

# SITE PLAN & ARCHITECTURAL COMMISSION AGENDA MARCH 4, 2016



Commission Members

Jeff Bender, Chair

Jim Quinn, Vice Chair

Jim Catt

Bill Chmelir

Tim D'Alessandro

Bob Neathamer

Marcy Pierce

Curtis Turner

Rick Whitlock

City Council Liaison - Dick Gordon

City Council Liaison Alt. - Eli Matthews

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 4, 2016

12:00 P.M.

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

10. Roll Call.

20. Consent Calendar/Written Communications.

20.1 AC-15-155 Final Order for the consideration of plans for the construction of a 4,100 square foot building encompassing a five Guys Burgers restaurant and a single tenant space with drive through, located on the east side of Center Drive approximately 1,000 feet north of Garfield Street on a 0.40 acre site located within the C-R (Regional Commercial) zone district.

20.2 AC-15-158 Final Order for the consideration of plans for the construction of a 3,500 square foot dental office on a 1.02 acre site located between North Riverside Avenue and Court Street near the intersection of Crater Lake Highway and North Pacific Highway within a C-C (Community Commercial) zoning district (372W24AA700).

30. Minutes.

30.1 Approval of minutes for the February 19, 2016, meeting.

40. Oral and Written Requests and Communications.

50. Public Hearings.

New Business.

50.1 AC-15-168 Consideration of a request to construct a 3,344 square foot three-sided structure and add a 600 square foot canopy to an existing structure on 2.35 acres located on the southeasterly corner of Pech Road and Table Rock Road within the I-L (Light Industrial) zoning district. Pape' Material Handling, Applicant (Batzer Inc./Gary Caperna, Agent).

60. Written Communications. None.

70. Unfinished Business. None.

80. New Business.

90. Report from the Planning Department.

100. Messages and Papers from the Chair.

110. Propositions and Remarks from the Commission.

120. City Council Comments.

130. Adjournment.

BEFORE THE MEDFORD SITE PLAN AND ARCHITECTURAL COMMISSION

STATE OF OREGON, CITY OF MEDFORD

IN THE MATTER OF SITE PLAN AND ARCHITECTURAL COMMISSION )  
FILE AC-15-155 APPLICATION FOR PROJECT REVIEW SUBMITTED ) ORDER  
BY OREGON ARCHITECTURE, INC. )

AN ORDER granting approval of plans for the construction of a 4,100 square foot building encompassing a Five Guys Burgers restaurant and a single tenant space with drive through, located on the east side of Center Drive approximately 1,000 feet north of Garfield Street on a 0.40 acre site located within the C-R (Regional Commercial) zone district.

WHEREAS:

1. The Site Plan and Architectural Commission has duly accepted the application filed in accordance with the Land Development Code, Section 10.285.
2. The Site Plan and Architectural Commission has duly held a public hearing on the matter of an application of plans for construction of a 4,100 square foot building encompassing a Five Guys Burgers restaurant and a single tenant space with drive through, located on the east side of Center Drive approximately 1,000 feet north of Garfield Street on a 0.40 acre site located within the C-R (Regional Commercial) zone district, with a public hearing a matter of record of the Site Plan and Architectural Commission on February 19, 2016.
3. At the public hearing on said application, evidence and recommendations were received and presented by the Planning Department staff; and
4. At the conclusion of said public hearing, after consideration and discussion, the Site Plan and Architectural Commission, upon a motion duly seconded, granted approval and directed staff to prepare a final order with all conditions and findings set forth for the granting of approval.

THEREFORE LET IT BE HEREBY ORDERED that the application of Oregon Architecture, stands approved subject to compliance with the conditions stated in the Commission Report dated February 19, 2016.

AND LET IT FURTHER BE OF RECORD that the action of the Site Plan and Architectural Commission approving this application is hereafter supported by the following findings:

- (a) That the proposed development, with the conditions of approval, complies with the applicable provisions of all city ordinances as determined by the staff review.

**FINAL ORDER AC-15-155**

- (b) That the proposed development is compatible with uses and development that exist on adjacent land, based upon information provided in the Applicant's Questionnaire and presented at the public hearing.

BASED UPON THE ABOVE, it is the finding of the Medford Site Plan and Architectural Commission that the project is in compliance with the criteria of Section 10.290 of the Land Development Code.

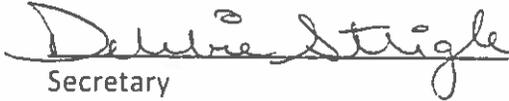
Accepted and approved this 4<sup>th</sup> day of March, 2016.

MEDFORD SITE PLAN AND ARCHITECTURAL COMMISSION

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Site Plan and Architectural Commission Chair

ATTEST:

  
Secretary



## COMMISSION REPORT

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

PROJECT Five Guys Burgers  
Oregon Architecture Inc., Applicant; Mark McKechnie, Agent

FILE NO. AC-15-155

DATE February 19, 2016

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### BACKGROUND

#### Proposal

Consideration of plans for the construction of a 4,100 square foot building encompassing a Five Guys Burgers restaurant and a single tenant space with drive through, located on the east side of Center Drive approximately 1,000 feet north of Garfield Street on a 0.40 acre site located within the C-R (Regional Commercial) zone district.

#### Subject Site Characteristics

Zoning	CR	Regional Commercial
GLUP	CM	Commercial
Use	Vacant Pad Site, in-line tenant building	

#### Surrounding Site Characteristics

North	CR	South Gateway Shopping Center
South	C-R	Townplace Suites, Vacant Property
East	C-R	South Gateway Shopping, Ice Skating Rink
West	C-R	Walmart, Vacant Property

#### Related Projects

AC-03-178	9,257 Square Foot Commercial Building
LDP-02-234	3-parcel partition

#### Applicable Criteria

Medford Land Development Code (MLDC) §10.290

The Site Plan and Architectural Commission shall approve a site plan and architectural review application if it can find that the proposed development conforms, or can be made to conform through the imposition of conditions, with the following criteria:

- (1) The proposed development is compatible with uses and development that exist on adjacent land; and
- (2) The proposed development complies with the applicable provisions of all city ordinances or the Site Plan and Architectural Commission has approved (an) exception(s) as provided in MLDC § 10.253.

#### Corporate Names

The county data base identifies SO Gateway II LLC, as the owner. The Secretary of the State Business Registry lists Randy M. Smith as the agent.

### **ISSUES AND ANALYSIS**

#### Background

Tax Lot 4700 was created as Lot 1 of a 3-lot partition in 2003 (LDP-02-234). The 0.4 acre project site is the remaining vacant portion of Tax Lot 4700, and a very small portion of Tax Lot 4600 of Tax Assessor Map 37 1W 32B. Most of the improvements associated with the westerly leg of tax lot 4600, which included parking and landscaping improvements, were previously constructed as part of the construction of a 9,257 square foot in-line commercial retail building, located immediately east of the subject site (AC-03-178). In 2005, the owner entered into reciprocal easement with owners of the skating rink (Exhibit I), which allowed the applicant to develop the westerly leg of Tax Lot 4600 with parking and landscaping and established reciprocal cross access between tax lots 4700 and 4600. In addition to providing access, the agreement also established that that the owner of tax lot 4700 (subject parcel) would be permitted to use 10 parking spaces within the parking area on the north side of the ice skating rink.

#### Site Plan (Exhibit C)

As noted above, the project is located on two tax parcels. Generally, tax lot 4600 is completely constructed. A small corner of tax lot 4600, approximately 300 square feet, has not been improved. This small area is completely within the project's landscaping area at the northwest corner of the site. The east portion of tax parcel 4700 encompasses an existing 9,257 square foot commercial building. Site ingress and egress are located at the northwest corner of the pad site, which provide access to Center Drive, and at the southeast corner which provides access to an adjoining private driveway. The private drive provides direct access to the traffic signal located on Center

Drive. The applicant is proposing one building totaling 4,100 square feet. The Five Guys Restaurant is located on the west side of the structure and will encompass 2,500 square feet. A tenant space with ancillary drive through facility will occupy the east side and encompass 1,600 square feet. Both tenant users of the new building will face northward along a sidewalk that fronts the building. A new pad side for Rogue Valley Transit District bus shelter will be constructed in the middle of the site's frontage along Center Drive.

#### Section 10.808 Transit Route Orientation

The site is with 600 feet of major stop along a transit route; therefore, the provisions of Section 10.808 do apply for this development. Section 10.808 requires the front façade and building entry be oriented towards the transit route street, located no more than 20 feet from the street, and that no automobile parking shall be located in the front of the building. Relief can be granted if it can be demonstrated that safe access to transit is otherwise adequately provided for by other measures. Staff supports the applicant's request for relief from standards from section 10.808 based on the following:

- The bus pad and shelter will be placed immediately next to the pedestrian pathway that leads directly to the new building business entrances.
- The building setback is only 22 feet rather than the required 20 feet.
- There are no parking spaces that separate the building from the public sidewalk. There is an 11-foot wide drive through queuing lane. However, there is a pedestrian crossing over the tail end of the queuing lane that provides access to the sidewalk immediately fronting the two building suites. The current configuration allows for a more direct pedestrian access to the existing building on the back side than if the new building was orientated toward Center Drive.
- Providing a westward oriented design, would provide a very limited benefit to transit riders, if any at all. Reorienting the building to face Center Drive, would result in only a minor reduction in pedestrian travel distance to the first suite from the transit stop and only a marginal reduction in distance traveled to the second suite. However, based on the location of the transit stop, the current site design configuration of the building allows for the most direct access to the existing suites within the building on the east side. Reorienting the building would require a pedestrian to go around the new building from the transit stop, adding walking distance to the rear building. The proposed orientation is the best design for the transit user as it provides reasonable distance to the new building suite entries and the most direct route to the building on the back side. The proposed orientation, as presented, would provide a net overall benefit with regard to pedestrian access to the site as whole. Therefore, the proposed

orientation meets the intent of Section 10.808 and provides a better pedestrian design than if the provisions of 10.808 were fully applied. The proposed orientation is also preferable from a vehicular stand point as one arriving by car would not need to park at the back of the building and walk to the front of the business.

### Access and Circulation

#### *Vehicular*

The principal access to the site is generally from a driveway that will connect to Center Drive, which provides full turning movement. An approximate 42-foot deep driveway throat off Center Drive has been provided by including a landscape strip on the south side of the driveway to reduce site ingress traffic conflict. This east to west running access drive is also a means of access to and from the ice rink property to the east and to the parking spaces behind the existing commercial building. As noted above, a secondary means of access is provided by private drive along the south side of the site, which allows for access to Center Drive at a signalized intersection. Access to the parking stalls immediately fronting the building will be through a north to south running drive aisle in which singular ingress and egress will be from the existing north to south running drive aisle on the east side of the building.

A drive-through window with and 12-foot lane is proposed for the tenant space. The drive through queuing lane extends along the west and south sides of the building and can accommodate several cars at a time.

#### *Pedestrian*

A bus stop pad will be constructed along Center Drive. It will be located immediately adjacent to the pedestrian pathway that will link business entrances to Center Drive. The site plan demonstrates the pedestrian route crossing over the drive through queuing lane and continuing east of the new building to the existing commercial building on the east. Staff is including a discretionary condition of approval (Exhibit A) that a more direct pedestrian crossing be provided over the drive aisle to the east by turning a portion of the proposed landscape planter into part of the pedestrian route similar to the concept provided in Exhibit R.

As noted above, the pedestrian route crosses two drive aisles. The appearance of the crossings represented on the site plan seems to suggest the crossings are demarcated with paint stripes. There is no note provided to the pavement material of the crossings. Section 10.775 of the MLDC Pedestrian Walkway Design Standards requires a pavement material that will clearly delineate the pedestrian pathway from the drive-through aisle and drive aisle on the east side of the building. A condition of approval (Exhibit A) has

been included directing the applicant to provide a revised site plan that reflects compliance with Section 10.775 of the MLDC, prior to approval of a building permit.

The provisions of Section 10.775 note that pedestrian walkways shall be separated from the parking area at crossings by a change in grade, application of different paving materials or with speed bumps. As the driveway to the east of the building already exists, staff would suggest a heat treated stamped and painted asphalt. As noted above, other alternatives such as speed bumps or a raised asphalt table, with paint striped delineation could also suffice for meeting the requirement.

### Parking

The site plan indicates that there is a minimum of 64 parking spaces required for this development overall. The proposed site plan provides a total of 25 new parking spaces, providing a total number of 73 spaces for the overall development. The existing 9,257 square foot building requires 34 parking spaces, based on the current tenant mix, and would require 42 spaces if the entire building was completely occupied with commercial uses at parking ratio of 4.5 spaces per 1,000 square feet. The new building requires 30 spaces, based on the proposed uses. With the additional 10 parking spaces secured by agreement on the adjoining property, the development provides a total of 83 spaces, which is 19 more spaces than the minimum required. In the event that the tenant mix on the rear building changed to all retail/commercial use, the proposed development would still exceed the minimum requirement by 11 spaces.

All existing and proposed drive aisles are two-way and meet or exceed the 24-foot width requirement of the MLDC. The parking area is visually interrupted by landscape islands and landscape bulb-out projections. Parking lot planters are dispersed throughout the parking areas and contain the total overall required landscaping area specified in the planting schedule of Subsection 10.746 (3) of the MLDC. The subject site design meets and exceeds design requirements for parking islands and projections, even if the planter island on the northeast corner of the building is incorporated as part of the pedestrian pathway.

The applicant shows that there are five existing bike racks on the north side of the site. The applicant is providing two additional bike racks in the plaza area on the northeast corner of the building. This meets the minimum requirement for seven bicycle parking spaces based upon the 64 required vehicular spaces.

### Landscape Plan (Exhibit D)

The applicant has submitted a landscape plan that can be found to comply with the requirements of MLDC Sections 10.746 regarding parking area planters and with Section 10.780 regarding site landscaping. There is a total of 2,794 square feet of perimeter landscaping and 593 square feet in parking islands. It should be noted that the subject landscape plan will need to be slightly revised to reflect the changes precipitated by comments provided from the Public Works Department in requiring a landscape buffer along the south side of the Center Drive driveway entrance to allow for better site ingress.

The revised parking lot landscaped planter islands and projections will encompass an approximate total of 681 square feet. There are a total of 25 new parking stalls; therefore, a total of 521 square feet is required for the new construction. However, an approximate total of 50 square feet of planter island will be lost in conversion of the landscape island on the northeast side of the building, should it become part of the pedestrian pathway route. Therefore, even with conversion of the planter island, 631 square feet of landscape area will remain in the parking islands and projection planters. The subject landscape plan demonstrates there is no turf or other high water use landscaping. The landscape frontage is shown to meet the street frontage standards for number of trees.

The Parks Department Memo (Exhibit N) notes three trees are required for every 24 spaces and four additional trees are required to meet the standard. However, the landscape plan does not show the entire site. Looked at in its entirety there are four trees within existing planter islands and four existing trees within the landscape areas immediately north of the existing parking stalls on the north side. The submitted landscape plan shows an additional three trees to be planted within landscape islands, thus providing a total of 11 parking lot trees. The total number of parking stalls provided for this development is 73 spaces, not including the 10 spaces permitted on the ice skating rink property. Thus, a total of nine trees are required for the overall development within the parking areas. Eight trees within parking islands or adjacent to parking areas were already provided with the construction of the existing building.

In the circumstance that we are to look at just the new 25 new parking stalls, three trees would be required within the parking area. Three new trees within the parking islands are more than sufficient to meet to meet Code requirements for the overall development parcel.

The Parks Department Memo, dated January 21, 2016, further recommends that proposed parking lot trees be replaced with a different variety that will have a moderate to broad spreading canopy, as required by Code. Staff has added a condition of

approval (Exhibit A) that the development complies with the recommendation for a different tree variety for the parking area, and to coordinate with the Parks Department to determine an appropriate variety. It is difficult to say whether that the change of trees will require the addition of structural soil under pavement to meet soil volume requirements. It would appear that structural soil will only be required for the two trees within landscape planter islands on the north side of the development area. Therefore, staff has included as condition of approval that structural soils be utilized under pavement, if applicable, as determined by tree canopy. The area and quantity of structural soils, if applicable, shall be shown on the landscape plan in the building permit submittal.

#### Elevations (Exhibit H)

The exterior façade of the building will have a mix of materials at a scale that integrates well with the surrounding built environment. The building architecture is four sided, so exterior detailing will extend around the entire perimeter of the building. The stucco pattern and detailing is similar to adjacent retail buildings; however, the proposed building has enhanced visual interest having corners with brick column accents. The parapet roof is four feet in height and will obscure roof mounted mechanical equipment.

The structure mass is relatively small, thus exterior treatments to break up large façades are limited. Horizontal and vertical joints in the stucco have been provided to create a pattern of spaces and columns, masonry treatment on the corners and window openings will increase the visual interest and add façade character. Additionally, deep awnings will provide shadowing that will change the building look during the day while providing appropriately scaled projections on the small scale structure.

#### Concealments

##### *HVAC Screening*

AS noted above, HVAC units will not be visible from public streets, parking areas or pedestrian pathways through the application of a four foot high parapet wall on the roof.

##### *Trash Enclosure*

The site plan (Exhibit C) includes a detail exhibit of the trash enclosure. The applicant is proposing split face block wall that is six feet high. The front of the trash enclosure is screened with a solid metal panel. The subject fixtures will fully screen the trash facilities. The enclosure is sited where there will no impediment to vehicles accessing the site from the public street.

## Dedications and Public Improvements

### *Streets*

Center Drive along the western frontage is classified as a Major Arterial Street. The developer shall dedicate right-of-way or Public Utility Easements around the existing signal pole located on the southwest corner of the parcel for the City of Medford to conduct maintenance on the facility. No other right-of-way is required for this project. All standard street improvements have been previously constructed. RVTD has requested that a concrete pad for future bus shelter improvement be provided along with easement agreement. A condition of approval is included requiring the developer to comply with the letter submitted by RVTD (Exhibit P), dated February 3, 2016.

### *Sanitary Sewer, Storm Drain & Water Quality*

This site lies within the Rouge Valley Sewer Services (RVSS) service area. There is an 8-inch line in Center Drive with a 6-inch lateral extended into the property that serves the existing building. Sewer service can be provided by connecting to either line. Applicant will be responsible for paying sewer system development charges to RVSS prior to the issuance of a building permit. A conditional of approval is included requiring the applicant to comply with the RVSS correspondence, dated January 21, 2016 (Exhibit O).

A drainage plan showing the projects impacted site with sufficient information to determine the direction of runoff to the existing or proposed drainage system and showing elevations of the drainage system shall be submitted with the first building permit application. Any new or reconstructed catch basins shall meet Department of Environmental Quality requirements. Copies of either a Joint Use Maintenance Agreement or private storm drain easement for any storm water draining onto or from the adjacent private property shall be provided. A condition of approval has been included requiring the applicant to comply with the Public Works Staff Report, dated January 27, 2016 (Exhibit J).

### *Water*

The Staff Memo from the Medford Water Commission (MWC) notes that planning, design and construction will be done in accordance with MWC regulations governing water service and standards for water facilities, fire protection systems and backflow prevention devices. Should the property be divided, all parcels shall be required to have metered water service prior to a recordation of a final plat. An existing vacant 1.5 inch water meter, located on the east side of the parcel, can be utilized for the development. A condition of approval has been included requiring the applicant to comply with the Water Commission Staff Memo, dated January 26, 2016 (Exhibit K).

### External Agency Review Comments

#### *ODOT (Exhibit Q)*

ODOT has review the site plan and determined that this application will not significantly affect state transportation facilities under the State Transportation Planning Rule.

#### *Rouge Valley Transportation District (RVTD) (Exhibit P)*

Correspondence provided by RVTD, requested that the applicant provide a concrete pad site within the landscaping strip having an 8-foot depth and 23-foot length for the future RVTD installation of a bus shelter, trash receptacle, bicycle rack and cart corral for shopping carts. The correspondence also requested that the applicant provide RVTD with the surveying information for the granting of an 8-foot by 23-foot RVTD easement.

During the hearing, the applicant expressed that they had no objection to building the standard 8-foot deep by 18-foot length concrete pad and standard easement associated with accommodating the bus stop facility. However, the applicant did object to building bus facility pad site that was 23 feet in length as to accommodate the proposed cart corral.

Members of the Commission expressed concern about requiring the applicant to build a longer pad site than the standard 18 feet. Concern was raised about requiring the applicant to bear the cost of the improvement when the carts do not come from the applicants existing or proposed tenants, but rather from other off-site retail operations.

As such, as part of the motion for approval, the Commission directed the applicant to construct the standard 8-foot deep by 18-foot wide concrete pad for a standard RVTD bus shelter. The Commission also directed the applicant provide an 8-foot deep by 23-foot wide easement to RVTD, as to allow sufficient space for RVTD to construct the standard shelter facility and provide necessary room for the future construction by RVTD of a 5-foot wide by 8-foot deep concrete pad with cart corral.

No other issues were identified by staff.

### Committee Comments

No comments were received from a committee such as BPAC.

## **FINDINGS OF FACT**

### MLDC 10.290

1. *The proposed development is compatible with uses and development that exist on adjacent land;*

The Commission can find that there is sufficient evidence contained in the Applicant's Questionnaire and the Staff Report to determine that the proposal is compatible with the uses and development on adjacent land. This criterion is satisfied.

2. *The proposed development complies with the applicable provisions of all city ordinances or the Site Plan and Architectural Commission has approved (an) exception(s) as provided in MLDC § 10.253.*

The Commission can find that the proposal can be made to comply with the applicable provisions of the Code with the imposition of conditions of approval contained in Exhibit A. No Exception is needed. This criterion is satisfied.

## **FINDINGS AND CONCLUSIONS**

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

## **RECOMMENDED ACTION**

Adopt the findings as recommended by staff and direct staff to prepare a Final Order for approval of AC-15-155 per the staff report dated February 12, 2016, including Exhibits A through R.

## **ACTION TAKEN**

In their motion for approval, the Commission adopted the findings as recommended by staff and directed staff to prepare a Final Order for approval of AC-15-155 per the Commission Report dated February 19, 2016, including Exhibits A through R, subject to the applicant being responsible for only the construction an 8-foot deep by 18-foot wide concrete pad for development of a RVTD bus shelter and subject to the applicant granting an 8-foot deep by 23-foot wide easement to RVTD.

**EXHIBITS**

- A-1** Conditions of Approval dated February 19, 2016.
- B** Applicant's Questionnaire and code compliance check sheet, received December 28, 2015.
- C** Site Plan, received February 4, 2016.
- D** Landscape Plan, received December 28, 2015.
- E** Building Elevations, received December 28, 2015.
- F** Building Floor Plan & Roof Plan, received December 28, 2015.
- G** Conceptual Grading and Stormwater Drainage Plan, received December 28, 2015.
- H** Parking Lighting Cut Sheet, December 28, 2015.
- I** Reciprocal Easement received December 28, 2015.
- J** Medford Public Works Department Staff Report dated January 27, 2016.
- K** Medford Water Commission Memorandum, dated January 26, 2016.
- L** Medford Fire Department Report, prepared January 15, 2016.
- M** Building Department Memo, dated January 27, 2016.
- N** City of Medford Parks Department Memo, dated January 21, 2016.
- O** Rogue Valley Sewer Services Memo, dated January 21, 2016.
- P** Rogue Valley Transit District Agency Response, dated February 1, 2016.
- Q** Agency Response from Oregon Department of Transportation, received January 29, 2016.
- R** Planning Department staff recommendation for east driveway pedestrian crossing  
Vicinity Map

**SITE PLAN AND ARCHITECTURAL COMMISSION**

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Jeff Bender, Chair

**SITE PLAN AND ARCHITECTURAL COMMISSION AGENDA:**

**FEBRUARY 19, 2016**  
**March 4, 2016**

## EXHIBIT A-1

**Five Guys Burgers  
AC-15-155  
Conditions of Approval  
February 19, 2016**

### CODE CONDITIONS

1. The applicant shall:
  - a. Comply with the Public Works Staff Report dated January 27, 2016 (Exhibit "J");
  - b. Comply with the Medford Water Commission Staff Memo dated January 26, 2016 (Exhibit "K");
  - c. Comply with the Fire Department Land Development Report prepared January 25, 2016 (Exhibit "L");
  - d. Comply with the Parks Department Memo (Exhibit "N") pertaining to the requirement for selecting a parking lot tree specimen with medium to large canopy;
  - e. Comply with the Rogue Valley Sewer Services Report dated January 21, 2016 (Exhibit "O").
2. Prior to issuance of building permit, the applicant shall provide a site plan site plan reflecting pedestrian pathway compliance with Section 10.775 of the MLDC.
3. Prior to issuance of building permit, the applicant shall provide a revised landscape plan reflecting the a revised site plan incorporation of the Central Drive ingress landscape buffer and any other revisions necessary to address the conversion of the landscape island on the northeast side of the building into a portion of the pedestrian pathway.
4. If required, the applicant shall employ structural soils to meet soil volume requirements for parking lot shade trees. Should structural soils be required, they shall be noted on the revised landscape and site plan documents.

### DISCRETIONARY CONDITIONS

5. The applicant shall construct a 8-foot deep by 18-foot long concrete pad for the future development of a bus shelter by RVTD and grant an 8-foot deep by 23-foot long easement to RVTD as to accommodate the future RVTD construction of a concrete pad and cart corral.
6. Prior to issuance of building permit, the applicant shall provide a revised site plan reflecting a more direct crossing of the east driveway as illustrated in Exhibit "R".



RECEIVED

DEC 28 2015

Planning Dept.

(541) 772-4372

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November 6, 2015

REVISED December 15, 2015

**NARRATIVE FOR A PROPOSED NEW BUILDING AT 1361 CENTER DRIVE, INCLUDING A FIVE GUYS BURGERS FRANCHISE**

**PROJECT DESCRIPTION:**

The Developer is proposing to construct a 4,100 square foot single-story freestanding building with a Five Guys Burgers franchise and a second tenant space with a drive-thru. The site is approximately 0.4AC and is a pad site in front of a strip retail building constructed approximately 8 years ago. The proposed building will be clad in stucco with face brick accents on the corners. Colors will be as shown on the rendered elevations. The window and door frames will be of a black anodized aluminum storefront system.

Currently the site is bare ground and has no access directly onto Center Drive. Access to this site will remain as the two existing driveways – one on South Gateway and one onto the controlled access that leads across Center Drive to the Walmart parking lot.

**PROJECT COMPATIBILITY WITH THE NEIGHBORHOOD**

- A. List the existing uses and development adjacent to your project site. Describe the architecture, age, and condition of the adjacent buildings. Along with this list describe the architecture, age and condition of the adjacent buildings.

This project will be the final development on this site. To the east is an existing strip retail building in stucco with a metal canopy over the doors and windows and a tower element on the southwest corner. The color of this proposed building will be compatible with this neighboring building. The site to the south is vacant. The site to the north is an existing strip retail building in painted concrete block that will soon have a restaurant on the end closest to Center Drive. Immediately across Center Drive is the new Walmart Superstore and the equipment storage yard for the National Guard Armory. Walmart has been open only a couple of years. It has a stucco exterior with cultured stone and wood timber accents. The National Guard Armory has been in this neighborhood for many years.

All the adjacent buildings are in average to new condition and are reasonable well maintained. The adjacent structures are all one story structures. All adjacent buildings have exterior materials that are either masonry or stucco.

- B. Describe building architecture and exterior treatments in this proposal and how they fit with and complement adjacent buildings and development.

The exterior façade of this two tenant building will be a mix of materials in a scale sympathetic to surrounding development. It will be fairly low, as this type of building is often characterized, because there is a lease condition that limits the height of the building. This building has essentially four front faces, so the exterior detailing will extend around the perimeter of the building. The stucco pattern and detailing will be similar to the adjacent retail building. This building will also have brick column accents at the corners. The proposed exterior materials will fit within the neighborhood's contextual framework. There will be a 4 foot tall parapet to hide the rooftop mechanical equipment.

CITY OF MEDFORD

EXHIBIT # 15

File # AC-15-155

10P

**C. Describe the proposed architecture and exterior treatments that break up large facades and give relief to the building mass.**

We have used horizontal and vertical joints in the stucco to create a pattern of spaces and columns, masonry corner treatments and window openings with decorative awnings to provide visual interest to the building elevations. The deep awnings will also provide shadowing that will change the building's look during the day. The building is not overly large and has only one façade that is longer than 80 feet.

**D. Describe how the placement and orientation of the proposed building relates to the street facilities and how this orientation promotes a more pedestrian friendly site design.**

This building sits on a pad site facing Center Drive, and has four exposed fronts. The street façade has large openings into the dining area of the restaurant, and there is a dining patio on the northwest corner of the building that should get a lot of use in our mild climate. The front of the building is directly linked to the public sidewalk, and there is an existing bus stop located immediately adjacent to the proposed public access.

**D.a If the site lies within 600-feet of an existing transit stop describe compliance with the standards of Section 10.808.**

This site is within 600-feet of an existing transit route or stop, so the standards of Section 10.808 apply. The requirements are, briefly (1) the entrance to the building shall be on the front façade; (2) the front façade of the building shall be setback no more than 20 feet from the street; (3) no automobile parking shall be in front of the building. Relief from these standards can be granted, as per Section 10.808 (4). The building meets the requirements of 10.808 (3). The building is a multiple tenant building, so strict adherence to 10.808 (1) is not in the best interests of transit patrons and, as per exception criterion 10.808(4)(b) a direct, convenient and safe access to transit stop is otherwise adequately provided by other means. Competing requirements and the curvature of the site does not make it possible to meet the requirements of 10.808(2), so exception 10.808(4)(a) applies to the difference between the code specified 20 feet and the actual 23 feet.

**E. Describe pedestrian facilities and amenities on your site and how they will function for pedestrians.**

Part of the site amenities for this project is a large patio space in front of the restaurant building, easily accessible from the public sidewalk as well as from the restaurant. It will have a pedestrian guard around the perimeter for the safety of patrons. Its tables and benches are available to the public as well as patrons.

**F. Describe vehicle and pedestrian access to the site and how it relates internally on the site and to adjacent sites.**

Because of the relative shallowness of the site, vehicular parking will be in a lot along the north side of the building property line. The drive-thru lane will occupy the site in front and behind the building. The vehicular flow around the building will be in a counterclockwise direction. Site access will be from the existing entrances north and east of the site from Center Drive. Pedestrian access to the building from the public way will be via sidewalk through the landscape buffer.

**G. Describe if and how the proposed plan is sensitive to retaining any existing trees or significant native vegetation on the site.**

There are no trees or significant native vegetation existing on the site. The site will be landscaped to meet current code requirements.

**H. Describe stormwater detention facilities on the site. If these facilities will be landscaped areas, describe how the proposed landscaping will be integrated with other landscaping on the site.**

Stormwater quantity for the new impervious area will be addressed with on-surface detention in the new parking area. Stormwater quality will be handled with filter bags in the catch basins. The on-site system will drain into the existing storm system located within the Center Drive Right-of-Way.

- I. Describe how your proposed landscaping design will enhance the building and other functions on the site.**

Landscaping can be a critical element in the design of a building. We will be providing street trees along Center Drive to improve that urban scape. In addition, we will be using the landscape buffer along the street to enhance the overall look of the site and to shield the parking area from the public sidewalk.

- J. Describe how your exterior lighting illuminates the site, and explain how the design of fixtures does not diminish a view of the night sky, or produce glare on adjacent properties, consistent with the standards of section 10.764.**

The expanded parking area will have one additional freestanding pole with a double head installed, and the existing pole will have another head added to it. That should provide adequate light in the parking area. The North face of the building will have decorative lights that will illuminate the sidewalk in front of the building. The west and south facades will also have building mounted decorative lights that will illuminate the drive-thru.

All fixtures and their placement will be designed to not illuminate the night sky and to eliminate glare on adjacent properties.

- K. Describe any proposed signage and how it will identify the location of the occupant and serve as an attractive complement to the site.**

The building will have a freestanding pylon sign faced perpendicular to the traffic on Center Drive. In addition to standard building signs for the Five Guys franchise there will building signs for the second tenant, as well as small directional signs for the drive-thru lane.

- L. Explain any proposed fencing, including its purpose, and how it has been incorporated as a functional, attractive component of the development.**

No fencing is proposed for this site, other than the railing around the patio seating/dining area.

- M. Explain how any potential noise generated by future occupants will be mitigated on the proposed site, consistent with the standards of Section 10.752-10.761.**

Neither tenant is expected to generate any noise above ordinary conversation levels.

- N. Explain anything else about your project that adds to the compatibility of the project with adjacent development and uses.**

This building will complete the development of this block of the South Gateway Center. As such, the building is designed to be compatible with the neighboring buildings in massing and exterior materials and coloring and is designed to look like it completes this development.

- O. List and explain any exceptions or modifications requested and provide reasons for such.**

The owner requests permission to be approved for exterior seating of 16 or more seats, as required by the Medford Development Code. The tenant could have 4 tables in the patio area which could have more than 15 chairs.

- P. List any petition for relief of landscaping standards. Provide rationale for requested deviation from standard.**

No exceptions or modifications to the Land Development landscape standards are contemplated or proposed at this time.

SITE PLAN AND ARCHITECTURAL REVIEW APPLICATION

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**Section II – Code Compliance: Criterion No. 2**

PROJECT SITE		
	PROPOSED	REQUIRED
• Zoning District	<u>CR</u>	<u>CR</u>
• Overlay District(s)	<u>N/A</u>	<u>N/A</u>
• Proposed Use	<u>REST/RETAIL</u>	<u>—</u>
• Project Site Acreage	<u>.4 AC</u>	<u>—</u>
• Site Acreage (+ right-of-way)	<u>1.55 AC</u>	
• Proposed Density (10.708)	<u>23%</u>	
• # Dwelling Units	<u>0</u>	
• # Employees	<u>8</u>	

STRUCTURES		
	EXISTING	PROPOSED
• # Structures	<u>1</u>	<u>2</u>
• Structure Square Footage (10.710-10.721)	<u>9,257</u>	<u>13,357</u>

SITE DESIGN STANDARDS		
	PROPOSED	REQUIRED
• Front Yard Setback (10.710-721)	<u>10'</u>	<u>10'</u>
• Side Yard Setback (10.710-721)	<u>16'</u>	<u>0</u>
• Side Yard Setback (10.710-721)	<u>8'</u>	<u>0</u>
• Rear Yard Setback (10.710-721)	<u>0</u>	<u>0</u>
• Lot Coverage (10.710-721)	<u>23%</u>	<u>40%</u>

PARKING		
	PROPOSED	REQUIRED
• Regular Vehicular Spaces (10.743)	<u>65</u>	<u>60</u>
• Disable Person Vehicular Spaces (10.746[8])	<u>3</u>	<u>3</u>
• Carpool/Vanpool Spaces (10.809)	<u>1</u>	<u>1</u>
• Total Spaces (10.743)	<u>69</u>	<u>64</u>
• Bicycle Spaces (10.748)	<u>7</u>	
• Loading Berths (10.742)	<u>0</u>	<u>0</u>

**SITE PLAN AND ARCHITECTURAL REVIEW APPLICATION**

**LANDSCAPING**

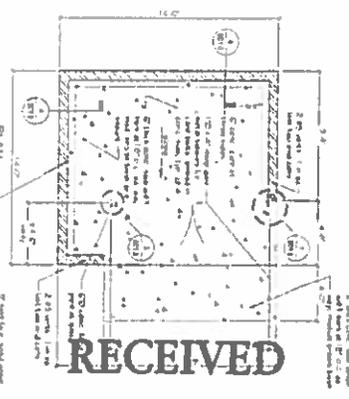
	PROPOSED	REQUIRED
• Total Landscape Area (square feet)	2460	
• Total Landscape Area in High Water Use Landscaping (square feet)	N/A	—
• Total Landscape Area in High Water Use Landscaping (percentage)	N/A	—
• Total % Landscape Coverage	264257 15%	
• Required Organic Content (cu.yd.)		
• Frontage Landscaping (10.797)		
• Street:	CENTER DR	
• Feet:	150'	
• # Trees:	3	6
• # Shrubs:		38
• Street:		
• Feet:		
• # Trees:		
• # Shrubs:		
• Bufferyard Landscaping (10.790)		
• Type:	N/A	
• Distance (ft):		
• # Canopy Trees:		
• # Shrubs:		
• Fence/Wall:		
• Parking Area Planter Bays (10.746)		
• Type:		
• # Bays:	3	
• Area:	581	
• # Trees:	3	3
• # Shrubs:	4	4

**STRUCTURE**

	PROPOSED
• Materials	STUCCO, STONE
• Colors	KHAKI

Please remember that the information you provide in response to the questionnaire must be included with your SPAR application submittal. Remember to sign and date your written response.

1" B"  
5 of 5



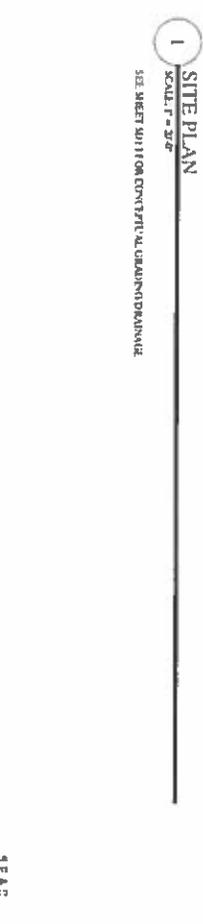
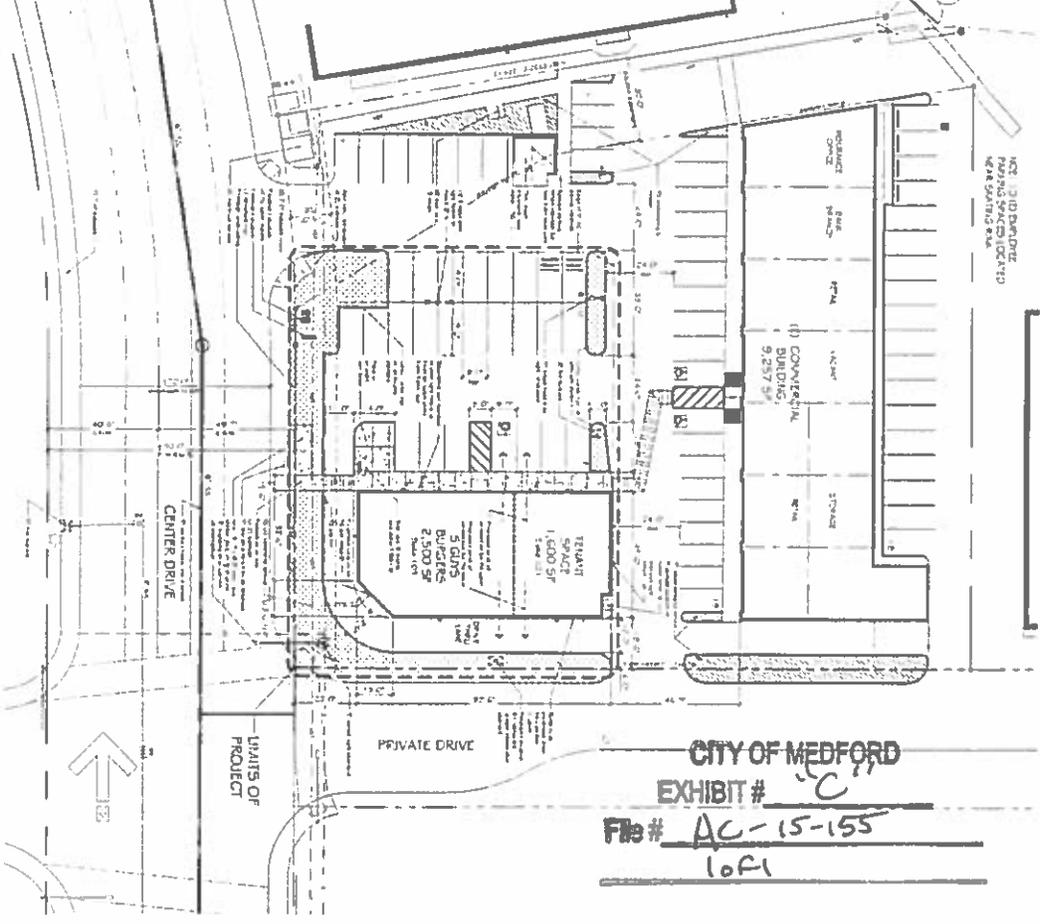
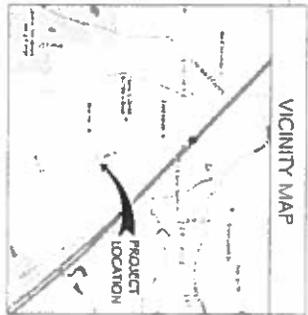
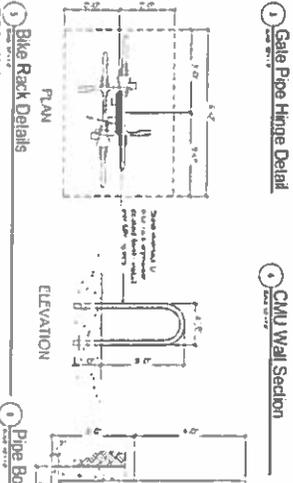
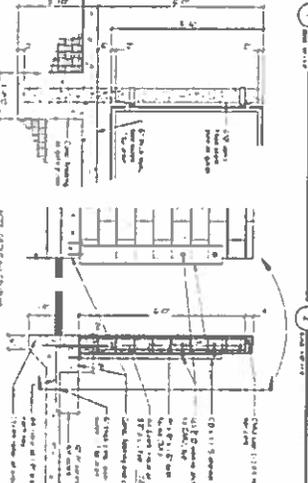
**RECEIVED**  
FEB 04 2016

**PROJECT DATA**

PROJECT NO: 151  
DATE: 1/15/15  
DRAWN BY: J. B. B.  
CHECKED BY: J. B. B.

**PROPOSED BUILDING**

TRUANT SPACE 1	17,453 SF
TRUANT SPACE 2	1,500 SF
TRUANT SPACE 3	2,500 SF
TRUANT SPACE 4	4,100 SF
TRUANT SPACE 5	4,100 SF
TRUANT SPACE 6	4,100 SF
TRUANT SPACE 7	4,100 SF
TRUANT SPACE 8	4,100 SF
TRUANT SPACE 9	4,100 SF
TRUANT SPACE 10	4,100 SF
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TRUANT SPACE 100	4,100 SF



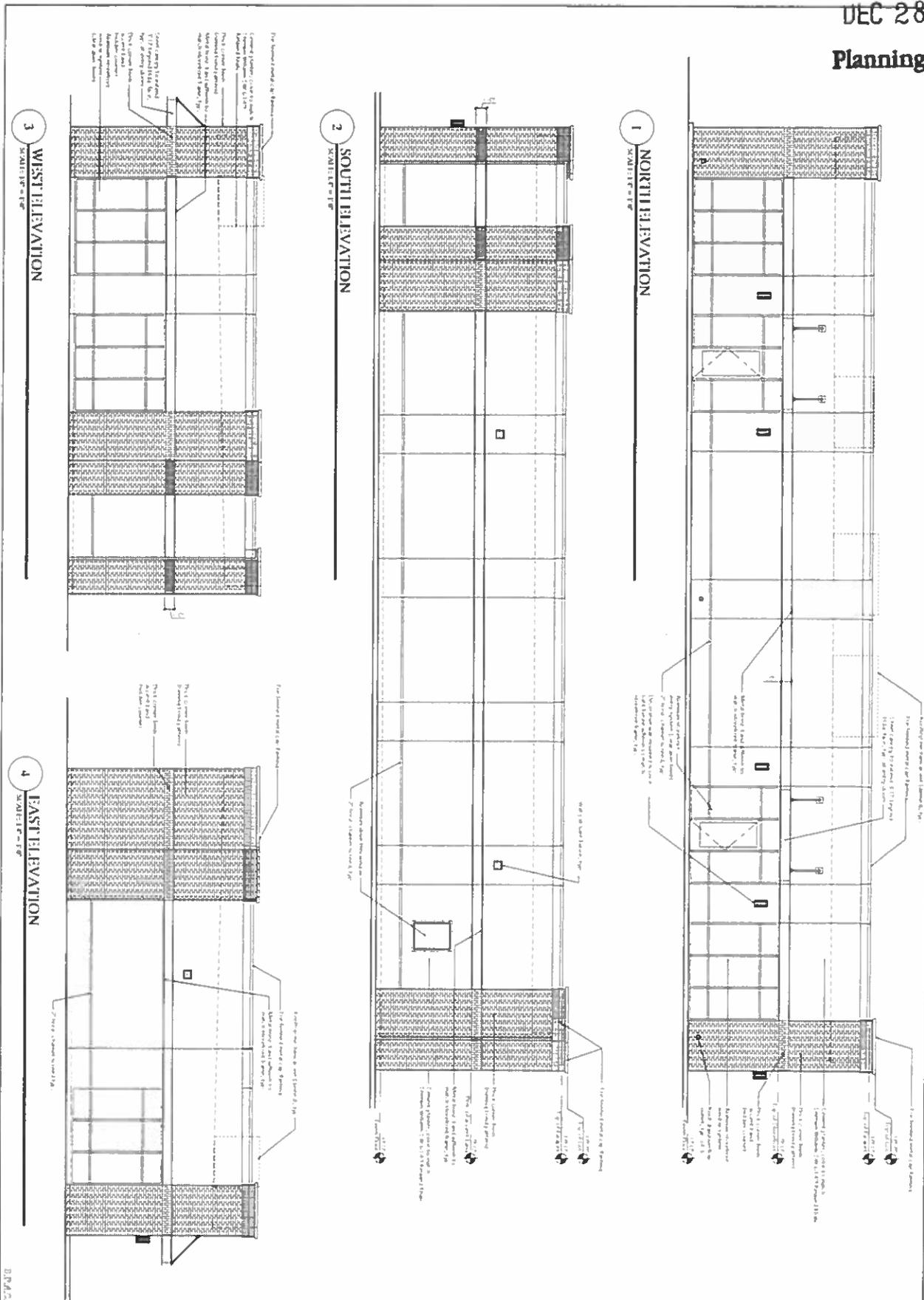
CITY OF MEDFORD  
EXHIBIT # **C**  
File # **AC-15-155**  
10/1

**PROJECT DESCRIPTION**  
**SOUTH GATEWAY II COMMERCIAL BUILDING**  
1363 Center Drive Medford OR 97501  
MAP 37 1W 32B TAX LOT 4700

**ARCHITECTURE**  
221 West 10th Street  
Medford 97501  
REGD ARCHITECTURE B2

**SD1.0**  
SHEET



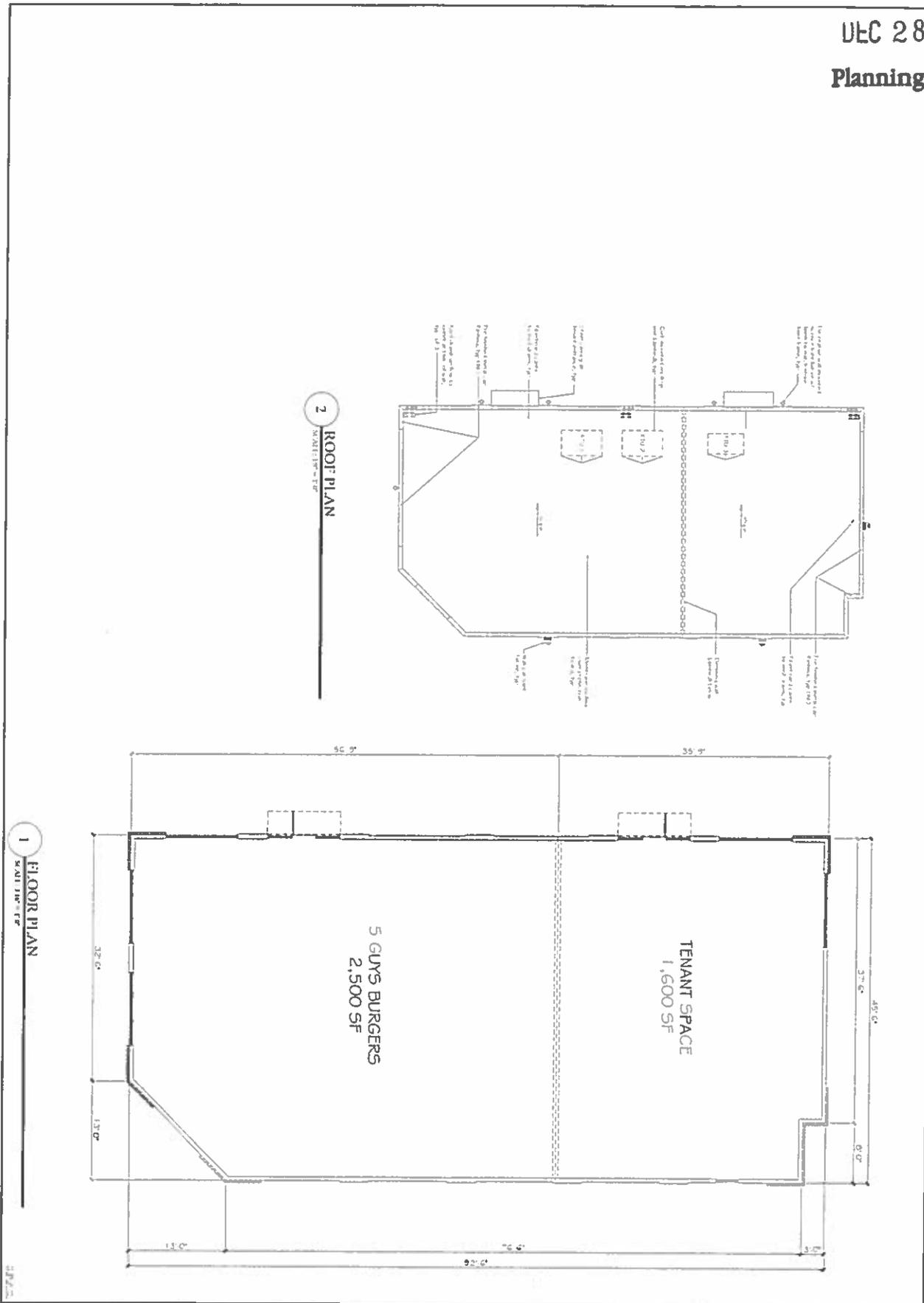


<p><b>SD3.0</b> LITERATURE</p>	<p><b>South Gateway II</b></p>	<p><b>OREGON ARCHITECTURE</b> 221 West Tenth Street Medford, Oregon 97501 Phone: 541.499.6320 Fax: 541.499.6320</p>	<p><b>CITY OF MEDFORD</b> EXHIBIT # <b>15-E</b> File # <b>AC 15-155</b> <b>1001</b></p>
	<p>Project Name: South Gateway Medford, Oregon</p>		<p>Scale: 1/8" = 1'-0"</p>

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Planning Dept.



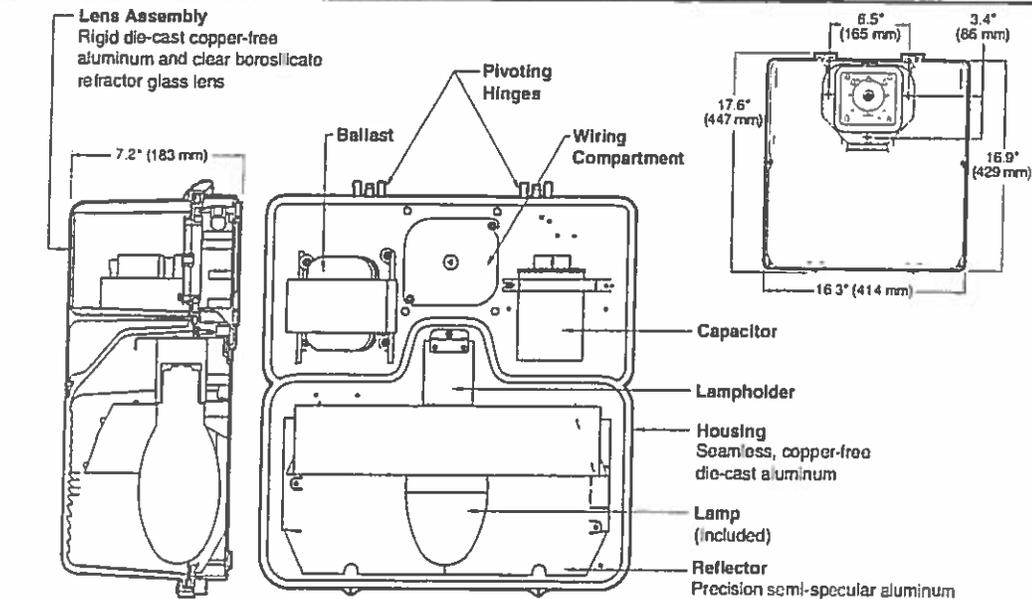
<b>SD2.0</b> THOMAS HERRMAN ARCHITECT	PROJECT: SOUTH GATEWAY II SHEET: 1004	<b>OREGON ARCHITECTURE</b> 221 West Tenth Street Medford, Oregon 97501 Phone: 541-499-6320 Fax: 541-499-6320	CITY OF MEDFORD EXHIBIT # 107 File # AC-15-153 1004
	DATE: 11/11/15 DRAWN BY: JH CHECKED BY: JH PROJECT NO: 15-153		1004



DIRECT MOUNT

# 16" (429 mm) EZ WALL PACK®

**GWPO-16  
SERIES**



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NOV 09 2015  
Notes PLANNING DEPT.

SPEC #	WATTAGE	CATALOG #
<b>PULSE START METAL HALIDE</b>		
<input type="checkbox"/> SPEC #	250W PSMH	GWPO625-(a)(b)
<input type="checkbox"/> SPEC #	↓ 320W PSMH	GWPO632-(a)(b)
<input type="checkbox"/> SPEC #	↓ 400W PSMH	GWPO640-(a)(b)
<b>METAL HALIDE</b>		
<input type="checkbox"/> SPEC #	175W MH	GWPO417-(a)(b)
<input checked="" type="checkbox"/> SPEC #	250W MH	GWPO425-(a)(b)
<input type="checkbox"/> SPEC #	↓ 400W MH	GWPO440-(a)(b)
<b>HIGH PRESSURE SODIUM</b>		
<input type="checkbox"/> SPEC #	250W HPS	GWPO525-(a)(b)
<input type="checkbox"/> SPEC #	400W HPS	GWPO540-(a)(b)

(a) VOLTAGE SUFFIX KEY	
M	120/208/240/277V (Standard)
T	120/277/347V (Canada Only)
1	120V
2	277V
27	277V Reactor (PSMH Only)
3	208V
4	240V
5	480V
6	347V (Canada Only)

For voltage availability outside the US and Canada, see Bulletin TD-9 or contact your Ruud Lighting authorized International Distributor.

(b) OPTIONS (factory-installed)	
-(a)F	Fusing
-(a)P	Button Photocell
Q	Quartz Standby (includes 100W quartz lamp) (N/A on 277V Reactor)

Specify (a) Single Voltage — See Voltage Suffix Key

Specify (a) Voltage & (b) Options.  
↓ Reduced envelope ED28 lamp.

### GENERAL DESCRIPTION

Glass Refractor Wall Pack fixture for HID lamp, totally enclosed. Housing is seamless copper-free die-cast aluminum. Lens assembly consists of a hinged, rigid die-cast copper-free aluminum frame and clear borosilicate refractor glass lens held securely inside. Lens frame is easily removable and allows for easy attachment and serviceability using top pivoting hinge. Complete silicone gasketing around lens and gasketing at mounting provide a watertight seal. Ballast compartment is separate, and gasketed, from the optical chamber. A precision semi-specular aluminum reflector provides forward throw with wide distribution to ensure wide fixture spacings and maximum light levels. The optical chamber is sealed to reduce dirt and insect contamination. Furnished with e-coated, copper-free, lightweight mounting box designed for installation over standard 4-inch square or octagonal and single-gang J boxes and for conduit entry from top, sides and rear. Designed and approved for easy through-wiring. All PSMH and MH fixtures use vertical-lamp position. All HPS fixtures use horizontal-lamp position.

9201 Washington Avenue Racine, Wisconsin 53406-3772 USA

### ELECTRICAL

Fixture includes a clear, mogul-base lamp. 320 – 400W PSMH and 400W MH utilize the ED28 reduced envelope lamp. Pulse-rated porcelain enclosed, 4kv-rated screw-shell-type lampholder with spring-loaded center contact and lamp locking feature. Fixtures require a minimum 90°C temperature feed wire. All ballast assemblies are high-power factor and use the following circuit type:

- Reactor (277V PSMH)  
250 – 400W PSMH
- CWA — Constant Wattage Autotransformer  
250 – 400W PSMH; 175W – 400W MH,  
250 – 400W HPS

### LABELS

ANSI lamp wattage label supplied, visible during relamping. UL Listed in the US and Canada for wet locations.

### FINISH

Exclusive DeltaGuard® finish features an E-coat epoxy primer with medium bronze ultra-durable powder topcoat, providing excellent resistance to corrosion, ultraviolet degradation and abrasion. The finish is covered by our seven-year limited warranty.

### PATENTS

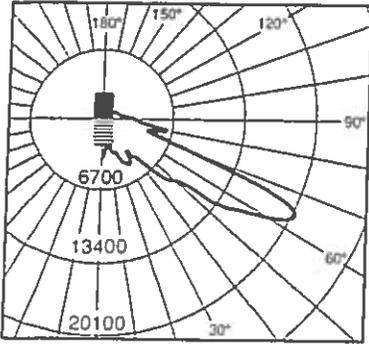
Patents Pending.

### ACCESSORIES

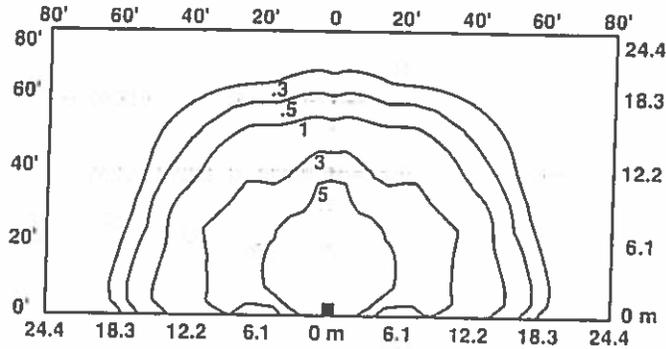
FWG-W	Wire Guard
PC-1	Button Photocell (for fixtures set to 120V)
PC-2	Button Photocell (for fixtures set to 208, 240, 277V)
PC*6	Button Photocell (for fixtures set to 347V)



Isofootcandle plots show initial footcandles at grade. (Footcandles ÷ 0.0929 = Lux)



Independent Testing Laboratories Inc.  
Certified Test Report No. ITL 53495  
Candlepower distribution curve of 400W MH  
EZ Wall Pack.



Isofootcandle plot of 400W MH EZ Wall Pack  
at 20' (6.1 m) mounting height.  
Initial footcandles shown at grade. (Plan view)

14"  
2015



9201 Washington Avenue Racine, Wisconsin 53406-3772 USA

PHONE (262) 886-1900

FAX (262) 884-3309

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www.ruudlighting.com

12/02/05



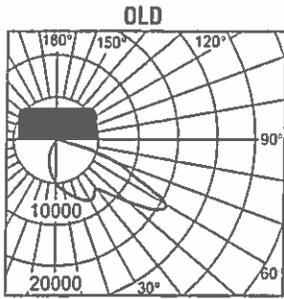
**AC Series  
6" Extended Pole Mount**

**Area Cutoff Light**

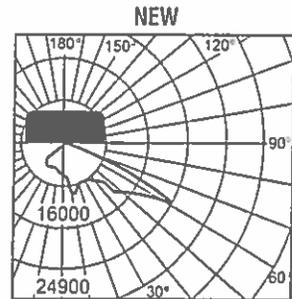
You'll see double-digit increases in street side efficiency with the redesigned reflector and repositioned lamp in the AC Series. This compact forward-throw reflector has a main beam of 60°+ from vertical (30° from horizontal), providing wide lateral distribution and excellent uniformities. A Backlight Shield accessory (standard on Wall Mount) permits precise cutoff adjustability.

**Three Sizes:**

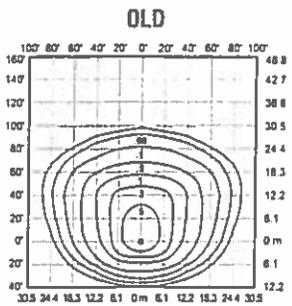
- 12" square x 5" deep (305 x 127 mm)
- 16" square x 6.5" deep (406 x 165 mm)
- 22" square x 9.25" deep (559 x 235 mm)



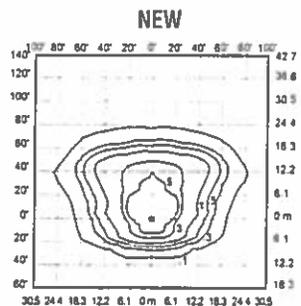
Candlepower distribution curve of 400W MH 16" Area Cutoff Light.



Candlepower distribution curve of 400W MH 16" Area Cutoff Light.



Isofootcandle plot of 400W MH Area Cutoff Light at 25' (7.6 m) mounting height, 0° tilt above horizontal, with backlight shield removed.



Isofootcandle plot of 400W MH Area Cutoff Light at 25' (7.6 m) mounting height, 0° tilt above horizontal, with backlight shield removed.

**AC Series Order Information**

Housing Size (sq.)	Wattage/Lamp	Catalog Number	Mounting Code (Insert Code at * in Catalog #)
12"	150W PSMH	MAC*615-M	1 = 1-1/2" Close Pole Mount
16"	320W PSMH	AC*632-M	2 = 6" Extended Pole Mount
22"	750W PSMH	AC*675-M	3 = 2" Adjustable Filter
12"	50W MH	MAC*405-D	4 = Yoke Mount
12"	70W MH	MAC*407-D	6 = 1/2" Adjustable Filter (12" housing only)
12"	100W MH	MAC*410-D	K = Round Tube Oil-Center
12"	175W MH	MAC*417-M	Tenon Mount (16" housing only)
16"	175W MH	AC*417-M	(For 2-3/8" or 3" O.D.)
16"	250W MH	AC*425-M	M = Round Tube Oil-Center
16"	400W MH	AC*440-M	Direct Mount (16" housing only)
22"	1000W MH	AC*499-M	(Direct Filter for 4" sq. pole)
12"	35W HPS	MAC*503-1	W = Wall Mount
12"	50W HPS	MAC*505-D	(Backlight Shield is standard)
12"	70W HPS	MAC*507-M	8 = Without Mounting (hardware)
12"	100W HPS	MAC*510-M	
12"	150W HPS	MAC*515-M	
16"	250W HPS	AC*525-M	
16"	400W HPS	AC*540-M	

**NOTE:** When using multiple 22" sq. housings at 90° configuration, a special 12" arm is required; see page 150.

Other lamp wattages available—consult factory  
 Ⓢ Reduced envelope lamp. ED28 for 320W PSMH and 400W MH; BT37 for 1000W MH.

Options: (Factory-installed)	Change Suffix To	Add After Suffix
277V Reactor Ballast (PSMH only)	27	
120V Reactor Ballast (50–150W HPS 12" housing only)	1	
480V ballast (320W PSMH, 175–1000W MH & 70–400W HPS only)	5	
347V ballast (50W HPS only) (Canada only)	6	
Quad-volt ballast (50–100W MH only)	M	
Tri-volt ballast (320W PSMH, 50–1000W MH & 70–400W HPS only) (Canada only)	T	
Single Fuse (277V Reactor, 120V, 277V or 347V)	27, 1, 2 or 6	F
Dual Fuse (208V, 240V or 480V)	3, 4 or 5	F
Quartz Standby (delay-relay type) (includes 100W Q lamp) (n/a 277V Reactor)	Q	
Button Photocell (Factory-installed with all mountings other than 2" Adjustable Filter)		
<b>NOTE:</b> n/a on 1000W w/120V; all 480V	27, 1, 2, 3, 4 or 6	P
External Photocell (Factory-installed) (Page 133)		
For fixtures w/1000W, 120V	1	P
For fixtures w/480V	5	P

Accessories: (Field-installed)	12" housing	16" housing	22" housing
Wire Guard	FWG-12	FWG-16	FWG-22
Backlight Shield	SBL-12	SBL-16	SBL-22
(standard on AC Series Wall Mount)			
Button Photocell (Field-installed in fixtures with 2" Adjustable Filter)	Catalog #		
For fixtures w/120V (n/a on 1000W)	PC-1		
For fixtures w/208, 240 or 277V	PC-2		
For fixtures w/347V	PC*6		

Mountings	Page 116
Catalog Number Logic/Voltage Suffix Key	Page 115
Optical Systems	Pages 105–107
Accessories	Page 133
Mounting Alternatives	Pages 150–151
Mounting Brackets	Pages 152–153
Poles	Pages 154–157

14"  
30x5

# Ruud® Steel and Aluminum Square Poles PS, PA Series

## Pole Selection

To choose the correct pole for an application, careful consideration must be given to the shape, size, number and weight of all fixtures to be supported, as well as the geographical location of the job. The charts below and on page 156 indicate Effective Projected Area (EPA) ratings for Ruud Lighting poles and floodlights. Use this data in conjunction with the map on page 155 to choose the appropriate pole for your fixture and tenon setup. The chart values are base wind velocity and allow for a 1.3 gust factor.

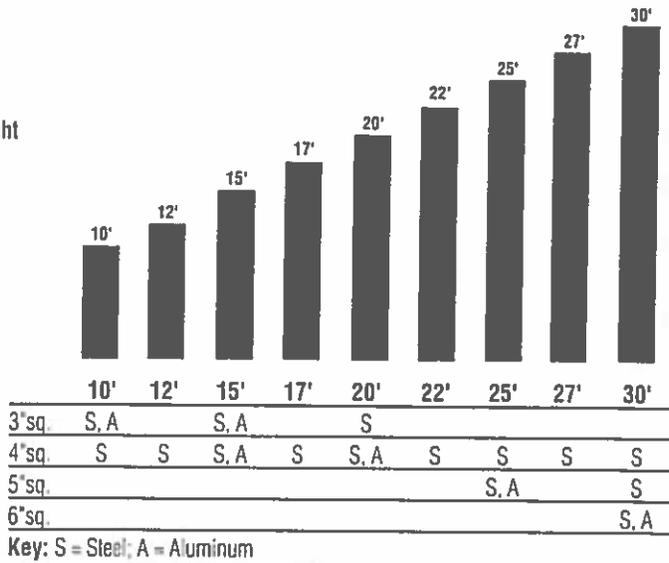
The EPA rating of the pole must be equal to or greater than that of the fixture, taking into consideration the wind conditions at the job site as well as maximum fixture weight (consult factory).



**NOTE:** Hanging signs, banners and flags on poles is not recommended.

**Consult factory for pole freight (based on ship-to ZIP code).**

Poles can be ordered without base cover.



## Pole Specifications and Order Information

Catalog No.	Height (feet) x Width (inches) x Wall (inches)	Bolt Circle/Range (inches)	Bolt Size (inches)	Maximum Fixture Weight (lbs.)	Pole "EPA" Ratings								Shipping Weight (lbs.)
					Base Wind Velocity (MPH)								
					70	80	90	100	110	120	130	140	
<b>Square Steel Poles</b>													
PS3S10C*BZ	10 x 3 x 0.125	10/9.3-11	3/4	250	31.5	23.6	18.2	14.3	11.5	9.3	7.0	6.3	58
PS3S15C*BZ	15 x 3 x 0.125	10/9.3-11	3/4	250	18.5	13.4	9.9	7.4	5.5	4.1	3.0	2.2	82
PS3S20C*BZ	20 x 3 x 0.125	10/9.3-11	3/4	250	11.5	7.8	5.2	3.3	2.0	0.9	0.1	0.0	119
PS4S10C*BZ	10 x 4 x 0.125	10/9.3-11	3/4	350	59.9	45.2	35.1	27.9	22.6	18.5	15.4	12.9	78
PS4S12C*BZ	12 x 4 x 0.125	10/9.3-11	3/4	300	48.4	36.2	27.9	21.9	17.5	14.2	11.6	9.5	99
PS4S15C*BZ	15 x 4 x 0.125	10/9.3-11	3/4	350	36.5	26.9	20.3	15.6	12.1	9.5	7.4	5.8	119
PS4S17C*BZ	17 x 4 x 0.125	10/9.3-11	3/4	300	30.7	22.3	16.6	12.5	9.4	7.1	5.3	3.9	131
PS4S20C*BZ	20 x 4 x 0.125	10/9.3-11	3/4	350	24.0	16.9	12.1	8.7	6.1	4.2	2.7	1.5	150
PS4S22C*BZ	22 x 4 x 0.125	10/9.3-11	3/4	310	20.4	14.0	9.7	6.6	4.3	2.5	1.2	0.1	163
PS4S25C*BZ	25 x 4 x 0.125	10/9.3-11	3/4	350	15.9	10.4	6.6	3.9	1.9	0.4	0.0	0.0	182
PS4S25S*BZ	25 x 4 x 0.188	10/9.3-11	3/4	350	25.3	17.6	12.3	8.5	5.7	3.6	1.9	0.6	252
PS4S27C*BZ	27 x 4 x 0.125	10/9.3-11	3/4	200	13.3	8.3	4.8	2.3	0.5	0.0	0.0	0.0	196
PS4S30S*BZ	30 x 4 x 0.188	10/9.3-11	3/4	315	17.7	11.4	7.1	4.0	1.7	0.0	0.0	0.0	301
PS5S25S*BZ	25 x 5 x 0.188	10/9.7-11.3	1	450	43.9	31.4	22.8	16.6	12.1	8.7	6.0	3.8	320
PS5S30S*BZ	30 x 5 x 0.188	10/9.7-11.3	1	375	32.2	21.9	14.9	9.9	6.2	3.4	1.2	0.0	379
PS6S30S*BZ	30 x 6 x 0.188	11.5/11.3-12.8	1	525	50.8	35.7	25.3	17.9	12.4	8.2	4.9	2.4	457
<b>Square Aluminum Poles</b>													
PA3S10C*BZ	10 x 3 x 0.125	8	1/2	100	7.0	5.1	3.7	2.8	2.0	0.0	0.0	0.0	21
PA3S15C*BZ	15 x 3 x 0.125	8	1/2	70	2.4	1.3	0.5	0.0	0.0	0.0	0.0	0.0	31
PA4S15C*BZ	15 x 4 x 0.125	9.25	3/4	125	5.6	3.5	2.1	1.0	0.2	0.0	0.0	0.0	43
PA4S20D*BZ	20 x 4 x 0.250	9.25	3/4	175	7.5	4.8	2.9	1.5	0.4	0.0	0.0	0.0	95
PA5S25D*BZ	25 x 5 x 0.250	11.5	1	260	11.3	7.2	4.3	2.1	0.4	0.0	0.0	0.0	143
PA6S30D*BZ	30 x 6 x 0.250	13	1	323	11.7	6.8	3.2	0.5	0.0	0.0	0.0	0.0	210

Square aluminum poles do not include the Crown-Weld base. \* = New (19' replaced by 20')  
For poles over 30', see our Round Tapered Poles on page 159.

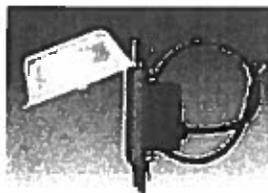
### NOTES:

1 Specify direct mount pole configuration:



For fixtures with Fixed 20' Mount, add prefix "2" to configuration numbers (i.e. "21", "22", "23", "25" and "26").  
EXAMPLE: PS6S30S21BZ

\* Indicate T for tenon mount. (Order tenon separately)



### GFI Outlet Accessory (120V)

The common sense design of this accessory allows for easy installation because the outlet is built right into a pole hand hole cover. No extra holes to drill, extra conduit to install or separate boxes to attach. And it is UL Listed in the U.S. and Canada for wet locations! Assembly is tightened down with two internal locking brackets. A gasketed, hinged cover is included. Order with your poles or retrofit an existing installation.

### GFI Outlet Order Information

Catalog #  
REC-GFIBZ  
(For all poles except  
5' & 6' Aluminum Poles)  
REC-GFIS&6ABZ  
(For 5' & 6' Aluminum Poles)

4 of 5

Square Poles  
EPA Ratings

R U D D  
L I G H T I N G

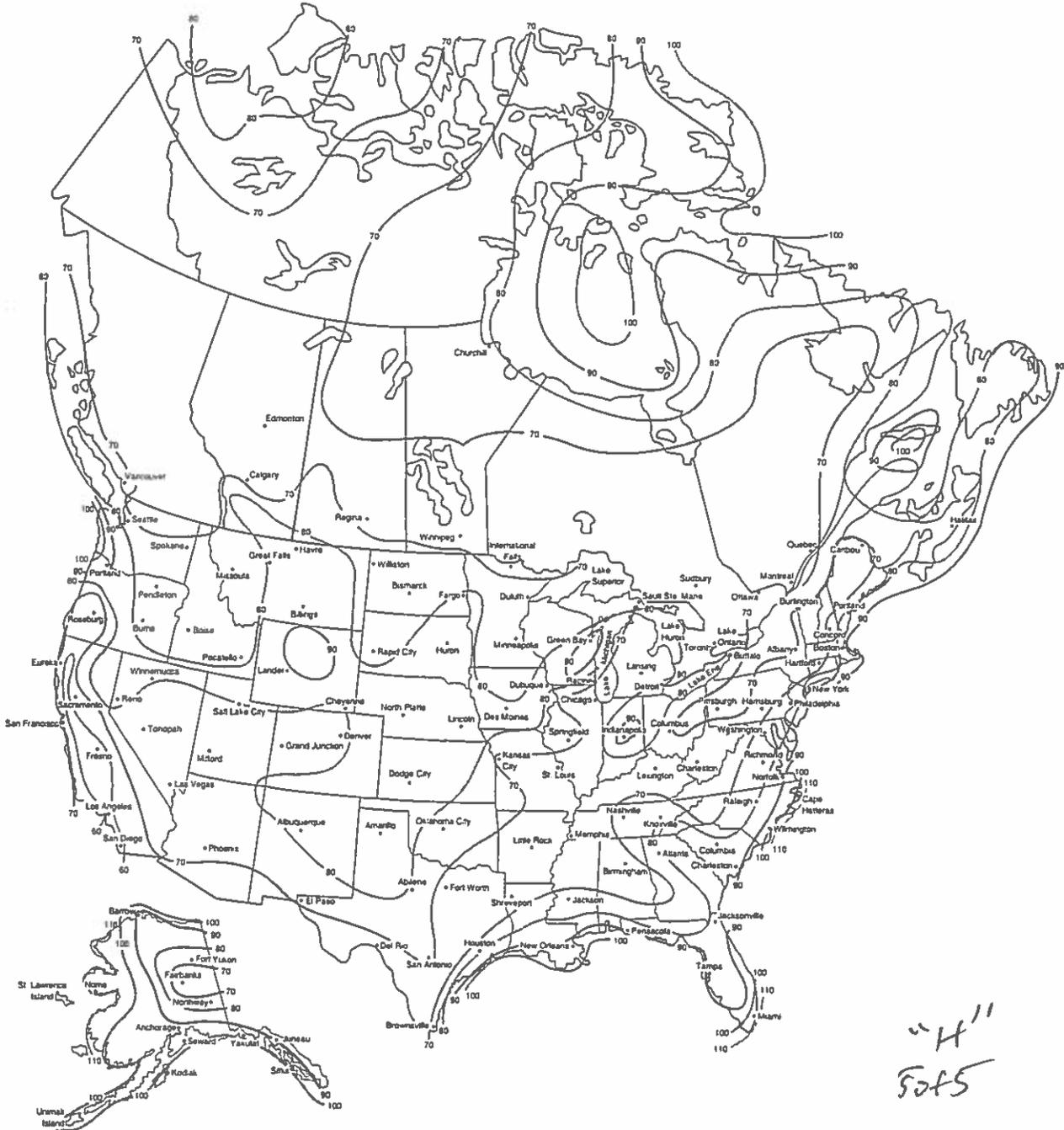
## Pole Specifications and Order information

Catalog No.	Pole Shaft	Bolt Circle/ Range (Inches)	Bolt Size (Inches)	Maximum Fixture Weight (lbs.)	Pole "EPA" Ratings								Shipping Weight (lbs.)
					Base Wind Velocity (MPH)								
					70	80	90	100	110	120	130	140	
<b>Round Tapered Poles</b>													
PSTR25CTBZ	6.5" x 3.0" x 25'	10/9-10	1"	400	20.9	15.8	12.2	9.6	7.7	6.3	5.3	4.5	168
PSTR30CTBZ	6.9" x 3.0" x 30'	11.5/9.5-11.5	1"	375	17.9	13.5	10.2	7.9	6.5	5.0	4.1	3.4	211
PSTR35CTBZ	7.8" x 3.0" x 35'	11.5/10.5-11.5	1"	375	18.3	13.6	10.3	7.9	6.3	5.0	4.1	3.3	261
PSTR40CTBZ	8.4" x 3.0" x 40'	12.5/11-12.5	1"	350	17.9	13.2	9.9	7.6	6.0	4.7	3.8	3.0	303
PSTR45CTBZ	9.3" x 3.0" x 45'	12.5/12-13	1"	325	17.1	12.4	9.2	7.0	6.0	4.7	3.3	2.5	385
PSTR50CTBZ	10.0" x 3.0" x 50'	14/13.5-14.5	1"	325	15.9	11.4	8.3	6.3	4.7	3.6	2.8	2.0	465

NOTE: Round Tapered Poles do not include DeltaGuard<sup>®</sup> paint finish and are warranted for 1 year. Round Tapered Poles do not include the Crown-Weld<sup>®</sup> base.

## Approximate Maximum Wind Zones

This map indicates approximate maximum wind zones throughout North America. Base wind velocities are established using a 50-year recurring mean. The EPA rating of the pole must be equal to or greater than that of the fixture(s), taking into consideration the wind conditions at the job site as well as maximum fixture weight (consult factory). Fixture EPA ratings are on page 156.



Round Tapered  
Poles

RUUD LIGHTING

NOTE: Maximum base wind velocity for Hawaii is 80 mph.

Jackson County, Official Records 2012-027863  
R-E  
Cnt=1 ALONZOKM 08/17/2012 01:39:58 PM  
\$55.00 \$10.00 \$5.00 \$11.00 \$15.00 Total:\$99.00  
53.00

AFTER RECORDING. RETURN TO:

Stuart E. Foster  
Foster Denman, LLP  
3521 East Barnet Road  
Medford, Oregon 97504



Christine Walker, County Clerk for Jackson County, Oregon, certifies that the instrument identified herein was recorded in the Clerk's records.  
Christine Walker - County Clerk

**RECEIVED**

**DEC 28 2015**

**Planning Dept.**

RECIPROCAL EASEMENT

THIS EASEMENT is entered into this 29<sup>th</sup> day of July, 2005, between SOUTHERN OREGON ICE ARENA, LLC, an Oregon limited liability company ("THE RINK") and CDTMED, LLC, an Oregon limited liability company; DOROTHY J. SMITH; VALLEY FIDELITY, LLC, an Oregon limited liability company; RANDY M. SMITH; and RBS, LLC, an Oregon limited liability company (collectively "RBS").

RECITALS

A. THE RINK is the owner of the real property more particularly described in Exhibit "A" attached hereto and made a part hereof ("Parcel 1") and the real property more particularly described as Exhibit "B" attached hereto and made a part hereof ("Parcel 2").

B. RBS is the owner of the real property more particularly described in Exhibit "C" attached hereto and made a part hereof ("Parcel 3").

C. RBS has an easement for the construction of buildings and other improvements, landscaping, parking, driveway facilities and utilities, over and across Parcel 2.

D. The parties desire to enter into a reciprocal easement specifically locating the driveway that will provide ingress and egress to Parcels 1, 2 and 3, to allocate responsibility for real property taxes, to provide for a monument sign on Parcel 2 benefiting Parcel 1, and allow for parking on Parcel 1 benefiting Parcel 3.

NOW, THEREFORE, it is agreed as follows:

1. Driveway Easement. THE RINK grants to RBS, and RBS grants to THE RINK, a perpetual nonexclusive easement for ingress and egress, over and across that portion of Parcel 2 and Parcel 3 included in the cross-hatched driveway depicted on Exhibit "D" attached hereto and made a part hereof. This easement is appurtenant to and benefits Parcel 1 and Parcel 3.

CITY OF MEDFORD  
EXHIBIT # D  
File # AC-15-153  
1 of 10

2. Monument Sign. THE RINK shall have the right to place one monument sign ("Monument Sign") on Parcel 2, in the general area depicted on Exhibit "D" hereto. This easement is appurtenant to and benefits Parcel 1.

3. Parking Spaces. THE RINK hereby grants to RBS, the perpetual right to park up to ten (10) vehicles on Parcel 1 at a location or locations reasonably determined from time to time by THE RINK. This easement is appurtenant to and benefits Parcel 3.

4. Real Property Taxes. RBS shall be responsible for and pay all real property taxes on Parcel 2.

5. Construction of Improvements. RBS shall pay the cost of construction of any improvements on Parcel 2 and the easement area, including but not limited to driveways, drive isles, paving, striping, curbs, sidewalks, signage, landscaping, and utilities but excluding the Monument Sign.

6. Maintenance and Repair of Improvements. After construction of the improvements on Parcel 2 and the easement area, RBS shall be responsible at their expense for all maintenance and repair of the improvements.

7. Default. If a party fails to perform any of the agreements contained herein, one or both of the other parties may, at their election, in addition to all other remedies now or hereafter afforded or provided by law, after thirty (30) days written notice to the defaulting party, make good any failure to perform such agreements for or on behalf of the defaulting party and any amount or amounts which the parties making good such defaults or performing such agreements on behalf of the defaulting party shall be repaid by the defaulting party upon demand, with interest thereon at the rate of fourteen percent (14%) per annum from the date of such advance to the payment thereof. Any such claim for reimbursement, together with interest as aforesaid, shall be a secured right and a lien shall attach and take effect upon recordation of a lien claim by the claimant. A party who files a lien shall be obligated to release the lien if the owner of the property against which the lien is claimed posts a bond or deposits cash equal to one hundred fifty percent (150%) of the claimed amount as security for the payment thereof. The lien so claimed shall attach from the date of recordation in the amount claimed thereby and it may be enforced in any manner allowed by law for the foreclosure of liens. Notwithstanding the foregoing, such liens shall be subordinate to any mortgage or deed of trust given in good faith and for value now or hereafter encumbering the property subjected to the lien which is recorded prior to the date of recordation of such lien, and any purchaser at any foreclosure or trustee's sale (as well as any grantee by deed in lieu of foreclosure or trustee's deed) under any first mortgage or deed of trust shall take free and clear from any such then existing lien, but otherwise be subject to the provision of this Agreement.

8. Assumption and Release from Liability. Any party owning or acquiring fee or a leasehold title to any of the subject properties described herein or any portion thereof shall be bound by this Agreement. Such party shall be bound by this Agreement only during the period such party is the fee owner of such property or portion of property and only as to obligations,

2/5/10

liabilities and responsibilities that accrue during said period except that, any party who has been, but ceases to be, an owner of property or a portion of property, shall continue to be liable for the performance of any obligation that accrued during the time that such party was such an owner.

9. Specific Performance. In the event that any of the parties shall fail to perform any of the agreements herein, the other parties, and each of them, in addition to any other remedies available either in law or in equity, shall be entitled to specific performance.

10. Attorneys Fees. In the event suit or action is instituted by a party to this Agreement to enforce any of the terms and provisions of the Agreement, the prevailing party shall be entitled to recover reasonable attorney's fees, costs and expenses at trial and on appeal.

11. Binding Effect. The rights, duties and obligations established by this Agreement shall be binding upon the parties hereto, their successors and assigns, and all parties acquiring any portion of Parcels 1, 2 and 3. If any portion of such property is conveyed, leased or transferred in any manner, such lease, conveyance or transfer shall be subject to the right, duties and obligations of this Agreement. To implement this paragraph as to any future owners of any portion of the properties, the Agreement shall be recorded in the offices of the Recorder of Jackson County, Oregon, by the parties hereto.

12. No Dedication. Nothing in this Agreement shall be deemed to be a gift or dedication of any portion of the Easement to the general public or for any public purposes whatsoever.

13. No Grant to Third Parties. Nothing contained herein shall be deemed to grant any right or other benefits to any person, firm or corporation other than the parties and their successors in interest.

14. Oregon Law. This Agreement shall be governed and performed in accordance with the laws of the State of Oregon.

15. Notices. Any notice required or permitted under this Agreement shall be deemed to have been duly given when actually delivered or when deposited in the United States certified mail, postage prepaid, addressed to the owners of record of Parcels 1, 2 and 3.

16. Limitation of Remedies. It is expressly agreed that no breach of this Agreement shall entitle any party to cancel, rescind, or otherwise terminate this Agreement.

17. Arbitration. In the event there is any dispute between the parties relating in any way to this Agreement, the parties shall arbitrate such dispute prior to commencing any legal action. Neither party shall bring legal action against the other party without first participating in arbitration, unless a party refuses to submit to arbitration and legal action is brought specifically to enforce these arbitration provisions. If the parties cannot agree upon a person to act as the arbitrator, then the presiding judge of the Circuit Court for the State of Oregon, for the County of Jackson, will select a person to act as the arbitrator. The arbitrator's charges and expenses shall

be split by the parties on an equal basis. Arbitration fees and costs shall not include each owner's attorney's fees and costs. Each party shall be responsible for its own attorney's fees and costs at arbitration. If a dispute is not resolved by arbitration within ninety (90) days of a request for the arbitration, either party may initiate legal proceedings to enforce this Agreement. In such event, the prevailing party will be entitled to recover from the losing party its reasonable attorney's fees and costs incurred, to be awarded by the court, including reasonable attorney's fees on appeal.

18. Confirmation of Paid Costs Each party shall provide, within ten days of receipt of written request, a statement to any other party confirming that all Installation Costs of the Easement Improvements and maintenance and repair costs or any other obligation described in this Agreement have been paid in full. Upon request, the statements shall be signed before a notary, the signature of the signing party notarized, and the legal description of the easement attached. The signed notice may be recorded by the receiving party. The notice shall refer only to the charges through the date the notice is signed and shall not, unless the notice specifically so states, indicate either (a) that the notice confirms or implies payment in advance of any future charges or assessments after the date of the notice or (b) that any such charges will or will not be imposed in the future pursuant to this Agreement.

The parties hereto have executed this Agreement on the date first above written.

SOUTHERN OREGON ICE ARENA, LLC, an  
Oregon limited liability company

By: Dorothy J. Smith  
Its: member

"THE RINK"

CDTMED, LLC, an Oregon limited liability  
company

By: [Signature]  
Its: member

Dorothy J. Smith  
DOROTHY J. SMITH

VALLEY FIDELITY, LLC, an Oregon limited liability company

By: [Signature]

Its: Members

[Signature]  
RANDY M. SMITH

RBS, LLC, an Oregon limited liability company

By: [Signature]

Its: Member

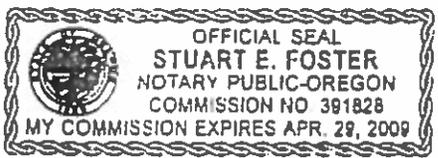
"RBS"

STATE OF OREGON            )  
  ) ss.  
County of Jackson         )

On this 29 day of July, 2005, personally appeared the above-named DOROTHY J. SMITH, who being duly sworn, stated that the foregoing instrument was voluntarily signed on behalf of said company and by authority of its board of directors; and acknowledged said instrument to be its voluntary act and deed

Before me:

[Signature]  
Notary Public for Oregon



STATE OF OREGON )  
 ) ss.  
County of Jackson )

On this 24 day of ~~July~~<sup>Oct</sup>, 2005, personally appeared the above-named CENTREX, LLC, who being duly sworn, stated that the foregoing instrument was voluntarily signed on behalf of said company and by authority of its board of directors; and acknowledged said instrument to be its voluntary act and deed.

Before me:

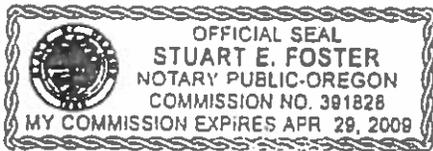


April Hebble  
Notary Public for Oregon

STATE OF OREGON )  
 ) ss.  
County of Jackson )

On this 29 day of July, 2005, personally appeared the above-named DOROTHY J. SMITH, who being duly sworn, stated that the foregoing instrument was voluntarily signed and acknowledged said instrument to be her voluntary act and deed.

Before me:

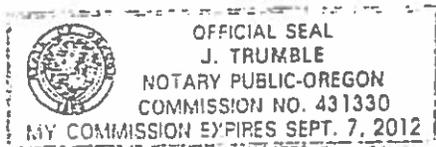


Stuart E. Foster  
Notary Public for Oregon

STATE OF OREGON )  
 ) ss.  
County of Jackson )

On this 7<sup>th</sup> day of ~~July~~<sup>August 12</sup>, 2005, personally appeared the above-named JOHN PATZER, who being duly sworn, stated that the foregoing instrument was voluntarily signed on behalf of said company and by authority of its board of directors; and acknowledged said instrument to be its voluntary act and deed.

Before me:



J. Trumble  
Notary Public for Oregon

STATE OF OREGON            )  
  ) ss.  
County of Jackson            )

On this 24 day of <sup>Oct.</sup> ~~July~~, 2005, personally appeared the above-named RANDY M. SMITH, who being duly sworn, stated that the foregoing instrument was voluntarily signed and acknowledged said instrument to be his voluntary act and deed

Before me:



April Hebble  
Notary Public for Oregon

STATE OF OREGON            )  
  ) ss.  
County of Jackson            )

On this 21 day of <sup>Oct.</sup> ~~July~~, 2005, personally appeared the above-named Frank Pulver, who being duly sworn, stated that the foregoing instrument was voluntarily signed on behalf of said company and by authority of its board of directors; and acknowledged said instrument to be its voluntary act and deed.

Before me:



Kathy R Langston  
Notary Public for Oregon

EXHIBIT "A"

Parcel 1: Beginning at the most northerly corner of Lot Fifteen (15) in SOUTH GATEWAY CENTER SUBDIVISION in the City of Medford, Jackson County, Oregon, according to the official plat thereof, now of record, recorded April 6, 1993 in Volume 18 page 16, Plat Records for said County and State; thence South 59°52' 05" East 152.62 feet to an angle point therein; thence South 89° 51' 20" West 113.92 feet to an angle point therein; thence South 18° 57' 32" East, along the eastern line of said Lot Fifteen (15), a distance of 480.95 feet; thence leaving said lot line South 89° 44' 28" West 384.65 feet; thence North 00° 15' 32" West 210.68 feet; thence South 80° 23' 32" West 156.83 feet; thence South 58° 35' 27" West 107.71 feet to a point situated on the eastern right-of-way line of Center Drive; thence 70.22 feet along the arc of a 510.00 foot radius curve to the left (the long chord to which bears North 05° 39' 48" West 70.167 feet) to the northwest corner of said Lot Fifteen (15); thence North 80° 23' 32" East, along the north line thereof and its easterly extension, 224.13 feet to a 5/8" iron pin; thence North 41° 43' 09" East 66.36 feet to a 5/8" iron pin; thence North 48° 55' 06" West 16.29 feet to the aforesaid north line of Lot Fifteen (15); thence North 41° 43' 09" East, along said lot line, 318.38 feet to the Point of Beginning.

LESS AND EXCEPT the following described real property:

Beginning at the northwest corner of Lot Fifteen (15) in SOUTH GATEWAY CENTER SUBDIVISION in the City of Medford, Jackson County, Oregon, according to the official plat thereof, recorded April 6, 1993 in Volume 18 page 16, Plat Records for said County and State; thence North 80°23'32" East, along the north line thereof and its easterly extension, 224.13 feet to a 5/8" iron pin; thence North 41°43'09" East 48.41 feet; thence South 00°15'32" East 61.06 feet; thence South 80°23'32" West 156.83 feet; thence South 58°35'27" West 107.71 feet to a point situated on the eastern right-of-way line of Center Drive; thence 70.22 feet along the arc of a 510.00 foot radius curve to the left (the long chord to which bears North 05°39'48" West 70.167 feet) to the Point of Beginning.

EXHIBIT "B"

Parcel 2: Beginning at the northwest corner of Lot Fifteen (15) in SOUTH GATEWAY CENTER SUBDIVISION in the City of Medford, Jackson County, Oregon, according to the official plat thereof, recorded April 6, 1993 in Volume 18 page 16, Plat Records for said County and State; thence North  $80^{\circ}23'32''$  East, along the north line thereof and its easterly extension, 224.13 feet to a  $5/8''$  iron pin; thence North  $41^{\circ}43'09''$  East 48.41 feet; thence South  $00^{\circ}15'32''$  East 61.06 feet; thence South  $80^{\circ}23'32''$  West 156.83 feet; thence South  $58^{\circ}35'27''$  West 107.71 feet to a point situated on the eastern right-of-way line of Center Drive; thence 70.22 feet along the arc of a 510.00 foot radius curve to the left (the long chord to which bears North  $05^{\circ}39'48''$  West 70.167 feet) to the Point of Beginning.

EXHIBIT "C"

Parcel 3: Parcel No. One (1) of Partition Plat recorded May 27, 2003, as Partition Plat No. P-30-2003, Partition Plat Records in Jackson County, Oregon, and filed as Survey No. 11776 in the Office of the County Surveyor.



Continuous Improvement Customer Service

## CITY OF MEDFORD

LD Date: 1/27/2016  
File Number: AC-15-155

### PUBLIC WORKS DEPARTMENT STAFF REPORT FIVE GUYS BURGERS

- Project:** Consideration of plans for the construction of a 4,100 square foot building encompassing a Five Guys Burgers restaurant and a single tenant space with drive through.
- Location:** Located on the east side of Center Drive approximately 1,000 feet north of Garfield Street on a 0.40 acre site located within the C-R (Regional Commercial) zone district.
- Applicant:** Oregon Architecture Inc., Applicant/Agent. Desmond McGeough, Planner.

**The items listed here shall be completed and accepted prior to the respective issuances of permits and certificates:**

**Prior to issue of the first building permit, the following items shall be completed and accepted:**

- Submittal and approval of plans for site grading and drainage, and detention, if applicable.
- Completion of all public improvements, if required. The applicant may provide security for 120% of the improvements prior to issuance of building permits. Construction plans for the improvements would need to be approved by the Public Works Engineering Department prior to acceptance of security.
- Items A – D, unless noted otherwise.

**Prior to issue of Certificate-of-Occupancy for completed structures, the following items shall be completed and accepted:**

- Paving of all on-site parking and vehicle maneuvering areas
- Certification by the design engineer that the stormwater quality and detention system was constructed per the approved plan, if applicable.
- Completion of all public improvements, if applicable.

CITY OF MEDFORD  
EXHIBIT # 451  
File # AC-15-155

## A. STREETS

### 1. Dedications

The Developer shall dedicate Right-of-Way or provide a Public Utility Easement (PUE) around the existing signal pole located on the southwest corner of the parcel, for the City of Medford to conduct maintenance. No other additional right-of-way will be required with this Development.

### 2. Public Improvements

#### a. Public Streets

All standard street section improvements have been completed on Center Drive, including pavement, curb and gutter, street lights, and sidewalk. **No additional public improvements are required.**

#### b. Street Lights and Signing

**No additional street lights are required.**

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

#### c. Pavement Moratoriums

There is no pavement cutting moratorium currently in effect along this frontage.

### 3. Access and Circulation

This Developer shall provide evidence of, or grant, a cross-access easement for the property along its north and south boundary in accordance with MLDC 10.550.

Furthermore, the driveway throat as proposed on the northwest corner of the site is located on a separate tax lot (371W32B4600) and will serve as an entry point for the drive-through. The Applicant will need to provide authorization from the owner of the adjacent tax lot to allow for this construction, and if authorization is granted, **the circulation will need to be reconfigured to provide a minimum 50-foot throat length.** No additional direct vehicular access points shall be allowed to Center Drive.

## B. SANITARY SEWERS

This site lies within the Rogue Valley Sanitary Sewer (RVSS) service area. Contact RVSS for availability and connection.

## C. STORM DRAINAGE

"5"

## **1. Drainage Plan**

A drainage plan showing the project's impacted site with sufficient information to determine the direction of runoff to the existing or proposed drainage system, and also showing elevations of the proposed drainage system (if applicable), shall be submitted with the first building permit application for approval. Any new or reconstructed area catch basins shall meet Department of Environmental Quality (DEQ) requirements, which include a down-turned elbow and sump.

The Developer shall provide copies of either a Joint Use Maintenance Agreement or a private stormdrain easement for any stormwater draining onto or from adjacent private property.

## **2. Grading**

A comprehensive grading plan showing the relationship between adjacent property and the proposed development shall be submitted with the building permit application 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.

## **3. Detention and Water Quality**

Stormwater quality and detention facilities shall be required in accordance with MLDC Section 10.481 and 10.729.

## **4. Certification**

If applicable, upon completion of the project, and prior to certificate of occupancy of the building, the developer's design engineer shall certify that the construction of the stormwater quality and detention system was constructed per plan. Certification shall be in writing and submitted to the Engineering Division of Public Works. Reference Rogue Valley Stormwater Quality Design Manual, Appendix I, Technical Requirements.

## **5. Erosion Prevention and Sediment Control**

All development that disturbs 5,000 square feet or greater shall require an Erosion Prevention and Sediment Control Plan. Developments that disturb one acre and greater shall require a 1200C permit from the Department of Environmental Quality (DEQ). Erosion Prevention and Sediment Control Plans shall be submitted to the Building Department with the project plans for development. All disturbed areas shall be covered with vegetation or properly stabilized prior to certificate of occupancy.

## **D. 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. 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 Site Plan and Architectural Commission's Final Order, together with all pertinent details and calculations. 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.

## **3. Construction and Inspection**

The Developer or Developer's contractor shall obtain appropriate right-of-way permits from the Department of Public Works prior to commencing any work within the public right-of-way that is not included within the scope of work described within approved public improvement plans.

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 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.

## **4. Site Improvements**

All on-site parking and vehicle maneuvering areas related to this development shall be paved in accordance with MLDC, Section 10.746, prior to issuance of certificate of occupancy for any structures on the site. Curbs shall be constructed around the perimeter of all parking and maneuvering areas that are adjacent to landscaping or unpaved areas related to this site. Curbs may be deleted or curb cuts provided wherever pavement drains to a water quality facility.

## **5. System Development Charges**

**Buildings in this development are subject to street, sanitary sewer treatment and storm drain system development charges (SDC). All SDC fees shall be paid at the time individual building permits are issued.**

By Doug Burroughs

15"

## SUMMARY CONDITIONS OF APPROVAL

### Five Guys Burgers

AC-15-155

#### A. Streets

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

Provide right-of-way or easement around existing signal pole.

##### 2. Improvements:

No public improvements are required.

No pavement moratoriums are currently in effect on Center Drive.

##### 3. Access & Circulation:

Reconfigured parking lot to provide a minimum 50-foot throat length.

#### B. Sanitary Sewer:

Contact RVSS for availability and connection.

#### C. Storm Drainage:

Provide a comprehensive grading and drainage plan.

Provide water quality and detention facilities, calculations and O&M Manual.

Provide engineers certification of stormwater facility construction.

The developer shall contact Division of State Lands for approval and/or clearance of the development with regards to wetlands.

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.



BOARD OF WATER COMMISSIONERS

**Staff Memo**

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

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

**SUBJECT:** AC-15-155

**PARCEL ID:** 371W32B TL 4700

**PROJECT:** Consideration of plans for the construction of a 4,100 square foot building encompassing a Five Guys Burgers restaurant and a single tenant space with drive through, located on the east side of Center Drive approximately 1,000 feet north of Garfield Street on a 0.40 acre site located within the C-R (Regional Commercial) zone district. Oregon Architecture Inc., Applicant/Agent. Desmond McGeough, Planner.

**DATE:** January 26, 2016

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. The existing "Vacant" 1.5-inch water meter located on east side of this parcel can be utilized for the proposed development. Existing meter shall be located in protected area such as sidewalk or landscape area behind sidewalk. Water meter shall not be located in paved travel lanes. If a larger water meter is required applicants civil engineer shall coordinate with MWC engineering department staff.
4. Installation of an MWC approved backflow device is required for all commercial, industrial, municipal, and multi-family developments. New backflow devices shall be tested by an Oregon certified backflow tester. See MWC website for list of certified testers at the following web link <http://www.medfordwater.org/Page.asp?NavID=35>.

**COMMENTS**

1. Off-site water line installation is not required.
2. On-site water facility construction may be required depending on Medford Fire Department requirements, and on location of existing fire hydrant and existing water meters.
3. Static water pressure is expected to be below 78 psi.

*Continued to next page*

CITY OF MEDFORD  
EXHIBIT # "K"  
File # AC-15-155  
1 of 3



## Staff Memo

*Continued from previous page*

4. MWC-metered water service does exist to this property. There is two existing water meters located on-site along the east side of this parcel. There is a 1.5-inch water that serves the existing businesses located at 1361 Center Drive. There is also a "Vacant" 1.5-inch water meter that was installed for this parcel. (See Condition 3 above)
  
5. Access to MWC water lines is available. There is a 12-inch water line in Center Drive, there is also a 12-inch water line located "On-Site" within an existing 10-foot wide water facility easement per JC OR 2006-024932, 33, and 34. (See Attached Easement documents)

"K"  
2 of 3





# 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: Desmond McGeough

LD Meeting Date: 01/27/2016

From: Greg Kleinberg

Report Prepared: 01/15/2016

Applicant: Oregon Architecture Inc., Applicant/Agent.

File #: AC - 15 - 155

### Site Name/Description:

Consideration of plans for the construction of a 4,100 square foot building encompassing a Five Guys Burgers restaurant and a single tenant space with drive through, located on the east side of Center Drive approximately 1,000 feet north of Garfield Street on a 0.40 acre site located within the C-R (Regional Commercial) zone district. Oregon Architecture Inc., Applicant/Agent. Desmond McGeough, Planner.

DESCRIPTION OF CORRECTIONS	REFERENCE
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Requirement **FD APPARATUS ACCESS ROAD DESIGN**

OFC

503.2.1

The minimum 25' inside turning radius is not met.

Fire apparatus access roads shall have an unobstructed width of not less than 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches. The required width of a fire apparatus access road shall not be obstructed in any manner, including parking of vehicles. Minimum required widths and clearances established under section 503.2.1, shall be maintained at all times. The fire apparatus access road shall be constructed as asphalt, concrete or other approved driving surface capable of supporting the imposed load of fire apparatus weighing at least 60,000 pounds.

(See also OFC 503.4; D102.1)

The turning radius on fire department access roads shall meet Medford Fire Department requirements (OFC 503.2.4).

**Development shall comply with access and water supply requirements in accordance with the Fire Code in affect at the time of development submittal.**  
**Fire apparatus access roads are required to be installed prior to the time of construction. The approved water supply for fire protection (hydrants) is required to be installed prior to construction when combustible material arrives at the site.**  
**Specific fire protection systems may be required in accordance with the Oregon Fire Code.**  
**This plan review shall not prevent the correction of errors or violations that are found to exist during construction. This plan review is based on the information provided only.**  
**Design and installation shall meet the Oregon requirements of the IBC, IFC, IMC and NFPA standards.**

CITY OF MEDFORD  
EXHIBIT # U  
File # AC-15-155  
102.1



# Memo

**To:** Desmond McGeough, Planning Department  
**From:** Chad Wiltrout, Building Department (541) 774-2363  
**CC:** Oregon Architecture, Inc.  
**Date:** 01/27/2016  
**Re:** January 27, 2016; LDC Meeting: Item #3 – AC-15-155

---

**Please Note:**

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

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

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

**General Comments:**

1. For list of applicable Building Codes, please visit the City of Medford website: [www.ci.medford.or.us](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) Click on "City Departments" at top of screen; click on "Building"; click on "Electronic Plan Review (ePlans)" for information.
3. A site excavation and grading permit will be required if more than 50 cubic yards is disturbed and/or utilities installed.
4. A separate demolition permit will be required for demolition of any structures not shown on the plot plan.

**Comments:**

5. Proposed construction in proximity to property lines shall comply with table 602 and code section 705 of the Oregon Structural Specialty Code.
6. ADA parking spaces shall be required in accordance with code section 1106 of the Oregon Structural Specialty Code.

CITY OF MEDFORD  
EXHIBIT # "M"  
File # AC-15-155  
TOP

# MEDFORD PARKS & RECREATION

HEALTHY LIVES. HAPPY PEOPLE. STRONG COMMUNITY.



## CITY OF MEDFORD Interoffice Memo

TO: Planning Department

FROM: Tim Stevens- Park Maintenance Supervisor

SUBJECT: LANDSCAPE REVIEW OF FILE AC-15-155, FIVE GUYS BURGERS

DATE: January 21, 2016

Per City of Medford Code 10.746(e.), trees planted in parking area shall have a moderate to broad spreading canopy. *Carpinus Betulus* 'fastigiata' does not meet this requirement and it has an upright growing canopy. Staff recommends replacing with a different variety.

Per City of Medford Code 10.746(f.), 3 trees are needed for every 24 parking spaces within parking area planters. 4 additional trees are needed to meet requirement.

This report addresses horticultural concerns only. Applicant shall comply with all aspects of Medford Code 10.780 Interpretation of the Medford Code will be per the Planning Department. Aesthetic considerations will be per the Site Plan and Architectural Review Commission or Planning Commission upon their review.

CITY OF MEDFORD  
EXHIBIT # "N"  
File # AC-15-155  
1 of 1



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# ROGUE VALLEY SEWER SERVICES

Location: 138 West Vilas Road, Central Point, OR - Mailing Address: P.O. Box 3130, Central Point, OR 7502-0005  
Tel. (541) 664-6300, Fax (541) 664-7171 www.RVSS.us

January 21, 2016

City of Medford Planning Department  
411 West 8th Street  
Medford, Oregon 97501

**Re: AC-15-155, Five Guys Burgers, Tax Lot 4700, Map 37 1W 32B (REF: AC 03-178)**

ATTN: Desmond,

There is an 8 inch sewer main in Center Drive with a 6 inch lateral extended to the property that serves the existing commercial building. Sewer service to the proposed building can be had by either connecting to the existing service lateral or by making a new tap to the main line.

For a connection to the existing service lateral, the permit will be issued by the City of Medford. There will be development fees owed to RVSS prior to making the connection.

For a new tap into the main line, the permit will be issued by RVSS upon payment of related development fees.

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

1. Applicant must pay sewer system development charges to Rogue Valley Sewer Services prior to issuance of a building permit.

Feel free to contact me with any questions.

Sincerely,

*Carl Tappert*

Carl Tappert, PE  
Manager

CITY OF MEDFORD  
EXHIBIT # "0"  
File # AC-15-155  
10 of 1

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## Rogue Valley Transportation District

From the Desk of Paige Townsend, Senior Planner

3200 Crater Lake Avenue • Medford, Oregon 97504-9075

Phone (541) 608-2429 • Fax (541) 773-2877

Visit our website at: [www.rvtd.org](http://www.rvtd.org)

TO: Desmond McGeough  
FROM: Paige Townsend  
DATE: 2/3/2016  
RE: Five Guys Development

After careful review of the proposed Five Guys Establishment, RVTD would like to submit the following comments:

This project will impact an existing stop located along Center Dr. that sees high volumes of passengers. We are requesting accommodations for a shelter and passenger amenities.

RVTD requests an the applicant prepare the site with a concrete pad within the landscaping strip that has dimensions of 8' deep and 23' wide. RVTD will provide the shelter, trash receptacle and bicycle rack. RVTD will also install a cart corral as this bus stop sees carts stranded around the stop often blocking the sidewalk. RVTD will purchase or manufacture a corral that will fit within the 8' depth of the pad.

The bus stop falls within the private property of the applicant and RVTD also request a perpetual easement be granted for use of the space for public transportation purposes. Applicant will provide RVTD with the necessary surveying information for RVTD's standard easement agreement.

After review with the applicant agent, public works and planning staff the pad location should be positioned north of the main pedestrian pathway or beginning approximately 50' north of the intersection.

Thank you for this opportunity to comment. Please do not hesitate to contact me with questions.

Sincerely,

Paige Townsend

CITY OF MEDFORD  
EXHIBIT # "P"  
File # AL-15-155  
1051

**Desmond M. McGeough**

---

**From:** MOREHOUSE Donald <Donald.MOREHOUSE@odot.state.or.us>  
**Sent:** Friday, January 29, 2016 11:17 AM  
**To:** Desmond M. McGeough  
**Subject:** AC-15-155

Desmond,

Thank you for sending agency notice of a consideration of plans for the construction of a 4,100 square foot building encompassing a Five Guys Burgers restaurant and a single tenant space with drive through, located on the east side of Center Drive approximately 1,000 feet north of Garfield Street on a 0.40 acre site located within the C-R (Regional Commercial) zone district. We reviewed this and determined that it would not significantly affect state transportation facilities under the State Transportation Planning Rule (OAR 660-012-0060) or State Access Management Rule (OAR 734-051-000). We have no further comments at this time.

**Don Morehouse**  
**Senior Transportation Planner**  
**ODOT Region 3, District 8 (Rogue Valley Tech Center)**  
**Ph: (541) 774-6399**  
**Fax: (541) 774-6349**  
**Donald.Morehouse@odot.state.or.us**

CITY OF MEDFORD  
EXHIBIT # "R"  
File # AC-15-155  
1061

# Conceptual Pedestrian Crossing over East Drive Aisle

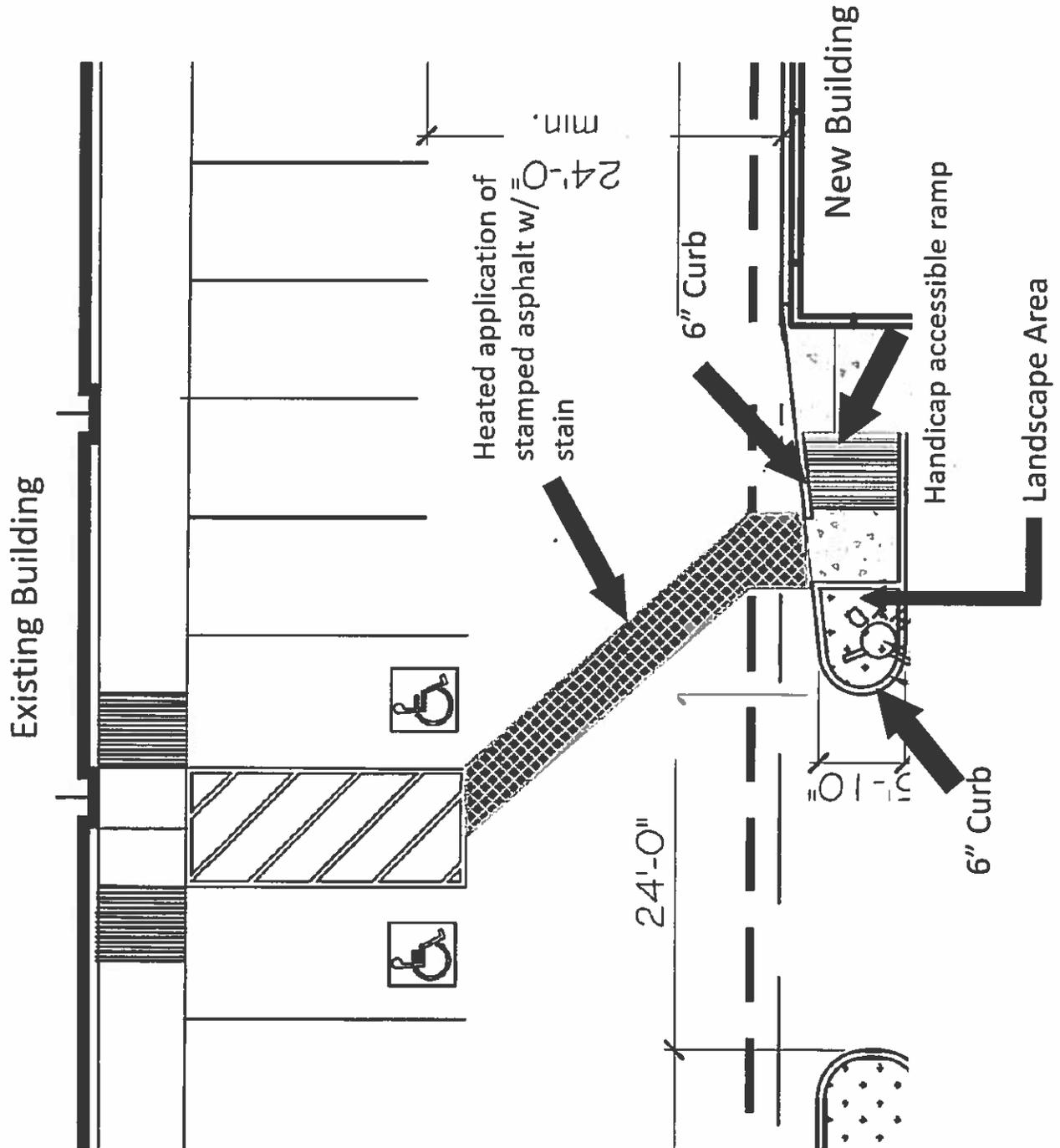


Exhibit "R"

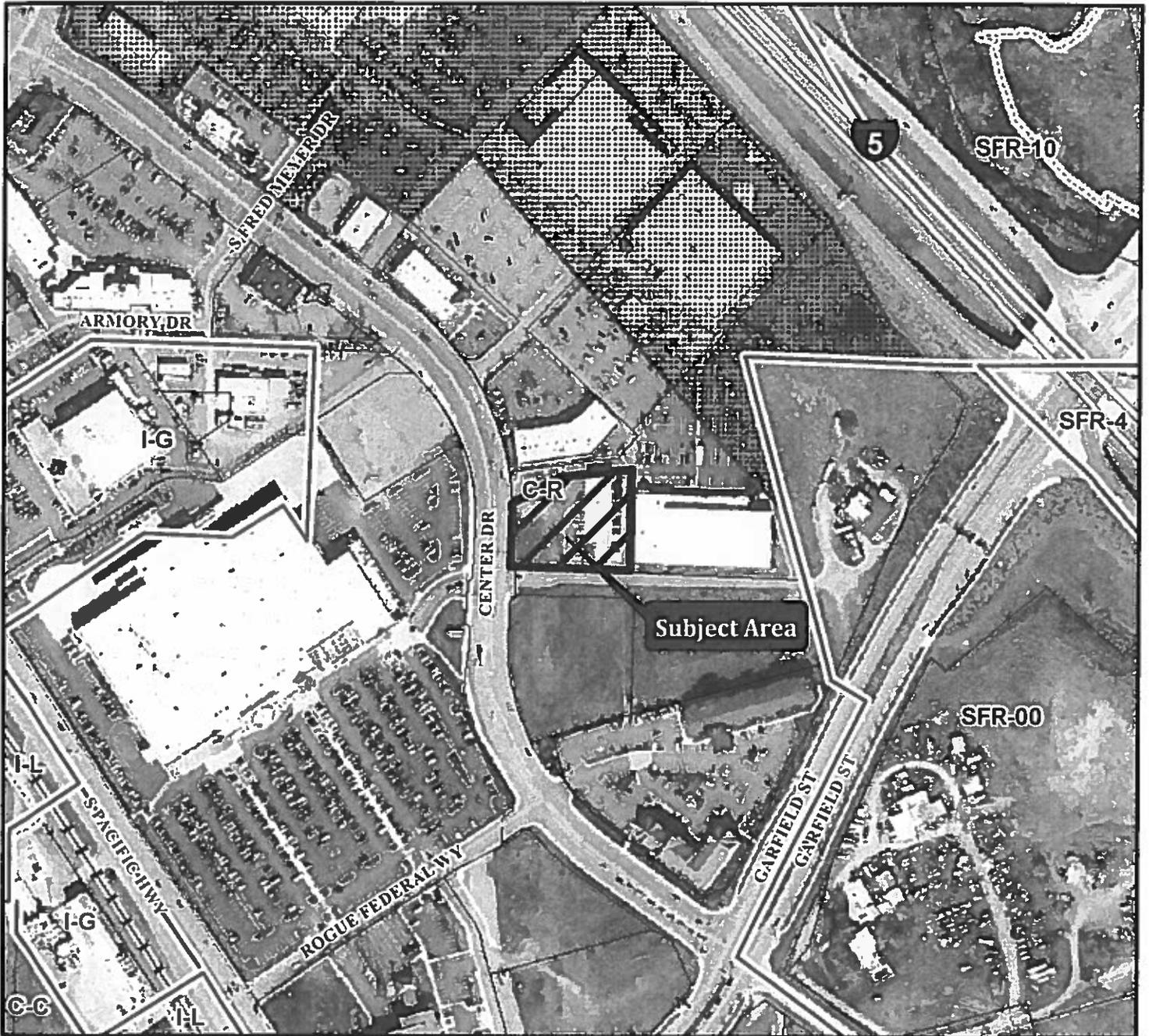
CITY OF MEDFORD  
EXHIBIT # "R"  
File # AL-15-155  
1 of 1



City of Medford  
**Planning Department**

Vicinity  
**Map**

File Number:  
**AC-15-155**



Project Name:

**Five Guys Burgers**

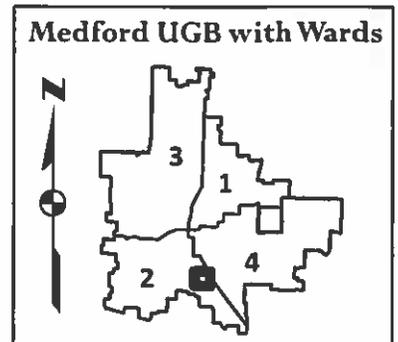
Map/Taxlot:

**371W32B TL 4700**



11/10/2015

-  Subject Area
-  Medford Zoning
-  Freeway Overlay
-  Tax Lots
-  PUD



BEFORE THE MEDFORD SITE PLAN AND ARCHITECTURAL COMMISSION

STATE OF OREGON, CITY OF MEDFORD

IN THE MATTER OF SITE PLAN AND ARCHITECTURAL COMMISSION )  
FILE AC-15-158 APPLICATION FOR PROJECT REVIEW SUBMITTED ) ORDER  
BY OREGON ARCHITECTURE, INC. )

AN ORDER granting approval of plans for the construction of a 3,500 square foot dental office on a 1.02 acre site located between North Riverside Avenue and Court Street near the intersection of Crater Lake Highway and North Pacific Highway within a C-C (Community Commercial) zoning district (372W24AA700).

WHEREAS:

1. The Site Plan and Architectural Commission has duly accepted the application filed in accordance with the Land Development Code, Section 10.285.
2. The Site Plan and Architectural Commission has duly held a public hearing on the matter of an application of plans for construction of a 3,500 square foot dental office on a 1.02 acre site located between North Riverside Avenue and Court Street near the intersection of Crater Lake Highway and North Pacific Highway within a C-C (Community Commercial) zoning district (372W24AA700), with a public hearing a matter of record of the Site Plan and Architectural Commission on February 19, 2016.
3. At the public hearing on said application, evidence and recommendations were received and presented by the Planning Department staff; and
4. At the conclusion of said public hearing, after consideration and discussion, the Site Plan and Architectural Commission, upon a motion duly seconded, granted approval and directed staff to prepare a final order with all conditions and findings set forth for the granting of approval.

THEREFORE LET IT BE HEREBY ORDERED that the application of Oregon Architecture, stands approved subject to compliance with the conditions stated in the Commission Report dated February 19, 2016.

AND LET IT FURTHER BE OF RECORD that the action of the Site Plan and Architectural Commission approving this application is hereafter supported by the following findings:

- (a) That the proposed development, with the conditions of approval, complies with the applicable provisions of all city ordinances as determined by the staff review.

FINAL ORDER AC-15-158

- (b) That the proposed development is compatible with uses and development that exist on adjacent land, based upon information provided in the Applicant's Questionnaire and presented at the public hearing.

BASED UPON THE ABOVE, it is the finding of the Medford Site Plan and Architectural Commission that the project is in compliance with the criteria of Section 10.290 of the Land Development Code.

Accepted and approved this 4<sup>th</sup> day of March, 2016.

MEDFORD SITE PLAN AND ARCHITECTURAL COMMISSION

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Site Plan and Architectural Commission Chair

ATTEST:

  
Secretary



## COMMISSION REPORT

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

Project Aspen Dental  
Applicant: Oregon Architecture, Inc.

File no. AC-15-158

Date February 19, 2016

### BACKGROUND

#### Proposal

Consideration of plans for the construction of a 3,500 square foot dental office on a 1.02 acre site located between North Riverside Avenue and Court Street near the intersection of Crater Lake Highway and North Pacific Highway within a C-C (Community Commercial) zoning district (372W24AA700).

#### Subject Site Characteristics

Zoning	C-C	Community Commercial
GLUP	CM	Commercial
Use		Mattress Store, Coffee Kiosk

#### Surrounding Site Zoning and Uses

North	C-C	Community Commercial Cell Phone Store
South	C-C	Community Commercial Oil Change Business
East	C-R	Regional Commercial Shopping Mall
West	C-R	Regional Commercial Shopping Center

#### Related Projects

LDP-13-024/E-13-025	Partition & Exception to Lot Width
AC-14-029	Mattress Store Building

### Applicable Criteria

#### Medford Land Development Code (MLDC) Section 10.290

The Site Plan and Architectural Commission shall approve a site plan and architectural review application if it can find that the proposed development conforms, or can be made to conform through the imposition of conditions, with the following criteria:

- (1) The proposed development is compatible with uses and development that exist on adjacent land; and
- (2) The proposed development complies with the applicable provisions of all city ordinances or the Site Plan and Architectural Commission has approved (an) exception(s) as provided in MLDC Section 10.253.

### Corporate Names

The application lists T.J. O'Brian, LLC as the owner of the subject property. As per the State of Oregon Business Registry, John Batzer is listed as a member of T J O'Brian LLC.

## ISSUES AND ANALYSIS

### Project Summary

The subject parcel includes two buildings: a newly built mattress store approved by the Commission in June of 2014 (AC-14-029) and a coffee kiosk. A restaurant building on the site has recently been demolished.

The applicant is proposing to construct a single-story, 3,500 square foot building on the site to be used as a dental office.

### Site Layout

The project site is on a 1.02 acre parcel that fronts upon North Riverside Avenue to the east and Court Street to the west. Although the property was partitioned from the lot to the north in 2013, the two still function together in regards to shared access.

The proposed building is shown on the site plan next to the recently constructed mattress store, oriented towards the southeast portion of the site (Exhibit B).

### Access

Two existing driveways will continue to serve as access for the site; one from North Riverside Avenue and another from Court Street. No new access points will be allowed. Both streets are under the Oregon Department of Transportation (ODOT) jurisdiction. ODOT is not requiring any street improvements in conjunction with this application

**Decision:** Comments received from ODOT were inadvertently omitted from the staff report. The e-mail from ODOT received January 29, 2016, was displayed on the screen for the Commissioners and the audience and included as Exhibit S.

A reciprocal access easement has been recorded between the subject property and the parcel to the north as part of a condition with the partition previously approved. This allows for shared connectivity and parking. The site plan also shows a 24-foot cross-access area on the southeast end of the parking lot. This will allow for a future joint access between the subject property and the property to the south. The Public Works Department Report requires that an easement be recorded granting shared access rights to both existing driveways to the southerly parcel as a condition of approval (Exhibit N).

#### Pedestrian Connections

Medford Land Development Code Section 10.772 through 10.775 outlines required pedestrian walkways and related provisions for new office and commercial developments. In this proposal, adequate pedestrian connections are provided. Walkways are proposed to connect from the sidewalk along North Riverside Avenue to the building as well as one from Court Street, through the parking area, to the front of the building.

#### Architecture

The applicant's findings describe the architectural treatments proposed (Exhibit L). The building will be clad with a wainscot of cultured stone, brick columns, and stucco veneer. It also features blue metal awnings over windows and doors.

The applicant recognizes that the building is located at a highly visible location, which will be prominent from two main thoroughfares. The applicant's findings explain that the façades are dressed accordingly with a stone base, brick columns, stucco panels and articulated parapets.

#### Vehicular Parking

The minimum number of vehicular parking spaces required for this site is 31 and maximum number of spaces allowed is 37. The required number for each use is as follows: 3 for the coffee kiosk, 7 for the mattress store, and 21 for the dental office. The proposed site plan includes 54 parking spaces, which exceeds the maximum allowable.

The Commission can consider allowing more than the maximum number of spaces if a rationale is provided demonstrating its necessity as per Medford Land Development Code Section 10.743(3). The applicant has provided this information on page 4 of the Findings (Exhibit L).

As the applicant explains in their Findings, additional parking is needed to accommodate potential future uses on the site. The parking for the mattress store that exists on the site was calculated at a low rate used for furniture stores. If the future uses of the buildings included a general retail establishment and a restaurant on the site, the maximum number of spaces allowed increases to 57, which fits within the number proposed. In consideration of the possible uses on the site and the lack of on-street parking available, staff recommends the Commission allow the proposed parking to exceed the maximum allowable.

#### Bicycle Parking

Medford Land Development Code Section 10.748 requires bicycle parking to be calculated at ten percent of the number of spaces provided for automobiles. Four spaces exist next to the mattress store. The applicant proposes two additional spaces, for a total of six spaces. This meets the requirement.

A bike rack detail was provided demonstrating compliance with dimensional requirements (Exhibit B). The style is also consistent with the Commission's preference of an inverted "U" or staple design.

#### Landscape Plan

The Landscape Plan shows the addition of plantings around the proposed building and within the expanded parking area (Exhibit E). There are no high water landscape areas, such as lawn, proposed.

Two items should be added on the landscape plan. First, the Medford Parks & Recreation Department Memo requires a tree planting detail to be added to the plan (Exhibit R). Second, in order to show compliance with the required amount of parking area planters, the plan should show an additional planter bay within the parking area. A total of 562 square feet of landscaped planter bays is required. The plan lists a total of 509 square feet. Staff recommends converting one of the parking stalls along the southern property line into an additional planter bay. The Landscape Plan is consistent with all other applicable sections of the Medford Land Development Code.

#### Concealments

Rooftop heating and air units will be screened from view by means of a raised parapet wall consistent with Medford Land Development Code Section 10.782.

An existing trash enclosure is located at the southern border of the site. In order to bring it into compliance with Medford Land Development Code Section 10.781, new metal or wood access gates will need to be installed. A condition has been included requiring the new access gates.

**Decision:** At the public hearing, staff noted that the rooftop mechanical equipment was not screened on the northerly elevation. The Commission applied an additional condition of approval requiring compliance with the screening requirements in MLDC 10.782.

## **FINDINGS AND CONCLUSIONS**

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

## **ACTION TAKEN**

Adopted the findings as recommended by staff and directed staff to prepare a Final Order for approval of AC-15-158 per the staff report dated February 12, 2016, including Exhibits A through S and adding a condition of approval requiring compliance with MLDC 10.782.

## **EXHIBITS**

- A-1 Conditions of Approval dated February 19, 2016
- B Site Plan received December 28, 2015
- C Conceptual Grading/Drainage/Utility Plan received December 28, 2015
- D Site Demolition Plan received December 28, 2015
- E Landscape Plan received December 28, 2015
- F Irrigation Plan received November 16, 2015
- G Site Dimension/Survey Plan received December 28, 2015
- H Front/Rear Building Elevations received December 28, 2015
- I North/South Building Elevations received December 28, 2015
- J Alternate Parapet View received November 16, 2015
- K Roof Plan received November 16, 2015
- L Applicant's Questionnaire/Findings received December 28, 2015
- M Code Compliance Checklist received November 16, 2015
- N Public Works Report received January 27, 2016
- O Building Department Memo received January 27, 2016
- P Medford Fire Department Report received January 22, 2016
- Q Medford Water Commission Memo received January 27, 2016
- R Parks Department Memo received January 21, 2016
- S ***E-mail from ODOT received January 29, 2016***  
Vicinity map

**SITE PLAN AND ARCHITECTURAL COMMISSION**

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**Jeff Bender, Chair**

**SITE PLAN AND ARCHITECTURAL COMMISSION AGENDA:**

**FEBRUARY 19, 2016**

**MARCH 4, 2016**

## EXHIBIT A-1

Aspen Dental  
AC-15-158  
Conditions of Approval  
February 19, 2016

### CODE REQUIREMENTS

Prior to issuance of the first building permit, the applicant shall:

1. Submit a revised landscape plan which:
  - a. Complies with the Parks Department Memo received January 21, 2016, (Exhibit R) which requires adding a tree planting detail;
  - b. Eliminates one of the parking spaces along the southern property line and replaces it with a planter bay to be consistent with Medford Land Development Code Section 10.746(3);
2. Submit a revised site plan showing the elimination one of the parking spaces along the southern property line with a planter bay;
3. Provide a detail of the pedestrian walkway from Court Street to the building consistent with the requirements in Medford Land Development Code Section 10.775, which requires it to be distinguished from the parking area by grade or different paving materials;
4. Comply with the Public Works Department Memo received January 27, 2016 (Exhibit N);
5. Comply with the Medford Water Commission Memo received January 27, 2016 (Exhibit Q).
6. *Submit revised elevations demonstrating that the north elevation also complies with Medford Land Development Code Section 10.782.*

Prior to issuance of the Certificate of Occupancy, the applicant shall:

7. Provide evidence that the trash enclosure doors have been replaced with wood or metal consistent with Medford Land Development Code Section 10.781.

CITY OF MEDFORD  
EXHIBIT # A-1  
File # AC-15-158  
Page 1 of 1

**Sarah K. Sousa**

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**Subject:** FW: AC-15-158

**RECEIVED**

**JAN 29 2016**

**PLANNING DEPT**

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**From:** MOREHOUSE Donald  
**Sent:** Friday, January 29, 2016 11:13 AM  
**To:** [sarah.sousa@cityofmedford.org](mailto:sarah.sousa@cityofmedford.org)  
**Subject:** AC-15-158

Sarah Sousa,

Thank you for sending agency notice of a consideration of plans for the construction of a 3,500 square foot dental office on a 1.02 acre site located between North Riverside Avenue and Court Street near the intersection of Crater Lake Highway and North Pacific Highway, within a C-C (Community Commercial) zoning district (372W24AA700). We reviewed this and determined that it would not significantly affect state transportation facilities under the State Transportation Planning Rule (OAR 660-012-0060) or State Access Management Rule (OAR 734-051-000). We have no further comments at this time.

**Don Morehouse**  
**Senior Transportation Planner**  
**ODOT Region 3, District 8 (Rogue Valley Tech Center)**  
**Ph: (541) 774-6399**  
**Fax: (541) 774-6349**  
**[Donald.Morehouse@odot.state.or.us](mailto:Donald.Morehouse@odot.state.or.us)**

**CITY OF MEDFORD**  
**EXHIBIT # S**  
**File # AC-15-158**



# Site Plan and Architectural Commission Minutes

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From Public Hearing on February 19, 2016

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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, Vice Chair  
Tim D'Alessandro  
Bob Neathamer  
Marcy Pierce  
Curtis Turner  
Rick Whitlock  
Dick Gordon, City Council liaison

**Staff Present**

Jim Huber, Planning Director  
Kelly Akin, Principal Planner  
Kevin McConnell, Deputy City Attorney  
Desmond McGeough, Planner III  
Debbie Strigle, Recording Secretary

**Commissioners Absent**

Jeff Bender, Chair, Excused Absence  
Jim Catt, Excused Absence  
Bill Chmelir, Excused Absence

10. **Roll Call.**

10.1 Acting Chair Quinn welcomed new Commission member, Marcy Pierce.

20. **Consent Calendar/Written Communications.** None.

30. **Minutes.**

30.1 The minutes for the February 5, 2016, meeting, were approved as submitted.

40. **Oral and Written Requests and Communications.** None.

50. **Public Hearings.**

Kevin McConnell, Deputy City Attorney, read the rules governing the public hearings.

**New Business.**

50.1 AC-15-155 Consideration of plans for the construction of a 4,100 square foot building encompassing a five Guys Burgers restaurant and a single tenant space with drive through, located on the east side of Center Drive approximately 1,000 feet north of Garfield Street on a 0.40 acre site located within the C-R (Regional Commercial) zone district. Oregon Architecture, Inc., Applicant/Agent.

Acting Chair Quinn asked for any potential conflicts of interest or ex-parte communications. Commissioner D'Alessandro declared that he is employed by Rogue Valley Transportation District and does not believe there is a conflict of interest. He stated he can remain impartial. Commissioner

Whitlock disclosed that he does not have a conflict of interest or ex-parte communication but he does have a passion for Five Guys Burgers. He stated he can remain fair and impartial.

Desmond McGeough, Planner III, read the approval criteria, and gave a PowerPoint presentation of the February 12, 2016, Staff Report. Staff recommended approval.

The public hearing was opened and the following testimony was given:

a) Mark McKechnie, applicant, gave a brief overview of the project including available parking spaces, cross-access easements, relocation of the trash enclosure, and reconfiguration of the parking lot to provide a minimum 50-foot throat length. In regards to the Discretionary Condition that asks for a revised site plan reflecting a more direct crossing of the east driveway, Mr. McKechnie stated he was reasonably confident that could be accomplished. In regards to the Discretionary Condition that they comply with the Rogue Valley Transportation District (RVT) Correspondence, Mr. McKechnie said the owners of the property are okay with installing a pad for the bus shelter but not interested in providing any more concrete for a cart corral or anything else that has to do with Walmart carts. He indicated the cart issue is a problem that Walmart needs to address.

Commissioner Whitlock asked if Mr. McKechnie was asking for more than 15 outdoor seats. Mr. McKechnie answered they were asking for 16 or so. Commissioner Whitlock asked what sort of maximum cap he was expecting. Mr. McKechnie replied 20 would be the top limit.

Mr. McKechnie reserved time for rebuttal

b) Frank Pulver, one of the property owners, spoke to the bus stop area saying they would like it located to the north as far as possible so it would have less interference with the restaurant operations.

c) Paige Townsend, RVT Senior Planner, spoke to their request for installing a new bus stop facility that would include enough capacity for a shelter, trash receptacle, and bicycle rack. She stated they are also requesting an additional five feet of space to be allowed for consideration of managing the Walmart carts that are scattered around this area. Ms. Townsend stated they are open to not having the cart corral installed immediately. She said she had been in contact with Walmart associates to understand what their preferred alternative would be. The Walmart response was that they did not want to install any type of device that would prohibit their shopping carts from leaving their property. Ms. Townsend indicated that Walmart would like to leave the opportunity open for a cart corral if needed at a future date.

Commissioner Whitlock asked if RVT was willing to participate financially in the expense of installing the extra five feet of concrete pad. Ms. Townsend answered that she heard the applicant's concern was not with installing the concrete pad but the installation of a cart corral. She stated that under the guise of the National Environmental Policy Act (NEPA) they often defer the installations to the private developer so RVT doesn't have to deal with all the exclusions and analysis they would have to go through. Ms. Townsend indicated RVT would be willing to have a conversation about participating financially but what they're asking for is the right to have the full facility that they are requesting. She stated RVT would request that the facility be built and would then wait a year to see if a cart corral was actually needed. Ms. Townsend added that if a cart corral was needed it would be between RVT and Walmart. She explained RVT is only requesting the applicant install the extra five feet of concrete for the pad the corral would be bolted to.

Ms. Townsend spoke to the location of the bus stop. She said their preferred pad location would be positioned north of the main pedestrian walkway. She added that because the bus stop falls within the private property of the applicant they are also requesting that a perpetual easement be granted for use of the space for public transportation purposes.

Mr. McGeough commented that staff had no objection to the applicant's request for 20 outdoor seats.

Mr. McKechnie stated he did not believe the cart corral would solve the cart problem. He thought a better way would be to have Walmart responsible for keeping the carts on their side of the street. He noted the owners of this property are happy to put in the 18'x8' pad for the bus shelter but not the additional concrete.

Mr. McKechnie reiterated that the property owners are asking that the bus stop be as far north as possible. This would be approximately 20 feet further north.

The public hearing was closed.

Motion: Adopt the findings as recommended by staff and direct staff to prepare a Final Order for approval of AC-15-155 per the staff report dated February 12, 2016, including Exhibits A through R, and including a condition that the number of outdoor seating shall be capped at 20.

Moved by: Commissioner Whitlock

Seconded by: Commissioner Neathamer

Commissioner Whitlock commented that it seemed the Walmart store is creating the problem with the carts. He felt it would be inappropriate and unfair for this developer to have to bear the burden of Walmart's apparent lack of concern about the blight their carts create.

Commissioner Neathamer concurred with Commissioner Whitlock's position regarding the cart problem. He said he heard the problem but did not hear a solution.

Kevin McConnell, Deputy City Attorney, stated it might be more appropriate for the City to come up with a solution with Walmart. He said this could be a nuisance complaint. This might lead the City to have discussions with Walmart to make sure their carts are not impacting other properties.

Commissioner Neathamer suggested that maybe the City and RVTD could work together on a complaint so that a solution might be found.

Mr. McGeough noted that staff had thought about requiring an easement to be sufficient to put the five feet of concrete in by Walmart at a future date.

Amended Motion: Add to the original motion that the developer be required to provide a 23'x8' easement to RVTD but only be required to construct an 18'x8' concrete pad in connection with the bus stop.

Made by: Commissioner Whitlock

Accepted by: Commissioner Neathamer

Roll Call Vote: Motion passed, 6-0

**50.2 AC-15-158** Consideration of plans for the construction of a 3,500 square foot dental office on a 1.02 acre site located between North Riverside Avenue and Court Street near the intersection of Crater Lake Highway and North Pacific Highway within a C-C (Community Commercial) zoning district (372W24AA700). Oregon Architecture, Inc., Applicant/Agent.

Acting Chair Quinn asked for any potential conflicts of interest or ex-parte communications. There were none.

Kelly Akin, Principal Planner, presented an additional exhibit from ODOT that had been inadvertently admitted from the record. This exhibit was labeled as Exhibit "S". She gave a PowerPoint presentation of the February 12, 2016, Staff Report. Staff recommended approval.

Commissioner Whitlock wanted to know if adding four more dentists to this facility change the parking requirements. Ms. Akin replied that it would and said she would get back to the Commission with a calculation.

The public hearing was opened and the following testimony was given:

a) Mark McKechnie, applicant, spoke to the screening on the north side of the project. He said they felt the mechanical equipment would already be effectively screened by the nature of the conditions.

Commissioner Whitlock asked for more comments on the additional parking. He commented that it seemed appropriate to get rid of the excess parking now and place that burden of additional parking on the user of that additional parking. Mr. McKechnie answered that this site has to have enough parking to make it reasonable for a particular use. He stated that in this particular case it he made sense to leave the parking lot as it was originally configured.

Mr. McKechnie reserved time for rebuttal.

Ms. Akin returned for the re-calculation of having four dentists at the facility. She said the 31-37 parking range that was described in the staff report actually assumes five dentists.

Commissioner Whitlock asked if the Commission had ever required the removal and replacement at a later date of parking spaces. Ms. Akin said they had not and the code does not require that.

The public hearing was closed.

Motion: Adopt the findings as recommended by staff and direct staff to prepare a final order for approval of AC-15-158 as per the Staff Report dated February 12, 2016, including Exhibits A through S and conditions, and adding a condition requiring compliance with MLDC 10.782, screening of mechanical equipment.

Moved by: Commissioner Whitlock

Seconded by: Commissioner Neathamer

Roll Call Vote: Motion passed, 6-0

60. Written Communications. None.

70. Unfinished Business. None.

80. New Business.

90. Report from the Planning Department.

90.1 Ms. Akin welcomed new Commission member, Marcy Pierce.

90.2 Ms. Akin announced there would be meetings scheduled for March 4<sup>th</sup> and March 18<sup>th</sup>.

90.3 Ms. Akin reminded the Commissioners of the photo preference survey directly following this meeting.

90.4 Ms. Akin reported that City Council had initiated a street vacation on 2<sup>nd</sup> Street between the railroad tracks and Front Street.

90.5 Ms. Akin announced that the Airport Master Plan related Code Amendments would be heard before City Council on March 3, 2016, and also the vacation of an alley that extends north-south between Park and Oakdale.

90.6 Ms. Akin said there would be a study session with City Council regarding the Urban Growth Boundary (UGB) project on February 25, 2016.

100. Messages and Papers from the Chair. None.

110. Propositions and Remarks from the Commission.

110.1 Commissioner Neathamer declared he would not be attending the March 18, 2016, meeting.

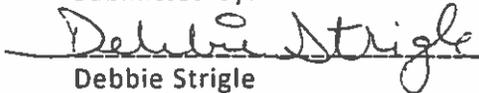
120. City Council Comments.

120.1 Council Member Gordon commented he thought the UGB project would be around for another year or so. He said it would still need to go to the County and State.

130. Adjournment

130.1 The meeting was adjourned at approximately 1:25 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

\_\_\_\_\_  
Jeff Bender

Site Plan and Architectural Commission Chair

Approved: March 4, 2016



# Planning Department

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

## STAFF REPORT

for a Type-C quasi-judicial decision: **Site Plan Review**

Project      Pape' Material Handling  
                  Applicant: Pape' Material Handling; Agent: Gary Caperna (Batzer, Inc.)

File no.      AC-15-168

To             Site Plan and Architectural Commission *for public hearing of March 4, 2016*

From          Kelly Akin, Principal Planner *KA*

Date          February 26, 2016

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### BACKGROUND

#### Proposal

Consideration of a request to construct a 3,344 square foot three-sided structure and add a 600 square foot canopy to an existing structure on 2.35 acres located on the southeasterly corner of Pech Road and Table Rock Road, within the I-L (Light Industrial) zoning district (500 Pech Road).

#### Subject Site Characteristics

Zoning	I-L	Light Industrial
GLUP	GI	General Industrial
Use		Material handling equipment dealership

#### Surrounding Site Characteristics

North	I-L	Electric supply company
South	I-L	Joint dispatch center
	LI	County Light Industrial zoning
		Various industrial uses
East	I-L	Pape' Kenworth
		Belfor Property Restoration
West	LI	County Light Industrial zoning
		Various industrial uses, boat repair shops

#### Related Projects

AC-05-096

### Applicable Criteria

#### Medford Municipal Code §10.290, Site Plan and Architectural Review Criteria

*The Site Plan and Architectural Commission shall approve a site plan and architectural review application if it can find that the proposed development conforms, or can be made to conform through the imposition of conditions, with the following criteria:*

- (1) The proposed development is compatible with uses and development that exist on adjacent land, and*
- (2) The proposed development complies with the applicable provisions of all city ordinances, or the Site Plan and Architectural Commission has approved (an) exception(s) as provided in MLDC Section 10.253.*

### Corporate Names

The Oregon Secretary of State Corporation Division website lists Robert J. Reicke as the Authorized Representative for Pape' Material Handling. The website also lists Pape' Material Handling, Inc. as the Registrant for Pape' Material Handling. The Corporation Division website lists Robert J. Reike as Registered Agent and Secretary, and Christopher T. Wetle as the President of Pape' Material Handling, Inc.

## **ISSUES AND ANALYSIS**

### Background

The Site Plan and Architectural Commission adopted the final order approving the construction of the existing 12,000 square foot industrial building on August 19, 2005. The building houses the combined office and shop operations for Pape' Material Handling, which provides wheeled equipment such as forklifts and aerial lifts. The Pape' Kenworth facility to the east handles big rigs and track-wheeled equipment.

### Current Proposal

This proposal is to construct a 28 x 76 foot, three-sided shelter with a 16 x 76 foot canopy for equipment that is currently stored outdoors. This 3,344 square foot building will be located in the southeasterly corner of the site. Additionally, the applicant is proposing to add a 600 square foot canopy on the southwesterly façade of the existing building.

### *Site Plan (Exhibit C)*

The site plan shows the proposed shed building at the southeasterly corner of the property, with a stormwater detention basin located within the landscaping area to the east of the proposed structure. The site is almost completely paved, with the exception

of the current project area. Access points on the north and east are not proposed to change.

Twenty-four vehicle parking spaces and two bicycle parking spaces were approved and provided for the existing building. As the proposed structure is intended to shelter existing activities, additional parking is neither proposed nor required.

#### *Elevations (Exhibit B)*

The applicant's narrative states that the proposed additions will use the Pape' Corporate branding color scheme and will match the style, materials and colors of the existing building on site as well as the adjacent Pape' Kenworth facility to the northeast. The proposed building will have a lower roof line than the existing structure to the north. Multiple wall materials, metal panel and CMU, as well as the attached canopy are used to reduce the perceived mass (Exhibit E, p. 6).

#### *Landscaping (Exhibit D)*

Additional landscaping is proposed to create a bioswale for stormwater detention at the southeast corner of the site outside the existing fence. The proposed plantings, a mix of grasses, flowering shrubs, Dogwood trees, and a Vine Maple, will provide an attractive streetscape. The Parks Department recommends that the landscape plan be accepted as submitted (Exhibit K).

#### Department and Agency Comments (Exhibits G through M)

Because the site is fully developed, few improvements are required. Comments from the Public Works Department and Jackson County Roads are largely related to stormwater facilities. Medford Water Commission notes requirements should additional water service be required. Conditions requiring compliance with these proposed conditions are included.

#### Committee Comments

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

No other issues were identified by staff.

#### **FINDINGS OF FACT**

##### MLDC 10.290

1. *The proposed development is compatible with uses and development that exist on adjacent land;*

The Commission can find that there is sufficient evidence contained in the Applicant's Questionnaire and the Staff Report to determine that the proposal is compatible with the uses and development on adjacent land. This criterion is satisfied.

2. *The proposed development complies with the applicable provisions of all city ordinances or the Site Plan and Architectural Commission has approved (an) exception(s) as provided in MLDC § 10.253.*

The Commission can find that the proposal can be made to comply with the applicable provisions of the Code with the imposition of conditions of approval contained in Exhibit A. No Exception is needed. This criterion is satisfied.

#### **FINDINGS AND CONCLUSIONS**

Staff has reviewed the applicant's findings (Exhibits E and F) and recommends the Commission adopt the findings as presented.

#### **RECOMMENDED ACTION**

Adopt the findings as recommended by staff and direct staff to prepare a Final Order for approval of AC-15-168 per the staff report dated February 26, 2016, including Exhibits A through N.

#### **EXHIBITS**

- A Conditions of Approval dated February 26, 2016
- B Cover Sheet and Renderings received December 16, 2015
- C Site Plan, Elevations, Roof Plan and Floor Plan received December 16, 2015
- D Landscape Plan received December 16, 2015
- E Project Narrative received December 16, 2015
- F Code Compliance Worksheet received December 16, 2015
- G Public Works Department Staff Report received February 3, 2016
- H Medford Water Commission Staff Memo received February 3, 2016
- I Jackson County Roads letter received January 28, 2016
- J Medford Fire Department Land Development Report received February 1, 2016
- K Medford Parks & Recreation Memo received February 1, 2016
- L Rogue Valley Sewer Services letter received January 25, 2016
- M Oregon Department of Transportation e-mail received January 29, 2016
- N Site photos taken by staff February 23, 2016  
Vicinity map

**SITE PLAN AND ARCHITECTURAL COMMISSION AGENDA:**

**MARCH 4, 2016**

**EXHIBIT A**

Paper Material Handling  
AC-15-168  
Conditions of Approval  
February 26, 2016

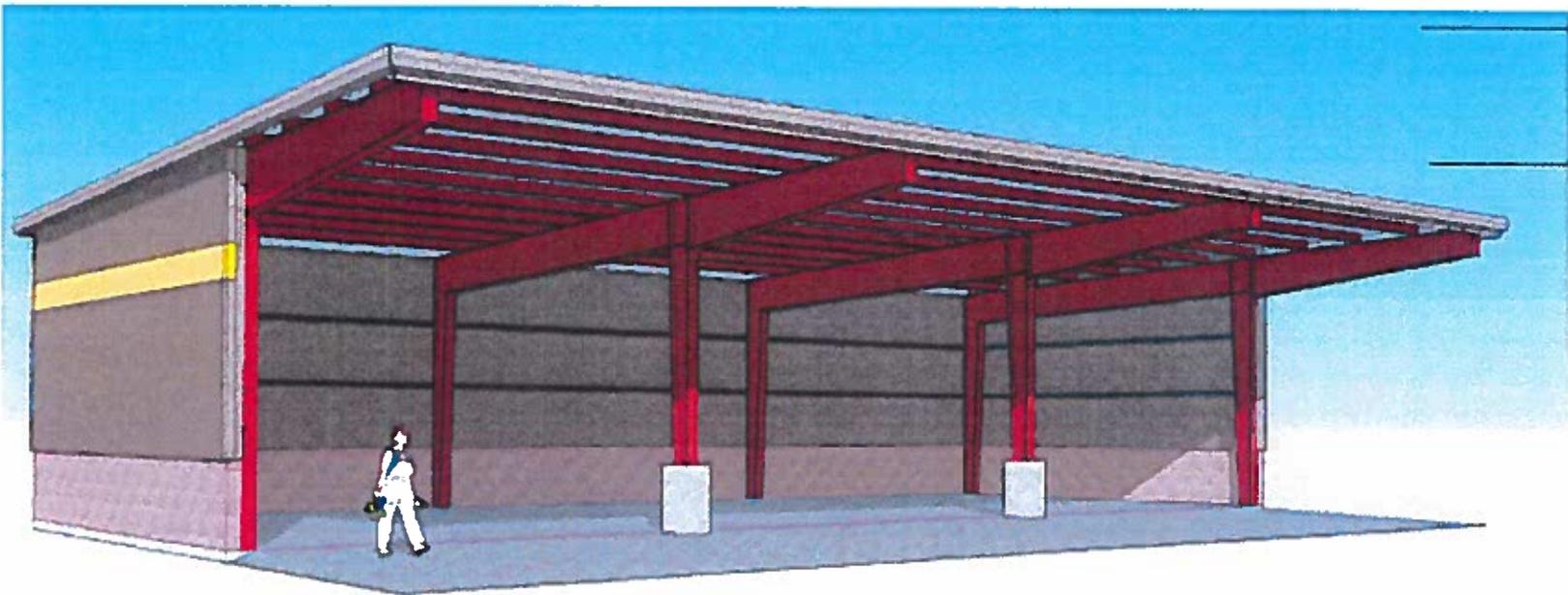
**CODE REQUIREMENTS**

Prior to issuance of the first building permit, the applicant shall:

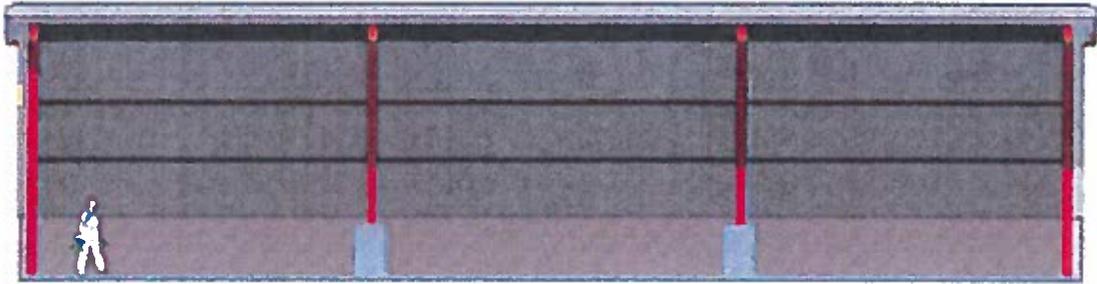
1. Comply with the Public Works Department Staff Report received February 3, 2016 (Exhibit G);
2. Comply with the Medford Water Commission Memo received February 3, 2016 (Exhibit H);
3. Comply with the Jackson County Roads letter received January 28, 2016 (Exhibit I).

**CITY OF MEDFORD**  
**EXHIBIT # A**  
**File # AC-15-168**  
Page 1 of 1

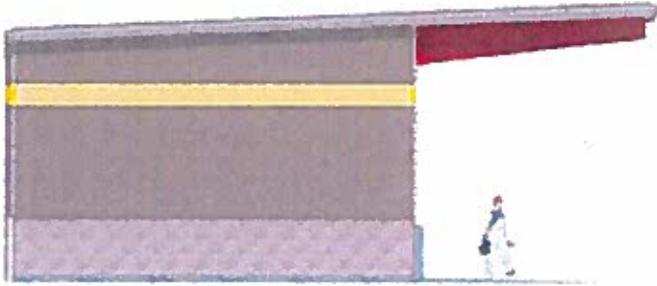




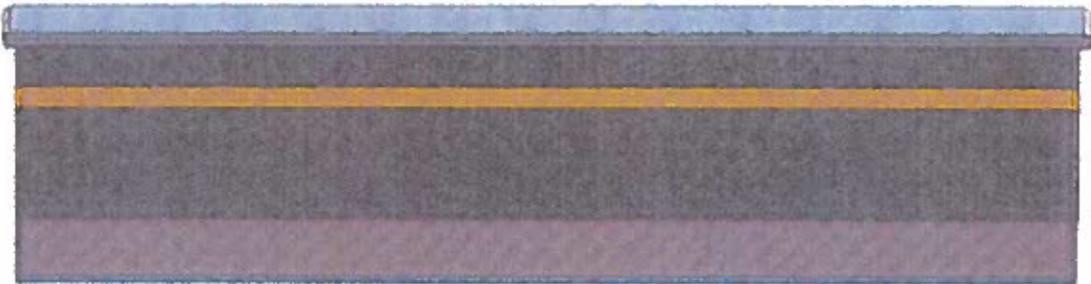
## Proposed Material Handling Storage Canopy



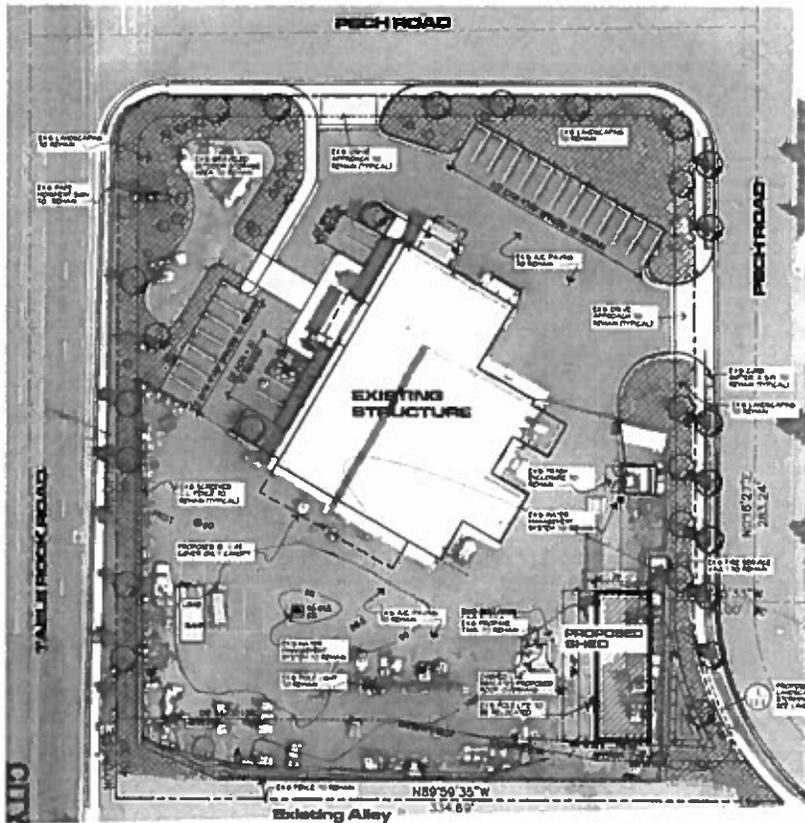
Rendered Front Elevation



Rendered Left Elevation  
RIGHT ELEVATION SIMILAR BUT REVERSED

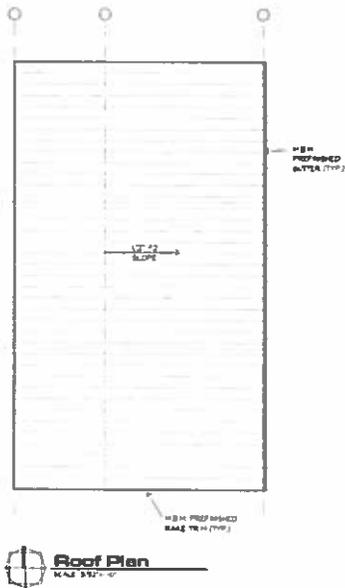


Rendered Rear Elevation

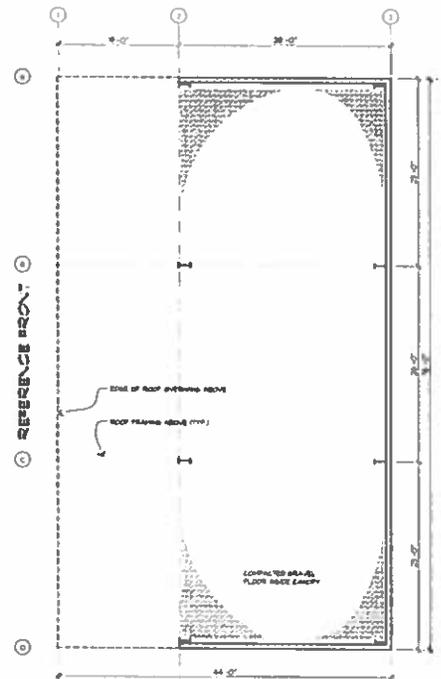


**Site Plan**  
SCALE: 1" = 30'-0"

**STORM DRAIN DETENTION NARRATIVE**  
Storm water will be detained and treated in a combination bio-swale/detention facility located on site. The bio-swale will be planted with species and built with materials per the City of Medford Standards with minimum detention times calculated to provide effective treatment. The detention facility will be designed with storage capacity for a 10 year storm, allowing 0.25 cubic feet per second discharge as described in The City of Medford Standards.



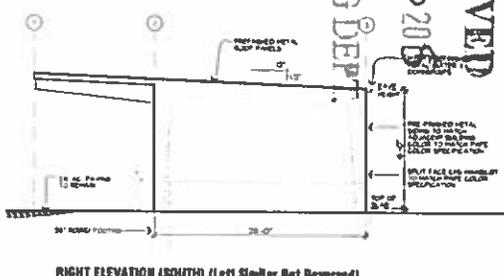
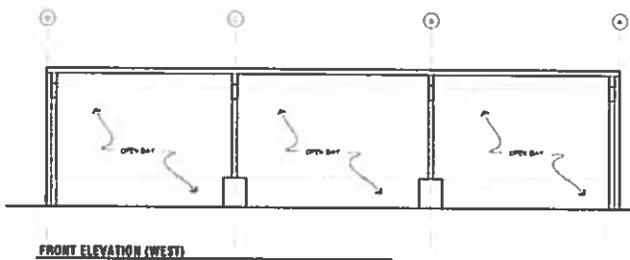
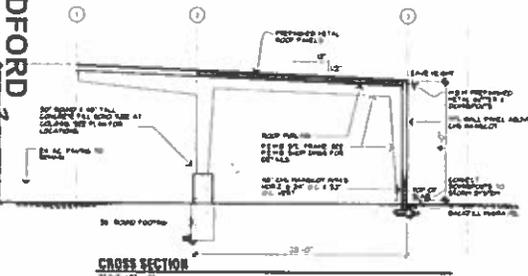
**Roof Plan**  
SCALE: 1/8" = 1'-0"



**Floor Plan**  
SCALE: 1/8" = 1'-0"  
AREA: 2,287 SF

**PAPE CORPORATE BRANDED EXTERIOR PAINT COLORS**  
Base Building color: Saddle Tan (Sherwin Williams EC-23189)  
Stripes at top of building: Pape Yellow (Sherwin Williams EC-2320)  
Accent Color: Roods 8757 Coffee Compressor  
Roof Color: Galvalume Gray  
Masonry Color: Williams Graystone Split Face Rose Brown

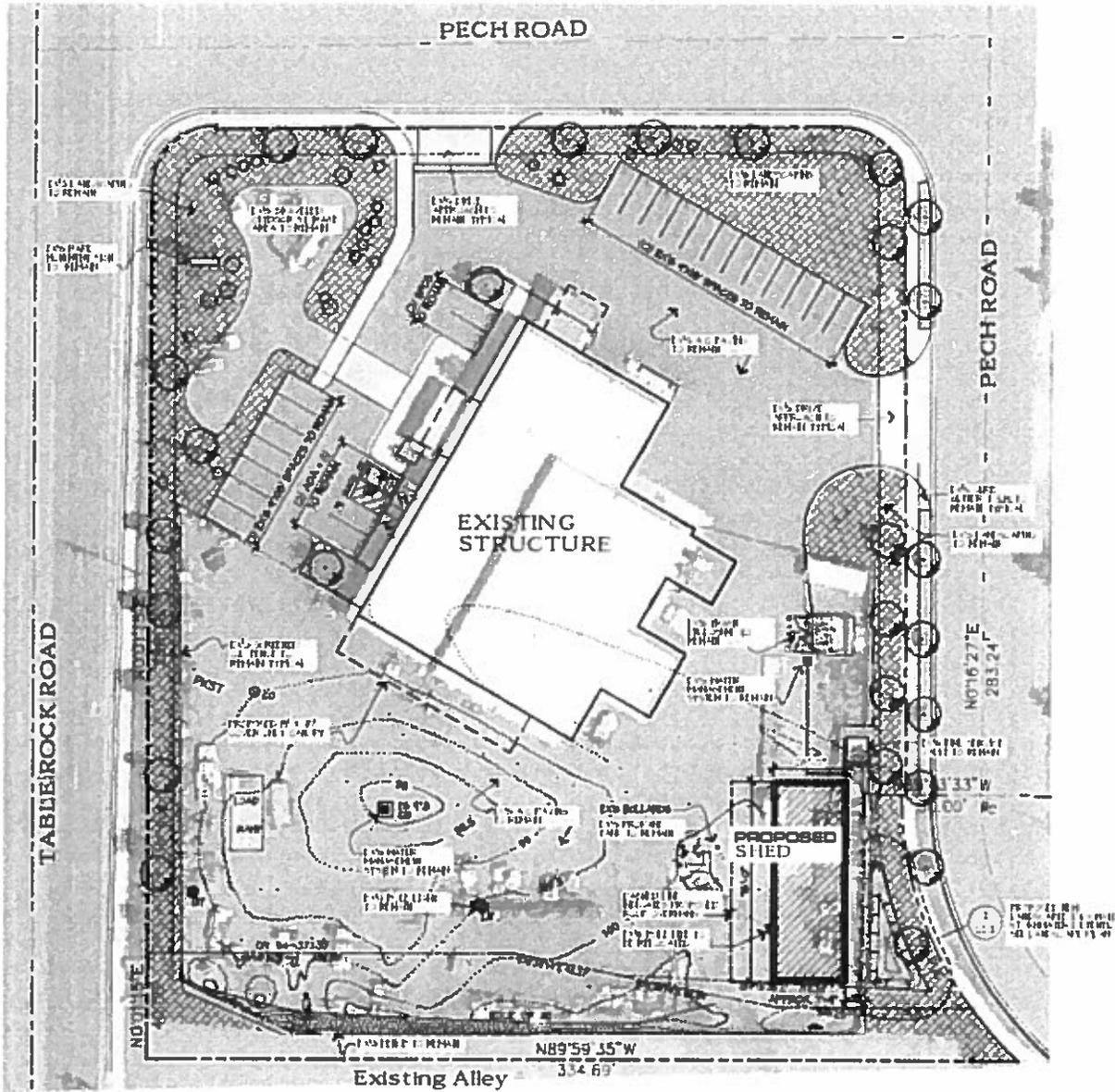
RECEIVED  
DEC 16 2015  
PLANNING DEPT.



**RIGHT ELEVATION (SOUTH) (Left Similar But Reversed)**  
SCALE: 1/8" = 1'-0"

**GARY R. CAPERNA ARCHITECT**  
CREATIVE ART & PLANNING  
REGISTERED ARCHITECT  
STATE OF OREGON  
CONSTRUCTION  
PROJECT: NEW OUTDOOR OPEN STORAGE CANOPIES  
PROJECT LOCATION: 500 Peck Road, Medford, Oregon 97502  
**PAPE**  
MACH ONE PROPERTIES, LLC  
500 Peck Road, Medford, Oregon 97502  
RECEIVED  
DEC 16 2015  
PLANNING DEPT.  
A1.1  
OTHER EXHIBIT ELEVATIONS

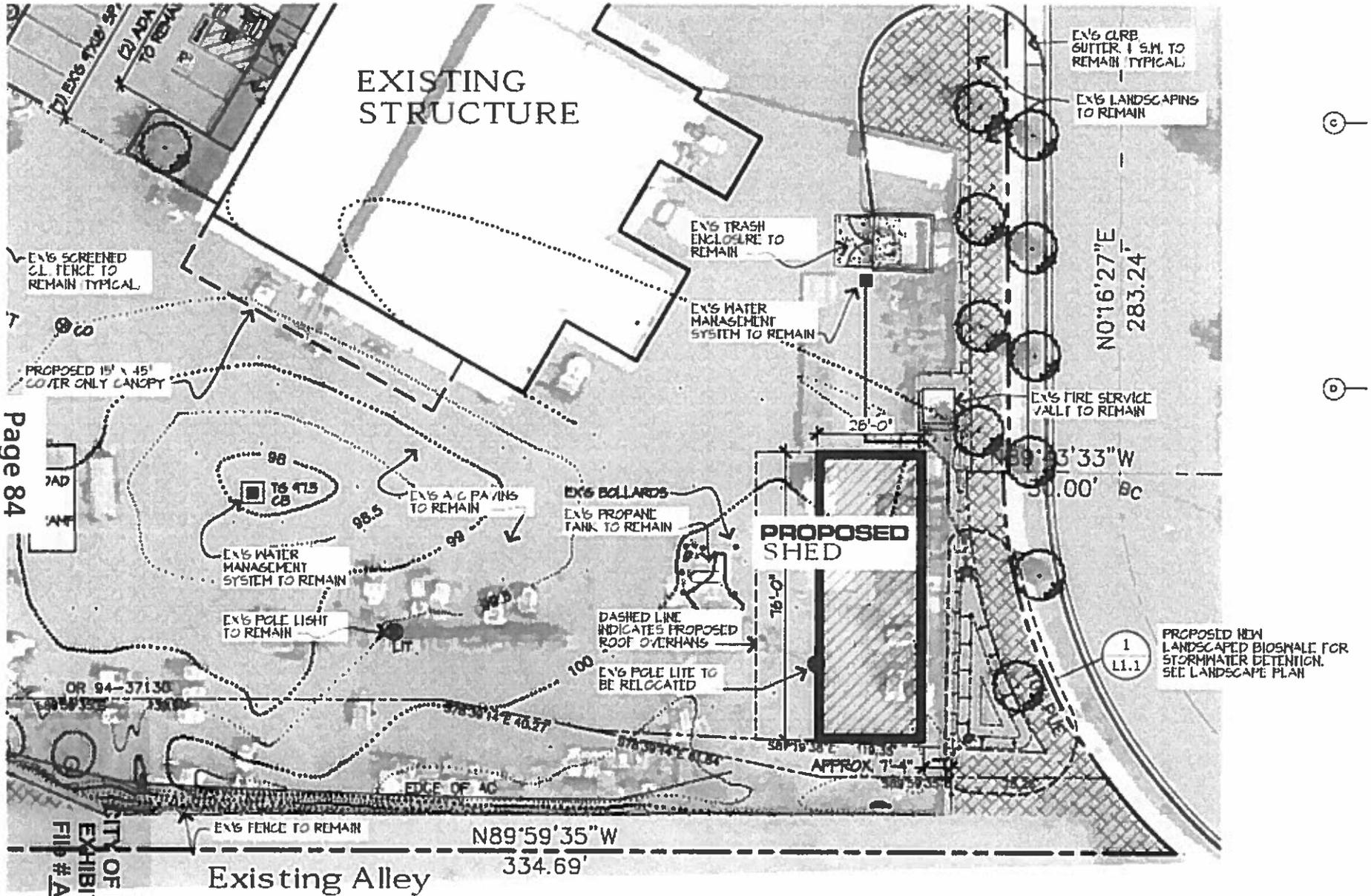
Pape' Material Handling  
 AC-15-168  
 Site Plan



 **Site Plan**  
 SCALE: 1" = 30'-0"

**STORM DRAIN DETENTION NARRATIVE**  
 Storm water will be detained and treated in a combinato  
 The bio-swale will be planted with species and built with  
 with minimum detention times calculated to provide effec  
 The detention facility will be designed with storage capac  
 feet per second discharge as described in The City of M

CITY OF MEDFORD  
 EXHIBIT # *C 20F 3*  
 File # AC-15-168

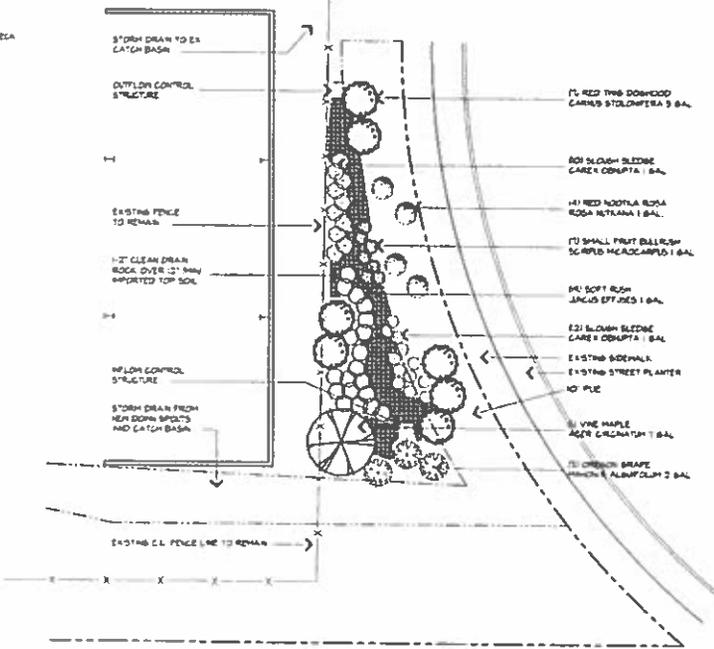


**IRRIGATION NOTES**

1. THE IRRIGATION CONTRACTOR SHALL VERIFY WATER PRESSURE AND EXISTING MAINLINE SIZE PRIOR TO CONSTRUCTION. REPORT ANY DIFFERENCE BETWEEN THE WATER PRESSURE INDICATED ON THE DRAWINGS AND THE ACTUAL MAINLINE PRESSURE REQUIRED AT THE IRRIGATION POINT OF CONNECTION.
2. INSTALL SPRAY HEADS 4' FROM BUILDING WALLS OR WITHIN 2' OF PAVEMENT & FOR HEADER BOARDS.
3. IRRIGATION LAYOUT IS SCHEMATIC. ADJUST LOCATIONS OF EXISTING AND PROPOSED UNDERGROUND UTILITIES PRIOR TO STARTING ANY EXCAVATION. ANY DAMAGE TO EXISTING PIPES UNDERGROUND UTILITIES OR RELATED FACILITIES TO BE REPAIRED AT CONTRACTOR'S EXPENSE.
4. ALL PIPING PVC ELBOW SLEEVES ETC UNDER PAVING SHALL BE INSTALLED PRIOR TO PAVING WORK. NO TEES, ELBS OR OTHER TURNS IN PIPING SHALL BE LOCATED UNDER PAVING CAP ALL ENDS AND JOINTS PRIOR TO BACKFILL.
5. ALL IRRIGATION SLEEVES SHALL BE 45° PER IRRIGATION PLAN. PRIMARY SLEEVES (E.G. DISTRIBUTORS AND HEADWAYS) ARE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR. SECONDARY SLEEVES (E.G. SIDEWALKS & PATHWAYS) ARE THE IRRIGATION CONTRACTOR'S RESPONSIBILITY. SLEEVES & MAINS SLEEVES USING A PROOF STRIKE MARKED WITH PAINT SHOWING EXACT LOCATION. ALL SLEEVES SHALL EXTEND 12" BEYOND PAVEMENT EDGE.
6. 20V ELECTRICAL POWER OUTLET AT THE AUTOMATIC CONTROLLER LOCATION SHALL BE PROVIDED BY OTHERS.

**LANDSCAPE NOTES**

1. VERIFY EXISTING BACKFLOW PREVENTION DEVICE DOUBLE CHECK VALVE AT WATER METER.
2. ALL PLANTING AREAS TO BE Drip IRRIGATED. CONTROL VALVES TO BE RANDED HED Drip LINE VALVE. DISTERS SHALL BE 48" TYPE SIZED TO PLANT SIZE AND LOCATION.
3. IRRIGATION SYSTEM TO BE CONTROLLED BY AN AUTOMATIC CONTROLLER.
4. ALL LAWN AREAS TO BE SPRAY IRRIGATED. CONTROL VALVES TO BE RANDED HED Drip LINE VALVE OR APPROVED EQUAL.
5. PRIOR TO PLANTING CONTRACTOR SHALL REMOVE ALL TRASH DEBRIS STUMP ROCKS OVER 3" IN DIAMETER CONCRETE AND MASONRY FROM PLANTING AREAS.
6. TO EXISTING SOIL ADD 2" OF INTERFED ASER SARESET SPREAD OVER DRIVE. PLANTING AREA SHALL OR FILL EVENLY INTO SOIL A MINIMUM DEPTH OF 8".
7. WHEN ALL PLANTING AND IRRIGATION IS COMPLETED SPREAD OVER ALL LANDSCAPE AREAS EXCEPT CURB AREAS 4" UNSETTLED BARK MULCH.
8. INSTALL ROOT BARRIERS (DEEP ROOT) OR APPROVED EQUAL WHERE TREES ARE LOCATED WITHIN 8' OF PAVED SURFACES.
9. PLANT MATERIAL QUANTITIES ARE FOR CONVENIENCE ONLY. CONTRACTOR IS RESPONSIBLE FOR FINAL ACCURATE COUNT PER DRAWING.
10. ALL PLANT MATERIAL IS SIZED ACCORDING AND 240-4886 NURSERY STOCK STANDARDS.
11. TOP SOIL TOPSOIL IS DEFINED AS FITABLE CLAY LOAM SURFACE SOIL FOUND IN A DEPTH OF NOT LESS THAN 8" INCHES. SATISFACTORY TOPSOIL IS REASONABLY FREE OF SUBSOIL CLAY LAMPS STONES AND OTHER OBJECTS OVER 2" INCHES IN DIAMETER AND WITHOUT FEEDS, ROOTS AND OTHER OBJECTIONABLE MATERIAL.
12. IMPORT TOPSOIL AS REQUIRED TO SUPPLEMENT EXISTING TOPSOIL AND TO CREATE RAISED SOIL PLANTING AREAS AS INDICATED ON DRAWINGS.
13. IN ORDER TO SUPPORT HEALTHY ROOT DEVELOPMENT MODULATE SOIL IN PLANTING AREAS WITH APPROVED ROOT SUPPORT FABRIC PREPARATION PER MANUFACTURER'S DIRECTIONS.



**landscape legend**

- (1) RED TINE DOWHOOD CARANUS STOLOPERA 9 GAL
- (2) SLOUGH BLEEDER CAREX OBLIPTA 1 GAL
- (4) RED NORTOLA ROSA ROSA M'LANA 1 GAL
- (7) SMALL FRUIT BELL RUSH SCARPUS MACROCARPUS 1 GAL
- (M) SOFT RUSH JUNCUS EFF. DES 1 GAL
- (E) SLOUGH BLEEDER CAREX OBLIPTA 1 GAL
- (S) VINE MAPLE ACER GREGGII 1 GAL
- (O) OREGON GRAPE MAHONIA ALABUM CLUMP 2 GAL

**Bioswale Planting Plan**  
SCALE 1"=10'-0"



**Proposed Bioswale Location**

**GARY R. CAPERNA ARCHITECT**  
ARCHITECTURE & PLANNING  
1000 NE 10th St. Ste 100 Medford, OR 97504  
Phone: 541-753-1111 Fax: 541-753-1112

**RECEIVED ARCHITECT**  
STATE OF OREGON  
1000 NE 10th St. Ste 100 Medford, OR 97504  
Phone: 541-753-1111 Fax: 541-753-1112

**CONSTRUCTION**  
P.O. Box 4888 100 North River Lane  
Medford Oregon 97504  
Phone: 541-753-1111 Fax: 541-753-1112

**PROJECT: NEW OUTDOOR OPEN STORAGE CANOPIES**  
**PROJECT LOCATION:**  
500 Peach Road  
Medford Oregon 97504  
Tax Lot No. 372W01D 304

**PAPE**  
MARCH ONE PROPERTIES, LLC  
P.O. Box 407  
Eugene, Oregon 97440  
(541) 778-3444

ISSUED AS TO SHEET 101  
EARTH, BATHURST PHASE 101P

DATE	BY	REVISION
1/16	CS/LS	

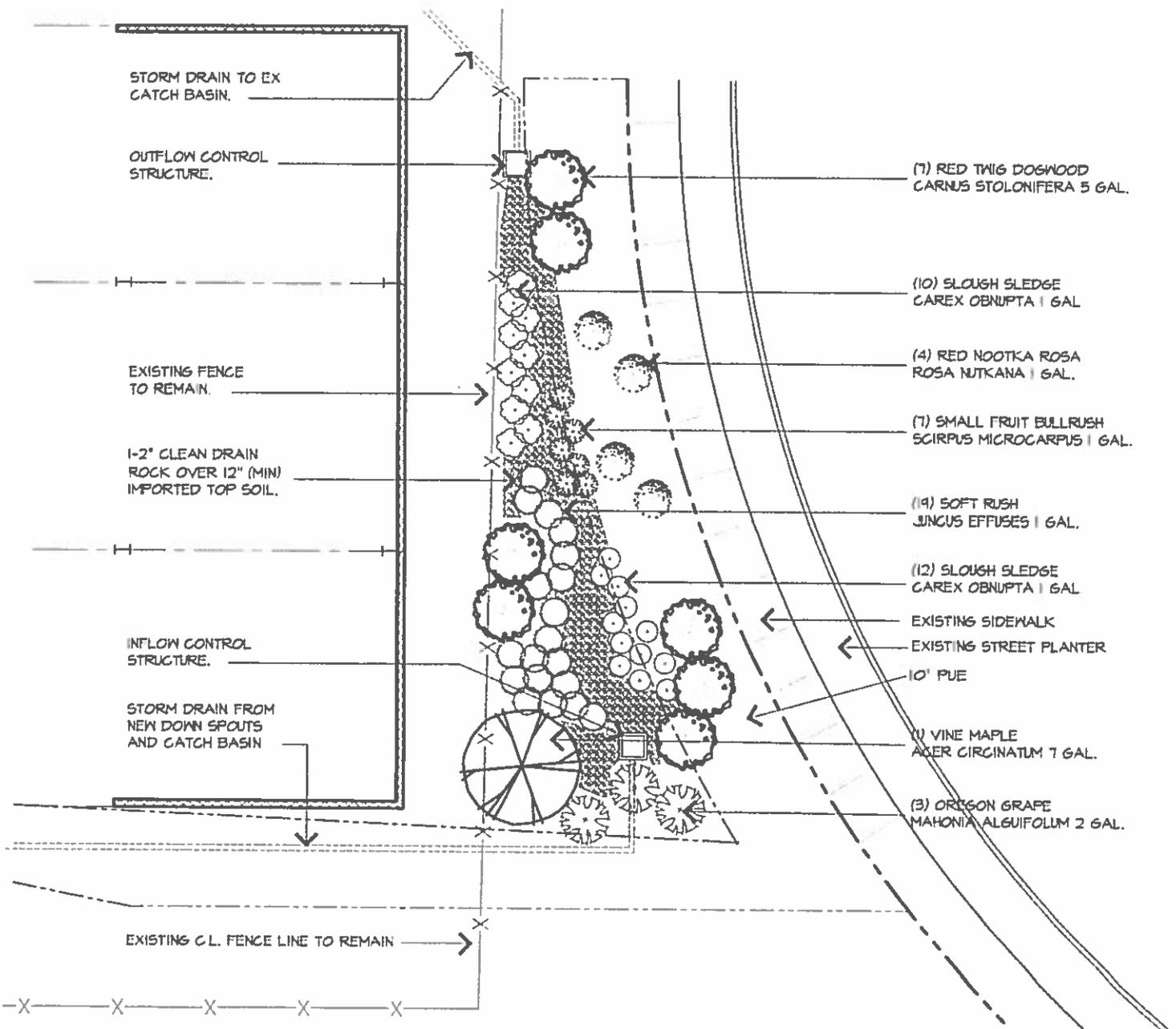
**Bioswale Planting Notes & Details**  
101 PH. 12/15/2010 02:29 AM

**L1.1**  
**FOR STAFF REVIEW**

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**DEC 16 20**  
**PLANNING DEPT**

CITY OF MEDFORD  
EXHIBIT # 1 of 3  
File # AC-15-168

THIS IS A PRELIMINARY DRAWING. IT IS NOT TO BE USED FOR CONSTRUCTION. ANY CHANGES TO THIS DRAWING SHALL BE MADE BY THE ARCHITECT. THE ARCHITECT'S OFFICE SHALL BE NOTIFIED OF ANY CHANGES TO THIS DRAWING. THE ARCHITECT'S OFFICE SHALL BE NOTIFIED OF ANY CHANGES TO THIS DRAWING. THE ARCHITECT'S OFFICE SHALL BE NOTIFIED OF ANY CHANGES TO THIS DRAWING.



# landscape legend



(7) RED TWIG DOGWOOD  
CORNUS STOLONIFERA 5 GAL.



(22) SLOUGH SLEDGE  
CAREX OBNUPTA 1 GAL.



(4) RED NOOTKA ROSA  
ROSA NUTKANA 1 GAL.



(7) SMALL FRUIT BULLRUSH  
SCIRPUS MICROCARPUS 1 GAL.



(19) SOFT RUSH  
JUNCUS EFFUSES 1 GAL.



(1) VINE MAPLE  
ACER CIRCINATUM 7 GAL.



(3) OREGON GRAPE  
MAHONIA ALGUIFOLUM 2 GAL.



2908 Hillcrest Road, Medford, Oregon, 97504

541.840.4123

**City of Medford Site Plan and Architectural Review Narrative**

For the PAPÉ Material Handling Dealership

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Project Address: 500 Pech Road  
Medford, Oregon 97502

Tax Map: 37-2W-01D, Tax Lot 304

SECTION I - Narrative

The proposed project consists of the addition of two outdoor open canopies/structures intended to provide weather protection for the existing outdoor storage of parts. The new canopies will not result in the need for additional parking or employees. The existing facility was permitted, in part, by a SPAC approval approximately 10 years ago (AC-05-96 Aug 5, 2005). At that time, all frontage, utility, landscaping, trash enclosure, fencing, and building site issues were addressed and constructed in accordance with the conditions of that approval. Per this proposal, modifications to the existing landscape areas will be limited to the creation of a landscaped bio-swale at the south east corner of the property. The bio-swale is intended to address the water quality of the storm water runoff generated by the new impervious surface resulting from this project.

The project site is at 500 Pech Road (the SE corner of Pech and Table Rock Roads) and is within the City limits and Urban Growth Boundary. The site is classified on the City's General Land Use Plan Map for General Industrial (G-I) use, and is currently zoned as Light Industrial (I-L). There are no overlays zones associated with the site. The site is fully serviced by roads and utility infrastructure including electricity, gas, telephone, water, sanitary sewer and storm sewer.

The smaller canopy is attached to the south facade of the existing 11,428 building. The canopy measures approximately 15' x 40' x 14' high and is open on three sides. The canopy structure will be painted structural steel with a metal roof in keeping with the existing structure. The asphalt and concrete surface beneath the canopy is existing and will remain. Minor excavation will be required for the placement of footings.

The larger structure measures 28' x 76' x 16' high. The structure is free standing and is open on the west side. The enclosed sidewalls are composed of ribbed metal wall panels and a 4' high split face CMU wainscot. The roof overhang at the west facade is 16' while the remaining overhangs are flush.

The proposed structures will be located at the rear (south) of the property inside the fenced yard area is used for equipment parking and the storage of large and bulky parts. These proposed structures are intended for the exclusive use by Pape Machinery for equipment large parts storage. The proposed structures will copy the existing adjacent building in materials and color, giving the appearance of a unified professional business. Vehicular access to the proposed structures will be via the existing paved vehicular circulation.





Figure 1 – Google Earth Birdseye view from northwest of vacant subject property (Tax Lot 372w01D-304) with Intersection of Table Rock Rd. & Pech Road in foreground. Existing PAPÉ Material Handling facility is large building in center of parcel.



Figure 2 - Street facing facade of existing adjacent PAPÉ building



Figure 3 - Computer study model of proposed new storage building

## SECTION II - Compatibility: Criterion No. 1

Note: The questions from the Site Plan and Architectural Review application are written below in full in italics. Our response follows each question.

*A. List existing uses and development adjacent to your project site. Along with this list, describe the architecture (materials, colors, etc.) age, and condition of the adjacent buildings (you may use photographs to supplement this information).*

Adjacent development can be classified as typical light industrial park in character, consisting of mid-sized warehouse facilities. Existing buildings are tall, single-storied structures (due to warehouse functions). Typical exterior materials include metal siding and concrete masonry units. Adjacent facilities on the East side of Table Rock Road are all fairly new in age, likely no older than 10-12 years old. The existing buildings across Table Rock Road to the West are in a greater state of disrepair and are generally older structures intended for light industrial purposes.



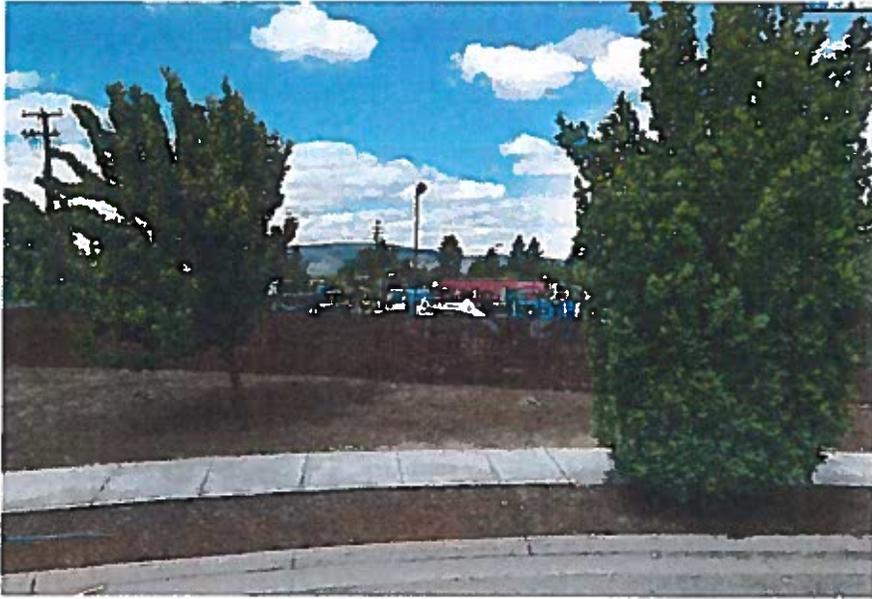
Looking across Pech road to the North.



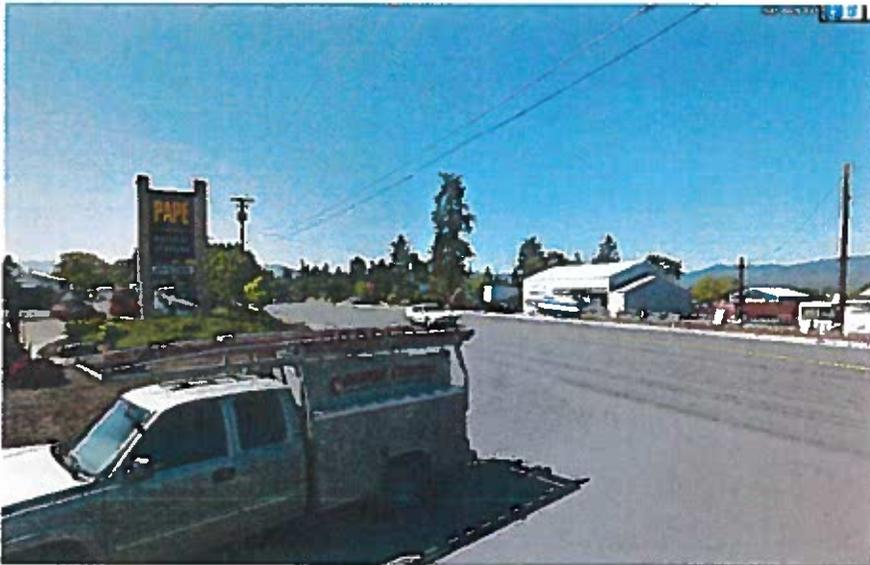
Looking from the site across the intersection of Pech road and Hadley to the North East.



Looking South on Hadley near the area of the proposed storm water bio-swale.



Looking West from Hadley at the bio-swale location and the proposed canopy site beyond.



Looking across the North West corner of the subject property across Table Rock Road.

- B. Describe the building architecture and exterior treatments in your proposal, and how they fit with and complement adjacent buildings and development.

The proposed building additions will use PAPÉ Corporate branded color scheme which will match the style, materials, and colors of the existing building on site and the adjacent PAPÉ buildings to the North East. The proposed storage building is a simple rectangle with a small footprint of limited height. The roof form of both the attached canopy and the free standing structure will be a low slope single pitch style roof. Materials consist of tan colored metal panels and a brown colored split face CMU wainscot to match the existing Pape buildings on site and in the near vicinity. The appearance of the proposed structures is consistent with the existing building on site as well as the light industrial character of the surrounding neighborhood.

**PAPÉ CORPORATE BRANDED EXTERIOR PAINT COLORS**

Base Building color: Saddle Tan (Sherwin Williams EC-23199)



Stripe at top of building: Pape Yellow (Sherwin Williams EC-23200)



Accent Color: Rodda 8757 Coffee Connoisseur



Roof Color: Galvalume Gray



Masonry Color: Willamette Graystone Split Face Rose Brown



- C. Describe the proposed architecture and exterior treatments that break up large facades and give relief to the building mass.

The proposed storage building presents a relatively small presence to the adjacent streets. The facade facing Hadley Drive to the East is 76' long and 16' to the eave. The proposed storage building will have a lower roof line than the existing adjacent taller structure to the north. Multiple wall materials, metal panel and CMU, are used to further break up the building appearance and perceived mass.

The proposed attached canopy will have minimal impact, but will serve to further "break up" the mass of the existing building.

- D. Describe how the placement and orientation of the proposed building(s) relate(s) to the street facilities, and how this orientation promotes a more pedestrian-friendly site design.

As mentioned in Item C above. The nearest street facing facade is situated behind an existing side yard fence nearly 35' (average) from the property line at the back of the existing sidewalk the runs parallel to Hadley Drive. The Hadley Drive roadway makes a sharp turn to the East and transitions back into Pech Road at the SE corner of the subject property. This transition creates a triangular wedge of property outside of the fenced yard that this proposal intends to utilize as a landscaped bio-swale for treatment of the storm water runoff generated by the new impervious surfaces. There is no street access planned at present to the storage building. Access to the storage building is controlled by the existing PAPÉ entrance to the north. Being located within an industrial park-like area, pedestrian traffic is minimal.

- a. *If the site lies within 600-feet of an existing or planned transit stop, as designated by the Transportation System Plan (TSP), describe compliance with the standard 10.808, New Commercial and Institutional Development.*

The site is not within 600 feet of any existing or planned transit stops.

- E. *Describe the pedestrian facilities and amenities to your site (usable outdoor space, benches, etc.) and how they will function for pedestrians.*

Being a light industrial zone with functions serving medium to light duty equipment sales and repair, there are not significant pedestrian amenities provided on the site. This is consistent with the originally approved development on the site and adjacent properties.

- F. *Describe vehicle and pedestrian access to the site, and how it relates internally on the site, and to adjacent sites.*

The site is a corner lot with Pech Road to the north and Hadley Drive to the east. All vehicular access and circulation is existing and no direct vehicle access is currently planned for this application from either road. Future vehicle access to any proposed future development on the parcel will be by future Site Plan Review application. Approved pedestrian access to the proposed storage building site will be via the existing adjacent PAPÉ service yard to the north and west of the proposed storage building. This pathway will be fully accessible through curb ramps and properly marked pathways across vehicle routes.

- G. *Describe if and how the proposed plan is sensitive to retaining any existing trees or significant native vegetation on the site. Should existing trees be preserved, a Tree Protection Plan shall be included in this application*

There are no existing trees within the fenced service yard on this parcel. All existing trees shall be preserved. Any new trees planted will be along the street landscape frontage as required by AC-09-112. A Tree Protection Plan will not be required.

- H. *Describe storm water detention facilities on the site (underground storage, surface ponds, etc.). If these facilities will be landscaped areas, describe how the proposed landscaping will be integrated with other landscaping on the site.*

There are no existing storm water detention facilities on site. All runoff from the newly created impervious surf will be collected in a bio swale running south to north along the east property line that abuts Hadley Road. In the bio swale, the runoff will be cleaned and detained. The out flow will be restricted to meet City of Medford maximum flow requirements as it enters the existing on-site underground storm water collection system which is connected to the public storm water system.

- I. *Describe how your proposed landscaping design will enhance the building and other functions on the site.*

Landscape requirements were addressed and approved under a previous SPAC review and were installed under a previous building permit. Based on the requirements of the previous approval no additional landscaping is proposed at the public right of way or in the front or side yards. (A copy of the approved landscape plan has been included for reference). New landscaping is proposed at the new storm water bio swale. The plants will match the existing bio-swale on the adjacent property.

- J. *Describe how your exterior lighting illuminates the site, and explain how the design of fixtures does not diminish a view of the night sky, or produce glare on adjacent properties, consistent with the standards of 10. 764.*

New exterior lighting will include wall mounted wall wash type fixtures along the building. No new pole mounted lighting is planned to illuminate surrounding exterior vehicle areas. All new and existing lighting will be full cut-off type to control light pollution to the sky and adjacent properties. All new lighting will be either set back from and/or directed away from adjacent properties to avoid glare and light pollution. The orientation of the storage building precludes light or glare along the Hadley Drive frontage.

- K. *Describe any proposed signage, and how it will identify the location of the occupant and serve as an attractive complement to the site.*

No new signage is planned. An existing pole sign located adjacent to Pech Road and will serve any identification required for this proposed storage building.

- L. *Explain any proposed fencing, including its purpose, and how you have incorporated it as a functional, attractive component of your development. (See Sections 10.731-10.733).*

Existing chain link fencing with vinyl slates is proposed to remain without alteration.

- M. *Explain how any potential noise generated by future occupants will be mitigated on the proposed site, consistent with the standards of 10.752-10.761*

Noise generated by activity on the site will comply with the requirements listed in 10.752 through 10.761. This project will not change the general use and activities on the site. The majority of vehicle repair work will occur inside the adjacent existing service building. The site is not located within a designated "Quiet Area". No blasting or loud impulse noise will be generated by activities on the site.

N. Explain anything else about your project that adds to the compatibility of the project with adjacent development and uses.

The existing and proposed uses are compatible with adjacent development. The character and quality of the site will not be adversely impacted by this project and is in keeping with the industrial character of the neighborhood.

O. List and explain any exceptions or modifications requested and provide reasons for such.

No exceptions or modifications to the Land Development Code are sought for the proposed project.

**SECTION II -- Code Compliance: Criterion No. 2**

Refer to information filled in on SPAC application.

Prepared by:

  
\_\_\_\_\_  
Signature and Title

Gary R. Caperna, AIA (for Batzer Construction, Inc.)  
Name (Please Print)

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**SITE PLAN AND ARCHITECTURAL REVIEW APPLICATION**

**Section II – Code Compliance: Criterion No. 2**

<b>PROJECT SITE</b>		
	<b>PROPOSED</b>	<b>REQUIRED</b>
• Zoning District	I-L	I-L
• Overlay District(s)		
• Proposed Use	Light Industrial	Light Industrial
• Project Site Acreage	2.35	
• Site Acreage (+ right-of-way)		
• Proposed Density (10.708)		
• # Dwelling Units	N/A	
• # Employees		

<b>STRUCTURES</b>		
	<b>EXISTING</b>	<b>PROPOSED</b>
• # Structures		
• Structure Square Footage (10.710-10.721)	11489	

<b>SITE DESIGN STANDARDS</b>		
	<b>PROPOSED</b>	<b>REQUIRED</b>
• Front Yard Setback (10.710-721)	Existing	
• Side Yard Setback (10.710-721)	Existing	
• Side Yard Setback (10.710-721)	Varies	
• Rear Yard Setback (10.710-721)		
• Lot Coverage (10.710-721)	13%	

<b>PARKING</b>		
	<b>PROPOSED</b>	<b>REQUIRED</b>
• Regular Vehicular Spaces (10.743)	22 (existing)	24 (see calculations)
• Disable Person Vehicular Spaces (10.746[8])	1 (existing)	1
• Carpool/Vanpool Spaces (10.809)	1 (existing)	1
• Total Spaces (10.743)	24 (existing)	
• Bicycle Spaces (10.748)		
• Loading Berths (10.742)	1 (existing)	1

**SITE PLAN AND ARCHITECTURAL REVIEW APPLICATION**

<b>LANDSCAPING</b>		
	<b>PROPOSED</b>	<b>REQUIRED</b>
• Total Landscape Area (square feet)	Existing to remain	
• Total Landscape Area in High Water Use Landscaping (square feet)		
• Total Landscape Area in High Water Use Landscaping (percentage)		
• Total % Landscape Coverage		
• Required Organic Content (cu.yd.)		
• Frontage Landscaping (10.797)		
• Street:	Existing to remain	
• Feet:		
• # Trees:		
• # Shrubs:		
• Street:	Existing to remain	
• Feet:		
• # Trees:		
• # Shrubs:		
• Bufferyard Landscaping (10.790)		
• Type:	N/A	
• Distance (ft):		
• # Canopy Trees:		
• # Shrubs:		
• Fence/Wall:		
• Parking Area Planter Bays (10.746)		
• Type:	Existing to remain	
• # Bays:		
• Area:		
• # Trees:		
• # Shrubs:		

<b>STRUCTURE</b>	
	<b>PROPOSED</b>
• Materials	See examples in narrative
• Colors	See examples in narrative

Please remember that the information you provide in response to the questionnaire must be included with your SPAR application submittal. Remember to sign and date your written response.



Continuous Improvement Customer Service

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PLANNING DEPT

## CITY OF MEDFORD

LD Date: 2/3/2015  
File Number: AC-15-168

### PUBLIC WORKS DEPARTMENT STAFF REPORT PAPÉ MATERIALS HANDLING

- Project:** Consideration of a request to construct a 3,344 square foot three-sided structure and add a 600 square foot canopy to an existing structure on 2.35 acres.
- Location:** Located on the southeasterly corner of Pech Road and Table Rock Road, within the I-L (Light Industrial) zoning district. (500 Pech Road).
- Applicant:** Papé Material Handling, Applicant (Batzer Inc., Agent). Kelly Akin, Planner.

**NOTE:** The items listed here shall be completed and accepted prior to the respective issuances of permits and certificates:

**Prior to issue of the first building permit, the following items shall be completed and accepted:**

- Submittal and approval of plans for site grading and drainage, and detention.
- Completion of all public improvements, if required. The applicant may provide security for 120% of the improvements prior to issuance of building permits. Construction plans for the improvements would need to be approved by the Public Works Engineering Department prior to acceptance of security.
- Items A – D, unless noted otherwise.

**Prior to issue of Certificate-of-Occupancy for completed structures, the following items shall be completed and accepted:**

- Paving of all on-site parking and vehicle maneuvering areas
- Certification by the design engineer that the stormwater quality and detention system was constructed per the approved plan.
- Completion of all public improvements, if applicable.

## **A. STREETS**

### **1. Dedications**

No dedications are required for this project.

### **2. Public Improvements**

#### **a. Public Streets**

All standard street section improvements have been completed on streets surrounding the site location, including pavement, curb and gutter and sidewalk. **No additional street improvements will be required.**

#### **b. Street Lights**

**No additional street lights are required.**

The Developer shall protect and preserve all existing street lighting, power supply, and appurtenances.

#### **c. Pavement Moratoriums**

There is no pavement cutting moratorium currently in effect along this frontage.

### **3. Access and Circulation**

Access to this site shall be restricted to two access points, one off of Hadley Drive on the easterly frontage and one off of Pech Road on the northerly frontage of the site.

## **B. SANITARY SEWERS**

This site lies within the Rogue Valley Sewer Service (RVSS) area. Contact RVSS for sanitary sewer connections.

## **C. STORM DRAINAGE**

### **1. Drainage Plan**

A comprehensive drainage plan showing the entire project site with sufficient spot elevations to determine direction of runoff to the proposed drainage system, and also showing elevations on the proposed drainage system, shall be submitted with the building permit application for approval. All area catch basins shall meet Department of Environmental Quality (DEQ) requirements, which include a down-turned elbow and sump.

### **2. Grading**

A comprehensive grading plan showing the relationship between adjacent property and the proposed development shall be submitted with the building permit application 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.

### **3. Detention and Water Quality**

Storm water quality and detention facilities shall be required in accordance with Medford Land Development Code Section 10.481 and 10.729.

### **4. Certification**

Upon completion of the project, and prior to certificate of occupancy of the building, the developer's design engineer shall certify that the construction of the stormwater quality and detention system was constructed per plan. Certification shall be in writing and submitted to the Engineering Division of Public Works. Reference Rogue Valley Stormwater Quality Design Manual, Appendix I, Technical Requirements.

### **5. Erosion Prevention and Sediment Control**

All development that disturbs 5,000 square feet or greater shall require an Erosion Prevention and Sediment Control Plan. Developments that disturb one acre and greater shall require a 1200C permit from the Department of Environmental Quality (DEQ). Erosion Prevention and Sediment Control Plans shall be submitted to the Building Department with the project plans for development. All disturbed areas shall be covered with vegetation or properly stabilized prior to certificate of occupancy.

## **D. General Conditions**

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

Any required 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. 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 Site Plan and Architectural Commission's Final Order, together with all pertinent details and calculations. 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.

### **3. Construction and Inspection**

The Developer or Developer's contractor shall obtain appropriate right-of-way permits from the Department of Public Works prior to commencing any work within the public right-of-way that is not included within the scope of work described within approved public improvement plans. Pre-qualification is required of all contractors prior to application for any permit to work in the public right-of-way.

### **4. Site Improvements**

All on-site parking and vehicle maneuvering areas related to this development shall be paved in accordance with MLDC, Section 10.746, prior to issuance of certificate of occupancy for any structures on the site. Curbs shall be constructed around the perimeter of all parking and maneuvering areas that are adjacent to landscaping or unpaved areas related to this site. Curbs may be deleted or curb cuts provided wherever pavement drains to a water quality facility.

### **5. System Development Charges**

**Buildings in this development are subject to street, storm drain and sanitary sewer treatment system development charges (SDC).** All SDC fees shall be paid at the time individual building permits are issued.

Prepared by: Doug Burroughs

## **SUMMARY CONDITIONS OF APPROVAL**

### **Papé Material Handling**

**AC-15-168**

#### **A. Streets**

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

No street dedications are required for this development.

##### **2. Improvements:**

No additional street improvements are required for this development.

No pavement moratoriums are currently in effect.

#### **B. Sanitary Sewer**

The site is situated within the RVSS area.

#### **C. Storm Drainage**

Provide a comprehensive grading and drainage plan.

Provide water quality and detention facilities, calculations and O&M Manual.

Provide engineers certification of stormwater facility construction.

Provide copy of an approved Erosion Control Permit (1200C) from DEQ for this project.

**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.**



BOARD OF WATER COMMISSIONERS

**Staff Memo**

**TO:** Planning Department, City of Medford  
**FROM:** Rodney Grehn P.E., Water Commission Staff Engineer  
**SUBJECT:** AC-15-168  
**PARCEL ID:** 372W01D TL 304

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**FEB 03 2016**  
**PLANNING DEPT**

**PROJECT:** Consideration of a request to construct a 3,344 square foot three-sided structure and add a 600 square foot canopy to an existing structure on 2.35 acres located on the southeasterly corner of Pech Road and Table Rock Road, within the I-L (Light Industrial) zoning district. (500 Pech Road); Papé Material Handling, Applicant (Batzer Inc., Agent). Kelly Akin, Planner.

**DATE:** February 3, 2016

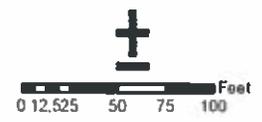
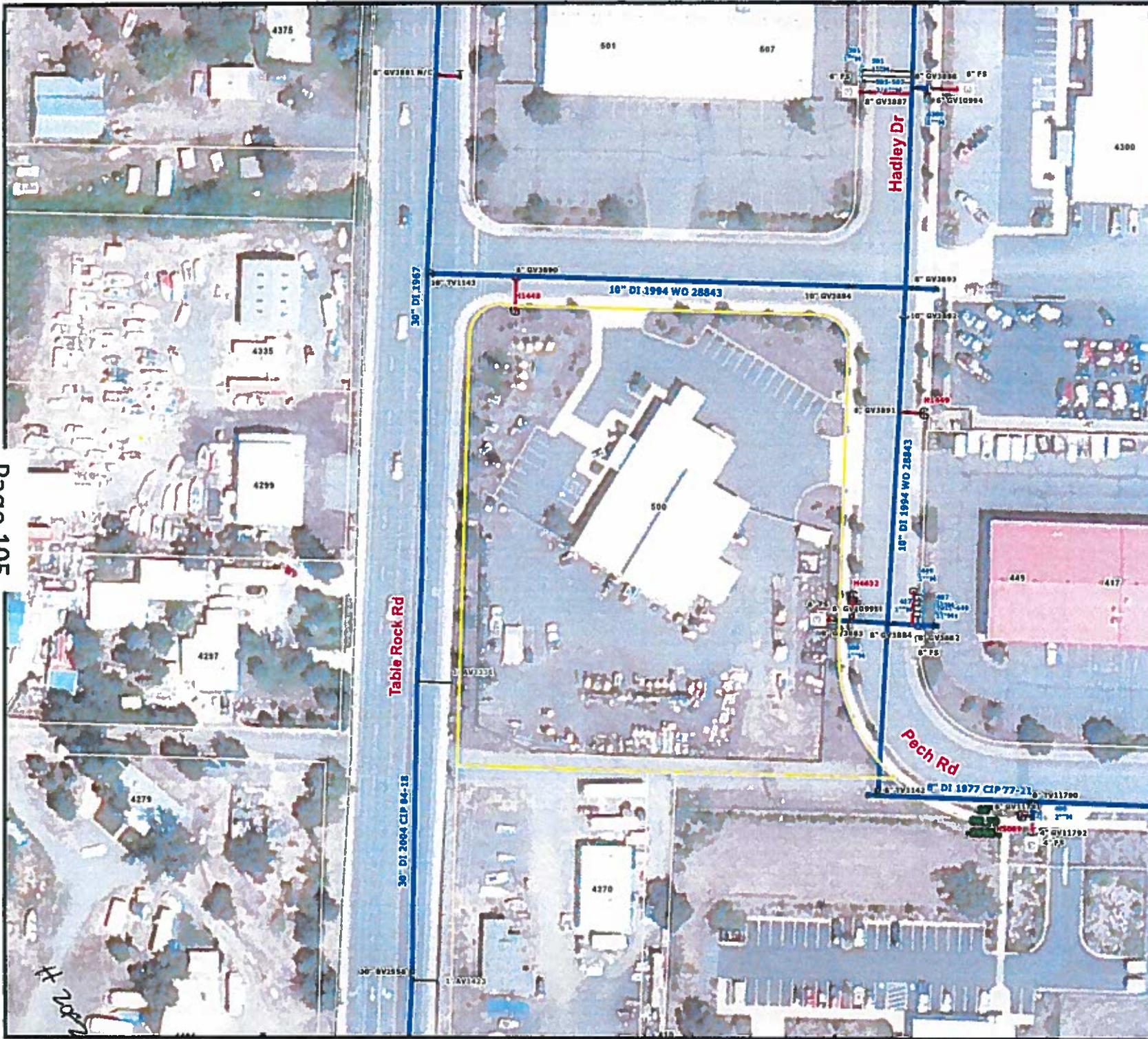
I have reviewed the above plan authorization application as requested. Conditions for approval and comments are as follows:

**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. The existing water meter shall be protected in place.
4. If additional metered water service is required, coordinate with MWC engineering staff for approved location.

**COMMENTS**

1. Off-site water line installation is not required.
2. On-site water facility construction is not required.
3. Current Back Flow prevention devices are in place and current.
4. MWC-metered water service does exist to this property. An existing 1-inch water meter serves the existing on-site building. (See Condition 3 & 4 above)
5. Access to MWC water lines is available. There is an existing 10-inch water main in both section of Pech Road fronting the north and east property lines.



Scale: 1"=100'  
 Water Facility Map  
 for  
 AC-15-168

**Legend**

- A Air Valve
- Sample Station
- Fire Service
- G Hydrant
- # Reducer
- T Blow Off
- G Plugs-Caps

**Water Meters:**

- 4 Active Meter
- 4 On Well
- 4 Unknown
- 4 Vacant

**Water Valves:**

- E Butterfly Valve
- ∩ Gate Valve
- R Tapping Valve

**Water Mains:**

- Active Main
- - - Abandoned Main
- Reservoir Drain Pipe
- Pressure Zone Line

**Boundaries:**

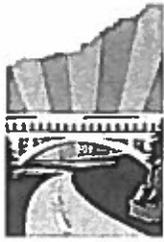
- ▭ Urban Growth Boundary
- ▭ City Limits
- ▭ Tax Lots

**MWC Facilities:**

- Control Station
- Pump Station
- Reservoir



This map is based on a digital orthophoto composite. Medford Water Commission is not responsible for any errors or omissions in this map. It is provided as a reference tool only.



# 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 21, 2016

RECEIVED

JAN 23 2016

PLANNING DEPT

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

RE: Development off Pech Road – a city maintained road.  
Planning File: AC-15-168.

Dear Kelly:

Thank you for the opportunity to comment on the request for the construction of a 3,344 square foot three-sided structure and add a 600 square foot canopy to an existing structure on 2.25 acres located on the southeasterly corner of Pech Road and Table Rock Road within the I-L (Light Industrial) zoning. Jackson County Roads has the following comments:

1. We would like to be notified of future development proposals, as county permits may be required.
2. Storm water should meet City of Medford requirements that also include water quality.
3. 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.

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

Sincerely,

Kevin Christiansen  
Construction Manager



# Medford Fire Department

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

RECEIVED

FEB 01 2016

PLANNING DEPT

## LAND DEVELOPMENT REPORT - PLANNING

To: City of Medford Public Works

LD Meeting Date: 02/03/2016

From: Fire Marshal Kleinberg

Report Prepared: 02/01/2016

File #: AC - 15 - 168

### Site Name/Description:

Consideration of a request to construct a 3,344 square foot three-sided structure and add a 600 square foot canopy to an existing structure on 2.35 acres located on the southeasterly corner of Pech Road and Table Rock Road, within the I-L (Light Industrial) zoning district. (500 Pech Road); Papé Material Handling, Applicant (Batzer Inc., Agent). Kelly Akin, Planner.

DESCRIPTION OF CORRECTIONS	REFERENCE
----------------------------	-----------

Approved as Submitted

Meets Requirement: No Additional Requirements

Development shall comply with access and water supply requirements in accordance with the Fire Code in affect at the time of development submittal.

Fire apparatus access roads are required to be installed prior to the time of construction. The approved water supply for fire protection (hydrants) is required to be installed prior to construction when combustible material arrives at the site.

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

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

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

CITY OF MEDFORD

EXHIBIT # J

File # AC-15-168

Page 1

# MEDFORD PARKS & RECREATION

HEALTHY LIVES. HAPPY PEOPLE. STRONG COMMUNITY.



CITY OF MEDFORD  
Interoffice Memo

RECEIVED

FEB 01 2016

PLANNING DEPT

TO: Planning Department  
FROM: Tim Stevens- Park Maintenance Superintendent  
SUBJECT: LANDSCAPE REVIEW OF FILE AC-15-168, PAPE MATERIAL HANDLING  
DATE: February 1, 2016

I have reviewed the applicant's landscape plan and recommend it be accepted as submitted.

This report addresses horticultural concerns only. Applicant shall comply with all aspects of Medford Code 10.780 Interpretation of the Medford Code will be per the Planning Department. Aesthetic considerations will be per the Site Plan and Architectural Review Commission or Planning Commission upon their review.

CITY OF MEDFORD  
EXHIBIT # K  
File # AC-15-168



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# 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

**RECEIVED**

JAN 25 2016

PLANNING DEPT

January 25, 2016

City of Medford Planning Department  
411 West 8th Street  
Medford, Oregon 97501

**Re: AC-15-168, Pape Material Handling, Tax Lot 304, Map 37 2W 01D**

ATTN: Kelly,

The subject property is currently served by a connection to the 8 inch sewer main on Pech Road. The proposed addition does not include any additional plumbing fixtures and will not affect the existing service.

Feel free to contact me with any questions.

Sincerely,

*Carl Tappert*

Carl Tappert, PE  
Manager

K:\DATA\AGENCIES\MEDFORD\PLANNING\ARCH COMM\2015\AC-32-168\_PAPE.DOC

CITY OF MEDFORD  
EXHIBIT #   L    
File # AC-15-168

**Kelly A. Akin**

---

**From:** MOREHOUSE Donald <Donald.MOREHOUSE@odot.state.or.us>  
**Sent:** Friday, January 29, 2016 12:03 PM  
**To:** Kelly A. Akin  
**Subject:** AC-15-168

**RECEIVED**

JAN 29 2016

PLANNING DEPT

Kelly,

Thank you for sending agency notice of a consideration of a request to construct a 3,344 square foot three-sided structure and add a 600 square foot canopy to an existing structure on 2.35 acres located on the southeasterly corner of Pech Road and Table Rock Road, within the I-L (Light Industrial) zoning district (500 Pech Road). We reviewed this and determined that it would not significantly affect state transportation facilities under the State Transportation Planning Rule (OAR 660-012-0060) or State Access Management Rule (OAR 734-051-000). We have no further comments at this time.

**Don Morehouse**  
**Senior Transportation Planner**  
**ODOT Region 3, District 8 (Rogue Valley Tech Center)**  
**Ph: (541) 774-6399**  
**Fax: (541) 774-6349**  
**Donald.Morehouse@odot.state.or.us**

Pape' Material Handling  
AC-15-168  
Site Photos



Looking southwesterly to the southerly property line



Looking southwesterly – future stormwater detention area

**Pape' Material Handling**  
**AC-15-168**  
**Site Photos**



Looking northwesterly – future stormwater detention area



Looking northwesterly – stormwater detention area

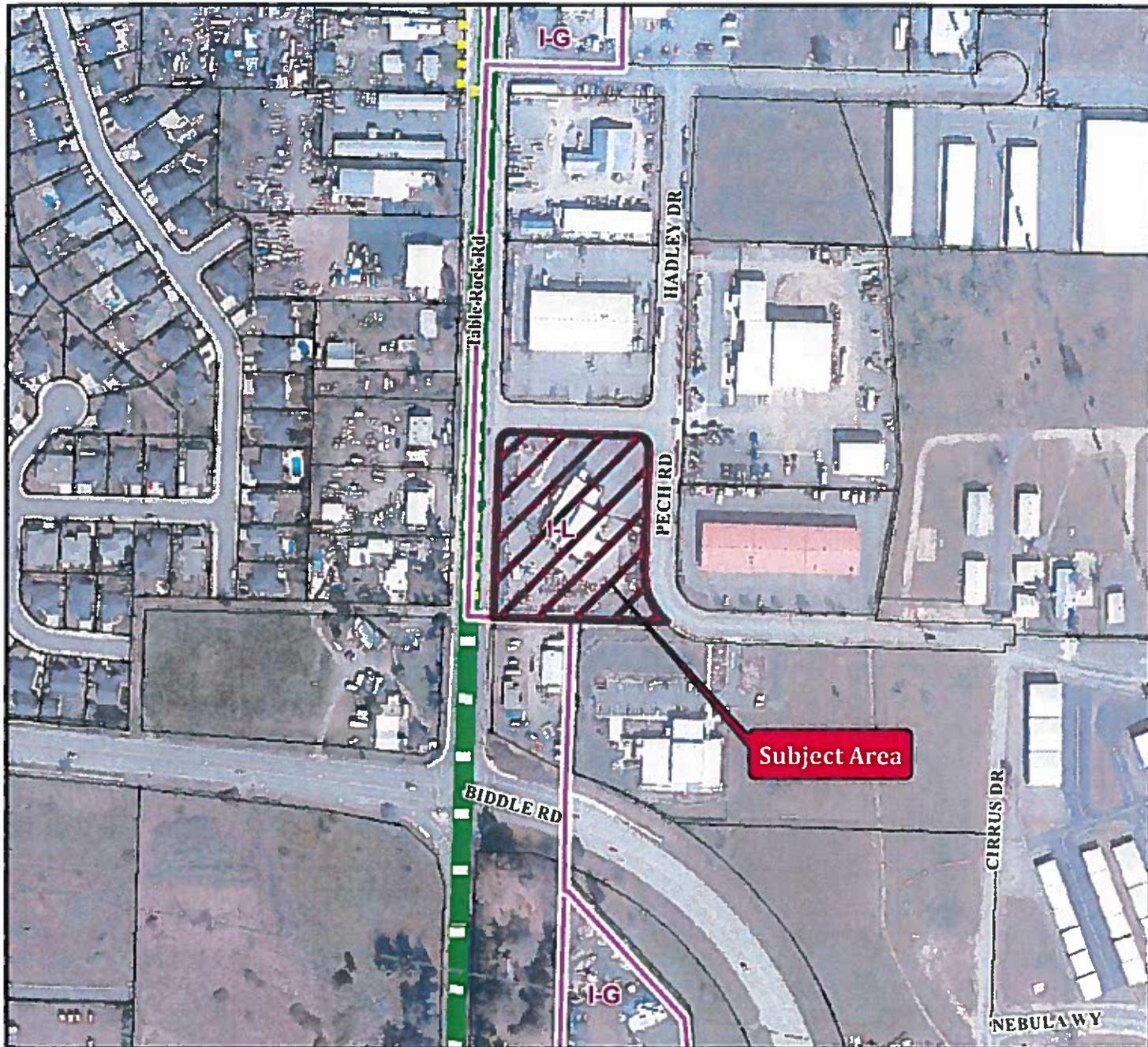
**Pape' Material Handling  
AC-15-168  
Site Photos**



Looking north – future stormwater detention basin location



Looking northwesterly – corner of secured business area



Project Name:  
**Pape Material Handling Canopy -  
SPAC Review**

Map/Taxlot:  
**372W01D TL 304**



**12/17/2015**

-  Subject Area
-  Medford Zoning
-  UGB
-  Tax Lots
-  City Limits

