PLANNING COMMISSION AGENDA

FEBRUARY 8, 2018

Commission Members

David Culbertson

Joe Foley

Bill Mansfield

David McFadden

Mark McKechnie

E. J. McManus

Patrick Miranda

Alex Poythress

Jared Pulver

Regular Planning Commission meetings are held on the second and fourth Thursdays of every month

Meetings begin at 5:30 PM

City of Medford

City Council Chambers

411 W. Eighth Street, Third Floor

Medford, OR 97501

541-774-2380

Agenda

Public Hearing
February 8, 2018
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-16-004 Consideration of an extension of time for Rancho McMillan Subdivision, a four lot residential subdivision on a 0.95 acre parcel located on the north side of Lone Pine Road, approximately 1,100 feet west of North Foothill Road, within the SFR-4 (Single-Family Residential – 4 dwelling units per gross acre) zoning district. (Michael McMillian, Applicant; Scott Sinner Consulting, Inc., Agent; Kelly Akin, Planner).

30. Minutes

30.1 Consideration for approval of minutes from the January 25, 2018, 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 **CUP-17-116** Consideration of a request for a Conditional Use Permit (CUP) for a proposed Bed & Breakfast to be located at 15 Geneva Street in the SFR-6 (Single-Family Residential – 6 dwelling units per gross acre) zoning district, and within the Historic Preservation Overlay District (371W30AB TL 16400). (Gloria Thomas & Cecil de Hass, Applicants; Julie Krason, Agent; Dustin Severs, Planner). **The applicants have requested to continue this item to the Thursday, February 22, 2018, Planning Commission meeting.**

New Business

50.2 **TF-17-142** The City proposes a transportation facility project to construct street improvements on Springbrook Road between Pheasant Lane Road to Cedar Links Drive to major collector standards including: north and south travel lanes, a center turn lane, bike lanes, side-walks, street lighting, planter strips with landscaping, and a roundabout at the intersection of Cedar Links Drive

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.

and Springbrook Road. (City of Medford Public Works Department, Applicant; Seth Adams, Planner).

50.3 **LDP-17-094** Proposed tentative plat for Wilkshire Terrace, Phases 1-3, a, 3-lot reserve acreage partition on a 9.72 acre parcel, generally located southwest of the Wilkshire Drive terminus, east of the Roberts Road terminus, west of the Voss Drive terminus and east of the Canyon Avenue terminus, within a SFR-4 (Single Family Residential – 4 dwelling units per gross acreage) zoning district. (William Barchet, Applicant/Agent; Liz Conner, Planner).

50.4 **LDP-17-131** Consideration of a request for the creation of a three-lot partition involving six existing lots totaling 9.1-acres, located at the intersection of Garfield Street and Center Drive in the C-R (Regional Commercial) zoning district (371W32B TL 4802, 4708, 3604, 4800, 4801, & 3605). Galpin Gang LLC, Applicant/Agent; Dustin Severs, Planner).

60. Reports

60.1 Site Plan and Architectural Commission

60.2 Joint Transportation Subcommittee

60.3 Planning Department

70. Messages and Papers from the Chair

80. Remarks from the City Attorney

90. Propositions and Remarks from the Commission

100. Adjournment

STAFF REPORT – EXTENSION OF TIME

PROJECT	Rancho McMillan Subdivision Applicant: Michael McMillan; Agent: Scott Sinner Consulting, Inc.
FILE NO.	LDS-16-004
To	Planning Commission *for meeting of February 8, 2018*
From	Kelly Akin, Assistant Planning Director
Date	February 1, 2018

Request

Consideration of request for a one-year time extension for the approval of Rancho McMillan Subdivision, a four lot residential subdivision on a 0.95 acre parcel located on the north side of Lone Pine Road, approximately 1,100 feet west of North Foothill Road, within the SFR-4 (Single Family Residential – 4 dwelling units per gross acre) zoning district.

Background

The Planning Commission adopted the Final Order granting approval of the project on April 28, 2016. The applicant is requesting an extension of time as allowed under Medford Land Development Code (MLDC) Section 10.269.

Project Review

Per MLDC Section 10.269, extensions shall be based on findings that the facts upon which the application was first approved have not changed to an extent sufficient to warrant refiling of the application. It can be found that neither the circumstances of approval nor applicable site development standards have changed to a degree that warrants refiling of the application. This is the only extension allowed under the Medford Land Development Code.

Recommended Action

Approve the one-year time extension to April 28, 2019 for LDS-16-004 per the Staff Report dated February 1, 2018.

Exhibits

A Letter requesting extension received January 19, 2018
B Approved site plan
Vicinity Map

Scott Sinner Consulting, Inc.

Land Use Planning, Conservation Consulting

January 19, 2018

RECEIVED
JAN 19 2018
PLANNING DEPT.

Matt Brinkley
City of Medford Planning Director
200 S Ivy
Medford, OR 97501

Re: Extension request LDP-16-04

Matt,

I would like to request an extension of the approved tentative plat for LDP-16-04 for the Rancho McMillan Subdivision to allow for a bit more time to develop the project.

Please feel free to call if you have any questions.

Regards,

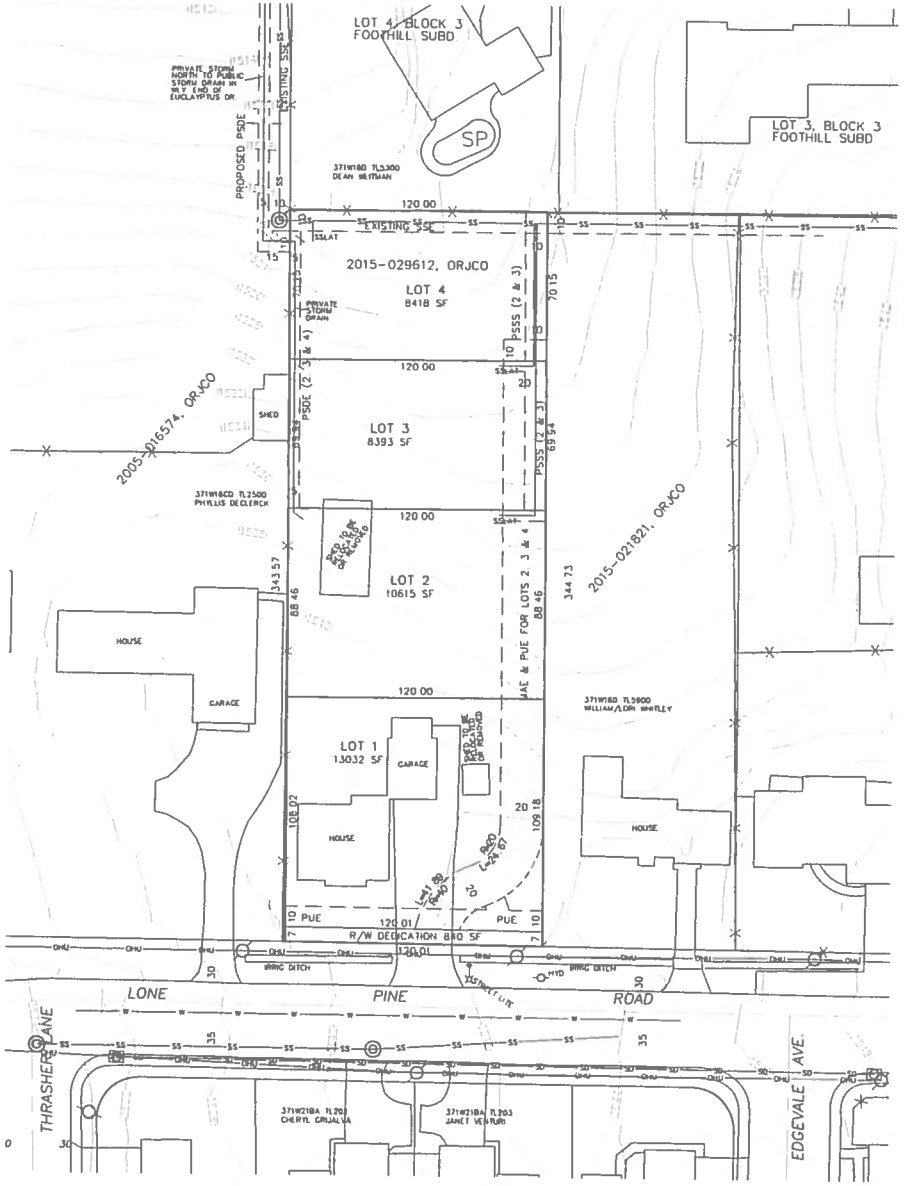
Scott Sinner, President
Scott Sinner Consulting, Inc.

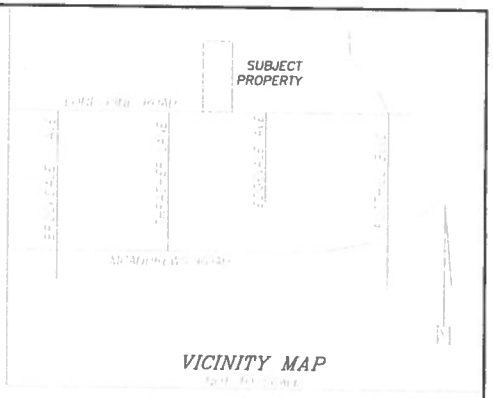
4401 San Juan Drive, Suite G
Medford, Oregon 97504

Phone and Fax 541-772-1494
Cell 541-601-0917
Email scottsinner@yahoo.com

CITY OF MEDFORD
EXHIBIT # A
File # LDS-16-004
EXTENSION OF TIME

TENTATIVE PLAT
RANCHO MCMILLAN
A SUBDIVISION
In the N.W. 1/4 of Sec. 8, T.37S., R.1W., W.M. & in the City of Medford Jackson County, Oregon





VICINITY MAP

EXHIBIT "A"

FILE NO. _____ DATE _____

ASSESSOR'S PARCEL NO. 371W16D TL6000

ZONING DISTRICT SFR-4

MIN. LOT SIZE: 8500 SQ FT. MIN. LOT SIZE: 18750 SQ FT.

NO. OF LOTS 4

MAPS TRACT _____

COMP. PLAN DESIGNATION URBAN RESIDENTIAL

RECEIVED BY: _____ DATE _____

RECEIVED BY: _____ DATE _____

NOTES:

SCHOOL DISTRICT MEDFORD 549C
IRRIGATION DISTRICT M.I.D.
GROSS ACREAGE 44898 SQ FT OR 1.031 ACRES
NET ACREAGE 41298 SQ FT OR 0.948 ACRES
TOPO TAKEN FROM CITY OF MEDFORD AERIAL MAPPING.
CONTOURS ARE NGVD 29 UNADJUSTED
10' PUE ADJACENT TO STREET.
LOTS 2, 3 & 4 TO HAVE FIRE SPRINKLERS INSTALLED.
PSDE = PROPOSED PRIVATE STORM DRAINAGE EASEMENT
PSSE = PROPOSED PRIVATE SANITARY SEWER EASEMENT
MAE = PROPOSED MINIMUM ACCESS EASEMENT
SSE = PUBLIC SANITARY SEWER EASEMENT

OWNER OF RECORD:

MICHAEL D. MCMILLAN
JULIA DOUGAN
18117 CASCADE ESTATES DR
BEND, OR 97701

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

CITY OF MEDFORD
EXHIBIT # B
File # LDS-16-004
EXHIBIT 1 OF 1 PAGE

TITLE: TENTATIVE SUBDIVISION PLAT	DATE: 11 MAR 2016
ASSESSOR'S MAP #: 371W16D TL6000	SCALE: 1 inch = 40 feet
FOR: MICHAEL D. MCMILLAN, 18117 CASCADE ESTATES DR, BEND, OR 97701	DRAWN BY: JEH; CHK BY: JEH
L.J. FRIAR & ASSOCIATES P.C., CONSULTING LAND SURVEYORS, PO Box 1847, PHOENIX, OR 97535, (541) 772-2782, email@charter.net	ORIGIN: 0,0; ROTATION: 0°; JOB#: 15208FM
	Sheet 1 of 1

© L.J. FRIAR & ASSOCIATES, P.C. 2016

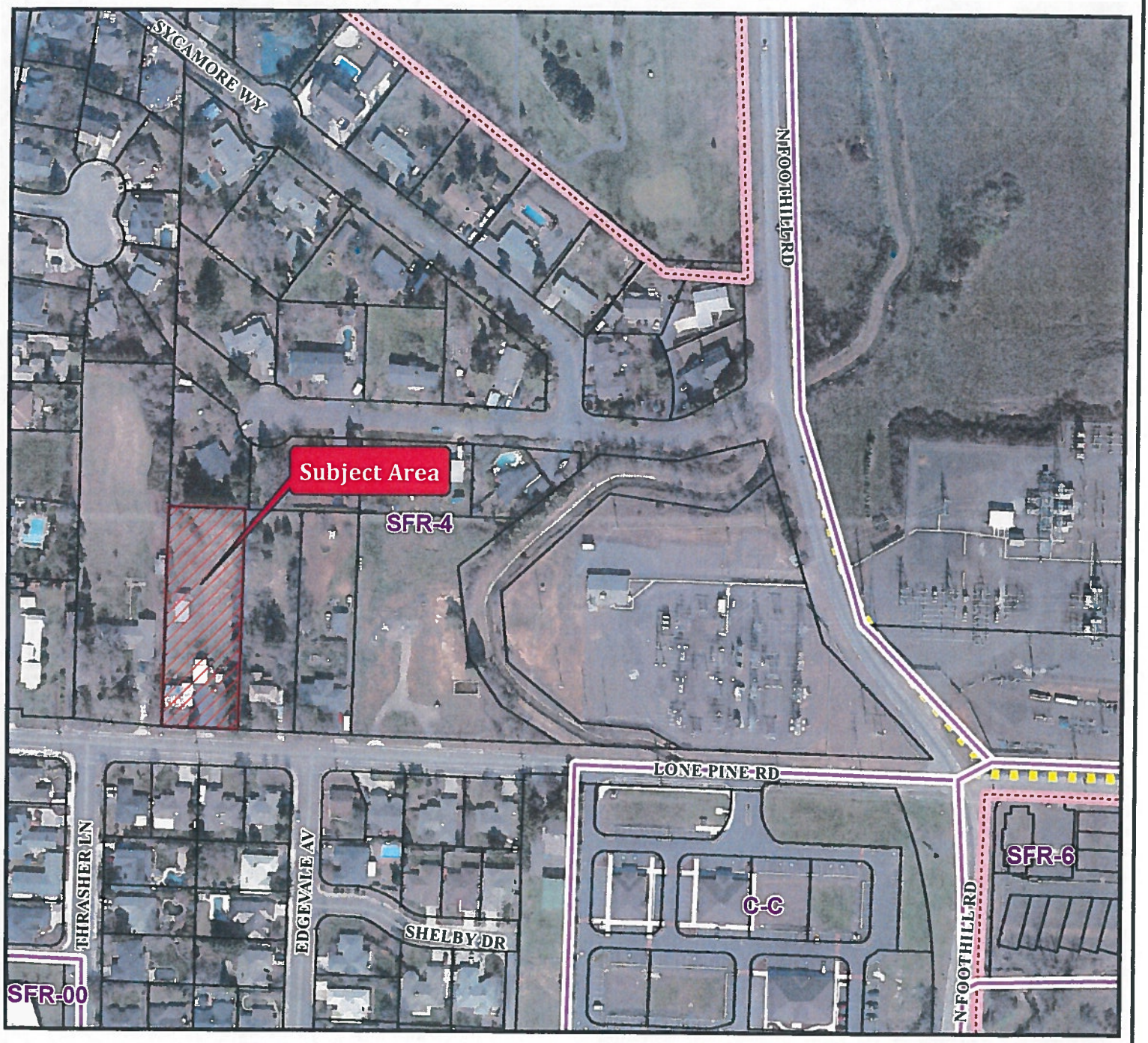
City of Medford

Planning Department

Vicinity Map

File Number:

LDS 16-004



Project Name:

Rancho McMillan
4 Lot Subdivision

Map/Taxlot:

371W16D TL6000

0 50 100 200 300 400 Feet

03/01/2016

Subject Area

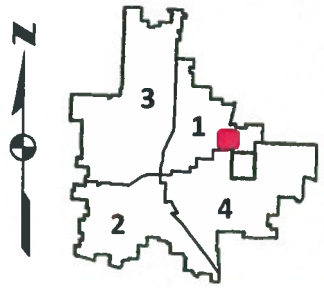
Medford Zoning

Streets

Tax Lots

PUD

Medford UGB with Wards



Minutes

From Public Hearing on **January 25, 2018**

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

Staff Present
Dustin Severs, Planner III
Eric Mitton, Deputy City Attorney
Terri Rozzana, Recording Secretary

Commissioner Absent
Jared Pulver, Excused Absence
Alex Poythress, Unexcused Absence

10. Roll Call

20. Consent Calendar/Written Communications.

20.1 LDP-17-133 Final Order of a request for a partition to create three lots on a 6.36 parcel located on the west side of N Ross Lane approximately 430 feet south of West McAndrews Road within the MFR-20 (Multiple-Family, 20 dwelling units per gross acre) zoning district. (Housing Authority of Jackson County, Applicant; Scott Sinner Consulting, Inc., Agent; Liz Conner, Planner).

20.2 Final Orders of a Zone Change from SFR-00/SE (Single Family Residential - one dwelling unit per existing lot/Southeast Overlay) to SFR-4/SE (Single Family Residential - 4 dwelling units per gross acre/Southeast overlay); Horse Arena Subdivision, a 44 lot residential subdivision; and a Conditional Use Permit to allow a pedestrian path, bike path and storm water facilities within the greenway on 15.15 acres located on the north side of Coal Mine Road approximately 900 feet east of North Phoenix Road. (371W34 TL 2300, 2400, 2401). (Dan Mahar, Applicant; Neathamer Surveying, Inc., Agent; Liz Conner, Planner).

Motion: The Planning Commission adopted the consent calendar as submitted.

Moved by: Vice Chair McFadden Seconded by: Commissioner Foley

Voice Vote: Motion passed, 7–0.

30. Minutes

30.1. The minutes for January 11, 2018, were approved as submitted.

40. Oral and Written Requests and Communications. None.

Eric Mitton, Deputy City Attorney, did not read the Quasi-Judicial Statement due to no public hearings this evening.

50. Public Hearings. None.

60. Reports

60.1 Site Plan and Architectural Commission.

Commissioner Culbertson reported that the Site Plan and Architectural Commission met on Friday, January 19, 2018. They approved an exception to the General Design Requirements for Parking, specifically the requirement that all parking, loading and vehicle maneuvering areas shall be paved and improved at a heavy equipment sales lot located at Helo Drive. They also approved to expand a multi-family dwelling complex to 8 dwelling units and an exception to the required parking standards on one lot totaling 0.17 acres located on North Oakdale Avenue. They approved the construction of a two-story, 2,260 square foot professional office building and an adjoining 10,500 square foot warehouse located at the intersection of Rossanley Drive and Stowe Avenue.

60.2 Report of the Joint Transportation Subcommittee.

Chair Miranda reported that the Joint Transportation Subcommittee, also known as the Super Citizen Advisory Committee met yesterday, Wednesday, January 24, 2018. The presentation included refinements of the goals and objectives and question and answer session. Staff presented feedback from the City Council. Mr. Gary Shaff who presented information to the Planning Commission on Thursday, January 11, 2018 regarding the Transportation System Plan requested an audience with the Joint Transportation Subcommittee. That was approved and he will be speaking at the Joint Transportation Subcommittee meeting on Wednesday, March 28, 2018.

60.3 Planning Department

Dustin Severs, Planner III, reported that staff finished the Transportation System Plan ward open houses. Over one hundred people attended the four sessions. Staff received interesting input from the public.

The Board and Commissions luncheon is scheduled for Friday, February 9, 2018, at the Inn at the Commons at noon.

The next Planning Commission study session is scheduled for Monday, February 12, 2018. Carla Paladino, Principal Planner, will give the annual Citizen Involvement report.

The Planning Commission has business scheduled for Thursday, February 8, 2018 and February 22, 2018.

Last week the City Council heard the People's Bank public utility easement vacation that the Planning Commission say on Thursday December 14, 2018.

Next week the City Council will hear and annexation for a three acre single parcel located off East Vilas Road.

70. Messages and Papers from the Chair. None.

80. Remarks from the City Attorney. None.

90. Propositions and Remarks from the Commission.

90.1 Commissioner Culbertson reported that he will not be at the Thursday, February 8, 2018, Planning Commission meeting or the study session on Monday, February 12, 2018. He will be at the February 2, 2018, Site Plan and Architectural Commission meeting.

Being on the Site Plan and Architectural Commission has been a pleasure. He would be more than happy to serve again. If there is anyone on the Commission that would like to be the liaison for the Site Plan and Architectural Commission he will not be disgruntled if they take that position.

Vice Chair McFadden reported that he may be absent from the Thursday, February 8, 2018, Planning Commission meeting.

100. Adjournment

The meeting was adjourned at 5:38 p.m. The proceedings of this meeting were digitally recorded and are filed in the City Recorder's office.

Submitted by:

Terri L. Rozzana
Recording Secretary

Patrick Miranda
Planning Commission Chair

Approved: February 8, 2018

City of Medford

Planning Department

Working with the community to shape a vibrant and exceptional city

STAFF REPORT – CONTINUANCE REQUEST

for a Type-C quasi-judicial decision: **Conditional Use Permit**

PROJECT	Lady Geneva Bed & Breakfast Applicant: Gloria Thomas & Cecil Thomas de Haas Agent: Julie Krason
FILE NO.	CUP-17-116
TO	Planning Commission
FROM	Dustin Severs, Planner III
REVIEWER	Kelly Akin, Assistant Director
DATE	February 1, 2018

for February 8, 2018 hearing

BACKGROUND

Proposal

Consideration of a request for a Conditional Use Permit (CUP) for a proposed Bed & Breakfast to be located at 15 Geneva Street in the SFR-6 (Single-Family Residential – 6 dwelling units per gross acre) zoning district, and within the Historic Preservation Overlay District (371W30AB TL 16400).

Request

The applicant has requested that the item be continued to February 22, 2018, in order to allow additional time to obtain a parking agreement with the adjoining property.

EXHIBITS

A Continuance request, received January 27, 2018.
Vicinity Map

PLANNING COMMISSION AGENDA:

DECEMBER 14, 2017
JANUARY 11, 2018
FEBRUARY 8, 2018

Dustin J. Severs

From: Gloria Thomas <ladygenevabb@gmail.com>
Sent: Saturday, January 27, 2018 6:15 AM
To: Dustin J. Severs
Cc: David Herman; Cecil de Haas; Julie Krason
Subject: Request for Public Hearing Date change

Good Morning Dustin,
Via this notice I would to request that the public hearing date of February 8th be changed to February 22nd. As David stated, we are communicating with the owners of the commercial lot behind us to obtain an easement for use of 5 parking spaces.

Thank you as always for your assistance,

Regards,
Gloria and Cecil

CITY OF MEDFORD
EXHIBIT # A
File # CUP-17-116

City of Medford

Planning Department

Vicinity Map

File Number:

CUP-17-116

Project Name:

Lady Geneva Bed & Breakfast

Map/Taxlot:

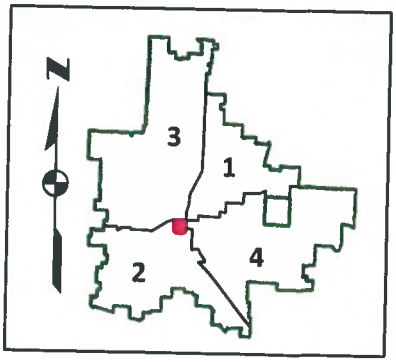
371W30AB TL 16400

0 75 150 Feet

09/26/2017

Legend

- Subject Area
- Medford Zoning
- Tax Lots



STAFF REPORT

for a Class-B quasi-judicial decision: **Transportation Facility Development**

Project	Transportation Facility Review – Springbrook Road Improvement Project Applicant: City of Medford
File no.	TF-17-142
To	Planning Commission *for 2/8/2018 hearing*
From	Seth Adams, Planner III
Reviewer	Kelly Akin, Assistant Planning Director
Date	January 25, 2018

BACKGROUND

Proposal

The City of Medford Public Works Department proposes to construct street improvements on Springbrook Road from Pheasant Lane to Cedar Links Drive to major collector standards including: north and south travel lanes, a center turn lane, bike lanes, sidewalks, street lighting, planter strips with landscaping, and a roundabout at the intersection of Cedar Links Drive and Springbrook Road.

Subject Area & Surrounding Site Characteristics

Zoning	SFR-4 (Single Family Residential – 4 dwelling units per gross acre) MFR-20 (Multiple Family Residential – 20 dwelling units per gross acre)
GLUP	Urban Residential (UR) Urban High Density Residential (UH)
Use	Right-of-way adjacent to developed single-family and multi-family residential properties

Applicable Criteria

Medford Municipal Code §10.207, Transportation Facility Development.

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

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

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

ISSUES AND ANALYSIS

Background

As described in the submitted project summary memorandum **(Exhibit A)**, Springbrook Road between Pheasant Lane and Cedar Links Drive is a substandard two-lane road that serves as a north-south Major Collector within a residential area and serving both Kennedy Elementary School and North Medford High School. The Public Works Department proposes to construct approximately 2,300 linear feet of improvements to Springbrook Road between Pheasant Lane and Cedar Links Drive to Major Collector standards with minor modifications to best fit the existing neighborhood. The length of Springbrook Road between Pheasant Lane and Delta Waters Road was already improved to Major Collector standards in November 2013.

Public Process

The public notification process for the project has been consistent with the City's procedural requirements. Staff from the Engineering Division of the Public Works Department sent out notices to all residences within 200-feet of the entire project length, as well as all residents along Tahitian Avenue and on Springbrook Road south of the proposed roundabout to Roberts Road. Engineering staff also met directly with some of the property owners whose property would be directly affected by the project. In addition, an informational open house was held at North Medford High School on October 4, 2017 to allow area residents to view preliminary design plans and discuss the project with staff from the Public Works and Planning Departments. Staff received a total of eleven written comments from residents at the open house **(Exhibit B)**.

Project plans were also sent to referral agencies including utilities, city and county departments, and other quasi-governmental agencies. A summary is included in this report of all referral agency comments received on the project up to this point. Public notice signs were posted every 600 feet along the proposed project 21 days prior to the Planning Commission hearing, and notices were sent the same day to property owners adjoining and within 200 feet of the project. Notices to the same property owners will be sent out again prior to the City Council hearing scheduled for March 15, 2018. The hearing information related to the project was also published in the local newspaper ten days prior to the first hearing.

Project Details

The following list summarizes the proposed project.

- Improvements to bring Springbrook Road to Major Collector standards from Pheasant Lane to Cedar Links Drive
- Roundabout at Springbrook Road and Cedar Links Drive intersection
- 11 foot travel lanes (one each way)
- 12 foot center turn lane/median
- 5 foot bike lanes each side
- Storm drain improvements
- Street lighting
- Landscaping

Exceptions

Page 2 of the project summary memorandum includes a table showing the required dimensions of a Major Collector street section and the three exceptions being requested therefrom. At various points the planter strip is proposed to be reduced from 10 feet wide to 5.5 feet wide, and in other locations the planter strip is proposed to be eliminated. These modifications are proposed in order to best fit in with the existing neighborhood and to create a section of 10 foot sidewalk that will double as shared-use pathway leading to Lone Pine Creek. The third exception would be increased sidewalk widths of 7 to 10 feet in those locations where the aforementioned planter strips would be eliminated. As a result of these planter strip and sidewalk width modifications, portions of the right-of-way width would necessarily vary from the Major Collector standard of 74 feet.

Access Management

Page 3 of the project summary memorandum indicates that in order to move towards compliance with the current driveway spacing and locational standards in Medford Land Development Code Section 10.550, the project proposes that several properties with multiple driveways along the project length be reduced to single driveway approaches.

Right-of-Way Acquisition

As proposed the project will require approximately 14,000 square feet of private property to be purchased from 28 landowners along the project length. Slope and/or temporary construction easements will also be needed at various locations along the project length in order to provide transitions from back of sidewalk elevation to existing ground elevation.

Agency and Department Comments

Public Works Department: The Public Works Department has no comments on the proposed project **(Exhibit C)**.

Parks and Recreation Department: The Parks and Recreation Department submitted a memorandum recommending that the planter strips along the project length feature street trees with 25 foot spacing, decorative bark and no living ground cover. Parks and Recreation also proposes the inclusion of a 10 foot sidewalk on the west side of Springbrook Road, from the edge of the Ivanko Gardens property south through the roundabout, which will function as a portion of a shared-use pathway that will traverse NE Medford along Lone Pine Creek towards Foothill Road and Prescott Park. **(Exhibit D)**.

Planning Department: The Planning Department submitted a memorandum of comments and conditions relating to the designated floodway that affects a portion of the project area **(Exhibit E)**. As a result of the floodway the implementation of the project will require compliance with Section 60.3 (A-D) of the National Flood Insurance Program, as well as portions of Sections 9.705 and 9.706 of the Medford Municipal Code. The Planning Department also recommended that the roundabout center island be considered as an opportunity site for the installation of a public art piece **(Exhibit F)**.

Fire Department: The Fire Department commented that two new fire hydrants will be required along Springbrook Road **(Exhibit G)**.

Medford Water Commission: The Medford Water Commission submitted a memorandum of comments and conditions **(Exhibit H)**. The conditions of approval are as summarized below:

- Water facility planning/design/construction in conformance with Water Commission's regulations and standards.
- All existing water lines are required to be protected in place during all construction activity.
- Proposed replacement water lines must be designed to be located in proposed travel lanes for ease of future water facility maintenance.
- Water meters will be required to be relocated to accommodate street widening, and the installation of new copper water service lines to relocated water meters is required.

Jackson County Roads: Jackson County Roads submitted a letter recommending approval of the project **(Exhibit I)**.

COMPLIANCE WITH CRITERIA

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

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

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

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

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

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

Goal 1 Criteria – Analysis

The improvements to Springbrook Road will encourage multi-modal transportation while enhancing vehicular capacity and safety to the overall transportation system. The project will include sidewalks along both sides of the street where none exist currently and will provide safe pedestrian travel between the adjacent schools and parks. Bicycle lanes will be constructed with the project, where none exist currently, and when completed will "bridge" approximately 2.5 miles of continuous bike lanes along Springbrook/Sunrise Roads. The new roundabout intersection treatment will also provide additional safety for vehicles entering and exiting onto Springbrook Road. The Transportation System Plan was used to establish the proposed roadway dimensions with variances to the planter strip and sidewalk widths.

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

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

Policy2-F: The City of Medford shall bring Arterial and Collector streets up to full design standards where appropriate, and facilitate improving existing local streets to urban design standards where appropriate.

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

Goal 2 Criteria – Analysis

The improvements to Springbrook Road will encourage multi-modal transportation with construction of sidewalks and bicycle lanes along both sides of the street where none exist currently and will provide safe pedestrian travel between the adjacent schools and parks. New street lights will be installed as part of the project which will provide illumination for vehicles, pedestrians, and bicyclists. The planter strips and the center of the roundabout will be enhanced with landscaping.

Overall, the implementation of the typical Major Collector Street standards with the proposed variances will provide a safer and enhanced roadway that will benefit vehicular traffic, bicyclists, and pedestrians.

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

Goal 5 Criteria – Analysis

The construction of sidewalks along both sides of the street, where none exist currently, will provide safe pedestrian travel between the adjacent schools, parks, and residential neighborhoods.

Conclusion: The transportation facility project implements the Transportation System Plan and fulfills identified goals and policies of the Comprehensive Plan. The project satisfies Criterion 1.

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

Findings: Satisfied. The transportation facility improvements modify an existing roadway and abut single and multi-family residential properties that have the potential to develop in the future. Existing access points to the street will be preserved and/or modified for the abutting properties.

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

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

Findings: Not applicable. The proposal does not create any new streets. The proposed improvements will be installed along an existing roadway.

Conclusion: As no new streets are proposed, the criterion is not applicable.

RECOMMENDED ACTION

Adopt the findings as recommended by staff and direct staff to forward a favorable recommendation to the City Council for TF-17-142, per the staff report dated January 25, 2018, including Exhibits A through I.

EXHIBITS

A	Applicant's Project Summary Memorandum received January 25, 2018
B	Public comments received by staff at project open house on October 4, 2017
C	Public Works Department comments received January 10, 2018
D	Parks and Recreation Department comments received January 24, 2018
E	Planning Department comments received January 10, 2018
F	Planning Department comments received January 23, 2018
G	Fire Department comments received January 10, 2018
H	Medford Water Commission comments received January 10, 2018
I	Jackson County Roads comments received November 30, 2017
	Vicinity Map

PLANNING COMMISSION AGENDA: **FEBRUARY 8, 2018**

RECEIVED
OCT 27 2017
PLANNING DEPT.

CITY OF MEDFORD

INTER - OFFICE MEMORANDUM

TO: Planning Dept.

FROM: Dennis Hart, Public Works/Engineering Dept.

SUBJECT: Springbrook Road Improvement Project (Pheasant to Cedar Links)

DATE: October 27, 2017

Proposal:

The Engineering Division of Public Works proposes a transportation facility project to construct street improvements on Springbrook Road from Pheasant Lane to Cedar Links Drive to major collector standards including: north and south travel lanes, a center turn lane, bike lanes, sidewalks, street lighting, planter strips with landscaping, and a roundabout at the intersection of Cedar Links Drive and Springbrook Road.

This project will provide the following:

- Springbrook Road street improvements from Pheasant Lane to Cedar Links Drive (Major Collector - 44 foot curb to curb with either a 5.5 or 10 foot planter strip and 5 foot sidewalk or 7 foot sidewalk adjacent to curb)
- Roundabout at Springbrook and Cedar Links Intersection
- 11 foot travel lanes (one each way)
- 12 foot center turn lane / median
- 5 foot bike lanes each side
- Storm Drain Improvements
- Street Lighting
- Landscaping

History:

Springbrook Road from Pheasant Lane to Cedar Links Dr. is a substandard two-lane road that serves as a north-south major collector within a residential area and serves both Kennedy Elementary School and North Medford High School.

Springbrook Road improvements as proposed, from Cedar Links Dr. to Pheasant Lane, are identified as Project Number 446 and 425 in the City of Medford's Transportation System Plan (TSP) - table 5-8 "Summary of Street System Capacity and Operations Improvements" adopted in November, 2003. Intersection signalization at Springbrook Road and Cedar Links Dr. is identified within the TSP as the preferred treatment, but an independent analysis performed by Kittelson and Associates has concluded that the safest alternative for the intersection is a Modern Roundabout.

CITY OF MEDFORD
EXHIBIT # A
File # TF-17-142

Proposed variance to City of Medford Transportation System Plan (TSP) – see shaded section(s) in table below:

- Planter strip reduced from 10 feet wide to 5.5 feet wide at various locations along Springbrook Road to best fit the existing neighborhood.
- Planter strip eliminated at various locations along Springbrook Road to best fit the existing neighborhood.
- Sidewalk width increased from 5 feet to 7 feet where elimination of planter strip is proposed.

	Features / Dimensions (From Centerline of Street)							
Street Features	**Travel Lanes**	**Bike Lane**	**On-Street Parking**	**Sidewalk**	**Planter Strip**	**Left or Center Turn Lane/Median**	**Total Paved Width**	**Total Right-of-Way Width**
Major Collector Street Section Per Table 5-6 TSP (43% of total project length)	11'	5'	None	5'	10'	12'	44'	74'
Proposed Variance Street Section "A" Springbrook Road (27% of total project length)	11'	5'	None	5'	5.5'	12'	44'	Existing width varies 61.5' – 69.5'
Proposed Variance Street Section "B" Springbrook Road (30% of total project length)	11'	5'	None	7'	None	12'	44'	Existing width varies 60' – 68'
	Indicates variance from Medford Transportation System Plan							

Utility impact:

Staff will coordinate with Avista, Pacific Power and Light, Charter Communications, CenturyLink, and Medford Water Commission to relocate utilities in conflict with the improvement project

Access Management:

In order to move toward compliance with the current driveway spacing and locational standards per Medford Municipal Code Section 10.550, it is proposed that properties with multiple driveways are reduced to a single driveway approach. Collaboration with the property owner will occur to best fit the single driveway approach along their frontage. The addresses where multiple driveways are reduced to one are as follows (see attached map for more detail):

- 2869 Springbrook Road: Driveway to be constructed at existing south access.
- 2793 Springbrook Road: Driveway to be constructed at existing middle access. Asphalt connection to be constructed between the middle and north access.
- 2570 Springbrook Road: Driveway to be constructed at existing southerly access.
- 2462/2466/2468 Springbrook Road: Driveway will be shared access and constructed at existing southerly access.
- 2401 Springbrook Road: Driveway to detached garage to be eliminated.
- 2402/2408 Springbrook Road: Driveway will be shared access between both properties.

Each tax lot with a single driveway on Springbrook will have a standard driveway apron constructed to best-match the existing width (up to 18 feet). A transition from the back of new driveway apron to existing driveway on private property will be provided. The transition will account for grade changes and match the same material (i.e. concrete, asphalt).

Right-of-Way Acquisition:

The project as proposed will require approximately 14,000 square feet of private property to be purchased from 28 landowners along the project area. Slope and/or temporary construction easements will be needed at locations along the project length to transition from back of sidewalk elevation to existing ground elevation. Public Works will work with property owners to acquire the right of way and easements.

Addresses are as follows:

1. 2869 Springbrook Road
2. 2793 Springbrook Road
3. 2707 Springbrook Road
4. 2471 Springbrook Road
5. 2467 Springbrook Road
6. 2433 Springbrook Road
7. 2401 Springbrook Road
8. 2399 Springbrook Road
9. 2402 Springbrook Road
10. 2408 Springbrook Road
11. 2401 Tahitian Avenue
12. 2522 Cedar Links Drive
13. 2452 Springbrook Road
14. 2462 Springbrook Road
15. 2468 Springbrook Road
16. 2466 Springbrook Road
17. 2510 Springbrook Road
18. 2560 Springbrook Road
19. 2570 Springbrook Road
20. 2632 Springbrook Road
21. 2722 Springbrook Road
22. 2776 Springbrook Road
23. 2788 Springbrook Road
24. 2800 Springbrook Road
25. 2802 Springbrook Road
26. 2850 Springbrook Road
27. 2856 Springbrook Road
28. 2860 Springbrook Road

Comprehensive Plan Compliance Findings & Conclusions:

Compliance with Criteria

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

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

> *Goal 1: To provide a multi-modal transportation system for the Medford planning area that supports the safe, efficient, and accessible movement of all people and goods, and recognizes the area's roles as the financial, medical, tourism, and business hub of Southern Oregon and Northern California.*
>
> *Policy 1-B: The City of Medford shall use the Transportation System Plan as the legal basis and policy foundation for decisions involving transportation issues.*
>
> *Policy 1-C: The City of Medford's top priority for the use of transportation funds shall be to address the maintenance, operational, and safety needs of the transportation system.*
>
> *Policy 1-E: The City of Medford's third priority for the use of transportation funds shall be to fund capital improvements that add capacity to the transportation system. These improvements shall be prioritized based on availability of funds, reducing reliance on the automobile, improving safety, relieving congestion, responding to growth, and system- wide benefits.*

Goal 1 Criteria – Analysis

The improvements to Springbrook Road will encourage multi-modal transportation while enhancing vehicular capacity and safety to the overall transportation system. The project will include sidewalks along both sides of the street where none exist currently and will provide safe pedestrian travel between the adjacent schools and parks. Bicycle lanes will be constructed with the project, where none exist currently, and when completed will "bridge" approximately 2.5 miles of continuous bike lanes along Springbrook/Sunrise roads. The new roundabout intersection treatment will also provide additional safety for vehicles entering and exiting onto Springbrook Rd. The Transportation System Plan was used to establish the proposed roadway dimensions with variances to the planter strip and sidewalk widths.

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

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

Policy2-F: The City of Medford shall bring Arterial and Collector streets up to full design standards where appropriate, and facilitate improving existing local streets to urban design standards where appropriate.

Policy 2-1: The City of Medford shall promote transportation safety.

Goal 2 Criteria – Analysis

The improvements to Springbrook Road will encourage multi-modal transportation with construction of sidewalks and bicycle lanes along both sides of the street where none exist currently and will provide safe pedestrian travel between the adjacent schools and parks. New street lights will be installed as part of the project which will provide illumination for vehicles, pedestrians, and bicyclists. The planter strips and the center of the roundabout will be enhanced with landscaping.

Overall, the implementation of the typical Major Collector Street standards with the proposed variances will provide a safer and enhanced roadway that will benefit vehicular traffic, bicyclists, and pedestrians.

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

Goal 5 Criteria – Analysis

The construction of sidewalks along both sides of the street, where none exist currently, will provide safe pedestrian travel between the adjacent schools, parks and residential neighborhoods.

Criterion (1) Conclusion: The transportation facility project implements the Transportation System Plan and fulfills identified goals and policies of the Comprehensive Plan. The project satisfies Criterion 1.

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

Findings: Satisfied. The transportation facility improvements modify an existing roadway and abut single and multi-family residential properties that have the potential to develop in the future.

Criterion (2) Conclusion: The proposal does not prevent development of the remainder of the property under the same ownership or development of adjoining land. This criterion is found to be satisfied.

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

Findings: Not applicable. The proposal does not create any new streets. The proposed improvements will be installed along an existing roadway.

Criterion (3) Conclusion: As no new streets are proposed, the criterion is not applicable.

SPRINGBROOK RD. IMPROVEMENTS

(P1689)

COMMENT SHEET

NAME	ADDRESS	PH. NUMBER
Linda + Paul Anderson	2399 Springbrook Med. 97504	541-821-2977

Comments:

I am just concerned how this is going to affect our personal property, privacy + noise etc, Kids walking through our property etc. . Will there be a privacy barrier? Very concerned about what this will do to our property values.

CITY OF MEDFORD
EXHIBIT # B
File # TF-17-142

SPRINGBROOK RD. IMPROVEMENTS

(P1689)

COMMENT SHEET

NAME	ADDRESS	PH. NUMBER
CHRIS OLIVIER	2649 SNOWCREST DR.	541-261-4735

Comments:

I AM IN FAVOR OF THE ROUND ABOUT PROJE. WITH THE TSP STATING THAT CEDAR LINKS SHOULD HAVE BIKE LANES, THERE NEEDS TO BE ACCOMODATION FOR BIKES ON CEDAR LINES PORTION OF THE PROJECT. I COMMUTE THIS ROUTE + LIVE OFF OF TAHITIAN, THE PROJECT SHOULD SHOW HOW BIKES WILL NAVIGATE THE ROUNDABOUT AND ON TO CEDAR LINKS. ALSO, THERE NEEDS TO BE STREET TREES ON THE SPRING-BROOK PORTION OF THE PROJECT CONSISTANT W/ THE PREVIOUS PROJ. SEGMENT TO THE NORTH.

CHRIS OLIVIER

SPRINGBROOK RD. IMPROVEMENTS

(P1689)

COMMENT SHEET

NAME	ADDRESS	PH. NUMBER
Sue & Jim Millenna	2401 Springbrook Rd Medford OR 97504	541-414-9646 Sue 541-646-2777 Jim

Comments:

1. The round about will majorly impact our property and our location of our shop. Shop is extremely important to us and would like to continue working with staff to relocate it. Also have questions about access to our shop when relocated.
2. Not opposed to the round about, it will help with car and pedestrian safety.
3. In favor of sidewalks and bike lanes.
4. Concerned about noise with the street located closer to our home, will there be any type of barrier.
5. Concerned about youth cutting through the property going from Springbrook to N. Keene way (Ongoing problem feel it will get worse with improvement).
6. Youth playing in water retention area, have young [illegible] all the time. safety issue.

OVER

SPRINGBROOK RD. IMPROVEMENTS

(P1689)

COMMENT SHEET

NAME **ADDRESS** **PH. NUMBER**

Comments:

2346 SPRINGBROOK (SIDEWALKS)
SCHOOL BUS STOP

SPRINGBROOK RD. IMPROVEMENTS

(P1689)

COMMENT SHEET

NAME	ADDRESS	PH. NUMBER
Norman Fincher	PO Box 1054 97501	541 941 3785

Comments:

Would be nice to add a cross walk to the project

SPRINGBROOK RD. IMPROVEMENTS

(P1689)

COMMENT SHEET

NAME	ADDRESS	PH. NUMBER
Paul D.	2354 [illegible]	7774[illegible]722

Comments:

Better Pens

Thanks for the int's you were all very courteous & knowledgeable.

SPRINGBROOK RD. IMPROVEMENTS

(P1689)

COMMENT SHEET

NAME	ADDRESS	PH. NUMBER
Hailey Bryan	2416 Bell Ct	

Comments:

I like the new addition to the road.

One concern of mine is the actual round-about. It should be as flat as possible. While driving, you need to see students, bikes, and other cars. It will make everyone safer.

SPRINGBROOK RD. IMPROVEMENTS

(P1689)

COMMENT SHEET

NAME	ADDRESS	PH. NUMBER
Greg Bryan	2416 Bell Ct	541-608-7235

Comments:

I really like the concept of a roundabout. I would, however, like to be able to see through a small roundabout like the one proposed. Please, dont put tall foliage or statues, walls, rocks that would obstruct the view recress the intersection.

SPRINGBROOK RD. IMPROVEMENTS

(P1689)

COMMENT SHEET

NAME	ADDRESS	PH. NUMBER
Steve DeBrowski	2392 Brighton Way	9441596

Comments:

Want to be able to see across the round-about

was surprise to be a light

need a 4 way stop at springbrook

SPRINGBROOK RD. IMPROVEMENTS

(P1689)

COMMENT SHEET

NAME	ADDRESS	PH. NUMBER
TOM MICHAELS	1070 CALHAWAY	541-821 7493

Comments: 3 WAY RNDABOUT — SPRING BROOK BE MAJOR TRAFIC FLOW — BUSES TOO LONG TO MANUVER CIRCLE.

IF PEOPLE KNEW HOW TO USE, IT WOULD BE OK BUT THEY DON'T! — HIGHLAND @ 4— TO 5 PM BACKED UP TO EYE CENTER

OPPOSED TO RNDABOUT

SPRINGBROOK RD. IMPROVEMENTS

(P1689)

COMMENT SHEET

NAME	ADDRESS	PH. NUMBER
Connie Bryan	2416 Bell Ct	541-608-7235

Comments:

1- Flat round about to be able to see to the other-side. That would be awesome to see the kids going to School so you can stop and wait for them to Cross the street. So I would put nothing in them. In Carson City NV. they are that way and it is great to be able to see ~~deer~~ across to the other side. It would allow you to see bikers too.

Medford – A fantastic place to live, work and play

CITY OF MEDFORD

Date: 1/10/2018
File Number: TF-17-142

PUBLIC WORKS DEPARTMENT STAFF REPORT
Springbrook Road Transportation Facility Project

Project: The City proposes a transportation facility project to construct street improvements on Springbrook Road between Pheasant Lane Road to Cedar Links Drive to major collector standards including: north and south travel lanes, a center turn lane, bike lanes, sidewalks, street lighting, planter strips with landscaping, and a roundabout at the intersection of Cedar Links Drive and Springbrook Road.

Applicant: City of Medford Public Works Department

Planner: Seth Adams, Planner III, Long Range Division

Public Works has no comments on the proposed Transportation Facility project.

Prepared by: Doug Burroughs

PUBLIC WORKS DEPARTMENT
ENGINEERING & DEVELOPMENT DIVISION
200 S. IVY STREET
MEDFORD, OREGON 97501
www.ci.medford.or.us
TELEPHONE (541) 774-2100
FAX (541) 774-2552

CITY OF MEDFORD
EXHIBIT # C
File # TF-17-142

TO: Seth Adams - Planning Department

FROM: Tim Stevens – Assistant Director
Haley Cox – Parks Planner

SUBJECT: Springbrook Road TF-17-142

DATE: January 24th, 2018

The Assistant Director of Medford Parks, Recreation and Facilities Management Department reviewed the Springbrook Road TF Plans and had the following comment:

The Medford Parks, Recreation, & Facilities Management Department would like to recommend the following landscape plan for this Transportation Facility: *street trees planted with 25 foot spacing, decorative bark and no living ground cover.* The Parks Department currently maintains right-of-way landscaping along major collector and arterial streets across the city, and has found this standard to be preferable for long term maintenance needs.

The Parks Planner has reviewed the Springbrook Road TF Plans and had the following comment:

The Springbrook Road Transportation Facility is located near a planned shared-use pathway, as outlined in the City's Leisure Services Plan. The LSP Path and Trail Network map shows a shared-use pathway traversing NE Medford along Lone Pine Creek towards Foothill Road and Prescott Park. The narrow parcel of land along Lone Pine Creek (just west of Springbrook Road) was acquired by the Parks Department with the intention of developing it into this shared-use pathway.

Representatives from the Parks and Public Works Departments have met a number of times to discuss inclusion of the shared-use pathway into this Transportation Facility. The proposed road right-of-way and associated fill material impedes significantly into the Parks parcel, such that the intended pathway alignment is no longer feasible. The agreed-upon alternative is to develop a 10-foot sidewalk on the west side of Springbrook Road, from the edge of the Ivanko Gardens property south through the roundabout, which will function as the shared-use pathway for this extent. Additional property will need to be acquired from Ivanko Gardens in order to facilitate the pathway alignment departing from the roadway and traversing northwestward adjacent to Lone Pine Creek. The Parks Department appreciates this collaborative effort to plan for development of the city's dedicated bike and pedestrian infrastructure.

CITY OF MEDFORD
EXHIBIT # D
File # TF-17-142

MEMORANDUM

Subject	Springbrook Road Transportation Facility Project
File no.	TF-17-142
To	Seth Adams, Planner III
From	Liz Conner, Certified Floodplain Manager LC
Date	January 5, 2018

PROJECT DESCRIPTION

The City of Medford Public Works Department proposes to construct street improvements on Springbrook Road from Pheasant Lane to Cedar Links Drive to major collector standards including: north and south travel lands, a center turn lane, bike lanes, sidewalks, street lighting, planter strips with landscaping, and a roundabout at the intersection of Cedar Links Drive and Springbrook Road.

SITE CHARACTERISTICS

- Public Right-of-Way
- Lone Pine Creek
- Special Flood Hazard Area Zone AE
- Base Flood Elevations not established
- Regulatory floodway (FW)
- FIRM panel 41029c1976F effective June 4, 2015
- Case # 15-10-0236X

FLOODPLAIN COMMENTS

The property is currently within a mapped AE zone with Base Flood Elevations and designated floodway (FW).

The proposal consists of work within the designated floodway which requires a hydrologic and hydraulic analysis performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community per National Flood Insurance Program (NFIP) Section 60.3 (D) 1-4.

CITY OF MEDFORD
EXHIBIT # E
File # TF-17-142

FLOODPLAIN CONDITIONS

Prior to construction within the Special Flood Hazard Area and Regulatory Floodway the applicant shall comply with the following conditions:

1. Comply with National Flood Insurance Program Section 60.3 (A-D)

2. Comply with Medford Municipal Code Section 9.705 (C)(2) Construction Stage.

    a. Copies of all necessary permits from other governmental agencies from which approval is required by Federal or state law shall be provided prior to start of construction.

    b. Development activities shall not begin without an approved Floodplain Development Permit;

    c. For all new construction and substantial improvements, the Floodplain Development permit holder shall provide to the Floodplain Administrator an as-built certification of the floor elevation or flood-proofing level immediately after the lowest floor or flood-proofing is placed and prior to further vertical construction; and,

    d. Any deficiencies identified by the Floodplain Administrator shall be corrected by the Floodplain Development Permit holder immediately and prior to work proceeding. Failure to submit certification or failure to make the corrections shall be cause for the Floodplain Administrator to issue a stop-work order for the project.

3. Comply with Medford Municipal Code Section 9.705 (D) Watercourse Alterations.

    1. Development shall not diminish the flood-carrying capacity of a watercourse. If any watercourse will be altered or relocated as a result of the proposed development, the applicant must submit certification by a registered professional engineer that the flood-carrying capacity of the watercourse will not be diminished.

    2. The applicant shall be responsible for obtaining all necessary permits from governmental agencies from which approval is required by Federal or state law, including, but not limited to,

Section 404 of the Federal Water Pollution Control Act Amendments of 1972 (33 USC 1334); the Endangered Species Act of 1973 (16 USC 1531–1544); and State of Oregon Department of State Lands regulations.

3. If the altered or relocated watercourse is part of an Area of Special Flood Hazard, the applicant shall notify other affected jurisdictions and Oregon Department of Land Conservation and Development (the NFIP Coordinating Agency for Oregon) prior to any alteration or relocation of the watercourse. Evidence of notification must be submitted to the Floodplain Administrator and to the Federal Emergency Management Agency as set forth in Section 9.705(E) below.

4. The applicant shall be responsible for ensuring necessary maintenance for the altered or relocated portion of the watercourse is provided so that the flood-carrying capacity will not be diminished.

5. The applicant shall meet the requirements to submit technical data in Section 9.705(E) below, when an alteration of a watercourse results in the expansion, relocation or elimination of the Special Flood Hazard Area.

4. Comply with Medford Municipal Code Section 9.706 (B) 1-4.

B. Development in Regulatory Floodway

1. Encroachments are prohibited in the Regulatory Floodway unless a registered professional civil engineer provides a No-Rise Certification.

2. Any fill permitted to be placed in the Regulatory Floodway shall be designed to be stable under conditions of flooding, including rapid rise and rapid drawdown of floodwaters, prolonged inundation, and flood-related erosion and scour.

3. Before the City will permit an encroachment in the Regulatory Floodway that will cause any increase in the base flood elevation, applicants shall obtain a Conditional Letter of Map Revision from the Federal Emergency Management Agency, unless the

development causes a temporary encroachment and the conditions in (4), below, are satisfied.

4. Temporary encroachments in the Regulatory Floodway for the purposes of capital improvement projects (including bridges) require a Floodplain Development Permit. A conditional or final Letter of Map Revision shall not be required. Up to a one-foot rise in the base flood elevation shall be allowed due to temporary encroachments associated with capital improvement projects, when:

   a. The project is limited as to duration, with the days and dates that the structure or other development will be in the Regulatory Floodway specified in the Floodplain Development Permit;

   b. Accessory structures (i.e. construction trailers) are restricted from the Regulatory Floodway;

   c. The project limits placement of equipment and material in the Regulatory Floodway to that which is absolutely necessary for the purposes of the project;

   d. The project includes a flood warning system sufficient to allow equipment to be evacuated from the Regulatory Floodway and placed outside the Area of Special Flood Hazard in the event of imminent flood;

   e. The project applicant identifies any insurable structures affected by temporary changes to the Area of Special Flood Hazard or Base Flood Elevation and notifies owners of any increased risk of flooding; and,

   f. The project applicant is provided with written notification that they may be liable for any flood damages resulting from the temporary encroachment.

City of Medford Map

January 8, 2018

Taxlots

1:2,257

0 0.0175 0.035 0.07 mi

0 0.02 0.04 0.08 km

Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey,

County of Jackson, OR, MRLC, Bureau of Land Management, State of Oregon, State of Oregon DOT, State of Oregon GEO, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA, U.S. Forest Service | City of Medford | Google and Jackson County | City of Medford, Jackson County |

Medford Land Information system

MEMORANDUM

Subject	Transportation Facility – Springbrook Road Improvement Project
File no.	TF-17-142
To	Engineering Department
From	Seth Adams, Planner III
Date	January 23, 2018

COMMENTS

Public Art

The plans indicate a landscaped center island within the roundabout. In accordance with Policy 2-E and Implementation Measure 2-E(1) of the Transportation System Plan (see below), Planning recommends that the City consider the addition of a public art piece within the center island of the proposed roundabout. Funding for the art could be sought from the Art Commission. The design of the art piece would require close coordination between the artist, the Traffic Engineering Section of the Public Works Department, and the Parks and Recreation Department.

Medford Comprehensive Plan – Transportation System Plan Element

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

Implementation 2-E(1): *Incorporate aesthetic streetscape features into public rights-of-way, such as street trees, shrubs, and grasses; planting strips and raised medians; street furniture, planters, special lighting, public art, and paving materials which include architectural details.*

CITY OF MEDFORD
EXHIBIT # F
File # TF-17-142

Medford Fire Department

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

LAND DEVELOPMENT REPORT - PLANNING

To: Seth Adams

LD Meeting Date: 01/10/2018

From: Greg Kleinberg

Report Prepared: 12/29/2017

Applicant: City of Medford

File #: TF - 17 - 142

Site Name/Description:

The City proposes a transportation facility project to construct street improvements on Springbrook Road between Pheasant Lane Road to Cedar Links Drive to major collector standards including: north and south travel lanes, a center turn lane, bike lanes, sidewalks, street lighting, planter strips with landscaping, and a roundabout at the intersection of Cedar Links Drive and Springbrook Road. City of Medford, Applicant; Seth Adams, Planner.

DESCRIPTION OF CORRECTIONS	REFERENCE	
Requirement FIRE HYDRANTS	**OFC**	**508.5**

Fire hydrants with reflectors will be required for this project.

Fire hydrant locations shall be as follows: Two fire hydrants will be required for this project: One in front of 2466/2510 Springbrook and one near the northwest corner of the 2722 Springbrook property.

The approved water supply for fire protection (hydrants) is required to be installed prior to construction when combustible material arrives at the site.

Plans and specifications for fire hydrant system shall be submitted to Medford Fire Department for review and approval prior to construction. Submittal shall include a copy of this review (OFC 501.3).

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

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

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

CITY OF MEDFORD
EXHIBIT # G
File # TF-17-142

MEDFORD WATER COMMISSION

BOARD OF WATER COMMISSIONERS

Staff Memo

TO: Planning Department, City of Medford

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

SUBJECT: TF-17-142

PARCEL ID: Springbrook Road – Pheasant Lane to Cedar Links Drive

PROJECT: The City proposes a transportation facility project to construct street improvements on Springbrook Road between Pheasant Lane Road to Cedar Links Drive to major collector standards including: north and south travel lanes, a center turn lane, bike lanes, sidewalks, street lighting, planter strips with landscaping, and a roundabout at the intersection of Cedar Links Drive and Springbrook Road. City of Medford, Applicant; Seth Adams, Planner.

DATE: January 10, 2017

I have reviewed the above plan authorization application as requested. Comments are as follows:

MWC COMMENTS & 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. There is an existing 8-inch cast iron water line located in Springbrook Road from Pheasant Lane to approximately 80-feet south of Peasant Lane. From this location the water line changes to a 6-inch cast iron water line that extends southerly primarily along the westerly side of Springbrook Road to Cedar Links Drive. Existing water lines are required to be protected in place during all construction activity.

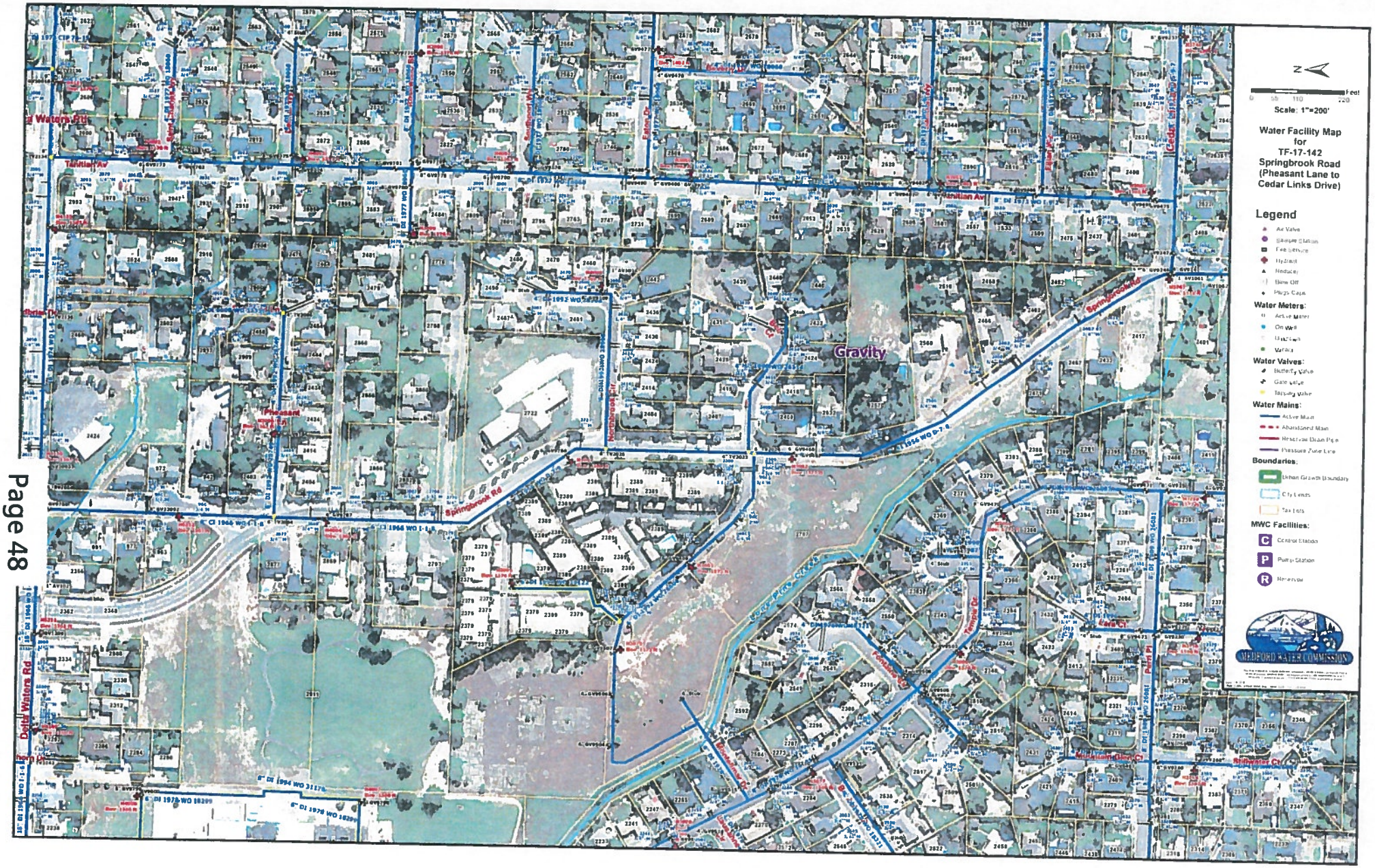
3. At the intersection of Springbrook Road and Cedar Links Drive there is an existing 8-inch water line in Cedar Links Drive to the east, along with a 6-inch water line that extends south down Springbrook Road. A portion of these water lines in this area will be impacted by the proposed round-a-bout center island, and water lines will be required to be reconfigured during this construction project that will require coordination between MWC Engineering Staff and City of Medford Engineering staff. Existing water lines are required to be protected in place during all construction activity. Proposed replacement water lines will be designed to be located in proposed travel lanes for ease of future water facility maintenance.

4. MWC-metered water service does exist to most parcels along the both sides of Springbrook Road from the existing 6-inch water line between Pheasant Lane and Cedar Links Drive. Water meters will be required to be relocated to accommodate proposed street widening. Water meters to lots with proposed "Park Strip" along street frontage will required water meter to be located in back of Park Strip prior to the proposed 5-foot sidewalk. Installation of new copper water service lines to relocated water meters is required.

5. MWC will replace existing Fire Hydrants with new Fire Hydrants. Coordination between Medford Fire Department and MWC Engineering staff is required.

6. MWC will have an inspector on-site during water facility construction activities.

CITY OF MEDFORD
EXHIBIT # 4
File # TF-17-142


Scale: 1"=200'
Water Facility Map
for
TF-17-142
Springbrook Road
(Pheasant Lane to
Cedar Links Drive)
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
MEDFORD WATER COMMISSION
Gravity
Springbrook Rd
Tanitian Av
Delta Waters Rd
Pheasant
Cedar Links Dr
Perri Pl
Stillwater Ct

JACKSON COUNTY
Roads

Roads
Engineering

Kevin Christiansen
Construction Manager

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

www.jacksoncounty.org

November 28, 2017

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

RE: Street Improvements for Springbrook Road.
Planning File: TF-17-142.

Dear Seth:

Thank you for the opportunity to comment on the consideration of plans to build street improvements on Springbrook Road, between Cedar Links Drive and Pheasant Lane. Construction of Springbrook Road will be to Major Collector street standards with the modifications, as shown on the plans. Jackson County Roads has the following comments:

1. Jackson County recommends approval of the project.

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

Sincerely,

Kevin Christiansen
Construction Manager

I:\Engineering\Development\CITIES\MEDFORD\2017\TF-17-142.docx

CITY OF MEDFORD
EXHIBIT # I
File # TF-17-142

City of Medford

Planning Department

Vicinity Map

File Number: **TF-17-142**

Project Name:

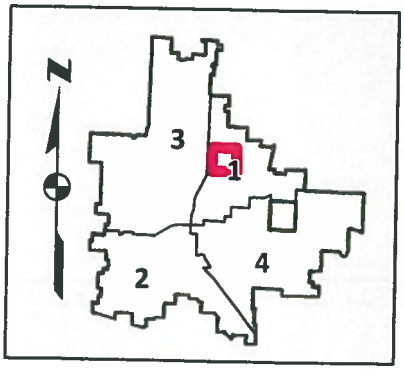
Springbrook Road Improvement Project

Legend

- Medford Zoning
- Tax Lots
- Improvement Area

0 310 620 Feet

11/14/2017



STAFF REPORT

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

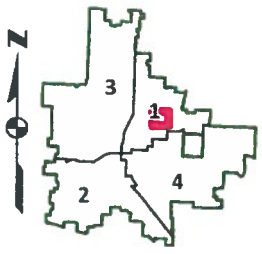
Project	Barchet Land Partition Applicant: William Barchet; Agent: Scott Sinner Consulting, Inc
File no.	LDP-17-094
To	Planning Commission *for February 8, 2018*
From	Liz Conner, Planner II
Reviewer	Kelly Akin, Assistant Planning Director
Date	February 1, 2018

BACKGROUND

Proposal

Proposed tentative plat for Wilkshire Terrace, Phases 1-3, a, 3-lot reserve acreage partition on a 9.72 acre parcel, generally located southwest of the Wilkshire Drive terminus, east of the Roberts Road terminus, west of the Voss Drive terminus and east of the Canyon Avenue terminus, within a SFR-4 (Single Family Residential – 4 dwelling units per gross acreage) zoning district.

Vicinity Map



Subject Site Characteristics

Zoning	SFR-4	Single-family residential (4 dwelling units per gross acre)
GLUP	UR	Urban Residential
Use	Vacant	

Surrounding Site Characteristics

North	Zone:	SFR-4
	Use:	Single family residences
South	Zone:	SFR-4
	Use:	Single family residences
East	Zone:	SFR-4
	Use:	Single family residences
West	Zone:	SFR-4
	Use:	Single family residences

Related Projects

PUD-07-041	Planned Unit Development (Denied)
LDP-07-159	18-lot residential subdivision on 6.14 acres (Expired)
LDS-16-100	35-lot residential subdivision on 9.72 acres, Expires October 27, 2021

Applicable Criteria

MLDC 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, including Neighborhood Circulation Plans, and all applicable design standards set forth in Article IV and V;

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

(3) Bears a name that has been approved by the approving authority and does not use a word which is the same as, similar to, or pronounced the same as a word in the name of any other subdivision in the City of Medford; except for the words "town", "city", "place", "court", "addition", or similar words; unless the land

platted is contiguous to and platted by the same applicant that platted the land division bearing that name; or unless the applicant files and records the consent of the party who platted the land division bearing that name and the block numbers continue those of the plat of the same name last filed;

(4) If it includes the creation of streets or alleys, that such streets or alleys are laid out to be consistent with existing and planned streets and alleys and with the plats of land divisions already approved for adjoining property unless the approving authority determines it is in the public interest to modify the street pattern;

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

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

Corporate Names

Wilkshire Terrace, LLC. is the owner of this property. The Oregon State Business Registry lists William Barchet as its Registered Agent.

ISSUES AND ANALYSIS

Background

Prior Approvals

On October 25, 2007, the Planning Commission adopted a final order of approval for a subdivision located upon the western portion of the subject property. The subdivision consisted of 18 lots on 6.14 acres. The prior owner applied for an extension of the subdivision approval, which subsequently expired on October 25, 2009.

On October 27, 2016, the Planning Commission adopted a final order of approval for a three phase subdivision on the entire parcel (Exhibit C). The subdivision tentative plat consists of 35-lot residential lots on 9.72 acres. This approval will expire on October 27, 2021, if no further action is taken.

Project Summary

The applicant requests approval of a three lot, reserve acreage land partition. The three reserve acreage parcels are in alignment with the phase lines of the approved phase boundaries of Wilkshire Terrace Phase 1-3.

The Medford Land Development Code defines reserve acreage as, that portion of the lot which is not intended to be part of the development and can be separately developed at a later time. This action will create legal parcels and could facilitate the sale of each phase.

Agency Comments

The Public Works Department, Medford Fire Department, and Medford Water Commission all provided a staff report that had no comment (Exhibits E, F and G).

The Medford Irrigation District provided a letter requesting that the property owner transfer the water rights prior to dividing into parcels (Exhibit H).

No other issues were identified by staff.

FINDINGS AND CONCLUSIONS

Staff has reviewed the applicant's findings and conclusions (Exhibit D) 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 LDP-17-094 per the staff report dated February 1, 2018 including Exhibits A through I.

EXHIBITS

A Conditions of Approval, dated February 1, 2018
B Tentative Partition Plat received July 31, 2017
C Wilkshire Terrace Phases 1-3 received November 29, 2017
D Applicants findings and conclusions received November 29, 2017
E Public Works Staff report received January 10, 2018
F Medford Fire Department memo received January 10, 2018
G Medford Water Commission Memo dated January 10, 2018
H Medford Irrigation District letter dated January 4, 2018
I Medford Building Department memo dated January 9, 2018
Vicinity map

PLANNING COMMISSION AGENDA: **FEBRURAY 8, 2018**

EXHIBIT A

Barchet Partition
LDP-17-094
Conditions of Approval
February 1, 2018

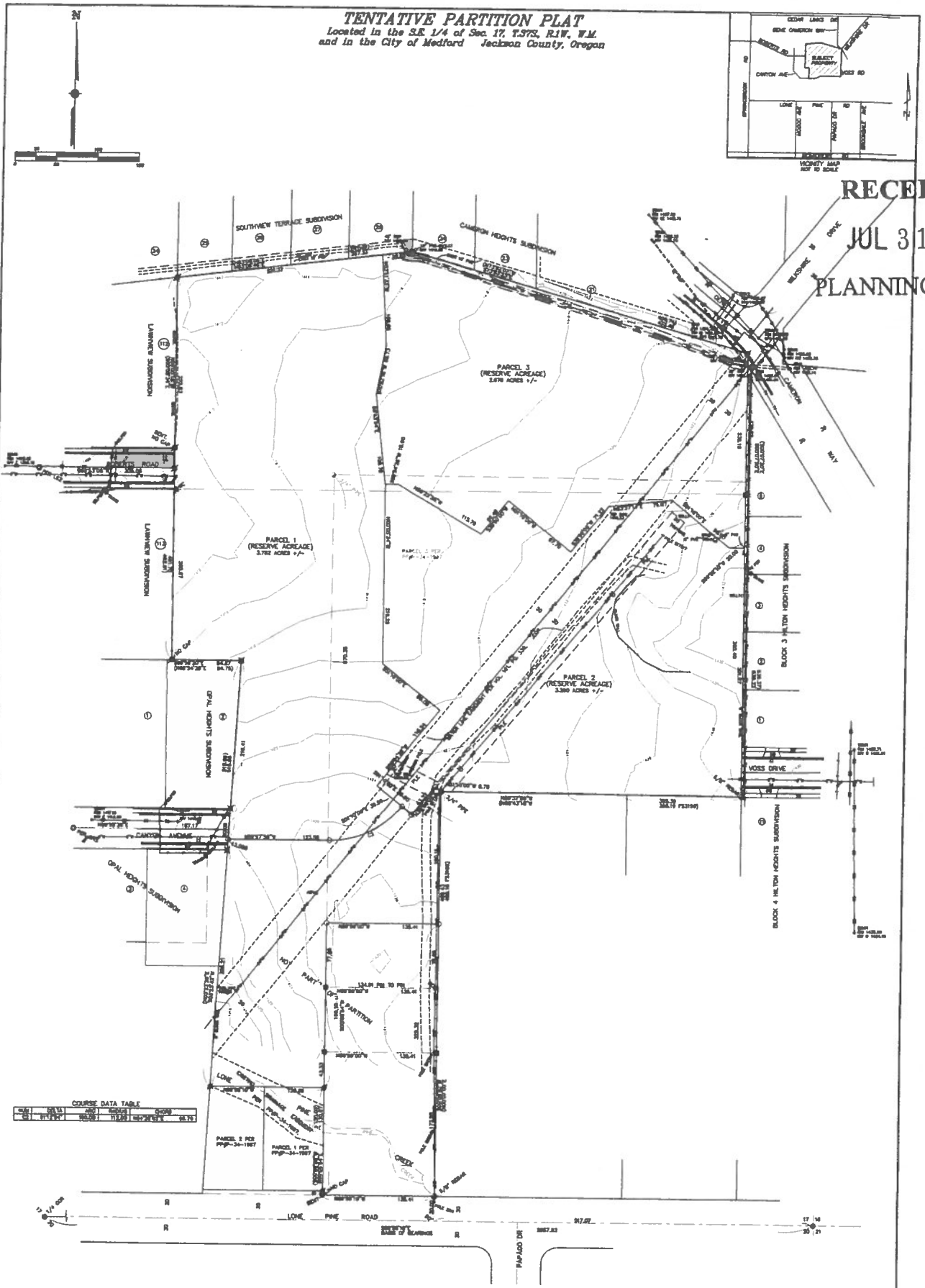
CODE REQUIRED CONDITIONS

Prior to the approval of the final plat, the applicant shall:

1. Comply with all conditions stipulated by the Medford Irrigation District letter dated January 4, 2018 (Exhibit H).

TENTATIVE PARTITION PLAT

Located in the S.E. 1/4 of Sec. 17, T.37S., R.1W., W.M. and in the City of Medford Jackson County, Oregon



NOTES:
SEWER MAINS IN ROBERTS ROAD, CANYON AVENUE AND GENE CAMERON WAY.
SCHOOL DISTRICT: MEDFORD 549C
IRRIGATION DISTRICT: M.I.D. (CURRENTLY BEING ASSESSED)
GROSS ACREAGE: 9.72 ACRES
PROPERTY IS CURRENTLY VACANT.
CONTOUR INTERVAL: 2'.
ELEVATION DATUM NGVD29 (UNADJUSTED) BASED ON CITY OF MEDFORD BM#4-452.
SUBJECT PROPERTY LIES IN ZONE "X" PER FIRM #41029C1977E DATED MAY 1, 2011

REGISTERED PROFESSIONAL LAND SURVEYOR
James E. Ritts
JULY 15, 1995
JAMES E. RITTS
RENEWAL DATE: 6-30-18

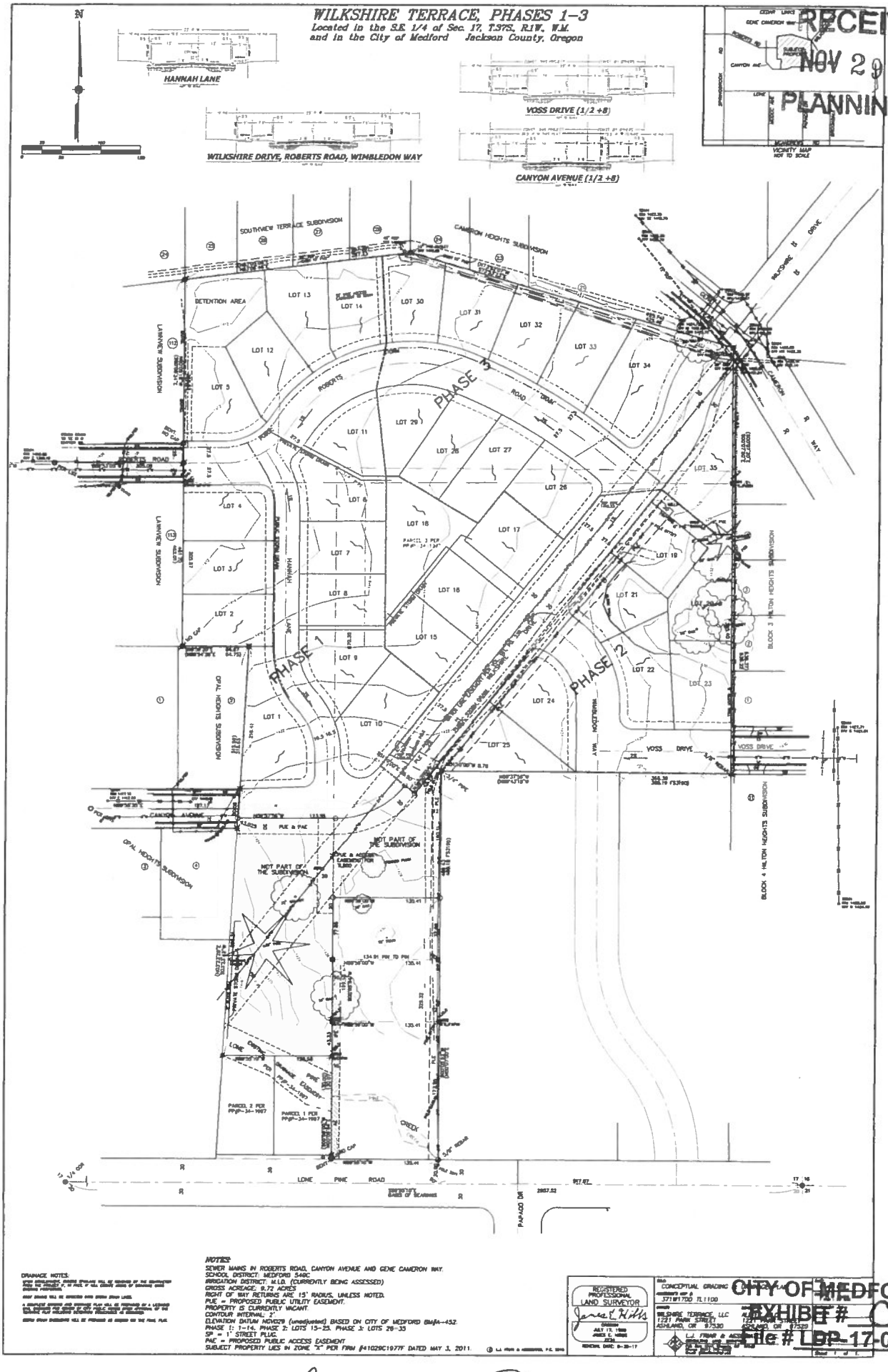
TENTATIVE PARTITION PLAT

RECEIVED
JUL 31 2017
PLANNING DEPT.

CITY OF MEDFORD
EXHIBIT # 13
File # [illegible]-17-094

4

RECEIVED
NOV 29 2017
PLANNING DEPT



DRAINAGE NOTES:

NOTES:
SEWER MAINS IN ROBERTS ROAD, CANYON AVENUE AND GENE CAMERON WAY.
SCHOOL DISTRICT: MEDFORD 549C.
IRRIGATION DISTRICT: M.I.D. (CURRENTLY BEING ASSESSED)
GROSS ACREAGE: 9.72 ACRES
RIGHT OF WAY RETURNS ARE 15' RADIUS, UNLESS NOTED.
PUE = PROPOSED PUBLIC UTILITY EASEMENT.
PROPERTY IS CURRENTLY VACANT.
CONTOUR INTERNAL: 2'
ELEVATION DATUM: NGVD29 (unadjusted) BASED ON CITY OF MEDFORD BMjA-452.
PHASE 1: 1-14. PHASE 2: LOTS 15-25. PHASE 3: LOTS 26-35
SP = 1' STREET PLUG.
PAE = PROPOSED PUBLIC ACCESS EASEMENT.
SUBJECT PROPERTY LIES IN ZONE "X" PER FIRM #41029C1977F DATED MAY 3, 2011.

REGISTERED PROFESSIONAL LAND SURVEYOR
James E. Wells
OREGON
JULY 17, 1986
JAMES E. WELLS
2834
RENEWAL DATE: 6-30-17

CONCEPTUAL GRADING
371W1700 TL 1100
WILSHIRE TERRACE, LLC
1291 PARK STREET
ASHLAND, OR 97520
ASHLAND, OR 97520
L.J. FRAME & ASSOCIATES, INC.
CIVIL ENGINEERS AND LAND SURVEYORS
Sheet 1 of 1

CITY OF MEDFORD
EXHIBIT # C
File # LDP-17-094

APPR. - PLAT LDS-16-100

RECEIVED
NOV 29 2017
PLANNING DEPT

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

IN THE MATTER OF AN APPLICATION FOR	)	
LAND DIVISION OF PROPERTY IDENTIFIED AS	)	**FINDINGS OF FACT**
T37-R1W-17DD-TL 1100	)	**AND**
WILLIAM BARCHET APPLICANT	)	**CONCLUSIONS**
SCOTT SINNER CONSULTING, INC. AGENT	)	**OF LAW**

I. BACKGROUND INFORMATION

Applicant:

William Barchet for
Wilkshire Terrace, L.L.C.
1221 Park St
Ashland, OR 97520
wbarchet@mind.net

Agent:

Scott Sinner Consulting, Inc.
4401 San Juan Dr. Suite G
Medford, OR 97504
scottsinner@yahoo.com

Property:

37 1W17 DD TL 1100
Wilkshire Terrace, L.L.C.
Roberts Road and Wilkshire Terrace
Medford, OR 97504
SFR-4 current zoning
9.72 Net acreage

Project Summary:

This application proposes a partition of the subject property into three parcels of reserve acreage. According to the Medford Land Development Code (MLDC) reserve acreage is defined as "That portion of the lot which is not intended to be part of the development and can be separately developed at a later time."

The applicant received tentative plat approval for Wilkshire Terrace, a three phase, 35 lot subdivision under LDS-16-100. The approval of this application would create 3 reserve acreage parcels in alignment with the phase line of the approved subdivision.

CITY OF MEDFORD
EXHIBIT # D 1 of 4
File # LDP-17-094

3

The approval of the tentative plat for the partition would not negate the subdivision approval.

Approval Criteria

The Medford Land Development Code (MLDC) Section 10.270 contains the approval criteria for land divisions:

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, 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.

Findings of Fact

(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;

This application is submitted to comply with the Land Division Criteria contained within the City of Medford Land Development Code (MLDC). The net acreage of the subject parcel is 9.72 acres. The Property is within the SFR-4 zoning district.

The Applicant received Planning Commission Approval for a 35 lot subdivision under 16-100. The approval was a phased development with a 5 year approval. This partition application proposed 3 parcels of reserve acreage matching the phases lines of the approved tentative plat.

LDS-16-100 included the following adopted Findings of Fact as italicized and underlined below:

The Tentative Plat is labeled Phase 1, Phase 2, and Phase 3 and the applicant may develop any phase in any order or at the same time. Appropriate services will be extended within the phases as necessary. The stormwater detention and treatment facility on the proposed Lot 5 will be developed with the first phase developed.

The Council has adopted the TSP and there is no adopted circulation plan for the area, however the existing developments have established circulation and connectivity for the vicinity.

The public streets that will be improved with this subdivision will provide for the extension on urban services to other parcels in the vicinity.

The TSP provides standards for the classification of public streets. Wilkshire Drive, Roberts Road, Wimbledon Way, Voss Drive and Canyon Avenue are proposed as minor residential streets with a 55-foot total right of way (ROW) width. Hannah Lane is proposed as a residential lane with a 33-foot ROW.

The lots proposed with the tentative plat are consistent with the design standards for the SFR-4 zoning district as described in Chapter 10 of the MLDC.

The properties are not within an area of high slope and are not subject to the requirements of the Hillside Ordinance within the MLDC.

This application for a 3 lot partition simply matches the approved phase lines and creates 3 reserve acreage parcels and all other elements of the subdivision approval

would still be in effect and consistent with the findings of fact adopted by the Planning Commission for the duration of the 5 year phased development approval.

Conclusions of Law

The Approving Authority can conclude the application is consistent with the Comprehensive plan, the Transportation System Plan, the Medford Land Development Code and all other adopted plans within the City of Medford.

(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;

The subject property is 9.72 acres. The approval of this application will create 3 parcels of reserve acreage matching the phase lines of the approved LDS-16-100, which is still in effect.

The entire parcel is proposed for development. The approval of the tentative plat will allow for the development of 35 residential lots and 5 public street segments completing connections established by prior development.

The properties adjacent to the west, north and east of the subject property are currently fully developed at urban densities and redevelopment is not applicable.

The properties to the south offer potential for development. The proposed plat provides public right of way frontage for adequate access for all of the properties south of the subject property to develop to the standards of the MLDC in separate and independent applications.

Conclusions of Law

The Approving Authority can conclude the application develops the entire subject property and does not prevent the development of any adjoining properties.

(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;

This application is a partition and does not propose a new subdivision name. Wilkshire Terrace Phases 1-3 is an approved name through LDS-16-100.

The Tentative Plat submitted with this application bears the name Wilkshire Terrace Phases 1-3 and is a unique name within the City of Medford.

Conclusions of Law

The Approving Authority can conclude the subdivision is proposed with a unique name for subdivisions within the City of Medford.

(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;

The Partition Tentative Plat submitted with this application does not create any new streets. The approved LDS-16-100 included proposed streets matching the streets patterns in the vicinity. This application will create reserve acreage parcels matching the phase lines of the approved phased LDS-16-100.

The City Council has not adopted a neighborhood circulation plan in the vicinity of the subject property.

The design of this plat is driven by the existing public streets stubbed to the property. The development of Phase 1 of this subdivision will create a public street connection between the existing Roberts Road and Canyon Avenue with a new public street, Hannah Lane.

The development of Phase 2 will extend Canyon Avenue to Wilkshire Drive, and create a new public street, Wimbledon Way, and complete the connection from Wilkshire Drive Avenue to Voss Drive.

The development of Phase 3 will complete the final segment of Roberts Road and provide the connection to the existing Wilkshire Drive.

The full development of this project will complete an urban circulation pattern established in the 1990's. This development greatly improves and enhances circulation, connectivity and public safety for the residents in the vicinity.

Conclusions of Law

The Approving Authority can conclude the Tentative Plat submitted with this application is consistent with existing and planned street patterns in the vicinity.

(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;

The Partition Tentative Plat submitted with this application does not create any new streets. The approved LDS-16-100 included proposed streets matching the streets patterns in the vicinity. This application will create reserve acreage parcels matching the phase lines of the approved phased LDS-16-100.

The Tentative Plat submitted with this application proposes the extended development, or partial development, of Roberts Road, Wilkshire Drive Voss Drive, and Canyon Avenue and establishes a new street called Wimbledon Way.

All of these streets are minor residential streets with 55 foot public rights of way. Voss Drive and Canyon Avenue are proposed with a ½ plus 8-foot improvement with the remainder of the street to be improved with the development of the property to the south.

Hannah Lane is proposed as a public residential lane with a 33 foot right of way.

Conclusions of Law

The Approving Authority can conclude the streets on the Tentative Plat are appropriately notated to be consistent with the MLDC.

(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.

The subject property is not adjoining any agricultural lands within the Exclusive Farm Use zoning district and there will be no land use conflicts with any adjoining agricultural lands as a result of the approval and development of the proposed subdivision.

Conclusions of Law

The Approving Authority can conclude the approval of this application will not cause an unmitigated land use conflict with any adjoining agricultural lands.

Additional Criteria

Block Length Ordinance

The City of Medford has amended the MLDC to include the following Block Length sections to assure the City provides circulation and connectivity in land division applications.

10.426 Street Circulation Design and Connectivity

A. Street Arrangement Suitability.
The approving authority shall approve or disapprove street arrangement. In determining the suitability of the proposed street arrangement, the approving authority shall take into consideration:

1. *Adopted neighborhood circulation plans where provided; and*
2. *Safe, logical and convenient access to adjoining property consistent with existing and planned land uses; and*
3. *Efficient, safe and convenient vehicular and pedestrian circulation along parallel and connecting streets; and*
4. *Compatibility with existing natural features such as topography and trees; and*
5. *City or state access management standards applicable to the site.*

B. Street Connectivity and Formation of Blocks Required.

1. *Block layouts shall substantially conform to adopted neighborhood circulation plans for the project area if applicable. Street arrangement and location may depart from the adopted plan if the project will result in a comparable level of overall connectivity. Projects that depart from the neighborhood circulation plan shall conform to planned higher order streets adopted in the City of Medford Transportation System Plan.*

2. *Proposed streets, alleys and accessways shall connect to other streets within a development and to existing and planned streets outside the development, when not precluded by factors in Section 10.426 C.2 below. When a development proposes a cul-de-sac, minimum access easement or flag lot to address such factors, the provisions of Section 10.450 apply.*

3. *Proposed streets or street extensions shall be located to provide direct access to existing or planned transit stops and other neighborhood activity centers such as schools, office parks, shopping areas, and parks.*

4. *Streets shall be constructed or extended in projections that maintain their function, provide accessibility, and continue an orderly pattern of streets and blocks.*

C. *Maximum Block Length and Block Perimeter Length.*

1. *Block lengths and block perimeter lengths shall not exceed the following dimensions as measured from centerline to centerline of through intersecting streets, except as provided in Subsections 10.426 C.2.*

MAXIMUM BLOCK LENGTH AND PERIMETER LENGTH
Table 10.426-1

Zone or District	Block Length	Block Perimeter Length
a. Residential Zones	660'	2,100'
b. Central Business Overlay District	600'	1,800'
c. Transit Oriented Districts (Except SE Plan Area)	600'	1,800'
d. Neighborhood, Community, and Heavy Commercial Zones; and Service Commercial-Professional Office Zones	720'	2,880'
e. Regional Commercial and Industrial Zones	940'	3,760'

2. *The approving authority may find that proposed blocks that exceed the maximum block and/or perimeter standards are acceptable when it is demonstrated by the findings that one or more of the constraints, conditions or uses listed below exists on, or adjacent to the site:*

a. *Topographic constraints, including presence of slopes of 10% or more located within the boundary of a block area that would be required by subsection 10,426 C.1.,*
b. *Environmental constraints including the presence of a wetland or other body of water,*
c. *The area needed for a proposed Large Industrial Site, as identified and defined in the Medford Comprehensive Plan Economic Element, requires a block larger than provided by section 10.426 C.1.e. above. In such circumstances, the maximum block length for such a Large Industrial Site shall not exceed 1,150 feet, or a maximum perimeter block length of 4,600 feet*

d. *Proximity to state highways, interstate freeways, railroads, airports, significant unbuildable areas or similar barriers that make street extensions in one or more directions impractical,*
e. *The subject site is in SFR-2 zoning district,*
f. *Future development on adjoining property or reserve acreage can feasibly satisfy the block or perimeter standards,*
g. *The proposed use is a public or private school, college or other large institution,*
h. *The proposed use is a public or private convention center, community center or arena,*
i. *The proposed use is a public community service facility, essential public utility, a public or private park, or other outdoor recreational facility.*
j. *When strict compliance with other provisions of the Medford Land Development Code produce conflict with provisions in this section.*

3. *Block lengths are permitted to exceed the maximum by up to 20% where the maximum block or perimeter standards would require one or more additional street connections in order to comply with both the block length or perimeter standards while satisfying the street and block layout requirements of 10.426 A or B or D,*

4. *When block perimeters exceed the standards in accordance with the10.426 C.2. above, or due to City or State access management plans, the land division plat or site plan shall provide blocks divided by one or more public accessways, in conformance with Sections 10.464 through 10.466.*

D. Minimum Distance Between Intersections.
Streets intersecting other streets shall be directly opposite each other, or offset by at least 200 feet, except when the approving authority finds that utilizing an offset of less than 200 feet is necessary to economically develop the property with the use for which it is zoned, or an existing offset of less than 200 feet is not practical to correct.

Findings of Fact

The Partition Tentative Plat submitted with this application does not create any new streets. The approved LDS-16-100 included proposed streets matching the streets patterns in the vicinity. This application will create reserve acreage parcels matching the phase lines of the approved phased LDS-16-100.

The Planning Commission adopted the following Finding of Fact with respect to Block Length and the approval of this partition application will not negate the approved subdivision.

The development of the plat submitted with this application will complete a street pattern started in the 1990's prior to the adoption of the block length ordinance. This plat connects all offsite street stubs approved on adjacent properties.

Any circulation or connectivity issues relating to properties to the west, north and east that do not meet the Block Length Ordinance cannot be resolved with this plat.

The approval of the original plats created several extraordinarily long blocks and there are no solutions possible to resolve those issues with this plat. As stated above, this plat does connect all street segments anticipated with the historic development patterns approved on adjacent properties.

The Plat provides abutting redevelopable properties to the south with opportunities to extend rights of way and connectivity with Lone Pine Road that will feasibly meet the current block length standards as those properties develop in the future.

Conclusions of Law

The Planning Commission can conclude the block length proposed with this application complies with the block length standards of the MLDC.

10.454 Neighborhood Circulation Plan, Adoption

Neighborhood circulation plans developed for areas of the City and urbanizable area shall be adopted as amendments to the Medford Comprehensive Plan and Medford Street Functional Classification Plan Map. Such neighborhood circulation plans shall identify the functional classification and location of existing and planned streets and alleys and applicable objectives and policies, if any, as well as planned circulation for pedestrians, bicyclists, and transit users. Transportation system design standards shall

be applied as per this code, unless alternative standards are provided by the adopted neighborhood circulation plan.

Findings of Fact

The Partition Tentative Plat submitted with this application does not create any new streets. The approved LDS-16-100 included proposed streets matching the streets patterns in the vicinity. This application will create reserve acreage parcels matching the phase lines of the approved phased LDS-16-100.

The City Council has not adopted a circulation plan for this area. The prior approvals of subdivisions in the vicinity dictate the street patterns for the subject parcel and the proposed plat connects all street segments which have been stubbed to the property.

Conclusions of Law

The Planning Commission can conclude the application is consistent with MLDC section 10.454.

Application Summary and Conclusions

This application for a partition will create 3 parcels of reserve acreage matching the phase lines of the 35 lot Wilkshire Terrace Phases 1-3 subdivision, which has a 5 year approval under LDS 16-100. The approval of this partition will not replace or supersede the existing approval of LDS 16-100.

This application for a land division creates 3 parcels of reserve acreage, each matching the phased subdivision reviewed and approved by the Planning Commission.

Reserve acreage is defined as "That portion of the lot which is not intended to be part of the development and can be separately developed at a later time." In this case, each of the proposed parcels of reserve acreage match the phases of the approved LDS-16-100 which is consistent with all approval criteria established by the MLDC.

On behalf of the applicant, I respectfully request the approval of the application for Tentative Plat approval of the Wilkshire Terrace Subdivision.

Regards,

Scott Sinner, President
Scott Sinner Consulting, Inc.

Medford – A fantastic place to live, work and play

CITY OF MEDFORD

LD Date: 1/10/2018
File Numbers: LDP-17-094

PUBLIC WORKS DEPARTMENT STAFF REPORT
Wilkshire Terrace 3-Lot Partition
TL 1100

Project: **Proposed tentative plat for Wilkshire Terrace, Phases 1-3, a, 3-lot reserve acreage partition on a 9.72 acre parcel.**

Location: **Generally located southwest of the Wilkshire Drive terminus, east of the Roberts Road terminus, west of the Voss Drive terminus and east of the Canyon Avenue terminus, within a SFR-4 (Single Family Residential – 4 dwelling units per gross acreage) zoning district.**

Applicant: **Applicant/Agent, William Barchet; Planner, Liz Conner.**

Public Works has no comments on the proposed 3-Lot Partition to reserve acreage.

Prepared by: Doug Burroughs

PUBLIC WORKS DEPARTMENT
ENGINEERING & DEVELOPMENT DIVISION
200 S. IVY STREET
MEDFORD, OREGON 97501
www.ci.medford.or.us
TELEPHONE (541) 774-2100
FAX (541) 774-2552

CITY OF MEDFORD
EXHIBIT # E
File # LDP-17-094

Medford Fire Department

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

LAND DEVELOPMENT REPORT - PLANNING

To: Liz Conner

LD Meeting Date: 01/10/2018

From: Fire Marshal Kleinberg

Report Prepared: 12/29/2017

File #: LDP - 17 - 94

Site Name/Description: Wilkshire Terrace, Phases 1-3

Proposed tentative plat for Wilkshire Terrace, Phases 1-3, a, 3-lot reserve acreage partition on a 9.72 acre parcel, generally located southwest of the Wilkshire Drive terminus, east of the Roberts Road terminus, west of the Voss Drive terminus and east of the Canyon Avenue terminus, within a SFR-4 (Single Family Residential - 4 dwelling units per gross acreage) zoning district. Applicant/Agent, William Barchet; Planner, Liz Conner.

DESCRIPTION OF CORRECTIONS	REFERENCE
Approved as Submitted	
Meets Requirement: No Additional Requirements	

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

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

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

CITY OF MEDFORD
EXHIBIT # F
File # LDP-17-094

BOARD OF WATER COMMISSIONERS

Staff Memo

TO: Planning Department, City of Medford

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

SUBJECT: LDP-17-094

PARCEL ID: 371W17DD TL 1100

PROJECT: Proposed tentative plat for Wilkshire Terrace, Phases 1-3, a 3-lot reserve acreage partition on a 9.72 acre parcel, generally located southwest of the Wilkshire Drive terminus, east of the Roberts Road terminus, west of the Voss Drive terminus and east of the Canyon Avenue terminus, within a SFR-4 (Single Family Residential – 4 dwelling units per gross acreage) zoning district. Applicant/Agent, William Barchet; Planner, Liz Conner.

DATE: January 10, 2018

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

CONDITIONS

1. No Conditions. (See previous MWC Staff Memo for LDS-16-100 for Conditions of development).

COMMENTS

1. No Comments.

CITY OF MEDFORD
EXHIBIT # G 1 of 2
File # LDP-17-094

Page 72

"G" 2 of 2

MEDFORD IRRIGATION DISTRICT

PO Box 70
Jacksonville OR 97530
Office (541)899-9913
Fax (541)899-9968

City of Medford
Planning Department
Lausmann Annex, Room 240
200 South Ivy St.
Medford, OR 97501

January 4, 2018

RE: File No. LDP-17-094
Project Name: Wilkshire Terrace

Attn: Liz Conner

The property located at: 37 1w17DD TL 1100 has a total of 9.72 acres under Irrigation. The owner needs to contact the Irrigation District to transfer the water rights off prior to dividing into parcels.

Phone # 541-899-9913

Sincerely,

Jack Friend, District Manager
Medford Irrigation District

CITY OF MEDFORD
EXHIBIT # H
File # LDP-17-094

Memo

To: Elizabeth Conner, Planning Department

From: Mary Montague, Building Department

CC: Scott Sinner; Agent; William Barchet, Applicant

Date: January 9, 2018

Re: LDP-17-094; Wilkshire Terrace, Minor Land Partition

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 ~~with additional Oregon amendments to the 2014 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.

4. Permit required for detention ponds, etc.

5. Demo Permit is required for any buildings being demolished.

6. Any properties located within the 100 year Flood Plain requires a permit. This property has a LOMR/LOMC on file Case #15-10-0236X.

CITY OF MEDFORD
EXHIBIT # 1
File # LDP-17-094

City of Medford

Planning Department

Vicinity Map

File Number:

LDP-17-094

Project Name:

Wilkshire Terrace Minor Land Partition

Map/Taxlot:

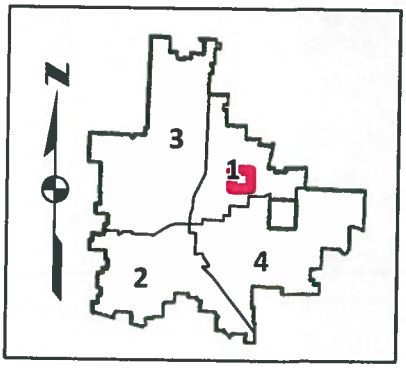
371W17DD TL 1100

0 250 500 Feet

08/18/2017

Legend

- Subject Area
- Medford Zoning
- Tax Lots



STAFF REPORT

for a type-C quasi-judicial decision: Land Division – Partition

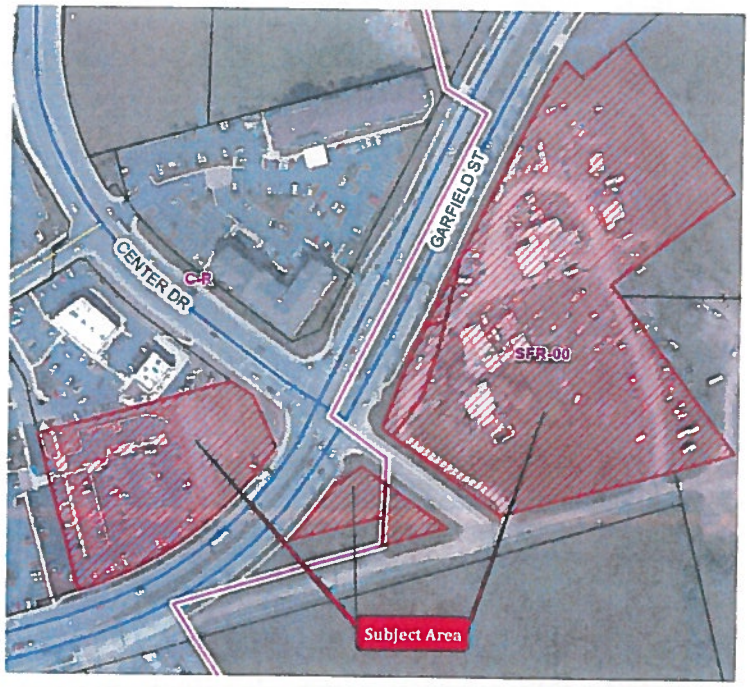
PROJECT	South Center Partition Applicant: Galpin Gang, LLC.
FILE NO.	LDP-17-131
TO	Planning Commission *for February 8, 2018 hearing*
FROM	Dustin Severs, Planner III
REVIEWER	Kelly Akin, Assistant Planning Director
DATE	February 1, 2018

BACKGROUND

Proposal

Consideration of a request for the creation of a three-lot partition involving six existing lots totaling 9.1-acres located at the intersection of Garfield Street and Center Drive in the C-R (Regional Commercial) zoning district (371W32B TL 4802, 4708, 3604, 4800, 4801, & 3605).

Vicinity Map



Subject Site Characteristics

Zoning: C-R (Regional Commercial)

GLUP: CM (Commercial)

Overlay(s): Freeway

Use(s): South Medford Center (parcel 1), Rogue Credit Union parking lot (Parcel 2), vacant land (Parcel 2)

Surrounding Site Characteristics

North Zone: SFR-00
Use(s): vacant land

South Zone: SFR-00 (Single-Family Residential – 1 dwelling unit per existing lot)
Use(s): vacant land

East Zone: SFR-00
Use(s): vacant land

West Zone: (C-R)
Use(s): Marriot Hotel, Walmart, Rogue Credit Union, multi-tenant commercial

Related Projects

AC-16-134 Rogue Credit Union
AC-16-138 Southside Center Phase I
AC-17-135 South Medford Center – Building B

Applicable Criteria

MLDC 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, 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

History

The subject properties total 9.1 acres, and currently consist of six tax lots contained within three separate tracts of land: 6.64-acre tract of land consisting of tax lots 4802, 4708 and 3604, currently being prepared for a commercial development; a 2.08-acre tract of land consisting of tax lot 4800, currently containing a parking lot for Rogue Federal Credit Union; and a vacant 0.38-acre tract of land consisting of tax lots 3605 and 4801.

The 2.08-acre tract of land identified as Parcel 3 on the submitted tentative plat (tax lot 4800) was approved on April 7, 2017, for the construction of a three-story 41,000 square foot building to be used as the future site of Rogue Credit Union Headquarters (AC-16-134). The owners (Rogue Federal Credit Union) have yet to apply for building permits for the proposed development.

The 6.64-acre tract of land identified as Parcel 1 on the submitted tentative plat (tax lots 4802, 4708 and 3604) was approved on January 20, 2017, for the development of Southside Center Phase I, a commercial center consisting of a restaurant (Cracker Barrel) and two multi-tenant commercial buildings (AC-17-138); and a third multi-tenant commercial building was approved on January 5, 2018 (AC-17-135). At the time of this writing, the applicant has been approved for a building permit for the construction of the Cracker Barrel restaurant, while building permits for the two multi-tenant commercial buildings have been submitted and are currently under review by City staff.

During the review of the Site Plan & Architectural Commission (SPAC) application for the Southside Center (AC-17-138), it was determined that tax lots 4802 and 4708 were not legally created. Both lots are remnant parts that were broken off from larger parcels when the South Medford interchange was created, and were eventually abandoned by the previous owners (Parcels 1 and 2 are also remnant parcels illegally created during the construction of the South

Medford Interchange). So in order to incorporate the two tax lots into the proposed development, the applicant was required to consolidate the three subject lots, effectively bringing the lots into legal conformity (consolidating the lots was also necessary in order to meet building setback requirements). As a condition of approval, the applicant was required to be granted approval for a Property Line Adjustment - consolidating the three subject lots into a single parcel; however, a determination was later made by City staff that a partition plat would need to be created as part of the process of consolidating the lots. The applicant submitted the subject partition request on October 16, 2017 - in compliance with the aforementioned condition - in order to gain the Planning Department's sign-off on the building permit for the Cracker Barrel restaurant.

Current proposal

The applicant is proposing a three-lot partition of the subject property. While only the partitioning/consolidation of Parcel 1 is required (as a condition of approval for the development of the Southside Center), the applicant has elected to incorporate the abutting tracts of land – which are also remnant parcels created during the construction of the South Medford interchange - into the plat in the interest of bringing all of the properties into legal conformity.

The proposed tentative plat (Exhibit B) will consolidate the three tax lots (4802, 4708 and 3604) contained within the 6.64-acre tract of land, creating parcel 1; consolidate the two vacant tax lots (3605 and 4801) contained within the 0.38-acre tract of land, creating parcel 2; and will incorporate the 2.08-acre tract of land (TL 4800) – currently containing a parking lot for Rogue Credit Union - into the tentative plat as Parcel 3.

Reserve Acreage

The submitted tentative plat identifies all three parcels as reserve acreage. While the construction of public improvements along all abutting rights-of-way are required of subdivisions prior to final plat approval, designating the parcels as reserve acreage will allow the applicant to delay the construction of the public improvements until the time at which the properties are developed. As Parcels 1 and 3 have already been approved for development, all public improvements along both Garfield Street and Center Drive have been constructed as part of those developments; however, Parcel 2 is currently vacant with no immediate plans for development. Once Parcel 2 is developed, the construction of all public improvements will be required of the applicant at that time.

Facility Adequacy

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

Other Agency Comments

Rogue Valley Sewer Services (RVSS) (Exhibit H)

The subject property is within RVSS service area, which requires that future sewer improvements be designed and constructed in accordance with RVSS standards. As a condition of approval, the applicant will be required to comply with the conditions of RVSS.

Committee Comments

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

FINDINGS AND CONCLUSIONS

Staff finds the partition plat consistent with the Comprehensive Plan and all applicable design standards set forth in Article IV and V. Furthermore, the partition will not prevent development of the remainder of the property under the same ownership or of adjoining land. Criteria 4 through 6 are not applicable to the subject development. Staff recommends that the Commission adopt the Applicant's Findings of Fact (Exhibits D) as presented.

RECOMMENDED ACTION

Adopt the findings as recommended by staff and direct staff to prepare a Final Order for approval of LDP-17-131 per the staff report dated February 1, 2018, including Exhibits A through H.

EXHIBITS

A Conditions of Approval, dated February 1, 2018.
B Tentative Plat, received January 10, 2018.
C Conceptual Grading & Drainage Plan, received January 10, 2018.
D Applicant's Findings of Fact, received October 17, 2017.
E Public Works Staff Report, received February 1, 2018.
F Medford Water Commission memo, received January 12, 2018.
G Medford Fire Department Report, received January 10, 2018.
H Rogue Valley Sewer Services (RVSS) received December 29, 2017.
Vicinity map

PLANNING COMMISSION AGENDA: **FEBRUARY 8, 2018**

EXHIBIT A

South Center Partition
LDP-17-131
Conditions of Approval
February 1, 2018

CODE REQUIRED CONDITIONS

Prior to the approval of the final plat, the applicant shall:

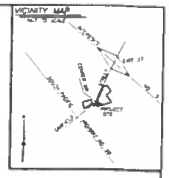
1. Comply with all conditions stipulated by Medford Public Works Department (Exhibit E)
2. Comply with all conditions stipulated by the Medford Water Commission (Exhibit F).
3. Comply with all conditions stipulated by the Rogue Valley Sewer Services (RVSS) (Exhibit H).

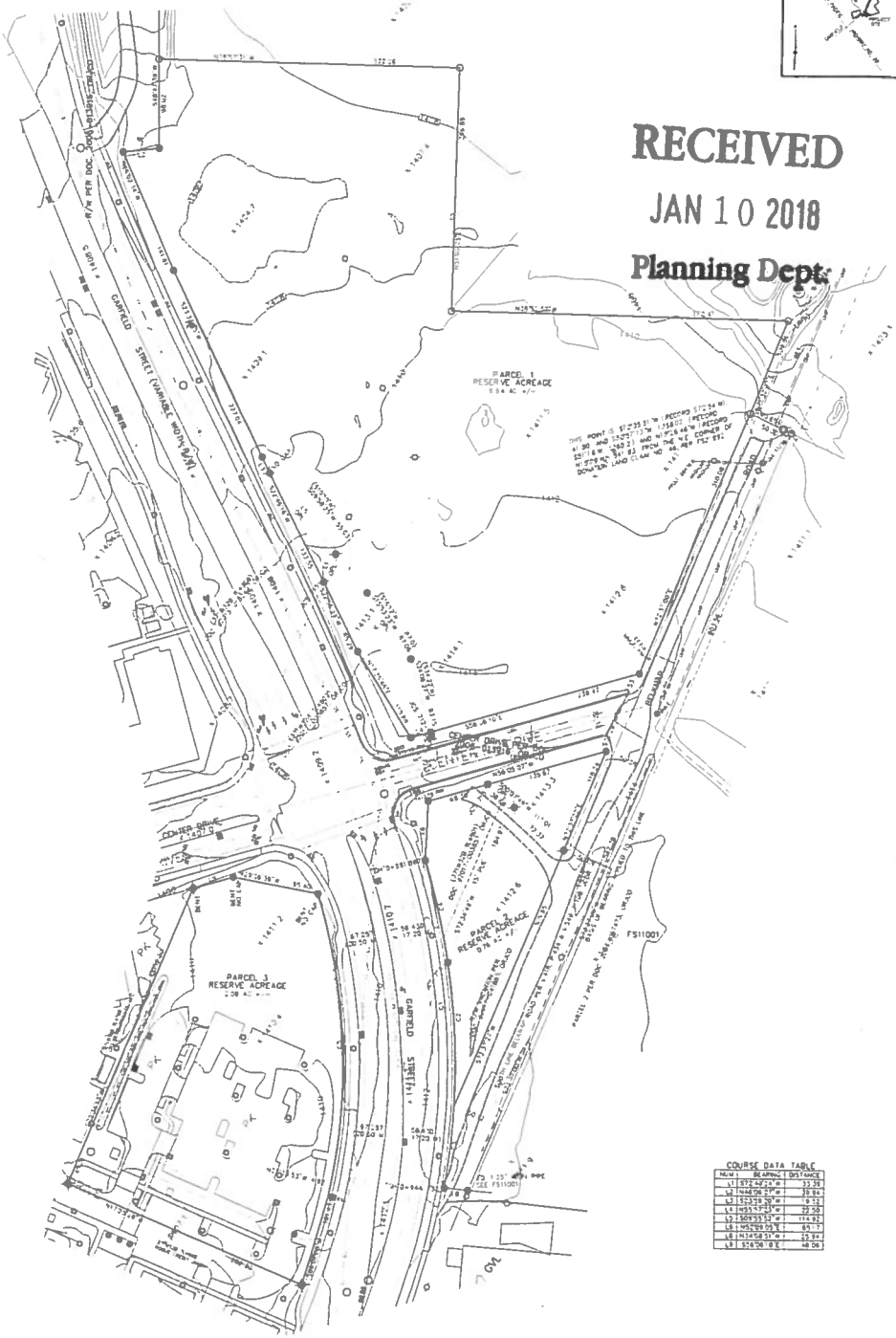
CITY OF MEDFORD
EXHIBIT # A
File # LDP-17-131

TENTATIVE PARTITION PLAT

LAND PARTITION

Located in the N.W. 1/4 & S.W. 1/4 of Sec. 32, T.37S., R.1W., W.M.
& in the City of Medford Jackson County, Oregon





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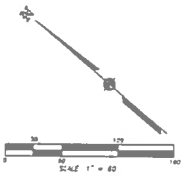
JAN 10 2018
Planning Dept.



COURSE DATA TABLE

NUM	BEARING	DISTANCE
L1	S72°42'24"W	33.38
L2	N48°09'27"W	38.84
L3	S23°39'39"W	19.72
L4	N85°57'23"W	22.50
L5	S09°33'33"W	114.82
L6	N52°09'09"E	85.77
L8	N34°58'31"W	25.84
L9	S54°06'18"E	48.09

COURSE DATA TABLE

NUM	DELTA	ARC	RADIUS	CHORD
C1	2°11'50"	30.13'	781.81'	N49°55'39"E 30.13'
C2	11°58'25"	158.8'	781.81'	N48°27'42"E 158.47'
C3	26°41'30"	89.64'	781.81'	N58°33'29"E 88.78'
C4	8°23'25"	114.82'	781.81'	N74°25'12"E 114.72'
C5	30°18'04"	331.99'	628.12'	N64°16'09"E 328.12'

LEGEND:

- ◎ = FD. ALLOY CAP MKD. JACKSON C.S. PER 2012 COUNTY SURVEYOR RE-ESTAB'S.
- ○ = FD. 1" IRON PIN PER FS705.
- ◎ = FD. 5/8" IRON PIN & PLASTIC CAP MKD KAISER LS803 PER FS11001
- ● = FD. 5/8" IRON PIN & ALUM CAP MKD. ODOT RIGHT OF WAY PER FS21255 OR AS NOTED
- ◉ = FD. 5/8" IRON PIN & ALUM CAP MKD. AS NOTED PER FS21477
- ■ = FD. 5/8" IRON PIN & PLASTIC CAP MKD HARDEY LS1990 PER FS12781 OR 13449
- ■ = FD. 1.75" IRON BOLT PER FS540.
- ■ = FD. 5/8" IRON PIN & PLASTIC CAP MKD BOYDEN PLS281 PER FS19987
- ■ = FD. 5/8" IRON PIN & PLASTIC CAP MKD HUCK LS2023 PER FS21419
- ○ = FD. 5/8" IRON PIN & PLASTIC CAP MKD L.J. FRIAR & ASSOC. PER FS21892
- ○ = SET 5/8" X 24" IRON PIN & PLASTIC CAP MKD L.J. FRIAR & ASSOC.

JCDR = JACKSON COUNTY DEED RECORDS.
ORJCO = OFFICIAL RECORDS OF JACKSON COUNTY, OREGON
WC = WITNESS CORNER.
( ) = DEED RECORD DATA PER V.383, P.352, JCDR, OR AS NOTED
FS = FILED SURVEY #
-x- = FENCE LINE.
< > = RECORD DATA PER 2012 COUNTY RE-ESTAB NOTES.
M = METERS.
L1/C1 = SEE COURSE DATA TABLE.
PE1 = 50' WIDE POWER EASEMENT PER V.345, P.306, JCDR
SSE1 = APPROX LOCATION OF 20' WIDE SEWER EASEMENT PER V.424, P.198, JCDR
WE1 = APPROX LOCATION OF 20' WIDE WATER LINE EASEMENT PER V.531, P.42, JCDR
SSE2 = APPROX LOCATION OF 20' WIDE SEWER EASEMENT PER DOC. 75-02642 & 77-04534, ORJCO
SSE3 = APPROX LOCATION OF 30' WIDE SEWER EASEMENT PER DOC. 75-03418, ORJCO
OPL = OLD PROPERTY LINE ADJUSTMENT TO BE ELIMINATED.
APL = ADJUSTED PROPERTY LINE
ATL = ADJUSTED TAX LOT
[ ] = RECORD DATA PER V.201, P.502, JCDR
SSE4 = APPROX LOCATION OF 20' WIDE SEWER EASEMENT PER DOC. 75-03418, ORJCO
ERS = EL REY SUBDIVISION

BASIS OF BEARINGS:

GEODETIC NORTH BASED ON G.P.S. MEASUREMENTS APPLIED TO THE SOUTH LINE OF BELKNAP ROAD AS SHOWN HEREON

UNIT OF MEASUREMENT = FEET SCALE: 1" = 60'

371W32B TL'S 3804,3805,4800,4801,4802 & 4708

GENERAL NOTES

SCHOOL DISTRICT MEDFORD 549C
IRRIGATION DISTRICT MID
TOTAL GROSS ACREAGE 9.08 AC
NET ACREAGE 9.08 AC
PROPERTY IS CURRENTLY VACANT
ALL PARCELS ARE RESERVE ACREAGE

REGISTERED PROFESSIONAL LAND SURVEYOR
OREGON
JULY 17, 1986
JAMES E. KIRBY
EXPIRATION DATE: 6-30-19

TITLE: TENTATIVE PARTITION PLAT
ASSESSOR'S MAP #: 371W32B TL'S 3804,3805,4800,4801,4802,4708
APPLICANT & OWNER: GALPIN GMC, LLC, 744 CARDLEY, SUITE 100, MEDFORD, OR 97504
L.J. FRIAR & ASSOCIATES P.C. CONSULTING LAND SURVEYORS, P.O. BOX 1947, MEDFORD, OREGON 97501

DATE: 10 JAN 2018
SCALE: 1 inch = 30 feet
DRAWN BY: JEH
CHK'D BY:
REVISIONS: 2nd
JOB#: 1321.17U
SHEET: 1 OF 1

CITY OF MEDFORD
EXHIBIT # B
File # LDP-17-131

CONCEPTUAL GRADING & DRAINAGE PLAN

FOR LAND PARTITION

Located in the N.W. 1/4 & S.W. 1/4 of Sec. 32, T.37S., R.1W., W.M.
& in the City of Medford   Jackson County, Oregon

GENERAL NOTES

SCHOOL DISTRICT MEDFORD 549C
IRRIGATION DISTRICT M.I.D.
TOTAL GROSS ACREAGE 9.08 AC
NET ACREAGE 9.08 AC
PROPERTY IS CURRENTLY VACANT

CITY OF MEDFORD
EXHIBIT # C
File # LDP-17-131

DRAINAGE NOTES

GRADING & DRAINAGE PLANS HAVE BEEN REVIEWED AND APPROVED BY CITY ENGINEERING FOR THE DEVELOPMENT OF PARCEL 1

UPON DEVELOPMENT OF PARCELS 2 & 3, EXCESS SPOILAGE WILL BE REMOVED BY THE CONTRACTOR FROM THE PROJECT IF IN FACT IT WILL CREATE AREAS OF DRAINAGE ONTO EXISTING PROPERTIES

ROOF DRAINS WILL BE DIRECTED INTO STORM DRAIN MAIN LINES IN STREETS

371W32B TL'S 3604,3605,4800,4801,4802 & 4708

REGISTERED PROFESSIONAL LAND SURVEYOR
James E. Hibbs
OREGON
JULY 17 1999
JAMES E. HIBBS
RENEWAL DATE 6-30-19

CONCEPTUAL GRADING & DRAINAGE PLAN
371W32B TL'S 3604,3605,4800,4801,4802,4708
GALPIN GANG, LLC
744 CARDLEY, SUITE 100
MEDFORD, OR 97504

L.J. FRIAR & ASSOCIATES P.C.
CONSULTING LAND SURVEYORS

RECEIVED
OCT 17 2017
PLANNING DEPT.

SUPPLEMENTAL FINDINGS

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

IN THE MATTER OF AN APPLICATION FOR LAND DIVISION OF PROPERTY IDENTIFIED AS 37 1W 32C TL: 3604 - 4708 - 4802 - 3605 - 4801 - 4800 -	}	FINDINGS OF FACT AND
GALPIN GANG LLC, APPLICANT JACK GALPIN, AGENT	}	CONCLUSIONS OF LAW

I. BACKGROUND INFORMATION

Applicant: Galpin Gang LLC
744 Cardley Ave,
Medford, OR 97504

Agent: Jack Galpin
744 Cardley Ave, Suite 100
Medford OR 97504

Property:

South Center or South Side Center
1445 Center Dr / Belknap Road
Medford OR 97504
6.64 Acres and .38 Acres and 2.08 Acres
0-0 /CM City of Medford Zoning
Commercial (CM) General Land Use Plan Map Designation

Summary:

This application is submitted to comply with the Land Development Code Section 10.270, Land Division Criteria.

CITY OF MEDFORD
EXHIBIT # D
File # LDP-17-131

FINDINGS OF FACT

The subject property (the "Property") is located at 1445 Center Drive and Belknap Road in Medford, Oregon (the "City"). The Property consists of three parcels. Parcel 1 is approximately 6.64 acres, Parcel 2 is approximately .38 acres, and Parcel 3 is approximately 2.08 acres. The parcels are zoned 0-0/CM. The Property is not in a steep slope area and is not subject to the requirements of Land Development Code section 10.929 (Hillside Ordinance). The street layout proposed is designed to be consistent with the area's Neighborhood Circulation Plan and provides circulation opportunities for the existing and proposed development in the vicinity. Currently, 289,206 square feet of Parcel 1 has been initiated for commercial construction, with future phases to follow.

I. Relevant Approval Criteria

Land Development Code § 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, and 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.

Land Development Code § 10.270(1):

(1) Is consistent with the Comprehensive Plan, any other applicable specific plans thereto, including Neighborhood Circulation Plans, and all applicable design standards sets forth in Article IV and V; except for density requirements;

Findings of Fact: The Tentative Plat (the "Plat"), submitted with this application as **Exhibit A**, is consistent with the Comprehensive Plan, the General Land Use Plan Map (GLUP), and the Transportation System Plan (TSP). The Plat is also consistent with Article IV and Article V the City of Medford Land Development Code ("MLDC"). The parcels established with this Plat conform to the standards of the MLDC for length, width, square footage, lot frontage, and access. A Common Access Roadway has been designed to serve the development and entirety of Parcel 1. The Common Access Roadway is currently designed at 21,954 sqft, which is consistent with MLDC 10.426 to 10.430.

Conclusions of law: The Planning Commission can conclude the proposed tentative plat is consistent with the Comprehensive Plan, any other applicable specific plans thereto, including Comprehensive Circulation Plans, and all applicable design standards set forth in MLDC Article IV and V.

Land Development Code § 10.270(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;

Findings of Fact: The Tentative Plat submitted with this application proposed development on 6.64 acres of Parcel 1, with future development to come. Properties to the North, South, East and West are built in CM type uses consistent with what is proposed. This development has designed access to the abutting properties not yet developed, in coordination with the City of Medford Planning and Engineering criteria,

Conclusion of Law: The Planning Commission can conclude the proposed Tentative Plat and proposed development, and the approval of this Plat will not prevent development or access on adjoining properties.

Land Development Code § 10.270(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;

Findings of Fact: The development name "South Center" has been approved by the authority and does not conflict with any existing development names.

Conclusions of law: The Planning Commission can conclude the division name proposed with this application is a unique name within Jackson County.

Land Development Code § 10.270(4):

(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;

Findings of Fact: A Common Access Roadway has been designed and approved to service all of Parcel 1. The Common Access Roadway will be an interior street to the development, and matches all standards set forth in City of Medford Land Development Code and articles 10.426 - 10.430. The Common Access Roadway will extend through future phases, through the rest of Parcel 1, to be consistent with existing planned streets and alleys, as well as providing access to abutting properties for future development.

Conclusions of law: The planning Commission can conclude the proposed plat is consistent with existing and planned streets in the vicinity.

Land Development Code § 10.270(5):

(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;

Findings of Fact: The Tentative Plat includes a Common Access Roadway that is distinguished from the public streets abutting the property.

Conclusions of law: The Planning Commission can conclude that the Common Access Roadway is distinguishable from the public streets, and has been designed in compliance with City of Medford Land Development Code.

Land Development Code § 10.270(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.

Findings of Fact: The subject property does not border any agricultural lands within the EFU (Exclusive Farm Use) zoning district.

Conclusion of Law: The Planning Commission can conclude that no unmitigated land use conflict will arise from the land division.

II. Additional Applicable Criteria

Land Development Code § 10.929, Hillside Ordinance, Purpose: Applicability:

Sections 10.929 to 10.933 establish procedural requirements for development on Slopes in excess of fifteen percent (15%) to decrease soil erosion and protect public safety. Sections 10.929 to 10.933 apply in addition to all other requirements set forth by ordinance. In the case of conflict between Sections 10.929 to 10.933 and other requirements set forth by ordinance, Sections 10.929 to 10.933 shall govern.

Findings of Fact: The site is not within a high slope area and the requirements to comply with the hillside ordinance requirements, including the constraints analysis do not apply to this property and the current development application. The Submission of the Constraints Analysis is not required when the Hillside Ordinance is not applicable.

Conclusions of Law: The planning Commission can conclude the application complies with the requirements of compliance with the submittal requirements contained with the Medford Hillside Ordinance and the requirements of the relevant section are not applicable to this application.

III. Application Summary and Conclusions:

This application for a land division on the subject property demonstrates compliance with all relevant sections contained within the City of Medford Land Development Code. The lot dimensions and design standards are consistent with the requirements of the CM/ 0-0 zoning district.

On behalf of the applicant, I respectfully request the approval of the application or Tentative Plat approval of this Land Division.

Thank you,

Jack Galpin/Agent

Medford – A fantastic place to live, work and play

CITY OF MEDFORD

Revised Date: 1/29/2018
File Numbers: LDP-17-131

PUBLIC WORKS DEPARTMENT STAFF REPORT
Southside Center Partition
TLs 4802, 4708, 3604, 4800, 4801 & 3605

Project: Consideration of a request for the creation of a three-lot partition involving six existing lots totaling 9.1-acres.

Location: Located at the intersection of Garfield Street and Center Drive in the C-R (Regional Commercial) zoning district (371W32B TL 4802, 4708, 3604, 4800, 4801, & 3605).

Applicant: Applicant, Galpin Gang LLC; Planner, Dustin Severs.

Applicability: The Medford Public Works Department's conditions of Approval for Parcel 1 (AC-16-138) were adopted by Order of the Medford Site Plan and Architectural Commission (SPAC) on January 20th, 2017, and Parcel 3 (AC-16-134) conditions of Approval were adopted by Order of the SPAC on April 7th, 2017. The adopted conditions of these actions, which have not expired, shall remain in full force as originally adopted except as amended or added to below.

A. STREETS

1. Dedications

Garfield Street is classified as a Major Arterial street, in accordance with the Medford Land Development Code (MLDC) 10.428, and is under Oregon Department of Transportation (ODOT) jurisdiction. Garfield Street has been fully improved along the subject property's frontage, but the Applicant should consult with ODOT regarding any additional right-of-way dedication requirements.

Center Drive is classified as a Major Arterial street along Parcel 3 and as a Commercial street along Parcel 2, in accordance with MLDC Section 10.428 and 10.429, respectively. **No additional right-of-way will be required with this Partition.**

Belknap Road is classified as a Commercial street, in accordance with MLDC Section 10.429. **No additional right-of-way will be required with this Partition.**

PUBLIC WORKS DEPARTMENT
ENGINEERING & DEVELOPMENT DIVISION
200 S. IVY STREET
MEDFORD, OREGON 97501
www.ci.medford.or.us
TELEPHONE (541) 774-2100
FAX (541) 774-2552

CITY OF MEDFORD
EXHIBIT # E
File # LDP-17-131

NOTE: Belknap Road underwent a partial vacation (SV-17-039), which was approved by Medford City Council on December 7th, 2017.

2. Public Improvements

a. Public Streets

Garfield Street is classified as a Major Arterial street, in accordance with MLDC 10.428, and is under ODOT jurisdiction. The Applicant shall consult with ODOT regarding any additional improvements that may be required.

Center Drive is currently improved in close conformance to Major Arterial (along Parcel 3) and Commercial (along Parcel 2) street standards. **No additional public improvements are required.**

Belknap Road is classified as Commercial street within the MLDC, Section 10.429. **No public improvements are required.**

b. Street Lights and Signing

No additional street lights are required.

c. Pavement Moratoriums

The Applicant shall consult with ODOT regarding any moratorium(s) currently in effect along this frontage to Garfield Street.

There are no pavement cutting moratoriums currently in effect along this frontage to Center Drive or Belknap Road.

d. Access to Public Street System

With future development of Parcel 2, driveways shall comply with MLDC 10.550.

There shall be no direct vehicular access from Garfield Street to Parcel 2.

e. Easements

Easements shall be shown on the final plat 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.

B. SANITARY SEWERS

This site lies within the Rogue Valley Sewer Service (RVSS) area. The Developer shall contact RVSS for conditions of connection to the sanitary sewer collection system.

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FAX (541) 774-2552

C. STORM DRAINAGE

Future development of Parcel 2 will require additional storm drainage requirements. None are required with this application.

D. SURVEY MONUMENTATION

All survey monumentation shall be in place, field-checked, and approved by the City Surveyor prior to approval of the final plat.

E. GENERAL CONDITIONS

1. Permits

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 ODOT right-of-way shall require a separately issued permit from ODOT.

2. System Development Charges (SDC)

Future buildings in this development are subject to street and sanitary sewer treatment SDCs. These SDCs shall be paid at the time individual building permits are taken out.

This division of land may be subject to a storm drain system development charges for the additional parcels being created thereby. The storm drain system development charge shall be paid prior to Final Plat Approval.

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

PUBLIC WORKS DEPARTMENT
ENGINEERING & DEVELOPMENT DIVISION
200 S. IVY STREET
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SUMMARY CONDITIONS OF APPROVAL

Southside Center Partition
LDP-17-131

A. Streets

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

- **Garfield Street** – Consult with ODOT.
- **Center Drive** – No additional right-of-way required.
- **Belknap Road** – No additional right-of-way required.

2. **Improvements:**

a. **Public Streets**
- **Garfield Street** – Consult with ODOT.
- **Center Drive** – No additional improvements are required.
- **Belknap Road** – No additional improvements are required.

b. **Lighting and Signing**
- No additional street lights are required.

c. **Access to Public Street System**
- Driveway access to the proposed development sites shall comply with MLDC 10.550 with future development.

d. **Other**
- There is no pavement moratorium currently in effect on Center Drive. Applicant shall consult with ODOT regarding any moratorium(s) currently in effect along this frontage to Garfield Street.

B. Sanitary Sewer:

- The site is situated within the RVSS area.

C. Storm Drainage:

- No requirements with this application.

D. Survey Monumentation

- Provide all survey monumentation.

- = City Code Requirement
- o = 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.

PUBLIC WORKS DEPARTMENT
ENGINEERING & DEVELOPMENT DIVISION
200 S. IVY STREET
MEDFORD, OREGON 97501
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FAX (541) 774-2552

RECEIVED
JAN 12 2018
Planning Dept.

MEDFORD WATER COMMISSION

BOARD OF WATER COMMISSIONERS

Staff Memo

TO: Planning Department, City of Medford

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

SUBJECT: LDP-17-131

PARCEL ID: 371W32B TL's 3604, 3605, 4708, 4801, and 4802

PROJECT: Consideration of a request for the creation of a three-lot partition involving six existing lots totaling 9.1-acres, located at the intersection of Garfield Street and Center Drive in the C-R (Regional Commercial) zoning district (371W32B TL 4802, 4708, 3604, 4800, 4801, & 3605) Applicant, Galpin Gang LLC; Planner, Dustin Severs.

DATE: January 10, 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. Parcel 2 requires the installation of a 12-inch water line in Center Drive. This water line shall be "tapped" off the existing 24-inch transmission line south of Parcel 2. Metered water service and fire protection devices will be required to be installed off this 12-inch water line.

4. Dedication of a 10 foot wide (minimum) access and maintenance easement to MWC over all water facilities located outside of public right-of-way is required. Easement shall be submitted to MWC for review and recordation prior to construction.

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 .

COMMENTS

1. Off-site water line installation is not required.

2. On-site water facility construction will be required. (See Condition 3 above)

Continued to Next Page

CITY OF MEDFORD
EXHIBIT # F
File # LDP-17-131

Continued from Previous Page

3. Static water pressure is expected to be around 76 psi.

4. MWC-metered domestic water and fire protection service does exist on the newly developed Cracker Barrel site (Parcel 1), and also to the Parcel 3.

    a. Parcel 1 has a 12-inch water line that extends across this parcel to serve the future Cracker Barrel development in a 10-foot wide easement. This 12-inch water line connects to the existing 24-inch water transmission line located immediately south of this Parcel 1.

    b. Parcel 3 already is served domestic water service and fire protection water service from the existing 12-inch water line in "old" Center Drive, immediately west of this site in the paved parking lot travel lane. There is an existing 1.5-inch domestic water meter, and a 1-inch landscape irrigation meter, and an existing 6-inch fire service vault for the proposed business to be constructed on the existing easterly building pad on this parcel. There is an existing fire hydrant approximately 115-feet south of the fire department connection riser.

5. Access to MWC water lines is available. A 24-inch welded steel water transmission line is located south of these properties (JCR 531-42).

N

0 37.5 75 150 Feet

Scale: 1"=150'

Water Facility Map for LDP-17-131

(371W32B TL's 3604, 3605, 4708, 4801, 4802)

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

MEDFORD WATER COMMISSION

Medford Fire Department

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

LAND DEVELOPMENT REPORT - PLANNING

To: Dustin Severs

LD Meeting Date: 01/10/2018

From: Fire Marshal Kleinberg

Report Prepared: 12/29/2017

File #: LDP - 17 - 131

Site Name/Description:

Consideration of a request for the creation of a three-lot partition involving six existing lots totaling 9.1-acres, located at the intersection of Garfield Street and Center Drive in the C-R (Regional Commercial) zoning district (371W32B TL 4802, 4708, 3604, 4800, 4801, & 3605) Applicant, Galpin Gang LLC; Planner, Dustin Severs.

DESCRIPTION OF CORRECTIONS	REFERENCE
Approved as Submitted Meets Requirement: No Additional Requirements	

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

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

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

CITY OF MEDFORD
EXHIBIT # 6
File # LDP-17-131

ROGUE VALLEY SEWER SERVICES

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

December 29, 2017

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

Re: LDP-17-131, South Center (Map 371W32B, Tax Lots 4802, 4708, 3604, 4800, 4801 & 3605)
Ref: AC-16-134, AC-17-135, AC-16-138, ZC-16-077, PA-16-013

ATTN: Dustin,

The subject properties are within RVSS service area. There is a 21" inch sewer along Garfield Street and an 8" sewer currently under construction to serve tax lot 3604 extended from the 21" main east of the property. The proposed planning action will not affect these sewer lines.

Rogue Valley Sewer Services requests that approval of this application be subject to the following conditions:

1. Future sewer improvements shall be designed and constructed in accordance with RVSS standards and submitted for approval.
2. The applicant must pay sewer system development charges owed to Rogue Valley Sewer Service prior to issuance of building permits.

Sincerely,

Nicholas R. Bakke

Nicholas R. Bakke, P.E.
District Engineer

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CITY OF MEDFORD
EXHIBIT # H
File # LDP-17-131

City of Medford

Planning Department

Vicinity Map

File Number:

LDP-17-131

Project Name:

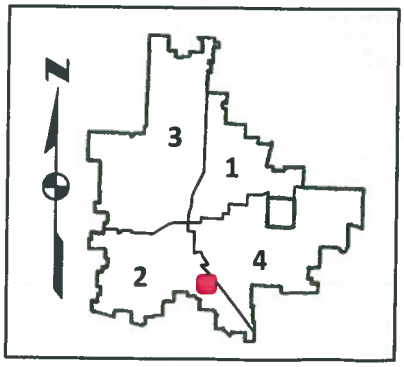
South Side Center Land Partition

Map/Taxlot:

371W32B
TL 3604, 3605, 4708, 4801, 4802

0 125 250 Feet

10/25/2017

Legend

- Subject Area
- Medford Zoning
- Tax Lots