

PLANNING COMMISSION AGENDA FEBRUARY 28, 2019



Commission Members

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

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

City of Medford

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



Planning Commission

Agenda

Public Hearing
February 28, 2019

5:30 PM

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

10. Roll Call

10.1 Election of Officers

10.2 Nomination to the Site Plan and Architectural Commission

20. Consent Calendar/Written Communications (voice vote)

30. Minutes

30.1 Consideration for approval of minutes from the February 14, 2019, hearing.

40. Oral and Written Requests and Communications

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

50. Public Hearings

Comments are limited to a total of 10 minutes for applicants and/or their representatives. You may request a 5-minute rebuttal time. All others will be limited to 3 minutes per individual or 5 minutes if representing a group or organization. **PLEASE SIGN IN.**

New Business

50.1 **ZC-18-190** Request for consideration of a zone change from SFR-00 (Single Family Residential – 1 dwelling unit per existing lot) to C-R (Regional Commercial) on approximately 2.6 acres located east of Garfield Street, approximately 600 feet east of the Garfield Street and Center Drive intersection (371W32B5000 & 371W32C2401). Applicant & Agent: South Center II, LLC.; Planner: Steffen Roennfeldt.

60. Reports

60.1 Site Plan and Architectural Commission

60.2 Planning Department

70. Messages and Papers from the Chair

80. Remarks from the City Attorney

90. Propositions and Remarks from the Commission

100. Adjournment

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.



Planning Commission

Minutes

From Public Hearing on **February 14, 2019**

The regular meeting of the Planning Commission was called to order at 5:30 PM in the City Hall Council Chambers on the above date with the following members and staff in attendance:

Commissioners Present

David McFadden, Vice Chair
Joe Foley
Mark McKechnie
E.J. McManus
Jeff Thomas

Staff Present

Kelly Evans, Assistant Planning Director
Carla Paladino, Principal Planner
Eric Mitton, Deputy City Attorney
Alex Georgevitch, City Engineer
Debbie Strigle, Recording Secretary
Kyle Kearns, Planner II

Commissioner Absent

Patrick Miranda, Chair, Excused Absence
David Culbertson, Excused Absence
Bill Mansfield, Excused Absence
Jared Pulver, Excused Absence

10. Roll Call

10.1 Election of Officers

10.2 Nominations for the Site Plan and Architectural Commission and Transportation Commission.

Vice Chair McFadden reported that the agenda item 10.1 Election of Officers and agenda item 10.2 Nomination to the Site Plan and Architectural Commission have been postponed until there are more Commissioners present.

Commissioner McKechnie nominated Commissioner Pulver to the Transportation Commission. There was no second.

Voice Vote: Motion passed, 5-0.

20. Consent Calendar/Written Communications.

Commissioner Foley requested information on agenda items 20.4 and 20.5.

20.1 LDS-18-153 Final Order of a request to revise the tentative plat of Phases 3A, 3B, 4A, 4B, 5A, 5B, 6A, 6B, 7A and 7B of the "High Cedars at Cedar Landing a Planned Community". The project area is located south of Cedar Links Drive and west of Foothill

Road within the SFR-4/PD (Single Family Residential four dwelling units per gross acre/Planned Development Overlay) zone. (371W16CA, TL 2200-2206, 371W16D, TL 7000-7005). Applicant: Cedar Landing Development LLC; Agent: CSA Planning Ltd.; Planner: Liz Conner.

20.2 CUP-18-148 Final Order of a Conditional Use Permit to allow storm water facilities within the Riparian Corridor of Lone Pine Creek, located approximately 300 feet from the intersection of Delta Waters Road and Crater Lake Highway (HWY 62). (371W18AA TL 1200-1400). Applicant: Delta Waters Lenders; Agent: Bill Philp; Planner: Liz Conner.

20.3 CUP-18-176 Final Order of a request for a Conditional Use Permit (CUP) in order to operate a temporary shelter for homeless individuals and families (Kelly Shelter) at the First United Methodist Church located at 607 West Main Street in the Commercial-Service & Professional Office (C-S/P) zoning district (372W25DA TL 200, 400, 500, 700 & 800). Applicant: Rogue Retreat; Agent: United Methodist Church; Planner: Dustin Severs.

Motion: The Planning Commission adopted the consent calendar items 20.1, 20.2 and 20.3 as submitted.

Moved by: Commissioner Foley

Seconded by: Commissioner McKechnie

Voice Vote: Motion passed, 5-0.

Carla Paladino, Principal Planner recommended to move these two agenda items to the end of the agenda in order for her to get further information. There was no objection from the Planning Commissioners.

Kelly Evans, Assistant Planning Director reported that LDS-18-109 is a phasing request and LDS-16-131 was an extension of time.

The applicant for LDS-18-109 has requested the item in order to have a sufficient amount of time to complete their project.

The other agenda item LDS-16-131 is a simple request of a one-year time extension.

Commissioner McKechnie asked, does a one-year extension have to come before the Planning Commission? Ms. Evans stated that the code changed several years ago. Land divisions had a one-year approval then the Planning Director had the ability to approve a one-year extension. That process was voided. It is now a two-year approval then the Planning Commission has the authority to extend an additional year.

20.4 LDS-18-109 Determination of whether splitting Howard View Subdivision into two phases is substantially consistent with the approved tentative plat for Howard View

Subdivision. The applicant is also desiring to have the full 5 years between phases with the proposed phasing plan. The approved tentative plat creates 17 residential lots, northwest of the Merriman Road and mace Road intersection. Applicant: F.B. Owen, Inc.; Agent: Richard Stevens & Associates, Inc.; Planner: Steffen Roennfeldt.

20.5 LDS-16-131 Consideration of request for a one-year time extension of the approval of proposed tentative plat for Jordan Village a, 4-lot residential duplex subdivision on 0.9 acres, located on the east side of Columbus Ave approximately 150 feet south of Garfield Street within the SFR-10 (Single Family Residential – 10 dwelling units per gross acre) zoning district. (372W36CD TL 400). Applicant: RNN Properties LLC; Agent: Scott Sinner Consulting, Inc.; Planner: Liz Conner.

Motion: The Planning Commission adopted the consent calendar items 20.4 and 20.5 as submitted.

Moved by: Commissioner Foley

Seconded by: Commissioner McKechnie

Voice Vote: Motion passed, 5-0.

30. Minutes

30.1 The minutes for January 24, 2019, were approved as submitted.

40. Oral and Written Requests and Communications. None.

Eric Mitton, Deputy City Attorney, read the Quasi-Judicial Statement.

50. Public Hearings – Continuance Requests

50.1 LDS-18-160 Consideration of a tentative plat for a six lot subdivision on approximately 3.08 acres within the SFR-2 (Single Family Residential – 2 dwelling units per gross acre) zoning district, located on Roxy Ann Road directly south of Autumn Park Drive (371W23DD TL 1800). Applicant: Rita Vinatieri; Agent: Neathamer Surveying Inc.; Planner: Liz Conner. **The applicant has requested to continue this item to the Thursday, March 14, 2019 Planning Commission meeting.**

The public hearing remained opened from the previous meeting and will continue to remain opened to receive further information.

Motion: The Planning Commission continued LDS-18-160, per the applicant’s request, to the Thursday, March 14, 2019, Planning Commission meeting.

Moved by: Commissioner Foley

Seconded by: Commissioner McKechnie

Voice Vote: Motion passed, 5-0.

Mr. Mitton explained that seeing the audience the Planning Commission can assume no one was present to speak on agenda item 50.1. For people who may be watching or recording to ask to make sure that there is nobody in the audience who wanted to speak on that item that cannot make it to the continued meeting date.

Mr. Mitton asked, is there anyone in the audience to speak on agenda item 50.1? There was no response.

50.2 ZC-18-189 Consideration of a request for a zone change of a 1.89-acre parcel located at 4199 Rachel Way from SFR-00 (Single-Family Residential, one dwelling unit per lot) to SFR-4 (Single-Family Residential, four dwelling units per gross acre) (371W22400); Applicant: Jane Erin Griffin-Hagle; Planner: Dustin Severs. **The applicant has requested to continue this item to the Thursday, March 14, 2019 Planning Commission meeting.**

Vice Chair McFadden stated that if there are members in the audience that have come to testify on this agenda item and cannot attend the Thursday, March 14, 2019, Planning Commission hearing, please come forward and the Planning Commission will hear your testimony at this time. Please keep in mind that it is possible that your questions may be answered when staff presents their staff report on Thursday, March 14, 2019. There will be no decisions made this evening on this agenda item.

The public hearing will remain opened to receive further information.

Motion: The Planning Commission continued ZC-18-189, per the applicant's request, to the Thursday, March 14, 2019, Planning Commission meeting.

Moved by: Commissioner Foley

Seconded by: Commissioner McKechnie

Voice Vote: Motion passed, 5-0.

New Business

50.3 DCA-19-005 / CP-19-011 An update to the Land Development Code to reflect recent changes to lighting standards in the Southeast Overlay. Applicant: City of Medford; Planner: Kyle Kearns.

Kyle Kearns, Planner II stated that the Land Development Code Amendment approval criteria can be found in the Medford Land Development Code Section 10.218. The Comprehensive Plan amendment criteria can be found in the Medford Land Development Code Section 10.220(B). The applicable criteria were addressed in the staff report and hard copies are available at the entrance of Council Chambers for those in attendance. Mr. Kearns reported that in the staff report dated February 7, 2019 there was an error in

the criteria applicable to the Comprehensive Plan criteria. It was listed as Code Section 10.218 and should have been Code Section 10.220. Mr. Kearns gave a staff report.

Commissioner McKechnie commented that LED lighting is more energy efficient and lasting longer compared to other lighting. They give better light. Spreading them out makes perfect sense. It is a good idea.

Vice Chair McFadden stated that he finds that LED lighting has a narrow beam. Mr. Kearns reported there are pictures of the lighting in the staff report if the Planning Commission wants to see what they look like. Vice Chair McFadden stated that if the City has looked at the spread of the lighting and feels they have adequate lighting between them he has no concerns. He did not see that in the proposal. Mr. Kearns reported that the Public Works memorandum provided indicates the lighting meets the footcandle requirements as well as all the other lighting standards.

Commissioner McKechnie asked, is this lighting just for the Southeast Overlay and not the entire City? Mr. Kearns replied that is correct.

The public hearing was opened and there being no testimony the public hearing was closed.

Motion: The Planning Commission, based on the findings and conclusions, that all of the approval criteria are either met or not applicable, initiated the amendment, and forwarded a favorable recommendation for adoption of DCA-19-005 and CP-19-011 to the City Council per the staff report dated February 7, 2019, including Exhibits A through C with the correction of the Code Sections.

Moved by: Commissioner Foley

Seconded by: Commissioner McKechnie

Roll Call Vote: Motion passed, 5-0.

50.4 CP-18-185 A Major Comprehensive Plan amendment to update the Public Facilities Element of the Medford Comprehensive Plan to reflect the updated 2018 Sanitary Sewer Collection System Master Plan as initiated by City Council on December 6, 2018 per Resolution 2018-134. Applicant: City of Medford; Planner: Kyle Kearns.

Kyle Kearns, Planner II stated that the Major Comprehensive Plan amendment approval criteria can be found in the Medford Land Development Code Section 10.220(B). The applicable criteria were addressed in the staff report and hard copies are available at the entrance of Council Chambers for those in attendance. Mr. Kearns reported that the City Council did not initiate the updated 2018 Sanitary Sewer Collection System Master Plan by an Ordinance it was by a Resolution. Mr. Kearns gave a staff report and noted that the

Planning Commission does not need to recommend a financing option, as proposed in the recommendation language of the February 7, 2019 Staff report.

Commissioner Foley asked, if the Planning Commission considers funding should they not have a presentation on what that would entail or ignore the funding in their recommendation? Mr. Mitton reported that if there is going to be a debate it should be done after closing the public hearing. The Planning Commission can ask staff for the funding information.

The public hearing was opened and there being no testimony the public hearing was closed.

Vice Chair McFadden commented that usually the Planning Commission does not get involved too much with the funding. It is more for the Budget Committee and City Council.

Commissioner McKechnie is uncomfortable recommending a funding option.

Motion: The Planning Commission, based on the findings and conclusions that all of the approval criteria are satisfied or not applicable, forwarded a favorable recommendation for approval of CP-18-185, without a recommendation to select a funding option, to the City Council per the staff report dated February 7, 2019, including Exhibits A through D.

Moved by: Commissioner Foley

Seconded by: Commissioner McKechnie

Roll Call Vote: Motion passed, 5-0.

60. Reports

60.1 Site Plan and Architectural Commission.

Carla Paladino, Principal Planner reported that the Site Plan and Architectural met on Friday, February 1, 2019. They approved the Delta Waters Lenders self-storage facility at Delta Waters Road and Crater Lake Highway.

60.2 Planning Department

Ms. Paladino reported that the Transportation Commission will meet on Wednesday, February 27, 2019 for their first meeting at 3:00 p.m.

There is business scheduled for Thursday, February 28, 2019 and a Planning Commission study session is scheduled for Monday, February 25, 2019.

The Transportation System Plan is under appeal with LUBA. They have scheduled a hearing date on Tuesday, March 12, 2019. Staff is working on a response to the petitioner's assignment of errors. It is due on Tuesday, February 26, 2019.

70. Messages and Papers from the Chair. None.

80. Remarks from the City Attorney. None

90. Propositions and Remarks from the Commission. None.

100. Adjournment

The meeting was adjourned at 6:10 p.m. The proceedings of this meeting were digitally recorded and are filed in the City Recorder's office.

Submitted by:

Terri L. Richards
Recording Secretary

David McFadden
Planning Commission Vice-Chair

Approved: February 28, 2018



STAFF REPORT

for a Type III quasi-judicial decision: **Zone Change**

Project South Side Center
Applicant & Agent: South Center II, LLC.

File no. ZC-18-190

To Planning Commission *for 2/28/2019 hearing*

From Steffen Roennfeldt, Planner III

Reviewer Kelly Evans, Assistant Planning Director

Date February 19, 2019

BACKGROUND

Proposal

Request for consideration of a zone change from SFR-00 (Single-Family Residential – 1 dwelling unit per existing lot) to C-R (Regional Commercial) on approximately 2.6 acres located east of Garfield Street, approximately 600 feet east of the Garfield Street and Center Drive intersection (371W32B5000 & 371W32C2401).

Vicinity Map



Subject Site Characteristics

Zoning	SFR-00	Single Family Residential – 1 dwelling unit per existing lot
GLUP	CM	Commercial
Use	vacant	

Surrounding Site Characteristics

<i>North</i>	Zone:	SFR-00 & C-R (Regional Commercial)
	Use:	vacant
<i>South</i>	Zone:	SFR-00
	Use:	low density residential
<i>East</i>	Zone:	SFR-00
	Use:	vacant
<i>West</i>	Zone:	C-R
	Use:	various commercial uses

Related Projects

A-04-184	Annexation File
CP-13-032	GLUP Amendment
PLA-16-010	Property Line Adjustment
PLA-16-058	Property Line Adjustment

Applicable Criteria

Inapplicable criteria have been omitted from this report. Omitted sections are identified by ***.

Medford Land Development Code §10.204, Zone Change Criteria

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

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

- (c) *For zone changes to any commercial zoning district, the following criteria shall be met for the applicable zoning sought:*

- (i) *The overall area of the C-R zoning district shall be over three acres in size and shall front upon a collector or arterial street or state highway, and shall be in a centralized location that does not otherwise constitute a neighborhood shopping center or portion thereof. In determining the overall area, all abutting property(s) zoned C-R shall be included in the size of the district. The C-R zone is ordinarily considered to be unsuitable if abutting any residential zones, unless the applicant can show it would be suitable pursuant to (2)(e) below.*

- (e) *For purposes of (2)(c) and (2)(d) above, a zone change may be found to be suitable where compliance is demonstrated with one or more of the following criteria:*
- (i) *The subject property has been sited on the General Land Use Plan Map with a GLUP Map designation that allows only one zone;*
- (ii) *At least 50% of the subject property's boundaries abut zones that are expressly allowed under the criteria in (2)(c) or (2)(d) above;*
- (iii) *At least 50% of the subject property's boundaries abut properties that contain one or more existing use(s) which are permitted or conditional use(s) in the zone sought by the applicant, regardless of whether the abutting properties are actually zoned for such existing use(s); or*
- (iv) *Notwithstanding the definition of "abutting" in Section 10.012 and for purposes of determining suitability under Subsection (2)(e), the subject property is separated from the "unsuitable" zone by a public right-of-way of at least 60 feet in width.*
- (f) *For zone changes to apply or to remove an overlay zone (Limited Industrial, Exclusive Agricultural, Freeway, Southeast, Historic) the criteria can be found in the applicable overlay section (Sections 10.345 through 10.413).*
- (3) *It shall be demonstrated that Category A urban services and facilities are available or can and will be provided, as described below, to adequately serve the subject property with the permitted uses allowed under the proposed zoning, except as provided in subsection (c) below. The minimum standards for Category A services and facilities are contained in Section 10.462 as well as the Public Facilities Element and Transportation System Plan in the Comprehensive Plan.*
- (a) *Storm drainage, sanitary sewer, and water facilities must already be adequate in condition, capacity, and location to serve the property or be extended or otherwise improved to adequately serve the property at the time of issuance of a building permit for vertical construction.*
- (b) *Adequate streets and street capacity must be provided in one of the following ways:*

- (i) Streets which serve the subject property, as defined in Section 10.461(2), presently exist and have adequate capacity; or*
- (ii) Existing and new streets that will serve the subject property will be improved and/or constructed, sufficient to meet the required condition and capacity, at the time building permits for vertical construction are issued; or*
- (iii) If it is determined that a street must be constructed or improved in order to provide adequate capacity for more than one proposed or anticipated land use, the Planning Commission may find the street to be adequate when the improvements needed to make the street adequate are fully funded. A street project is deemed to be fully funded when one of the following occurs:
 - a. the project is in the City's adopted capital improvement plan budget, or is a programmed project in the first two years of the State's current STIP (State Transportation Improvement Plan), or any other public agencies adopted capital improvement plan budget; or*
 - b. an applicant fund the improvement through a reimbursement district pursuant to the Section 10.432. The cost of the improvement will be either the actual cost of construction, if constructed by the applicant, or the estimated cost. The "estimated cost" shall be 125% of a professional engineer's estimated cost that has been approved by the City, including the cost of any right-of-way acquisition. The method described in this paragraph shall not be used if the Public Works Department determines, for reasons of public safety, that the improvement must be constructed prior to issuance of building permits.**
- (iv) When a street must be improved under (b)(ii) or (b)(iii) above, the specific street improvement(s) needed to make the street adequate must be identified, and it must be demonstrated by the applicant that the improvement(s) will make the street adequate in condition and capacity.*
- (c) In determining the adequacy of Category A facilities, the Planning Commission may mitigate potential impacts through the imposition of special development conditions, stipulations, or restrictions attached to the zone change request. Special development conditions, stipulations, or restrictions shall be established by deed restriction or covenant, and must be recorded at the County Recorder's office with proof of recordation returned to the Planning Department. Such special development conditions shall include, but are not limited to the following:
 - (i) Restricted Zoning is a restriction of uses by type or intensity. In cases where such a restriction is proposed, the Planning Commission must find that the resulting development pattern will not preclude future development, or intensification of development on the subject property or adjacent parcels. In no case shall residential densities be approved that do not meet minimum density standards;**

- (ii) Mixed-use, pedestrian-friendly design which qualifies for the trip reduction percentage allowed by the Transportation Planning Rule;*
- (iii) Transportation Demand Management (TDM) measures which can be reasonably quantified, monitored, and enforced, such as mandatory car/van pools.*

Medford Land Development Code §10.365(2), Freeway

- (1) Purpose of Freeway Overlay District: It is the purpose of the Freeway Overlay District to allow and regulate the use of freeway signage.*
- (2) Applicability: A parcel qualifies for the Freeway Overlay District if it has a Commercial (CM) General Land Use Plan (GLUP) Map designation, and either C-C, C-H, or C-R zoning. The Overlay applies to:
 - (a) Those portions of parcels located within 500 feet of Interstate 5 freeway interchange ramps as measured from the edge of the ream pavement and as shown on the official zoning map of the City of Medford, and*
 - (b) Those parcels that had received the Freeway Overlay as of the date this ordinance is adopted, as well as that portion of a parcel added by the City Council as of December 1, 2011. The Overlay shall be automatically applied to or removed from parcels at time of a GLUP amendment or zone change per applicability requirements.**
- (3) Freeway Signage Regulations: Regulations regarding Freeway Signage can be found in Section 10.1710.*

Corporate Names

Critchell A Galpin is the Registered Agent for South Center II, LLC. according to the Oregon Secretary of State Business Registry. Charles Martinez, Samuel Gressett, and Critchell A Galpin are listed as Members.

ISSUES AND ANALYSIS

Background

The subject parcels received their current alignments via two property line adjustments in 2016 (File Numbers PLA-16-010 & PLA-16-058). The subject site is currently vacant and is proposed to be developed with a hotel in the near future.

Project Summary

Figure 1 below depicts the subject sites with its current zoning designation of SFR-00. Approximately 2.6 acres are proposed to be rezoned (shown in green) from SFR-00 to C-R (Regional Commercial). The proposed zone change does only partially follow the existing parcel lines of Taxlots 5000 & 2401. An exact legal description of the proposed zone change is described in Exhibit F.

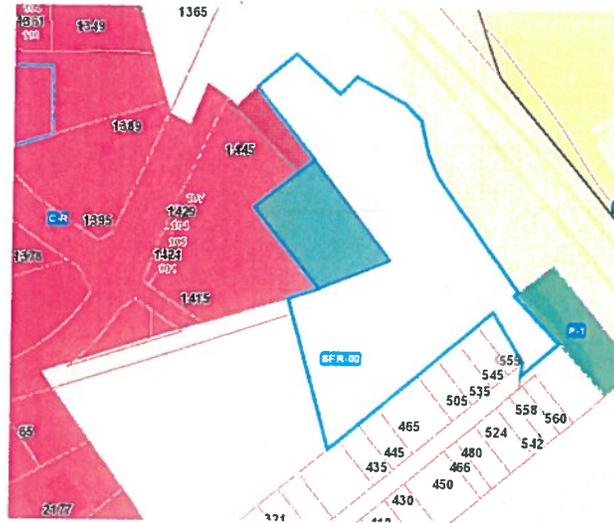


Figure 1 - Zoning Map

Criteria Compliance

GLUP/TSP Consistency

The General Land Use Plan (GLUP) designation for the subject site is CM (Commercial), which was applied with the approval of CP-13-032. According to the General Land Use Plan Element of the Comprehensive Plan, the C-R zoning district is a permitted zone within the CM GLUP designation. Approval of the subject zone change will complete the process of making the property available for commercial uses, as was the intent and purpose in approving the Comprehensive Plan amendment in 2013.

The Transportation System Plan (TSP) serves as a blueprint to guide transportation decision as development occurs in the City. It identifies both existing and future needs, and includes improvements to meet those needs. Public Works received traffic findings (Exhibit Q) from Southern Oregon Transportation Engineering in December of 2018 which included an analysis of the impacts of a zone change from SFR-00 to C-R. The applicant is not requesting an increase in trips to the existing trip cap that was placed on the South Side Center. Future development will be treated as any other development within the South Side Center, with trip accounting requirements at the time of development to ensure that the approved allotment is not exceeded. Per the findings from Southern

Oregon Transportation Engineering, in the original traffic analysis for South Side Center, failing facilities were reached at Barnett Road / Highland Drive, Center Drive / Garfield Street, and OR99 / Garfield Street, which allowed us to evaluate the traffic impacts based on peak hour trips that would be stipulated to. The South Side Center Phase 1 development was estimated to generate 367 trips during the p.m. peak hour. The applicant stipulated to this trip cap and was granted a conditional zone change. This request modifies the acreage included in the original analysis, but proposes no increase in trips to the transportation system. No adverse impacts are, therefore, shown to occur as a result of the proposed zone change. In a memorandum (Exhibit R), Public Works confirms that with the stipulated trip cap there is no significant impact to the transportation system since there is no increase in traffic over what was previously approved. Traffic Engineering recommends that the development be conditioned to provide a trip accounting for each phase of development to verify that the trip cap of 367 p.m. peak hour trips has not been exceeded.

Locational Criteria

The subject zone change proposal requires assessment of the locational criteria for C-R zoning district. The overall area of the proposed C-R zoning district meets location criteria by having the following characteristics: it is more than three acres in size, it fronts upon an arterial street, it is located in centralized site, and it does not otherwise constitute a neighborhood center.

MLDC Section 10.204(B)(2)(c)(iii) notes that the C-R zone is ordinarily considered to be unsuitable if abutting any residential zones, unless the applicant can show it would be suitable pursuant to Section 10.204(B)(2)(e). The remaining area of the two subject parcels that is not included in this zone change application, is zoned SFR-00, which serves as a holding zone upon annexation.

The Applicant's Findings of Fact and Conclusions of Law (Exhibit D) recognize that 50% of the subject property's boundaries will abut zones that are expressly allowed under the criteria in Section 10.204(B)(2)(e)(ii).

Facility Adequacy

MLDC 10.204(B)(3) requires demonstration that Category A facilities (storm drainage, sanitary sewer, water and streets) must already be adequate in condition, capacity and location to serve the property or be extended or otherwise improved to adequately serve the property at the time of issuance of a building permit for vertical construction. The agency comments included in Exhibits I through N demonstrate that the Category A facilities are either adequate or can be made adequate to serve the site under the C-R zoning designation, subject to conditions of approval.

Storm Drainage Facilities

The subject property lies within the Bear Creek South Drainage Basin. There are adequate facilities to serve the site.

Sanitary Sewer

The subject property is within the Rogue Valley Sewer Services area. There is adequate system capacity for the proposed zone change.

Water

The Medford Water Capacity system does have adequate capacity to serve this property.

Streets

It was determined at the Land Development Meeting on January 30, 2019, that the existing traffic impact analysis and trip cap are acceptable for the Oregon Department of Transportation (Exhibit O).

Freeway Overlay Zone

The purpose of the Freeway Overlay District is to allow and regulate for the use of freeway signage. The applicant is requesting (Exhibit E) to have the qualifying parts of the area to be rezoned to also receive the Freeway Overlay per the applicability criteria in MLDC 10.365(2). See Exhibit S for the area to receive the overlay.

Committee Comments

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

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 applicant's findings with the following modifications:

- With regard to Criterion 2 under MLDC 10.204(2)(c)(iii)(e), strike the incorrect conclusions on page 2 of the applicant's findings stating that *'the GLUP map shows only the CM zone as the underlying zone surrounding and within the proposed area. This criterion is met'* and *'as this is the second phase of an existing*

commercial development "South Center the subject property's boundaries about existing uses within the zone sought, in excess of 50%. This criterion is met."

- The Commission can find that the subject site does partially qualify to receive a 'Freeway Overlay' per MLDC 10.365 as depicted in Exhibit S.

RECOMMENDED ACTION

Adopt the findings as recommended by staff and direct staff to prepare the final order for approval of ZC-18-190 per the staff report dated February 19, 2018, including Exhibits A through S.

EXHIBITS

- A Conditions of Approval, dated February 19, 2019
- B Assessor Map with highlighted subject site, received December 18, 2018
- C Tract to be rezoned, received December 18, 2018
- D Applicants findings and conclusions, received January 11, 2019
- E E-Mail from applicant re: Freeway Overlay Zone, received February 8, 2019
- F Legal Description, received December 18, 2018
- G GLUP Map
- H Zoning Map
- I Public Works Department Staff Report, dated January 30, 2019
- J Medford Water Commission Memo, dated January 30, 2019
- K Medford Fire-Rescue Land Development Report, dated January 28, 2019
- L Medford Building Department Memo, dated January 29, 2019
- M Rogue Valley Sewer Services Memo, dated January 18, 2019
- N Jackson County Roads Memo, dated January 23, 2019
- O E-Mail from ODOT, received January 23, 2019
- P City Surveyor Memo, dated January 16, 2019
- Q Southern Oregon Transportation Engineering, LLC. Traffic Findings, received December 18, 2019
- R Public Works Memo re: traffic, received December 20, 2018
- S Potential Freeway Overlay Area Map
Vicinity map

PLANNING COMMISSION AGENDA:

FEBRUARY 28, 2019

EXHIBIT A

South Center II Zone Change
ZC-18-190
Conditions of Approval
February 19, 2019

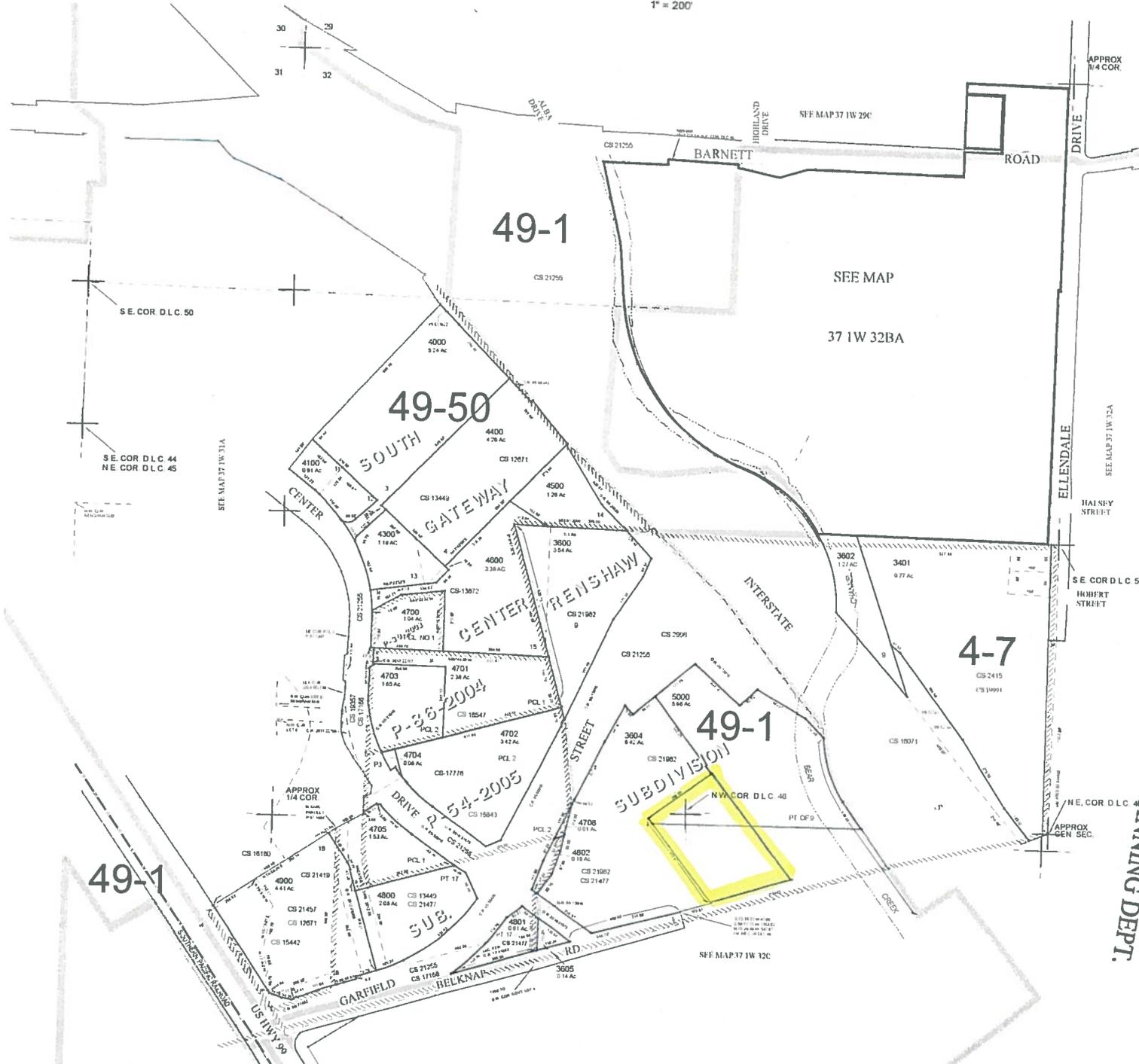
CODE CONDITIONS

1. Comply with the Public Works Department Staff Report dated, January 30, 2019 (Exhibit I).

FOR ASSESSMENT AND TAXATION ONLY

N.W. 1/4 SEC. 32 T. 37S. R. 1W. W.M.
JACKSON COUNTY
1" = 200'

371W32B
MEDFORD



CANCELLED TAX LOT NUMBERS
 2081 ADDED TO 3600
 3400 ADDED TO 3601
 3500 ADDED TO 3400
 3601 ADDED TO 3401
 3603 ADDED TO 603
 3900 REMAPPED TO 371W31A-1100
 4901 ADDED TO 371W31A-1500
 4200 ADDED TO 4100
 4706 ADDED TO 371W31A-4101
 4707 ADDED TO 371W31A-4101

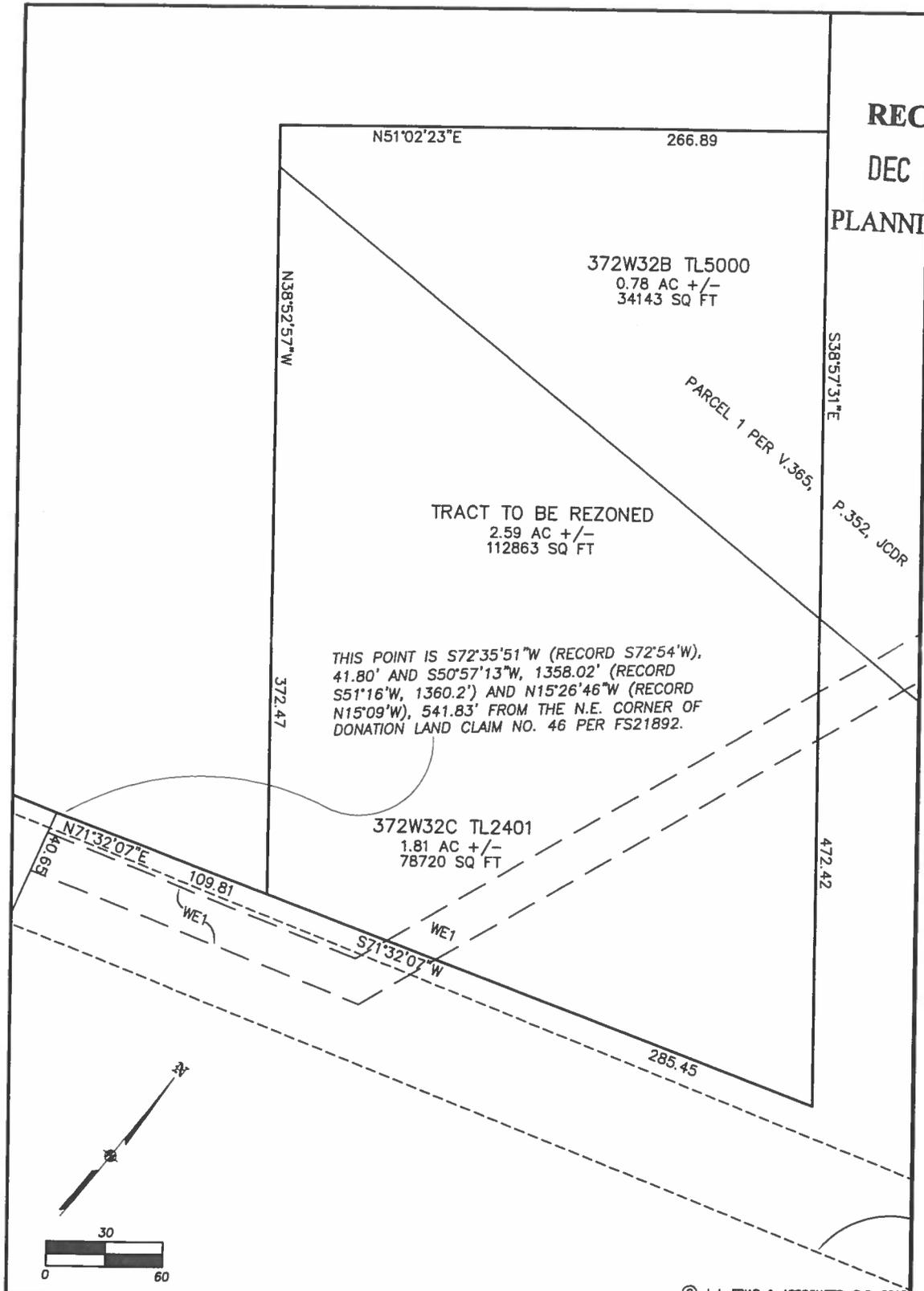
RECEIVED
DEC 18 2018
PLANNING DEPT.

371W32B
 MEDFORD
 FOR CONVERSION September 21, 1999
 REV April 25, 2018

CITY OF MEDFORD
 EXHIBIT # 3
 ZC-18-192

11

RECEIVED
 DEC 18 2018
 PLANNING DEPT.



REGISTERED
 PROFESSIONAL
 LAND SURVEYOR
James E. Hibbs
 OREGON
 JULY 17, 1986
 JAMES E. HIBBS
 2234
 RENEWAL DATE: 6-30-19

TITLE: TRACT TO BE REZONED
 ASSESSOR'S MAP #: 371W32B TL5000/372W32C TL2401
 FOR: GALPIN GANG, LLC
 744 CARDLEY, SUITE 100
 MEDFORD, OR 97504
 L.J. FRIAR & ASSOCIATES P.C.
 CONSULTING LAND SURVEYORS
 P.O. Box 1947, Phoenix, OR 97535
 Phone: (541) 772-2782
 Email: ljfriar@charter.net

DATE: 13 DEC 2018
 SCALE: 1 inch : 60 feet
 DRAWN BY: JEH.
 CHK BY:
 ORIGIN:
 ROTATION: 30°
 JOB#: 15217FM

CITY OF MEDFORD
 EXHIBIT # C 2
 FILE # ZC-18-190

RECEIVED

JAN 11 2019

PLANNING DEPT.

City of Medford

Zone Change Application

371W32B – Tax Lot 5000 & 372W32C – Tax Lot 2401

Findings of Fact **§10.204(B)**

The Planning Commission shall approve a quasi-judicial, minor zone change if it finds that the zone change complies with subsections (1) and (2) below:

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

- The proposed zone is consistent with the General Land Use Plan Map “GLUP”. The GLUP Map designates the areas as CM, and the proposed zoning is CM (C-R). The proposed zone is also consistent with the TSP. The zone change allows us to bring access through the current development known as South Center. The South Center development will ensure future connectivity from Garfield to Charlotte Anne Rd via Center Dr. and via the access road to South Center. The criterion is met

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

(2)(c)(iii) The overall area of the C-R zoning district shall be over three acres in size and shall front upon a collector or arterial street or state highway. In determining the overall area, all abutting property(s) zoned C-R shall be included in the size of the district.

- The proposed zone change area is equal to 2.58 acres. In combination with Phase 1 with an area of 6.42 acres of C-R zoned property, equaling 9 total acres, the criterium is met. The subject property, is the second phase of the South Center development, which fronts Garfield Street, a major collector in the City of Medford. The criterion is met.

CITY OF MEDFORD
EXHIBIT # D
File # ZC-18-190 Page 11

For purposes of (2)(c) and (2)(d) above, a zone change may be found to be suitable where compliance is demonstrated with one or more of the following criteria:

(i) The subject property has been sited on the General Land Use Plan Map with a GLUP Map designation that allows only one zone;

- The GLUP map shows only the CM zone as the underlying zone surrounding and within the proposed area. The criterion is met.

(ii) At least 50% of the subject property's boundaries abut zones that are expressly allowed under the criteria in (2)(c) or (2)(d) above;

- All of the subject property's boundaries abut zones that are expressly allowed under criteria set forth in (2)(c). The criterion is met.

(iii) At least 50% of the subject property's boundaries abut properties that contain one or more existing use(s) which are permitted or conditional use(s) in the zone sought by the applicant, regardless of whether the abutting properties are actually zoned for such existing use(s);

- As this is the second phase of an existing commercial development "South Center the subject property's boundaries abut existing uses within the zone sought, in excess of 50%. The criterion is met.

(3) It shall be demonstrated that Category A urban services and facilities are available or can and will be provided, as described below, to adequately serve the subject property with the permitted uses allowed under the proposed zoning, except as provided in subsection (c) below. The minimum standards for Category A services and facilities are contained in Section 10.462 as well as the Public Facilities Element and Transportation System Plan in the Comprehensive Plan. (a) Storm drainage, sanitary sewer, and water facilities must already be adequate in condition, capacity, and location to serve the property or be extended or otherwise improved to adequately serve the property at the time of issuance of a building permit for vertical construction.

- As this is the second phase of the South Center development, storm drainage, sanitary sewer, and water facilities are newly installed with adequate capacity, and located to fully serve the subject property. The criterion is met.

(b) Adequate streets and street capacity must be provided in one of the following ways:

(i) Streets which serve the subject property, as defined in Section 10.461(2), presently exist and have adequate capacity;

- The South Center development currently provides a new access road via Center Dr. with on and off capacity to serve the property. The criterion is met.

(ii) Existing and new streets that will serve the subject property will be improved and/or constructed, sufficient to meet the required condition and capacity, at the time building permits for vertical construction are issued

- The South Center development contains a fully improved access road off of Center Dr. with capacity to fully serve the property. The criterion is met.

Steffen K. Roennfeldt

From: Jack Galpin <jack@galpinllc.com>
Sent: Friday, February 8, 2019 8:27 AM
To: Steffen K. Roennfeldt
Subject: Re: Zone Change - Updated Findings

Steffen,

Yes, I would like to apply for the Overlay zone.

Thank you for the information!

Jack

On Feb 8, 2019, at 7:46 AM, Steffen K. Roennfeldt <Steffen.Roennfeldt@cityofmedford.org> wrote:

Jack,

Parts of the parcels that are in for the zone change do qualify for the Freeway Sign Overlay (see attached map).

Did you want to apply for Overlay zone? It will give the developer the opportunity to install a larger sign. If so, please let me know (e-mail will do) so I can add it to the staff report.

Thanks,
Steffen

From: Steffen K. Roennfeldt
Sent: Friday, January 11, 2019 1:03 PM
To: 'Jack Galpin' <jack@galpinllc.com>
Subject: RE: Zone Change - Updated Findings

Sure thing:

The file number is ZC-19-190.

Looks like it will be on the second Planning Commission meeting in February.

Hope that helps,

Steffen

From: Jack Galpin [<mailto:jack@galpinllc.com>]
Sent: Friday, January 11, 2019 11:05 AM
To: Steffen K. Roennfeldt <Steffen.Roennfeldt@cityofmedford.org>
Subject: Re: Zone Change - Updated Findings

Steffen,

Can you please give me the application number for this zone change application?

CITY OF MEDFORD
EXHIBIT # E
File # 2C-18-190

TELEPHONE
541-772-2782



L.J. FRIAR & ASSOCIATES P.C.

CONSULTING LAND SURVEYORS

P.O. BOX 1947
PHOENIX, OR 97535

FAX
541-772-8465

JAMES E. HIBBS, PLS

ljfriar@charter.net

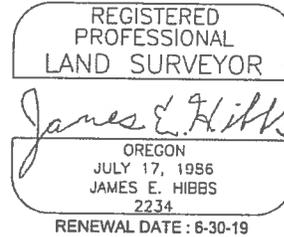
LEGAL DESCRIPTION

Commencing at the Northeast corner of Donation Land Claim No. 46, Township 37 South, Range 1 West, Willamette Meridian, Jackson County, Oregon; thence South 72°35'51" West (record South 72°54' West), 41.80 feet; thence South 50°57'13" West, 1358.02 feet (record South 51°16' West, 1360.2 feet) to the Southwest corner of Parcel 2 per Volume 365, Page 352, Jackson County Deed Records; thence along the West line thereof, North 15°26'46" West (record North 15°09' West), 541.83 feet to the Northeast corner of Belknap Road; thence North 71°32'07" East, 109.81 feet to the true point of beginning; thence North 38°52'57" West, 372.47 feet; thence North 51°02'23" East, 266.89 feet; thence South 38°57'31" East, 472.42 feet; thence South 71°32'07" West, 285.45 feet to the true point of beginning. Containing 112863 square feet, or 2.59 acres, more or less.

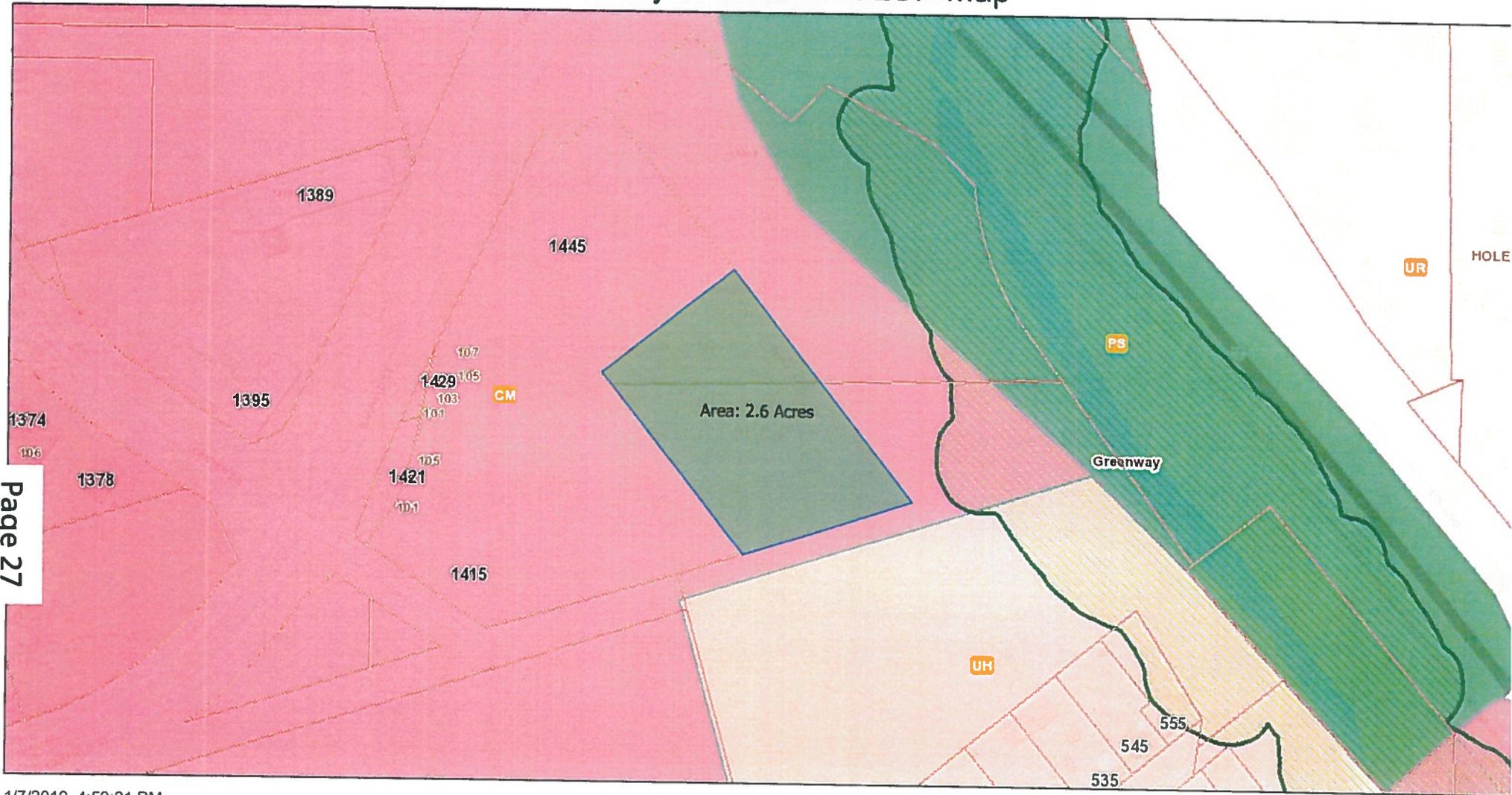
Basis of Bearings: Survey No. 21982.

TRACT TO BE ZONE CHANGED
(NEW HOTEL TRACT)
Galpin Gang, LLC
15-217
October 8, 2018

RECEIVED
DEC 18 2018
PLANNING DEPT.



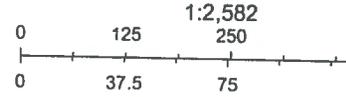
City of Medford GLUP Map



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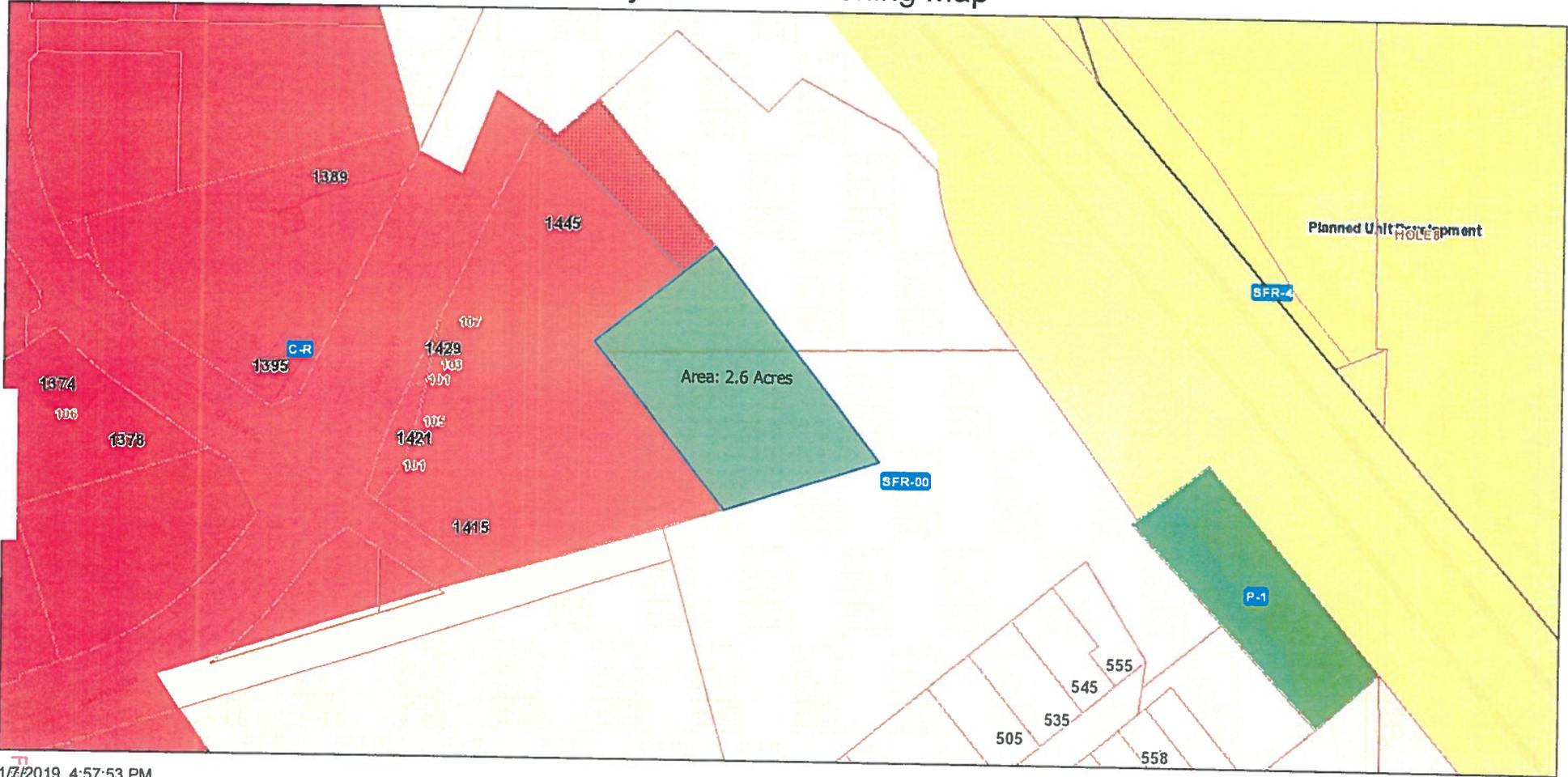
- Taxlots
- Site Addresses
- General Land Use - Shaded**
 - AIRPORT
 - CC-CITY CENTER
 - CM-COMMERCIAL
 - SC-SERVICE COMMERCIAL
 - GI-GENERAL INDUSTRIAL
 - HI-HEAVY INDUSTRIAL
 - LS-LIMITED SERVICE AREA
 - PS-PARKS & SCHOOLS
 - UR-URBAN RESIDENTIAL
 - UM-URBAN MEDIUM DENSITY RESIDENTIAL
 - UH-URBAN HIGH DENSITY RESIDENTIAL
- General Land Use Overlays**
 - Greenways
 - Limited Service Area Overlay
 - SoutheastPlan Area



Sources: Esri, HERE, Garmin, Intermap, Inccr GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IC Ordnance Survey, Esri Japan, METI, Esri China swisstopo, © OpenStreetMap contributors, and

2018-120
CITY OF MEDFORD
JAN 17 2019

City of Medford Zoning Map



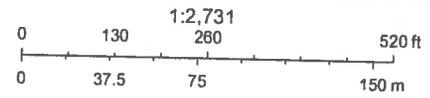
Page 28

1/7/2019, 4:57:53 PM

- Taxlots
- Site Addresses
- Zoning Districts - Shaded
- Public Park
- Multiple-Family Residential - 30 Units
- Multiple-Family Residential - 20 Units

- Multiple-Family Residential - 15 Units
- Single-Family Residential - 10 Units
- Single-Family Residential - 6 Units
- Single-Family Residential - 4 Units
- Single-Family Residential - 2 Units
- Single-Family Residential - 1 Unit
- Heavy Commercial
- Regional Commercial
- Community Commercial
- Neighborhood Commercial
- Service Commercial and Professional Office
- Heavy Industrial District
- General Industrial
- Light Industrial District
- Zoning Overlays
- Airport Approach
- Area of Concern/Airport Notify Zone
- Runway Protection Zone

- Exclusive Agricultural
- Airport Radar
- Historic
- Central Business
- Freeway
- Limited Industrial



Sources: Esri, HERE, Garmin, Intermap, Increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, OpenStreetMap contributors, and the GIS User

2018-190
 H
 MEDFORD



Medford – A fantastic place to live, work and play

CITY OF MEDFORD

LD Date: 1/30/2019
File Number: ZC-18-190
(Reference: ZC-16-077)

PUBLIC WORKS DEPARTMENT STAFF REPORT
Garfield Street/Center Drive (TLs 2401 & 5000)
Southside Center – Zone Change

Project: Request for consideration of a zone change from SFR-00 (Single Family Residential – 1 dwelling unit per existing lot) to C-R (Regional Commercial) on approximately 2.6 acres.

Location: Located east of Garfield Street, approximately 600 feet east of the Garfield Street and Center Drive intersection (371W32B5000 & 371W32C2401).

Applicant: Applicant & Agent, South Center II, LLC.; Planner, Steffen Roennfeldt.

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

I. Sanitary Sewer Facilities

This site lies within the Rogue Valley Sewer Service (RVSS) area. The Applicant shall contact RVSS to see if sanitary sewer services and facilities are available and have capacity to serve this property under the proposed zoning.

II. Storm Drainage Facilities

This site lies within the Bear Creek South Drainage Basin. The subject property currently drains to the east. There are adequate facilities to serve the site.

III. Transportation System

Public Works received a Transportation Impact Analysis (TIA) from Southern Oregon Transportation Engineering LLC, dated December 18, 2016, titled "South Side Center Partial Zone Change-Traffic Findings – Tax Lots 2401 & 5000". This is an addendum to the TIA for ZC-16-077, Titled "South Side Center SFR-00 to C-R Zone Change" previously approved in 2016.

The analysis requests that portions of the two tax lots totaling 2.59 acres be added to the original parcels in zone change 16-077 totaling 6.56 acres, for a new total acreage of 9.15, all under the original trip cap of 367 P.M. peak hour trips. The analysis states that the trip generation for the full potential of either zone change could not be supported by the transportation system without mitigation so a trip cap has been stipulated to of 367 P.M. peak hour trips.

With the stipulated trip cap there is no significant impact to the transportation system since there is no increase in traffic over what was previously approved.

We recommend that the development be conditioned to provide a trip accounting for each phase of development to verify that the trip cap of 367 P.M. peak hour trips has not been exceeded. An additional traffic impact analysis will be required to remove the trip cap from the property.

Prepared by: Jodi K Cope

Reviewed by: Doug Burroughs

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



BOARD OF WATER COMMISSIONERS

Staff Memo

TO: Planning Department, City of Medford

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

SUBJECT: ZC-18-190

PARCEL ID: 371W32B TL 500 & 371W32C TL 2401

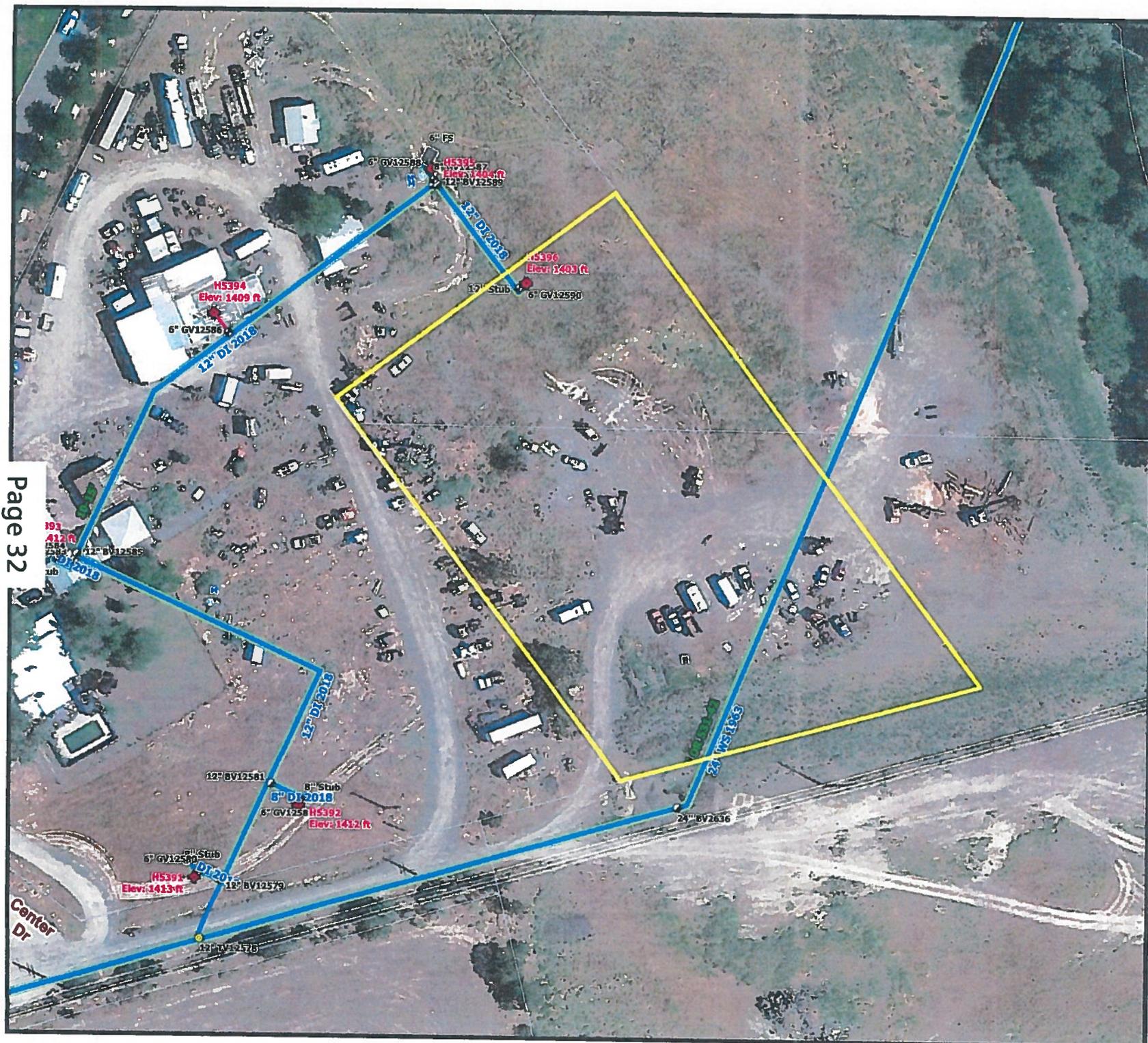
PROJECT: Request for consideration of a zone change from SFR-00 (Single Family Residential – 1 dwelling unit per existing lot) to C-R (Regional Commercial) on approximately 2.6 acres located east of Garfield Street, approximately 600 feet east of the Garfield Street and Center Drive intersection (371W32B5000 & 371W32C2401); Applicant & Agent, South Center II, LLC.; Planner, Steffen Roennfeldt

DATE: January 30, 2019

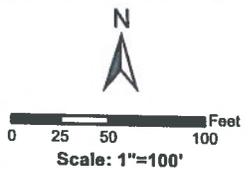
I have reviewed the above plan authorization application as requested. Conditions for approval and comments are as follows:

COMMENTS

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. The MWC system does have adequate capacity to serve this property.
4. Static water pressure at this site is approximately 80 psi.
5. Off-site water facility construction is not required.
6. On-site water facility construction will be required at time of future land development site layout review.
7. MWC-metered water service does not exist to this property currently.
8. Access to MWC water lines for connection is available. There is a 12-inch water line stubbed to the northwesterly property line.



Page 32



Water Facility Map
for
ZC-18-190
Jan 30, 2019

Legend

- ⊙ Air Valve
- ⊙ Sample Station
- ⊙ Fire Service
- ⊙ Hydrant
- ▲ Reducer
- ⊙ Blow Off
- + Plugs-Caps

- Water Meters:**
- ⊙ Active Meter
 - On Well
 - Unknown
 - Vacant

- Water Valves:**
- ⊙ Butterfly Valve
 - ⊙ Gate Valve
 - ⊙ Tapping Valve

- Water Mains:**
- Active Main
 - - - Abandoned Main
 - Reservoir Drain Pipe
 - Pressure Zone Line

- Boundaries:**
- ▭ Urban Growth Boundary
 - ▭ City Limits
 - ▭ Tax Lots

- MWC Facilities:**
- C** Control Station
 - P** Pump Station
 - R** Reservoir



This map is based on a digital database supplied by Medford Water Commission from a variety of sources. Medford Water Commission cannot accept responsibility for errors, omissions, or positional accuracy. There can be horizontal, vertical or radial displacement.

Date: 12/09/19
Path: C:\MWC\Info\Map - MWC 020 - Letter LB - Dec 31 2019.dwg



Medford Fire-Rescue Land Development Report

Review/Project Information

Reviewed By: Kleinberg, Greg

Review Date: 1/28/2019
Meeting Date: 1/30/2019

LD File #: ZC18190

Planner: Steffen Rosenfeldt

Applicant: South Center II, LLC

Project Location: Approximately 600 feet east of the Garfield Street and Center Drive intersection

Project Description: Request for consideration of a zone change from SFR-00 (Single Family residential - 1 dwelling unit per existing lot) to C-R (Regional Commercial) on approximately 2.6 acres

Specific Development Requirements for Access & Water Supply

Reference	Conditions	Description
Approved		Approved as submitted with no additional conditions or requirements.

Construction General Information/Requirements

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

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

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

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

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

www.medfordfirerescue.org

CITY OF MEDFORD
EXHIBIT # K
File # ZC-18-190

Memo



To: Steffen Roennfeldt, Planning Department
From: Chad Wiltrout, Building Department (541) 774-2363
CC: South Center II, LLC, Applicant and Agent
Date: January 29, 2019
Re: January 30, 2019 LDC Meeting: Item #1 – ZC-18-190

Please Note:

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

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

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

General Comments:

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

Comments:

5. Building department has no comments on the zone change.
6. Any properties located within the 100 year Flood Plain requires a permit. All buildings will require a flood elevation certificate.

CITY OF MEDFORD
EXHIBIT # L
FILE # 20-18-190



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

January 18, 2019

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

Re: ZC-18-190, South Side Center (371W32B 5000 & 371W32C 2401)

ATTN: Steffen,

The subject property is within the RVSS service area. There is a newly installed 8 inch sewer main on tax lot 5000 and on tax lot 3604 to the northwest of the proposed zone change. Currently, there is adequate system capacity for the proposed zone change. Future development must be reviewed for compliance with RVSS standards.

Please feel free contact me with any questions.

Sincerely,

Nicholas R. Bakke

Nicholas R. Bakke, P.E.
District Engineer

K:\DATA\AGENCIES\MEDFORD\PLANNING\ZONE CHANGE\2018\ZC-18-190_SOUTH SIDE CENTER.DOC

CITY OF MEDFORD
EXHIBIT M
2018-190



JACKSON COUNTY

Roads

JC Roads
Engineering

Chuck DeJanvier
Construction Engineer

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

www.jacksoncounty.org

January 23, 2019

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

RE: Zone Change off Garfield Street – a city-maintained road.
Planning File: ZC-18-190

Dear Steffen:

Thank you for the opportunity to comment on this request for a change of zone from SFR-00 (Single-Family Residential – one dwelling unit per existing lot) to C-R (Regional commercial) on approximately 2.6 acres located east of Garfield Street, approximately 600 feet east of the Garfield Street and Center Drive Intersection. Jackson County Roads has the following comments:

1. Charlotte Ann Road is a County Local Road and is maintained by the County. The Average Daily Traffic count is inactive at this time. It was 342 on 8/17/1998, 1033 feet east of Highway 99.
2. This road was built to a rural low volume standard that is no longer current. This road was not built to commercial/industrial standards and will not withstand the additional traffic. Jackson County will not allow access to Charlotte Ann Road.
3. If county storm drainage facilities are utilized, the applicant's registered engineer shall verify that the drainage system has adequate capacity to accept additional runoff from this development. Jackson County Roads shall review, comment and approve the hydraulic report including the calculations and drainage plan. Capacity improvements or on site detention, if necessary, shall be installed at the expense of the applicant.
4. Jackson County Roads would like to review and comment on the hydraulic report including the calculations and drainage plan. Capacity improvements or on site detention, if necessary, shall be installed at the expense of the applicant. Upon completion of the project, the developer's engineer shall certify that construction of the

drainage system was constructed per plan and a copy of the certification shall be sent to Jackson County Roads.

5. Construction plans shall be prepared in accordance with the "Standards and Specifications for County Roads" (also known as the County road standards).
6. The applicant shall submit construction drawings to Jackson County Roads and obtain county permits if required.
7. We would like to be notified of future development proposals, as county permits may be required.
8. Jackson County's General Administration Policy #1-45 sets forth the County's position as it relates to the management of County roads located within existing or proposed city limits or Urban Growth Boundaries (UGB). The County has no current plans for improvements to Charlotte Ann Road. Jackson County Roads recommends that the city request road jurisdiction.
9. Storm water should meet City of Medford requirements that also include water quality. Please note that there are drainage problems in this area and the City of Medford maintains the storm water system.
10. Please contact the Oregon Department of Transportation for comments.
11. Please contact the Bear Creek Greenway Foundation for comments.

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

Sincerely,



Chuck DeJanvier, PE
Construction Engineer

Steffen K. Roennfeldt

From: Cinthya Y. Perezchica
Sent: Wednesday, January 23, 2019 10:15 AM
To: MCDONALD John; Steffen K. Roennfeldt
Cc: WANG Wei * Michael
Subject: RE: Land Development meeting: January 30, 2019

Thank you John, I will forward your comments to Steffen Roennfeldt.

From: MCDONALD John [mailto:John.MCDONALD@odot.state.or.us]
Sent: Wednesday, January 23, 2019 9:54 AM
To: Cinthya Y. Perezchica <Cinthya.Perezchica@cityofmedford.org>
Cc: WANG Wei * Michael <Wei.WANG@odot.state.or.us>
Subject: RE: Land Development meeting: January 30, 2019

Cinthya,

Regarding ZC-18-190, Request for consideration of zone change for 2.6 acres located east of Garfield Street, we have the following comments:

- A traffic impact study will likely be required to determine whether the zone change will have a significant effect on a state transportation facility and, if it does have a significant effect, to identify mitigation.

Michael Wang will be attending the meeting, next Thursday, January 30, at 9:30 a.m., at Room 151 of the Lausmann Annex.

Sincerely,

John McDonald
Development Review Planner
ODOT Southwestern Region
541-957-3688

From: Cinthya Y. Perezchica <Cinthya.Perezchica@cityofmedford.org>
Sent: Tuesday, January 22, 2019 5:13 PM
To: Angela R. Durant <Angela.Durant@cityofmedford.org>; Bob Neathamer <bob@neathamer.com>; Brian <Brian@GWEarch.com>; Brian N. Sjothun <Brian.Sjothun@cityofmedford.org>; Brian W. Robinson <Brian.Robinson@cityofmedford.org>; Carla G. Paladino <Carla.Paladino@cityofmedford.org>; Cassie J. Neahr <Cassandra.Neahr@cityofmedford.org>; HARSHMAN Cathaleen A * Cathy <Cathaleen.A.HARSHMAN@odot.state.or.us>; Chad E. Wiltrout <Chad.Wiltrout@cityofmedford.org>; Chad Pliier - ECSO <Chad.Pliier@ECSO911.com>; Cinthya Y. Perezchica <Cinthya.Perezchica@cityofmedford.org>; Darrell - Hoffbuhr <dlh@hoffbuhr.com>; David Searcy <david.searcy@medfordwater.org>; MOREHOUSE Donald <Donald.MOREHOUSE@odot.state.or.us>; Douglas E. Burroughs <Douglas.Burroughs@cityofmedford.org>; Dustin J. Severs <Dustin.Severs@cityofmedford.org>; Earl R. Lighthill <Earl.Lighthill@cityofmedford.org>; Gayle G. Cotone <Gayle.Cotone@cityofmedford.org>; Gene Abell <gabell@abellarchgroup.com>; Greg G. Kleinberg <John.Kleinberg@cityofmedford.org>; Haley C. Cox <Haley.Cox@cityofmedford.org>; Heather M. Merrihew <Heather.Merrihew@cityofmedford.org>; Jennifer L. Ingram <Jennifer.Ingram@cityofmedford.org>; Jim Maize <jmaize3145@charter.net>; Jim Martin - Century Link <jim.martin@centurylink.com>; Jodi K. Cope <Jodi.Cope@cityofmedford.org>; Joe Slaughter <Joe@joeslaughterplanner.com>; MCDONALD John <John.MCDONALD@odot.state.or.us>; Karen M. Spoons <Karen.Spoons@cityofmedford.org>; Karl H. MacNair <Karl.MacNair@cityofmedford.org>; Kelly A. Mi

CITY OF MEDFORD
2019 JAN 23 10:15 AM
2C-18-190
27



City of Medford

Planning Department

Working with the community to shape a vibrant and exceptional city

MEMORANDUM

Subject Legal Description
 File no. ZC-18-190
 To Jon Proud, Engineering
 From Steffen Roennfeldt, Planning Department
 Date January 16, 2019

Please verify the attached legal description covering the below subject at your earliest convenience. See attached map.

1. ZC-18-190
 Applicant/Agent: South Center II, LLC

Steffen, description describes the subject area shown on vicinity map. It should be noted that area described does not match an existing lawful unit of land but is within a lawful unit of land. Property would need to be reconfigured through partition or PLA to create a lawful unit as described. (Sorry to have to state the obvious)
 Thanks, Jon 1/25/19

cp

Attachments:

Vicinity Map, Legal description

CITY OF MEDFORD

ENGINEERING

File #

ZC-18-190

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

December 18, 2018

RECEIVED
DEC 18 2018
PLANNING DEPT.

Peter Mackprang, Associate Traffic Engineer
City of Medford
Public Works/Engineering Division
200 South Ivy Street, Lausmann Annex
Medford, Oregon 97501

RE: South Side Center Partial Zone Change Traffic Findings – Tax Lots 2401 & 5000

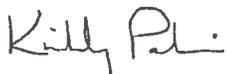
Dear Peter,

Southern Oregon Transportation Engineering, LLC evaluated a proposed zone change from SFR-00 to C-C on portions of 372W32B tax lot 5000 and 372W32C tax lot 2401, as part of a South Side Center site modification. The proposed zone change is requested for the purpose of adding a business hotel to the site plan. The business hotel will be located on a portion of the existing site (previously zone changed to C-C) as well as a portion of two adjacent tax lots (0.78 acres of tax lot 5000 and 1.81 acres of tax lot 2401). A zone change is required on the two adjacent tax lots to allow for a business hotel use, but the applicant is not requesting any increase in trips to the existing trip cap that was placed on South Side Center. The business hotel will be treated as any other development within South Side Center, with trip accounting requirements at the time of development to ensure that the approved allotment is not exceeded.

In the original traffic analysis for South Side Center, failing facilities were reached at Barnett Road / Highland Drive, Center Drive / Garfield Street, and OR 99 / Garfield Street, which allowed us to evaluate the traffic impacts based on peak hour trips that would be stipulated to. The South Side Center Phase I development was estimated to generate 367 trips during the p.m. peak hour. The applicant stipulated to this trip cap and was granted a conditional zone change. This request modifies the acreage included in the original analysis, but proposes no increase in trips to the transportation system. No adverse impacts are, therefore, shown to occur as a result of the proposed zone change. A legal description for portions of tax lots 5000 and 2401 is attached.

If you have any questions or concerns, please feel free to contact me via email or on my cell phone.

Sincerely,



Kimberly Parducci PE, PTOE
SOUTHERN OREGON TRANSPORTATION ENGINEERING, LLC



Cc: Client

Attachments: Legal Description of Tax Lots for Zone Change

CITY OF MEDFORD
EXHIBIT # 6
FILE # ZC-18-190

TELEPHONE
541-772-2782



L.J. FRIAR & ASSOCIATES P.C.

CONSULTING LAND SURVEYORS

P.O. BOX 1947
PHOENIX, OR 97535

FAX
541-772-8465

JAMES E. HIBBS, PLS

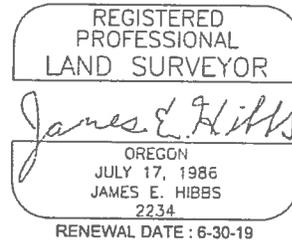
ljfriar@charter.net

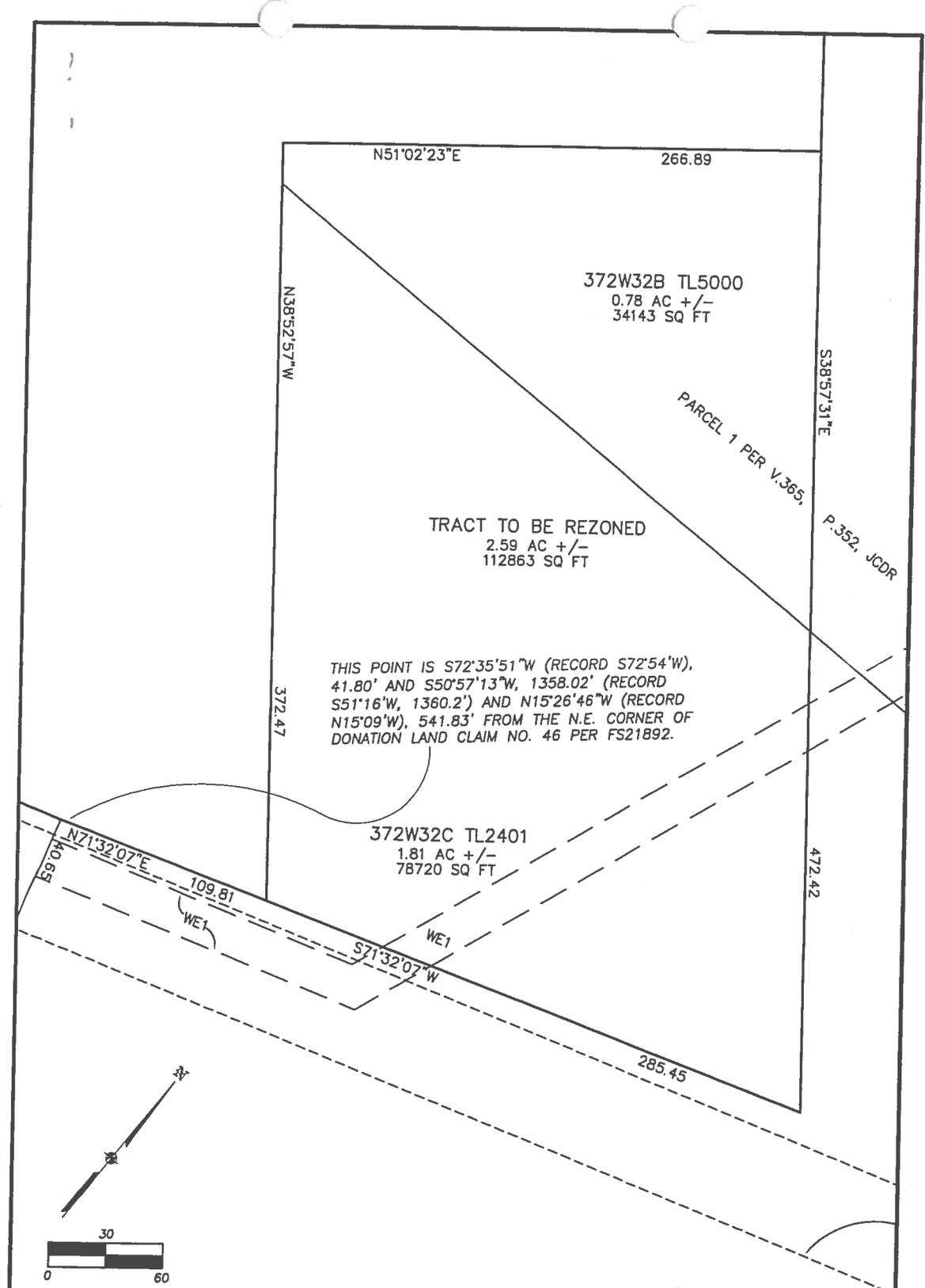
LEGAL DESCRIPTION

Commencing at the Northeast corner of Donation Land Claim No. 46, Township 37 South, Range 1 West, Willamette Meridian, Jackson County, Oregon; thence South 72°35'51" West (record South 72°54' West), 41.80 feet; thence South 50°57'13" West, 1358.02 feet (record South 51°16' West, 1360.2 feet) to the Southwest corner of Parcel 2 per Volume 365, Page 352, Jackson County Deed Records; thence along the West line thereof, North 15°26'46" West (record North 15°09' West), 541.83 feet to the Northeast corner of Belknap Road; thence North 71°32'07" East, 109.81 feet to the true point of beginning; thence North 38°52'57" West, 372.47 feet; thence North 51°02'23" East, 266.89 feet; thence South 38°57'31" East, 472.42 feet; thence South 71°32'07" West, 285.45 feet to the true point of beginning. Containing 112863 square feet, or 2.59 acres, more or less.

Basis of Bearings: Survey No. 21982.

TRACT TO BE ZONE CHANGED
(NEW HOTEL TRACT)
Galpin Gang, LLC
15-217
October 8, 2018





© L.J. FRIAR & ASSOCIATES, P.C. 2018

<p>REGISTERED PROFESSIONAL LAND SURVEYOR</p> <p><i>James E. Hibbs</i></p> <p>OREGON JULY 17, 1986 JAMES E. HIBBS 2234</p> <p>RENEWAL DATE: 6-30-19</p>	<p>TITLE: TRACT TO BE REZONED</p>	<p>DATE: 13 DEC 2018</p>
	<p>ASSESSOR'S MAP #: 371W32B TL5000/372W32C TL2401</p>	<p>SCALE: 1 inch : 60 feet</p>
<p>FOR: GALPIN GANG, LLC 744 CARDLEY, SUITE 100 MEDFORD, OR 97504</p>	<p>DRAWN BY: JEH. CHK BY:</p>	<p>ORIGIN:</p>
<p>L.J. FRIAR & ASSOCIATES P.C. CONSULTING LAND SURVEYORS P.O. Box 1947 Phoenix, OR 97535 Phone: (541) 772-2782 Email: lfriar@charter.net</p>	<p>ROTATION: 39° JOB#: 15217FM</p>	<p>Sheet 1 of 2</p>



MEMORANDUM

Date: December 20, 2018

To: Doug Burroughs, Development Services Manager
Kim Parducci, Southern Oregon Transportation Engineering

From: Peter Mackprang, Associate Traffic Engineer

Subject: South Side Center Partial Zone Change 371W32B5000 and 371W32C2401

RECEIVED
DEC 20 2018
PLANNING DEPT.

Public Works received a Transportation Impact Analysis (TIA) from Southern Oregon Transportation Engineering LLC, dated December 18, 2016, titled "South Side Center Partial Zone Change-Traffic Findings – Tax Lots 2401 & 5000". This is an addendum to the TIA for ZC-16-077, Titled "South Side Center SFR-00 to C-R Zone Change" previously approved in 2016.

The analysis requests that portions of the two tax lots totaling 2.59 acres be added to the original parcels in zone change 16-077 totaling 6.56 acres, for a new total acreage of 9.15, all under the original trip cap of 367 P.M. peak hour trips. The analysis states that the trip generation for the full potential of either zone change could not be supported by the transportation system without mitigation so a trip cap has been stipulated to of 367 P.M. peak hour trips.

With the stipulated trip cap there is no significant impact to the transportation system since there is no increase in traffic over what was previously approved.

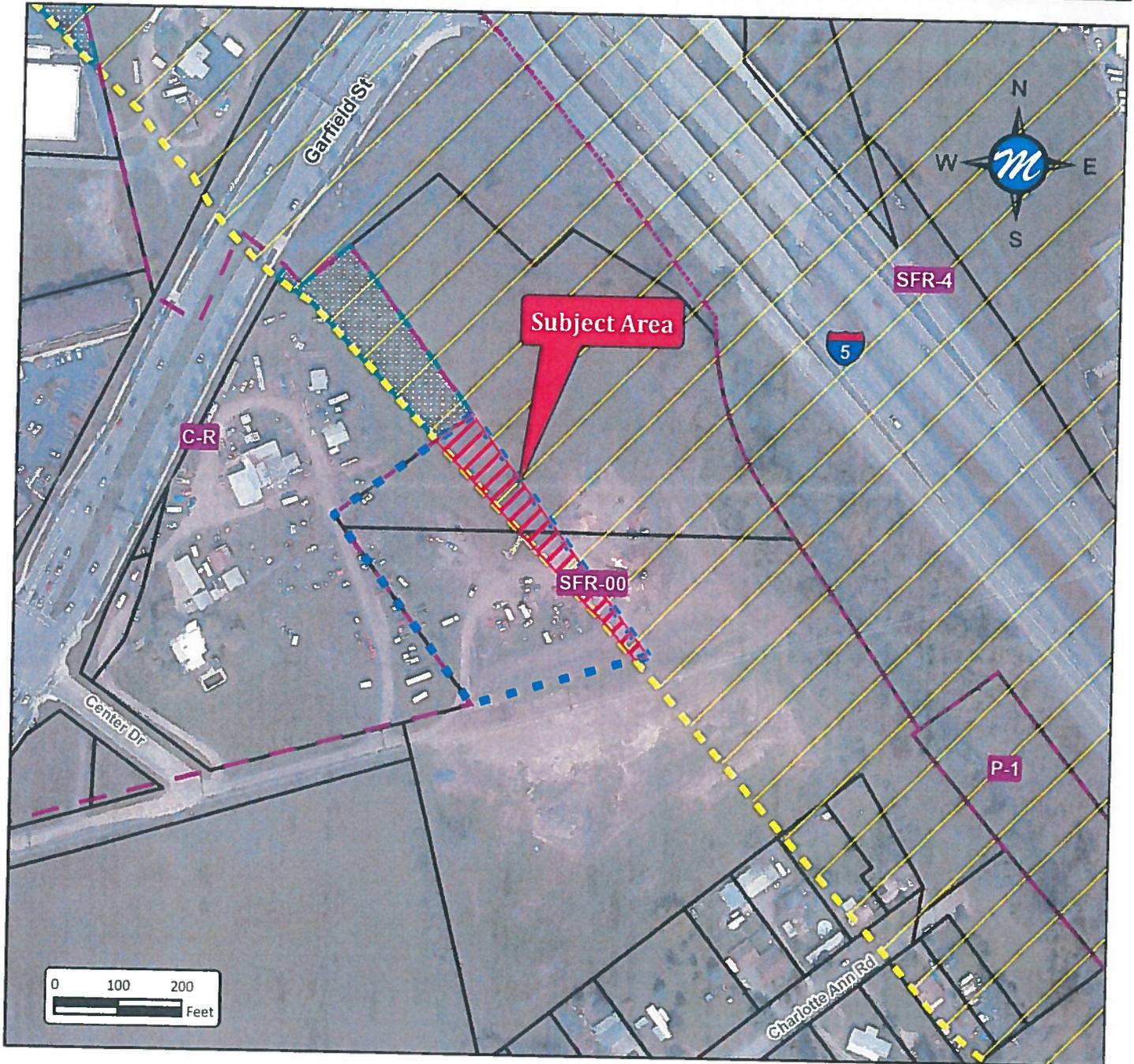
Traffic Engineering recommends that the development be conditioned to provide a trip accounting for each phase of development to verify that the trip cap of 367 P.M. peak hour trips has not been exceeded. An additional traffic impact analysis will be required to remove the trip cap from the property.

CITY OF MEDFORD
EXHIBIT # R
File # 20-18-190

Potential Freeway Overlay Area

File Number:

ZC-18-190



Legend

-  Potential Freeway Overlay Area
-  500 ft Buffer around Freeway Ramps
-  Proposed South Center II Zone Change Boundary
-  Zoning Districts
-  Freeway Overlay
-  Tax Lots



CITY OF MEDFORD 1/8/19
EXHIBIT # 3
File # ZC-18-190



Project Name:

**Zone Change
 South Side Center**

Map/Taxlot:

**371W32B TL 5000
 371W32C TL 2401**

Legend

-  Subject Area
-  Zoning Districts
-  Tax Lots

01/07/2019

