

# **City of Medford**

## **Land Use Requirements for Cemeteries and Mausoleums**

Cemeteries, mausoleums and columbaria are permitted land use activities in the City of Medford. The applicable land use requirements are contained in Chapter 10 of the Municipal Code, which is referred to as the Medford Land Development Code (MLDC), and the Building Code. The pertinent sections of the MLDC and related procedures are identified below. For the purposes of this document, cemeteries, mausoleums and columbaria will collectively be called "Cemetery" or "Cemeteries".

### Where can cemeteries be located in Medford?

A cemetery must have its principal access on an arterial or collector street. Cemeteries are permitted in the Community Commercial, Heavy Commercial, Regional Commercial and Light Industrial zone districts, as well as all residential zoning districts.

### What is the process?

In the commercial and industrial districts noted above, cemeteries require the approval of a Site Plan and Architectural Review application. This review process addresses issues such as access, parking, and fire safety. This land use application is decided by the Site Plan and Architectural Commission after a public hearing.

In the residential zoning districts, the use requires the approval of a Conditional Use Permit. This is also a land use application, but a Conditional Use Permit is heard by the Planning Commission. This review process addresses impacts to adjoining properties, as well as site design issues. The Planning Commission may require further review of the site design; if that is the case, a Site Plan and Architectural Review application would be considered by the Site Plan and Architectural Commission in addition to the Conditional Use Permit.

Mausoleums and columbaria are also governed by the building code. Building permits are required.

Under the MLDC, developments involving land dedicated for cemetery purposes are exempt from the requirement for a subdivision or partition plat.

### What kind of requirements will the City have?

As with all development types, the conditions of approval placed by a Commission will vary with the location and proposed site design. At a minimum, the MLDC requires cemeteries to take its principal access from an arterial or collector street, with ingress and egress so designed as to minimize traffic congestion. Off-street parking is also required. Cemeteries located within any residentially zoned district or abutting a residentially zoned district shall establish and maintain appropriate landscaping and screening consistent with abutting residential uses.

As part of a Conditional Use Permit, mitigation of adverse impacts may be required, such as restrictions to hours of operation, lighting, and signage.

### How long will it take?

Both the Site Plan and Architectural Review and Conditional Use Permit process are subject to the State mandated 120-day rule. The 120-day rule requires that a final decision is made on an application within 120 days from the date the application is deemed complete. In Medford, most land use applications receive a final decision within 65 days from the date an application is deemed complete.

It should be noted that if the Planning Commission decides to require an additional review from the Site Plan and Architectural Review Commission, the 120-day processing times are consecutive, and not concurrent.

After the project receives a Commission approval, the applicant must comply with the conditions of approval placed by the Commission, and obtain building permits. The building permit process takes approximately four to eight weeks.

### Applicable Code Sections

10.246 *et seq.* Conditional Use Permit  
10.273 Final Plat Approval Required  
10.285 *et seq.* Site Plan and Architectural Review  
10.314 Permitted Uses in Residential Land Use Classification  
10.337 Uses Permitted in Commercial and Industrial Zoning Districts  
10.815 Cemetery, Crematory, Mausoleum, Columbarium

### Where do I get additional information?

Visit the City's website at <http://www.ci.medford.or.us> or contact the Planning Department at (541) 774-2380.