESS Point- The main point of vehicular entry and exit to the Kelly Shelter will be off of Laurel Street and through the United Methodist Church parking lot. The Kelly Shelter will be located in the basement of the United Methodist Church, the access point to the shelter will be through the side entrance (off of the church parking lot) of the United Methodist Church.

Parking- The Kelly Shelter will utilize the parking lot of the United Methodist Church, located directly off of Laurel Street. There are over 40 parking spaces located in this parking lot, which exceeds the needed number of parking spaces for the Kelly Shelter when it is at full occupancy.

Client(s)- Kelly Shelter clients will follow Rogue Retreat's program application process. The first 50 people that are approved, will be approved for the duration of the shelter season and will then work directly with the shelter case manager to begin transitioning into more permanent housing situations. The Kelly Shelter operated as a model shelter last season following this intake process, and received minimal complaints from the City and neighboring properties. As people transition from the Kelly Shelter, the vacant bed will be filled with someone from the shelter waitlist.

Operator- The Kelly Shelter will be operated by Rogue Retreat. Rogue Retreat is leasing the basement of the United Methodist Church to operate the Shelter as it has done over the past 3 years.

Operational Period- The Kelly Shelter will operate from January 1st, 2019 through March 31st, 2019. Rogue Retreat will notify Medford Fire and Rescue each time the shelter closes and at least 4 days before it re-opens.

Operations Plan- Rogue Retreat has developed an operational plan for the Kelly Shelter based on feedback from the City of Medford and taking best practices from other successful shelter models.

Staffing- The Kelly Shelter will be staffed 24 hours a day, 7 days a week and will also include and overnight fire watch. This allows the Kelly Shelter to remain under constant staff supervision.

**CITY OF MEDFORD
EXHIBIT # C
FILE # CUP-18-176**

Building- The Kelly Shelter has upgraded the facilities of the United Methodist Church and has received the approval of the City Building and Fire Departments, these upgrades include a fire suppression system. The Kelly Shelter will comply with all city ordinances and mandates.

Noise- The Kelly Shelter staff will enforce a quiet time for shelter guests after 10pm.

Capacity- The Kelly Shelter's maximum guest capacity will be 50 persons per night, which is in compliance with building and fire codes.

Areas for Sleeping- The Kelly Shelter will have designated sleeping areas. Each bed will be assigned to a guest.

Shelter Queuing- The Kelly Shelters intake process has been streamlined due to establishing the shelter waitlist. This means that only approved guests will be allowed on the premises and will keep guests from forming lines that will obstruct public space. Shelter guests will sign in and out of the shelter as they come and go.

Compliance- Written proof of compliance will be posted at the entrance of the Kelly Shelter and will be available to all City of Medford officials upon request.

Reporting- Rogue Retreat will report on the Kelly Shelter to the Housing Advisory Commission within 30 days of closing. The report shall contain all pertinent information as outlined in the Medford Municipal Code on Temporary Shelters.

Consent to Inspection- The Kelly Shelter will comply with all requests for inspections from the City of Medford.

Site Standards for Temporary Shelters- The Kelly Shelter shall comply with all site standards as outlined in the Medford Municipal Code.



Kelly Shelter Operational Plan

A. Intake and Shelter Guest Conduct:

All potential shelter guests will be required to complete an application and risk assessment. Applicants are screened for safety purposes and once accepted, they sign the Kelly Shelter Guest Agreement Form which governs shelter rules. Please see the attached form.

B. Rules for Shelter Use:

Please see the attached Kelly Shelter Guest Agreement Form.

C. Facility Operations and Maintenance:

All Shelter Guests and applicants will be entered into and pulled from the Jackson County Coordinated Entry List. Each Shelter Guest will have a case manager that will work with them to coordinate their shelter stay and transition into more permanent housing.

b. Staffing Operations

Please see the attached Kelly Shelter Staff and Volunteer Duties. Please also see the attached Emergency Plan for Fire Watch and other operational provisions. The Kelly Shelter will always have 2 staff present on site. The Guest Host Staff are the Shift Leaders, and report directly to the Shelter Manager. Rogue Retreat has hired part time and on call staff to ensure that there will always be shift coverage. Both the Case Manager and Peer Support Specialist are also available for emergency coverage.

c. Clients Served:

Kelly Shelter exists to help the homeless. Please see the attached Mission of the Kelly Shelter.

d. Screening Process:

All potential shelter guests will be required to complete an application and risk assessment with a trained staff member. Once this is complete they will be placed on the Kelly Shelter Waitlist. The first 50 people approved for the Kelly Shelter will be approved for the shelter season. The Kelly Shelter Case Manager will then work with them to transition them into something more permanent. Once that bed opens up, the Kelly Shelter will fill the bed with someone from the waitlist. This process allows Rogue Retreat to control the front door of the Kelly Shelter and ensure that we are only serving 50 people per night in accordance with City Codes.

D. Safety and Security:

Please see the attached Emergency Operating Plan.

E. Signage:

The Kelly Shelter will post all applicable signs in accordance with City of Medford Code 10.819A(D)(5)(d). Please see the attached code.

F. Operational Period:

The Kelly Shelter will operate from January 1st through March 31st, unless given approval to expand beyond this timeframe from the City Manager (90 days).



2018/2019 Guest Agreement Form

By signing this document I agree to the following:

I will have respect for everyone at the overnight shelter, the daytime warming shelters; including staff, volunteers, my fellow guests, the driver, church members and the general public. That means that I will not be disrespectful, vulgar or combative in any way. Bullying is not tolerated.

I will have respect for the surrounding neighborhood and church as I come and go to and from the shelter, including picking up my garbage and cigarette butts along the way. Shopping carts and bike trailers will not be allowed at the shelter. I will be issued a locking tote and bedding for my use as long as I am enrolled in the shelter. I understand that all carts on the property will be disposed of with no warning. Bikes must be stored at the bike rack. The church and shelter are not responsible for lost or stolen items so secure them at your own risk.

I understand the doors will be locked between the hours of 10 pm - 6 am. I may leave during those hours (smoke break, etc.) but I will not be allowed back in until the doors reopen in the morning. I agree to leave the church property between the hours of 10 am - 6 pm.

I acknowledge that if my minor child(ren) are admitted to the shelter with me they are solely my responsibility. The shelter staff and volunteers are not responsible to supervise, provide parental direction or care for them.

I will not bring any alcohol or drugs or drug paraphernalia on the properties.

I will not smoke on the properties. (Including e-cigarettes)

I will not have any weapons on the properties.

I will not be allowed to have guests on the properties.

I will not engage in any sexual activity with myself or anyone else.

If there is a problem or concern, I will find the staff person on duty to handle it.

I understand that if I have a physical emergency staff may call 911 to help me.

I understand that my behavior will affect my ability to stay at the Kelly Shelter. If I am disrespectful, vulgar or combative in any way on any of the properties used for Kelly Shelter, day shelter or transportation I may be asked to leave. If I do not leave peacefully when asked the Medford Police Department will be called and I may be cited for trespassing. If I am asked to leave the shelter for my behavior I must have permission from staff to come back on the property. These agreements will make the Kelly Shelter safe for everyone and ensure that it can continue to be open. Breaking any of the agreements will be dealt with immediately and may result in my removal from the shelter and I may be placed on a permanent ban.

Print Name:

Date:

/ /

Sign Name:

Kelly Shelter Staff & Volunteer Duties:

(UPDATED 01/05/2018)

All Staff & Volunteers:

When you report for your shift, please sign in at the staff desk, put on an orange vest, a name tag and a smile.

New volunteers please read the volunteer job descriptions and guest agreement to become familiar with policies and procedures.

The Guest Host Staff is the shift leader, the go-to person for questions and advice. They are responsible to call 911 in an emergency situation.

Do not leave bring valuables into the shelter; you are responsible for all your property.

Do not leave any food or personal items in the kitchenette or baggage room. All personal items left will be disposed of or redistributed.

Shelter Manager: (10am -7 pm Monday-Friday)

The Shelter Manager oversees all day to day operations of the Kelly Shelter. They do the shopping and schedule all staff, volunteers and meal donors. They are to be at the shelter at 5 pm M-F to prepare for the evening. They make the coffee as soon as they arrive, Prepare the large percolator. It takes about 45-60 minutes to brew. (Use cold water or the percolator will NOT perk) Read the Shelter Log and supply lists to prepare for the next days shopping.

At 6 pm the Shelter Manager shall unlock doors for volunteers and guests (use the small flathead screwdriver) and then assist the Guest Host and other volunteers as needed and mingle with the guests until their shift ends at 8 pm.

Welcome Host (6-8 pm)

The Welcome Host is the first person who comes in contact with each guest. The welcome host stands by the door at the top of the stairs and controls the flow of traffic into the building. If guests are too intoxicated or unable to get up and down the stairs on their own safely, they shall not be admitted for the night. The welcome host allows entrance to each guest, shaking their hand and welcoming them in. Greeting them by name, if they know it. They are also the first to observe if the guest has any items that are not allowed into the building (weapons, excess baggage ect). They inform guests that they will be allowed to check up to one bag in the baggage room. If they have more than one bag they will not be allowed to have it on the shelter floor for safety reasons. NO CARTS are to be stored in the parking lot or neighborhood. After guests are welcomed and checked in the welcome host mingles with the guests and helps them with their needs. Nobody who is not a registered shelter guest, volunteer or staff are allowed in the shelter. No food or beverages are to be served to anyone outside.

Guest Host (Staff): Shift 1 (6pm-2am)

The Guest Host is the caretaker, and monitor of the guests. The Guest Host is assigned as shift leader and will be responsible for the keys to the shelter, asking non-compliant guest to leave or calling 911 when appropriate.

The Guest Host must be familiar with the Guest Agreement and are to redirect unwanted behaviors and deescalates situations as they arise. If help is needed to deescalate a situation, they call for the Guest Host Assistant or other trained key volunteers to assist them.

If an altercation or incident arises the Guest Host may have to ask a guest to leave the premises for the night and needs to log the incident on the back of the Guest Form and make note of it in the Shelter Log. If a guest has been asked to leave be sure to check them out on the Nightly Guest Log.

The Guest Host staffs the check-in desk to register each guest and check them in before they may proceed onto the shelter floor (see **Check-In Procedures below**). After the check in process is finished the Guest Host mingles with the guests helping them with their needs and assisting the volunteers.

The Guest Host assumes responsibility for the Baggage Room at 8 pm when the Baggage Assistant leaves. After the guests have settled in for the night, call for lights out and turn off all the shelter lights except for the dining room and the lights above the check-in desk.

The door is unlocked until 10 pm and shelter guests may come and go as they please until that time. No guests will be allowed back in after 10 pm. Give a 15 minute "Last Call for a Smoke Break" warning and a 5 minute "Doors Closing in 5 minutes" warning to guests who may be lingering outside. Do a final head count with the check in list after the last smoke break. At 10 PM lock the shelter door (with the small flathead screwdriver). At 10 pm the baggage room is to be locked until morning. In case of accident or medical emergency the Guest Host may allow access to the baggage room after 10 pm.

If guests who have pets need an outside "potty break" between the hours of 10 pm - 6 am you may do a monitored break, making sure that the guest isn't using it for a smoke break.

Make sure the dining room, kitchenette and beverage station are cleaned as needed. Notify Shelter Manager when running low on supplies by writing it on the Supply List.

The rest of the night is primarily monitoring the shelter to be sure the guests are safe and following the guest agreement. The primary goal during the rest of this shift is just to stay awake and alert.

When a Guest Host Assistant is available:

The Guest Host Assistant helps the guests find their spaces and gets them supplies if needed (clean socks, toothbrush, etc. stored in the supply room). The Guest Host Assistant is responsible for checking out the restroom keys to guests as they need it, and monitoring the restrooms. The Guest Host Assistant helps the Guest Host Staff wherever needed.

Baggage Host- Check In (6-8 pm)

The baggage host monitors and assists guests with checking their bags in to the baggage room and accessing their belongings during check in from 6-8 pm. No unattended guest shall be allowed into the baggage room to prevent theft and accusations of theft. If you do not recognize the guest, ask to see their lanyard to verify their baggage number. Each guest is issued a tote bin with their assigned number. All guest belongings must fit within the assigned tote. Excess baggage is not allowed. Carts are not allowed on the property.

Kitchen Host (6-9 pm)

The Shelter Manager makes the coffee Monday-Friday. On weekends the kitchen host must prepare the coffee as soon as they arrive. Prepare the large percolator. It takes about 45-60 minutes to brew. (Use cold water or the percolator will NOT perk). Prepare beverage containers with water and juice. Refill as needed.

Monitor to make sure that all food servers wash their hands, use hand sanitizer as needed and use food service gloves. All potentially hazardous foods shall be maintained in such a fashion as to prevent the growth of development of bacteria. They will keep hot foods hot and cold foods cold. Hot holding equipment must be able to keep foods at a temperature of 135°F or higher. Cold holding equipment must be capable of keeping foods at a temperature of 41°F or lower. A food thermometer is located in the kitchenette.

Help food donor bring in meal and set up serving line. Notify Shelter Manager when running low on coffee supplies, paper products and food items by writing them on the Supply List at the staff table.

Serve food and stock self-service station with paper products, bread, peanut butter, jelly, butter and snack foods and fruits when available.

When service is over make sure the food donor has collected all of the items they brought. Put away all leftovers, wash, dry and put away all dishes and utensils, and dispose of all garbage into the dumpster. Wash tables and sweep dining area.

Kitchen Assistant (6-8pm)

Help the kitchen host with above duties.

Guest Host (Staff): Shift 2 (2am-10am)

The Guest Host is the caretaker, and monitor of the guests. The Guest Host is assigned as shift leader and will be responsible for the keys to the shelter; asking non-compliant guest to leave or calling 911 when appropriate.

The Guest Host must be familiar with the Guest Agreement and are to redirect unwanted behaviors and deescalates situations as they arise. If help is needed to deescalate a situation, they call for the Guest Host Assistant or other trained key volunteers to assist them.

If an altercation or incident arises the Guest Host may have to ask a guest to leave the premises for the night and needs to log the incident on the back of the Guest Form and make note of it in the Shelter Log. If a guest has been asked to leave be sure to check them out on the Nightly Guest Log.

When you arrive, most guests have settled in and are asleep and all lights have been turned off except for the dining room and the lights above the check-in desk. The rest of the night is primarily monitoring the shelter to be sure the

guests are safe and following the guest agreement. The primary goal during this time is just to stay awake and alert until morning.

Organize the check in desk, re-alphabetize the “checked in” Guest Forms and place them back in the filing cabinet in the GUEST FOLDER.

At 5:30 am prepare the large coffee percolators for breakfast. The large pot takes about 45-60 minutes. (Use cold water or the percolator will NOT perk).

Begin waking up shelter guests with soft music from the radio at 6 am. Turn shelter lights on at 6:30 am and give guests time to adjust. Those not up at 7 am will need a gentle rousing for breakfast.

Be sure all shelter guests are out of bed by 9 am if they choose to sleep in and skip breakfast. All guest must leave the property by 10 am. The Day Shelter bus will begin picking up guests at 9:45 am. Refer to Day Shelter Schedule for details.

Assist guests with the baggage room from 8 am-10 am. Each guest is assigned a bin with their assigned number which is located on their lanyard. If you do not recognize the guest, check their lanyard. As guests leave for the day be sure to collect their lanyards.

When Guest Host Assistant is available:

Assist the Guest Host as needed.

When AM Kitchen Host is available: (6-8am)

Set out breakfast bar items and paper plates, bowls and utensils on the serving line table. Breakfast items may include oatmeal, muffins, fruit, or other donated items. Prepare beverage containers with water and juice. Refill as needed. Clean up breakfast bar and dining room tables as needed. Wash, dry and put away all dishes and utensils used for service.

Janitorial (2 hrs day)

Clean kitchenette, dining room, bathrooms and sweep and mop shelter. Upon leaving the site, walk the church property and properties directly surrounding the church with a trash bag and pick up litter, mostly consisting of coffee cups and cigarette butts that the Kelly Shelter guests have dropped or left lying about. If there are any shopping carts on the church property place them in the dumpster.

Hygienics Assistant (3-6 pm)

Assists approximately 20 guests per day with showers and laundry using the trailer located at Set Free Christian Fellowship. Also responsible to wash the shower towels and the Kelly Shelter cleaning rags.

Check in Procedures:

Pull all the alphabetized (by first name) guest's check in forms from the file cabinet and place in a stack on the desk. Be sure to put a new Guest Sign-In Form on the clipboard and refer to the Guest List for each guest's assigned number. **Numbers will change periodically so check the sheet!!**

As guests arrive at the desk welcome them, ask their name if you do not know it, find their Guest Form and write the current date in the chart and mark your initials. **Check their form to make sure they are not on a ban.** If they are new and do not have a Guest Form yet, make them a new one.

Write their name on the Nightly Guest Log next to their assigned number. Then give the guest the lanyard that matches their assigned number. Instruct the guest to wear the lanyard at all times to help staff and emergency personnel quickly identify them in case of an emergency.

Place the dated form in the "Checked In" basket.

Once the check in process is complete direct the guest to the baggage host to check in their belongings. The baggage room will be open from 6-10pm. After 10 pm guests the baggage room will be locked until 8 am (except for a medical emergency or to return property to a guest who has been asked to leave the premises).

DAY SHELTERS

The Set Free bus will pick up all guests beginning at 10 am to bring them to local area churches for day shelter, or guests may walk to locations nearby. Day shelter is offered to allow our guests to be warm, dry, safe and fed during the day while the shelter is closed. Day shelters will offer lunch and many will have activities. (See Day Shelter Schedule for details). The day shelter is offered, but not mandatory.

Case Management (Staff)

Case management will be offered at the day shelters to help guests escape the hardship of homelessness, find resources and address the barriers that contribute to their homelessness. The goal is to assist the guests find housing or reconcile them with family or friends where they can stay on a permanent or temporary basis.

Day Shelter Hosts (Staff)

The Day Shelter Host is the caretaker, and monitor of the guests. The Day Shelter Host is assigned as shift leader and will be responsible for the keys to the day shelter facility, asking non-compliant guest to leave or calling 911 when appropriate.

The Day Shelter Host must be familiar with the Guest Agreement and are to redirect unwanted behaviors and deescalates situations as they arise. If help is needed to deescalate a situation, they call for the Shelter Manager, Case Manager or other trained key volunteers to assist them.

If an altercation or incident arises the Day Shelter Host may have to ask a guest to leave the premises and needs to communicate that to the Case Manager to log in the guests file.

The Day Shelter Host will unlock the day shelter facility each day at 10 am and greet the guests and volunteers. The Day Shelter Host may provide or

facilitate activities and games. They assist the volunteers and meal donors as needed. They oversee clean-up of the facilities used, including bathroom areas. They will check the list of guests who are on the shower/laundry schedule and assist them with getting on the bus to Set Free at 3 pm and the rest of the guests must leave by 6 pm when the bus comes to pick them up. The Day Shelter Host will then lock up the facility after all guests have left.

Volunteers

Volunteers may assist with activities, games, crafts, or other things to occupy the time. They may prepare lunch, serve and clean up.

Kelly Shelter

Purpose & Proposal

Mission & Purpose

Immediate:

The Kelly Shelter provides a warm and safe place to sleep at night. This includes a warm meal in the evening, restroom facilities, sleeping supplies and a chance to be noticed and appreciated by volunteers and shelter staff. Providing for 50 people a night keeps them from camping illegally in Medford and subject to \$3,000 fines. It keeps them from being subject to the elements which may eliminate emergency calls and hospital visits. With the chance to sleep it may eliminate sleep deprivation and mental health crisis that leads to police calls, intervention and possible behavioral health unit visits (2 North). Having a place to sleep each night also cuts down on theft and loss of sleeping bags, blankets, etc that local agencies will need to provide multiple times during a season.

Ultimate:

The Kelly Shelter must find ways to identify and address the ongoing challenges of those who use the shelter. Otherwise we are just giving a person a fish to eat and not giving them the ability to fish for himself/herself. We are helping the individual and the community for one night at a time. But The Kelly Shelter needs to help each person as we can for a lifetime.

Proposed Strategy

Immediate:

The Kelly Shelter will be open each night for 50 people to find a place to rest. Doors open at 6:00 pm and close at 10:00 am each day for the majority. Case managers will identify immediate needs that need to be addressed with possible answers and resources that may lead to potential freedom from homelessness.

The Kelly Shelter participants will be offered Day Centers where they can be at during the day from 10:00 am to 5:30 pm. This helps the individual stay off the street thus illuminating potential police involvement and gives the community more comfort by not seeing people in mass hanging around downtown. Also allows us to offer case management, activities and visits from supportive programs.

Ultimate:

The Kelly Shelter needs to identify, purchase and operate a year-round facility that provides emergency shelter with all the benefits of a case management program. Shelter participants will be asked to use their time to address the barriers of their personal homelessness by finding more long-term answers that can eventually lead them to housing, income and mental stability.

EMERGENCY PLAN

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CONTACT INFORMATION

ROGUE RETREAT KELLY WARMING CENTER

@ 1ST UNITED METHODIST CHURCH

607 W MAIN ST

MEDFORD OR 97501

EMERGENCY CALL 911

CHAD MCCOMAS 541 499 0880

HEATHER EVERETT 541 613 1154

JESSE SHANNON FIRE WATCH 541 621 95701

MEDFORD FIRE & RESCUE 541 774 2300

MEDFORD POLICE 541 774 2250

MERCY FLIGHTS 1800 903 9000

JACKSON CO HEALTH & HUMAN SERVICES 541 774 8200

DEQ 503 229 5696

USCG 1800 424 8802

DON HARTLEY NW FIRE SUPPRESSION 503 644 8289

VERN ROBERTS PACIFIC FIRE PROTECTION 541 601 7627

LINDA TUCKER PASTOR 541 326 1151

PACIFIC POWER 888 221 7070

AVISTA 1800 227 9187

MEDFORD WATER COMMISSION 541 774 2430

WARNING SYSTEMS

FIRE WARNING SYSTEM, CENTRALIZED, PANEL LOCATED ON 1ST FLOOR OF CHURCH

FIRE ALARM PULL HANDLES LOCATED IN BASEMENT

PROTECTION SYSTEMS

SPRINKLER SYSTEM FUNCTIONING IN BASEMENT. CONTROL VALVE LOCATED IN OLD BOILER ROOM (MISTLETOE ENTRANCE, DOWNSTAIRS, PAST BATHROOM HALL, PAST KITCHENETTE, NEXT DOOR ON LEFT/NORTH WALL)

EXTINGUISHERS LOCATED @ SOUTH EXIT, COMMUNITY ROOM DOORWAY, KITCHENETTE

FIRST AID

KIT IN BAGGAGE ROOM

EMERGENCY CALL 911

COMMUNICATIONS

BETWEEN FIRE WATCH & STAFF VIA CELL PHONE

WITHIN WARMING CENTER VERBAL IS SUFFICIENT

SIGN POSTED @ MAIN (MISTLETOE) ENTRANCE WITH STAFF NAMES & NUMBERS

UTILITIES

WATER MAIN- CORNER OF LAUREL & MAIN ST

GAS MAIN- OUTSIDE, RIGHT OF MAIN (LAUREL ST) ENTRANCE TO CHURCH COMMON AREA APPROXIMATELY 15 FT

ELECTRICAL- MAIN & VARIOUS FUSE BOXES- THROUGH BAGGAGE ROOM INTO SECONDARY STORAGE ROOM

HVAC- CHURCH 1ST FLOOR THROUGH ENTRANCE TO COMMON AREA APPROXIMATELY 20 AHEAD ON WALL

FIRE PROTOCOL

CALL 911

BEGIN EVACUATION OF EVERYONE

GATHERING POINT IS PARKING LOT SOUTH OF BUILDING (TOWARDS THE JAIL)

SHIFT LEADER RESPONSIBLE FOR ROSTER & CONDUCTING HEAD COUNT

PERSONS NOT CAPABLE OF SELF PRESERVATION CANNOT BE ADMITTED TO WARMING CENTER,
INCLUDING DISABILITIES & DRUG/ALCOHOL INTOXICATION

R. A. C. E.

RESCUE ANYON IN IMMEDIATE DANGER OF THE FIRE

ALARM- PULL NEAREST FIRE ALARM & CALL 911

CONTAIN FIRE BY CLOSING DOORS

EXTINGUISH SMALL FIRES

P. A. S. S.

PULL SAFETY PIN

AIM EXTINGUISHER AT BASE OF FIRE

SQUEEZE THE HANDLE

SWEEP FROM SIDE TO SIDE AT BASE OF FIRE

EARTHQUAKE

EVACUATE FOLLOWING FIRE PROTOCOL

CALL 911

SHIFT LEADER RESPONSIBLE FOR ROSTER & HEAD COUNT

WEATHER RELATED EMERGENCY

SNOW, WIND, ICE/HAIL, EXTREME COLD

HUNKER DOWN IN SHELTER

STAY AWAY FROM WINDOWS
MONITOR PUBLIC ADDRESS SYSTEMS

FLOODING

EVACUATE FOLLOWING FIRE PROTOCOL
FIRE WATCH RESPONSIBLE FOR CUTTING UTILITIES OFF AS NEEDED
SHIFT LEADER RESPONSIBLE FOR ROSTER & HEAD COUNT

LOCKDOWN/SHELTER IN PLACE

TERRORISM, ARMED INTRUDER, MENTAL HEALTH SCENARIO, ETC

STAFF MAKE EFFORT TO BRING EVERYONE INSIDE
LOCK DOORS
STAY AWAY FROM WINDOWS & DOORS & STAY OUT OF SIGHT
KEEP QUIET
SHIFT LEADER CONDUCT HEAD COUNT/ROLL CALL
MONITOR PUBLIC ADDRESS SYSTEMS

ESSENTIAL SERVICES

IN THE EVENT FACILITY EXPERIENCES LOSS OF SUCH SERVICES
WATER
ELECTRICITY
GAS
HVAC/OTHER SYSTEM FAILURE
NOTIFY FIRE WATCH (TO CALL APPROPRIATE ENTITY)
IF NECESSARY ACTIVATE EVACUATION PLAN FOLLOWING FIRE PROTOCOL

CHEMICAL SPILL/HAZARDOUS MATERIALS

EVACUATE AREA FOLLOWING FIRE PROTOCOL

CORDON OFF AREA

CALL FIRE DEPT

IN THE EVENT OF STAFFING LIMITATIONS

SHELTER CANNOT OPEN

PERSONAL PROPERTY

PROPERTY OF GUESTS SHALL BE CHECKED IN TO BAGGAGE ROOM

ANYTHING NOT CHECKED MUST BE KEPT CLEAR OF WALKWAYS & EXITS

ALL EXITS TO REMAIN CLEAR OF OBSTRUCTION AT ALL TIMES

RECORDS

RECORD OF ALL GUESTS & STAFF TO BE KEPT CURRENT AT ALL TIMES

SHIFT LEADER RESPONSIBLE FOR SAID ITEMS IN THE EVENT OF AN EVACUATION

OCCUPANT LOAD

FROM 11PM TO 630AM AT NO TIME SHALL THE OCCUPANT LOAD IN THE BASEMENT EXCEED 55 PERSONNEL INCLUDING ALL STAFF

MAIN WALKWAYS SHALL BE AN UNOBSTRUCTED WIDTH OF 44 INCHES

NO SLEEPING ALLOWED IN COMMUNITY ROOM

NO USE OF INTOXICANTS OR ILLEGAL DRUGS WITHIN THE SHELTER

IF GUESTS CHOOSE TO LEAVE FACILITY THEY MUST TAKE THEIR BELONGINGS & NOT BE ALLOWED TO RE-ENTER THAT NIGHT

TRAINING

ALL STAFF/VOLUNTEERS USED AS A REQUIRED PERSON FOR THE BASEMENT OCCUPANCY SHALL BE INSTRUCTED ON THE EMERGENCY PLAN, USE OF FIRE EXTINGUISHERS, & SHALL HAVE A COPY OF THE EMERGENCY PLAN AT THE BASEMENT STAFF LOCATION



2018 Guest Agreement Form

By signing this document I agree to the following:

I will have respect for everyone at the overnight shelter, the daytime warming shelters and the shelter bus at all times; including staff, volunteers, my fellow guests, the driver, church members and the general public. That means that I will not be disrespectful, vulgar or combative in any way. Bullying is not tolerated.

I will have respect for the surrounding neighborhood and church as I come and go to and from the shelter, including picking up my garbage and cigarette butts along the way. Shopping carts and bike trailers will not be allowed at the shelter. I will be issued a locking tote and bedding for my use as long as I am enrolled in the shelter. I understand that all carts on the property will be disposed of with no warning. Bikes must be stored at the bike rack. The church and shelter are not responsible for lost or stolen items so secure them at your own risk.

I understand check in time is between 6 - 7 pm. I understand dinner will be served between 6 - 7 pm. If I am going to be late I **MUST** let staff know in advance so they can save me a plate.

I understand the doors will be locked between the hours of 10 pm - 6 am. I may leave during those hours (smoke break, etc.) but I will not be allowed back in until the doors reopen in the morning. I agree to leave the church property between the hours of 10 am - 6 pm.

I will not bring any alcohol or drugs or drug paraphernalia on the properties.

I will not smoke on the properties. (Including e-cigarettes)

I will not have any weapons on the properties.

I will not be allowed to have guests on the properties.

I will not engage in any sexual activity with myself or anyone else.

I will keep the church, shelter, bathrooms, and common areas clean and tidy.

If there is a problem or concern, I will find the staff person on duty to handle it.

I understand that if I have a physical emergency staff may call 911 to help me.

I understand that my behavior will affect my ability to stay on the premises. If I am disrespectful, vulgar or combative in any way I may be asked to leave. If I do not leave peacefully when asked the Medford Police Department will be called and I may be cited for trespassing. If I am asked to leave the shelter for my behavior I must have permission from staff to come back on the property. These agreements will make the Kelly Shelter safe for everyone and ensure that it can continue to be open. Breaking any of the agreements will be dealt with immediately and may result in my removal from the shelter and I may be placed on a permanent ban.

Print Name: _____
Date: _____ / _____ / _____

Sign Name: _____

CITY OF MEDFORD
EXHIBIT # 15
FILE # CUP-18-176



KELLY SHELTER APPLICATION



UNIVERSAL DATA ELEMENTS		Complete a column for each household member				
		Individual 1	Individual 2	Individual 3	Individual 4	Individual 5
SERVICEPOINT ID NUMBER						
First Name						
Last Name						
Social Security Number						
Are you a US Military Veteran		Yes / No				
Date of Birth		/ /	/ /	Yes / No	Yes / No	Yes / No
GENDER: M=Male F=Female Transgender: <u>TGM2F</u> = male2female / <u>TGF2M</u> = female2male GNC= Gender non-conforming- does not identify as any gender						
Race: Check all that apply ~circle primary~	American Indian or Alaskan Native					
	Asian					
	Black or African American					
	Native Hawaiian or Pacific Islander					
	White					
	Refused / Unknown					
Ethnicity: Are you Hispanic or Latino?		Yes / No				
HOUSEHOLD TYPE: <input type="checkbox"/> SI Single Individual <input type="checkbox"/> CNC Couple No Children <input type="checkbox"/> FSP Female Single Parent <input type="checkbox"/> MSP Male Single Parent <input type="checkbox"/> TPF Two Parent Family <input type="checkbox"/> GPC Grandparent(s) and Child <input type="checkbox"/> FP Foster Parent(s) <input type="checkbox"/> NCC Non-Custodial Caregiver(s)						
What is your relationship to the head of household?		SELF				
HISTORY OF HOMELESSNESS						
Have you been homeless one year or more, or 4 or more separate times in the past 3 years?		Yes / No				
If known, what is the approximate date this current occurrence of homelessness started?		/ /	/ /	/ /	/ /	/ /
How many times have you been on the streets, in ES, or SH in the past three years including today?		<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 or more	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 or more	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 or more	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 or more	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 or more
Have you been on the street, in ES or SH more than 12 months total in the past three years?		Yes / No				

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CITY OF THE FORD
 HEALTH SERVICES
 FILE # 2019-00110

Do you have a service animal or pet? If yes, what kind of animal and how many?

Yes / No : How many? _____ Kinds: _____

How many months or years have you lived in Jackson County total?

____ Months
____ Years

Where did you (and your family if they stayed with you) sleep last night?

- | | |
|---|---|
| <input type="checkbox"/> Emergency Shelter, including hotel or motel paid for with an emergency shelter voucher | <input type="checkbox"/> Rental by client, no on-going housing subsidy |
| <input type="checkbox"/> Foster care home or foster care group home | <input type="checkbox"/> Rental by client, with VASH subsidy |
| <input type="checkbox"/> Hospital or other residential medical facility (non-psych) | <input type="checkbox"/> Rental by client, with other GPD TIP housing subsidy |
| <input type="checkbox"/> Hotel / motel paid for without emergency shelter voucher | <input type="checkbox"/> Rental by client, with other on-going housing subsidy |
| <input type="checkbox"/> Jail, prison or juvenile detention facility | <input type="checkbox"/> Residential project or halfway house- no homeless criteria |
| <input type="checkbox"/> Long term care facility or nursing home | <input type="checkbox"/> Staying or living in a family member's room, apt. or house |
| <input type="checkbox"/> Permanent housing for formerly homeless | <input type="checkbox"/> Staying or living in a friend's room, apt. or house |
| <input type="checkbox"/> Place not meant for habitation (street, car, camp, etc) | <input type="checkbox"/> Substance abuse treatment facility or Detox center |
| <input type="checkbox"/> Psychiatric hospital or other psychiatric facility | <input type="checkbox"/> Transitional housing for homeless persons |
| | <input type="checkbox"/> Don't Know <input type="checkbox"/> Refused |

HEALTH INSURANCE

Do you have health insurance?

Yes / No

Who is your health insurance provider?

What is your insurance ID#?

DISABILITY STATUS

Do You Have a Disabling Condition that is long-term and indefinite duration that substantially impairs your ability to live independently?
(Check all that apply below)

Yes / No

Alcohol Abuse

Drug Abuse

Both Alcohol and Drug Abuse

Developmental Disability

HIV / AIDS

Mental Health Problem

Physical

Chronic Health Condition

NON-CASH BENEFITS

Do you receive Food Stamps?

Yes / No

Do you receive WIC?

Yes / No

INCOME

Do you receive any reliable income each month?

Yes / No

What is your source of income?

Is there any other source of income?

How much income do you have each month?

Risk Assessment (VI-SPDAT v2.0)

Full Name:		Assessment Date: / /				Assessed By:	
ServicePoint ID#:		A	B	C	D	Grand Total:	
1	Where do you sleep most frequently? (choose one) If other please specify. <input type="checkbox"/> Shelters <input type="checkbox"/> Transitional Housing <input type="checkbox"/> Safe Haven <input type="checkbox"/> Outdoors <input type="checkbox"/> Other: _____ <input type="checkbox"/> Refused						
2	How long has it been since you lived in permanent stable housing. <input type="checkbox"/> Currently in stable housing <input type="checkbox"/> less than a year <input type="checkbox"/> one year or more <input type="checkbox"/> Refused						
3	In the last three years, how many times have you been homeless? <input type="checkbox"/> 0 / <input type="checkbox"/> 1 / <input type="checkbox"/> 2 / <input type="checkbox"/> 3 / <input type="checkbox"/> 4 / <input type="checkbox"/> 5 / <input type="checkbox"/> 6 / <input type="checkbox"/> 7 / <input type="checkbox"/> 8 / <input type="checkbox"/> 8 / <input type="checkbox"/> 10 / <input type="checkbox"/> more than 10 / <input type="checkbox"/> Refused						
4	In the past six months, how many times have you						
4a	Received health care at an emergency department/room? <input type="checkbox"/> 0 / <input type="checkbox"/> 1 / <input type="checkbox"/> 2 / <input type="checkbox"/> 3 / <input type="checkbox"/> 4 / <input type="checkbox"/> 5 / <input type="checkbox"/> 6 / <input type="checkbox"/> 7 / <input type="checkbox"/> 8 / <input type="checkbox"/> 8 / <input type="checkbox"/> 10 / <input type="checkbox"/> more than 10 / <input type="checkbox"/> Refused						
4b	Taken an ambulance to the hospital? <input type="checkbox"/> 0 / <input type="checkbox"/> 1 / <input type="checkbox"/> 2 / <input type="checkbox"/> 3 / <input type="checkbox"/> 4 / <input type="checkbox"/> 5 / <input type="checkbox"/> 6 / <input type="checkbox"/> 7 / <input type="checkbox"/> 8 / <input type="checkbox"/> 8 / <input type="checkbox"/> 10 / <input type="checkbox"/> more than 10 / <input type="checkbox"/> Refused						
4c	Been hospitalized as an inpatient? <input type="checkbox"/> 0 / <input type="checkbox"/> 1 / <input type="checkbox"/> 2 / <input type="checkbox"/> 3 / <input type="checkbox"/> 4 / <input type="checkbox"/> 5 / <input type="checkbox"/> 6 / <input type="checkbox"/> 7 / <input type="checkbox"/> 8 / <input type="checkbox"/> 8 / <input type="checkbox"/> 10 / <input type="checkbox"/> more than 10 / <input type="checkbox"/> Refused						
4d	Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and/or suicide prevention hotlines? <input type="checkbox"/> 0 / <input type="checkbox"/> 1 / <input type="checkbox"/> 2 / <input type="checkbox"/> 3 / <input type="checkbox"/> 4 / <input type="checkbox"/> 5 / <input type="checkbox"/> 6 / <input type="checkbox"/> 7 / <input type="checkbox"/> 8 / <input type="checkbox"/> 8 / <input type="checkbox"/> 10 / <input type="checkbox"/> more than 10 / <input type="checkbox"/> Refused						
4e	Talked to police because you witnessed a crime, were the victim of a crime or the alleged perpetrator of a crime, or because the police told you that you must move along? <input type="checkbox"/> 0 / <input type="checkbox"/> 1 / <input type="checkbox"/> 2 / <input type="checkbox"/> 3 / <input type="checkbox"/> 4 / <input type="checkbox"/> 5 / <input type="checkbox"/> 6 / <input type="checkbox"/> 7 / <input type="checkbox"/> 8 / <input type="checkbox"/> 8 / <input type="checkbox"/> 10 / <input type="checkbox"/> more than 10 / <input type="checkbox"/> Refused						
4f	Stayed one or more nights in a holding cell, jail, or prison, whether that was a short-term stay, like the drunk tank, a longer stay for a more serious offence, or anything in-between? <input type="checkbox"/> 0 / <input type="checkbox"/> 1 / <input type="checkbox"/> 2 / <input type="checkbox"/> 3 / <input type="checkbox"/> 4 / <input type="checkbox"/> 5 / <input type="checkbox"/> 6 / <input type="checkbox"/> 7 / <input type="checkbox"/> 8 / <input type="checkbox"/> 8 / <input type="checkbox"/> 10 / <input type="checkbox"/> more than 10 / <input type="checkbox"/> Refused						
5	Have you been attacked or beaten up since you've become homeless? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused						
6	Have you threatened to or tried to harm yourself or anyone else in the last year? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused						
7	Do you have any legal stuff going on right now that may result in you being locked up, having to pay fines, or that make it more difficult to rent a place to live? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused						
8	Does anybody force or trick you to do things you do not want to do? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused						
9	Do you ever do things that may be considered to be risky, like exchange sex for money, run drugs for someone, have unprotected sex with someone you don't know, share a needle, or anything like that? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused						
10	Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you owe them money? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused						
11	Do you get any money from the government, a pension, an inheritance, working under the table, a regular job, or anything like that? (Do you have a reliable monthly source of income)? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused						

CITY OF MEDFORD
EXHIBIT # 14
FILE # CUP-18-176

updated 11/2017

Risk Assessment (VI-SPDAT v2.0)

12	Do you have any planned activities, other than just surviving, that make you feel happy and fulfilled? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused
13	Are you currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused
14	Is your current homelessness in any way caused by a relationship that broke down, an unhealthy or abusive relationship, or because family or friends caused you to become evicted? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused
15	Have you ever had to leave an apartment, shelter program, or other place you were staying because of your physical health? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused
16	Do you have any chronic health issues with your liver, kidneys, stomach, lungs, or heart? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused
17	If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused
18	Do you have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused
19	When you are sick or not feeling well, do you avoid getting help? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused
20	FOR FEMALES ONLY: Are you currently pregnant? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused
21	Has your drinking or drug use led you to being kicked out of an apartment or program where you were staying in the past? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused
22	Will drinking or drug use make it difficult for you to stay housed or afford your housing? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused
23	Have you ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying because of...
23a	A mental health issue or concern? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused
23b	A past head injury? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused
23c	A learning disability, developmental disability, or other impairment? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused
24	Do you have any mental health or brain issues that would make it hard for you to live independently because you'd need help? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused
25	Are there any medications that a doctor said you should be taking that, for whatever reason, you are not taking? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused
26	Are there any medications, like painkillers, that you don't take the way the doctor prescribed or where you sell the medication? <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused
27	Has your current period of homelessness been caused by an experience of emotional, physical, psychological, sexual, or other type of abuse, or by any other trauma you have experienced? (Are you currently homeless because of any kind of abuse or trauma?) <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input type="checkbox"/> Refused



Medford – A fantastic place to live, work and play

CITY OF MEDFORD

LD Date: 12/26/2018
File Number: CUP-18-176

PUBLIC WORKS DEPARTMENT STAFF REPORT 607 West Main Street – The Kelly Shelter Temporary Warming Shelter

- Project:** Consideration of a request for a Conditional Use Permit (CUP) in order to operate a temporary shelter for homeless individuals and families (Kelly Shelter) at the First United Methodist Church.
- Location:** Located at 607 West Main Street in the Commercial-Service & Professional Office (C-S/P) zoning district (372W25DA TL 200, 400, 500, 700 & 800).
- Applicant:** Applicant, Rogue Retreat; Agent, United Methodist Church; Planner, Dustin Severs.

Public Works has no comments on the proposed Conditional Use Permit application.

Prepared by: Jodi K Cope
Reviewed by: Doug Burroughs



Medford Fire-Rescue Land Development Report

Review/Project Information

Reviewed By: Kleinberg, Greg

Review Date: 12/20/2018
Meeting Date: 12/26/2018

LD File #: CUP18176

Planner: Dustin Severs

Applicant: Rogue Retreat; Agent, United Methodist Church

Site Name: Kelly Shelter

Project Location: First United Methodist Church located at 607 West Main Street in the Commercial-Service & Professional Office (C-S/P) zoning district

Project Description: Consideration of a request for a Conditional Use Permit (CUP) in order to operate a temporary shelter for homeless individuals and families (Kelly Shelter)

Specific Development Requirements for Access & Water Supply

Conditions

Reference	Comments	Description
MMC 10.819A	Temporary shelter requirements.	<p>The shelter shall comply with all requirements of Medford Municipal Code section 10.819A including obtaining a Temporary Shelter Operational Permit and inspection from Medford Fire-Rescue prior to each operational period.</p> <p>The permit requirements include but are not limited to:</p> <ol style="list-style-type: none"> 1. An Operational Plan 2. An Emergency Plan including an Emergency Evacuation Plan 3. Dedicated fire watch personnel 4. Smoke and carbon monoxide alarms in sleeping areas

Construction General Information/Requirements

Development shall comply with access and water supply requirements in accordance with the Oregon Fire Code in affect at the time of development submittal. Fire apparatus access roads are required to be installed prior to the time of construction. The approved water supply for fire protection (fire hydrants) is required to be installed prior to construction when combustibile material arrives at the site.

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

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

Design and installation shall meet the Oregon requirements of the International Fire, Building, Mechanical Codes and applicable NFPA Standards.

Medford Fire-Rescue, 200 S Ivy St. Rm 180, Medford OR 97501 541-774-2300

www.medfordfirerescue.org

CITY OF MEDFORD
EXHIBIT # 2
FILE # CUP-18-176



BOARD OF WATER COMMISSIONERS

Staff Memo

TO: Planning Department, City of Medford

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

SUBJECT: CUP-18-176

PARCEL ID: 372W25DA TL's 200, 400, 500, 700 & 800

PROJECT: Consideration of a request for a Conditional Use Permit (CUP) in order to operate a temporary shelter for homeless individuals and families (Kelly Shelter) at the First United Methodist Church located at 607 West Main Street in the Commercial-Service & Professional Office (C-S/P) zoning district (372W25DA TL 200, 400, 500, 700 & 800). Applicant, Rogue Retreat; Agent, United Methodist Church; Planner, Dustin Severs.

DATE: December 26, 2018

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

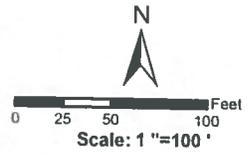
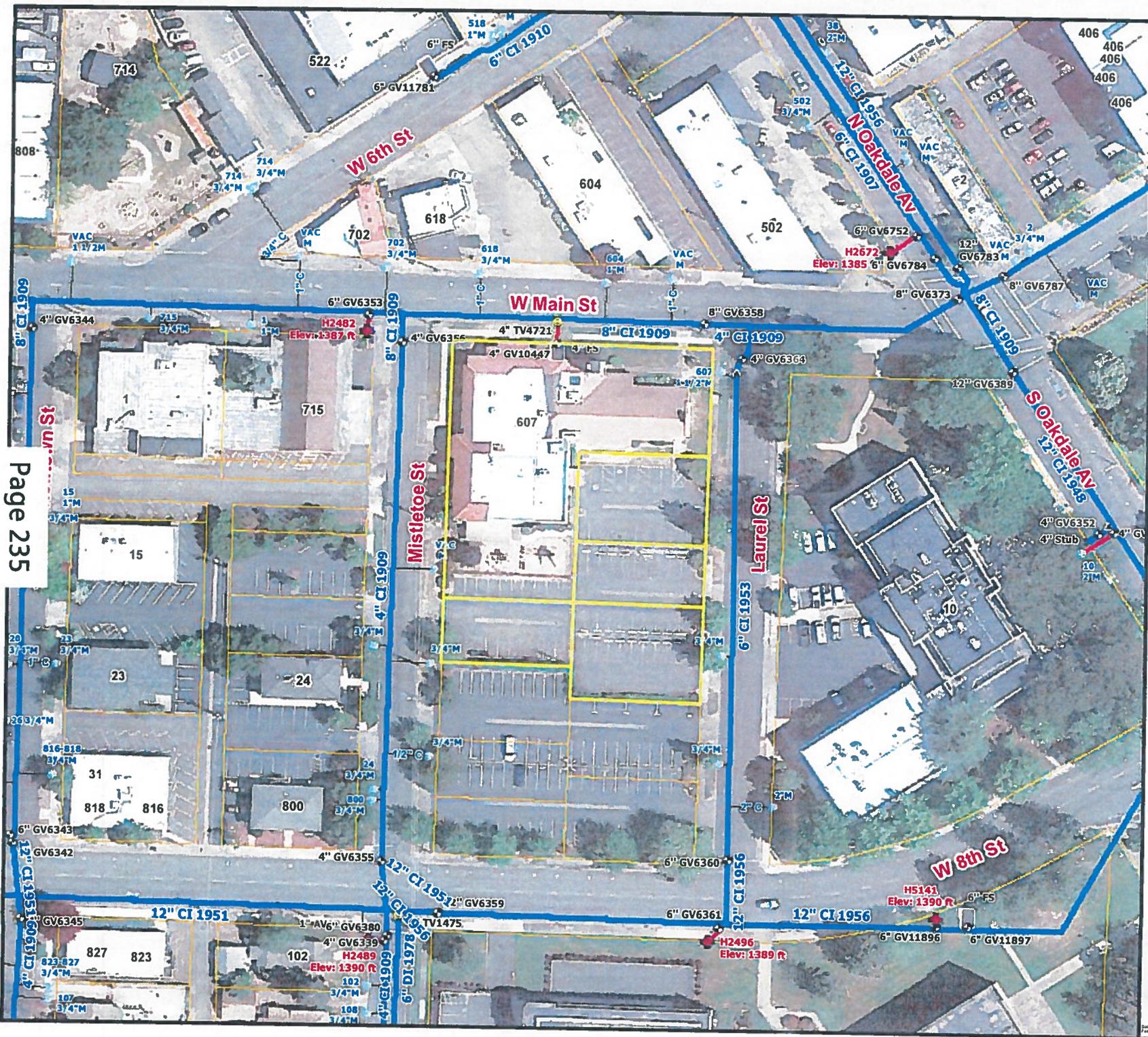
CONDITIONS

1. No conditions.

COMMENTS

1. MWC has a 4-inch Fire Service installed in the basement of the First Methodist Church which is located off West Main Street in front on the Church.
2. The nearest Fire Hydrant is approximately 145-feet to the west along the south side of W Main Street.

CITY OF MEDFORD
EXHIBIT # 
FILE # CUP-18-176



Water Facility Map
 City of Medford
 Planning Application:
 CUP-18-176
 (37-2W-25DA-200, 400, 500,
 700 & 800)
 December 12, 2018

Legend

- Air Valve
- Sample Station
- Fire Service
- Hydrant
- Reducer
- Blow Off
- Plugs-Caps

Water Meters:

- Active Meter
- On Well
- Unknown
- Vacant

Water Valves:

- Butterfly Valve
- Gate Valve
- Tapping Valve

Water Mains:

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

Boundaries:

- Urban Growth Boundary
- City Limits
- Tax Lots

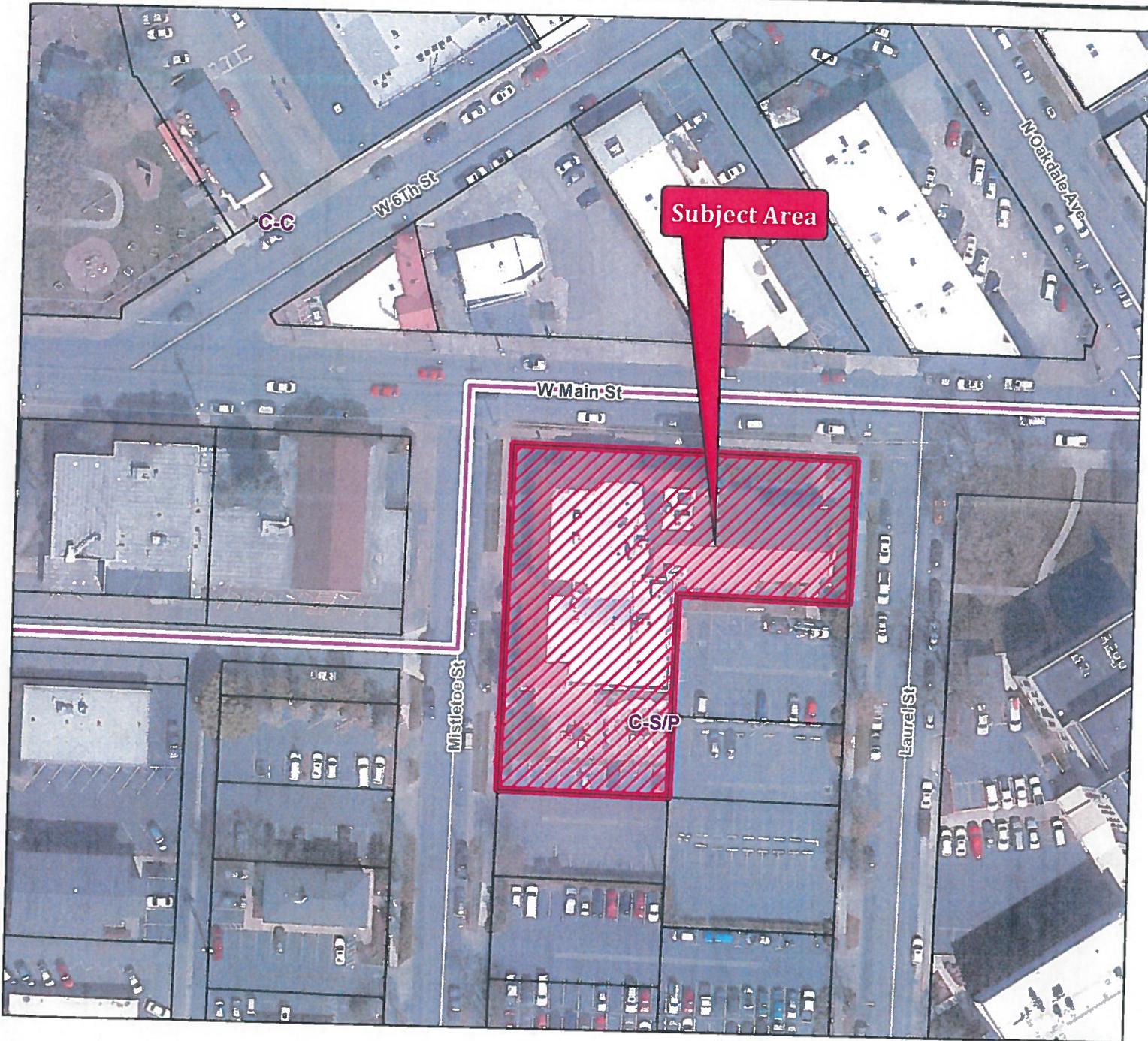
MWC Facilities:

- Control Station
- Pump Station
- Reservoir



This map is based on a digital database compiled by Medford Water Commission from a variety of sources. Medford Water Commission cannot accept responsibility for errors or omissions in published drawings. There are no warranties, express or implied.

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Project Name:

The Kelly Shelter

Map/Taxlot:

372W25DA TL 200

Legend

-  Subject Area
-  Zoning Districts
-  Tax Lots



11/21/2018

