

# PLANNING COMMISSION AGENDA MARCH 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



## Planning Commission

# Agenda

**Public Hearing**

**March 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 **LDP-17-155** Final Order of a request for tentative plat approval of a proposed two-lot partition on a 1.5-acre parcel located at 914 Ross Lane within the SFR-10 (Single-Family Residential, ten dwelling units per gross acre) zoning district (372W23DD 4400). (Billy Hogue, Applicant; Scott Sinner Consulting, Inc., Agent; Dustin Severs, Planner).
  30. **Minutes**
    - 30.1 Consideration for approval of minutes from the February 22, 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.**

**New Business**

    - 50.1 **CP-18-022** Medford Urban Renewal Agency Substantial Amendment No. 6. (City of Medford, Applicant/Agent).
    - 50.2 **LDS-17-170** Consideration of a request for tentative plat approval for PDK Village Subdivision, a 15-lot residential subdivision on approximately 1.61 acres located southeast of the intersection of Lozier Lane and Lozier Court within an SFR-10 (Single Family Residential – 10 dwelling units per gross acre) zoning district. (PDK Properties; Scott Sinner Consulting, Inc., Agent; Steffen Roennfeldt, Planner).
  60. **Reports**
    - 60.1 Site Plan and Architectural Commission
    - 60.2 Joint Transportation Subcommittee
    - 60.3 Planning Department

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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](mailto:ada@cityofmedford.org) at least three business days prior to the meeting to ensure availability. For TTY, dial 711 or (800) 735-1232.

- 70. Messages and Papers from the Chair
- 80. Remarks from the City Attorney
- 90. Propositions and Remarks from the Commission
- 100. Adjournment

BEFORE THE MEDFORD PLANNING COMMISSION

STATE OF OREGON, CITY OF MEDFORD

IN THE MATTER OF TENTATIVE PLAT APPROVAL FOR )  
 )  
BILLY HOGUE [LDP-17-155] ) ORDER

ORDER granting approval of a request for tentative plat approval of File No. LDP-17-155, as follows:

Tentative plat approval of a proposed two-lot partition on a 1.5-acre parcel located at 914 Ross Lane within the SFR-10 (Single-Family Residential, ten dwelling units per gross acre) zoning district (372W23DD 4400).

WHEREAS:

1. The Planning Commission has duly accepted the application filed in accordance with the Medford Land Development Code, Sections 10.265 through 10.267; and
2. The Medford Planning Commission has duly held a public hearing on the request for consideration of tentative plat approval described above, with a public hearing a matter of record of the Planning Commission on February 22, 2018; and
3. At the public hearing on said tentative plat, evidence and recommendations were received and presented by the developer and Planning Department Staff; and
4. At the conclusion of said hearing, after consideration and discussion, the Medford Planning Commission, upon a motion duly seconded granted tentative plat approval and directed staff to prepare the final order with all conditions and findings set forth for the granting of the tentative plat approval.

THEREFORE LET IT BE HEREBY ORDERED that the tentative plat for Billy Hogue, stands approved per the Planning Commission Report dated February 22, 2018, and subject to compliance with all conditions contained therein.

AND LET IT FURTHER BE OF RECORD, that the action of the Planning Commission in approving this request for tentative plat approval is hereafter supported by the findings referenced in the Planning Commission Report dated February 22, 2018.

BASED UPON THE ABOVE, the Planning Commission determined that the tentative plat is in conformity with the provisions of law and Section 10.270 Land Division Criteria of the Land Development Code of the City of Medford.

Accepted and approved this 8th day of March, 2018.

CITY OF MEDFORD PLANNING COMMISSION

\_\_\_\_\_  
Planning Commission Chair

ATTEST:

\_\_\_\_\_  
Planning Department Representative



## PLANNING COMMISSION REPORT

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

PROJECT Hogue Partition  
Applicant: Billy Hogue  
Agent: Scott Sinner Consulting, Inc.

FILE NO. LDP-17-155

DATE February 22, 2018

### BACKGROUND

#### Proposal

Consideration of a request for tentative plat approval of a proposed two-lot partition on a 1.5-acre parcel located at 914 Ross Lane within the SFR-10 (Single-Family Residential, ten dwelling units per gross acre) zoning district (372W23DD 4400).

#### Vicinity Map



Subject Site Characteristics

Zoning: SFR-10 (Single-Family Residential, ten dwelling units per gross acre)  
GLUP: UR (Urban Residential)  
Overlay(s): AC (Airport Area of Concern)  
Use(s): Single-Family residence

Surrounding Site Characteristics

*North* Zone: SFR-10 & SFR-00 (Single-Family Residential – 1 dwelling unit per lot)  
Use(s): single-family residential, Manufactured Home Park

*South* Zone: SFR-10 & SFR-4 (Single-Family Residential – four dwelling units per gross acre)  
Use(s): single-family residential

*East* Zone: SFR-10  
Use(s): Manufactured Home Park

*West* Zone: SFR-10 & SFR-00  
Use(s): single-family residential

Related Projects

ZC-05-198 Zone Change

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

The subject site consists of a single 1.5-acre lot currently containing a single-family residence. The applicant, in collaboration with the property owner, is requesting to split the lot, creating a second 41,700 square foot lot, identified as Parcel 2 on the submitted tentative plat, to the rear of the existing lot. It is the intent of the applicant, Mr. Hogue, to purchase Parcel 2 from the current property owner in order to develop the parcel as a residential subdivision in the future.

### Reserve Acreage

The submitted tentative plat (Exhibit B) identifies both 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, pursuant to MLDC 10.708(A)(3)(a). The construction of all public improvements for Parcel 2 will be required of the applicant once approval is obtained for the further subdivision of the parcel as part of that future land use action.

While there are no current plans for the redevelopment of Parcel 1, which precludes the applicant from the requirement to construct public improvements with the subject partition application, all parking and maneuvering areas on Parcel 1 – currently consisting of gravel - will be required to be paved prior to final plat approval of the subject partition, pursuant to MLDC 10.746.

### Temporary Access Easement

The submitted tentative plat identifies a Temporary Access Easement (TAE) along the southerly boundary of Parcel 1, providing legal access to Parcel 2 as required per MLDC 10.425. As stated in the applicant's supplemental Findings of Facts (Exhibit I), Silky Oaks Phase 5 - abutting Parcel 2 to the south - is currently in final review process for final plat approval. If final plat approval of Silky Oaks Phase 5 is completed prior to the approval of the subject final plat, Parcel 2 will then have legal access off of the newly dedicated and improved Nicholas Lee Drive, and no TAE

will be required on Parcel 1. At that time, the TAE on Parcel 1 will automatically extinguish, and will not be included on the final plat.

#### Facility Adequacy

Per the agency comments submitted to staff, including the Rogue Valley Sewer Services (Exhibits E-H), it can be found that there are adequate facilities to serve the future development of the site.

#### 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.

### **DECISION**

At the public hearing held on February 22, 2018, the Commission voted unanimously to approve the request while, at the request of staff, removed condition # 4 requiring that the applicant pave the driving and maneuvering areas on Parcel 1. The request to remove condition #4 was made by the applicant, with the applicant's agent submitting the request to staff following the drafting of the staff report. The document submitted by the applicant was added to the record as Exhibit J.

### **ACTION TAKEN**

Adopted the findings as recommended by staff and directed staff to prepare a Final Order for approval of LDP-17-155 per the Planning Commission Report dated February 22, 2018, including Exhibits A-1 through J.

**EXHIBITS**

- A-1 Conditions of Approval - Revised, dated February 22, 2018.**
- B Tentative Plat, received February 2, 2018.**
- C Conceptual Grading & Drainage Plan, received February 2, 2018.**
- D Applicant's Findings of Fact, received November 22, 2017.**
- E Public Works Staff Report, received January 31, 2018.**
- F Medford Water Commission memo, received January 31, 2018.**
- G Medford Fire Department Report, received January 31, 2018.**
- H Rogue Valley Sewer Services (RVSS) report, received January 25, 2018.**
- I Applicant's supplemental Findings of Fact, received February 2, 2018.**
- J Applicant findings requesting condition #4 be removed, received February 21, 2018.**  
Vicinity map

**PLANNING COMMISSION AGENDA:**

**FEBRUARY 22, 2018  
MARCH 8, 2018**

**MEDFORD PLANNING COMMISSION**

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**Patrick Miranda, Chair**

**EXHIBIT A-1**

Hogue Partition  
LDP-17-155  
Conditions of Approval  
February 22, 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).

**DISCRETIONARY CONDITIONS**

4. The Temporary Access Easement (TAE) identified on the tentative plat shall terminate upon the dedication and improvement of Nicholas Lee Drive. If the dedication and improvement of Nicholas Lee Drive occurs prior to the recordation of the final plat for the subject application, the TAE shall not be included on the final plat.



# Scott Sinner Consulting, Inc.

Land Use Planning, Conservation Consulting

February 21, 2018

Medford Planning Commission  
200 S Ivy  
Medford, OR 97501

Re: LDP-17-155 Hogue Partition.

Commissioners,

We are requesting the removal of the Condition 4 on Exhibit A requiring the applicant to pave all parking and maneuvering areas located on Parcel 1 , a reserve acreage parcel.

The partition plat submitted with this application identifies both parcels as reserve acreage parcels. Per the MLDC, Reserve Acreage is defined as follows:

*Reserve acreage. That portion of the lot which is not intended to be part of the development and can be separately developed at a later time.*

Parcel 1 is of adequate size to redevelop in the future to the standards of the SFR-10 zoning district. The Owner is reviewing redevelopment options for the parcel, however he has not determined the best use of the property at this time.

The current development on the property is a residence and several shop buildings. The residence is vacant and secured (boarded) to prevent vandalism and unauthorized habitation (squatting).

The shops are currently used for storage and are accessed infrequently, once or twice per month.

The redevelopment of the property would not include retaining these buildings. Any paving would be an unnecessary expense only to be demolished with the new development.

The existing development on the properties are preexisting nonconformities. The paved areas do not meet the current standards, however they were in existence prior to the approval current Code requirements for paving. The approval of this application will not make the nonconformity worse.



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 # J**

**File # LDP-17-155**



## ***Scott Sinner Consulting, Inc.***

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***Land Use Planning, Conservation Consulting***

The property is suitable for redevelopment and current standards contained in the MLDC will be applied at redevelopment, either through the Building Permitting process or the land use review process.

Again, we request to remove the condition to pave the parcel to remedy a legal nonconformity on a reserve acreage parcel that will be redeveloped in the future in compliance with all standards of the code at the time of future development.

Regards,



Scott Sinner, President  
Scott Sinner Consulting, Inc.



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## Planning Commission

# Minutes

From Public Hearing on **February 22, 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  
E.J. McManus  
Alex Poythress

### Staff Present

Kelly Akin, Assistant Planning Director  
Carla Paladino, Principal Planner  
Eric Mitton, Deputy City Attorney  
Terri Rozzana, Recording Secretary  
Sarah Sousa, Planner IV  
Dustin Severs, Planner III

### Commissioners Absent

Mark McKechnie, Excused Absence  
Jared Pulver, Excused Absence

## 10. Roll Call

### 10.1 Election of Officers

Commissioner Mansfield nominated Chair Miranda to serve as Chair for 2018. Commissioner Foley seconded.

Roll Call Vote: Motion passed, 6-0-1, with Chair Miranda abstaining.

Commissioner Culbertson nominated Vice Chair McFadden to serve as Vice Chair for 2018. Commissioner Poythress seconded.

Roll Call Vote: Motion passed, 6-0-1, with Vice Chair McFadden abstaining.

10.2 Chair Miranda appointed Commissioner Culbertson to the Site Plan and Architectural Commission.

Chair Miranda reappointed Commissioner Pulver and himself to the Joint Transportation Subcommittee. Chair Miranda asked for one more volunteer for the Joint Transportation Subcommittee. There were none.

## 20. Consent Calendar/Written Communications.

**20.1 LDP-17-094** Final Order for 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).

**20.2 LDP-17-131** Final Order 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).

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 February 8, 2018, were approved as submitted.

40. Oral and Written Requests and Communications. None.

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

50. Public Hearings – New Business

**50.1 CP-17-154** Consideration of a Minor General Land Use Plan Map amendment to reclassify a 3.0 acre property located at 503 Airport Road from General Industrial (GI) to Commercial (CM). (Columbia Care, Applicant; Richard Stevens & Associates, Agent; Sarah Sousa, Planner).

Chair Miranda inquired whether any Commissioners have a conflict of interest or ex-parte communication they would like to disclose. Chair Miranda disclosed that a close family friend works for Columbia Care. Also, Columbia Care is a majority holder in the Homeowner’s Association of his property. It will not affect his decision regarding this application.

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

Sarah Sousa, Planner IV, stated that the General Land Use Plan Map amendment criteria can be found in the Medford Land Development Code Section 10.192. The applicable criteria were included in the staff report and hard copies are available at the entrance of Council Chambers for those in attendance. Ms. Sousa gave a staff report.

Vice Chair McFadden asked, are all health care classifications in the SIC Code excluded from industrial zones? Ms. Sousa reported that occupational health facilities are included in industrial zones. No medical offices are allowed in light industrial zones. Vice Chair McFadden asked if Ms. Sousa knew why that was. Ms. Sousa did not.

The Public Hearing was opened.

a. Joe Slaughter, Richard Stevens and Associates, P. O. Box 4368, Medford, Oregon, 97501-0168. Mr. Slaughter reported that he does not exactly why medical offices are not allowed in the light industrial zones. There are differences in industrial uses and commercial uses. There has to be a line drawn somewhere. Traffic could be one of the considerations. The applicant is comfortable with the interpretation that this facility is not allowed under the General Land Use Plan map designation and zone. Therefore, the reason for them going through this process.

There is approximately 30,000 square feet of existing building on the site. The property will be used for sixty percent administrative office use and forty percent clinic or medical use. There are no plan changes to the building.

There is an intervening property that was a manufacturing facility that is vacant. It is not comprehensive planned for commercial yet. Mr. Slaughter presented into the record a letter from Raul Woerner, CSA Planning Ltd., representing clients that own the properties that are intervening between the subject property and Biddle Road. Their plans are to submit a comprehensive plan amendment for one of the properties and a zone change for both the properties.

Vice Chair McFadden asked, is this a facility that will require additional fencing? Why should this facility be in an industrial area changing it to commercial? Mr. Slaughter stated that the use of the property will not be limited to mental health. There will be physical health. It is general medical office space.

Mr. Slaughter reserved rebuttal time.

Commissioner Foley asked, the rezoning of this property will be contingent upon the rezoning of the adjacent properties because doesn't it have to touch a commercial property to be zoned commercial? Ms. Sousa reported that the applicant is requesting regional commercial zoning that has to front an arterial or collector street. Biddle Road is the nearest higher order street. It is necessary that the two properties to the east have the same zone.

Commissioner Culbertson asked, does Columbia Care have a facility on Juanipero that was approved and an Alzheimer facility on Poplar? Kelly Akin, Assistant Planning Director,

reported that staff has received several applications from Columbia Care. One was on Juanipero and a residential facility off Swing Lane.

Commissioner Poythress wanted clarification that the property owner is planning to apply for commercial rezoning of the property to the east of the vacant manufacturing building. He wants to be clear that rezoning a manufacturing facility for commercial at which point it cannot be used for light industrial. Ms. Sousa reported that she could not answer that question other than the proximity. If it is under the same ownership and the proximity to Biddle Road it could have the potential for a commercial operation.

The Public Hearing was closed.

Motion: The Planning Commission contingent on the rezoning of the neighboring properties to commercial based on the Findings and Conclusions that all of the approval criteria are met or are not applicable, forwards a favorable recommendation for approval of CP-17-154 to the City Council per the staff report dated February 15, 2018, including Exhibits A through K.

Moved by: Vice Chair McFadden

Commissioner Foley stated that it is not a zoning it is a General Land Use Plan map amendment. He does not believe Vice Chair McFadden had the motion worded the correct way.

Mr. Mitton reported that the contingent language is not appropriate at this time.

Vice Chair McFadden withdrew that motion.

Motion: The Planning Commission based on the Findings and Conclusions that all of the approval criteria are met or are not applicable, forwards a favorable recommendation for approval of CP-17-154 to the City Council per the staff report dated February 15, 2018, including Exhibits A through K.

Moved by: Vice Chair McFadden

Seconded by: Commissioner Culbertson

Roll Call Vote: Motion passed, 7-0.

**50.2 LDP-17-155** Consideration of a request for tentative plat approval of a proposed two-lot partition on a 1.5-acre parcel located at 914 Ross Lane within the SFR-10 (Single-Family Residential, ten dwelling units per gross acre) zoning district (372W23DD 4400). (Billy Hogue, Applicant; Scott Sinner Consulting, Inc., Agent; Dustin Severs, Planner).

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

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

Dustin Severs, Planner III, stated that staff received a new exhibit that was forwarded to the Planning Commission yesterday. It will be submitted into the record as Exhibit J. The letter was sent from the applicant's agent requesting the removal of condition number four that is the recommended condition that the applicant pave the driving maneuvering areas for parcel one.

The land division criteria can be found in the Medford Land Development Code Section 10.270. The applicable criteria were included in the staff report, property owner notices and hard copies are available at the entrance of Council Chambers for those in attendance. Mr. Severs gave a staff report.

The Public Hearing was opened.

a. Scott Sinner, Scott Sinner Consulting, Inc., 4401 San Juan Drive, Medford, Oregon, 97504. Mr. Sinner reported that this application is two parcels of reserved acreage. It is to streamline the development and ownership process.

Mr. Sinner reserved rebuttal time.

Vice Chair McFadden he does not see anything in the future plans of the property that triggers the paving of the property of parcel one. Over the years the City and the Planning Commission has made a stance to improve air quality, lower dust levels, etc., and parking maneuvering areas are required to be paved. If the Commission approves this application without paving, it will not bother him but he needs to ask the question, what was the decision reached by staff of not paving? Mr. Severs reported that staff does not feel the partitioning will intensify the use of the property. Staff is recommending striking that condition.

Mr. Mitton stated that if it was required to be paved when originally developed and something had been skipped the Commission could require it be paved now and if it was intensifying the use. The dirt maneuvering areas were established before the Code requiring paving.

Ms. Akin reported that when partitioning the back part of the lot and retain the house normally it is an oversized lot but not divisible. In this case it is. The lot can be split because of the sufficient size and developed again. That is why it is being identified as reserve acreage.

Mr. Mitton stated that the citation he was talking about earlier is found in Code Section 10.032 Nonconformities. In a situation where the dirt driving area was established prior to the requirement. Under those circumstances the Planning Commission can encourage the applicant to pave it now. It would be difficult to impose a condition over the applicant's objection.

The Public Hearing was closed.

Motion: The Planning Commission adopts the findings as recommended by staff and directs staff to prepare a Final Order for approval of LDP-17-155, per the staff report dated February 15, 2018, including Exhibits A through J and striking condition number four that the applicant pave the driving maneuvering areas for parcel one.

Moved by: Vice Chair McFadden

Seconded by: Commissioner Poythress

Roll Call Vote: Motion passed, 7-0.

#### 60. Reports

##### 60.1 Site Plan and Architectural Commission.

Commissioner Culbertson reported that the Site Plan and Architectural Commission met on Friday, February 16, 2018. He was unable to attend the meeting. He deferred the report to Ms. Akin.

Ms. Akin reported that Mr. Severs did a great job presenting Arby's restaurant on Biddle Road. It is adjacent to the Shilo Inn. Access is right-in/right-out and left-in.

##### 60.2 Report of the Joint Transportation Subcommittee.

Chair Miranda reported that the Joint Transportation Subcommittee has not met. They will meet next Wednesday, February 28, 2018.

##### 60.3 Planning Department

Kelly Akin, Assistant Planning Director, reported that the Urban Growth Boundary amendment application was submitted to the State Friday, February 16, 2018. It has taken a remarkable effort on staff and the Planning Commission.

The next Planning Commission study session scheduled for Monday, February 26, 2018, Kelly Madding, Deputy City Manager, will discuss the Medford Urban Renewal Agency (MURA) substantial amendment process. It is scheduled for the Thursday, March 8, 2018, Planning Commission meeting.

Thursday, March 29, 2018, there will be a joint study session with the City Council and Planning Commission to be held in the Prescott Room at the Police Department at 6:00 p.m. Discussion will be on the Transportation System Plan.

This evening, the City Council is discussing the Transportation System Plan in a study session. They are discussing the introduction and giving direction on the project list, goals and policies.

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

Last week the City Council approved the annexation on Vilas Road near Table Rock Road. They continued the Evergreen Street vacation pending more determination where the right-of-way will revert. They approved the construction excise tax ordinance pending approval of the Urban Growth Boundary expansion.

Commissioner Mansfield asked, was that a unanimous decision? Ms. Akin replied it was.

The City Council directed staff to move forward with creating a Housing Advisory Committee. That body will be responsible for administering the program that is associated with the construction excise tax. Also, to work on a system development charge deferral program. All these are intended to promote affordable housing in the City.

At the next City Council meeting staff will request continuation of the Evergreen Street vacation until their second March meeting.

Vice Chair McFadden asked, are all the cities in the Valley that have gone through the Urban Growth Boundary process at the same level? He recalls hearing that Central Point is in the process of bringing in land into their Urban Growth Boundary. That means it had to be in their reserve area. Ms. Akin reported that there are levels of Urban Growth Boundary amendments. If it is less than fifty acres that has a different process. It is more administrative. The City of Medford's proposal is significantly larger. The City of Medford is the first to take forward an application under Regional Problem Solving rules.

70. Messages and Papers from the Chair.

70.1 Chair Miranda thanked Commissioner Foley for volunteering as Acting Chair at the last Planning Commission meeting and Commissioner McKechnie for making the motions.

80. Remarks from the City Attorney. None.

90. Propositions and Remarks from the Commission. None.

100. Adjournment

The meeting was adjourned at 6:29 p.m. The proceedings of this meeting were digitally recorded and are filed in the City Recorder's office.

Submitted by:

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Terri L. Rozzana  
Recording Secretary

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Patrick Miranda  
Planning Commission Chair

Approved: March 8, 2018



**STAFF REPORT**

for a Substantial Amendment to the Medford *City Center Revitalization Plan* (Medford Urban Renewal Agency Plan)

Project MURA Substantial Amendment No. 6  
File: GF-18-022  
To Planning Commission *for 03/08/2018 hearing*  
From Carla Angeli Paladino, CFM, Principal Planner  
Reviewer Matt Brinkley, CFM AICP, Planning Director  
Date March 1, 2018

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**BACKGROUND**

Proposal

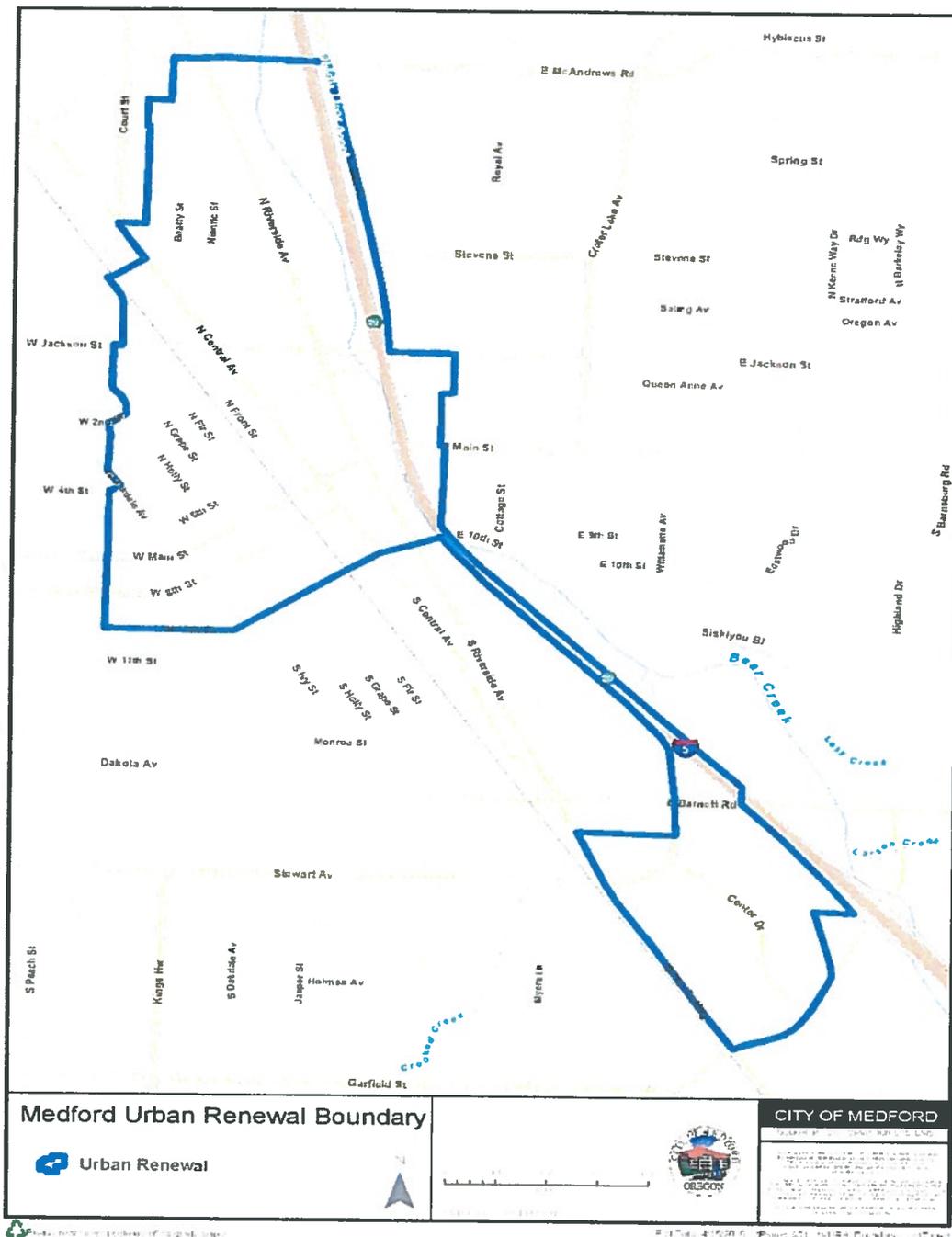
The Medford Urban Renewal Agency is seeking its sixth substantial amendment to the Medford *City Center Revitalization Plan*, an urban renewal program for the City of Medford. The changes include increasing the maximum indebtedness of the agency by approximately 19.9 million dollars to a total of 87.2 million dollars and extending the district for six more years with a sunset in 2024.

History

The *City Center Revitalization Plan and Report* was originally adopted by City Council Ordinance No. 6213 on October 20, 1988. The mission of the Urban Renewal Agency's Board is to:

*"Eliminate blight and depreciating property values in areas within the Agency's jurisdiction and in the process, attract aesthetically pleasing, job producing private investments that will improve and stabilize property values and protect the area's historic places and values."*

Over the past thirty years, the agency has been able to use the taxes collected through the Tax Increment Financing process and complete a number of projects within the area boundary. The area included in the Medford Urban Renewal Boundary is identified in the map below and includes the Liberty Park neighborhood, portions of Downtown, and development near the South Medford interchange surrounding Center Drive.



Last year, the Medford Urban Renewal Board held three public hearings in order to solicit feedback on the possibility of increasing the maximum indebtedness and continue the Medford Urban Renewal Agency. In addition, the Board directed City Staff to establish an Advisory Committee. The role of the Committee was to consider future projects within the Liberty Park area and to fund a program allocated to seismic retrofits for downtown buildings. After several meetings and public input from residents and business owners in

the Liberty Park neighborhood, the Advisory Committee settled on a broad-based set of project recommendations. The recommendations include:

- Single-Family Housing Improvement Program
- Multi-Family Housing Construction Program
- Sewer Lateral Program
- Street Improvements on Beatty Street and Manzanita Avenue
- Downtown Seismic Retrofit Program

The recommendations were general in nature because a more detailed neighborhood plan is forthcoming for the Liberty Park area and future projects identified from that plan can be incorporated in the *City Center Revitalization Plan* through a minor amendment process.

A detailed report to accompany the Medford *City Center Revitalization Plan* Amendment is attached as **Exhibit A**.

#### Authority

This proposed plan is a substantial amendment to the Medford *City Center Revitalization Plan*. The Planning Commission is authorized to review and make a recommendation to the City Council in accordance with Oregon Revised Statute (ORS) 457 (457.085(4)). The Commission's review is limited to examining whether the proposal is consistent with the City's Comprehensive Plan. The City Council may approve the urban renewal plan after public notice, hearing, and consideration of public testimony and the Planning Commission's recommendations in accordance with ORS 457.095.

#### **ANALYSIS**

Based on the Medford Urban Renewal Agency findings and staff's evaluation, the Substantial Amendment is found to be in compliance with the City's Comprehensive Plan. The added goals and objectives in the *City Center Revitalization Plan* related to rehabilitation and seismic upgrades to buildings in the downtown core, as well as assistance in Liberty Park pertaining to transportation upgrades, infrastructure improvements specifically related to the sanitary sewer system, and housing programs to maintain and upgrade existing structures and assist with new development align with several different goals and objectives found in the Comprehensive Plan. The specific goals and policies in the Comprehensive Plan found relevant to this case are identified below and help support the finding of compliance.

The Medford Urban Renewal Agency (MURA) substantial amendment changes and findings of compliance with the Comprehensive Plan are attached as **Exhibit B**.

## **FINDINGS AND CONCLUSIONS**

### Applicable criteria

Oregon Revised Statute 457.085 (4) states an urban renewal plan and accompanying report shall be forwarded to the Planning Commission of the municipality for recommendations, prior to presenting the plan to the governing body of the municipality for approval under ORS 457.095.

The proposed plan is being reviewed for compliance with the goals and policies in the City's Comprehensive Plan. A list of the applicable goals, policies, and implementation strategies that relate to the substantial amendment are identified below.

### ***Citizen Involvement Element***

*Goal: Maintain a citizen involvement program that ensures the opportunity for citizens to be involved in all phases of the planning process.*

*Objective: Provide adequate opportunities for public input.*

*Action: Provide and promote various methods of communication to enhance opportunity for citizen education and interaction.*

#### *Policies:*

*The City of Medford shall ensure that all participants are informed and respectful of their duties to further citizen involvement.*

*The City of Medford shall provide the most efficient and effective means to informing citizens about the planning process.*

### ***Natural Resources – Air Quality***

*Goal 3: To enhance the livability of Medford by achieving and maintaining compliance with National Ambient Air Quality Standards (NAAQS).*

#### *Policy 3-B:*

*The City of Medford shall continue to require a well-connected circulation system and promote other techniques that foster alternative modes of transportation, such as pedestrian-oriented mixed-use development and a linked bicycle transportation system.*

***Natural Resources – Water Quality, Wetlands, and Wildlife Habitat***

*Goal 5: To achieve and maintain water quality in Medford’s waterways*

*Policy 5-B: The City of Medford shall implement measures to reduce polluted surface water runoff into the storm drainage system.*

*Goal 6: To recognize Medford’s waterways and wetlands as essential components of the urban landscape that improve water quality, sustain wildlife habitat, and provide open space.*

*Policy 6-C: The City of Medford shall encourage the incorporation of waterways, wetlands, and natural features into site design and operation of development projects.*

***Natural Resources – Energy***

*Goal 10: To assure that urban land use activities are planned, located, and constructed in a manner that maximizes energy efficiency.*

*Policy 10-A: The City of Medford shall plan and approve growth and development with consideration to energy efficient patterns of development, utilizing existing capital infrastructure whenever possible, and incorporating compact and urban centered growth concepts.*

*Policy 10-B: The City of Medford shall encourage energy conservation, including the adoption and implementation of programs leading to improved weatherization/insulation of new and existing structures.*

*Implementation 10-B (1): Continue to participate in residential and non-residential weatherization programs.*

*Policy 10-C: The City of Medford shall encourage the use of energy efficient building materials and techniques in new public and private construction and remodeling, in accordance with building safety standards.*

***Archaeological and Historic Resources***

*Goal 11: To preserve and protect archaeological and historic resources in Medford for their aesthetic, scientific, educational, and cultural value.*

*Policy 11-D: The City of Medford shall support and promote seismic retrofit of vulnerable historic buildings, as well as modification of historic buildings for accessibility to disabled persons*

*Policy 11-E: The City of Medford shall continue to recognize the downtown City Center as the historic core of the city, and its historic attributes shall be a factor when developing programs for the downtown area.*

### **Disaster and Hazards**

*Goal 12: To protect the citizens of Medford from the potential damage caused by hazards such as flooding, earthquakes, noise, wildfires, and airport hazards.*

*Policy 12-C: The City of Medford shall continue to utilize building and development standards to mitigate the potentially damaging effects of earthquakes. New construction is required to meet the standards of seismic zone 3 of the Uniform Building Code (UBC).*

### **Population Element**

*Goal 2: To assure that land uses and public facilities and services are planned, located, and conducted in a manner that recognizes the size and the diverse characteristics and needs of Medford's existing and future residents.*

### **Economic Opportunities**

*Goal: To actively stimulate economic development and growth that will provide opportunities to diversify and strengthen the mix of economic activity in the City of Medford.*

### **Housing Element**

*Goal: To provide for the housing needs of the citizens of Medford.*

*Policy 2: The City of Medford shall designate areas for residential development that are or will be conveniently located close to pedestrian, bicycle, and transit or high capacity transportation routes, community facilities and services, and employment to ensure that the benefits of public investment in those facilities are available to as many households as possible.*

*Policy 3: In planning for needed housing, the City of Medford shall strive to provide a compact urban form that allows efficient use of public facilities and protects adjacent resource lands.*

*Implementation 3-A: Assess policies, regulations, and standards affecting residential development and pursue amendments as needed to meet Policy 3. Consider actions such as:*

- c) Developing special area plans that support high-density and mixed-use projects.*

*Policy 5: The City of Medford shall provide opportunities for alternative housing types and patterns, such as planned unit developments, mixed-uses, and other techniques that reduce development costs, increase density, and achieve projects*

*that are flexible and responsive to the site and surroundings, including the conservation and enhancement of areas having special scenic, historic, architectural, or cultural value.*

*Policy 6: The City of Medford shall plan for multi-family residential development encouraging that which is innovative in design and aesthetically appealing to both the residents and the community.*

*Policy 7: The City of Medford shall promote preservation of the existing housing stock and existing neighborhoods through continued support of programs related to housing rehabilitation and neighborhood revitalization.*

*Policy 8: The City of Medford shall assist regional housing agencies, nonprofit organizations, private developers, and other entities in their efforts to provide affordable housing, opportunities for minorities, low- and moderate-income people, and people in protected classes to gain access to housing*

*Implementation 8-A: Evaluate and support affordable housing programs, such as:*

*a) A fair housing program that includes enforcement procedures and promotional activities;*

*b) Preservation and/or rehabilitation of special needs and affordable housing;*

*c) Identifying public land suitable for affordable housing and land banking;*

*d) Inclusionary housing required as a condition of approval for authorizations such as annexations, density bonuses, and zone changes.*

*Implementation 8-B: Cooperate with the Housing Authority of Jackson County and other agencies to preserve and increase their portfolio of assisted housing.*

### **General Public Facilities**

*Goal 1: To assure that development is guided and supported by appropriate types and levels of urban facilities and services, provided in a timely, orderly, and efficient arrangement.*

*Policy 1-A: The City of Medford shall provide, where feasible and as sufficient funds are available from public or private sources, the following facilities and services at levels appropriate for all land use types within the City:*

- *Water service;*
- *Sanitary sewers;*
- *Stormwater management facilities;*
- *Fire and emergency services;*
- *Law enforcement;*
- *Parks and recreation;*
- *Planning, zoning, and subdivision control.*

### **Sanitary Sewer**

*Goal 1: To provide appropriate sanitary sewage collection facilities to serve the Medford Urban Growth Boundary.*

*Policy 1-A: The City of Medford shall plan the sanitary sewage collection system to serve all new development within the City. Existing on-site septic systems shall not be permitted to remain in use if sewage collection facilities are available within 300 feet.*

*Policy 1-C: The City of Medford shall maintain and improve the existing sanitary sewage collection system through preventative maintenance and on-going replacement or rehabilitation of deteriorated lines.*

### **Stormwater**

*Goal 1: To protect the citizens of Medford from the potential damage caused by flooding.*

*Policy 1-A: The City of Medford shall maintain a relevant storm water management plan for all drainage basins within the Urban Growth Boundary, and implement through upgrading existing facilities and providing facilities identified in the plan through public and private development.*

### **Schools**

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

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

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

**Transportation System Plan**

*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 role as the financial, medical, tourism, and business hub of Southern Oregon and Northern California.*

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

*Policy 2-C: The City of Medford shall design the street system to safely and efficiently accommodate multiple travel modes within public rights-of-way.*

*Policy 2-D: The City of Medford shall balance the needed street function for all travel modes with adjacent land uses through the use of context-sensitive street and streetscape design techniques.*

*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.*

*Policy 2-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.*

**Bicycle**

*Goal 4: To facilitate the increased use of bicycle transportation in the Medford planning area, as bicycle facilities are a measure of the quality of life in a community.*

*Policy 4-B: The City of Medford shall undertake efforts to increase the percentage of Arterial and Collector street miles in Medford having bicycle facilities, consistent with the targeted benchmarks in the "Alternative Measures" of the Rogue Valley Regional Transportation Plan (RTP).*

*Policy 4-C: The City of Medford shall encourage bicycling as an alternative mode of transportation as well as a recreational activity.*

**Pedestrian**

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

*Policy 5-A: The City of Medford shall develop a connected, comprehensive system of pedestrian facilities that provides accessibility for pedestrians of all ages, focusing on activity centers such as Downtown, other Transit Oriented Districts (TODs), commercial centers, schools, parks/greenways, community centers, civic and recreational facilities, and transit centers.*

*Policy 5-B: The City of Medford's first priority for pedestrian system improvements shall be access to schools; the second priority shall be access to transit stops.*

*Policy 5-D: The City of Medford shall undertake efforts to increase the percentage of Collector and Arterial street miles in Medford's adopted Transit Oriented District (TODs) having sidewalks, consistent with the targeted benchmarks in the "Alternative Measures" of the 2001-2023 Rogue Valley Regional Transportation Plan (RTP)*

*Policy 5-E: The City of Medford shall promote pedestrian safety and awareness.*

#### **Transportation and Land Use**

*Goal 8: To maximize the efficiency of Medford's transportation system through effective land use planning.*

*Policy 8-A: The City of Medford shall facilitate development or redevelopment on sites located where best supported by the overall transportation system that reduces motor vehicle dependency by promoting walking, bicycling and transit use. This includes altering land use patterns through changes to type, density, and design.*

*Policy 8-B: The City of Medford shall undertake efforts to increase the percentage of dwelling units and employment located in Medford's adopted Transit Oriented Districts (TODs), consistent with the targeted benchmarks in the "Alternative Measures" of the 2001-2023 Rogue Valley Regional Transportation Plan (RTP).*

#### **Overall Findings and Conclusions to the proposal**

The proposal to continue the *City Center Revitalization Plan* provides new opportunities to invest in the boundary area and specifically focus on key programs to assist the Liberty Park neighborhood. The revised goals and objectives for the plan help promote and implement the City's goals and objectives related to a number of topics expressed in the Comprehensive Plan including:

- Meeting the housing needs of current and future residents both in the Liberty Park neighborhood and potentially in downtown;

- Funding infrastructure upgrades related to sanitary sewer (sewer lateral replacement program for existing housing units) and storm drain improvements as streets are rebuilt to current standards;
- Transportation infrastructure improvements will support upgrades to existing higher order streets and provide multi-modal facilities to safely and efficiently move people and goods through the neighborhood;
- Economic opportunities to invest in new housing projects and mixed use developments;
- Environmental considerations that relate to development along the Bear Creek Greenway; and
- Historic preservation and adaptive re-use of downtown buildings to be modernized to current building code and promote reinvestment and revitalization in existing buildings.

It is determined that the substantial amendment to the *City Center Revitalization Plan* complies with the City's Comprehensive Plan and helps further the City's goals, policies, and implementation strategies as noted herein.

#### **RECOMMENDED ACTION**

Based on the findings and conclusions, forward a favorable recommendation to the City Council for approval of GF-18-022 per the staff report dated March 1, 2018, including Exhibits A and B.

#### **EXHIBITS**

- A Draft Report Accompanying the Medford City Center Revitalization Plan Amendment
- B City Center Revitalization Plan Substantial Amendment and findings of consistency with the Comprehensive Plan

**PLANNING COMMISSION AGENDA:**

**MARCH 8, 2018**

# Report Accompanying the Medford City Center Revitalization Plan Amendment

Adopted by the City of Medford

DATE

Ordinance No. \_\_\_\_\_

Consultant Team

**Elaine Howard Consulting, LLC**

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## I. INTRODUCTION

The Report on the Medford City Center Revitalization Plan Amendment (Report) contains background information and project details that pertain to the Medford City Center Revitalization Plan Amendment (Amendment). The Report is not a legal part of the Amendment but is intended to provide public information and support the findings made by the City Council as part of the approval of the Amendment.

The Report provides the analysis required to meet the standards of ORS 457.085(3), including financial feasibility. The format of the Report is based on this statute. The Report documents the existing conditions in the Medford City Center Revitalization Plan Area (Area) as they relate to the proposed projects in the Plan.

The Report provides guidance on how the urban renewal plan might be implemented. As the Medford Urban Renewal Agency (MURA) reviews revenues and potential projects each year, it has the authority to make adjustments to the implementation assumptions in this Report. MURA may allocate budgets differently, adjust the timing of the projects, decide to incur debt at different timeframes than projected in this Report, and make other changes as allowed in the amendments section of the Amendment.

During the months of June through August 2017 the MURA Board held three public hearings. The purpose of the public hearings was to elicit testimony on the proposed increase in the indebtedness and the continuation of Medford Urban Renewal Agency. The testimony was positive on both counts. In addition, the 2018 City Center Revitalization Plan Amendment has been prepared with many opportunities for public input. MURA directed city staff to establish an Advisory Committee with the direction to consider projects only in the Liberty Park area, with an additional set allocation of funds for seismic retrofitting within the City Center Boundary. The Advisory Committee met three times to discuss potential projects and finances of the substantial amendment. Part of the Advisory Committee's own public input process was holding a neighborhood community input meeting. The neighborhood community input meeting was attended by 35 to 40 citizens. The neighborhood community input meeting was to be a place where citizens could provide their input by placing sticky dots next to projects of their choice on posters. Citizens were briefed on Advisory Committee recommended projects and encouraged to add projects of their own on the community-added projects poster. The Advisory Committee analyzed the neighborhood community input meeting data prior to issuing their preliminary recommendation to MURA.

The Advisory Committee unanimously decided to issue a general, rather than specific, project category recommendation. There were many factors that led to the approach of the Advisory Committee's preliminary recommendation. First, it is known by the Advisory Committee that there is a Liberty Park Neighborhood Master Plan in the works. The Advisory Committee stated it should not make recommendations too specific when a specific neighborhood master plan is being developed. Second, any housing assistance provided, whether it be single-family or multifamily, new development or existing development, will likely require a brand-new program administered by either MURA or a body of MURA's choosing (for example the housing authority). Even if this program is administered by a separate body, MURA would still have to vet the programs, procedures and bylaws. Any

recommendation beyond general housing assistance for single-family and multifamily housing is really beyond the scope of this Advisory Committee. Third, it was clear from the Liberty Park citizens attending the Community Input Meeting that there is a strong desire for more public input in the planning process for whatever improvements happen in their neighborhood. From comments relayed to the Advisory Committee members directly to the comment cards, it seems clear that the Liberty Park citizens want to make sure that not only is their input heard, but that MURA regards it highly when making its decisions.

Finally, once the Liberty Park Neighborhood Master Plan is fully developed and MURA has made its decisions about what types of housing assistance it would like to provide, the urban renewal plan can be altered by a minor amendment, which is accomplished by a resolution from MURA, to reflect these changes. Minor amendments are a much less involved process than substantial amendments and can typically be accomplished in a manner of weeks as opposed to a substantial amendment being accomplished in 6 to 8 months.



## II. EXISTING PHYSICAL, SOCIAL, AND ECONOMIC CONDITIONS AND IMPACTS ON MUNICIPAL SERVICES

This section of the Report describes existing conditions within the Area and documents the occurrence of “blighted areas,” as defined by ORS 457.010(1).

### A. Physical Conditions

#### 1. Land Use

The Area measures 605.60 total acres in size, 988 individual parcels encompassing 384.28 acres, and an additional 221.32 acres in public rights-of-way. An analysis of FYE 2018 property classification data from the Jackson County Department of Assessment and Taxation database was used to determine the land use designation of parcels in the Area. By acreage, Commercial accounts for the largest land use within the Area (56.25%). This is followed by Exempt (29.09%), and Residential (9.17%). The total land uses in the Area, by acreage and number of parcels, are shown in Table 1.

**Table 1 - Existing Land Use in Area**

Land Use	Tax Lots	Acreage	Percent of Acreage
Commercial	467	216.16	56.25%
Exempt (non-tax payers)	205	111.79	29.09%
Residential	248	35.24	9.17%
Multi-Family	36	12.71	3.31%
Centrally Assessed*	24	5.02	1.31%
Industrial	8	3.35	0.87%
<b>Total</b>	<b>988</b>	<b>384.28</b>	<b>100.00%</b>

Source: Compiled by Tiberius Solutions LLC with data from the Jackson County Department of Assessment and Taxation (FYE 2018)

\*Centrally assessed are utility properties or industrial properties assessed by the State of Oregon.

## 2. Zoning and Comprehensive Plan Designations

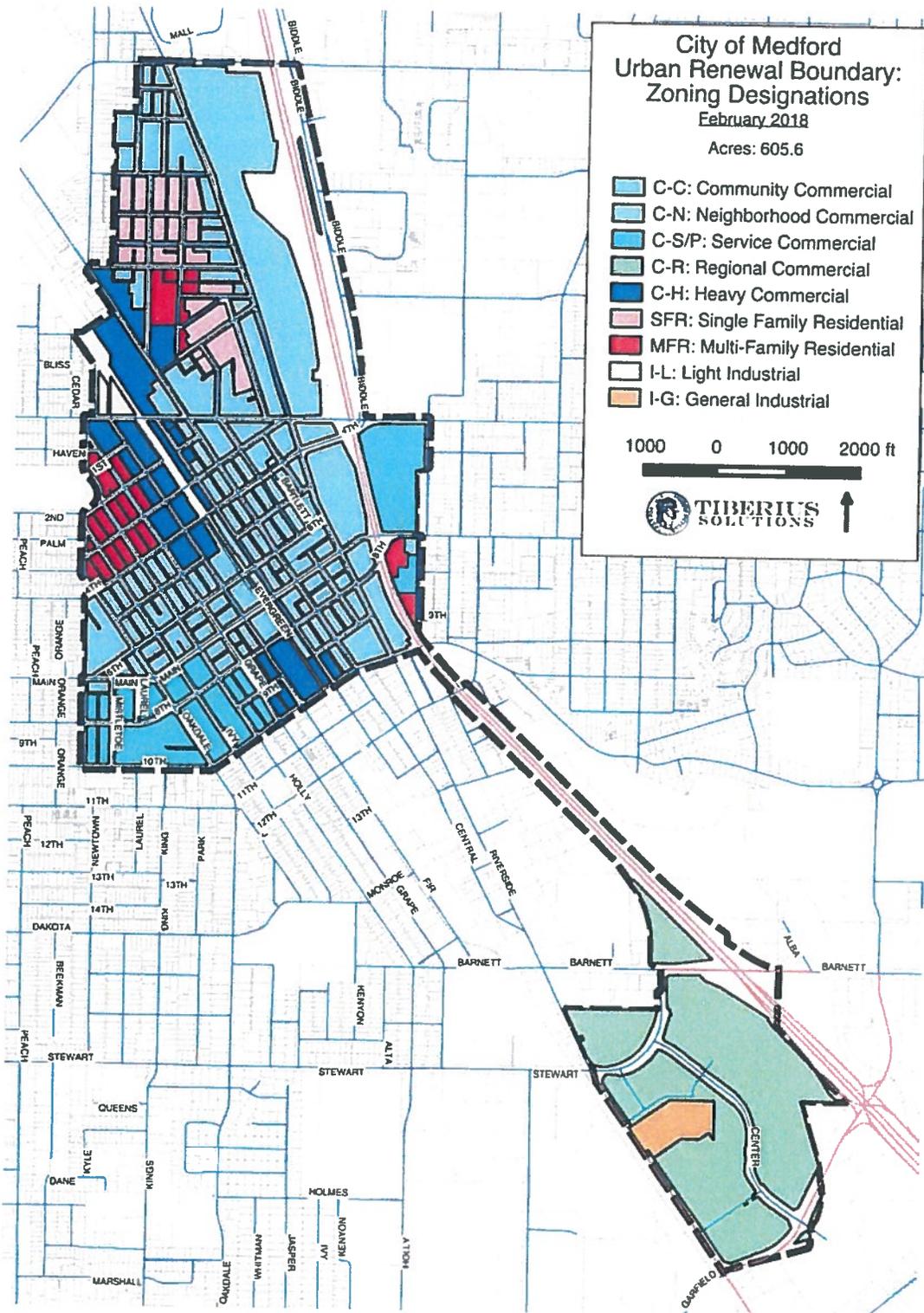
In the City of Medford, the Zoning and Comprehensive Plan Designations are the same. As illustrated in Table 2, the most prevalent zoning/comprehensive plan designation of the Area by acreage is Community Commercial (42.79%). The second most prevalent zoning/comprehensive plan designation is Regional Commercial, representing 24.36% of the Area.

**Table 2 - Existing Zoning/Comprehensive Plan Designations**

Zoning/Comprehensive Plan Designation	Tax Lots	Acres	Percent of Acres
Community Commercial	524	164.42	42.79%
Regional Commercial	33	93.62	24.36%
Service Commercial and Professional Office	86	42.02	10.93%
Heavy Commercial	93	35.09	9.13%
Single-Family Residential - 10 Units	123	21.58	5.62%
Multiple-Family Residential - 20 Units	106	17.30	4.50%
Light Industrial District	14	2.15	0.56%
General Industrial	4	7.56	1.97%
Neighborhood Commercial	5	0.53	0.14%
<b>Total</b>	<b>988</b>	<b>384.28</b>	<b>100.00%</b>

Source: Compiled by Tiberius Solutions LLC with data from the Jackson County Department of Assessment and Taxation (FYE 2018)

**Figure 2 - Area Zoning/Comprehensive Plan Designations**



Source: Tiberius Solutions, LLC

## B. Infrastructure

This section identifies the existing conditions in the Area to assist in **establishing and making a finding of blight in the ordinance adopting the Plan Amendment.** There are projects listed in several City of Medford infrastructure master plans that relate to these existing conditions. **This does not mean that all of these projects are included in the Plan.** The specific projects that are included in the Plan are listed in Sections IV and V of this Report.

### 1. Transportation

The projects listed in Table 3 and Table 4 are capital projects in the Area from the City of Medford Transportation Systems Plan:

**Table 3 - Transportation System Plan Projects**

Location	Project Type	Description	Cost
Edwards Street, Court Street/Central Avenue to Riverside Avenue	Urban Upgrade	Upgrade to minor collector standard including one lane in each direction, bike facilities, and sidewalks	\$1,665,000
Manzanita Street, extension from Riverside Avenue to Spring Street and crossing Interstate 5	New Roadway	Construct new minor collector roadway (includes one lane in each direction, bike facilities, and sidewalks) and new crossing of I-5 at Manzanita	\$100,000,000
South Pacific Highway & Stewart Avenue	Intersection	Intersection improvements such as second southbound left and second eastbound left-turn lanes, or an alternative intersection configuration with displaced lefts on the north and south legs.	\$960,000
Biddle Road & Stevens Street	Intersection	Replace/upgrade traffic signal	\$400,000
McAndrews Road & Riverside Avenue	Intersection	Intersection improvements such as re-striping westbound approach to one through, a shared through/right, and a right-turn lane, signal modifications, and second westbound right-turn lane when needed	\$245,000
Medford Viaduct Shoulder	ODOT	Add a 12-foot right side shoulder by reconstructing and widening the existing viaduct structure.	\$\$ <sup>1</sup>
Expanded Medford Viaduct	ODOT	Expand or replace the existing viaduct structure to accommodate three lanes and minimum shoulders in both directions.	\$\$\$ <sup>1</sup>
Expanded Medford Viaduct	ODOT	Expand or replace the existing viaduct structure to accommodate three lanes and standard shoulders in both directions.	\$\$\$\$ <sup>1</sup>

Source: Medford Transportation Systems Plan

**Table 4 - Transportation Systems Plan Projects, Continued**

Location	Project Type	Description	Cost
Expanded Medford Viaduct	ODOT	Expand or replace the existing viaduct structure to accommodate three lanes and standard shoulders in both directions stacked vertically.	\$\$\$\$ <sup>1</sup>
Garfield Street & South Medford I-5 Interchange	ODOT	Intersection to be studied as a part of an update to ODOT's Exit 27 IAMP - intersection may need alternative mobility target if no solution identified	NA
Center Drive & Garfield Street	ODOT	Intersection to be studied as a part of an update ODOT's Exit 27 IAMP - intersection may need alternative mobility target if no solution identified	NA
Beatty Street, Manzanita Street, Niantic Street, Maple Street, Bartlett Street from McAndrews Road to Jackson Street	Bicycle	Sign and Stripe Neighborhood Bikeway	\$24,420
Holly Street, Jackson Street to Monroe Street	Bicycle	Sign and Stripe Neighborhood Bikeway	\$23,500
Main Street, Oakdale Drive to Almond Street	Bicycle	Reconfigure/Reconstruct to provide bike facilities	\$\$ <sup>1</sup>
Jackson Street, Central Avenue to East of Pearl Street	Bicycle	Reconfigure/Reconstruct to Provide Bike Facilities	\$\$ <sup>1</sup>
Central Avenue, McAndrews Road to Jackson Street	Bicycle	Reconfigure/Reconstruct to Provide Bike Facilities	\$\$ <sup>1</sup>
Riverside Avenue, Rossanley Drive to Stewart Avenue	Bicycle	Reconfigure/Reconstruct to Provide Bike Facilities	\$\$ <sup>1</sup>

Source: Medford Transportation Systems Plan

## 2. Water

There are no capital projects in the Area from the City of Medford's Water Master Plan.

### 3. Stormwater

The projects listed in Table 5 are projects in the Area from the 1996 City of Medford's Storm Drain Master Plan. City of Medford staff has noted that all projects may not be necessary as the 1996 Storm Drain Master Plan has proved to be very conservative.

**Table 5 - Storm Drain Master Plan Projects**

Projects from 1996 Storm Drain Master Plan		
BW1A1 – project complete		
BW1A2 - project complete		
BW1A2A – project complete		
BW1B1 – 320' of 24"	\$65,000	
BW1B2 – 440' of 21"	\$82,000	
BW1C3 – 420' of 30"	\$98,000	
BW1G1 – 1610' of 30"	\$375,000	Approximately 500 ' of this 2110' project is complete
BW1H1 – 1340' of 36"	\$345,000	
BW1H2 - 880' of 27"	\$190,000	
BW1P1 – project complete		
BW1P2 – 700' of 27"	\$150,000	Approximately 2790 ' of this 3490' project is complete
BW1J1 – 180' of 24'	\$37,000	
BW1J2 – 1000' of 27"	\$215,000	
BW1K1 – 640' of 27"	\$140,000	
BW1K2 – 220' of 24"	\$45,000	
BW1K3 – 400' of 42"	\$110,000	
BW1K4 – 1980' of 30"	\$460,000	990' run, 2 parallel 30" pipes
BW1K5 – 1690' of 30"	\$390,000	845' run, 2 parallel 30" pipes
CR1A3 – 70' widening	\$160,000	widen existing box culvert
CR2A1 – 2100' of 36"	\$540,000	700' run, 3 parallel 36" pipes
CR2A2 – 70' of 10x3	\$160,000	Box Culvert
CR2B1 – 600' of 24"	\$125,000	200' run, 3 parallel 24" pipes
CR1S4 – 250' of 30"	\$60,000	
CR1S5 – 300' of 30"	\$70,000	
<b>Total</b>	<b>\$3,817,000</b>	

Source: City of Medford 1996 Storm Drain Master Plan

#### 4. Sanitary Sewer

Currently the Sanitary Sewer Master Plan is being revised. However, the projects listed in Table 6 are projects in the Area from the current City of Medford's Sanitary Sewer Master Plan:

**Table 6 - Sanitary Sewer Master Plan Projects**

Project	
P-3 - 250' of 21"	North Riverside Avenue between Crater Lake and Highway 62 and Madrona Street
P-2 - 1950' - 15"	Beatty Street, Court Street, North Central Avenue, and East Clark Street between Madrona Street and West Clark Street
P-6 - 740' of 24"	East Jackson Street between North Bartlett Street and North Riverside Avenue
P-4 - 1400' of 15"	East Jackson Street between North Holly Street and North Central Avenue
P-5 - 2820' of 18"/15"	East 2nd Street between East Jackson Street and North Grape Street/North Grape Street between East 2nd Street and West 4th Street and along West 4th Street between North Oakdale Avenue and North Grape Street.
P-10 - 3580' of 21"/18"/15"	South Riverside Avenue between East Jackson Street and East 9th Street and along East 9th Street between South Riverside Avenue and South Grape Street

Source: City of Medford Sanitary Sewer Master Plan

#### 5. Parks and Open Space

The following was obtained from the Medford Park and Recreation System Master Plan. This document is formatted a bit differently than an infrastructure master plan, as it contains Design Opportunities and Management Considerations instead of master plan projects. These Design Opportunities and Management Considerations can indicate potential deficiencies in the parks.

##### Hawthorne Park

##### *Design Opportunities*

- Park orientation could benefit from wayfinding signage system to identify Hawthorne Park as part of Medford P&R as well as communicate what and where to find amenities within the park and its context along the Bear Creek Greenway.
- Potential recreation center site being considered for southeast corner of property. Additional parking will be needed to support facility.
- A pedestrian bridge connection between the Riverside parking lot and Hawthorne Park (west of the small dog park) has been discussed. It would provide additional parking needed for new park facilities. It would also provide an important pedestrian/bike route to the City Center from the Bear Creek Greenway and

Hawthorne Park, increasing public presence in a portion of the park that remains less developed.

### ***Management Considerations***

- Park staff has identified the need for major irrigation updates: replacement of the aging lateral line, sprinkler head replacement, and replacement of the irrigation main line in the south and northwest portion of the park.
- Add park signage at key park entry points.
- Continue with addressing park security improvement.
- Continue the addition of art murals on highway overpass pylons.

### **Alba Park**

#### ***Design Opportunities***

- If Ivy Street could be dedicated for pedestrian use only, a more cohesive site design could be developed for both Alba Park and the Carnegie building block that can also highlight and preserve historical features.
- Consider installation of public art.
- Consider irrigation upgrades and additional picnic pads with tables.

#### ***Management Considerations***

- Park staff have identified the need for irrigation system upgrades and the management of tree canopy.
- Central fountain needs major renovation.
- New, updated LED lamps are needed.
- Gazebo may need renovation over next ten years. Consideration should be given to its foundation, which is rumored to be on top of old well.
- Continue management efforts to plan for tree canopy.
- Create separate reservable areas.

### **Liberty Park**

#### ***Design Opportunities***

- New small neighborhood park appears fully functional.

#### ***Management Considerations***

- Park staff have identified the need to add irrigation central control.

### **Veterans Park**

#### ***Design Opportunities***

- Park staff has identified the need to upgrade lighting and signs.
- Park could benefit from provision of small loop trail for contemplative walk with park benches.

#### ***Management Considerations***

- Parking by memorial appears to be shared with hotel. Signage could clarify parking designation and assure ADA accommodation for park visitors. Drainage system improvements need for northwest corner.
- Park staff has identified the need for irrigation central control upgrades and new restroom fixtures

### *Vogel Plaza*

#### *Design Opportunities*

- Urban plaza amenities could benefit from addition of covered shelter structure and picnic table improvements.
- Trees have had to be replaced due to the lack of soil under the brick paving. Develop a comprehensive plan to address tree replacement in a manner that will result in a long-lived and healthy tree stand in the park.

#### *Management Considerations*

- Park staff has identified need for amending soil in planter beds to sustain desirable plant growth.

### C. Social Conditions

Data from the US Census Bureau is used to identify social conditions in the Area. The geographies used by the Census Bureau to summarize data do not strictly conform to the Plan Area. As such, the Census Bureau geographies that most closely align to the Plan Area are used, which, in this case, is Block Group 1 and 2, Census Tract 1 and Block Group 3 Census Tract 2.01. Within the Area, there are 248 tax lots shown as Residential use and 36 tax lots shown as Multi-Family. According to the US Census Bureau, American Community Survey (ACS) 2010-14, the block groups have 3,558 residents, 90% of whom are white.

**Table 7 - Race in the Area**

Race	Number	Percent
White alone	3,209	90%
Black or African American alone	59	2%
American Indian and Alaska Native alone	90	3%
Asian alone	-	0%
Native Hawaiian and Other Pacific Islander alone	-	0%
Some other race alone	121	3%
Two or more races	79	2%
<b>Total</b>	<b>3,558</b>	<b>100%</b>

Source: American Community Survey 2012-2016 Five Year Estimates

The largest percentage of residents are between 25-34 years of age (18%).

**Table 8 - Age in the Area**

Age	Number	Percent
Under 5 years	360	10%
5 to 9 years	310	9%
10 to 14 years	208	6%
15 to 17 years	67	2%
18 to 24 years	359	10%
25 to 34 years	629	18%
35 to 44 years	575	16%
45 to 54 years	512	14%
55 to 64 years	376	11%
65 to 74 years	104	3%
75 to 84 years	37	1%
85 years and over	21	1%
<b>Total</b>	<b>3,558</b>	<b>100%</b>

Source: American Community Survey 2012-2016 Five Year Estimates

In the block groups, 10% of adult residents have earned a bachelor's degree or higher. Another 29% have some college education without a degree, and another 27% have graduated from high school with no college experience.

**Table 9 - Educational Attainment in the Area**

Education	Number	Percent
Less than high school	771	34%
High school graduate (includes equivalency)	615	27%
Some college	560	25%
Associate's degree	80	4%
Bachelor's degree	170	8%
Master's degree	43	2%
Professional school degree	4	0%
Doctorate degree	11	0%
<b>Total</b>	<b>2,254</b>	<b>100%</b>

Source: American Community Survey 2012-2016 Five Year Estimates

In the block groups, 22% of commuters drove less than 10 minutes to work, and another 43% of commuters drove 10 to 19 minutes to work.

**Table 10 - Travel Time to Work in the Area**

Travel time to work	Number	Percent
Less than 10 minutes	249	22%
10 to 19 minutes	490	43%
20 to 29 minutes	187	16%
30 to 39 minutes	157	14%
40 to 59 minutes	37	3%
60 to 89 minutes	7	1%
90 or more minutes	16	1%
<b>Total</b>	<b>1,143</b>	<b>100%</b>

Source: American Community Survey 2012-2016 Five Year Estimates

Of the means of transportation used to travel to work, the majority, 56%, drove alone with another 14% carpooling.

**Table 11 - Means of Transportation to Work**

Means of Transportation to Work	Number	Percent
Drove alone	675	56%
Carpooled	163	14%
Public transportation (includes taxicab)	38	3%
Motorcycle	-	0%
Bicycle	42	4%
Walked	214	18%
Other means	11	1%
Worked at home	54	5%
<b>Total</b>	<b>1,197</b>	<b>100%</b>

Source: American Community Survey 2012-2016 Five Year Estimates

## D. Economic Conditions

### 1. Taxable Value of Property within the Area

The estimated total assessed value of the Area calculated with data from the Jackson County Department of Assessment and Taxation for FYE 2018, including all real, personal, manufactured, and utility properties, is estimated to be \$356,207,883 of which \$106,696,724 is frozen base and \$249,511,159 is excess value above the frozen base.

### 2. Building to Land Value Ratio

An analysis of property values can be used to evaluate the economic condition of real estate investments in a given area. The relationship of a property's improvement value (the value of buildings and other improvements to the property) to its land value is generally an accurate indicator of the condition of real estate investments. This relationship is referred to as the "Improvement to Land Value Ratio," or "I:L." The values used are real market values. In urban renewal areas, the I:L is often used to measure the intensity of development or the extent to which an area has achieved its short- and long-term development objectives.

Table 12 below shows the improvement to land ratios (I:L) for properties within the Area. As in the Land Use Table there is a Centrally Assessed category. This is because the way these properties are currently assessed does not allow them to be generalized with the other properties in the I:L calculations. Due to technical difficulties, the Assessor's Office was unable to resolve this discrepancy prior to the publication of this document. Four hundred and sixty-six parcels in the area (43.27% of the acreage) have I:L ratios of less than 1.0. In other words, the improvements on these properties are worth less than the land they sit on. A reasonable I:L ratio for properties in the Area is 2.0. Only 144 of the 988 parcels in the Area, totaling 7.04% of the acreage have I:L ratios of 2.0 or more in FYE 2018. In summary, the Area is underdeveloped and not contributing significantly to the tax base in Medford.

**Table 12 - I:L Ratio of Parcels in the Area**

Improvement/Land Ratio	Tax		% of Total Acres
	Lots	Acres	
Centrally Assessed	24	5.02	1.31%
Exempt	205	111.79	29.09%
No Improvement Value	75	30.67	7.98%
0.01-0.50	206	67.43	17.55%
0.51-1.00	185	68.17	17.74%
1.01-1.50	100	42.99	11.19%
1.51-2.00	49	31.14	8.10%
2.01-2.50	31	5.64	1.47%
2.51-3.00	20	4.25	1.11%
3.01-4.00	26	7.31	1.90%
> 4.00	67	9.86	2.57%
<b>Total</b>	<b>988</b>	<b>384.28</b>	<b>100.00%</b>

Source: Calculated by Tiberius Solutions LLC with data from Jackson County Department of Assessment and Taxation (FYE 2018)

### **E. Impact on Municipal Services**

The fiscal impact of tax increment financing on taxing districts that levy taxes within the Area (affected taxing districts) is described in Section IX of this Report. This subsection discusses the fiscal impacts resulting from potential increases in demand for municipal services.

The projects being considered for future use of urban renewal funding are projects to improve the conditions in the Liberty Park area and provide funding for seismic retrofitting in the downtown. The use of urban renewal funding for these projects allows the city to concentrate considerable funding in an area where significant blight exists and to match other funding sources to construct the improvements. It also allows the city to tap into different funding sources besides the City of Medford general fund or system development charges (SDC) funds to complete improvements for the area.

The financial impacts from tax increment collections will be countered by providing improved infrastructure to serve an area of the city that the city officials have identified as needing investment to improve the living conditions in the area.

### **III. REASONS FOR SELECTION OF EACH URBAN RENEWAL AREA IN THE PLAN**

The reason for selecting the Area has not changed since inception of the urban renewal plan: to cure blight within the Area.

#### **IV. THE RELATIONSHIP BETWEEN URBAN RENEWAL PROJECTS AND THE EXISTING CONDITIONS IN THE URBAN RENEWAL AREA**

The projects identified for the Area are described below, including how they relate to the existing conditions in the Area.

##### **A. Liberty Park Improvements**

- 1. Street Improvements** – Street improvements to Manzanita and Edwards to bring them up to city standards. Other improvements may be added into this category as the Liberty Park Neighborhood Master Plan evolves. As public input emphasized safety, it should be considered in these improvements.

**Existing Conditions:** Currently Manzanita and Edwards are not up to city standards. Manzanita has little or no sidewalks while Edwards has a sidewalk on one side. Both street surfaces need to be improved, and both, if improved, would need to have their stormwater infrastructure redone.

- 2. Sewer Lateral Replacement Program** - This program would offer an underdetermined incentive to homeowners to replace their sewer laterals.

**Existing Conditions:** The sewer laterals in the area are currently letting stormwater into the sewer system and overburdening the sewer system. Also, there have been reports to the city that residents need to have the sewer line between their house and the city's main line cleaned on a regular basis. Replacing the laterals will greatly reduce the need for sewer lateral maintenance by homeowners and help the city reduce the amount of stormwater in the sanitary sewer system.

- 3. Housing Assistance** – Projects in this category could include a single-family residential housing improvement program for renter- and owner-occupied residences, authorization for use of funds to partner with a private developer for a single family, mixed-use or multifamily housing development, and a program to improve existing mixed-use or multifamily housing developments in the area.

**Existing Conditions:** Currently much of the single-family residential housing stock in the Liberty Park neighborhood needs upgrading. Many homes are in need of weatherization, foundation repairs, or even more simple treatment such as exterior painting and windows. There is a lack of clean, safe affordable housing in the Liberty Park area.

- 4. Liberty Park Neighborhood Master Plan Projects Placeholder** – This project category would serve as a place holder for projects that evolve from the planning process around the Liberty Park Neighborhood Master Plan. The recommendation is to amend the urban renewal plan to include certain projects from the Liberty Park Neighborhood Master Plan at a later date.

**Existing Conditions:** Currently there is an outdated Liberty Park Neighborhood Master Plan and little or no funding to accomplish any projects identified in the updated master plan.

## V. THE ANTICIPATED COMPLETION DATE FOR EACH PROJECT

ORS 457.085 (3)(d) requires an estimate of costs for each project in a plan amendment. Table 13 fulfills that requirement for the 2018 substantial amendment. However, as the project categories in the 2018 substantial amendment are general and will be specified at a later date by minor amendments, the funding allocations to these projects are also general and will be specified at a later date. The revenue in this Report has been equally distributed to each of the proposed projects in the Liberty Park area, with 10% allocated to Downtown Seismic Retrofitting. These allocations are temporary and will be altered by minor amendments as more public outreach is conducted and the MURA's project priorities become clearer.

The schedule for construction of projects will be based on the availability of funding. The projects will be ongoing and will be completed as directed by MURA. Expenditures for project administration and finance fees are also shown. All costs shown in Table 13 are in year-of-expenditure dollars, which are adjusted by 3% annually to account for inflation. MURA may change the completion dates in their annual budgeting process or as project decisions are made in administering the Plan.

The Area is anticipated to complete all projects and have sufficient tax increment finance revenue to terminate the district in FYE 2024. The projections in the financial model assume 3.0% annual growth in the assessed value of real property and a 2.0% change in personal property, and no change in manufactured property or utility property.

The Amendment assumes that the city will seek out other funding sources to pay for many of the urban renewal projects listed and use urban renewal funds as leverage. These sources include City of Medford general funds and system development charges. The city may also pursue regional, county, state, and federal funding, private developer contributions, and other sources of funds.

MURA will be able to review and update fund expenditures and allocations on an annual basis when the annual budget is prepared.

**Table 13 - Projects and Costs in Year of Expenditure Dollars**

URA PROJECTS FUND	Total	FYE 2019	FYE 2020	FYE 2021	FYE 2022	FYE 2023	FYE 2024
<b>Resources</b>							
Beginning Balance		\$ 1,663,250	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Interest Earnings	\$ 33,316	\$ 8,316	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Transfer from TIF Fund	\$ 19,892,729	\$ 1,760,375	\$ 2,122,862	\$ 3,632,160	\$ 3,769,608	\$ 3,911,032	\$ 2,633,442
Bond/Loan Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -						
<b>Total Resources</b>	\$ 19,926,045	\$ 3,431,941	\$ 3,127,862	\$ 4,637,160	\$ 4,774,608	\$ 4,916,032	\$ 3,638,442
<b>Expenditures (YOE \$)</b>							
Downtown Seismic Retrofitting	\$ (1,998,750)	\$ (309,000)	\$ (318,270)	\$ (327,810)	\$ (337,650)	\$ (347,790)	\$ (358,230)
Street Improvements	\$ (3,715,574)	\$ (427,735)	\$ (346,308)	\$ (718,068)	\$ (746,690)	\$ (776,131)	\$ (700,643)
Sewer Lateral Replacement Program	\$ (3,715,574)	\$ (427,735)	\$ (346,308)	\$ (718,068)	\$ (746,690)	\$ (776,131)	\$ (700,643)
Housing Assistance	\$ (3,715,574)	\$ (427,735)	\$ (346,308)	\$ (718,068)	\$ (746,690)	\$ (776,131)	\$ (700,643)
Liberty Park Neighborhood Master Plan Pro	\$ (3,715,574)	\$ (427,735)	\$ (346,308)	\$ (718,068)	\$ (746,690)	\$ (776,131)	\$ (700,643)
Project F	\$ -						
Financing Fees	\$ -						
Administration	\$ (3,065,000)	\$ (412,000)	\$ (424,360)	\$ (437,080)	\$ (450,200)	\$ (463,720)	\$ (477,640)
<b>Total Expenditures</b>	\$ (19,926,045)	\$ (2,431,941)	\$ (2,127,862)	\$ (3,637,160)	\$ (3,774,608)	\$ (3,916,032)	\$ (3,638,442)
<b>Ending Balance</b>		\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ -

Source: Tiberius Solutions LLC

## VI. THE ESTIMATED AMOUNT OF TAX INCREMENT REVENUES REQUIRED AND THE ANTICIPATED YEAR IN WHICH INDEBTEDNESS WILL BE RETIRED

Table 15 shows the allocation of tax increment revenues to debt service and transfers to the project fund.

It is anticipated that all existing debt will be retired by FYE 2020. The total maximum indebtedness is \$87,233,058 increased from \$67,307,013 by \$19,926,045. The following paragraph details the methods used to calculate the allowed maximum indebtedness increase without needing concurrence.

The 1988 Medford Downtown Report used Seattle ENR rates to inflate project costs. According to ORS 457, MURA must use this method to inflate the original maximum indebtedness to calculate the size of the increase that can be achieved without concurrence. Under ORS 457 that amount is 20% of the original maximum indebtedness as indexed for inflation, in this case using the Seattle ENR rates. Below is a chart detailing the indexing of the original maximum indebtedness and the 20% calculation. As shown in Table 14, an increase of \$19,926,045 is allowable without concurrence.

**Table 14 - Maximum Indebtedness Indexing and Calculation**

Year	March Seattle ENR Points	Seattle ENR Point Change	Seattle Inflation Rate	Seattle MI Index
1999	7137.00			\$67,307,013
2000	7368.00	231.00	3.24%	\$69,485,508
2001	7335.00	-33.00	-0.45%	\$69,174,295
2002	7562.00	227.00	3.09%	\$71,315,067
2003	7867.00	305.00	4.03%	\$74,191,435
2004	7910.00	43.00	0.55%	\$74,596,956
2005	8162.86	252.86	3.20%	\$76,981,606
2006	8448.93	286.07	3.50%	\$79,679,451
2007	8626.73	177.80	2.10%	\$81,356,232
2008	8621.47	-5.26	-0.06%	\$81,306,627
2009	8713.49	92.02	1.07%	\$82,174,441
2010	8647.10	-66.39	-0.76%	\$81,548,336
2011	8736.22	89.12	1.03%	\$82,388,801
2012	9054.40	318.18	3.64%	\$85,389,466
2013	9425.52	371.12	4.10%	\$88,889,393
2014	10135.65	710.13	7.53%	\$95,586,427
2015	10403.58	267.93	2.64%	\$98,113,198
2016	10581.15	177.57	1.71%	\$99,787,810
2017	10564.44	-16.71	-0.16%	\$99,630,223

2017	20% of
Indexed MI	Indexed MI
\$99,630,223	\$19,926,045

Of the \$87,233,058 maximum indebtedness \$67,307,013 has been used to date. The estimated total amount of tax increment revenues required to service the new maximum indebtedness of \$19,926,045 is \$19,926,045 as the assumptions used in the financing plan are “pay as you go”, with no borrowings anticipated and therefore no interest payments required. This does not preclude MURA from changing these financing assumptions at some point in the future.

The time frame of urban renewal is not absolute; it may vary depending on the actual ability to meet the maximum indebtedness. If the economy is slower, it may take longer; if the economy is more robust than the projections, it may take a shorter time period. MURA may decide to issue bonds or take on loans on a different schedule, and that will alter the financing assumptions. These assumptions show one scenario for financing and that this scenario is financially feasible.

**Table 15 - Tax Increment Revenues and Allocations to Debt Service**

<b>TAX INCREMENT FUND</b>	<b>Total</b>	<b>FYE 2019</b>	<b>FYE 2020</b>	<b>FYE 2021</b>	<b>FYE 2022</b>	<b>FYE 2023</b>	<b>FYE 2024</b>
<b>Resources</b>							
Beginning Balance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Earnings	\$ 12,965	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TIF: Current Year	\$ 21,395,989	\$ 3,341,250	\$ 3,469,487	\$ 3,563,160	\$ 3,698,608	\$ 3,838,032	\$ 2,558,442
TIF: Prior Years	\$ 482,925	\$ 65,000	\$ 67,000	\$ 69,000	\$ 71,000	\$ 73,000	\$ 75,000
<b>Total Resources</b>	<b>\$ 21,891,879</b>	<b>\$ 3,406,250</b>	<b>\$ 3,536,487</b>	<b>\$ 3,632,160</b>	<b>\$ 3,769,608</b>	<b>\$ 3,911,032</b>	<b>\$ 2,633,442</b>
<b>Expenditures</b>							
<i>Debt Service</i>							
2011C	\$ (4,592,150)	\$ (1,645,875)	\$ (1,413,625)				
<b>Total Scheduled Debt Service</b>	<b>\$ (4,592,150)</b>	<b>\$ (1,645,875)</b>	<b>\$ (1,413,625)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<i>Debt Service Coverage Ratio</i>		2.03	2.45				
Transfer to URA Projects Fund	\$ (19,892,729)	\$ (1,760,375)	\$ (2,122,862)	\$ (3,632,160)	\$ (3,769,608)	\$ (3,911,032)	\$ (2,633,442)
<b>Total Expenditures</b>	<b>\$ (24,484,879)</b>	<b>\$ (3,406,250)</b>	<b>\$ (3,536,487)</b>	<b>\$ (3,632,160)</b>	<b>\$ (3,769,608)</b>	<b>\$ (3,911,032)</b>	<b>\$ (2,633,442)</b>
<b>Ending Balance</b>		<b>\$ -</b>					

Source: Tiberius Solutions LLC

## **VII. FINANCIAL ANALYSIS OF THE PLAN**

The estimated tax increment revenues through FYE 2024, as shown in Table 16, are based on projections of the assessed value of development within the Area and the consolidated tax rate that will apply in the Area. The assumptions include assumed growth in assessed value of 3% for real property and 2% for personal property. No change in value for utility or manufactured property is assumed.

Table 16 shows the projected incremental assessed value, tax rates and tax increment revenues each year, adjusted for discounts, delinquencies, and compression losses. These projections of increment are the basis for the projections in Table 13 and Table 14. The first year of tax increment collections due to the 2018 substantial amendment is FYE 2019. Gross TIF is calculated by multiplying the tax rate times the excess value. The tax rate is per thousand dollars of value, so the calculation is “tax rate times excess value divided by one thousand.” The consolidated tax rate includes permanent tax rates only and excludes general obligation bonds and local option levies which would not be impacted by this Plan.

**Table 16 - Projected Incremental Assessed Value, Tax Rates, and Tax Increment Revenues**

FYE	Total	Assessed Value		Tax Rate	Tax Increment Finance		
		Frozen Base	Increment		Gross	Adjustments	Net
2019	\$ 365,953,627	\$ 106,696,724	\$ 259,256,903	\$ 13.5661	\$ 3,517,105	\$ (175,855)	\$ 3,341,250
2020	\$ 375,985,299	\$ 106,696,724	\$ 269,288,575	\$ 13.5620	\$ 3,652,092	\$ (182,605)	\$ 3,469,487
2021	\$ 386,311,348	\$ 106,696,724	\$ 279,614,624	\$ 13.4138	\$ 3,750,695	\$ (187,535)	\$ 3,563,160
2022	\$ 396,940,474	\$ 106,696,724	\$ 290,243,750	\$ 13.4138	\$ 3,893,272	\$ (194,664)	\$ 3,698,608
2023	\$ 407,881,635	\$ 106,696,724	\$ 301,184,911	\$ 13.4138	\$ 4,040,034	\$ (202,002)	\$ 3,838,032
2024	\$ 419,144,056	\$ 106,696,724	\$ 312,447,332	\$ 13.4138	\$ 4,191,106	\$ (209,555)	\$ 3,981,551

Source: Tiberius Solutions LLC

Notes: TIF is tax increment revenues. Tax rates are expressed in terms of dollars per \$1,000 of assessed value. The TIF revenues shown in 2023 are the maximum amount the Area could levy, however, the Area is projected to underlevy in FYE 2024 in order to reach, but not exceed, its maximum indebtedness.

Revenue sharing is part of the 2009 legislative changes to urban renewal and means that, at thresholds defined in ORS 457.470, the impacted taxing jurisdictions will receive a share of the incremental growth in the area. The share is a percentage basis dependent upon the tax rates of the taxing jurisdictions. The first threshold is 10% of the original maximum indebtedness. At the 10% threshold, MURA will receive the full 10% of the initial maximum indebtedness plus 25% of the increment above the 10% threshold and the taxing jurisdictions will receive 75% of the increment above the 10% threshold. The second threshold is set at 12.5% of the maximum indebtedness. If this threshold is met, revenue for the district would be capped at 12.5% of the maximum indebtedness, with all additional tax revenue being shared with affected taxing districts. No revenue sharing is projected for the Amendment.

## VIII. IMPACT OF THE TAX INCREMENT FINANCING

This section describes the impact of tax increment financing of the NEW maximum indebtedness, both until and after the indebtedness is repaid, upon all entities levying taxes upon property in the Area.

The impact of tax increment financing on overlapping taxing districts consists primarily of the property tax revenues foregone on permanent rate levies as applied to the growth in assessed value in the Area. These projections are for impacts estimated through FYE 2024 and are shown in Table 17 and Table 18. Note that in FYE 2024 there is an under-levy, taking a smaller portion of tax increment proceeds than available as the maximum indebtedness will be reached that year. The sum total of the "impact of amendment" is nearly the same amount as the increase in maximum indebtedness, but slight discrepancies due to (1) GO bond rates, and (2) a small fraction of project funding that comes from interest earned on the tax increment revenues, as opposed to direct tax increment revenue.

The Medford School District and the Education Service District are not *directly* affected by the tax increment financing, but the amounts of their taxes divided for the urban renewal plan are shown in the following tables. Under current school funding law, property tax revenues are combined with State School Fund revenues to achieve per-student funding targets. Under this system, property taxes foregone, due to the use of tax increment financing, are substantially replaced with State School Fund revenues, as determined by a funding formula at the State level.

Table 17 and Table 18 show the projected impacts to permanent rate levies of taxing districts as a result of this Plan. Table 17 shows the general government levies, and Table 18 shows the education levies.

General obligation bonds and local option levies are impacted by urban renewal only if they were originally approved by voters in an election prior to October 6, 2001. There is one general obligation bond approved prior to October 6, 2001 that will still be in effect in the Area at the time that tax increment revenues begin to be collected for the substantial amendment. It will be in effect through FYE 2019-2020. The impact will be on the property tax payer and is estimated over the life of the amendment to be a total of \$2.90 per \$100,000 of assessed value.

**Table 17 - Projected Impact on Taxing District Permanent Rate Levies - General Government**

FYE	Jackson County Permanent	City of Medford Permanent	4-H Extension Service District Permanent	Vector Control Permanent	Rogue Valley Transit District Permanent	Jackson Soil & Water Conservation Permanent	Jackson County Library District Permanent	Subtotal Gen. Govt.
2019	\$ (359,626)	\$ (947,475)	\$ (7,336)	\$ (7,676)	\$ (31,706)	\$ (8,947)	\$ (93,042)	\$ (1,455,808)
2020	\$ (523,814)	\$ (1,380,045)	\$ (10,685)	\$ (11,180)	\$ (46,181)	\$ (13,031)	\$ (135,521)	\$ (2,120,457)
2021	\$ (543,937)	\$ (1,433,060)	\$ (11,096)	\$ (11,610)	\$ (47,955)	\$ (13,531)	\$ (140,727)	\$ (2,201,916)
2022	\$ (564,532)	\$ (1,487,320)	\$ (11,516)	\$ (12,050)	\$ (49,771)	\$ (14,044)	\$ (146,055)	\$ (2,285,288)
2023	\$ (585,722)	\$ (1,543,149)	\$ (11,948)	\$ (12,502)	\$ (51,639)	\$ (14,571)	\$ (151,538)	\$ (2,371,069)
2024	\$ (394,291)	\$ (1,038,801)	\$ (8,043)	\$ (8,416)	\$ (34,762)	\$ (9,809)	\$ (102,011)	\$ (1,596,133)
<b>Total</b>	<b>\$ (2,971,922)</b>	<b>\$ (7,829,850)</b>	<b>\$ (60,624)</b>	<b>\$ (63,434)</b>	<b>\$ (262,014)</b>	<b>\$ (73,933)</b>	<b>\$ (768,894)</b>	<b>\$ (12,030,671)</b>

Source: Tiberius Solutions LLC

**Table 18 - Projected Impact on Taxing District Permanent Rate Levies - Education**

FYE	ESD Permanent	Rogue Community College Permanent	Medford School District 549C Permanent	Subtotal Education	Total All
2019	\$ (63,054)	\$ (91,754)	\$ (789,482)	\$ (944,290)	\$ (2,400,098)
2020	\$ (91,841)	\$ (133,644)	\$ (1,149,920)	\$ (1,375,405)	\$ (3,495,862)
2021	\$ (95,370)	\$ (138,778)	\$ (1,194,095)	\$ (1,428,243)	\$ (3,630,159)
2022	\$ (98,981)	\$ (144,033)	\$ (1,239,307)	\$ (1,482,321)	\$ (3,767,609)
2023	\$ (102,696)	\$ (149,440)	\$ (1,285,827)	\$ (1,537,963)	\$ (3,909,032)
2024	\$ (69,132)	\$ (100,598)	\$ (865,580)	\$ (1,035,310)	\$ (2,631,443)
<b>Total</b>	<b>\$ (521,074)</b>	<b>\$ (758,247)</b>	<b>\$ (6,524,211)</b>	<b>\$ (7,803,532)</b>	<b>\$ (19,834,203)</b>

Source: Tiberius Solutions LLC

Please refer to the explanation of the schools funding in the preceding section

Table 19 shows the projected increased revenue to the taxing jurisdictions after tax increment proceeds are projected to be terminated. These projections are for FYE 2025.

**Table 19 - Additional Revenues Obtained after Termination of Tax Increment Financing**

Taxing District	Type	Tax Rate	Tax Revenue in FYE 2025 (year after		Total
			From Frozen Base	From Excess Value	
<b>General Government</b>					
Jackson County	Permanent	2.0099	\$ 214,450	\$ 651,289	\$ 865,739
City of Medford	Permanent	5.2953	\$ 564,991	\$ 1,715,892	\$ 2,280,883
4-H Extension Service District	Permanent	0.0410	\$ 4,375	\$ 13,286	\$ 17,661
Vector Control	Permanent	0.0429	\$ 4,577	\$ 13,901	\$ 18,478
Rogue Valley Transit District	Permanent	0.1772	\$ 18,907	\$ 57,420	\$ 76,327
Jackson Soil & Water Conservation	Permanent	0.0500	\$ 5,335	\$ 16,202	\$ 21,537
Jackson County Library District	Permanent	0.5200	\$ 55,482	\$ 168,501	\$ 223,983
<i>Subtotal</i>	<i>Gen. Govt.</i>	<i>8.1363</i>	<i>\$ 868,117</i>	<i>\$ 2,636,491</i>	<i>\$ 3,504,608</i>
<b>Education</b>					
ESD	Permanent	0.3524	\$ 37,600	\$ 114,192	\$ 151,792
Rogue Community College	Permanent	0.5128	\$ 54,714	\$ 166,168	\$ 220,882
Medford School District 549C	Permanent	4.4123	\$ 470,778	\$ 1,429,764	\$ 1,900,542
<i>Subtotal</i>	<i>Education</i>	<i>5.2775</i>	<i>\$ 563,092</i>	<i>\$ 1,710,124</i>	<i>\$ 2,273,216</i>
<b>Total</b>		<b>13.4138</b>	<b>\$ 1,431,209</b>	<b>\$ 4,346,615</b>	<b>\$ 5,777,824</b>

Source: Tiberius Solutions LLC

## IX. COMPLIANCE WITH STATUTORY LIMITS ON ASSESSED VALUE AND SIZE OF URBAN RENEWAL AREA

State law limits the percentage of both a municipality’s total assessed value and the total land area that can be contained in an urban renewal area at the time of its establishment to 15% for municipalities over 50,000 in population. As noted below, the frozen base (assumed to be FYE 2017 values), including all real, personal, personal, manufactured, and utility properties in the Area, is projected to be \$106,696,724. The total assessed value of the City of Medford less urban renewal excess is \$7,257,639,383. The percentage of assessed value in the Urban Renewal Area is 1.47%, below the 15% threshold.

The Area contains 605.60 acres, including public rights-of-way, and the City of Medford contains 16,843.4 acres. This puts 3.67% of the City’s acreage in an Urban Renewal Area when including the City’s other urban renewal areas, which is below the 15% threshold.

**Table 20 - Urban Renewal Area Conformance with Assessed Value and Acreage Limits**

	Acreage	Assessed Value
In URA	605.6	\$106,696,724
In City	16,483.4	\$7,257,639,383
Percent in URA	3.67%	1.47%

Source: Compiled by Elaine Howard Consulting, LLC with data from City of Medford and Jackson County Department of Assessment and Taxation (FYE 2018)

## X. RELOCATION REPORT

There is no relocation report required for the Plan. No specific acquisitions that would result in relocation benefits have been identified, however, there may be acquisition which may trigger relocation benefits in the future in the Area. If so, they will comply with relocation laws.

# Exhibit B

Medford City Center Revitalization Plan – Substantial Amendment –Amendment No. 6

The following changes are made to the Medford City Center Revitalization Plan. Deletions are shown in ~~crossout~~ and additions are shown in *italics*. Sections of the Amendment that came directly from the Medford Comprehensive Plan are shown in **bold italics**.

## **SECTION 400: MISSION STATEMENT, GOALS AND OBJECTIVES OF THE MEDFORD URBAN RENWAL AGENCY FOR THE CITY CENTER REVITALIZATION PLAN.**

401 – No changes

### 402. GOALS AND OBJECTIVES

*O. Provide assistance to the Liberty Park area, including, but not limited to improving the safety and functionality of the transportation system, assisting in the upgrading of sewer laterals, and providing housing development and rehabilitation assistance.*

*P. Provide assistance for rehabilitation and seismic upgrading to buildings in the downtown core.*

### 404. CONSISTENCY WITH THE CITY’S COMPREHENSIVE PLAN

This section of the Plan is deleted in its entirety and replaced with the following:

*Sections of the Amendment that came directly from the Medford Comprehensive Plan are shown in bold italics.*

#### ***Citizen Involvement Goal***

##### ***Statewide Planning Goal 1:***

***Maintain a citizen involvement program that ensures the opportunity for citizens to be involved in all phases of the planning process.***

##### ***City of Medford Strategic Plan 2014-2019:***

###### ***Objective:***

***Provide adequate opportunities for public input.***

###### ***Action:***

***Provide and promote various methods of communication to enhance opportunities for citizen education and interaction.***

*Finding: The Medford Urban Renewal Plan conforms to the Medford Comprehensive Plan because there has been a significant public outreach campaign. During the months of June through August, 2017 the MURA Board held three public hearings. The purpose of the public hearings was to elicit testimony on the proposed increase in the indebtedness and the continuation of Medford Urban Renewal Agency. The testimony was positive on both counts. In addition, the Medford Urban Renewal Agency asked city staff to establish an Advisory*

Committee to help review the amendment. The Advisory Committee met three times to discuss projects and finances concerning the substantial amendment. The Advisory Committee held a neighborhood community input meeting at Kids Unlimited, located in the heart of the Liberty Park neighborhood. The neighborhood community input meeting was attended by 35 to 40 citizens. Attendees were asked to provide input on project prioritization and the Advisory Committee reviewed the neighborhood community input meeting data prior to providing their preliminary recommendation to the Medford Urban Renewal Agency. Citizens also had a chance to participate in public hearings at the Medford Urban Renewal Agency meeting, the Medford Planning Commission meeting concerning the substantial amendment, and the hearing concerning the adoption of the substantial amendment in front of Medford City Council.

**Natural Resources – Air Quality  
Goals, Policies and Implementation Measures**

**Goal 3: To enhance the livability of Medford by achieving and maintaining compliance with National Ambient Air Quality Standards (NAAQS).**

**Policy 3-B:**

*The City of Medford shall continue to require a well-connected circulation system and promote other techniques that foster alternative modes of transportation, such as pedestrian-oriented mixed-use development and a linked bicycle transportation system.*

*Finding: The Medford Urban Renewal Plan conforms to the Medford Comprehensive Plan because project categories include multimodal transportation improvements and incentives for mixed use housing developments.*

**Natural Resources – Water Quality, Wetlands and Wildlife Habitat  
Goals, Policies and Implementation Measures**

**Goal 5: To achieve and maintain water quality in Medford’s waterways**

**Policy 5-B:**

*The City of Medford shall implement measures to reduce polluted surface water runoff into the storm drainage system.*

*Finding: The Medford Urban Renewal Plan conforms to the Medford Comprehensive Plan because project categories include a program to incentivize replacements of deteriorating citizen-owned sewer laterals.*

**Natural Resources – Energy  
Goals, Policies and Implementation Measures**

**Goal 10: To assure that urban land use activities are planned, located, and constructed in a manner that maximizes energy efficiency.**

**Policy 10-A:**

*The City of Medford shall plan and approve growth and development with consideration to energy efficient patterns of development, utilizing existing capital infrastructure whenever possible, and incorporating compact and urban centered growth concepts.*

**Policy 10-B:**

*The City of Medford shall encourage energy conservation, including the adoption and implementation of programs leading to improved weatherization/insulation of new and existing structures.*

*Implementation 10-B (1): Continue to participate in residential and non-residential weatherization programs.*

*Policy 10-C:*

*The City of Medford shall encourage the use of energy efficient building materials and techniques in new public and private construction and remodeling, in accordance with building safety standards.*

*Finding: The Medford Urban Renewal Plan conforms to the Medford Comprehensive Plan because it includes project categories for housing improvements of all kinds: existing single-family housing stock, existing multifamily housing stock, and new mixed-use/multifamily housing stock. These broad project categories include improvements to existing housing stock for energy efficiency and weatherization.*

### ***Archaeological and Historic Resources Goals, Policies and Implementation Measures***

*Goal 11: To preserve and protect archaeological and historic resources in Medford for their aesthetic, scientific, educational, and cultural value.*

*Policy 11-D:*

*The City of Medford shall support and promote seismic retrofit of vulnerable historic buildings, as well as modification of historic buildings for accessibility to disabled persons*

*Policy 11-E:*

*The City of Medford shall continue to recognize the downtown City Center as the historic core of the city, and its historic attributes shall be a factor when developing programs for the downtown area.*

*Finding: The Medford Urban Renewal Plan conforms to the Medford Comprehensive Plan because the project categories include a project for the seismic retrofitting of buildings in within Medford's downtown City Center Boundary area.*

### ***Economic Opportunities Goals and Policies***

*GOAL: To actively stimulate economic development and growth that will provide opportunities to diversify and strengthen the mix of economic activity in the city of Medford.*

*Finding: The Medford Urban Renewal Plan conforms to the Medford Comprehensive Plan because it contains not only projects which will improve and expand the existing Medford affordable housing stock, but will provide employment opportunities in the Medford area for local contractors and laborers to provide said improvements to the local housing stock.*

### ***Housing Goals Policies and Implementation Strategies***

*GOAL: To provide for the housing needs of citizens of Medford.*

*Policy 5:*

*The City of Medford shall provide opportunities for alternative housing types and patterns, such as planned unit developments, mixed-uses, and other techniques that reduce development costs, increase density, and achieve projects that are flexible and responsive to the site and*

*surroundings, including the conservation and enhancement of areas having special scenic, historic, architectural, or cultural value.*

***Policy 6:***

*The City of Medford shall plan for multi-family residential development encouraging that which is innovative in design and aesthetically appealing to both the residents and the community.*

***Policy 7:***

*The City of Medford shall promote preservation of the existing housing stock and existing neighborhoods through continued support of programs related to housing rehabilitation and neighborhood revitalization.*

***Policy 8:***

*The City of Medford shall assist regional housing agencies, nonprofit organizations, private developers, and other entities in their efforts to provide affordable housing, opportunities for minorities, low- and moderate-income people, and people in protected classes to gain access to housing*

***Implementation 8-A:***

*Evaluate and support affordable housing programs, such as:*

- a) A fair housing program that includes enforcement procedures and promotional activities;*
- b) Preservation and/or rehabilitation of special needs and affordable housing;*
- c) Identifying public land suitable for affordable housing and land banking;*
- d) Inclusionary housing required as a condition of approval for authorizations such as annexations, density bonuses, and zone changes.*

***Implementation 8-B:***

*Cooperate with the Housing Authority of Jackson County and other agencies to preserve and increase their portfolio of assisted housing.*

*Finding: The Medford Urban Renewal Plan conforms to the Medford Comprehensive Plan because it includes the project category housing assistance. Housing assistance could include a single-family residential improvement program for renter- and owner-occupied residences, authorization for use of funds to partner with a private developer for mixed use or multifamily housing development, and a program to improve existing mixed-use or multifamily housing developments in the area. The goal of these programs is to improve the quality of the housing stock, be it existing or new.*

***General Public Facilities Goals, Policies, and Implementation Measures***

***Goal 1: To assure that development is guided and supported by appropriate types and levels of urban facilities and services, provided in a timely, orderly, and efficient arrangement.***

***Policy 1-A:***

*The City of Medford shall provide, where feasible and as sufficient funds are available from public or private sources, the following facilities and services at levels appropriate for all land use types within the City:*

- Water service;*
- Sanitary sewers;*
- Stormwater management facilities;*
- Fire and emergency services;*
- Law enforcement;*
- Parks and recreation;*

**•Planning, zoning, and subdivision control.**

*Finding: The Medford Urban Renewal Plan conforms to the Medford Comprehensive Plan because it includes project categories for street improvements and a sewer lateral replacement program. The streets that may be improved would be brought up to city standards, which would mean all utilities would be improved in the process. The sewer lateral replacement program authorizes funds to be used for a potential incentive program for citizens to replace damaged citizen-owned portions of sewer laterals.*

**Sanitary Sewer Goals, Policies, and Implementation Measures**

**Sanitary Sewage Collection**

**Goal 1: To provide appropriate sanitary sewage collection facilities to serve the Medford Urban**

**Growth Boundary.**

**Policy 1-A:**

*The City of Medford shall plan the sanitary sewage collection system to serve all new development within the City. Existing on-site septic systems shall not be permitted to remain in use if sewage collection facilities are available within 300 feet.*

**Policy 1-C:**

*The City of Medford shall maintain and improve the existing sanitary sewage collection system through preventative maintenance and on-going replacement or rehabilitation of deteriorated lines.*

*Finding: The Medford Urban Renewal Plan conforms to the Medford Comprehensive Plan because it includes a project category for a sewer lateral replacement program. In the Liberty Park area there are many leaking and damaged sewer laterals that are allowing stormwater runoff into the sewer system. The sewer laterals are citizen owned and maintained. The program would offer an undetermined incentive to replace these sewer laterals.*

**Stormwater**

**Goal 1: To protect the citizens of Medford from the potential damage caused by flooding.**

**Policy 1-A: The City of Medford shall maintain a relevant storm water management plan for all drainage basins within the Urban Growth Boundary, and implement through upgrading existing facilities and providing facilities identified in the plan through public and private development.**

*Finding: The Medford Urban Renewal Plan conforms to the Medford Comprehensive Plan because it includes the project category Street Improvements. The Public Works Director of the City of Medford has stated that both of the streets that are being considered for improvement would need to have their stormwater systems reconstructed as part of the improvement in order for the streets to meet city standards.*

**Schools Goals, Policies, and Implementation Measures**

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

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

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

*reduce such barriers and hazards.*

*Finding: The Medford Urban Renewal Plan conforms to the Medford Comprehensive Plan because it includes Street Improvements as a project category. Of the streets that may be improved in the plan, one is adjacent to Kids Unlimited, a local charter school.*

***Medford Transportation System Plan  
Goals, Policies and Implementation Strategies***

***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 role as the financial, medical, tourism, and business hub of Southern Oregon and Northern California.***

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

***Policy 2-C:***

***The City of Medford shall design the street system to safely and efficiently accommodate multiple travel modes within public rights-of-way.***

***Policy 2-D:***

***The City of Medford shall balance the needed street function for all travel modes with adjacent land uses through the use of context-sensitive street and streetscape design techniques.***

***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.***

***Policy 2-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.***

*Finding: The Medford Urban Renewal Plan conforms to the Medford Comprehensive Plan because it has both Street Improvements and Liberty Park Neighborhood Master Plan Projects Placeholder as project categories. Any improvement to streets done by the City of Medford must bring the street up to city standards, which includes sidewalks and utilities. The Liberty Park Neighborhood Master Plan Projects Placeholder will serve as a reminder and a placeholder for funds for projects that come out of said master plan, which could include transportation improvements throughout the Liberty Park area.*

***Bicycle System***

***GOAL 4: To facilitate the increased use of bicycle transportation in the Medford planning area, as bicycle facilities are a measure of the quality of life in a community.***

***Policy 4-B:***

***The City of Medford shall undertake efforts to increase the percentage of Arterial and Collector street miles in Medford having bicycle facilities, consistent with the targeted benchmarks in the "Alternative Measures" of the Rogue Valley Regional Transportation Plan(RTP).***

***Policy 4-C:***

*The City of Medford shall encourage bicycling as an alternative mode of transportation as well as a recreational activity.*

*Finding: The Medford Urban Renewal Plan conforms to the Medford Comprehensive Plan because it includes the categories Street Improvements. Of the streets being considered to be improved, bike lanes may be added.*

### **Pedestrian System**

#### **GOAL 5:**

*To facilitate the increased use of pedestrian transportation in the Medford planning area.*

#### **Policy 5-A:**

*The City of Medford shall develop a connected, comprehensive system of pedestrian facilities that provides accessibility for pedestrians of all ages, focusing on activity centers such as Downtown, other Transit Oriented Districts (TODs), commercial centers, schools, parks/greenways, community centers, civic and recreational facilities, and transit centers.*

#### **Policy 5-B:**

*The City of Medford's first priority for pedestrian system improvements shall be access to schools; the second priority shall be access to transit stops.*

#### **Policy 5-D:**

*The City of Medford shall undertake efforts to increase the percentage of Collector and Arterial street miles in Medford's adopted Transit Oriented District (TODs) having sidewalks, consistent with the targeted benchmarks in the "Alternative Measures" of the 2001-2023 Rogue Valley Regional Transportation Plan(RTP)*

#### **Policy 5-E:**

*The City of Medford shall promote pedestrian safety and awareness. (finding: ADA, street lighting)*

*Finding: The Medford Urban Renewal Plan conforms to the Medford Comprehensive Plan because it has both Street Improvements and Liberty Park Neighborhood Master Plan Projects Placeholder as project categories. Any improvement to streets done by the City of Medford must bring the street up to city standards, which includes sidewalks and utilities. The Liberty Park Neighborhood Master Plan Projects Placeholder will serve as a reminder and a placeholder for funds for projects that come out of said master plan, which could include multimodal transportation improvements throughout the Liberty Park area.*

### **Transportation and Land Use**

**GOAL 8:** *To maximize the efficiency of Medford's transportation system through effective land use planning.*

#### **Policy 8-A:**

*The City of Medford shall facilitate development or redevelopment on sites located where best supported by the overall transportation system that reduces motor vehicle dependency by promoting walking, bicycling and transit use. This includes altering land use patterns through changes to type, density, and design.*

#### **Policy 8-B:**

*The City of Medford shall undertake efforts to increase the percentage of dwelling units and employment located in Medford's adopted Transit Oriented Districts (TODs),*

*consistent with the targeted benchmarks in the “Alternative Measures” of the 2001-2023 Rogue Valley Regional Transportation Plan (RTP).*

*Finding: The Medford Urban Renewal Plan conforms to the Medford Comprehensive Plan because it has both Street Improvements and Liberty Park Neighborhood Master Plan Projects Placeholder as project categories. Any improvement to streets done by the City of Medford must bring the street up to City Standards, which includes sidewalks and utilities. In addition, while Liberty Park is not designated a Transit Oriented Development (TOD) the neighborhood is one quarter of a mile from two major shopping centers, two City parks, and is served by transit. The Liberty Park Neighborhood Master Plan Projects Placeholder will serve as a reminder and a placeholder for funds for projects that come out of said master plan, which could include multimodal transportation improvements throughout the Liberty Park area.*

#### 404. CONSISTENCY WITH ECONOMIC DEVELOPMENT POLICY

*Please see above section on the Economic Opportunities Goals and Policies. There is no separate Economic Development Policy.*

## SECTION 500: LAND USE PLAN

### 501. LAND USE DESIGNATIONS

This section of the Plan is deleted in its entirety and replaced with the following:

*The land use designations of the City's Zoning Ordinance which affect the Urban Renewal Plan Area are delineated on Exhibit 3 of Part 1 of this Plan and are described in full in Chapter 10 of the City's Land Development Code and are generally as follows:*

#### Zoning Ordinance

##### Section No.

##### Use and Designation

#### **RESIDENTIAL**

10.3101

##### Single Family Residential: SFR-10

*In SFR-10, the maximum number of dwelling units (DU) permitted per gross acre, or fraction thereof, shall fall within the following range: Minimum and Maximum Density Factor (df) ... 6.0 to 10.0 DU/gross acre.*

10.311

##### Multiple Family Residential: MFR-20

*This urban residential district provides for higher density townhouses and multiple family dwellings, includes duplexes and apartments, and group quarters. It is suitable and desirable for locations near neighborhood and activity centers or mass transit.*

*In MFR-20, the maximum number of dwelling units open (DU) permitted per gross acre, or fraction thereof, shall fall within the following range: minimum and maximum density factor (df) ... 15.02 20.0 DU/gross acre.*

10.326

#### **COMMERCIAL**

##### Service Commercial and Professional Office: C-S/P

*The C-S/P district provides land for professional offices, hospitals, and limited service commercial uses. This district is intended to be customer-oriented, however, retail uses are limited. Development in this zone is expected to be suitable for locations adjacent to residential neighborhoods.*

10.327

##### Neighborhood Commercial: C-N

*The C-N district provides land for the development of small integrated commercial centers servicing the frequent and daily convenience requirements and service needs of adjacent residential neighborhoods. Development in this zone is intended to be pedestrian-oriented and compatible with the scale and character of surrounding residential areas. All uses, except as noted in section 10.337, do not exceed 2,500 square feet of gross floor area.*

10.328 *Community Commercial: C-C*

*The C-C district provides land for the development of commercial facilities servicing the shopping needs of the community and is typically comprised of community shopping centers. All uses, except as noted in section 10.337, do not exceed 50,000 square feet of gross floor area.*

10.328-1 *Regional Commercial: C-R*

*The C-R zone provides land for the development of those service and commercial uses which serve shoppers from the surrounding region as well as from the local community. The C-R zone shall be located in areas served by adequate regional and local street systems to avoid the impact of regional traffic using neighborhood streets.*

10.329 *Heavy Commercial: C-H*

*The C-H district provides lands for those heavier commercial and service commercial uses which typically may produce a greater degree of noise, vibration, air pollution, and glare than residential or other commercial zones. All uses, excepting those customarily conducted outdoors, shall be conducted wholly within an enclosed building.*

### **INDUSTRIAL**

10.330 *Light Industrial District: I-L*

*The I-L district provides land for warehouse, office, and low intensity industrial uses in areas near residential and commercial zones. It is intended for industrial uses which involve the lowest level of noise, vibration, air pollution, radiation, glare, or fire and explosive hazards. This district is not intended to be retail customer-oriented, and retailing shall be permitted as an accessory use only or as specifically allowed. Because of the locational character and proximity of the I-L district to residential lands, restrictive performance standards shall be imposed to limit the physical effects of industrial activities to levels as per the performance standards set forth in Article V.*

10.332 *Heavy Industrial: I-H*

*The I-H district provides land for industrial uses in which production and processing activities involve the highest expected amounts of noise, vibration, air pollution, radiation, glare, and fire and explosive hazards.*

**OVERLAY DISTRICTS**

10.384

Greenways, Special Design and Development Standards: S-E

*For full details of this overlay district please consult sections 10.384(A)-(D) of the City of Medford Municipal Code*

10.355

Airport Area of Concern Overlay District: A-C

*Purpose of the A-C: The Airport Area of Concern is intended to reduce risks to aircraft operations and land uses within close proximity to the airport. This is accomplished by forwarding land use applications located within the A-C to the Federal Aviation Administration (FAA), Oregon Department of Aviation (ODA) and/or the airport for review as referral agencies. These agencies shall submit comments to the Planning Department if further action is necessary regarding the proposed land use.*

10.358

Central Business: C-B

*For full details of this overlay district please consult sections 10.358(1)-(3) of the City of Medford Municipal Code*

10.365

Freeway

*Purpose of Freeway Overlay District: It is the purpose of the freeway overlay district to allow and regulate the use of freeway signage.*

10.401-407

Historic Preservation Overlay

*The Medford Historic Preservation Overlay is a zoning designation that may be applied to properties, public or private, within the City. It is the purpose of the Historic Preservation Overlay to protect, enhance, perpetuate, and improve those buildings, structures, objects, sites, and districts that are of local, regional, statewide, or national historic significance. The Historic Preservation Overlay is a critical element of Medford's residential and commercial revitalization strategy, and a keystone in the broader economic and community development strategy. For more information please consult sections 10.401-407 of the City of Medford Municipal Code.*

10.410

Downtown Parking

*Purpose: For tracking and mapping parcels within the Downtown Parking District.*

## SECTION 600: URBAN RENEWAL ACTIVITIES

### 18. PROPERTY REHABILITATION LOANS.

With funds available to it, the Board may establish below market interest rate loan *or grant* programs for the rehabilitation of buildings within the Urban Renewal Area that are determined to be economically rehabilitable. Prior to making any loans *or grants*, the Board shall prepare and adopt a comprehensive rehabilitation loan plan which sets forth:

- a. Criteria for eligibility;
- b. Interest rates and terms of various type loans;
- c. Procedures for recycling the funds as loan obligations are paid;
- d. Procedures where loan payments are not paid or paid in an untimely manner;
- e. Procedures and conditions for which deferred payment loans may be offered;
- f. Procedures for administering and servicing the loan program; and
- g. Such other procedures and conditions which the Board deems necessary.

### 24. IMPROVEMENTS TO THE LIBERTY PARK AREA

*MURA will pursue improvements in the Liberty Park area. The Liberty Park area is bounded by Biddle Road, Jackson Street, Court/Central Avenue and Riverside Avenue. The projects to be pursued include:*

- *Street Improvements – Street improvements to Manzanita and Edwards to bring them up to city standards. Other improvements may be added into this category as the Liberty Park Neighborhood Master Plan evolves. As public input emphasized safety, it should be considered in these improvements*
- *Sewer Lateral Replacement Program - The sewer laterals in the area are currently letting stormwater into the sewer system and overburdening the sewer system. Also, there have been reports to the city that residents need to have the sewer line between their house and the city's main line cleaned on a regular basis. Replacing the laterals will greatly reduce the need for sewer lateral maintenance by homeowners and help the city reduce the amount of stormwater in the sanitary sewer system. This program would offer an underdetermined incentive to homeowners to replace their sewer laterals.*
- *Housing Assistance – Projects in this category could include a single-family residential housing improvement program for renter- and owner-occupied residences, authorization for use of funds to partner with a private developer for a single-family, mixed-use or multifamily housing development, and a program to improve existing mixed-use or multifamily housing developments in the area.*
- *Liberty Park Neighborhood Master Plan Projects Placeholder – This project category is to serve as a place holder for projects that evolve from the planning process around the Liberty Park Neighborhood Master Plan. As this master plan is just beginning at the time of the 2018 MURA Substantial Amendment, the recommendation would be to amend the Medford City Center Revitalization Plan to include certain projects from the master plan at a later date.*

## 25. SEISMIC RETROFITTING/REHABILITATION

*With funds available to it, the Board may establish below market interest rate loan or grant programs for the seismic retrofitting of buildings within the City Center Boundary that are determined to be economically rehabilitable. The City Center Boundary area is bordered by Orange and N. Oakdale Streets to the west, Hawthorne Street to the east, 10<sup>th</sup> Street to the south and Jackson Street to the North. Prior to making any loans or grants, the Board shall prepare and adopt a comprehensive rehabilitation loan plan which sets forth:*

- a. Criteria for eligibility;*
- b. Interest rates and terms of various type loans;*
- c. Procedures for recycling the funds as loan obligations are paid;*
- d. Procedures where loan payments are not paid or paid in an untimely manner;*
- e. Procedures and conditions for which deferred payment loans may be offered;*
- f. Procedures for administering and servicing the loan program; and*
- g. Such other procedures and conditions which the Board deems necessary.*

## SECTION 602: ACQUISITION OF REAL PROPERTY

### C. PROPERTY WHICH MAY BE ACQUIRED

#### 14. OTHER PROPERTIES WHICH MAY BE ACQUIRED.

- e. Project 24, Improvements to the Liberty Park Area. The precise location of property that could be purchased to create the opportunity for new housing has yet to be determined. Accordingly, the specific numbered tax lots to be acquired are not herein designated. The provisions of Section 603 shall apply.*

## SECTION 700 – MAXIMUM AMOUNT OF INDEBTEDNESS AND FINANCING OF URBAN RENEWAL MAXIMUM AMOUNT OF INDEBTEDNESS

In accordance with ORS 457.190(3)(c)(A) the maximum amount of indebtedness that may be incurred throughout the remaining duration of this Plan, ~~commencing with fiscal year 1998-99 through fiscal year 2024-2025,~~ shall not exceed \$87,233,058 ~~\$67,307,013.~~

### 701. SELF LIQUIDATION OF COST OF URBAN RENEWAL INDEBTEDNESS (TAX INCREMENT FINANCING)

~~The tax increment financing process, pursuant to ORS 457.420 through 457.460, shall be terminated no later than Fiscal Year 2024-2025. However,~~ The tax increment collection process may be terminated prior to Fiscal Year ~~2024-25~~ 2023-2024 should debts of the Agency be retired earlier.

Based on the most accurate estimates of Board costs and income which are possible to make during the preparation of this Plan, the tax increment process commencing in Fiscal Year 1998-

99 may be terminated in Fiscal Year ~~2024-2025~~ 2023-2024, following ~~twenty-seven~~ *six* (27 6) years of tax increment collection of ~~\$67,307,013~~ \$87,233,058 which represents the maximum amount of indebtedness of this Plan as approved by the City Council in Ordinance No. 1998-128 on June 5, 1998 *and by substantial amendment by City Council Ordinance No. \_\_\_\_\_ on April 4, 2018.*

Should the terminal year of tax increment proceeds collection be greater than the amount of debt to be retired, the surplus amount of such tax increment proceeds shall be prorated back to the affected taxing bodies as required by subsection (3) of ORS 457.450.

## **SECTION 800 – ANNUAL FINANCIAL STATEMENT REQUIRED**

### **801. REQUIRED FINANCIAL STATEMENT**

ORS Section 457.460 required that the Board, by ~~August 1~~ *January 31* of each year, prepare a statement containing:

F. If the ~~August 1~~ *January 31* deadline to meet the provisions of ORS Section 457.460 is changed by the legislature, the Agency will conform to the new date to prepare the required statement.

### **802. STATEMENT FILED AND PUBLISHED**

The statement required by subsection 801 shall be filed with the City Council and notice shall be published in the —Medford Mail Tribune, a newspaper of general circulation in the City, that the statement has been prepared and is on file with the City and with the Urban Renewal Agency and the information contained in the statement is available to all interested persons. The notice shall be published once a week for not less than two successive weeks before ~~September 1~~ *March 1* of the year for which the statement is required. The notice shall summarize the information required under paragraphs A through D of subsection 801 and shall set forth in full the information required under paragraph E of subsection 801.

## **SECTION 1200 – PROCEDURES FOR CHANGES OR AMENDMENTS IN THE APPROVED PRIVATE INVESTMENT INCENTIVE PLAN (URBAN RENEWAL PLAN)**

### **1203. SUBSTANTIAL CHANGES**

Such substantial changes, if any, shall be approved by the City Council in the same manner as the Council's approval of the original plan and in compliance with the provisions of ORS 457.095 and ORS 457.220.

Substantial changes shall include the following:

~~A. Extension of the time period for collecting tax increment proceeds as provided in Subsection 701 of this Plan;~~

~~B A. An increase or decrease of land area to the boundaries of this Urban Renewal Plan including that contemplated increased land area considered in Section 601 C 1 f of not more than 1% of the existing land area;~~

~~C. Any change in any provision of this Plan which would modify the goals and objectives or the basic procedural, planning or engineering principals of this Plan; and~~

~~D. As set forth in Section 604, any acquisition undertaken in connection with projects or activities not identified in Sections 601 or 602 of this Plan.~~

~~E. An increase in the effective period of this Plan as set forth in Section 1301.~~

*B. Increasing the maximum indebtedness that can be issued or incurred under the Plan.*

#### 1204. COUNCIL APPROVED CHANGES

*A. Extension of the time period for collecting tax increment proceeds as provided in Subsection 701 of this Plan;*

*B. Any change in any provision of this Plan which would modify the goals and objectives or the basic procedural, planning or engineering principals of this Plan; and*

*C. As set forth in Section 604, any acquisition undertaken in connection with projects or activities not identified in Sections 601 or 602 of this Plan.*

*D. A Council approved amendment is approved by the MURA Board by resolution and City Council by resolution.*

### ~~SECTION 1300~~ **DURATION AND VALIDITY OF APPROVED URBAN RENEWAL PLAN**

#### ~~1301. DURATION OF URBAN RENEWAL PLAN~~

~~This Plan shall remain in full force and effect until October 20, 2024, or until the maximum amount of indebtedness as set forth in Section 700 has been reached and all related debt service retired, whichever comes first.~~

*Section 1302. Validity is renumbered as Section 1301.*



## STAFF REPORT

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

Project PDK Village  
Applicant: PDK Properties; Agent: Scott Sinner

File no. LDS-17-170

To Planning Commission *for 03/08/2018 hearing*

From Steffen Roennfeldt, Planner III

Reviewer Kelly Akin, Assistant Planning Director *h*

Date February 27, 2018

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## BACKGROUND

### Proposal

Consideration of a request for tentative plat approval for PDK Village Subdivision, a 15-lot residential subdivision on approximately 1.61 acres located southeast of the intersection of Lozier Lane and Lozier Court within an SFR-10 (Single Family Residential – 10 dwelling units per gross acre) zoning district.

### Vicinity Map



Subject Site Characteristics

Zoning	SFR-00	Single-family residential (1 dwelling unit per existing lot)
GLUP	UR	Urban Residential
Use	Vacant	

Surrounding Site Characteristics

<i>North</i>	Zone:	SFR-00 and SFR-10 (Single-family residential – 6 to 10 dwelling units per acre)
	Use:	Single-family residential & vacant land
<i>South</i>	Zone:	RR-2.5 (County Zoning)
	Use:	Single-family residential
<i>East</i>	Zone:	SFR-10
	Use:	Single-family residential
<i>West</i>	Zone:	RR-2.5
	Use:	Single-family residential

Related Projects

ANNX-00-122	Blackford Annexation (Ordinance No. 2001-223)
ZC-01-185	Zone Change (Withdrawn)
LDS-02-005	Subdivision (Withdrawn)
ZC-04-073	Zone Change (Withdrawn)
LDS-04-074	Tentative plat approval for Lozier Court Subdivision Phase 1, a 4-lot subdivision (Expired)
ZC-17-128	Zone Change from SFR-00 to SFR-10

Applicable Criteria

**Medford 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, 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

The subject site is composed of one lot totaling 1.61 acres located within a recently rezoned SFR-10 zoning district. The applicant is proposing a tentative plat consisting of 15 lots. One lot (Lot 13) will be a duplex lot and is proposed to be 7,003 square feet in size. All other lots are proposed for duplex style buildings with a lot line in the middle. The proposed lot sizes range from 3,000 to 3,726 square feet.

The subject site is located in the southwest of Medford with the westerly property line coinciding with the city limits.

### Code Compliance

#### *Density (Exhibit M)*

The density range for the SFR-10 zone is between six and ten dwelling units per gross acre. The net parcel size is 1.61 acres; the gross parcel size, which includes the fronting half-streets of Lozier Lane and Lozier Court, is 1.83 acres. Based on the gross acreage, the density range is between 11 and 18 dwelling units. The proposal to create 16 dwelling units meets density standards.

### *Street Circulation*

Lozier Lane is classified as a Major Collector street and was recently improved as part of the City's capital improvement project along this development's frontage. As no driveway access will be allowed to Lozier Lane, Lots 1 through 6 will take driveway access from the private alley.

Lozier Court is classified as a Minor Residential Street and is currently unimproved. The applicant shall improve Lozier Court to City standards as part of this project. Lozier Court is supposed to connect to Meadows Lane in the future as approved per West Meadows Village Subdivision (File No. LDS-15-118) in 2015 (Exhibit N).

Lastly, Beechwood Way is proposed as a Minor Residential Street which will provide access for all remaining lots (Lots 7 through 15).

### *Water Facilities*

The subject property is within the Medford Water Commission service area. A condition of approval has been included requiring the applicant to comply with the Medford Water Commission Report (Exhibit G).

### *Stormwater*

The applicant stated that PDK Properties also owns a portion of the West Meadows Village PUD which fronts on Lozier Court to the north and that the applicant has submitted construction documents to the City for stormwater detention and treatment plan that will provide the detention and treatment facilities for the proposed PDK Village subdivision.

### *Irrigation*

The property has Medford Irrigation District (MID) facilities running along the southern boundary. MID is requesting to be part of the preparation of the comprehensive civil improvement plans and to approve these plans prior to the city engineer's approval. A condition of approval has been included.

### *Rogue Valley Sewer Services*

The subject property is within the Rogue Valley Sewer Services (RVSS) service area. Sewer service to the subdivision will require a main line extension from along the proposed alley and Beechwood Way. A condition of approval has been included requiring the applicant to comply with the Rogue Valley Sewer Services Report (Exhibit J).

### 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 C) and recommends the Commission adopt the findings as presented.

### **RECOMMENDED ACTION**

Adopt the findings as recommended by staff and direct staff to prepare the final order for approval of LDS-17-170 per the staff report dated February 27, 2018, including Exhibits A through L.

### **EXHIBITS**

- A Conditions of Approval, dated February 27, 2018
- B Tentative Plat PDK Village Subdivision, received December 26, 2017
- C Applicants findings and conclusions, received December 26, 2017
- D e-mail from Scott Sinner re: Drainage Plan, received January 22, 2018
- E Conceptual Grading & Drainage Plan, received December 26, 2017
- F Public Works Department Staff Report, received February 7, 2018
- G Medford Water Commission Memo, received February 7, 2018
- H Medford Fire Department Memo, received February 7, 2018
- I Medford Building Department Memo, received February 7, 2018
- J Rogue Valley Sewer Services Memo, received February 1, 2018
- K Jackson County Roads Memo, received January 30, 2018
- L Medford Irrigation District Memo, received February 2, 2018
- M Density Calculation, created February 27, 2018
- N Approved Tentative Plat for West Meadows Village Subdivision, received January 26, 2016.  
Vicinity map

**PLANNING COMMISSION AGENDA:**

**MARCH 8, 2018**

## EXHIBIT A

PDK Village  
Conditions of Approval  
February 27, 2018

### LAND DIVISION CODE REQUIRED CONDITIONS

1. Prior to approval of the final plat, the applicant shall:
  - a. Comply with the report from the Public Works Department, received February 7, 2018 (Exhibit F);
  - b. Comply with the memorandum from the Medford Water Commission, received February 7, 2018 (Exhibit G);
  - c. Comply with the report from the Medford Fire Department, received February 7, 2018 (Exhibit H).
  - d. Comply with the memo from Rogue Valley Sewer District, received February 1, 2018 (Exhibit J).
  - e. Comply with the comments from Jackson County Roads, received January 30, 2018 (Exhibit K).
  - f. Comply with the comments from Medford Irrigation District, received February 2, 2018 (Exhibit L).

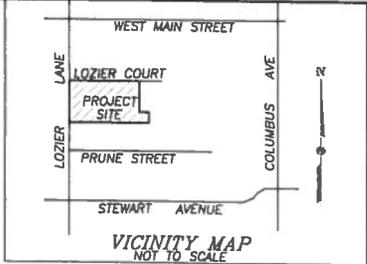
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DEC 26 2017

PLANNING DEPT.

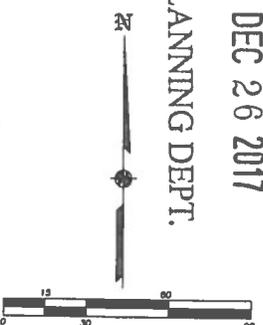
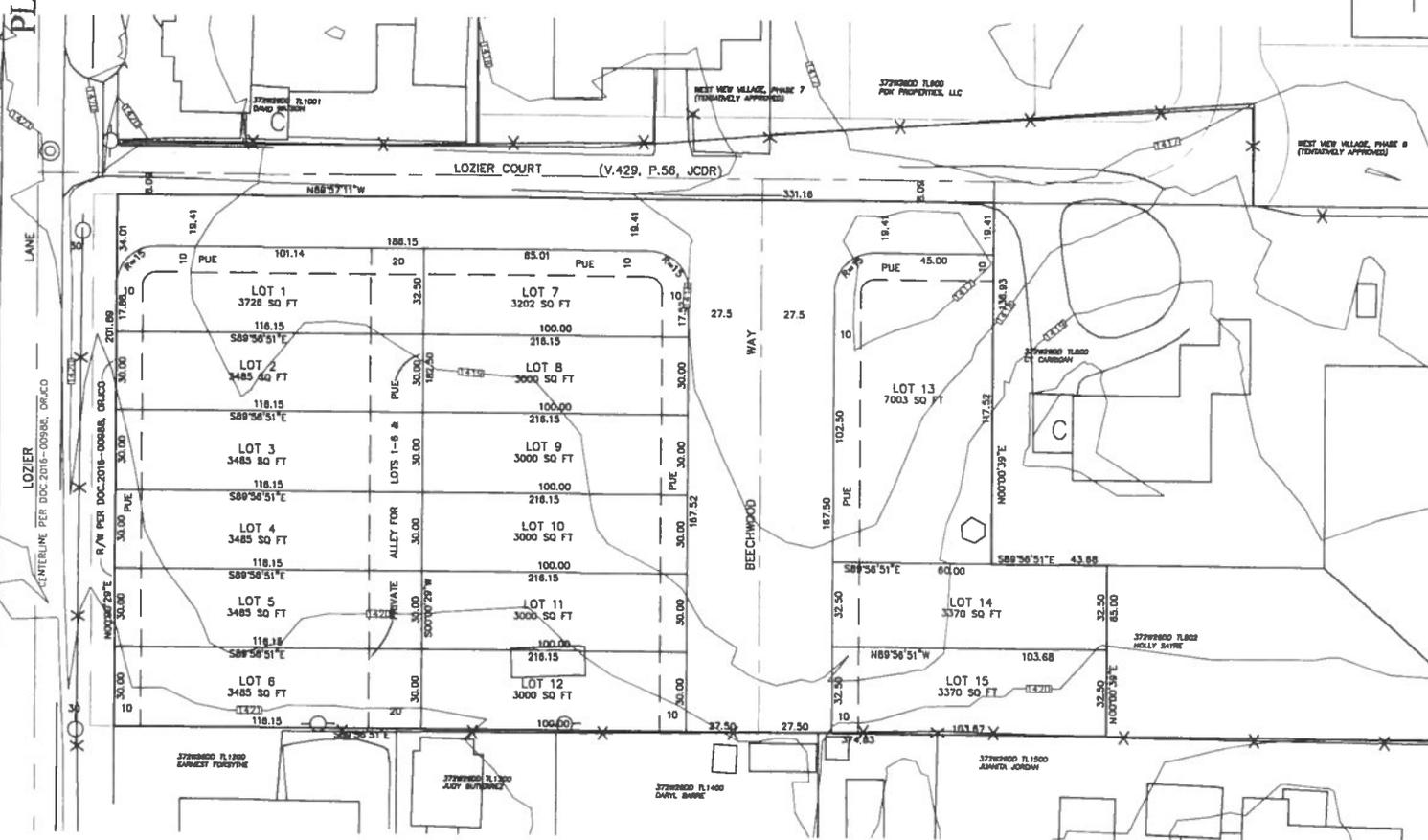
# PKD VILLAGE SUBDIVISION

In the S.E. 1/4 of Sec. 28, T.37S., R.2W., W.M. & in the City of Medford Jackson County, Oregon



TYPICAL SECTION AT LOZIER COURT

TYPICAL SECTION AT BEECHWOOD WAY



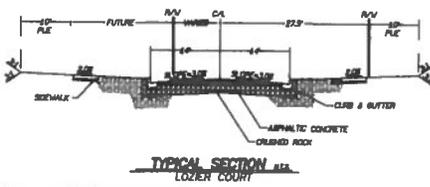
PLANNING DEPT.

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CITY OF MEDFORD  
EXHIBIT # 1  
File # LDS-17-170



UTILITY NOTE:  
UPON TENTATIVE SUBDIVISION PLAT APPROVAL, COMPREHENSIVE CIVIL IMPROVEMENT PLANS WILL BE PREPARED FOR CITY ENGINEERING APPROVAL WHICH WILL DETERMINE THE FINAL LOCATIONS OF UTILITIES AND SITE GRADING.

NOTES:  
SCHOOL DISTRICT: MEDFORD 549C  
IRREGULAR DISTRICT: M.I.D. (CURRENTLY BEING ASSESSED)  
TOTAL GROSS ACREAGE = 1.74 AC  
NET ACREAGE = 1.60 AC  
PROPERTY IS WAGYAT  
PUE=PROPOSED PUBLIC UTILITY EASEMENT.

EXHIBIT "A"  
FILE NO.: \_\_\_\_\_ DATE: \_\_\_\_\_  
ASSESSOR'S PARCEL NO.: 372W2800 TL1100  
ZONING DISTRICT: SPW-10  
MAX. LOT WIDE: 3850 SF MAX. LOT DEPTH: 8125 SF  
NO. OF LOTS: 15  
MATS TRACT: \_\_\_\_\_  
COMP. PLAN DESIGNATION: URBAN RESIDENTIAL  
RECEIVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
RECEIVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

REGISTERED PROFESSIONAL LAND SURVEYOR  
*Janeal Hills*  
OREGON  
JULY 17, 1988  
JAMES E. HUBBS  
2234  
RENEWAL DATE 8-30-19

TITLE: TENTATIVE SUBDIVISION PLAT	DATE: 2 NOV 2017
ASSESSOR'S MAP #: 372W2800 TL1100	SCALE: 1" = 30' Horizontal
OWNER & APPLICANT: PKD PROPERTIES 588 PARSONS DR. MEDFORD, OR 97501	DRAWN BY: JEH CHK BY: JEH
L.J. FRIAR & ASSOCIATES P.C. CONSULTING LAND SURVEYORS PO BOX 1171 MEDFORD, OR 97530 Phone: (503) 753-7222	CREATED BY: JOB# 171637M

Sheet 1 of 1

BEFORE THE PLANNING COMMISSION FOR THE CITY OF MEDFORD:

IN THE MATTER OF AN APPLICATION FOR	)	
A LAND DIVISION FOR THE PROPERTY IDENTIFIED AS	)	FINDING OF FACT
T372W26AC TAX LOT 1200	)	AND
PDK PROPERTIES OWNER/APPLICANT	)	CONCLUSIONS
SCOTTSINNER CONSULTING, INC. AGENT	)	OF LAW

I. BACKGROUND INFORMATION

Applicant:

PDK Properties, LLC  
 Kyle Taylor  
 588 Parsons Dr Suite A  
 Medford, OR 97501  
[kyle@tayloredlements.com](mailto:kyle@tayloredlements.com)

**RECEIVED**  
 DEC 26 2017  
 PLANNING DEPT.

Agent:

Scott Sinner Consulting, Inc.  
 4401 San Juan Dr. Suite G  
 Medford, OR 97504  
[scottsinner@yahoo.com](mailto:scottsinner@yahoo.com)

Property 1:

37 2W 26 DD TL 1100  
 PDK Properties, LLC  
 Lozier Lane  
 Medford, OR 97501  
 SFR-10 approved in ZC-17-128  
 1.61 net acreage

Project Summary:

The tentative plat submitted with the application is consistent with the development standards contained in the Medford Land Development Code (MLDC) for the SFR-10 zoning district.

The tentative plat proposes 15 lots. Lot 13 is a duplex lot. All other lots are proposed for a duplex style building with a lot line in the middle of the building resulting in a separate ownership opportunity for each side of the duplex style building.

BEFORE THE PLANNING COMMISSION FOR THE CITY OF MEDFORD:

Lots 1 through 6 have direct frontage on Lozier Lane which is classified as a major collector street. Access for these dwellings will be a private alley. There will be no direct access to Lozier Lane for these units. Lozier Lane is a major collector and not an Arterial street, no arterial frontage landscape plan is required.

The Site is not in a steep slope area and the elements of the hillside development ordinance do not apply.

Lozier Court is proposed as a public minor residential street. The Planning Commission approved an exception for right of way width in the approval of the West View Village PUD. The north half of Lozier Court is approved with a reduced park strip. The south side of Lozier Court is proposed with a standard street section.

Two adjoining parcels, 372W26DD TL 1001 and TL 800 are not included in this development application. This application does not propose any development on these two parcels and the City will not require or acquire property from these parcels as part of this land use application. The applicant will not propose or develop any portion of these properties as a result of the approval of this application. Any images of development on these two parcels is only for illustration of future development.

Approval Criteria:

The relevant approval criteria for the requested land division is found within MLDC 10.270 as provided below:

*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*

BEFORE THE PLANNING COMMISSION FOR THE CITY OF MEDFORD:

*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.*

*(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;*

Findings of Fact:

The Oregon Transportation Planning Rule requires a jurisdiction considers all modes of transportation in a land use decision. A review of this property determines water and rail transportation systems are not available.

The subject property is 4.7 miles from the Rogue Valley International Airport, and 2.9 miles from Interstate Highway 5 (I-5). The subject property has frontage on Lozier Lane.

Referring to the adopted Transportation System Plan (TSP), Lozier Lane is classified as a Major Collector street. The City modified the street standard for Lozier Lane through the approval of TF-14-050. Lozier Lane is currently under construction the revised standards approved in TF-14-050. Lozier Lane will have sidewalks and bike lanes to promote both bicycle and pedestrian modes of transportation.

These standards are consistent with the approved TF-14-050, the adopted Medford Transportation System Plan, therefore also consistent with the Oregon Transportation Planning Rule.

The subject property is within the General Land Use Plan Map (GLUP) UR Urban Residential map designation. The UR designation allows for the SFR zoning districts. The

BEFORE THE PLANNING COMMISSION FOR THE CITY OF MEDFORD:

applicant has an approved a zone change application, ZC-17-128, to the SFR-10 zoning district. The requested zoning is consistent with the UR GLUP designation.

The City Council has not adopted a street circulation plan for the area of the subject parcel. The tentative plat submitted provides connectivity for adjoining parcels consistent with the Comprehensive Plan (Comp Plan) and the Transportation System Plan (TSP).

Conclusions of Law:

The Planning Commission can conclude this application is consistent with the Comprehensive Plan, the adopted Medford Transportation System Plan and the Oregon Transportation Planning Rule. The SFR-10 zoning district is appropriate within the UR GLUP designation.

*(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:

This land division application proposes development on the entire parcel. The improvement of Lozier Court and the proposed Beechwood Way will extend category a services and urban facilities to allow future development at urban densities for adjoining properties.

Conclusions of Law:

The Planning Commission can conclude the entire property is available for development and the adjoining properties are not prevented from development.

*(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 subdivision is proposed as PDK Village. The applicant will request a subdivision name reservation with the County Surveyor.

BEFORE THE PLANNING COMMISSION FOR THE CITY OF MEDFORD:

Conclusions of Law:

The Planning Commission can conclude the application is consistent with the criteria for a proposed unique subdivision name.

*(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:

The tentative plan has frontage on Lozier Lane. Lozier Lane is a public street and is classified as a major collector. Lozier Court is an existing right of way. The development of this subdivision will improve the south portion of the right of way to a minor residential street standard. Lozier Court is a public street.

Beechwood Way is proposed as a minor residential public street. The proposed street pattern utilizes existing streets and proposes a new street to provide access and future connectivity to the existing street patterns in the vicinity.

While there is no adopted circulation plan, the proposed street layout does meet the requirements of the Comp Plan and the MLDC for street connectivity and circulation.

Conclusions of Law:

The Planning Commission can conclude the streets included on the proposed tentative plat are appropriately labeled as required by the MLDC.

*(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;*

Lozier Lane is classified as a major collector street. As such, direct access is restricted where no option for other access exists. The proposed plat provides a private alley for access to lots 1 through 6 and a utility easement for services for the future dwellings.

The applicant met with the Planning and Public Works staff to determine if the alley is best proposed as a public alley or private and staff recommends and supports a private alley with no City maintenance responsibilities.

Lots 7-12 and lots 13-15 will utilize Beechwood Way for access.

BEFORE THE PLANNING COMMISSION FOR THE CITY OF MEDFORD:

The streets and alley proposed on the tentative plat are labeled in a manner required by the MLDC.

Conclusions of Law:

The Planning Commission can conclude the tentative plat has streets and alley proposed on the tentative plat are labeled in a manner required by 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.*

Findings of Fact:

The subject property does not abut any agricultural lands and not mitigation is proposed

Conclusions of Law:

The Planning Commission can conclude the subject property does not abut any agriculturally zoned properties or land.

Additional Criteria

Two additional criteria relevant to this application are the Hillside Ordinance and the Block Length Ordinance.

Hillside Ordinance

*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.*

The subject property is located on Lozier Lane. As per the referenced section of the MLDC, 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.

## BEFORE THE PLANNING COMMISSION FOR THE CITY OF MEDFORD:

As required by the MLDC, this application contains the submittal the City of Medford Hillside Development Constraints Analysis Status Form signed by Staff and indicating the side has slopes of less than 2% and the requirements of the Hillside Ordinance have been met.

### Conclusions of Law

The Planning Commission can conclude the application complies with the requirements for compliance with the submittal requirements contained within the Medford Hillside Ordinance and the requirements of the relevant sections are not applicable to this application.

### Block Length Ordinance

The MLDC includes 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.*

BEFORE THE PLANNING COMMISSION FOR THE CITY OF MEDFORD:

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.*

<i>MAXIMUM BLOCK LENGTH AND PERIMETER LENGTH</i>		
<i>Table 10.426-1</i>		
<i>Zone or District</i>	<i>Block Length</i>	<i>Block Perimeter Length</i>
<i>a. Residential Zones</i>	<i>660'</i>	<i>2,100'</i>
<i>b. Central Business Overlay District</i>	<i>600'</i>	<i>1,800'</i>
<i>c. Transit Oriented Districts (Except SE Plan Area)</i>	<i>600'</i>	<i>1,800'</i>
<i>d. Neighborhood, Community, and Heavy Commercial Zones; and Service Commercial-Professional Office Zones</i>	<i>720'</i>	<i>2,880'</i>
<i>e. Regional Commercial and Industrial Zones</i>	<i>940'</i>	<i>3,760'</i>

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:*

BEFORE THE PLANNING COMMISSION FOR THE CITY OF MEDFORD:

- 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 the 10.426 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*

BEFORE THE PLANNING COMMISSION FOR THE CITY OF MEDFORD:

*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 subject property has street frontage on Lozier Lane, Lozier Court and proposes Beechwood Way. All streets are public right of way. The development of the proposed tentative plat will improve Lozier Court and will provide for a street connection, Beechwood Way, to meet all block length standards contained in the MLDC.

The Block Perimeter Length to the north will be approximately 1,200 feet with the development of the approved West View Village. The Block Perimeter Length when the Proposed Beechwood Lane connects to W Prune is approximately 1,100 feet, both under the maximum Block Perimeter Length of 2,100 feet for the residential zones.

**Conclusions of Law**

The Planning Commission can conclude the application is consistent with the block length ordinance contained in the MLDC.

**Application Summary and Conclusion:**

This application identifies the relevant approval criteria contained in the MLDC for a land division. The Findings of Fact demonstrate consistency with the Oregon Transportation Planning Rule, the Medford Transportation System Plan and the General Land Use Plan Map.

The Tentative Plat will not prevent development of the remainder of the subject parcel or any adjoining parcels. The application proposed the name PDK Village for the unique subdivision name. The streets proposed on the plat are public streets and the alley proposed is a private alley.

The proposed street pattern is consistent with existing street patterns or approved street patterns in the area. The site is not near an agriculturally zone property.

On behalf of the applicant, I respectfully request the approval of this application.



Scott Sinner  
Scott Sinner Consulting, Inc.

**Steffen K. Roennfeldt**

---

**From:** scottsinner@yahoo.com  
**Sent:** Monday, January 22, 2018 2:16 PM  
**To:** Steffen K. Roennfeldt  
**Cc:** 'Kyle Taylor'  
**Attachments:** PDK-Prelim-Grading 12-22-17.pdf

Steffen,

I have attached a .pdf of the PDK conceptual drainage plan.

The applicant also owns a portion of West View Village PUD that fronts on Lozier Court. The applicant has submitted construction documents to the City for a stormwater detention and treatment plan that will provide the detention and treatment facilities for the proposed PDK Village.

Please include this email in the record and feel free to call if you have any questions.

Thank you

Scott

***Scott Sinner Consulting, Inc.***  
***4401 San Juan Dr. Suite G***  
***Medford, OR 97504***  
***541-601-0917***

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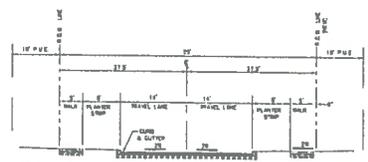
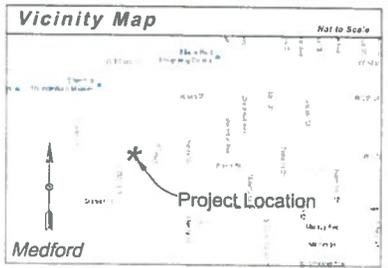
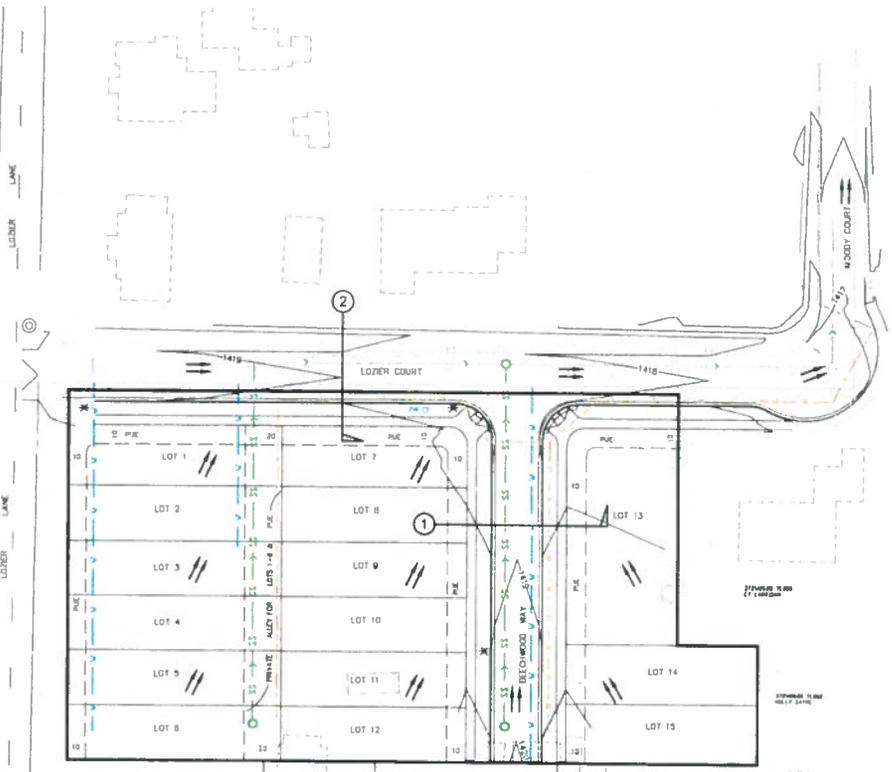
DEC 26 2017

PLANNING DEPT.

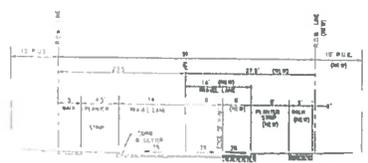
# PDK VILLAGE SUBDIVISION CONCEPTUAL GRADING & DRAINAGE PLAN 305 LOZIER LANE

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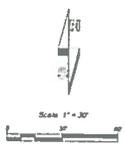
CITY OF MEDFORD  
EXHIBIT # **E**  
File # **LDS-17-170**



① MINOR RESIDENTIAL STREET  
CITY OF MEDFORD  
BEECHWOOD WAY



② MINOR RESIDENTIAL STREET  
CITY OF MEDFORD(MODIFIED)  
LOZIER COURT



- LEGEND**
- BOUNDARY / PHASE LINE
  - PROPOSED WATER LINE
  - PROPOSED STORM DRAIN
  - PROPOSED SANITARY SEWER
  - EXISTING SANITARY SEWER
  - FUTURE SANITARY SEWER
  - EXISTING GAS
  - EXISTING WATER LINE
  - FUTURE WATER LINE
  - EXISTING STORM DRAIN
  - FUTURE STORM DRAIN
  - DIRECTION OF DRAINAGE
  - PROPOSED STREET LIGHT
  - PROPOSED FIRE HYDRANT

NOTE:  
RETAINING WALLS ARE  
PLANNED AT THIS TIME.

NOTE:  
EXISTING CONTOURS ARE DERIVED FROM RECORD  
AND HAVE NOT BEEN VERIFIED BY A LAND SURVEYOR

T.J. BOSSARD ENGINEERING, LLC  
1750 Delta Wickers Road Ste. 102  
Medford, OR 97504  
PH. 541-858-5774  
EMAIL: tjebossard.com

PDK VILLAGE SUBDIVISION  
CONCEPTUAL GRADING & DRAINAGE PLAN  
PDK PROPERTIES  
588 PARSONS DR  
MEDFORD OREGON



Sheet: 1 of 1  
**C1**  
CONCEPTUAL

PLANNING DEPT.

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This document and its ideas and designs are prepared by me, as an instrument of professional service, in the property of T.J. Bossard Engineering LLC, and are not to be used in whole or in part, for any other project without the written authorization of T.J. Bossard Engineering LLC.

Drawn by: Mimi G. 12/14/17  
Checked by: J. J. Atkinson, P.E. 12/14/17  
Date: 12/22/2017 1:40pm



Medford – A fantastic place to live, work and play

## CITY OF MEDFORD

LD Date: 2/7/2018  
File Numbers: LDS-17-170

### PUBLIC WORKS DEPARTMENT STAFF REPORT PDK Village Subdivision

**Project:** Consideration of a request for tentative plat approval for PDK Village Subdivision, a 15-lot residential subdivision on approximately 1.61 acres.

**Location:** Located southeast of the intersection of Lozier Lane and Lozier Court within an SFR-10 (Single Family Residential – 10 dwelling units per gross acre) zoning district. (372W26DD1100).

**Applicant:** Applicant, PDK Properties LLC; Agent, Scott Sinner Consulting; Planner, Steffen Roennfeldt.

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

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

#### A. STREETS

##### 1. Dedications

**Lozier Lane** is classified as a Major Collector street within the Medford Land Development Code (MLDC) 10.428. The required right-of-way was dedicated as part of the City's capital improvement project P1806 (Doc # 2016-000988). **No additional right-of-way is required.**

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PUBLIC WORKS DEPARTMENT  
ENGINEERING & DEVELOPMENT DIVISION

200 S. IVY STREET  
MEDFORD, OREGON 97501  
[www.ci.medford.or.us](http://www.ci.medford.or.us)

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

**CITY OF MEDFORD**  
**EXHIBIT # P**  
**File # LDS-17-170**

**Beechwood Way** is proposed as a Minor Residential street within the MLDC 10.430. The Developer shall dedicate for public right-of-way, sufficient width of land along the frontage to comply with the full width of right-of-way, which is 55-feet.

**Lozier Court** is classified as a Minor Residential Street within the MLDC, Section 10.430. The Developer shall dedicate for public right-of-way, sufficient width of land along the frontage of this proposed subdivision to comply with the half width of right-of-way, which is 27.5-feet. **The Developer's surveyor shall verify the amount of additional right-of-way required and ensure that the dedication is congruent with the approved development to the north.**

**Private Alley** – Shall be private and have a shared access easement for the benefitting parcels.

A **15-foot corner radius** shall be provided at the right-of-way lines of all intersecting streets (MLDC 10.445).

Streets, as shown on the Tentative Plat, in which any portion terminates to a boundary line of the subdivision shall be dedicated to within one foot of the boundary line, and the remaining one foot shall be granted in fee, as a non-access reserve strip to the City of Medford. Upon approved dedication of the extension of said streets, the one-foot reserve strip shall automatically be dedicated to the public use as part of said street without any further action by the City of Medford (MLDC 10.439).

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

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

## 2. Public Improvements

### a. Public Streets

The portion of **Lozier Lane**, along this development's frontage, was improved as part of the City's capital improvement project P1806.

**Beechwood Way** shall be constructed to Minor Residential street standards, in accordance with MLDC 10.430.

**Lozier Court** shall be improved to Minor Residential street standards, in accordance with MLDC 10.430. **The Developer shall improve the south half plus 8-feet north of the proposed centerline along the frontage of this development and shall provide a minimum**

**18-foot wide paved full structural section from Lozier Lane to the west boundary of the development.** However, if the development to the north (West Meadows Village LDS-15-118) completes street improvements prior to this development commencing street improvements, then the Developer shall improve the remaining south half to provide a 14-foot half street width. This shall include saw cutting the existing south edge of pavement back a minimum of 1-foot to ensure structural integrity and to provide cross slopes that meet current standards as required.

**Private Alley** shall be privately maintained and constructed in accordance with applicable Building and Medford Municipal Codes.

### **b. Street Lights and Signing**

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

Street Lighting – Developer Provided & Installed:

- A. 3 – Type R-100

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

- A. 2 – Barricades
- B. 2 – Street name signs
- C. 1 – Stop sign
- D. 1 – No outlet sign

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

The Developer shall pay for City installed signage required by the development. City installed signs include, but are not limited to, street name signs, stop signs, speed signs, school signs, dead end signs, and dead end barricades. Sign design and placement shall be per the Manual on Uniform Traffic Control Devices (MUTCD). All signs shall be shown on the public improvement plans and labeled as City installed.

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

### **c. Pavement Moratoriums**

There is a pavement cutting moratorium currently in effect along this frontage to Lozier Lane, which is set to expire November 29<sup>th</sup>, 2022.

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

**d. Soils Report**

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

**e. Access to Public Street System**

Driveway access to the proposed development shall comply with MLDC 10.550.

No driveway access will be allowed to Lozier Lane. Lots 1 through 6 shall take driveway access from the Private Alley.

**3. Section 10.668 Analysis**

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

**10.668 Limitation of Exactions**

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

*(1) the record shows that there is an essential nexus between the exaction and a legitimate government purpose and that there is a rough proportionality between the burden of the exaction on the developer and the burden of the development on public facilities and services so that the exaction will not result in a taking of private property for public use, or*

*(2) a mechanism exists and funds are available to fairly compensate the applicant for the excess burden of the exaction to the extent that it would be a taking.*

**1. Nexus to a legitimate government purpose**

The purposes for these dedications and improvements are found throughout the Medford Code, the Medford Transportation System Plan, and the Statewide Planning Rule, and supported by sound public policy. Those purposes and policies include, but are not limited to: development of

a balanced transportation system addressing all modes of travel, including motor vehicles, transit, bicycles, emergency services and pedestrians. Further, these rights-of-way are used to provide essential services such as sanitary sewer, domestic water and storm drains to serve the developed parcels. It can be found that the listed right-of-way dedications and improvements have a nexus to these purposes and policies.

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

No mathematical formula is required to support the rough proportionality analysis. Furthermore, benefits to the development resulting from the dedication and improvements when determining “rough proportionality” have been considered, including but not limited to: increased property values, intensification of use, as well as connections to municipal services and the transportation network.

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

**Lozier Court and Beechwood Way:** In determining rough proportionality, the City averaged the lineal footage of roadway per dwelling unit for road improvements and averaged square footage of right-of-way per dwelling unit for dedications. The proposed development has 16 dwelling units and will improve approximately 513 lineal feet of roadway which equates to 32 lineal feet per dwelling unit. Also the development will dedicate approximately 15,888 square feet of right-of-way, which equates to approximately 993 square feet per dwelling unit.

To determine proportionality a neighborhood with similar characteristics was used. The development used was Orchard Court Subdivision just southwest of this development between Diamond Street and Orchard Home Court and consisted of 7 dwelling units. The previous development improved approximately 430 lineal feet of roadway and dedicated approximately 10,800 square feet of right-of-way (GIS data used to calculate, approximations only). This equates to approximately 61 lineal feet of road per dwelling unit and approximately 1,543 square feet of right-of-way per dwelling unit.

- a. Dedication will ensure that new development and density intensification provides the current level of urban services. This development will create an additional 16 new Lots within the City of Medford and increase vehicular traffic by approximately 152 average daily trips. The proposed street improvements will provide a safe environment of all modes of travel (vehicular, bicycles, & pedestrians) to and from this development.
- b. Dedication will ensure adequate street circulation is maintained. The street layout and connectivity proposed in this development will provide alternate route choices for the residents that will live in this neighborhood. This will decrease emergency vehicle response times and will decrease overall vehicle miles traveled.
- c. Dedication will provide access and transportation connections at urban level of service standards for this development. Each Lot in this development will have direct access to a public street with facilities that will allow for safe travel for vehicles, bicycles and

pedestrians. There is also sufficient space for on-street parking. The connections proposed in this development will enhance the connectivity for all modes of transportation and reduce trip lengths. As trip lengths are reduced, it increases the potential for other modes of travel including walking and cycling.

- d. Dedication of connecting streets will decrease emergency response times and provide emergency vehicles alternate choices in getting to an incident and reducing miles traveled.
- e. Dedication of PUE will benefit development by providing public utility services, which are out of the roadway and more readily available to each Lot being served.
- f. The additional traffic of all modes of travel generated by this proposed development supports the dedication and improvements for all modes of travel and utilities. As indicated above, the area required to be dedicated and improved for this development is necessary and roughly proportional to that required in previous adjacent developments to provide a transportation system that meets the needs for urban level services.

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

## **B. SANITARY SEWERS**

This site lies within the Rogue Valley Sanitary Sewer (RVSS) service area. Contact RVSS for availability and connection. A separate individual sanitary sewer lateral shall be constructed to each lot prior to approval of the Final Plat.

## **C. STORM DRAINAGE**

### **1. Hydrology**

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

### **2. Stormwater Detention and Water Quality Treatment**

This development shall provide stormwater detention in accordance with MLDC, Section 10.486, and water quality treatment in accordance with the Rogue Valley Stormwater Quality

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Manual per MLDC, Section 10.481.

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

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

### **3. Grading**

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

### **4. Mains and Laterals**

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

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

A storm drain lateral shall be constructed to each tax lot prior to approval of the Final Plat. Easements shall be shown on the Final Plat for storm drain laterals crossing lots other than the one being served by the lateral.

All public storm drain mains shall be located in paved public streets or within easements. All manholes shall be accessible by paved, all-weather roads. All easements shall be shown on the Final Plat and the public improvement plans.

### **5. Erosion Control**

Subdivisions of one acre and greater require a run-off and erosion control permit from DEQ. The approved permit must be submitted to the Engineering Division prior to public improvement plan approval. The erosion prevention and sediment control plan shall be included as part of the

plan set. All disturbed areas shall have vegetation cover prior to final inspection/"walk-through" for this subdivision.

#### **D. SURVEY MONUMENTATION**

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

#### **E. GENERAL CONDITIONS**

##### **1. Design Requirements and Construction Drawings**

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

##### **2. Construction Plans**

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

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

- Clustered driveways,
- Building to have sprinklers,
- 33-foot paved width, or
- No parking signs.

In order to properly maintain an updated infrastructure data base, the Surveyor of Record shall submit an as-built survey prior to the Final Inspection and, the Engineer of Record shall submit

mylar "as-constructed" drawings to the Engineering Division within sixty (60) calendar days of the Final Inspection (walk through). Also, the Engineer shall coordinate with the utility companies, and show all final utility locations on the "as built" drawings.

### **3. Phasing**

The proposed plans do not show any phasing.

### **4. Draft of Final Plat**

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

### **5. Permits**

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

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

### **6. System Development Charges (SDC)**

Buildings in this development are subject to sewer collection, treatment and street SDCs. These SDC fees shall be paid at the time individual building permits are taken out.

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

### **7. Construction and Inspection**

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

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

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

Prepared by: Doug Burroughs

# SUMMARY CONDITIONS OF APPROVAL

## PDK Village Subdivision

LDS-17-170

### A. Streets

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

- No additional right-of-way on **Lozier Lane**.
- Dedicate full width right-of-way on **Beechwood Way**.
- Dedicate additional right-of-way on **Lozier Court**.
- Dedicate 10-foot public utility easements (PUE).

#### 2. Public Improvements:

- **Lozier Lane** – No additional improvements are required.
- Construct **Beechwood Way** to Minor Residential street standards.
- Improve **Lozier Court** to Minor Residential street standards.

#### Lighting and Signing

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

#### Other

- Pavement moratorium currently in effect along this frontage to Lozier Lane.
- Provide pavement moratorium letters.
- Provide soils report.
- Driveway access shall comply with MLDC 10.550.
- No driveway access to Lozier Lane.

### B. Sanitary Sewer:

- The site is situated within the RVSS area. Provide private laterals to each lot.

### C. Storm Drainage:

- Provide an investigative drainage report.
- Provide water quality and detention facilities.
- Provide a comprehensive grading plan.
- Provide storm drain laterals to each tax lot.
- Provide Erosion Control Permit from DEQ.

### D. Survey Monumentation

- Provide all survey monumentation.

### E. General Conditions

- Provide public improvement plans and drafts of the final plat.

- = City Code requirement.
- = Discretionary recommendations/comments.

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

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P:\Staff Reports\LDS\2017\LDS-17-170 PDK Village Subdivision (Lozier Lane & Lozier Court - TL 1100)\LDS-17-170 Staff Report-LD.docx Page 11

PUBLIC WORKS DEPARTMENT  
ENGINEERING & DEVELOPMENT DIVISION

200 S. IVY STREET  
MEDFORD, OREGON 97501  
[www.ci.medford.or.us](http://www.ci.medford.or.us)

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



BOARD OF WATER COMMISSIONERS  
**Staff Memo**

**TO:** Planning Department, City of Medford

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

**SUBJECT:** LDS-17-170

**PARCEL ID:** 372W26DD TL 1100

**PROJECT:** Consideration of a request for tentative plat approval for PDK Village Subdivision, a 15-lot residential subdivision on approximately 1.61 acres located southeast of the intersection of Lozier Lane and Lozier Court within an SFR-10 (Single Family Residential – 10 dwelling units per gross acre) zoning district. (372W26DD1100) Applicant, PDK Properties LLC; Agent, Scott Sinner Consulting; Planner, Steffen Roennfeldt.

**DATE:** February 7, 2018

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

**CONDITIONS**

1. The water facility planning/design/construction process will be done in accordance with the Medford Water Commission (MWC) "Regulations Governing Water Service" and "Standards For Water Facilities/Fire Protection Systems/Backflow Prevention Devices."
2. All parcels/lots of proposed property divisions will be required to have metered water service prior to recordation of final map, unless otherwise arranged with MWC.
3. Installation of an 8-inch water line is required in Lozier Court between the existing 8-inch stub near Lozier Lane and the east side of proposed Lot 13.
4. Installation of an 8-inch water line is required in Beechwood Way stubbed at the south property line for future extension.
5. Applicants' civil engineer shall coordinate fire hydrant locations with Medford Fire Department.
6. Proposed water meters for Lots 1-6 shall all be located in the Lozier Court right-of-way, west of the proposed Alley for Lots 1-6. "Private" water service lines shall extend out the back side of each water meter box, and extend westward towards Lozier Lane, then turn south down west side of Lots 1-6. The end of each "private" water line shall be capped for "future" connection to home on each Lot.
7. Proposed water meters for Lots 7-12, and Lots 14-15 shall be located in Beechwood Way right-of-way. Coordinate water meter location with MWC Engineering staff.

**Continued to Next Page**



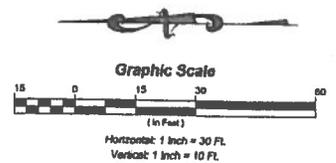
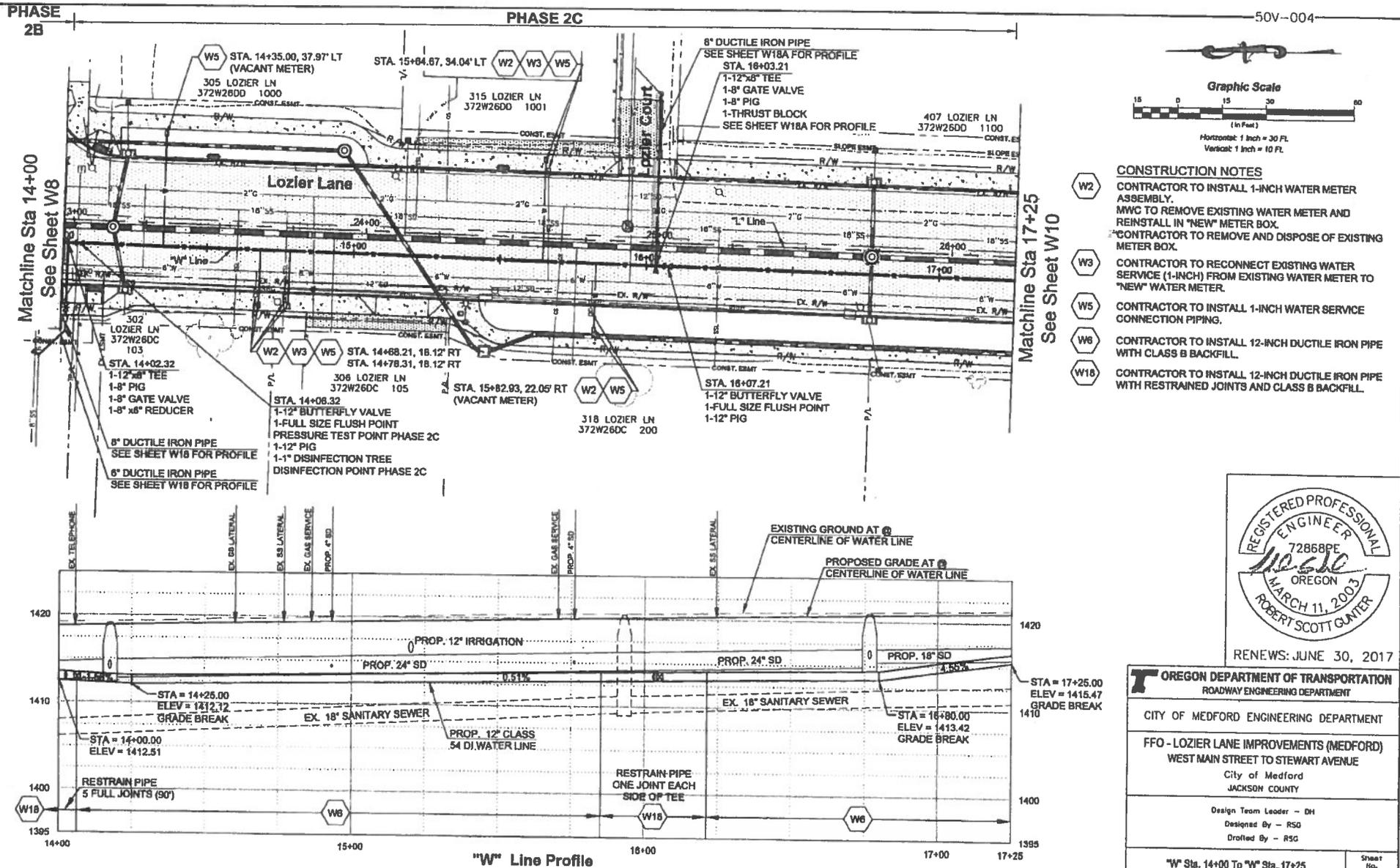
BOARD OF WATER COMMISSIONERS  
**Staff Memo**

*Continued from Previous Page*

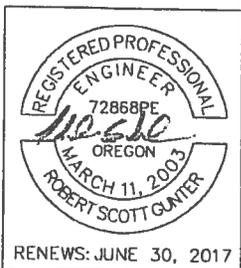
8. Proposed water service for Lot 13 is required to be installed at the east end of the proposed 8-inch water line in Lozier Court, near the northeast property corner.

**COMMENTS**

1. Off-site water line installation is not required.
2. MWC-metered water service does not exist to this property.
3. Static water pressure is near 73 psi.
4. On-site water facility construction is required. (See Condition 3 & 4 above)
5. Access to MWC water lines is available. There is a "new" 12-inch water line in Lozier Lane, and a new 8-inch water line in Lozier Court. (See attached prints of current Lozier Lane & Lozier Court Water plan sheets)



- CONSTRUCTION NOTES**
- W2 CONTRACTOR TO INSTALL 1-INCH WATER METER ASSEMBLY. MWC TO REMOVE EXISTING WATER METER AND REINSTALL IN "NEW" METER BOX.
  - W3 CONTRACTOR TO REMOVE AND DISPOSE OF EXISTING METER BOX.
  - W4 CONTRACTOR TO RECONNECT EXISTING WATER SERVICE (1-INCH) FROM EXISTING WATER METER TO "NEW" WATER METER.
  - W5 CONTRACTOR TO INSTALL 1-INCH WATER SERVICE CONNECTION PIPING.
  - W6 CONTRACTOR TO INSTALL 12-INCH DUCTILE IRON PIPE WITH CLASS B BACKFILL.
  - W18 CONTRACTOR TO INSTALL 12-INCH DUCTILE IRON PIPE WITH RESTRAINED JOINTS AND CLASS B BACKFILL.



**OREGON DEPARTMENT OF TRANSPORTATION**  
ROADWAY ENGINEERING DEPARTMENT

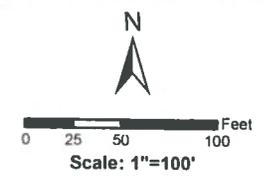
CITY OF MEDFORD ENGINEERING DEPARTMENT

FFO - LOZIER LANE IMPROVEMENTS (MEDFORD)  
WEST MAIN STREET TO STEWART AVENUE  
City of Medford  
JACKSON COUNTY

Design Team Leader - DH  
Designed By - RSG  
Drafted By - RSG

"W" Sta. 14+00 To "W" Sta. 17+25  
Water Plan and Profile

Sheet No. **W9**



**Water Facility Map  
for  
LDS-17-170  
February 7, 2018**

**Legend**

- Air Valve
- Sample Station
- Fire Service
- Hydrant
- Reducer
- Blow Off
- Plugs-Caps
- Water Meters:**
- Active Meter
- On Well
- Unknown
- Vacant
- Water Valves:**
- Butterfly Valve
- Gate Valve
- Tapping Valve

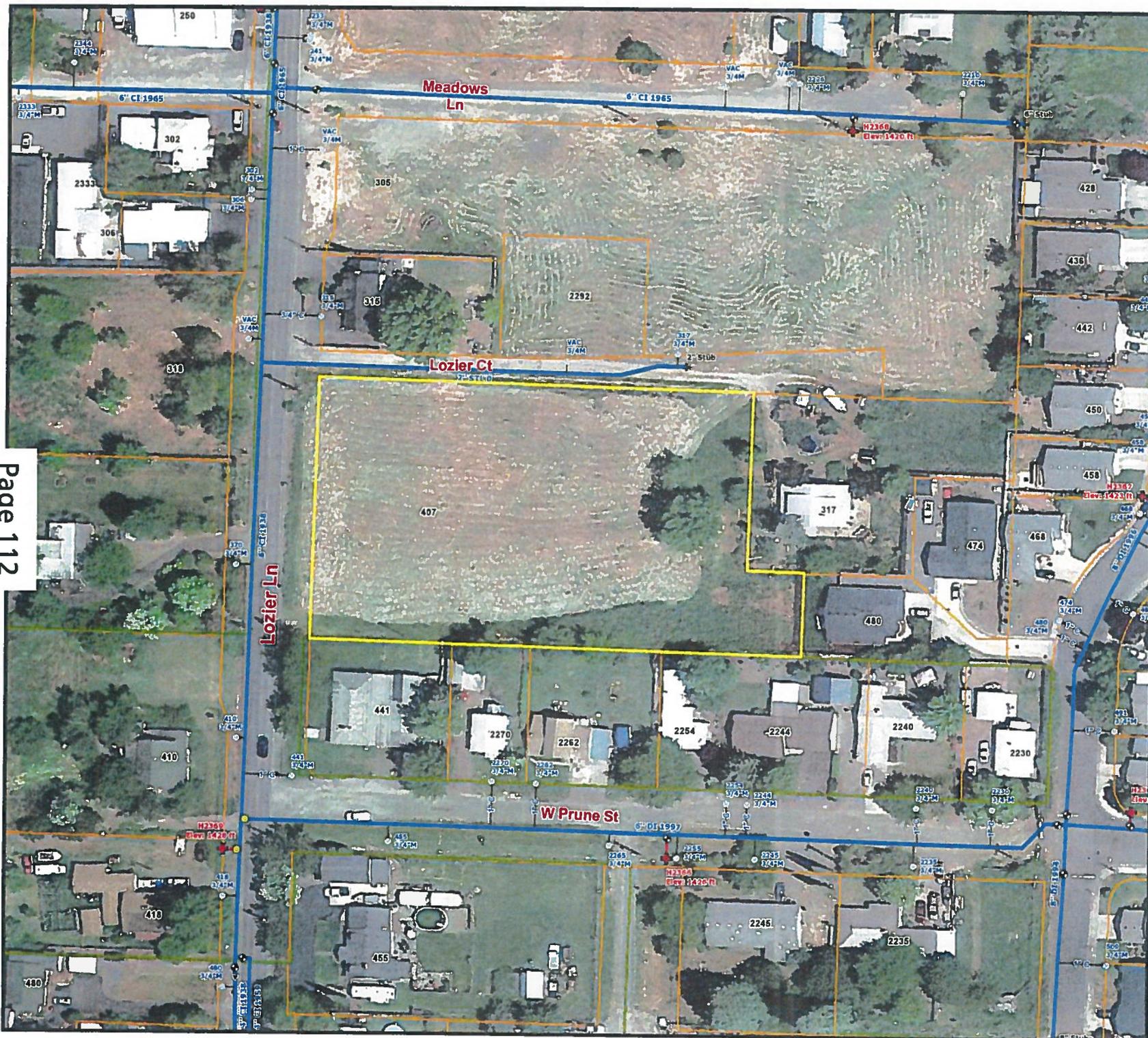
- Water Mains:**
- Active Main
- Abandoned Main
- Reservoir Drain Pipe
- Pressure Zone Line

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

- MWC Facilities:**
- Control Station
- Pump Station
- Reservoir



This map is based on a digital database compiled by Medford Water Commission from a variety of sources. Medford Water Commission is not responsible for errors or omissions. It is the user's responsibility to verify the accuracy of the data.





# 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: Steffen Roennfeldt

LD Meeting Date: 02/07/2018

From: Greg Kleinberg

Report Prepared: 02/02/2018

Applicant: Applicant, PDK Properties LLC; Agent

File #: LDS - 17 - 170

### Site Name/Description:

Consideration of a request for tentative plat approval for PDK Village Subdivision, a 15-lot residential subdivision on approximately 1.61 acres located southeast of the intersection of Lozier Lane and Lozier Court within an SFR-10 (Single Family Residential - 10 dwelling units per gross acre) zoning district. (372W26DD1100) Applicant, PDK Properties LLC; Agent, Scott Sinner Consulting; Planner, Steffen Roennfeldt.

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 on the corner of Lozier Lane/Lozier Court and one on the corner of Lozier Court/Beachwood Way.

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).

**Requirement MEDFORD CODE STREET DESIGN OPTIONS**

MEDFORD 10.430

Section 10.430 of the Medford Code states the following:

In order to ensure that there is at least twenty (20) feet of unobstructed clearance for fire apparatus, the developer shall choose from one of the following design options:

(a) Clustered, offset (staggered) driveways (see example) (design approved by Fire Department), and fire hydrants located at intersections with the maximum fire hydrant spacing along the street of 250-feet.

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

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

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



# 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: Steffen Roennfeldt

LD Meeting Date: 02/07/2018

From: Greg Kleinberg

Report Prepared: 02/02/2018

Applicant: Applicant, PDK Properties LLC; Agent

File #: LDS - 17 - 170

### Site Name/Description:

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

Minor residential streets have a 28 foot paved surface. When vehicles are parked on both sides of the street there is 14 feet for fire department access, which is considerably less than the 20 foot requirement. Fire department pumpers are approximately 9 feet wide, this leaves approximately 2.5 feet on each side to remove equipment, drag hose, etc. We normally dispatch 3 fire engines and the ladder truck to all reported structure fires. The 14 feet becomes so congested that fire engines and or ambulances are required to back-up to leave the fire scene. Sometimes the on scene equipment is dispatched to another alarm. This backing up slows response times. The citizens of the City of Medford have certain expectations that when they require our assistance we will arrive in a timely manner. With a 20 foot clear and unobstructed width engines are able to pass on the side when necessary to respond to another incident or clear to return to their assigned area.

### Requirement "NO PARKING" SIGNS REQUIRED

OFC

503.3

Parking shall be posted as prohibited on one side of Lozier Court.

Where parking is prohibited on public roads for fire department vehicle access purposes, NO PARKING signs shall be spaced at minimum 50' intervals along the fire lane (minimum 75' intervals in 1 & 2 family residential areas) and at fire department designated turn-around areas. The signs shall have red letters on a white background stating "NO PARKING".

Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths (20' wide) and clearances (13' 6" vertical) shall be maintained at all times (OFC 503.4; ORS 98.810-12).

Fire apparatus access roads 20-26' wide shall be posted on both sides as a fire lane. Fire apparatus access roads more than 26' to 32' wide shall be posted on one side as a fire lane (OFC D103.6.1).

This restriction shall be recorded on the property deed as a requirement for future construction.

Contact Public Works Transportation Manager Karl MacNair 541-774-2115 for further information.

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.

# Memo



**To:** Steffen Roennfeldt, Planning Department  
**From:** Mary Montague, Building Department  
**CC:** Scott Sinner, Agent; PDK Properties LLC, Applicant  
**Date:** February 7, 2018  
**Re:** LDS-17-170; PDK Village Subdivision

---

## **Building Department:**

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

1. Applicable Building Codes are 2017 ORSC; 2017 OPSC; and 2014 OMSC. For list of applicable Building Codes, please visit the City of Medford website: [www.ci.medford.or.us](http://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](http://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. Demo Permit is required for any buildings being demolished.



## ROGUE VALLEY SEWER SERVICES

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

February 1, 2018

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

**Re:LDS-17-170, PDK Village (Map 372W36D, Tax Lot 1100)**

ATTN: Steffen,

There is an 8 inch sewer main on Lozier Court along with a 4 inch lateral stubbed to the property from this main. Sewer service to the subdivision will require a main line extension from the 8 inch main along the proposed alley to serve lots 1-6 and along Beechwood Way to serve lots 7-15.

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

1. Sewer for the project must be designed and constructed in accordance with RVSS standards.
2. Sewer easements must be provided per RVSS standards for all mains located on private property.
3. The existing 4" service to the property must be abandoned per RVSS standards. This will require a no cost abandonment permit form RVSS.
4. The sanitary sewer system must be accepted as a public system by RVSS prior to the issuance of any building permits.
5. System Development Charges and associated fees must be paid to RVSS prior to project acceptance.

Feel free to call if you have any questions regarding this project.

Sincerely,

*Nicholas R. Bakke*

Nicholas R. Bakke, PE  
District Engineer

K:\DATA\AGENCIES\MEDFORD\PLANNING\LAND SUB\2017\LDS-17-170\_PDK VILLAGE.DOC

CITY OF MEDFORD  
EXHIBIT # 3  
File # LDS-17-170



# 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

January 30, 2018

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

RE: 15-lot residential subdivision corner of Lozier Lane – a county maintained road and  
Lozier Court – a city maintain road  
Planning File: LDS-17-170

Dear Steffen:

Thank you for the opportunity to comment on consideration of a request for tentative plat approval for PDK Village Subdivision, a 15-lot residential subdivision on approximately 1.61 acre located southeast of the intersection of Lozier Lane and Lozier Court within SFR-10 (Single-Family Residential - ten dwelling units per gross acre) zoning district in southwest Medford, (37-2W-26DD TL 1100). Jackson County Roads has the following comments:

1. Lozier Lane is currently a County maintained Minor Collector road with variable right-of-way.
2. 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). Lozier Lane is currently under reconstruction and pending a jurisdictional transfer.
3. Lozier Lane's Average Daily Traffic Count was 9,200 on the City of Medford's 2016 Traffic Volumes Map.
4. According to our records, Lozier Court at the section in front of the subject property is a local access road within the City Limits of Medford, and as per ORS 368.031, not under the jurisdiction of Jackson County.
5. Any new or improved road approaches off either Lozier Lane or Lozier Court shall be permitted and inspected by the City of Medford.
6. We concur with any right-of-way dedications.

7. If frontage improvements are required on either Lozier Lane or Lozier Court, they shall be permitted and inspected by the City of Medford.
8. The applicant shall submit construction plans to Jackson County Roads, so we may determine if county permits will be required.
9. We would like to be notified of future development proposals, as county permits may be required.
10. Storm water should meet City of Medford requirements that also include water quality.
11. 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.
12. Please note that there are drainage problems in this area and the City of Medford maintains the storm water system.

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

Sincerely,



Kevin Christiansen  
Construction Manager

# 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

February 2, 2018

RE: File No. LDS-17-170  
Project Name: PDK Properties LLC

Attn: Steffen.Roennfeldt

The property located at: 372W26DD TL 1100 has Medford Irrigation District Facilities running along the southern border. The District is requesting the owner include MID during the preparation of the comprehensive civil improvements plans. The District is also requesting our signature to be needed before the city engineer's approval.

Phone # 541-899-9913

Sincerely,

Jack Friend, District Manager  
Medford Irrigation District

CITY OF MEDFORD  
EXHIBIT #   6    
File # LDS-17-170



RECEIVED

JAN 26 2016

# TENTATIVE PLAT FOR WEST VIEW VILLAGE PLANNED UNIT DEVELOPMENT

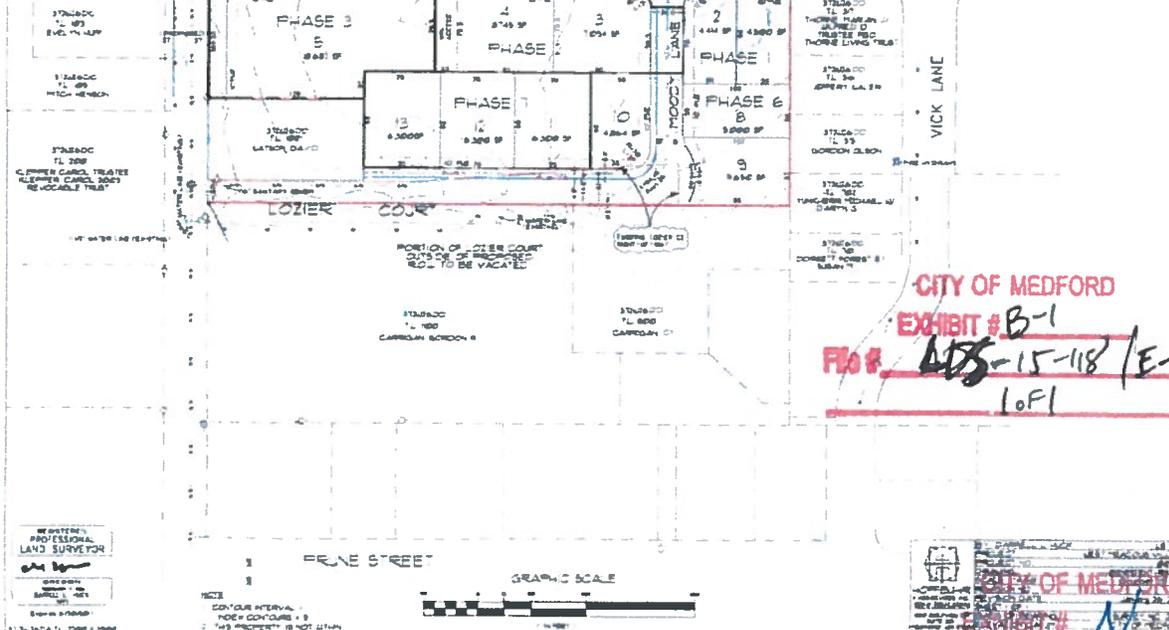
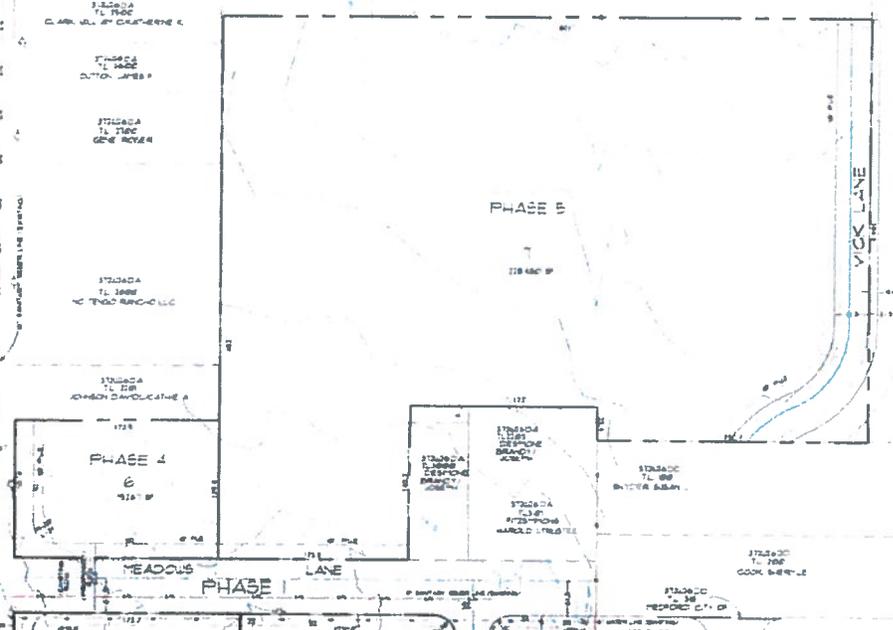
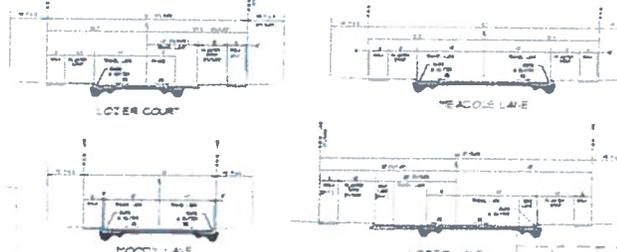
LOCATED IN THE SE 1/4 OF SECTION 26, T31N, R21E, W1M JACKSON COUNTY, OREGON

**OWNERS/APPLICANTS**  
KELLY BARKER & ASSOCIATES, INC.  
1309 W. 8TH ST.  
GRANTS, OREGON 97334

**AGENT**  
KIMBERLY STEVENS & ASSOCIATES, INC.  
P.O. BOX 6168  
WILSON, OREGON 97154  
(503) 773-2848

**SURVEYOR**  
NORTHSTAR ASSOCIATES, INC.  
800 S.W. 4TH STREET, SUITE 201  
WILSON, OREGON 97154  
(503) 773-2848

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CITY OF MEDFORD  
 EXHIBIT # B-1  
 File # LDS-15-118 / E-16-001  
 1 of 1

CITY OF MEDFORD  
 EXHIBIT # N  
 File # LDS-17-110



# City of Medford Planning Department

Vicinity  
Map

File Number:  
**LDS-17-170**



Project Name:

**PDK Properties LLC**

Map/Taxlot:

**372W26DD TL 1100**



**12/28/2017**

### Legend

-  Subject Area
-  Medford Zoning
-  Tax Lots

