

# SITE PLAN & ARCHITECTURAL COMMISSION AGENDA MARCH 1, 2019



## Commission Members

Jim Quinn, Chair  
Bill Chmelir, Vice Chair  
Jeff Bender  
Jim Catt  
David Culbertson  
Bob Neathamer  
Marcy Pierce  
Milo Smith  
Rick Whitlock

Regular Commission meetings are held on  
the first and third Fridays of every month

Beginning at 12:00 Noon

## City of Medford

Council Chambers,  
Third Floor, City Hall  
411 W. 8th Street  
Medford, OR 97501  
(541) 774-2380



## Site Plan and Architectural Commission

# Agenda

**Public Hearing**

**March 1, 2019**

12:00 noon

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

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10. Roll Call.
  20. Consent Calendar. None.
  30. Minutes.
    - 30.1 Consideration for approval of minutes from the February 15, 2019, meeting.
  40. **Oral and Written Requests and Communications for Items Not on the Agenda.**  
Comments will be limited to 3 minutes per individual or 5 minutes if representing a group or organization. **PLEASE SIGN IN.**
  50. **Public Hearings.**  
Comments are limited to a total of 10 minutes for applicants and/or their representatives. You may request a 5-minute rebuttal time. All others will be limited to 3 minutes per individual or 5 minutes if representing a group or organization. **PLEASE SIGN IN.**  
**Continuance Request.**
    - 50.1 **AC-18-126** Consideration of a proposal for the construction of a 2,849 square foot restaurant with a drive-thru (KFC) on two parcels totaling 0.76-acres, located at the corner of Garfield Street and Center Drive (1408 Center Drive) in the Regional Commercial (C-R) zoning district (371W32B TL 4801 & 3605); (Barry Thiriot, Applicant; Phillip Moss, Agent; Dustin Severs, Planner).  
**Applicant has requested this item be continued to the March 15, 2019, meeting in order to provide additional time to prepare the revised plans.**
  60. Written Communications. None
  70. Unfinished Business. None
  80. New Business. None
  90. Report from the Planning Department.
  100. Messages and Papers from the Chair.
  110. Propositions and Remarks from the Commission.
  120. Adjournment.

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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.



# Site Plan and Architectural Commission Minutes

From Public Hearing on February 15, 2019

The regular meeting of the Site Plan and Architectural Commission was called to order at noon in the Council Chambers on the above date with the following members and staff in attendance:

### Commissioners Present

Jim Quinn, Chair  
Bill Chmelir, Vice Chair  
Bob Neathamer  
Marcy Pierce  
Milo Smith  
Rick Whitlock

### Staff Present

Kelly Evans, Assistant Planning Director  
Katie Zerkel, Senior Assistant City Attorney  
Debbie Strigle, Recording Secretary

### Commissioners Absent

Jeff Bender, excused  
Dave Culbertson, excused  
Jim Catt, excused

10. Roll Call.
20. Consent Calendar/Written Communications.
  - 20.1 **AC-18-147** Final Order to construct a 43,170 square foot self-storage facility on a 2.37 acres parcel zoned I-L (Light Industrial), located approximately 300 feet from the intersection of Delta Waters Road and Crater Lake Highway (HWY 62). (371W18AA TL 1200-1400). (Delta Waters Lenders, Applicant; Bill Philp, Agent; Liz Conner, Planner).

Motion: Adopt the consent calendar.

Moved by: Commissioner Whitlock                      Seconded by: Commissioner Neathamer

Voice Vote: Motion passed unanimously, 6-0
30. Minutes.
  - 30.1 The minutes for the February 1, 2019, meeting, were approved as submitted.
40. Oral and Written Requests and Communications. None.
50. Public Hearings. None.
60. Written Communications. None.
70. Unfinished Business. None.
80. New Business. None.
90. Report from the Planning Department.

90.1 Ms. Evans announced there would be business for the March 1<sup>st</sup> meeting but there is no business scheduled for March 15<sup>th</sup>.

100. Messages and Papers from the Chair. None.

110. Propositions and Remarks from the Commission. None.

120. Adjournment

120.1 The meeting was adjourned at approximately 12:05 p.m. The proceedings of this meeting were digitally recorded and are filed in the City Recorder's office.

Submitted by:



Debbie Strigle  
Recording Secretary

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Jim Quinn  
Site Plan and Architectural Commission Chair

Approved: March 1, 2019



City of Medford

# Planning Department

*Working with the community to shape a vibrant and exceptional city*

## STAFF REPORT – CONTINUANCE REQUEST

for a Type-III quasi-judicial decision: **Site Plan and Architectural Review**

PROJECT KFC  
Applicant: Barry Thiriot  
Agent: Phillip Moss

FILE NO. AC-18-126

TO Site Plan and Architectural Commission

FROM Dustin Severs, Planner III

REVIEWER Kelly Evans, Assistant Planning Director

DATE February 21, 2019

*for March 1, 2019 hearing*

### BACKGROUND

#### Proposal

Consideration of a proposal for the construction of a 2,849 square foot restaurant with a drive-thru (KFC) on two parcels totaling 0.76-acres, located at the corner of Garfield Street and Center Drive (1408 Center Drive) in the Regional Commercial (C-R) zoning district (371W32B TL 4801 & 3605).



Request

The applicant has requested that the item be continued to March 15, 2019, in order to provide additional time to prepare the revised plans.

**EXHIBITS**

- A** Continuance request, received February 19, 2019.  
Vicinity Map

**COMMISSION AGENDA:**

**FEBRUARY 14, 2019**  
**MARCH 1, 2019**

## Dustin J. Severs

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**From:** Phillip Moss <PMoss@vmarch.com>  
**Sent:** Tuesday, February 19, 2019 2:49 PM  
**To:** Dustin J. Severs  
**Subject:** RE: KFC

Dustin,  
We would like to move the KFC SPAR hearing to March 15<sup>th</sup>. We are preparing the Civil and landscape plans and it is taking longer than we originally estimated.

Thank you,

Phillip Moss, AIA o NCARB

C-13313

Senior Architect

Certified Green Building Adviser

VMI Architecture, Inc.

(415) 451-2500 ext. 114

[www.vmiarchitecture.com](http://www.vmiarchitecture.com)

**From:** Dustin J. Severs <Dustin.Severs@cityofmedford.org>  
**Sent:** Tuesday, February 19, 2019 2:37 PM  
**To:** Phillip Moss <PMoss@vmarch.com>  
**Subject:** KFC

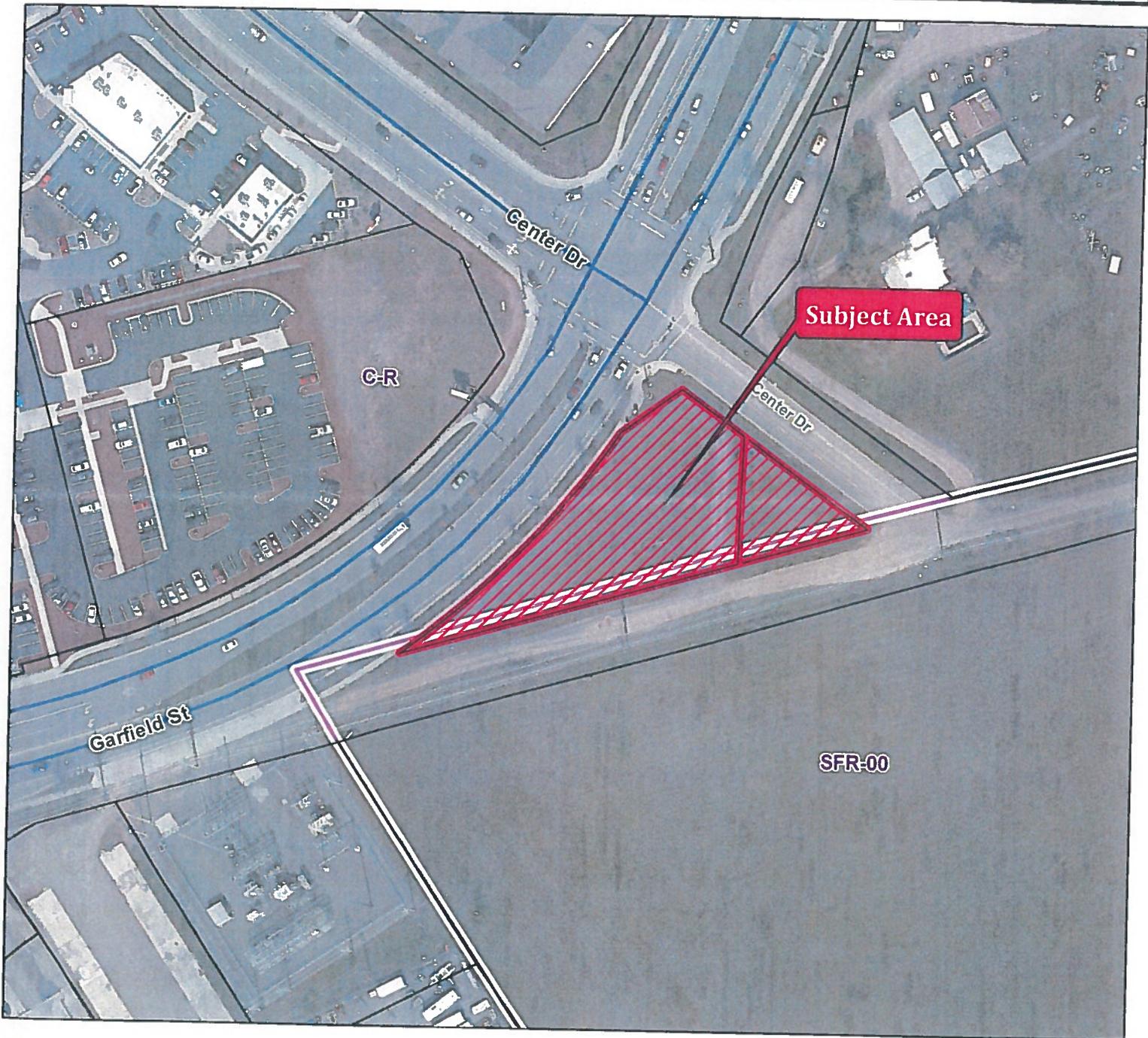
Phillip,

I reviewed the minutes from the hearing, and they agreed to continue it to March 1<sup>st</sup>. Not a problem. Could you please send me an email (separate email) requesting to continue the hearing to March 15<sup>th</sup>? Thanks.



*Dustin Severs, Planner III*

City of Medford – Planning Department  
200 South Ivy Street, Lausmann Annex  
Medford, OR 98501 Phone: 541-774-2389



Project Name:

**KFC**

Map/Taxlot:

**371W32B TL 3601 & 4801**

**Legend**

-  Subject Area
-  Zoning Districts
-  Tax Lots



12/21/2018

