



Planning Commission Minutes

Note: Anyone wishing to speak at any Planning Commission meeting is encouraged to do so. If you wish to speak, please rise and, after you have been recognized by the Chair, give your name and complete address for the record. You will then be allowed to speak. Please note the public testimony may be limited by the Chair.

January 28, 2025

STUDY SESSION

DRAFT Minutes

I. CALL TO ORDER:

Chair Verner called the meeting to order at 7:00 p.m. at the Civic Center Council Chambers, 1175 E. Main Street. Commissioner Perkinson attended the meeting via Zoom. Chair Verner welcomed Commissioner John Maher to the Commission.

Commissioners Present:

Lisa Verner
Eric Herron
Gregory Perkinson
Russell Phillips
Susan MacCracken Jain
Kerry KenCairn
John Maher

Staff Present:

Brandon Goldman, Community Development Director
Derek Severson, Planning Manager
Sabrina Cotta, City Manager
Michael Sullivan, Executive Assistant

Absent Members:

Council Liaison:

Doug Knauer

II. ANNOUNCEMENTS

1. Staff Announcements:

Community Development Director Brandon Goldman made the following announcements:

- The City's annual address was given by Mayor Graham last week, which included department updates and statistics from 2024.
- The applicant for the annexation of 1511 Highway 99 North will go to the Council on February 4, 2025 to request that the application fees be waived.

2. Advisory Committee Liaison Reports – None

IV. PUBLIC FORUM – None

V. OTHRE BUSINESS

A. Introduction of the Commission & Committee Handbook with City Manager Sabrina Cotta.





Planning Commission Minutes

City Manager Sabrina Cotta gave a brief presentation on a new Commission & Committee Handbook, which included updates on the following policies:

- Ashland Social Media Policy
- Electronic Media & Technology Use Policy
- Workplace Fairness Act Policy
- Workplace Violence Prevention Policy

Additional changes included clarification on meeting procedures, member attendance, and the keeping of minutes.

B. Introduction of the Accessory Dwelling Unit Guide and Pre-Approved Plans

Mr. Goldman stated that the purpose of the guide and pre-approved plans is to provide an accessible way for residents to develop accessory dwelling units (ADUs) in the City at minimal cost. These pre-approved plans are held by the City and can be used by applicants at no cost in order to lower development fees. These plans were provided by various developers in the City, including Derek Sherrell, Carlos Delgado, and also by the City of Medford.

C. Presentation by Derek Sherrell, That ADU Guy

Mr. Sherrell offered a brief presentation on the benefits of developing ADUs in cities, and ways that the City could encourage residents to build more ADUs and lower costs (see attachment #1).

VI. OPEN DISCUSSION

Mr. Goldman reminded the Commission that the continuation of the public hearing for PA-T1-2024-00255, 110 Terrace Street would come before them at their February 11, 2025 Regular Meeting.

VII. ADJOURNMENT

Meeting adjourned at 8:15 p.m.

*Submitted by,
Michael Sullivan, Executive Assistant*





Derek Sherrell

ThatADUguy.com
(541) 238-7073

@ThatADUguy

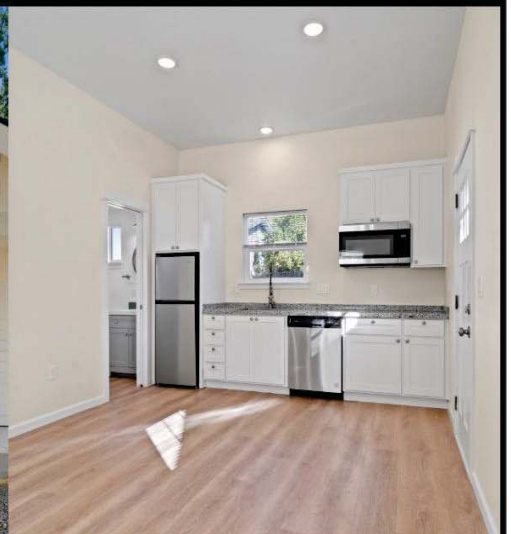


That ADU Guy, LLC

Answering your questions on how to plan, design, finance & build affordable Accessory Dwelling Units.

FREE ADU PLANS

[ABOUT DEREK](#) [ADU PRO TIPS](#) [RECENT PROJECTS](#) [RESOURCES](#) [WHAT IS AN ADU?](#) [Q](#)

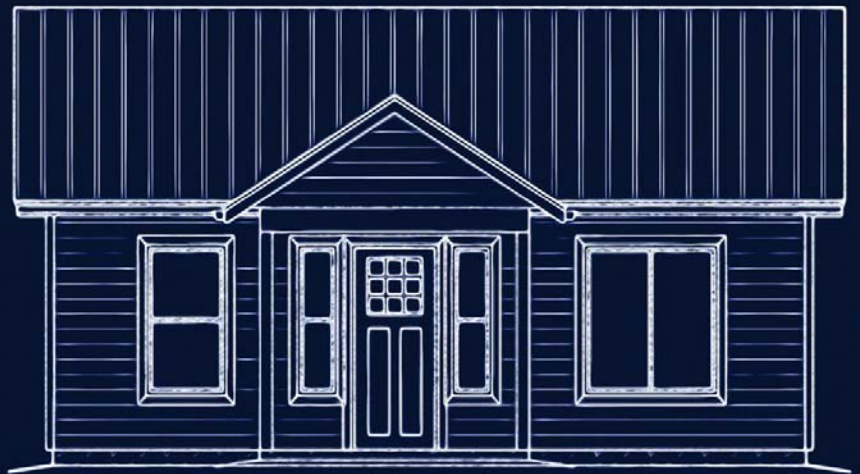


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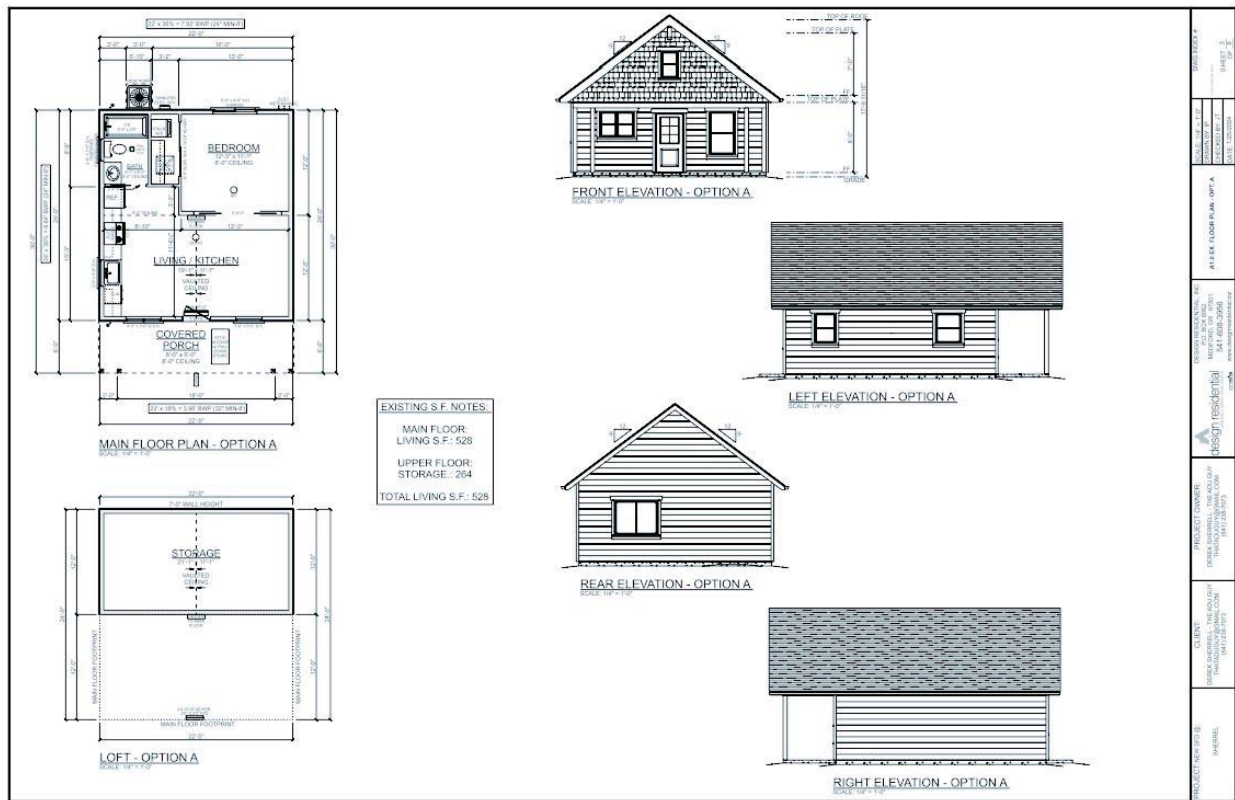
BENEFITS OF ADUs



VALUE OF FREE PLANS



524 SQ FT BARN CABIN





Middle Housing Land Division



PURPOSE AND INTENT

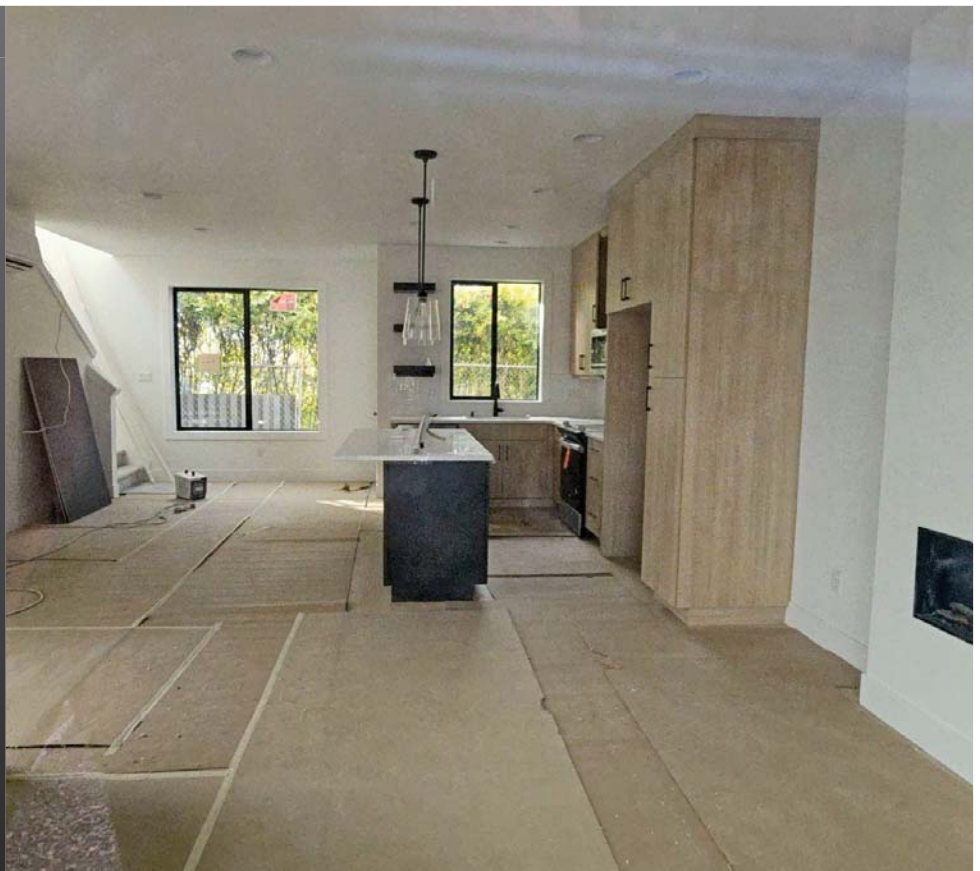
Oregon's MHLD allows land divisions for middle housing to boost density and housing supply, in alignment with statewide affordable housing goals.

APPLICABILITY

Applies to cities wherever Middle Housing is Allowed.

MIDDLE HOUSING TYPES

- Duplexes
- Triplexes
- Quadplexes
- Townhouse Developments
- Cottage Clusters







PROCEDURE FOR APPROVAL



The land division process is ministerial, expediting middle housing creation as long as it meets requirements and infrastructure standards.

INFRASTRUCTURE & UTILITIES

The division must ensure infrastructure such as utilities, frontage improvements & access are sufficient to support middle housing, with cities potentially needing to enhance capacity for increased density.

Q & A



Derek Sherrell

ThatADUguy.com
(541) 238-7073

@ThatADUguy

