

SITE PLAN & ARCHITECTURAL COMMISSION AGENDA JULY 6, 2018



Commission Members

Jim Quinn, Chair

Bill Chmelir, Vice Chair

Jeff Bender

Jim Catt

David Culbertson

Bob Neathamer

Marcy Pierce

Rick Whitlock

City Council Liaison - Dick Gordon

City Council Liaison Alt. - Tim D'Alessandro

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

July 6, 2018

12:00 noon

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

10. Roll Call.

20. Consent Calendar.

20.1 **AC-17-151** Final Order for consideration of a proposal for the development of two contiguous lots totaling 16.52 acres, consisting of the construction of a 68,605 square foot building to be used as a commercial truck and associated vehicle equipment sales and services facility, which includes auto repair, parts sales, and a body shop (the southerly portion of the site will additionally be used for outdoor trailer and equipment storage), to be located east of Table Rock Road and west of Biddle Road in the General Industrial (I-G) zoning district (372W12A 200 & 372W01D 900); (Gordon Truck Centers, Applicant; Tom Sisul, Agent; Dustin Severs, Planner).

20.2 **AC-18-045** Final Order for consideration of the construction of a 60-bed, 27,400 square foot Memory Care Facility on a 2.4-acre lot located at 77 Oak Grove Road in the Heavy Commercial (C-H) zoning district (372W26CA500); (Heirloom Living Centers LLC, Applicant; JCS – Oregon LLC, Agent; Steffen Roennfeldt, Planner).

E-18-046

30. Minutes.

30.1 Consideration for approval of minutes from the June 15, 2018, meeting.

40. Oral and Written Requests and Communications.

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

50. Public Hearings.

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

New Business.

50.1 **AC-18-043** Consideration of a proposal for the construction of second and third floor building addition over an existing lobby totaling 4,054 square feet at the Cardiovascular institute of Southern Oregon, an existing medical facility containing a 38,400 square foot building on a 2.07-acre lot located at 520 Medical Center Drive in the Service/Professional (C-S/P) zoning district

Meeting locations are generally accessible to persons with disabilities. To request interpreters for hearing impaired or other accommodations for persons with disabilities, please contact the ADA Coordinator at (541) 774-2074 or ada@cityofmedford.org at least three business days prior to the meeting to ensure availability. For TTY, dial 711 or (800) 735-1232.

(371W28CC113); (Cardiovascular Institute of Southern Oregon, Applicant; Ron Grimes Architects, Agent; Dustin Severs, Planner).

- 50.2 **AC-18-065** Consideration of a proposal for the development of a single 0.39-acre lot, consisting of the construction of a 5,760 square foot expansion to an existing 1,514 square foot warehouse, to be located at 967 Lawnsdale Road in the General Industrial (I-G) zoning district (372W12D6700); (Medford Alarm & Signal, Applicant; Civil West Engineering Services, Inc., Agent; Dustin Severs, Planner).

60. Written Communications.

- 60.1 **AC-16-029** Consideration of a request for the granting of approval for the authorization of the maximum five-year approval period for the issuance of building permits for the phased development of the Almond Street Apartments: a 22,290 square foot multiple-family residential building composed of 108 dwelling units on a 1.23-acre contained within four contiguous tax lots located west of Almond Street, east of the I-5 viaduct, and approximately 300 feet south of East Main Street (371W30BD TL 4400, 4401, 4601, and 4701); (Almond Rentals, LLC, Applicant; Oregon Architecture, Agent; Dustin Severs, Planner).
- E-16-030**

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-17-151 APPLICATION FOR PROJECT REVIEW SUBMITTED) **ORDER**
BY GORDON TRUCK CENTER)

ORDER granting approval of a request of File No. AC-17-151, as follows:

Consideration of a proposal for the development of two contiguous lots totaling 16.52 acres, consisting of the construction of a 68,605 square foot building to be used as a commercial truck and associated vehicle equipment sales and services facility, which includes auto repair, parts sales, and a body shop (the southerly portion of the site will additionally be used for outdoor trailer and equipment storage), to be located east of Table Rock Road and west of Biddle Road in the General Industrial (I-G) zoning district (372W12A 200 & 372W01D 900).

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 described above, with a public hearing a matter of record of the Site Plan and Architectural Commission on June 15, 2018.
3. At the public hearings on said application, evidence and recommendations were received and presented by the developer and Planning Department staff; and
4. At the conclusion of said public hearings, 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 Gordon Truck Center, stands approved subject to compliance with the conditions stated in the Commission Report dated June 15, 2018.

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 findings referenced in the Commission Report dated June 15, 2018.

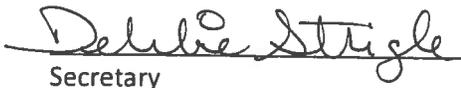
BASED UPON THE ABOVE, it is the finding of the Medford Site Plan and Architectural Commission that the project is in compliance with the criteria of Section 10.290 of the Land Development Code.

Accepted and approved this 6th day of July, 2018.

MEDFORD SITE PLAN AND ARCHITECTURAL COMMISSION

Site Plan and Architectural Commission Chair

ATTEST:


Secretary



City of Medford

Planning Department

Working with the community to shape a vibrant and exceptional city

COMMISSION REPORT

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

PROJECT Gordon Truck Center
Applicant: Gordon Truck Centers
Agent: Tom Sisul

FILE NO. AC-17-151

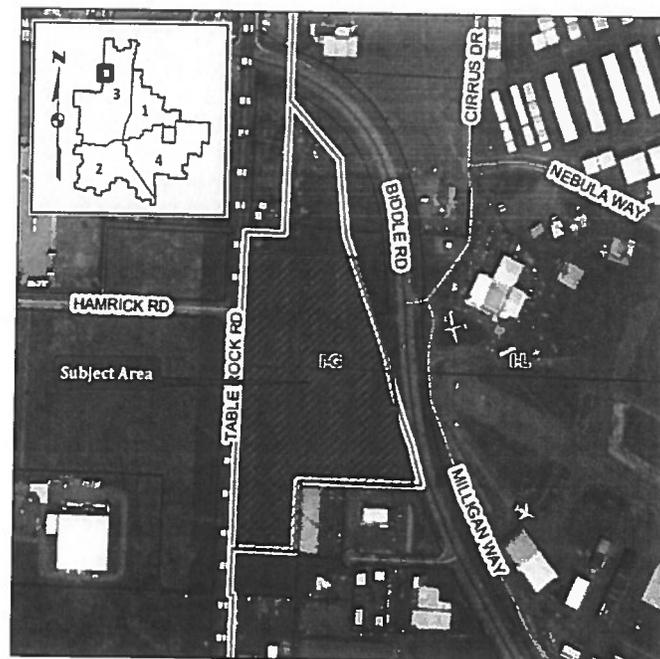
DATE June 15, 2018

BACKGROUND

Proposal

Consideration of a proposal for the development of two contiguous lots totaling 16.52 acres, consisting of the construction of a 68,605 square foot building to be used as a commercial truck and associated vehicle equipment sales and services facility, which includes auto repair, parts sales, and a body shop (the southerly portion of the site will additionally be used for outdoor trailer and equipment storage), to be located east of Table Rock Road and west of Biddle Road in the General Industrial (I-G) zoning district (372W12A 200 & 372W01D 900).

Vicinity Map



Subject Site Characteristics

Zoning: I-G (General Industrial)
GLUP: GI (General Industrial)
Overlay(s): AC (Airport Area of Concern)
Use: Vacant

Surrounding Site Characteristics

<i>North</i>	Zone:	I-G
	Use(s):	Single-family residence
<i>South</i>	Zone:	I-L (Light Industrial)
	Use(s):	Airport Business Park Subdivision
<i>East</i>	Zone:	I-L
	Use(s):	Rogue Valley International-Medford Airport
<i>West</i>	Zone:	Jackson County EFU
	Use(s):	Costco

Related Projects

PA-17-020 Pre-application to discuss subject request.

Applicable Criteria

MLDC Section: 10.290 – Site Plan & 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 developments 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 Oregon State Business Registry lists the owner of the property as Gordon Truck Centers, Inc., with its principal place of business listed as 277 Stewart Road SW, Pacific, Washington and Scott Gordon as its president.

ISSUES AND ANALYSIS

Project Summary

Site History

SITE HISTORY TABLE

FILE #	DATE	DESCRIPTION
A-99-067	May 1999	Annexation
AC-00-94	August 2000	SPAC Approval (expired)
AC-02-203	December 2002	SPAC application (expired)
PA-17-020	February 2017	Pre-application to discuss subject request

The subject 16.52-acre property is composed of two contiguous tax lots, which were annexed into the City in 1999.

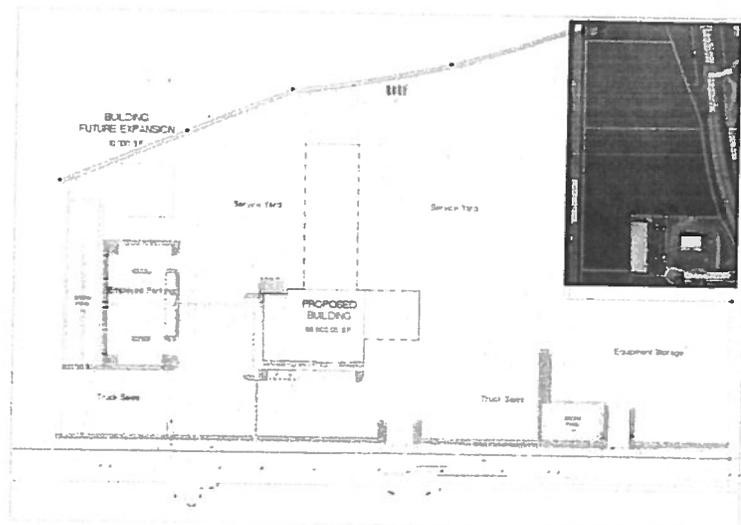
In August of 2000, the site was approved for the development of a 33,890 square foot truck terminal for Gordon Trucking, but the application expired prior to the issuance of building permits.

In December of 2002, the applicant submitted an application for the same proposal that was previously approved in 2000; however, the application was continued multiple times until the application eventually expired prior to being heard by SPAC.

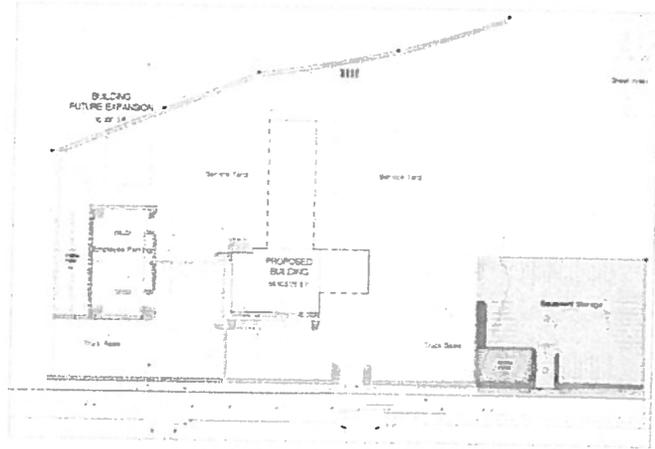
In February of 2017, the applicant took part in a pre-application conference to discuss the subject development proposal.

Current proposal

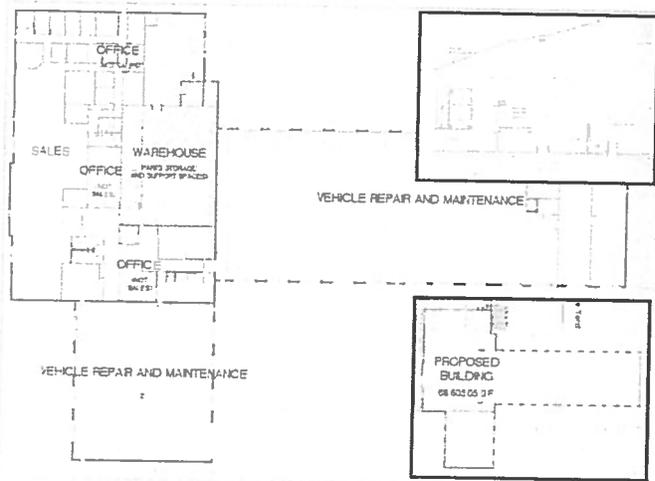
With the subject request, the applicant looks to develop the vacant 16.52-acre property as a location for the Gordon Truck Center, a commercial truck dealership currently with 12 commercial locations throughout Washington, Oregon and Hawaii, including a current dealership located at 2343 Biddle Road (Freightliner Northwest).



The subject property is proposed for two separate uses: The main use of the site will be a Gordon Truck Center dealership, while the southwest corner (red highlight) of the site is proposed as a separate truck, trailer and equipment storage area to be leased or possibly sold to a different entity. To facilitate the separate uses and eventually different ownerships, a separate driveway is proposed for access the equipment storage area, and the applicant has stated their intent to submit a land division application to separate the equipment storage area in the future, contingent on approval of the subject application.



The proposed 68,605 square foot Gordon Truck Center building/site area will consist of a truck/associated equipment sales and services facility, which will include the following: Sales and administration offices, leasing offices, and support spaces including customer lounge and toilet rooms; outdoor sales vehicle display area; four service bays for express, limited, service; fourteen service bays for more intensive, longer term service; and parts storage for both on premises service work and retail sales.



Site Development Standards

SITE DEVELOPMENT TABLE

	Allowed/Required	Proposed
Height	85 feet	45'2" feet
Lot Coverage	90% Max.	9.1%
Setback (front)	10 feet	150 feet
Setback (sides)	12.5 feet	390 feet/287 feet
Setback (rear)	12.5 feet	83 feet

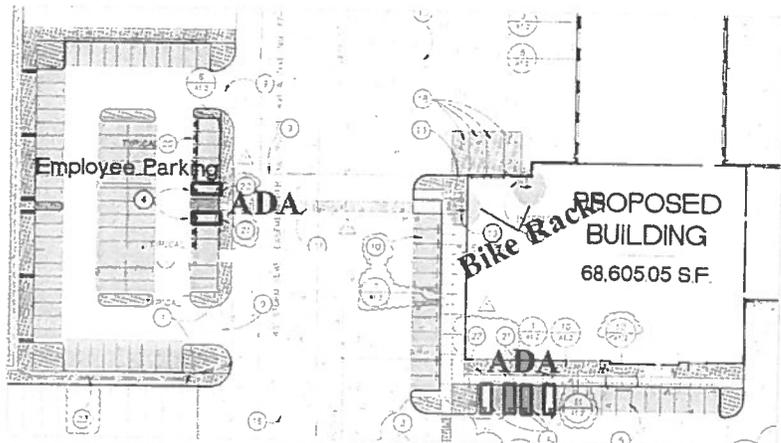
As shown in the Site Development Table above, it can be found that the proposed structure identified on the submitted site plan meets the bulk standards for the I-G zoning district as found in Article V of the Medford Land Development Code.

Parking

PARKING TABLE (10.743-751)

	Required	Provided
Total Spaces	102	104
Accessible Spaces	4	6
Bicycle Spaces	21	11

The submitted site plan identifies a total of 104 parking spaces, meeting the minimum/maximum parking standards as required per MLDC 10743-1, including the required number of accessible spaces; however, the number of bicycle spaces identified on the site plan is deficient 10 spaces as shown in the parking table above.



As a condition of approval, the applicant will be required to submit a revised site plan with their building permit submittals identifying a minimum of 21 bicycle parking spaces, as required per MLDC 10.748.

Landscaping

LANDSCAPE TABLE – Frontage Landscaping (10.797)

Biddle Road	Required	Shown
Trees	23	17
Shrubs	115	120

Table Rock Road	Required	Shown
Trees	35	25
Shrubs	174	195

LANDSCAPE TABLE – Parking Area Planters (10.746[3])

	Required	Shown
Trees	8	14
Shrubs	14	14+
Total coverage	1,408 s.f.	3,574 s.f.

As shown in the Landscape Tables above, it can be found that the submitted Planting Plan (Exhibit N) meets and/or exceeds the parking area planter requirements per the Code; however, the number of trees shown along the site's frontage with Table Rock Road is deficient 10 trees, and deficient 6 trees along the site's frontage with Biddle Road.

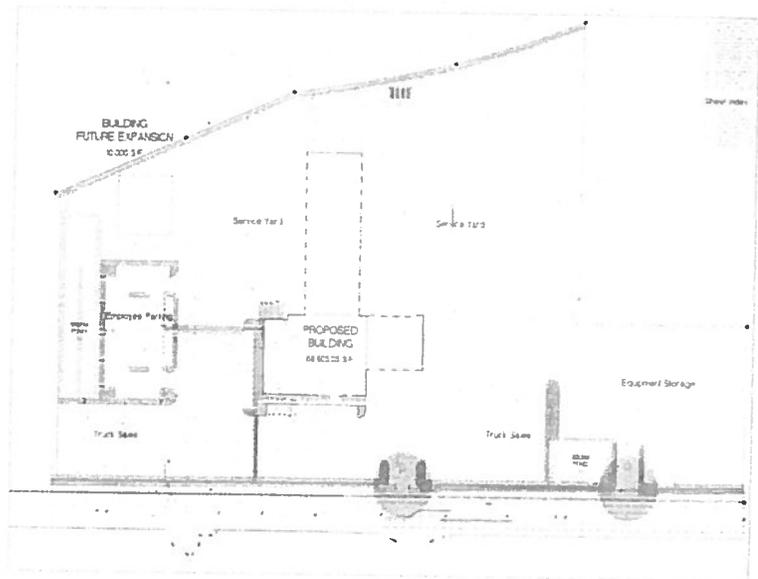


As a condition of approval, the applicant will be required to submit a revised Planting Plan showing a total of 35 trees along the site's frontage of Table Rock Road, and 23 trees along the frontage of Biddle Road, consistent with the frontage landscaping requirements as required per MLDC 10.797, and prior to the issuance of building permits for vertical construction.

Access

Vehicular Access

Vehicular access to the subject site is proposed at two driveways off of Table Rock Road, with this section of Table Rock Road under the jurisdiction of Jackson County, and classified as a Minor Arterial street. No new access points are proposed off of the site's easterly frontage with Biddle Road – a Major Arterial street under the jurisdiction of the City.



Pedestrian Access

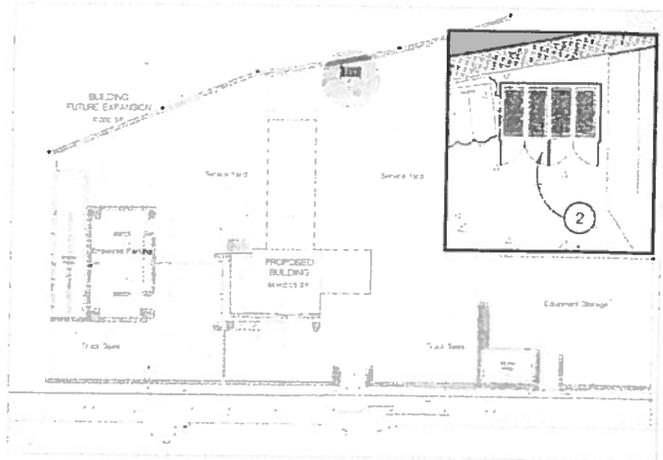
The submitted site plan identifies a sidewalk running along the entire length of the westerly frontage of the site (street improvements along this segment of Table Rock Road to be completed in the near future by Jackson County Roads with the Table Rock Road Reconstruction Project, including curb and gutter, sidewalk and bike lanes) with pedestrian walkways providing connectivity from the public sidewalk to the proposed building, and between the proposed building and the employee parking lot identified on the site plan.

Concealments

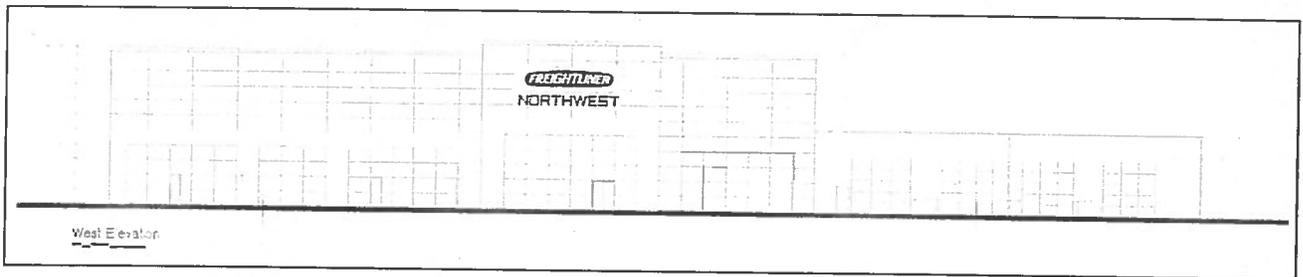
Trash Enclosure

The submitted site plan (Exhibit B) identifies a *screened trash/recycling area* located along the easterly boundary of the site just north of the *Service Yard* parking area. However, the applicant's submitted plans do not address the materials proposed for the concealment of the trash enclosure, as per MLDC 10.781.

As a condition of approval, the applicant will be required to submit a revised site plan with their building permit submittals identifying the trash enclosure concealed with construction materials approved per MLDC 10.781.



Architecture



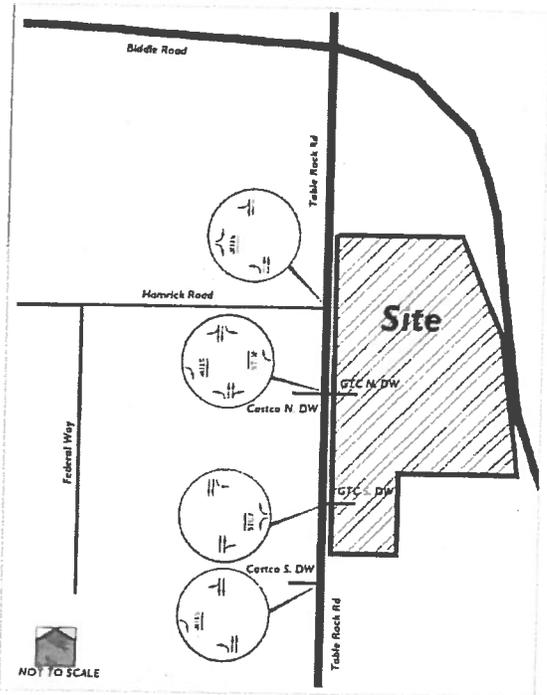
The applicant's submitted narrative (Exhibit P) describes the building's proposed architecture and how it fits with and complements adjacent buildings, as the following:

The proposed building style is similar to what is quite often constructed in industrial zones. The building will be a manufactured steel framed building with ribbed metal siding on a majority of the exterior wall surfaces. Examples of existing buildings in the immediate vicinity with this type of construction include USF Reddaway, 4000 Hamrick Road, and Fedex Ground, 555 Federal Way. This project will ribbed metal siding on three sides. The main façade facing table rock Road will have smooth, rectangular composite metal panels approximately 4' x 12' in size. The selected colors are muted and compatible with the freightliner logo and neighboring buildings.

Traffic Analysis

MLDC 10.461(3) requires a Traffic Impact Analysis (TIA) to be conducted to evaluate development impacts to the transportation system if a proposed application has the potential of generating more than 250 net average daily trips (ADT) or the Public Works Department has concerns due to operations or accident history.

While the City has already completed traffic studies evaluating the potential impacts on the existing and future street network for the area containing the subject property (TIAs are typically performed at the time of zone change, evaluating all potential uses permitted in the zoning district of study), the subject property is fronted along its westerly boundary by a section of Table Rock Road under the jurisdiction of Jackson County. Jackson County Roads' Table Rock Road Reconstruction Project is scheduled for design year 2018, which includes the widening of Table Rock Road to five lanes between Biddle Road and Airport Road. While Gordon Truck Center is not planned to be finished before the Table Rock Road improvements are complete, a traffic study to evaluate the impacts associated with changes in traffic distributions at study area intersections and access points along Table Rock Road was required of the applicant by Jackson County Roads.

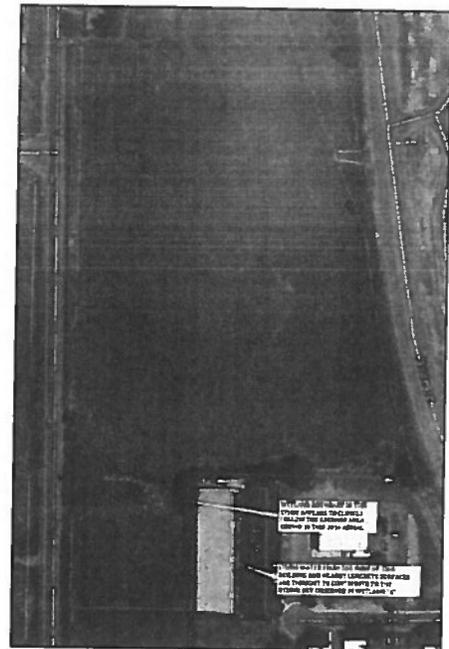


A traffic study conducted by Southern Oregon Transportation Engineering, Inc., on behalf of the applicant, addressing impacts at intersections and the site's two proposed driveways off on Table Rock Road has been reviewed and approved by Jackson County (Exhibit Y).

Wetland

The applicant included a wetland delineation report prepared by Environmental Technology Lands, which found that the site is partially impacted by the presence of wetlands at the southeast corner of the site (Exhibit Z). As stated in the applicant's application submittal letter to staff (Exhibit X), the delineation report has been submitted to Oregon's Department of State Lands (DSL) for their concurrence, and that the applicant is proposing to pay for off-site mitigation to allow disturbance of this wetland.

As a condition of approval, the applicant will be required to submit documentation to staff confirming compliance with all requirements of DSL in insuring the protection of the wetlands identified on the site or approval for off-site mitigation to allow disturbance of the wetland, prior to the issuance of a building permit for vertical construction.



Block Length

MLDC 10.426, titled *Street Circulation Design and Connectivity*, establishes maximum block and perimeter length. In order to assure that developments will ultimately result in complete blocks bound by a network of public streets, and/or private streets constructed to City Standards, new developments contained within City blocks may be required to dedicate/construct public streets within the development in order to comply with block length standards.

The subject 16.52-acre site exceeds both the minimum block length (1,280 ft.) and perimeter (4,600 s.f.) as required for developments within industrial zones (shown above); however, MLDC 10.426(2), shown below, provides built-in relief for developments that exceed the maximum block and/or perimeter standards, contingent on the applicant effectively demonstrating in their submitted findings that certain constraints and/or conditions exist in which the approving authority may find acceptable.

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

MLDC 10.426(2)

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

- a. Topographic constraints, including presence of slopes of 10% or more located within the boundary of a block area that would be required by subsection 10.426 C.1..
- b. Environmental constraints including the presence of a wetland or other body of water.
- c. The area needed for a proposed Large Industrial Site, as identified and defined in the Medford Comprehensive Plan Economic Element, requires a block larger than provided by section 10.426 C.1.e. above. In such circumstances, the maximum block length for such a Large Industrial Site shall not exceed 1,150 feet, or a maximum perimeter block length of 4,600 feet.
- d. Proximity to state highways, interstate freeways, railroads, airports, significant unbuildable areas or similar barriers that make street extensions in one or more directions impractical.
- e. The subject site is in SFR-2 zoning district.
- f. Future development on adjoining property or reserve acreage can feasibly satisfy the block or perimeter standards.
- g. The proposed use is a public or private school, college or other large institution.
- h. The proposed use is a public or private convention center, community center or arena.
- i. The proposed use is a public community service facility, essential public utility, a public or private park, or other outdoor recreational facility.
- j. When strict compliance with other provisions of the Medford Land Development Code produce conflict with provisions in this section.

In their submitted supplemental findings addressing the relief criteria shown above (Exhibit W), the applicant cites the following criterion: a.) *Biddle Road present such slope constraint; c.) due to the unique geometry of existing lots, existing street layouts, and the zone of the property, a larger block dimension is reasonable; f.) Existing neighboring properties within the Medford, Central Point, and Jackson are developed, viable block and street configurations were essentially established through previous land use decisions; j.) As listed elsewhere in this document, various aspects of the MLDC do indeed provide conflict with provisions of this section.*

Contingent on the granting of relief pursuant to MLDC 10.426(2), an accessway is required to be constructed in lieu of a public street, and are reserved for situations where street connections are deemed infeasible or inappropriate by the approving authority. Per MLDC 10.464, the purpose of an accessway is to provide safe and convenient pedestrian and bicycle access within developments, and requires a 12-foot wide right-of-way and an 8-foot wide paved surface.

MLDC 10.464 also provides built-in relief from the requirement of an accessway when the approving authority determines, based on evidence in the record, that construction of a separate accessway is infeasible or inappropriate. As per MLDC 10.464(1), such evidence may consist of the following:

- (a) when other federal, state or local requirements prevent construction of an accessway.
 - (b) when the nature of abutting existing development makes construction of an accessway impractical.
 - (c) when the accessway would cross a natural area with significant natural habitat and construction would be incompatible with protection of natural values.
 - (d) when the accessway would cross land designated for flood control or flood hazard and the accessway is incompatible with the designated use.
 - (e) when the accessway would cross topography where slopes exceed 30% or where path grade would exceed 12% slope except when construction of a crossing structure is found to be feasible; or
 - (f) when a cul-de-sac or dead-end street abuts rural resource land in farm use at an urban growth boundary, except where the adjoining land is designated as an urban reserve area.
- [Added, Section 10, Ord. No. 7629, May 5, 1994.]

The applicant's submitted findings (Exhibit P) state the following:

The evidence supports the granting of an exception based on the inappropriateness for the site and its use. The proposed use as a truck sales and service facility requires large open areas for display and movement of trucks for sale and broad areas for the maneuvering of large truck and trailer vehicles for access to the service bays, short term parking for use during servicing, and storage of trailers while the truck tractor is undergoing repair. OSHA requires that the public be restrained from mixing with the service and sales functions, and insurance requirements restricts mixed accesses. Pedestrian or cycling traffic through these spaces is inadvisable and unsafe. For these reasons, an exception to this requirement is requested.

The findings cite MLDC 10.464(1)(b) above as grounds for relief, stating the following:

Biddle Road is at an elevation 9 to 11' higher than the predominant elevation of the site with a road side bank slope of 60%. This elevation difference combined with the slope of the road base makes a construction of a pedestrian access from the subject site to Biddle Road impractical and expensive.

Staff is supportive of the applicant's request for the granting of relief from complying with the strict standards of the Code in regards to the construction of a public street or a pedestrian accessway. It is the view of staff that the applicant's submitted findings effectively demonstrate that certain constraints or conditions affecting the property exist to warrant the granting of relief from strict compliance with the Code in regards to exceeding the maximum block area with the development of the site. Further – as no neighborhood circulation plan applicable to the subject area has been adopted – the approval of relief can granted in keeping

with the intent and purpose of the Code in assuring that developments will ultimately result in complete blocks bound by a network of public streets.

Facility Adequacy

Per the agency comments submitted to staff (Exhibits Q-S), including the Rogue Valley Sewer Services (RVSS) (Exhibit T), it can be found that there are adequate facilities to serve the proposed development.

Other Agency Comments

Jackson County Roads (Exhibit U)

The section of Table Rock Roads fronting the westerly boundary of the subject site is under the jurisdiction of Jackson County. Jackson County Roads' report (Exhibit U) provided an itemized list of comments. As a condition of approval, the applicant will be required to comply with all requirements of Jackson County Roads prior to the issuance of a building permit for vertical construction.

Rogue Valley Sewer Services (RVSS) (Exhibit T)

The subject property is located within the RVSS service area. In their report submitted to staff, RVSS explains that sewer service connections to the existing sewer mainlines located on either Biddle Road to the east or Business Park Drive to the south will be issued by the City of Medford; however, there will be system development charges owed to RVSS. The report includes six conditions, in which the applicant will be required to comply with as a condition of approval prior to the issuance of a building permit for vertical construction.

Rogue Valley International-Medford Airport (Exhibit V)

The subject site abuts the airport along its easterly boundary and is within the Airport Area of Concern (AC) zoning overlay district. In an email submitted to staff, the airport states that the applicant will need to contact the Federal Aviation Administration (FAA) regarding filing a 7460-1 *Notice of Proposed Construction or Alteration*. As a condition of approval, the applicant will be required to provide documentation to staff confirming compliance with all FAA requirements, prior to the issuance of a building permit for vertical construction.

Committee Comments

No comments were received from committees such as BPAC.

DECISION

At the public hearing held on June 15, 2018, the Commission voted unanimously to approve the request while, at the request of staff, striking condition #10 requiring that the applicant submit an elevation plan for the proposed trash enclosure prior to the issuance of building permits (plan was submitted to staff following the drafting of the staff report, and added into the record as Exhibit AA), and including a revised Public Works staff report into the record as Exhibit Q-1.

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. This criterion is satisfied.

FINDINGS AND CONCLUSIONS

Staff has reviewed the applicant's findings and conclusions (Exhibit P) and recommends the Commission adopt the findings as recommended by staff.

ACTION TAKEN

Adopted the findings as recommended by staff and directed staff to prepare the Final Order for approval of AC-17-151 per the Commission Report dated June 15, 2018, including Exhibits A through AA.

EXHIBITS

- A-1 **Conditions of Approval, drafted June 15, 2018.**
- B Overall Site Plan, received May 4, 2018.
- C Site Details, received May 4, 2018.
- D Site Plan – Parking Dimensions, received May 4, 2018.
- E Overall Floor Plan, received May 4, 2018.
- F Sales and Office First Floor Plan, received May 4, 2018.
- G Express Service Floor Plan, received May 4, 2018.
- H Service Bays Floor Plan, received May 4, 2018.
- I Parts Second Floor Plan, received May 4, 2018.
- J Roof Plan, received May 4, 2018.
- K Elevations, received May 4, 2018.
- L Utility Plan, received May 4, 2018.
- M Grading Plan, received May 4, 2018.
- N Planting Plan, received May 4, 2018.

- O Site Photometric Plan (1 of 2), received May 4, 2018.
- P Applicant's Narrative, Questionnaire, and Findings of Fact, received May 4, 2018.
- Q-1 Public Works staff report (revised), received June 15, 2018.**
- R Medford Water Commission report & map, received May 30, 2018.
- S Medford Fire Department report, received May 30, 2018.
- T Rogue Valley Sewer Services (RVSS), received May 21, 2018.
- U Jackson County Roads report, received May 22, 2018.
- V Rogue Valley International-Medford Airport email, received May 21, 2018.
- W Supplemental Findings addressing block length, received May 4, 2018.
- X Submittal letter with from applicant to staff, received November 7, 2018.
- Y Traffic Study (transmittal sheet only), received January 30, 2018.
- Z Wetland delineation report (cover only) received November 9, 2018.
- AA Trash Enclosure elevation plan, received June 8, 2018.**
Vicinity map

SITE PLAN AND ARCHITECTURAL COMMISSION AGENDA

June 15, 2018
July 6, 2018

Jim Quinn, Chair

EXHIBIT A-1

Gordon Truck Center
AC-17-151
Conditions of Approval
June 15, 2018

CODE REQUIRED CONDITIONS

Prior to the issuance of a building permit for vertical construction, the applicant shall:

1. Comply with all conditions stipulated by the Public Works Department (Exhibit Q-1).
2. Comply with all conditions stipulated by the Medford Water Commission (Exhibit R).
3. Comply with all requirements of the Medford Fire Department (Exhibit R).
4. Comply with all requirements of the Rogue Valley Sewer Services (RVSS) (Exhibit T).
5. Comply with all requirements of Jackson County Roads (Exhibit U).
6. Provide documentation to staff confirming compliance with all FAA requirements.
7. Submit documentation to staff confirming compliance with all requirements of DSL in insuring the protection of the wetlands identified on the site or approval for off-site mitigation to allow disturbance of the wetland.
8. Submit a revised site plan identifying a total of 21 bicycle spaces as required per MLDC 10.748.
9. Submit a revised Planting Plan showing a total of 35 trees along the site's frontage of Table Rock Road, and 23 trees along the frontage of Biddle Road, consistent with the frontage landscaping requirements as per MLDC 10.797.



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CITY OF MEDFORD

LD Date: 5/30/2018
Commission Update: 6/15/18
File Number: AC-17-151

PUBLIC WORKS DEPARTMENT STAFF REPORT Table Rock Road Gordon Truck Centers, Inc.

Project: Consideration of a proposal for the development of two contiguous lots totaling 16.52 acres, consisting of the construction of a 68,605 square foot building to be used as a commercial truck and associated vehicle equipment sales and services facility, which includes auto repair, parts sales, and a body shop (the southerly portion of the site will additionally be used for outdoor trailer and equipment storage).

Location: Located east of Table Rock Road and west of Biddle Road in the General Industrial (I-G) zoning district (372W12A 200 & 372W01D 900).

Applicant: Applicant, Gordon Truck Centers; Agent, Tom Sisul; Planner, Dustin Severs.

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 will need to be approved by the Public Works Engineering Division 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.

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PUBLIC WORKS DEPARTMENT
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CITY OF MEDFORD

EXHIBIT # Q-1

File # AC-17-151

A. STREETS

1. Dedications

Biddle Road is classified as a Major Arterial Street within the Medford Land Development Code (MLDC) Section 10.428. **No additional right-of-way is required.**

Table Rock Road is classified as a Minor Arterial street within the MLDC, Section 10.428 and requires a total right-of-way width of 78-feet. However, this section of Table Rock Road along this frontage is under jurisdiction of Jackson County. **The Applicant shall coordinate with Jackson County Roads for any additional right-of-way that may be needed for the Table Rock Reconstruction Project.**

In accordance with MLDC 10.471, **the property owner shall dedicate a 10-foot wide public utility easement (PUE)** adjacent to the right-of-way line along this Developments frontage to Biddle Road and Table Rock Road.

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

2. Public Improvements

a. Public Streets

Biddle Road – All street section improvements, with the exception of a planter strip and sidewalk, have been completed in close conformance with current standards, including pavement, curb and gutter. A 5-foot wide sidewalk with a 10-foot planter strip is required along this developments frontage in accordance with MLDC 10.428.

Commission Update: Public Works would support placement of a 7-foot curb tight sidewalk as requested by the Applicant due to grade constraints.

Table Rock Road is classified as a Minor Arterial street within the MLDC, Section 10.428, and is currently paved without other improvements. Street improvements (aside from street lights) to Table Rock Road are to be set to be completed in the near future by Jackson County Roads with the Table Rock Road Reconstruction Project, including curb and gutter, sidewalk and bike lanes. **Therefore, no additional improvements are required.**

b. Street Lights and Signing

The Table Rock Road Reconstruction Project does not include street lights within the scope of work along this developments frontage. Therefore, the Developer shall provide and install in compliance with Section 10.495 of the Medford Municipal Code (MMC). Based on the

preliminary plan submitted, the following number of street lights and signage will be required:

Street Lighting – Developer Provided & Installed:

A. Biddle Road

- a. 4 – Type A-400
- b. 1 – Base Mounted Cabinet (BMC)

B. Table Rock Road

- a. 7 – Type A-400
- b. 1 – BMC

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

The Developer shall be responsible for contacting Jackson County in regards to any signage requirements.

c. Pavement Moratoriums

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

Commission Update: Applicant shall contact Jackson County Roads for any street moratoriums currently in effect along this frontage to Table Rock Road.

3. Access and Circulation

~~Driveway access to the proposed development site shall comply with MLDC 10.550. There shall be no direct vehicular access to Biddle Road.~~

~~The Developer shall submit evidence of or provide cross access easements for the adjacent properties in accordance with MLDC 10.550.~~

Commission Update: Removed language as noted above.

4. Transportation System

The Applicant will need to address block length in accordance with MLDC 10.426.

Fencing and signage along Table Rock Road shall be placed in accordance with MLDC 10.735, Clear View of Intersecting Streets.

5. Section 10.668 Analysis

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

10.668 Limitation of Exactions

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

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

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

1. Nexus to a legitimate government purpose

The purposes for these dedications and improvements are found throughout the Medford Code, the Medford Transportation System Plan, and the Statewide Planning Rule, and supported by sound public policy. Those purposes and policies include, but are not limited to: development of a balanced transportation system addressing all modes of travel, including motor vehicles, transit, bicycles, emergency services and pedestrians. Further, these rights-of-way are used to provide essential services such as sanitary sewer, domestic water and storm drains to serve the developed parcels. It can be found that the listed improvements have a nexus to these purposes and policies.

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

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

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

Biddle Road and Table Rock Road:

The development shall construct approximately 1,000 linear feet of sidewalk along the Biddle Road frontage of the property. All developments in Medford are required to construct frontage sidewalk. And therefore, this exaction is roughly proportional to all other development within Medford.

The additional street lighting on Biddle Road and Table Rock Road will provide the needed illumination to meet current MLDC requirements.

Local street construction requirements identified by the Public Works Department and required

by the City are the minimum required to protect the public interest and are necessary for additional or densification of development in the City without detracting from the common good enjoyed by existing properties.

The City assesses System Development Charges (SDCs) to help pay for construction of additional Arterial & Collector Street capacity required as a result of new development. Because a mechanism exists in the form of SDC credit for street improvements in accordance with Medford Municipal Code (MMC) 3.815 and other applicable parts of the Code, to fairly compensate the applicant, the conditions of MLDC, Section 10.668 are satisfied.

Dedication of the Public Utility Easements (PUE) will benefit development by providing public utility services, which are out of the roadway and more readily available to each lot or building being served. The additional traffic of all modes of travel generated by this proposed development supports the dedication and improvements for all modes of travel and utilities. As indicated above, the area required to be dedicated for this development is necessary and roughly proportional to that required in similar developments to provide a transportation system that meets the needs for urban level services.

B. SANITARY SEWERS

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

C. STORM DRAINAGE

1. Drainage Plan

A comprehensive 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.

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.

All private storm drain lines shall be located outside of the public right-of-way and/or any public utility easements (PUE).

2. Grading

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

3. Mains and Laterals

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

All public storm drain mains shall be located in paved public streets or within easements. All manholes shall be accessible by paved, all-weather roads within an access easement. All easements shall be shown on the public improvement plans, if required.

4. Detention and Water Quality

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

It appears that this development is on soils classified as belonging to the Type B hydrologic soil group as mapped by the Soil Survey of Jackson County, and on a slope of 5% or less. As such, the project will need to implement Low Impact Development techniques as listed in the Rogue Valley Stormwater Quality Design Manual.

If the proposed development is to be constructed in phases, then each phase will be required to have its own stormwater detention and water quality treatment. If the Developer desires to do so, a Stormdrain Masterplan may be submitted in lieu of requiring each phase to have separate stormwater detention and water quality treatment. The Stormdrain Masterplan shall be submitted and reviewed with each phase's construction plans and shall be constructed with any phase to be served by the facility.

5. 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.

6. 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.

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2. Construction Plans

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

In order to properly maintain an updated infrastructure data base, the Surveyor of Record shall submit an as-built survey prior to the Final Inspection and, the Engineer of Record shall submit mylar "as-constructed" drawings to the Engineering Division within sixty (60) calendar days of the Final Inspection (walk through). Also, the engineer shall coordinate with the utility companies, and show all final utility locations on the "as built" drawings.

3. 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 (SDC)

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

Prepared by: Doug Burroughs

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SUMMARY CONDITIONS OF APPROVAL

Table Rock Road, Gordon Truck Centers, Inc.

AC-17-151

A. Streets

1. Street Dedications to the Public:

- **Biddle Road** – No additional right-of-way required.
- **Table Rock Road** – Applicant to coordinate with Jackson County Roads.
- Dedicate 10-foot Public Utility Easement (PUE) along both frontages.

2. Improvements:

Public Streets

- **Biddle Road** requires a 5-foot wide sidewalk and 10-foot planter strip.
- No public improvements are required along Table Rock Road.

Lighting

- Developer supplies and installs all street lights at own expense.
- Public improvement plans for this work shall be submitted directly to the Public Works Engineering Division.

Access and Circulation

- No direct access to Biddle Road.

Transportation System

- Fencing and signage along Table Rock Road shall be placed in accordance with MLDC 10.735, Clear View of Intersecting Streets

Other

- There is no pavement moratorium currently in effect on **Biddle Road** or **Table Rock Road**.

B. Sanitary Sewer:

- The site is situated within the RVSS area.

C. Storm Drainage:

- Provide a comprehensive grading and drainage plan.
- Provide access easement to proposed SDMH.
- 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.

- = City Code Requirement
- = Discretionary recommendations/comments

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

**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-18-045 APPLICATION FOR PROJECT REVIEW SUBMITTED) **ORDER**
BY HEIRLOOM LIVING CENTERS, LLC)

ORDER granting approval of a request of File No. AC-18-045, as follows:

Consideration of a proposal for the construction of a 60-bed, 27,400 square foot Memory Care Facility and an Exception request for a second driveway exit onto Oak Grove Road on a 2.4-acre lot located at 77 Oak Grove Road in the Heavy Commercial (C-H) zoning district (372W26CA500)

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 described above, with a public hearing a matter of record of the Site Plan and Architectural Commission on June 15, 2018.
3. At the public hearings on said application, evidence and recommendations were received and presented by the developer and Planning Department staff; and
4. At the conclusion of said public hearings, 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 Heirloom Living Centers LLC, stands approved subject to compliance with the conditions stated in the Commission Report dated June 15, 2018.

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 findings referenced in the Commission Report dated June 15, 2018.

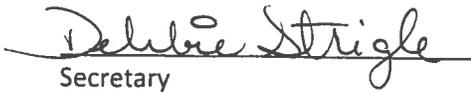
BASED UPON THE ABOVE, it is the finding of the Medford Site Plan and Architectural Commission that the project is in compliance with the criteria of Section 10.290 of the Land Development Code.

Accepted and approved this 6th day of July, 2018.

MEDFORD SITE PLAN AND ARCHITECTURAL COMMISSION

Site Plan and Architectural Commission Chair

ATTEST:


Secretary

**BEFORE THE SITE PLAN AND ARCHITECTURAL COMMISSION
STATE OF OREGON, CITY OF MEDFORD**

IN THE MATTER OF APPROVAL OF AN EXCEPTION FOR)
)
HEIRLOOM LIVING CENTERS LLC [E-18-046]) **ORDER**

ORDER granting approval for the construction of a 60-bed, 27,400 square foot Memory Care Facility and an Exception request for a second driveway exit onto Oak Grove Road on a 2.4-acre lot located at 77 Oak Grove Road in the Heavy Commercial (C-H) zoning district (372W26CA500).

WHEREAS:

1. The Site Plan and Architectural Commission has duly accepted the application filed in accordance with the Medford Land Development Code, Sections 10.211 and 10.252; and
2. The Site Plan and Architectural Commission has duly held a public hearing on the exception for Heirloom Living Centers LLC, as described above, with the public hearing a matter of record of the Site Plan and Architectural Commission on June 15, 2018.
3. At the public hearing on said exception, evidence and recommendations were received and presented by the Planning Department Staff; and
4. At the conclusion of said hearing, after consideration and discussion, the Site Plan and Architectural Commission, upon a motion duly seconded, granted exception approval and directed staff to prepare a final order with all conditions and findings set forth for the granting of the exception approval.

THEREFORE LET IT BE HEREBY ORDERED that the exception of Heirloom Living Centers LLC, stands approved per the Commission Report dated June 15, 2018, and subject to compliance with all conditions contained therein.

AND LET IT FURTHER BE OF RECORD, that the action of the Site Plan and Architectural Commission in approving this request for exception approval is hereafter supported by the findings referenced in the Commission Report dated June 15, 2018.

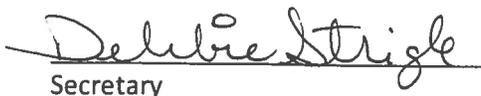
BASED UPON THE ABOVE, the Site Plan and Architectural Commission determined that the exception is in conformity with the provisions of law and Section 10.253 criteria for an exception of the Land Development Code of the City of Medford.

Accepted and approved this 6th day of July, 2018.

MEDFORD SITE PLAN AND ARCHITECTURAL COMMISSION

Site Plan and Architectural Commission Chair

ATTEST:


Secretary



COMMISSION REPORT

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

Project Kinsington Oak Grove
 Applicant/Agent: JCS – Oregon LLC, John Chmelir

File no. AC-18-045/E-18-046

Date June 15, 2018

BACKGROUND

Proposal

Consideration of a proposal for the construction of a 60-bed, 27,400 square foot Memory Care Facility and an Exception request for a second driveway exit onto Oak Grove Road on a 2.4-acre lot located at 77 Oak Grove Road in the Heavy Commercial (C-H) zoning district (372W26CA500).

Vicinity Map



Subject Site Characteristics

Zoning	C-H	Heavy Commercial
GLUP	CM	Commercial
Use	Vacant	

Surrounding Site Characteristics

<i>North</i>	Zone:	C-H
	Use:	Oak Grove Elementary School & Commercial Uses
<i>South</i>	Zone:	C-H
	Use:	Rogue Disposal Storage
<i>East</i>	Zone:	C-H
	Use:	Restaurant & Bi-Mart
<i>West</i>	Zone:	GC (General Commercial) & RR-2.5 (Rural Residential) County Zoning
	Use:	Dutch Bros Coffee Stand & Low Density Residential

Related Projects

PA-17-127	Pre Application for Memory Care Facility
PLA-18-060	Property Line Adjustment (not completed yet)

Applicable Criteria

MLDC Section: 10.290 – Site Plan & 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 developments 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.*

MLDC Section: 10.253 - Criteria for an Exception.

No exception, in the strict application of the provisions of this chapter, shall be granted by the approving authority having jurisdiction over the plan authorization unless it finds that

all of the following criteria and standards are satisfied. The power to authorize an exception from the terms of this code shall be sparingly exercised. Findings must indicate that:

(1) The granting of the exception shall be in harmony with the general purpose and intent of the regulations imposed by this code for the zoning district in which the exception request is located, and shall not be injurious to the general area or otherwise detrimental to the health, safety, and general welfare or adjacent natural resources. The approving authority shall have the authority to impose conditions to assure that this criterion is met.

(2) The granting of an exception will not permit the establishment of a use which is not permitted in the zoning district within which the exception is located.

(3) There are unique or unusual circumstances which apply to this site which do not typically apply elsewhere in the City, and that the strict application of the standard(s) for which an exception is being requested would result in peculiar, exceptional, and undue hardship on the owner.

(4) The need for the exception is not the result of an illegal act nor can it be established on this basis by one who purchases the land or building with or without knowledge of the standards of this code. It must result from the application of this chapter, and it must be suffered directly by the property in question. It is not sufficient proof in granting an exception to show that greater profit would result.

Corporate Names

Duane Schultz is the Registered Agent for JCS-Oregon, LLC. according to the Oregon Secretary of State Business Registry. William and John Chmelir are listed as Members.

ISSUES AND ANALYSIS

Project Summary

The applicant is proposing the construction of a single-story building with a base footprint of 27,397 square feet to be used as a Nursing & Personal Care Facility as defined under Oregon Administrative Rules. Proposed are a total of 60 beds with a mix of single-occupancy and shared occupancy bedrooms. There will also be living, dining, and TV rooms, as well as a serving kitchen and administrative areas.

Site Development Standards

As shown in the Site Development Table below, it can be found that the proposed building identified on the submitted site plan meets the bulk standards for the C-H zoning district as found in Article V of the Medford Land Development Code.

SITE DEVELOPMENT TABLE

	Allowed	Proposed
Height	35 feet Max.	Max. of 25 feet
Lot Coverage	60% Max.	36%
Setback (front)	10 Foot Min.	15 feet
Setback (side)	2.5 feet	24 feet
Setback (street side)	10 feet	150+ feet
Setback (rear)	2.5 feet	100+ feet

Parking

Vehicular Parking

The submitted site plan identifies a total of 33 vehicular spaces provided for the development, including the requisite location and dimension of accessible parking spaces. In the supplemental findings (Exhibit L) received on May 30, 2018, the applicant states that two of the 33 parking spaces will eventually be eliminated to provide for a second access to the currently vacant part of subject property to the north of the proposed development. 31 vehicular parking spaces are required per MLDC 10.743; therefore, the possible loss of two parking spaces is acceptable.

A total of two accessible spaces are required to be included in the total amount of parking provided. Only one space is shown on the site plan. It will be a condition of approval to add one additional accessible space.

Bicycle Parking

Four bicycle parking spaces are required per MLDC 10.748. The applicant proposes the installation of four spaces – two in the front of the building and two in the back. It is generally required that bicycle parking spaces are located in the front of the building (MLDC 10.749). However, the applicant is making the argument that it is more likely for employees to ride their bike to the facility than it is for visitors. Employees who do ride bikes will be asked to park in the back of the building and the employee entrance.

PARKING TABLE

	Required	Proposed
Total Spaces	31	33
Accessible Spaces	2	1
Bicycle Spaces	4	4

Landscaping

It can be found that the submitted landscape plans (Exhibits G & H) meets the frontage landscaping requirement for trees and shrubs to be planted along Oak Grove Road (the only side to be developed at this time), and the parking area planter requirements for interior landscaping within the proposed parking area.

LANDSCAPE TABLE - Frontage Landscaping (10.797)

Oak Grove Road	Required	Shown
Trees	7	7
Shrubs	46	61

The applicant is asking for relief of MLDC 10.797 in regards to the locational requirement. 10.797 states that 'all required planting shall be located in the required yard area adjacent to the street unless otherwise approved by the approving authority.'

The applicant proposes to plant four of the required seven trees within the public right-of-way.

Access

Vehicular Access

The northerly driveway entrance from Oak Grove Road will provide access to the main entrance and parking area. As per the Public Works Report (**Exhibit N-1**), the driveway construction will be required to comply with driveway access standards found in MLDC 10.550. The proposed second driveway to the south will be discussed further below under 'Exception Analysis.'

Pedestrian Access

The submitted site plan shows pedestrian walkways connecting the building's entrance with the public sidewalk along Oak Grove Road and the proposed parking lot.

Architecture

The applicant's submitted narrative (Exhibit I) describes the building's proposed architecture and exterior treatments and how they fit with and complement adjacent buildings and development, as the following:

A brief look at the front and right elevations (West Main and Oak Grove exposures, respectively) is demonstrates our success at making the building look like many buildings clustered together, and resulting in a pleasing Craftsman-style Village. A variety of building forms, stepped forward and back, gable ends nested gables – some with columns and decorative handrail and exposed trusses, minor façade elements, two story elements, towers, hipped roofs, Dutch Gables, dormers, and a significantly varied roof line, all work to that purpose. Lap siding, shingle siding, stone, stucco and window trim, paired with a variety of subtle color changes complete the effort.

In reality, the architecture along West Main is a mix mash of styles, much of low quality and maintenance. Architecturally the building will comport most closely to the new apartment complexes built along West Main, inasmuch as there will be varied features and multiple colors.

Exception Analysis

The applicant is asking for a second, exit-only driveway onto Oak Grove Road to allow an exit for emergency and service vehicles. In his narrative, the applicant describes why memory care facility are preferably built as single-story developments which result in sprawling facilities and that these sprawling facilities complicate fire truck access. Having fire truck access to within 150 feet of every portion of the building is the main goal of the proposed second driveway.

Staff concurs with the applicant's findings and, per the Public Works Staff Report (**Exhibit N-1**), has the following comments:

MLDC 10.550 requires a minimum driveway spacing of 250-feet. If the exception is approved, the proposed emergency/service driveway will be 190-feet from the primary driveway and approximately 70 feet from the existing driveway on the parcel to the south, tax lot 600. Since the tax lot 600 is only approximately 150-feet wide, there would be no opportunity for the property to the south to have a driveway when it is redeveloped in the future. Therefore, if the exception is granted, Public Works recommends that the emergency/service driveway be

conditioned to be removed in the future when tax lot 600 is redeveloped and cross-access is provided to a future driveway, which meets spacing requirements, on tax lot 600.'

**Minimum Driveway Spacing Standards (Center-to-Center)
Arterial and Collector Streets
Table 10.550-3**

Speed Limit	25	30	35	40	45
Driveway Spacing	145 ft.	195 ft.	250 ft.	315 ft.	385 ft.

Committee Comments

No comments were received from committees such as BPAC.

No other issues were identified by staff.

DECISION

At the public hearing held on June 15, 2018, the Commission voted unanimously to approve the application including the planting of four street trees in the public right-of-way, the installation of two bicycle parking spaces at the rear entrance of the building, and to allow the 2nd driveway for emergency and service aces, and require it to be removed when tax lot 600 is developed to the south and adequate cross access is provided.

FINDINGS AND CONCLUSIONS

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

ACTION TAKEN

Adopt the findings as recommended by staff and direct staff to prepare the final order for approval of AC-18-045 & E-18-046 per the commission report dated June 15, 2018, including Exhibits A through W.

EXHIBITS

- A-1** Conditions of Approval, dated June 15, 2018
- B** Site Plan C1, received May 30, 2018
- C** Utility Plan, received May 30, 2018
- D** Elevations A2.0, received April 16, 2018

- E Roof Plan, received April 16, 2018
- F Main Floor Plan, received April 16, 2018
- G Landscape Plan L1.0, received May 30, 2018
- H Landscape Plan L1.1, received April 16, 2018
- I Applicant's Findings of Fact for Section 10.290, received April 16, 2018
- J Applicant's Findings of Fact for Section 10.253, received April 16, 2018
- K Preliminary Drainage Plan, received April 16, 2018
- L Supplemental Findings, received May 30, 2018
- M Code Compliance: Criterion No. 2, received April 16, 2018
- N-1 Public Works Staff Report, dated May 23, 2018**
- O Building Department Memo, dated May 22, 2018
- P Medford Water Commission Memo, dated May 23, 2018
- Q Fire Department Memo, dated May 17, 2018
- R Rogue Valley Sewer Services Memo, dated May 15, 2018
- S Rogue Valley Sewer Services Memo, dated May 15, 2018
- T City Surveyor Memo, dated May 9, 2018
- U Market Analysis, received April 16, 2018
- V Jackson County GIS, received April 16, 2018
- W Legal Description, received April 16, 2018
Vicinity map

SITE PLAN AND ARCHITECTURAL COMMISSION AGENDA:

JUNE 15, 2018

JULY 6, 2018

Jim Quinn, Chair

EXHIBIT A-1

Kinsington Oak Grove
AC-18-045/E-18-046
Conditions of Approval
June 15, 2018

DISCRETIONARY CONDITIONS

Prior to issuance of a building permit for vertical construction, the applicant shall:

1. Finalize lot line adjustment for Property Line Adjustment PLA-18-060.

CODE REQUIRED CONDITIONS

Prior to the issuance of a building permit for vertical construction, the applicant shall:

2. Comply with all requirements per MLDC 10.797 Street Frontage Landscaping.
3. Comply with all requirements per MLDC 10.746(8) – General Design Requirements for Parking
4. **Comply with all conditions stipulated by the Public Works Department (Exhibit N-1).**
5. Comply with all conditions stipulated by the Medford Water Commission (Exhibit P)
6. Comply with all conditions stipulated by the Fire Department (Exhibit Q).
7. .Comply with all conditions stipulated by Rogue Valley Sewer Services (Exhibit R).



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PLANNING DEPT.

JUN 15 2018

RECEIVED

CITY OF MEDFORD

LD Date: 5/23/2018
Commission Update: 6/15/18
File Number: AC-18-045/E-18-046

PUBLIC WORKS DEPARTMENT STAFF REPORT

Heirloom Living Centers, LLC

Kinsington – Oak Grove Memory Care Facility

Project: Consideration of a proposal for the construction of a 60-bed, 27,400 square foot Memory Care Facility on a 2.4-acre lot.

Location: Located at 77 Oak Grove Road in the Heavy Commercial (C-H) zoning district (372W26CA500).

Applicant: Applicant, Heirloom Living Centers, LLC.; Agent, JCS-Oregon LLC.; Planner, Steffen Roennfeldt.

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 will need to be approved by the Public Works Engineering Division 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.

P:\Staff Reports\AC\2018\AC-18-045_E-18-046 77 Oak Grove Rd - 60-Bed Memory Care Facility (TL 500)\AC-18-045_E-18-046 Staff Report_Commission Update.docx

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CITY OF MEDFORD

EXHIBIT # N-1

File # AC-18-045

E-18-046

STREETS

1. Dedications

West Main Street is classified as a Minor Arterial street within the Medford Land Development Code (MLDC), Section 10.428. The developer shall dedicate for public right-of-way, sufficient width of land along the frontage of this development to accommodate a 10-foot planter strip and 5-foot sidewalk and not to exceed a half width of 39-feet. **The Developer's surveyor shall verify the amount of additional right-of-way required.**

Oak Grove Road is classified as a Major Collector street within MLDC 10.428. The developer shall dedicate for public right-of-way, sufficient width of land along the entire frontage of this development to accommodate a 10-foot planter strip and 5-foot sidewalk ~~and not to exceed a half width of 37 feet.~~ **The Developer's surveyor shall verify the amount of additional right-of-way required.** Commission Update: Removed language as noted above. The right-of-way dedication may exceed 37-feet along Oak Grove Road.

The developer will receive SSDC (Street System Development Charge) credits for the public right-of-way dedication on **West Main Street** and **Oak Grove Road**, per the methodology established by the MLDC 3.815. **Should the developer elect to have the value of the land be determined by an appraisal, a letter to that effect must be submitted to the City Engineer within sixty (60) calendar days of the date of the Final Order of the Planning Commission. The City will then select an appraiser, and a cash deposit will be required as stated in Section 3.815.**

In accordance with MLDC 10.471, **the property owner shall dedicate a 10-foot wide public utility easement (PUE)** adjacent to the right-of-way line along this Developments respective frontage.

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

2. Public Improvements

a. Public Streets

West Main Street is classified as a Minor Arterial street within the MLDC, Section 10.428. All street section improvements, with the exception of a planter strip, have been completed in close conformance with current standards, including pavement, curb and gutter and sidewalk. **No additional public improvements are required.**

Oak Grove Road is classified as a Major Collector street within the MLDC, Section 10.428. All street section improvements, with the exception of a planter strip and sidewalk, have been completed in close conformance with current standards, including pavement, curb and gutter. The Developer shall provide a **5-foot wide sidewalk with a 10-foot planter strip along this developments frontage.**

NOTE: All projects subject to Site Plan and Architectural Review shall be required per MLDC 10.501 (6), as a condition of approval, to repair all frontage sidewalks as determined by the Engineering Division. When attached as a condition of approval of a Site Plan and Architectural Review application the sidewalk maintenance procedures set forth in Chapter 3, Section 3.025, Notice on Hearing of City Repair of Sidewalks, through 3.035, Notice of Sidewalk Repair, are hereby superseded.

b. Street Lights and Signing

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

Street Lighting & Signage – Developer Provided & Installed:

- A. 1 – Type A-310
- B. 1 – Type C-250
- C. 1 – Base Mounted Cabinet (BMC)
 - a. NOTE: The developer could use an existing RPS on that SE corner of the intersection. This service is only 120v. It would also need a breaker and contactor installed.

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

- A. N/A

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

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

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

c. Pavement Moratoriums

There is no pavement cutting moratorium currently in effect along this frontage to West Main Street or Oak Grove Road.

d. Access to Public Street System

In accordance with MLDC 10.550, driveway approaches shall have a 20-foot radius.

In accordance with MLDC 10.550, cross access easements shall be provided to all contiguous parcels that do not abut a street of a lower order than an arterial or collector, including tax lots 400 and 600. Site design shall accommodate future use of such accesses.

Regarding the exception request:

MLDC 10.550 requires a minimum driveway spacing of 250-feet. If the exception is approved, the proposed emergency/service driveway will be 190-feet from the primary driveway and approximately 70 feet from the existing driveway on the parcel to the south, tax lot 600. Since the tax lot 600 is only approximately 150-feet wide, there would be no opportunity for the property to the south to have a driveway when it is redeveloped in the future. Therefore, if the exception is granted, Public Works recommends that the emergency/service driveway be conditioned to be removed in the future when tax lot 600 is redeveloped and cross-access is provided to a future driveway, which meets spacing requirements, on tax lot 600.

3. Section 10.668 Analysis

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

10.668 Limitation of Exactions

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

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

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

1. Nexus to a legitimate government purpose

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

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

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

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

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

West Main Street & Oak Grove Road:

The additional right-of-way on West Main Street and Oak Grove Road will provide the needed width for a future planter strip. West Main Street and Oak Grove Road are both 35 mile per hour facilities, where West Main Street currently carries approximately 11,800 vehicles per day and Oak Grove Road carries approximately 3,700 vehicles per day. The 10-foot planter strip moves pedestrians a safe distance from the edge of the roadway on West Main Street and Oak Grove Road. West Main Street and Oak Grove Road will also be the primary routes for pedestrians traveling to and from this future development.

Local street right-of-way construction requirements identified by the Public Works Department and required by the City are the minimum required to protect the public interest and are necessary for additional or densification of development in the City without detracting from the common good enjoyed by existing properties.

The additional street lighting on West Main Street and Oak Grove Road will provide the needed illumination to meet current MLDC requirements.

Dedication of the Public Utility Easements (PUE) will benefit development by providing public utility services, which are out of the roadway and more readily available to each lot or building being served. The additional traffic of all modes of travel generated by this proposed development supports the dedication and improvements for all modes of travel and utilities. As indicated above, the area required to be dedicated for this development is necessary and roughly proportional to that required in similar developments to provide a transportation system that meets the needs for urban level services.

The City assesses System Development Charges (SDCs) to help pay for acquisition of right-of-way and construction of additional Arterial & Collector Street capacity required as a result of new development. Because a mechanism exists in the form of SDC credit for right-of-way

dedication and street improvements in accordance with Medford Municipal Code (MMC) 3.815 and other applicable parts of the Code, to fairly compensate the applicant, the conditions of MLDC, Section 10.668 are satisfied.

A. SANITARY SEWERS

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

B. STORM DRAINAGE

1. Drainage Plan

A comprehensive 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, shall be submitted with the first building permit application for approval.

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.

A Site/Utility Plan shall be submitted with the building permit application to show the location of existing or proposed stormdrain lateral/s for the site.

All private storm drain lines shall be located outside of the public right-of-way and/or any public utility easements (PUE).

2. Grading

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

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

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.

C. GENERAL CONDITIONS

1. Design Requirements and Construction Drawings

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

2. Construction Plans

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

In order to properly maintain an updated infrastructure data base, the Surveyor of Record shall submit an as-built survey prior to the Final Inspection and, the Engineer of Record shall submit mylar "as-constructed" drawings to the Engineering Division within sixty (60) calendar days of the Final Inspection (walk through). Also, the Engineer shall coordinate with the utility companies, and show all final utility locations on the "as built" drawings.

3. 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. Any work falling with another agencies jurisdiction shall require a separately issued permit or approval from the respective agency.

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.

Prepared by: Doug Burroughs

SUMMARY CONDITIONS OF APPROVAL

Heirloom Living Centers, LLC
Residential Care Facility/2-Lot Partition
AC-18-045/E-18-046

A. Streets

1. Street Dedications to the Public:

- Dedicate additional right-of-way on **West Main Street**.
- Dedicate additional right-of-way on **Oak Grove Road**.
- Dedicate 10-foot Public Utility Easement (PUE) along both frontages.

2. Improvements:

Public Streets

- **West Main Street** improvements have been completed.
- **Oak Grove Road** improvements have been completed except for planter strip and sidewalk.
- Repair all frontage sidewalks as determined by the Engineering Division.

Lighting and Signing

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

Access to Public Street System

- In accordance with MLDC 10.550, driveway approaches shall have a 20-foot radius.
- In accordance with MLDC 10.550, cross access easements shall be provided to all contiguous parcels that do not abut a street of a lower order. Site design shall accommodate future use of such accesses.

Other

- There is no pavement moratorium currently in effect on the frontage to West Main Street or Oak Grove Road.

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.

- = City Code Requirement
- = Discretionary recommendations/comments

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

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Site Plan and Architectural Commission Minutes

From Public Hearing on June 15, 2018

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

Bill Chmelir, Acting Chair
Jeff Bender (Acting Chair for Item 50.2 only)
Jim Catt
Dave Culbertson
Bob Neathamer
Marcy Pierce
Rick Whitlock
Dick Gordon, City Council Liaison

Staff Present

Kelly Akin, Assistant Planning Director
Katie Zerkel, Senior Assistant City Attorney
Doug Burroughs, Public Works/Eng Development Services Mgr.
Dustin Severs, Planner III
Steffen Roennfeldt, Planner III
Debbie Strigle, Recording Secretary

Commissioners Absent

Jim Quinn, Chair, excused

10. Roll Call.

20. Consent Calendar/Written Communications. None.

30. Minutes.

30.1 The minutes for the June 1, 2018, meeting, were approved as submitted.

40. Oral and Written Requests and Communications. None.

50. Public Hearings.

Katie Zerkel, Senior Assistant City Attorney, read the rules governing the public hearings.

New Business.

50.1 **AC-17-151** Consideration of a proposal for the development of two contiguous lots totaling 16.52 acres, consisting of the construction of a 68,605 square foot building to be used as a commercial truck and associated vehicle equipment sales and services facility, which includes auto repair, parts sales, and a body shop (the southerly portion of the site will additionally be used for outdoor trailer and equipment storage), to be located east of Table Rock Road and west of Biddle Road in the General Industrial (I-G) zoning district (372W12A 200 & 372W01D 900); (Gordon Truck Centers, Applicant; Tom Sisul, Agent; Dustin Severs, Planner).

Acting Chair Chmelir asked for any potential conflicts of interest, ex-parte communications, or site visits. There were none.

Dustin Severs, Planner III, gave a PowerPoint presentation of the June 8, 2018, Staff Report. He added the applicant's trash enclosure plan submittal as Exhibit AA and the Public Works Department's Revised Staff Report as Exhibit Q-1.

Commissioner Whitlock inquired if there was a document that acknowledged that the county actually approved the traffic study and two driveways onto Table Rock Road. Mr. Severs answered he was confident Planning received that documentation. Katie Zerkel, Senior Assistant City Attorney, added that on Exhibit U, # 9 and # 10, it reads that the traffic study and Table Rock Road approaches had been reviewed and approved by Jackson County.

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

a) Tom Sisul, agent for the applicant, clarified that the development is being done by Gordon Truck Centers, not Gordon Trucking. He talked about the project and requested that the applicant be granted a waiver on the amount of street trees that are required on the Table Rock Road frontage. He said the applicant's concern is that street trees won't allow the building to be seen from Table Rock Road.

Commissioner Whitlock asked Mr. Sisul if there were any site vision concerns with the grouping of trees around the entrance to the equipment storage area. Mr. Sisul replied that particular driveway will be the least used and the main entrance will be aligned with the Costco driveway. He said the majority of traffic would be using the main entrance driveway.

Mr. Sisul reserved rebuttal time.

The public hearing was closed.

Motion: Adopt the findings as recommended by staff and direct staff to prepare the final order for approval of AC-17-151 per the staff report dated June 8, 2018, including Exhibits A-AA, Q-1, and adding the following conditions:

- Strike Condition of Approval #10
- Grant relief from the block length, block perimeter, and access way requirements

Moved by: Commissioner Whitlock Seconded by: Commissioner Neathamer

Commissioner Whitlock commented he was struggling with the relief request for 23 street trees instead of the required 35. He stated he wasn't sure the reason for the requested waiver was enough to justify reducing the number of street trees. Since the street trees could be grouped, he felt those trees could be accommodated and still allow for frontage visibility from Table Rock Road.

Commissioner Bender concurred with Commissioner Whitlock saying it would be a substantial building both in height and bulk and didn't believe that providing the required number of street trees would detract anything from visibility.

Commissioner Catt asked what the standards were for the specific type of street trees required. Kelly Akin, Assistant Planning Director, explained that the Parks Department has a list of approved street trees but it has to do with how they impact sidewalks and less to do with how they impact visibility.

Roll Call Vote: Motion passed, 7-0

50.2 **AC-18-045/E-15-046** Consideration of the construction of a 60-bed, 27,400 square foot Memory Care Facility on a 2.4-acre lot located at 77 Oak Grove Road in the Heavy Commercial (C-H) zoning

district (372W26CA500); (Heirloom Living Centers LLC, Applicant; JCS – Oregon LLC, Agent; Steffen Roennfeldt, Planner).

Acting Chair Chmelir asked for any potential conflicts of interest, ex-parte communications, or site visits.

Commissioner Neathamer declared his office is providing land surveying services, recused himself from his seat on the commission, and sat in the audience.

Acting Chair Chmelir declared he is one of the applicants. He turned this portion of the public hearing over to Commissioner Bender then recused himself and sat in the audience.

Commissioner Whitlock stated he considers Commissioner Neathamer a personal friend but was confident he could be fair and objective on this application. He said he would not allow the friendship to interfere with his decision.

Steffen Roennfeldt, Planner III, gave a PowerPoint presentation of the June 6, 2018, Staff Report. Staff recommended approval.

Commissioner Whitlock wanted to know if staff agreed with the request to have four of the seven street trees located in the right-of-way. Mr. Roennfeldt answered yes.

Doug Burroughs, Public Works Department, commented that a revision had been made to their report regarding the Oak Grove dedication. The language on page 2 that reads "*and not to exceed a half width of 37 feet*" has been removed from the report. There are portions where the dedication will be over 37 feet because of the centerline position of the right-of-way in relationship to the actual construction of the road and the code requirement to provide a 10 foot planter and 5 foot sidewalk.

Commissioner Pierce asked about the fire access wanting to know how the commission could ensure that the fire access would still meet criteria when the property to the south is developed, if this exception is granted. Mr. Burroughs answered that the driveway approach would be removed; the driveway would still go to that area of the building and at that point it could either connect to the parcel to the south or maybe somewhere else. Typically, cross access is given towards the front of the property. The driveway would still go around the building but it just wouldn't go on to the street at that point. That way you could have the code required separation between the two driveways.

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

a) John Chmelir, agent for the applicant and part owner of Heirloom Living Centers, said they have two facilities in Grants Pass and recently constructed a facility in Ashland. Mr. Chmelir spoke to the need for the exception saying they conducted a needs analysis that demonstrated there is a shortage of over 1200 beds for Alzheimer patients in Jackson County. He gave more information about the planning and design of a building for this type of facility and the project in general.

Mr. Chmelir clarified that his understanding of Public Works' proposal is to provide the future easement within a 100 feet of Oak Grove, the easement to the property to the south, so that the one driveway access onto the road can go away and this project can access into the south property and onto Oak Grove, another 70 feet or so down the road. He added there would always be fire access around that curve.

Mr. Chmelir pointed out this project is at least partially affordable housing. He said all the facilities accept Medicaid residents. To be approved by Medicaid the patient essentially has to be destitute. Not only is this facility providing needed beds, they are also providing affordable beds.

Rebuttal time was reserved for Mr. Chmelir.

b) Cecile Everson, 8730 Sterling Creek Rd, owns property directly to the north of this site. She had concerns about the compatibility of this facility in relationship to other businesses located along West Main Street; the safety of children existing Oak Grove School; accommodations that will be made during the construction for access to businesses; traffic patterns; the duration of the construction; where the accesses were located; and what provisions were going to be made for the security of the residents of this facility in relationship to the school children that may come into contact with them.

Mr. Chmelir came forward and addressed the concerns of Ms. Everson. He explained that all the accesses were off of Oak Grove Road; the only construction that's planned along West Main Street is the addition of a street light and didn't think there would be any access or construction issues there at all; they won't be working on Oak Grove except to tie into curb lines for the accesses; they are giving between 10 and 20 feet of right-of-way along Oak Grove so there will be a median strip with a sidewalk that's going to be constructed which will be helpful for the school children; construction will be between 18 and 20 months once it's started; as far as traffic, staff will be coming and going during the day and there won't be as many visitors as you would hope, so there won't be that much traffic; and security is a big issue. The doors contain panic hardware that will be held shut with an electromagnetic lock mounted on the top of the door. Those stay locked unless a code is entered. If the power goes off or if any part of the fire system is activated it interrupts the circuit and the electromagnets go away and the doors work like any other commercial facility with panic hardware. The backyard is fenced and gated with the same electromagnetic and panic hardware system. Mr. Chmelir said that in a crisis the doors do unlock and they have plans in place to secure the residents of the facility. This is regularly reviewed by the State. He pointed out that these residents are not violent, they just don't remember where they are or why they do something and because of that they become a danger primarily to themselves and not to others.

Commissioner Whitlock asked if the outside gates pop open in the case of a power outage. Mr. Chmelir answered no and explained that all the secure doors and gates have regular panic hardware, it's just they're not also restrained by the magnet. You can't operate the panic hardware unless you have the code.

Mr. Chmelir stated they plan on having a generator at this facility so if there's a power outage they can continue to run electromagnetic locks.

The public hearing was closed.

Motion: Adopt the findings as recommended by staff and direct staff to prepare the final order for approval of AC-18-045/E-18-046 per the staff report dated June 6, 2018, including all exhibits, and adding the following conditions:

- Allow the 2nd driveway for emergency and service access, and require it to be removed when tax lot 600 is developed to the south and adequate cross access is provided
- Approve the proposed bike spaces in the back of the building
- Approve locating four of the seven street trees in the right-of-way

Moved by: Commissioner Whitlock

Seconded by: Commissioner Culbertson

Commissioner Whitlock remarked he appreciated the concerns of the neighborhood and thought the more they become familiar with the type of facility this is and the extreme amount of care that is required by the State in caring for these disoriented and confused residents, the more the neighbors will understand that they probably couldn't have better neighbors than this memory care facility. While there might be some construction impediments, as with any construction, this facility will ultimately be

a great addition and recognizes the growing need for memory care facilities not only in our community but throughout the United States. Commissioner Whitlock added he thought this was a great use for this property.

Commissioner Bender agreed with Commissioner Whitlock's comments and added that specifically with regards to the compatibility issue, this memory care facility will be a good neighbor to have. In regards to building and bulk, he believed the applicant had done a great job to mitigate the bulk of the building and had create a varied and broken down environment that brings it to the scale of surrounding residences and other uses in the area.

Roll Call Vote: Motion passed, 5-0

Acting Chair Chmelir and Commissioner Neathamer resumed their seats on the commission.

60. Written Communications. None.

70. Unfinished Business. None.

80. New Business. None.

90. Report from the Planning Department.

90.1 Ms. Akin reported that the Urban Growth Boundary (UGB) Expansion had been successfully adopted. No appeals had been filed. Kudos to the Long Range Planners, both current and past, that have been working on this for the last 10 or 12 years.

90.2 Ms. Akin announced there is business scheduled for the July 6th meeting, but no business for the July 20th meeting.

90.3 Ms. Akin said that at City Council's last meeting on June 7th, they adopted a Parks amendment which created a park zone, and had adopted a chicken ordinance.

90.4 Ms. Akin stated that Planning has quite a few items before City Council at their next meeting including the Community Development Block Length Program and text amendment to reorganize Article II.

90.5 Ms. Akin reminded the Commissioners of their study session that will begin immediately after this meeting has been adjourned.

Acting Chair Bender requested that at the next meeting the Commissioners remember that the motions will be about accepting/adopting the final orders. He asked if staff would make that part of their presentation or graphics so that everybody remembers to state the motions correctly. Ms. Akin answered that is always the goal.

Commissioner Whitlock wanted to know, regarding the Parks amendment, if City Council created the zone or did they also designate different areas as zoned parks? Was this just a legislative piece or was there a quasi-judicial piece? Ms. Akin replied that it was a legislative action because it affected multiple properties within the city. When looking at the zoning map the zones of the existing park facilities were actually changed. There was a legislative action, a comprehensive plan action, and a zone change all at once.

Acting Chair Chmelir congratulated Ms. Akin on the zoning map.

100. Messages and Papers from the Chair. None.

110. Propositions and Remarks from the Commission.

100.1 Commissioner Whitlock offered his congratulations to staff and City Council for getting through the UGB amendment process.

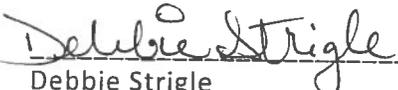
120. City Council Comments.

120.1 Councilmember Gordon clarified that the chicken ordinance was coming back to City Council for a second reading. He commented he did not think it would pass.

130. Adjournment

130.1 The meeting was adjourned at approximately 1:23 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

Jim Quinn
Site Plan and Architectural Commission Chair

Approved: July 6, 2018



City of Medford

Planning Department

Working with the community to shape a vibrant and exceptional city

STAFF REPORT

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

PROJECT Cardiovascular Institute of Southern Oregon
Applicant: Cardiovascular Institute of Southern Oregon
Agent: Ron Grimes Architects

FILE NO. AC-18-043

TO Site Plan and Architectural Commission

for July 6, 2018 hearing

FROM Dustin Severs, Planner III

REVIEWER Kelly Akin, Assistant Planning Director

DATE June 29, 2018

BACKGROUND

Proposal

Consideration of a proposal for the construction of second and third floor building addition over an existing lobby totaling 4,054 square feet at the Cardiovascular Institute of Southern Oregon, an existing medical facility containing a 38,400 square foot building on a 2.07-acre lot located at 520 Medical Center Drive in the Service/Professional (C-S/P) zoning district (371W28CC113).

Vicinity Map



Subject Site Characteristics

Zoning: Service/Professional (C-S/P)
GLUP: Service Commercial (SC)
Overlay(s): None
Use: Asante Rogue Regional Medical Center – Southern Oregon Cardiology

Surrounding Site Characteristics

North Zone: C-S/P
Use(s): Asante Foundation

South Zone: C-S/P
Use(s): Smullin Health Education Center

East Zone: C-S/P
Use(s): Asante Rogue Regional Medical Center

West Zone: C-S/P
Use(s): Asante Urgent Care

Applicable Criteria

MLDC Section: 10.290 – Site Plan & 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 developments 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 Oregon State Business Registry lists the owner of the property as CVISCO Management, LLC, with its principal place of business listed as 520 Medical Center Drive, Suite 15, and lists Bruce Patterson as its authorized agent.

ISSUES AND ANALYSIS

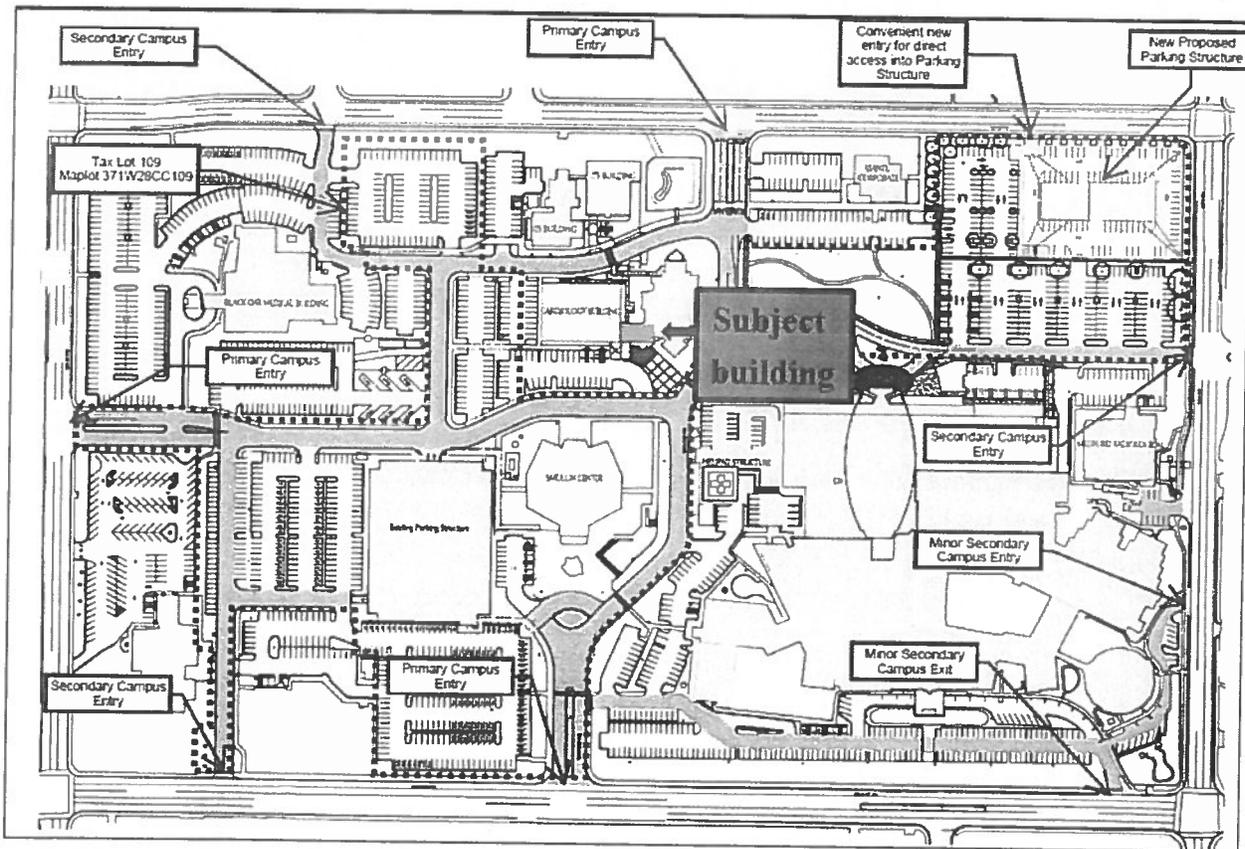
Project Summary

Site History

SITE HISTORY TABLE

FILE #	DATE	DESCRIPTION
CUP-82-386	1982	Original CUP approval
CUP-02-158	2002	Revision to CUP to add Cardiovascular Institute building
AC-02-193	2002	SPAC approval for subject Cardiovascular Institute building
CUP-18-158	2018	CUP Minor Modification for proposed parking structure

ARRMC Campus

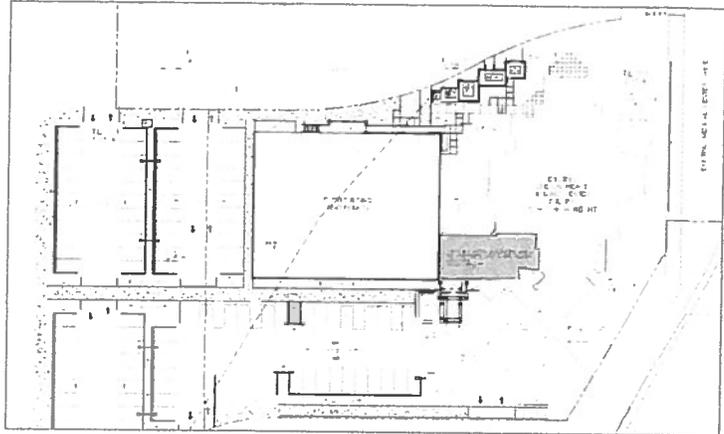


The Asante Rogue Regional Medical Center (ARRMC) operates under a conditional use permit (CUP-82-386) that has been subsequently revised and approved to include additional medical buildings on the 41.97-acre campus, including a revision in 2003 to add the 3-story Cardiovascular Institute building, which is attached to the west of the subject building (CUP-02-158). As each phase of the ARRMC expansion is required to be reviewed by the Site Plan and

Architectural Commission (SPAC), the Cardiovascular Institute building also received SPAC approval that same year for its site design and building architecture (AC-02-193).

Current proposal

The applicant is now requesting to construct a second and third floor building addition over the existing entry lobby between the Cardiovascular Institute building and the Oregon Heart & Lung Center building. The proposed addition will total 4,054 square feet of gross floor space for doctor offices and exam rooms, and will measure 40 feet in height when completed. The



proposed addition will not increase the building footprint, and all site design standards (e.g., bulk standards, landscaping, etc.) have been reviewed and approved with previous land use applications. As such, staff’s review of the subject application will be limited to evaluating the new addition’s impact on the total parking capacity of the ARRCM campus to insure compliance with the parking requirements for the ARRCM CUP collectively, and evaluating the building’s proposed architecture to insure consistency in its aesthetic design.

SPAC Exemptions

MLDC 10.031, title *Exemptions from the Development Permit Requirement*, provides exemptions from development permit requirements for certain proposals, including exempting building additions that are no more than a 20 percent or 2,500 square foot increase in gross floor area from SPAC approval. Despite the very limited scope of the subject request, the proposal did not meet any of the eleven listed exemptions as found in MLDC 10.031(C).

Parking

Pursuant to MLDC 10.743-1, the minimum off-street parking requirements for the 4,054 square foot addition, which includes the addition of three physicians (Exhibit O), totals 21 parking spaces.

The off-street parking requirements for the ARRCM

Table 10.743-1 – City of Medford Minimum and Maximum Parking Standards			
Land Use Category	Parking Standards are based on number of spaces per 1,000 Square Feet of Gross Floor Area (unless otherwise noted)		
	Minimum Number of Required Parking Spaces		Maximum Permitted Parking Spaces
	Central Business District C-B Overlay (outside of Downtown Parking District)**	All Other Zones	All Zones
Office, Medical	4 spaces plus 1.0 space per doctor	4.5 spaces plus 1.0 space per doctor	5.4 spaces plus 1.0 space per doctor

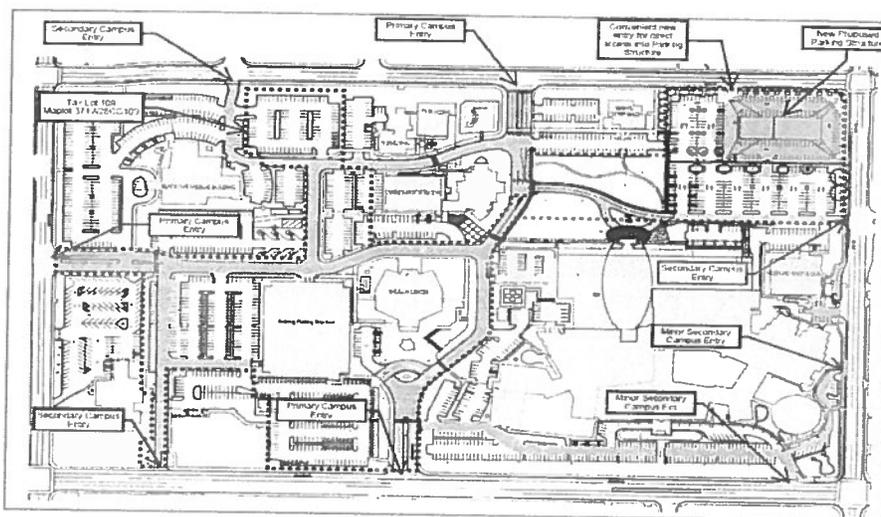
campus is based on a traffic study that was submitted with their ARRCM Master Plan, and approved as part of their CUP revision/expansion in 2002 (CUP-02-158). The study’s primary

purpose was to determine parking requirements for the entire campus after the Cardiovascular Institute building was built – the last expansion approved for the ARRCM CUP.

The study determined that the peak parking demand with the construction of the Cardiovascular Institute would be 2,462 parking spaces, while the total spaces on the campus was 2,477 – exceeding the peak-projected demand by 15 spaces.

With the subject expansion request requiring the addition of 21 spaces, the number of spaces still exceed the peak-projected demand determined by the 2002 study; however, no additional studies have been performed for the subject request to determine if the addition 21 spaces – bringing the total parking for the campus to 2,498 – still exceeds the peak-parking demand with the 4,054 square foot expansion factored into the study.

The ARRCM recently submitted conceptual plans to City staff as part of a pre-application conference for the proposed construction of a new 4-story parking structure to be located at the northeast corner of the campus, which will hold a total of 539 parking spaces – far exceeding the peak-parking demand for the

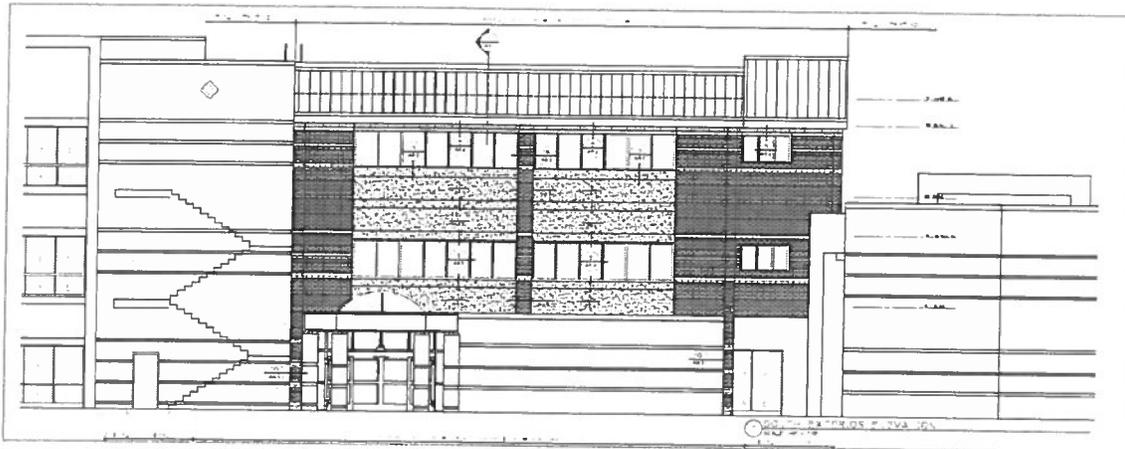


campus. At the pre-application conference, the planning staff determined that the parking structure was eligible to be approved as a Minor Modification to the RVMC CUP. The Minor Modification was approved on May 24, 2018 (Exhibit N).

As a condition of approval, the issuance of a building permit for the construction of the proposed 4-story parking structure to be located at the northeast corner of the campus will be required prior to the issuance of a building permit for the subject request; alternatively, the applicant may submit an updated traffic analysis confirming the total parking for the ARRCM CUP, with the addition of the subject 4,054 square foot addition, exceeds the peak-parking demand for the ARRCM campus, likewise prior to the issuance of a building permit for vertical construction.

Architecture

South Elevation (Exhibit C)



The applicant's submitted narrative (Exhibit H) describes the building's proposed architecture and how it fits with and complements adjacent buildings, as the following:

The palette of construction materials includes brick masonry veneer, plaster to match the existing brick veneer and plaster of the CVI building adjacent building, and metal roofing.



We are proposing a building built with the same material palette as the adjacent buildings, including cement plaster, brick veneer and metal roofing. Aluminum storefront glazing systems will be used throughout. There will be a mechanical well between the gable metal roofing at the ridge to conceal all rooftop mounted equipment.

Facility Adequacy

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

Other Agency Comments

Rogue Valley International-Medford Airport (Exhibit L)

The subject site is within the Airport Area of Concern (AC) zoning overlay district. In an email submitted to staff, the airport stated that the applicant will need to contact the Federal Aviation Administration (FAA) regarding filing a 7460-1 *Notice of Proposed Construction or Alteration*. As a condition of approval, the applicant will be required to provide documentation

to staff confirming compliance with all FAA requirements, prior to the issuance of a building permit for vertical construction.

Committee Comments

No comments were received from committees 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. This criterion is satisfied.

FINDINGS AND CONCLUSIONS

Staff has reviewed the applicant's findings and conclusions (Exhibit H) and recommends the Commission adopt the findings as recommended by staff.

RECOMMENDED ACTION

Adopt the findings as recommended by staff and adopt the Final Order for approval of AC-18-043 per the staff report dated June 29, 2018, including Exhibits A through O.

EXHIBITS

- A Conditions of Approval, drafted June 29, 2018.
- B Site Plan, received April 13, 2018.
- C Elevation Plan (North/South), received April 13, 2018.
- D Elevation Plan (East), received April 13, 2018.
- E Floor Plan (2nd Floor), received April 13, 2018.
- F Floor Plan (3rd Floor), received April 13, 2018.
- G Roof Plan, received April 13, 2018.
- H Applicant's Narrative, Questionnaire, and Findings of Fact, received April 13, 2018.

- I Public Works staff report, received May 23, 2018.
- J Medford Water Commission report & map, received May 23, 2018.
- K Medford Fire Department report, received May 23, 2018.
- L Rogue Valley International-Medford Airport email, received May 16, 2018.
- M RVMC traffic study (cover and executive summary), dated September 18, 2018.
- N CUP Minor Modification staff report, approved May 24, 2018.
- O Supplemental findings, received June 7, 2018.
Vicinity map

SITE PLAN AND ARCHITECTURAL COMMISSION AGENDA

July 6, 2018

EXHIBIT A

Cardiovascular Institute of Southern Oregon

AC-18-043

Conditions of Approval

June 29, 2018

CODE REQUIRED CONDITIONS

Prior to the issuance of a building permit for vertical construction, the applicant shall:

1. Comply with all conditions stipulated by the Public Works Department (Exhibit I).
2. Comply with all conditions stipulated by the Medford Water Commission (Exhibit J).
3. Comply with all requirements of the Medford Fire Department (Exhibit K).
4. Comply with all requirements of the Federal Aviation Administration (Exhibit L).
5. Obtain a building permit for the construction of the proposed 4-story parking structure to be located at the northeast corner of the campus; or submit an updated traffic analysis confirming that the total parking for the ARRCM CUP, with the addition of the subject 4,054 square foot addition, exceeds the peak-parking demand for the ARRCM campus.

RECEIVED

APR 13 2018

PLANNING DEPT.



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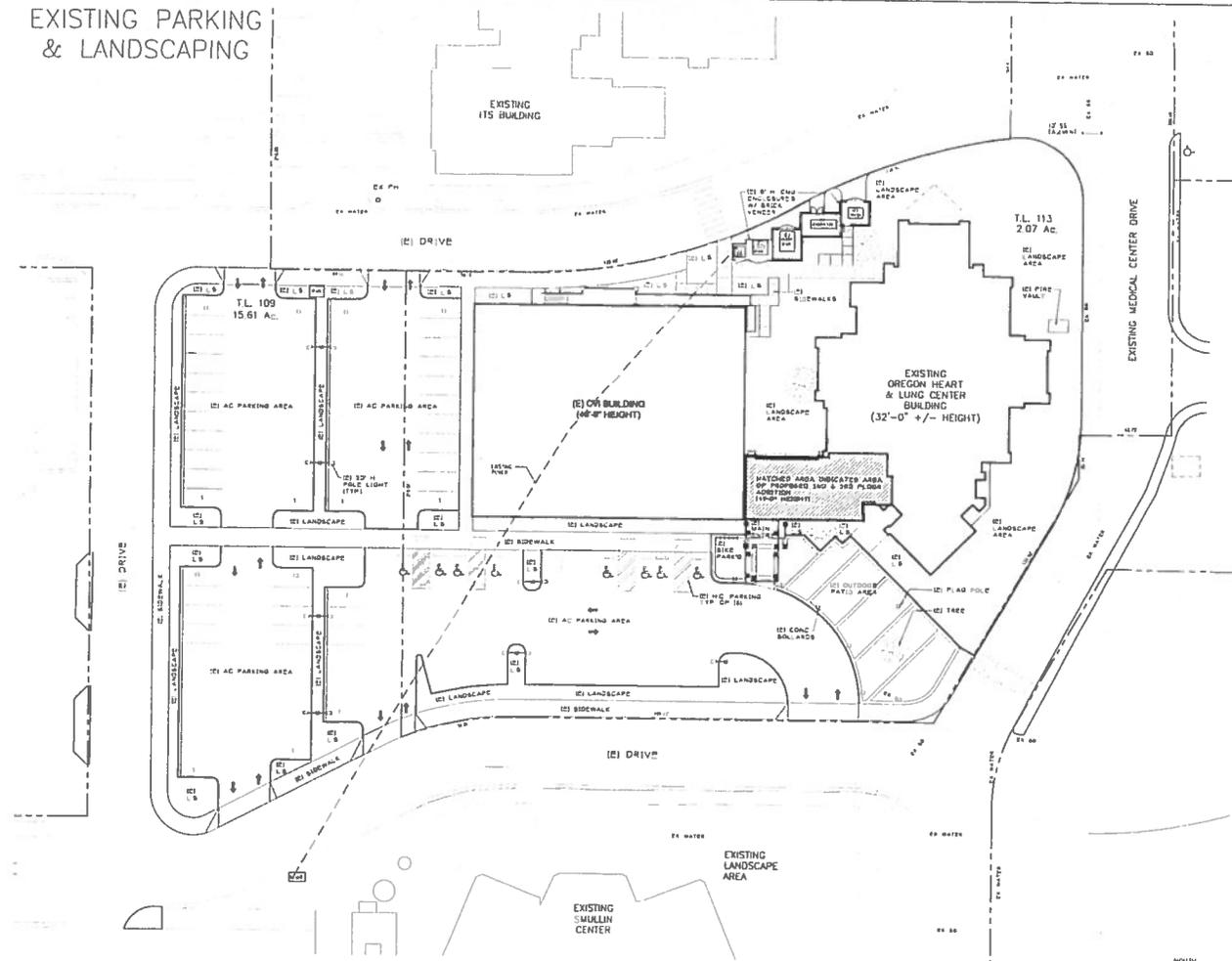
PROJECT NAME
NEW ADDITION FOR
CARDIOVASCULAR INSTITUTE OF SOUTHERN OREGON
520 MEDICAL CENTER DRIVE
MEDFORD, OREGON

REVISIONS	BY

DATE 04-10-18
SCALE AS SHOWN
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CHECKED JAW

CITY OF MEDFORD
EXHIBIT #
File # AC-18-043

EXISTING PARKING & LANDSCAPING



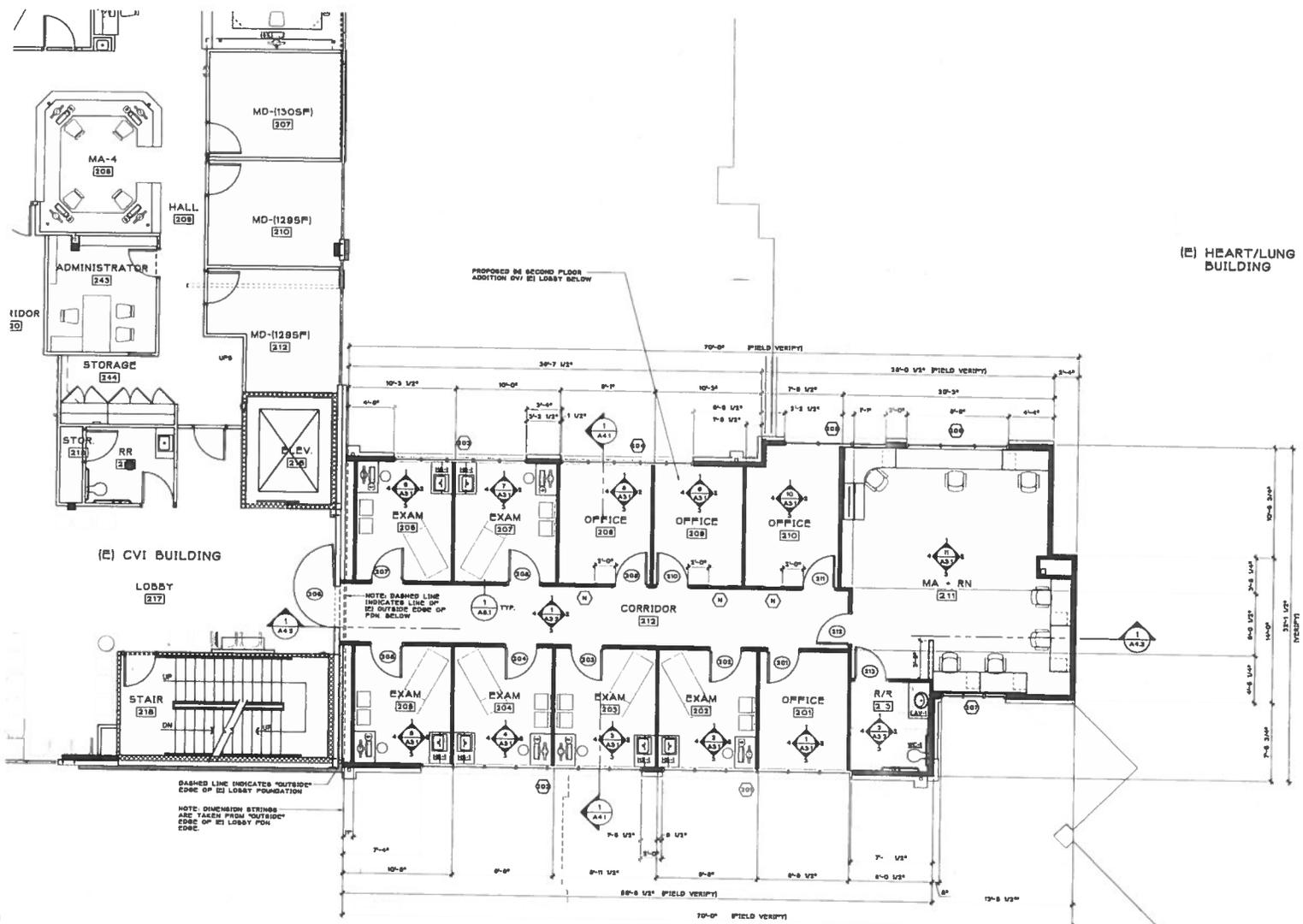
1 SITE PLAN
SCALE: P = 3/8"=1'



The project consists of adding 4884 sq ft of Exam Rooms and space for support staff and waiting areas for Southern Oregon Community on the parking lot area.

MLDC 10-743 Parking Demand Medical Office = 470000 sq ft per doctor
New Parking Demand per MLDC = 4884/1000*0.18 = 0.9

The project is located on the Assessor's Regional Medical Center campus which has limited parking spaces. Applicant hereby requested a parking study to evaluate parking with regard to future expansion. That study assessed parking hours, user mix, for the main building. The parking study used 3332 parking spaces. The best estimate during the study period, approximately 6:00 am until 7:00 pm, with 1100 cars of approximately 85 percent occupancy. Express additional data which shows the peak occupancy to 81% parking lot occupancy of 81 to 82 percent is indicated in previous page level of service. Therefore, the campus can accommodate the addition of 4884 sq ft of parking structure to assist future parking information to the City in conjunction with their future expansion.



1 SECOND FLOOR PLAN

SCALE: 1/4" = 1'-0"

3,017 SQ. FT. OUTSIDE OF EXT. WALLS
1,941.9 SQ. FT. INSIDE OF EXT. WALLS

PLUMBING FIXTURES:	
WC3	WATER CLOSETS - HANDICAP ACCESSIBLE FIXTURE - 16 INCH MAXIMUM FLOOR RISE; MAXIMUM WATER USAGE OF 1.6 GALLONS PER FLUSH; SOLID - HIGH-LOWP E-348 ELONGATED BOWL WITH SPRAY-SET FLUSH; CLEAN RETAIL BOX ONLY - POPUP SPLIT FRONT TYPE WITH CHECK HANDLE, ELONGATE TOILET.
WS3	WASH SINKS - 24" X 17" X 20, PAPERBACK, 90 DEG. PORTINO STAINLESS STEEL, FAUCET - DELTA, 31734A, 9000C NECK SPIN, SINGLE LEVER BLADE.
LA23	LAVATORIES - COUNTERTOP FIXTURE - 22 1/2" X 17" INCHES CERAMIC, PENNINGTON WHITE, ALUMIN. OPTIMA SYSTEMS ETP-400 ELECTRICAL HAND WASHING FAUCET W/ TRANSDUCER.

LEGEND	
	EXISTING WALLS TO REMAIN
	WALLS TO BE REMOVED
	NEW 3 X 8 STUD WALL @ 16" O.C. W/ 8/16" CWB, BOTH SIDES INWS BOTH SIDES @ INTERIOR WALLS



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PROJECT NAME
NEW ADDITION FOR:
CARDIOVASCULAR INSTITUTE OF SOUTHERN OREGON
520
MEDFORD, OREGON

REVISIONS	BY

FILE: 04-10-18-043
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OF 17

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 520 MEDICAL CENTER DRIVE
 MEDFORD, OREGON

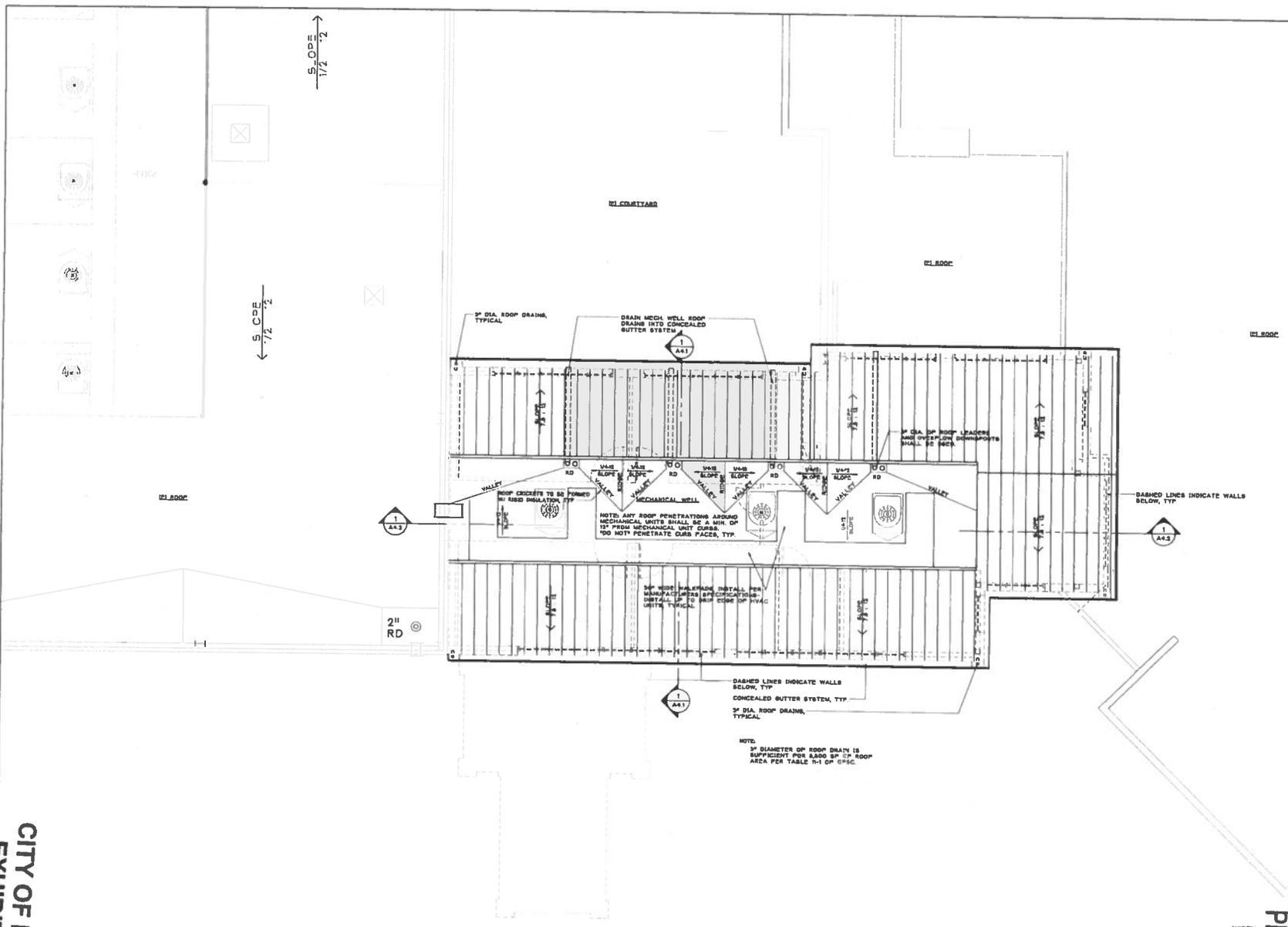
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APR 13 2018

PLANNING DEPT.



1 ROOF PLAN
 SCALE: 1/4" = 1'-0"

Applicants Questionnaire

CVI Real Property, LLC
Second & Third floor lobby addition

RECEIVED

APR 13 2018
PLANNING DEPT.

Section I – Narrative

The Cardiovascular of Southern Oregon is located off the South Medford Exit of I-5 off Barnett Road at 520 Medical Center Drive. This application is for a second & third floor building addition over the existing entry lobby. The proposed addition is 4,054 sf of commercial office/exam rooms. The proposed addition does not increase the building footprint, and all landscaping is existing. The Palette of Construction materials includes brick masonry veneer, plaster to match the existing brick veneer and plaster of the CVI building adjacent to the proposed addition, and metal roofing.

Development of the project is planned to commence immediately upon approval of Building Permit(s).

Section II – Compatibility: Criterion No. 1

- 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 adjacent buildings. (you may use photographs to supplement this information.*

The project is located on 520 Medical Drive. The existing building abutting our proposed addition is approximately 14 years old, with brick veneer and plaster. The existing buildings are in very good condition (see photo attached in application). The existing uses are medical exam rooms, doctor's offices.

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

We are proposing a building built with the same material palette as the adjacent buildings, including Cement Plaster, Brick Veneer and Metal roofing. Aluminum storefront glazing systems will be used throughout. There will be a mechanical well between the gable metal roofing at the ridge to concealment all rooftop mounted equipment.

- C *Describe the proposed architecture and exterior treatments that break up large facades and give relief to the building mass. The Site Plan and Architectural Commission Design Guidelines are a helpful reference, and can be found on the City's website, and at the Planning Department.*

Finish materials with different textures and colors are used to accentuate changes in plane, create shadow lines and visual interest. The building was designed to match the adjacent structures and facades. There's an existing entry canopy at the existing first floor level, and extends up to the proposed second floor level.

- 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.*

The project is located in the center of adjacent medical buildings, with existing landscape and sidewalks accessing the building. The access roads are existing that lead to the CVI campus. Existing parking lot lighting fixtures are located near the pedestrian walkway so as to provide higher lighting levels near pedestrian elements of the site.

- 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 standards of MLDC 10.808, New Commercial and Institutional Development.*

All transit stops to the site are existing.

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

Onsite pedestrian amenities include concrete sidewalks, most of which are raised above the level of asphalt vehicular surfaces so as to minimize the use of curb cuts. Other pedestrian amenities include covered entry structure and concrete patio areas in front of the building. Many of these features are partially or fully shaded either by landscaping, the building or by the canopy of existing trees.

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

Vehicular access and egress to and from the site is provided via a driveway off Barnett Drive and Siskiyou BLVD. Offsite pedestrian access is provided from both locations.

- 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 also be included in this application.*

All existing landscape is to remain and be preserved.

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

All storm Water facilities are existing. We are not increasing the building footprint.

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

The landscape is existing and mature. There is no additional landscaping proposed.

- 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 MLDC 10.764.

The existing exterior lighting is provided from pole mounted light fixtures. The light fixtures are shrouded so they do not allow light to invade the night sky.

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

N/A

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

No fencing is proposed with this project. Garbage enclosures and patio walls are identified on the site plan are existing.

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

The buildings will function as doctor's offices and exam rooms. We expect that there will be no noise generated by the use of this building that will require mitigation to comply with MLDC 10.752-10-761.

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

The building is designed to blend with other nearby buildings.

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

We are not requesting any exceptions or modifications.

- P Section 10.780©(2) – List any petition for relief of landscaping standards (i.e., request an increase in turf area at a facility for active recreation; eliminate requirement for root barriers when trees are planted in structural soils). Provide rationale for requested deviation from standard.

We are not requesting any deviations.

Respectfully Submitted,



David Evans
Ron Grimes Architects, PC



Medford – A fantastic place to live, work and play

CITY OF MEDFORD

LD Date: 5/23/2018
File Number: AC-18-043

PUBLIC WORKS DEPARTMENT STAFF REPORT

Asante Building Addition

Cardiovascular Institute of Southern Oregon

- Project:** Consideration of a proposal for the construction of second and third floor building addition over an existing lobby totaling 4,054 square feet at the Cardiovascular institute of Southern Oregon, an existing medical facility containing a 38,400 square foot building on a 2.07-acre lot.
- Location:** Located at 520 Medical Center Drive in the Service/Professional (C-S/P) zoning district (371W28CC113).
- Applicant:** Applicant, Cardiovascular Institute of Southern Oregon; Agent, Ron Grimes Architects; Planner, Dustin Severs.

A. STORM DRAINAGE

1. Detention and Water Quality

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

- Building Remodel – Development that existed prior to adoption of City regulations requiring stormwater detention facilities that add or reconstruct 1,000 square feet or more of impervious surface. Stormwater detention shall be provided for only the added or reconstructed portion.

2. 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.

P:\Staff Reports\AC\2018\AC-18-043 520 Medical Center Drive - Cardiovascular Institute of So OR (Bldg Add'n)\AC-18-043 Staff Report_LD.docx
Page 1

PUBLIC WORKS DEPARTMENT
ENGINEERING & DEVELOPMENT DIVISION

200 S. IVY STREET
MEDFORD, OREGON 97501
www.ci.medford.or.us

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

CITY OF MEDFORD
EXHIBIT # I
File # AC-18-043

3. 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.

B. GENERAL CONDITIONS

1. System Development Charges (SDCs)

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

Prepared by: Doug Burroughs



BOARD OF WATER COMMISSIONERS

Staff Memo

TO: Planning Department, City of Medford

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

SUBJECT: AC-18-043

PARCEL ID: 371W28CC TL 113

PROJECT: Consideration of a proposal for the construction of second and third floor building addition over an existing lobby totaling 4,054 square feet at the Cardiovascular institute of Southern Oregon, an existing medical facility containing a 38,400 square foot building on a 2.07-acre lot located at 520 Medical Center Drive in the Service/Professional (C-S/P) zoning district (371W28CC113); Applicant, Cardiovascular Institute of Southern Oregon; Agent, Ron Grimes Architects; Planner, Dustin Severs.

DATE: May 23, 2018

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

CONDITIONS

1. The water facility planning/design/construction process will be done in accordance with the Medford Water Commission (MWC) "Regulations Governing Water Service" and "Standards For Water Facilities/Fire Protection Systems/Backflow Prevention Devices."
2. All parcels/lots of proposed property divisions will be required to have metered water service prior to recordation of final map, unless otherwise arranged with MWC.
3. The existing water meters shall be protected in place. (See Comment 4 below)
4. Installation of an Oregon Health Authority approved backflow device is required for all commercial, industrial, municipal, and multi-family developments. New backflow devices shall be tested by an Oregon certified backflow assembly tester. See MWC website for list of certified testers at the following web link <http://www.medfordwater.org/Page.asp?NavID=35>.
5. The existing 4-inch Fire Service located east of the existing building at 520 Medical Center Drive shall be protected in place. The Applicant's Civil Engineer shall request a "Summer" flow test for this building expansion project.

COMMENTS

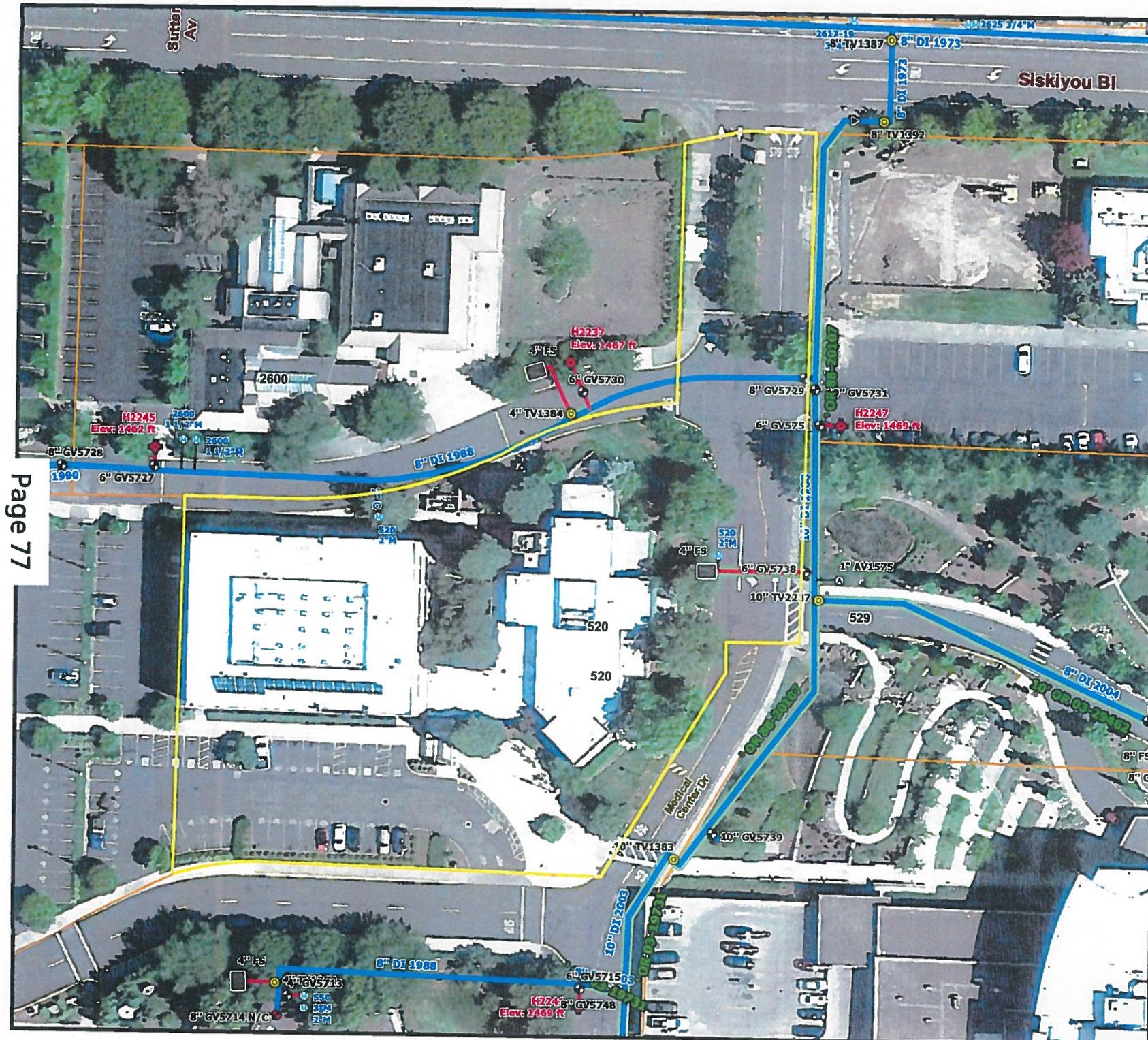
1. Off-site water line installation is not required.
2. On-site water facility construction is not required.
3. Static water pressure (at ground elevation) is approximately 52 psi.

Continued to Next Page

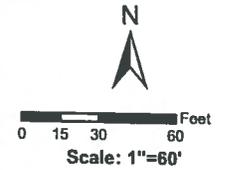


Continued from Previous Page

4. MWC-metered water service does exist to this property. There are two (2) existing "2-inch" Water Meters that serve the building/s. One is located off Medical Center Drive on the east side of the Cardiovascular Institute building, and the other is north of the Cardiovascular Institute building, along the south side of the paved Access Drive.
5. Access to MWC water lines is available. There is an existing 10-inch water line in Medical Center Drive, and an 8-inch water line in the "Access Drive" off Black Oak Drive.



Page 77



**Water Facility Map
for
AC-18-043
(Cardiovascular
Institute of So. Oregon)**

**March 14, 2018
Legend**

- ◆ Air Valve
 - Sample Station
 - Fire Service
 - ◆ Hydrant
 - ▲ Reducer
 - ▲ Blow Off
 - ◆ Plug-Caps
- Water Meters:**
- Active Meter
 - On Well
 - Unknown
 - Vacant
- Water Valves:**
- Butterfly Valve
 - Gate Valve
 - Tapping Valve
- Water Mains:**
- Active Main
 - - - Abandoned Main
 - Reservoir Drain Pipe
 - Pressure Zone Line
- Boundaries:**
- ▭ Urban Growth Boundary
 - ▭ City Limits
 - ▭ Tax Lots
- MWC Facilities:**
- C** Control Station
 - P** Pump Station
 - R** Reservoir



This map is based on a digital data source supplied by the Medford Water Commission. The Medford Water Commission is not responsible for errors or omissions. No warranty is made by the Medford Water Commission for any use of this map. © 2018 Medford Water Commission. All rights reserved. Medford, Oregon. 541.754.2200. Fax 541.754.2200.



Medford Fire-Rescue Land Development Report

Review/Project Information

Reviewed By: Kleinberg, Greg

Review Date: 5/17/2018
Meeting Date: 5/23/2018

LD #: AC18043

Planner: Dustin Severs

Applicant: Cardiovascular Institute of Southern Oregon; Agent, Ron Grimes Architects

Site Name: Cardiovascular Institute of Southern Oregon

Project Location: 520 Medical Center Drive

ProjectDescription: Consideration of a proposal for the construction of second and third floor building addition over an existing lobby totaling 4,054 square feet at the Cardiovascular institute of Southern Oregon, an existing medical facility containing a 38,400 square foot building on a 2.07-acre lot located at 520 Medical Center Drive in the Service/Professional (C-S/P) zoning district (371W28CC113); Applicant, Cardiovascular Institute of Southern Oregon; Agent, Ron Grimes Architects; Planner, Dustin Severs.

Specific Development Requirements for Access & Water Supply

Conditions

Reference	Comments
OFC 903	The fire sprinkler system shall be extended into the new areas.
OFC 907	The fire alarm system shall be extended into the new areas.

Construction General Information/Requirements

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

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

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

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

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

www.medfordfirerescue.org

CITY OF MEDFORD
EXHIBIT # K
File # AC-18-043

Dustin J. Severs

From: Marcy Black <BlackMA@jacksoncounty.org>
Sent: Wednesday, May 16, 2018 3:26 PM
To: Dustin J. Severs
Subject: File No. AC-18-043 Project Name: Cardiovascular Institute of Southern Oregon

Dustin:

The Airport requests an Avigation, Noise & Hazard Easement be required for the project. In addition, due to the proximity to the Airport, the applicant needs to contact the FAA regarding filing a 7460-1 Notice of Proposed Construction or Alteration. The FAA contact is: Paul Holmquist, phone (206) 231-2990.

I have inserted some information below from the FAA's website:

The requirements for filing with the Federal Aviation Administration for proposed structures vary based on a number of factors: height, proximity to an airport, location, and frequencies emitted from the structure, etc. For more details, please reference CFR Title 14 Part 77.9.

You must file with the FAA at least 45 days prior to construction if:

- your structure will exceed 200ft above ground level
- your structure will be in proximity to an airport and will exceed the slope ratio
- your structure involves construction of a traverseway (i.e. highway, railroad, waterway etc...) and once adjusted upward with the appropriate vertical distance would exceed a standard of 77.9(a) or (b)
- your structure will emit frequencies, and does not meet the conditions of the FAA Co-location Policy
- your structure will be in an instrument approach area and might exceed part 77 Subpart C
- your proposed structure will be in proximity to a navigation facility and may impact the assurance of navigation signal reception
- your structure will be on an airport or heliport
- filing has been requested by the FAA

If you require additional information regarding the filing requirements for your structure, please identify and contact the appropriate FAA representative using the Air Traffic Areas of Responsibility map for Off Airport construction, or contact the FAA Airports Region / District Office for On Airport construction.

** Dustin: I input the latitude and longitude of the tax lot and an estimated building height of 30' into the FAA's criteria tool, and the results are as follows:

Latitude:

Deg M S

Longitude:

Deg M S

Horizontal Datum:

Site Elevation (SE):

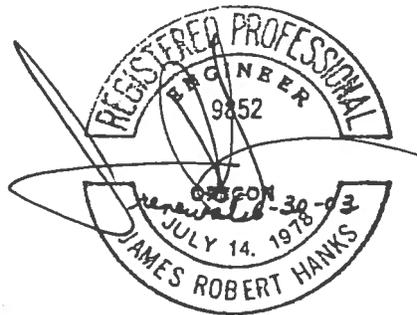
(nearest foot)

Unadjusted Structure Height :

Structure Height :

PARKING AND TRAFFIC STUDY

Proposed Rogue Valley Medical Cardiovascular Center



RECEIVED
SEP 18 2002
PLANNING DEPT.

SEPTEMBER 17, 2002

CITY OF MEDFORD
EXHIBIT # "B"
File # CUP-02-158
Date Rec'd _____ By _____
Entered By _____

PREPARED BY:



JRH TRANSPORTATION ENGINEERING

4765 VILLAGE PLAZA LOOP, SUITE 201 EUGENE OREGON 97401 541.687.1081

CITY OF MEDFORD

EXHIBIT # M

File # AC-18-043

WWW.JRHWEB.COM



EXECUTIVE SUMMARY

The Rogue Valley Medical Center is located on the north side of Barnett Road between Black Oak Drive and Murphy Road in the City of Medford, Oregon. The medical center is a campus which includes a hospital, the Smullin Center (a community-use auditorium), Oregon Heart and Lung Center, the Rogue Valley Medical Center Foundation, Black Oak Medical Building, Medford Radiological Group, the Medical Eye Center, and Asante administrative offices.

In addition to the Phase 1 improvements, which include expanding the hospital to 669,594 square feet and adding a parking garage. Rogue Valley Medical Center proposes adding a 38,400 square foot Cardiovascular Center onto the existing Heart and Lung Center building. This addition will help ensure the Rogue Valley Medical Center remains one of the top cardiovascular hospitals in the nation. The improvements will include renovation of 8,700 square feet of the Oregon Heart and Lung Center building and construction of a 38,400 square foot Cardiovascular Center. Of the 38,400 square feet, 12,800 square feet will be occupied by the catheterization lab, which will be moved from the hospital into the new facility. This will result in an additional 25,600 square feet of space for the Cardiovascular Center. This report updates the Rogue Valley Medical Center Parking and Traffic Study prepared by JRH on December 31, 2001, to add impacts resulting from the Cardiovascular Center.

The study of existing conditions shows that parking accumulation is fairly constant between 9:00 AM and 3:00 PM, with peak accumulation occurring between 1:30 and 1:45 in the afternoon. On the November 15, 2001 study day, the peak parking accumulation was 1,456 stalls, while 1,955 total stalls are provided.

Allowing for a factor of safety, it is projected that 2,462 stalls will be needed to accommodate the medical campus after expansion. Improvements to the site will increase parking from the existing 1,955 spaces to 2,477 spaces. The 2,477 parking spaces proposed exceed the peak-projected demand of 2,462 by 15 spaces. Since planned improvements to parking exceed peak demand requirements, no additional parking spaces will be needed to serve Phase 1 and the Cardiovascular Center improvements. The proposed spaces provided exceed minimum requirements set forth in the city of Medford Development Code.

The analysis of the site shows that with the addition of the Cardiovascular Center all intersections and driveways will continue to operate within acceptable levels. No change in level of service is experienced as a result of the addition of traffic from the Cardiovascular Center.



City of Medford

Planning Department

Working with the community to shape a vibrant and exceptional city

STAFF REPORT

for a Class D Administrative Decision: **Minor Modification to Conditional Use Permit**

PROJECT Asante Parking Structure
Applicant: pka Architects

FILE NO. CUP-02-158

TO Matt Brinkley, Planning Director

FROM Steffen Roennfeldt, Planner III

DATE May 24, 2018

BACKGROUND

Proposal

Consideration of a request for a Minor Modification of a Conditional Use Permit per Medford Land Development Code 10.250(A)(2)(A).

Related Projects

CUP-82-386	Conditional Use Permit for Health Campus
CUP-02-011	Conditional Use Permit for expansion of Rogue Valley Medical Center Campus
CUP-02-158	Revisions to CUP-02-011

Background

A request for minor modification to a previously approved Conditional Use Permit was received April 24, 2018.

Applicable Criteria

Medford Land Development Code Section 10.250(A)(2) – Modifications and Expirations of a Conditional Use Permit:

2. Minor Modification. A minor modification to an approved permit may be approved by the Planning Director provided the Planning Director determines that the modification does not constitute a major modification. The purpose of the determination is to assure that a

modification does not significantly affect other property uses; will not cause any deterioration or loss of any natural feature, process or open space; nor significantly affect any public facility. A minor modification shall meet all of the following standards:

- (a) Meets all requirements of the Land Development Code and other legal requirements.
- (b) The amount of open space and landscaping is not decreased.
- (c) No relocation of vehicle access point and parking areas where the change will generate an impact that would adversely affect off-site or on-site traffic circulation.
- (d) No reduction or elimination of any project amenities such as recreational facilities, significant natural resources (streams, creeks, landform), fencing and other screening material.
- (e) Modifications to facilities and utilities conform to the adopted facility plans.
- (f) Modification to any other components of the plan conform to standards of the Land Development Code.
- (g) No modification to any condition of approval.

FINDINGS AND CONCLUSIONS

Staff has reviewed the applicant's findings (Exhibit B) and determines it meets the requirements of Section 10.250(A)(2).

RECOMMENDED ACTION

Approve the requested minor modification of previously approved Conditional Use Permit, File Number CUP-82-386, for the construction of a new parking structure, 43,956 square feet in size and four-stories high, per the Staff Report dated May 24, 2018, and Exhibit A through C.

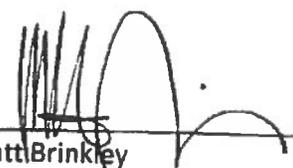
EXHIBITS

- A Conditions of Approval, dated May 8, 2018
- B Applicants Findings of Fact received April 24, 2018
- C Pre-Application documents, dated January 10, 2018

Planning Director Decision:

Approval per the Staff Report dated May 24, 2018

Denial



Matt Brinkley
Planning Director

MAY 25, 2018
Date

EXHIBIT A

**Asante Parking Structure
Conditions of Approval
May 24, 2018**

DISCRETIONARY CONDITIONS

1. Prior to issuance of building permits for vertical construction, the applicant shall:
 - a. Assign an Employee Transportation Coordinator (ETC) with responsibilities for Transportation Demand Management (TDM) and submit proposed TDM measures, per the findings from CUP-02-11, to the City of Medford Public Works Department, Traffic Engineering Section, and RVTD. Implementation of the TDM program is anticipated to occur after permit issuance with ongoing coordination between the applicant, the City, and RVTD.



April 24, 2018

Mr. Steffen Roennfeldt
Planner III
City of Medford - Planning Department
Lausmann Annex
200 S. Ivy Street
Medford, OR 97501

RE: Asante Parking Structure
PKA # 170806

Steffen:

Per your email we received on 1/8/2018 we are responding to the requirements for a Minor Modification of a Conditional Use Permit. Please see our responses below to the 7 standards as listed in 10.250.A.2.A.

(a) Meets all requirements of the Land Development Code and other legal requirements.

Per our pre-application conference and review of the Land Development Code we meet all requirements as listed below.

Development Standards (Zoning C-S/P)

Min/Max Area for Zoning District:	None
Minimum Lot Area:	7,000 s.f.
Actual Lot Area:	15.05 Acres (655,578 s.f.)
Max Coverage:	40% (262,231 s.f.)
Actual Coverage:	18.6% (122,322 s.f.)
Minimum Lot Width:	70 feet
Actual Lot Width:	1,800 feet
Minimum Lot Depth:	100 feet
Actual Lot Depth:	1,100 feet
Minimum Lot Frontage:	30 feet
Actual Lot Frontage:	415 feet @ Siskiyou Blvd 375 feet @ Murphy Rd

6969 sw hampton street • portland • oregon • t:503.968.6800 • f:503.968.6860 • CITY OF MEDFORD

EXHIBIT # B

File # _____

Minimum Front & Street Side Yard Bldg. Setback:	10 feet
Actual Front & Side Yard Setback:	10 feet
Minimum Side % Rear Yard Bldg. Setback:	½ foot for each foot of bldg. over 20 ft.
Actual Side & Rear Yard Setback:	49' bldg. height = 9'-6" setback 10' feet
Maximum Building Height:	85 feet
Actual Building Height:	49 feet
Maximum Gross Floor Area Per Business:	NA
Permitted Outdoor Uses:	NA

(b) The amount of open space and landscaping is not decreased.

There is no effect to the amount of open space on the tax lot. Landscaping will not be decreased with this new building. Any landscape that is displaced by the structure will be replaced. See attached site plans for location of landscape that is being demolished (Sheet A1.0.00) and landscape that is being added back (Sheet A2.0.00) in the immediate vicinity of the structure. A potential location for this landscape is indicated by the green hatched areas on attached sheet A2.0.00. All new hardscape and landscape will meet the requirements for structural soils as required per Code Section 10.780.

(c) No relocation of vehicle access points and parking areas where the change will generate an impact that would adversely affect off-site or on-site traffic circulation.

There are no relocations of vehicle access points or parking areas that adversely impact off-site or on-site parking or that will adversely affect traffic circulation. There is a proposed access off of Siskiyou Blvd. into the Parking Garage that will improve public access into the RRMC campus. See attached Campus Site Plan (Sheet A0.0.00) for location of new and existing site access points into the campus.

As part of the requirements for the new access from Siskiyou Blvd. the applicant shall implement the following conditions:

- The eastbound left turn lane at Siskiyou and Murphy and the two-way-left-turn lane on Siskiyou Blvd will be restriped to create greater separation between the opposing left turns prior to the issuance of permits for vertical construction. See attached drawing C2.2. Final dimensions and locations will be coordinated with the City Traffic Engineer.
- An entry gate into the parking structure will never be installed.
- Driveway design shall conform to MLDC 10.550, including but not limited to, radius drive approach and width requirements.

(d) No reduction or elimination of any project amenities such as recreational facilities, significant natural resources (streams, creeks, landform), fencing and other screening material.

This site has no existing amenities that will fall under the requirements of this Land Use Standard.

(e) Modifications to facilities and utilities conform to the adopted facility plans.

There are no adopted facility plans to conform to.

Asante – Parking Structure
April 24, 2018
Page 2

(f) Modifications to any other components of the plan conform to standards of the Land Development Code.

All components of this project meet the Land Development Code. See response to question a) above.

(g) No modification to any condition of approval.

The project is not pursuing any modifications to any of the conditions of approval from CUP-02-11.

Per the Planning Director's request, it was brought to the project teams attention the findings in the planning commission staff report regarding traffic. Per page 3 and 4 of the CUP-02-11 document, the findings were as follows,

"Transportation Demand Management (TDM) is by nature a part of the operation of a medical facility primarily because of shift work inherent in the operation of a large medical facility. While the applicant has stated that the implementation of TDM strategies would not be necessary to meet the CUP criteria, the applicant (Asante) has agreed to follow-through with assigning responsibilities for TDM and for coordinating with the City and RVTD for the ongoing development of a TDM program for the RVMC Campus."

As part of the deliverables for the parking structure, the team completed a parking study with the help of Kittelson & Associates. The study shows that Asante's current parking demand rates are generally lower than national averages. Nevertheless, the report contains a number of Transportation Demand Management strategies for the owner to consider. Per the findings from CUP-02-11, Asante will assign an appropriate responsible party to review these considerations and will coordinate with the appropriate authorities for the development of these strategies.

We appreciate your assistance with this response.
Please let me know if you have any questions.

Sincerely,
Petersen Kolberg & Associates P.C.

Josh Kolberg

Demolition Plan
General Notes:

Parking Demolished
1. IN PARKING DEMOLISHED - 114

Irres Demolished
1. IN IRRES DEMOLISHED - 114

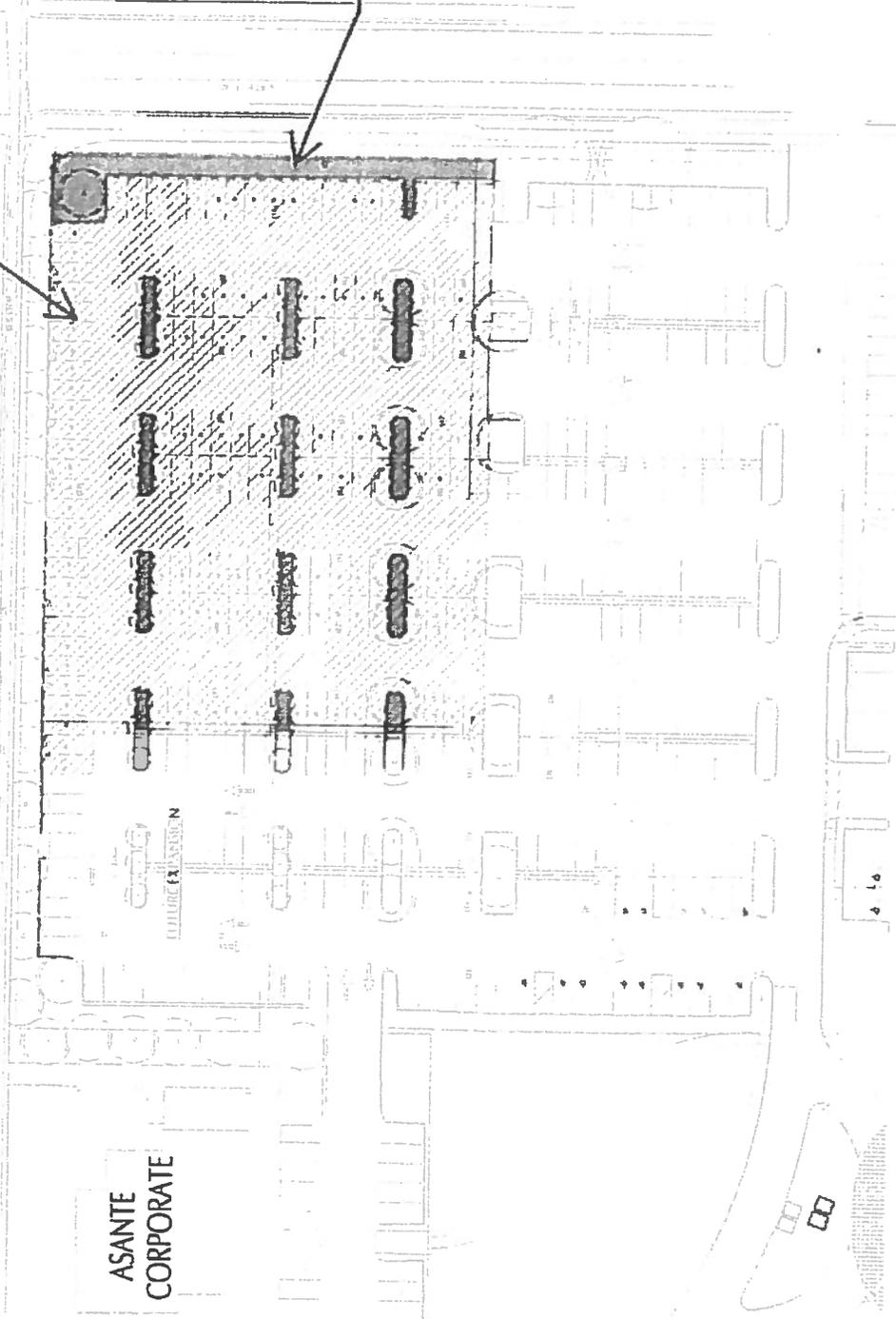
Landscape Area
Demolished
1. IN LANDSCAPE DEMOLISHED - 114

Red indicates area of
landscape to be
demolished as part of this
project. Area = 5,082 s.f.

These areas will be
relocated into other
portions of Tax lot 109
Tax lot boundary is
shown on Campus Site
Plan (Sheet A0.0.00)

Gray indicates area of
asphalt to be removed for
location of new parking
structure.

Add demoed asphalt



This drawing refers to Item (b) in attached letter

Site Plan General Notes:

Parking Count

ASANTE CORPORATE	112
4-Story Parking Garage	112
Total	224

Hours Count

ASANTE CORPORATE	112
4-Story Parking Garage	112
Total	224

Landscape Area

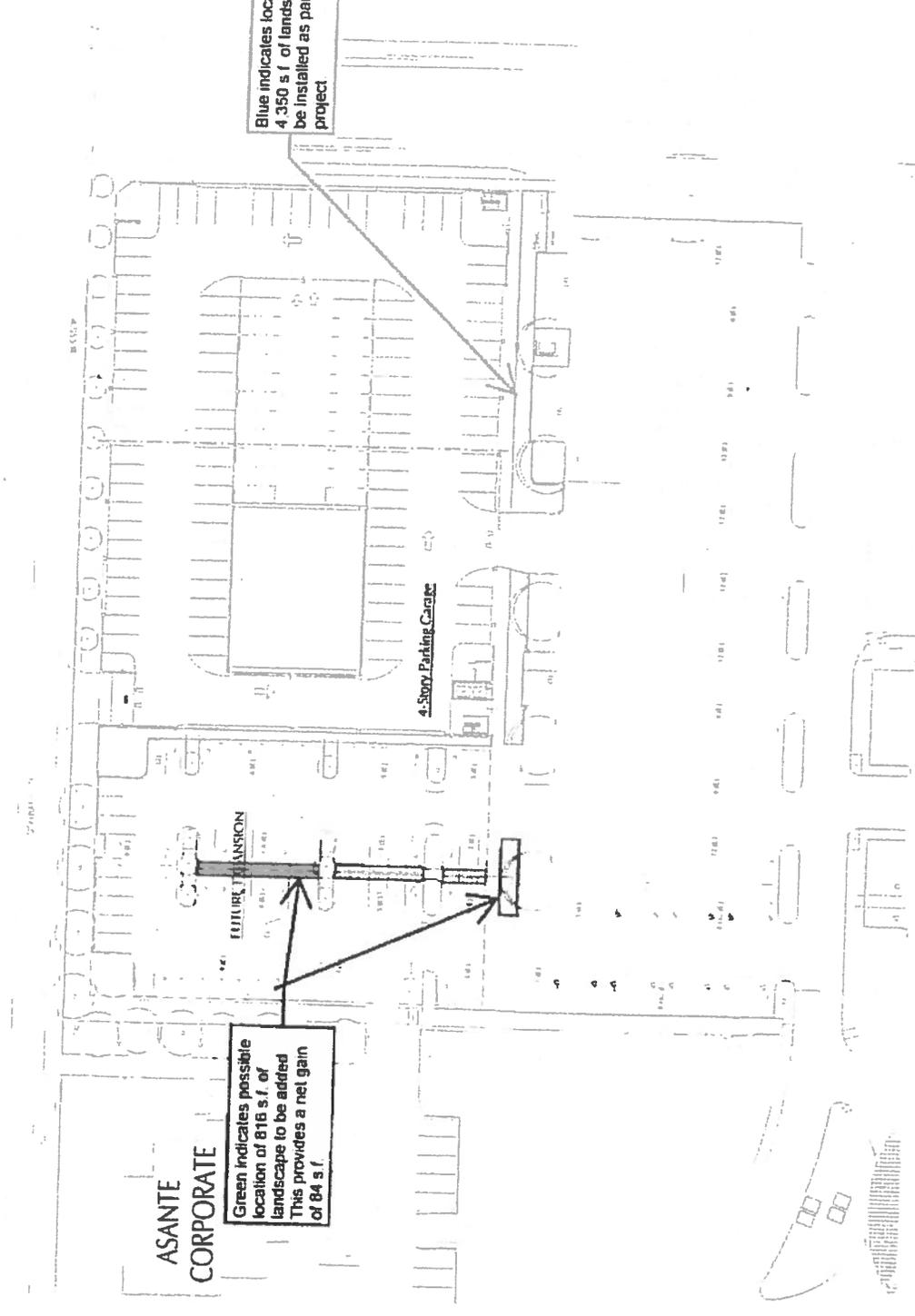
100% LANDSCAPED AREA = 112,000 s.f.

Blue indicates location of 4,350 s.f. of landscape to be installed as part of this project

Green indicates possible location of 818 s.f. of landscape to be added. This provides a net gain of 84 s.f.

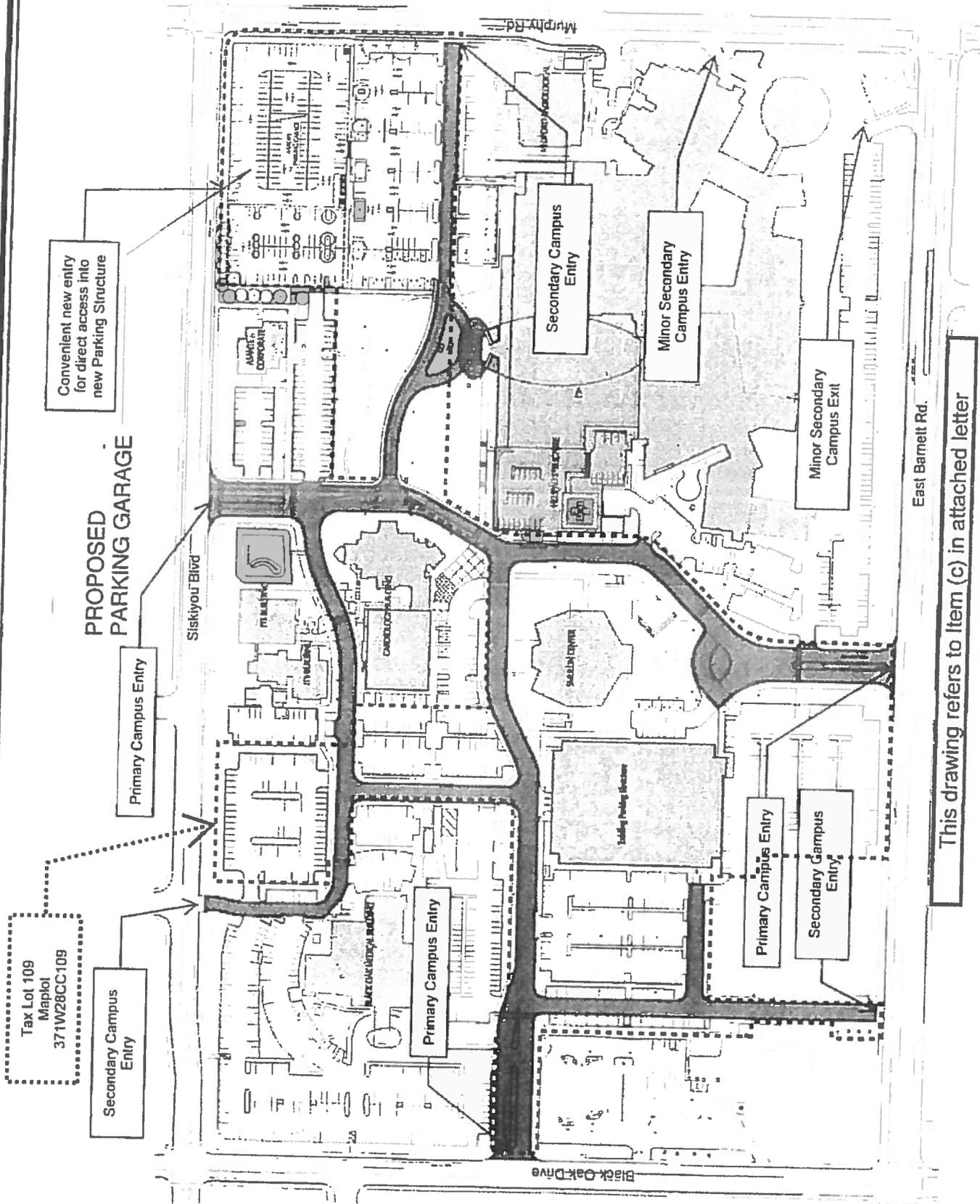
Site Plan Legend:

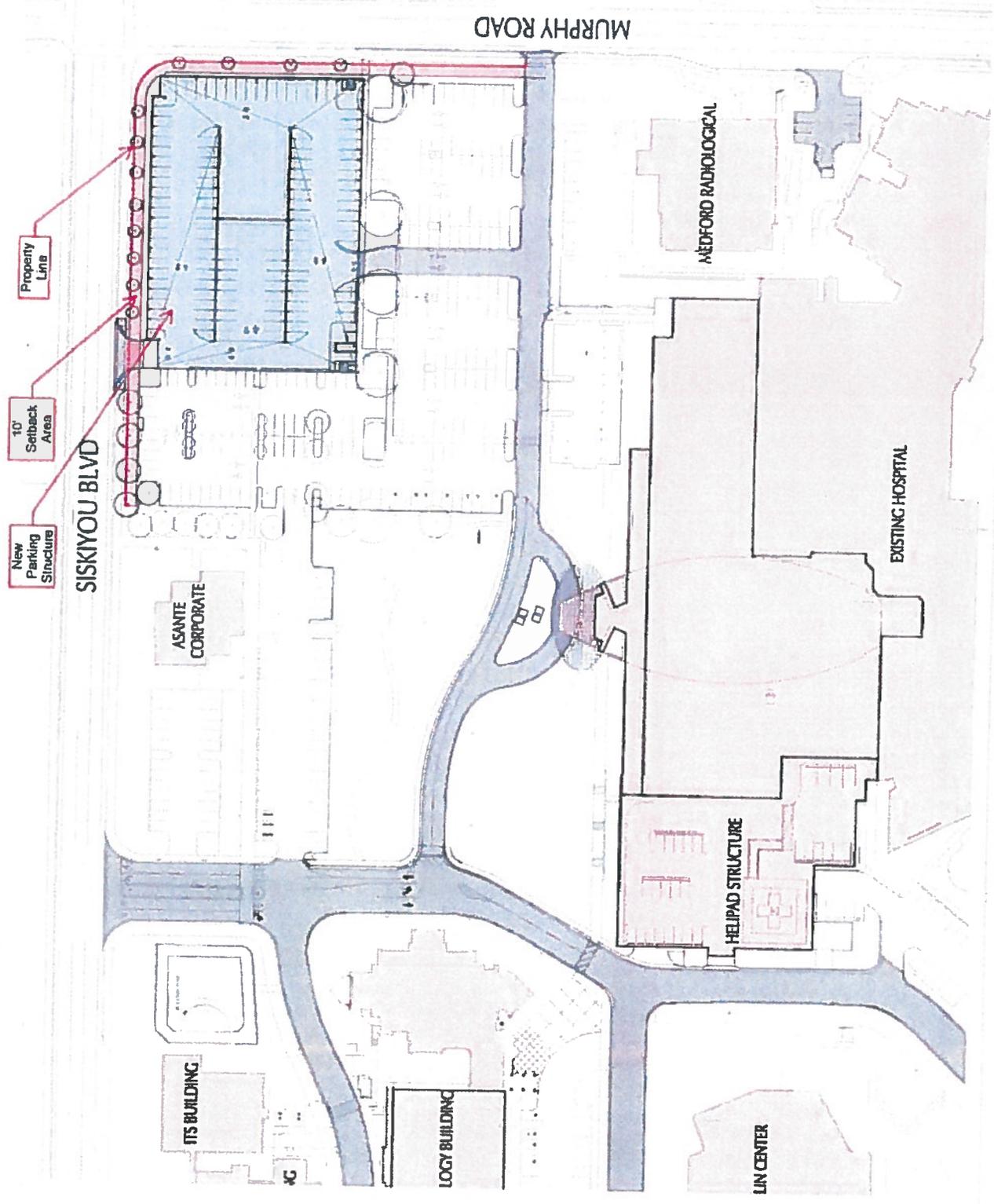
- ASANTE CORPORATE
- 4-Story Parking Garage
- Future Expansion
- ASANTE KEYWORDS



This drawing refers to Item (b) in attached letter

CAMPUS MAP





PA-17-169

Pre-application to review a proposal for a new parking structure on the Asante Rouge Valley Regional Medical Center campus. The site is located at the NE corner of the campus at the intersection of Siskiyou Boulevard and Murphy Road within the C-S/P (Service and Professional Office Commercial) zoning district (371W28CC109); Asante, Applicant; Paul Borowick, Agent; Steffen Roennfeldt, Planner.

CITY OF MEDFORD
EXHIBIT # 6
File # _____

January 10, 2018

A minor modification to an approved permit may be approved by the Planning Director provided the Planning Director determines that the modification does not constitute a major modification. The purpose of the determination is to assure that a modification does not significantly affect other property or uses; will not cause any deterioration or loss of any natural feature, process or open space; nor significantly affect any public facility. A minor modification shall meet all of the following standards:

SIMILAR
FASION
TO
EXISTING
FOR
ARCHITECTURE

- (a) Meets all requirements of the Land Development Code and other legal requirements.
- (b) The amount of open space and landscaping is not decreased.
- (c) No relocation of vehicle access points and parking areas where the change will generate an impact that would adversely affect off-site or on-site traffic circulation.
- (d) No reduction or elimination of any project amenities such as recreational facilities, significant natural resources (streams, creeks, landform), fencing and other screening material.
- (e) Modifications to facilities and utilities conform to the adopted facility plans.
- (f) Modifications to any other components of the plan conform to standards of the Land Development Code.
- (g) No modification to any condition of approval.

ADDITION
ACCESS OR
SIGHT
PW

If the above listed standards cannot be met or the Planning Director determines that the application is a major modification to the previously approved Conditional Use Permit, then MLDC 10.250.A.1 applies.

10.250 Modifications and Expiration of a Conditional Use Permit.

A. Modifications.

1. Major Modification.

Any modification that is not a minor modification is a major modification. A request to substantially modify a conditional use permit shall be processed in the same manner as a request for a conditional use permit in 10.246. The Planning Director may waive submittal requirements deemed unnecessary or inapplicable to the proposal.

Applications for CUP modifications are taken in and processed each Friday in which the item will be deemed complete or incomplete within 15 to 30 days. If complete, the application will come before the Site Plan and Architectural Review Commission within 1 ½ - 3 months.

Asante
Parking Structure
File no. PA-17-169

January 10, 2018

Planning Department Comments

What are the minimal building setbacks on Siskiyou Boulevard and Murphy Lane? The minimum Front & Street Side Yard Building Setbacks for C-S/P is 10 feet from the property line; except 20 feet for vehicular entrances to garages or carports. In addition, where parking, vehicle maneuvering, or loading areas abut a public street, there shall be provided a minimum of ten foot wide landscape buffer.

What is the maximum height allowed? The maximum building height at the proposed location is 85 feet. The 35 foot maximum does not apply since the structure is not within 150 feet of a residential zoning district or Special Area Plan designation.

Is this an approved use on the campus? Yes, Automobile Parking (SIC 752) is a permitted use in the C-S/P zoning district.

Thank you for taking the time to go through the pre-application process. If you have any questions, please feel free to contact me at (541) 774-2380 or via e-mail at steffen.roennfeldt@cityofmedford.org.

Sincerely,

Steffen Roennfeldt
Planner III

Land Development Committee
Agenda Item Summary

Project Name ASANTE - PARKING SIGN.
Planner STEFFEN ROENIGGELT

File No. PA-17-169
Date 11/10/2017

Attendance
Agent CURTIS, POICE, POWELL, LARSH Applicant (ASANTE) DEW
Name/Agency _____ Name/Agency _____
Name/Agency _____ Name/Agency _____

Issues and Discussion

Public Works Staff Present	<p><i>Bureau</i></p> <p>NO DEDICATION POIS CLUSTS NO WIP NO STREET LIGHTS NO VIOLATIONS - AS : PLANNED ON BRUSH CUTE ACCESS ESMIT 2002 COP INCLUDED CONDITIONS TO MONITOR - TPA W/ RPTD COORDINATE W/ KARL MACHRE LITRIM PLAN DRAINAGES, GRADING, WATER SLAB/RETENTION, EROSION CONTROL</p>	Fire Staff Present	<p>1 FT WITHIN 75' OF FDG ADD'L FT NEEDED? ASIAN APPARATUS - SIKELIA OF ALLIANCE MAY WORK W/ 15-30' 150' AEL, JSTINE - W/ 150' OK.</p>
Memo? <input checked="" type="radio"/> Y <input type="radio"/> N		Memo? <input type="radio"/> Y <input checked="" type="radio"/> N	
MWC Staff Present	<p><i>BRETH</i></p> <p>MAP + MEND NO OFF SITE WATER 8" CURB IS SKIRT AS P/I NO METEOR SERVICES.</p>	Building Staff Present	<p>100% TECT LICENSED DESIGN ADA PARKING - ACCESSIBLE PATHS PROVISION TO 7'S SPECIAL INSPECTION ELEVATOR.</p>
Memo? <input type="radio"/> Y <input checked="" type="radio"/> N		Memo? <input type="radio"/> Y <input checked="" type="radio"/> N	
Landscaping	<p><i>SEALEY</i></p> <p>REMOVE IS? - ONLY IN ISLANDS</p>	Addressing Staff Present	<p>ADJ COMMIT L MORAN</p>
Memo? <input type="radio"/> Y <input checked="" type="radio"/> N		Memo? <input type="radio"/> Y <input checked="" type="radio"/> N	
Other		Planning Staff Present	<p><i>STEFFEN</i> <i>LIZ</i> <i>DAVIN</i> <i>SETH</i> <i>ADEN</i></p>
Memo? <input type="radio"/> Y <input checked="" type="radio"/> N		Memo? <input type="radio"/> Y <input checked="" type="radio"/> N	

Notes by ADEN.



Medford – A fantastic place to live, work and play

CITY OF MEDFORD

Revised Date: 1/11/2018
File Number: PA-17-169

PUBLIC WORKS DEPARTMENT STAFF REPORT
Rogue Regional Medical Center
Asante Parking Structure
(Northeast Corner TL 109)

Project: Pre-application to review a proposal for a new parking structure on the Asante Rogue Valley Regional Medical Center campus.

Location: The site is located at the NE corner of the campus at the intersection of Siskiyou Boulevard and Murphy Road within the C-S/P (Service and Professional Office Commercial) zoning district (371 W28CC109).

Applicant: Asante, Applicant; Paul Borowick, Agent; Steffen Roennfeldt, 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, 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 shall be approved by the Public Works Engineering Division 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.

P:\Staff Reports\Pre App\2017\PA-17-169 Siskiyau Blvd & Murphy Rd (SE Corner) TL 109 - Asante Parking Structure\PA-17-169 Staff Report Revised.docx Page 1

PUBLIC WORKS DEPARTMENT
ENGINEERING & DEVELOPMENT DIVISION

200 S. IVY STREET
MEDFORD, OREGON 97501
www.ci.medford.or.us

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

A. STREETS

1. Dedications

Barnett Road is classified as a Major Arterial street. **No additional right-of-way is required.**

Black Oak Drive, Murphy Road and Siskiyou Boulevard are classified as Major Collector streets. **No additional right-of-way is required.**

There is currently a 10-foot Public Utility Easement (PUE) along the frontage of this Parcel (TL 109) that was originally dedicated for Rogue Valley Medical Center Subdivision (Survey #14335).

2. Public Improvements

a. Public Streets

Barnett Road, Black Oak Drive, Murphy Road and Siskiyou Boulevard – All street section improvements have been completed in close conformance with current standards, including pavement, curb and gutter, street lights and sidewalk. **No additional public improvements are required.**

NOTE: All projects subject to Site Plan and Architectural Review shall be required per Medford Land Development Code (MLDC) 10.501 (6), as a condition of approval, to repair all frontage sidewalks as determined by the Engineering Division. When attached as a condition of approval of a Site Plan and Architectural Review application the sidewalk maintenance procedures set forth in Chapter 3, Section 3.025, Notice on Hearing of City Repair of Sidewalks, through 3.035, Notice of Sidewalk Repair, are hereby superseded.

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 to Barnett Road, Black Oak Drive, Murphy Road or Siskiyou Boulevard. However, there is a moratorium planned along this frontage to Black Oak Drive. Letters were mailed to adjacent stakeholders on 10/31/2016.

d. Access and Circulation

Access shall be in accordance with MLDC 10.550.

The Developer shall submit evidence of or provide cross-access easement(s) for all adjacent properties in accordance with MLDC 10.550 as part of this development.

e. Transportation System

The 2002 Conditional Use Permit approval included a condition that Asante coordinate with Rogue Valley Transportation District (RVTD) and the City of Medford to create and monitor any Transportation Demand Management (TDM) measures applicable. The applicant shall provide a report on the monitoring of these measures and may need to work with the Traffic Section of Public Works and RVTD to create additional TDM measures.

B. SANITARY SEWERS

The proposed development is situated within the Medford sewer service area. It is unclear where the existing or proposed sanitary sewer laterals are located. A Site/Utility Plan shall be submitted with the building permit application to show the location of the existing or proposed sanitary sewer lateral for the proposed building. All unused laterals adjacent and stubbed to the development shall be capped at the main.

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 first building permit application for approval.

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.

A Site/Utility Plan shall be submitted with the building permit application to show the location of the existing or proposed stormdrain lateral/s for the site.

All private storm drain lines shall be located outside of the public right-of-way and/or any public utility easements (PUE).

2. Grading

A comprehensive grading plan showing the relationship between adjacent properties 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 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. 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.

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.

2. 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.

3. System Development Charges

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

Prepared by: Doug Burroughs

P:\Staff Reports\Pre App\2017\PA-17-169 Siskiyew Blvd & Murphy Rd (SE Corner) TL 109 Asante Parking Structure\PA 17 169 Staff Report Revised.docx Page 4

PUBLIC WORKS DEPARTMENT
ENGINEERING & DEVELOPMENT DIVISION

200 S. IVY STREET
MEDFORD, OREGON 97501
www.ci.medford.or.us

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

SUMMARY CONDITIONS OF APPROVAL
Rogue Regional Medical Center
Asante Parking Structure

PA-17-169

A. Streets

1. Street Dedications to the Public:

- Barnett Road, Black Oak Drive, Murphy Road and Siskiyou Boulevard – No dedications are required for this development.
- Public Utility Easements have already been dedicated.

2. Improvements:

a. Public Streets

- Barnett Road, Black Oak Drive, Murphy Road and Siskiyou Boulevard – No additional improvements are required.

b. Lighting and Signing

- No additional street lights are required.

c. Access and Circulation

- Access shall comply with MLDC 10.550.
- Provide cross access easements.

d. Other

- There is no pavement moratorium currently in effect along the frontage to this Tax Lot.
- Asante coordinate with RVTD and the City of Medford to create and monitor any TDM measures applicable.

B. Sanitary Sewer

- Ensure or construct separate individual sanitary sewer connection.
- Cap remaining unused laterals at the main.

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.

- = City Code Requirement
- = Discretionary recommendations/comments

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

P:\Staff Reports\Pre App\2017\PA 17 169 Siskiyou Blvd & Murphy Rd (SE Corner) TL 109 - Asante Parking Structure\PA 17-169 Staff Report-Revised.docx Page 5

PUBLIC WORKS DEPARTMENT
ENGINEERING & DEVELOPMENT DIVISION

200 S. MY STREET
MEDFORD, OREGON 97501
www.ci.medford.or.us

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



BOARD OF WATER COMMISSIONERS

Staff Memo

TO: Planning Department, City of Medford

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

SUBJECT: PA-17-169

PARCEL ID: 371W28CC TL 109

PROJECT: Pre-application to review a proposal for a new parking structure on the Asante Rouge Valley Regional Medical Center campus. The site is located at the NE corner of the campus at the intersection of Siskiyou Boulevard and Murphy Road within the C-S/P (Service and Professional Office Commercial) zoning district (371W28CC109); Asante, Applicant; Paul Borowick, Agent; Steffen Roennfeldt, Planner.

DATE: January 10, 2018

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

PRE-APPLICATION 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. Applicant and/or their Civil Engineer shall coordinate with MWC engineering staff for available pressure, and fire hydrant flow testing for design use in the proposed fire sprinkler system in parking garage.
4. Installation of an Oregon Health Authority approved backflow device is required for all commercial, industrial, municipal, and multi-family developments. New backflow devices shall be tested by an Oregon certified backflow assembly tester. See MWC website for list of certified testers at the following web link <http://www.medfordwater.org/Page.asp?NavID=35>.
5. Dedication of a 10 foot wide (minimum) access and maintenance easement to MWC over all water facilities located outside of public right-of-way is required. Easement shall be submitted to MWC for review and recordation prior to construction.
6. Coordinate with MWC for metered water service fees and installation.

Continued to Next Page



Continued from Previous Page

PRE-APPLICATION COMMENTS:

1. Off-site water line installation is not required.
2. On-site water facility construction is not required.
3. Static water pressure is expected to be around 45 psi.
4. MWC-metered water service does not exist in this portion of the parcel where the proposed parking garage is proposed.
5. Access to MWC water lines is available. There is an existing 8-inch water line Murphy Road, and also in Siskiyou Blvd, and an existing 8-inch "on-site" 8-inch water line in the access driveway off Murphy Road within an existing 10-foot wide MWC easement per JCOR 91-05273-91-05274.



0 25 50 100 Feet

Scale: 1"=100'

Water Facility Map

for

PA-17-169

(Asante Parking Structure, NE Corner of Campus)

Legend

- Air Valve
- Sample Station
- Fire Service
- ⊕ Hydrant
- ▲ Producer
- ⊖ Blow-Off
- ⬇ Plug-Caps

Water Meters:

- Active Meter
- On Well
- Unknown
- Unclass

Water Valves:

- Butterfly Valve
- Gate Valve
- Topping Valve

Water Mains:

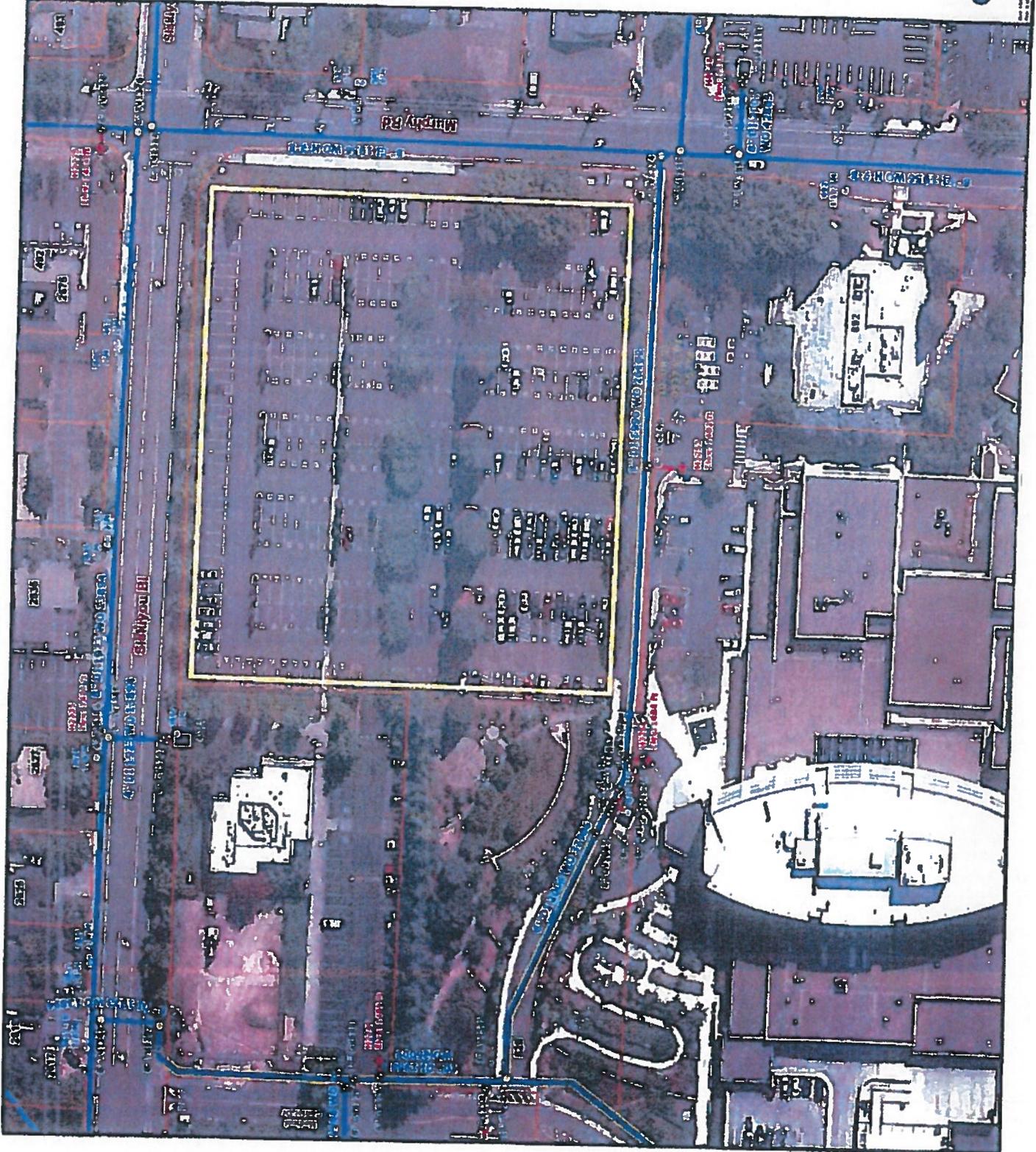
- Active Main
- - - Abandoned Main
- Reservoir Drain Pipe
- Pressure Zone Line

Boundaries:

- Urban Growth Boundary
- City Limits
- Tax Lots

MWC Facilities:

- C Control Station
- P Pump Station
- R Reservoir





Medford Fire Department

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

LAND DEVELOPMENT REPORT - PLANNING

To: Steffen Roennfeldt

LD Meeting Date: 01/10/2018

From: Greg Kleinberg

Report Prepared: 12/29/2017

Applicant:

File #: PA - 17 - 169

Site Name/Description: RPMC Parking Garage

Pre-application to review a proposal for a new parking structure on the Asante Rouge Valley Regional Medical Center campus. The site is located at the NE corner of the campus at the intersection of Siskiyou Boulevard and Murphy Road within the C-S/P (Service and Professional Office Commercial) zoning district (371W28CC109); Asante, Applicant; Paul Borowick, Agent; Steffen Roennfeldt, Planner.

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

Requirement FIRE HYDRANTS

OFC

508.5

Fire hydrants with reflectors will be required for this project.

Additional hydrants may be required to comply with the requirement of proximity to fire department connections (for fire sprinkler and standpipe systems, the fire department connection shall be located at an approved location away from the building and within 75' of a fire hydrant. The fire department connection shall be located on the same side as the fire department access route.).

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

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

Requirement AERIAL APPARATUS ACCESS

OFC

D105

SECTION D105-AERIAL FIRE APPARATUS ACCESS ROADS

D105.1 Where required. Buildings or portions of buildings or facilities exceeding 30 feet (9144 mm) in height above the lowest level of fire department vehicle access shall be provided with approved fire apparatus access roads capable of accommodating fire department aerial apparatus. Overhead utility and power lines shall not be located within the aerial fire apparatus access roadway.

D105.2 Width. Fire apparatus access roads shall have a minimum unobstructed width of 26 feet (7925 mm) in the immediate vicinity of any building or portion of building more than 30 feet (9144 mm) in height.

D105.3 Proximity to building. At least one of the required access routes meeting this condition shall be located within



Medford Fire Department

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www.medfordfirerescue.org

LAND DEVELOPMENT REPORT - PLANNING

To: Steffen Roennfeldt

LD Meeting Date: 01/10/2018

From: Greg Kleinberg

Report Prepared: 12/29/2017

Applicant:

File #: PA - 17 - 169

Site Name/Description: RRMC Parking Garage

a minimum of 15 feet (4572 mm) and a maximum of 30 feet (9144 mm) from the building, and shall be positioned parallel to one entire side of the building.

Development shall comply with access and water supply requirements in accordance with the Fire Code in effect 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.

Steffen K. Roennfeldt

From: Mary E. Montague
Sent: Thursday, January 11, 2018 10:44 AM
To: Jennifer L. Ingram
Cc: Steffen K. Roennfeldt; Chad E. Wiltrout; Tanner R. Fairington
Subject: PA-17-169
Attachments: Section 501.pdf

Hi Jennifer,

It came up at the LDC meeting whether or not the parking structure should have an address. It does not necessarily have to have a separate address but per the building code it does need to have an address on the building. Thought this might help determine whether or not you want to address it separately.

Mary Montague
Plans Examiner II
City of Medford
Building Department
(541) 774-2371
Fax:(541) 618-1707

Memo



To: Steffen Roennfeldt, Planning Department
From: Chad Wiltrout, Building Department (541) 774-2363
CC: Asante, Applicant; Paul Borowick, Agent
Date: January 9, 2018
Re: January 9, 2018 PA -17-169

Please Note:

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

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

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

General Comments:

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

Comments:

5. The building and all appurtenances are required to be designed by an Oregon licensed design professional and there shall be a design professional of responsible charge to supervise the project per 107 OSSC
6. A geotechnical investigation is required for the project in accordance with 1803 OSSC
7. A structural design shall be provided for the building accompanied with calculations addressing all loading per 1603 OSSC.

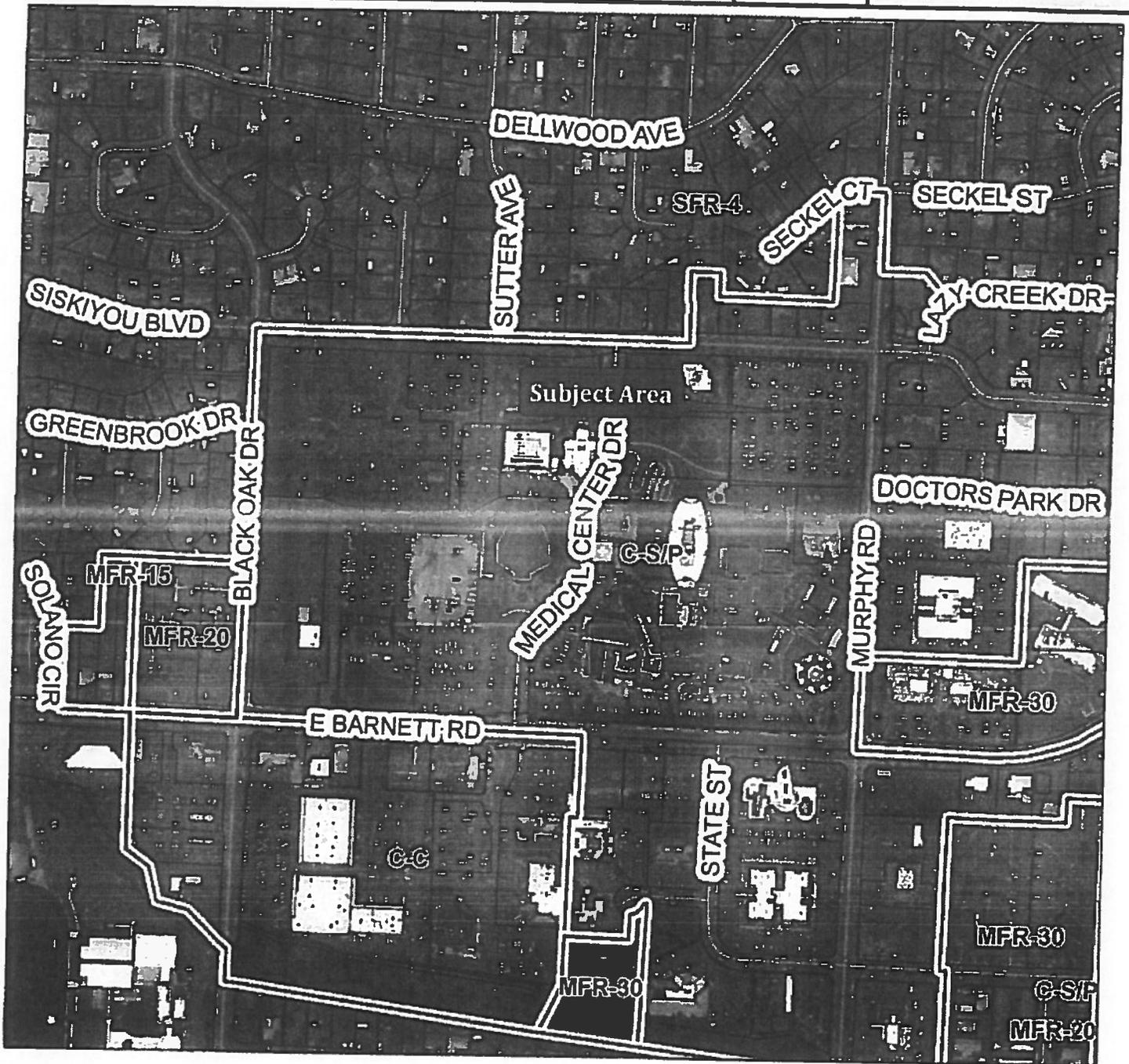
8. A special inspection agency shall provide inspections as required in chapter 17 OSSC (hired by the owner or owner's representative) The applicant will be responsible to complete the special inspection agreement form.
9. Proposed construction in proximity to property lines shall comply with table 602 and code section 705 of the Oregon Structural Specialty Code.
10. ADA parking spaces shall be required in accordance with code section 1106 of the Oregon Structural Specialty Code.
11. A code analysis providing occupant load and egress plan, type of construction, type of occupancy, Fire protection systems per chapter 9 and fire rated construction per chapter 7, etc... will be required. See section 406 OSSC for requirements specific to parking structures.
12. An accessible route (elevator) shall be provided per 1104.4 OSSC (see exceptions).
13. A plan addressing fire protection systems requirements per chapter 9 OSSC shall be provided.
14. Com-check forms are required for interior and exterior lighting per 2014 OEESC.



City of Medford
Planning Department

Vicinity
 Map

File Number:
PA-17-169



Project Name:

**Asante
 Parking Structure**

Map/Taxlot:

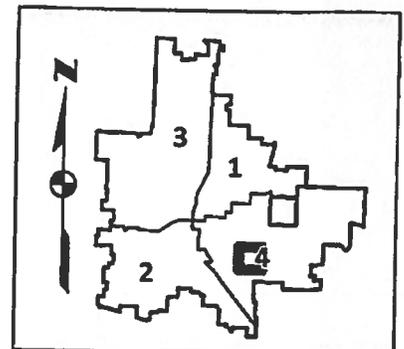
371W28CC TL 109



08/02/2017

Legend

-  Subject Area
-  Medford Zoning
-  Tax Lots



Dustin J. Severs

From: Dave Evans <dave@gwearch.com>
Sent: Thursday, June 07, 2018 4:15 PM
To: Dustin J. Severs
Subject: CVI Lobby addition

Hello Dustin,

The CVI Lobby addition will have no new staff on the 3rd floor. All 3rd floor staff will be existing staff moving into that area. The 2nd floor will be all existing staff, with the exception of (3) new doctors that will be added.

Thank you,
Dave

David L. Evans
President/Partner
Ron Grimes Architects, PC
James Matteson Architect
(541) 772.3000
dave@GWEarch.com



City of Medford
Planning Department

Vicinity
Map

File Number:
AC-18-043

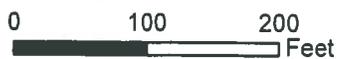


Project Name:

CVISO

Map/Taxlot:

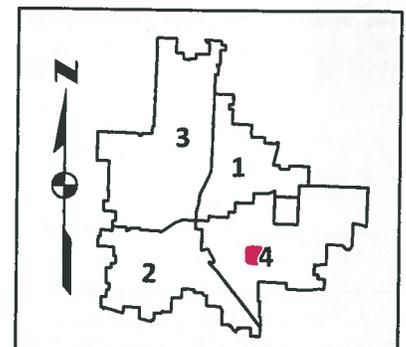
371W28CC TL 113



04/16/2018

Legend

-  Subject Area
-  Zoning Districts
-  Tax Lots



**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-18-065 APPLICATION FOR PROJECT REVIEW SUBMITTED) **ORDER**
BY MEDFORD ALARM & SIGNAL)

ORDER granting approval of a request of File No. AC-18-065, as follows:

Consideration of a proposal for the development of a single 0.39-acre lot, consisting of the construction of a 5,760 square foot expansion to an existing 1,514 square foot warehouse, to be located at 967 Lawnsdale Road in the General Industrial (I-G) zoning district (372W12D6700).

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 described above, with a public hearing a matter of record of the Site Plan and Architectural Commission on July 6, 2018.
3. At the public hearings on said application, evidence and recommendations were received and presented by the developer and Planning Department staff; and
4. At the conclusion of said public hearings, 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 Medford Alarm & Signal, stands approved subject to compliance with the conditions stated in the Staff Report dated June 29, 2018.

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 findings referenced in the Staff Report dated June 29, 2018.

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 6th day of July, 2018.

MEDFORD SITE PLAN AND ARCHITECTURAL COMMISSION

Site Plan and Architectural Commission Chair

ATTEST:


Secretary



City of Medford

Planning Department

Working with the community to shape a vibrant and exceptional city

STAFF REPORT

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

PROJECT SOS Alarms
Applicant: Medford Alarm & Signal (DBA SOS Alarms)
Agent: Civil West Engineering Services, Inc.

FILE NO. AC-18-065

TO Site Plan and Architectural Commission *for July 6, 2018 hearing*

FROM Dustin Severs, Planner III

REVIEWER Kelly Akin, Assistant Planning Director

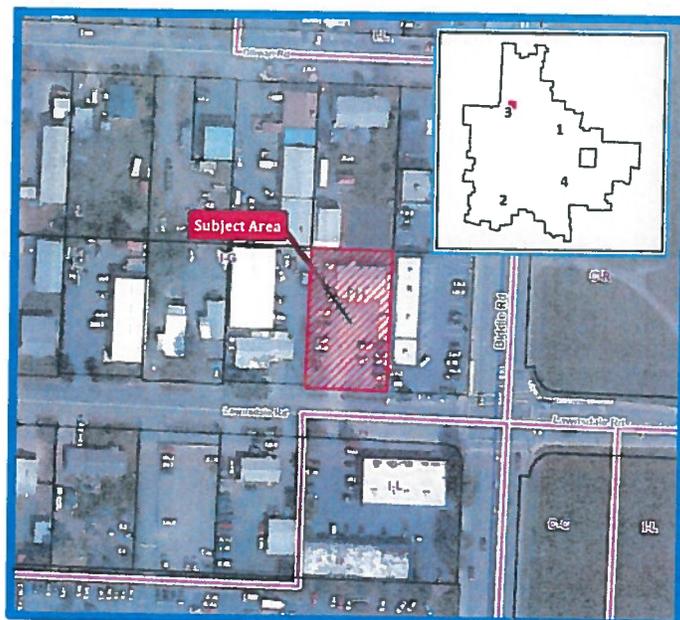
DATE June 29, 2018

BACKGROUND

Proposal

Consideration of a proposal for the development of a single 0.39-acre lot, consisting of the construction of a 5,760 square foot expansion to an existing 1,514 square foot warehouse, to be located at 967 Lawnsdale Road in the General Industrial (I-G) zoning district (372W12D6700).

Vicinity Map



Subject Site Characteristics

Zoning: I-G (General Industrial)
GLUP: GI (General Industrial)
Overlay(s): AC (Airport Area of Concern)
Use: Industrial warehouse

Surrounding Site Characteristics

<i>North</i>	Zone: I-G Use(s): Ray's Auto Repair, Rogue Valley-Medford International Airport
<i>South</i>	Zone: I-L (Light Industrial) Use(s): Veterinary Specialty Center
<i>East</i>	Zone: I-G Use(s): SOS Alarms
<i>West</i>	Zone: I-G Use(s): JJ's Muscle Cars

Related Projects

PA-18-007 Pre-application to discuss subject request

Applicable Criteria

MLDC Section: 10.290 – Site Plan & 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 developments 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 Oregon State Business Registry lists the owner of the property as Medford Alarm & Signal Company, with its principal place of business listed as 3273 Biddle Road and Ray Claborn as its president.

ISSUES AND ANALYSIS

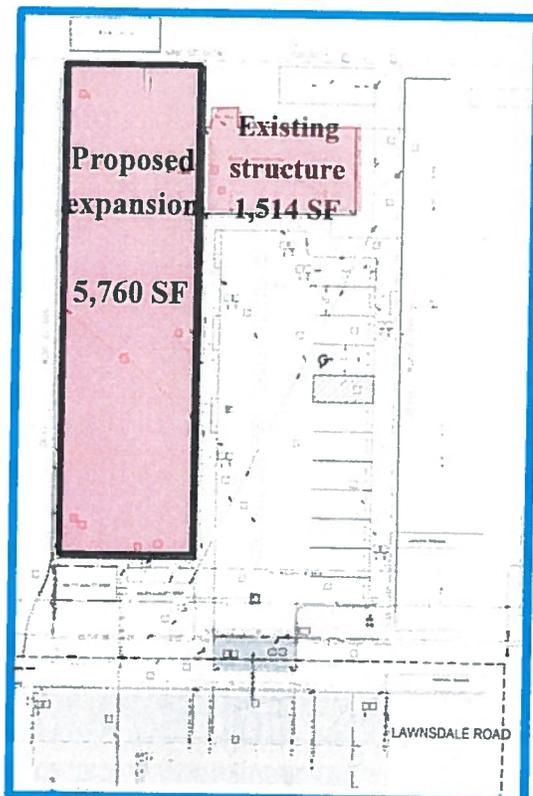
Project Summary

The subject parcel consists of a single 0.39-acre parcel, which currently contains a 1,514 square foot garage structure. The subject request involves a proposed expansion of SOS Alarms, an existing business (3273 Biddle Road) specializing in the design and installation of home security systems, which abuts the subject parcel (under the same ownership) along its easterly boundary.



The applicant is proposing to construct a 5,760 square foot warehouse expansion to the site's existing structure for the purpose of providing additional storage for SOS Alarms. The redevelopment of the site will include the complete paving of the existing gravel parking lot – bringing the site's parking lot into compliance with MLDC 10.746 – and the installation of a public sidewalk along the site's approximate 100 linear feet of frontage with Lawnsdale Road. Stormwater quality and detention within the project boundary is being addressed via roof drains, a vegetated swale, concrete gutters, and catch basins equipped with inlet filters, ultimately conveying the site's runoff to the City storm drain pipe located between the site and Lawnsdale Road to the south.

Pursuant to MLDC 10.780(E)(1)(a) and MLDC 10.746(3)(a), a landscape plan was not required with the subject application, as the site's frontage along Lawnsdale Road does not contain greater than 1,500 square feet of landscaped area, and the applicant is proposing less than 24 parking spaces – exempting the development from the requirement of providing parking area planters within the proposed parking lot.



Site Development Standards

SITE DEVELOPMENT TABLE

	Allowed/Required	Proposed
Height	85 feet max.	19 feet
Lot Coverage	90% Max.	41%
Setback (front)	10 feet min.	20 feet
Setback (sides)	None	2 feet / 60 feet
Setback (rear)	None	2 feet

As shown in the Site Development Table above, it can be found that the proposed structure identified on the submitted site plan meets the bulk standards for the I-G zoning district as found in Article V of the Medford Land Development Code.

Parking

PARKING TABLE (10.743-751)

	Required	Provided
Total Spaces	1 min. / 2 max.	11
Accessible Spaces	1	1
Bicycle Spaces	2	8

MLDC 10.743-1

Industrial or Warehouse	n/a	1.0 space per employee on the largest shift, plus 0.2 space per 1,000 square feet of gross floor area	1.0 space per employee on the largest shift, plus 0.3 space per 1,000 square feet of gross floor area
-------------------------	-----	---	---

The submitted site plan includes the required number of accessible and bicycle spaces, as outlined per MLDC 10743-751; however, the total number of parking spaces proposed (11 spaces) exceeds the maximum allowed for industrial warehouses per MLDC10.743-1 shown above. MLDC 10.743(3) reads as follows:

(3) Exceptions to Required Off-Street Parking for Non-Residential Uses. The approving authority may allow exceptions to the number of parking spaces in Table 10.743-1 for specific uses without complying with Section 10.251 if they find that the applicant's detailed description of the proposed use demonstrates that the number of needed parking spaces is less than the minimum required or more than the maximum allowable based upon one or both of the following:

- (a) An explanation why the characteristics of the proposed use require a different off-street parking standard than what is otherwise required.
- (b) An analysis providing parking data for the same business or a similar use within the city that demonstrates a need for a different off-street parking standard than what is otherwise required.

The proposed parking area shown on the submitted site plan provides 1.5 parking spaces per 1,000 square feet of gross floor area, exceeding the minimum number of parking spaces (0.2 per 1,000 S.F. of floor area) required for industrial/warehouse uses, per the parking standards found in MLDC 10.743-1. Under the industrial/warehouse land use category shown above, 1.0 space per employee on the largest shift is additionally required. As the applicant is not proposing any new employees with the proposed 5,760 square foot expansion, the submitted site plan exceeds the maximum number of parking spaces.

It is staff's view that the provision of 11 parking spaces to serve a parcel containing a 7,274 square foot warehouse is adequate, and that limiting the site to a mere 2 parking spaces would be onerous – given the unique circumstances of the development – and would place an undue hardship on the property owner to provide adequate off-street parking for the site. It is further staff's view that the granting of relief to allow the applicant to exceed the maximum number of parking spaces for the site, as authorized per MLDC 10.743(3) shown above, can be made in keeping with the purpose and intent of MLDC 10.741-10.751 in ensuring that new developments provide adequate off-street parking.

Access

Vehicular Access

Vehicular access to the subject site is proposed at the existing driveway off of Lawnsdale Road, with this section of Lawnsdale Road under the jurisdiction of Jackson County and classified as a Commercial street.

Pedestrian Access

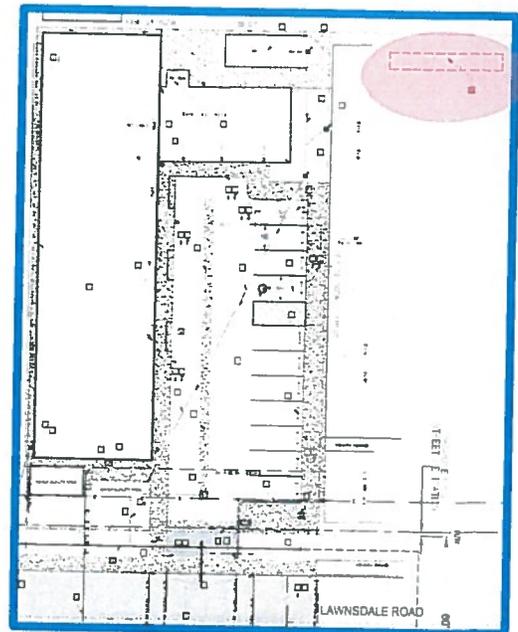
As part of the street improvements required by Public Works, the applicant will be installing a 5-foot sidewalk along the site's frontage of Lawnsdale Road. The submitted site plan shows a 5-foot pedestrian walkway connecting the public sidewalk to the proposed building.

Concealments

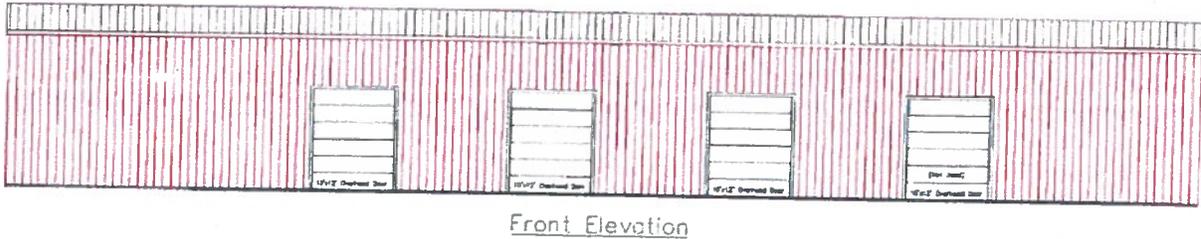
Trash Enclosure

The submitted site plan (Exhibit B) identifies an *existing trash bin and enclosure* located on the adjacent SOS Alarm parcel. However, pursuant to MLDC 10.781, each separate parcel is required to provide its own trash receptacle.

As a condition of approval, the applicant will be required to submit a revised site plan with their building permit submittals identifying a trash enclosure located on the subject parcel, including an elevation plan illustrating construction materials approved per MLDC 10.781.



Architecture



The applicant's submitted narrative (Exhibit I) describes the building's proposed architecture and how it fits with and complements adjacent buildings, as the following:

The proposed warehouse will be Metal Frame Structure with metal walls, one 3x7 Man Door and four 6x12 Overhead doors. The building will be a red exterior with white overhead doors and a gray roof. The overall layout of the building should enhance the light industrial zoning area from the pre-construction gravel parking lot to a more industrial look warehouse with new parking lot and sidewalks.

Facility Adequacy

Per the agency comments submitted to staff (Exhibits J-L), including the Rogue Valley Sewer Services (RVSS) (Exhibit M), it can be found that there are adequate facilities to serve the proposed development.

Other Agency Comments

Jackson County Roads (Exhibit N)

The section of Lawnsdale Road fronting the southern boundary of the subject site is under the jurisdiction of Jackson County. Jackson County Roads' report (Exhibit N) provided an itemized list of comments, including that any frontage road improvements be permitted and inspected by the City of Medford, and the recommendation that the City of Medford request road Jurisdiction. As a condition of approval, the applicant will be required to comply with all requirements of Jackson County Roads prior to the issuance of a building permit for vertical construction.

Rogue Valley Sewer Services (RVSS) (Exhibit M)

The subject property is located within the RVSS service area. In their report submitted to staff, RVSS explains that sewer service connection to the existing sewer mainline located on Lawnsdale Road will be issued by the City of Medford; however, there will be system development charges owed to RVSS.

Committee Comments

No comments were received from committees 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. This criterion is satisfied.

FINDINGS AND CONCLUSIONS

Staff has reviewed the applicant's findings and conclusions (Exhibit I) and recommends the Commission adopt the findings as recommended by staff.

RECOMMENDED ACTION

Adopt the findings as recommended by staff and adopt the Final Order for approval of AC-18-065 per the staff report dated June 29, 2018, including Exhibits A through O.

EXHIBITS

- A Conditions of Approval, drafted June 29, 2018.
- B Site Plan, received May 7, 2018.
- C Elevation Plan, received May 7, 2018.
- D Roof Plan/Floor Plan, received May 7, 2018.
- E Site Drainage Plan (pre-development), received May 7, 2018.
- F Site Drainage Plan (developed conditions), received May 7, 2018.
- G Site Drainage Plan (Details), received May 7, 2018.
- H Site Drainage Analysis Calculations, received May 7, 2018.
- I Applicant's Narrative, Questionnaire, and Findings of Fact, received May 7, 2018.
- J Public Works staff report, received June 13, 2018.
- K Medford Water Commission report & map, received June 13, 2018.
- L Medford Fire Department report, received June 13, 2018.
- M Rogue Valley Sewer Services (RVSS), received June 1, 2018.
- N Jackson County Roads report, received June 6, 2018.
- O Application (Code Compliance), received May 7, 2018.

Vicinity map

SITE PLAN AND ARCHITECTURAL COMMISSION AGENDA

July 6, 2018

EXHIBIT A

SOS Alarms
AC-18-065
Conditions of Approval
June 29, 2018

CODE REQUIRED CONDITIONS

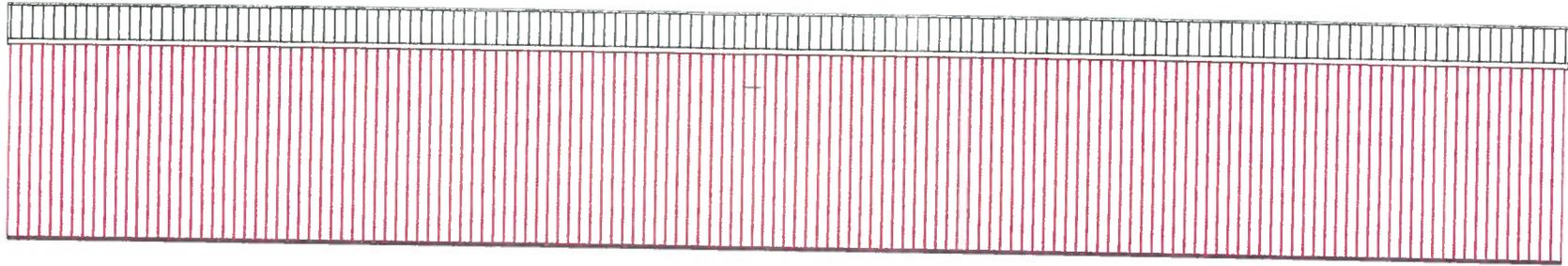
Prior to the issuance of a building permit for vertical construction, the applicant shall:

1. Comply with all conditions stipulated by the Public Works Department (Exhibit J).
2. Comply with all conditions stipulated by the Medford Water Commission (Exhibit K).
3. Comply with all requirements of the Medford Fire Department (Exhibit L).
4. Comply with all requirements of the Rogue Valley Sewer Services (RVSS) (Exhibit M).
5. Comply with all requirements of Jackson County Roads (Exhibit N).
6. Submit a revised site plan identifying a trash enclosure located on the subject parcel, including an elevation plan confirming the enclosure constructed with materials approved per MLDC 10.781.

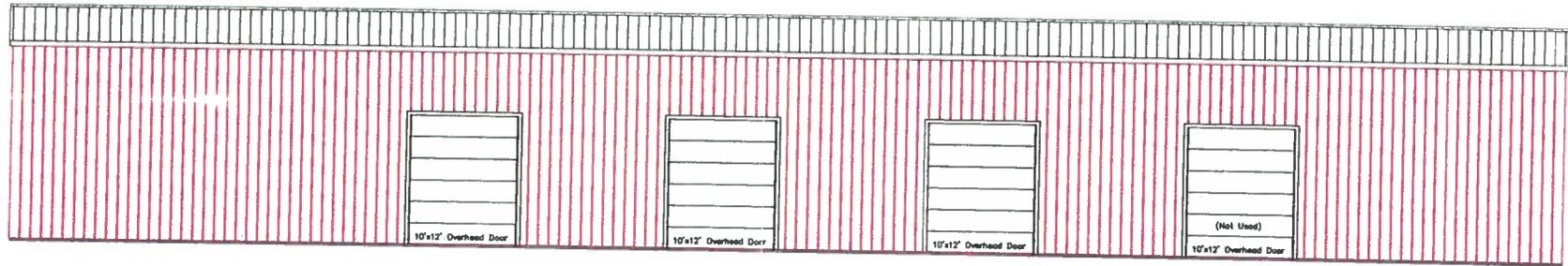
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MAY 07 2018

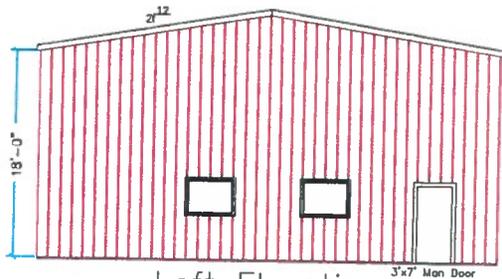
PLANNING DEPT.



Rear Elevation



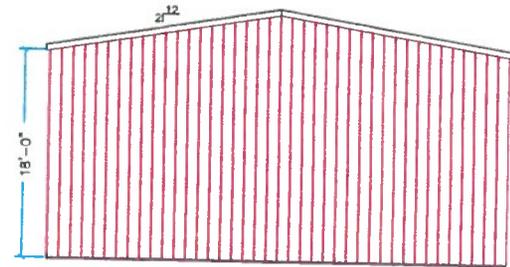
Front Elevation



Left Elevation

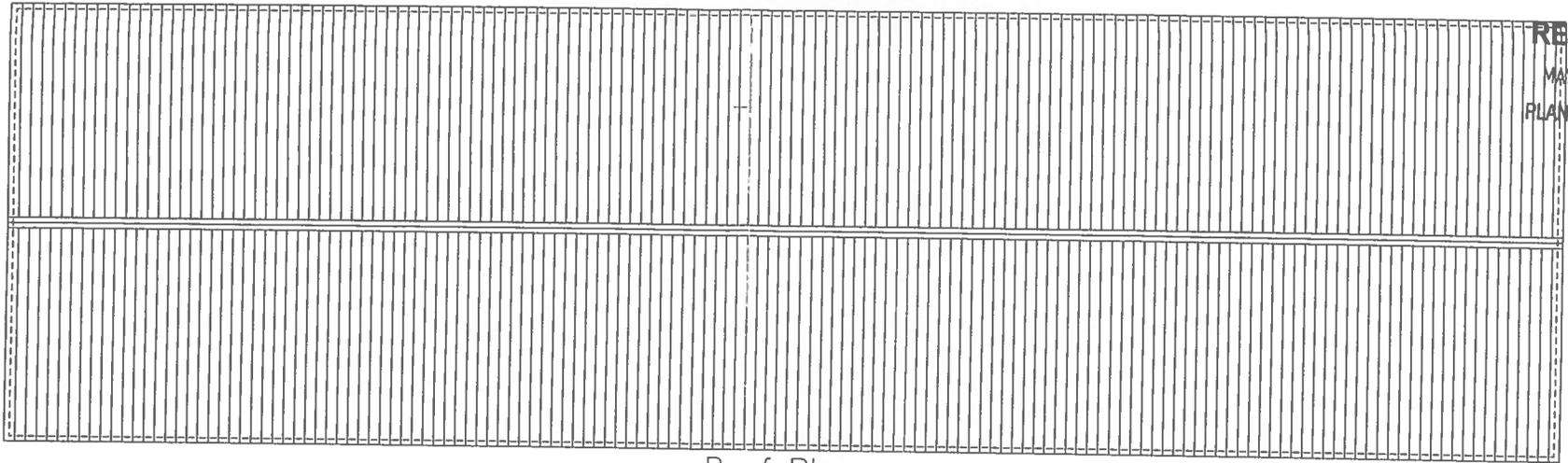
SOS Alarm Co.
3273 Biddle Road
Medford Oregon
May 2 2018

Scale: 3/32" = 1'-0"

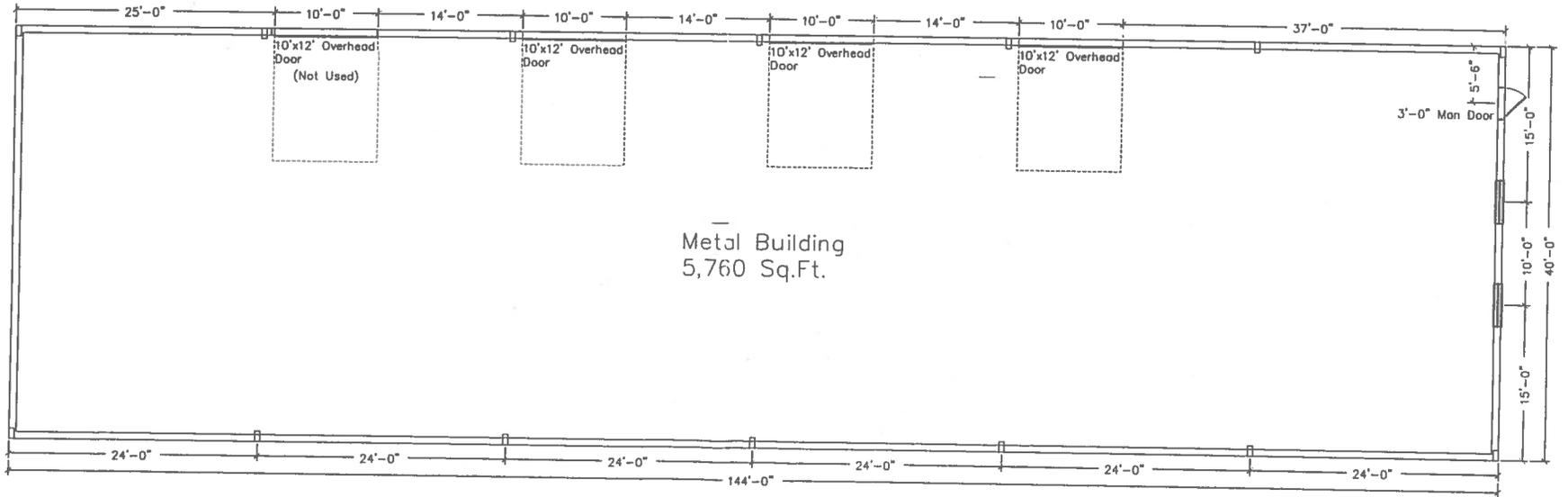


Right Elevation

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MAY 07 2018
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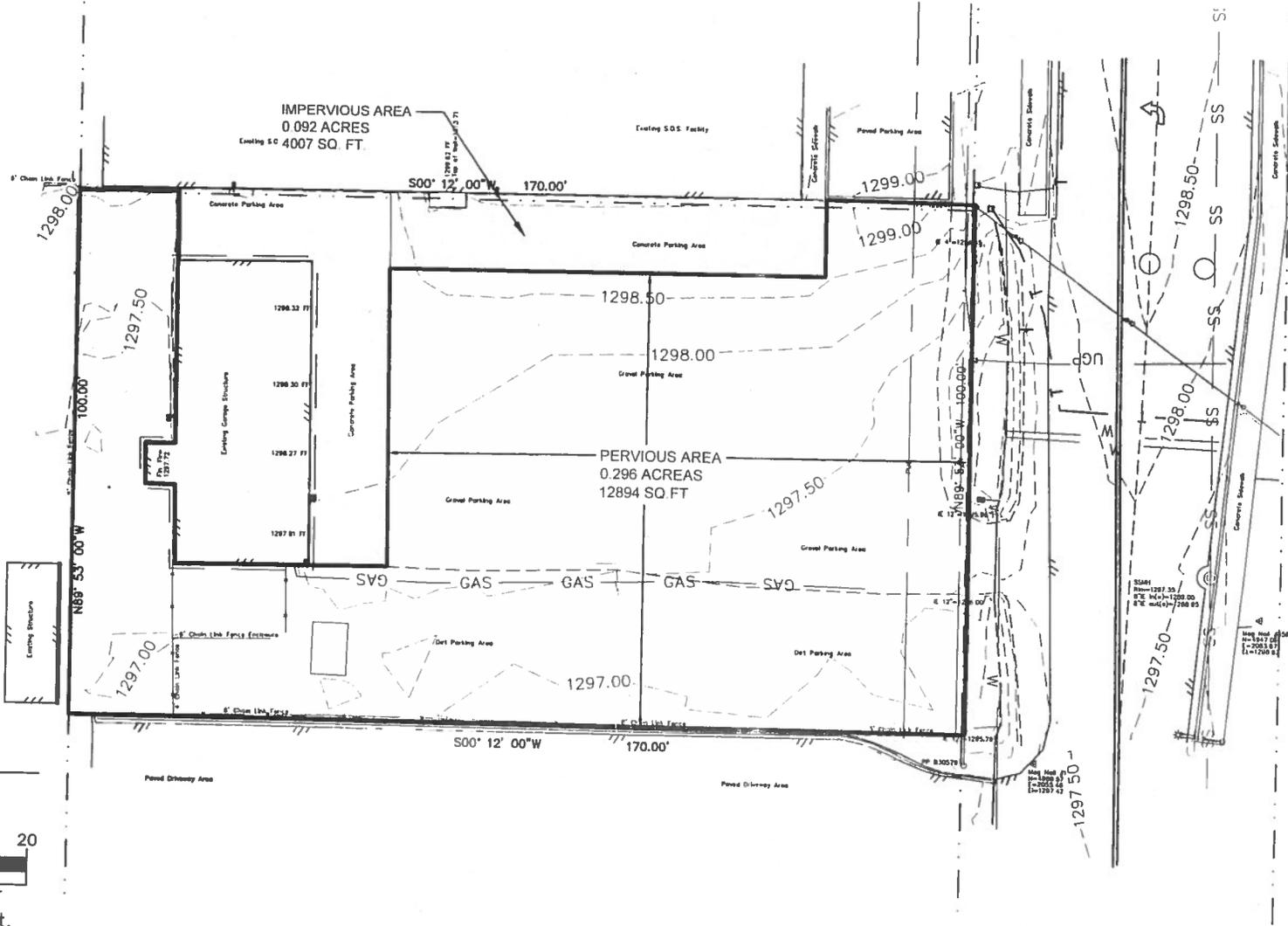


Roof Plan
Scale: 3/32" = 1'-0"



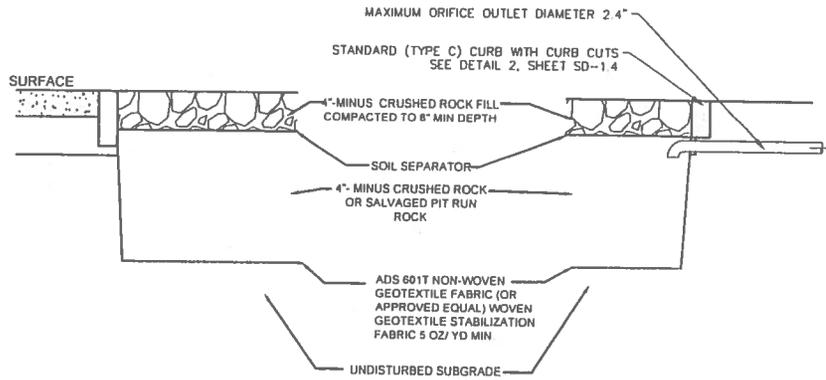
Floor Plan
Scale: 3/32" = 1'-0"

SOS Alarm Co.
3273 Biddle
Medford, Oregon
CITY OF MEDFORD
EXHIBIT #
File # AC-18-065

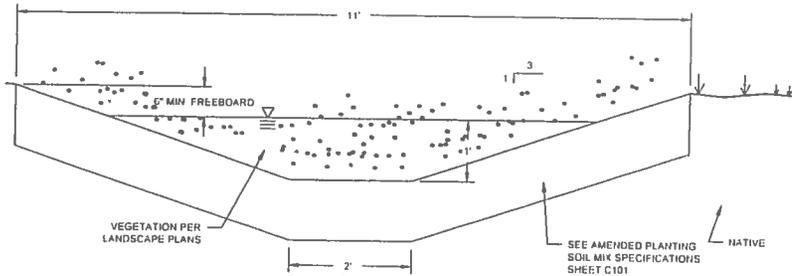


	Drawn By: DK Date: 03/01/18	PRE-DEVELOPED CONDITIONS	SITE DRAINAGE ANALYSIS	FIGURE
	SOS ALARM WAREHOUSE EXPANSION	MEDFORD ALARM & SIGNAL JACKSON COUNTY, OR	E	

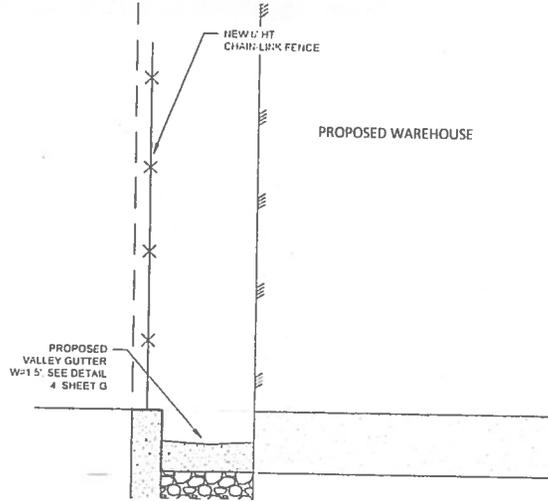
CITY OF MEDFORD
 EXHIBIT # 6
 File # AC-18-065



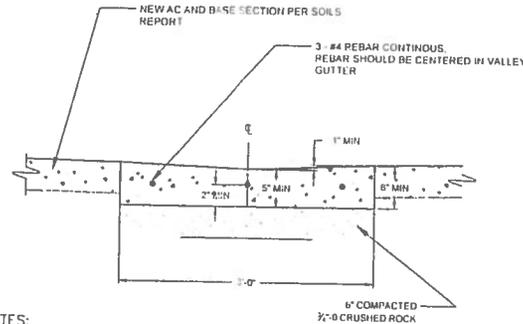
1
G
DETENTION TRENCH DETAIL
SCALE 1/12



3
G
VEGETATIVE SWALE
SCALE 1/4"



2
G
CONCRETE GUTTER
SCALE 1/2



NOTES:

- 6 X 6, 10-10 WWF REINFORCEMENT MAY BE USED INSTEAD OF REBAR, ENGINEER APPROVAL REQUIRED.
- CONCRETE VALLEY GUTTER SHALL BE ODOT CLASS 3500 PSI CONCRETE.

4
G
CONCRETE VALLEY GUTTER
NOT TO SCALE

GENERAL NOTES FOR WATER QUALITY CONVEYANCE SWALE BMPs 4.6.2 A-C

- EXCLUDING CONSTRUCTION OF THE FACILITY ITSELF EXPOSED TREATMENT AREA SUBGRADE SHALL BE FENCED TO PROHIBIT IMPACTS FROM CONSTRUCTION (INCLUDING MATERIALS AND EQUIPMENT STORAGE)
- BUILD AND VEGETATE SWALE AS EARLY AS POSSIBLE TO ESTABLISH PLANTINGS BEFORE DIRECTING STORMWATER RUNOFF TO IT OR DIVERT STORMWATER AROUND FACILITY PREFERABLY VEGETATION WILL BE GIVEN A MINIMUM OF 3 MONTHS TO BECOME ESTABLISHED OR PER LANDSCAPE ARCHITECT/DISIGNER GUIDELINES
- CALL THE REVIEWING AGENCY 48 HOURS IN ADVANCE OF CONSTRUCTING THIS FACILITY SO CONSTRUCTION OBSERVATION MAY BE PERFORMED TO IDENTIFY VARIATIONS IN THE FIELD THAT MAY AFFECT DESIGN AND VERIFY PROPER CONSTRUCTION
- OVER EXCAVATE WITHIN THE SWALE TO ALLOW FOR PLACEMENT OF AMENDED OR IMPORTED SOIL UP TO FINAL GRADE
- PLACEMENT OF AMENDED NATIVE OR IMPORTED SOIL MIX SHALL OCCUR AS FOLLOWS
 - PLACE IN 8 INCH MAXIMUM LIFTS (I.E. DEPTHS)
 - DO NOT PLACE IF SOIL IS SATURATED
 - LIGHTLY COMPACT EACH LIFT (I.E. G. A WATER FILLED LANDSCAPE ROLLER) TO ACHIEVE 85% COMPACTION DO NOT COMPACT WITH HEAVY MACHINERY OR VIBRATORY COMPACTION
- INSTALL ENERGY DISSIPATION BELOW ALL OUTFALLS PER APPROVED PLANS
- IF PROTECTED SOIL HAS BEEN EXPOSED TO RAINFALL, SCARIFY THE SURFACE TO A DEPTH OF 4 INCHES TO RESTORE FILTRATION CAPACITY
- INSTALL ODOT TYPE E EROSION CONTROL MATTING, IF SPECIFIED IN APPROVED PLANS
- PLANT PER LANDSCAPING PLAN AND STANDARD DETAIL 4.5.2C. CONTACT APPROVING JURISDICTION 48 HOURS IN ADVANCE OF PLANTING SO THAT JURISDICTION CAN REVIEW PLANT PLACEMENT PRIOR TO PLANT INSTALLATION
- INSTALL MULCH, IF SPECIFIED IN APPROVED PLANS. USE EITHER SHREDDED WOOD CHIPS OR COARSE COMPOST. MULCH MUST BE DYE, PESTICIDE AND WEED FREE. SPREAD IN A MINIMUM TWO INCH LAYER OVER BARE SOIL OR IN A RING AROUND PLANTS TO INCREASE WATER RETENTION. ENSURE THAT MULCH DOES NOT TOUCH PLANT STEMS
- SIDE SLOPES OUTSIDE OF FLOW AREA MUST BE PERMANENTLY STABILIZED WITH MULCH AND VEGETATION
- REFER TO APPENDIX C OF THE GUIDE LID IN WESTERN OREGON, ADAPTED FOR THE ROGUE VALLEY FOR MORE INFORMATION ON MATERIALS, SPECIFICATIONS AND CONSIDERATION DURING CONSTRUCTION

AMENDED PLANTING SOIL MIX SPECIFICATIONS

- PLANTING SOIL MAY BE EITHER AMENDED NATIVE OR IMPORTED SOIL MIX WITH THE FOLLOWING CHARACTERISTICS
 - INFILTRATION BETWEEN 0.5 AND 12 INCHES/HOUR
 - BE FREE OF WEEDS SEEDS, CONTAMINANTS, AND HAZARDOUS MATERIALS
 - ORGANIC CONTENT MATTER FROM 8-10% BY WEIGHT
 - CATION EXCHANGE CAPACITY (CEC) GREATER THAN OR EQUAL TO 5 MILIEQUIVALENTS/100 GRAMS OF DRY SOIL
 - 2.5% CLAYEY FINES CONTENT
 - pH BETWEEN 5.5 TO 8.0
 - CONFORMS TO THE FOLLOWING GRADATION FOR THE MIX

US STANDARD SIEVE SIZE	PERCENT PASSING
3/8"	100
#4	95-100
#10	75-90
#40	25-40
#100	4-10
#200	2-5

- IMPORTED SOIL SHALL BE ROUGHLY 1/3 PLANT DERIVED COMPOST, 1/3 GRAVELLY SAND
- AMENDED NATIVE PLANTING SOIL MIX SHALL BE CREATED BY BLENDING COMPOST INTO THE NATIVE SOIL AT A RATE OF 1 PART COMPOST TO TWO PARTS SOIL. SOIL MIX MUST STILL MEET THE SPECIFICATIONS IN NOTE 1 ABOVE
- AMENDED NATIVE OR IMPORTED SOIL MIX SHALL BE UNIFORMLY MIXED

COMPOST SPECIFICATIONS

- MUST BE DERIVED FROM PLANT MATERIAL AND FULLY COMPOSTED. MUST BE CERTIFIED WEED SEED FREE. A TECHNICAL DATA SHEET FROM THE US COMPOSTING COUNCIL SEAL OF TESTING ASSURANCE MUST BE PROVIDED TO THE APPROVING JURISDICTION. THE DATA SHEET MUST SHOW THAT THE COMPOST MEETS THE FOLLOWING CRITERIA
- ORGANIC MATTER CONTENT BETWEEN 40 AND 50 PERCENT
 - pH BETWEEN 5.5 AND 8.0. IF THE pH ISN'T QUITE RIGHT, IT MAY BE LOWERED BY ADDING IRON SULFATE AND SULFUR OR RAISED BY ADDING LIME. IF LIME IS USED, INCORPORATE FIRST INTO THE COMPOST. WET THE COMPOST DOWN AND THEN FOLD MIXTURE INTO THE SOIL.
 - SOLUBLE SALT CONTENT SHALL BE LESS THAN 6 000mg/kg
 - 100% SHOULD PASS A 1/2 INCH SCREEN
 - STABILITY TEST RESULT SHALL BE STABLE OR VERY STABLE
 - MATURITY INDICATOR FOR EMERGENCE AND VIGOR SHALL BE A MINIMUM OF 80%
 - TRACE METALS TEST RESULT SHALL BE PASS
 - CARBON NITROGEN RATION BETWEEN 30:1 AND 35:1

SWALE CONSTRUCTION MAINTENANCE

- WHEN THE SWALE INFLOW OR OUTFLOW SHALL BE HAND-REMOVED OR RE-GRADED TO ALLOW A CALM FLOW OF WATER ENTERING AND LEAVING THE SWALE. WHERE THE INLET FLOW IS CAUSING SWALE MATERIALS TO ERODE, THE OWNER SHALL PLACE ROCK OR OTHER SMALL RIP-RAP TO DISSIPATE THE FLOW ENERGY.
- SWALE SHALL BE INSPECTED FOR DAMAGE WITHIN 48 HOURS AFTER A 10-YEAR OR GREATER STORM EVENT. DAMAGE SHALL BE CORRECTED PRIOR TO THE NEXT STORM EVENT.
- SWALE SHALL BE MOVED TO KEEP GRASS 2 TO 4 INCHES IN HEIGHT.
- SWALE SHALL BE IRRIGATED AND MULCHED AS NEEDED TO MAINTAIN HEALTHY PLANTS WITH A DENSITY THAT PREVENTS SOIL EROSION. FALLEN LEAVES AND OTHER DEBRIS SHALL BE REMOVED. INVASIVE PLANTS SHALL BE REMOVED (SEE PLANTS LIST).

	Drawn By: DK Date: 03/15/18	DETAILS	SITE DRAINAGE ANALYSIS	FIGURE
	SOS ALARM WAREHOUSE EXPANSION	MEDFORD ALARM & SIGNAL JACKSON COUNTY, OR	G	

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SOS Alarm Warehouse Expansion Site Drainage Analysis Calculations

Project Address:

967 Lawnsdale Road

Medford, OR 97504

Prepared For:

Medford Alarm & Signals

DBA SOS Alarms

Medford, OR 97504

Prepared By:

Civil West

Engineering Services, Inc.



Issue Date: 03/10/2018

Civil West

Engineering Services, Inc.

www.civilwest.com



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Missoula, MT 59801
541-290-4055

Rogue Valley Office
10558 Hwy 62, Ste. B-1
Eagle Point, OR 97524
541-326-4828

Albany Office
945 Geary Street
Albany, OR 97322
541-223-5130

Coos Bay Office
486 'E' Street
Coos Bay, OR 97420
541-266-8601

Newport Office
609 SW Hurbert Street
Newport, OR 97366
541-264-7040

March 7, 2018

Re: SOS Alarm Warehouse Expansion Site Drainage, Medford OR - Civil West Project #2204-032

To Whom It May Concern:

The following narrative describes the attached hydrologic calculations for the SOS Alarm Warehouse Expansion site in Medford, Oregon. Specific equations, figures, tables, and procedures are outlined in the *ODOT Hydraulics Manual*, and are not repeated here. The attached peak flow and detention volume calculations were completed based on a 25-year storm event.

The Peak Flow ("Q"), or maximum runoff, from the drainage area in question was estimated using the Rational Method. Calculations were completed twice, with two sets of variables, to compare the drainage impact of the proposed improvements on the site versus the drainage conditions that are assumed to have existed on the site prior to its development. In these calculations, the undeveloped site is characterized as "Flat Meadows & Pasture Land" with an average slope of 0.90% and a resultant Runoff Coefficient ("C") of 0.25. The developed site will be finished with a variety of materials, which requires the use of a weighted, composite Runoff Coefficient. This was determined to be 0.84, as shown in the calculations herein.

Given these values for "C", the undeveloped maximum runoff was determined to be 0.16 cfs, and the proposed developed site has a maximum runoff of 0.90 cfs. Because the peak flow for the developed site exceeds the peak flow of the undeveloped site, detention facilities are necessary, to dampen the expected surplus runoff.

To calculate the required detention volume, the post development peak flow was compared to pre-development peak flow, for the Time of Concentration (t_c). This calculation produced the required volume for detention facilities on the site.

Based on these calculations, the SOS Alarm Warehouse Expansion site will require a detention volume capacity of approximately 327 cf.

Respectfully,
Civil West Engineering Services, Inc.

Prepared By: David C. Kung, EIT

Reviewed By: Marlin Gochnour, PE

SGS Alarm New Warehouse - UNDEVELOPED

Rational Method - ODOT Hydraulics Manual



Travel Distance: 166 ft
Topo High Point: 1298.50 ft
Top of Bank: 1297.00 ft
Bottom of Ditch: 1295.79 ft

Average Slope: 0.90%
Velocity: 0.746 ft/sec

Total Area: 16901 sf
 0.388 acre

Tables and Figures for this analysis were taken from the ODOT Hydraulics Manual:
 - Chapter 7 - Hydrology
 - Appendix A

Equation 1

Composite C =

$$\text{Composite C} = \frac{\sum(C_{\text{Individual Areas}} * A_{\text{Individual Areas}})}{A_{\text{Total Area}}}$$

Segment #1 -	Length	Slope	
Flat Meadows & Pasture Land	268	0.56%	Entire site is flat uniform terrain.

Equation 2

T_c =

$$T_c = T_{osf} + T_{scf} + T_{ocf} + T_{pf}$$

T_{osf} = 22.16 min
T_{scf} = 0
T_{ocf} = 0
T_{pf} = 0

T_c = Time of Concentration (min)
T_{osf} = Travel time for the overland sheet flow segment (min)
T_{scf} = Travel time for the shallow concentrated flow segment (min)
T_{ocf} = Travel time for the open-channel flow segment (min)
T_{pf} = Travel time for the pipe flow segment (min)

Equation 2a

T_{osf} =

$$T_{osf} = \frac{1.48 * (L^{0.6} * n^{0.6})}{(i^{0.4} * S^{0.3})}$$

L = 166.0 ft
n = 0.15
S = 0.90%
i = 1.53 in/hr

L = Length of the overland sheet flow segment (ft)
n = Manning's Roughness coefficient (See Table 3)
S = Average slope of the overland area (ft/ft)
i = Rainfall intensity (in/hr)

Iteration #	T _{osf}	T _c
Iteration #1	20	1.3
Iteration #2	21	1.45
Iteration #3	21	1.5
Iteration #4	22	1.52
Iteration #5	22.3	1.53

Actual T_{osf} matches assumed T_{osf}!

Equation 3

Peak Flow =

$$Q = C_f * C * i * A$$

C_f = 1.1
C = 0.25
i = 1.53 in/hr
A = 0.388 acre

Q = Peak flow (cfs)
C_f = Runoff Coefficient adjustment factor
C = Runoff Coefficient
i = Rainfall intensity (in/hr)
A = Drainage area (acres)

SOS Alarm New Warehouse - DEVELOPED

Rational Method - ODOT Hydraulics Manual



Travel Distance: 210 ft

Topo High Point: 1290.94 ft

Top of Bank: 1287.37 ft

Bottom of Ditch: 1281.78 ft

Average Slope: 1.70%

Velocity: 0.746 ft/sec

Total Area: 16901 sf
0.388 acre

Tables and Figures for this analysis were taken from the ODOT Hydraulics Manual:

- Chapter 7 - Hydrology
- Appendix A
- Appendix F

Equation 1

Composite C = 0.84

$$Composite\ C = \frac{\sum(C_{Individual\ Areas}) * (A_{Individual\ Areas})}{A_{Total\ Area}}$$

	Longest Drainage Path	Length	Slope	C	Elev Start	Elev End
Segment #1 -	Pavement & Roofs	40.0	1.38%	0.9	1297.91	1297.36
Segment #2 -	Pipe Conveyance	295.5	0.50%	0.9	1285.00	1283.52

(Assumed values)

Site Area "C" coefficients

		C
Roof	5753.00 sf	0.9
Gravel	0.00 sf	0.85
Landscaped	1500.00 sf	0.25
Paving	9648.00 sf	0.9
TOTAL	16901.00 sf	

(Composite C Determination)

Equation 2

T_c = 7.37 min

$$T_c = T_{osf} + T_{scf} + T_{ocf} + T_{pt}$$

T_{osf} = 4.76 min

T_{scf} = 0 min

T_{ocf} = 0 min

T_{pt} = 2.61 min

T_c = Time of Concentration (min)

T_{osf} = Travel time for the overland sheet flow segment (min)

T_{scf} = Travel time for the shallow concentrated flow segment (min)

T_{ocf} = Travel time for the open-channel flow segment (min)

T_{pt} = Travel time for the pipe flow segment (min)

Equation 2a

T_{osf} = 4.76 min

$$T_{osf} = \frac{0.93 * (L^{0.6} * n^{0.6})}{(i^{0.4} * S^{0.3})}$$

L = 40.0 ft

n = 0.082

S = 1.38%

i = 2.5 in/hr

L = Length of the overland sheet flow segment (ft)

n = Manning's Roughness coefficient (See Table 3)

S = Average slope of the overland area (ft/ft)

i = Rainfall intensity (in/hr)

Iteration #1	2.2
Iteration #2	2.5

Actual Tosf matches assumed Tosf!

Equation 2b

T_{pt} = 2.61 min

$$T_{pt} = \left[\sum(L/V) \right] / 60$$

$$V = (k/n) * R^{2/3} * S^{1/2}$$

V = Velocity of flow in each pipe (Manning's Equation)

	V (ft/s)	S	L (ft)	Diam. (ft)	R = (A/P)
Pipe #1	1.88	0.005	100.00	0.5	0.325
Pipe #2	1.88	0.005	100.00	0.5	0.325
Pipe #3	1.44	0.005	100.00	0.5	0.325

L = Length of the pipe segment (ft)

S = Pipe Slope

n = Manning's Roughness Coefficient for PVC pipe 0.014

K = Constant 1.49

D = Pipe Diameter (ft)

R = Area/Wetted Perimeter (ft²/ft)

Equation 3

Peak Flow = 0.90 cfs



$C_f = 1.1$
 $C = 0.84$
 $i = 2.5$ in/hr
 $A = 0.388$ acre

$$Q = C_f * C * i * A$$

Q = Peak flow (cfs)
 C_f = Runoff Coefficient adjustment factor
C = Runoff Coefficient
i = Rainfall intensity (in/hr)
A = Drainage area (acres)

SOS Alarm New Warehouse - SYSTEM DEMAND

Rational Method - ODOT Hydraulics Manual

Civil West
Engineering Services, Inc.



Peak Flow - Undeveloped Site

A =	0.39	acre	AutoCAD
T _c =	1332.00	sec	See Time of Concentration - Undeveloped Site Calcs
i =	1.53	in/hr	See Rainfall Intensity - Undeveloped Site Calcs
C _f =	1.1		
C _{UNDEV} =	0.25		See "Composite C" - Developed Site Calcs

Peak Flow - Developed Site

A =	0.39	acre	AutoCAD
T _c =	444.00	sec	See Time of Concentration - Developed Site Calcs
i =	2.5	in/hr	See Rainfall Intensity - Developed Site Calcs
C _f =	1.1		
C _{DEV} =	0.84		See "Composite C" - Developed Site Calcs

Q_{UNDEV} = 0.16 cfs
Q_{DEV} = 0.90 cfs

$$Q_{UNDEV} = C_{UNDEV} * C_f * i * A$$

$$Q_{DEV} = C_{DEV} * C_f * i * A$$

Volume = 326.55 cf



$$V = (Q_{DEV} - Q_{UNDEV}) * t_c$$

SOS Alarm New Warehouse - DETENTION

Private Stormwater System Event Attenuation

Civil West
Engineering Services, Inc.



STORAGE VOLUME REQUIRED = cf

These detention capacity calculations are for a sub-surface rock-filled detention/filtration trench. This would be installed at the south end of the lot, adjacent to the proposed warehouse. The trench would be installed beneath pervious AC pavement, and would consist of 1"-3" ballast rock or equivalent, wrapped in geofabric. The trench would extend 6-inches minimum beyond the back of curb, with weep holes/curb cuts as required. 40% voids are assumed, per direction from the City of Medford.

Pond #1

Length =	<input type="text" value="19"/>	ft
Width =	<input type="text" value="5"/>	ft
Depth =	<input type="text" value="3"/>	ft
Voids =	<input type="text" value="40%"/>	

Total Volume = cf

AVAILABLE STORAGE VOLUME = cf

Pond #2

Length =	<input type="text" value="18"/>	ft
Width =	<input type="text" value="10"/>	ft
Depth =	<input type="text" value="3"/>	ft
Voids =	<input type="text" value="40%"/>	

Total Volume = cf

AVAILABLE STORAGE VOLUME = cf

330 > 326.55 OKAY

Sanitech Building Site Drainage - ORIFICE

Rational Method - ODOT Hydraulics Manual



$Q = C_d * A * \sqrt{2gH}$ See Appendix C

Q = flow, cfs = 0.16

C_d = discharge coefficient = 0.63

A = orifice cross sectional area, sf

g = gravitational acceleration = 32.2

H = liquid head above center of orifice

Invert Elevation of Orifice = 1295.00 ft

Elevation of water surface at peak 25-year flow = 1295.81 ft

Total Head = 0.81 ft Use 1.0

$$A = \frac{Q}{C_d (2gH)^{1/2}} = \frac{0.16}{(0.63) [(2)(32.2)(1)]^{1/2}} = 0.03224$$

$$A = \frac{\pi}{4} D^2 \quad D = 0.202605 \text{ ft.}$$

D = 2.43 in. Max

Say D = 2.4 in.

Orifice Flow shall not exceed pre-development flow

Predevelopment Flow (Q) = 0.16 cfs

Developed Flow (Q) = 0.16 cfs

Use 2.4 in. diameter orifice ←

SOS Alarm Warehouse - SWALE DESIGN

Swale on South Side of Building

Bottom Width	2.00	ft
Side Slopes	3.00	ft
Total Depth	1.00	ft
Cross Sectional Area (A)	5.00	sf

Prepared By:



From Hydraflow Express Civil3d Extension

Velocity in Channel (v) (Wtr Qual)	0.05	ft/s
------------------------------------	------	------

RVSS Standards

Minimum Residence Time (t)	9.00	min
	540	sec
Max Depth of Wtr for Wtr Qual	2.50	in
Minimum Slope of Swale	0.5%	
Manning's Coefficient	0.22	

Contributing Areas

Impervious	0.358	ac
Pervious	0.03	ac

Iteration #1 (Estimate)

Approx. Length of Swale ($L = v*t$)	27	ft
Approx. Req. Storage Volume (V)	135.00	cf

DESIGN DATA

Peak Flow (Qpk) Water Quality	0.005	cfs
Peak Flow (Qpk) Pre-Developed	0.16	cfs
Peak Flow (Qpk) Post-Developed	0.900	cfs

Orifice Diameter	2.40	in
Discharge Thru Orifice	0.15598	cfs

OKAY

Min. Swale Length	27	ft
Req. Storage Volume	135	cf

Note: The remaining 337 cubic feet of volume will be collected with the proposed catch basins with Flex-Storm filters, and then conveyed to the proposed onsite detention trench.

Channel Report

<Name>

Trapezoidal

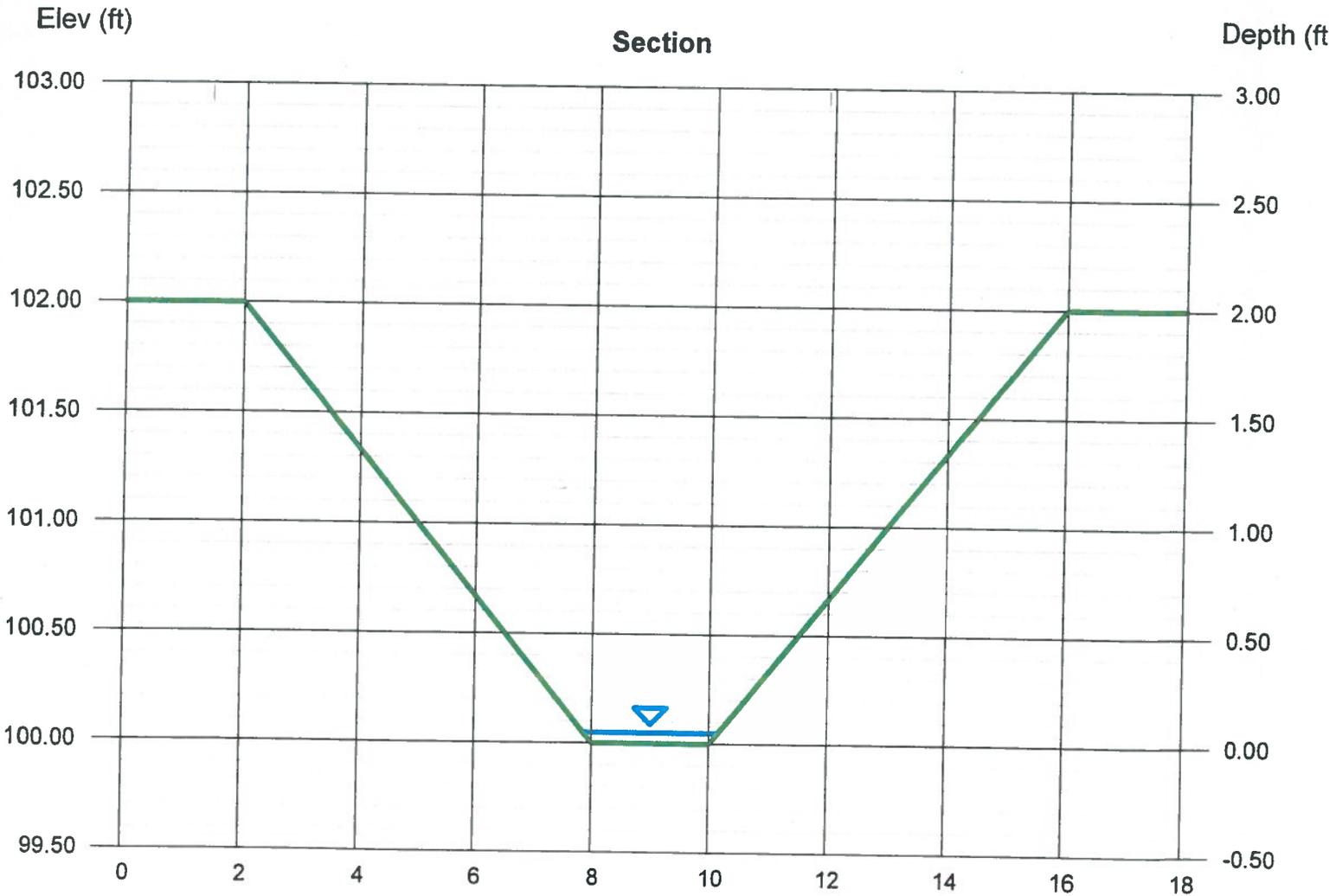
Bottom Width (ft) = 2.00
Side Slopes (z:1) = 3.00, 3.00
Total Depth (ft) = 2.00
Invert Elev (ft) = 100.00
Slope (%) = 0.50
N-Value = 0.223

Highlighted

Depth (ft) = 0.05
Q (cfs) = 0.005
Area (sqft) = 0.11
Velocity (ft/s) = 0.05
Wetted Perim (ft) = 2.32
Crit Depth, Yc (ft) = 0.01
Top Width (ft) = 2.30
EGL (ft) = 0.05

Calculations

Compute by: Known Q
Known Q (cfs) = 0.01

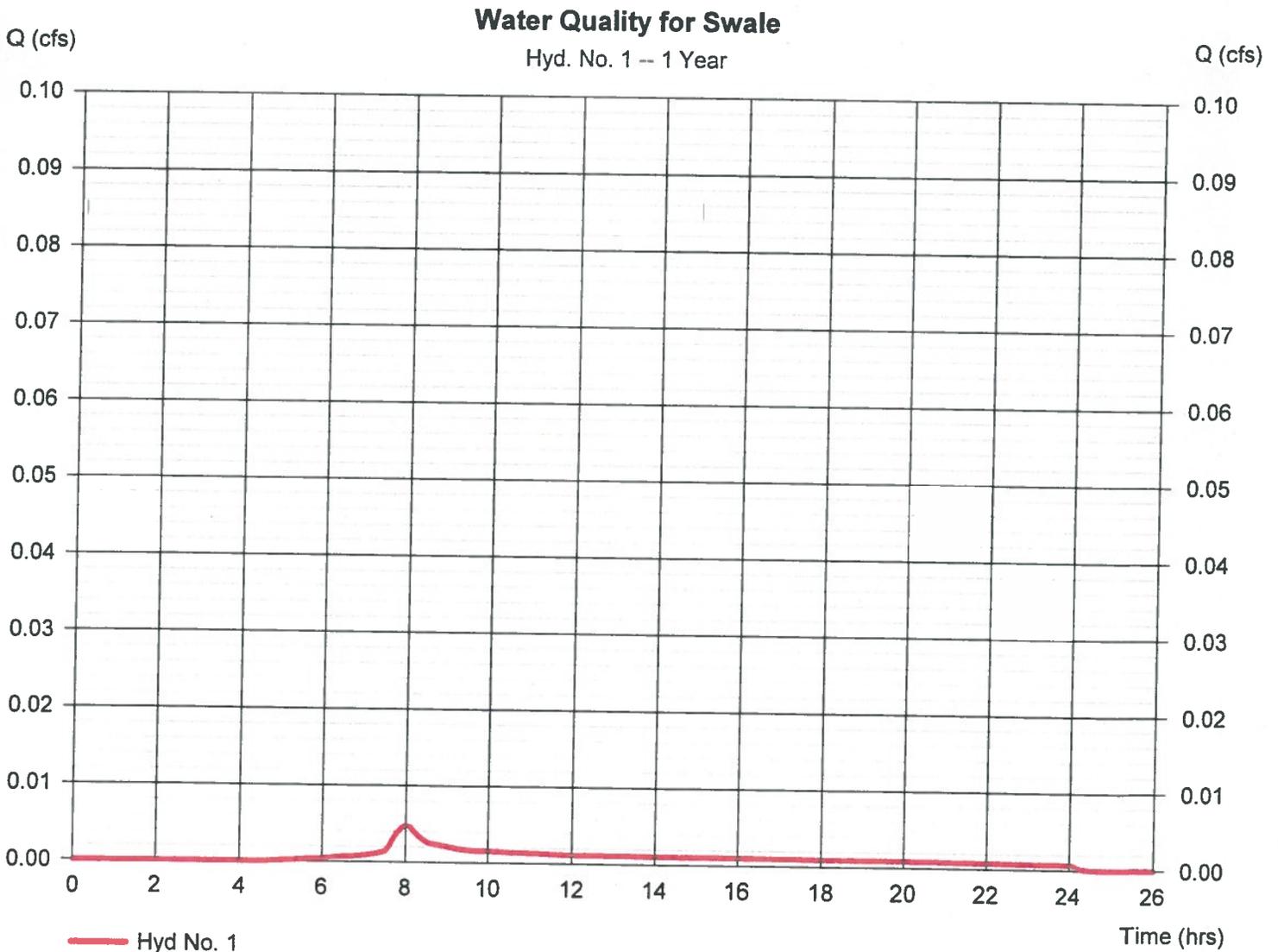


Hydrograph Report

Hyd. No. 1

Water Quality for Swale

Hydrograph type	= SBUH Runoff	Peak discharge	= 0.005 cfs
Storm frequency	= 1 yrs	Time to peak	= 8.00 hrs
Time interval	= 6 min	Hyd. volume	= 80 cuft
Drainage area	= 0.044 ac	Curve number	= 94
Basin Slope	= 0.0 %	Hydraulic length	= 0 ft
Tc method	= User	Time of conc. (Tc)	= 10.00 min
Total precip.	= 1.00 in	Distribution	= Type IA
Storm duration	= 24 hrs	Shape factor	= n/a



Index

Figure A – Table 1 Runoff Calculations for the Rational Method

Figure B – Table 2 Runoff Coefficient Adjustment Factors

Figure C – Rainfall Intensity – Duration – Recurrence Interval Curves

Figure D – Shallow Concentration Flow Velocities

Figure E – Un-Developed Conditions

Figure F – Developed Conditions

Figure G - Details

Table 1 Runoff Coefficients for the Rational Method

	FLAT	ROLLING	HILLY
Pavement & Roofs	0.90	0.90	0.90
Earth Shoulders	0.50	0.50	0.50
Drives & Walks	0.75	0.80	0.85
Gravel Pavement	0.85	0.85	0.85
City Business Areas	0.80	0.85	0.85
Apartment Dwelling Areas	0.50	0.60	0.70
Light Residential: 1 to 3 units/acre	0.35	0.40	0.45
Normal Residential: 3 to 6 units/acre	0.50	0.55	0.60
Dense Residential: 6 to 15 units/acre	0.70	0.75	0.80
Lawns	0.17	0.22	0.35
Grass Shoulders	0.25	0.25	0.25
Side Slopes, Earth	0.60	0.60	0.60
Side Slopes, Turf	0.30	0.30	0.30
Median Areas, Turf	0.25	0.30	0.30
Cultivated Land, Clay & Loam	0.50	0.55	0.60
Cultivated Land, Sand & Gravel	0.25	0.30	0.35
Industrial Areas, Light	0.50	0.70	0.80
Industrial Areas, Heavy	0.60	0.80	0.90
Parks & Cemeteries	0.10	0.15	0.25
Playgrounds	0.20	0.25	0.30
Woodland & Forests	0.10	0.15	0.20
Meadows & Pasture Land	0.25	0.30	0.35
Unimproved Areas	0.10	0.20	0.30

Note:

- **Impervious surfaces in bold**
- *Rolling = ground slope between 2 percent to 10 percent*
- *Hilly = ground slope greater than 10 percent*

APRIL 2014, ODOT HYDRAULICS MANUAL, PG. 7-F-3

	Drawn By: DK Date: 03/01/2018	RUNOFF COEFFICIENTS	SITE DRAINAGE ANALYSIS	FIGURE
	SOS ALARM WAREHOUSE EXPAN	MEDFORD ALARM & SIGNAL COUNTY, OR	A	

Table 2 Runoff Coefficient Adjustment Factors

<u>RECURRENCE INTERVAL</u>	<u>RUNOFF COEFFICIENT ADJUSTMENT FACTOR</u>
10 years or less	1.0
25 years	1.1
50 years	1.2
100 years	1.25

APRIL 2014, ODOT HYDRAULICS MANUAL, PG. 7-F-4

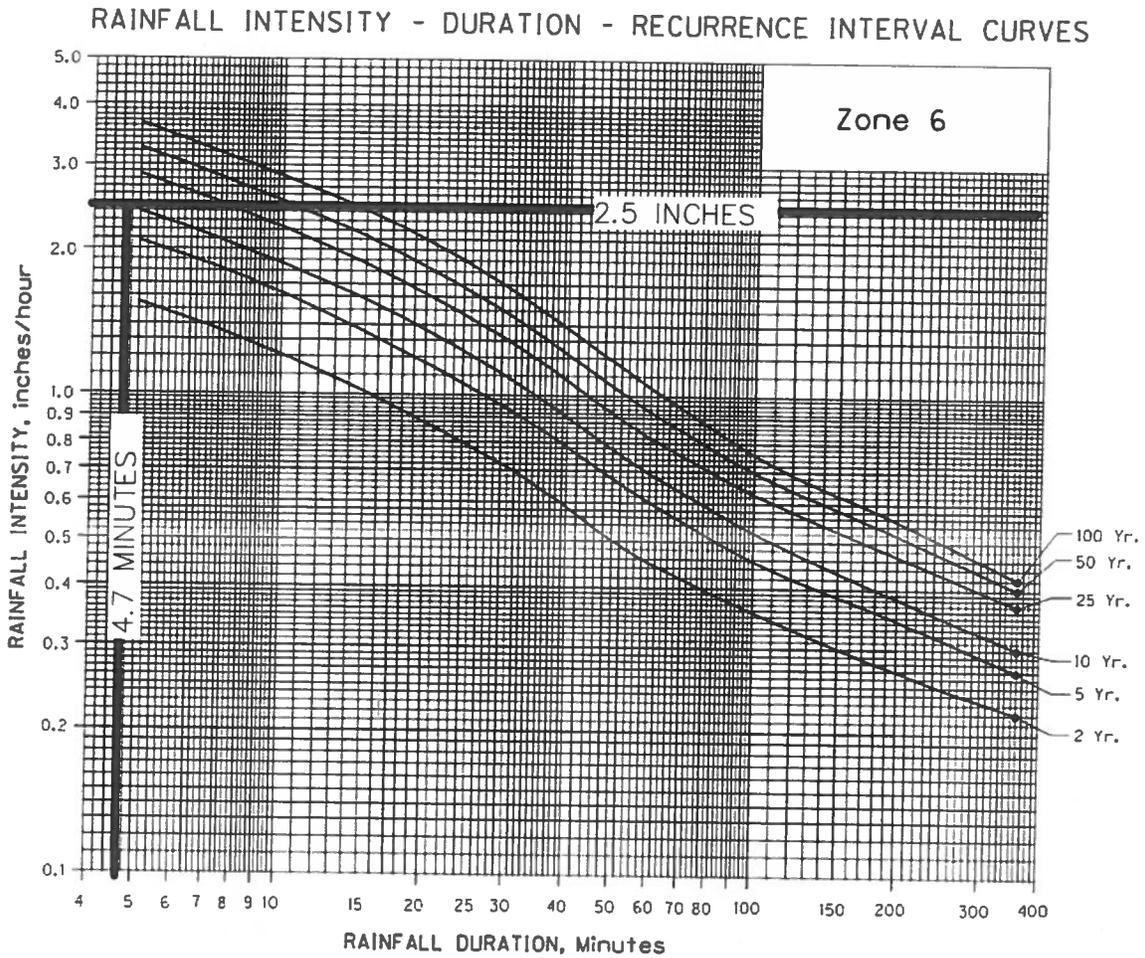


FIGURE 2: USE OF I-D-R CURVE, ODOT HYDRAULICS MANUAL, PG. 7-F-12

Civil West

Engineering Services, Inc.



Drawn By: DWGBY
Date: DATE

I-D-R CURVE

SITE DRAINAGE ANALYSIS

FIGURE

SOS ALARM WAREHOUSE
EXPAN

MEDFORD ALARM & SIGNAL
JACKSON COUNTY, OR

C

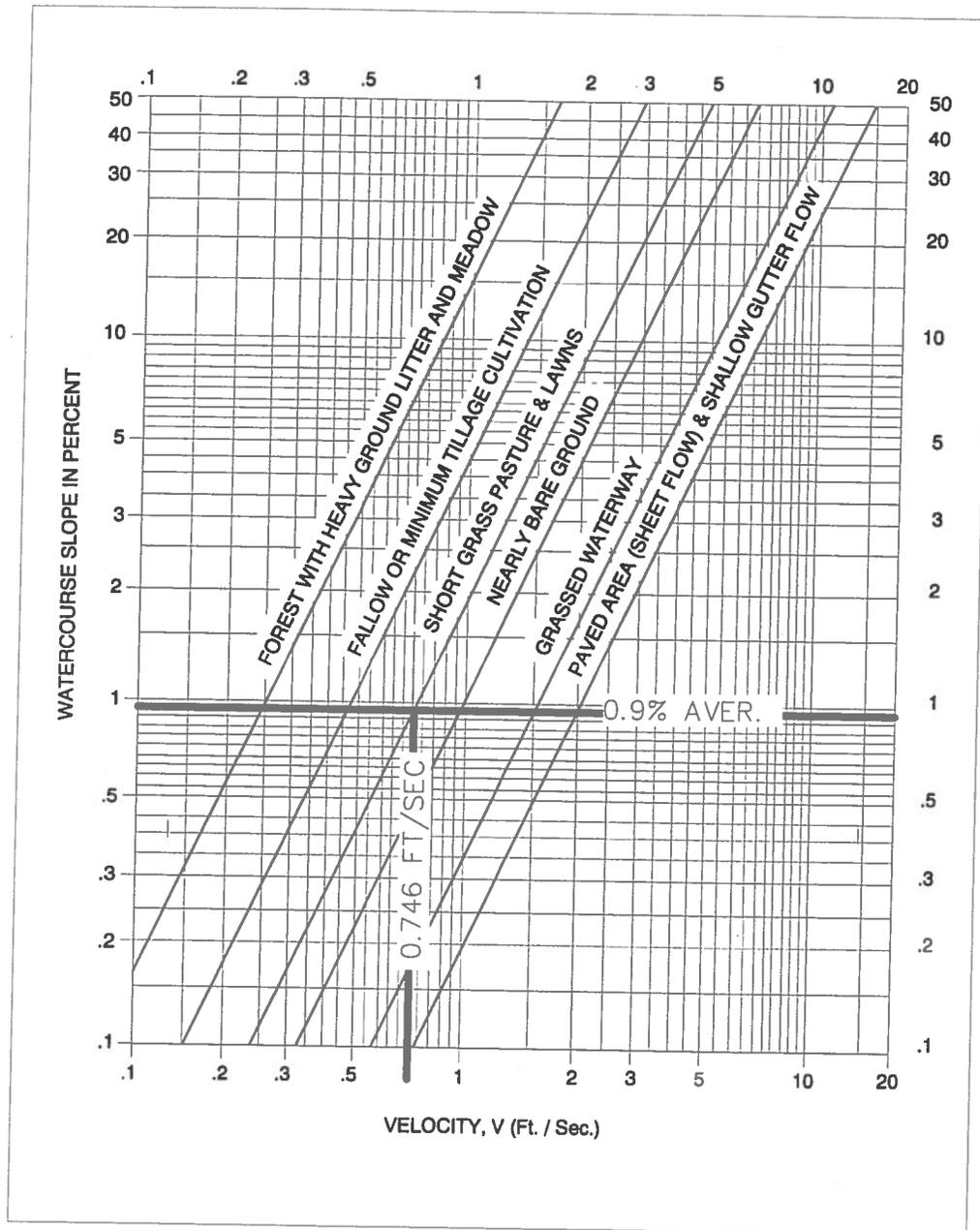


Figure 1 Shallow Concentrated Flow Velocities

ODOT HYDRAULICS MANUAL, PG. 7-F-7



Drawn By: DWGBY
Date: DATE

FLOW
VELOCITY

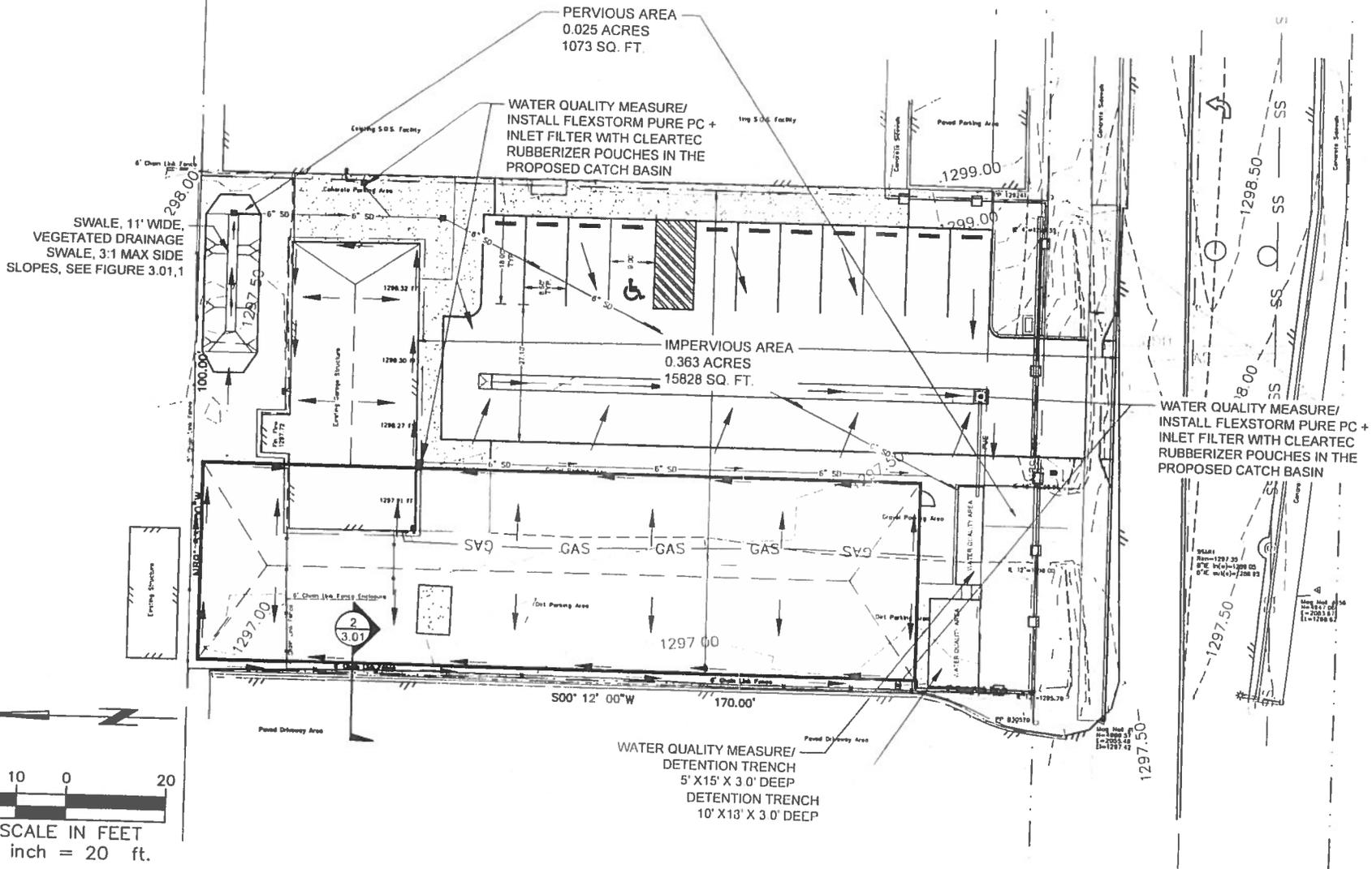
SITE DRAINAGE ANALYSIS

FIGURE

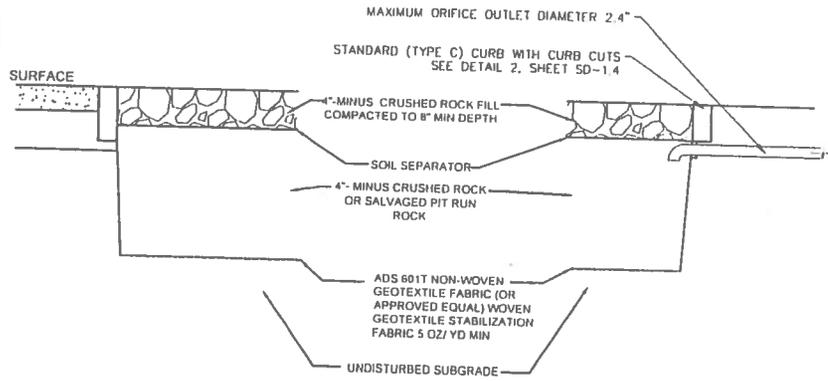
SOS ALARM WAREHOUSE
EXPAN

MEDFORD ALARM & SIGNAL
JACKSON COUNTY, OR

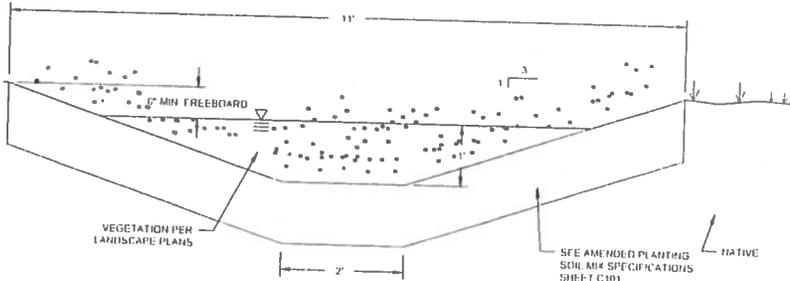
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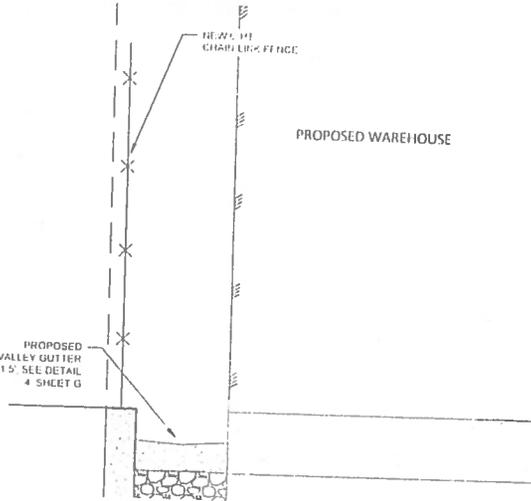
	Drawn By DK Date 03/15/18	DEVELOPED CONDITIONS	SITE DRAINAGE ANALYSIS	FIGURE
	SOS ALARM WAREHOUSE EXPANSION	MEDFORD ALARM & SIGNAL JACKSON COUNTY, OR	F	



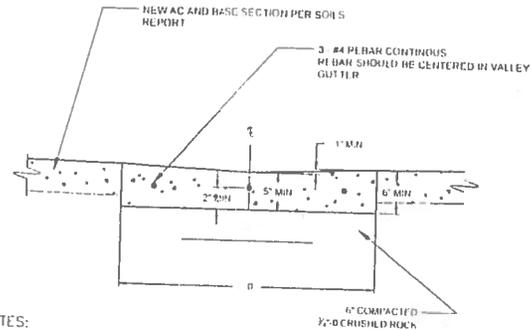
1
G DETENTION TRENCH DETAIL
SCALE 1/8"=1'



3
G VEGETATIVE SWALE
SCALE 1"=2'



2
G CONCRETE GUTTER
SCALE 1/2"



4
G CONCRETE VALLEY GUTTER
NOT TO SCALE

GENERAL NOTES FOR WATER QUALITY CONVEYANCE SWALE (MPS 4.6.2 A-C)

- EXCLUDING CONSTRUCTION OF THE FACILITY ITSELF, EXPOSED TREATMENT AREA SURGRA EQUIPMENT (STORAGE)
- BUILD AND VEGETATE SWALE AS EARLY AS POSSIBLE TO ESTABLISH PLANTINGS BEFORE DIRECTING STORMWATER RUNOFF TO IT OR DIVERT STORMWATER AROUND FACILITY. PREFERABLY VEGETATION WILL BE GIVEN A MINIMUM OF 3 MONTHS TO BECOME ESTABLISHED OR PER LANDSCAPE ARCHITECT/DISIGNER GUIDELINES.
- CALL THE REVIEWING AGENCY 48 HOURS IN ADVANCE OF CONSTRUCTION THIS FACILITY SO CONSTRUCTION OBSERVATION MAY BE PERFORMED TO IDENTIFY VARIATIONS IN THE FIELD THAT MAY AFFECT DESIGN AND VERIFY PROPER CONSTRUCTION.
- OVER-EXCAVATE WITHIN THE SWALE TO ALLOW FOR PLACEMENT OF AMENDED OR IMPORTED SOIL UP TO FINAL GRADE.
- PLACEMENT OF AMENDED NATIVE OR IMPORTED SOIL MIX SHALL OCCUR AS FOLLOWS:
 - PLACE IN 8 INCH MAXIMUM LIFTS (I.E. DEPTHS)
 - DO NOT PLACE IF SOIL IS SATURATED
 - LIGHTLY COMPACT EACH LIFT (E.G. A WATER FILLED LANDSCAPE ROLLER) TO ACHIEVE 95% COMPACTION. DO NOT COMPACT WITH HEAVY MACHINERY OR VIBRATORY COMPACTION.
- INSTALL ENERGY DISSIPATION BELOW ALL OUTFALLS PER APPROVED PLANS.
- IF PROTECTED SOIL HAS BEEN EXPOSED TO HARDFALL, SCARIFY THE SURFACE TO A DEPTH OF 4 INCHES TO RESTORE FILTRATION CAPACITY.
- INSTALL ODOT TYPE EROSION CONTROL MATTING, IF SPECIFIED IN APPROVED PLANS.
- PLANT PER LANDSCAPING PLAN AND STANDARD DETAIL 4.5.7C. CONTACT APPROVING JURISDICTION 48 HOURS IN ADVANCE OF PLANTING SO THAT JURISDICTION CAN REVIEW PLANT PLACEMENT PRIOR TO PLANT INSTALLATION.
- INSTALL MULCH IF SPECIFIED IN APPROVED PLANS. USE EITHER SHREDDED WOOD CHIPS OR COARSE COMPOST. MULCH MUST BE DYE, PESTICIDE AND WEED FREE. SPREAD IN A MINIMUM TWO INCH LAYER OVER BARE SOIL OR IN A RING AROUND PLANTS TO INCREASE WATER RETENTION. ENSURE THAT MULCH DOES NOT TOUCH PLANT STEMS.
- SIDE SLOPES OUTSIDE OF FLOW AREA MUST BE PERMANENTLY STABILIZED WITH MULCH AND VEGETATION.
- REFER TO APPENDIX C OF THE GUIDE LID IN WESTERN OREGON ADAPTED FOR THE HOGUE VALLEY. FOR MORE INFORMATION ON MATERIALS SPECIFICATIONS AND CONSIDERATION DURING CONSTRUCTION.

AMENDED PLANTING SOIL MIX SPECIFICATIONS

- PLANTING SOIL MAY BE EITHER AMENDED NATIVE OR IMPORTED SOIL MIX WITH THE FOLLOWING CHARACTERISTICS:
 - PERMEATION BETWEEN 0.5 AND 12 INCHES/HOUR
 - BE FREE OF WEED SEEDS, CONTAMINANTS AND HAZARDOUS MATERIALS
 - ORGANIC CONTENT MATTER FROM 8 TO 14% BY WEIGHT
 - CATION EXCHANGE CAPACITY (CEC) GREATER THAN OR EQUAL TO 1.5 MILLIEQUIVALENTS/100 GRAMS OF DRY SOIL
 - 2% CLAYEY FINES CONTENT
 - PH BETWEEN 5.5 TO 6.0
 - CONFORMS TO THE FOLLOWING GRAVITATION FOR THE MIX:

US STANDARD SIEVE SIZE	PERCENT PASSING
#8	100
#10	95-100
#40	75-90
#60	25-40
#200	4-10
	2-5

- IMPORTED SOIL SHALL BE ROUGHLY 1/3 PLANT DERIVED COMPOST, 1/3 GRAVELLY SAND
- AMENDED NATIVE PLANTING SOIL MIX SHALL BE CREATED BY BLENDING COMPOST INTO THE NATIVE SOIL AT A RATE OF 1 PART COMPOST TO TWO PARTS SOIL. SOIL MIX MUST STILL MEET THE SPECIFICATIONS IN NOTE 1 ABOVE.
- AMENDED NATIVE OR IMPORTED SOIL MIX SHALL BE UNIFORMLY MIXED.

COMPOST SPECIFICATIONS

- MUST BE DERIVED FROM PLANT MATERIAL AND FULLY COMPOSTED. MUST BE CERTIFIED WEED SEED FREE. A TECHNICAL DATA SHEET FROM THE US COMPOSTING COUNCIL SEAL OF TESTING ASSURANCE MUST BE PROVIDED TO THE APPROVING JURISDICTION. THE DATA SHEET MUST SHOW THAT THE COMPOST MEETS THE FOLLOWING CRITERIA:
 - ORGANIC MATTER CONTENT BETWEEN 40 AND 50 PERCENT
 - PH BETWEEN 5.5 AND 6.0. IF THE PH IS NOT QUITE RIGHT IT MAY BE LOWERED BY ADDING IRON SULFATE AND SULFUR OR RAISED BY ADDING LIME. IF LIME IS USED, INCORPORATE FIRST INTO THE COMPOST. LET THE COMPOST CURE AND THEN FOLD MIXTURE INTO THE SOIL.
 - SOLUBLE SALT CONTENT SHALL BE LESS THAN 6.0 mmhos/cm
 - 100% SHOULD PASS A 1/2 INCH SCREEN
 - STABILITY TEST RESULT SHALL BE STABLE OR VERY STABLE
 - MATURITY INDICATION FOR EMERGENCE AND VIGOR SHALL BE A MINIMUM OF 80%
 - TRACE METALS TEST RESULT SHALL BE PASS
 - CARBON/NITROGEN RATIO BETWEEN 30:1 AND 75:1

NOTES:

- 6 X 6, 10-10 WWF REINFORCEMENT MAY BE USED INSTEAD OF REBAR, ENGINEER APPROVAL REQUIRED.
- CONCRETE VALLEY GUTTER SHALL BE ODOT CLASS 3500 PSI CONCRETE.

SWALE OPERATIONS & MAINTENANCE

- MATERIALS BLOCKING THE SWALE INFLOW OR OUTFLOW SHALL BE HAND REMOVED OR RE-GRADED TO ALLOW A CALM FLOW OF WATER ENTERING AND LEAVING THE SWALE. IN CASES WHERE THE INLET FLOW IS CAUSING SWALE MATERIALS TO ERODE, THE OWNER SHALL PLACE ROCK OR OTHER SWALE REPAIR TO DISSIPATE THE FLOW ENERGY.
- SWALES SHALL BE INSPECTED FOR DAMAGE WITHIN 48 HOURS AFTER A 10-YEAR OR GREATER STORM EVENT. DAMAGE SHALL BE CORRECTED PRIOR TO THE NEXT STORM EVENT.
- GRASSY SWALES SHALL BE MOWED TO KEEP GRASS 2 TO 4 INCHES IN HEIGHT.
- VEGETATION SHALL BE IRRIGATED AND MULCHED AS NEEDED TO MAINTAIN HEALTHY PLANTS WITH A DENSITY THAT PREVENTS SOIL EROSION. FALLEN LEAVES AND DEBRIS SHALL BE REMOVED. INVASIVE PLANTS SHALL BE REMOVED (SEE PLANTS LIST).

	Drawn By: DK Date: 03/15/18	DETAILS	SITE DRAINAGE ANALYSIS	FIGURE
	SOS ALARM WAREHOUSE EXPANSION		MEDFORD ALARM & SIGNAL JACKSON COUNTY, OR	G

APPLICANT'S QUESTIONNAIRE

Section I - Narrative

BLR Construction is leading a project in development of a new warehouse expansion in Medford, Oregon. The proposed project will include modification of the existing building, construction of a new warehouse, paved parking lot, onsite sidewalks, utility extensions, and grading to accommodate the new improvements. The offsite public improvements will be limited to approximately 100' along the frontage of the property and 1/2 width street improvements, as well as 12 feet beyond the center line.

Section II – Compatibility: Criterion No. 1

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)

1. 951 Lawnsdale Road (Accutemp Mechanical) - HVAC
2. 953 Lawnsdale Road (JJ's Muscle Cars) – Car Shop



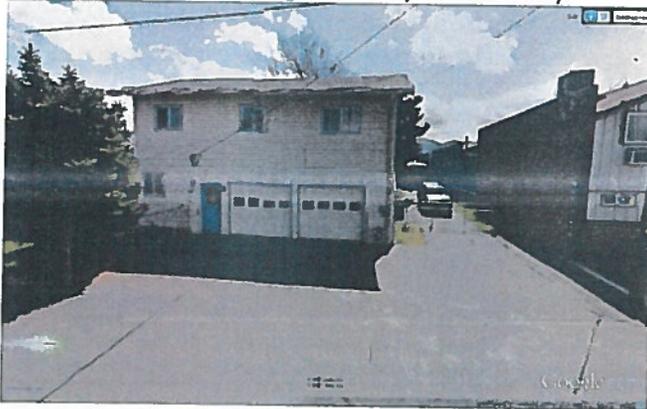
3. 3273 Biddle Street (SOS Alarm) – Client's Property



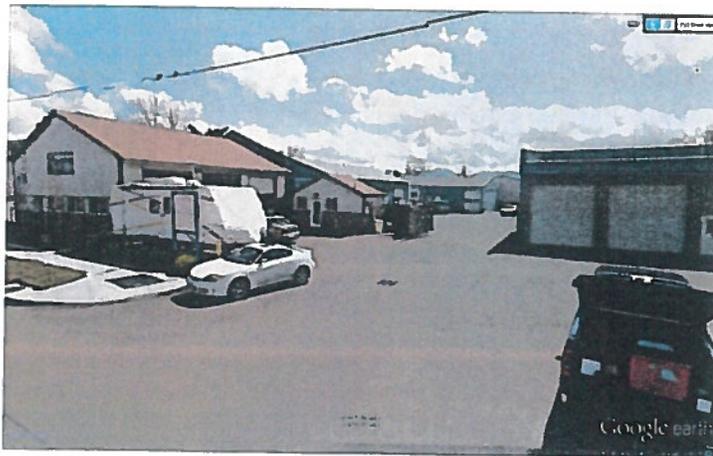
4. 3279 Biddle Road (Concierge Watch & Budget Blinds of Medford)



5. 966 Gilman Road (Single-Family Residence)



6. 954 Gilman (Ponzi Aviation)
956 Gilman (Zenergy Metal Works)
958 Gilman (Vic's Custom Raft Frames)
960 Gilman (United Industrial Equipment Corp)
962 Gilman (J&L Brake's Alignment)



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

The proposed Warehouse will be a Metal Frame Structure with metal walls, one 3x7 Man Door and four 16x12 Overhead doors. The building will be a red exterior with white overhead doors and a gray roof. The overall layout of the building should enhance the light industrial zoning area from the pre-construction gravel parking lot to a more industrial look warehouse with new parking lot and sidewalks.

- C. Describe the proposed architecture and exterior treatments that break up large facades and give relief to the building mass. The *Site Plan and Architectural Commission Design Guidelines* are a helpful reference, and can be found on the City's website, and at the Planning Department.**

The proposed architecture and exterior treatment of the new warehouse should fill a huge void where the new development will replace an "eye-sore" gravel yard with a new parking lot, new Warehouse house structure, and new street improvements that will enhance the light industrial area. Business in the same locality should also benefit with a new complimentary structure and improved access for the community as the areas would be more pleasant to look at, more accessibility with the expanded streets and new sidewalks, and matching the image of Biddle Street. The adjacent business schemes can be seen from the photos provided in section A and the existing SOS gravel yard is shown below. In addition, improving the Biddle Street intersection of Lawnsdale Road is a good first step in upgrading the entire road.



- 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**

The site is not located within 600 feet of any existing or planned transit stop. The development all lies outside of any public right-of-way but allows public access with its new ADA compliant sidewalks.

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

Pedestrian facilities will be limited to the new bicycle rack located on the southeastern corner of the site, as well as the new picnic table and bench located on the southwestern side of the building.

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

Vehicles will access the site through the new driveway, extending from Lawnsdale Road on the south, and into the new Asphaltic Concrete paved parking lot with 11 new stalls, an ADA accessible stall, and an ADA ramps. Pedestrian access will be through the new concrete walkway extending from the new concrete sidewalk constructed along Lawnsdale Road as part of the public improvements. New walkways will also be constructed along the property line to the east, and along south side of the existing garage located on the northern end of the site. The new concrete walkways will also be connected to the existing walkways that is located on the southern end of the adjacent property to the east.

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

The existing property was mainly utilized as a gravel parking lot with the existing garage primary serving as a storage facility. The site is limited to three existing trees located within the new warehouse's building footprint on the west and will be removed as part of the clear and grubbing operations.

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

Storm water within the project boundary will be captured by roof drains, earthen swales, concrete gutters, and catch basins. From there, the storm water will convey via underground piping beneath the new parking lot and the 6' walkway located on the west side of the new warehouse, as well as conveying through the new concrete valley gutter on the west side of the site and discharging into the new detention trenches located on the southwest corner of the site. Peak flow runoff will be managed by an orifice conveying to the new city storm drain pipe located between the site and Lawnsdale Road to the south.

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

The proposed landscaping design will be limited to the new swale located north of the existing garage. The swale will be utilized as a water quality filtration, as well as adding vegetation to enhance the area.

- 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)**

New lighting will be limited to the wall lights located by each overhead door and by the man door. Motion lights are also being considered as the new facility generally will be an expand storage facility for the use of the Alarm Company's inventory.

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

There is already an existing SOS Alarm sign in their adjacent facility to the east. A secondary parking sign is being considered as the new development will be primary utilized as additional parking lot and new storage area for the existing SOS Alarm facility located on the adjacent property to the east.

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

New fencing will be limited to the proposed 6' high chain link fence located along the western property line, and the gate fronting Lawnsdale Road. Its main function will be to separate the new concrete valley gutter from the adjacent property to the west, and to close off the facility from the street at night for added security.

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

The new development will primarily be utilized as a storage facility for SOS Alarm Company as well as extended parking. Potential noise generated in the future would be the same as the current.

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

Based on questionnaire question A and B, the new development would enhance the surroundings by providing new pedestrian sidewalks, expand the city's right of way and add new vegetation for the frontage landscape that goes along with section 10.797 requirements.

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

- P. Section 10.780(C)(2) – List any petition for relief of landscaping standards (i.e., request an increase in turf area at a facility for active recreation; eliminate requirement for root barriers when trees are planted in structural soils). Provide rationale for requested deviation for standard.**

N/A



Medford – A fantastic place to live, work and play

CITY OF MEDFORD

LD Date: 6/13/2018
File Number: AC-18-065

PUBLIC WORKS DEPARTMENT STAFF REPORT **967 Lawnsdale Road (TL 6700)** **Medford Alarm & Signal**

- Project:** Consideration of a proposal for the development of a single 0.39-acre lot, consisting of the construction of a 5,760 square foot expansion to an existing 1,514 square foot warehouse.
- Location:** To be located at 967 Lawnsdale Road in the General Industrial (I-G) zoning district (372W12D6700).
- Applicant:** Applicant, Medford Alarm & Signal; Agent, Civil West Engineering Services, Inc.; Planner, Dustin Severs.

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, 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 shall be approved by the Public Works Engineering Division 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.

A. STREETS

1. Dedications

Lawnsdale Road is classified as a Commercial street within the Medford Land Development (MLDC) 10.429. The Developer shall dedicate for public right-of-way, sufficient width of land along the frontage of this development to comply with the half width of right-of-way, which is 31.5-feet. **The Developer's surveyor shall verify the amount of additional right-of-way required.**

In accordance with MLDC 10.471, **the property owner shall dedicate a 10-foot wide public utility easement (PUE)** adjacent to the right-of-way of Lawnsdale Road as described above.

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

2. Public Improvements

a. Public Streets

Lawnsdale Road shall be improved to Commercial street standards in accordance with MLDC 10.429. The Developer shall improve the north half plus 12-feet south of the centerline or to the far edge of the existing pavement, whichever is greater, along the frontage of this development. The Developer may be able to continue the curb to the west at the current alignment, and then construct street improvements based upon that alignment. Public Works would support placement of curb tight sidewalk along this frontage to coincide with the currently existing sidewalk along Lawnsdale Road.

As an option, the Developer may elect to provide evidence of the existing structural section to Public Works for consideration in order to determine if the extent of construction may be reduced. Depending on the results, the Developer still may be responsible for the improvements noted above or at minimum improve the remainder of the north half of Lawnsdale Road from a point 1-foot inside the existing edge of pavement.

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.

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

d. Soils Report

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

e. Access to Public Street System

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

3. Section 10.668 Analysis

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

10.668 Limitation of Exactions

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

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

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

1. Nexus to a legitimate government purpose

The purposes for these dedications and improvements are found throughout the Medford Code, the Medford Transportation System Plan, and the Statewide Planning Rule, and supported by sound public policy. Those purposes and policies include, but are not limited to: development of a balanced transportation system addressing all modes of travel, including motor vehicles, transit, bicycles, emergency services and pedestrians. Further, these rights-of-way are used to provide essential services such as sanitary sewer, domestic water and storm drains to serve the developed parcels. It can be found that the listed right-of-way dedications and improvements have a nexus to these purposes and policies.

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

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

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

Lawnsdale Road:

The additional right-of-way will provide the needed width for a planter strip and sidewalk on **Lawnsdale Road**. The 8-foot planter strip moves pedestrians a safe distance from the edge of the roadway. Lawnsdale Road will be one of the primary routes for pedestrians traveling to and from this development. The development shall construct approximately 100 linear feet of sidewalk along the frontage of the property. All developments in Medford are required to construct their frontage sidewalk and therefore this is roughly proportional.

Local street right-of-way dedication and construction requirements identified by the Public Works Department and required by the City are the minimum required to protect the public interest and are necessary for additional or densification of development in the City without detracting from the common good enjoyed by existing properties. Developments are required to provide all internal local streets and half-street improvements to abutting streets, including associated right-of-way dedications, to ensure that new development and density intensification provides the current level of urban services and adequate street circulation is maintained.

Dedication of the Public Utility Easements (PUEs) will benefit development by providing public utility services, which are out of the roadway and more readily available to each lot or building being served. The additional traffic of all modes of travel generated by this proposed development supports the dedication and improvements for all modes of travel and utilities. As indicated above, the area required to be dedicated for this development is necessary and roughly proportional to that required in similar developments to provide a transportation system that meets the needs for urban level services.

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 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.

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.

A Site/Utility Plan shall be submitted with the building permit application to show the location of existing or proposed stormdrain lateral/s for the site.

All private storm drain lines shall be located outside of the public right-of-way and/or any public utility easements (PUE).

2. Grading

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

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

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

In order to properly maintain an updated infrastructure data base, the Surveyor of Record shall submit an as-built survey prior to the Final Inspection and, the Engineer of Record shall submit mylar "as-constructed" drawings to the Engineering Division within sixty (60) calendar days of the Final Inspection (walk through). Also, the Engineer shall coordinate with the utility companies, and show all final utility locations on the "as built" drawings.

3. 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

This development is 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.

Prepared by: Doug Burroughs

SUMMARY CONDITIONS OF APPROVAL

967 Lawnsdale Road (TL 6700)

Medford Alarm & Signal

AC-18-065

A. STREETS

1. Street Dedications to the Public:

- **Lawnsdale Road** – Dedicate additional right-of-way.
- Dedicate 10-foot Public Utility Easement (PUE) along the frontage.

2. Improvements:

Public Streets

- Improve **Lawnsdale Road** to Commercial street standards. Half plus 12-feet.
- Public improvement plans for this work shall be submitted directly to the Public Works Engineering Department.

Lighting and Signing

- No additional street lights are required.

Access to Public Street System

- Driveway access shall comply with MLDC 10.550.

Other

- Provide pavement moratorium letters.
- Provide soils report.

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.

- = City Code Requirement
- = Discretionary recommendations/comments

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



BOARD OF WATER COMMISSIONERS

Staff Memo

TO: Planning Department, City of Medford

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

SUBJECT: AC-18-065

PARCEL ID: 372W12D TL 6700

PROJECT: Consideration of a proposal for the development of a single 0.39-acre lot, consisting of the construction of a 5,760 square foot expansion to an existing 1,514 square foot warehouse, to be located at 967 Lawnsdale Road in the General Industrial (I-G) zoning district (372W12D6700); Applicant, Medford Alarm & Signal; Agent, Civil West Engineering Services, Inc.; Planner, Dustin Severs.

DATE: June 13, 2018

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

CONDITIONS:

1. The water facility planning/design/construction process will be done in accordance with the Medford Water Commission (MWC) "Regulations Governing Water Service" and "Standards For Water Facilities/Fire Protection Systems/Backflow Prevention Devices."
2. All parcels/lots of proposed property divisions will be required to have metered water service prior to recordation of final map, unless otherwise arranged with MWC.
3. The applicant or their civil engineer shall review the location and elevation of the existing water meter and verify if it meets current MWC Standards. If the existing water meter needs to be adjusted horizontally or vertically, please provided a plan showing the proposed relocation and/or adjustment and submit to MWC engineering staff for review.
4. Installation of a Pressure Reducing Valve (PRV) is required per Uniform Plumbing Code. Pressure Reducing Valves shall be installed on the "private" side of the water meter. See attached document from the City of Medford Building Department on "Policy on Installation of Pressure Reducing Valves".
5. Installation of an Oregon Health Authority approved backflow device is required for all commercial, industrial, municipal, and multi-family developments. New backflow devices shall be tested by an Oregon certified backflow assembly tester. See MWC website for list of certified testers at the following web link <http://www.medfordwater.org/Page.asp?NavID=35>.

Continued to Next Page



Continued from Previous Page

COMMENTS:

1. Off-site water line installation is not required.
2. On-site water facility construction is not required.
3. Static water pressure is approximately 88 psi. (See Condition 4 above)
4. MWC-metered water service does exist to this property. A $\frac{3}{4}$ " water meter serves the existing business located at 967 Lawnsdale Road. (See Condition 3 above)
5. Access to MWC water lines is available. There is an existing 6-inch water line on the north side of Lawnsdale Road.



BUILDING SAFETY DEPARTMENT
ROOM 277

CITY OF MEDFORD
LAUSMANN ANNEX
200 SOUTH IVY STREET
MEDFORD, OREGON 97501

TELEPHONE (541) 774-2350
FAX (541) 774-2575
E-MAIL:
bldmed@ci.medford.or.us

Policy on Installation of Pressure Reducing Valves

August 5, 2014

Section 608 of the 2011 Edition of the Oregon Plumbing Specialty Code requires a pressure regulator (commonly called a Pressure Reducing Valve or PRV) where the static pressure in the water supply piping exceeds 80 psi. Although this section gives limited guidance as to installation, it does require the device to be

"...accessibly located above ground or in a vault equipped with adequate means to provide drainage and shall be protected from freezing, and shall have the strainer readily accessible for cleaning without removing the regulator or strainer body or disconnecting the supply piping."

"Accessible" and "readily accessible" are defined in chapter 2.

To assure uniform and appropriate installation of these devices within Medford, the following standards have been agreed to by the City of Medford Building Safety Department and the Medford Water Commission:

1. The need for these devices will be based on pressure information provided by the Medford Water Commission, and can be verified on-site with a pressure gage. While factory settings of these devices may be adjusted, MWC recommends that the regulated pressure be set no higher than 65 psi.
2. PRVs shall NOT be installed when static pressure is less than 50 psi, except for limited specific equipment-based needs.
3. The PRV shall be installed outside the street right of way as close as practical to the water meter.
4. No expansion tank is necessary.
5. No fixture, device or system is permitted between the meter and the PRV.
6. The PRV must NOT be direct buried nor installed in a crawl space.
7. PRVs shall be installed within a readily accessible valve box / vault following the same standard as used for double check backflow assemblies, as follows:
"On new installations, at least 12-inches clearance will be required as per section 603.3.4. When replacing an existing assembly, the 12-inch clearance requirement can be waived as long as there is at least 3-inches clearance between the bottom of the assembly and the ground, and the device is tested and serviced from the top."

Sam Barnum

Building Safety Director



Page 164



0 25 50 100 Feet
Scale: 1"=100'

**Water Facility Map
for
AC-18-065
(SOS Alarm Warehouse
Expansion)**

June 13, 2018

Legend

- ✦ Air Valve
 - Sample Station
 - Fire Service
 - ◆ Hydrant
 - ▲ Reducer
 - Blow Off
 - ⊕ Plugs-Caps
- Water Meters:**
- Active Meter
 - On Well
 - Unknown
 - Vacant
- Water Valves:**
- Butterfly Valve
 - Gate Valve
 - Tapping Valve
- Water Mains:**
- Active Main
 - - - Abandoned Main
 - Reservoir Drain Pipe
 - Pressure Zone Line
- Boundaries:**
- ▭ Urban Growth Boundary
 - ▭ City Limits
 - ▭ Tax Lots
- MWC Facilities:**
- C** Control Station
 - P** Pump Station
 - R** Reservoir



This map is based on a digital orthorectified map. Medford Water Commission does not warrant the accuracy of the data. All other contents are subject to any copyright for owners. Medford Water Commission is not responsible for errors. Medford Water Commission is not responsible for errors. Medford Water Commission is not responsible for errors.



Medford Fire-Rescue Land Development Report

Review/Project Information

Reviewed By: Kleinberg, Greg

Review Date: 6/6/2018
Meeting Date: 6/13/2018

LD #: AC18065

Planner: Dustin Severs

Applicant: Medford Alarm & Signal; Agent, Civil West Engineering Services, Inc.

Site Name: SOS Alarm

Project Location: 967 Lawnsdale

Project Description: Consideration of a proposal for the development of a single 0.39-acre lot, consisting of the construction of a 5,760 square foot expansion to an existing 1,514 square foot warehouse, to be located at 967 Lawnsdale Road in the General Industrial (I-G) zoning district (372W12D6700); Applicant, Medford Alarm & Signal; Agent, Civil West Engineering Services, Inc.; Planner, Dustin Severs.

Specific Development Requirements for Access & Water Supply

Conditions

Reference	Comments
OFC 3201	A maximum of 500 sq. ft. of high-piled combustible storage area is allowed without additional requirements. High-piled storage constitutes storage heights over 12' for normal combustibles or storage heights over 6' for certain high-hazard commodities. If the threshold is exceeded, the additional requirements of Oregon Fire Code Chapter 32 must be met (Additional fire protection and building design features for high piled storage).
Other	The plans do not show a sufficient number of exit doors out of the warehouse.

Construction General Information/Requirements

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

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

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

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

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

www.medfordfirerescue.org

CITY OF MEDFORD
EXHIBIT # L
File # AC-18-065



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

June 1, 2018

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

Re: AC-18-065, SOS Alarm 967 Lawnsdale Road (372W12D – 6700)
Ref: PA-18-007

ATTN: Dustin,

The subject property is within the RVSS service area. There is an 8 inch sewer main along Lawnsdale Road to the south. Our records do not indicate a sewer service or billing for this property. A sewer tap will be required along with a tap permit and associated SDC fees. Sewer connection permits will be issued by the City of Medford. However, there will be system development charges owed to Rogue Valley Sewer Services.

Rogue Valley Sewer Services requests that approval of future applications be subject to the following conditions:

1. All sewer design and construction must be performed in accordance with RVSS standards.
2. The applicant must pay sewer system development charges to Rogue Valley Sewer Service prior to issuance of building permits.

Please feel free contact me with any questions.

Sincerely,

Nicholas R. Bakke

Nicholas R. Bakke, P.E.
District Engineer

K:\DATA\AGENCIES\MEDFORD\PLANNING\ARCH COMM\2018\AC-18-065_SOS ALARM 967 LAWNSDALE RD.DOC



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

June 6, 2018

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

RE: Development of a single lot consisting of an expansion to a warehouse off Lawnsdale Road – a county maintained road.
Planning File: AC-18-065.

Dear Dustin:

Thank you for the opportunity to comment on the consideration of a proposal for the development of a single 0.39-acre lot, consisting of the construction of a 5,760 square foot expansion to an existing 1,514 square foot warehouse to be located at 967 Lawnsdale Road in the General Industrial (I-G) zoning district (37-2W-12D TL 6700). Jackson County Roads has the following comments:

1. Any new or improved road approaches off Lawnsdale Road shall be permitted and inspected by the City of Medford.
2. The applicant shall submit construction drawings to Jackson County Roads and obtain county permits if required.
3. Lawnsdale Road is a County Local road and is county-maintained. The Average Daily Traffic Count between Biddle Road and Cottonwood Avenue is unknown.
4. If frontage improvements are required, they shall be permitted and inspected by the City of Medford.
5. We would like to be notified of future development proposals, as county permits may be required.
6. Jackson County's General Administration Policy #1-45 sets forth the County's position as it relates to the management of County roads located within existing or proposed city limits or Urban Growth Boundaries (UGB). The County has no current plans for

June 6, 2018

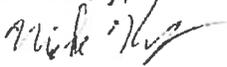
Page 2 of 2

improvements to Lawnsdale Road. Jackson County Roads recommends that the city request road jurisdiction.

7. Storm water should meet City of Medford requirements that also include water quality.
8. 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 774-6228.

Sincerely,



Mike Kuntz
County Engineer

SITE PLAN AND ARCHITECTURAL REVIEW APPLICATION

Section II – Code Compliance: Criterion No. 2

PROJECT SITE		
	PROPOSED	REQUIRED
• Zoning District	IL	IL
• Overlay District(s)	AC	
• Proposed Use	Warehouse/Storage	
• Project Site Acreage	0.388	
• Site Acreage (+ right-of-way)	0.489	
• Proposed Density (10.708)	N/A	
• # Dwelling Units	0	
• # Employees	0	

STRUCTURES		
	EXISTING	PROPOSED
• # Structures	1	1
• Structure Square Footage (10.710-10.721)	1,450	5,760

SITE DESIGN STANDARDS		
	PROPOSED	REQUIRED
• Front Yard Setback (10.710-721)	20 ft.	20 ft.
• Side Yard Setback (10.710-721)	none	none
• Side Yard Setback (10.710-721)	none	none
• Rear Yard Setback (10.710-721)	2 ft.	none
• Lot Coverage (10.710-721)	41%	50% Max

PARKING		
	PROPOSED	REQUIRED
• Regular Vehicular Spaces (10.743)	10	3
• Disable Person Vehicular Spaces (10.746[8])	1	1
• Carpool/Vanpool Spaces (10.809)	1	1
• Total Spaces (10.743)	11	4
• Bicycle Spaces (10.748)	8	3
• Loading Berths (10.742)	0	none

SITE PLAN AND ARCHITECTURAL REVIEW APPLICATION

LANDSCAPING

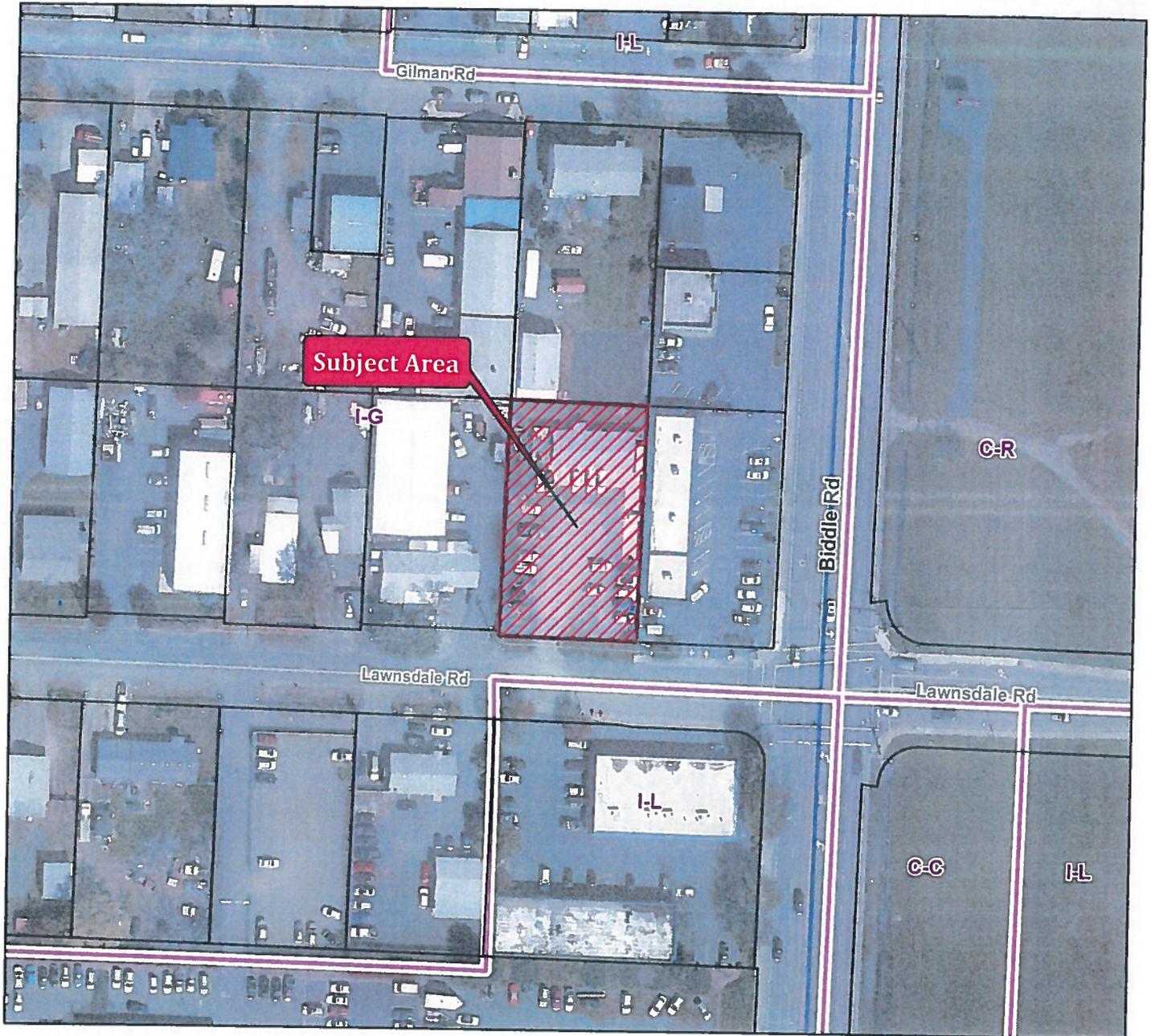
	PROPOSED	REQUIRED
• Total Landscape Area (square feet)	1,073 sq-ft.	none
• Total Landscape Area in High Water Use Landscaping (square feet)	0	none
• Total Landscape Area in High Water Use Landscaping (percentage)	0	none
• Total % Landscape Coverage	6.3%	none
• Required Organic Content (cu.yd.)	0	none
• Frontage Landscaping (10.797)		
• Street:	Lawnsdale Road	Lawnsdale Road
• Feet:	100	100
• # Trees:	3	3
• # Shrubs:	15	15
• Street:		
• Feet:		
• # Trees:		
• # Shrubs:		
• Bufferyard Landscaping (10.790)		
• Type:	--	--
• Distance (ft):	N/A	N/A
• # Canopy Trees:	N/A	N/A
• # Shrubs:	N/A	N/A
• Fence/Wall:	N/A	N/A
• Parking Area Planter Bays (10.746)		
• Type:	N/A	N/A
• # Bays:	N/A	N/A
• Area:	N/A	N/A
• # Trees:	N/A	N/A
• # Shrubs:	N/A	N/A

STRUCTURE

PROPOSED

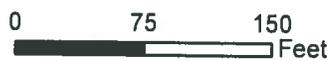
- Materials Metal
- Colors Red Exterior w/ White overhead doors & Gray Roof

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.



Project Name:
SOS Alarm
967 Lawnsdale Rd

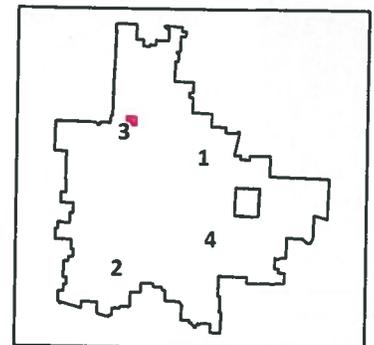
Map/Taxlot:
372W12D TL 6700



05/15/2018

Legend

-  Subject Area
-  Zoning Districts
-  Tax Lots
-  City Limits





City of Medford

Planning Department

Working with the community to shape a vibrant and exceptional city

STAFF REPORT – WRITTEN COMMUNICATION

PROJECT Almond Street Apartments
Applicant: Almond Rentals, LLC
Agent: Oregon Architecture

FILE NO. AC-16-029 / E-16-030

To Site Plan & Architectural Commission *for meeting of July 6, 2018*

From Dustin Severs, Planner III

Date June 29, 2018

Request

Consideration of a request for the granting of approval for the authorization of the maximum five-year approval period for the issuance of building permits for the phased development of the Almond Street Apartments: a 22,290 square foot multiple-family residential building composed of 108 dwelling units on a 1.23-acre contained within four contiguous tax lots located west of Almond Street, east of the I-5 viaduct, and approximately 300 feet south of East Main Street (371W30BD TL 4400, 4401, 4601, and 4701).

Background

SPAC adopted the Final Order granting approval of the project on June 17, 2016. The applicant is now requesting approval for the authorization of the maximum five-year approval period for the issuance of building permits for the phased development.

Project Review

At the time of the 2016 decision, neither the applicant nor staff requested the maximum five year approval period allowed for phased projects per MLDC 10.292(2), despite the fact that the applicant submitted a Phasing Plan (Exhibit B) illustrating the development to be constructed in three phases. The applicant is now formally requesting the maximum five-year approval period to be included as part of the previous approval for the development of the site. As the Commission approved the project at a public hearing held on June 3, 2016, which included the submittal of a Phasing Plan as a part of the record, and whereas the formal approval of the 5-year approval period simply being the result of a procedural oversight, staff is recommending that the Commission now formally authorize the maximum five year approval period for the project.

Per MLDC Section 10.292, extensions shall be based on findings that the facts upon which the application was first approved have not changed to an extent sufficient to warrant refiling of the application. It can be found that neither the circumstances of approval nor applicable site development standards have changed to a degree that warrants refiling of the application. No further extensions of time are allowed under the Medford Land Development Code.

Recommended Action

Approve the 5-year approval period for the subject development to the date of June 17, 2021, for AC-16-029 / E-16-030, per the Staff Report dated June 29, 2018.

Exhibits

- A Email requesting extension, received May 10, 2018
- B Approved Phasing Plan
Vicinity Map



(541) 772-4372

132 WEST MAIN STREET, SUITE 101

MEDFORD, OREGON 97501

www.oregonarchitecture.biz

May 8, 2018

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

RE: Almond Street Apartments
AC-16-029
E-16-030
SPAC Approval Phasing Reordering

Dear Matt,

We respectfully request a reordering of the phasing for the SPAC approval for the project listed above, which is set to expire in June of this year, to extend the initial Phase through then end of the 5 year phasing plan. The project was always intended to be phased, and a phasing plan (copy attached) was included in the Application materials and was listed as an exhibit to the approved SPAC Order. No order or timing was indicated on the approved phasing plan. The Owner's original intention was to apply for a building permit for at least Phase 1 within the initial two-year approval period, but based on the circumstances listed below, plans have changed.

The project received SPAC approval for a phased project in 2016 and the Owner immediately went about proceeding to construction documents and an eventual building permit application. During this time frame ODOT went to the City Administration and requested the City reconsider project approval because ODOT might need some of the property in their eventual reconstruction of the Medford Viaduct, date undetermined. The City did not withdraw approval, but did strongly request that the Owner meet with ODOT and come to some resolution of the issue of additional land for the Viaduct reconstruction before applying for a building permit. The Owner immediately contacted ODOT has been diligently working toward that end ever since.

Unfortunately, months of time passed while ODOT figured out how much of the site they really needed, then months more passed while ODOT figured what they thought the property is worth. It has only been within the last few weeks that an offer from ODOT was finally received by the Owner. He believes the two parties will eventually come to an agreement on disposition of the property, but if the past is any indication of the future in regards to ODOT's actions, it isn't going to be a quick agreement. We think it will take close to 24 months to finalize the transfer.

Section 10.292 of the Medford Land Development Code allows phased projects the option to reorder the phasing within a five year window, as long as a building permit can be issued within five years of the initial approval. Based on my understanding of the public process ODOT must go through to obtain land, it looks like the Owner will be able to apply for a building permit for Phase 1 sometime during year four of the five year window for SPAC approval of a phased project. The Owner requests that the change be made in the five year SPAC approval to reflect this reality.

CITY OF MEDFORD

EXHIBIT # A

File # AC-16-029 / E-16-030

Thank you for your consideration of this request. I am available by telephone at 541-772-4372 or e-mail at mark@oregonarchitecture.biz if any additional information is required.

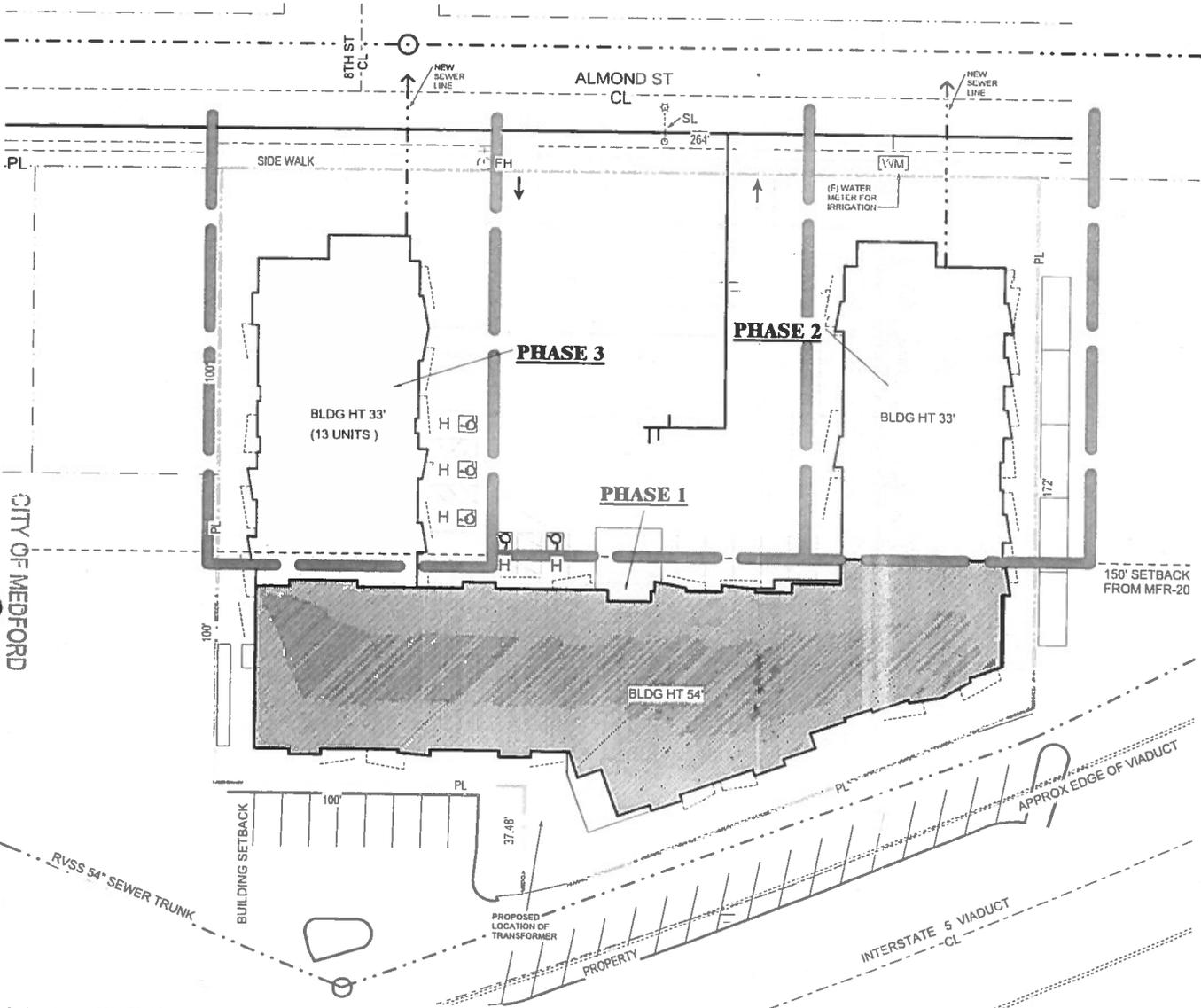
Regards,

A handwritten signature in black ink that reads "Mark McKechnie". The signature is written in a cursive style with a large initial "M".

Mark McKechnie

CC: Dan Thomas, Jim Zupancic

CITY OF MEDFORD
 EXHIBIT # **B**
 File # AC-16-029 / E-16-030
APPROVED
 City of Medford
 Planning Department

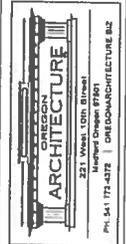


- BUILDING PHASING PLAN
 1/16" = 1'-0"

TO VERIFY FULL SCALE BAR SHOULD MEASURE ONE (1) OF THE FIFTEENTH (1/16")



ALMOND STREET
 RENTALS LLC



100 Almond St
 Medford OR, 97504
 Maps: - 37 1W 3030
 TEL: - 4400, 4401, 4601, 4701

Approval Signature	Date
REVISIONS	BY
PLOT DATE:	06/19/16
DRAWN BY:	Author
SHEET	
PHASING PLAN	

A-101.2

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Project Name:

Almond Street Apartments

Map/Taxlot:

371W30BD

TL 4400, 4401, 4601, 4701



03/10/2016

Legend

- Subject Area
- Medford Zoning
- Tax Lots
- Streets

