



Council Business Meeting Agenda

ASHLAND CITY COUNCIL BUSINESS MEETING AGENDA

Tuesday, April 1, 2025

Council Chambers, 1175 E Main Street

Live stream via rvtv.sou.edu select RVTV Prime.

HELD HYBRID (In-Person or Zoom Meeting Access)

Public testimony will be accepted for both general public forum items and agenda items.

If you would like to submit written testimony or if you wish to speak electronically during the meeting, **complete the online [Public Testimony Form](#) no later than 10 a.m. the day of the meeting.**

6:00 p.m. Regular Business Meeting

I. CALL TO ORDER

- a. Land Acknowledgement**

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. MAYOR'S / CHAIR OF THE COUNCIL ANNOUNCEMENT

- a. A Proclamation in honor of Arbor Day 2025

V. APPROVAL OF MINUTES

- a. Minutes of March 17, 2025 Study Session Meeting
- b. Minutes of March 18, 2025 Business Meeting

VI. CONSENT AGENDA

- a. 2025 Slurry Seal Award of Bid-Contract
- b. Committee Appointment Term Extensions
- c. Resolution 2025-03 Authorizing Property Line Adjustment and Conveyance of City-Owned Property (Imperatrice Property)

VII. SPECIAL PRESENTATIONS

- a. Jackson County Library District

VIII. PUBLIC FORUM

15 minutes – Public input or comment on City business not included on the agenda

IX. PUBLIC HEARING

- a. Public Hearing and First Reading of Ordinance 3259: "An Ordinance Annexing Property and Withdrawing an Annexed Area from Jackson County Fire District No. 5 (300 Clay Street - Planning Action #PA-T3—2024-0010)"
- b. First Reading-ORD 3258 An Ordinance Amending AMC Chapter 10.30 to Prohibit Hazardous Fire Use

X. ORDINANCES, RESOLUTIONS AND CONTRACTS

- a. Second reading of Ordinance 3257, update to AMC 9.04 Weeds and Noxious Vegetation

XI. UNFINISHED BUSINESS



Council Business Meeting Agenda

XII. NEW BUSINESS

- a. 2025-2027 Capital Improvement Program Adoption & 2028-2031 Look Ahead
- b. 2025-2027 Transient Lodging Tax (TLT) Revenue Use for Tourism Promotion

XIII. CITY MANAGER REPORT

- a. CM Report

XIV. OTHER BUSINESS FROM COUNCIL MEMBERS/REPORTS FROM COUNCIL LIAISONS

XV. ADJOURNMENT

If you need special assistance to participate in this meeting, please contact Alissa Kolodzinski at recorder@ashlandoregon.gov or 541.488.5307 (TTY phone number 1.800.735.2900). Notification at least three business days before the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting in compliance with the Americans with Disabilities Act.

* Items on the Agenda not considered due to time constraints are automatically continued to the next regularly scheduled Council meeting [AMC 2.04.030.(D)(3)]

**** LAND ACKNOWLEDGEMENT**

We acknowledge and honor the aboriginal people on whose ancestral homelands we work—the Ikirakutsum Band of the Shasta Nation, as well as the diverse and vibrant Native communities who make their home here today. We honor the first stewards in the Rogue Valley and the lands we love and depend on: Tribes with ancestral lands in and surrounding the geography of the Ashland Watershed include the original past, present and future indigenous inhabitants of the Shasta, Takelma, and Athabaskan people. We also recognize and acknowledge the Shasta village of K'wakhakha - "Where the Crow Lights" - that is now the Ashland City Plaza.

***Agendas and minutes for City of Ashland Council, Commission and Committee meetings may be found at the City website, ashlandoregon.gov.



A Proclamation in honor of Arbor Day 2025

WHEREAS, in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees, and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

WHEREAS, trees — wherever they are planted — are a source of joy and spiritual renewal.

NOW, THEREFORE, I, Tonya Graham, Mayor of the City of Ashland, Oregon, on behalf of the City Council, do hereby proclaim that the first full week of April, as designated by the Oregon State legislature, is Oregon's Arbor Week In the City of Ashland , and I urge all citizens to celebrate Arbor Week and to support efforts to protect our trees and woodlands, and

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 1nd day of April 2025

Tonya Graham, Mayor

Alissa Kolodzinski, City Recorder



**ASHLAND CITY COUNCIL
STUDY SESSION MINUTES
Monday, March 17, 2025**

Mayor Graham called the meeting to order at 5:32 p.m.

Council Present: Mayor Graham, Councilors Knauer, Dahle, Bloom, DuQuenne, and Kaplan.
Hansen appeared via Zoom.

Council Absent: none

Staff Present:

Sabrina Cotta	City Manager
Jordan Rooklyn	Deputy City Manager
Brandon Goldman	Community Development Director
Alissa Kolodzinski	City Recorder
Derek Severson	Planning Manager

I. Public Input – None

II. TLT Funds & Grants update and Recommendations for BN 25-27

Rooklyn provided a presentation on TLT utilization for the 2023-25 Biennium (BN) and staff proposal for the 2025-27 BN with the goal to increase tourism (presentation attached).

- Transient Lodging Tax (TLT) is a 10% tax on short-term lodging- roughly 70% of TLT goes into the general fund and roughly 30% is reinvested into supporting/growing tourism.
- Business Beautification Grant Program distributed \$335,548 across 48 businesses.
- Event Partnership Grant distributed \$99,050 across 22 events: the six events hosted so far served approximately 4,500 locals and 1,950 visitors with 241 room nights booked.
- \$125,868 was spent on downtown beautification including solar-powered compactor trashcans, the historic medallion installation at Railroad Park, and the 'Walking Upstream' crosswalk installation near the entrance to Lithia Park.
- TLT funds also support Travel Ashland - the City's destination marketing organization.
- Staff recommendations for the next BN include a focus on major activities with measurable outcomes:
 - o Data & Research – 5% / \$50K
 - o Destination Marketing – 45% / \$450K
 - o Events/Attractions – 35% / \$350K
 - o Infrastructure – 15% / \$150K
- Discussion regarding the suggested allocations - proposed amounts are based on past allocations and future goals. The shift to an activity-based model is intended to help the City better measure impacts and inform future allocation decisions.
- Discussion about clarifying the Travel Ashland contract and accountability for how the contract funds are utilized - quarterly and annual reporting, a City seat on the Ashland Chamber of Commerce Board and Travel Ashland Advisory Committee.

- Further discussion on past TLT fund allocation decisions, economic development including tourism, and the City's role moving forward in promoting tourism in partnership with other organizations such as OSF, SOU, and Travel Ashland. Travel destination marketing and event support will be more clearly delineated
- Goal is to return in May to provide proposed budget options for TLT funds with travel destination marketing and event support more clearly delineated.
- Graham led the Council in an exercise exploring what events are searchable online for a hypothetical traveler coming from Seattle and deciding between Eugene, Ashland, and Salem; and councilors discussed how to foster a year-long calendar of events.

III. Climate Friendly Areas Draft Ordinance

Elizabeth Decker from Jet Planning and Scott Fregonese from 3J Consulting, joined Goldman and Severson in discussing this topic (presentation in agenda packet).

- Goldman reviewed the City's response to State law for Climate Friendly Areas (CFA's) including community engagement efforts, committee involvement, and other steps taken to develop the draft code for review prior to public hearings.
- Goldman provided previously requested clarification from the Council:
 - o The Railroad Property deed restrictions were found compatible with CFA's.
 - o City's CFA requirements would still be met after removal of portions of the Transit Triangle as previously considered.
 - o This code analysis will consider how to align downtown zoning with CFA requirements while largely maintaining historic preservation goals.
- Decker provided specific map and code update recommendations for the Railroad Property and Transit Triangle.
- Designation as a CFA was not recommended for the Croman Mill property or downtown. Downtown is largely already developed under existing code allowances that are similar to CFA requirements without conflicting with historic preservation standards. Goals for the Croman Mill property can be included in a master plan process with a CFA overlay as a potential option for future use.
- Recommendations included limiting large-scale storage uses in CFA's.
- Council was mixed in opinion regarding the minimum density for CFA's in zones C-1, E-1, and R-2: majority agreed with minimum densities of 25 for C-1 and 20 for E-1 and R-2.
- Site design standards for CFA's were discussed and supported by council:
 - o Proposed solar setbacks were approved.
 - o Proposed building height step backs were approved
- Expanding allowances outside of CFA's was discussed and supported by the council:
 - o Removal of C-1 and E-1 maximum density citywide was approved.
 - o Allowing multifamily dwellings in C-1-D with ground-floor commercial-ready standards and increasing minimum density to 30 - discussed and approved.
 - o An Increase in maximum height for C-1-D to 50 ft. with option to increase to 60ft. with conditional use permit and remove maximum density was approved.

IV. Manufactured Home Park Zone Update

Goldman introduced the item and Scott Fregonese from 3J Consulting provided a presentation (see presentation in agenda packet).

- This project came out of the housing production strategy and is intended to preserve existing manufactured home parks and comply with housing statutes.
- Project timeline was discussed with goal for formal adoption by council in Fall of 2025. Discussions included how to make up an advisory committee to include park owners, mobile home residents and those familiar with land-use zoning code.

Public Input

Residents spoke in support of the ordinance, the benefits of manufactured homes, and the manufactured home park community, and in favor of affordable housing options for families. Expressed concern that future development could change the affordable housing options provided by these communities and that park owners might be unaware of the ordinance and legal implications if it were to pass.

Goldman clarified the ordinance is at the preliminary stage of discussion for code development, any proposed changes will include stakeholder engagement with property owners and will consider potential incentives.

V. Adjournment of Study Session

The meeting was adjourned at 8:25 p.m.

City Recorder Alissa Kolodzinski

Mayor Tonya Graham

II. TLT Funds & Grants Update/Recommendation

Summary

The City imposes a 10% Transient Lodging Tax (TLT) on temporary or short-term lodging within Ashland city limits. Roughly 70% of that tax revenue goes into the City's General Fund to support services, and roughly 30% is reinvested into supporting and growing tourism.

This agenda item is an overview on:

- a) how TLT funds were used to support tourism in BN25-27, and
- b) how staff propose using TLT funds to support tourism in the future.



1

II. How TLT Funds were Used (BN23-25)

Beautification Grant Program

\$335,548 distributed across 48 unique businesses.



Fresh coat of paint, signage and lighting at the Brickroom.



Repaired sidewalks at 450 Siskiyou.



A new awning at Websters.



Bike infrastructure, fencing, and landscaping.



2

II. How TLT Funds were Used (BN23-25)

Event Partnership Grant Program

\$99,050 distributed across 22 events.

Of the **6 events hosted** so far:

- approx. **4,500 locals served**
- approx. **1,950 visitors served**
- approx. **241 room nights booked**

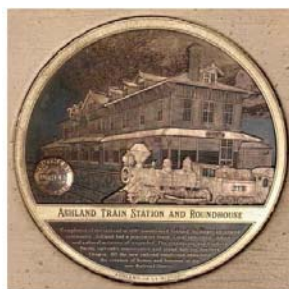


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II. How TLT Funds were Used (BN23-25)

Downtown Beautification

\$125,868 spent



Example of historic medallion project.



Walking upstream crosswalk.



Solar-powered trashcans.

New awnings!
Planter bed improvements!



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II. Proposal for using TLT Funds in the future (BN25-27)

Budgeting & Distribution by Major Activity

Data & Research

Visitor data
Economic Impact Analyses

Destination Marketing

Paid marketing
Earned marketing
Travel website
Visitor's Guide
Social media
Coordination

Events/Attractions

Beautification programs
Event sponsorship
Event prospecting
Accessibility programs

Infrastructure

Wayfinding signage
Connectivity
Parking infrastructure
Bandshell Improvements



II. Proposal for using TLT Funds in the future (BN25-27)

Budgeting & Distribution by Major Activity

Activity	Recommended % Distribution	Est. Dollar Amount (~\$1M in revenue)
Data & Research	5%	\$50,000
Destination Marketing	45%	\$450,000
Events/Attractions	35%	\$350,000
Infrastructure	15%	\$150,000



**ASHLAND CITY COUNCIL
BUSINESS MEETING MINUTES
Tuesday, March 18, 2025**

6:00 PM Business Meeting

Council Present: Mayor Graham, Councilors Knauer, Dahle, Bloom, Kaplan, DuQuenne, and Hansen.

Council Absent: None

Staff Present:

Sabrina Cotta	City Manager
Doug McGeary	Acting City Attorney
Alissa Kolodzinski	City Recorder
Mark Shay	Deputy Chief – Fire Marshal
Marianne Berry	Finance Director
Molly Taylor	Human Resources Director
Scott Fleury	Public Works Director

I. CALL TO ORDER

Mayor Graham called the meeting to order at 6:00 p.m.

- a. Land Acknowledgement**

Councilor Hansen read the land acknowledgement.

II. PLEDGE OF ALLEGIANCE

Councilor Kaplan led the pledge of allegiance.

III. ROLL CALL

IV. MAYOR'S/ CHAIR OF THE COUNCIL ANNOUNCEMENT

The Sviatohirs'k Aid Project is having a fundraising benefit on March 30th from 2–4 PM included in the events section of the City's website.

- a. A Proclamation in Honor of Cesar Chavez – Mayor Graham read the proclamation.

V. APPROVAL OF MINUTES

- a. Minutes of February 19, 2024 – Study Session Meeting
- b. Minutes of March 1, 2025 – Retreat
- c. Minutes of March 3, 2025 – Study Session Meeting
- d. Minutes of March 4, 2025 – Business Meeting

Kaplan requested the following amendment for the Minutes of the March 3 Study Session: Under the FEMA PDM Grant update, 4th bullet point, change to break into two sentences to more accurately reflect what the Fire Marshall said.

Motion made to approve the minutes as amended and stated.

Motion: Bloom Second: Knauer

Roll Call Vote: Councilor Knauer, Dahle, Bloom, DuQuenne, Kaplan, and Hansen. YES. Motion passed

VI. CONSENT AGENDA

- a. Social Equity & Racial Justice Advisory Committee Appointment

Motion made to accept the consent agenda.

Motion: DuQuenne

Second: Dahle

Roll Call Vote: Councilor Knauer, Dahle, Bloom, DuQuenne, Kaplan, and Hansen. YES. Motion passed.

VII. SPECIAL PRESENTATIONS

a. Second Quarter FY2025 Financial Results and Update

Berry provided a presentation (presentation attached).

Discussion regarding water fund balance – the strategy in anticipation of the water treatment plant project is to utilize the water fund as much as possible before drawing down debt.

VIII. PUBLIC FORUM –

Citizens spoke about concerns related to limited storage at the Dusk to Dawn Lawn and their experience sleeping at that site – increased storage would be helpful for winter bedding.

IX. PUBLIC HEARING

a. First reading of ordinance 3257, update to AMC 9.04 Weeds and Noxious Vegetation

Shay provided a presentation (see attached). Proposed changes include a definition correction, updates to the summer season and ‘responsibility of owner’ dates, and the Notice to Abate section which will change from Recorder to Code Compliance Officer and allow the Fire Chief or authorized designee to file for a lien with the City Recorder and Finance Department rather than the Council. Appeals shall be filed with the municipal court no more than 10 days following the placement of said lien in accordance with AMC 2.30.

Discussion:

- Resources for information on becoming code compliant and reducing wildfire risk include the City’s Fire Department website, direct call to Fire staff, and the City’s upcoming risk reduction event series. The weed abatement officer is housed in the fire department while the code compliance officer works with community development.

Public Hearing open

No comments

Public Hearing closed

Decision:

Motion made to approve the first reading of ordinance 3257, an amendment to AMC 9.04 weeds and noxious vegetation and proceed with a second reading of the ordinance

Motion: Kaplan

Second: Bloom

Roll Call Vote: Councilor Dahle, Bloom, DuQuenne, Kaplan, Knauer, and Hansen. YES. Motion passed.

X. ORDINANCES, RESOLUTIONS AND CONTRACTS

XI. UNFINISHED BUSINESS

a. City Attorney Contract

Taylor reviewed the steps taken to recruit for the position of City Attorney. Council passed a motion to appoint Johan Pietila on February 18th, and the contract has been negotiated and brought for adoption.

Decision:

Motion made to adopt the City Attorney contract and authorize the Mayor to sign the contract.

Motion: Hansen

Second: Bloom

Roll Call Vote: Councilor Knauer, Bloom, DuQuenne, Dahle, Kaplan, and Hansen: YES. Motion passed.

b. Water Cost of Service Study

Fleury provided a presentation with Josiah Close from HDR Engineering (included in agenda packet).

Discussion:

- The updated rate design includes a more aggressive tier differential for Alternative 2 per Council direction, but implementation of an elevation charge was found to not be feasible.
- An expanded utility Assistance program for both water and electricity will be open to all low-income residents by removing the senior eligibility requirement. The program is planned to roll out in July and will be based on a proxy for eligibility and require a conservation assessment.
- The purpose of the study was to provide sufficient revenue to operate and maintain the City's infrastructure using generally accepted methodologies tailored to the City's system.
- Capital Improvement plan includes strategic utilization of reserves to delay drawing down debt with close monitoring of cash flow while transitioning water rates over that same period.
- The WIFIA loan application is in process with EPA. The City's bond counsel, and financial advisors expect loan finalization in June. The WIFIA loan interest rate will be set at signing, but it can be amended up until the City takes the first draw which is why the strategy includes delaying first draw while monitoring interest rates for best possible rate.
- Actively working on BIL-EC grant funding (City is listed for allocation, but funding is tentative) and a FEMA Building Resilient Infrastructure community grant (could take 12-18 months). Contingency options were discussed in the event these grants do not come through.
- Rate design with two alternatives was explained and compared to status quo (no rate change). Meter and customer charges were discussed for how they capture costs in line with the revenue requirement of the rate design proportionally across customer classes.
- The council discussed expanding the shoulder season and how tiers might best incentivize conservation. The rate design will be revised every two years as part of an ongoing process of evaluation and adjustment.
- The City's water rates have not increased in the past six years despite inflation. Large ending fund balances are allocated for projects already in the water master plan. Council discussed alternative revenue sources, such as the Food and Beverage Tax, to buffer the sticker shock of proposed rate increase.
- The general agreement of Council is for Alternative 2 with a deeper look into expanding the shoulder seasons, more differential between tiers, and phasing in rate increases over time.
- The rate design will be updated every two years as part of an ongoing process of evaluation and adjustment.
- The Council discussed the potential future water revenue from wholesale sales to Talent and Phoenix, noting that these revenues would be restricted to covering the costs associated with the Talent-Ashland-Phoenix (TAP) intertie.

Decision:

Motion made to direct staff to investigate all reasonable permutations with respect to water rates and return with the best four options to present to the council with brief reasonings for discarded options to be brought to the April 15 meeting. All permutations to be based around Alternative 2 and specific parameters include: adjusting shoulder seasons, rate tiers, utility discounts and phase-in options.

Motion: Dahle

Second: Bloom

Roll Call Vote: Councilor Knauer, Bloom, DuQuenne, Dahle, Kaplan, and Hansen: YES. Motion passed.

XII. NEW BUSINESS

XIII. CITY MANAGER REPORT

Cotta spoke that Citizen Alerts are now called Jackson Alerts as the local emergency alert system – it is the same system with a new name, and all residents are encouraged to sign up. Four Wildfire Educational Events are planned for April 21, May 4, May 14, July 16 – information and registration can be found at : <https://ashlandoregon.gov/betterpreparedseries>.

Cotta spoke that the budget season was underway – future Council discussions will need to include a review of fees such as public safety and wildfire, the lack of a Parks fee and/or possible service-level reductions to maintain a balanced budget. Dahle and Bloom suggested a review of fee descriptions as listed on residents' utility bills to provide better information on what those fees go towards. Cotta and Graham suggested residents ensure they are signed up for Emergency Alerts – steps can be found here: <https://ashlandoregon.gov/966/Alerts---Sign-up-today>

XIV. OTHER BUSINESS FROM COUNCIL MEMBERS/REPORTS FROM COUNCIL LIAISONS

XV. ADJOURNMENT

Motion made to adjourn.

Motion: Bloom

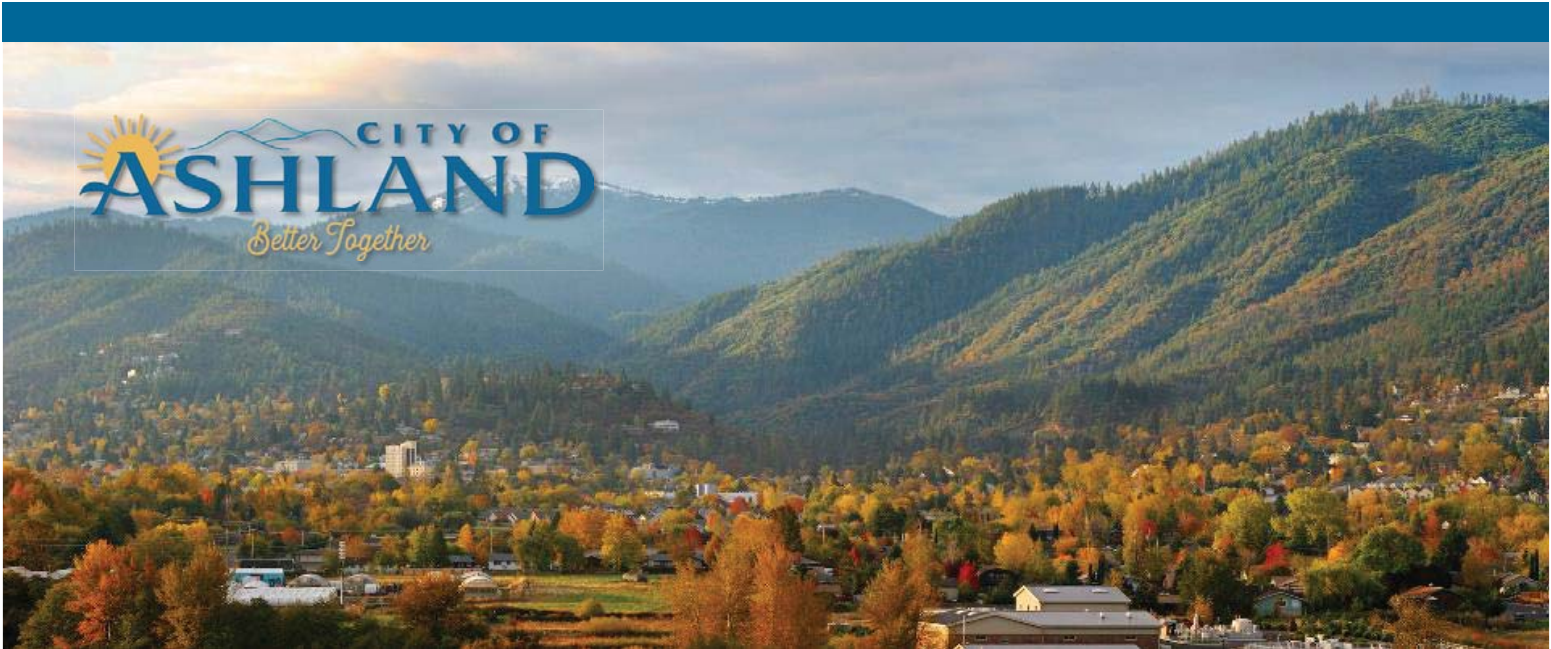
Second: DuQuenne

All Ayes. Motion passed.

The meeting was adjourned at 8:49 p.m.

City Recorder Alissa Kolodzinski

Mayor Tonya Graham



Finance Update Second Quarter FY25

March 18, 2025

Revenues

Second quarter revenues:

- ❖ Property Taxes collected to date = \$12.7M
- ❖ Transient Lodging, Food & Beverage Taxes = \$1.8M
 - *TLT and F&B are collected and report in quarterly arrears until the end of the year*
- ❖ Investment income = \$2.1M
- ❖ All other revenues are tracking as expected

Finance





Revenues & Expenditures

- ❖ Accounting adjustments were made in October to properly dissolve funds: Parks General, Parks Equipment and Health Benefits Funds into General Fund (see Resolution 2024-25)
- ❖ Expenditures in budgetary compliance at December 2024
- ❖ Capital spending & debt service
 - WIFIA loan close anticipated for Spring
 - RESP loan update

Financial Overview – Second Quarter FY25

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RESOLUTION NO. 2024-25

A RESOLUTION TO CLOSE OUT FUNDS CONSIDERED UNNECESSARY AND TRANSFER REMAINING BALANCES TO THE GENERAL FUND

RECITALS:

WHEREAS, the Parks General Fund, the Parks Equipment Fund, and the Health Benefits Fund were created for a particular purpose and are now considered unnecessary; and

WHEREAS Oregon Revised Statutes (ORS) 294.353 dictates the elimination of an unnecessary fund and the disposition of any balance remaining in the fund.

THE CITY OF ASHLAND HEREBY RESOLVES AS FOLLOWS:

SECTION 1. The remaining balances of the funds, as show below, will be transferred to the General Fund per ORS 294.353.

	Additional appropriations:	
	Appropriation	Resource
General Fund		
Operating Transfers In		631,966
Operating Transfers In		473,608
Operating Transfers In		2,225,545
	\$ -	\$ 3,331,118
Parks General Fund		
Transfer Out	631,966	
	\$ 631,966	\$ -
Parks Equipment Fund		
Transfer Out	473,608	
	\$ 473,608	\$ -
Health Benefits Fund		
Transfer Out	2,225,545	
	\$ 2,225,545	\$ -
Total	\$ 3,331,118	\$ 3,331,118

This resolution was duly PASSED and ADOPTED this 17th day of September 2024 and takes effect upon signing by the Mayor.

Anissa Kolodziejzinski, City Recorder

SIGNED and APPROVED this 17th day of September 2024.

Tonya Graham, Mayor

Reviewed as to form:

Douglas M. McGeary, Acting City Attorney





City's Net Position*

❖ Fund Balance

- City Wide = \$90.8M vs \$86.5M
- General Fund = \$21.6M vs \$22.1M

❖ Cash & Investments

- City Wide = \$84.5M vs \$81.8M
- General Fund = \$21.8M vs \$23.4M

* Current Year vs Previous Year, same period

QUESTIONS?



Ordinance 3257

Revision to AMC 9.04 Weeds and Noxious Vegetation

Summary

Staff is proposing changes to Ashland Municipal Code 9.04 (An Ordinance Relating to Weeds and Noxious Vegetation). The proposed changes are an effort to align the ordinance with current practices, provide additional time for compliance prior to fire restrictions and correct grammatical errors.



Ordinance 3257

Revision to AMC 9.04 Weeds and Noxious Vegetation

Revisions

9.04.005 Definitions

B. Fire Chief: the City of Ashland Fire Chief or ~~his/her~~ their authorized designee.



Ordinance 3257

Revision to AMC 9.04 Weeds and Noxious Vegetation

Revisions

9.04.005 Definitions

G. Summer season: between May ~~15~~ **1st** and ~~September 30~~ **October 15th** of any year, or the end of fire season as declared by the Oregon Department of Forestry, whichever is later.



Ordinance 3257

Revision to AMC 9.04 Weeds and Noxious Vegetation

Revisions

9.04.020 Responsibility of Owner – Removal of Weeds

The owner of any lot or parcel of land within the limits of the City of Ashland shall cut and/or remove weeds growing thereon, and on adjacent and abutting rights-of-way, between May ~~15th~~ **1st** and June ~~15th~~ **1st** of each year. It shall be the duty of an owner to continue to cut and remove the weeds throughout the summer season, or any other time of year when deemed a fire, health, or traffic hazard. (Ord. 3159 § 1, amended, 09/18/2018; Ord. 3009, amended, 04/20/2010)



Ordinance 3257

Revision to AMC 9.04 Weeds and Noxious Vegetation

Revisions

9.04.040 Notice to Abate - Contents

In case of failure or neglect of any such agent, owner or occupant to cut weeds and grass and shrubbery as herein provided, the ~~City Recorder~~ **Code Compliance Officer** shall cause to be served on such agent, owner, and/or occupant a notice, describing the property with convenient certainty by its legal description or by the street number of the house, requiring such owner or agent and/or occupant to cut said weeds, grass, and shrubbery within ten (10) days from the service thereof, or that the City will require the same to be done, and the cost thereof charged as a lien against said property. (Ord. 3159 § 1, amended, 09/18/2018; Ord. 1141 § 4, amended, 1951)



Ordinance 3257

Revision to AMC 9.04 Weeds and Noxious Vegetation

Revisions

9.04.050 Notice to Abate – Service – Removal by City – Lien

....Fire Chief (**or authorized designee**) shall cause the same to be done and shall file with the ~~Council~~ **City Recorder and Finance Department** a verified itemized statement of the expenditure occasioned thereby, and the Recorder shall cause notice to be served upon the owner, agent, or occupant in the manner hereinbefore described, such statement will be considered...



Ordinance 3257

Revision to AMC 9.04 Weeds and Noxious Vegetation

Revisions

9.04.050 Notice to Abate – Service – Removal by City – Lien

...determined by the ~~Council~~ City Recorder and a lien declared upon the property involved.

Appeals shall be filed with the municipal court no more than 10 days following the placement of said lien, in accordance with AMC 2.30. ~~the time of which meeting shall be specified in the notice, more than ten (10) days from the giving of the same, and the Council shall at such meeting hear any objections to such statement, and by ordinance determine the correctness of the same, and declare such corrected amount a lien upon the property benefitted and instruct the Recorder to enter the same upon the City docket of liens in the same manner and with the same effect that street improvement liens and sewer liens are entered, and said lien shall have the same force and effect as such street improvement and sewer liens, and shall be certified to the county assessor in the same manner.~~





Council Business Meeting

Date: April 1, 2025

Agenda Item	2025 Slurry Seal Award of Bid-Contract
From	Scott Fleury, Director
Contact	scott.fleury@ashland.or.us

SUMMARY

Before the Council acting as local contract review board, is a public improvement contract for street slurry seal project #2025-01. Slurry seals are an important street maintenance activity that improve the roadway surfaces, protect the underlying pavement, and extend life on residential roads. On February 18, 2025 at 2:00 p.m. bids submitted for the Slurry Seal Project were opened and publicly read. Bids were received from three contractors with One Way Trigger, LLC providing the low bid at \$623,171.21. If the contract is approved staff will work with the contractor to develop a schedule to perform onsite activities this spring/summer.

POLICIES, PLANS & GOALS SUPPORTED

City Council Goals:
Essential Services

- Streets

Department Goals:

- Maintain existing infrastructure to meet regulatory requirements and minimize life cycle costs.
- Deliver timely life cycle capital improvement projects.
- Maintain and improve infrastructure that enhances the economic vitality of the community.
- Evaluate all city infrastructure regarding planning management and financial resources.

-

BACKGROUND AND ADDITIONAL INFORMATION

PREVIOUS COUNCIL ACTIONS

Slurry seal projects are completed as part of the street maintenance program. During each budget biennium the Council has been asked to award contracts for slurry seal maintenance activities. The last slurry seal contract was awarded by Council on April 4, 2023.

BACKGROUND

Bidding Procedure: The 2025 Slurry Seal Project was publicly bid on January 28, 2025. Notice was given on the OregonBuys website, the States procurement network. Bids were opened on February 18, 2025, at 2:00 p.m. with three contractors responding. All bids were valid and contained the required bonds, documentation, and acknowledgments. Bidding information is shown on the attached proposal summary form.

Project Description: The Street Department has partitioned the city into zones. Roads within these zones are then identified for street repair and maintenance activities, including slurry seal applications. Once the slurry seal list for a certain zone is developed, the Street Department then performs preparatory work on the road, including crack sealing and patching. Once all the roads in the zone are prepped, a slurry seal project is prepared for public bid and construction. The street list for the current slurry seal project is attached for reference.

What is slurry seal: A slurry seal is a homogenous mixture of [emulsified asphalt](#), water, [well-graded](#) fine [aggregate](#) and mineral filler. Slurry seals are used to fill existing pavement surface defects as either a preparatory treatment for other [maintenance](#) treatments or as a wearing course. Slurry seal application helps preserve and protect the underlying pavement structure and provide a new driving surface. Roads chosen for slurry seal applications generally have low to moderate distress and narrow crack width. Slurry seal applications serve to





Council Business Meeting

seal the cracks, restore lost flexibility to the pavement surface, and help preserve the underlying pavement structure.

SUGGESTED NEXT STEPS AND NOTIFICATIONS

Next steps include issuing notice to proceed after award of contract and begin coordinating the schedule of work activities with One Way Trigger, LLC.

Staff will also coordinate with the City's Communication Officer about posting appropriate information on the City's website and Street Operations staff will also coordinate neighborhood notification of construction activities and associated roadway closures.

FISCAL IMPACTS

The 2025 Slurry Seal Project is funded directly by the City through the street operations maintenance fund. The established budget in the 2024-2025 biennium was \$450,000 for the slurry seal project. In addition to the maintenance appropriation the City received an additional \$561,648 in grant monies from the Metropolitan Planning Organization for chip seal improvements to un-improved dirt roads. These roads have now been chip sealed and the last item is to apply a slurry seal to them. There is approximately \$222k remaining to cover the additional cost for the project.

SUGGESTED ACTIONS, MOTIONS, AND/OR OPTIONS

- I move to award a public improvement contract to One Way Trigger, LLC for Project No. 2025-01, Street Slurry Seal, in the amount of \$623,171.21.
- I move to request Public Works perform a new solicitation for the street slurry seal project.

I move to deny the contract with One Way Trigger, LLC for the street slurry seal project

REFERENCES & ATTACHMENTS

1. 2025-01 2025 Slurry Seal_Bid Summary
2. One Way Trigger LLC_Bid Package
3. Slurry Seal 2025_map

CITY OF ASHLAND - ENGINEERING DIVISION

SUMMARY OF PROPOSALS

Project: **2025 Slurry Seal**
 Project No.: **2025-01**
 Date of Bid Opening: **February 18, 2025 - 2:00 p.m., Siskiyou Conference Room**
 No. of Addendum: **(0)**

	1	2	3	4
Name of Bidder	One Way Trigger	Valley Slurry Seal	Doolittle Construction	
Sum of Bid	\$623,171.21	\$796,325.00	\$689,000.00	
Name of Bonding Co.	Everest National Insurance Company	Western Surety Company	Endurance Assurance Corporation	
Amount of Bid Bond	10%	10%	10%	
Addendum Acknowledged	n/a	n/a	n/a	



BID AND BID SCHEDULE

TO FURNISH ALL PERMITS, LABOR, TOOLS, MACHINERY, MATERIALS, TRANSPORTATION, EQUIPMENT AND SERVICES OF ALL KINDS REQUIRED FOR THE CONSTRUCTION OF THIS PROJECT FOR THE CITY OF ASHLAND, JACKSON COUNTY, OREGON, AS STATED IN THE COMPLETED BID SCHEDULE, ALL IN ACCORDANCE WITH THE CONTRACT DOCUMENTS, PLANS, SPECIFICATIONS, AND DRAWINGS WHICH ARE ON FILE AT THE CITY OF ASHLAND, CITY HALL, 20 EAST MAIN STREET, ASHLAND, OREGON 97520.

NAME OF BIDDER One Way Trigger, LLC

CONTACT Jason Lampley

ADDRESS 5960 S Land Park Dr #249

CITY Sacramento STATE CA ZIP 95822

TELEPHONE NO. (916) 680-6886

FAX NO. N/A

EMAIL ADDRESS info@owtsolutions.com

To the Honorable Mayor and City Council
City Hall
City of Ashland
20 East Main Street
Ashland, Oregon 97520

In response to the City of Ashland's Invitation to Bid, this Bid is submitted as an offer by the undersigned to enter into a contract with the City of Ashland for furnishing all permits, labor, tools, machinery, materials, transportation, equipment and services of all kinds required for, necessary for, or reasonable incidental to, the construction of the 2025 SLURRY SEAL PROJECT No. 2025-01 (hereinafter "Project") for the City of Ashland, Oregon, as shown in the contract documents on file at City Community Development Building, which are a condition of this Bid as though they were attached. This offer is subject to the following declarations as to the acts, intentions and understandings of the undersigned and the agreement of the City of Ashland to the terms and prices herein submitted.

1. The undersigned has familiarized itself with the nature and extent of the Contract Documents, the project work, the site, the locality, the general nature of work to be performed by the City or others at

the site that relates to the project work required by the Contract Documents, local conditions, and federal, state, and local Laws and Regulations that in any manner may affect cost, progress, performance, or furnishing of the project work.

2. The undersigned has obtained and carefully studied (or assumes responsibility for obtaining and carefully studying) examinations, investigation, exploration, tests, and studies which pertain to the conditions (subsurface or physical) at or contiguous to the site or otherwise and which may affect the cost, progress, performance, or furnishing of the project work as Contractor deems necessary for the performance and furnishing of the project work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents; and no additional or supplementary examinations, investigations, explorations, tests, reports, or similar information or data are or will be required by Contractor for such purposes.
3. It is understood that the City shall investigate and determine the qualifications of the apparent low responsive bidder prior to awarding the contract. The City shall reject any bid by a nonqualified or disqualified bidder. The City of Ashland reserves the right to reject for any good cause any or all bids, waive formalities, or to accept any bid which appears to serve the best interests of the City. The City reserves the right to reject any bid not in compliance with all prescribed public bidding procedures and requirements and may reject all bids for good cause upon a finding that it is in the public interest to do so. Evaluation of bids will be based on minimum requirements established by the specifications and compliance with conditions of the Notice to Contractors and Invitation to Bid, and compliance with City public contracting rules. Additional evaluation criteria are as follows: None.
4. The deadline to file a written protest or request, pursuant to the Instructions to Bidders to change contract terms, conditions or specifications is not less than ten (10) calendar days prior to bid opening. Bid closing may be extended by the City to consider a protest or request.
5. All of the contract documents, including all plans, specifications, and drawings have been examined and an examination of the site of the proposed work, together with such investigations as are necessary to determine the conditions to be encountered have been made by the undersigned and the terms and conditions of the contract and solicitation documents are hereby accepted, and that if this Offer is accepted, the undersigned will contract with the City of Ashland, Oregon, in a form substantially similar to that attached Agreement and agree to be bound to the terms and conditions of said contract and solicitation documents.
6. It is understood that the contract drawings may be supplemented by additional drawings and specifications in explanation and elaboration thereof and, if they are not in conflict with those referred to in paragraph 1 above, they shall have the same force and effect as though they were attached, and they shall be accepted as part of the contract when issued.
7. The undersigned agrees that upon written acceptance of this bid s/he will, within ten working days, of receipt of such notice, execute a formal contract agreement with the City. The undersigned further agrees that s/he will provide the following in order to execute the contract:
 - Performance Bond and Corporate Surety Payment Bond, both in the amount equal to 100% of the awarded contract;
 - Certificates of Insurance for Liability and property damage coverage;
 - Certificates of Coverage for Workman Compensation and unemployment insurance;
 - All other bonds, permits, licenses, etc. as required in the contract documents.
8. It is understood that all the work will be performed under a lump sum or unit price basis and that for the lump sum or unit price all services, materials, labor, equipment, and all work necessary to complete the project in accordance with the plans and specifications shall be furnished for the said lump sum or unit price named. It is understood that the quantities stated in connection with the price schedule for the contract are approximate only and payment shall be made at the unit prices named

for the actual quantities incorporated in the completed work. If there shall be an increase in the amount of work covered by the lump sum price, it shall be computed on a basis of "extra work" for which an increase in payment will have been earned and if there be a decrease in the lump sum payment, it shall be made only as a result of negotiation between the undersigned and the Owner. Furthermore, it is understood that any estimate with respect to time, materials, equipment, or service which may appear on the plans or in the specifications is for the sole purpose of assisting the undersigned in checking the undersigned's own independent calculations and that at no time shall the undersigned attempt to hold the Owner, the Engineer, or any other person, firm or corporation responsible for any errors or omissions that may appear in any estimate.

9. The undersigned submits the unit prices as those at which he will perform the work involved. The extensions of the column headed "ITEM TOTAL" are made for the sole purpose of facilitating bid comparisons and if there are any discrepancies between the unit prices and the total amount shown, the unit prices shall govern.
10. The undersigned agrees to furnish labor, tools, machinery, materials, transportations, equipment and services of all kinds required for, necessary for, or reasonably incidental to, construction of this Project with all appurtenant work as required by the plans and specifications of this Offer for the unit or lump sum prices in the "BID SCHEDULE".
11. In stating prices, it is understood that the prices include all materials and work required to complete the project in accordance with the Contract Documents, the plans and the specifications. If any material, item, or service required by the plans and specifications has not been mentioned specifically in the "BID SCHEDULE," the same shall be furnished and placed with the understanding that the full cost to the City has been merged with the several prices stated in the "BID SCHEDULE."
12. The City reserves the right to cancel this solicitation or to reject any and all bids in whole or in part when the cancellation or rejection is in the best interests of the City as determined by the City in accordance with ORS 279B.100
13. The foregoing prices shall include all labor, materials, equipment, overhead, profit, insurance, and all other incidental expenses to cover the finished work of the several kinds called for. Unit prices are to be shown in both words and figures. In case of any discrepancy, the amounts shown in words shall govern.
14. Upon receipt of written notice of the acceptance of its bid, Bidder shall execute a formal contract with the City within ten (10) days, deliver surety bond or bonds as required, and deliver required proof of insurance. The bid security attached in the sum of five percent (5%) of the total price for the bid or combination of bids is to become the property of the Owner in the event the contract and bond are not executed within the time above set forth as liquidated damages for the delay and additional expense to the Owner caused thereby.
15. If the proposed bid price will exceed \$50,000.00 the undersigned, as bidder, acknowledges that provisions of ORS 279C.800 to 279C.870 relating to workers on public works to be paid not less than prevailing rate of wage shall be included in the contract, or in the alternative, if the project is to be funded with federal funds and is subject to the Davis-Bacon Act (40 U.S.C. §276a) bidder agrees to comply with the Davis- Bacon Act requirements. "Prevailing Wage Rates for Public Works Contracts in Oregon," which are incorporated herein by reference, and can be accessed at: https://www.oregon.gov/boli/WHD/PWR/Pages/pwr_state.aspx
16. The undersigned shall furnish bonds required by the specifications and comply with the laws of the Federal Government, State of Oregon and the City of Ashland which are pertinent to construction contracts of this nature even though such laws may not have been quoted or referred to in the specifications.
17. Accompanying this Offer is a certified check, cashier's check or a bid bond, for the sum of Bidder's bond, 10% of Bid Total, payable to the City of Ashland, Oregon, this being an amount for ten

percent (10%) of the total bid based upon the estimate of quantities at the above price according to the conditions of the advertisement. If this Offer is accepted by the City and the undersigned fails to execute a satisfactory contract and bonds as stated in the Advertisement within ten (10) working days from the date of notification, then the City may, at its option, determine that the undersigned has abandoned the contract and there upon this Offer shall be considered null and void, and the bid security accompanying this Offer shall be forfeited to and become the property of the City of Ashland. If the bid is not accepted, the bid security accompanying this Offer shall be returned to the undersigned.

18. The undersigned agrees to comply with the provisions of ORS 279C.800 to 279C.870, the Oregon Prevailing Wage law. The undersigned, as bidder, acknowledges that provisions of ORS 279C.800 to 279C.870 relating to workers on public works to be paid not less than prevailing rate of wage shall be included in the contract, or in the alternative, if the project is to be funded with federal funds and is subject to the Davis-Bacon Act (40 U.S.C. §276a), bidder agrees to comply with the Davis-Bacon Act requirements. The undersigned Contractor agrees to be bound by and will comply with the provisions of ORS 279C.838, 279C.840 or 40 U.S.C. 3141 to 3148. [OAR 137-049-0200(1)(a)(J)].
19. The undersigned certifies that the undersigned Contractor is not ineligible to receive a contract for a public work pursuant to ORS 279C.860. Bidder further agrees, if awarded a contract, that every subcontractor will be eligible to receive a contract for a public work pursuant to ORS 279C.860.
20. The undersigned certifies that the undersigned Contractor has not discriminated against minority, women or emerging small businesses enterprises in obtaining any required subcontracts. The bidder understands and acknowledges that it may be disqualified from bidding on this public improvement project as set forth in OAR 137-049-0370, including but not limited to City discovery a misrepresentation or sham regarding a subcontract or that the Bidder has violated any requirement of ORS 279A.110 or the administrative rules implementing the Statute.
21. The undersigned agrees that the time of completion shall be defined in the specifications, and further, the undersigned agrees to initiate and complete this Project by the date stated below.
 - The work shall be commenced within ten (10) business days after receipt of the written Notice to Proceed.
 - The work shall be completed in all respects within 60 calendar days from Notice to Proceed.
 - The undersigned agrees that the "Time of Completion" shall be as defined in the specifications and that the bidder will complete the work within the number of consecutive calendar days stated for each schedule after "Notice to Proceed" has been issued by the Owner. Bidder furthermore agrees to pay as liquidated damages, for each calendar day thereafter, the amounts shown in Standard Conditions, for each day the project remains incomplete.
22. The undersigned bidder is registered with the Oregon Construction Contractors Board (CCB), the registration is current and valid, and the bidder's registration number is stated below. [OAR 137-049-0230(1)] Bidder understands that failure to have a current CCB license shall result in rejection of this bid.
23. The undersigned bidder is licensed by the State Landscape Contractors Board, *if applicable*, the license is current and valid, and the bidder's registration number is stated below. [OAR 137-049-0200(1)(a)(K)] Bidder understands that failure to have a current LCB license shall result in rejection of this bid.
24. In determining the lowest responsible bidder, City shall, for the purpose of awarding the contract, add a percent increase on the bid of a non-resident bidder equal to the percent, if any, of the preference given to that bidder in the state in which the bidder resides. "Resident bidder" of Oregon means a bidder that has paid unemployment taxes or income taxes in this state during the 12 calendar months immediately preceding submission of the bid, has a business address in this state and has stated in the

bid that the bidder is a "resident bidder" of the State of Oregon. The undersigned represents him/her self in this bid to be either a Resident or a Nonresident bidder by completing the appropriate blank below.

- The Bidder is ☐ or is not ☒ a Resident Bidder as defined in ORS 279A.120.

25. The undersigned hereby represents that no Councilor, Commissioner, officer, agency or employee of the City of Ashland is personally interested directly or indirectly in this Contract or the compensation to be paid hereunder and that no representation, statement or statements, oral or in writing, of the City, its Councilors, Commissioners, officers, agents or employees had induced him/her to enter into this Contract, and the papers made a part of its terms;
26. The undersigned has not directly or indirectly induced or solicited any person to submit a false or sham bid or refrain from bidding. The undersigned certifies that this bid has been arrived at independently and submitted without connection with any person, firm or corporation making a bid for the same material and is, in all respects, fair and without collusion or fraud.
27. The undersigned confirms that this firm has a Qualified Drug Testing Program for employees in place and will demonstrate this prior to award of contract. [OAR 137-049-0200(1)(c)(B)]
28. The undersigned confirms that if this contract involves asbestos abatement or removal, the bidder is licensed under ORS 468A.710 for asbestos removal. Asbestos abatement is not implicated in this contract.
29. The City of Ashland may waive minor informalities, reject any bid not in compliance with all prescribed public bidding procedures and requirements, and may reject for good cause any or all bids upon a finding that it is in the public interest to do so.
30. The undersigned confirms that this offer is not contingent upon City's acceptance of any terms and conditions other than those contained in this Solicitation and the Contract Documents.
31. The bidder understands that the City reserves the right to make changes to the Notice to Contractors / Invitation to Bid and the resulting contract by written addenda, prior to the closing time and date. The City will transmit addenda to registered plan holders but shall publish notice of any addenda on City's website (www.ashland.or.us) at the Public Works page. The addenda may be downloaded or picked up at the Department of Public Works, 51 Winburn Way, Ashland, Oregon. The bidder must check the website and Public Works bulletin board frequently until closing.

The bidder acknowledges that the Addendum(s) listed below have been reviewed online or a copy obtained and considered as part of the submittal of this Offer and Bid Schedule.

ADDENDUM NUMBER 0 THROUGH 0 HAVE BEEN REVIEWED

32. The bidder understands that the City will be awarding the contract to the Responsible Bidder with the lowest Responsive Bid. OAR 137-049-0200(1)(b)(C). Whether a bidder is responsible will be determined by ORS 279C.375 and the City's completion of the attached Bidder Responsibility Determination Form.
33. Instructions for First-Tier Subcontractors Disclosure.

Bidders are required to disclose information about certain first-tier subcontractors (those subcontractors contracting directly with the bidder) when the contract price exceeds \$100,000 (see ORS 279C.370). Specifically, when the contract amount of a first-tier subcontractor is greater than or equal to: (i) 5% of the project bid, but at least \$15,000, or (ii) \$350,000 regardless of the percentage, you must disclose the following information about that subcontract within two working hours of bid closing:

- The subcontractor's name and address;

- The subcontractor's Construction Contractor Board registration number, if one is required, and;
- The subcontract dollar value.

If you will not be using any subcontractors that are subject to the above disclosure requirements, you are required to indicate "NONE" on the form. Failure to submit this form by the disclosure deadline will result in a non-responsive bid. A non-responsive bid will not be considered for award.

THE CITY MAY REJECT A BID IF THE BIDDER FAILS TO SUBMIT THE DISCLOSURE FORM WITH THIS INFORMATION WITHIN TWO HOURS OF BID CLOSING.

THIS DOCUMENT SHALL NOT BE FAXED. IT IS THE RESPONSIBILITY OF BIDDERS TO SUBMIT THIS DISCLOSURE FORM AND ANY ADDITIONAL SHEETS BY THE DEADLINE. SEE INSTRUCTIONS TO BIDDERS.

The disclosure should be submitted on the First-Tier Subcontractor Disclosure Form attached to this Invitation to Bid.

34. Bidder Information and Signature

One Way Trigger, LLC

Firm Name of Bidder

Signature of Bidder

Jason Lampley

Printed Name of Bidder

Managing Member

Official Title

California

State of Incorporation

245146

CCB Number

Dated this 17th day of February 2025.

Name of Bidder Jason Lampley

Address 5960 S. Land Park Drive # 249 Sacramento, CA 95822

Telephone No. (916) 680-6886

BID SCHEDULE
2025 SLURRY SEAL PROJECT
Project No. 2025-01

Spec. No.	Item No.	Item	Bid Unit	Quantity	Unit Price	Total Price
TEMPORARY FEATURES AND APPURTENANCES						
00210	10	MOBILIZATION	LS	1	\$ 70,000	\$ 70,000
00221	20	TEMPORARY WORK ZONE TRAFFIC CONTROL, COMPLETE	LS	1	\$ 30,000	\$ 30,000
00223	30	FLAGGERS	HR	750	\$ 85	\$ 63,750
00280	40	EROSION CONTROL	LS	1	\$ 696.09	\$ 696.09
00290	50	POLLUTION CONTROL PLAN	LS	1	\$ 1500	\$ 1500
WEARING SURFACES						
EMULSIFIED ASPHALT SLURRY SEAL SURFACING (TYPE III)						
00706	60	TOLMAN CREEK RD - HWY 66 TO SISKIYOU BLVD	SQYD	13,724	\$ 2.5	\$ 34,310
00706	70	JEFFERSON AVE - NORTHERLY INTERSECTION w/ WASHINGTON ST TO SOUTHERLY INTERSECTION w/ WASHINGTON ST	SQYD	6,261	\$ 2.5	\$ 15,652.5
00706	80	FREMONT ST - NORMAL AVE TO PARK ST	SQYD	2,039	\$ 2.5	\$ 5097.5
00706	90	E. MAIN ST - LITHIA WAY TO 725' EAST OF WALKER AVE	SQYD	22,767	\$ 2.5	\$ 56,917.5
00706	100	SCENIC DR - WIMER ST TO NUTLEY ST	SQYD	10,414	\$ 2.5	\$ 26,035
00706	110	GUTHRIE ST - HOLLY ST TO ASHLAND ST	SQYD	4,113	\$ 2.5	\$ 10,282.5
00706	120	ASHLAND ST - GUTHRIE ST TO UNIVERSITY WAY	SQYD	11,326	\$ 2.5	\$ 28,315
00706	130	S. MOUNTAIN AVE - E. MAIN ST TO ASHLAND ST	SQYD	11,008	\$ 2.5	\$ 27,520
00706	140	WALKER AVE - SISKIYOU BLVD TO PINECREST TERR	SQYD	8,551	\$ 2.5	\$ 21,377.5
00706	150	PEACHEY RD - WALKER AVE TO HILLVIEW DR	SQYD	2,774	\$ 2.5	\$ 6,935
00706	160	PARADISE LN - PEACHEY RD TO END OF PAVEMENT	SQYD	1,118	\$ 2.5	\$ 2,795
00706	170	GLENVIEW DR - FORK ST TO GRANITE ST	SQYD	14,642	\$ 2.5	\$ 36,605
00706	180	ORANGE AVE - N. LAUREL ST TO HELMAN ST	SQYD	1,382	\$ 2.5	\$ 3,455
00706	190	CAMPUS WAY - E. MAIN ST TO END OF ROAD	SQYD	1,517	\$ 2.5	\$ 3,792.5
00706	200	FIELDER ST - INDIANA ST TO END OF ROAD	SQYD	760	\$ 2.5	\$ 1,900
00706	210	MOHAWK ST - PARK ST TO MARY JANE AVE	SQYD	3,518	\$ 2.5	\$ 8,795
00706	220	CRESTVIEW DR - WESTERLY END OF ROAD TO EASTERLY END OF ROAD	SQYD	7,137	\$ 2.5	\$ 17,842.5
00706	230	LINDA AVE - NEZLA ST TO CRESTVIEW DR	SQYD	4,312	\$ 2.5	\$ 10,780
00706	240	WRIGHTS CREEK DR - WIMER ST TO GRANDVIEW DR	SQYD	3,621	\$ 2.5	\$ 9,052.5
00706	250	IVY LN - END OF ROAD TO S. MOUNTAIN AVE	SQYD	2,381	\$ 2.5	\$ 5,952.5
00706	260	ALMOND ST - MANZANITA ST TO PINE ST	SQYD	3,049	\$ 2.5	\$ 7,622.5
EMULSIFIED ASPHALT SLURRY SEAL SURFACING (TYPE I & III)						
00706	270	SECT 3 - MULTI USE PATH	SQYD	2,712	\$ 11.5	\$ 31,188
00706	280	SECT 4 - MULTI USE PATH	SQYD	577	\$ 11.5	\$ 6,635.5
00706	290	SECT 5 - MULTI USE PATH	SQYD	767	\$ 11.5	\$ 8,820.5
00706	300	SECT 6 - MULTI USE PATH	SQYD	1,494	\$ 11.5	\$ 17,181

PERMANENT TRAFFIC SAFETY AND GUIDANCE DEVICES

00865	310	THERMOPLASTIC, EXTRUDED, SURFACE, NON-PROFIED, BROKEN LINE, YELLOW	FT	4,272	\$.79	\$ 3,374.88
00865	320	THERMOPLASTIC, EXTRUDED, SURFACE, NON-PROFIED, DOUBLE SOLID LINE, YELLOW	FT	2,650	\$ 2.52	\$ 6,678
00865	330	THERMOPLASTIC, EXTRUDED, SURFACE, NON-PROFIED, SOLID LINE, WHITE	FT	24,256	\$ 1.52	\$ 36,869.12
00865	340	THERMOPLASTIC, EXTRUDED, SURFACE, NON-PROFIED, SOLID LINE, YELLOW	FT	3,581	\$ 1.52	\$ 5,443.12

BID TOTAL

623,171.21

Jason Lampley

Name of Authorized Representative

six hundred Twenty-three Thousand One hundred Seventy-one
dollars and Twenty-one cents

Total Written in Dollars

02/17/2025

Authorized Representative Signature

Date

FIRST-TIER SUBCONTRACTOR DISCLOSURE FORM

INSTRUCTIONS

Instructions for Submitting Form

Submit the First-Tier Subcontractor Disclosure form in any of the following manners:

- Not later than two working hours after the time set for opening Bids. (For example, before 11:00 a.m. after a 9:00 a.m. Bid Opening.) Submit according to one of the following methods:
- Print the form from the Bid Booklet, fill it in, and either:
 - Deliver to the following address where it can be time and date stamped
City of Ashland
Community Development and Engineering Services Building
51 Winburn Way
Ashland, OR 97520, or
 - FAX it to (541) 488-6006.

The Agency is not responsible for partial, failed, illegible, or partially legible FAX transmissions or electronic submissions.

Instructions for First-Tier Subcontractor Disclosure

Without regard to the amount of a Bidder's Bid, if the Agency's cost range for a public improvement project in the "Notice to Contractors", or in other advertisement or solicitation documents is greater than \$100,000, bidders are required to disclose information about first-tier subcontractors that will furnish labor or labor and materials (See ORS 279C.370). Specifically, when the contract amount of a first-tier subcontractor is greater than or equal to: (1) 5% of the total project Bid, but at least \$15,000, or (2) \$350,000 regardless of the percentage of the total project Bid, you must disclose the following information about that subcontractor not later than two working hours after the time set for opening Bids:

- The name of the subcontractor
- The category of work that the subcontractor will be performing
- The dollar amount of the subcontract

If the Agency's cost range is greater than \$100,000 and you will not be using any first-tier subcontractors, you are still required to submit the form, with the appropriate box checked or enter "NONE" on the first line.

If the Agency's cost range is greater than \$100,000 and you are not subject to the above disclosure requirements, you are still required to submit the form, with the appropriate box checked or enter "NONE" on the first line.

THE AGENCY MUST REJECT BIDS if the Bidder fails to submit the disclosure form with this information by the stated deadline.

To determine disclosure requirements, the Agency recommends that you disclose subcontract information for any subcontractor as follows:

- 1) Determine the lowest possible prime contract price. That will be the base Bid amount less all alternate deductive Bid amounts (exclusive of any options that can only be exercised after Bid award).

- 2) Provide the required disclosure information for any first-tier subcontractor whose potential contract services are greater than or equal to: (1) 5% of the lowest contract price, but at least \$15,000, or (2) \$350,000 regardless of the percentage. Total all possible work for each subcontractor in making this determination, (for example, if a subcontractor will provide \$15,000 worth of services on the base Bid and \$40,000 on an additive alternate, then the potential amount of the subcontractor's services is \$55,000. Assuming that \$55,000 exceeds 5% of the lowest contract price, provide the disclosure for both the \$15,000 services and the \$40,000 services).

FIRST-TIER SUBCONTRACTOR DISCLOSURE FORM

Project Name 2025 Slurry Seal Project

Project Number 2025-01

Bid Opening Date February 18, 2025

Name of Bidding Contractor One Way Trigger, LLC

☐ *CHECK THIS BOX IF YOU WILL NOT BE USING ANY FIRST-TIER SUBCONTRACTORS OR IF YOU ARE NOT SUBJECT TO THE DISCLOSURE REQUIREMENTS (SEE INSTRUCTIONS)*

Firm Name <u>Hicks Striping & Curbing, LLC</u>	Dollar Amount
Category of Work <u>Striping</u>	<u>\$54,927.65</u>

Firm Name	Dollar Amount
Category of Work	

Firm Name	Dollar Amount
Category of Work	

Firm Name	Dollar Amount
Category of Work	

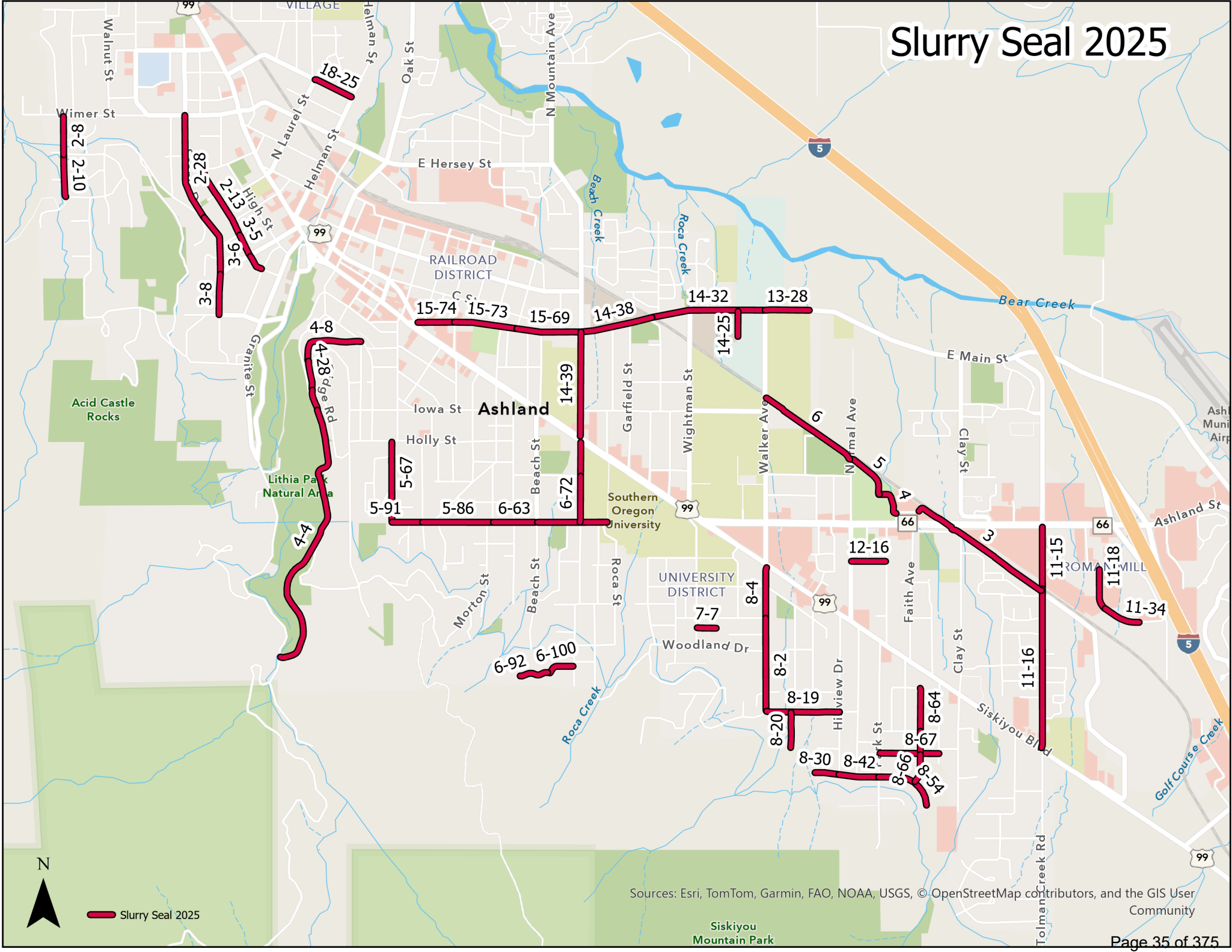
Firm Name	Dollar Amount
Category of Work	

Firm Name	Dollar Amount
Category of Work	

Firm Name	Dollar Amount
Category of Work	

(Attach additional sheets as necessary)

Slurry Seal 2025





Council Business Meeting

Date: April 1, 2025

Agenda Item	Committee Appointment Term Extensions
From	Alissa Kolodzinski, City Recorder
Contact	alissa.kolodzinski@ashland.or.us

SUMMARY

Approval of recommendations for the extension of term dates ending April 30 for committee members, in compliance with revised ORD 3244 Amending AMC 2.10 to Establish Uniform Policies and Operating Procedures for Advisory Committees and Commissions. Any committee member not listed already has a term date of December 31. New term dates are as follows:

Climate and Environment Policy Advisory Committee

- Mark Morrison - 12/31/2025
- Rick Barth - 12/31/2025
- Bryan Sohl - 12/31/2025
- Kip Barrett - 12/31/2026
- Gary Shaff - 12/31/2026
- Sidney Brown - 12/31/2026
- Sharon Dohrmann -12/31/2026
- Jennie Christopherson - 12/31/2027
- Piper Banks – 12/31/2025
- Kiera Retiz – 12/31/2025

Historic Preservation Advisory Committee

- Terry Skibby – 12/31/2025
- Eric Bonetti – 12/31/2026
- Katy Repp – 12/31/2026
- Bill Emery – 12/31/2026
- Shelby Scharen – 12/31/2026
- Mark Brouillard – 12/31/2027
- Samuel Whitford – 12/31/2027

Housing and Human Services Advisory Committee

- Rich Rohde– 12/31/2025
- Echo Fields – 12/31/2025
- Ashley Laube– 12/31/2026
- Montana Hauser– 12/31/2027
- Vincent Tufts– 12/31/2027
- James Dykstra– 12/31/2027
- Tiana Gilliland– 12/31/2027

Public Arts Advisory Committee

- Heather Warden– 12/31/2026
- Cassie Preskenis – 12/31/2027
- Russel Copley– 12/31/2027





Council Business Meeting

- Christi McLain– 12/31/2027
- Patricia Way– 12/31/2027
- Susan MacCracken Jain– 12/31/2027
- Kate Womack– 12/31/2028

Social Equity & Racial Justice Advisory Committee

- Allison Mendal – 12/31/2026
- John Tyler– 12/31/2026
- Neeta Singh– 12/31/2026
- Emily Simon– 12/31/2027
- Victoria Sage– 12/31/2027
- Catherine Greenspan– 12/31/2027

Transportation Advisory Committee

- Corinne Vieville– 12/31/2026
- Linda Peterson Adams – 12/31/2026
- Mark Brouillard– 12/31/2026
- Joe Graf– 12/31/2026
- Nick David – 12/31/2027
- Dave Richards– 12/31/2027
- Dylan Dahle– 12/31/2027

Planning Commission

- Gregory Perkinson – 12/31/2025
- Eric Herron– 12/31/2026
- Susan MacCracken Jain– 12/31/2027
- Russell Phillips– 12/31/2027
- Kerry KenCairn– 12/31/2028
- Lisa Verner - 12/31/2028

POLICIES, PLANS & GOALS SUPPORTED

BACKGROUND AND ADDITIONAL INFORMATION

Under the prior ordinance, committee member term dates ended on April 30. The revised ordinance aligns the term dates with the calendar year. As terms end, the reappointment term dates will be adjusted to ensure that no more than one-third of committee members' terms expire in the same year.

FISCAL IMPACTS

SUGGESTED ACTIONS, MOTIONS, AND/OR OPTIONS

I move to approve the extension of committee member term dates as reflected.

REFERENCES & ATTACHMENTS

None



Council Business Meeting





Council Business Meeting

Date: April 1, 2025

Agenda Item	Resolution 2025-03 Authorizing Property Line Adjustment and Conveyance of City-Owned Property (Imperatrice Property)
From	Scott Fleury, Director
Contact	scott.fleury@ashland.or.us

SUMMARY

Before the Council is a resolution authorizing the City Manager to execute a Property Line Adjustment (PLA) and associated conveyance of approximately 1.52 acres of City-owned property (Tax Lot 200) to adjacent private property owners Joseph and Katherine Iverson (Tax Lot 100). This action is based on a completed survey and a land use decision approved by Jackson County, and it resolves a longstanding discrepancy between the surveyed legal boundary and a fence line co-constructed by the City and Iversons in 1996.

This Council Communication appends a detailed report from Public Works, which also serves as the statutory report required under ORS 271.310 to support a conveyance of public land.

POLICIES, PLANS & GOALS SUPPORTED

City Council Goals:

- Evaluate real property and facility assets to strategically support the City's mission and goals.
- Steward City resources to maintain long-term fiscal sustainability.

BACKGROUND AND ADDITIONAL INFORMATION

In 1996, the City of Ashland and the Iversons jointly replaced a fence they understood to be the boundary between City-owned land and the Iverson parcel. Recent surveying confirmed that the fence line lies within the City's Tax Lot 200. To correct this discrepancy, the Iversons initiated a PLA application through Jackson County.

On December 16, 2024, Jackson County tentatively approved the PLA (File #439-24-00057-SUB), transferring 1.52 acres from the City's parcel to the Iverson parcel. Final County approval is pending submission of a survey and deeds, which are in process. Jackson County's surveyor has confirmed that the PLA and associated legal descriptions comply with ORS Chapter 92.

The Public Works Department has determined the portion of land to be conveyed is not needed for current or future public use. Therefore, the proposed resolution authorizes the City Manager to execute the necessary deeds and complete the property transfer.

FISCAL IMPACTS

There is no payment of consideration for the conveyance. This action resolves a known boundary issue and results in the City divesting a small portion of land that is not necessary for City purposes. Minor administrative and recording costs will be absorbed into Public Works' operating budget.

SUGGESTED ACTIONS, MOTIONS, AND/OR OPTIONS

Staff recommend that the Council adopt the resolution authorizing the City Manager to complete the property line adjustment and conveyance. Recommended motion:

I move to approve Resolution 2025-03 authorizing the City Manager to execute a property line adjustment and conveyance of a portion of Tax Lot 200 to Joseph and Katherine Iverson.

REFERENCES & ATTACHMENTS



Council Business Meeting

1. Resolution for PLA-Imperatrice Property
2. Imperatrice conveyance-Report_Public Works
3. Hearn Letter to Ms. Iverson Mr. Fleury Mr. Kampman re PLA 1720 N. Mountain 12.19.2024
4. JC Surveyor Ltr to Planning re Iverson PLA - signed
5. Iverson-CoA PLA Map of Survey
6. Hearn Memo to Mr. Molnar with Enclosures - Property Line Adjustment Request - Iverson - 1720 N. Mountain Ave. - 07-25-2022 (1)
7. Hearn Ltr. to Council re Iverson PLA Authorization - 03-26-2025



RESOLUTION NO. 2025-03

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE DEEDS TO EFFECTUATE A PROPERTY LINE ADJUSTMENT BETWEEN CITY-OWNED LAND (IMPERATRICE PROPERTY) AND ADJACENT PROPERTY OWNED BY JOSEPH AND KATHERINE IVERSON

WHEREAS, the City of Ashland owns certain real property located at 1925 Eagle Mill Road (Tax Lot 200, Assessor's Map 38-1E-33), commonly referred to as the Imperatrice Property; and

WHEREAS, the adjacent property at 1720 North Mountain Avenue (Tax Lot 100, Assessor's Map 38-1E-33) is owned by Joseph and Katherine Iverson; and

WHEREAS, a longstanding boundary fence—jointly constructed and replaced by the City and the Iversons in 1996—was later found to encroach onto City-owned land due to historical survey inaccuracies; and

WHEREAS, Joseph and Katherine Iverson initiated a formal Property Line Adjustment (PLA) application with Jackson County (File No. 439-24-00057-SUB), which was approved with conditions on December 16, 2024, to transfer approximately 1.52 acres from the City's parcel to the Iverson parcel; and

WHEREAS, a final map of survey has been completed by a licensed surveyor, and the County Surveyor has confirmed that the survey and legal descriptions meet the requirements of ORS Chapter 92; and

WHEREAS, the City has reviewed the proposed conveyance and determined that the affected portion of land is not needed for public use and that the adjustment serves the public interest by clarifying legal boundaries and resolving a longstanding encroachment; and

WHEREAS, ORS 271.310 authorizes a city to sell, exchange, or otherwise dispose of real property not needed for public use, upon approval by resolution of the governing body; and

WHEREAS, ORS Chapter 93 sets forth the requirements for the execution, acknowledgment, and recordation of conveyances of real property in Oregon;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ASHLAND, OREGON:

SECTION 1. The City Council hereby declares that the portion of City-owned land to be conveyed under the approved Property Line Adjustment is not needed for public use and may be conveyed in accordance with ORS 271.310.

SECTION 2. The City Council authorizes the City Manager, or their designee, to execute deeds and all necessary documents to complete the property line adjustment and conveyance to Joseph

and Katherine Iverson, consistent with Jackson County's land use approval and the recorded survey.

SECTION 3. The execution, acknowledgment, and recordation of said deeds shall comply with the requirements of ORS Chapter 93 and applicable County procedures.

SECTION 4. This resolution is effective upon adoption.

This resolution was duly PASSED and ADOPTED this _____ day of _____, and takes effect upon signing by the Mayor.

Alissa Kolodzinski, City Recorder

SIGNED and APPROVED this _____ day of _____, 2025.

Tonya Graham, Mayor

Reviewed as to form:

Douglas M. McGeary, Acting City Attorney

CITY OF ASHLAND
Public Works Department
Staff Report – Property Line Adjustment and Conveyance: Imperatrice and Iverson Properties

Date: March 26, 2025

Prepared by: Scott Fleury, Public Works Director

Subject: Property Line Adjustment (PLA) and Conveyance Between City and Joseph & Katherine Iverson

1. Background

This report supports the proposed Property Line Adjustment (PLA) and associated conveyance of a small portion of City-owned land (Tax Lot 200) to the adjacent property owners, Joseph and Katherine Iverson (Tax Lot 100). The affected parcels are located at 1925 Eagle Mill Road (City property, formerly part of the Imperatrice holdings) and 1720 North Mountain Avenue (Iverson residence).

Historically, a fence line presumed to mark the boundary between these two properties was constructed decades ago. In 1996, this fence was replaced jointly by the Iversons and the City. Subsequent modern surveying revealed that the longstanding fence line encroaches slightly upon City-owned land, south of the TID East Lateral ditch.

2. Purpose of the Adjustment

The proposed PLA is intended to resolve the longstanding boundary discrepancy by aligning the legal property boundary with the historically recognized and jointly maintained fence line. This will:

- Clarify the actual use and possession of the land;
- Reduce future title ambiguity;
- Support neighborly and legally consistent land stewardship.

3. Conveyance of City-Owned Land

To complete the PLA, a small portion of City property will be conveyed to the Iversons. The property to be conveyed has been reviewed by staff and determined **not to be needed for current or future public use**. The proposed adjustment does not impair City infrastructure or operational plans.

This report is submitted in support of the findings required for Council approval of the conveyance under state law. A resolution has been prepared that:

- Declares the subject land unnecessary for public use;
- Authorizes the City Manager to execute deeds and necessary documents;
- Requires that the legal conveyance conform to ORS requirements.

4. Supporting Documentation

Public Works anticipates receiving the following supporting documentation from the surveyor:

- Final survey map and legal description of the adjusted parcels;
- Written narrative or certification confirming the location of historical and new boundary markers;
- The December 16, 2024 Jackson County Development Services staff decision for PLA recognition;
- The County Surveyor's letter confirming ORS 92 compliance;
- Updated legal descriptions suitable for recording the conveyance deeds;
- The survey plat; and
- The Hearn letter confirming deed preparation and outlining conditions for final approval;

These will be incorporated into the final packet prior to deed execution.

5. Recommendation

Staff recommends that the City Council adopt the Resolution authorizing the property line adjustment and conveyance. The proposed action reflects good land management and resolves a longstanding issue cooperatively with the adjacent property owner.

JACK DAVIS
CHRISTIAN E. HEARN
EUGENE V. ANDERSON
RACHELE R. SELVIG
ANDREW M. NARUS

DAVIS HEARN
ANDERSON & SELVIG
ATTORNEYS AT LAW

A Professional Corporation

Established 1953

515 EAST MAIN STREET
ASHLAND, OREGON 97520
(541) 482-3111 FAX (541) 488-4455
www.davishearn.com

SAM B. DAVIS (1923-2017)
SIDNEY E. AINSWORTH (1927-2003)
DONALD M. PINNOCK - Retired
DAVID V. GILSTRAP - Retired
SUSAN VOGEL SALADOFF - Retired
GARRISON F. TURNER - Retired

December 19, 2024

Transmitted by Email

Katherine Iverson
1720 N Mountain Ave
Ashland, Oregon 97520

Scott Fleury
Public Works Director, City of Ashland
51 Winburn Way
Ashland, OR 97520

Shawn Kampmann
Polaris Land Surveying LLC
151 Clear Creek Drive
Ashland, OR 97520

Re: Property Line Adjustment - Iverson / City of Ashland
Jackson County Development Services File #439-24-00057-SUB
Iverson Property: 1720 N. Mountain Ave. (38-1E-33, Tax Lot 100)
City of Ashland Property: 1925 Eagle Mill Rd. (38-1E-33, Tax Lot 200)

Dear Katherine, Scott and Shawn,

On December 16, 2024, Jackson County Development Services tentatively approved the property line adjustment application we submitted. See attachment.

Assuming no appeal of county's decision is filed, the attached county staff decision will become final on December 31, 2024.

The next step is for Polaris Land Surveying to complete the conditions of approval required to file the property line adjustment plat. These conditions are found at pages 5 and 6 of the attached county Decision, and include:

- **Survey Requirement for PLA:** A survey, consistent with the requirements in ORS Chapter 92, must be prepared by an Oregon licensed surveyor and submitted to the County Surveyor for approval prior to submittal to Development Services for signature. (LOO Section 3.4.2C).
(This is Shawn's project.)
- **County Surveyor Approval:** The deeds or other instruments of conveyance shall be reviewed and approved by the County Surveyor prior to submittal to Development Services. ***(Our office will draft the deeds.)***

Page -2-

Katherine Iverson, Scott Fleury, Shawn Kampmann
December 19, 2024

- **Expiration:** Within one (1) year of final approval of a property line adjustment application, the survey will be filed with the County Surveyor and the deeds or other instruments of conveyance will be recorded with the County Clerk. The deeds or other instruments will describe the adjusted properties in their entirety. Notwithstanding Section 2.6.8, a time extension of not more than 12 additional months may be granted by the Director based upon a written request from the applicant made prior to the expiration of the original 12 months, or within 30 days after that expiration date in accordance with Section 2.6.8. After 12 months, or at the end of any extension granted, the approval will be considered void if the required documents have not been recorded. In any event, the total time period within which to finalize the approval will not exceed two (2) years.
- **PTP - Copies:** Prior to issuance of permits on any of the adjusted parcels, a copy of the recorded survey and/or new deed descriptions must be submitted to the Development Services Department.

As always, please let me know if you have any questions/concerns after reviewing the attached Decision.

Sincerely,
DAVIS HEARN ANDERSON & SELVIG, PC



Christian E. Hearn
chearn@davishearn.com

Enclosures: Jackson County Development Services Tentative Staff Decision
(Note: The attached "Tentative Decision" will automatically become a "Final Decision" final on 12/31/2024, assuming no appeal is filed with Jackson County's Planning Division.)



Jackson County Oregon

Development Services
10 South Oakdale Avenue, Room 100, Medford, OR 97501-2902

NOTICE OF TENTATIVE STAFF DECISION ON APPLICATION FOR A LAND USE PERMIT (FILE NO. 439-24-00057-SUB)

Dear Jackson County Property Owner:

On December 16, 2024, Jackson County Development Services approved with conditions, an application for a land use permit on the following described property: Township 38 South, Range 1 East, Section 33, Tax Lots 100 and 200, located at 1720 North Mountain Ave., and 1925 Eagle Mill Road, respectively. The Department's decision (File No.439-24-00057-SUB) tentatively approves the following use(s) on the above-described property:

A property line adjustment transferring of approximately 1.52 acres from Tax Lot 200 to Tax Lot 100.

The following approval criteria were applied in rendering this decision: Sections 3.4.2, 3.4.3, 8.7 and 10.2 of the 2004 Jackson County Land Development Ordinance. You have the right to appeal this tentative Departmental decision. If appealed, the County's final decision will be made by the hearings body following a public hearing on the matter.

If you wish to appeal this decision, your written request, ***in conformance with and pursuant to Land Development Ordinance Section 2.7.5(D)(2)(c)***, must be received by the Department at the address listed below no later than December 30, 2024 at 4:00 p.m., and you must pay an appeal fee of \$250.00. If you prevail at the appeal hearing or upon a subsequent appeal, the initial hearing fee will be refunded to you.

This notice is dated December 16, 2024. The application, staff report, applicable criteria for decision and associated materials are available for inspection at the Department. Copies can be obtained at reasonable cost if requested. Additional information is available by contacting **Francisco Hernandez** (Phone: 541-774-6903) at the Department, or at this address:

**Development Services
Jackson County Courthouse
10 South Oakdale Avenue, Rm 100
Medford Oregon 97501-2902**

Jackson County residents outside the Medford toll free area can call 1-800-452-5021 and enter the following 4-digit extension: 6903.

Attachments: Zoning Map
Tentative Plan
Conditions of Approval (pg. 5-6)

cc: Owners/Applicants, Applicant's Agent, Applicant's Surveyor (w/ complete staff report)

RECEIVED
DEC 19 2024



JACKSON COUNTY DEVELOPMENT SERVICES

TYPE 2 LAND USE REVIEW

Property Line Adjustment- Resource Lands STAFF REPORT

DEVELOPMENT SERVICES

Francisco Hernandez
Planner III

10 South Oakdale Ave.
Medford, OR 97501
Phone: (541) 774-6903
Fax: (541) 774-6791
hernanfm@jacksoncountyor.gov

OWNER: Katherine R. Iverson, Trustee
1720 N. Mountain Ave.
Ashland, OR 97520

FILE: 439-24-00057-SUB

OWNER: City of Ashland
51 Winburn Way
Ashland, OR 97520

AGENT: Chris Hearn
515 East Main Street
Ashland, OR 97520

MAP DESCRIPTION:

TWP: 38S RANGE: 1E SECTION: 33 TAX LOT(s): 100
TWP: 38S RANGE: 1E SECTION: 33 TAX LOT(s): 200

LOCATION: Tax Lot 100 is located at 1720 N. Mountain Ave., Ashland, OR. Tax Lot 200 is located at 1925 Eagle Mill Road, Ashland, OR.

NATURE OF APPLICATION: Transfer of approximately 1.52 acres from Tax Lot 200 to Tax Lot 100.

STAFF DECISION: Approval with Conditions.

STAFF FINDINGS: The following serve as findings and show compliance with Section 3.4.2, 3.4.3, 8.7 and 10.2.

1. If in separate ownership, the owners of **both** properties that will be modified by the property line adjustment have signed the application form or a letter of authorization –OR– if in sole ownership, the owner of the properties has signed the application.

Met ☒ Not Met ☐

2. A to-scale plot plan on 8 ½" x 11" paper is included in this application.

Met ☐ Not Met ☒

3. The plot plan shows or includes the following:

- a. The existing property lines and the proposed property lines.

Met ☒ Not Met ☐

- b. The location of all above ground structures.

Met ☒ Not Met ☐ N/A ☐

- c. Septic systems, and wells and their distance from the proposed property line and easements.

Met ☒ Not Met ☐ N/A ☐

Key Issue: The Applicants have agreed to file a survey and execute relevant deeds following approval of the application.

- 1) The parcel is served by sewer district. Yes ☐ No ☒
2) The parcel is served by water district. Yes ☐ No ☒

- d. The amount of land in square footage or acres being added or subtracted and the resulting parcel size.

Met ☒ Not Met ☐

TWP: 38S RANGE: 1E SECTION: 33 TAX LOT: 100
Zone: EFU

Acreage **before** the adjustment: 40.45 Acres
Acreage **after** the adjustment: 41.97 Acres

TWP: 38S RANGE: 1E SECTION: 33 TAX LOT: 200
Zone: EFU

Acreage **before** the adjustment: 408.93 Acres
Acreage **after** the adjustment: 407.41 Acres

- e. The approximate location of areas subject to inundation or storm water overflow, all areas covered by water, and the location, width, and direction of flow of all water courses.

Met ☐ Not Met ☒ N/A ☐

Key Issue: Wetlands and stream bisect both parcels. However, no development is proposed or authorized by approval of the PLA.

4. Section 3.4.3 Approval Criteria

- a. Both properties were lawfully created. (see findings in file)

Met ☒ Not Met ☐

- b. No new parcels are being created by the property line adjustment.

Met ☒ Not Met ☐ N/A ☐

- c. One or both of the abutting properties are smaller than the minimum lot or parcel size for the applicable zone before the property line adjustment and after the adjustment one is as large as or larger than the minimum lot or parcel size for the applicable zone -OR- both abutting properties are smaller than the minimum lot or parcel size for the applicable zone before and after the property line adjustment.

Met ☒ Not Met ☐

Key Issue: Staff accepts the Applicants finding. TL 200 continues to exceed the minimum EFU parcel size. TL 100 is nonconforming before and after the adjustment.

- d. All buildings comply with the minimum structural setbacks –OR- The building or improvement will not be made more nonconforming by the adjustment. Additionally, conforming on-site characteristics (e.g., landscaping or access) will not be made nonconforming.

Met ☒ Not Met ☐ N/A ☐

Key Issue: Staff accepts the Applicant's finding. At the 1"=200' scale, all existing structures on TL 100, including the greenhouse adjacent to the area acquired from TL 200 appears to meet the required 30' setback.

- e. The adjustment will not result in a parcel overlap a city limit, urban growth boundary, county, or State line.

Met ☐ Not Met ☐ N/A ☒

Key Issue: Staff accepts the Applicant's finding. Both parcels are outside the Ashland City Limits.

- f. The adjustment will not result in a parcel being made buildable that was not capable of being developed prior to the adjustment for reasons such as being too small or narrow.

Met ☒ Not Met ☐ N/A ☐

Key Issue: Staff accepts the Applicant's finding. Both parcels are buildable before and after the adjustment.

- g. IN RESOURCE DISTRICTS:

- 1) The property line adjustment will not: Decrease the size of a lot or parcel that, before the relocation or elimination of all or a portion of the common property line, is smaller than the minimum lot or parcel size for the applicable zone and contains an existing dwelling or is approved for the construction of a dwelling, if the abutting vacant tract would be

increased to a size as large as or larger than the minimum tract size required to qualify the vacant tract for a dwelling; -OR- Decrease the size of a lot or parcel that contains an existing dwelling or is approved for construction of a dwelling to a size smaller than the minimum lot or parcel size, if the abutting vacant tract would be increased to a size as large as or larger than the minimum tract size required to qualify the vacant tract for a dwelling; -OR- Allow an area of land used to qualify a tract for a dwelling based on an acreage standard to be used to qualify another tract for a dwelling if the land use approval would be based on an acreage standard.

Met ☒ Not Met ☐

Key Issue: Staff accepts the Applicant's finding. TL 100 contains a dwelling and TL 200 remains a vacant 407.41 acre parcel.

- 2) A property line adjustment for the purpose of adjusting percentages of nonproductive soils on a vacant parcel for a zone change to a non-resource zone is prohibited.

Met ☒ Not Met ☐

Key Issue: Staff accepts the Applicant's finding. GIS soils mapping shows soils percentages do not change as a result of the PLA.

- 3) A property line adjustment for the purpose of transferring a dwelling from one parcel to another may be approved provided the parcel receiving the dwelling qualifies for a homesite.

Met ☒ Not Met ☐

Key Issue: Staff accepts the Applicant's finding. TL 200 remains vacant and TL 100 retains the existing dwelling.

- 4) When a lot, parcel or tract is reconfigured pursuant to applicable law after November 4, 1993, the effect of which is to qualify a lot, parcel or tract for the siting of a dwelling, the date of the reconfiguration is the date of creation or existence. Reconfigured means any change in the boundary of the lot, parcel or tract.

Met ☒ Not Met ☐

Key Issue: The adjustment will not result in either parcel qualifying for the siting of a dwelling. TL 100 retains it's 1950 creation date. TL 200 retains it's 1967 creation date.

5. The flagpole must maintain a minimum of 25' in width.

Met ☐ Not Met ☐ N/A ☒

Key Issue: None.

6. The access to a public or private road is provided.

Met ☒ Not Met ☐ N/A ☐

Key Issue: TL 100 retains frontage on North Mountain Avenue. Tax Lot 200 retains frontage on Eagle Mill Road.

7. Will the property line adjustment reduce the prescribed fuelbreak setback?

Yes. ☐ No. ☐ N/A ☒

- a. If the answer to the above question is yes, the fuelbreak reduction or easement is attached.

Met ☐ N/A ☒

Case Number: XXX Recording Number: XXX

8. The adjustment is necessary to acquire road frontage.

Yes ☐ No ☒

Key Issue: None.

CONCLUSION

Based on the above findings, staff found the property line adjustment proposal to comply with the approval criteria of Section 3.4.3 of the LDO. Conditions of approval are required to assure that the adjustment will be completed in conformance with the procedures required by Section 3.4.2.

DECISION

File 439-24-00057-SUB, an application for a Type 2 land use decision to allow a property line adjustment on property described as Township 38 South, Range 1 East, Section 33, Tax Lot 100, and Tax Lot 200, is hereby approved, subject to the following conditions.

- 1) No New Parcels: No new parcels are authorized by this property line adjustment. (LDO Section 3.4.3B)
- 2) Survey Requirement for PLA: A survey, consistent with the requirements in ORS Chapter 92, must be prepared by an Oregon licensed surveyor and submitted to the County Surveyor for approval prior to submittal to Development Services for signature. (LDO Section 3.4.2C)
- 3) County Surveyor Approval: The deeds or other instruments of conveyance shall be reviewed and approved by the County Surveyor prior to submittal to Development Services.
- 4) Expiration: Within one (1) year of final approval of a property line adjustment application,

the survey will be filed with the County Surveyor and the deeds or other instruments of conveyance will be recorded with the County Clerk. The deeds or other instruments will describe the adjusted properties in their entirety. Notwithstanding Section 2.6.8, a time extension of not more than 12 additional months may be granted by the Director based upon a written request from the applicant made prior to the expiration of the original 12 months, or within 30 days after that expiration date in accordance with Section 2.6.8. After 12 months, or at the end of any extension granted, the approval will be considered void if the required documents have not been recorded. In any event, the total time period within which to finalize the approval will not exceed two (2) years.

- 5) PTP – Copies: Prior to issuance of permits on any of the adjusted parcels, a copy of the recorded survey and/or new deed descriptions must be submitted to the Development Services Department.

It is the applicant's responsibility to ensure that the property line adjustment occurs consistent with the submitted application. In order to complete the adjustment, new deeds must be prepared and recorded in the County Clerk's office for each parcel. The deeds must describe the new boundaries of each of the adjusted parcels. The deed should include a reference at the top stating "Property Line Adjustment, Jackson County File # 439-24-00057-SUB". A title company, attorney, or surveyor may be of assistance in preparing the deeds.

PLEASE NOTE THAT ALL TAXES MUST BE PAID IN FULL BEFORE THE ASSESSOR'S OFFICE WILL PROCESS THE PROPERTY LINE ADJUSTMENT.

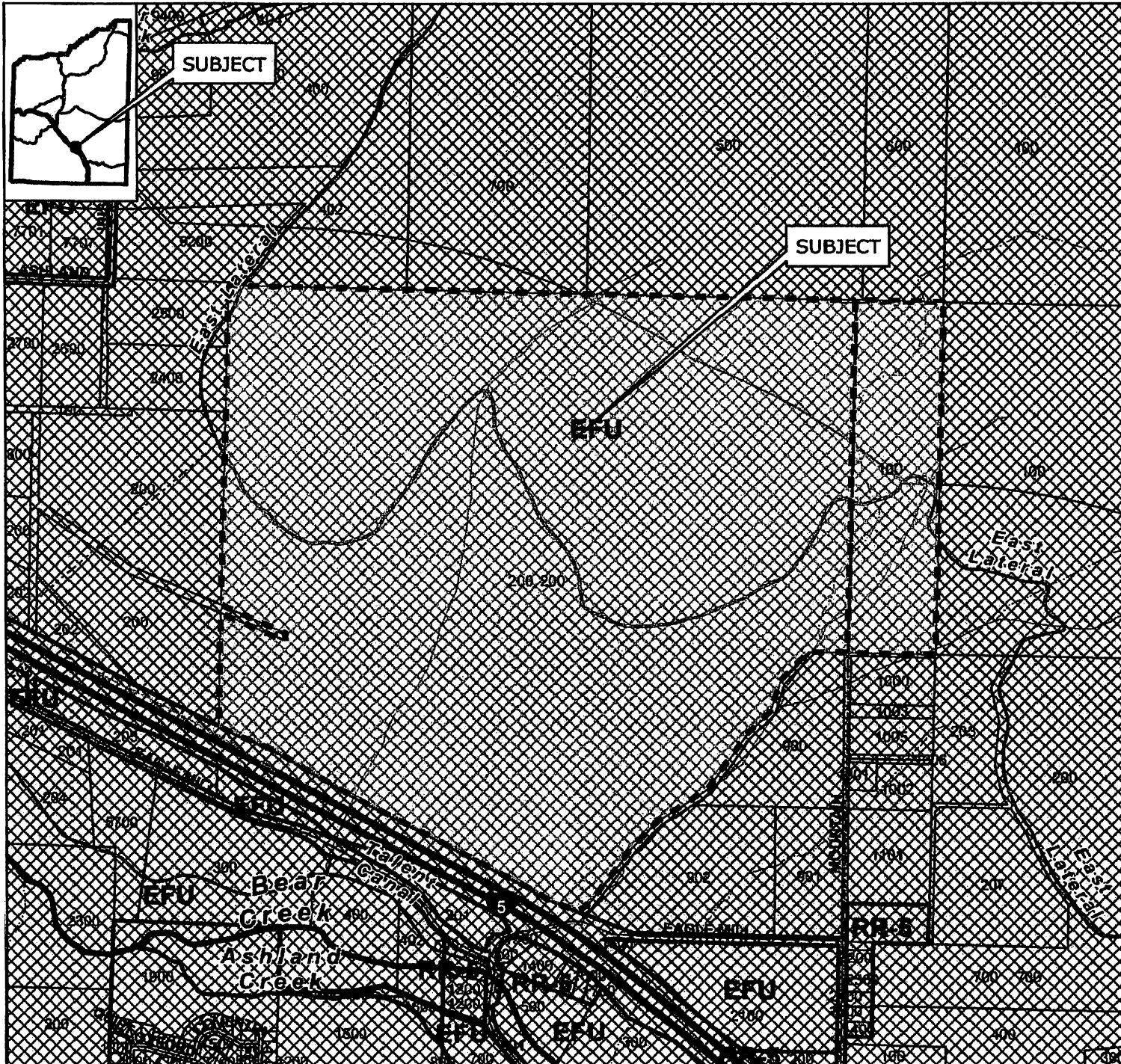
This decision is limited to the County's review of applicable zoning rules and land use law, as outlined in the Jackson County Comprehensive Plan, the Jackson County Land Development Ordinance, and the Oregon Administrative Rules and Oregon Revised Statutes relating to land use. Other County, State and Federal agencies may have regulatory review authority for development projects. The decision rendered herein neither implies nor guarantees compliance with the requirements of any other regulatory agency. It is the property owner's responsibility to ensure that the development complies with the requirements of any other regulatory agency or provisions of law prior to initiating development.

Notice of this decision is being sent to property owners in the vicinity of this property. They or the property owner have the right to appeal the decision within 12 days of the date this decision is mailed. This decision will be final on the 13th day, provided an appeal hearing has not been requested.

JACKSON COUNTY PLANNING DIVISION


By: Francisco Hernandez
Planner III

Date: December 16, 2024



Development Services

ZONING

APPLICANT:

IVERSON

38-1E-33 TL 100/200

439-24-00057-SUB

Legend

- Applegate, Rogue, Bear Creek
- Rivers and Major Streams
- Named Streams
- Minor Streams
- Intermittent Streams
- Underground Streams
- Canals
- Canals - Tunnels / Siphons
- ▬ County Zoning - Outline
- ▬ Urban Fringe
- ▬ Mutual Concern
- ▬ Air Quality Management Area (AQMA)

N



0 570 1,140

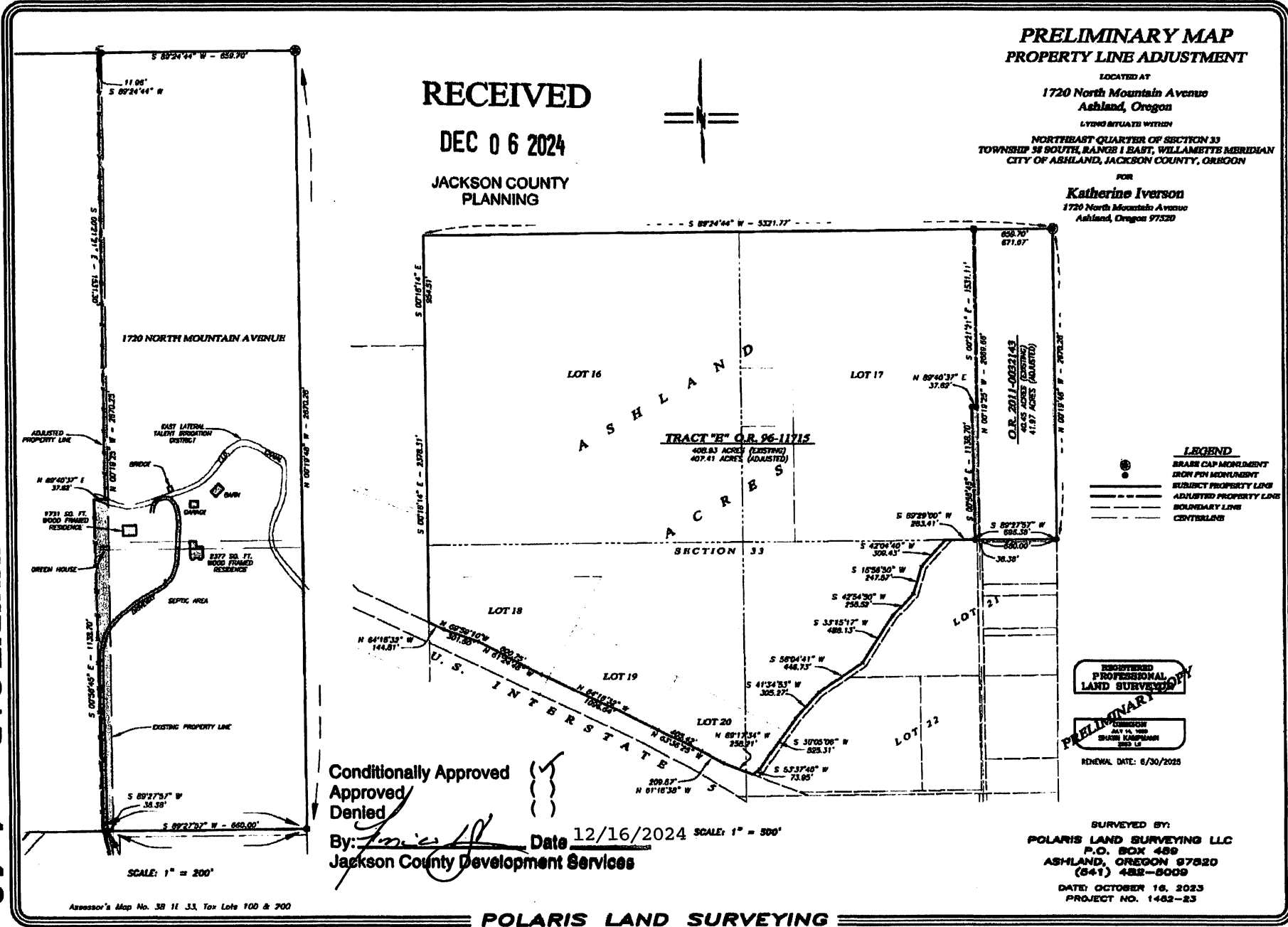


Feet

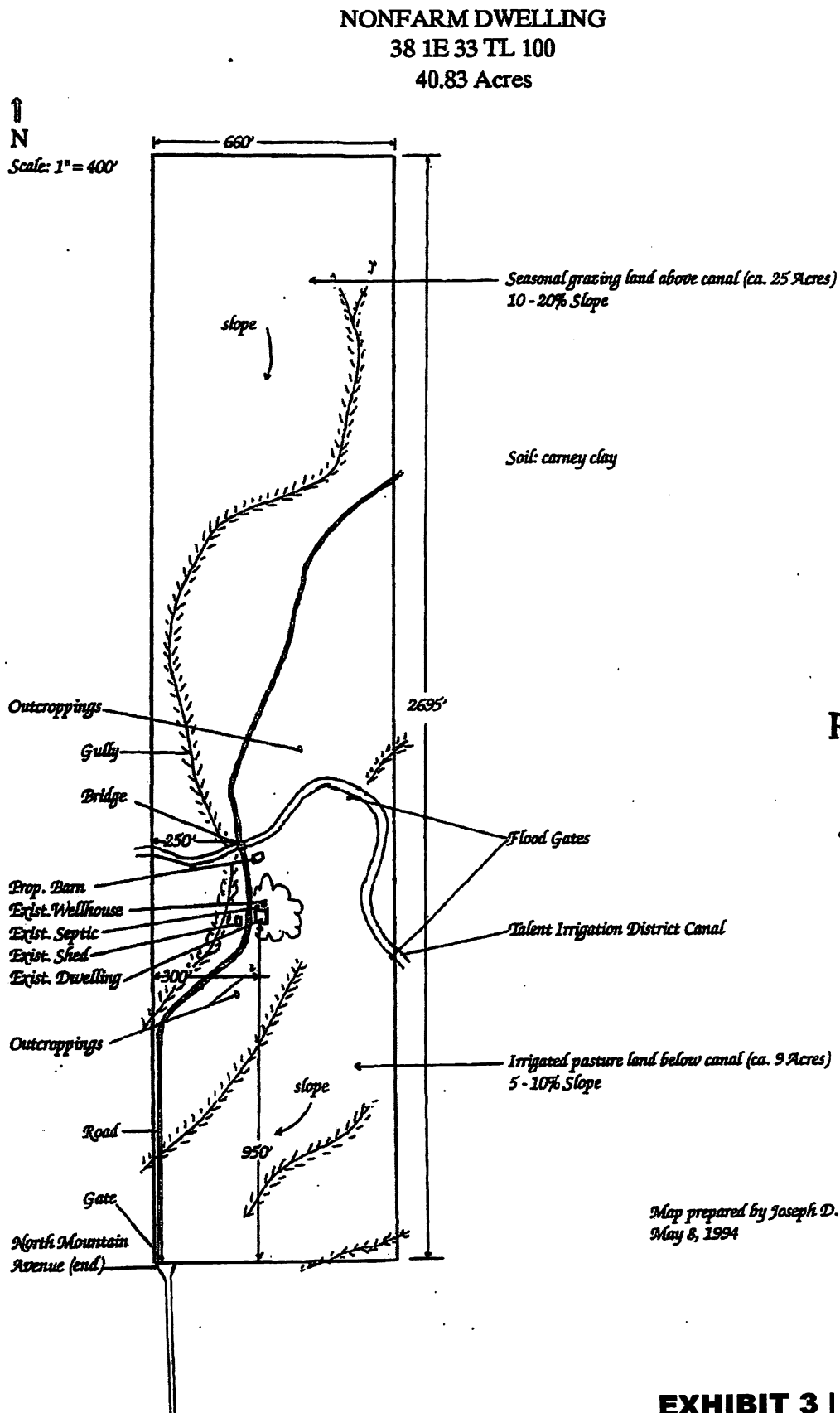
1 inch = 1,000 feet

This map is based on a digital database compiled by Jackson County from a variety of sources. Jackson County cannot accept responsibility for errors, omissions, or positional accuracy. There are no warranties, expressed or implied.

Plot date: 10/09/2024; Research Sheet Map; campbpa



Site Plan for Nonfarm Dwelling on Iverson Tax Lot 100 (Dated: May 8, 1994)



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DEC 06 2024

JACKSON COUNTY
PLANNING

Map prepared by Joseph D. Iverson
May 8, 1994



**JACKSON
COUNTY**
Oregon

Office of the County Surveyor

Surveyor

Scott Fein, PLS, CWRE, CFEDS
County Surveyor

10 S Oakdale Ave #318
Medford, OR 97501
Phone: 541-7746190
FeinSD@jacksoncountyor.gov

To: County Planning
From: Scott Fein, County Surveyor

The attached property line adjustment for Katherine Iverson
Per 439.24.00057-SUB has been reviewed for the survey and legal description
requirements per ORS 92 and LDO Chapter 3 which have been met and is ready for recording.

Scott Fein 3/24/2025
Scott Fein, Date
DEPUTY Jackson County Surveyor

APPROVALS:

JACKSON COUNTY PLANNING
FILE # 439-24-00057-SUB / PROPERTY LINE ADJUSTMENT

JACKSON COUNTY SURVEYOR
REVIEWED AND APPROVED THIS _____ DAY OF _____, 2025, PER O.R.S. 92.070

MAP OF SURVEY PROPERTY LINE ADJUSTMENT

LYING SITUATE IN
SECTION 33
TOWNSHIP 38 SOUTH, RANGE 1 EAST, WILLAMETTE MERIDIAN
JACKSON COUNTY, OREGON

FOR
Katherine Iverson
1720 North Mountain Avenue
Ashland, Oregon 97520

LEGEND

2-1/2" BRASS CAP ON 1" IRON PIPE AT N.E. CORNER OF SECTION 33 PER S/N 7035 BY MARK BOYDEN L.S. 281 (RECOVERED)
3/4" IRON PIN, NO OTHER MARKINGS, PER S/N 3035 BY L.E. AGER, L.S. 21 (RECOVERED)
5/8" IRON PIN, w/ YELLOW PLASTIC CAP STAMPED "LJ FRIAR & ASSOC.", PER S/N 16230 BY JAMES E HIBBS (RECOVERED)
3/4" IRON PIN AT THE NORTHEAST CORNER OF GOVT. LOT 21, BY L.E. AGER L.S. 21, PER S/N 3035 (RECOVERED)
5/8" EXPOSED IRON PIN, w/ DAMAGED RED PLASTIC CAP, PER S/N 18788 BY DARRELL L HUCK, L.S. 2023 (RECOVERED)
5/8" x 24" IRON PIN w/ ORANGE PLASTIC CAP STAMPED "KAMPMANN PLS 2883" (ESTABLISHED)
2-1/2" BRASS CAP ON 1" IRON PIPE AT THE NORTHWEST CORNER OF DONATION LAND CLAIM NO. 54 PER S/N 18788 (RECOVERED)
SECTIONAL CORNERS (CALCULATED)
SUBJECT PROPERTY LINE
ADJUSTED PROPERTY LINE
BOUNDARY LINE
CENTERLINE OF PUBLIC ROAD
FRACTIONAL SECTION LINE
OFFICIAL RECORDS, JACKSON COUNTY CLERK
DEED RECORD VOLUME / PAGE, JACKSON COUNTY CLERK
SURVEY FILE NUMBER, JACKSON COUNTY SURVEYOR
SURVEY RECORD DATA PER S/N 18720 (JAMES HIBBS)
SURVEY RECORD DATA PER S/N 18788 (DARRELL L. HUCK)
SURVEY RECORD DATA PER S/N 7035 (MARK BOYDEN)

SURVEY NARRATIVE

UTILIZING AN ELECTRONIC LEICA TS-16I ROBOTIC TOTAL STATION WITH RANGING PRISMS IN CONJUNCTION WITH A LEICA GS-16 GNSS RECEIVER OPERATING ON THE OREGON REALTIME GEODETIC NETWORK, I SURVEYED AND MONUMENTED THE PROPERTY LINE ADJUSTMENT AS SHOWN HEREON AS APPROVED BY THE JACKSON COUNTY PLANNING DEPARTMENT. THE SUBJECT TRACTS WERE PREVIOUSLY SURVEYED AND MONUMENTED ON JUNE 7, 1999 AND CORRECTED ON APRIL 9, 2005 BY JAMES E. HIBBS AS DENOTED ON FILED SURVEYS NO. 16230 & 18720. REMAINING MONUMENTS FROM THE 2005 SURVEY WERE TIED AND FOUND IN SATISFACTORY RELATIVE POSITION WITH THE RECORD SURVEY AND DEED RECORD DATA AND HELD FOR POSITION AS SHOWN.

BASIS OF BEARING

THE BASIS FOR HORIZONTAL CONTROL FOR THIS SURVEY IS THE OREGON COORDINATE REFERENCE SYSTEM (OCRS) GRANTS PASS TO ASHLAND ZONE, NAD83 (2001) EPOCH 2010.00.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JULY 14, 1998
SHAWN KAMPMANN
2883 LS

RENEWAL DATE: 6/30/2025

SURVEYED BY:

POLARIS LAND SURVEYING LLC
P.O. BOX 459
ASHLAND, OREGON 97520
(541) 482-5009

DATE: MARCH 10, 2025
PROJECT NO. 1462-23

LOT 16

TRACT A
O.R. 96-11715

T38S R1E
S 28 S 27
S 33 S 34
LS 281
1977

S - 29 S - 28
S - 32 S - 33
N 89°25'43" E - 5321.74' (N 89°50'03" E - 5321.77')
4650.07'

UNSURVEYED
LOT 16
ASHLAND
TRACT "E" O.R. 96-11715

SURVEY NOTE
EXISTING WIRE FENCELINE
RUNS ALONG ADJUSTED
WEST PROPERTY LINE

O.R. 2025-

SURVEY NOTE
EXISTING FENCELINE
RUNS ALONG ADJUSTED
WEST PROPERTY LINE

O.R. 2025-
408.93 ACRES (EXISTING)
407.22 ACRES (ADJUSTED)

O.R. 2025-

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JACK DAVIS
CHRISTIAN E. HEARN
EUGENE V. ANDERSON
RACHELE R. SELVIG

DAVIS HEARN
ANDERSON & SELVIG
ATTORNEYS AT LAW

A PROFESSIONAL CORPORATION

Established 1953

515 E. MAIN ST. | ASHLAND, OREGON 97520
PHONE: 541.482.3111 | FAX: 541.488.4455
www.davishearn.com

SAM B. DAVIS (1923-2017)
SIDNEY E. AINSWORTH (1927-2003)
DONALD M. PINNOCK - Retired
DANIEL L. HARRIS - Retired
DAVID V. GILSTRAP - Retired
SUSAN V. SALADOFF - Retired
JEFFREY K. MCCOLLUM - Retired
GARRISON F. TURNER - Retired

JULY 25, 2022

TRANSMITTED BY EMAIL

TO: Bill Molnar (molnarb@ashland.or.us)
DIRECTOR OF COMMUNITY DEVELOPMENT
CITY OF ASHLAND

FROM: Chris Hearn (chearn@davishearn.com)
DAVIS HEARN ANDERSON & TURNER, PC (www.davishearn.com)

RE: Property Line Adjustment with City of Ashland
Our Clients: Joseph & Katherine Iverson | 1220 N. Mountain Ave.
City Property: Former Imperatrice Property at 1925 Eagle Mill Rd.
Iverson Property: 38-1E-33, Tax Lot 100
City Property: 38-1E-33, Tax Lot 200

Dear Bill:

This follows our phone call this morning concerning the proposed property line adjustment between the City's property at 1925 Eagle Mill Rd. (38-1E-33, Tax Lot 200)("City Property"); and Joseph & Katherine Iverson's property at 1720 N. Mountain Ave. (38-1E-33, Tax Lot 100)("Iverson Property").

The Iverson Property (1720 N. Mountain Ave.). The Iverson Property is a 40-acre EFU parcel improved with Joseph & Katherine Iverson's home. Our clients, Joseph & Katherine Iverson, purchased the Iverson Property from the Imperatrice Trust, in 1992. When the Iversons' bought their property from the Imperatrice Trust, an old historic fence marked the presumed boundary line between the Iverson Property and the immediately adjacent Imperatrice Tax Lot 200 to the west (now City's Tax Lot 200). At the time, everyone apparently believed the old historic Imperatrice fence delineated the property boundary between the Imperatrice Trust's Tax Lots 100 and 200.

DAVIS HEARN ANDERSON & TURNER, PC
515 E. MAIN ST. | ASHLAND, OREGON 97520
541.482.3111 | chearn@davishearn.com | www.davishearn.com

The City's Property (1925 Eagle Mill Rd.). On the phone we discussed City's purchase of the five tax lots from the Imperatrice Trust in 1996. When City bought the five Imperatrice tax lots in 1996, the plan was to spray the treated effluent from City's wastewater treatment plant on the property, thereby avoiding prohibitively expensive state/federal mandates requiring the effluent be refrigerated before discharge into Bear Creek to promote fish habitat. That plan was later scrapped in the face of public opposition to the idea spraying the treated effluent around. (As a Planning Commissioner at the time, I remember the controversy. It's Ashland.)

Replacement of Old Historic Imperatrice Boundary Fence. The old historic Imperatrice fence ran north/south, from the terminus of N. Mountain Ave., then up the hill to TID's East Lateral ditch. Over the years, it had fallen into disrepair.

Iversons and City Shared Cost of Replacing Fence in 1996. On June 6, 1996, Mr. Iverson wrote to City's Public Works Director, Paula Brown, concerning the Iversons' and the City sharing the cost of replacing the old historic Imperatrice boundary fence between the Iverson Property and the City Property. On June 13, 1996, City's Paula Brown agreed that City would split the cost of replacing the fence with the Iversons'. (Iverson and City each paid \$3,640, splitting the total fence replacement cost of \$7,280.) *Copies of these two June, 1996 letters attached. Also attaching recent photos of the fenceline taken today.*

Unsurveyed Properties in the Area. Ms. Iverson reports that at some point later it was discovered that the old historic Imperatrice fence, and the new replacement fence installed by City and the Iversons' in 1996, was not on the true surveyed property boundary between the City Property and the Iverson Property. The fence was found to encroach a few feet over onto the City Property in the area below TID's East Lateral ditch. Attached is a letter dated February 11, 2010, from Jackson County's Department of Assessment, revising the acreage of the Iverson Property and stating, "Many of these tax lots were originally mapped in the mid-1950s, with the majority never having been surveyed."

Conversations with Acting Public Works Director Jim Olsen. Ms. Iverson recalls discussing the issue of the fence encroachment with City's interim Public Works Director at the time, Jim Olsen. Jim apparently told Ms. Iverson that the encroaching fence shouldn't be a problem, and recommended the Iversons' pursue a property line adjustment with the City to correct the encroachment issue, and to correct the legal descriptions of the Iverson and City properties to coincide with the long-established fence line.

Page -3-
Bill Molnar, Director of Community Development
July 25, 2022

The Iversons are now advanced in age, and Mr. Iverson is in poor health. The Iversons' requested we follow-up on their behalf and approach the City about participating in a property line adjustment with the Iversons, as was apparently recommended by City's Jim Olsen years ago.

I'm attaching some documents either provided by Ms. Iverson, or downloaded from online sources (Jackson County Property Data Online and Jackson County Surveyor's Interactive Online Maps).

I'm not sure if this matter is a Comm. Dev. issue, or whether it's in Scott Fleury's wheelhouse. In either event, I'd be most appreciative if you might assist us in getting this matter to the right person for review, so we might get the ball rolling to address this matter and pursue the property line adjustment through Jackson County Development Services.

Sincerely,
DAVIS HEARN ANDERSON & TURNER, PC

A handwritten signature in blue ink, appearing to read 'CHEARN', with a long horizontal stroke extending to the right.

Christian E. Hearn | OSB #911829
Email: chearn@davishearn
Office: 541.482.3111

Enclosures: as stated.

1720 N. Mountain Ave.

Iverson Property at terminus of N. Mountain. Ave.

Legend

-  1720 N Mountain Ave
-  Dana Campbell Vineyards







CITY OF ASHLAND

DEPARTMENT OF PUBLIC WORKS

ADMINISTRATION: (541) 488-5587
ENGINEERING: (541) 488-5347



CITY HALL

20 E. MAIN STREET
ASHLAND, OREGON 97520-1814
FAX (541) 488-6006

June 13, 1996

Mr. Joseph D. Iverson
3011 Chandler Drive
Lompoc, CA 93436

Re: **FENCING ON NORTH MOUNTAIN AVENUE; SPRAY IRRIGATION
PROPERTY**

Dear Mr. Iverson,

Thank you for your June 5, 1996 letter. I appreciate your concerns regarding the fence, or lack thereof, between our property lines along North Mountain Avenue. Your concerns with the cattle running through your property are valid, and we would be happy to help share the cost of replacing the fence. Your recommendation to replace the fence with the "field fencing" is fine. Please have the fence replaced and send us the full billing for the fence. We will reimburse you for half of the cost of our section of fence, not to exceed \$3,640 (half of the proposed cost from Ashland Fence Co. estimate of \$7,280 to remove the old fencing and replace with the field fence).

Let me know if you have additional questions or concerns. I work on Thursdays with the City of Ashland (541/488-5587) or the remainder of the week with the Rogue Valley Council of Governments (541/664-6676 ext 204).

I am tentatively scheduling a meeting with all of our new adjacent property owners for the week of July 8th to discuss our spray irrigation project and any concerns of our neighbors. I will advise you when we have a final meeting time.

Thank you for your support in our project. I look forward to meeting with you again.

Sincerely,

Paula C. Brown
Wastewater Treatment Plant Coordinator

Cc: Brian Almquist, City Administrator
Jim Olsen, Interim Public Works Director
Paul Nottle, City Attorney

Joseph D. Iverson
3011 Chandler Drive
Lompoc, CA 93436

Tel. (805) 733-1545

June 5, 1996

City of Ashland
20 East Main Street
Ashland, Oregon 97520-1814

Attn: Paula C. Brown, P.E.

RE: Fencing on North Mountain Avenue property

Dear Paula Brown:

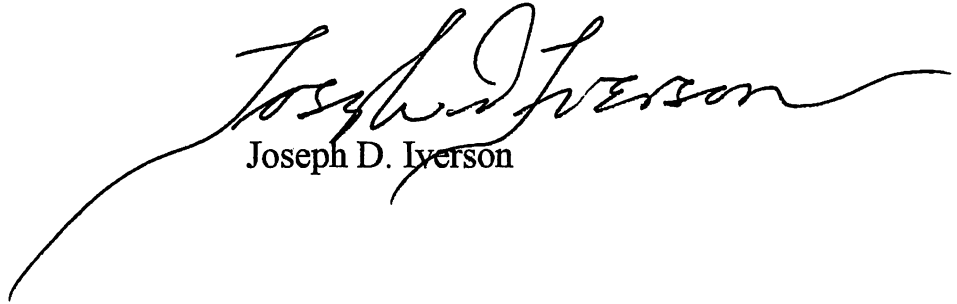
The fence between my property at 1720 North Mountain Avenue and the Imperatrice-White property recently acquired by the City of Ashland for future wastewater treatment is in need of repair/replacement. When I met with you in your office a couple of months ago, I mentioned to you that I would have the condition of the fence evaluated and get back to you. I had Ashland Fence Co. look at the fence and give me their evaluation of its condition. They recommend that the fence be removed and replaced. I have enclosed a copy of their estimate for removing and replacing the fence. I have been waiting on an additional estimate from another fence company, but it has not come.

The common boundaries that my property shares with the City of Ashland's property is on the west side and the north side. On the enclosed map, Ashland Fence Co. shows the costs for fence replacement on this boundary using two types of fences: 1) \$6,575 for field fencing (includes two strands of barbed wire) and 2) \$5,770 for barbed wire fencing only. Cost for removal of the old fence is \$705. Ashland Fence Co. advises replacing the fence with the field fence (a better fence) which costs a little more than the barbed wire fence. Total cost for the field fence and removal of the old fence is \$7,280. I would like you to share this cost with me.

The livestock that are being run on the City's property wanders onto my property, trampling and destroying the grass. The fence should go in as soon as possible, so the grass on my property can grow and re-seed through this growing season to help prevent any further erosion during the coming rainy season. I feel the cattle are causing a lot of damage.

I have asked Mrs. White to share in the cost of removing and replacing the fence on the east side of my property. Please advise me as soon as possible that you will share the costs for the fence on our common border. "Good fences make good neighbors."

Respectfully yours,

A handwritten signature in cursive script, reading "Joseph D. Iverson". The signature is written in dark ink and is positioned above the printed name.

Joseph D. Iverson

Enclosures: Ashland Fence Co. Fence Replacement Costs
 Ashland Fence Co. Fence Description



DEPARTMENT OF ASSESSMENT

DANIEL G. ROSS

Jackson County Assessor

10 South Oakdale Room 300

MEDFORD OR 97501

Information

541-774-6059

Drafting

541-774-6095

Personal Property

541-774-6094

FAX

541-774-6701

February 11, 2010

Joseph D Iverson
1720 Mountain Ave N
Ashland, OR 97520

Dear Property Owner:

The Department of Assessment is in the process of remapping Jackson County, in accordance with Oregon Department of Revenue mapping standards. Property legal descriptions (what people buy and sell), surveys, plats, and miscellaneous coordinate GPS (Global Positioning System) points are gathered for each map. The cartographer (map maker) then puts all of this information together and constructs a new computer aided map.

Many of these tax lots were originally mapped in the mid 1950's, with the majority never having been surveyed. The acreage for each remapped tax lot is recalculated after the mapping is completed. This recalculated acreage often changes from the original calculation. **Assessment calculated acreage is for Assessment purposes only and is not a legal acreage, only a survey can give you that.**

This letter is to notify you that we have changed your acreage/square footage. The new acreage that we have calculated for map/tax lot 381E33-100 (account number 10123668) is 40.35 acres from the previous acreage of 40.80 acres.

Please feel free to contact our cartographers at 541-774-6095 if you have any questions or concerns with this recalculation. We will try to assist you in any way we can. If you have a question concerning the appraised value of your property, please call 541-774-6065.

Respectfully yours,

Cartography/Drafting
Department of Assessment

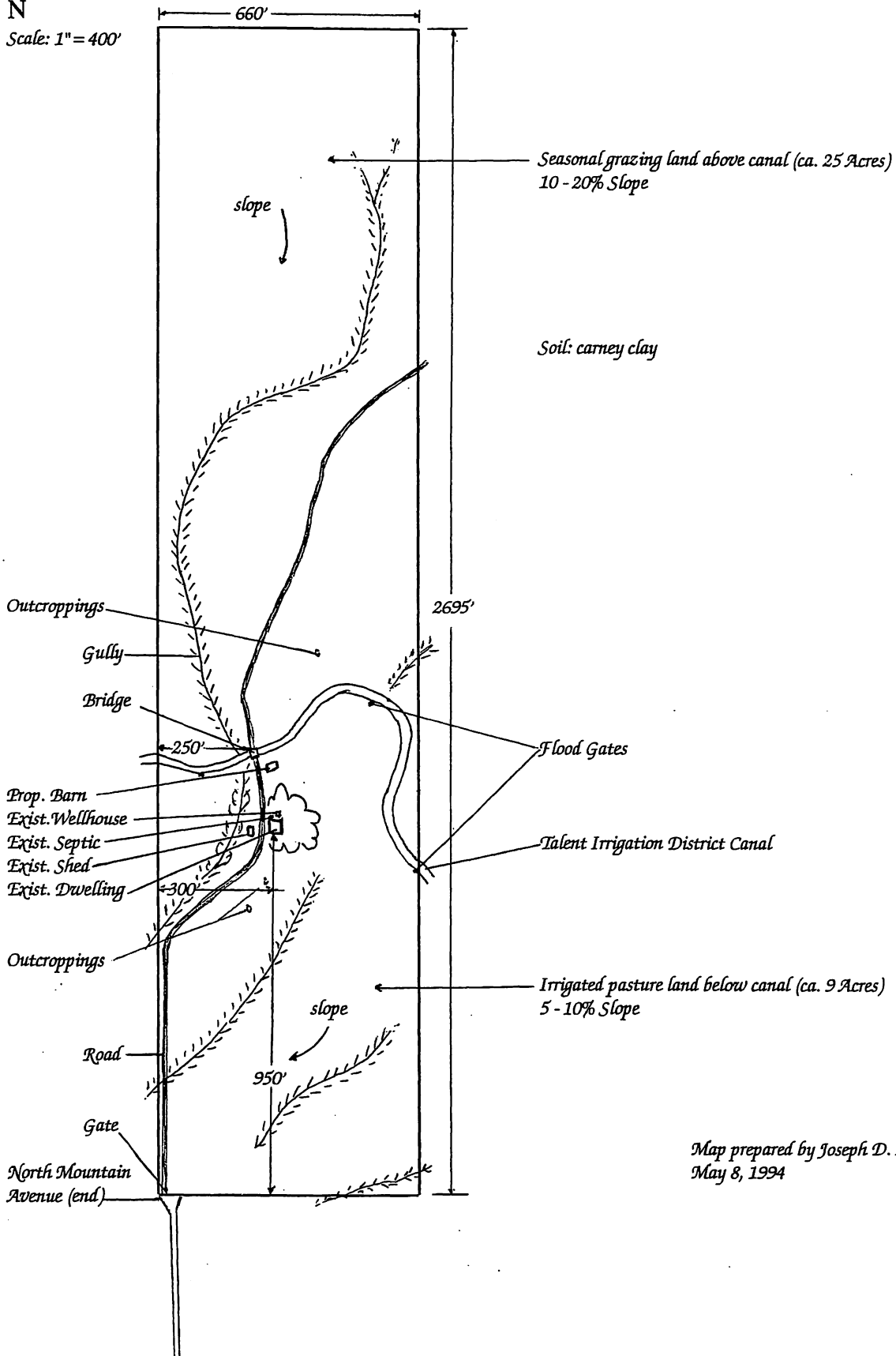
NONFARM DWELLING

38 1E 33 TL 100

40.83 Acres

↑
N

Scale: 1" = 400'



1992 Deed from Imperatrice to Iverson

LP-51251-EM

2000
1000
2000

92-34314

COVER SHEET

NAME OF TRANSACTION: Warranty Deed

NAMES OF THE PARTIES: Marion D. Imperatrice, Trustee of the
Marion D. Imperatrice 1988 Trust, Grantor
Joseph D. Iverson and Katherine R. Iverson,
Trustees of the Iverson Family Trust of
September 20, 1991, Grantee

AFTER RECORDING RETURN DOCUMENT TO

JACKSON COUNTY TITLE DIVISION

502 W MAIN ST

MEDFORD OR 97501

THE TRUE AND ACTUAL CONSIDERATION: \$140,000

ALL TAX STATEMENTS SHALL BE SENT TO THE FOLLOWING ADDRESS:

GRANTEE

3011 CHANDLER DR

LOMPOC CA 93436

92-34314

WARRANTY DEED

MARION D. IMPERATRICE, Trustee of the Marion D. Imperatrice 1988 Trust, Grantor, conveys and warrants to JOSEPH D. IVERSON and KATHERINE R. IVERSON, Trustees of the Iverson Family Trust of September 20, 1991, Grantee, the following described real property, free of encumbrances except as specifically set forth herein:

Beginning at the southeast corner of the Northeast Quarter of Section 33 in Township 38 South, Range 1 East of the Willamette Meridian in Jackson County, Oregon; thence North, along the east line of said Section, 60 rods; thence West 40 rods; thence South 60 rods; thence East 40 rods to the point of beginning.

Also, Beginning at the northeast corner of Tract 17 of "ASHLAND ACRES" in Jackson County, Oregon, according to the official plat thereof, now of record and which is the southeast corner of Section 28 in Township 38 South, Range 1 East of the Willamette Meridian in Jackson County, Oregon; thence South 1705.00 feet to the north line of tract described in Volume 170 page 567 of the Deed Records of Jackson County, Oregon; thence West 660.00 feet; thence North 1705.00 feet to the north line of said Tract 17; thence East 660.00 feet to the point of beginning.

SUBJECT TO:

1. The premises herein described have been zoned or qualified for "Farm Use" tax assessment. At such time as said land is disqualified for such "Farm Use", the property will be subject to additional taxes and interest, and possible statutory penalty. Grantees promise and agree to pay any such additional taxes, interest and statutory penalties that become due and payable if the property conveyed by this deed becomes disqualified for such "Farm Use" tax assessment.
2. The effect of said property, or any part thereof, lying within the Talent Irrigation District, and subject to all water and irrigation rights, easements for ditches and canals, and all regulations of said District, including any and all assessments, liens and charges assessed, and to be assessed. (Included in Ad Valorem Taxes)
3. Easement over any portion lying within public or private roads.
4. Right of way for the transmission and distribution of electricity, and for other purposes, granted to The California Oregon Power Company, a California corporation, by instrument recorded March 6, 1924 in Volume 149 page 97 of the Deed Records of Jackson County, Oregon.
5. Right of way for the purpose of the operation, maintenance, repair and reconstruction of canals, reserved by the Talent Irrigation District, in deed recorded December 30, 1936 in Volume 210 page 536 of the Deed Records of Jackson County, Oregon.
6. Perpetual easement for the construction, repair, maintenance and operation of a 50.0 foot canal, and rights in connection therewith, granted to the Talent Irrigation District, by instrument recorded in Volume 214 page 303 of the Deed Records of

X - WARRANTY DEED

92-34314

Jackson County, Oregon.

7. Right of way for the Eagle Mill Ditch, record notice of which appears in deed recorded June 12, 1943 in Volume 244 page 155 of the Deed Records of Jackson County, Oregon.

8. Perpetual easement, and rights in connection therewith, for underground conduit, cable and other fixtures, granted to The Pacific Telephone and Telegraph Company, a California corporation, by instrument recorded March 13, 1947 in Volume 280 page 49 of the Deed Records of Jackson County, Oregon.

9. Right to the use of spring located on said premises, together with the right of way for pipe line from said spring, and rights in connection therewith, reserved in deed recorded November 8, 1948 in Volume 308 page 252 of the Deed Records of Jackson County, Oregon.

10. Access restrictions imposed by Final Judgment rendered September 7, 1966 in the State Circuit Court of Oregon, for Jackson County, under Case No. 65-342L, and recorded in Volume 204 page 654, Circuit Court Journal.

11. "Grantors reserve for themselves, their executors and assigns, an undivided one-half interest in all gas, oil and mineral rights which are now the property of grantors, and which may hereafter revert to grantors, it being the intention that the other undivided one-half interest in all of such gas, oil and mineral rights shall vest in grantees, their successors and assigns", as set out in deed from Ernest M. Pellkofer et ux, to J. D. Imperatrice et ux, recorded June 30, 1966 as No. 66-07545 of the Official Records of Jackson County, Oregon.

12. Perpetual rights and non-exclusive easements to use the roads, as set out in deed from Marion D. Imperatrice to Richard G. Ireland et ux, recorded October 15, 1974 as No. 74-13557 of the Official Records of Jackson County, Oregon.

~~13. Right of way and easement for communication systems, 20 feet in width, and rights in connection therewith, granted to A T & T Communications of the Pacific Northwest, Inc., a Washington Corporation, by instrument recorded September 12, 1988 as No. 88-18995 of the Official Records of Jackson County, Oregon. Notices of Final Description recorded January 10, 1989 as No. 89-00598 and July 25, 1990 as No. 90-18479, said Official Records.~~

Grantee acknowledges, by acceptance and recordation of this deed, that Grantee accepts the property conveyed by this deed "AS IS", "WHERE IS" and "WITH ALL FAULTS", and that Grantor makes no representations or warranties, express or implied, as to the condition of the real property, the condition of the improvements located thereon, the location of such improvements thereon and thereunder, or the use that can be made of the real property and such improvements under applicable governmental authority, including, but not limited to, the zoning laws and building codes of the City of Medford, and that Grantor is not obligated to construct any fences on the boundary line between the property conveyed hereby and her other adjacent property.

The true and actual consideration for this transfer is \$140,000.

3
2 - WARRANTY DEED

92-34314

Until a change is requested, all tax statements shall be sent to the following address: _____

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES.

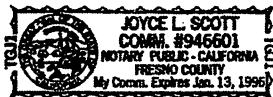
Dated this 6 day of Nov, 1992.

Marion D. Imperatrice
Marion D. Imperatrice, Trustee
of the Marion D. Imperatrice
1988 Trust

STATE OF CALIFORNIA)
County of Fresno) ss.

On the 6th day of November, 1992, personally appeared Marion D. Imperatrice, Trustee of the Marion D. Imperatrice 1988 Trust and acknowledged the foregoing Warranty Deed to be her voluntary act and deed as such trustee.

Before me:



Joyce L. Scott
Notary Public for Orange California
My Commission Expires: _____

Jackson County, Oregon
Recorded
OFFICIAL RECORDS

2:59 NOV 09 1992 P.M.

KATHLEEN S. BECKETT
CLERK and RECORDER
Kathleen S. Beckett

4- WARRANTY DEED

1996 Deed from Imperatrice to City of Ashland

96-11715

JACKSON COUNTY TITLE DIVISION
CONTINENTAL LAWYERS TITLE COMPANY

502 W. Main Street (P. O. Box 218) Medford, OR 97501 (541) 779-2811

84-65935-16-113 30-
10-
20-

WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS, that ,

KIMBERLY WHITE, KAREN WHITE and MARION D. IMPERATRICE, Trustee of the Marion D. Imperatrice
1988 Trust

hereinafter called the Grantor, for the consideration hereinafter stated, to Grantor
paid by

CITY OF ASHLAND, a municipal corporation

hereinafter called the Grantee, does hereby grant, bargain, sell and convey unto the
said Grantee and Grantee's heirs, successors and assigns, that certain real property
with the tenements, hereditaments and appurtenances thereunto belonging or appertain-
ing, situated in the County of JACKSON , State of Oregon, described as follows
to wit:

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF

TO HAVE AND TO HOLD the same unto the said Grantee and Grantee's heirs, successors
and assigns forever.

And Grantor hereby covenants to and with Grantees and the heirs of the survivor and
their assigns, that Grantor is lawfully seized in fee simple of the above granted
premises, free from all encumbrances, EXCEPT

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF

and that Grantor will warrant and forever defend the said premises and every part and
parcel thereof against the lawful claims and demands of all persons whomsoever, except
those claiming under the above described encumbrances.

THE TRUE AND ACTUAL CONSIDERATION paid for this transfer, stated in terms of dollars
is \$ 946,000.00

WHERE THE CONTEXT SO REQUIRES, the singular includes the plural and all grammatical
changes shall be implied to make the provisions hereof apply equally to individuals and
to corporations.

IN WITNESS WHEREOF, the grantor has executed this instrument this 9 day of
April, 1996.

"THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN
VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS
INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPRO-
PRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES, AND TO DETERMINE ANY
LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES AS DEFINED IN ORS 30.930."

Kimberly White
KIMBERLY WHITE

Karen White
KAREN WHITE

Marion D. Imperatrice
MARION D. IMPERATRICE Trustee

STATE OF OREGON
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 1996,
by

(Continued)

96-11715

EXHIBIT "A"

TRACT A: The Southwest Quarter of Section 27 in Township 38 South, Range 1 East of the Willamette Meridian in Jackson County, Oregon.

(Code 5-2, Account #1-9618-5, Map #381E27, Portion Tax Lot #100)

TRACT B: Beginning at the southeast corner of Section 28, Township 38 South, Range 1 East, of the Willamette Meridian in Jackson County, Oregon; thence West, along the south line of Section 28, a distance of 605.0 feet; thence North, parallel with the east line of Section 28, a distance of 2630.0 feet; thence East 605.0 feet to said east line; thence South, along said east line, 2630.0 feet to the Point of Beginning.

(Code 5-2, Account #1-12340-6, Map #381E28, Tax Lot #600)

TRACT C: Beginning at the southeast corner of Section 28 in Township 38 South, Range 1 East of the Willamette Meridian in Jackson County, Oregon; thence West along the south line of said Section, 1650.0 feet; thence North parallel with the east line of said Section, 2630.0 feet; thence East 1650.0 feet to the east line of said Section; thence South, along said line, 2630.0 feet to the point of beginning. EXCEPTING THEREFROM the following: Beginning at the southeast corner of Section 28, Township 38 South, Range 1 East, of the Willamette Meridian in Jackson County, Oregon; thence West, along the south line of Section 28, a distance of 605.0 feet; thence North, parallel with the east line of Section 28, a distance of 2630.0 feet; thence East 605.0 feet to said east line; thence South, along said east line, 2630.0 feet to the Point of Beginning.

ALSO, the West 60.0 acres of the Southeast Quarter of Section 28 in Township 38 South, Range 1 East of the Willamette Meridian in Jackson County, Oregon. ALSO, Tract 15 of "ASHLAND ACRES" in Jackson County, Oregon, according to the official plat thereof, now of record.

(Code 5-2, Account #1-12339-2, Map #381E28, Tax Lot #500)

(Code 5-2, Account #1-12341-4, Map #381E28, Tax Lot #700)

TRACT D: Beginning at the northwest corner of Donation Land Claim No. 49 in Township 38 South, Range 1 East of the Willamette Meridian in Jackson County, Oregon; thence South 50.0 feet, along the west line of said Claim; thence East parallel with the north line of said Claim, 2870.0 feet; thence North 50.0 feet to said north line; thence West, along said line, 2870.0 feet to the point of beginning. EXCEPTING THEREFROM that portion conveyed to the State of Oregon, by and through its State Highway Commission, by deed recorded in Volume 530 page 505 of the Deed Records of Jackson County, Oregon.

ALSO, Tracts 9, 10, 11 and 12 of "ASHLAND ACRES" in Jackson County, Oregon, according to the official plat thereof, now of record. EXCEPTING therefrom that portion acquired by the State of Oregon, by and through its State Highway Commission, by Final Judgment rendered October 16, 1962 in the Circuit Court of Oregon for Jackson County, under Case No. 61-822L, and recorded in Volume 170 page 599 of the Circuit Court Journal. ALSO EXCEPTING therefrom, the following: Beginning at the southwest corner of said Tract 9; thence North 948.30 feet to the northwest corner thereof; thence East 567.70 feet; thence South 8°45' West 1144.0 feet to the northerly line of the County Road; thence North 64°35' West, along said line, 429.6 feet to the point of beginning. ALSO EXCEPTING therefrom that portion acquired by the State of Oregon, by and through its State Highway Commission, by Final Judgment rendered September 7, 1966 in the Circuit Court of Oregon for Jackson County, under Case No. 65-342L and recorded in Volume 204 page 654 of the Circuit Court Journal. ALSO EXCEPTING therefrom that portion conveyed by Deed recorded February 17, 1967 as No. 67-01380 of the Official Records of Jackson County, Oregon. ALSO, EXCEPTING THEREFROM the following: A parcel of land lying in Tracts 8, 9, 11 and 12, ASHLAND ACRES, Jackson County, Oregon, the said parcel being described as follows: Beginning at a point opposite and 150 feet Northeasterly of Engineer's Station 1345+00 on the center line of the relocated Pacific Highway; thence Southeasterly in a straight line to a point opposite and 200 feet Northeasterly of Engineer's Station 1350+00 on said center line; thence Northeasterly in a straight line to a point opposite and 550 feet Northeasterly of Engineer's Station 1354+00 on said center line; thence Southeasterly, parallel with said center line to a point opposite Engineer's Station 1362+00; thence Southeasterly in a straight line to a point opposite and 152.5 feet Northeasterly of Engineer's Station 1373+00 on said center line; thence Northwesterly in a straight line to a point opposite and 150 feet Northeasterly of Engineer's Station 1372+00 on said center line; thence Northwesterly in a straight line to a point opposite and 180 feet Northeasterly of Engineer's Station 1366+00 on said center line; thence Northwesterly, parallel with said center line, to a point opposite Engineer's Station 1363+00; thence Northwesterly in a straight line, to a point opposite and 170 feet Northeasterly of Engineer's Station 1357+00 on said

(Continued) 96-11715

center line; thence Northwesterly in a straight line to a point opposite and 150 feet Northwesterly of Engineer's Station 1351+00 on said center line; thence Northwesterly, parallel with said center line, to the point of beginning.

The center line referred to herein is described as follows:
Beginning at Engineer's center line Station 1345+00, said station being 1230.70 feet South and 353.36 feet East of the northeast corner of the John Barrett Donation Land Claim No. 48 in Township 38 South, Range 1 East of the Willamette Meridian in Jackson County, Oregon; thence South 62°21' East 2800 feet to Engineer's center line Station 1373+00.
Bearings are based upon the Oregon Co-ordinate System, South Zone.

ALSO, Beginning at a point which is South 645.00 feet of the northeast corner of Tract 7 in "ASHLAND ACRES" in Jackson County, Oregon, according to the official plat thereof, now of record; thence South 105.00 feet; thence West 521.30 feet; thence North 0°09' East 140.00 feet; thence South 85°46' East 500.40 feet to the point of beginning.

(Code 5-8, Account #1-12687-6, Map #381E32, Tax Lot #100)
(Code 5-8, Account #1-12688-4, Map #381E32, Tax Lot #200)
(Code 5-11, Account #1-12360-1, Map #381E32, Tax Lot #200)

TRACT E: Tracts 16, 17, 18, 19 and 20 of "ASHLAND ACRES" in Jackson County, Oregon, according to the official plat thereof, now of record. EXCEPTING THEREFROM that portion acquired by the State of Oregon, by and through its State Highway Commission, by Final Judgment rendered October 16, 1962 in the Circuit Court of Oregon for Jackson County, under Case No. 61-822L, and recorded in Volume 170 page 599 of the Circuit Court Journal. ALSO EXCEPTING therefrom that portion acquired by the State of Oregon, by and through its State Highway Commission, by Final Judgment rendered September 7, 1966 in the Circuit Court of Oregon for Jackson County, under Case No. 65-342L and recorded in volume 204 page 654 of the Circuit Court Journal. ALSO EXCEPTING therefrom that portion of Tracts 18, 19 and 20 of "ASHLAND ACRES" in Jackson County, Oregon, lying Southwesterly of Oregon Interstate Highway No. 5. ALSO EXCEPTING THEREFROM the following: Beginning at the northeast corner of Tract 17 of "ASHLAND ACRES" in Jackson County, Oregon, according to the official plat thereof, now of record and which is the southeast corner of Section 28 in Township 38 South, Range 1 East of the Willamette Meridian in Jackson County, Oregon; thence South 1705.00 feet to the north line of tract described in Volume 170 page 567 of the Deed Records of Jackson County, Oregon; thence West 660.00 feet; thence North 1705.00 feet to the north line of said Tract 17; thence East 660.00 feet to the point of beginning.

ALSO, Beginning at a point South 89°45' West 40.00 chains from the quarter corner between Sections 33 and 34 in Township 38 South, Range 1 East of the Willamette Meridian in Jackson County, Oregon; thence North 1485.00 feet; thence North 89°45' East 440.22 feet to the west line of Tract 17 in "ASHLAND ACRES" in Jackson County, Oregon, according to the official plat thereof, now of record; thence South, along said line, 1485.00 feet; thence South 89°45' West 440.22 feet to the point of beginning.

(Code 5-8, Account #1-12714-2, Map #381E33, Tax Lot #200)
(Code 5-11, Account #1-12367-6, Map #381E33, Tax Lot #200)

SUBJECT TO:

1. The premises herein described have been zoned or qualified for "Farm Use" tax assessment. At such time as said land is disqualified for such "Farm Use", the property will be subject to additional taxes and interest, and possible statutory penalty.
2. The effect of said property, or any part thereof, lying within the Talent Irrigation District, and subject to all water and irrigation rights, easements for ditches and canals, and all regulations of said District, including any and all assessments, liens and charges assessed, and to be assessed.
3. Right of way to R.B. Hargadine, record notice of which appears in Deed recorded April 2, 1880 in Volume 8 page 726 of the Deed Records of Jackson County, Oregon. (Affects Tracts B, C & E)
4. Right of way for canal and ditch, 50.0 feet wide, and rights in connection therewith, granted to the Talent Irrigation District, by instrument recorded March 15, 1923 in Volume 143 page 570 of the Deed Records of Jackson County, Oregon. (Affects portion of Tracts B & C)

(Continued) 96-11715

5. Right of way for the transmission and distribution of electricity, and for other purposes, granted to The California Oregon Power Company, a California corporation, by instrument recorded March 6, 1924 in Volume 149 page 97 of the Deed Records of Jackson County, Oregon. (Affects portion of Tracts D & E)

6. Rights of way for the transmission and distribution of electricity, and for other purposes, granted to The California Oregon Power Company, a California corporation, by instruments recorded in Volume 168 page 153 and Volume 256 page 443 of the Deed Records of Jackson County, Oregon. (Affects Tract A)

7. Rights of way for the transmission and distribution of electricity, also right to install guys and anchors and for other purposes, granted to The California Oregon Power Company, a California corporation, by instruments recorded in Volume 184 page 122 and Volume 440 page 220 of the Deed Records of Jackson County, Oregon. (Affects portion of Tracts B & C)

8. Ditch right of way, as set forth in deed recorded September 23, 1923 in Volume 195 page 50 of the Deed Records of Jackson County, Oregon. (Affects portion of Tract E)

9. Right of way for the purpose of the operation, maintenance, repair and reconstruction of canals, reserved by the Talent Irrigation District, in deed recorded December 30, 1936 in Volume 210 page 536 of the Deed Records of Jackson County, Oregon. (Affects portion of Tracts D & E)

10. Perpetual easement for the construction, repair, maintenance and operation of a 50.0 foot canal, and rights in connection therewith, granted to the Talent Irrigation District, by instrument recorded in Volume 214 page 303 of the Deed Records of Jackson County, Oregon. (Affects portion of Tracts B, C & E)

11. Right of way for the Eagle Mill Ditch, record notice of which appears in Deed recorded June 12, 1943 in Volume 244 page 155 of the Deed Records of Jackson County, Oregon. (Affects portion of Tracts B, C, D & E)

12. Perpetual easement, and rights in connection therewith, for underground conduit, cable and other fixtures, granted to The Pacific Telephone and Telegraph Company, a California corporation, by instrument recorded March 13, 1947 in Volume 280 page 49 of the Deed Records of Jackson County, Oregon. (Affects portion of Tracts D & E)

13. Perpetual easement, and rights in connection therewith, for underground conduit, cable and other fixtures, granted to The Pacific Telephone and Telegraph Company, a California corporation, by instrument recorded March 13, 1947 in Volume 280 page 50 of the Deed Records of Jackson County, Oregon. (Affects portion of Tract D)

14. Right to the use of spring located on said premises, together with the right of way for pipe line from said spring, and rights in connection therewith, reserved in deed recorded November 8, 1948 in Volume 308 page 252 of the Deed Records of Jackson County, Oregon. (Affects portion of Tracts B, C, D & E)

15. Right of way 100.0 feet wide for the transmission and distribution of electricity, and for other purposes, also right to install guys and anchors, granted to The California Oregon Power Company, a California corporation, by instrument recorded April 24, 1957 in Volume 440 page 499 of the Deed Records of Jackson County, Oregon. (Affects Tract A)

16. Perpetual right of way and easement to construct, reconstruct, operate and maintain a buried pipeline, for the purposes of conveying water and rights in connection therewith, granted to the United States of America, by instrument recorded September 22, 1959 in Volume 479 page 305 of the Deed Records of Jackson County, Oregon. (Affects portion of Tract D)

17. Access restrictions imposed by Final Judgment rendered September 7, 1966 in the State Circuit Court of Oregon, for Jackson County, under Case No. 65-342L and recorded in Volume 204 page 654, Circuit Court Journal. (Affects portions Tracts D & E)

(Continued) 96-11735

18. "Grantors reserve for themselves, their executors and assigns, an undivided one-half interest in all gas, oil, and mineral rights which are now the property of grantors, and which may hereafter revert to grantors, it being the intention that the other undivided one-half interest in all of such gas, oil, and mineral rights shall vest in grantees, their successors and assigns", as set out in deed from Ernest M. Pallkofer et ux, to J.D. Imperatrice et ux, recorded June 30, 1966 as No. 66-07545 of the Official Records of Jackson County, Oregon.

19. Perpetual rights and non-exclusive easements to use the roads, as set out in deed from Marion D. Imperatrice to Richard G. Ireland et ux, recorded October 15, 1974 as No. 74-13557 of the Official Records of Jackson County, Oregon.

20. Perpetual rights and non-exclusive easements to use the roads, also the perpetual right of Richard G. Ireland and Gloria S. Ireland, and their successors in interest to use for all road purposes, and continuation of right of way, as set out in deed from Marion D. Imperatrice to Alan K. Smith et ux, recorded October 15, 1974 as No. 74-13559 of the Official Records of Jackson County, Oregon.

21. Portion of Tract C is based on acreage. No liability is assumed for any interest, dispute or claim which may arise relative to the boundary lines of said description, nor for any state of facts which an accurate survey might disclose. (Affects portion of Tract C)

22. Grant of Communications Systems Easement, subject to the terms and provisions thereof, granted to AT&T Communications of the Pacific Northwest, Inc., a Washington corporation, and recorded September 12, 1988 as No. 88-18995, of the Official Records of Jackson County, Oregon, and as amended and corrected by instruments recorded January 10, 1989 as No. 89-00598, recorded March 8, 1989 as No. 89-04692, and recorded July 25, 1990 as No. 90-18479, said Official Records. (Affects Tracts C and D)

23. Agreement, subject to the terms and provisions thereof, regarding fence and boundary line, by and between Marion D. Imperatrice and Christos Kalemkeris and Dorothy Kalemkeris, husband and wife, recorded June 21, 1991 as No. 91-14218, of the Official Records of Jackson County, Oregon. (Affects the westerly line of Tax Lot 200 of Tract D.)

24. A mutual access and utility easement, as set forth in Agreement Creating Easement, subject to the terms and provisions thereof, recorded November 9, 1992 as No. 92-34316, of the Official Records of Jackson County, Oregon. (Affects the southeast corner of Tract E)

25. Right of Way Agreement, subject to the terms and provisions thereof, with Pacific Gas Transmission Company, a California corporation, recorded April 6, 1995 as No. 95-09111 and as No. 95-09112, of the Official Records of Jackson County, Oregon. (Affects Tracts A and B)

26. Right of Way Agreement, subject to the terms and provisions thereof, with Pacific Gas Transmission Company, a California corporation, recorded April 6, 1995 as No. 95-09113 of the Official Records of Jackson County, Oregon. (Affects Tracts D & E)

5-

96-11755

STATE OF CALIFORNIA
COUNTY OF Alameda

On April 9, 1996 before me, V.B. Assorian,
personally appeared KIMBERLY WHITE personally known to me (or proved to me on the basis
of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the
within instrument and acknowledged to me that he/she/they executed the same in
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the
instrument the person(s), or the entity upon behalf of which the person(s) acted, executed
the instrument.

Witness my hand and official seal.

SIGNATURE V.B. Assorian

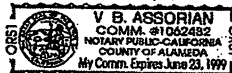


STATE OF CALIFORNIA
COUNTY OF Alameda

On April 9, 1996 before me, V.B. Assorian,
personally appeared KAREN WHITE personally known to me (or proved to me on the basis
of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within
instrument and acknowledged to me that he/she/they executed the same in his/her/their
authorized capacity(ies), and that by his/her/their signature(s) on the instrument the
person(s), or the entity upon behalf of which the person(s) acted, executed the
instrument.

Witness my hand and official seal.

SIGNATURE V.B. Assorian

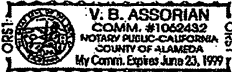


STATE OF CALIFORNIA
COUNTY OF Alameda

On April 9, 1996 before me, V.B. Assorian,
personally appeared MARION D. IMPERATRICE personally known to me (or proved to me on the
basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the
within instrument and acknowledged to me that he/she/they executed the same in
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the
instrument the person(s), or the entity upon behalf of which the person(s) acted, executed
the instrument.

Witness my hand and official seal.

SIGNATURE V.B. Assorian



Jackson County, Oregon
Recorded
OFFICIAL RECORDS

8:30 APR 15 1996 AM

Spencer J. Cook
County Clerk

6-

City of Ashland Waste Water Treatment Facilities Aerial Mapping Control Survey

15877



Prepared By



OrbiTech

GPS Surveying, Consulting and Training

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In Association With



CASCADE MAPPING, INC.

PHOTOGRAPHIC AND PHOTOGRAMMETRY SERVICES

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EUGENE, OREGON 97402

PHONE: (541) 343-8877 • FAX: (541) 343-8879

Project No. 96002
February, 1996

**** RECEIVED ****

Date Feb. 1996 By BF

This survey consists of:

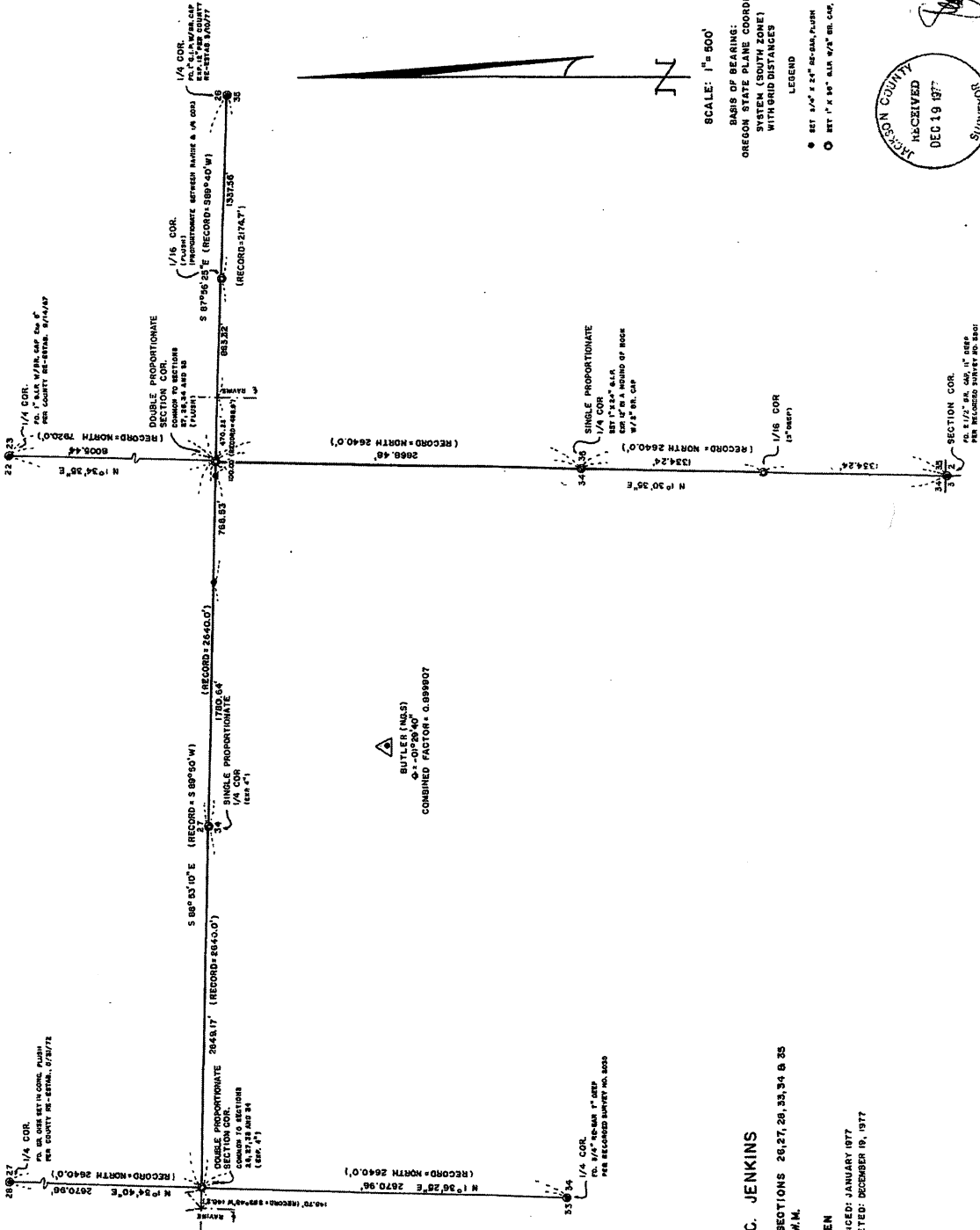
1 Volume Control

JACKSON COUNTY
SURVEYOR

BY: JACKSON COUNTY SURVEYOR
LOCATED IN T.37 S. R.1 W. T.36 S. R.1 W. T.36 S. R.1 E. T.36 S. R.1 E. N.48.
JACKSON COUNTY, OREGON
FIELD WORK COMPLETED - JAN. 13 '79
OFFICE WORK COMPLETED - NOV. 1978



7035



SURVEY FOR:

ROBERT C. JENKINS

LOCATED IN SECTIONS 26, 27, 28, 29, 33, 34 & 35

T.38 S.R. 1E., W.M.

BY:

MARK E. BOYDEN

SURVEY COMMENCED: JANUARY 1977

SURVEY COMPLETED: DECEMBER 19, 1977

SCALE: 1" = 500'

BASIS OF BEARING:
OREGON STATE PLANE COORDINATE
SYSTEM (SOUTH ZONE)
WITH GRID DISTANCES

LEGEND

- SET 3/4" x 2 1/2" 30-DAY P.L. SIGN
- SET 1" x 3/4" 30-DAY 3/4" 30-DAY, UNLESS OTHERWISE INDICATED

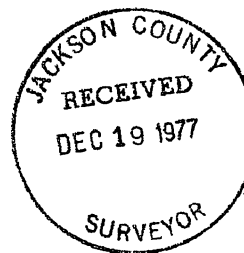


7035

Survey No. 7035

SURVEY NARRATIVE TO COMPLY WITH O.R.S. 209.250

FOR: Robert C. Jenkins
Box 431
Myrtle Creek, Oregon, 97457



PURPOSE: To monument positions as shown on the annexed map, being located in Sections 26, 27, 28, 33, 34 & 35, T38SR1E, W.M.

PROCEDURE: EDM equipment was utilized to traverse to the control positions shown on the annexed map and ties were also made to coordinate points established on Loop #4 of Recorded Survey No. 5011.

From previously established Government corners as re-established by the County Surveyor's office, from the corner as located by Recorded Survey Nos. 3035 and Survey No. 6965 (1/4 cor. to Sacs 33 & 34) and the Section corner common to Sections 34 & 35, T38SR1E and Sections 2 & 3, T39SR1E as found monumented and utilized on Recorded Survey No. 5301, computed proportionate positions for the intervening Government corner positions, line tree and the major topographic calls.

The initial search revealed that the original corner monument, the original corner assessories or the line tree at these positions were no longer visible.

Further research was then initiated from the following major sources:

1. Survey records of the County Surveyor's office.
2. Personal survey records of surveys made by Surveyor L. E. Ager (RPLS #21 now deceased) in Section 35, T38SR1E and Section 2, T39SR1E as furnished by surveyor George Burrell (RPLS #638).
3. Personal survey records of surveys made by Civil Engineer J. H. Clabby (now deceased) in Sections 34 & 35 as furnished by surveyor Edward McGinty (RPLS #301) (none were found).
4. Personal survey records of surveys made by surveyor Leland Lovejoy (now deceased) as furnished by surveyor J. A. Hoffbuhr (RPLS #222) (none in the subject area were found).
5. Personal conversation and ground inspection with Mr. M. E. Nichols, former property owner (See Recorded Survey No. 2067, by L. E. Ager).
6. Survey maps and notes and discussions relative to the City of Ashland survey records, with City Surveyor James Olson (RPLS #1036).

7. Discussions with Surveyor Everett Swain (RPLS #759) regarding his personal knowledge relative to said corners under search.

8. Power transmission line survey data from the Portland Pacific Power and Light Co. office as furnished by Tom Eslinger (RPLS #268).

9. Telephone discussions relative to the P.P. & L. transmission line survey tie to the 'BT' near the 1/4 corner common to Sections 34 & 35 by party chief Ray Bergman (RPLS #316).

10. Discussions, analyzation of our comprehensive survey records and joint field trip by the Jackson County Surveyor personnel and our personnel.

11. Final briefing of results between the writer and Edward McGinty, County Surveyor.

12. Many other sources including adjoining land owners, deed records and other data too voluminous to itemize.

At the Quarter corner common to Sections 34 & 35, T38SR1E, being a property corner for many years and having several possible locations over the past years, was further analyzed, as follows:

A. In June of 1903 on a survey of the old Bunyard Ranch (See Ashland Field Book "C", Pages 35 and 36), surveyor J. A. McCall should have located this corner in order to correctly establish the East-Northeast corner of the ranch (the South 1/16th corner common to Sections 34 and 35), but made no mention of same in his field notes.

B. Engineer F. H. Walker, the surveyor of record of ASHLAND ACRES, a recorded subdivision on October 25, 1923 should likewise have located said Quarter corner to correctly establish the Northeast corner of Lot 29 in said subdivision, but he made no referral on the plat or in his subdivision field notes in Book "F", Ashland City Surveyor's office.

C. Surveyor George Burrell, see Item 2, furnished data from Ager's files but could not find any evidence of said "Clabby" survey nor other data to clarify the Quarter corner position. He did find an unrecorded survey map for M. E. Nichols by Ager dated March 1958 showing monuments, bearings and distances around the NW 1/4 of the NW 1/4 of Sec. 2, T39SR1E. Nichols recalled that Ager told him that he established the corner common to Sections 34, 35, 2 & 3 by running to "known corners East and West". It appears to the writer that the aforesaid Section corner established by Ager for Nichols may have been utilized by the U. S. Bureau of Reclamation

on new siphon easement rights-of-way (See Deed Vol. 473, Page 259; Deed Vol. 477, Page 70 and right-of-way maps on file at the Talent Irrigation District Office.) (Said maps indicate a found 1" iron pipe and 2 witness trees.)

D. Surveyor Ed McGinty, see Item 3, made a thorough search of Clabby's files and indicated that he could not find the so-called "Clabby" survey, as indicated by Ager. He also indicated that he doubted that said "Clabby survey" ever existed.

E. Mr. M. E. Nichols (see previous Item 5) was deeded the "SW 1/4 of Sec. 35, T38SR1E and the NW 1/4 of the NW 1/4 of Sec. 2, T39SR1E" by Deed Volume 271, Page 203, dated June 27, 1946.

A previous telephone call to Mr. Nichols (now residing in Quartzsite, Arizona) and later personal discussions and field trip to the subject premises on October 7, 1977 helped to clarify some of the questions raised regarding Survey No. 2067 by surveyor L. E. Ager, dated July 1960.

Mr. Nichols remembered an early survey experience that occurred before said Ager survey (Circa 1950 $\pm$). He recalls that his neighbor, Russ (Major) Dunham, had hired "surveyors" to run and stake the North and West boundaries of the SW 1/4 of Sec. 35. That these "surveyors" (he couldn't definitely recall the name) ran a compass and chain survey, setting stakes and asked Mr. Nichols if he would pay for half the survey costs. Mr. Nichols informed them that it couldn't be a correct survey, with the equipment and procedures being used and that he wouldn't pay anything on the survey.

It is felt by the writer, also considering items C and D that in all probability, the "Clabby" survey referred to on Ager's Recorded Survey No. 2067 was in effect, the compass-chain survey related by Nichols.

F. Our survey tied in a 3/4" iron pipe, exposed 7", with no rock mound, that bears S 26° 11' W (true bearing), 11.97 feet from the proportionate corner established on this survey. Ties to monuments Easterly and Southerly from said pipe did not conform to Recorded Survey No. 2067 within reasonable limits (several feet) and said Ager corner did not have any recorded nearby references.

G. The center of a recently-set fence corner post (Circa 1970 $\pm$), with wire fence running Southwesterly, Easterly and Northwesterly bears S 88 1/2° W (true bearing), 33.2 feet from the proportionate corner established on this survey.

Survey Narrative for Robert C. Jenkins
Page Four

H. The approximate location where the old rail fence cornered, originally running South and East, bears S 89° W (true bearing), 55 feet from the proportionate corner established on this survey.

The oldest known aerial photo of this area (Circa 1940 +) was checked out of the County Surveyor's office, wherein the scaled location of the fence corner on the photo coincides with the reconstructed fence corner location, Item H, within approximately 10 feet.

I. The transmission line superintendant for the California-Oregon Power Company (now Pacific Power and Light Company), see Item 8, was contacted regarding power transmission line right-of-way maps and field notes that might shed additional light on said Quarter corner. Right-of-way map #E-4648, for line 19 dated 1/12/28 does not show a tie to the Quarter corner common to said Sections 34 & 35. Eslinger indicated that the field notes of this survey could not be located in the Portland office and are presumed missing. Right-of-way map #E-8284, for line 59 dated Nov. 1958 shows corner ties to both the West and South Quarter corners of Section 35. Copies of the field notes were forwarded to this office by Eslinger. The field notes dated 2/28/57 on Page 76 indicated the following note, under remarks "BT 18" Oak blaze facing S70W".

Utilizing the tie from the double-pole tower to the Quarter "corner" as shown on said Power Company right-of-way map, and running the original Government record of North 81° E (true bearing), 107.6 feet, we fall inside an Oak stump, cut approximately 8" above the ground with center rotted and about a 2" outer ring of wood left. This stump checks the location of the "BT" as described in the 1957 transmission line survey notes. Also from aforesaid "corner", the center of a white oak stool bears S 41° W (true bearing) 109.2 feet (Gov't. record = S 41° W, 106.7 feet). Aforesaid "corner" bears N 61° W (true bearing), 77 feet from the proportionate corner established on this survey.

It should be noted that Nichols, see Item 5, after being shown the aforesaid stump and white oak stool did not recall either or had he attached any significance to same at any time.

J. At this point, the writer took a wider view, because of the established reliability of the original Government surveyors, Ives and Hyde (Circa 1854).

Literally hundreds of re-surveys in Jackson County have attested to their surveying reliability of which Recorded Survey No. 5011 is a comprehensive example.

K. Additional information was then requested from Eslinger which led to an initial telephone conversation with Bergman, see Item 9, now employed by P. P. & L. in Centralia, Washington. Bergman requested copies of the 1957 transmission line field notes from Eslinger and some time to reflect about the survey and BT. Approximately 10 days after our original telephone conversation, I returned the call to Bergman. He recalled the survey, that he was the party chief and the notes were his handwriting. He stressed, as Eslinger did before him, that the transmission line corner tie had no relation to positioning the transmission line, in fact the new Line 59 was run parallel to the older Line 19. The tie was informational only and not of a standard that a boundary survey would require. Mr. Bergman could not recall seeing scribe marks in said tree and indicated that the term "BT" in the notes should probably have been labelled "possible BT". Mr. Bergman does not believe that this corner should be set from said Item 'I' "BT" based wholly on the 1957 and 1958 Transmission Line survey and right-of-way map data.

L. It should also be noted that the 3/4" iron pipe (see Item 'F', Page 3) was investigated by County Surveyor personnel on Dec. 10, 1969 (see corner report #63) where no root wads or other original bearing tree evidence was found to support said 3/4" pipe as the true corner.

On this survey, we re-checked these probable BT areas with no success.

The locus of the corner common to Sections 26, 27, 34 & 35 is in the "back yard" of a ranch house - machine shed complex. This corner has not been a property boundary corner for many years and there is no physical boundary such as fences, walls, etc. to assist in the location.

The original bearing trees were small with only the Northeast BT, a 12" White Oak capable of developing a reasonably sized root wad. It is the belief of the writer, that all evidence of said Northeast BT was destroyed when the grade-cut was made for construction of the machine shed many years ago.

The original Quarter corner common to Sections 26 & 27 was monumented with a "charred stake and raised mound with pits", with no bearing trees. This corner also has not been a property boundary corner for many years, and there is no physical ground evidence near its calculated position. This area having been utilized for

livestock grazing for many past years would also indicate that said charred stake corner position disappeared at an early time.

The original Government record for the corner common to Sections 22, 23, 26 and 27 called for a post corner, with one bearing tree to the SE and a call to Butler Creek to the West. This area was investigated, where not one, but two White Oak stools were found in the vicinity of the original BT. Also the tie to Butler Creek to the West intersects the Creek at an undesirable angle. The only fence line in the area traverses on a NE bearing and is many feet Southerly and Easterly from the true corner location. At the Quarter corner common to Sections 27 and 34, the original "charred stake and raised mound" with no bearing trees had no visible signs of boundary lines and has not been a property corner for many years.

At the corner common to Sections 27, 28, 33 and 34, the original corner was a "charred stake and raised mound with pits" and no bearing trees. This corner is presently not a property corner. Apparently, at a time when this corner was a property corner, Surveyor J. A. McCall on Dec. 27, 1903 (see Ashland City field book 'C', Page 71) made a preliminary and incomplete survey in this area. The map sketch shows ownerships in Section 28, distances of "40 chns" and "20 chns" with wording of "Survey for Geo. Irwin & Wright. Beg at 1/4 cor bet Secs." No additional information could be found in the City records regarding this survey, other than that shown on Page 71.

It should be noted that J. A. McCall's father, M. L. McCall, City Surveyor, had previously been in this area on Aug. 1, 1888 to establish the Northerly end of his "Meridian Line." (See Ashland City bound book, Page 23.) At that time, M. L. McCall tied said North Meridian Line Pole to the Quarter corner common to Sections 27 and 28. Note, that he did not tie to the closer Government corner, the 1/4 corner common to Sections 28 & 33 (which was originally a charred stake, etc., with no bearing trees). M. L. McCall also reports that the Meridian Pole was enclosed "by a plank fence 4 1/2 feet high to prevent its being molested by stock".

It appears to the writer that the original "charred stake and raised mound" corner position did not survive to 1888, let alone to 1903 when J. A. McCall became involved.

In 1923, Engineer F. H. Walker (see Item 'B', Page 2) needed this corner to establish what later became the Northeast corner of Lot 17 of ASHLAND ACRES (Recorded).

The plat indicates the distance from the Quarter corner common to Sections 33 and 34 (being also the Northeast corner of Lot 21, ASHLAND ACRES) as "North, 2722 feet". Walker's notes in Ashland City field book 'F' also indicates this distance of "2722 feet", with no elaboration as to the establishment of any of the corners along the North boundary of Section 33.

An older wood post and page wire fence runs from approximately 4 feet West of the Quarter corner common to Sections 27 and 28 Southerly to the Quarter corner common to Sections 33 and 34, weaving several feet each way from a straight line between these corners.

In the vicinity of the Northeast corner of Lot 17, ASHLAND ACRES, no fence runs Easterly, but a fence running Westerly begins approximately 225 feet Westerly from said approximate lot corner. A search was made for a monument or wood post for said Lot corner, but no definite evidence of same could be found.

If the said Westerly fence line is produced Easterly to the said existing "North-South" fence, the distance from this point to the Quarter corner common to Sections 33 and 34 developed a distance South (within 1 foot) of the aforesaid plat distance of 2722 feet.

It is the opinion of the writer that J. A. McCall may have run approximate lines in this area in 1903, that later were extrapolated into fence line locations that were later utilized by Walker in 1923.

However, with the incompleteness of J. A. McCall's notes, it is theorized that McCall knew his clients did not have the resources for him to survey the number of miles to adjoining known corners necessary to legally establish this and other "lost" corners in this area.

The original Government survey ran Westerly from the corner of Sections 27, 28, 33 and 34 a distance of "2.20 chains" to the "Foot of a ravine, c. South".

From the proportionate corner established on this survey, we ran S 89° 37' 10" W (true bearing), 145.7 feet to the mean average of the center of a well-defined deep ravine. This ravine forks near this point and may be at or near the "foot of a ravine" referred to in the original notes. The ravine forks into two channels Northerly from this point and at the approximate North line of Lot 17, ASHLAND ACRES, the West boundary of Section 27 as established on this survey is approximately

160 feet East from the Westerly ravine and is approximately 100 feet East from the Easterly ravine. The proportionate corner established on this survey is approximately 2 feet East from aforesaid "North-South" fence.

In the original notes running Easterly from the corner common to Sections 26, 27, 34 & 35, a call of 7.10 chains was made to the "foot of ravine, c. South".

Running from the proportionate corner established on this survey, S 89° 26' 05" E, 470.23 feet we intersect a well-defined ravine running Southerly which we feel should hold precedence over the distance to the original Quarter corner common to Sections 26 and 35.

This overall data was then re-evaluated, discussed with Everett Swain, See Item 7, Page 2, and further analyzed by the County Surveyor's personnel and the County Surveyor.

Ed McGinty, County Surveyor believes that the procedure utilized on this survey, considering the evidence herein reported, is the best method of re-establishing the missing corners herein monumented.

The Government corner positions established on this survey were monumented and referenced as follows:

At the South 1/16 corner common to Sections 34 & 35, set a 1" x 36" galvanized iron pipe with 2" bronze cap stamped:

" S 1/16

34 + 35

1977," 3" deep, from which:

Found a 1" axle, 2" deep which bears Southeasterly 3.4 feet. No evidence was found of the Agar 3/4" pipe set near this vicinity on Recorded Survey No. 2067.

Scribed a 9" White Oak "S 1/16 S35 - BT" which bears N 68 1/4° E (true bearing), 66.6 feet to the face of the upper blaze.

Scribed an 11" White Oak "S 1/16 S34 - BT" which bears N 79 1/4° W (true bearing), 72.4 feet to the face of the upper blaze.

At the Quarter corner common to Sections 34 and 35, set a 1" x 24" galvanized iron pipe in a mound of rock, with a 2" bronze disk stamped:

" T38SR1E

1/4 34 + 35

1977 " set 12" in the ground for corner, from which:

Scribed a 14" White Oak " 1/4 S - BT" which bears N 67 1/2° E (true bearing),

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177.7 feet to the face of the upper blaze.

At the corner common to Sections 26, 27, 34 and 35, set a 1" x 36" galvanized iron pipe with 2" bronze cap stamped:

"T38SR1E

27/26
34/35

1977," flush with the ground surface for corner,

from which:

Scribed a 7" White Oak, "T38SR1E S27 - BT" which bears N 49° W (true bearing), 139.7 feet to the face of the lower blaze;

Scribed a 12" White Oak "T38SR1E S 26 - BT" which bears N 19° E (true bearing), 96.2 feet to the face of the lower blaze;

Scribed a 15" White Oak, "T38SR1E S35 - BT" which bears S 34 1/4° E (true bearing), 100.1 feet to the face of the lower blaze;

Scribed a 5" White Oak, "T38SR1E S34 - BT" which bears S 53 3/4° W (true bearing), 192.9 feet to the face of the lower blaze.

At the West one-sixteenth corner common to Sections 26 and 35, set a 1" x 36" galvanized iron pipe with a 2" bronze cap stamped:

"W 1/16 S26
S35

LS 281

1977," flush with the ground surface for

corner, from which:

Scribed a 5" White Oak, "W 1/16 S35 - BT" which bears S 15° E (true bearing), 229.0 feet to the face of the lower blaze;

Scribed a 16" White Oak, "W 1/16 S35 - BT" which bears S 60 1/2° E (true bearing), 320.9 feet to the face of the lower blaze.

At the Quarter corner common to Sections 27 and 34, set a 1" x 36" galvanized iron pipe with a 2 1/2" bronze cap stamped:

"T38SR1E

1/4 S27
S34

LS 281

1977," exposed 4" from which:

Set a 3/4" x 30" rebar in an existing fence line which bears North (true bearing), 336.55 feet;

The center of the Southerly pole in a twin-pole power transmission line tower

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Survey Narrative for Robert C. Jenkins
Page Ten

in Line 59 bears N 51 3/4° W, 209.6 feet.

At the corner common to Sections 27, 28, 33 and 34, set a 1" x 36" galvanized iron pipe with a 2 1/2" bronze cap stamped:

"T38SR1E

S28	S27
S33	S34

LS 281

1977" exposed 4" for corner, from which:

Set a 3/4" x 24" rebar flush in a fence corner with fences running North and West, which bears N 78 1/2° W (true bearing), 230.58 feet;

Set a 3/4" x 24" rebar, exposed 3" in a North-South fence which bears N 3 3/4° W (true bearing), 30.00 feet;

Set a 3/4" x 30" rebar, exposed 2" which bears East (true bearing), 30.00 feet.

The field and office staff of Boyden Surveying, in addition to the writer hereof, who have worked diligently on this survey are as follows:

Danny Phillips

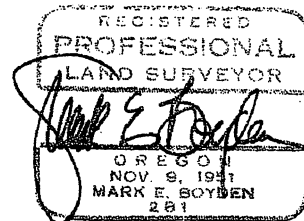
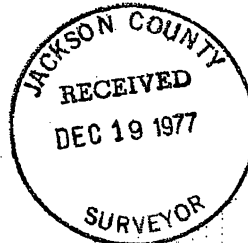
Gary Kaiser

Lorin Woodcock

Dan J. Boyden

Also, it is very much appreciated by the writer herein, the assistance and patience given by the men reported in Items 2, 3, 4, 5, 6, 7, 8 and 9, (Pages 1 and 2) and with the cooperation of the Jackson County Surveyor and staff.

December 19, 1977



SURVEY NARRATIVE TO COMPLY WITH O.R.S. 209.250

FOR: Jackson County

PURPOSE: To locate government corners and other random points on the Oregon Coordinate System (south zone), with accuracy at least equivalent to National Geodetic Survey second-order standards.

AREA: Points were located in T37S, R1W; T38S, R1W; T38S, R1E; and T39S, R1E; W.M.

PROCEDURE: Horizontal control for this traverse project was provided by the following second-order triangulation stations of the national network:

PERMS (JCS) 1968

PHOENIX (JCS) 1968

CASCADE (JCS) 1968

TALENT (JCS) 1968

BUTLER (JCS) 1968

Positions of these points were held fixed in all computations and adjustments, and in determining all closing errors.

All major horizontal directions were measured with a Wild second-order theodolite, using two positions of the horizontal circle, with each position consisting of a direct and reverse pointing. Two sets were measured for each zenith distance, with each set consisting of a circle left and a circle right pointing. Considerable care was exercised to confine angle measurements to overcast, dull days, when refraction would be near minimum.

Except for a few short distances under 300 feet, all distance measurements were by Hewlett Packard Model 3800A Distance Meter or by Model 6A Geodimeter. These electronic distance measurements were contracted to local surveyors. A few short distances under 300 feet were double chained with a steel tape.

In no case did the azimuth closure at azimuth check points exceed 3.0 sec. per station, the standard for second-order traverse. After azimuth adjustment, the maximum closing error in position was 1:27,200, slightly better than the 1:25,000 standard for first-order traverse. All such closures were adjusted by the compass rule.

Vertical control was taken from station AK-6 (BCVSA), whose elevation in turn was derived from a third-order connection to the National Ocean Survey first-order bench mark "J7", located along the Southern Pacific Railroad at 6th Street in Medford. This mark is stamped "ELEV. 1375.001 FT. J7 1920". This stamped elevation, which also corresponds to the City of Medford elevation datum, was used in making the above third-order connection. Because of additional leveling by National Ocean Survey in 1954 and a supplementary adjustment in 1956, the elevation of bench mark "J7" has been changed to 1375.598 feet. Thus, elevations determined on this survey correspond to the City of Medford datum, but need to be corrected by adding 0.597 feet to make them consistent with the national datum.

Elevations throughout this project were determined by trigonometric leveling, using reciprocal zenith distances. Loops were balanced using the compass rule. In a few instances involving taped distances, no elevations were determined for supplemental points. The largest loop closure ratio, 0.39 ft. over a distance of 17,134 ft., amounts to 1 part in 44,000

Appendix A to this report is a listing of Oregon State Coordinates (south zone) for all marked points, together with elevations.

Appendix B is a listing of field records and computations which are on file in the County Surveyor's Office.

APPENDIX A
OREGON STATE COORDINATES (south zone) AND ELEVATIONS
LOOP 1

Page 3.

<u>STATION</u>	<u>Y (NORTH)</u>	<u>X (EAST)</u>	<u>ELEVATION</u>
FERNS (JCS) 1968	235 350.80	1 381 645.44	2111.9
NE Cor. DLC 41 (T38S,R1W)	235 441.64	1 373 184.98	1536.6
No. 1	234 242.71	1 374 254.03	1539.2
COLVER	232 536.20	1 374 152.29	1495.7
LOWRY	228 911.32	1 376 894.44	1644.4
SKUNDRICK	227 421.46	1 374 328.09	1660.4
PHOENIX (JCS) 1968	222 552.09	1 371 741.42	1839.0
No. 17	227 541.70	1 372 250.97	1559.0
SW Cor. DLC 42 (T38S,R1W)	227 680.28	1 372 257.77	
SW Cor. DLC 84 (T38S,R1W)	237 500.77	1 374 078.17	1497.8
No. 2	237 392.58	1 376 589.46	1571.5
SE Cor. DLC 83 (T38S,R1W)	235 284.58	1 378 036.86	1685.4
No. 10	234 820.26	1 378 050.94	1658.6
No. 8	233 113.13	1 383 291.19	1798.2
No. 9	234 596.97	1 381 702.25	1896.6
STONE	234 762.96	1 378 903.14	1678.4
No. 7	238 858.56	1 385 138.39	2226.6
No. 6	239 641.12	1 384 168.66	2167.4
No. 5	239 327.18	1 380 154.00	1825.3
No. 4	238 524.41	1 378 212.77	1646.8
SE Cor DLC 84 (T38S,R1W)	237 366.41	1 378 097.63	1619.4
NE Cor DLC 42 (T38S,R1W)	233 977.26	1 376 510.18	1546.6
NW Cor DLC 43 (T38S,R1W)	227 633.77	1 374 028.31	1598.5
AK6 (BCVSA)	235 269.66	1 373 208.76	1535.0
NNE Cor. DLC 83 (T38S,R1W)	238 064.92	1 374 094.45	1511.1
No. 3	237 444.11	1 378 957.86	1726.9
1/4 Cor 3/2 (T38S,R1W)	237 415.26	1 378 977.76	1730.6
NE Cor DLC 54 (T37S,R1W)	240 386.79	1 381 037.16	1827.1
Sec. Cor 35,36,2&1,T37&38S,R1W	239 896.42	1 384 355.14	2159.8
KK-52 (BCVSA)	239 879.43	1 384 364.32	2160.0
NE Cor DLC 81 (T38S,R1W)	233 764.40	1 383 323.41	1785.4
K1 (BCVSA)	233 666.92	1 383 309.70	
NE Cor DLC 82 (T38S,R1W)	233 798.44	1 382 463.56	1769.9
ESE Cor DLC 85 (T38S,R1W)	239 525.94	1 381 011.14	1798.3
BK9 (BCVSA)	232 531.93	1 374 182.88	
P.S.1025+82.96 AH=1025+83.10 BK	233 037.03	1 373 596.14	1463.5
SW Cor DLC 82 (T38S,R1W)	230 856.14	1 376 417.59	1593.0

LOOP 2

No. 11	229 240.75	1 383 168.63	1718.9
No. 20	228 429.32	1 383 157.61	1789.1
D9 (BCVSA)	224 433.40	1 383 545.55	1737.6
Intersection Payne & Suncrest	223 192.41	1 383 318.27	1641.4
No. 19	223 180.47	1 383 695.05	1653.6
Suncrest	221 287.36	1 383 260.62	1603.6
No. 18	222 311.45	1 381 977.57	1588.2
Hwy. Mon. "B"	224 601.22	1 380 231.68	1535.9
Hwy. Mon. "A"	228 277.83	1 377 093.62	1503.3
BKD 25 (BCVSA)	229 316.41	1 381 146.75	1669.9
No. 12	228 828.44	1 380 798.70	1692.6
No. 13	228 949.64	1 380 162.10	1753.4
No. 14	227 812.84	1 379 710.87	1702.2
SE Cor DLC 42 (T38S,R1W)	227 519.20	1 378 363.55	1512.7
ENE Cor DLC 42 (T38S,R1W)	228 500.57	1 378 392.79	1609.6
No. 15	229 316.80	1 378 633.49	1729.0
E11 Cor DLC 42 (T38S,R1W)	228 561.70	1 376 349.38	1494.7
NE Cor DLC 43 (T38S,R1W)	227 469.10	1 380 252.63	1607.3

<u>STATION</u>	<u>Y (NORTH)</u>	<u>X (EAST)</u>	<u>ELEVATION</u>
1/4 Cor 11 & 14 (T38S,R1W)	229 334.57	1 381 410.65	
SE Cor. DLC 81 (T38S,R1W)	229 280.74	1 383 169.90	
NE Cor. DLC 59 (T38S,R1W)	223 247.78	1 381 557.58	1558.3
D13 (BCVSA)	222 189.42	1 382 010.17	
NE Cor. DLC 60 (T38S,R1W)	222 244.34	1 381 889.63	
No. 25	225 468.79	1 380 261.47	1538.3

LOOP 3

DHS (BCVSA)	223 111.58	1 385 872.47	1718.2
No. 36	223 098.72	1 386 483.94	1701.4
1/4 Cor 13 & 24 (T38S,R1W)	223 871.05	1 386 545.66	1724.7
Sec. Cor. 13, 18, 24, 19 (T38S,R1W-1E)	223 788.64	1 389 187.37	1872.8
Sec. Cor. 24, 19, 25, 30 (T38S,R1W-1E)	218 486.09	1 389 040.39	1727.8
No. 40	214 702.96	1 390 670.83	1661.1
T102 (BCVSA)	228 856.59	1 385 438.26	1825.4
No. 27	229 150.22	1 386 721.26	1911.3
No. 22	228 852.19	1 388 833.15	2241.6
No. 23	226 327.22	1 389 291.53	1987.7
No. 24	224 962.18	1 389 228.12	1935.0
CASCADE (JCS) 1968	225 244.94	1 390 464.24	2335.4
NW Cor DLC 70 (T38S,R1W)	220 415.22	1 384 585.68	1609.3
No. 35	219 633.88	1 388 010.48	1803.9
No. 26	219 125.31	1 384 894.89	1575.2
No. 28	218 392.40	1 385 580.09	1582.4
Hwy. Mon "C"	217 936.94	1 386 194.93	1588.4
Hwy. Mon "D"	215 581.02	1 389 455.73	1631.8
No. 29	223 641.55	1 390 898.44	2091.1
No. 30	222 970.52	1 392 094.51	2026.2
No. 32	220 823.11	1 393 556.63	1936.3
T103 (BCVSA)	219 764.78	1 393 578.19	1885.0
No. 33	216 242.15	1 393 489.53	1828.2
1" I. Pipe (per R.S. 3918)	215 341.78	1 393 290.59	1739.7
H3 (BCVSA)	213 680.48	1 393 270.45	1770.6
SW Cor DLC 45 (T38S,R1E)	213 148.52	1 393 360.86	1762.1
No. 34	212 551.34	1 393 705.12	1739.1
Hwy Mon. "E"	213 234.98	1 392 702.56	1714.4
1/4 Cor. 18 & 19 (T38S,R1E)	223 759.43	1 391 926.42	2016.3
No. 31	223 585.82	1 391 685.46	1993.4
NW Cor DLC 48 (T38S,R1E)	212 491.08	1 392 026.30	1698.8
NE Cor DLC 41 (T38S,R1E)	214 588.34	1 389 409.99	1630.4
NW Cor DLC 42 (T38S,R1E)	219 794.36	1 389 548.84	1760.0
No. 41	219 814.85	1 387 994.58	1794.1
NW Cor Govt Lot 7	219 849.95	1 387 748.83	1764.3
Fd. 1 1/4" I. Pipe flush	220 322.77	1 387 763.96	1719.2
Fd. 1 1/4" I. Pipe Exp. 15"	220 317.75	1 387 950.40	1735.9
J.C. Rd. Sta. 46+60.47	223 098.27	1 386 505.86	
No. 37	223 070.95	1 386 481.73	
SE Cor DLC 39 (T38S,R1E)	218 473.00	1 389 513.35	1767.7

LOOP 4

BUTLER (JCS) 1968	211 552.61	1 408 142.42	2665.0
Hwy. Mon. "G"	207 171.33	1 403 259.86	1808.6
1/4 Cor. 33 & 4 (T38 & 39S,R1E)	207 655.75	1 402 086.21	1793.5
1/4 Cor. 32 & 5 (T38 & 39S,R1E)	207 766.34	1 396 781.40	1758.5
BILLINGS	207 647.73	1 394 290.91	1963.8
TALENT (JCS) 1968	211 833.13	1 390 189.24	1926.7
No. 55	208 004.18	1 402 472.61	1826.1
No. 54	210 926.56	1 396 794.41	1759.6

Page 5.

<u>STATION</u>	<u>Y (NORTH)</u>	<u>X (EAST)</u>	<u>ELEVATION</u>
Hwy. Mon. Sta. 1335	211 631.84	1 395 471.37	1754.4
NE Cor. DLC 48 (T38S,R1E)	212 398.06	1 396 002.07	1773.8
T104 (BCVSA)	213 036.30	1 399 588.80	2000.2
No. 47	218 327.40	1 399 736.07	2044.3
No. 52	218 282.53	1 402 454.70	2398.0
No. 39	223 593.03	1 394 385.74	2115.3
1/4 Cor. 17 & 20 (T38S,R1E)	223 687.93	1 397 233.59	2305.0
No. 42	221 847.33	1 396 126.04	2346.7
No. 44	221 064.34	1 398 926.14	2305.0
No. 59	218 344.19	1 398 756.10	1985.0
No. 48	218 370.38	1 397 772.55	2001.2
No. 60	218 344.76	1 397 034.69	1985.2
No. 49	218 383.84	1 396 286.60	1982.5
No. 50	218 362.13	1 393 508.52	1841.0
Sec. Cor. 18, 17, 19 & 20 (T38S,R1E)	223 743.75	1 394 583.72	2082.5
No. 43	223 441.51	1 399 593.67	2483.9
No. 45	223 590.52	1 399 826.20	2490.7
No. 46	223 814.58	1 399 746.77	2507.8
Sec. Cor. 17, 16, 20 & 21 (T38S,R1E)	223 636.54	1 399 897.99	2475.9
No. 53	217 060.87	1 405 771.00	2361.4
1/4 Cor. 28 & 27 (T38S,R1E)	215 582.22	1 404 982.11	2268.2
1/4 Cor. 21 & 28 (T38S,R1E)	218 285.31	1 402 385.81	2378.8
1/2" I. Pipe (Poss. NE Cor. DLC 45)	218 345.89	1 398 827.99	1983.0
Stone (Poss. 1/4 Cor. 20 & 29)	218 387.16	1 397 090.02	
5/8" I. Pin	218 377.25	1 397 089.75	
Valley View	213 227.08	1 394 207.86	1813.3
No. 51	208 375.42	1 396 200.98	1764.2
SE Cor. DLC 48 (T38S,R1E)	208 861.73	1 395 916.15	1717.1
Hub & Tack	208 798.51	1 396 174.29	1752.8
NW Cor. DLC 51 (T38S,R1E)	208 852.79	1 396 349.81	1744.9
No. 56	208 078.08	1 401 352.12	1757.5
NW Cor. DLC 53 (T38S,R1E)	208 144.45	1 401 524.64	1759.5
F-9 PM (BCVSA)	207 988.44	1 401 370.99	1732.1
Hub & Tack	207 730.83	1 394 209.26	
Sec. Cor. 31, 32, 5 & 5 (T38 & 39S,R1E)	207 821.29	1 394 120.37	
No. 57	207 823.84	1 394 218.33	

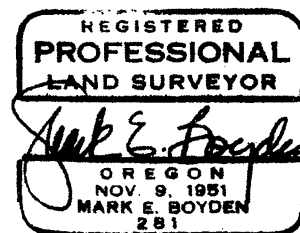
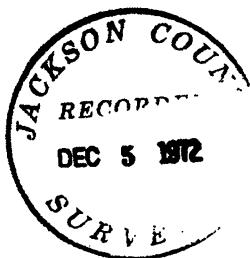
APPENDIX B

FIELD RECORDS AND COMPUTATIONS

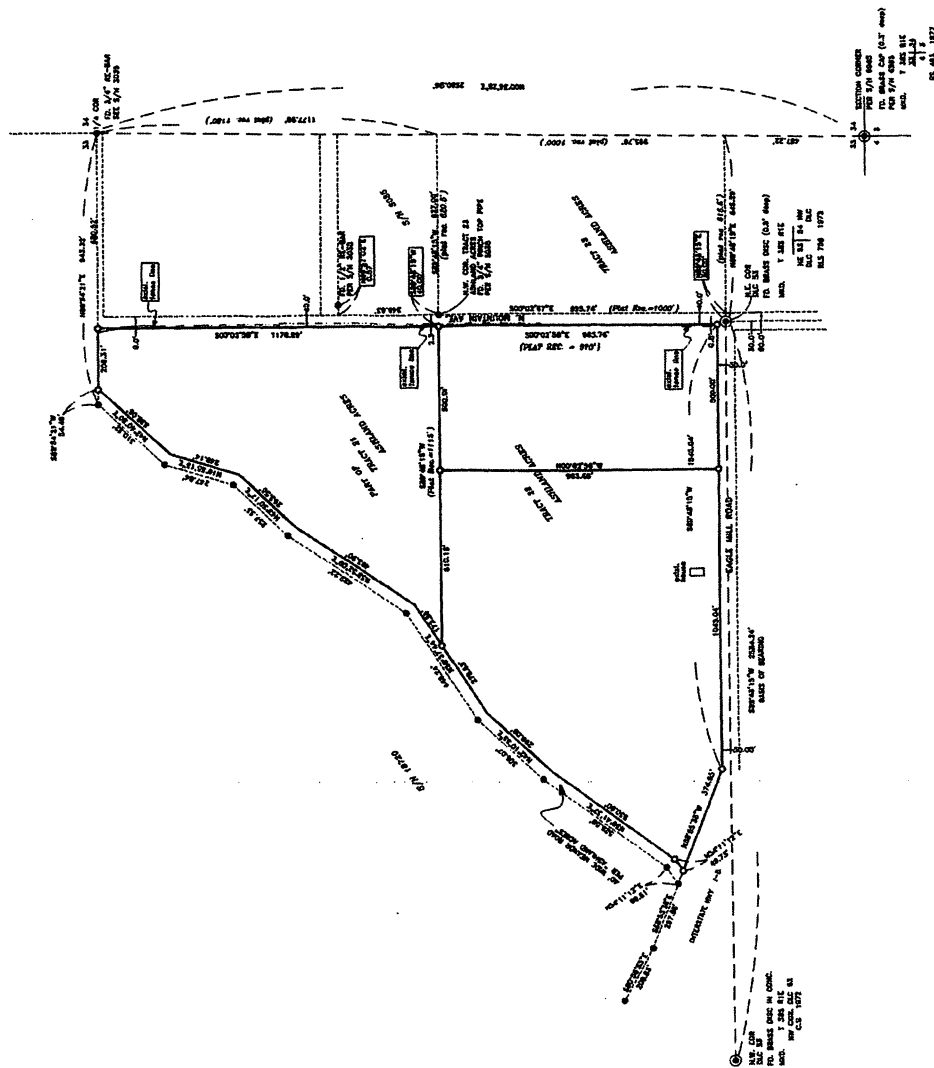
1. 6 Field books, labeled Book A, B, C, D, E & F
2. 1 Loose-leaf binder containing:
 - 47 pages - List of Directions
 - 40 pages - Abstract of Zenith Distances
 - 11 pages - Elevations for Measured Lines
 - 6 pages - Elevations for Supplemental stations
 - 17 pages - Reductions of distance measurements
 - 5 pages - Reduction of distances to grid and sea level

- 2 pages - Second term computations
 - 6 pages - Adjustment by compass rule
 - 10 pages - Computation of tirangles
 - 1 page - Azimuth checks to second-order stations
 - 6 pages - Final coordinates and elevations
3. 1 Manila envelope marked "Loop No. 1 - North Fern Valley Area" containing:
- 34 sheets - Hewlett Packard Distance Meter measurements
 - 18 sheets - Coordinate computations
4. 1 manila envelope marked "Loop No. 2 - Payne Road Area" containing:
- 29 sheets - Model 6A Geodimeter measurements
 - 5 sheets - Coordinate Computations
5. 1 Manila envelope marked "Loop No. 3 -Valley View Area" containing:
- 38 sheets - Hewlett Packard Distance Meter measurements
 - 10 sheets - Coordinate computations
6. 1 manila envelope marked "Loop No. 4 - Butler Creek Area" containing:
- 36 sheets - Hewlett Packard Distance Meter measurements
 - 9 sheets - Coordinate computations
7. 5 - Photo-mosaics showing stations locations

November 29, 1972



LOCATED IN TRACTS 21 AND 22 OF
ASHLAND ACRES IN THE S.E. 1/4 OF SEC. 33,
T.38 S., R. 1 E., W.M., JACKSON COUNTY, OREGON



**SURVEY NARRATIVE TO COMPLY WITH O.R.S. 209.250
OREGON REVISED STATUTES**

PURPOSE: To survey, monument and prepare legal descriptions of 3 parcels which are being created and as approved by the Jackson County Planning Department [File No. ZON 2003-01028 (Int)]

[illegible]

on existing fence line. The steel building at the two hours of total cost intended to be completed by North Carolina Avenue and 17th Street. The building is to be used for the storage of the cars per day. The building is to be used for the storage of the cars per day. The building is to be used for the storage of the cars per day.

[illegible]

HOFFMAN & ASSOCIATES, INC.
280 GOLF VIEW DRIVE, SUITE 201
MADISON, OREGON 97004
(503) 778-4841

BY: DARRELL L. HUCK
SCALES 1 inch = 200'
BASES OF MEASUREMENT

P.L.S. NO. MAY 17
SURVEY NO.

- | | | |
|---|---|--|
| ○ | = | Set 3/8"x24" Iron reinforcing pin with sharp "D" Head L5 2022* |
| × | = | Set 3/8"x30" Iron reinforcing pin with sharp "D" Head L5 2022* |
| ● | = | Found 6/8" Iron pin per 3/4 18720 |

PLANET REC. - RECORDED PER THE OFFICIAL PLAY OF ASHLAND ACTRESS



**REGISTERED
PROFESSIONAL
LAND SURVEYOR**

Wayne T. Park

ONECORN
PARKWAY • 100
DANFORTH L. MOORE
SUITE 200

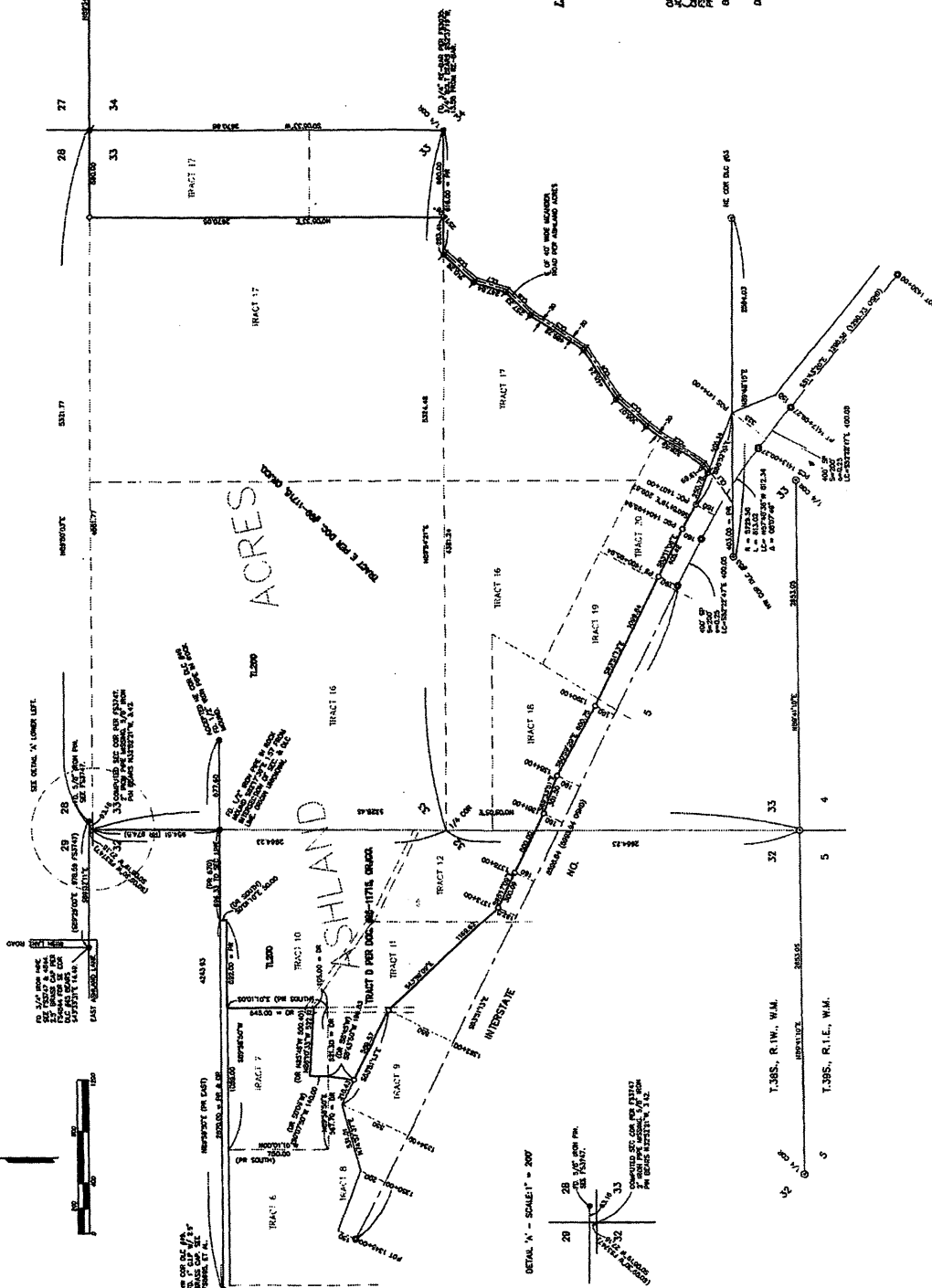
CRISTINA, 6/20/2015

(Correction Survey)
Located in Tracts 7, 8, 10, 11, 12, 16, 17, 18, 19 & 20
of ASHLAND ACRES & in Sections 32 & 33,
T.36S., R.1E., W.M. Jackson County, Oregon

PURPOSE: TO SURVEY AND MONUMENT CERTAIN CORNERS OF THE SUBJECT PROPERTY, THAT WERE ESTABLISHED BY THIS OFFICE DURING SURVEY NO. 16230. THIS SURVEY WILL SERVE TO CORRECT SURVEY NO. 16230 AS FAR AS THE LOCATION OF THE MONUMENTS SET ALONG THE HWY. LINE OF THE ADJ. MEADOW ROAD.

SECTION 33, THE CORRECTED POSITION OF THIS CENTERLINE AS SHOWN HEREON WAS COMPUTED BY USING PLAT CORNER DISTANCE FROM THE NE CORNER OF D/LC 87, BEING THIS ROAD WILL CONFORM TO THE PLAT DESCRIPTION OF THE CENTERLINE. A BROKEN BOUNDARY METHOD WAS AGAIN UTILIZED TO ADJUST THE PLAT RECORD DIMENSIONS TO FIT THE NLY AND SLY CENTERLINE POINTS. THE ORIGINAL PHS SHOWN ON 7816230 WAS REBORN AND PLACED IN THEIR CORRECTED POSITIONS AS SHOWN HEREON. I GIVE THANKS TO DARRELL HUCK, PLS, FOR HIS PROFESSIONAL COURTESY EXTENDED TO ME.

COURSE DATA TABLE		
CENTRALIZATION OF MEMBERS ROAD		(%)
	COURSE	
NO.		
Q1	60.07%17	38.15
Q2	60.37%18	38.71
Q3	60.71%19	39.28
Q4	61.07%20	39.85
Q5	61.43%21	40.43
Q6	61.79%22	41.00
Q7	62.15%23	41.58
Q8	62.51%24	42.15
Q9	62.87%25	42.73
Q10	63.23%26	43.30
Q11	63.59%27	43.88
Q12	63.95%28	44.45
Q13	64.31%29	45.03
Q14	64.67%30	45.60
Q15	65.03%31	46.18
Q16	65.39%32	46.75
Q17	65.75%33	47.33
Q18	66.11%34	47.90
Q19	66.47%35	48.48
Q20	66.83%36	49.05
Q21	67.19%37	49.63
Q22	67.55%38	50.20
Q23	67.91%39	50.78
Q24	68.27%40	51.35
Q25	68.63%41	51.93
Q26	68.99%42	52.50
Q27	69.35%43	53.08
Q28	69.71%44	53.65
Q29	70.07%45	54.23
Q30	70.43%46	54.80
Q31	70.79%47	55.38
Q32	71.15%48	55.95
Q33	71.51%49	56.53
Q34	71.87%50	57.10
Q35	72.23%51	57.68
Q36	72.59%52	58.25
Q37	72.95%53	58.83
Q38	73.31%54	59.40
Q39	73.67%55	59.98
Q40	74.03%56	60.55
Q41	74.39%57	61.13
Q42	74.75%58	61.70
Q43	75.11%59	62.28
Q44	75.47%60	62.85
Q45	75.83%61	63.43
Q46	76.19%62	64.00
Q47	76.55%63	64.58
Q48	76.91%64	65.15
Q49	77.27%65	65.73
Q50	77.63%66	66.30
Q51	77.99%67	66.88
Q52	78.35%68	67.45
Q53	78.71%69	68.03
Q54	79.07%70	68.60
Q55	79.43%71	69.18
Q56	79.79%72	69.75
Q57	80.15%73	70.33
Q58	80.51%74	70.90
Q59	80.87%75	71.48
Q60	81.23%76	72.05
Q61	81.59%77	72.63
Q62	81.95%78	73.20
Q63	82.31%79	73.78
Q64	82.67%80	74.35
Q65	83.03%81	74.93
Q66	83.39%82	75.50
Q67	83.75%83	76.08
Q68	84.11%84	76.65
Q69	84.47%85	77.23
Q70	84.83%86	77.80
Q71	85.19%87	78.38
Q72	85.55%88	78.95
Q73	85.91%89	79.53
Q74	86.27%90	80.10
Q75	86.63%91	80.68
Q76	86.99%92	81.25
Q77	87.35%93	81.83
Q78	87.71%94	82.40
Q79	88.07%95	82.98
Q80	88.43%96	83.55
Q81	88.79%97	84.13
Q82	89.15%98	84.70
Q83	89.51%99	85.28
Q84	89.87%100	85.85



② = COUNTY SURVEYOR'S BRASS CARRIED FORWARD FROM 1000

- MONUMENT AS SHOWN. TIED IN 1969.
- 1" IRON PIPE W/2.5" BRASS CAP WOOD. L2381 PER F50426. TIED IN 1969.
- IRON STATE HIGHWAY DIVISION BRASS SET IN CONCRETE. TIED IN 1969.
- 5/8" IRON PIN W/ PLASTIC CAP WOOD. L.T. PRABH & ASSOC. PER F510230. SET IN 1969.
- SET 5/8" x 2 1/4" IRON PIN W/ PLASTIC CAP WOOD. L.T. PRABH & ASSOC THIS SURVEY.
- OFFICIAL RECORDS OF JACKSON COUNTY, OREGON.
- PALDO

- JACKSON COUNTY DEED REC
- DEED RECORD DATA.

SEE COURSE DATA TABLE.
 FILED SURVEY

ON = PLANT RECORD DATA PER AROUND ACRES.

WAS FIELD AS (-) 1-30-38.

DATE: APRIL 14, 2005
UNIT OF MEASUREMENT: FEET
SCALE: 1" = 400'

REGISTERED

DATE _____
PROFESSIONAL
LAND SURVEYOR

Jan. 26/20

DATE: 10/10/10

54804 75 230616
JUL 17, 1966
JAMES E. MOORE
3734

62-64-9 JMW THERMAN

.....

JACK DAVIS
CHRISTIAN E. HEARN
EUGENE V. ANDERSON
RACHELE R. SELVIG
ANDREW M. NARUS

DAVIS HEARN
ANDERSON & SELVIG
ATTORNEYS AT LAW
A PROFESSIONAL CORPORATION

SAM B. DAVIS (1923-2017)
SIDNEY E. AINSWORTH (1927-2003)
DONALD M. PINNOCK - Retired
DANIEL L. HARRIS - Retired
DAVID V. GILSTRAP - Retired
SUSAN V. SALADOFF - Retired
JEFFREY K. MCCOLLUM - Retired
GARRISON F. TURNER - Retired

Established 1953

515 EAST MAIN STREET | ASHLAND, OREGON 97520
PHONE: 541.482.3111 | FAX: 541.488.4455
www.davishearn.com

MARCH 26, 2025

TO: Ashland City Council
c/o Dana Smith, City of Ashland Legal Department (dana.smith@ashland.or.us)

FROM: Chris Hearn (chearn@davishearn.com)

RE: Iverson / City of Ashland Property Line Adjustment
Jackson County Development Services File #439-24-00057-SUB
Iverson Property: 1720 N. Mountain Ave. (38-1E-33, Tax Lot 100)
City of Ashland Property: 1925 Eagle Mill Rd. (38-1E-33, Tax Lot 200)

Dear Council:

Our firm represents Katherine Iverson in connection with the property line adjustment matter on Council's agenda for April 2, 2025.

Attached is the Letter of Authorization signed by City Manager Sabrina Cotta on April 2, 2024, and authorizing Ms. Iverson to pursue the property line adjustment.

In reasonable reliance on the attached Letter of Authorization, Ms. Iverson thereafter incurred substantial costs and expenses associated with drafting and pursuing the now-approved property line adjustment application through Jackson County Development Services, and additional survey costs associated with creating the property line adjustment plat, and a related work.

Thank you for your consideration of this matter.

Sincerely,



Enclosure: as stated.

DAVIS HEARN ANDERSON & SELVIG, PC
515 E. MAIN ST. | ASHLAND, OREGON 97520
541.482.3111 | chearn@davishearn.com | www.davishearn.com

LETTER OF AUTHORIZATION FOR PROPERTY LINE ADJUSTMENT

38-1E-33, TAX LOT 100 (IVERSON); AND
38-1E-33, TAX LOT 200 (CITY OF ASHLAND)



**LETTER OF AUTHORIZATION
PROPERTY LINE ADJUSTMENT**

DEVELOPMENT SERVICES

10 South Oakdale, Room 100
Medford, Oregon 97501
Phone: 541-774-6900
Fax: 541-774-6948

(1) Surveyor: Shawn Kampmann, Polaris Land Surveying, LLC; and
LET IT BE KNOWN THAT (2) Agent: Christian E. Hearn (OSB #911829), Davis Hearn Anderson & Selvig, PC*
have been retained to act as Agent to perform all acts associated with pursuing a property property line
adjustment between the properties identified below. These acts include: Pre-application Conference,
Filing applications and/or other required documents relative to all Zoning Applications, Sewage Disposal
Permits and Inspections, Assigning an Address, Road Approach Permits, Manufactured Dwelling Permits,
Building Permits, and Mechanical Permits (authorization not useable for Plumbing or Electrical Permits
per State regulations). [**Hearn is attorney for Iverson but has City authority to pursue this PLA application for parties.*]
(1) 1720 N. Mountain Ave., Ashland (Property Owner: Katherine R. Iverson)
(2) 1925 Eagle Mill Rd., Ashland (Property Owner: City of Ashland)

AND DESCRIBED IN THE RECORDS OF JACKSON COUNTY AS:

TOWNSHIP 38, RANGE 1E, SECTION 33, TAX LOT(S) 100 (IVERSON)

TOWNSHIP 38, RANGE 1E, SECTION 33, TAX LOT(S) 200 (CITY OF ASHLAND)

THE COSTS OF THE ABOVE ACTIONS, WHICH ARE NOT SATISFIED BY THE AGENT, ARE THE
RESPONSIBILITY OF THE UNDERSIGNED PROPERTY OWNER (IVERSON).

(1) PROPERTY OWNER/APPLICANT: 38-1E-33, TAX LOT 100 (1720 N. MOUNTAIN AVE.)

This authorization is valid for ☐ 1 year; ☒ 2 years; ☐ Other _____ (Must select one)

SIGNATURE: Katherine R. Iverson, Trustee DATE: March 23, 2024

PRINTED NAME: Katherine R. Iverson, Trustee of the 1720 N. Mountain Avenue Trust

ADDRESS: 1720 N. Mountain Ave. PHONE: (541) 488-3043

CITY/STATE/ZIP: Ashland, OR 97520 FAX: _____

(2) PROPERTY OWNER/APPLICANT: 33-1E-33, TAX LOT 200 (1925 EAGLE MILL RD.)

☒ APPLICANT ☐

SIGNATURE: Sabrina Cotta DATE: 4/2/2024

PRINTED NAME: Sabrina Cotta, Interim City Manager, City of Ashland

ADDRESS: 20 E. Main St. PHONE: (541) 552-2106

CITY/STATE/ZIP: Ashland, OR 97520 FAX: (541) 488-5311

AGENT/SURVEYOR: ☐ APPLICANT ☒ AGENT

SIGNATURE: [signature on next page] DATE: _____

PRINTED NAME: Shawn Kampmann, Polaris Land Surveying, LLC

ADDRESS: P.O BOX 459 PHONE: (541) 482-5009

CITY/STATE/ZIP: ASHLAND, OR 97520 FAX: (541) 488-0797

EMAIL: shawn@polaris.com

AGENT/ATTORNEY FOR IVERSON:

SIGNATURE: Christian E. Hearn
Christian E. Hearn (OSB #911829)
chearn@davishearn.com

DATE: 03-28-2024
PHONE: (541) 482-3111 FAX: (541) 488-4455
I:\ZONING\FORMS\Letter Of Authorization 2011.Docx

ADDRESS: 515 E. Main St. | Ashland, OR 97520



**LETTER OF AUTHORIZATION
PROPERTY LINE ADJUSTMENT**

DEVELOPMENT SERVICES

10 South Oakdale, Room 100
Medford, Oregon 97501
Phone: 541-774-6900
Fax: 541-774-6948

(1) Surveyor: Shawn Kampmann, Polaris Land Surveying, LLC; and
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TOWNSHIP 38, RANGE 1E, SECTION 33, TAX LOT(S) 100 (IVERSON)

TOWNSHIP 38, RANGE 1E, SECTION 33, TAX LOT(S) 200 (CITY OF ASHLAND)

THE COSTS OF THE ABOVE ACTIONS, WHICH ARE NOT SATISFIED BY THE AGENT, ARE THE
RESPONSIBILITY OF THE UNDERSIGNED PROPERTY OWNER (IVERSON).

(1) PROPERTY OWNER/APPLICANT: 38-1E-33, TAX LOT 100 (1720 N. MOUNTAIN AVE.)

This authorization is valid for ☐ 1 year; ☒ 2 years; ☐ Other _____ (Must select one)

SIGNATURE: Katherine R. Iverson, Trustee DATE: March 23, 2024

PRINTED NAME: Katherine R. Iverson, Trustee of the 1720 N. Mountain Avenue Trust

ADDRESS: 1720 N. Mountain Ave. PHONE: (541) 488-3043

CITY/STATE/ZIP: Ashland, OR 97520 FAX: _____

(2) PROPERTY OWNER/APPLICANT: 33-1E-33, TAX LOT 200 (1925 EAGLE MILL RD.)

☒ APPLICANT ☐

SIGNATURE: [signature on previous page] DATE: _____

PRINTED NAME: Sabrina Cotta, Interim City Manager, City of Ashland

ADDRESS: 20 E. Main St. PHONE: (541) 552-2106

CITY/STATE/ZIP: Ashland, OR 97520 FAX: (541) 488-5311

AGENT/SURVEYOR: ☐ APPLICANT ☒ AGENT

SIGNATURE: Shawn Kampmann DATE: March 28, 2024

PRINTED NAME: Shawn Kampmann, Polaris Land Surveying, LLC

ADDRESS: P.O BOX 459 PHONE: (541) 482-5009

CITY/STATE/ZIP: ASHLAND, OR 97520 FAX: (541) 488-0797

EMAIL: shawn@polaris.com

AGENT/ATTORNEY FOR IVERSON:

SIGNATURE: Christian E. Hearn

DATE: 03-28-2024

Christian E. Hearn (OSB #911829)

PHONE: (541) 482-3111 FAX: (541) 488-4455

chearn@davishearn.com

I:\ZONING\FORMS\Letter Of Authorization 2011.Docx

ADDRESS: 515 E. Main St. | Ashland, OR 97520



Council Business Meeting

Date: April 1, 2025

Agenda Item	Public Hearing and First Reading of Ordinance 3259: "An Ordinance Annexing Property and Withdrawing an Annexed Area from Jackson County Fire District No. 5 (300 Clay Street - Planning Action #PA-T3—2024-0010)"
From	Brandon Goldman, Director of Community Development, Aaron Anderson, Senior Planner
Contact	brandon.goldman@ashland.or.us

SUMMARY

A request for annexation and zone change of a 4.8-acre property at 300 Clay Street, and 0.45 acres of adjacent Right of Way. The application also includes a request for Outline Plan approval for a 29-lot (37 unit) Performance Standards Option (PSO) subdivision.

POLICIES, PLANS & GOALS SUPPORTED

- Ashland Housing Production Strategy
- Ashland Land Use Ordinance: Annexation Chapter 18.5.8
- Ashland Comprehensive Plan
 - Section VI: Housing
 - Goal - Ensure a range of different dwelling types that provide living opportunities for the total cross section of Ashland's population.
 - Policies: Provide for a mix of housing types that are attractive and affordable to a diversity of ages, incomes, household sizes, and household types.
 - Section XII: Urbanization
 - Goal - It is the City of Ashland's goal to maintain a compact urban form and to include and adequate supply of vacant land in the City so as not to hinder natural market forces within the City, and to ensure an orderly and sequential development of land in the City limits.
 - 12.10 Policies: The City shall incorporate vacant land only after a showing that land of similar qualities does not already exist in the City limits, or if annexation is necessary to alleviate a probable public health hazard.

BACKGROUND AND ADDITIONAL INFORMATION

A request for annexation and zone change for a 4.8-acre property, along with adjacent Right-of-Way (ROW), for the property located at 300 Clay Street. The application also includes a request for a 29-lot (37 dwelling unit) Outline Plan approval for a Performance Standards Option (PSO) subdivision, as well as a limited activities permit for public utilities within the Water Resource Protection Zone (WRPZ). Annexations require that at least 25% of the base density be affordable housing. In the present application there are eight affordable housing units proposed at 80% area median income (AMI) to meet this requirement.

The Planning Commission, following proper public notice, held a public hearing on February 11th, 2025. The Planning Commission reconvened on March 11th and adopted findings addressing each of the approval criteria for Outline Plan Subdivision and annexation. The Planning Commission conditionally approved the subdivision with conditions of approval, and recommends the City Council approve the annexation request.

The Planning Commission's review of the application found that the proposed development is consistent with the property's Comprehensive Plan designation, proposed zoning, and intended residential density. The Commission also determined that the development appropriately addresses the necessary transportation and utility infrastructure to support the proposed housing, ensuring the site can be adequately served as it develops.





Council Business Meeting

Exception Requested

Annexations must provide affordable housing and comply with various standards outlined in AMC 18.5.8.050.G. One of these standards requires that *"the affordable units shall be comparable in bedroom mix with the market-rate units in the development."* This annexation and development application includes a requested exception to this requirement.

In this case, the proposed development includes a mix of attached and detached two-, three-, and four-bedroom market-rate homes, while all eight affordable units are planned as attached two-bedroom townhomes within fourplex buildings. The applicant intends to construct these affordable units as part of the first phase of the project, providing rental housing at the outset. The remainder of the development involves creating 21 lots for future single-family homes; however, because the applicant does not intend to construct all of the market-rate homes, they have indicated they cannot guarantee the final bedroom mix of those units.

Instead of approving the requested exception as presented, the Planning Commission approved the application with the following condition:

"That the final plan submittal shall identify a mix of bedrooms for the affordable units comparable to the bedroom mix of the market-rate units and include necessary deed restrictions to ensure compliance."

Given the applicant has proposed an exception to the standard requiring a comparable bedroom mix between market-rate and affordable units. As part of the City Council's review of the annexation and development application, they are tasked with considering whether to approve this exception.

One of the approval criteria for granting such an exception allows for an *alternative phasing proposal*—as follows:

AMC 18.5.8.050.G.6: The City Council may approve an exception to the requirement for a comparable bedroom mix where an alternative phasing plan or other alternative proposal is provided that ensures the affordable units will be constructed and available in a timely manner and provides adequate assurance that the units will remain affordable over time.

In this case, the applicant has committed to constructing the four fourplexes (containing all eight affordable units) as the first phase of the project, to be completed before any market-rate housing begins. Completing all eight affordable units first clearly addresses the criterion of being delivered in a "timely fashion."

Staff notes that the authority to grant an exception to the bedroom mix requirement lies with the City Council, as outlined in AMC 18.5.8.050.G.6. This provision allows the Council to approve an exception where an alternative phasing plan or other proposal ensures the affordable units will be constructed and available in a timely manner and provides adequate assurance they will remain affordable over time.

In this case, the Planning Commission primarily focused on whether the affordable units provided a comparable bedroom mix to the market-rate units and did not discuss the applicant's proposed alternative phasing approach. The applicant has committed to constructing all eight affordable rental units at the outset of the project. In Staff's assessment, this approach meets the intent of the alternative phasing criteria and recommends approval based on the project's alignment with the City's affordable housing goals and the clear assurance that the affordable units will be delivered early in the development process.

Attachments and Application Materials

The packet includes the proposed Ordinance 3259 to annex the subject property into the City, Exhibits showing the property boundaries and associated right of way, the Staff report, the Planning Commission's adopted findings, the application materials, and public comments received. These documents collectively provide a comprehensive explanation of the proposed development, the applicable annexation criteria, and the basis for the recommendation.



Council Business Meeting

Planning Commission Recommendation

The Planning Commission forwarded a recommendation to the City Council to approve the annexation and conditionally approved the Outline Plan for the Performance Standards Options (PSO) subdivision. In doing so, the Commission adopted findings that address all applicable approval criteria under the Ashland Municipal Code. The conditions of approval were incorporated to ensure compliance with City standards related to infrastructure, access, and housing requirements, and to guide the subsequent Final Plan submittal. These conditions help ensure that the development proceeds in a manner consistent with the Comprehensive Plan, zoning requirements, and the City's goals for orderly and coordinated growth.

Staff's Recommendation

Staff concurs with the Planning Commission's findings that the proposed development complies with applicable City standards and supports the conditions of approval recommended to ensure consistency with those standards. However, in staff's assessment, a thorough review of the application materials confirms that the proposed phasing of the affordable housing—ensuring its completion prior to any market-rate units—is a strong supporting justification for Council's consideration of the requested exception to the bedroom mix standard. Furthermore, staff notes that granting the exception would facilitate the development of a needed housing type and advance the City's affordable housing goals. Staff concludes that approving the exception would be beneficial to the community and that there is substantial evidence in the record to support its approval.

FISCAL IMPACTS

The proposed annexation does not have any immediate fiscal impact on the City; however, once incorporated into the city limits, the property will require police, fire, and city utility services. As development progresses, the addition of at least 21 single-family homes and 16 multifamily dwellings will contribute to the City's property tax revenue.

SUGGESTED ACTIONS, MOTIONS, AND/OR OPTIONS

As part of the annexation decision, the City Council is tasked with determining whether all applicable annexation criteria are satisfied in accordance with **AMC 18.5.8.050**, including those related to the Comprehensive Plan designation, zoning, availability of public facilities, and the required provision of affordable housing.

Should the Council find that the annexation criteria are met, or met with conditions, it must also determine whether to approve the applicant's requested exception to the affordable housing bedroom mix standard outlined in **AMC 18.5.8.050.G.3**, or to uphold the Planning Commission's recommended condition of approval requiring a comparable bedroom mix between market-rate and affordable units.

The following alternative motions are provided for Council consideration:

Option 1 – Approve the Exception as Requested by the Applicant (with other Planning Commission conditions of approval):

I move to approve Ordinance No. 3259, an ordinance annexing property and withdrawing an annexed area from Jackson County Fire District No. 5, and direct staff to prepare findings for Planning Action #PA-T3-2024-00010 reflecting the approval of the applicant's requested exception to the bedroom mix standard under AMC 18.5.8.050.G.3, while incorporating the remainder of the Planning Commission's March 11, 2025, recommended conditions of approval.

Option 2 – Accept the Planning Commission's Recommended Condition of Approval (No Exception Granted):

I move to approve Ordinance No. 3259, an ordinance annexing property and withdrawing an annexed area from Jackson County Fire District No. 5, and adopt the Planning Commission's March 11, 2025, findings as our own for Planning Action #PA-T3-2024-00010, including the condition requiring a comparable bedroom mix for the affordable housing units.

REFERENCES & ATTACHMENTS



Council Business Meeting

1. Clay_300_040125_CC_Application_AttachA
2. Clay_300_040125_CC_StaffReport_AttachB
3. Clay_300_040125_CC_PCFindingsSigned_AttachC
4. Clay_300_040125_CC_PublicComments_AttachD
5. Clay_300_ORD3259
6. Clay_300_ORD3259_Exhibits_A&B
7. FromApplicant032525





Planning Division
51 Winburn Way, Ashland OR 97520
541-488-5305 Fax 541-488-6006

ZONING PERMIT APPLICATION

FILE # _____

DESCRIPTION OF PROJECT Annexation, Outline Plan for Performance Standards Subdivision, Multi-Family Site Review & Limited Activities in WRPZ for Storm water Treatment facility

DESCRIPTION OF PROPERTY

Pursuing LEED® Certification? ☐ YES ☒ NO

Street Address 300 Clay Street

Assessor's Map No. 39 1E 11CB Tax Lot(s) 1100

Zoning Jackson County Rural Residential (RR-5) Comp Plan Designation Suburban Residential

APPLICANT

Name Rogue Planning & Development Phone 541-951-4020 E-Mail amygunter.planning@gmail.com

Address 1314-B Center Dr., PMB#457 City Medford Zip 97501

PROPERTY OWNER

Name Bentella LLC Phone 760-889-1979 E-Mail bentellaproperties@gmail.com

Address 7184 Aviara Drive City Carlsbad, CA Zip 92011

SURVEYOR, ENGINEER, ARCHITECT, LANDSCAPE ARCHITECT, OTHER

Title Surveyor Name Terra Survey Inc Phone 541-482-6474 E-Mail phil@terrasurveyinc

Address 270 Fourth Street City Ashland Zip 97520

Title Civil Engineer Name Powell Engineering + Consulting Phone 541-613-0723 E-Mail todd@powellengineeringconsulting.com

Address 100 E Main Street, Suite O City Medford Zip 97501

*SEE ATTACHED FINDINGS SHEET FOR ADDITIONAL PROJECT CONSULTANTS

I hereby certify that the statements and information contained in this application, including the enclosed drawings and the required findings of fact, are in all respects, true and correct. I understand that all property pins must be shown on the drawings and visible upon the site inspection. In the event the pins are not shown or their location found to be incorrect, the owner assumes full responsibility. I further understand that if this request is subsequently contested, the burden will be on me to establish:

- 1) that I produced sufficient factual evidence at the hearing to support this request;
- 2) that the findings of fact furnished justifies the granting of the request;
- 3) that the findings of fact furnished by me are adequate; and further
- 4) that all structures or improvements are properly located on the ground.

Failure in this regard will result most likely in not only the request being set aside, but also possibly in my structures being built in reliance thereon being required to be removed at my expense. If I have any doubts, I am advised to seek competent professional advice and assistance.

Applicant's Signature

Date

As owner of the property involved in this request, I have read and understood the complete application and its consequences to me as a property owner.

Property Owner's Signature (required)

Date

[To be completed by City Staff]

Date Received _____ Zoning Permit Type _____ Filing Fee \$ _____

OVER ►►

ZONING PERMIT SUBMITTAL REQUIREMENTS

- ☒ APPLICATION FORM must be completed and signed by both applicant and property owner.
- ☒ PLANNING FEES FORM must be completed and signed by both applicant and property owner.
- ☒ FINDINGS OF FACT – Respond to the appropriate zoning requirements in the form of factual statements or findings of fact and supported by evidence. List the findings criteria and the evidence that supports it. Include information necessary to address all issues detailed in the Pre-Application Comment document.
- ☒ TRUE SCALE PDF DRAWINGS – Standard scale and formatted to print no larger than 11x17 inches. Include site plan, building elevations, parking and landscape details.
- ☒ FEE (Check, Charge or Cash)
- ☐ LEED® CERTIFICATION (*optional*) – Applicant's wishing to receive priority planning action processing shall provide the following documentation with the application demonstrating the completion of the following steps:
 - Hiring and retaining a LEED® Accredited Professional as part of the project team throughout design and construction of the project; and
 - The LEED® checklist indicating the credits that will be pursued.

NOTE:

- Applications are accepted on a first come, first served basis.
- Applications will not be accepted without a complete application form signed by the applicant(s) AND property owner(s), all required materials and full payment.
- All applications received are reviewed for completeness by staff within 30 days from application date in accordance with ORS 227.178.
- The first fifteen COMPLETE applications submitted are processed at the next available Planning Commission meeting. (Planning Commission meetings include the Hearings Board, which meets at 1:30 pm, or the full Planning Commission, which meets at 7:00 pm on the second Tuesday of each month. Meetings are held at the City Council Chambers at 1175 East Main St).
- A notice of the project request will be sent to neighboring properties for their comments or concerns.
- If applicable, the application will also be reviewed by the Tree and/or Historic Commissions.



Planning Division
51 Winburn Way, Ashland OR 97520
541-488-5305 Fax 541-488-6006

PLANNING ACTION FEES

DESCRIPTION OF PROPERTY

Street Address 300 Clay Street

APPLICANT

Name Rogue Planning & Development Phone 541-951-4020 E-Mail amygunter.planning@gmail.com

Address 270 Fourth Street City Carlsbad, CA State OR Zip 97501

FEE SCHEDULE – Please Mark All That Apply

ADMINISTRATIVE ACTIONS

				Total
	Zoning Permit - FENCE			\$36.25
	Zoning Permit - HOME OCCUPATION			\$36.25
	Zoning Permit - ACCESSORY STRUCTURE			\$36.25
	Street Tree Removal			\$100.00
	Land Use Approval Extension			\$435.00
	Lot Line Adjustment			\$435.00
	Any Other Administrative Action			\$435.00
	Base Fee		# of Lots	Total
	Final Plat Review - PARTITIONS	\$171.25	_____ x \$13.25 per lot	\$
	Final Plat Review - SUBDIVISIONS	\$435.00	_____ x \$36.25 per lot	\$
	Base Fee		Per Sq. Ft.	
	Sign Permit - NEW	\$171.25	_____ x \$3.00 per sq.ft.	\$
	Sign Permit - REPLACEMENT	\$36.25	_____ x \$3.00 per sq.ft.	\$

TYPE I REVIEWS

				Total
☒	Tree Removal Permit (not associated with another action)			\$100.00
☒	Solar Setback Variance			\$1,315.50
☒	Amendments to Conditions			\$1,315.50
	Physical & Environmental Constraints			\$1,315.50
	Conditional Use Permit			\$1,315.50
	Variance			\$1,315.50
☒	Any other Type I Review			\$1,315.50
	Independent Review of Wireless Communications Facilities			\$5,000.00
	Base Fee		# of Units	Total
	Residential Site Review	\$1,315.50	8 _____ x \$87.25 per unit	\$
	Final Plan/Performance Standards Subdivision	\$1,315.50	_____ x \$87.25 per unit	\$
	Land Partition	\$1,315.50	_____ x \$87.25 per unit	\$
	Base Fee		Valuation	Total
	Commercial Site Review	\$1,315.50	_____ x 0.5%	\$

TYPE II REVIEWS					
					Total
	Conditional Use Permit				\$2,756.25
	Variance				\$2,756.25
	Any other Type II Review				\$2,756.25
	Independent Review of Wireless Communications Facilities				\$5,000.00
		Base Fee		# of Lots	Total
✓	Outline or Preliminary Plat for Subdivision	\$2,756.25	+	28 x \$176.00 per lot	\$ 7693.25
	Final Plan with Outline/Performance Standards Subdivision	\$3,516.00	+	_____ x \$176.00 per lot	\$
		Base Fee		Valuation	
	Commercial Site Review	\$2,756.25	+	_____ x 0.5%	\$
TYPE III REVIEWS					
					Total
	Zone/Comprehensive Plan Map Change				\$3,515.75
	Comprehensive Plan Change				\$3,515.75
	Annexation				\$5,288.75
	Urban Growth Boundary Amendment				\$5,288.75
	Any other Type III Review				\$1,932.25
LEGISLATIVE AMENDMENTS					
					Total
	Comprehensive Plan Map/Large Zoning Map Amendment				\$6,172.00
	Land Use Ordinance Amendment				\$6,172.00
	Comprehensive Plan Amendment				\$6,172.00
APPEALS					
					Total
	Appeal for Initial Public Hearing (Planning Commission/Building Appeals Board/Demolition Review Board)				\$150.00
	Appeal for Final Decision of the City (Planning Commission or City Council)				\$325.00
SOLAR ACCESS					
		Base Fee		# of Lots	Total
	Solar Access Permit (not a Solar Variance)	\$62.50	+	_____ x \$14.25 per lot	
TOTAL FEES:		\$14,297.5			

Applicant's Signature

Date

Property Owner's Signature

Date

AMC 18.5.1.050.A.1 & AMC 18.5.2.060.A.1

Application Form and Fee. Applications for Type I review shall be made on forms provided by the Staff Advisor. One or more property owners of the property for which the planning action is requested, and their authorized agent, as applicable, must sign the application. The application shall not be considered complete unless the appropriate application fee accompanies it.

300 CLAY STREET

CALDERA OAKS

ANNEXATION & OUTLINE PLAN FOR A PERFORMANCE STANDARDS
SUBDIVISION



**Residential Annexation
Outline Plan for Performance Standards Subdivision**

Subject Property

Property Address: 300 Clay Street
Map & Tax Lots: 39S 1E 11CB Tax Lot: 1100
**Comprehensive
Plan Designation:** Suburban Residential (R-1-3.5)
Zoning: Jackson County Rural Residential (RR-5)
Adjacent Zones: Ashland R-1-3.5, Ashland R-2 and Jackson County RR-5

Property Owner: Bentella LLC
7184 Aviara Dr.
Carlsbad, CA 92011

Architectural Planning: KSW Architects
66 Water Street, Suite 100
Ashland, OR 97520

Land Surveying: Terra Surveying Inc.
274 Fourth Street
Ashland, OR 97520

Civil Engineering: Powell Engineering & Consulting
100 E. Main Street, Suite O
Medford, OR 97501

Transportation Consulting: Southern Oregon Transportation Engineering
112 Monterey Drive
Medford, OR 97504

Wetlands Biologist: K&C Environmental Services Inc.
215 Scenic Drive
Ashland, OR 97520

Land Use Consultation: Rogue Planning & Development Services
1314-B Center Dr., PMB #457
Medford, OR 97501

PROJECT INFORMATION:

Request for Annexation of the 4.80-acre parcel at 300 Clay Street (39S 1E 11CB; Tax Lot 1100) into the city of Ashland. The proposed zoning of the property upon Annexation is consistent with the Comprehensive Plan and the property will be zoned Suburban Residential (R-1-3.5) with the Performance Standards Overlay.

Outline Plan approval under the Performance Standards Subdivision Option for a 29-lot subdivision is included in the application. The proposal includes a conceptual development plan for a 16-unit Multi-family Site Design Review that will accompany the Final Plan application for the Subdivision.

A Limited Activities Permit for public utilities within the Water Resource Protection Zone for a delineated wetland. Additionally, the application includes tree removal permit criteria to remove four trees.

SUBJECT PROPERTY:

The subject property is a 4.80-acre parcel located on the east side of Clay Street. The property has 328.35 feet of frontage along Clay Street and extends 633.61 feet to the west.

The property is 64.70 feet south of Dollarhide Way a east to west public street that connects to Abbott Avenue then extends to Tolman Creek Road. The property is 515.86 feet north of Villard Street, this street is an east/west oriented street that terminates into Engle Street. Engle Street is a public street that terminates into the north and south lot lines of the subject property.

The subject property is occupied by a 631 square foot, single-story residence that was constructed in the early 1900s. The structure is occupied but has fallen into disrepair. To the east of the structure is an 819 square foot shed, a small horse shelter, and a 208 square foot carport structure also occupy the property.



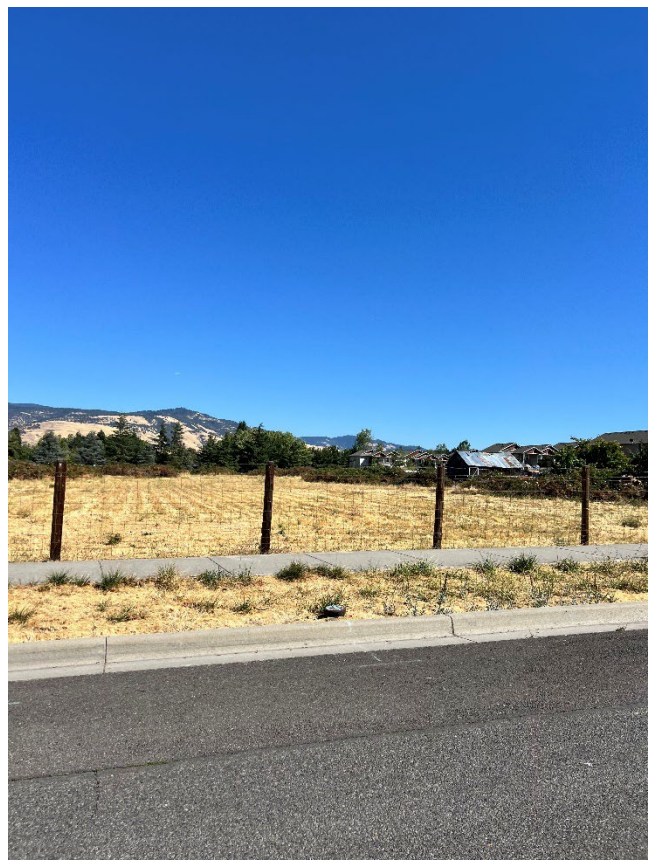
Natural Features:

The site is relatively flat with a gentle slope from south to north. There are few natural features on the property.

There are a few significant stature trees on the subject property. There is a 16-inch diameter at breast height (DBH) conifer tree directly adjacent to the southwest corner of the existing residence. A 16-inch DBH Cottonwood tree in the northwest corner of the property and grouping of willows including a 16-inch DBH, 15-inch DBH and 18-inch DBH willow tree nears the north property line, east of Engle Street intersection into the property. The majority of trees are landscape trees on the adjacent properties. There is a row of Leyland Cypress along the east property line and shade trees in the yards of the properties to the north of the subject property.



1: Northwest corner of 200 Clay Street



2: 300 Clay Street mid-block



3: 300 Clay Street residence (SW corner of property)



4: View to North/Northwest

According to the 2007 Local Wetlands Inventory (LWI) there is a significant wetland that transects the property, and a potential wetland near Clay Street. This wetland (W13) is identified as a Freshwater Emergent Wetland (PEM1C). This wetland area appears to have been part of a larger wetland that was created by decades of flood irrigation of the subject property and adjacent properties to the south and north with water from the Talent Irrigation District. There are flood irrigation ditches that run through the property and a primary service line in an open ditch that extends through the site. As development to the south has occurred and the open canals and service ditches were replaced with hard pipe, the containment of the irrigation waters has greatly reduced and nearly eliminated the previously identified significant wetland on the subject property and properties further south.

A wetland delineation was performed by a qualified wetlands specialist in 2015 that substantially reduced the area of the wetland areas and modified the LWI. In 2022, another wetlands delineation was performed. The 2022 wetland delineation was approved by the state of Oregon Department of Lands and again modified the LWI. Based on the area of the wetland, the wetland is no longer a Significant Wetland, but a small, 418.76 square foot (.0096 acre) wetland area near the northeast corner of the property.

According to OAR 141-086-0350 Locally Significant Wetland Criteria (1) Exclusions, wetlands shall not be designated as locally significant if they are less than one acre in size and created unintentionally because of irrigation water overflow or leakage. Based on this language, the remaining area of the wetland is not a locally significant wetland but has been identified as a wetland with a 20-foot buffer zone.

Access:

Clay Street extends along the frontage of the property. According to the Transportation System Plan, Clay Street is a Neighborhood Collector. It has a 60-foot-wide public right of way along the frontage of the property. The street is improved with 28-feet of pavement, landscape park row, sidewalks, concrete curb, and gutter.

Engle Street, a Neighborhood Street intersects the property roughly halfway between the east and west property lines on both the north and south property lines. Engle Street has between 50 – 52 feet of public right-of-way. The southern portion is improved with curb, gutter, park row, and sidewalk on the east and west sides of the street. The north portion of Engle Street within the Eastfield Subdivision is also improved with curb, gutter, park row, and sidewalk.

There is a decomposed granite surface walkway that extends from Clay Street and continues through to Engle Street is present on the property to the south.

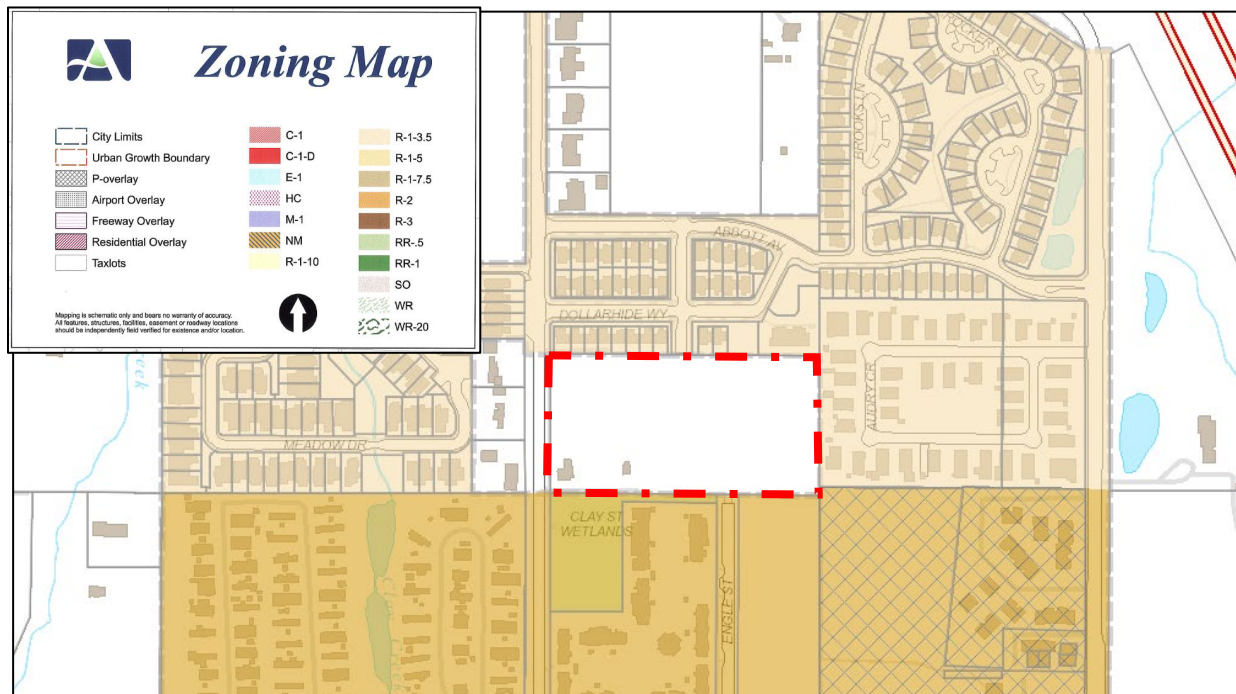
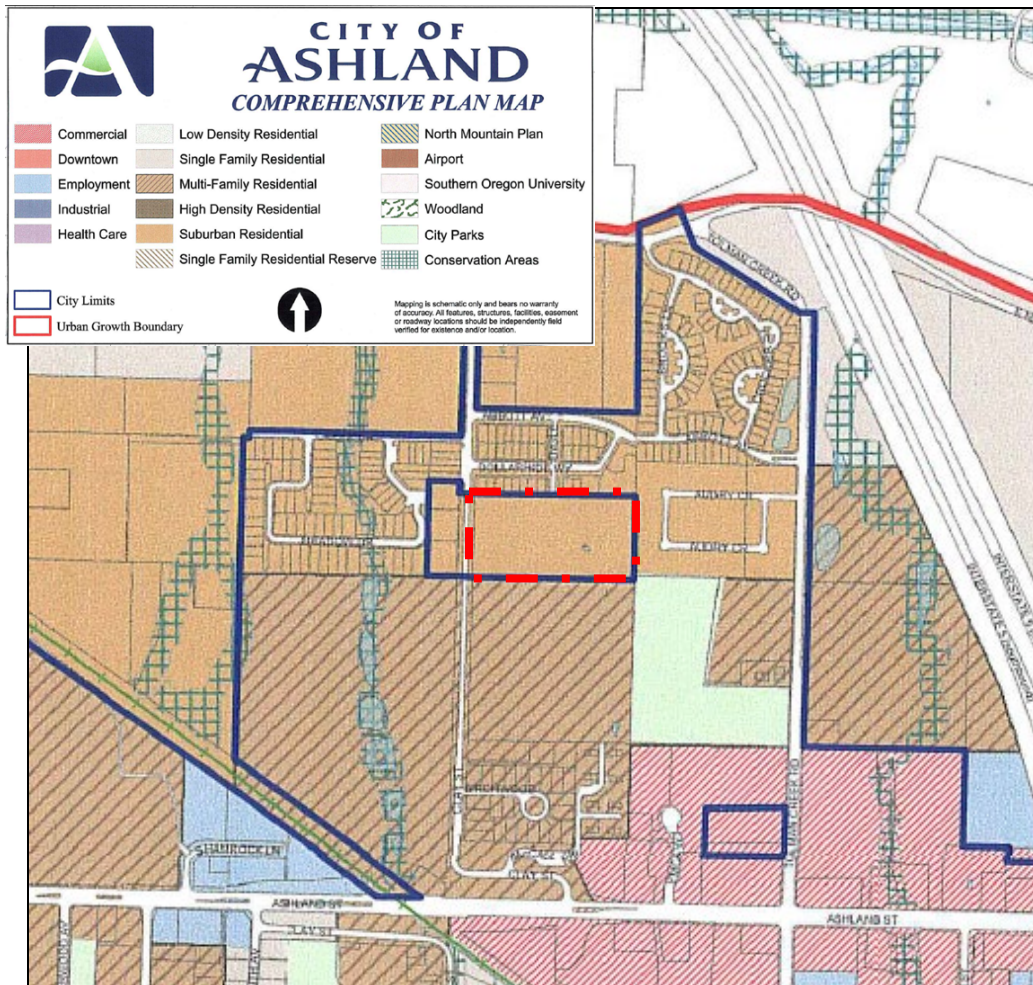
Transit service via Route 17, the Ashland Circulator has a southbound bus service that stops near the entrance to Wingspread, approximately 900 feet to the south. Other transit via Ashland Route 10 and the Medford Ashland Express is available on Ashland Street which is just over 1,800 feet to the south via Clay Street or Engle Street to McCall Drive. These bus services provide frequent transit service throughout Ashland, through Talent and Phoenix, and into Medford to the transfer station.

The Central Ashland Bike Path is accessible from an informal path that crosses ODOT right of way of Ashland Street and connects to the bike path after crossing the railroad tracks. To the north, eventually accessible from Engle Street where it connects to Abbott Avenue to the north will be a future city of Ashland park. One of the proposed features of this park is a bicycle pump track. The public right of way will provide direct access to this park.

Comprehensive Plan Designation and Zoning:

The subject property and three large area parcels immediately to the west across Clay Street from the subject property are outside of the city limits. All properties are within the Urban Growth Boundary (UGB). Wingspread Mobile Home park is to the southwest of the property. The subject property is identified on the Comprehensive Plan Map as Suburban Residential.

The properties to the south are zoned Low Density, Multiple-Family Residential (R-2). These properties are occupied by an open space/wetland area owned by the city of Ashland and a multiple-family apartment complex. This is the area of 'Snowberry Brook'. The uses to the east include a residential manufactured home park, an apartment complex, and the soccer fields for the Ashland Family YMCA. The properties to the north are zoned Suburban Residential R-1-3.5. These lots are occupied by attached and detached single-family residential units within the Bud's Dairy Subdivision Chataqua Trace Subdivision.



PROPOSAL:

Annexation:

The request is for Annexation to include the 4.8-acre property into the City of Ashland. The annexation allows for the change in zoning designation of the properties from Jackson County Rural Residential, five-acre minimum (RR-5), to Ashland, Suburban Residential (R-1-3.5) as envisioned on the Comprehensive Plan Map and incorporates the property into the city limits. Clay Street right of way along the frontage of the property will be incorporated into the annexation area. The property is directly adjacent to the city limits and the adjacent properties are zoned city of Ashland residential zones.

The annexation request is consistent with the Comprehensive Plan designation of the property. Annexation of the property is consistent with the city of Ashland goals and policies of the Comprehensive Plan as they relate to urbanization and housing standards, providing needed housing, provides deed restricted, affordable housing, provides protections of the natural environment, and provides vehicular and pedestrian connectivity to and through the subject property and to the adjacent properties within the city.

Outline Plan Approval for Performance Standards Subdivision:

Additionally, the application seeks application of the Performance Standards Overlay to the Zoning Outline Plan approval for a Performance Standards Subdivision for a 29-lot subdivision. The development types include 21 lots for detached residential and attached residential (duplex and/or accessory residential units) and four lots that accommodate four, four-plex multi-family units, one on each lot for a total of 37 dwellings.

The property does not have the PSO-Overlay as it is not within the city limits but 18.3.9.030. D.1. allows for application of PSO standards when the parcel is larger than two acres and is greater than 200 feet in average width.

The proposed street layout is a gridded street system that includes the connection of an incomplete Neighborhood Street (Engle Street) and development of a new public street, Caldera Lane. There are two public alleys and the use of a private street / private driveway to access the eastern portion of the property. Included in the proposal is the preservation of a future east to west connection R-22, as envisioned in the 2013 Transportation System Plan Street Dedication map. The proposed layout provides for standard block lengths, widths, and connectivity are proposed that comply with the standards for public streets and emergency vehicle access. The new neighborhood street is proposed to intersect with the extension of Engle Street. Caldera Lane will "T" into a private street/driveway that provide for fire apparatus access rear lot access and provides the parking area for the future four plex development.

Pedestrian connectivity to the north Engle Street connection at the property line is provided through the proposed open space. The open space includes the 20-foot wetland protection buffer zone for the 418.76 square foot wetland to the east of the new Engle Street connection. This wetland crosses the property boundary and extends north into the East Village Subdivision on Dollarhide Way and Abbott Avenue.

Upon annexation, the property will become subject to the standards for development from the Ashland Municipal Code including the Physical and Environmental Constraints Section of the code, the Water Resource Protection Zone standards, and is included in the Wildfire Overlay. The property will be included in the City of Ashland Fire Protection areas and removed from Jackson County Fire District 5.

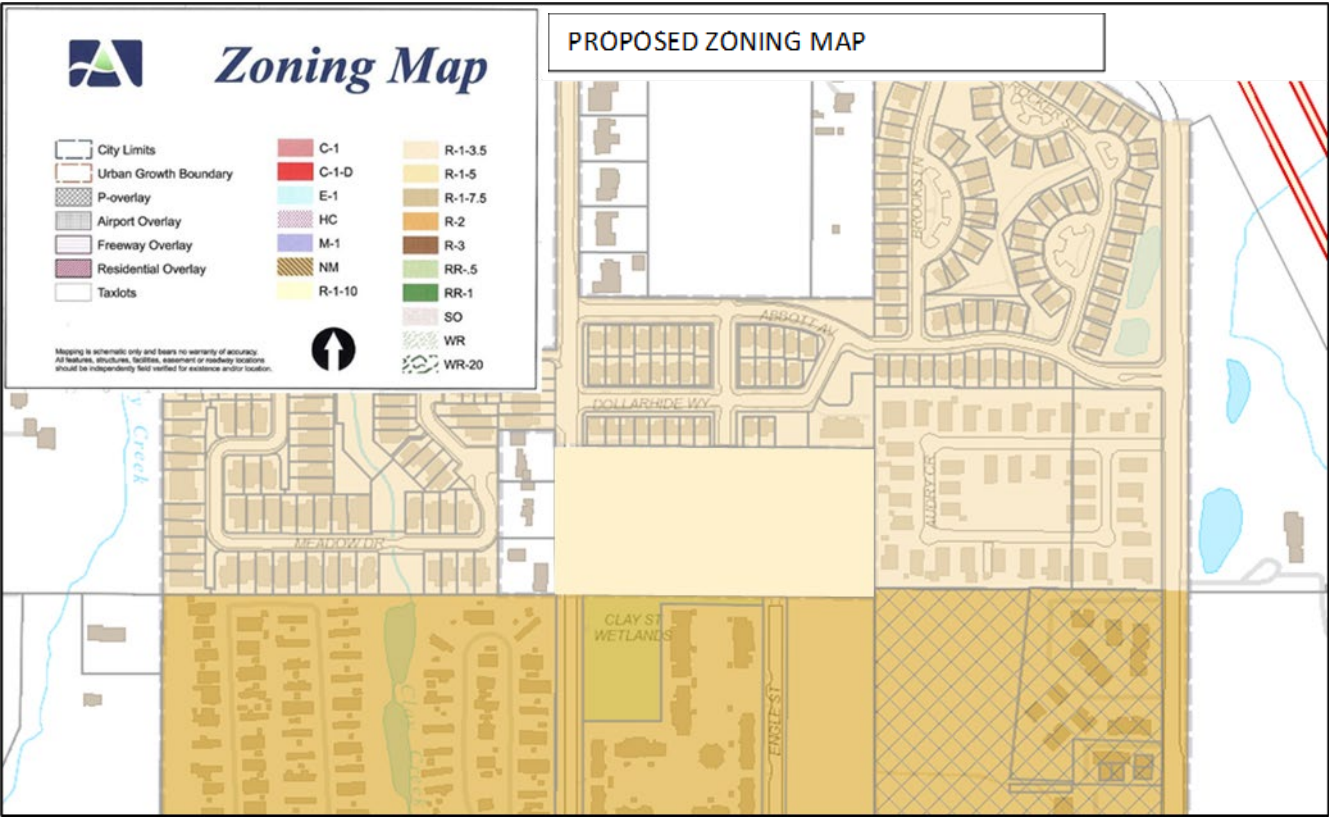
Water Resource Protection Zone Limited Use Permit:

A Limited Uses permit for minor impacts to Water Resources Protection Zones for the installation of stormwater infiltration into the buffer zone is requested.

PROPSAL DETAILS:

Zoning:

The proposed annexation and zoning designation as Suburban Residential (R-1-3.5) is consistent with the Comprehensive Plan Designation of the property. The properties to the north and east are also Suburban Residential (R-1-3.5). The property to the south is zoned Low Density, Multi-Family Residential (R-2). The subject property is contiguous with the current city limits on three sides.



Density:

The property is 4.8 acres (209,088 square feet in area). Of the 4.8 acres, the .0096-acre (~418 SF) wetland area and the approximate buffer area (increases wetland areas by 25% (104.6 SF) for a total wetland

protection area of approximately .012 acres (522.6 SF) that is undevelopable. This reduces the developable area to 4.79 acres. The density of R-1-3.5 zoned properties is 7.2 dwelling units per acre.

Property Area excluding the wetland and wetland buffer zone:

4.79×7.2 (dwelling units per acre) = 34.48 dwellings Base Density

Minimum Density for Annexation = 90 percent

$34.48 \times .90 = 31$ dwellings

The conceptual proposal includes 37 dwellings for the purposes of density calculations. The 21 detached residential lots include a duplex or accessory residential unit potential. There are four lots for the development of each with a four plex for a total of 16 apartment units.

To meet 37 dwellings, we will use Affordable Housing density bonuses which is outlined in the next section.

There is a mixture of housing types proposed. There are detached residential, duplex or accessory residential units and multi family dwellings. Within the impact area of the proposed development there are detached and attached single family residential units, manufactured housing units, and multi-family housing.

Affordable Housing:

The number of affordable housing units proposed is calculated as 25 percent of the base density. With a density of 34.48 dwelling units, 25 percent results in 8.6 affordable dwelling units. However, as per AMC 18.5.8.050.G.7, any fractional number is rounded up to the nearest whole unit, which means that the required number of affordable housing units is nine.

The proposal includes the construction of eight affordable rental units restricted to households earning 80 percent of the Area Median Income (AMI). Each 80 percent AMI unit has an equivalency value of 1.25, meaning that to determine the number of these units required to meet the affordability standard, the required number of units (9) should be divided by the equivalency value (1.25). This calculation ($9 / 1.25$) results in 7.2, which rounds up to 8. Therefore, to meet the requirement of nine affordable units, the project must provide at least eight affordable units at 80 percent AMI.

In line with this understanding, there are eight (8) affordable rental units restricted to households earning 80 percent of the AMI, which satisfies the requirement under AMC 18.5.8.050.G.

Additionally, the proposal leverages the available density bonuses from affordable housing. Under AMC 18.3.9.050.B.3, based on the density of the project (34.48), up to 12 units of density bonus based on affordable housing ($34.48 \times 0.35 = 12$) is permitted. The proposal accounts for three density bonus units to meet the proposed 37 dwelling units.

Affordable housing will be developed to meet the standards outlined in AMC 18.2.5.050.

Lot Layout:

The layout of the proposed subdivision includes a mixture of housing types. The subdivision lot layout was predicated by the north/south orientation of Clay Street, the stubbed locations of Engle Street, intersection spacing, Transportation System Plan future street dedication locations, the topography along the south property boundary, solar access and orientation, and the adjacent neighborhood development patterns and existing uses.

The conceptual layout proposes 25 lots for residential development and four common area lots.

Lots 1- 21 lots are envisioned as detached residential development lots. These lots range in lot area between 4,577 square feet to 7,451 square feet. With the majority of the lots have a lot width of between 40-feet to 49.09 feet, and a depth of 118.55 feet to 124.41-feet.

Lots 22 – 25 are intended for the development of four, four plex apartment buildings. There are 16 apartment units proposed. These units are located to the east of the proposed private street that extends from Engle Street and the intersection of the new east/west street, Caldera Lane.

There are four common area lots totaling more than 16,000 square feet in area. Three of the common area lots are open space areas that provide areas for both passive and active recreational opportunities. The other includes the wetland and buffer area.

The future lots will be developed with residences that comply with the general setbacks of the perimeter and excepting attached unit, zero lot line structures, the standard setbacks in the R-1-3.5 zone will apply. The lot coverage will be 55 percent of the lot area (with a 200 square foot pervious surface credit) and 45 percent of each lot as landscape area. Conceptual building footprints have been provided for upon each development lot.

Natural Areas and Open spaces:

A variety of positive green spaces and recreational open spaces are proposed. The open space areas are proposed to be more than 16,000 square feet, which accounts for more than five percent of the total site area (10,454 square feet). There are four distinct open space areas, as well as a detention pond in the northeast corner. Walkways are provided that connect to the public sidewalks that allow for the daily use of the open spaces by all residents of the subdivision.

Excepting the grouping of willow trees within the wetland and the buffer zone, the other significant trees on the property will be removed to accommodate the public road, alley and future building envelopes.

Building Design:

The residential development has similar in height, massing, scale, area, as the other attached and narrow lot residential developments found in the subdivision to the north and in the East Village Subdivision, northeast in Chautauqua Trace, and to the northwest in the Creekview Subdivision.

The exterior design is more modern aesthetic than what is found in these late 1990s – mid 2000s developments. The proposed exterior elevations utilize a combination of roofline heights, cascading roof form. The cascading roofs allow for large surface areas for the installation of solar panels as desired by the homeowner. Each dwelling has a strong sense of entry, and material choices that are reflective of the surrounding neighborhood which includes residential and multi-family residential uses. The design proposes for the buildings to have the façade broken into smaller elements using reveals, recesses, trim, window sizes, and locations.

Solar Performance Standard:

The majority of the lots comply with solar setback. The 15 detached residential lots are oriented on a north to south axis. The buildings are designed to have maximum roof area on the west and south exposures for future solar panel installation.

Due to the location of Engle Streets north to south orientation, and its intersection with the subject property, the layout of the subdivision east of the street had to be creative in layout in order to provide adequate lot area, mixed housing types, variation in building design, a connected transportation system and wetland preservation. The street on the north south axis forced some of the lots into a narrow north to south lot width that does not meet the required solar width of the lot which is nearly 22-feet wider than required in the zone.

The solar slope to the north is 2.83 percent downhill to the north. This requires a minimum lot width for each lot of 71.93 feet wide. The minimum lot width in the R-1-3.5 zone is 50-feet in width and the Performance Standards Subdivision allows for further reduced lot widths within the PSO overlay.

There are four of the detached residential lots (17, 18, 20 and 21) and the three multi-family lots (22, 23 and 24) are proposed to have residential dwellings that are a modest height, but due to the solar standards, these lots would be required to be substantially wider than the minimum lot width in the zone.

It is not unreasonable for homes in an urban residential zone to be two stories and to be separated by not more than 12-feet. The application seeks flexibility to allow for the shadow of the adjacent buildings on the lots to shade the structure to the north more than a six-foot fence would. Each building is not designed but the request would be to allow a five-foot shadow up the adjacent south wall of the structure to the north. Separation between the buildings is preferred to attached wall housing which necessitates the Solar Performance Standard.

Transportation Improvements:

With the annexation application, an extension of the transportation system is required to provide adequate multi-modal transportation improvements to serve the annexed area. The subject property abuts Clay Street along the west property frontage and Engle Street, which terminates at both the north and south property boundaries. Clay Street is designated as a Neighborhood Collector according to the Transportation System Plan. When 380 Clay Street, located to the south, was annexed in 2009, frontage

improvements along Clay Street were installed to the standards that were applicable at that time. Clay Street is improved with 28 feet of pavement overlay, curb, gutter, park row, and sidewalk. No changes are proposed to the Clay Street improvements.

Engle Street is proposed to be extended through the property and connect the right of ways. Engle Street is a Neighborhood Street. It will be improved with 15-feet of pavement, seven-foot park row, five foot sidewalk, curb and gutter. On-street parking is proposed on the west side of the street.

A new Neighborhood Street, Caldera Lane, is proposed to enter the property approximately 213-feet south of Dollarhide Way. The new street has a 47-foot-wide public right of way. Caldera Lane will be developed with a 15-foot travel lane, on-street curbside parking on the southside, curb, gutter, seven-foot park row, and five-foot sidewalks.

Caldera Lane and Engle Street are proposed to provide primary vehicular access through the site. East of the intersection of Caldera Lane and Engle Lane, Caldera Court, a private street terminates into a hammerhead. This private street functions like an alley or a driveway and provides vehicular access to the multi-family development area and provides rear access to the Engle Street fronting residential lots. This private street/driveway will be developed with improvements similar to a "Shared Street" from the street standards but there is a five-foot pedestrian sidewalk provided leading from Engle Street through to the common area, the future play area and the multi-family.

Along the south side of the property, east of Engle Street is a future right-of-way dedication for a future street to connect to the adjacent property to the east. Currently this area is not part of the vehicular circulation pattern for the proposed development and there is no development to the east. In fact, there are residential dwellings that prevent the extension of this street system until a future date. This area is preserved for future dedication but not dedicated so that it remains in the maintenance and care of the Caldera Oaks Subdivision.

The proposed future right of way is 27-feet because on the south side of the street there is 20-feet of future public right of way and the 27-feet is needed to complete a Neighborhood Street as envisioned in the Comprehensive Plan. In addition to the grade change there are storm drainage infrastructure basins within 20-feet of the property line preventing R22 along the property boundary.

Along the south property line is a 16-foot-wide public alley, though a public street is notated in the Transportation System Plan, as previously discussed the topography and grade change along the south property line prevents a traditional four-way intersection at the actual intersection of Engle Street, the subject property, and the property to the south. The grade of the proposed street as it enters the subject property is nearly ten percent which would be a difficult street cross grade.

The proposed street layout completes a gridded street system that provides connectivity to the other streets in the vicinity and provides for future right of way to connect to future streets outside of the development area. The proposed layout includes public alleys and no street driveways from Clay Street, Caldera Lane or Engle Street. This layout allows vehicular access and vehicular maneuvering at the rear of the residential properties limiting curb cuts on the new streets.

A Transportation Impact Study has been conducted by Southern Oregon Transportation Engineering. It was found that the thresholds for a Traffic Impact Analysis are not met. There are less than 50 AM or PM peak hour trips, there are no Heavy Vehicle trips generated by the development and there are less than 200 daily trips. Transportation Planning Rule findings drafted by a traffic engineer have been completed.

Utilities:

The proposed development will extend the City infrastructure to and through the development to service the proposed parcels. When Clay Street and Engle Street were improved by the developments to the north and south, frontage improvements and utility extensions were made along the frontage of the property, stubbing into the property on the north and south side within the public right of ways to serve the proposed development. Existing and proposed services have been identified in the conceptual utility and drainage plans provided in this submittal.

Parking:

Though off-street parking is not mandated, there are off-street parking spaces provided for each of the 15 detached residential lots. The vehicle maneuvering and parking areas are accessed from the alleys and the private street. There is a 21-space parking area including one ADA accessible parking space for the multi-family housing accessed from the private street. The proposed parking area has been designed to the Climate Friendly Equitable Community Standards and the parking area design standards. There will be conduit installed for the future connectivity for eight vehicle charging stations. There is an adequate back-up area for the vehicles provided within the 40-foot wide tract for vehicle maneuvering.

There will be a variety of bicycle parking available. For the detached residential units on lots 1 – 15, the bicycle parking is provided within garages. There are 24, sheltered bicycle parking spaces required for the multi-family units. There will be covered rack provided that provides for 12 of the sheltered spaces. The other 12 spaces will be provided via a hanging rack within each of the four plex units.

There are 31 on-street parking spaces required in the Performance Standards Subdivision. These are provided for upon Clay Street, on the south side of the new street Caldera Lane, on the west side of Engle Street and within the private street, common area tract.

Conclusion:

Based on the most currently available data, Ashland is presently deficient in providing an adequate land area of buildable land available for multi-family zoned property. Utilizing the data provided in the Ashland Buildable Lands Inventory (2011), the Housing Needs Analysis (2012), and the 2020 Housing Capacity analysis, and further evidenced by the less than one percent vacancy rate in available housing stock, Ashland lacks an adequate supply of vacant land area for multi-family and suburban levels of residential development.

The proposed annexation can be found to be consistent with the standards of the Ashland Municipal Land Use Ordinance and the proposal furthers the purpose and intent of the Comprehensive Plan of the City.

Annexation of additional suburban residential zoned land is consistent with the present Housing Element (V-I) and the proposed Ashland Housing Strategy Implementation Plan that is presently under review by the city that seeks remedies to reducing barriers to residential development including the annexation of land to provide additional area for multi-family housing.

The Annexation, Outline Plan for Performance Standards Subdivision and future multi-family residential development complies with Statewide Planning Goal 5, Natural Resources, Scenic and Historic Areas and Open Spaces, through the protection and preservation of the wetland and its buffers and the creation of substantial areas of open space.

The 2021-2041 Housing Capacity Analysis (HCA) found that annexation of land from the urbanizing area (UGB) into the city limits is necessary to accommodate Ashland's population growth over the next 20 years." It was found that the municipal codes created obstacles to annexing land within the UGB for housing that contributed to higher land costs and makes it difficult to find land for larger housing developments. The Ashland Comprehensive Plan includes a housing goal to "support the creation and preservation of housing that is affordable to low- and moderate-income households and that is commensurate with the incomes of Ashland's workforce (6.10.02). The proposal was reviewed by the Housing Committee in May of 2024 and general support was expressed with the desire for the affordable units to be spread throughout the development instead of the proposed to provide seven of the units as affordable rentals clustered with the other four plex units. Due to the nature of financing for construction, the immediate construction of the deed restricted affordable units as some of the first vertical development on the site, the lower affordable threshold for the tenants and that the affordable rentals are held for 60 years versus 30 years of a for purchase unit, the proposal is better for achieving affordable housing goals and adding to the diversity of affordable housing units available in Ashland.

The proposed development provides a gridded transportation system that includes connections to multi-modal transportation options, creates a walkable neighborhood, and proposed housing types including apartments that are currently not provided for adequate numbers. The Transportation Advisory Committee reviewed the proposal in June and expressed their support for the development.

The proposed development ensures and provides for a needed housing type, specifically addressing the goals of providing "a range of different dwelling types" which this development is doing.

Findings addressing the criteria are provided on the following pages.

FINDINGS OF FACT ADDRESSING THE ASHLAND MUNICIPAL CODE CRITERIA

Ashland Municipal Code 18.5.8.020

Application Submission Requirements

Except for annexations initiated pursuant to section 18.5.8.040, application for annexation shall include the following information.

A. Consent to annexation, which is non-revocable for a period of one year from its date.

Finding:

A non-revocable consent to annex has been provided by the property owner.

B. Agreement to deposit an amount sufficient to retire any outstanding indebtedness of special districts defined in ORS 222.510.

Finding:

An amount sufficient to retire any special district debt will be deposited if determined necessary.

C. Boundary description and map prepared in accordance with ORS 308.225. Such description and map shall be prepared by a registered land surveyor. The boundaries shall be surveyed and monumented as required by statute subsequent to City Council approval of the proposed annexation.

Finding:

A boundary description and map prepared by an Oregon Licensed Land Surveyor and in accordance with ORS 308.225 is provided with the application. The boundary description map includes the Clay Street right-of-way. Upon City Council approval of the proposed annexation, the map will be done again with the boundaries as indicated and will resurveyed and monumented again.

D. Written findings addressing the criteria and standards in section 18.5.8.050.

Finding:

Findings addressing 18.5.8.050 criteria are included and attached below.

E. Written request by the property owner for a zone change. Provided, however, no written request shall be necessary if the annexation has been approved by a majority vote in an election meeting the requirements of Section 11g of Article XI of the Oregon Constitution (Ballot Measure No. 47).

Finding:

The property owner under this proposal requests an annexation in conformance with the city of Ashland's zoning designation as noted in the Ashland Comprehensive Plan designation for the property, Suburban Residential (R-1-3.5).

F. For annexation applications not initiated by the City, a concurrent filing of a planning application (e.g., Site Design Review, Subdivision, or Land Division) for the development of the annexed area.

Finding:

A planning application for Outline Plan for Performance Standards Subdivision and a conceptual plan for the Multi-Family Site Design Review of the four plex apartment buildings have been submitted concurrently with the Annexation application for the proposed development of the annexed area.

18.5.8.030 Applicability and Review Procedure

All annexations shall be processed under the Type III procedure. Except for City-initiated annexations, annexation applications require an accompanying planning application for the development of the entirety of the annexed area in accordance with applicable procedure and approval criteria in chapter 18.5.1. General Review Procedures concurrent with the annexation application.

A. Legislative Authority. Annexations are a legislative decision, and the City Council makes the final decision on annexations in accordance with subsection 18.5.1.010.B.4. The City Council may require improvements to public facilities, such as utilities and streets, as a condition to annexation approval, in addition to the requirements of section 18.5.8.050, and grant exceptions and variances to the criteria and standards in accordance with subsection 18.5.8.050.I

Finding:

The application includes conceptual civil engineering plans for improvements to public facilities including utilities and street improvements along with the annexation, subdivision and site development request.

18.5.8.040 Initiation by City Council or Planning Commission

The City Council or Planning Commission on its own motion may initiate a proposal for annexation. The applicable approval criteria and standards in section 18.5.8.050 shall apply to City-initiated annexation applications. Annexations initiated to address dangers to public health shall follow the process and be subject to the criteria in ORS Chapter 222 or successor state statute.

Finding:

AMC Section 18.5.8.040 does not apply. The request for annexation is proposed by a landowner and was not initiated by the City Council or Planning Commission. Findings addressing AMC 18.5.8.050 are provided herein.

18.5.8.050 - Annexation Approval Criteria and Standards

An application for an annexation may be approved if the proposal meets the applicable criteria in subsections A through H below. The approval authority may, in approving the application, impose conditions of approval consistent with the applicable criteria and standards, and grant exceptions and variances to the criteria and standards in this section in accordance with subsection 18.5.8.050.I.

18.5.8.050 A. The annexed area is within the City's Urban Growth Boundary.

Finding:

The annexed area is currently within the city of Ashland, Urban Growth Boundary as designated in the adopted Ashland Comprehensive Plan.

18.5.8.050 B. The annexation proposal is consistent with the Comprehensive Plan designations applicable to the annexed area, including any applicable adopted neighborhood, master, or area plan, and is an allowed use within the propose zoning.

Finding:

The annexation proposal is consistent with the Comprehensive Plan designation applicable to the area. The proposed zoning of the property is Suburban Residential (R-1-3.5) and is consistent with the designation indicated on the Comprehensive Plan Map.

18.5.8.050 C. The annexed area is contiguous with the city limits.

Finding:

The property is contiguous with City limits on three sides.

18.5.8.050 D. Adequate City facilities for the provision of water to the annexed area as determined by the Public Works Department; the transport of sewage from the annexed area to an approved waste water treatment facility as determined by the Public Works Department; the provision of electricity to the annexed area as determined by the Electric Department; urban storm drainage as determined by the Public Works Department can and will be provided from the annexed area. Unless the City has declared a moratorium based upon a shortage of water, sewer, or electricity, it is recognized that adequate capacity exists system-wide for these facilities. All required public facility improvements shall be constructed and installed in accordance with 18.4.6.030.A

Finding:

Adequate City facilities can and will be extended to and through the annexed area. At no time has any city department indicated capacity issues.

Electric: Electric infrastructure can be extended to and through the site that provides ample service for the proposed residential development. An Electric Distribution Plan has been created by the city of Ashland Electric Division.

Water:

The property is currently served by an 8-inch water main in Clay Street. There is another water main within both extensions of Engle Street that will be extended through the property. The water mains will be extended from Clay Street within the Caldera Lane right of way and connect to the extended water main in Engle Street. Domestic service lines will be extended to each lot and irrigation meters will be provided for the open space/common areas.

There are substantial water pressures in the area and according to the Water Division Supervisor, pressure reduction valves (PRV) will be necessary.

The Comprehensive Plan, Urban Services, Chapter 9, states that the goal of the city is “To provide public utilities, services and facilities in an orderly, efficient and environmentally sensitive way and in sufficient quantity to meet city needs now and in the future.” (9.01.03)

The Water Supply and Services section states the goal of the City of Ashland is “To provide sufficient water supply for Ashland citizens” (9.03.04). Through the annexation of the subject property and the proposal to extend the water main to the proposed driveway where the meters are proposed achieves the Comprehensive Plan Goals of the City of Ashland.

The city of Ashland Public Works Department requires that the municipal water system be engineered by the current, contracted public utility water system engineers of record for Ashland. This is understood by the property owner, and the project civil engineer and the project is in the construction design phases being reviewed by the proper authority.

There is a Talent Irrigation District (TID) main line that runs through the property. This open ditch will be replaced with a tight line. The civil engineer will work in conjunction with the Bureau of Reclamation and the TID to verify there will be no disruption in service.

Sanitary Sewer Service:

The property is currently served by an 8-inch sanitary sewer main in Clay Street. There is an 8-inch sanitary sewer main within Engle Street to the north. There is a sanitary sewer lateral along the south property line. There is adequate capacity within the city’s sanitary sewer system for the additional dwellings.

Stormwater Drainage:

The property is currently served by an 18-inch storm drain in Clay Street. There is also an 18-inch storm drain in Engle Street to the north. The proposed development of the site with physical improvements are engineered and demonstrate compliance with the Rogue Valley Sanitary

Sewer Services, Stormwater Quality Design Manual. The project Civil Engineer has determined the approximate size and locations for on-site detention and treatment facilities. The property is served by RVSS Storm Sewer Services, and the storm water management plan has been designed in accordance with the most current Rogue Valley Stormwater Quality Design Manual standards at the time of building permit submittal. There is adequate capacity for the additional very limited impacts on the system.

18.5.8.050 E. Adequate transportation can and will be provided to and through to serve the subject annexed area. For the purposes of this section "adequate transportation" for annexations consists of vehicular, bicycle, pedestrian, and transit transportation meeting the following standards.

1. For vehicular transportation a minimum 22-foot-wide paved access exists, or can and will be constructed, providing access to the annexed area from the nearest fully improved collector or arterial street. All streets bordering on the annexed area shall be improved, at a minimum, to an applicable City half-street standard. The approval authority may, after assessing the impact of the development, require the full improvement of streets bordering on the annexed area. All streets located within annexed areas shall be fully improved to City standards unless exception criteria apply. Where future street dedications are indicated on the Street Dedication Map or required by the City, provisions shall be made for the dedication and improvement of these streets and included with the application for annexation.

Finding:

Clay Street is a Neighborhood Street that has 28 feet of paved width along the full frontage of the property. Clay Street has curb, gutter, park row and sidewalk along the frontage of the property and the improved street extends to the nearest fully improved collector or arterial street, Ashland Street to the south. To the north, Clay Street is improved intersection of Clay Street and Creekside Way where the improvements extend along the west side of Clay Street to East Main Street.

The extension of Engle Street will be developed to city standards for a Neighborhood Street. connecting the two terminus of Engle Street on the north and south sides of the property. Engle Street is proposed to connect the existing five-foot-wide sidewalks and seven-foot landscape park rows, and 15-foot driving lanes to the street standards through the site.

A new public street, Caldera Lane, is proposed to extend from Clay Street through to Engle Street. Caldera Lane will intersect with Engle Street. Caldera Lane is proposed to be improved to the standards for a Neighborhood Street and has a 47-foot-wide public right of way. Caldera Lane will be developed with a 15-foot travel lane, on-street curbside parking on the southside, curb, gutter, seven-foot landscape park row, and five-foot sidewalks.

There are two public alleys proposed along the north and south sides of the property completing the gridded street system.

The Transportation System Street Dedication Map includes a future right-of-way (R22) along the southern boundary of the property. This future street is partially incorporated into the development as a 27-foot wide “future road reservation area” in the southwest corner of the property. A 20-foot future right of way is dedicated upon a portion of the adjacent property to the south within the Snowberry Brook subdivision, allowing a segment of east / west connection from the development to the east towards Tolman Creek Road when the properties between the subject property and Tolman Creek Road develop.

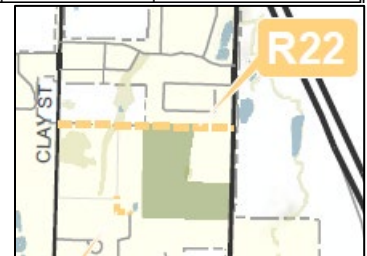
Ashland Transportation System Plan

October 2012
Intersection and Roadway Plan

Table 10-3 Preferred Plan Intersection and Roadway Projects

(Project #) Name	Description	Reasons for the Project	Priority (Timeline)	Cost ²
(R22) New Roadway (B)	Construct a New Roadway from Clay Street to Tolman Creek Road consistent with the IAMP Exit 14 Access Management on Ashland Street (OR 66) if and when Tolman Creek Manufactured Park is redeveloped. The location of the connection shall be determined at the time of redevelopment of the manufactured home park.	Facilitate Economic Growth Balance Mobility and Access	Development & Access Management Driven	Developer Responsibility

The new Neighborhood Street and the future right of way fulfills a substantial portion of the Transportation System Plan Preferred Plan Intersection and Roadway Projects Table 10-3 of an east to west connection through this property (R22).



R22 is not located in the exact location as to where it's shown on the TSP. This is due to the topography along the southern property line. The property to the south is approximately five to eight feet higher than the subject property. Additionally, there is large capacity storm drain and sanitary sewer infrastructure adjacent to the south property line and within the area envisioned as R22 future right of way.



Due to the topography along the south property line where Engle Street terminates and the improvements within the actual street right of way had to be shifted north to provide adequate area for the grade change between the properties and a public street could not be placed directly on the south property line.

Additionally, there is no dedicated right-of-way for future street on the adjacent property to the south except in the area to the east of Engle Street. It's owned by the city of Ashland but not dedicated or reserved.

The elevation difference between the properties and the intersection of Engle Street into the property created a situation that pushed the street right of way to north. This proposal provides for a public alley along the south property line that is 16-feet in width. This alley will be extended to Engle Street.

Additionally, the east/west connection is maintained through the development of Caldera Lane and the Engle Street connection to Dollarhide Way and Abbott Avenue to the north. Abbott Avenue intersects with Tolman Creek Road. The future street to the east through to Tolman Creek Road is preserved through the road reservation area.

2. For bicycle transportation, safe and accessible bicycle facilities according to the safety analysis and standards of the governing jurisdiction of the facility or street (e.g., City of Ashland, Jackson County, Oregon Department of Transportation) exist, or can and will be constructed. Should the annexed area border an arterial street, bike lanes shall be constructed along the arterial street frontage of the annexed area. Likely bicycle destinations within a quarter of a mile from the annexed area shall be determined and the approval authority may require the construction of bicycle lanes or multiuse paths

connecting the annexed area to the likely bicycle destinations after assessing the impact of the development proposed concurrently with the annexation.

Finding:

Clay Street, Engle Street and Caldera Lane are Neighborhood Collector streets and separate bike lanes are not required and bicyclist share the street. The proposed annexation does not impact the existing frontage improvements to Clay Street.

The Central Ashland Bike Path is accessible from Clay Street where there is an informal path that crosses ODOT right of way of Ashland Street and connects to the bike path after crossing the railroad tracks. A better route is the roads to Ashland Street, use the bike lane on Ashland Street and enter the bike path from Shamrock Lane or through the Ashland Street Cemetery and Normal Avenue.

To the south from Engle Street there is a pedestrian/bicycle connected alley way that leads to McCall Drive a Public Street that connects back to Clay Street near the Ashland Street and Clay Street intersection.

There is not a direct route or other pathway to create connectivity to the Central Ashland Bike Path other than the Ashland Street corridor.

To the north, eventually accessible from Engle Street where it connects to Abbott Avenue to the north will be a future city of Ashland park. One of the proposed features of this park is a bicycle pump track. The public right of way provides direct access to this park.

Though there are not separate bike lanes, Clay Street leads to East Main Street which has or will have dedicated bike lanes as it develops. Additionally, cyclists can utilize Abbott Avenue which connects which leads to Tolman Creek Road. There are dedicated bike lanes on the lower section of Tolman Creek Road. Tolman Creek Road leads to the commercial corridor of Ashland Street and there are public schools accessible from East Main Street.

3. For pedestrian transportation, safe and accessible pedestrian facilities according to the safety analysis and standards of the governing jurisdiction of the facility or street (e.g., City of Ashland, Jackson County, Oregon Department of Transportation) exist, or can and will be constructed. Full sidewalk improvements shall be provided on one side of all streets bordering on the proposed annexed area. Sidewalks shall be provided as required by ordinance on all streets within the annexed area. Where the annexed area is within a quarter of a mile of an existing sidewalk system or a location with demonstrated significant pedestrian activity, the approval authority may require sidewalks, walkways or multiuse paths to be constructed and connect to either or both the existing system and locations with significant pedestrian activity.

Finding:

Clay Street includes sidewalks that extend from Ashland Street through to East Main Street. The proposed Neighborhood Streets include safe and accessible pedestrian facilities through the development through the development of buffered sidewalks. A pedestrian access easement terminates near the north property line, east of the wetland area. A pedestrian access easement and pedestrian walkway that connects to the public and private sidewalks within the development is proposed. The pedestrian sidewalk is proposed to extend along the north side of the private street that connect to the sidewalks within the open spaces areas.

The pedestrian connectivity is provided in a similar manner as the bicycle facilities with Engle Street to the south leading to McCall Drive, or via Clay Street as explained in the findings above.

4. For transit transportation, should transit service be available to the annexed area, or be likely to be extended to the annexed area in the future based on information from the local public transit provider, the approval authority may require construction of transit facilities, such as bus shelters and bus turnout lanes.

Finding:

Transit service via Route 17, the Ashland Circulator has a southbound bus service that stops near the entrance to Wingspread, approximately 900 feet to the south. Other transit via Ashland Route 10 and the Medford Ashland Express is available on Ashland Street which is just over 1,800 feet to the south via Clay Street or Engle Street to McCall Drive. These bus services provide frequent transit service throughout Ashland, through Talent and Phoenix, and into Medford to the transfer station.

5. Timing of Transportation Improvements. All required transportation improvements shall be constructed and installed in accordance with subsection 18.4.6.030.A.

Finding:

The transportation improvements will be constructed as part of the first phases of the development. The transportation improvements will be installed in accordance with 18.4.6.030.A.

18.5.8.050.F. For all residential annexations, a plan shall be provided demonstrating that the development of the annexed area will ultimately occur at a minimum density of 90 percent of the base density for the zone, unless reductions in the total number of units are necessary to accommodate significant natural features, topography, access limitations, or similar physical constraints. The owner or owners of the annexed area shall sign an agreement, to be recorded with the County Clerk after approval of the annexation, ensuring that future development will occur in accord with the minimum density indicated in the development plan. For purposes of computing

maximum density, portions of the annexed area containing unbuildable lots, parcels, or portions of the annexed area such as existing streets and associated rights-of-way, railroad facilities and property, wetlands, floodplain corridor lands, slopes greater than 35 percent, or land area dedicated as a public park, shall not be included.

Finding:

The proposal demonstrates 90 percent of the base density in the zone at annexation.

The property area excluding the wetland and wetland buffer zone is 4.79 acres.

$4.79 \times 7.2 = 34.48$ (35) dwellings Base Density

Minimum Density for Annexation = 90 percent

$34.47 \times .90 = 31$ dwellings

There are 37 dwellings proposed which exceeds the minimum density and the base density. A density bonus as allowed through 18.3.9.050.B.3 Affordable Housing is included herein to increase the density from 34.48 to 37 dwellings.

18.5.8.050 G. Except as provided in subsection 18.5.8.050.G.7, below, annexations with a density or potential density of four residential units or greater and involving residential zoned lands, or commercial, employment or industrial lands with a Residential Overlay (R-Overlay) shall meet the following requirements:

1. The total number of affordable units provided to qualifying buyers, or to qualifying renters, shall be equal to or exceed 25 percent of the base density as calculated using the unit equivalency values set forth herein. The base density of the annexed area for the purpose of calculating the total number of affordable units in this section shall exclude any unbuildable lots, parcels, or portions of the annexed area such as existing streets and associated rights-of-way, railroad facilities and property, wetlands, floodplain corridor lands, water resource areas, slopes greater than 35 percent, or land area dedicated as a public park.

- c. Ownership or rental units restricted to households earning at or below 80 percent of area median income shall have an equivalency value of 1.25 unit.

Finding:

The number of affordable housing units is 25 percent of the base density. There are 34.47 dwelling units as the base density, 25 percent of that is 8.6 (9) affordable dwelling units.

The proposal is to construct eight (8) affordable rental units restricted to households earning 80 percent of the Area Median Income (AMI) in two of the four plex units. Rental units restricted for renters at 80 percent of the AMI have an equivalency value of 1.25 per unit value. Therefore, the proposed eight units is

equivalent to 7.2 (8) which meets the required number of deed restricted affordable rental units.

The property owner/developer will be developing eight affordable rental units within two buildings of the 16-unit fourplex structures.

2. As an alternative to providing affordable units per section 18.5.8.050.G.1, above, the applicant may provide title to a sufficient amount of buildable land for development complying with subsection 18.5.8.050.G.1.b, above, through transfer to a non-profit (IRC 501(3)(c)) affordable housing developer or public corporation created under ORS 456.055 to 456.235.

Finding:

Not applicable. Affordable housing is proposed to be constructed.

3. The affordable units shall be comparable in bedroom mix with the market rate units in the development.

a. The number of bedrooms per dwelling unit in the affordable units within the residential development shall be in equal proportion to the number of bedrooms per dwelling unit in the market rate units within the residential development. This provision is not intended to require the same floor area in affordable units as compared to market rate units. The minimum square footage of each affordable unit shall comply with the minimum required floor area based as set forth in Table 18.5.8.050.G.3, or as established by the U.S. Department of Housing and Urban Development (HUD) for dwelling units developed under the HOME program.

Table 18.5.8.050.G.3. Minimum Required Floor Area for Affordable Units

Unit Type	Minimum Required Unit Floor Area (Square Feet)
Studio	350
1 bedroom	500
2 bedroom	800
3 bedroom	1,000
4 bedroom	1,250

Finding:

The proposal is to provide the eight affordable housing units as rental units within two of the proposed four plex buildings. There are 16, two-bedroom apartment units proposed, eight of which will be restricted affordable rental units. It is unknown the number of bedrooms within the 21 residential lots. An exception to this standard is requested because only the number of bedrooms within the proposed four-plex units is known.

The proposed exception allows for the development of the affordable housing units by the developer and on the front end of the vertical construction within the development.

The proposal provides for 16 two-bedroom apartments that are more than 800 square feet whether market rate or affordable.

4. A development schedule shall be provided that demonstrates that the affordable housing units per subsection [18.5.8.050.G](#) shall be developed, and made available for occupancy, as follows:

- a. That 50 percent of the affordable units shall have been issued building permits prior to issuance of a certificate of occupancy for the last of the first 50 percent of the market rate units.
- b. Prior to issuance of a building permit for the final ten percent of the market rate units, the final 50 percent of the affordable units shall have been issued certificates of occupancy.

Finding:

The development schedule is that the Annexation and the Outline Plan for Performance Standards Subdivision approval be rendered with this application. The multi-family site development review for the attached wall construction will occur with the Final Plan application for the Caldera Oaks Performance Standards Subdivision.

The affordable units are proposed to be constructed prior to the issuance of the first 50 percent of the mark rate units. It is anticipated that the fourplexes will be constructed at the same time, thus all the market and affordable apartments are developed simultaneously.

Prior to the issuance of any 50 percent of the market rate dwellings, 50 percent of the affordable units will be constructed and prior to issuance of the building permits for the final ten percent of market rate units, 50 percent of the affordable units will have certificates of occupancy.

5. That affordable housing units shall be constructed using comparable building materials and include equivalent amenities as the market rate units.

- a. The exterior appearance of the affordable units in any residential development shall be visually compatible with the market rate units in the development. External building materials and finishes shall be substantially the same in type and quality for affordable units as for market rate units.

Finding:

The exterior appearance of the affordable units is visually compatible with the market rate units. The proposed four plex structure are proposed to be similar in exterior materials and finishes as all of the structures within the subdivision. The building materials and finishes will be substantially the same in type and quality for the affordable units as for the market rate units.

b. Affordable units may differ from market rate units with regard to floor area, interior finishes and materials, and housing type; provided, that the affordable housing units are provided with comparable features to the market rate units, and shall have generally comparable improvements related to energy efficiency, including plumbing, insulation, windows, appliances, and heating and cooling systems.

Finding:

The affordable units are proposed as deed restricted apartments. The eight affordable units are the same as the other market rate rental apartments with regard to floor area, interior materials and housing type. There is a market rate unit within one of the fourplexes that will have the affordable units as well.

The housing type, floor area, finishes and materials vary for the detached type residential than the affordable apartment units because they are proposed as apartments and not detached single family residential type of construction. The units will have generally comparable energy efficiency, plumbing, insulation, window types, applicants and heating and cooling systems.

6. Exceptions to the requirements of subsections [18.5.8.050.G.2](#) through [18.5.8.050.G.5](#), above, may be approved by the City Council upon consideration of one or more of the following:

Finding:

Exception to 18.5.8.050.G.3.a. The affordable units shall be comparable in bedroom mix with the market rate units in the development for the number of bedrooms per dwelling unit in the affordable units within the residential development shall be in equal proportion to the number of bedrooms per dwelling unit in the market rate units within the residential development is necessary because the developer intends to build all of the fourplex rental apartments, but not all of the residential homes thus the number of bedrooms cannot be controlled.

a. That an alternative land dedication as proposed would accomplish additional benefits for the City, consistent with the purposes of this chapter, than would development meeting the on-site dedication requirement of subsection [18.5.8.050.G.2](#).

Finding:

Not applicable.

b. That the alternative phasing proposal not meeting subsection [18.5.8.050.G.4](#) provided by the applicant provides adequate assurance that the affordable housing units will be provided in a timely fashion.

Finding:

Not applicable.

c. That the materials and amenities applied to the affordable units within the development, that are not equivalent to the market rate units per subsection 18.5.8.050.G.5, are necessary due to local, state, or federal affordable housing standards or financing limitations.

Finding:

The proposed exception is to allow for all of the affordable housing units to be constructed within two of the structures at the same time, by the developer and to be held as affordable rental units for those making at or less than 80 percent of the Area Median Income.

The exception to allow for all of the units to be two-bedroom apartments and not detached residential lots and to be construed using commercial financing available for development of apartment dwellings.

This allows for immediate injection of new deed restricted affordable housing into the market.

The affordable units share space with the market rate units. All subdivision amenities are available to all units within the development.

7. The total number of affordable units described in this subsection shall be determined by rounding up fractional answers to the nearest whole unit. A deed restriction or similar legal instrument shall be used to guarantee compliance with affordable criteria for a period of not less than 60 years for units qualified as affordable rental housing, or 30 years for units qualified as affordable for-purchase housing.

Finding:

The total number of affordable units is rounded up to fractional answers to the nearest whole unit. The proposal is to construct eight (8) affordable rental units restricted to households earning 80 percent of the Area Median Income (AMI) in two of the four plex units. Rental units restricted for renters at 80 percent of the AMI have an equivalency value of 1.25 per unit value. Therefore, the proposed eight units are equivalent to 7.2 (8)

which meets the required number of deed restricted affordable rental units. The affordable rentals will be deed restricted for 60 years.

18.5.8.050 H. One or more of the following standards are met:

1. The annexation proposal shall meet the requirements of subsection [18.5.8.050.B](#), above.

Finding:

It can be found that the proposal is consistent with the Comprehensive Plan designations applicable to the annexed area and the proposed residential development including detached and attached residential housing for purchase and for rent are allowed uses in the proposed zoning district.

2. A current or probable danger to public health exists within the proposed area for annexation due to lack of full City sanitary sewer or water services in accordance with the criteria in ORS chapter [222](#) or successor state statute.

Finding:

Not applicable.

3. Existing development in the proposed area for annexation has inadequate water or sanitary sewer service, or the service will become inadequate within one year.

Finding:

Not applicable.

4. The proposed area for annexation has existing City water or sanitary sewer service extended, connected, and in use, and a signed consent to annexation agreement has been filed and accepted by the City.

Finding:

Not applicable.

5. The proposed area for annexation is an island surrounded by lands within the City limits.

Finding:

There are annexed areas on three of the four sides of the property.

18.5.8.050 I. Exceptions and Variances to the Annexation Approval Criteria and Standards. The approval authority may approve exceptions to and variances from the approval criteria and standards in this section

using the criteria in section [18.4.6.020.B.1](#), Exceptions to the Street Design Standards, or chapter [18.5.5](#), Variances.

Finding:

The exception requested to 18.5.8.050.G.6 is addressed within the findings section above.

18.5.8.060 Boundaries

When an annexation is initiated by an applicant other than the City, the Staff Advisor may include other land in the proposed annexation in order to make a boundary extension more logical, to address the effective extension of public facilities, or to avoid an area of land which is not incorporated but is partially or wholly surrounded by the City. The Staff Advisor, in a report to the Planning Commission and City Council, shall justify the inclusion of any land other than the land for which the annexation is filed.

Finding:

It is unknown if the Staff Advisor will be including other land in the proposed annexation to make the boundary extension more logical. The right-of-way of Clay Street is included allowing the extension of public facilities.

18.5.8.070 Statutory Procedures

The applicant for the annexation shall also declare which procedure under ORS chapter [222](#) the applicant proposes that the Council use, and supply evidence that the approval through this procedure is likely.

Finding:

ORS 222.111 allows for annexation of properties that are contiguous with city limits. The subject property is contiguous to the city limits.

The applicant proposes that the City Council utilize the annexation procedure outlined in ORS 222.125 for this application. This procedure allows for annexation without the need for an election when all landowners in the proposed territory, as well as a majority of the electors, consent in writing. The applicant is the sole owner and can provide written consent within the annexation territory. These materials will provide documented evidence to demonstrate that the proposed annexation is likely to be approved, thereby fulfilling the requirements set forth in AMC 18.5.8.070.

PERFORMANCE STANDARDS SUBDIVISION

18.3.9.030 – PSO Overlay

The proposed Performance Standards Subdivision, Caldera Oaks, complies with the criteria that allows for the use of the Performance Standards Overlay to the property upon the Annexation. The property does not have the PSO-Overlay as it is not within the city limits but 18.3.9.030. D.1. allows for application of PSO standards when the parcel is larger than two acres and is greater than 200 feet in average width.

The use of the PSO is requested consistent with the Purpose Statement from AMC 18.3.9.010. The proposed development is consistent with the standards for Performance Standards Subdivisions and the proposal stresses, energy efficiency, architectural creativity, uses the natural features of the landscape to their advantage and provides for an efficient land use and reduces the development impacts on the environment.

The lot layout includes narrowed street right of ways within parking on one-side limiting pavement width, large open spaces and wetland preservation stress efficient use of the land and limits the impacts of the development on the environment. The proposed structures exterior layout design and construction methods stress energy efficiency. Exteriors will be fire resistant materials and interior areas will have fire suppression systems where required by building code. Architectural creativity is expressed throughout the development, its innovation is driven by the changing demographics as they apply to the diminishing household size, increase material and construction costs.

The Caldera Oaks Subdivision is visually appealing and aesthetically complimentary to the area and the community while using the space and the land efficiently.

The layout of the units and the window locations and sizes increase passive solar efficiencies. The homes will be energy efficient and solar ready.

Sustainable materials used in the construction such as indoor building materials with low VOC's such as paint and other materials can be eliminated or reduced throughout the building process.

Highly efficient HVAC mini-split systems and PTAC Units will be used and incorporated into the buildings for energy efficiency. These systems reduce the number of structural penetrations and reduce the use of building materials unfriendly to the environment. All condensers will have a low decibel rating, most units are ~35 dB and are very efficient and a common HVAC system worldwide.

The parking area accessed from the private street/driveway has electric vehicle charging station conduit for future EV chargers. Units with garages will be able to install EV charging docks for personal vehicles.

The private street/driveway and parking area surfacing and design complies with the Climate Friendly and Equitable Communities standards with light colored material for 50 percent of the surface, substantial shade tree coverage, and filtration of surface stormwater through the landscape medians before it enters the site storm water detention system.

The layout with connected sidewalks and streets provides for a walkable neighborhood in an efficient layout with higher density and larger open spaces including preservation of the wetland feature.

Due to the limited existing site improvements, the stormwater facilities are designed to the Rogue Valley Stormwater Quality Design Manual standards and there is no off-site peak flows of stormwater generated on this site post development that exceeds the current pre-development stormwater flow. This means that virtually all stormwaters will be retained, detained and treated before it enters the city system outside of the subdivision. This allows for on-site infiltration, and reduces pollution impacts from developed surfaces from entering the stormwater system in Clay Street and Engle Street.

The development will be financed by private lending through a federally backed loan. The property owner, Bentella LLC is the developer and is seeking approval to begin construction in late 2024 and early 2025.

18.3.9.040 Review Procedures and Criteria

3. Approval Criteria for Outline Plan. The Planning Commission shall approve the outline plan when it finds all of the following criteria have been met.

- a.** The development meets all applicable ordinance requirements of the City.

Finding:

The proposed development is seeking the application of the Performance Standards Overlay to the subject property with the Annexation. The proposed Caldera Oak Subdivision presented herein is exercising the Performance Standards Overlay and demonstrates compliance with these standards.

The development demonstrates compliance with the standards from 18.3.9.050 – 18.3.9.080, and the provisions of this chapter. The other applicable sections of this ordinance including: 18.4.3 Parking, Access, & Circulation; 18.4.6 Public Facilities; 18.4.8 Solar Access Performance Standard, 18.5.7 Tree Removal Permits, and 18.3.11 Limited Use Activity in the Water Resource Protection Zone for a stormwater dispersal feature.

The PSO – Overlay development is subject to chapter 18.3.9 and is not required to meet the minimum lot size, lot width, lot depth, and setback standards of part 18.2, and other standards as specifically provided by this chapter.

The subdivision residences will consist of one- and two-family dwellings and multi-family residential as allowed in the R-1-3.5 zone.

The layout of the proposed subdivision includes a mixture of housing types. The subdivision lot layout was predicated by the north/south orientation of Clay Street, the stubbed locations of Engle Street, intersection spacing, Transportation System Plan future street dedication locations, the topography along the south property boundary, solar access and orientation, and the adjacent neighborhood development patterns and existing uses.

The conceptual layout proposes 25 lots for residential development and four common area lots.

Lots 1- 21 lots are envisioned as detached residential development lots. These lots range in lot area between 4,577 square feet to 7,451 square feet. With the majority of the lots have a lot width of between 40-feet to 49.09 feet, and a depth of 118.55 feet to 124.41-feet.

Lots 22 – 25 are intended for the development of four, four plex apartment buildings. There are 16 apartment units proposed. These units are located to the east of the proposed private street that extends from Engle Street and the intersection of the new east/west street, Caldera Lane.

The front yard setbacks abutting Clay Street provide for a 15-foot setback for the ‘front’ but the homes will be oriented towards Caldera Lane, the new street.

The buildings are proposed to be separated by a minimum of 12-feet as measured at the two closest exterior walls. There are building envelopes shown on the site plans demonstrating the setback standards from the zone and the performance standards option are met.

The future lots will be developed with residences that comply with the general setbacks of the perimeter and excepting attached unit, zero lot line structures, the standard setbacks in the R-1-3.5 zone will apply.

The lot coverage will be 55 percent of the lot area (with a 200 square foot pervious surface credit) and 45 percent of each lot as landscape area. Conceptual building footprints have been provided for upon each development lot.

A demolition permit for the existing the structure will be obtained as necessary. Any required state or federal permits will be obtained prior to site development.

18.2.2.030 Allowed Uses

A. Uses Allowed in Base Zones. Allowed uses include those that are permitted, permitted subject to special use standards, and allowed subject to approval of a conditional use permit.

Finding:

A Performance Standards Subdivision for the creation of a 29-lot subdivision is a permitted use in the R-1-3.5 zone. The proposed Caldera Oaks, a Performance Standards Subdivision proposes twenty-one residential lots, four, multi-family development lots

with the intention of four-plex units upon each, and four common area/open space parcels.

18.2.5.090 Standards for Single-Family Dwellings

A. The following standards apply to new single-family dwellings constructed in the R-1, R-1-3.5, R-2, and R-3 zones; the standards do not apply to dwellings in the WR or RR zones.

B. Single-family dwellings subject to this section shall utilize at least two of the following design features to provide visual relief along the front of the residence:

1. Dormers
2. Gables
3. Recessed entries
4. Covered porch entries
5. Cupolas
6. Pillars or posts
7. Bay window (min. 12" projection)
8. Eaves (min. 6" projection)
9. Off-sets in building face or roof (min. 16")

Finding:

The attached conceptual renderings of residences demonstrate that two or more of the design features listed above are to be provided on the proposed on all residential dwelling units.

Solar Access (18.4.8.040): Assignment of solar factor.

The majority of the lots proposed lots are subject to solar setback standard A.

Compliance with the solar setback assignment will be demonstrated with the building permit submittals for each of the dwellings on Lots 1 - 15. The slope of each lot varies slightly between two to four percent downhill to the north. All of the lots exceed the minimum north / south dimension required for solar setback standard A lots and a 21-foot tall structure setback will not exceed the lots north/south dimension by 50 percent.

Due to the location of Engle Streets north to south orientation, and its intersection with the subject property, the layout of the subdivision east of the street had to be creative in layout in order to provide adequate lot area, mixed housing types, variation in building design, a connected transportation system and wetland preservation. The street on the north south axis forced some of the lots into a narrow north to south lot width that does not meet the required solar width of the lot which is nearly 22-feet wider than required in the zone.

The solar slope to the north is 2.83 percent downhill to the north. This requires a minimum lot width for each lot of 71.93 feet wide. The minimum lot width in the R-1-3.5 zone is 50-feet in width and the Performance Standards Subdivision allows for further reduced lot widths within the PSO overlay.

There are six of the detached residential lots and the three multi-family lots (22, 23 and 24) are proposed to have residential dwellings that are a modest height, but due to the solar standards, these lots would be required to be substantially wider than the minimum lot width in the zone.

It is not unreasonable for homes in an urban residential zone to be two stories and to be separated by not more than 12-feet. The application seeks flexibility to allow for the shadow of the adjacent buildings on the lots to shade the structure to the north more than a six-foot fence would. Each building is not designed but the request would be to allow a five-foot shadow up the adjacent south wall of the structure to the north. Separation between the buildings is preferred to attached wall housing which necessitates the Solar Performance Standard.

All of the dwellings within the subdivision are conceptually designed to have maximum roof area on the west and south exposures for future solar panel installation to aid in energy efficiencies.

Common Area:

There are four common area types of lots of more than 16,000 square feet in area. Three of the common area lots are open space areas that provide areas for both passive and active recreational opportunities.

There are four common open spaces provided in the form of natural areas, wetlands, active and passive recreational areas in common ownership. There is a variety of positive green spaces and recreational open spaces are proposed. The open space area proposed is more than 16,000 square feet, which accounts for more than five percent of the total site area (10,454 square feet).

There are two open space areas on the west side of Engle Street at the intersection of Caldera Lane and Engle Street and at the intersection of the south alley and Engle Street. The other open space areas are the wetland area, a common area between the parking area and the apartment buildings that will include a play structure and the stormwater detention facility that includes a walking path around the perimeter.

Walkways are provided that connect to the public sidewalks that allow for the daily use of the open spaces by all residents of the subdivision.

Fencing on lots that abut the open space areas will be limited to four feet of solid panel fencing.

A Homeowner's Association (HOA) with Covenants, Conditions and Restrictions, and By-Laws will be created with a land use attorney. The provisions for the maintenance of the common open space, the driveway area, stormwater detention facility and the wetland and the buffer area maintenance and management as required in AMC 18.3.11.090.D will be addressed in the subdivision governing documents and submitted with the Final Plan application.

An agreement with the city Public Works Department will be rendered to address the maintenance and management of the storm water facility.

b. Adequate key City facilities can be provided including water, sewer, paved access to and through the development, electricity, urban storm drainage, police and fire protection, and adequate transportation; and that the development will not cause a City facility to operate beyond capacity.

Finding:

Adequate City facilities can and will be provided to and through the annexed area and within the subdivision.

There is adequate water pressure for the future dwellings, common area irrigation and fire hydrants. Pressure reduction valves will likely be necessary to reduce water pressures.

The proposed sanitary sewer lines are shown on the conceptual utility plan.

Storm drainage system has been conceptually designed. There are below grade collection systems and open space parcel areas that will have dry pond storm drain facility. These types of facilities are not a standing water pond, and the open space area lot will typically remain dry except during extreme weather events. Even then, the drainage will be designed in a manner that does not allow water to 'stand' in the facility. Additionally, there will be a dispersal trench for the treated stormwater to supplement the wetland area hydrology.

Transportation:

The proposed layout provides a complete street system. The City's Comprehensive Plan and Land Use Ordinance require connected streets and to avoid dead ends or cul-de-sacs, the existing streets provide logical connections. A larger discussion of the transportation system can be found on pages 19 - 21 within the Annexation Criteria section regarding transportation improvements.

The proposed public and private streets and alleys are interconnected to reduce travel distance, promote the use of alternative modes, provide for efficient provision of utilities and emergency services, and provide multiple travel routes. The smaller block lengths provide for a human scale, walkable neighborhood. The Clay Street block length from Villard Street to the proposed street

intersection, Caldera Lane, the block length is 652-feet. Where the block length along Clay Street is in excess of 400-feet it is due to the physical features of the land to the south where the wetland area/public park land, storm drainage infrastructure exist along the south property line.

To mitigate the long block, a public alley is provided that leads into the subdivision, south of the subject property and on the city parks property to the south, there is pedestrian access from Clay Street that extends to Engle Street reducing any perceived negative impacts. The provision of on-street parking on one side of the street, landscape park rows and pedestrian refuges at the intersections provide traffic calming. The streets are also not completely linear with slight curvature and slope aid in reducing speeds through the development.

The proposed annexation and associated development has been reviewed by a Traffic Engineer and based on the proposed development and unit types there are less than 50 AM or PM peak hour trips generated by the dwellings, and the proposed development appears to not trigger a Traffic Impact Analysis.

Table 1 – RR-5 to R-1-3.5 Annexation / Zone Change Trip Generations									
Land Use	Unit	Size	Daily Trips	Weekday AM Peak Hour			Weekday PM Peak Hour		
				Total	(In)	(Out)	Total	(In)	(Out)
<i>Existing RR-5 Zoning</i>									
210 – Single Family Detached	DU	1	9	1	0	1	1	1	0
Total Existing Trips			9	1			1		
<i>Proposed R-1-3.5 Zoning</i>									
210 – Single Family Detached	DU	21	240	18	5	13	23	14	9
220 – Multifamily Housing	DU	16	108	6	1	5	8	3	5
Total Proposed Trips		37	348	24			31		
Net Difference			+339	+23			+30		
DU = dwelling unit									

There are numerous traffic dispersal points accessible from the proposed streets. The connection of Engle Street through the development allows for vehicular, pedestrian and bicycle traffic to enter / exit the property from the south via Clay Street and Villard Street or Clay Street and McCall Drive.

The extension of Engle Street to the north will allow for traffic dispersal via Dollarhide Way, and Abbott Avenue, both of which connect from Clay Street to Tolman Creek Road to the east.

Traffic on Clay Street will disperse north to East Main Street, and south to Ashland Street from Caldera Lane and Clay Street intersection.

All utilities will extend to and through the property as identified on the Conceptual Utility Plans. At the time of Final Plan submittal, the final Civil Engineering drawings will be submitted

identifying specific utility details and information. It can be found that adequate utilities and transportation can be provided to and through the subdivision with the proposed street extensions, the public alleys and the reservation of future area for the extension of an east to west corridor.

In initial discussions with the City of Ashland utility departments, all facilities in the area are adequate for the proposed development and will not operate beyond their capabilities.

c. The existing and natural features of the land; such as wetlands, floodplain corridors, ponds, large trees, rock outcroppings, etc., have been identified in the plan of the development and significant features have been included in the open space, common areas, and unbuildable areas.

Finding:

The existing natural features of the land including the small wetland and the large trees within it, are identified on the plan, the wetland and the willow trees are protected within the wetland area. There are four other trees that are considered significant. There is an 18-inch pine tree and a group of cottonwoods directly adjacent to the residence. To the rear of the residence are three apple trees including one that is considered significant, and in the northwest corner of the property where the northern most public alley right of way will be located is a multi-stemmed Cottonwood tree. There are no other significant natural features on the subject property.

The three willows are proposed for preservation. The other trees, the cottonwoods, a pine, and the apple tree will be removed as they are within the public right of ways, or within the buildable area of the residential lots. The majority of the trees exist at the perimeter of the property on the adjacent parcels. These trees are protected via six-foot tall fencing along the north and east property lines.

d. The development of the land will not prevent adjacent land from being developed for the uses shown in the Comprehensive Plan.

Finding:

The proposed Outline Plan Subdivision will not prevent adjacent land from being developed for the uses shown in the Comprehensive Plan. The proposed right of ways and future right of way, pedestrian walkways connect the adjacent lands and provide potential for future connectivity to the east.

e. There are adequate provisions for the maintenance of open space and common areas, if required or provided, and that if developments are done in phases that the early phases have the same or higher ratio of amenities as proposed in the entire project.

Finding:

With the Final Plan application, the subdivision Homeowners Association formation documents and Covenants, Conditions & Restrictions will be provided. The CC&Rs will provide details regarding the maintenance of the open spaces, common areas, wetlands area and buffer maintenance and management within the subdivision.

f. The proposed density meets the base and bonus density standards established under this chapter.

Finding:

The proposed density meets the base and bonus density standards established. The property area excluding the wetland and wetland buffer zone is 4.79 acres. There are 7.2 dwelling units per acre required in the R-1-3.5 zone. The base density is 34.48 (35) dwelling units.

$4.79 \times 7.2 = 34.48$ (35) dwellings Base Density

There are 37 dwellings proposed which exceeds the minimum density and the base density. A density bonus as allowed through 18.3.9.050.B.3 Affordable Housing is requested to increase the density from 34.48 to 37 dwellings. Additional findings regarding the density bonus are found in the Affordable Housing section of this code.

18.3.9.050.B.3 Affordable Housing: A maximum bonus of 35 percent is allowed. Developments shall receive a density bonus of two units for each affordable housing unit provided. Affordable housing bonus shall be for residential units that are guaranteed affordable in accordance with the standards of section 18.2.5.050, Affordable Housing Standards. (Ord. 3199 § 17, amended, 06/15/2021; Ord. 3190 § 3, amended, 11/17/2020; Ord. 3155 § 7, amended, 07/17/2018; Ord. 3147 § 6, amended, 11/21/2017)

g. The development complies with the Street Standards.

Finding:

The proposed streets demonstrate compliance with the street standards. The proposed streets are intended to be extended as Neighborhood Streets.

The proposed right-of-way widths and improvements and conforms to the standards for residential neighborhood streets.

The subdivision layout allows for accommodation for emergency vehicles. All turning radii accommodate large vehicles such as fire trucks and delivery vehicles.

The proposed neighborhood streets are designed in a manner that allows for shared street space and the curb-to-curb area accommodates vehicular traffic, parked cars and bicycles. Each street is proposed to provide for a seven-foot landscape park row, and a five-foot sidewalk.

As provided on the attached Conceptual Civil Engineering drawings, the proposed streets comply with the City's adopted Street Standards and are consistent with existing and proposed right-of-way widths and street improvements.

Cul-de-sacs and other dead-end streets are not proposed as there are no areas where topographic, wetland, and other physical features preclude connectivity. The proposed streets have been designed to meet the needs of automobiles, pedestrians and bicyclists, thus encouraging walking and bicycling. There are sidewalks, parking rows and ample travel lanes that can accommodate one side, on-street parking, moving automobile and bicycle traffic.

There are no driveway curb cuts with all vehicular access to the residential lots via the public alley at the rear of the property or via the private street / driveway that serves the rear of the Engle Street fronting lots and the parking area for the multi-family four plex lots.

The streets are designed to accommodate the local, neighborhood traffic. The proposed streets connect incomplete neighborhood streets and provide vehicular, bicycle and pedestrian connectivity.

Street trees are proposed to buffer pedestrians and adjacent residences from traffic, enhance street image and neighborhood character, calm motor vehicle traffic speeds, and enhance neighborhood identity or sense of place. The trees planted in the park row will be selected be from the Ashland Recommended Street Tree Guide.

Residential style Sternberg, pedestrian scale streetlights are proposed.

On-street parking is proposed in compliance with AMC 18.3.9.060.A.1 with more than 25 on-street parking spaces provided which meets the requirement that there be one, on-street parking space per lot. The on-street parking areas are within the adjacent public right of way and within the private street tract which is on common area that is association owned and directly accessible from the street.

h. The proposed development meets the common open space standards established under section 18.4.4.070. Common open space requirements may be satisfied by public open space in accordance with section 18.4.4.070 if approved by the City of Ashland.

Finding:

There are four common open spaces provided in the form of natural areas, wetlands, active and passive recreational areas in common ownership. There is a variety of positive green spaces and recreational open spaces are proposed. The open space area proposed is more than 16,000 square feet, which accounts for more than five percent of the total site area (10,454 square feet).

There are two open space areas on the west side of Engle Street at the intersection of Caldera Lane and Engle Street. One of these open space areas is 3,782 square feet in area, one of these open space areas is small (1,414 square feet) and dimensionally does not contribute to the open space areas.

The wetland area and the buffer open space area is a 2,934 square foot area that includes the small wetland and the wetland buffer area. The primary open space area is between the parking spaces within the common area and private street tract. This area accounts for 7,972 square feet in area.

Walkways are provided that connect to the public sidewalks that allow for the daily use of the open spaces by all residents of the subdivision.

The common open space features meet the standards and provide for functional areas that will likely be used by the majority of the subdivision residents.

4. Approval of the Outline Plan.

a. After the City approves an outline plan and adopts any zone change necessary for the development, the developer may then file a final plan in phases or in its entirety.

Finding:

The final plan will be filed after the necessary Annexation that would allow for the development. The final plan will be filed in phases as proposed with the phase plan provided herein.

b. If an outline plan is phased, 50 percent of the value of the common open space shall be provided in the first phase and all common open space shall be provided when two-thirds of the units are finished.

Finding:

The application will phase the Outline Plan. See the phasing document provided herein. The common open space shall be provided in accordance with the standards where 50 percent of the value of the open space shall be provided in the first phase and all common open space will be provided when two-thirds of the units are finished.

WATER RESOURCE PROTECTION ZONE

Chapter 18.3.11

18.3.11.020 – Applicability

C. The burden is on the property owner to demonstrate that the requirements of this chapter are met or are not applicable to development activity or other proposed use or alteration of land. *The Staff Advisor may make a determination based on the Water Resources map, field check, and any other relevant maps, site plans, and information that a Water Resource or Water Resource Protection Zone is not located on a particular site or is not impacted by proposed development, activities or uses.* In cases where the location of the Water Resource or Water Resource Protection Zone is unclear or disputed, the Staff Advisor may require a survey, delineation prepared by a natural resource professional, or a sworn statement from a natural resource professional that no Water Resources or Water Resource Protection Zones exist on the site.

Finding:

The 2007 LWI indicates there is a significant wetland in the northeast corner of the property and a potential wetland near Clay Street. This wetland (W13) is identified as a Freshwater Emergent Wetland (PEM1C). There is a delineated wetland on the subject property. Two wetlands' delineations have been approved by the Department of State Lands (DSL). The delineations amend the 2007 Local Wetlands Inventory (LWI).

This wetland area was part of a larger wetland that appears to have been created by years of flood irrigation of the subject property and properties to the south with water from the Talent Irrigation District. There are flood irrigation ditches that run through the property and a primary service line in an open ditch that extends through the site. As development to the south has occurred and the open canals and service ditches were replaced with hard pipe, the containment of the irrigation waters has greatly reduced and nearly eliminated the previously identified significant wetland on the subject property and properties further south.

A wetland delineation was performed by a qualified wetlands specialist in 2015 that substantially reduced the area of the wetland areas and modified the LWI. In 2022, another wetlands delineation was performed. The 2022 wetland delineation was approved by the state of Oregon Department of Lands and again modified the LWI. Based on the area of the wetland, the wetland is no longer a Significant Wetland, but a small, 418.76 square foot (.0096 acre) wetland area near the northeast corner of the property.

According to OAR 141-086-0350 Locally Significant Wetland Criteria (1) Exclusions, wetlands shall not be designated as locally significant if they are less than one acre in size and created unintentionally because of irrigation water overflow or leakage. This wetland is not subject to the mapping of it as a significant wetland. Based on this language, the remaining area of the wetland is not a locally significant wetland but has been identified as a wetland with a 20-foot buffer.

The Water Resource Protection Zones shall be protected from alteration and development, except as specifically provided in this chapter in 18.3.11.060.A. Limited Activities and Uses within the Water Resource Protection Zones.

18.3.11.060.A.

Limited Activities and Uses within the Water Resource Protection Zones

The following activities and uses within Water Resource Protection Zones are allowed provided the activities or uses comply with the review procedure and approval standards set forth in subsection 18.3.11.060.D:

18.3.11.060.A.3. Building, Paving, and Grading Activities.

Permanent alteration of Water Resource Protection Zones by grading or by the placement of structures, fill or impervious surfaces may be authorized as follows:

a. New Public Utilities. The location and construction of public...utilities deemed necessary to maintain a functional system and upon finding that no other reasonable alternate location outside of the Water Resource Protection Zone exists.

c. Storm Water Treatment Facility Installation. Installation of public and private storm water treatment facilities such as detention ponds or sediment traps, vegetated swales, and constructed wetlands.

18.3.11.060. D. Limited Activities and Uses Permit. All limited activities and uses described in section 18.3.11.060 shall be subject to a Type I procedure in section 18.5.1.050. An application for a limited activities and uses permit shall be approved if the proposal meets all of the following criteria:

1. All activities shall be located as far away from streams and wetlands as practicable, designed to minimize intrusion into the Water Resource Protection Zone and disturb as little of the surface area of the Water Resource Protection Zone as practicable.

Finding:

The proposed stormwater lateral dispersal trench is a permitted use within the Water Resource Protection Zone. The utility is outside of the wetland area and is proposed at the outer edge of the 20-foot wetland buffer zone.

2. The proposed activity shall be designed, located and constructed to minimize excavation, grading, area of impervious surfaces, loss of native vegetation, erosion, and other adverse impacts on water resources.

Finding:

The proposed utility installation has been designed, is located and will be constructed to minimize excavation and grading within the water resource protection zone. The stormwater dispersal trench will not cause a loss of native vegetation, will not cause erosion or other adverse impacts. The introduction of clean water will actually help preserve the shrinking wetland.

3. On stream beds or banks within the bank-full stage, in wetlands, and on slopes of 25 percent or greater in a Water Resource Protection Zone, excavation, grading, installation of impervious surfaces, and removal of native vegetation shall be avoided except where no practicable alternative exists, or where necessary to construct public facilities or to ensure slope stability.

Finding:

There is no excavation or other impacts proposed within the wetland area. The only areas of disturbance are within the buffer zone and no facilities are within the wetland itself.

4. Water, storm drain, and sewer systems shall be designed, located and constructed to avoid exposure to floodwaters, and to avoid accidental discharges to streams and wetlands.

Finding:

The storm drain system is designed to have metered outflow into the wetland buffer which will then be infiltrated into the buffer zone before entering the boundaries of the wetland to avoid accidental discharges.

5. Stream channel repair and enhancement, riparian habitat restoration and enhancement, and wetland restoration and enhancement will be restored through the implementation of a mitigation plan prepared in accordance with the standards and requirements in section 18.3.11.110, Mitigation Requirements.

Finding:

The proposal does not includes a wetland restoration and enhancement plan. The area of disturbance for the stormwater dispersal trench is minimal (less than 200 square feet in area) and will not result in the permanent removal of native vegetation within the wetland buffer.

The areas of disturbance will be reseeded with a native grass mix that is appropriate for planting in the wetland buffer zone.

6. Long-term conservation, management and maintenance of the Water Resource Protection Zone shall be ensured through preparation and recordation of a management plan as described in subsection 18.3.11.110.C, except a management plan is not required for residentially zoned lots occupied only by a single-family dwelling and accessory structures.

Finding:

The long-term conservation, maintenance and management of the Water Resource Protection zone will be ensured through the preparation and recording of a management plan consistent with AMC 18.3.11.110.C. This long-term maintenance and management plan will be submitted with the Final Plan application.

TREE REMOVAL PERMIT CRITERIA

18.5.7.040

B. Tree Removal Permit.

2. Tree That is Not a Hazard. A Tree Removal Permit for a tree that is not a hazard shall be granted if the approval authority finds that the application meets all of the following criteria, or can be made to conform through the imposition of conditions.

a. The tree is proposed for removal in order to permit the application to be consistent with other applicable Land Use Ordinance requirements and standards, including but not limited to applicable Site Development and Design Standards in part 18.4 and Physical and Environmental Constraints in part 18.3.10.

Finding:

There are three deciduous trees that have a DBH of 12-inches or more that are proposed for removal and one tree conifer tree greater than 16 inches DBH. These trees are within the area of the public streets, the alley and within the building envelope area of the development area of the lots. The tree removal is necessitated by the construction of public streets, an alley and residential dwellings.

b. Removal of the tree will not have a significant negative impact on erosion, soil stability, flow of surface waters, protection of adjacent trees, or existing windbreaks.

Finding:

The removal of the four trees will not have a significant impact on erosion, soil stability or protection of adjacent trees. The trees are not part of any windbreak. There are numerous cottonwood and other conifer trees within 200-feet of the property.

c. Removal of the tree will not have a significant negative impact on the tree densities, sizes, canopies, and species diversity within 200 feet of the subject property. The City shall grant an exception to this criterion when alternatives to the tree removal have been considered and no reasonable alternative exists to allow the property to be used as permitted in the zone.

Finding:

There are three significant deciduous trees, and one conifer tree proposed for removal. The removal of these trees will not have a significant impact on tree densities, sizes, canopies or species diversity. There are substantial numbers of deciduous trees and conifer trees of the same species within 200 feet of the property.

d. Nothing in this section shall require that the residential density to be reduced below the permitted density allowed by the zone. In making this determination, the City may consider alternative site plans or placement of structures of alternate landscaping designs that would lessen the impact on trees, so long as the alternatives continue to comply with the other provisions of this ordinance.

Finding:

The tree removal facilitates the development of a vacant R-1-3.5 zoned parcel with a small subdivision and housing as envisioned by the Comprehensive Plan designation of the property upon annexation. The trees proposed for removal are not especially unique, are none are in excellent health.

e. The City shall require the applicant to mitigate for the removal of each tree granted approval pursuant to section 18.5.7.050. Such mitigation requirements shall be a condition of approval of the permit.

Finding:

There are numerous new street trees proposed. This substantially mitigates any tree removal on the property.

Attachments:

Consent to Annex Agreement
Special District Debt Payment Agreement
Email from Jackson County Roads agreeing to annexation
Annexation Area Legal Description
Preliminary Topographical Map
Preliminary Subdivision Plat Map
Architectural Planning Set
Civil Engineering Plan Set
Electric Distribution Plan
Trip Generation Assessment and Transportation Planning Rule Findings
Wetlands Delineation Report(s)

ANNEXATION AGREEMENT
TO DEPOSIT AN AMOUNT SUFFICIENT TO RETIRE ANY OUTSTANDING
INDEBTEDNESS OF SPECIAL DISTRICTS

Between

Ryan Csaftis (Bentella LLC)

and

CITY OF ASHLAND

THIS AGREEMENT entered into by and between Bentella LLC,
hereinafter referred to as "APPLICANT" and the CITY OF ASHLAND, hereinafter referred to
as "CITY",

WITNESSETH:

WHEREAS, pursuant to ORS 222.520(2)(b), the CITY elects to pay the bonds of the
special districts when such property subject to special district indebtedness is annexed by the
CITY.

WHEREAS, Ashland Municipal Code, Sections 4.14.020, 14.08.030(E) and
18.5.8.020(B), require that an applicant for annexation must agree to deposit an amount
sufficient to retire any outstanding indebtedness of special districts defined in ORS 222.510 as
part of an annexation application.

NOW, THEREFORE, as part of the annexation application for the property described in
APPENDIX "A", APPLICANT agrees to deposit an amount sufficient to retire any outstanding
indebtedness of special district defined in ORS 222.510. In the event that no special district
requests from the CITY an amount to be paid to retire indebtedness within one (1) year from the
date of annexation, the full amount deposited to the CITY shall be returned to the APPLICANT.
In the event that a special district requires an amount less than the amount deposited, the CITY
shall return the remainder to the APPLICANT.

APPLICANT FOR ANNEXATION:

Signed:

Date:

CITY OF ASHLAND:

Signed:

Date:

IRREVOCABLE CONSENT TO ANNEXATION

The undersigned, referred to in this document as "Owner" whether singular or plural, owns or is the purchaser under a recorded land sale contract of real property in Jackson County, Oregon, described below and referred to in this document as "the property":

See attached Exhibit "A"

In consideration of the application for annexation and subsequent connections from the property to City of Ashland services, Owner declares and agrees that the property shall be held, sold, and conveyed subject to the following covenants, conditions, and restrictions which shall constitute covenants running with the land and shall be binding on all parties, their heirs, successors and assigns, having any right, title, or interest in the property or any part thereof:

Whenever a proposal to annex the property is initiated by the City of Ashland or otherwise, Owner shall consent and does consent to the annexation of the property (Tract B per preliminary map of survey of annexed area) to the City of Ashland. Owner agrees this consent to annexation is irrevocable for one year.

Dated this 16th day of December, 2024.

Signature: _____

Owner

State of California)

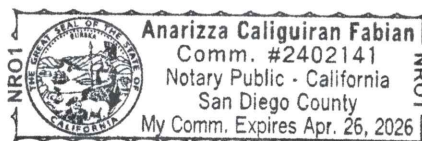
County of San Diego)

ss:

Personally appeared the above named Lujan John Craft and acknowledged the foregoing instrument to be his voluntary act and deed.

Notary Public for Oregon

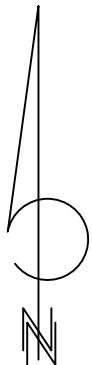
My Commission expires: April 26, 2026



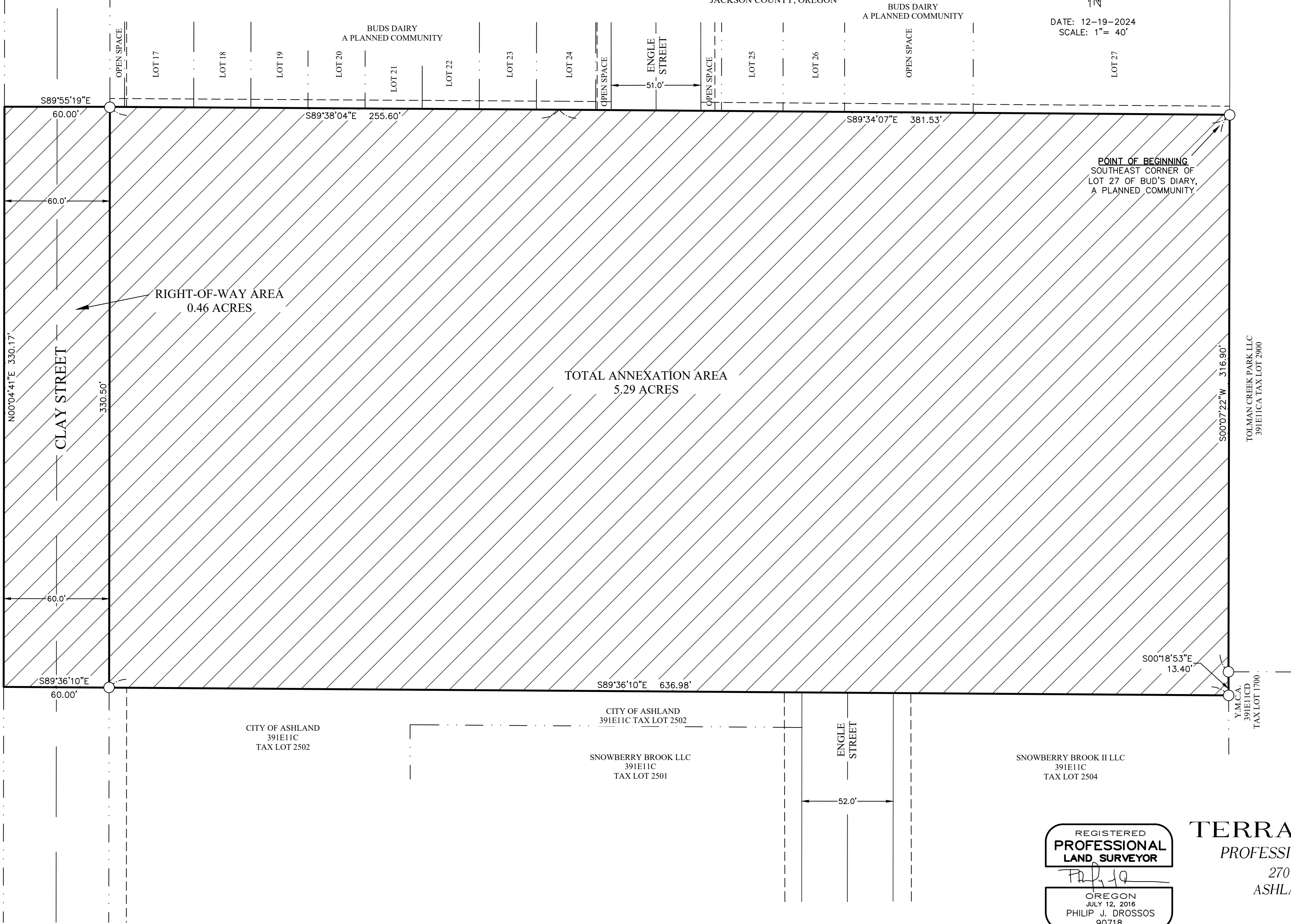
EXHIBIT

ANNEXATION EXHIBIT MAP

LOCATED IN THE SOUTHWEST QUARTER OF SECTION 11,
TOWNSHIP 39 SOUTH, RANGE 1 EAST,
WILLAMETTE MERIDIAN,
JACKSON COUNTY, OREGON



DATE: 12-19-2024
SCALE: 1" = 40'



RENEWS: 12-31-2025

TERRASURVEY, INC.
PROFESSIONAL LAND SURVEYORS
270 FOURTH STREET
ASHLAND, OREGON 97520
(541) 482-6474
terrain@bisp.net
JOB NO. 1653-23

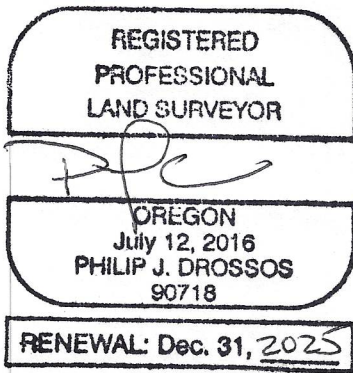


EXHIBIT A

LEGAL DESCRIPTION

BEGINNING at a point on the existing City of Ashland Boundary, said point being the Southeast corner of Lot 27 of BUD'S DAIRY, A PLANNED COMMUNITY, according to the official plat thereof, now of record, in Jackson County, Oregon and being a point on the West line of that tract or parcel of land as set forth in City of Ashland Ordinance No. 2293; thence along said existing City of Ashland Boundary and said West line, South 00°07'22" West, 316.90 feet to a 5/8" rebar situated at the Southwest corner of said tract or parcel of land as set forth in the hereinabove mentioned referred to Ordinance No. 2293 and also being situated at the Northwest corner of that tract or parcel of land as set forth in City of Ashland Ordinance No. 2109; thence continue along said existing City of Ashland Boundary and along the West line of said tract or parcel of land as set forth in the hereinabove mentioned referred to Ordinance No. 2109, South 00°18'53" East, 13.40 feet to a 5/8" rebar situated at the Northeast corner of that tract of parcel of land as set forth in City of Ashland Ordinance No. 2928; thence leaving said West line and continue along said existing City of Ashland Boundary and along the North line of said hereinabove mentioned referred to Ordinance No. 2928, North 89°36'10" West, 636.98 feet to the East line of Clay Street; thence continue North 89°36'10" West, 60.00 feet to the West line of Clay Street; thence along said West line, North 00°04'41" East, 330.17 feet; thence leaving said West line, South 89°55'19" East, 60.00 feet to a 5/8" rebar being a point on the East line of Clay Street and marking the Southwest corner of hereinabove mentioned BUD'S DAIRY, A PLANNED COMMUNITY and being a point on the South line of that tract or parcel of land as set forth in City of Ashland Resolution No. 2003-40; thence along said South line of the existing City of Ashland Boundary and of BUD'S DAIRY, A PLANNED COMMUNITY, South 89°38'04" East, 255.60 feet; thence continue along said South line, South 89°34'07" East, 381.53 feet to the **POINT OF BEGINNING.**

TRACT TO BE ANNEXED
391E11CB TAX LOT 1100 &
CLAY STREET RIGHT-OF-WAY

Prepared by Terrasurvey, Inc
270 4th Street
Ashland, OR 97520
December 19, 2024

300 Clay Street, Ashland and Annexation of Clay Street Right of Way

James Philp <PhilpJW@jacksoncountyor.gov>
To: Amy Gunter <amygunter.planning@gmail.com>
Cc: "bentellaproperties@gmail.com" <bentellaproperties@gmail.com>, phil drossos <philterrasurvey@gmail.com>, Scott Fleury <scott.fleury@ashland.or.us>

Fri, Oct 4, 2024 at 1:44 PM

Amy,

Jackson County Roads has no opposition to the City annexing in Clay Street. We ask that the City request jurisdiction of Clay Street from East Main Street to Ashland Street.

(Please Note the Change in Email Address)

James Philp, P.E.

County Engineer

Jackson County Roads Department

200 Antelope Road

White City, OR 97503

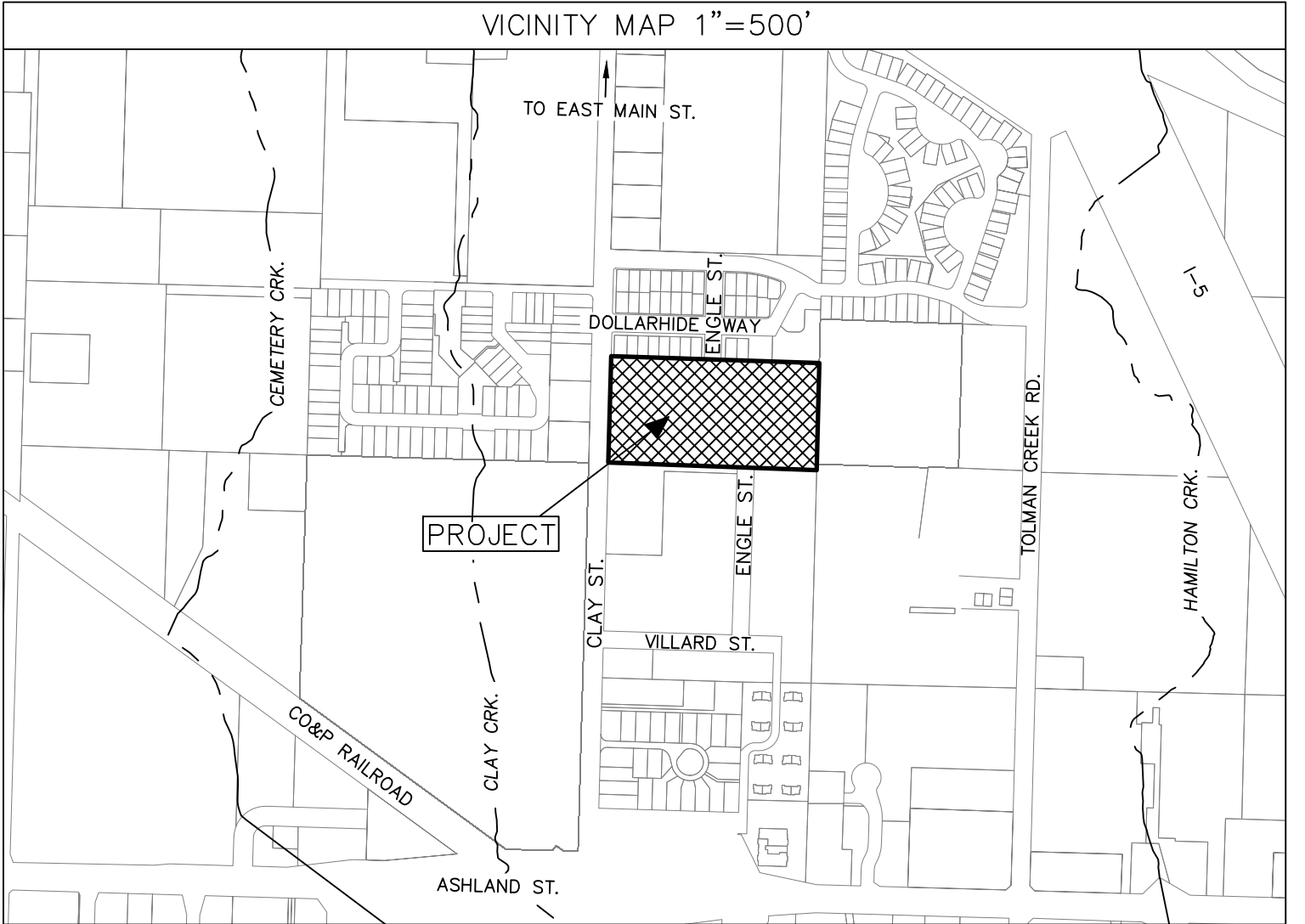
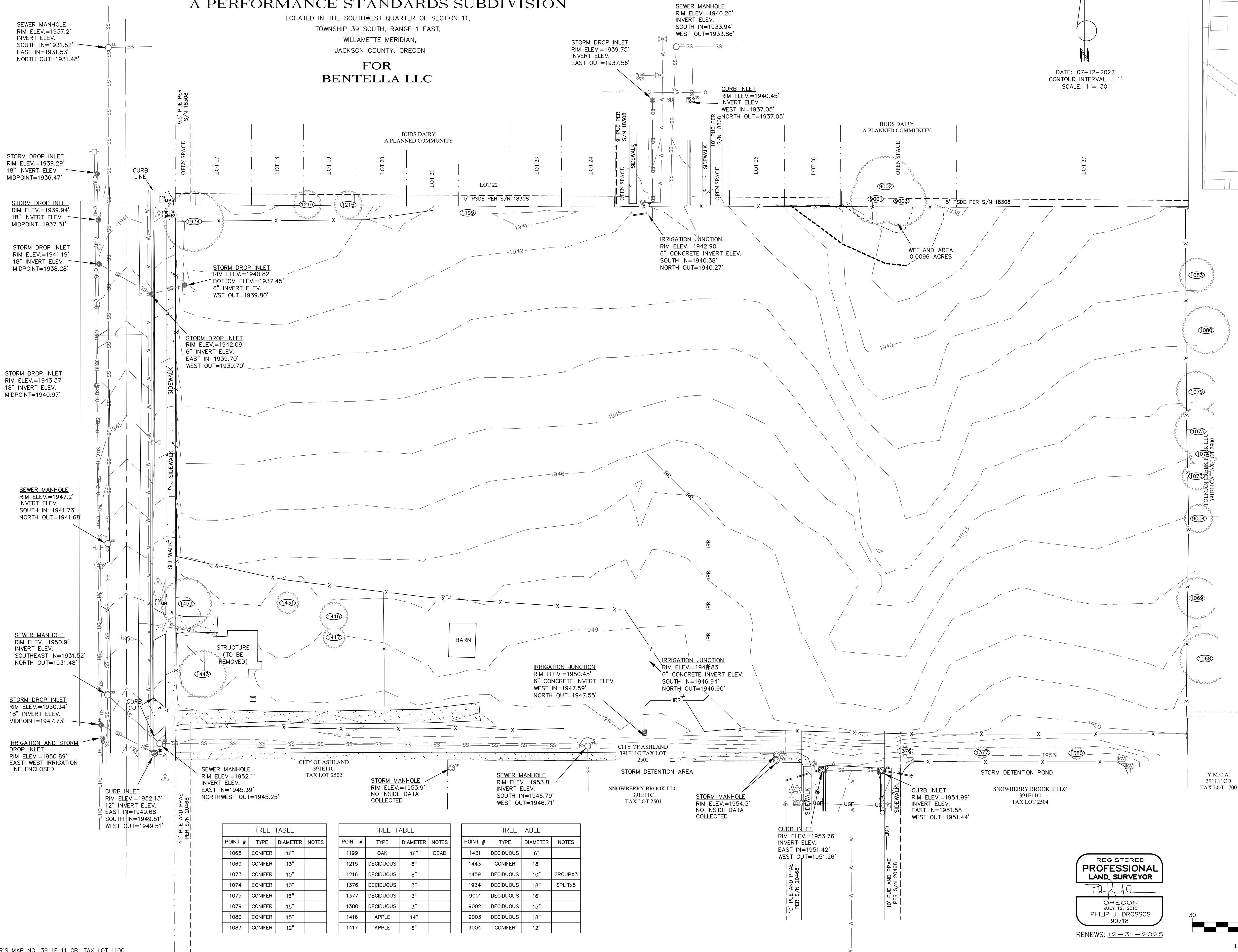
Phone: (541) 774-6236

Fax: (541) 774-6295



PRELIMINARY SUBDIVISION
CALDERA OAKS
A PERFORMANCE STANDARDS SUBDIVISION

LOCATED IN THE SOUTHWEST QUARTER OF SECTION 11,
TOWNSHIP 39 SOUTH, RANGE 1 EAST,
WILLAMETTE MERIDIAN,
JACKSON COUNTY, OREGON
FOR
BENTELLA LLC



LEGEND

- COMM PEDESTAL (CABLE, TELEPHONE)
- CURB INLET
- ELECTRIC BOX
- ELECTRIC JUNCTION/VAULT
- FIRE HYDRANT
- GAS METER
- MAIL BOX
- SEWER MANHOLE
- STORM DROP INLET
- STORM MANHOLE
- UTILITY POLE
- WATER METER
- WATER VALVE
- UG-E UNDERGROUND ELECTRIC
- UG-T UNDERGROUND COMMUNICATIONS
- UG-SS UNDERGROUND SEWER
- UG-SD UNDERGROUND STORM
- UG-G UNDERGROUND GAS
- UG-W UNDERGROUND WATER
- TREE (SEE TREE TABLE)
- PUE PUBLIC UTILITY EASEMENT
- PPAE PUBLIC PEDESTRIAN ACCESS EASE
- PSDE PRIVATE STORM DRAINAGE EASEMENT
- CONCRETE SURFACE
- ASPHALT SURFACE

PROJECT NOTES:

- BASIS OF BEARING WAS DETERMINED BY RTK (REAL TIME KINEMATIC) GPS OBSERVATIONS ORIENTATED TO TRUE GEODETIC NORTH.
- VERTICAL DATUM IS NGVD29(56) AND IS BASED ON CITY OF ASHLAND BENCHMARK "GPS PT. 509", A 2-1/2" BRASS CAP IN THE TOP OF CURB LOCATED IN THE SOUTHWEST QUADRANT OF THE INTERSECTION OF EAST MAIN ST. AND CLAY ST. HAVING A RECORD ELEVATION OF 1912.379'.
- BOUNDARY LINES SHOWN REPRESENT A FULLY RESOLVED BOUNDARY.
- UTILITIES SHOWN HEREON ARE FROM FIELD SURVEY TIES OF LOCATE PAINT PER O.U.N.C. TICKET #22199787. NO UNDERGROUND LOCATES WERE MARKED ON THE SUBJECT PROPERTY. NO ATTEMPT WAS MADE TO LOCATE HIDDEN UTILITIES. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES. *NO LOCATE PAINT FOUND FOR EXISTING CABLE/TELE PEDESTALS ALONG CLAY STREET*
- EASEMENTS SHOWN ARE PER TITLE REPORTS PROVIDED BY THE CLIENT. NO OTHER EASEMENT RESEARCH WAS PERFORMED AND NO CLAIM IS MADE THAT ALL EASEMENTS OF RECORD ARE SHOWN HEREIN. THE PROPERTY SHOWN HEREIN MAY BE SUBJECT TO OTHER EASEMENTS AND RESTRICTION.
- CONTOURS ARE 1' INTERVALS.

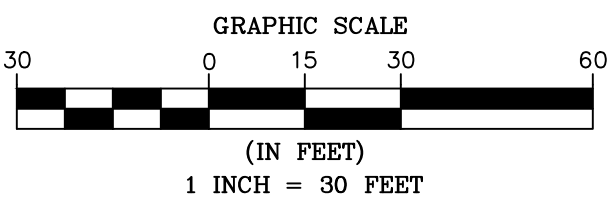
EASEMENTS SHOWN IN FIRST AMERICAN POLICY NO. 3901852
EFFECTIVE DATE APRIL 07, 2022.

- #2. THESE PREMISES ARE SITUATED IN THE TALENT IRRIGATION DISTRICT, AND SUBJECT TO THE LEVIES AND ASSESSMENTS THEREOF. WATER AND IRRIGATION DITCHES, EASEMENTS FOR DITCHES AND CANALS AND REGULATIONS CONCERNING THE SAME.
- #11. EASEMENT FOR ELECTRIC TRANSMISSION AND DISTRIBUTION LINES, AND RELATED MATTERS. VOL. 231, PG. 369 - BLANKET IN NATURE AND NOT LOCATABLE.
- #13. IRREVOCABLE CONSENT TO ANNEXATION TO THE CITY OF ASHLAND. INST. NO. 93-42568

TREE TABLE				
POINT #	TYPE	DIAMETER	NOTES	
1068	CONIFER	16"		
1069	CONIFER	13"		
1073	CONIFER	10"		
1074	CONIFER	10"		
1075	CONIFER	16"		
1079	CONIFER	15"		
1080	CONIFER	15"		
1083	CONIFER	12"		

TREE TABLE				
POINT #	TYPE	DIAMETER	NOTES	
1199	OAK	16"	DEAD	
1215	DECIDUOUS	8"		
1216	DECIDUOUS	8"		
1376	DECIDUOUS	3"		
1377	DECIDUOUS	3"		
1380	DECIDUOUS	3"		
1416	APPLE	14"		
1417	APPLE	6"		

TREE TABLE				
POINT #	TYPE	DIAMETER	NOTES	
1431	DECIDUOUS	6"		
1443	CONIFER	18"		
1459	DECIDUOUS	10"	GROUPX3	
1934	DECIDUOUS	18"	SPLITX5	
9001	DECIDUOUS	16"		
9002	DECIDUOUS	15"		
9003	DECIDUOUS	18"		
9004	CONIFER	12"		



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PRELIMINARY SUBDIVISION CALDERA OAKS A PERFORMANCE STANDARDS SUBDIVISION

LOCATED IN THE SOUTHWEST QUARTER OF SECTION 11,
TOWNSHIP 39 SOUTH, RANGE 1 EAST,
WILLAMETTE MERIDIAN,
JACKSON COUNTY, OREGON

FOR
BENTELLA LLC

DATE: 11-20-2024
SCALE: 1"= 40'



VICINITY MAP 1"=600'

SEE SHEET 2
FOR
CURRENT
CONDITIONS

LEGEND

	COMM PEDESTAL (CABLE, TELE)
	CURB INLET
	ELECTRIC BOX
	ELECTRIC JUNCTION/VAULT
	FIRE HYDRANT
	GAS METER
	MAIL BOX
	SEWER MANHOLE
	STORM DROP INLET
	STORM MANHOLE
	UTILITY POLE
	WATER METER
	WATER VALVE
	UNDERGROUND ELECTRIC
	UNDERGROUND COMMUNICATIONS
	UNDERGROUND SEWER
	UNDERGROUND STORM
	UNDERGROUND GAS
	UNDERGROUND WATER
	PROPOSED
	PUBLIC UTILITY EASEMENT
	PUBLIC PEDESTRIAN ACCESS EASE.
	PRIVATE STORM DRAINAGE EASE.
	OPEN SPACE

PROJECT NOTES:

- ALL PROPOSED PUBLIC STREET RIGHT-OF-WAYS AND PUBLIC UTILITY EASEMENTS (PUE) ARE TO BE DEDICATED TO THE CITY OF ASHLAND ON THE FINAL SUBDIVISION PLAT.
- BASIS OF BEARING WAS DETERMINED BY RTK (REAL TIME KINEMATIC) GPS OBSERVATIONS ORIENTATED TO TRUE GEODETIC NORTH.
- VERTICAL DATUM IS NGVD29(56) AND IS BASED ON CITY OF ASHLAND BENCHMARK "GPS PT. 509".
- UTILITIES SHOWN HEREON ARE FROM FIELD SURVEY TIES OF LOCATE PAINT PER O.U.N.C. NO UNDERGROUND LOCATES WERE MARKED ON THE SUBJECT PROPERTY. NO ATTEMPT WAS MADE TO LOCATE HIDDEN UTILITIES. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED.
- CONTOURS ARE 1' INTERVALS.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JULY 12, 2016
PHILIP J. DROSSOS
90718

RENEWS: 12-31-2025

TERRASURVEY, INC.
PROFESSIONAL LAND SURVEYORS

270 FOURTH STREET
ASHLAND, OREGON 97520

(541) 482-6474
terrain@bisp.net

JOB NO. 1653-23

SHEET 1 OF 2

ZONING INFORMATION

BASE ZONE: R-1-3.5 (RESIDENTIAL - SUBURBAN)
OVERLAY ZONES:
SPECIAL DISTRICTS:
MAP & TAX LOT: 391E11CB - 1100
ACERAGE: 4.8 ACRES (209,088 SF)

LEGEND - SITE PLAN

- ASPHALT
- CONCRETE
- LANDSCAPE

AUTOMOBILE PARKING

ON-STREET PARKING = 51 SPACES
OFF-STREET SURFACE PARKING = 52 SPACES
OFF-STREET GARAGE PARKING = 40 SPACES
TOTAL - 143 SPACES

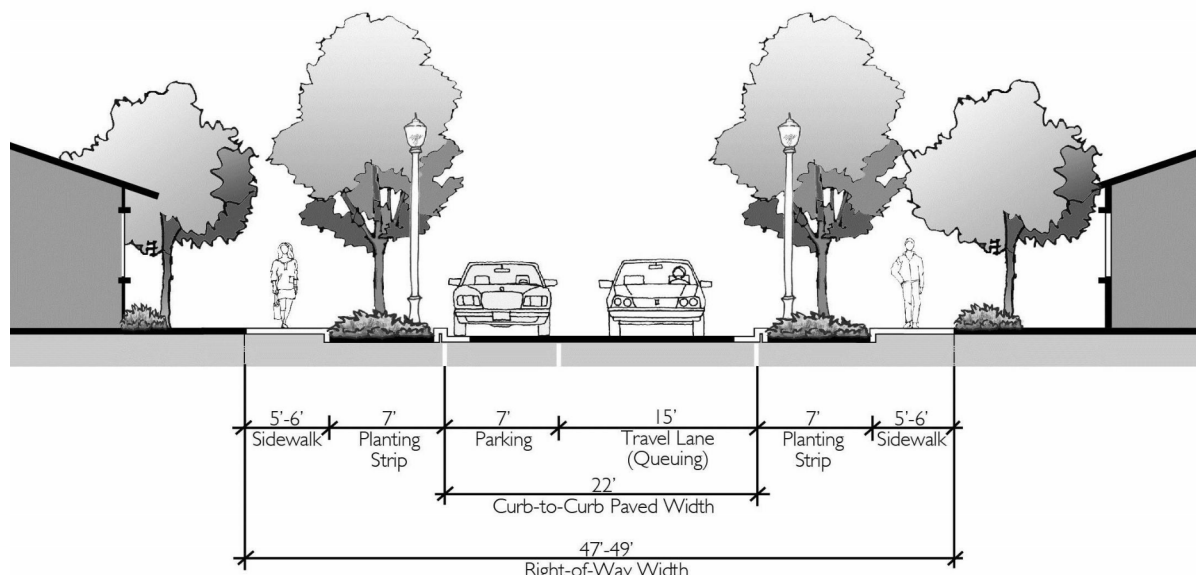
SITE AREA

SITE AREA = 209,088 SF

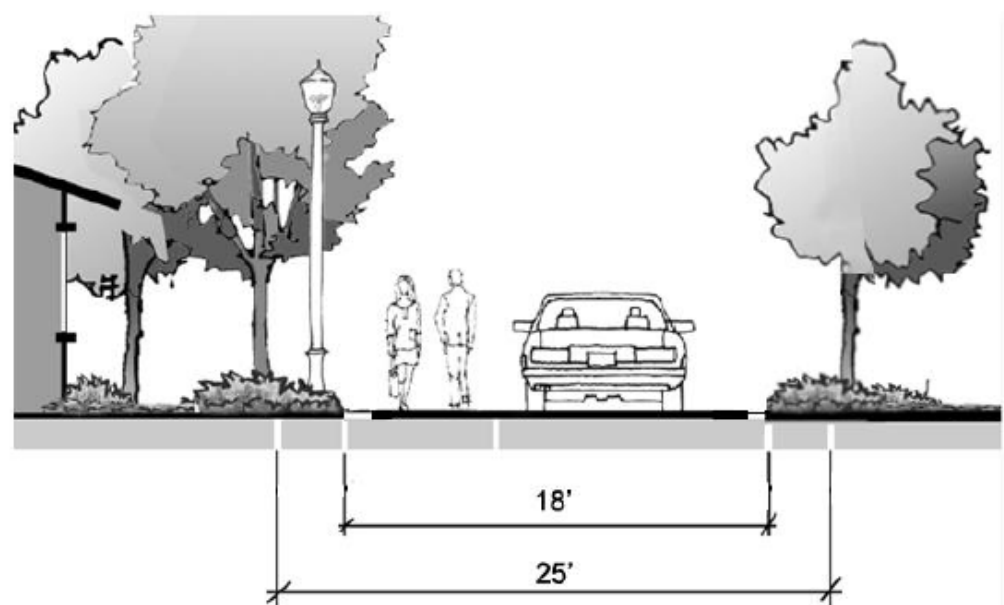
OPEN SPACE

3,164 SF
1,517 SF
3,780 SF
9,967 SF
TOTAL 18,428 SF
18,428 / 209,088 = .0881 = 8.81%

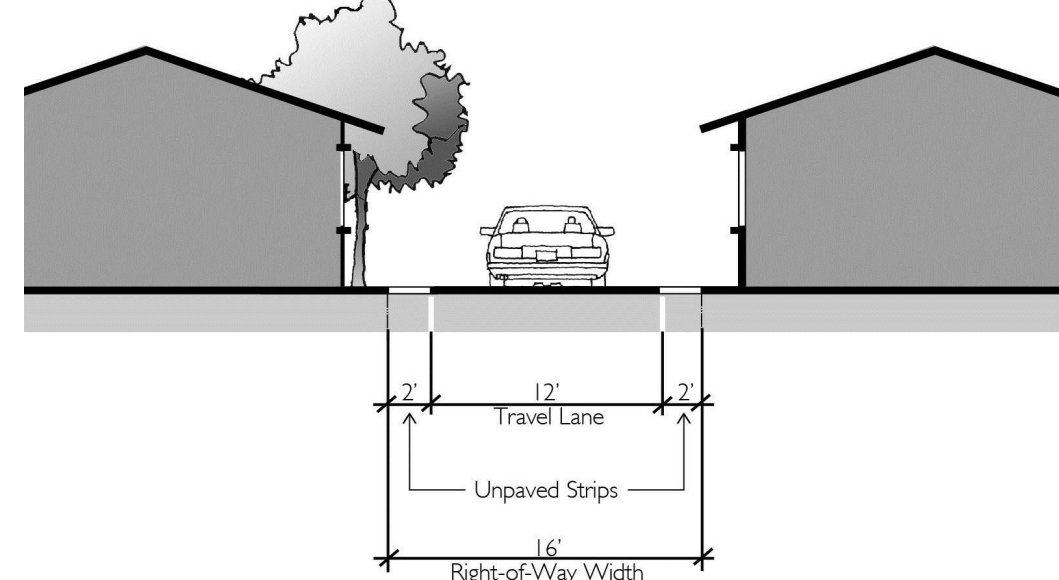
Neighborhood Street - Figure 18.4.6.040.G.4.b



Shared Street - Figure 18.4.6.040.G.8



Alley - Figure 18.4.6.040.G.6



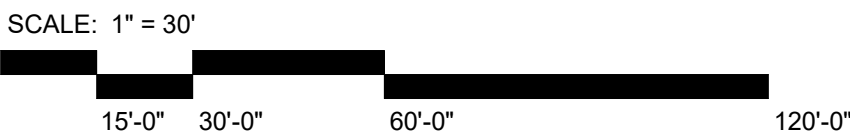
SITE PLAN & ZONING SUMMARY

A0.1



SITE - PLAN

SCALE: 1" = 30'-0" (24 X 36)
SCALE: 1" = 60'-0" (11 X 17)



ksw
ARCHITECTS

300 CLAY STREET

CONCEPT DESIGN

10/28/2024

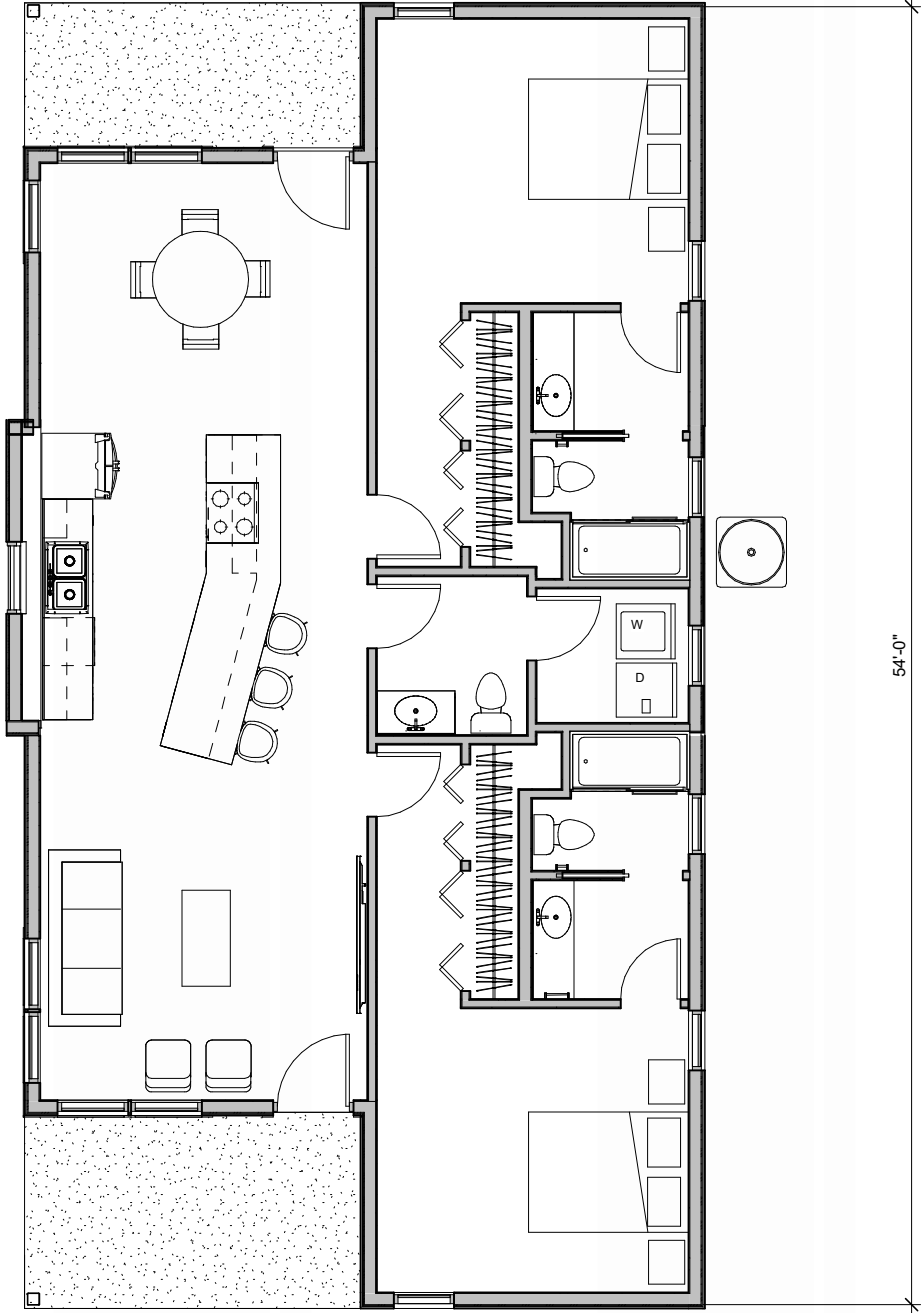




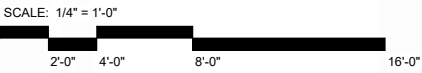
SOUTH ELEVATION OF STREET 1
1" = 10'-0"

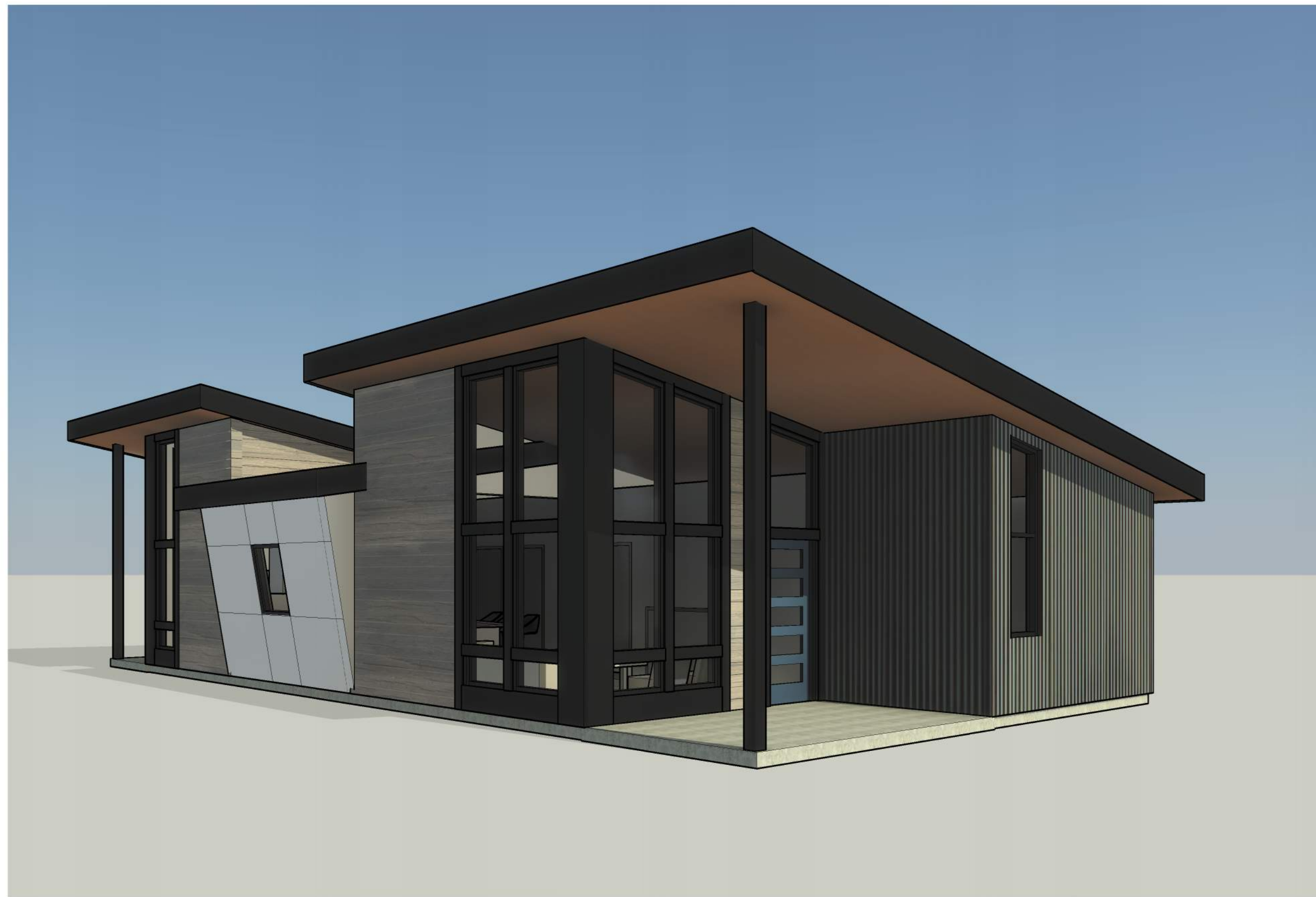


PERSPECTIVE 2



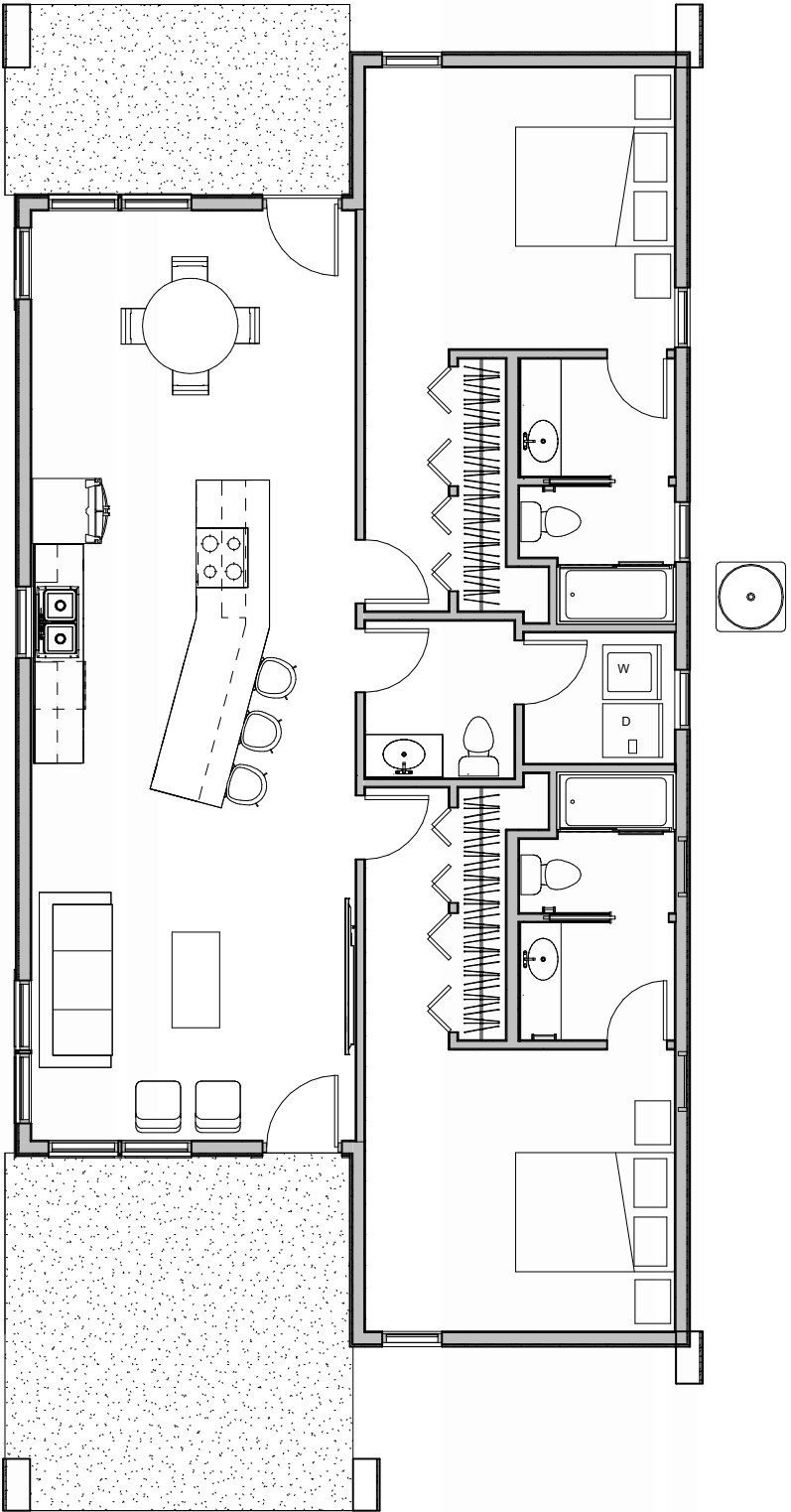
FLOOR PLAN - LEVEL 1 1
1,316 S.F. 1/4" = 1'-0"



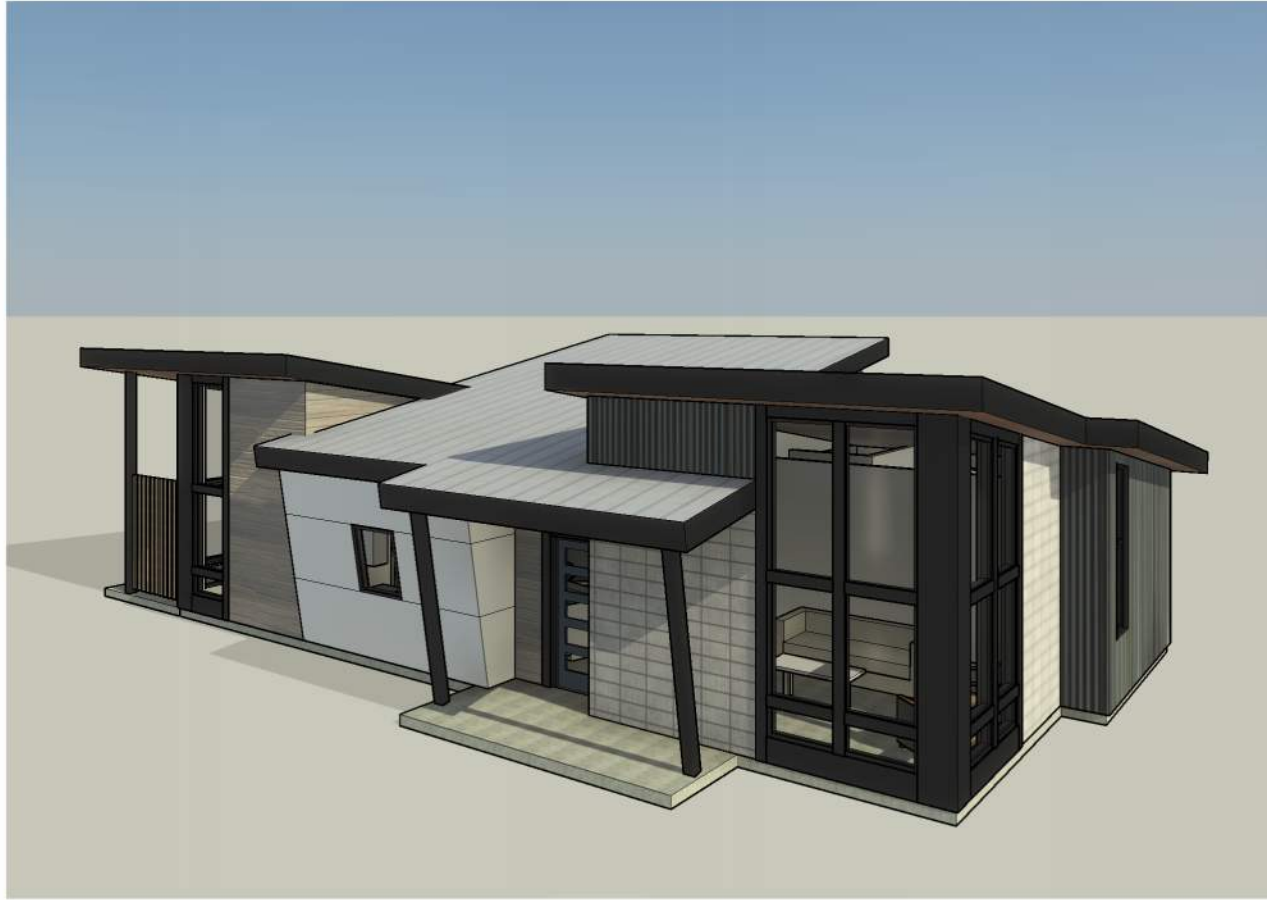




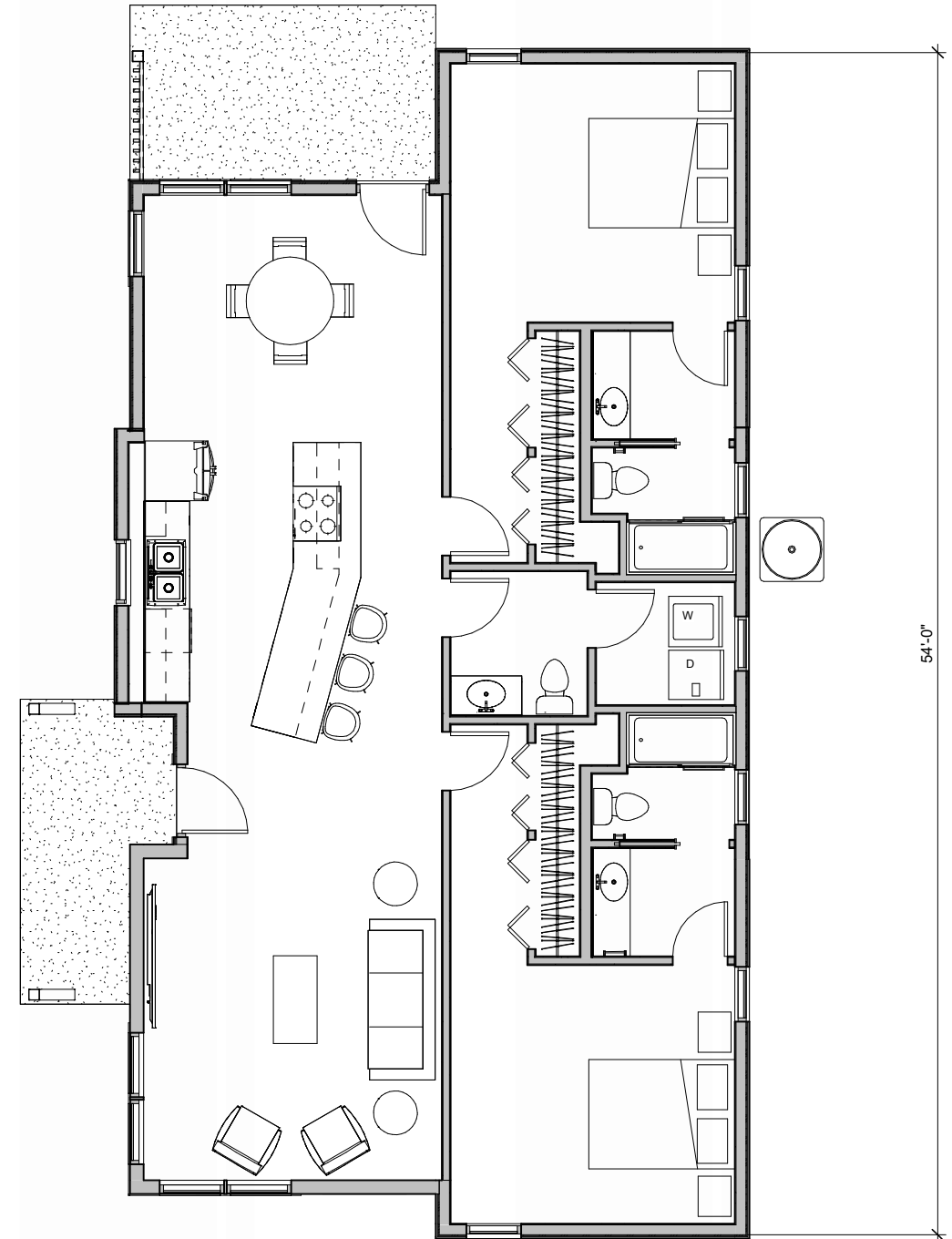
PERSPECTIVE 2



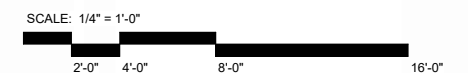
FLOOR PLAN - LEVEL 1 1
1,316 S.F. 1/4" = 1'-0"



PERSPECTIVE 2



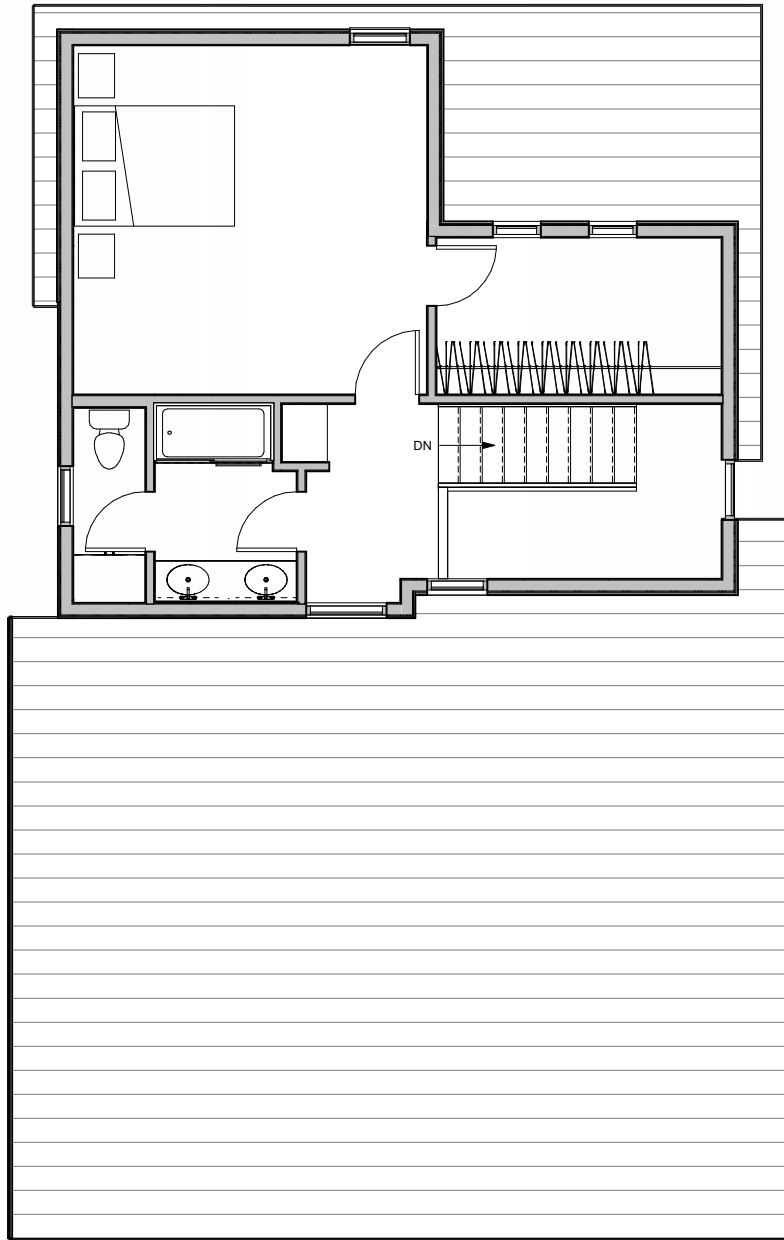
FLOOR PLAN - LEVEL 1 1
1,388 S.F. 1/4" = 1'-0"



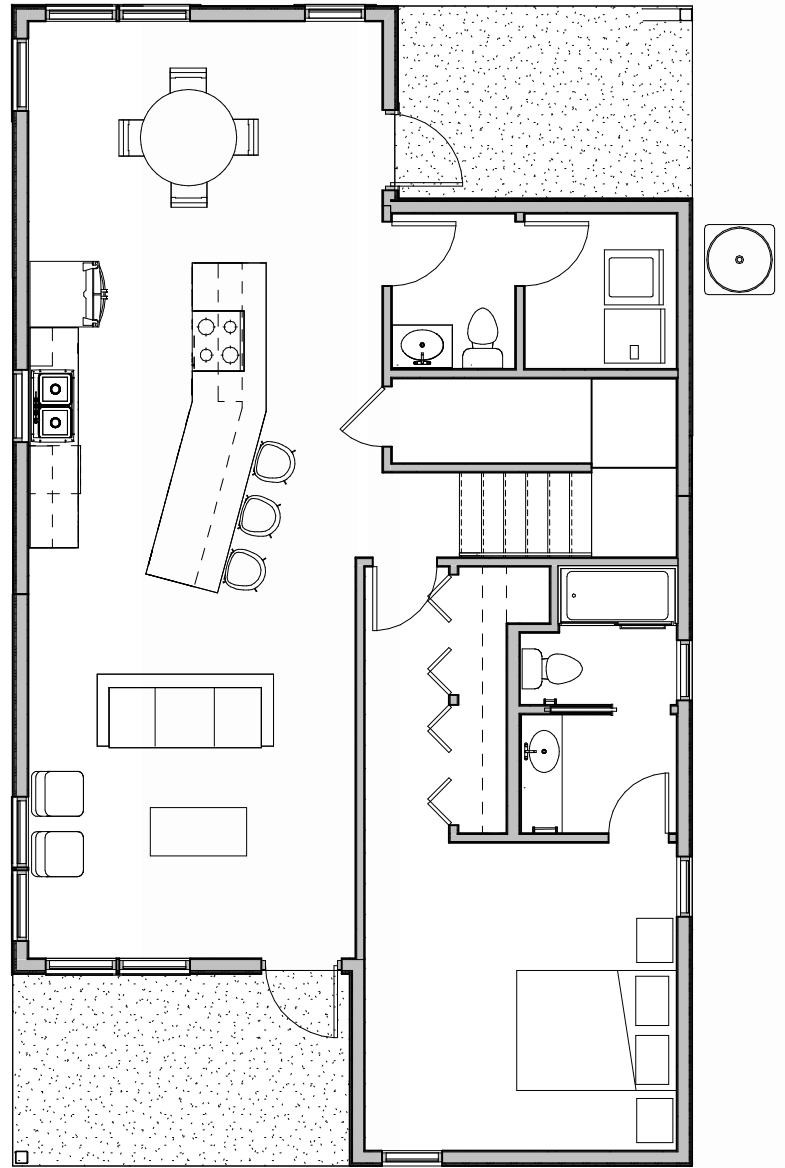




PERSPECTIVE 3



FLOOR PLAN - LEVEL 2 2
470 S.F. 1/4" = 1'-0"



FLOOR PLAN - LEVEL 1 1
1,134 S.F. 1/4" = 1'-0"

1,134 S.F. FIRST FLOOR
470 S.F. SECOND FLOOR
1,604 S.F. TOTAL

SCALE: 1/4" = 1'-0"
2'-0" 4'-0" 8'-0" 16'-0"

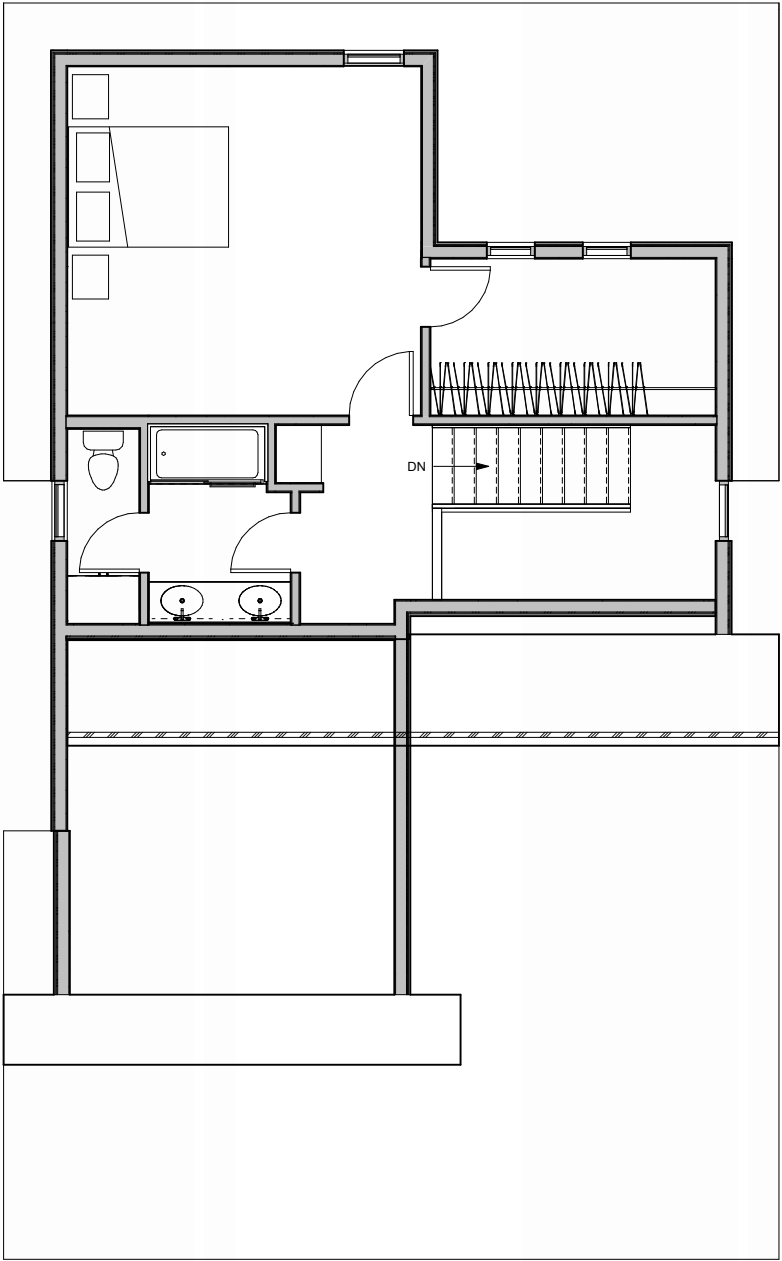
300 CLAY STREET
SCHEMATIC DESIGN
10.11.23



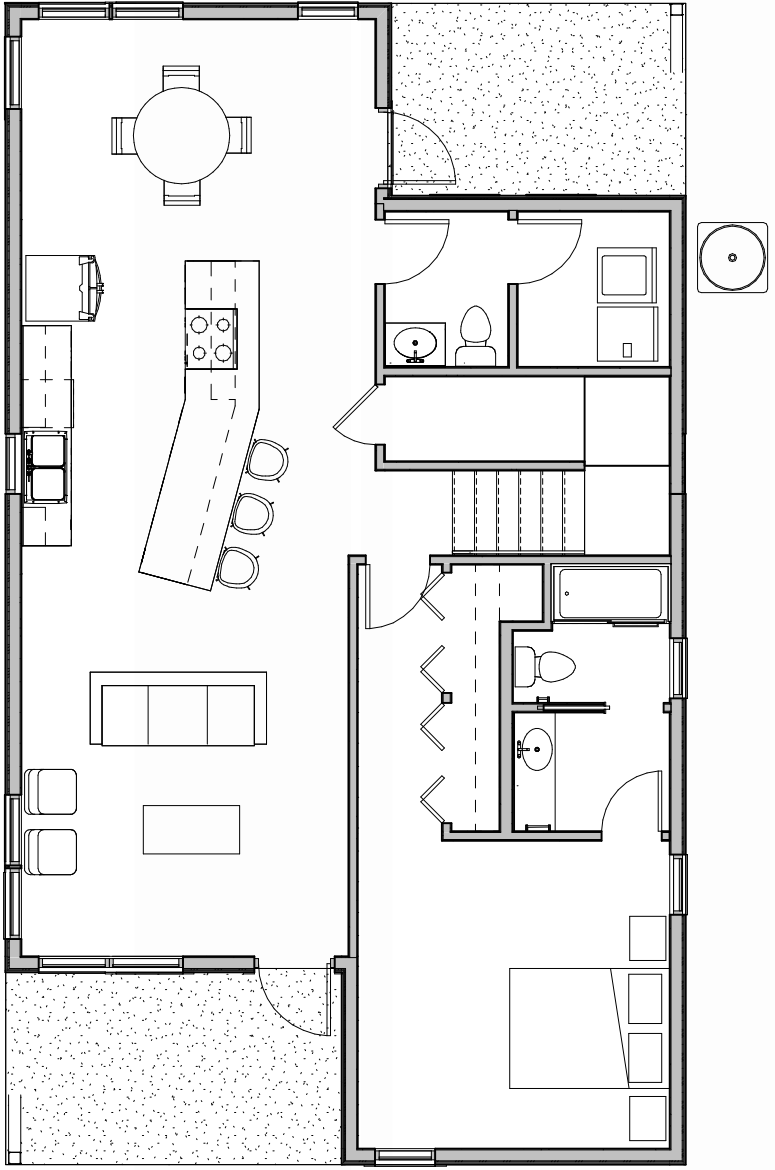




PERSPECTIVE 3



FLOOR PLAN - LEVEL 2 2
470 S.F. 1/4" = 1'-0"



FLOOR PLAN - LEVEL 1 1
1,134 S.F. 1/4" = 1'-0"

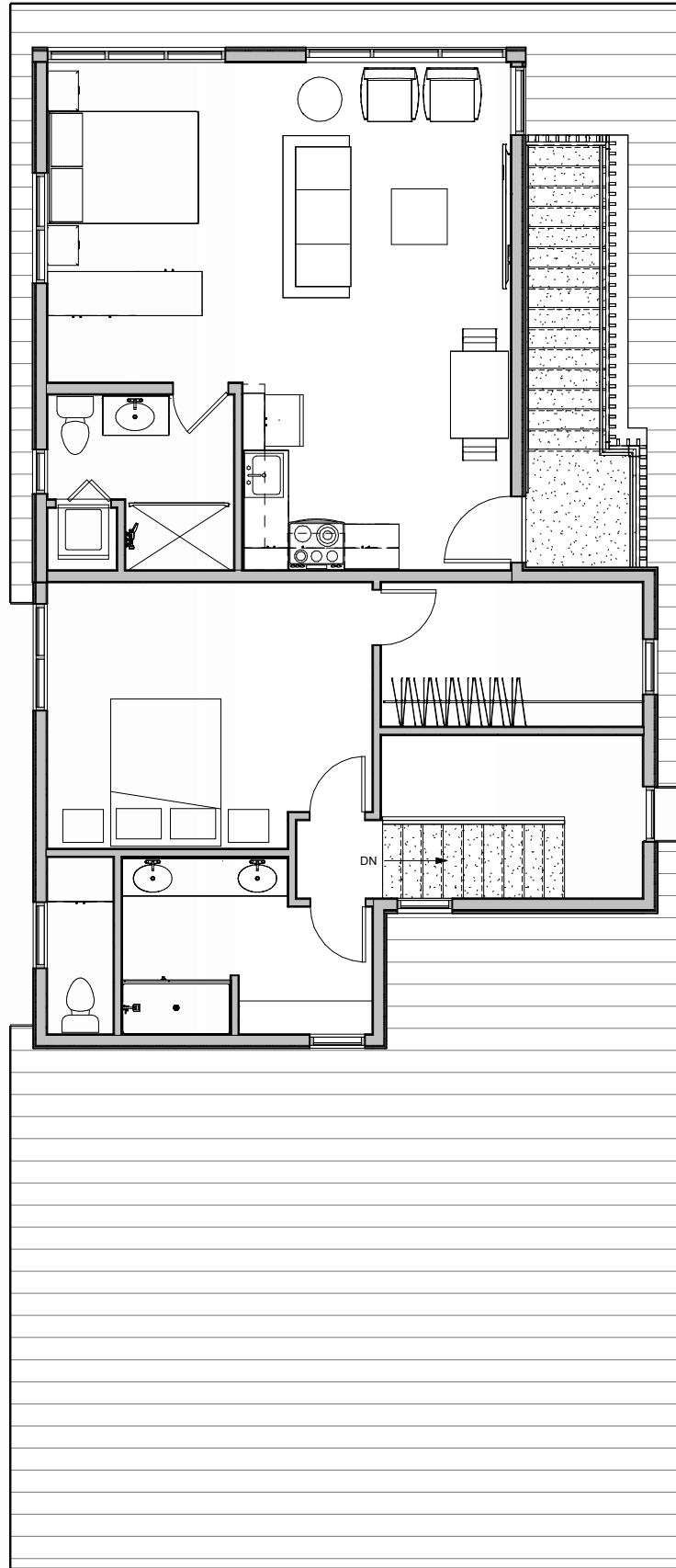
1,134 S.F. FIRST FLOOR
470 S.F. SECOND FLOOR
1,604 S.F. TOTAL

SCALE: 1/4" = 1'-0"
2'-0" 4'-0" 8'-0" 16'-0"



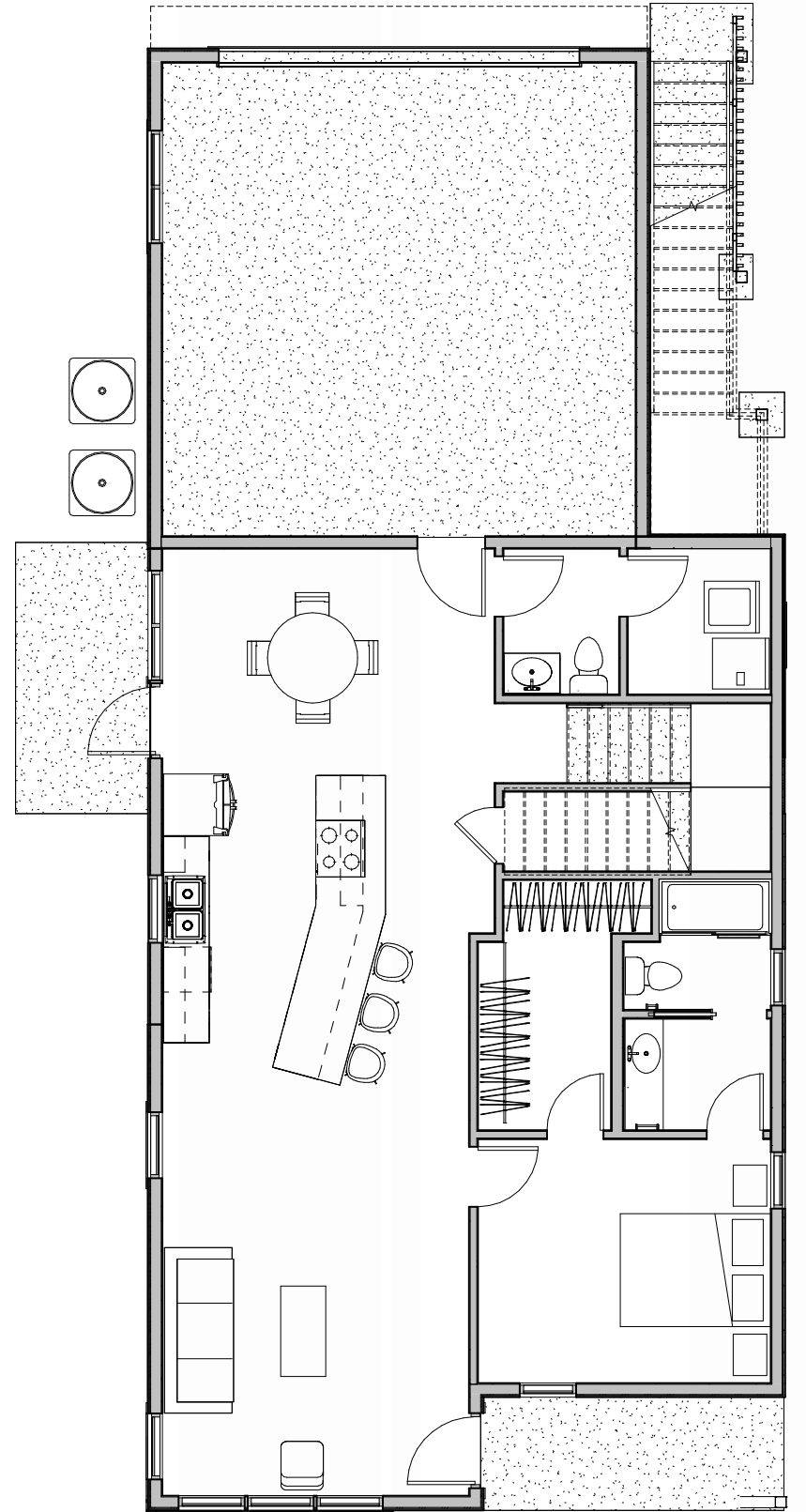


PERSPECTIVE 3



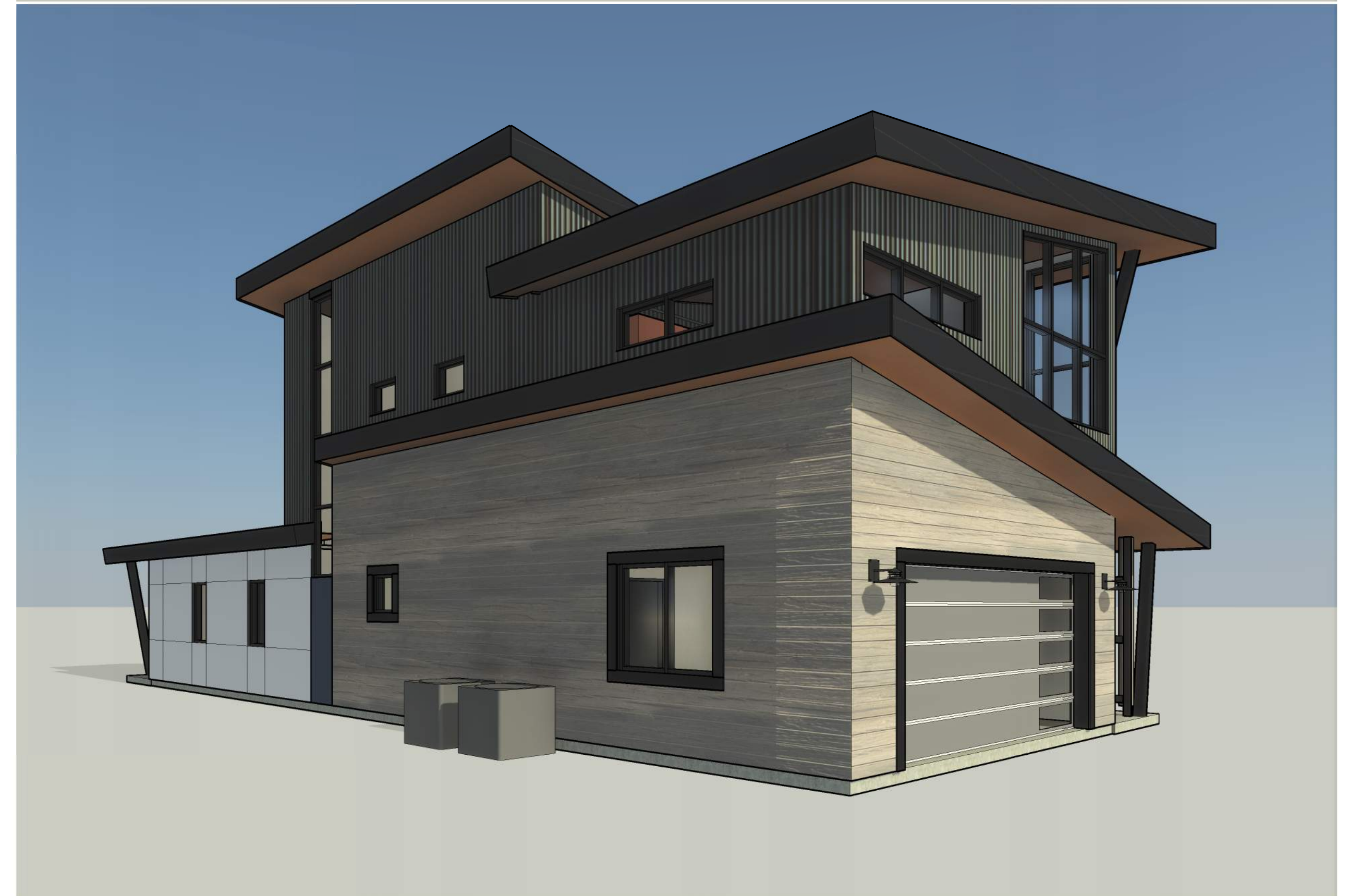
FLOOR PLAN - LEVEL 2 2
428 S.F.
518 S.F. ADU
1/4" = 1'-0"

1,137 S.F. FIRST FLOOR
428 S.F. SECOND FLOOR
518 S.F. SECOND FLOOR ADU
1,565 S.F. TOTAL



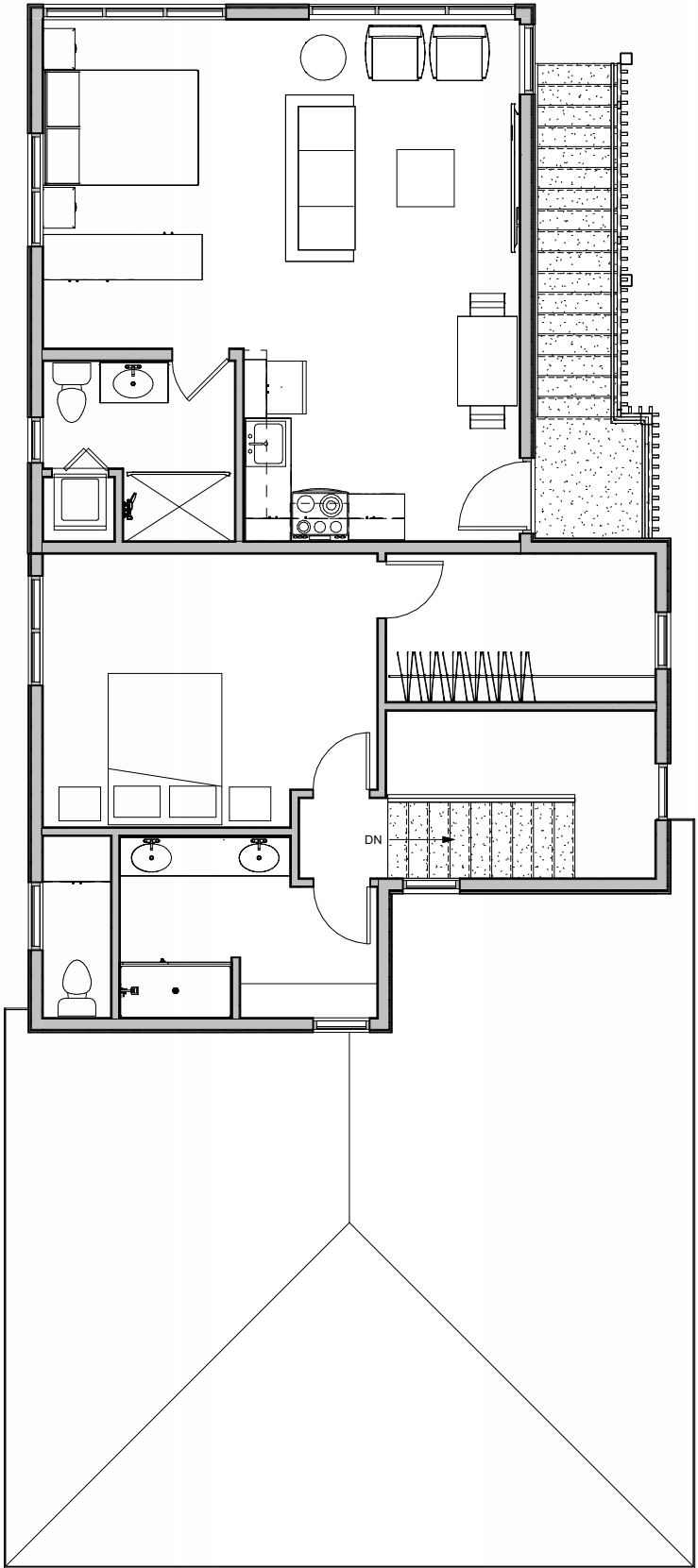
FLOOR PLAN - LEVEL 1 1
1,137 S.F.
518 S.F. GARAGE
1/4" = 1'-0"

SCALE: 1/4" = 1'-0"
2'-0" 4'-0" 8'-0" 16'-0"

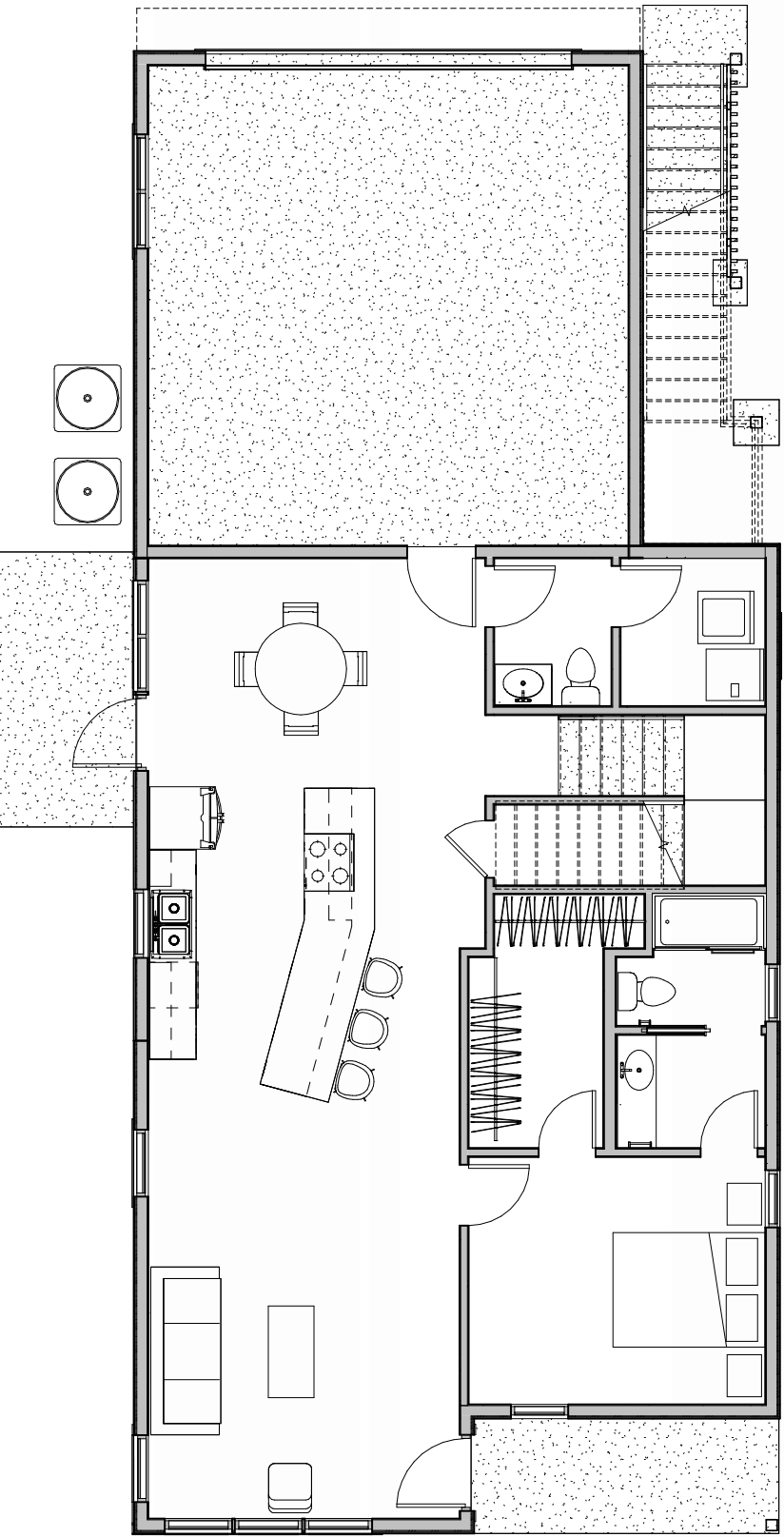




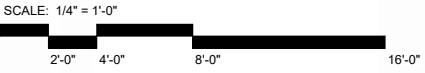
PERSPECTIVE 3



FLOOR PLAN - LEVEL 2 2
428 S.F.
518 S.F. ADU
1/4" = 1'-0"



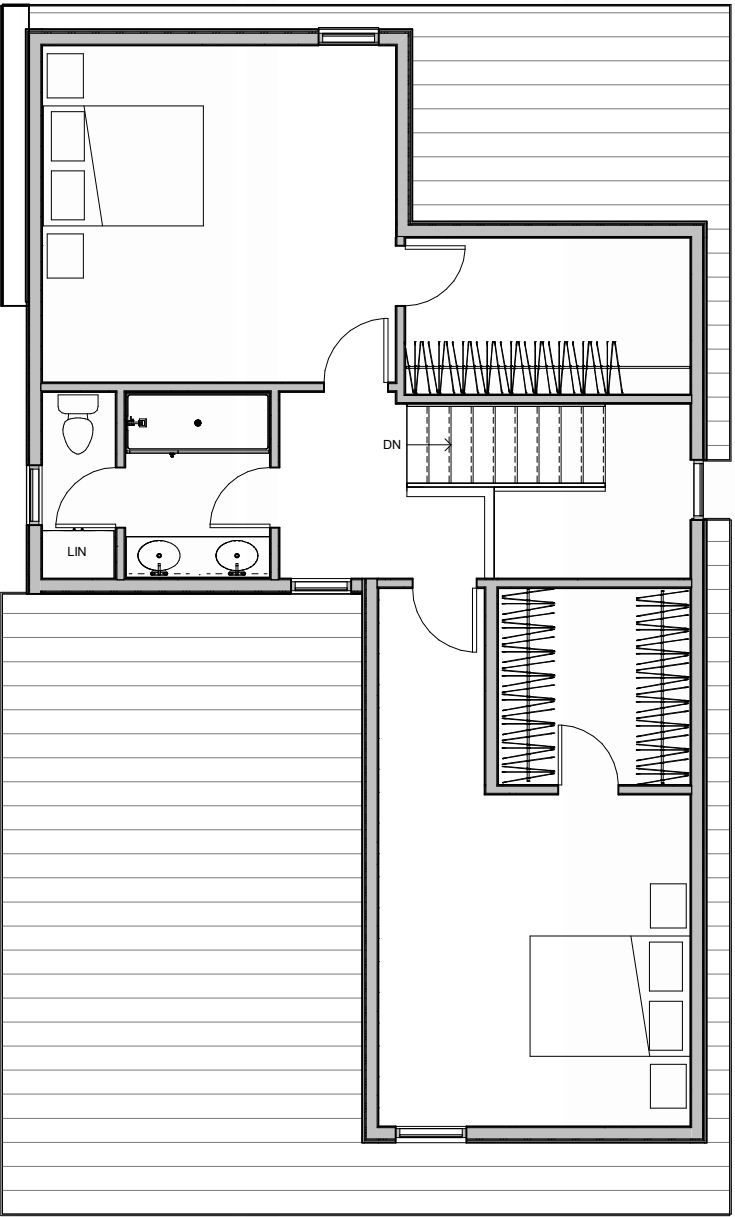
FLOOR PLAN - LEVEL 1 1
1,137 S.F.
518 S.F. GARAGE
1/4" = 1'-0"



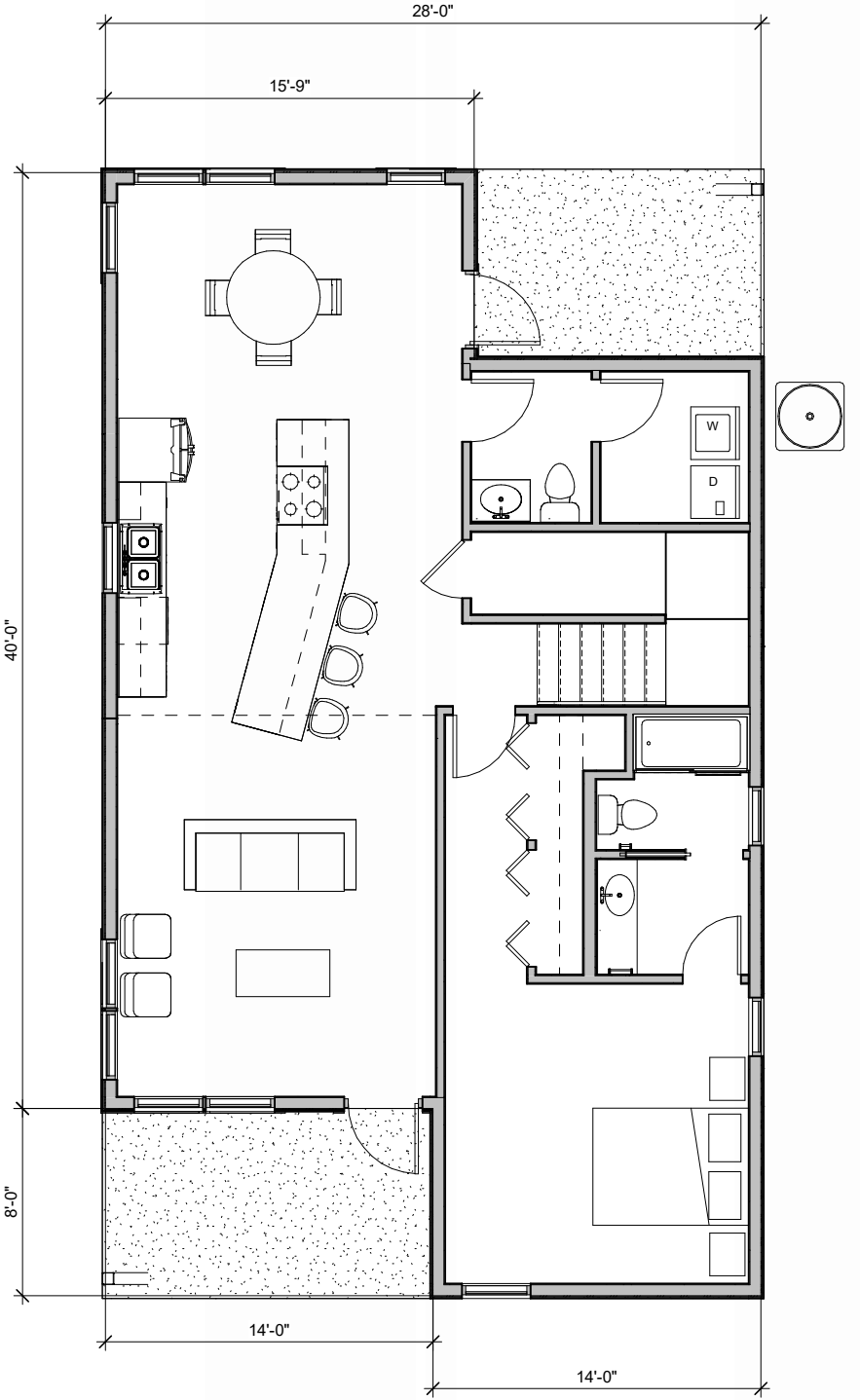
1,137 S.F. FIRST FLOOR
428 S.F. SECOND FLOOR
518 S.F. SECOND FLOOR ADU
1,565 S.F. TOTAL



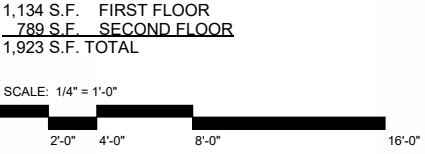
PERSPECTIVE 3



PLAN - LEVEL 2 2
789 S.F.
1/4" = 1'-0"



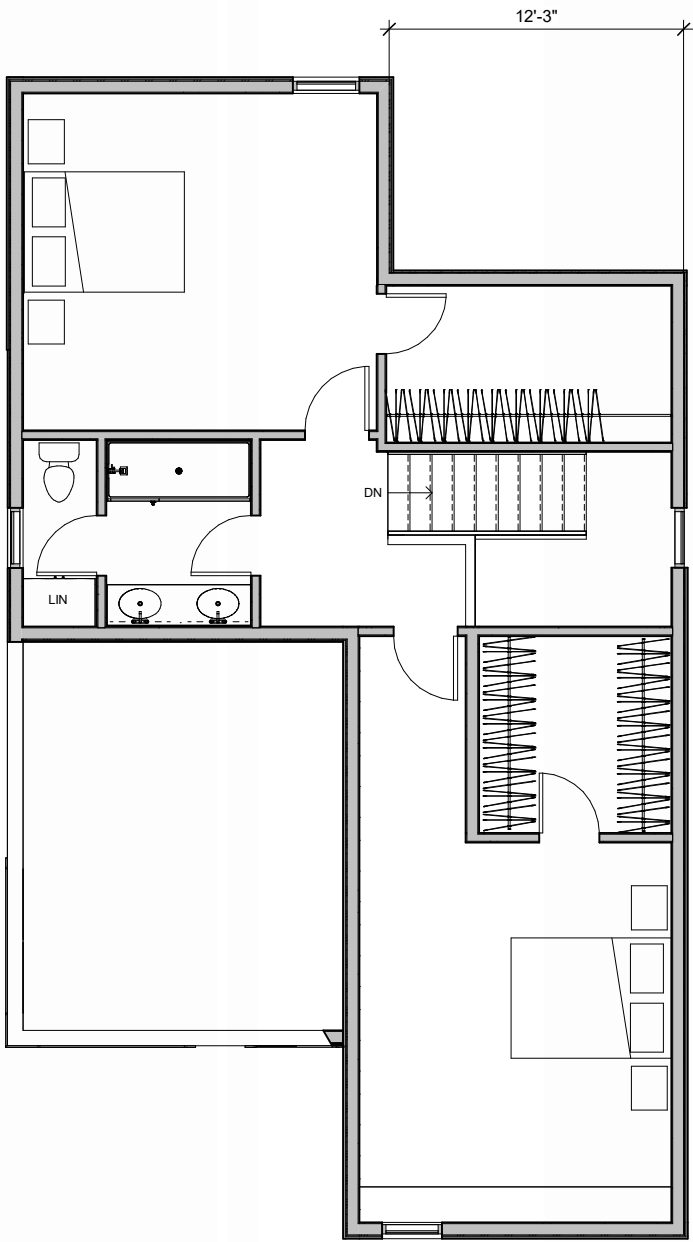
PLAN - LEVEL 1 1
1,134 S.F.
1/4" = 1'-0"



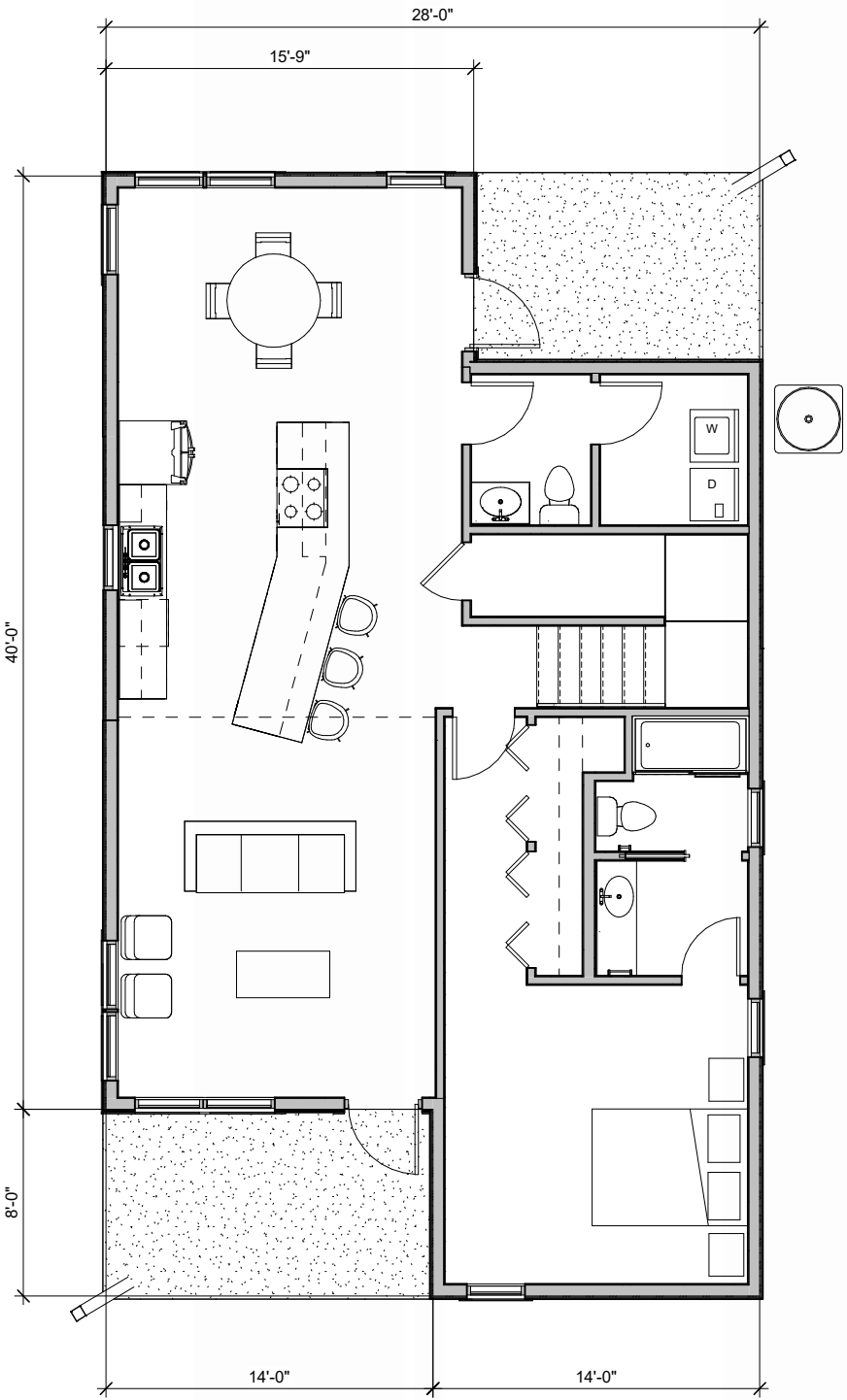




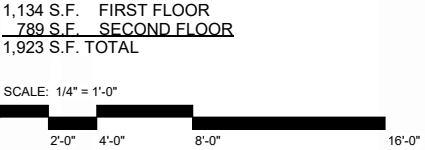
PERSPECTIVE 3



PLAN - LEVEL 2 2
789 S.F. 1/4" = 1'-0"

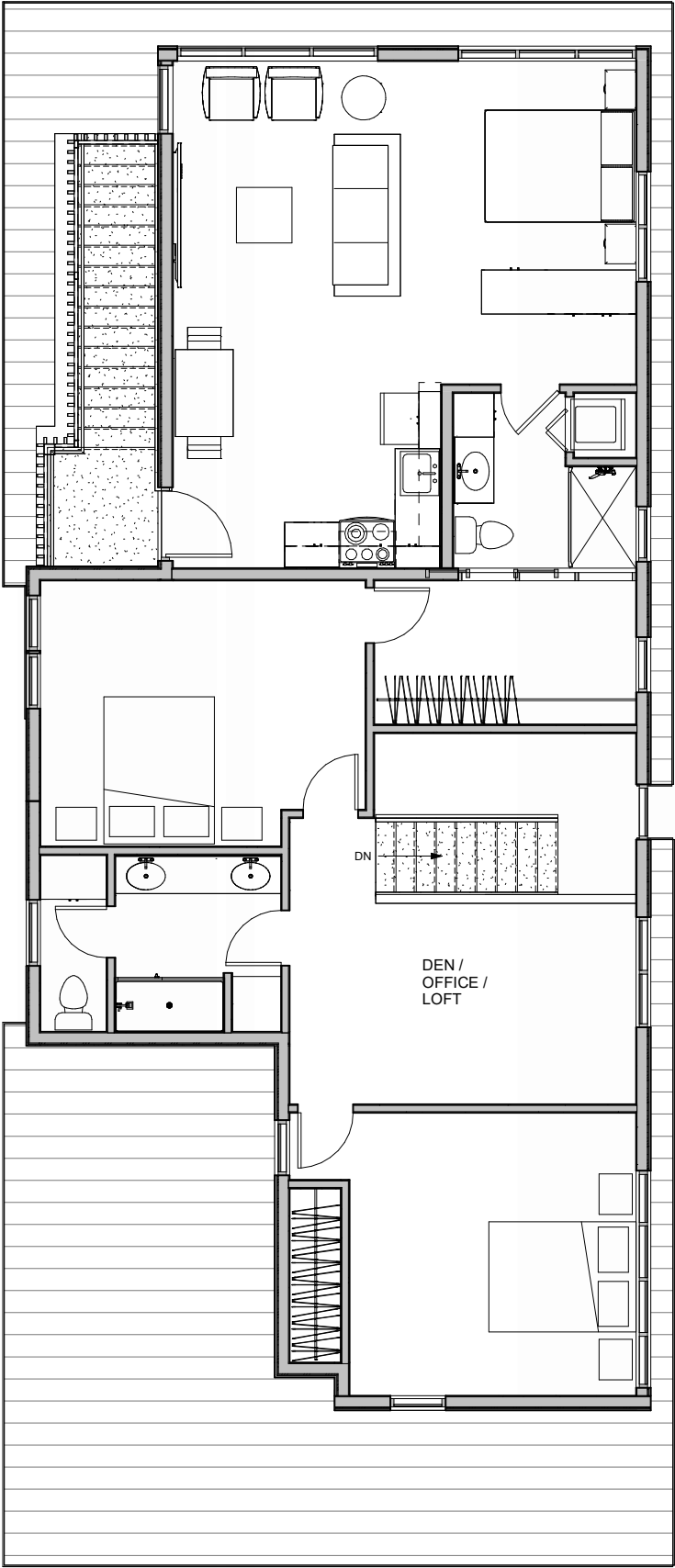


PLAN - LEVEL 1 1
1,134 S.F. 1/4" = 1'-0"

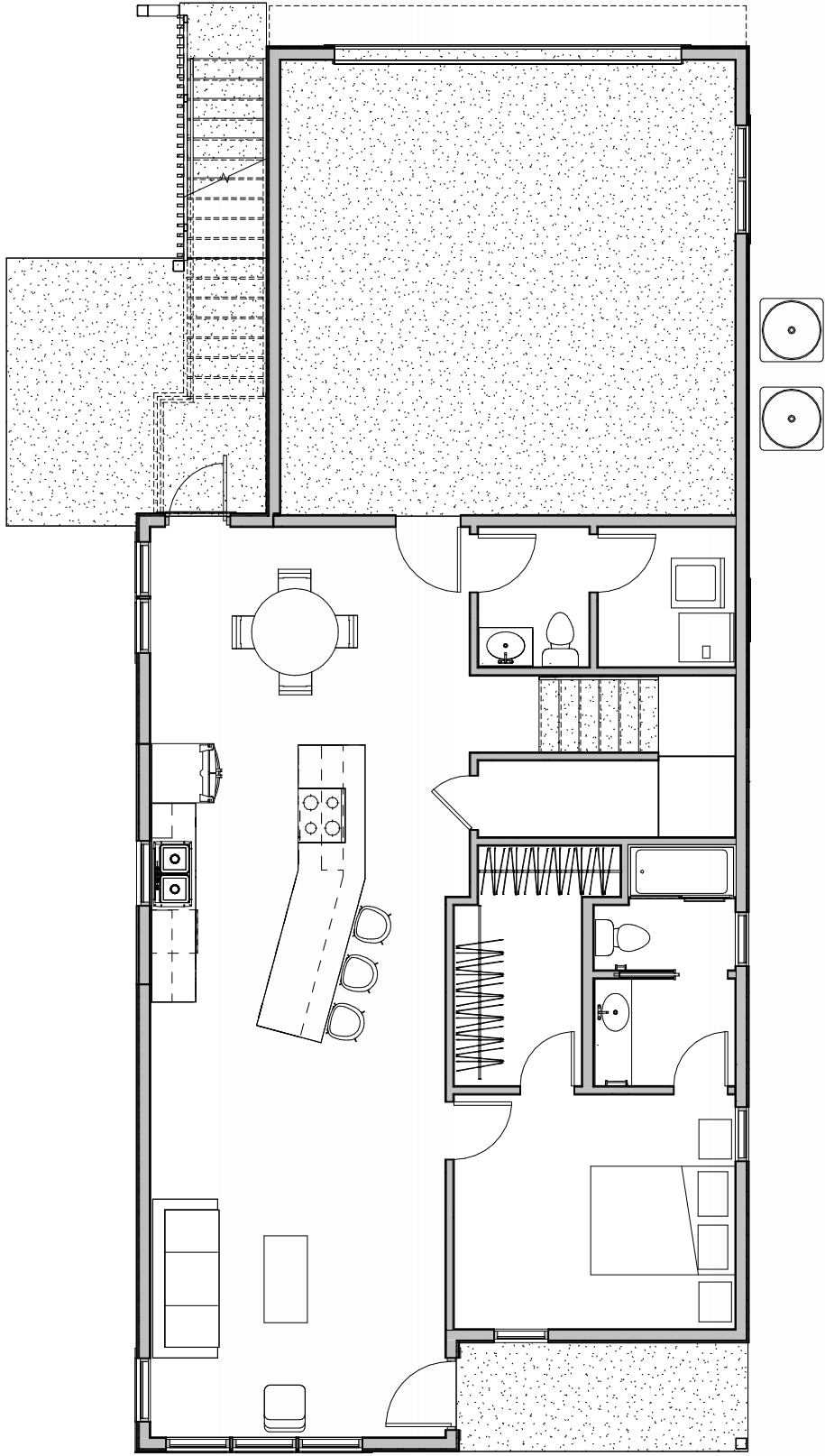




PERSPECTIVE 3



FLOOR PLAN - LEVEL 2 2
781 S.F. 1/4" = 1'-0"



FLOOR PLAN - LEVEL 1 1
1,137 S.F. 1/4" = 1'-0"

1,137 S.F. FIRST FLOOR
781 S.F. SECOND FLOOR
1,918 S.F. TOTAL

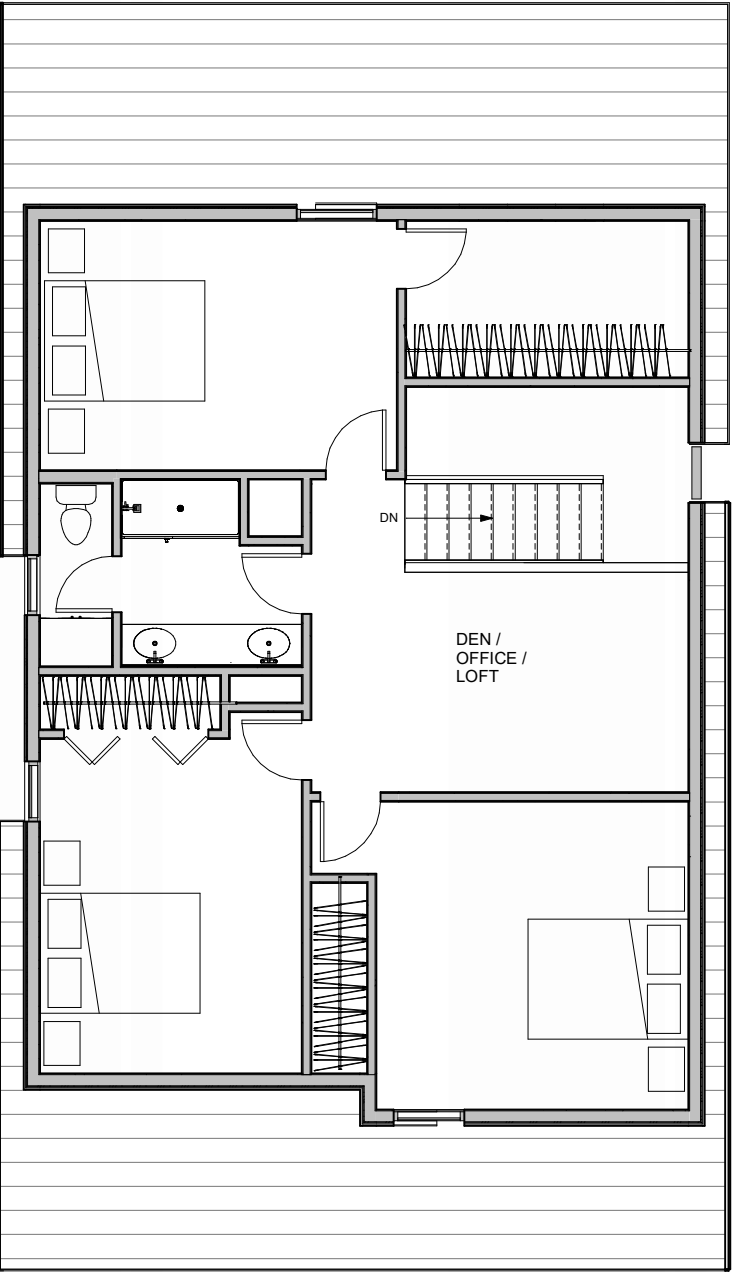






PERSPECTIVE

3

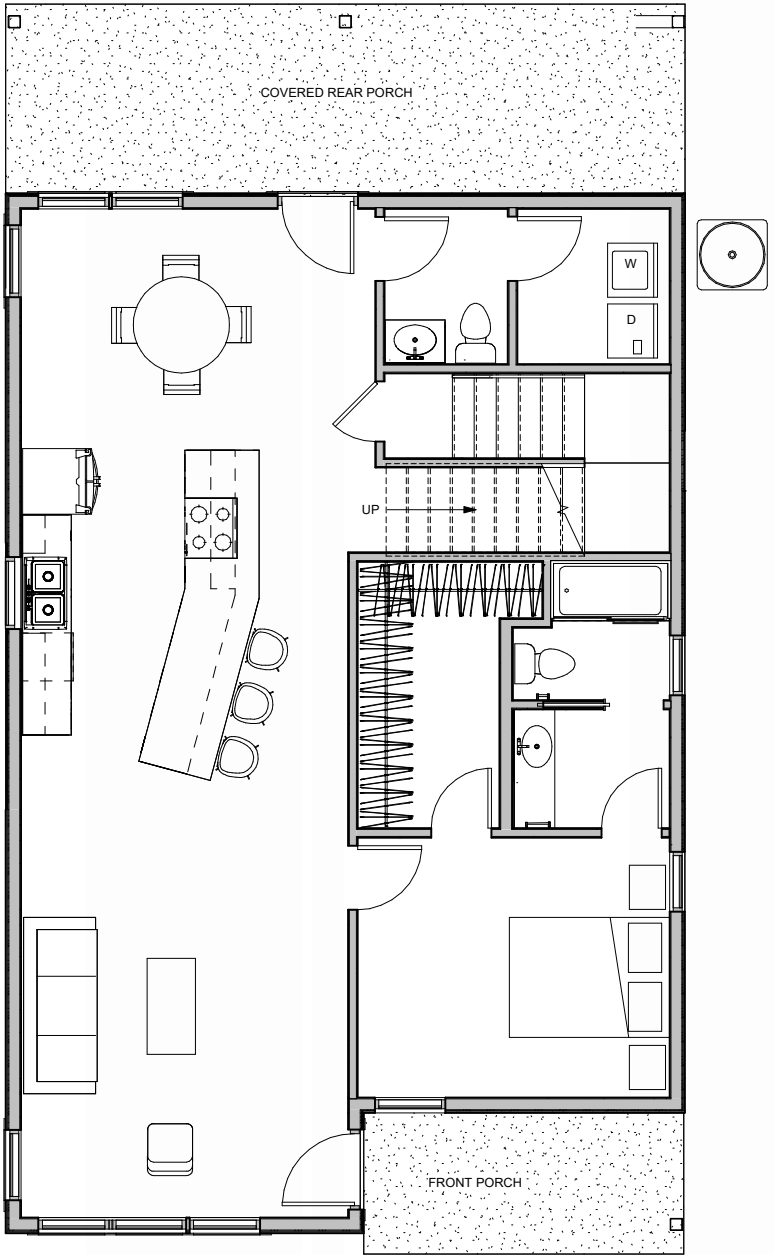


PLAN - LEVEL 2

2

952 S.F.

1/4" = 1'-0"



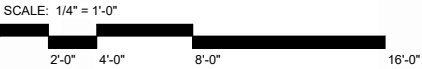
PLAN - LEVEL 1

1

1,137 S.F.

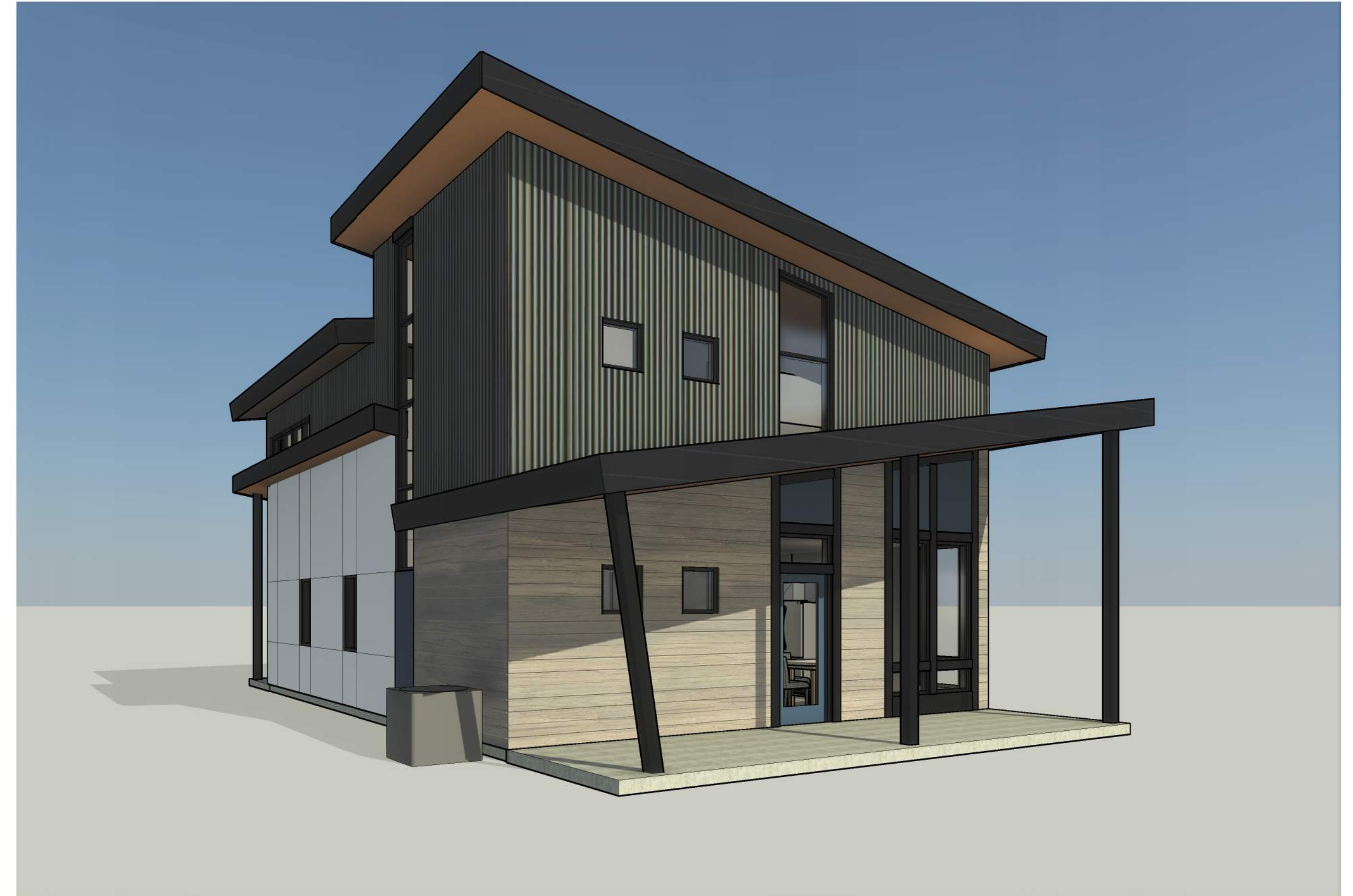
1/4" = 1'-0"

1,137 S.F. FIRST FLOOR
952 S.F. SECOND FLOOR
2,089 S.F. TOTAL



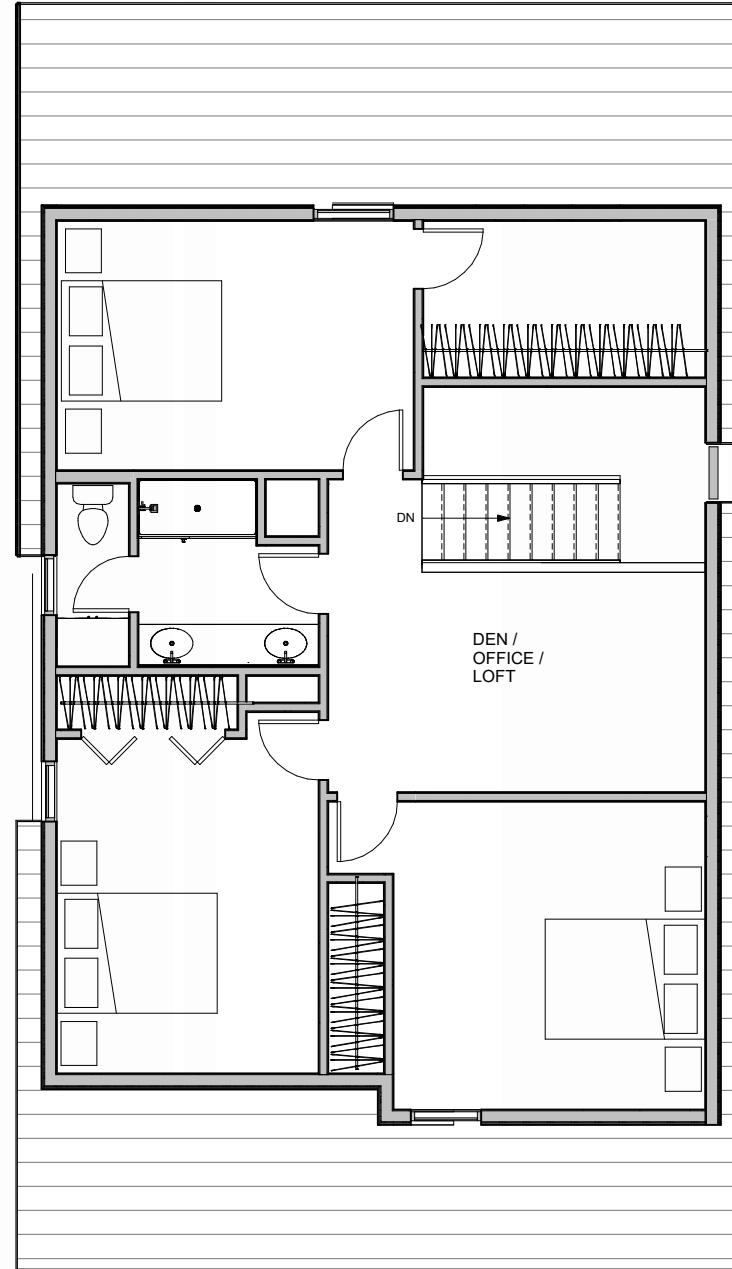
UNIT G OPTION A

A1

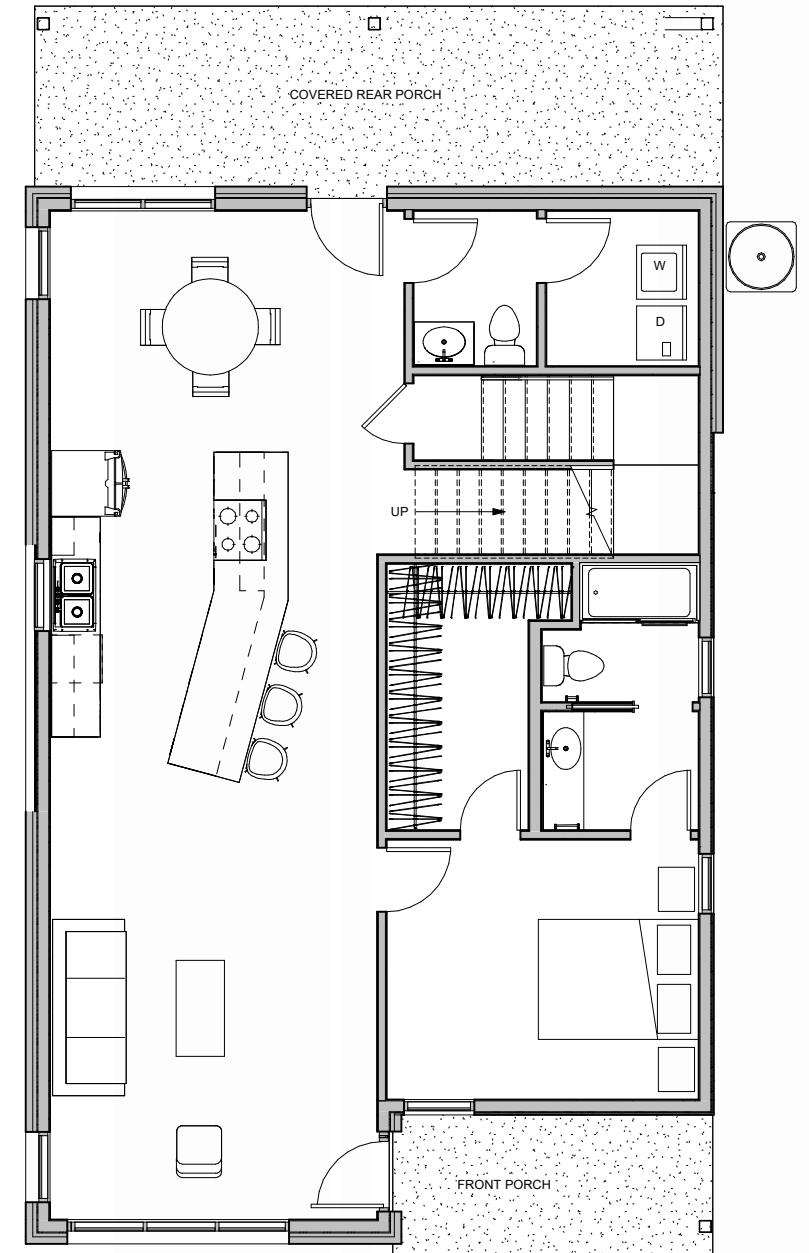




PERSPECTIVE 3

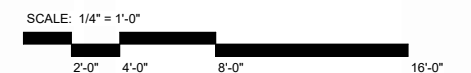


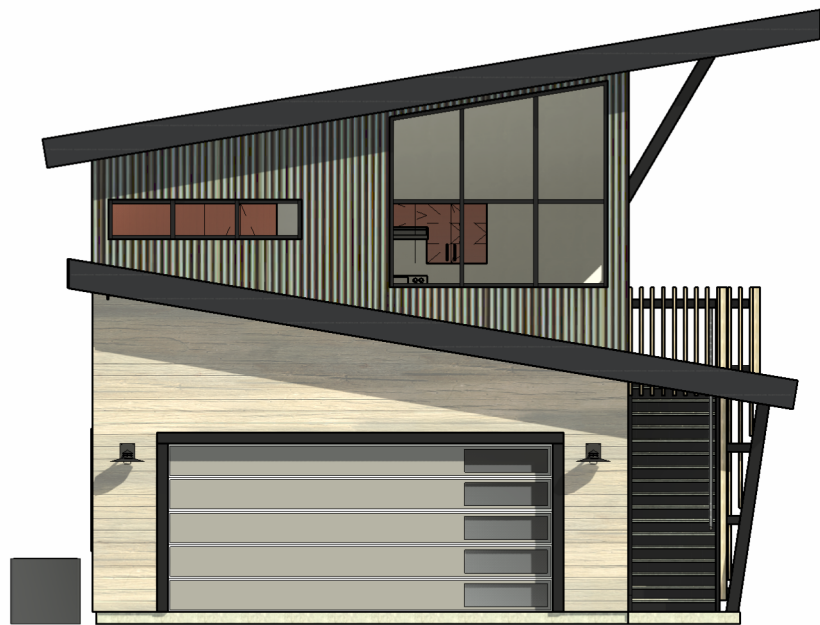
PLAN - LEVEL 2 2
952 S.F. 1/4" = 1'-0"



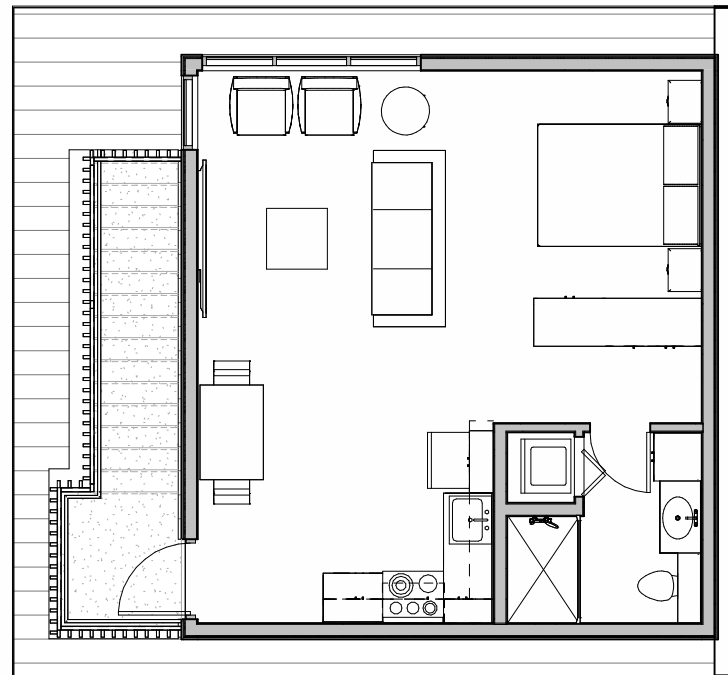
PLAN - LEVEL 1 1
1,137 S.F. 1/4" = 1'-0"

1,137 S.F. FIRST FLOOR
952 S.F. SECOND FLOOR
2,089 S.F. TOTAL

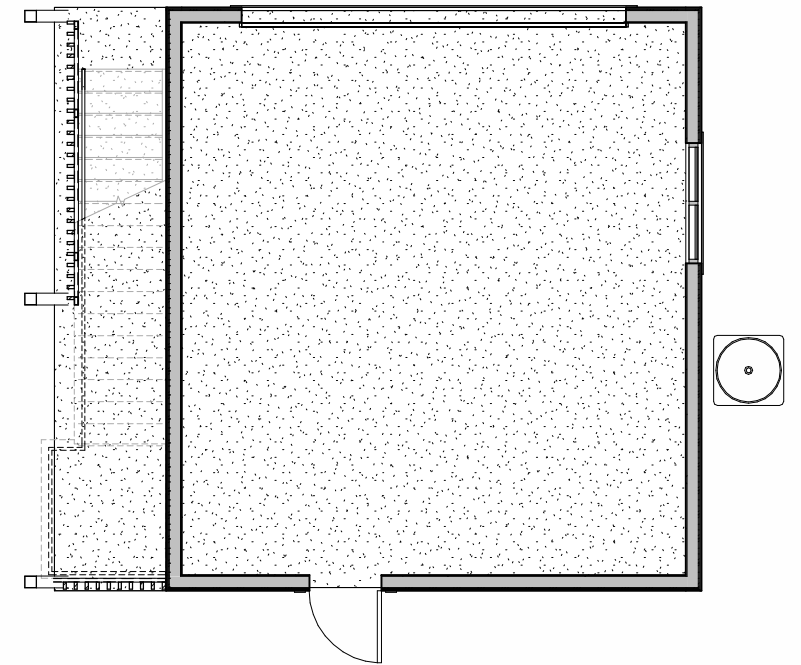




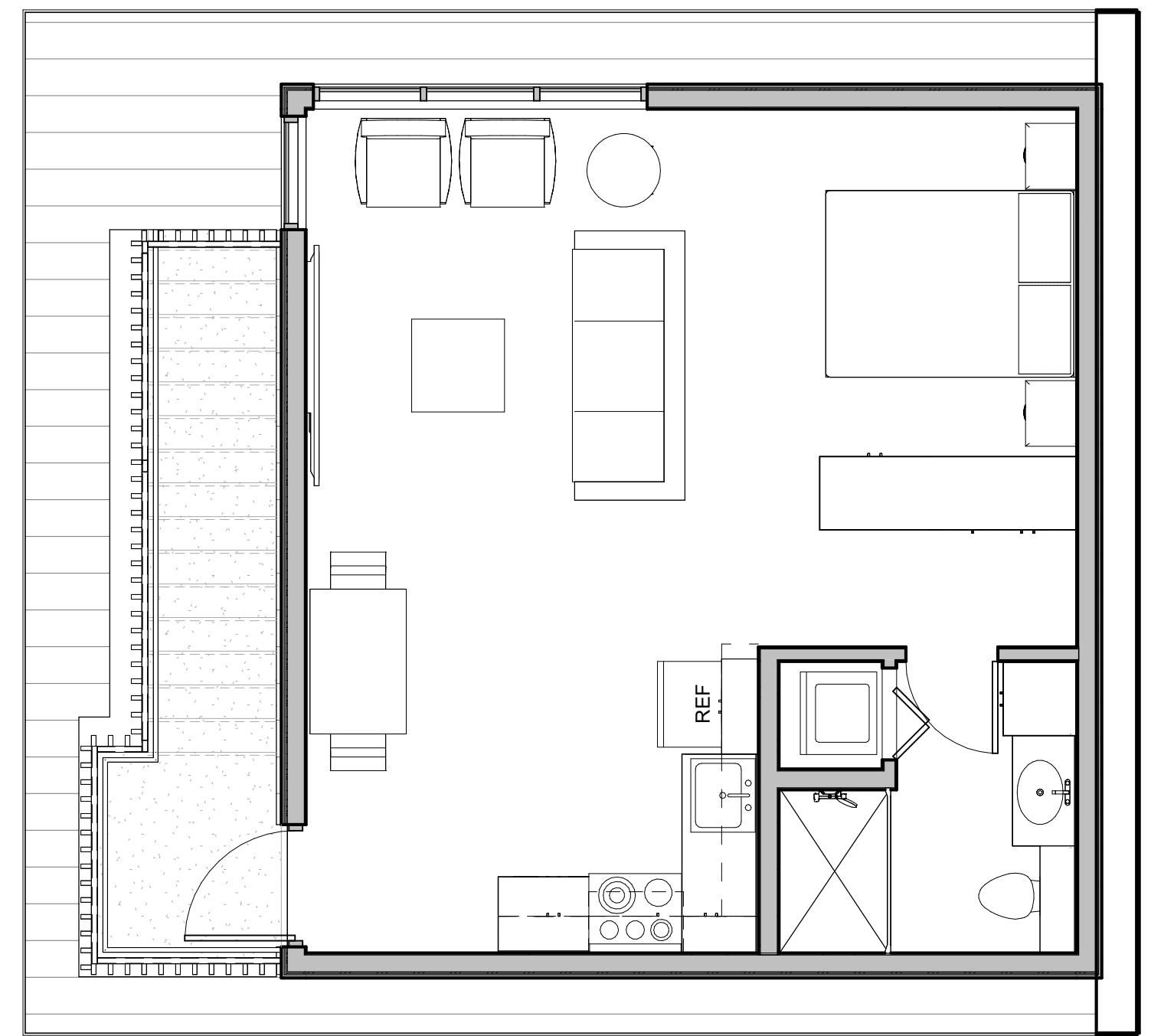
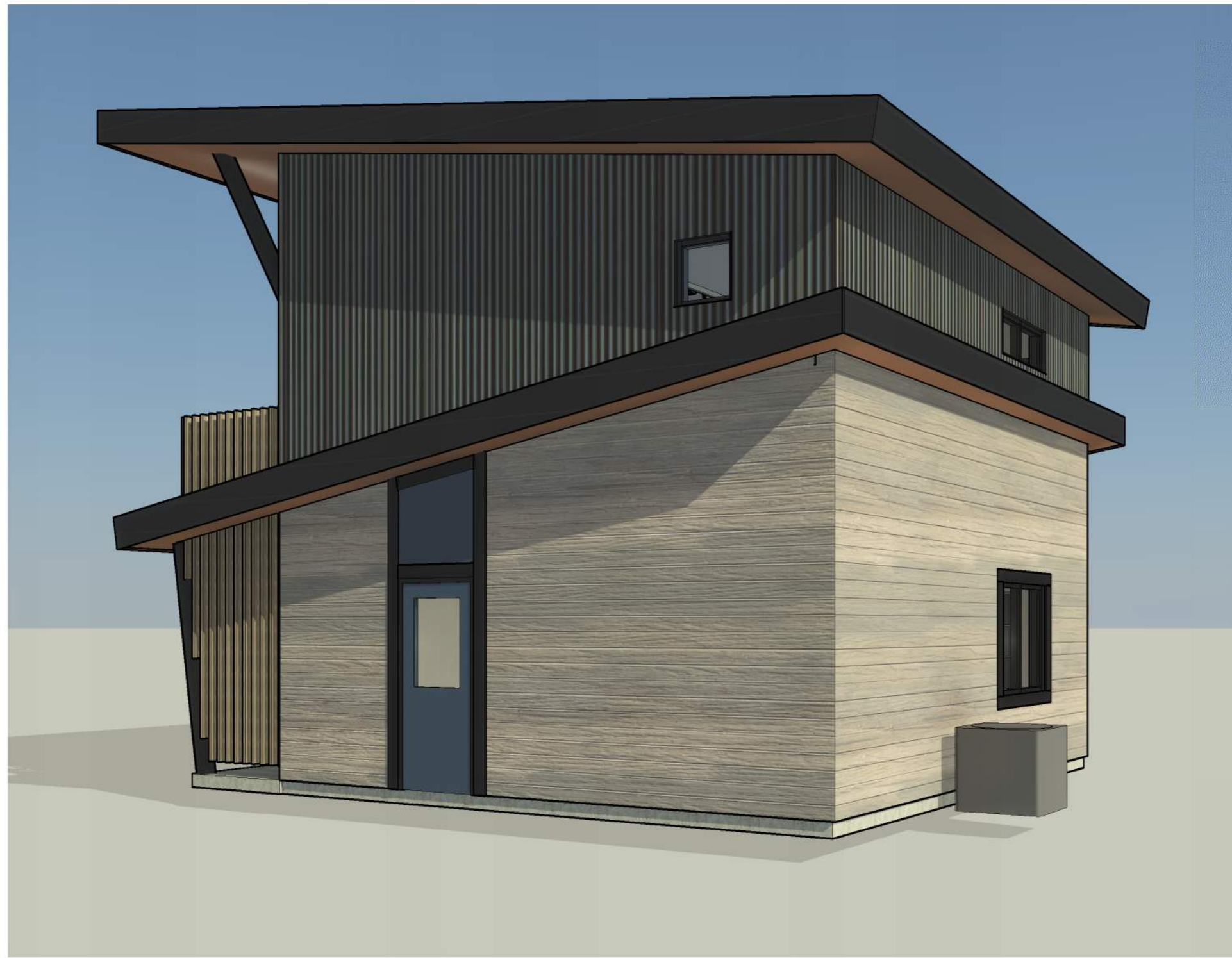
FRONT ELEVATION 3
1/4" = 1'-0"



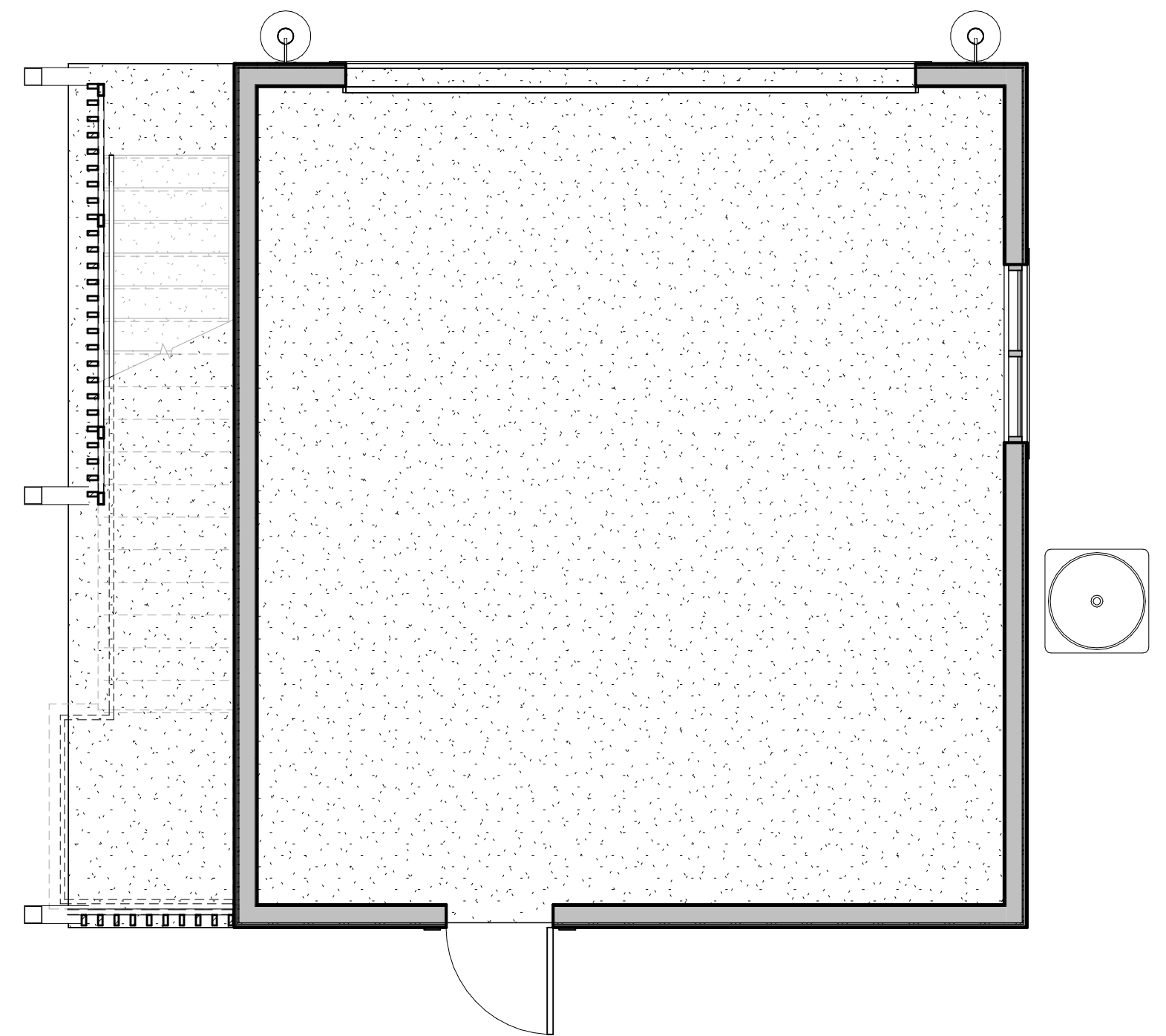
SECOND FLOOR PLAN 2
1/4" = 1'-0"
648 S.F.



FIRST FLOOR PLAN 1
1/4" = 1'-0"
556 S.F.



FLOOR PLAN - LEVEL 2
648 S.F. 1/4" = 1'-0"

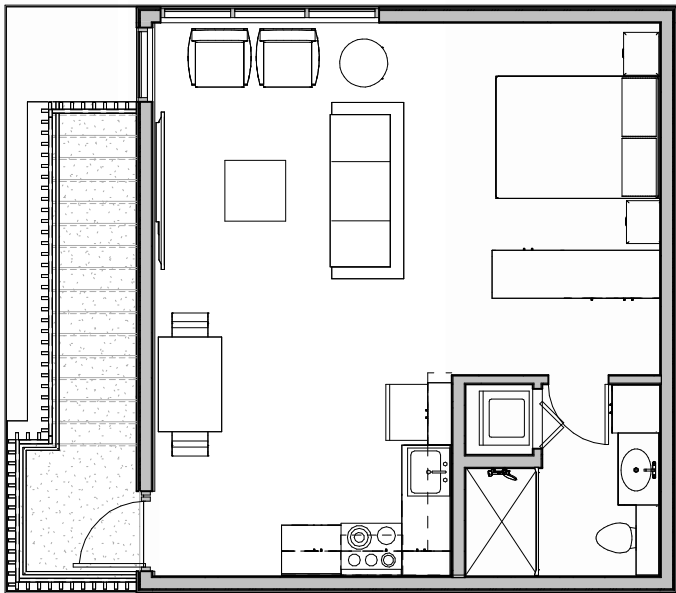


FLOOR PLAN - LEVEL 1
556 S.F. 1/4" = 1'-0"



PERSPECTIVE

3

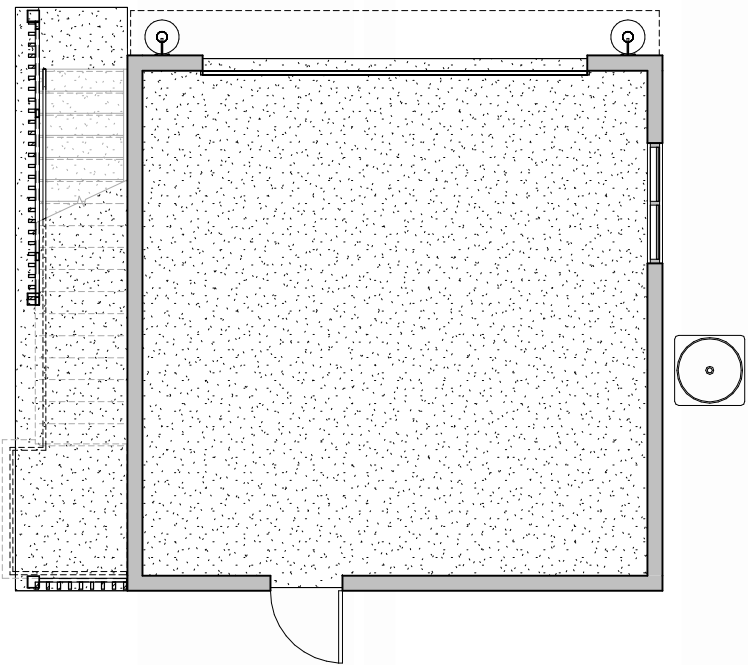


SECOND FLOOR PLAN

2

648 S.F.

1/4" = 1'-0"



FIRST FLOOR PLAN

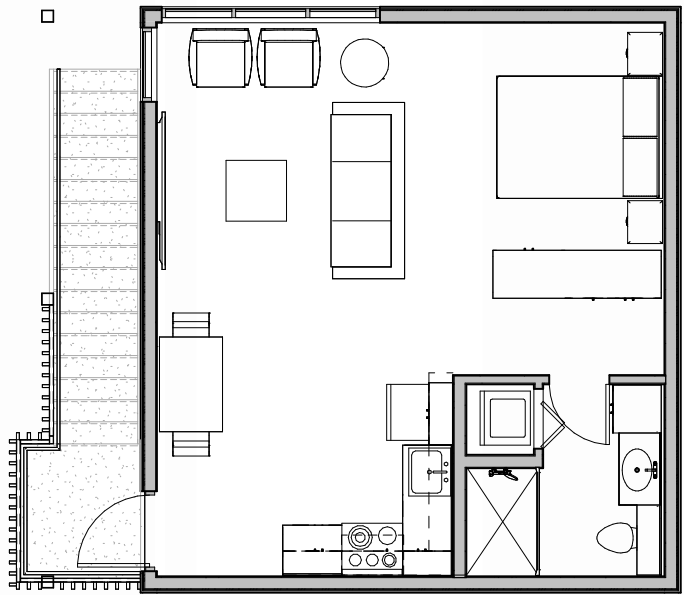
1

556 S.F.

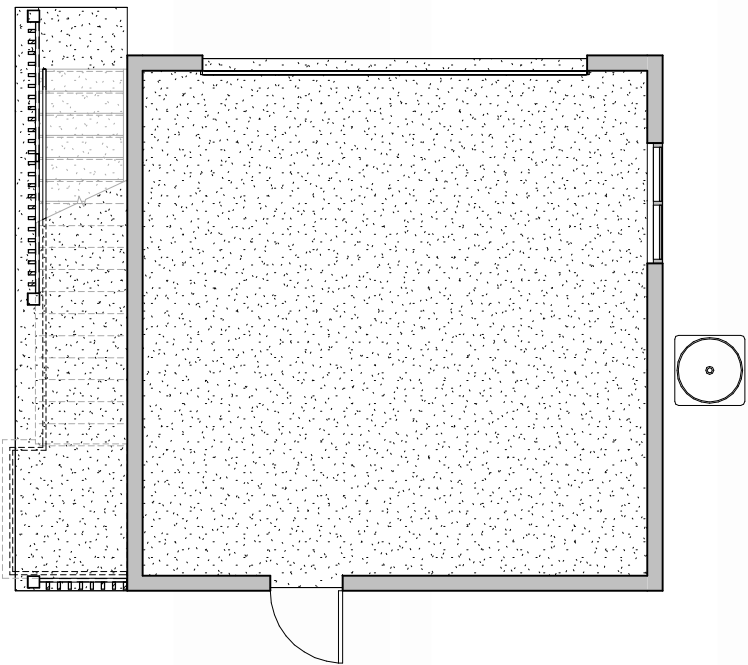
1/4" = 1'-0"



PERSPECTIVE 3



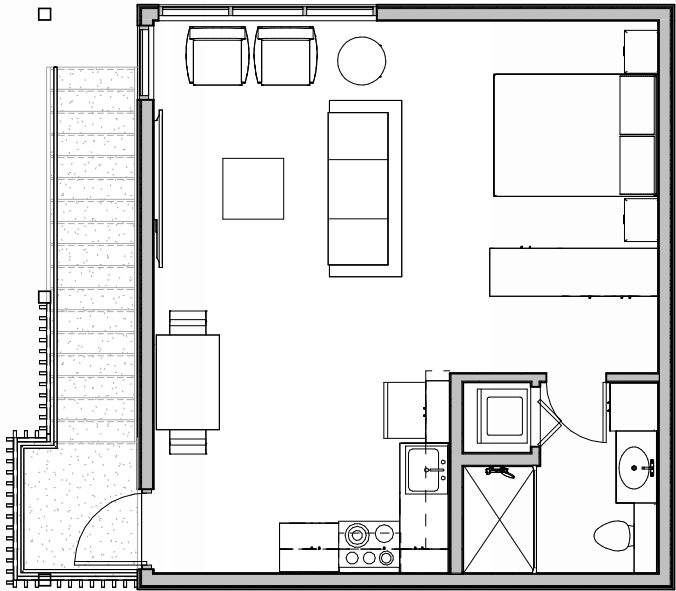
SECOND FLOOR PLAN 2
648 S.F. 1/4" = 1'-0"



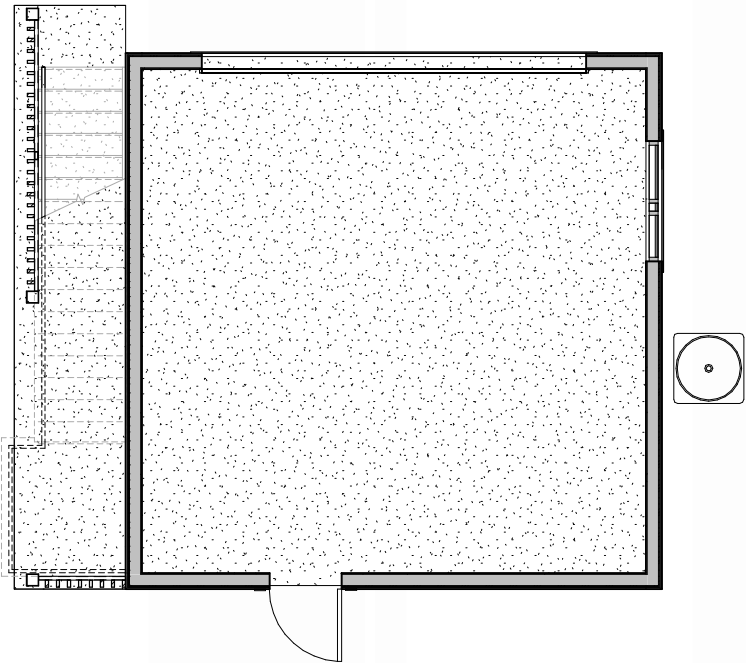
FIRST FLOOR PLAN 1
556 S.F. 1/4" = 1'-0"



PERSPECTIVE 3



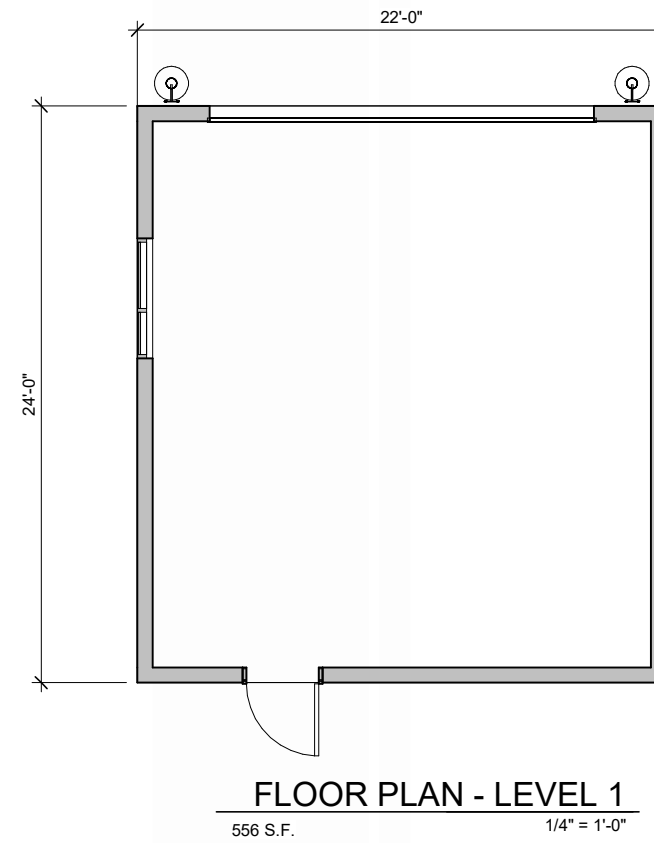
648 S.F. SECOND FLOOR PLAN 1/4" = 1'-0" 2

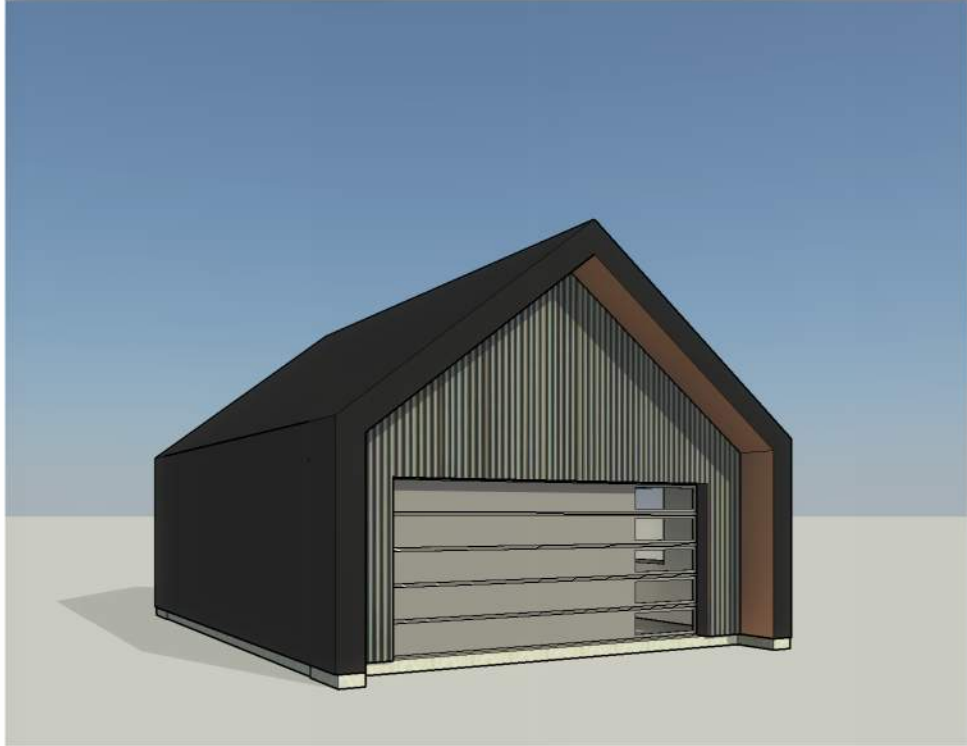


556 S.F. FIRST FLOOR PLAN 1/4" = 1'-0" 1

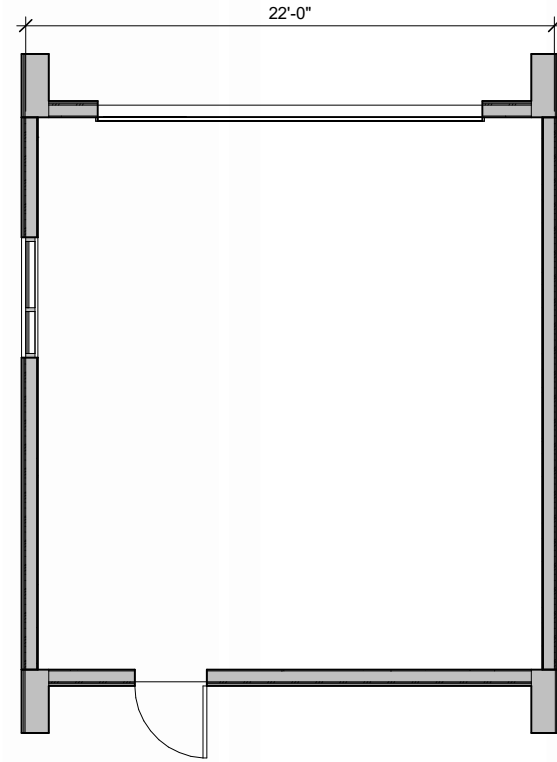


PERSPECTIVE 2





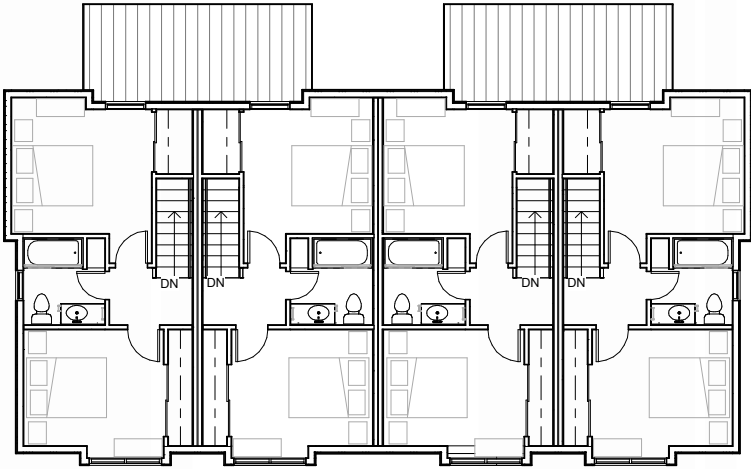
PERSPECTIVE ②



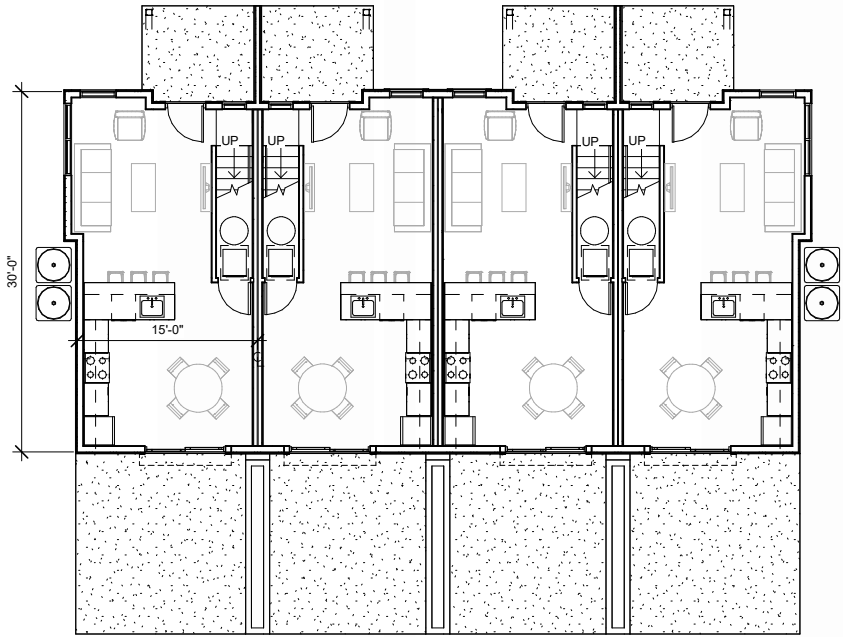
FLOOR PLAN - LEVEL 1 ①
556 S.F. 1/4" = 1'-0"



PERSPECTIVE 3



PLAN - LEVEL 2 2
432 S.F. PER END UNIT
420 S.F. PER MID UNIT
1/8" = 1'-0"



PLAN - LEVEL 1 1
454 S.F. PER END UNIT
441 S.F. PER MID UNIT
1/8" = 1'-0"

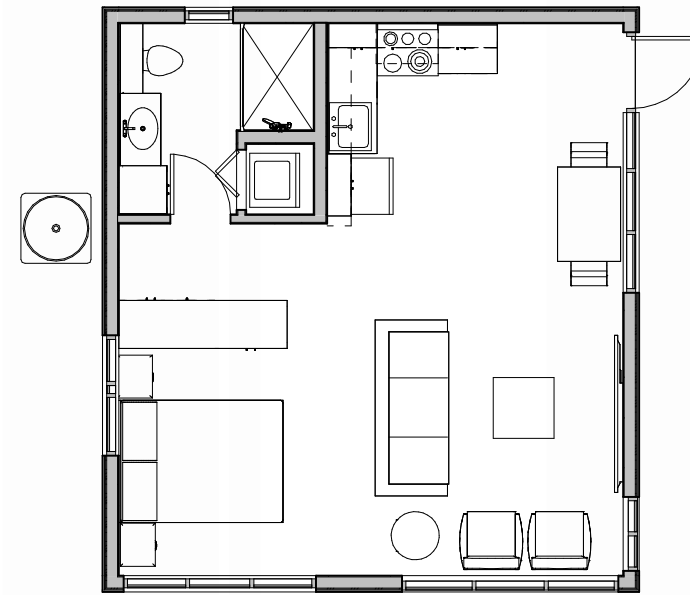
454 S.F. FIRST FLOOR (END UNITS)
432 S.F. SECOND FLOOR (END UNITS)
886 S.F. TOTAL

441 S.F. FIRST FLOOR (MID UNITS)
420 S.F. SECOND FLOOR (MID UNITS)
861 S.F. TOTAL

SCALE: 1/4" = 1'-0"
2'-0" 4'-0" 8'-0" 16'-0"



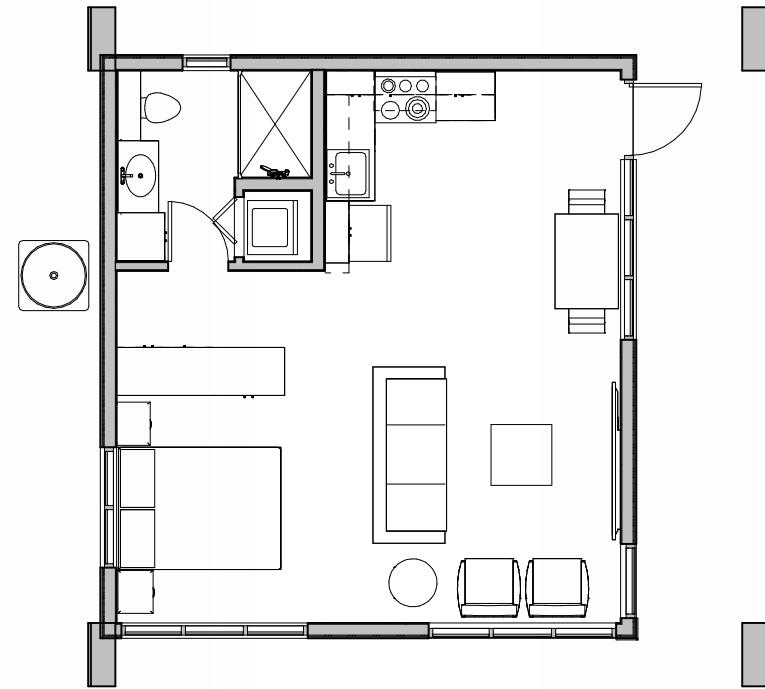
PERSPECTIVE 5



FIRST FLOOR PLAN 1
528 S.F. 1/4" = 1'-0"



PERSPECTIVE 5



FIRST FLOOR PLAN 1
528 S.F. 1/4" = 1'-0"

PARKING CALCULATIONS

(SEE ARCHITECTURAL SITE PLAN, SHEET A0.1)



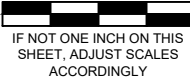
POWELL
engineering +
consulting

100 E. Main St., Suite O
Medford, OR 97501
541.613.0723 phone
www.powellengineeringconsulting.com



EXPIRES: 12/31/24

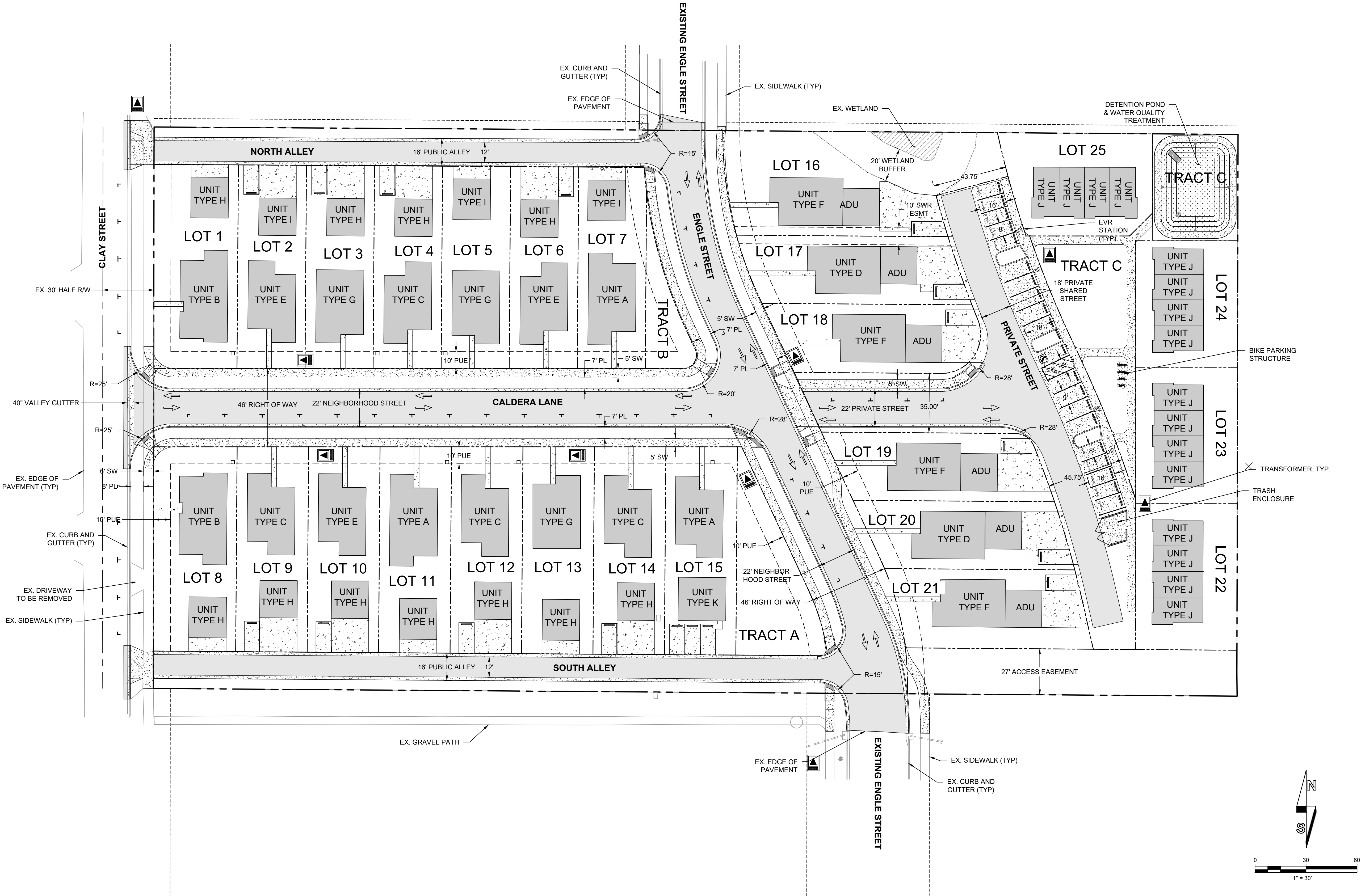
VERIFY SCALES



CLAY STREET SUBDIVISION

SITE PLAN APPLICATION

MAP 39-1E-11-CB, TAX LOT 100
300 CLAY STREET, ASHLAND, OR 97520



PLAN VIEW - CIVIL SITE PLAN

SCALE: 1" = 30' - 0" (22x34)

Drawing Name: S:\PEEC Shared - Documents\All Staff\Projects\Current Projects\Clay Subdivision\Drawings\CADD\Clay C1-C5.dwg Last Save: October 8, 2024 10:00 AM Plt Date: November 27, 2024 10:49 AM By: Todd

REGISTERED PROFESSIONAL
ENGINEER
56425PE
PRELIMINARY
OREGON
Jan. 13, 2004
TODD D. POWELL
EXPIRES: 12/31/24

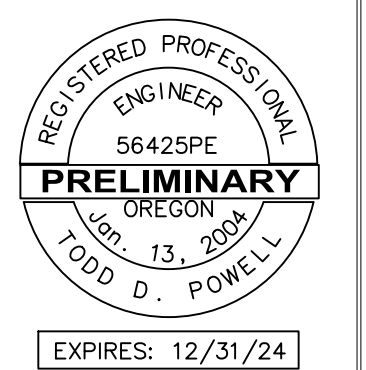
CLAY STREET SUBDIVISION

SITE PLAN APPLICATION

MAP 39-1E-11-CB, TAX LOT 1100
300 CLAY STREET, ASHLAND, OR 97520

DATE					
REVISION DESCRIPTION					
NO.					
DRAWN BY:			TDP		
DESIGNED BY:			TDP		
CHECKED BY:			TDP		
ISSUE DATE:			11/27/24		
LAND USE SET					
JOB NO.		GRADING PLAN C4.0			
22-033					





PLAN VIEW - NEW NEIGHBORHOOD STREET

PROFILE VIEW - NEW NEIGHBORHOOD STREET - CENTERLINE

Station

Elevation

1950.00

1945.00

1940.00

0+50.00

1+00.00

1+50.00

2+00.00

2+50.00

3+00.00

3+50.00

4+00.00

4+50.00

5+00.00

5+50.00

6+00.00

6+10.00

FINISHED GRADE ELEVATION AT CENTERLINE (TYP)

EXISTING GROUND ELEVATION AT CENTERLINE (TYP)

BVC STA 0+57.6

EVC STA 0+92.6

LVC = 35.00
PVI STA = 0+75.09
PVI ELEV = 1945.01
K VALVE = 11

STA = 0+57.32
FG = 1945.48

0.52%

1.82%

-1.82%

-4.07%

2.61%

INTERSECTION
STA = 4+31.7
ELEV = 1945.73

INTERSECTION
STA = 5+92.0
ELEV = 1943.95

STA = 6+01.85
FG = 1944.20

LVC = 65.00
PVI STA = 3+82.65
PVI ELEV = 1946.62
K VALVE = 28

BVC STA 3+50.2

EVC STA 4+15.2

LVC = 45.00
PVI STA = 4+70.01
PVI ELEV = 1945.03
K VALVE = 20

BVC STA 4+47.5

EVC STA 4+92.5

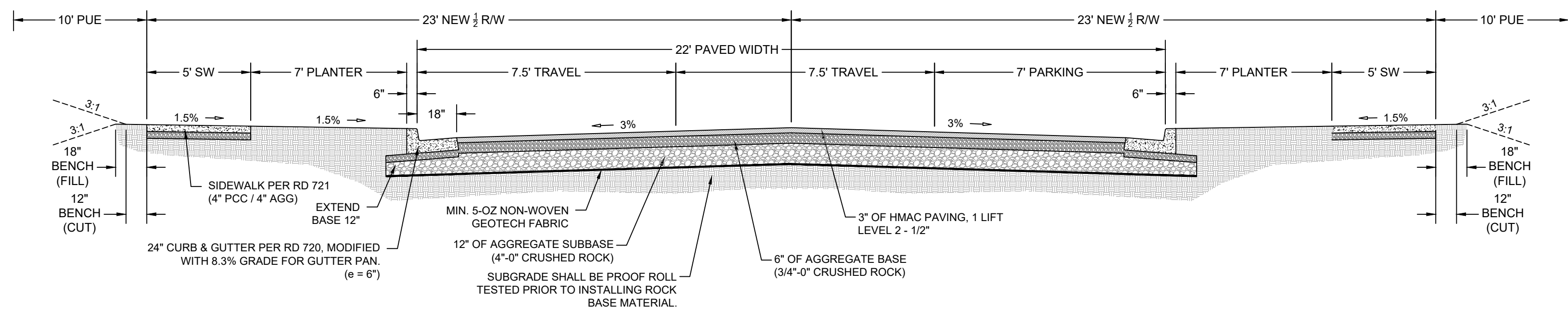
LVC = 65.00
PVI STA = 5+33.90
PVI ELEV = 1942.43
K VALVE = 10

BVC STA 5+01.4

EVC STA 5+66.4

PROFILE VIEW - NEW NEIGHBORHOOD STREET - CENTERLINE

SCALE: 1" = 20' - 0" (HORIZ)
1" = 2' - 0" (VERT)

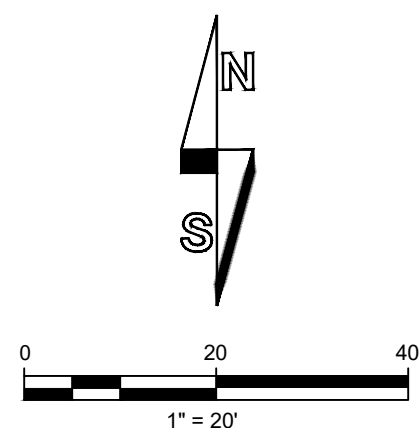


A
C4.1

CITY OF ASHLAND NEIGHBORHOOD STREET

SCALE: NTS

SCALE: NTS



REVISION DESCRIPTION						DATE	
N.O.							
DRAWN BY:						TDP	
DESIGNED BY:						TDP	
CHECKED BY:						TDP	
ISSUE DATE:						11/27/24	
LAND USE SET							
JOB NO.	NBHD. ST. PLAN & PROFILE						
22-033	C4.1						

REGISTERED PROFESSIONAL
ENGINEER
56425PE
PRELIMINARY
OREGON
Jan. 13, 2004
TODD D. POWELL
EXPIRES: 12/31/24

VERIFY SCALES

ORIGINAL DRAWING
BAR IS ONE INCH



IF NOT ONE INCH ON THIS
SHEET, ADJUST SCALES
ACCORDINGLY

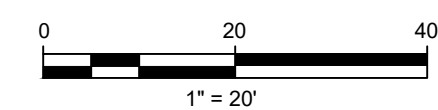
MAP 39-1E-11-CB, TAX LOT 1100
300 CLAY STREET, ASHLAND, OR 97520

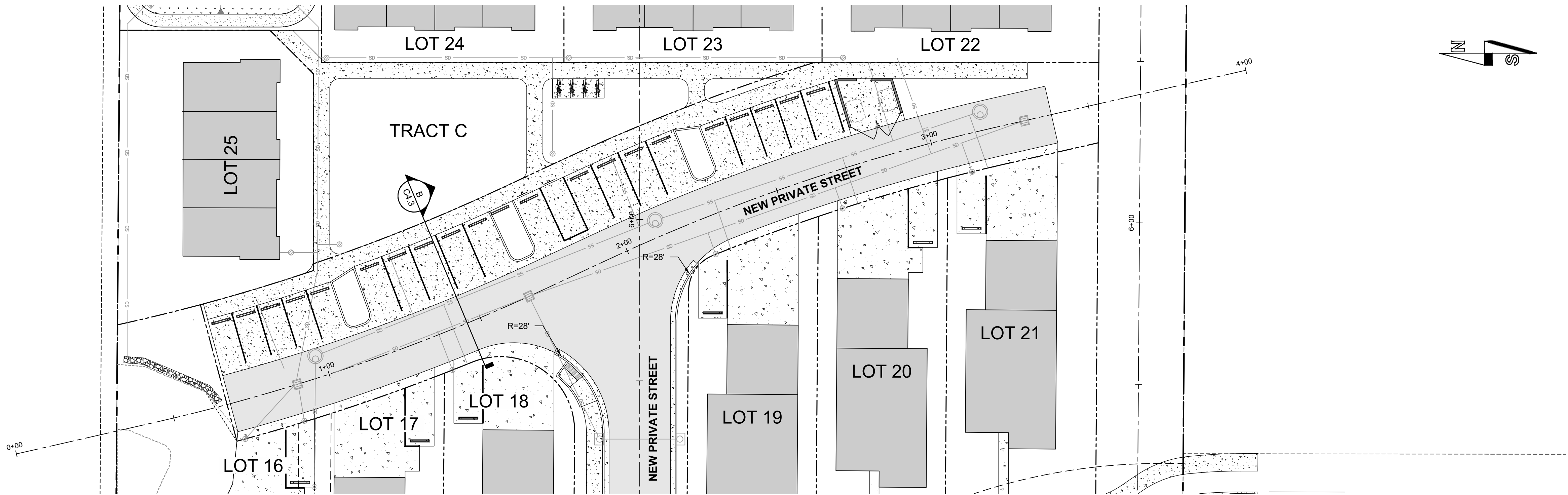
[illegible]

SCALE: 1" = 20' - 0" (22x34)



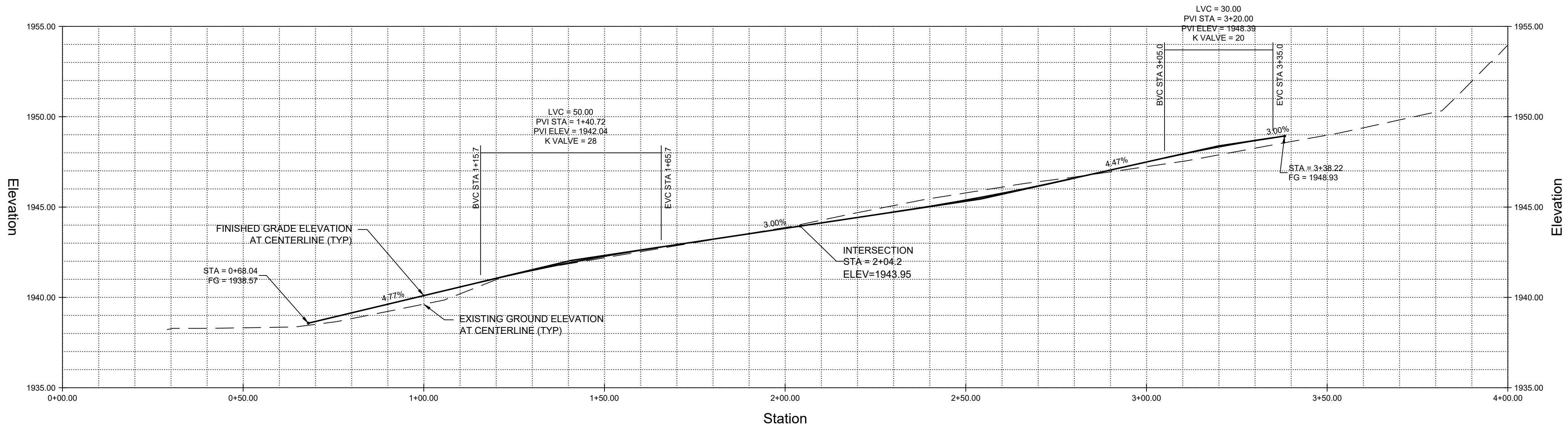
SCALE: 1" = 20' - 0" (HORIZ)
1" = 2' - 0" (VERT)





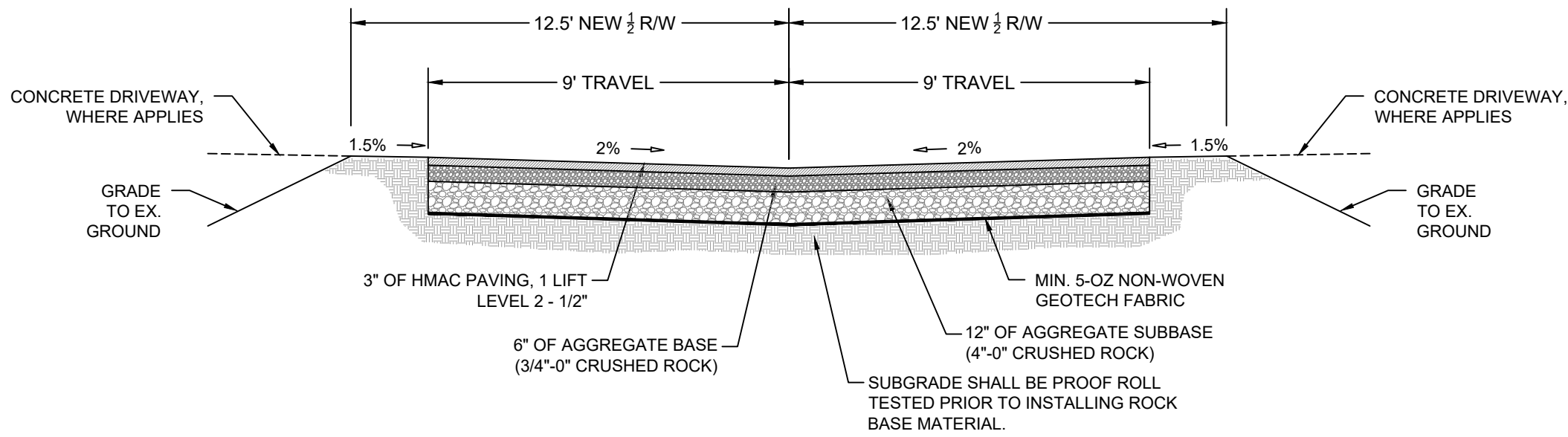
PLAN VIEW - NEW PRIVATE STREET

SCALE: 1" = 20' - 0" (22x34)



PROFILE VIEW - NEW PRIVATE STREET - CENTERLINE

SCALE: 1" = 20' - 0" (HORIZ)
1" = 4' - 0" (VERT)

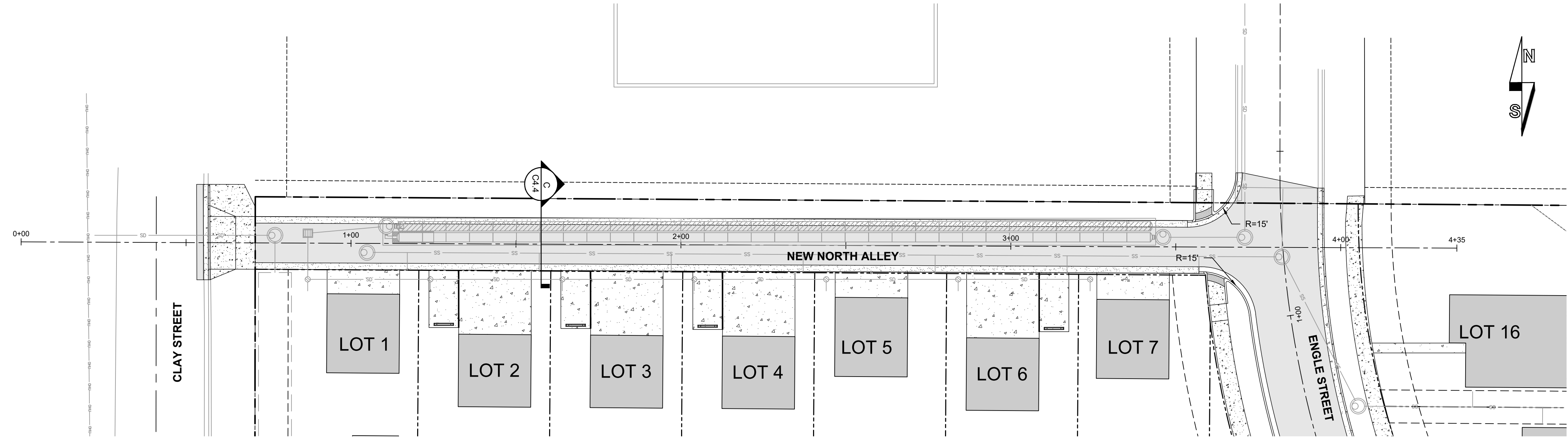


CITY OF ASHLAND SHARED STREET

SCALE: NTS

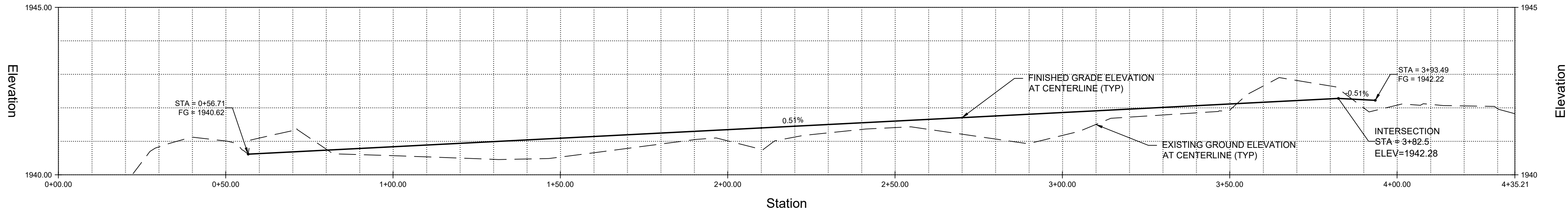
CLAY STREET SUBDIVISION
SITE PLAN APPLICATION
MAP 39-1E-11-CB, TAX LOT 1100
300 CLAY STREET, ASHLAND, OR 97520

DATE					
REVISION DESCRIPTION					
NO.					
DRAWN BY:	TDP				
DESIGNED BY:	TDP				
CHECKED BY:	TDP				
ISSUE DATE:	11/27/24				
LAND USE SET					
JOB NO.	PVT. ST. PLAN & PROFILE C4.3				
22-033					



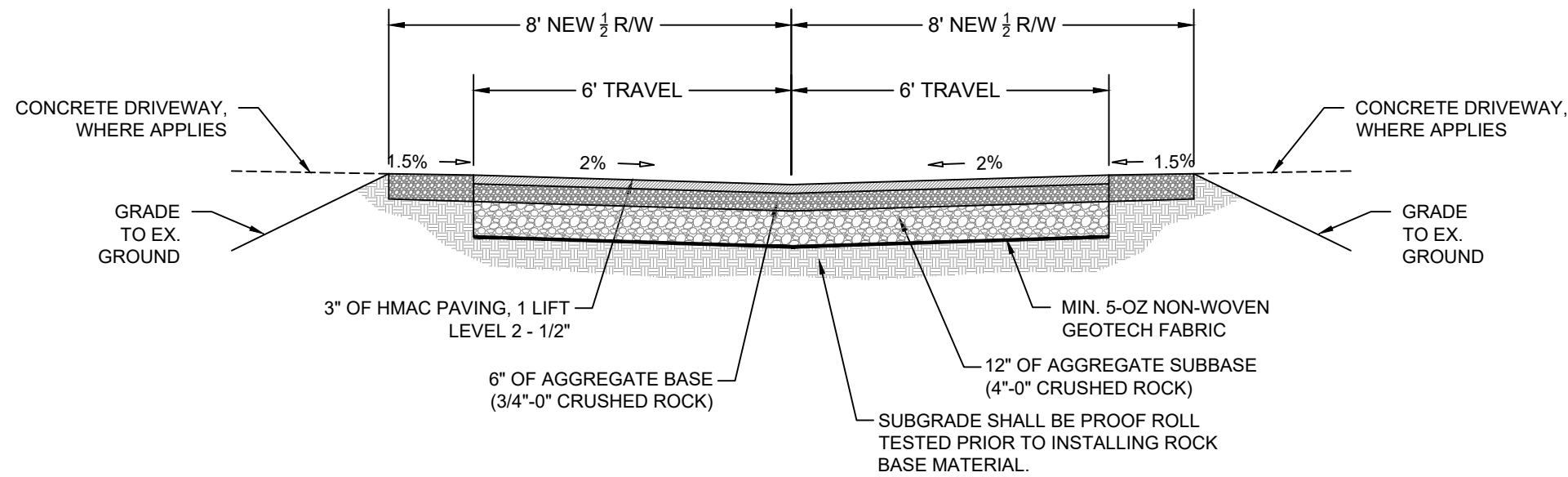
PLAN VIEW - NEW NORTH ALLEY

SCALE: 1" = 20' - 0" (22x34)



PROFILE VIEW - NEW NORTH ALLEY - CENTERLINE

SCALE: 1" = 20' - 0" (HORIZ)
1" = 2' - 0" (VERT)



C
C4.4
CITY OF ASHLAND ALLEY
SCALE: NTS

DATE									
REVISION DESCRIPTION									
NO.									
DRAWN BY:	TDP								
DESIGNED BY:	TDP								
CHECKED BY:	TDP								
ISSUE DATE:	11/27/24								
LAND USE SET									
JOB NO.	N. ALLEY PLAN & PROFILE								
22-033	C4.4								



PLAN VIEW - NEW SOUTH ALLEY (START TO STA 3+50)

SCALE: 1" = 20' - 0" (22x34)

The plan view shows the alignment of New South Alley from STA 0+00 to STA 5+50. The finished grade elevation at centerline (typical) is shown as a solid line, and the existing ground elevation at centerline (typical) is shown as a dashed line. The drawing includes vertical curve data, stationing, and elevation information.

Key data points and labels:

- STA = 0+58.38
FG = 1959.83
- LVC = 50.00
PVI STA = 1+60.00
PVI ELEV = 1950.00
K VALVE = 32
- EVC STA 1+95.0
- EVC STA 1+95.0
- LVC = 50.00
PVI STA = 2+49.42
PVI ELEV = 1950.67
K VALVE = 35
- EVC STA 2+74.4
- EVC STA 2+74.4
- LVC = 50.00
PVI STA = 4+10.00
PVI ELEV = 1949.58
K VALVE = 7
- EVC STA 4+35.0
- EVC STA 4+35.0
- LVC = 35.00
PVI STA = 4+57.73
PVI ELEV = 1952.64
K VALVE = 6
- EVC STA 4+75.2
- STA = 4+93.87
FG = 1953.00
- INTERSECTION
STA = 4+93.9
ELEV = 1953.00

Grades: -0.82%, 0.75%, -0.68%, 1.00%, 1.00%

Finished Grade Elevation at Centerline (Typ.)

Existing Ground Elevation at Centerline (Typ.)

Elevation

Station

SCALE: 1" = 20' - 0" (HORIZ)
1" = 2' - 0" (VERT)

DATE							
REVISION DESCRIPTION							
NO.							
DRAWN BY:		TDP					
DESIGNED BY:		TDP					
CHECKED BY:		TDP					
ISSUE DATE:		11/27/24					
LAND USE SET							
JOB NO.		S. ALLEY PLAN & PROFILE C4.5					
22-033							

REVISION DESCRIPTION		DATE
NO.		
DRAWN BY:		TDP
DESIGNED BY:		TDP
CHECKED BY:		TDP
ISSUE DATE:		11/27/24
LAND USE SET		
JOB NO.	SITE UTILITY PLAN	
22-033	C5.0	

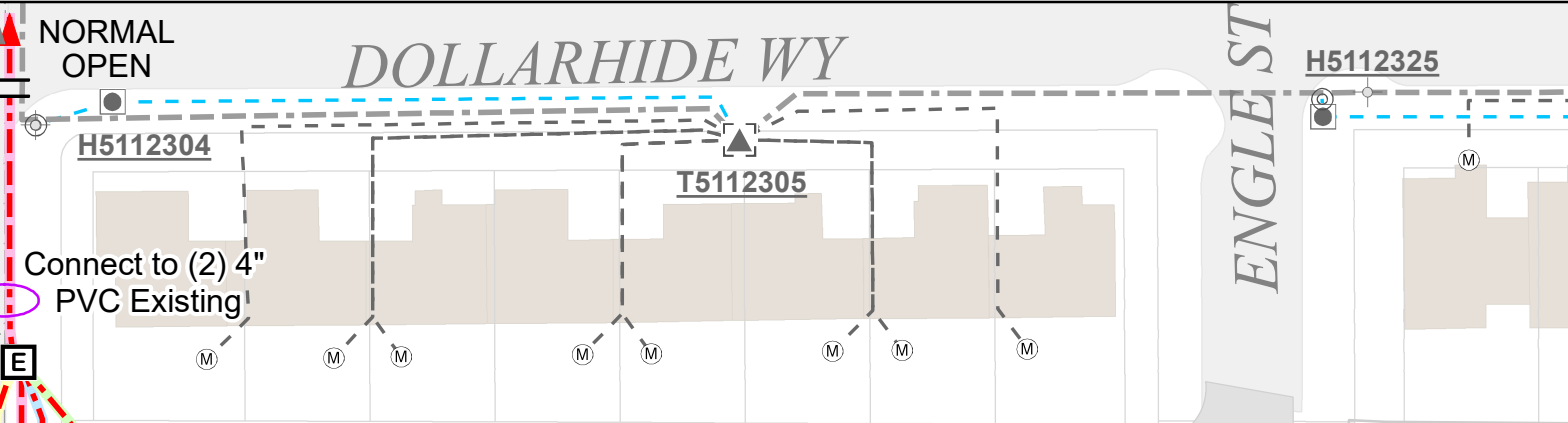


DOLLARHIDE WY

ENGLE ST

CLAY ST

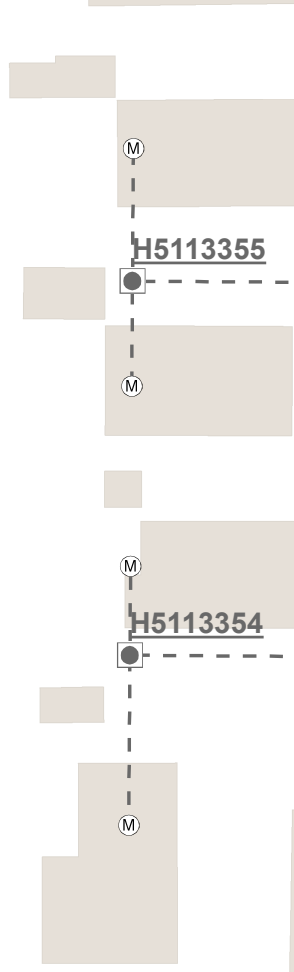
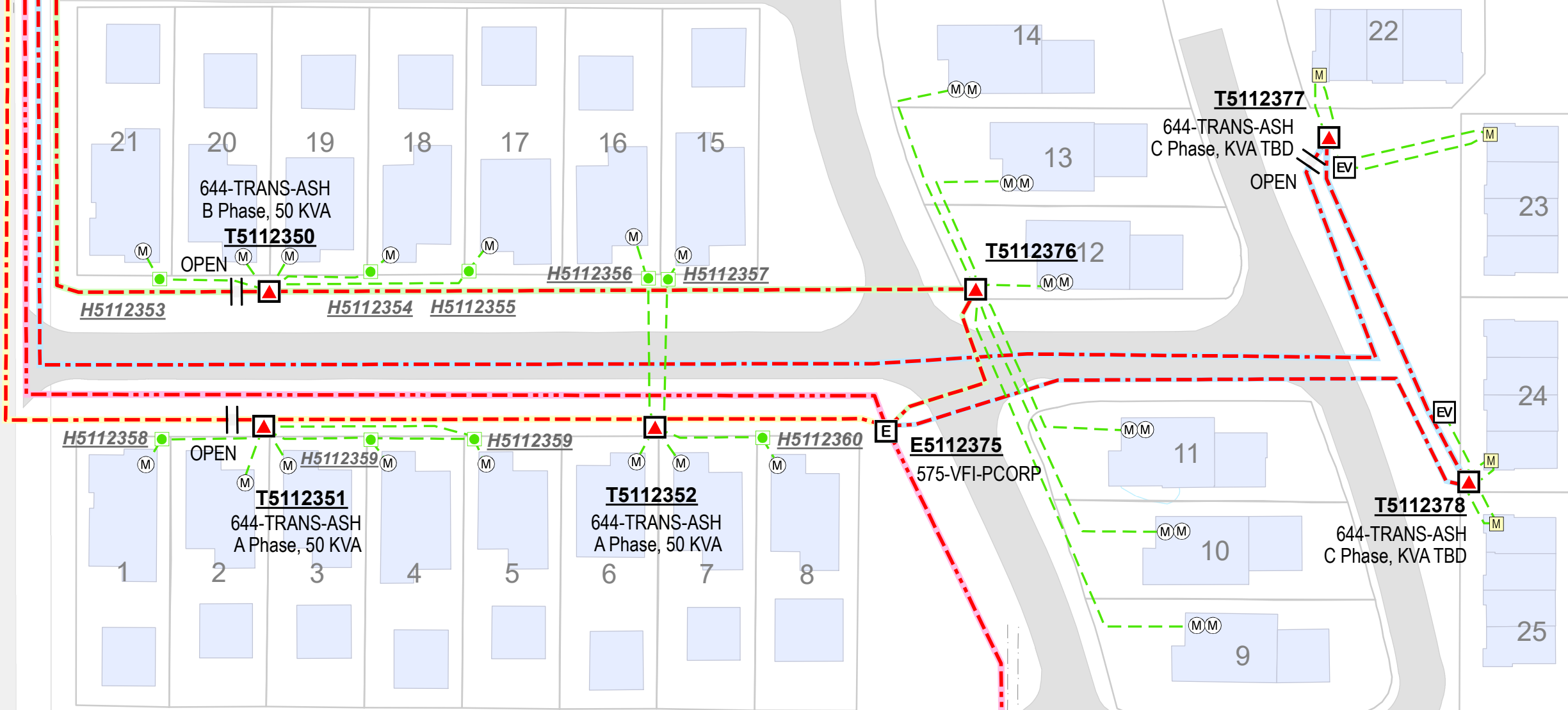
E5112300
↑
NORMAL
OPEN
E5112306
575-SECT-ASH



NOTES:

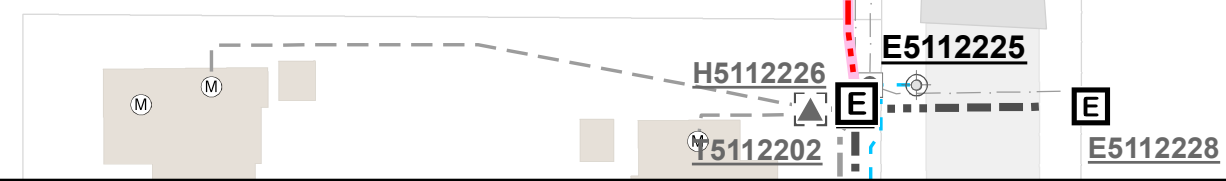
All Primary 48" Depth, 1' sand
All Secondary 36" Depth, 1' sand
All Equipment and Conduit to be placed in PUE

Lots 1-8 Secondary (1) 3" PVC 350 AL to HH
Lots 15-21 HH to meters (1) 3" PVC 4/0 AL
Lots 9-14 (1) 3" PVC 350 AL to 2-pack meter bases
Lots 22-25 per N.E.C, Car Chargers per N.E.C.



300 Clay St Subdivision
Print Date: 2/12/2024

- (4) 3" PVC 4/0 AL ABC Φ
- (1) 3" PVC 1/0 AL A Φ
- (1) 3" PVC 1/0 AL B Φ
- (1) 3" PVC 1/0 AL C Φ



MEMORANDUM

To: Rogue Planning & Development Services
1314-B Center Drive, PMB #457
Medford, OR 97501

319 Eastwood Drive
Medford, OR 97504
Telephone 541.941.4148
Kim.parducci@gmail.com

Date: 9/13/2024

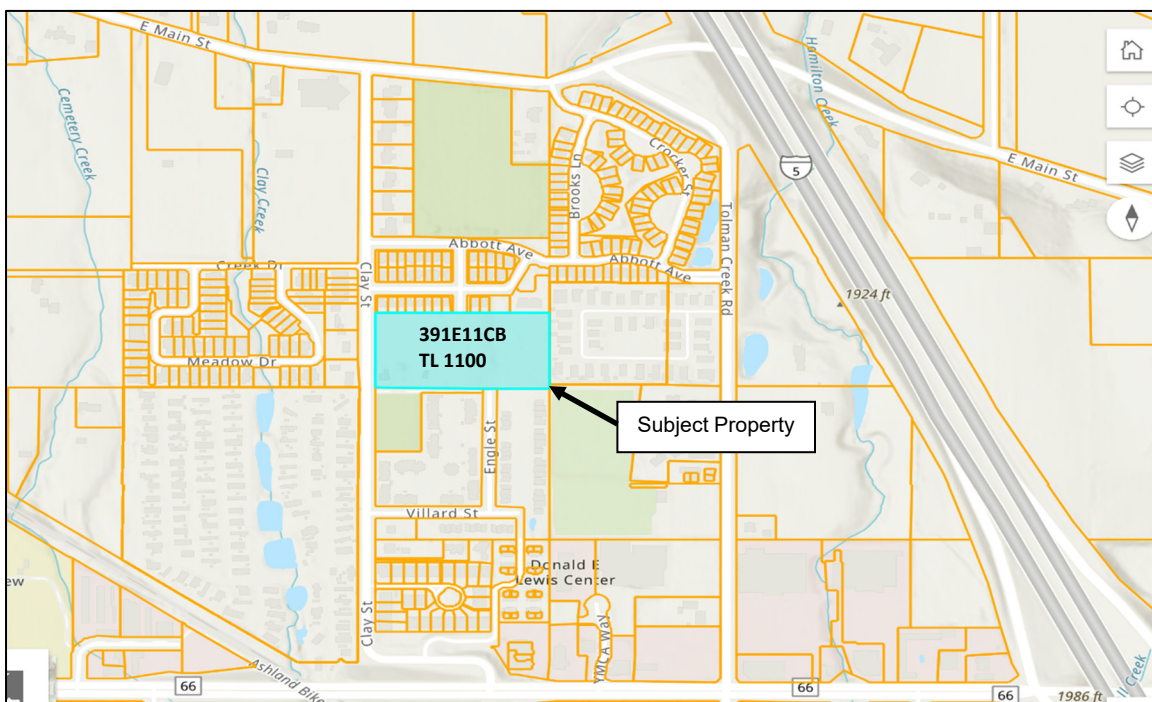
Project: RR-5 to R-1-3.5 Zone Change / Annexation – 300 Clay Street (391E11CB TL 1100)

Subject: Trip Generation Assessment and TPR Findings

Southern Oregon Transportation Engineering prepared a trip generation assessment with Transportation Planning Rule (TPR) findings for a proposed annexation / zone change from Jackson County Rural Residential (RR-5) to City Suburban Residential (R-1-3.5) on approximately 4.8 acres located along the east side of Clay Street, north of Snowberry Brook Phase 2 in Ashland, Oregon. Our assessment is provided below.

BACKGROUND

An annexation and zone change from RR-5 to R-1-3.5 is proposed at 300 Clay Street (39S-1E-11CB Tax Lot 1100) in Jackson County. The site is currently occupied by one single family residence. Under County RR-5 zoning, the property is allowed one single family residential dwelling unit. City of Ashland R-1-3.5 zoning allows 7.2 dwellings per acre, which results in 34 base dwelling units on the property. A density bonus allows three additional dwelling units for a total of 37 dwellings. Our assessment evaluates 37 dwelling units to present a reasonable worst-case scenario for addressing the Transportation Planning Rule.



TRIP GENERATION

The Institute of Transportation Engineers (ITE) *Trip Generation Manual, 11th Edition* was used to generate trips for the proposed annexation / zone change. Land Use Codes (LUC) 210 – Single Family Detached Housing and 220 – Multifamily Housing (Low-Rise) were selected to represent a potential mix of proposed residential units. A summary is provided in Table 1. ITE graphs and descriptions are provided in the attachments.

Table 1 – RR-5 to R-1-3.5 Annexation / Zone Change Trip Generations									
Land Use	Unit	Size	Daily Trips	Weekday AM Peak Hour			Weekday PM Peak Hour		
				Total	(In)	(Out)	Total	(In)	(Out)
<i>Existing RR-5 Zoning</i>									
210 – Single Family Detached	DU	1	9	1	0	1	1	1	0
Total Existing Trips			9	1			1		
<i>Proposed R-1-3.5 Zoning</i>									
210 – Single Family Detached	DU	21	240	18	5	13	23	14	9
220 – Multifamily Housing	DU	16	108	6	1	5	8	3	5
Total Proposed Trips		37	348	24			31		
Net Difference			+339	+23			+30		
DU = dwelling unit									

DU = dwelling unit

AGENCY REQUIREMENTS

The City of Ashland Public Works Department requires a Traffic Impact Analysis (TIA) for all land use actions that either propose direct or indirect access to a State highway or a boulevard if the proposed land use meets one or more of the following thresholds.

1. Trip Generation Threshold: 50 newly generated vehicle trips (inbound and outbound) during the adjacent street peak hour;

The proposed zone change to R-1-3.5 has the potential to generate 31 p.m. peak hour trips, which is a net increase of 30 peak hour trips on the transportation system. This threshold is not satisfied.

2. Mitigation Threshold: Installation of any traffic control device and/or construction of any geometric improvements that will affect the progression or operation of traffic traveling on, or exiting the highway;

No mitigation is proposed as part of the annexation / zone change application. This threshold is not satisfied.

3. Heavy Vehicle Trip Generation Threshold: 20 newly generated heavy vehicle trips (inbound and outbound) during the day;

No increase in heavy vehicle trip generation is expected with the proposed annexation / zone change. This threshold is not satisfied.

4. If any of the above thresholds are satisfied, then a TIA is required by a registered engineer in accordance with ODOT's development review guidelines.

None of the four thresholds are satisfied. Based on this, a TIA is not shown to be required for the proposed annexation / zone change from RR-5 to R-1-3.5.

TRANSPORTATION PLANNING RULE

Oregon Administrative Rule 660-012-0060(1) Plan and Land Use Regulation Amendments

A plan or land use regulation amendment significantly affects a transportation facility if it would:

- a. Change the functional classification of an existing or planned transportation facility.
No change in functional classification of an existing or planned transportation facility is expected to occur as a result of the proposed zone change from RR-5 to R-1-3.5. The proposed Suburban Residential (R-1-3.5) zoning designation has the potential to generate a net increase of 339 average daily trips (ADT) with 30 trips occurring during the peak hour. Clay Street is estimated, based on current counts, to carry approximately 1,350 ADT with 136 trips during the peak hour. This is shown to be well below the capacity of a Minor Collector for Jackson County (1,500-4,000 ADT) or Neighborhood Collector for the City of Ashland (1,500 to 5,000 ADT).
- b. Change standards implementing a functional classification system; or
The proposed annexation / zone change from RR-5 to R-1-3.5 will not change standards implementing a functional classification system
- c. Result in any of the effects listed in (A) through (C)
 - A. Types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility
The proposed annexation / zone change will not result in types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility.
 - B. Degrade the performance of an existing or planned transportation facility such that it would not meet the performance standard identified in the Transportation System Plan (TSP) or comprehensive plan; or
The proposed annexation / zone change will not degrade the performance of any existing or planned transportation facility.
 - C. Degrade the performance of an existing or planned transportation facility that is otherwise projected to not meet the performance standards identified in the TSP or comprehensive plan.
There is no identified existing or planned transportation facility in the area that is projected to not meet the performance standards in the City of Ashland TSP or comprehensive plan. The proposed annexation / zone change, therefore, will not degrade the performance of any existing or planned transportation facility projected to not meet the performance standards identified in the City of Ashland TSP or comprehensive plan.

This completes our traffic assessment and TPR findings. Please feel free to contact us with any questions.

Respectfully,

Kimberly P.

Kimberly Parducci, PE PTOE
Firm Principal
Southern Oregon Transportation Engineering, LLC

Attachments: ITE Graphs
City of Ashland Public Works TIA Thresholds



ATTACHMENTS

Land Use: 210

Single-Family Detached Housing

Description

A single-family detached housing site includes any single-family detached home on an individual lot. A typical site surveyed is a suburban subdivision.

Specialized Land Use

Data have been submitted for several single-family detached housing developments with homes that are commonly referred to as patio homes. A patio home is a detached housing unit that is located on a small lot with little (or no) front or back yard. In some subdivisions, communal maintenance of outside grounds is provided for the patio homes. The three patio home sites total 299 dwelling units with overall weighted average trip generation rates of 5.35 vehicle trips per dwelling unit for weekday, 0.26 for the AM adjacent street peak hour, and 0.47 for the PM adjacent street peak hour. These patio home rates based on a small sample of sites are lower than those for single-family detached housing (Land Use 210), lower than those for single-family attached housing (Land Use 251), and higher than those for senior adult housing -- single-family (Land Use 251). Further analysis of this housing type will be conducted in a future edition of *Trip Generation Manual*.

Additional Data

The technical appendices provide supporting information on time-of-day distributions for this land use. The appendices can be accessed through either the ITETripGen web app or the trip generation resource page on the ITE website (<https://www.ite.org/technical-resources/topics/trip-and-parking-generation/>).

For 30 of the study sites, data on the number of residents and number of household vehicles are available. The overall averages for the 30 sites are 3.6 residents per dwelling unit and 1.5 vehicles per dwelling unit.

The sites were surveyed in the 1980s, the 1990s, the 2000s, and the 2010s in Arizona, California, Connecticut, Delaware, Illinois, Indiana, Kentucky, Maryland, Massachusetts, Minnesota, Montana, New Jersey, North Carolina, Ohio, Ontario (CAN), Oregon, Pennsylvania, South Carolina, South Dakota, Tennessee, Vermont, Virginia, and West Virginia.

Source Numbers

100, 105, 114, 126, 157, 167, 177, 197, 207, 211, 217, 267, 275, 293, 300, 319, 320, 356, 357, 367, 384, 387, 407, 435, 522, 550, 552, 579, 598, 601, 603, 614, 637, 711, 716, 720, 728, 735, 868, 869, 903, 925, 936, 1005, 1007, 1008, 1010, 1033, 1066, 1077, 1078, 1079

Single-Family Detached Housing (210)

Vehicle Trip Ends vs: Dwelling Units
On a: Weekday

Setting/Location: General Urban/Suburban

Number of Studies: 174

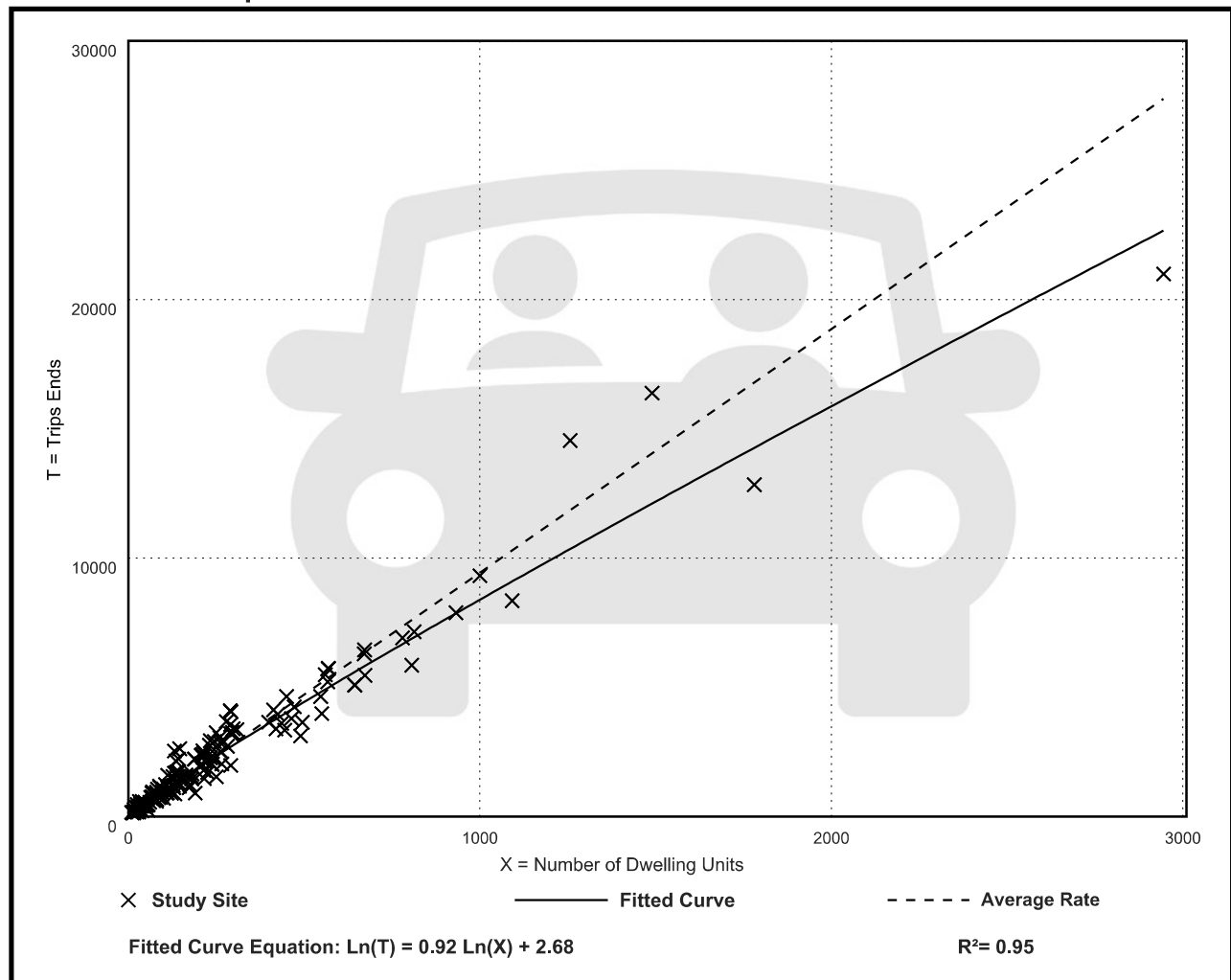
Avg. Num. of Dwelling Units: 246

Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per Dwelling Unit

Average Rate	Range of Rates	Standard Deviation
9.43	4.45 - 22.61	2.13

Data Plot and Equation



Single-Family Detached Housing (210)

Vehicle Trip Ends vs: Dwelling Units

On a: Weekday,

Peak Hour of Adjacent Street Traffic,

One Hour Between 7 and 9 a.m.

Setting/Location: General Urban/Suburban

Number of Studies: 192

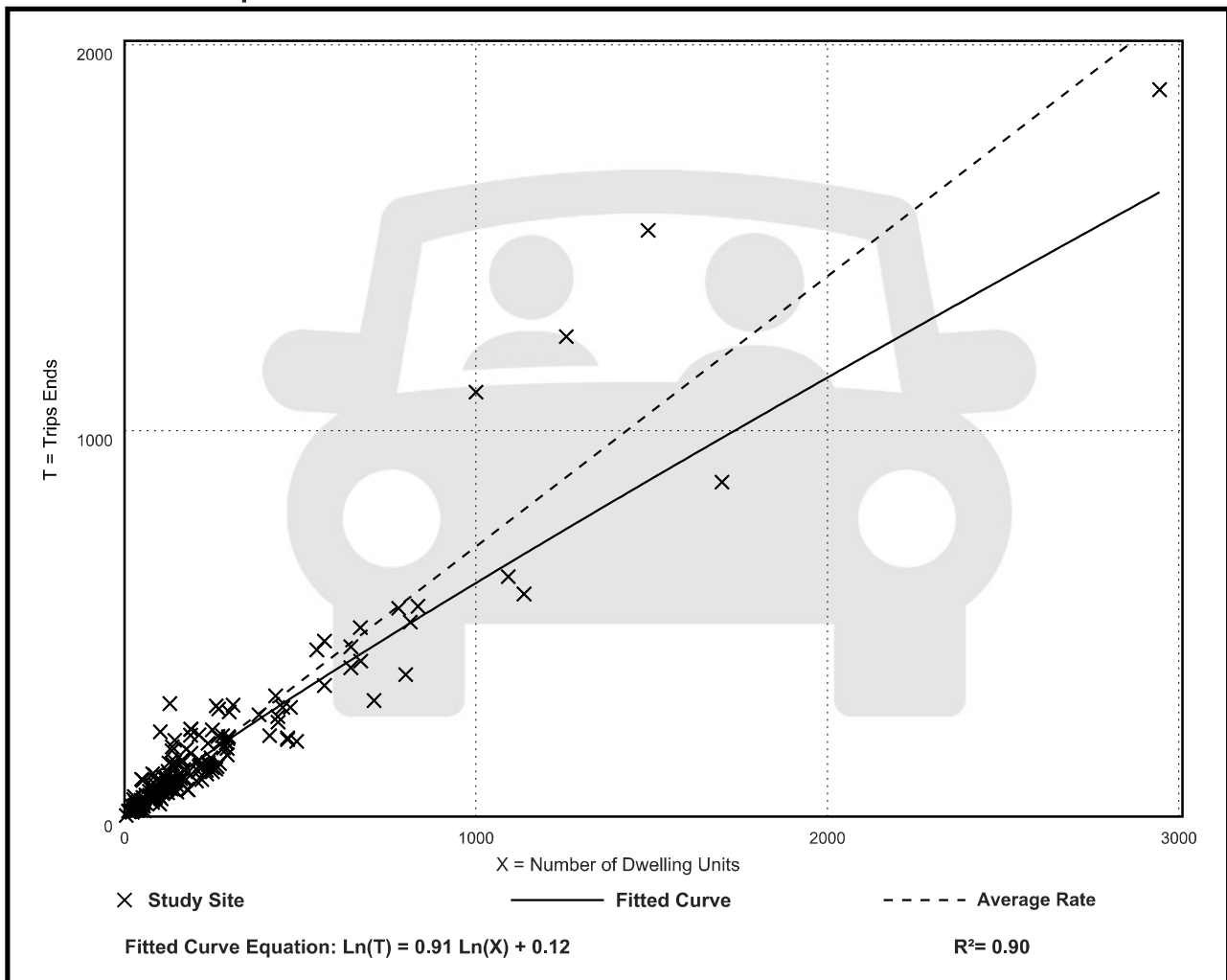
Avg. Num. of Dwelling Units: 226

Directional Distribution: 26% entering, 74% exiting

Vehicle Trip Generation per Dwelling Unit

Average Rate	Range of Rates	Standard Deviation
0.70	0.27 - 2.27	0.24

Data Plot and Equation



Single-Family Detached Housing (210)

Vehicle Trip Ends vs: Dwelling Units

On a: Weekday,

Peak Hour of Adjacent Street Traffic,

One Hour Between 4 and 6 p.m.

Setting/Location: General Urban/Suburban

Number of Studies: 208

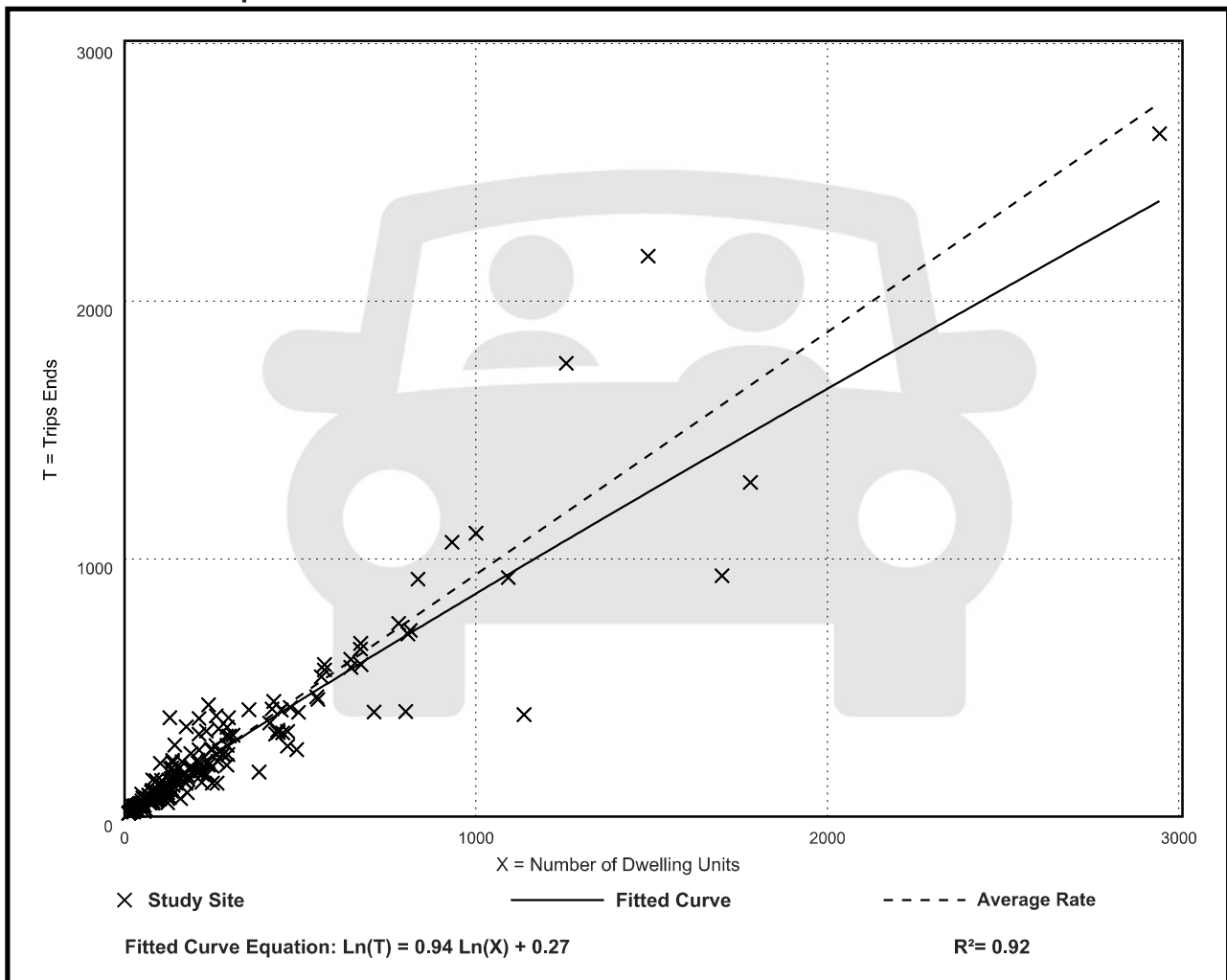
Avg. Num. of Dwelling Units: 248

Directional Distribution: 63% entering, 37% exiting

Vehicle Trip Generation per Dwelling Unit

Average Rate	Range of Rates	Standard Deviation
0.94	0.35 - 2.98	0.31

Data Plot and Equation



Land Use: 220

Multifamily Housing (Low-Rise)

Description

Low-rise multifamily housing includes apartments, townhouses, and condominiums located within the same building with at least three other dwelling units and that have two or three floors (levels). Various configurations fit this description, including walkup apartment, mansion apartment, and stacked townhouse.

- A walkup apartment typically is two or three floors in height with dwelling units that are accessed by a single or multiple entrances with stairways and hallways.
- A mansion apartment is a single structure that contains several apartments within what appears to be a single-family dwelling unit.
- A fourplex is a single two-story structure with two matching dwelling units on the ground and second floors. Access to the individual units is typically internal to the structure and provided through a central entry and stairway.
- A stacked townhouse is designed to match the external appearance of a townhouse. But, unlike a townhouse dwelling unit that only shares walls with an adjoining unit, the stacked townhouse units share both floors and walls. Access to the individual units is typically internal to the structure and provided through a central entry and stairway.

Multifamily housing (mid-rise) (Land Use 221), multifamily housing (high-rise) (Land Use 222), affordable housing (Land Use 223), and off-campus student apartment (low-rise) (Land Use 225) are related land uses.

Land Use Subcategory

Data are presented for two subcategories for this land use: (1) not close to rail transit and (2) close to rail transit. A site is considered close to rail transit if the walking distance between the residential site entrance and the closest rail transit station entrance is ½ mile or less.

Additional Data

For the three sites for which both the number of residents and the number of occupied dwelling units were available, there were an average of 2.72 residents per occupied dwelling unit.

For the two sites for which the numbers of both total dwelling units and occupied dwelling units were available, an average of 96.2 percent of the total dwelling units were occupied.

The technical appendices provide supporting information on time-of-day distributions for this land use. The appendices can be accessed through either the ITETripGen web app or the trip

generation resource page on the ITE website (<https://www.ite.org/technical-resources/topics/trip-and-parking-generation/>).

For the three sites for which data were provided for both occupied dwelling units and residents, there was an average of 2.72 residents per occupied dwelling unit.

It is expected that the number of bedrooms and number of residents are likely correlated to the trips generated by a residential site. To assist in future analysis, trip generation studies of all multifamily housing should attempt to obtain information on occupancy rate and on the mix of residential unit sizes (i.e., number of units by number of bedrooms at the site complex).

The sites were surveyed in the 1980s, the 1990s, the 2000s, the 2010s, and the 2020s in British Columbia (CAN), California, Delaware, Florida, Georgia, Illinois, Indiana, Maine, Maryland, Massachusetts, Minnesota, New Jersey, Ontario (CAN), Oregon, Pennsylvania, South Carolina, South Dakota, Tennessee, Texas, Utah, and Washington.

Source Numbers

188, 204, 237, 300, 305, 306, 320, 321, 357, 390, 412, 525, 530, 579, 583, 638, 864, 866, 896, 901, 903, 904, 936, 939, 944, 946, 947, 948, 963, 964, 966, 967, 1012, 1013, 1014, 1036, 1047, 1056, 1071, 1076

Multifamily Housing (Low-Rise) Not Close to Rail Transit (220)

Vehicle Trip Ends vs: Dwelling Units
On a: Weekday

Setting/Location: General Urban/Suburban

Number of Studies: 22

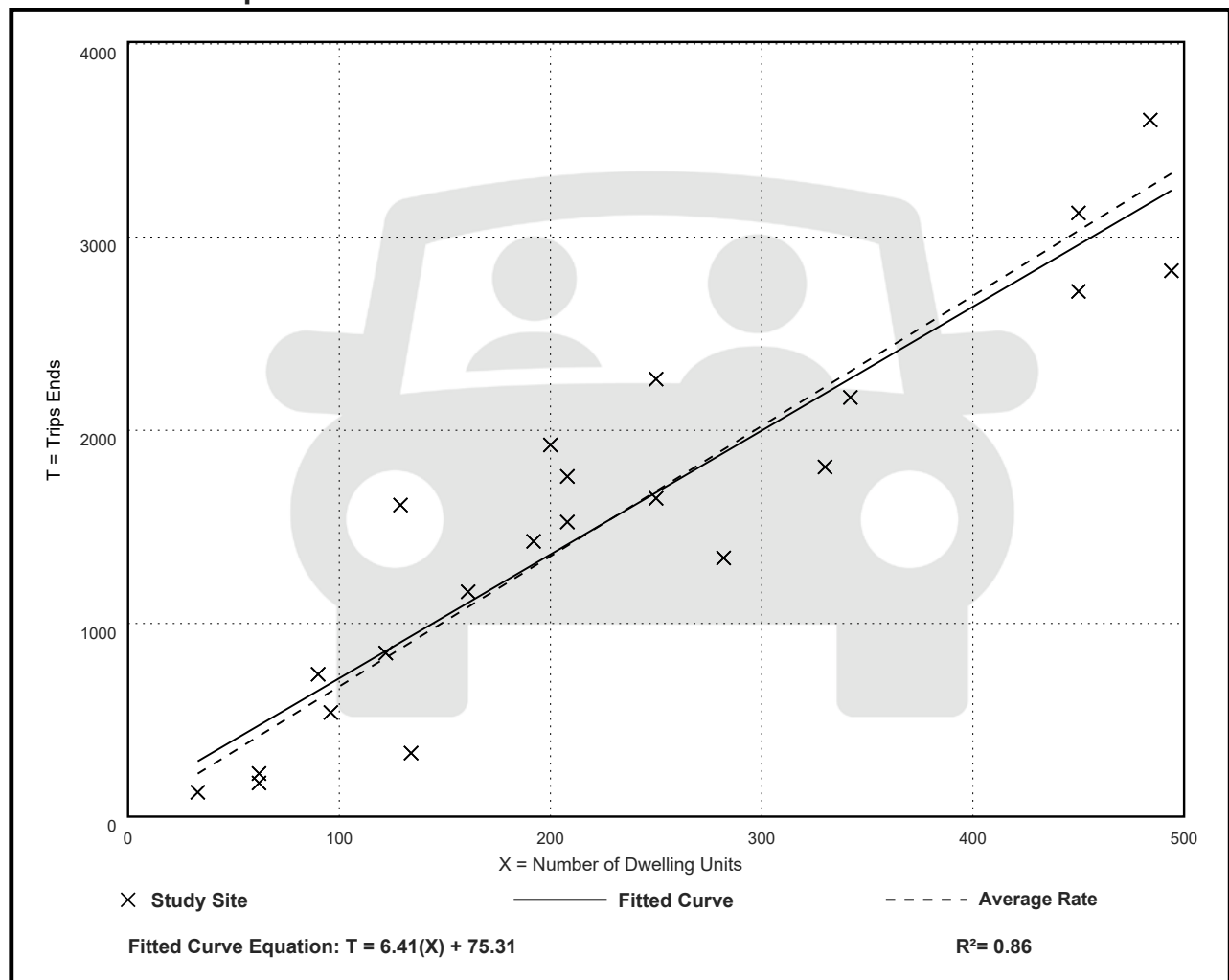
Avg. Num. of Dwelling Units: 229

Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per Dwelling Unit

Average Rate	Range of Rates	Standard Deviation
6.74	2.46 - 12.50	1.79

Data Plot and Equation



Multifamily Housing (Low-Rise) Not Close to Rail Transit (220)

Vehicle Trip Ends vs: Dwelling Units

On a: Weekday,

Peak Hour of Adjacent Street Traffic,

One Hour Between 7 and 9 a.m.

Setting/Location: General Urban/Suburban

Number of Studies: 49

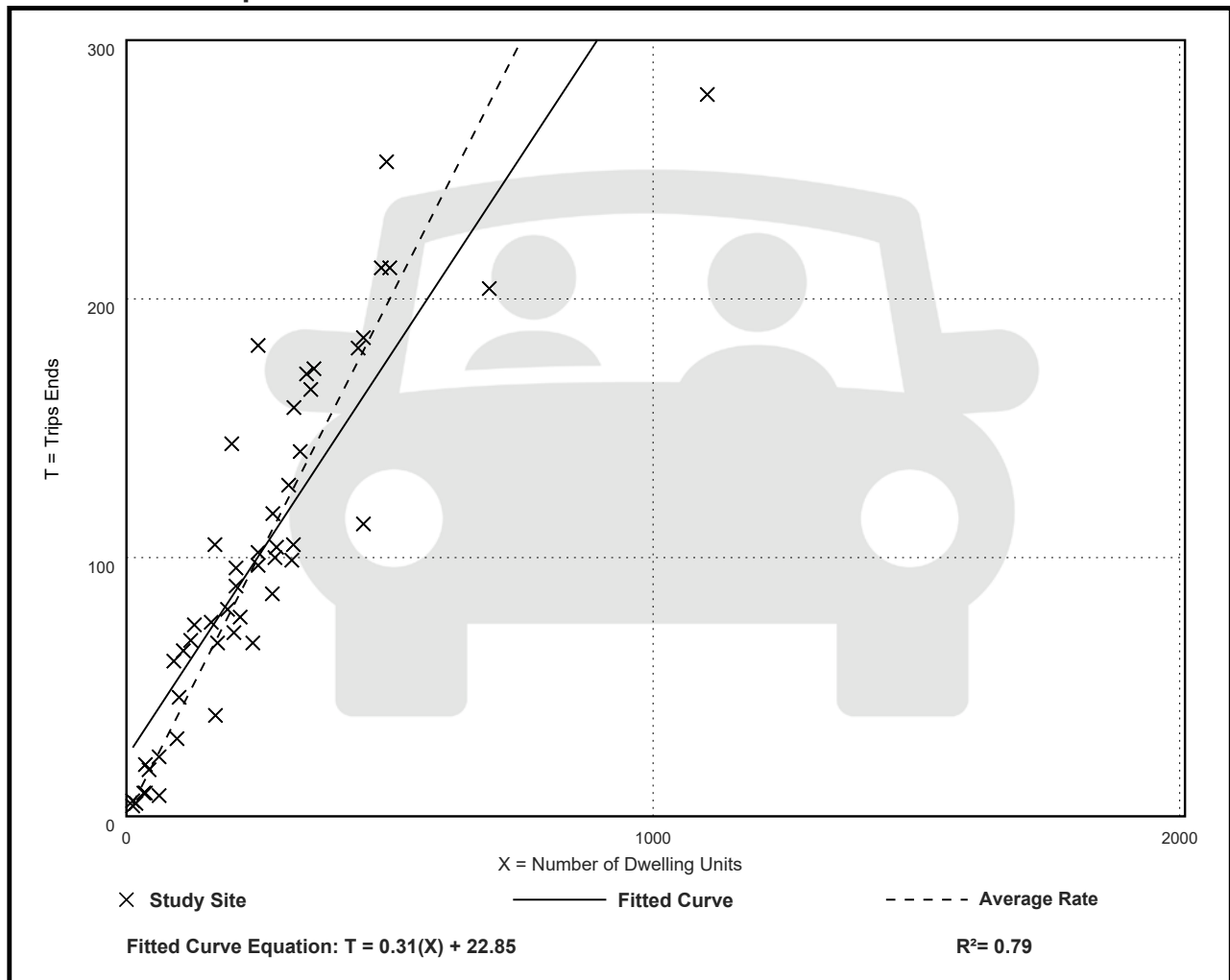
Avg. Num. of Dwelling Units: 249

Directional Distribution: 24% entering, 76% exiting

Vehicle Trip Generation per Dwelling Unit

Average Rate	Range of Rates	Standard Deviation
0.40	0.13 - 0.73	0.12

Data Plot and Equation



Multifamily Housing (Low-Rise) Not Close to Rail Transit (220)

Vehicle Trip Ends vs: Dwelling Units

On a: Weekday,

Peak Hour of Adjacent Street Traffic,

One Hour Between 4 and 6 p.m.

Setting/Location: General Urban/Suburban

Number of Studies: 59

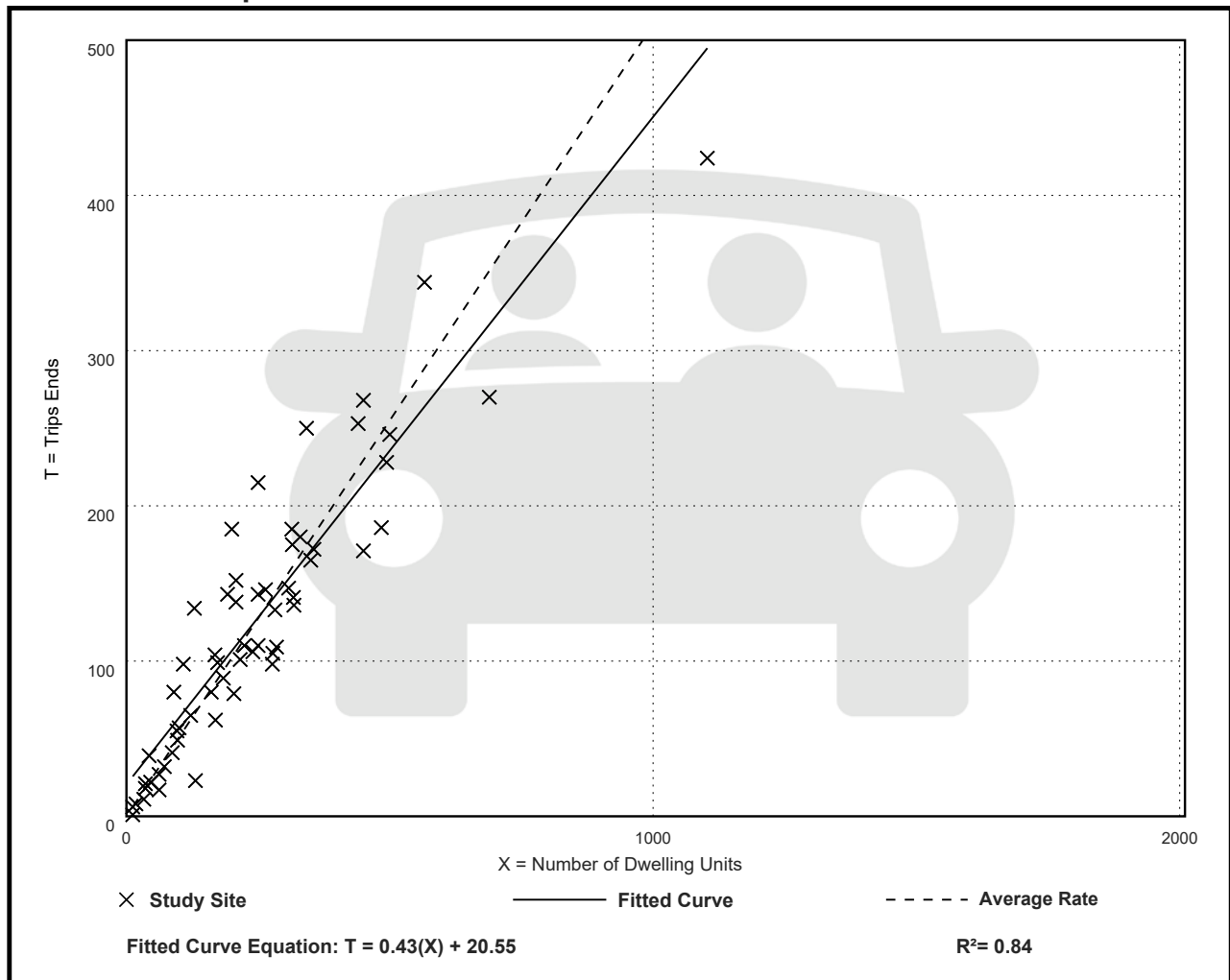
Avg. Num. of Dwelling Units: 241

Directional Distribution: 63% entering, 37% exiting

Vehicle Trip Generation per Dwelling Unit

Average Rate	Range of Rates	Standard Deviation
0.51	0.08 - 1.04	0.15

Data Plot and Equation



City of Ashland TIA Requirement

TIA (Transportation Impact Analysis) – All land use actions that either propose direct or indirect access to a State highway or a boulevard will need to provide the City of Ashland with the information outlined below. The governing jurisdiction will then inform ODOT of the intended land use action and provide pertinent review material. These guidelines are intended to ensure that developments do not negatively impact the operation and/or safety of the roadway.

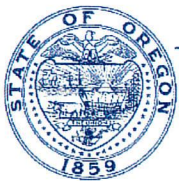
- A. Applicants must submit a preliminary site plan for review to the City of Ashland, prior to the pre-application conference. At a minimum, the site plan shall illustrate:
 - 1. The location of existing access point(s) on both sides of the road within 500 feet in each direction for Category 4 segments or 5 lane boulevards, and 300 feet for Category 5 segments and 3 lane arterials;
 - 2. Distances to neighboring constructed public access points, median openings, traffic signals, intersections, and other transportation features on both sides of the property (this should include the section of roadway between the nearest upstream and downstream collector);
 - 3. Number and direction of site access driveway lanes to be constructed, as well as an internal signing and striping plan;
 - 4. All planned transportation features on the State highway/boulevard (such as auxiliary lanes, signals, etc.);
 - 5. Trip generation data or appropriate traffic studies (See the following section for the state's traffic impact study requirement thresholds.);
 - 6. Parking and internal circulation plan;
 - 7. Plat map showing property lines, right of way, and ownership of abutting properties;
 - 8. A detailed description and justification of any requested access variances;
- B. Proposed land use actions, new developments, and/or redevelopment accessing a State highway/boulevard, directly or indirectly (via collector or local streets), will need to provide traffic impact studies to the respective local reviewing jurisdiction(s) and ODOT, if the proposed land use meets one or more of the following traffic impact study thresholds. A traffic impact study will not be required of a development that does not exceed the stated thresholds.
 - 1. **Trip Generation Threshold:** 50 newly generated vehicle trips (inbound and outbound) during the adjacent street peak hour;
 - 2. **Mitigation Threshold:** Installation of any traffic control device and/or construction of any geometric improvements that will affect the progression or operation of traffic traveling on, entering, or exiting the highway;
 - 3. **Heavy Vehicle Trip Generation Threshold:** 20 newly generated heavy vehicle trips (inbound and outbound) during the day;
 - 4. All traffic impact studies will need to be prepared by a registered professional engineer in accordance with ODOT's development review guidelines.

C. Traffic Impact Study Requirements

1. The following is a summary of the Oregon State Highway minimum requirements for a traffic report. ODOT views the following requirements as the minimum considerations to be dealt with by Professional Traffic Engineering Consultants in their analysis of traffic impacts resulting from new developments adjacent to State highways.
2. The analysis shall include alternates other than what the developer originally submits as a proposal for access to state highways, city streets, and county roads.
3. The analysis of alternate access proposals shall include:
 - (a) Existing daily and appropriate design peak hour counts by traffic movements, at intersections which would be affected by traffic generated by the development (use traffic flow diagrams).
 - (b) Projected daily and appropriate design peak hour volumes for these same intersections, and at the proposed access points after completion of the development. If the development is to be constructed in phases, projected traffic volumes at the completion of each phase should be determined.
 - (c) Trip Generation shall be calculated using the Institute of Transportation Engineers' manual "TRIP GENERATION 5th Edition" or other, more current, and/or applicable information.
 - (d) A determination of the need for a traffic signal based on warrants in the "Manual on Uniform Traffic Control Devices."
4. The recommendations made in the report should be specific and shall be based on a minimum level of service "D" when the development is in full service. As an example, if a traffic signal is recommended, the recommendations should include the type of traffic signal control and what movements should be signalized. If a storage lane for right turns or left turns is needed, the recommendations should include the amount of storage needed. If several intersections are involved for signalization, and an interconnect system is considered, specific analysis should be made concerning progression of traffic between intersections.
5. The internal circulation of parking lots must be analyzed to the extent that it can be determined whether the points of access will operate properly.
6. The report shall include an analysis of the impacts to neighboring driveway access points and adjacent streets affected by the proposed new development driveways.
7. The report should include a discussion of bike and pedestrian usage and the availability of mass transit to serve the development.

Karl Johnson, E.I.T.
Assistant Engineer
City of Ashland

20 East Main St
Ashland, OR 97520
p. (541) 488-5347
f. (541) 488-6006
e. johnsonk@ashland.or.us



Oregon

Kate Brown, Governor

Department of State Lands

775 Summer Street NE, Suite 100

Salem, OR 97301-1279

(503) 986-5200

FAX (503) 378-4844

www.oregon.gov/dsl

State Land Board

December 8, 2016

John and Glen Cooper
2478 Vineyard Road
Novato, CA 94947

Kate Brown
Governor

Re: WD #2016-0283 Wetland Delineation Report for Clay Street,
Jackson County; T 39S R 1E S 11 TL 1100;
City of Ashland Local Wetland Inventory W13

Jeanne P. Atkins
Secretary of State

Dear Mr. Cooper:

Ted Wheeler
State Treasurer

The Department of State Lands has reviewed the wetland delineation report prepared by K & C Environmental Services, Inc. for the site referenced above. Based upon the information presented in the report, and additional information submitted upon request, we concur with the wetland boundaries as mapped in revised Figure 5 of the report. Please replace all copies of the preliminary wetland map with this final Department-approved map.

Within the study area, two wetlands, totaling approximately 0.27 acres and a ditch were identified. The wetlands are subject to the permit requirements of the state Removal-Fill Law. Under current regulations, a state permit is required for cumulative fill or annual excavation of 50 cubic yards or more in the wetlands or below the ordinary high water line (OHWL) of a waterway (or the 2 year recurrence interval flood elevation if OHWL cannot be determined). The ditch is non jurisdictional per OAR 141-085-0515(9).

This concurrence is for purposes of the state Removal-Fill Law only. Federal or local permit requirements may apply as well. The Army Corps of Engineers will review the report and make a determination of jurisdiction for purposes of the Clean Water Act at the time that a permit application is submitted. We recommend that you attach a copy of this concurrence letter to both copies of any subsequent joint permit application to speed application review.

Please be advised that state law establishes a preference for avoidance of wetland impacts. Because measures to avoid and minimize wetland impacts may include reconfiguring parcel layout and size or development design, we recommend that you work with Department staff on appropriate site design before completing the city or county land use approval process.

This concurrence is based on information provided to the agency. The jurisdictional determination is valid for five years from the date of this letter unless new information necessitates a revision. Circumstances under which the Department may change a determination are found in OAR 141-090-0045 (available on our web site or upon

request). In addition, laws enacted by the legislature and/or rules adopted by the Department may result in a change in jurisdiction; individuals and applicants are subject to the regulations that are in effect at the time of the removal-fill activity or complete permit application. The applicant, landowner, or agent may submit a request for reconsideration of this determination in writing within six months of the date of this letter.

Thank you for having the site evaluated. Please phone me at 503-986-5246 if you have any questions.

Sincerely,



Chris Stevenson
Jurisdiction Coordinator

Approved by



Kathy Verble, CPSS
Aquatic Resource Specialist

Enclosures

cc: Steve Koskella, K & C Environmental Services, Inc.
City of Ashland Planning Department (Maps enclosed for updating LWI)
Omar Ortiz, Corps of Engineers
Bob Lobdell, DSL

Location

All data provided
by Jackson County.

- Legend**
- Stream — Roads
 - Creek
 - River
 - Study Area

0 0.5 1 2
Miles

April 26, 2016

Northwest Biological Consulting
Habitat Restoration,
Environmental Planning
CA Engineering Contractor
OR General Contractor
324 Terrace St., P.O. Box 671 nwbioiog.com
Ashland, OR 97520 Ph/Fax (541) 488-1061

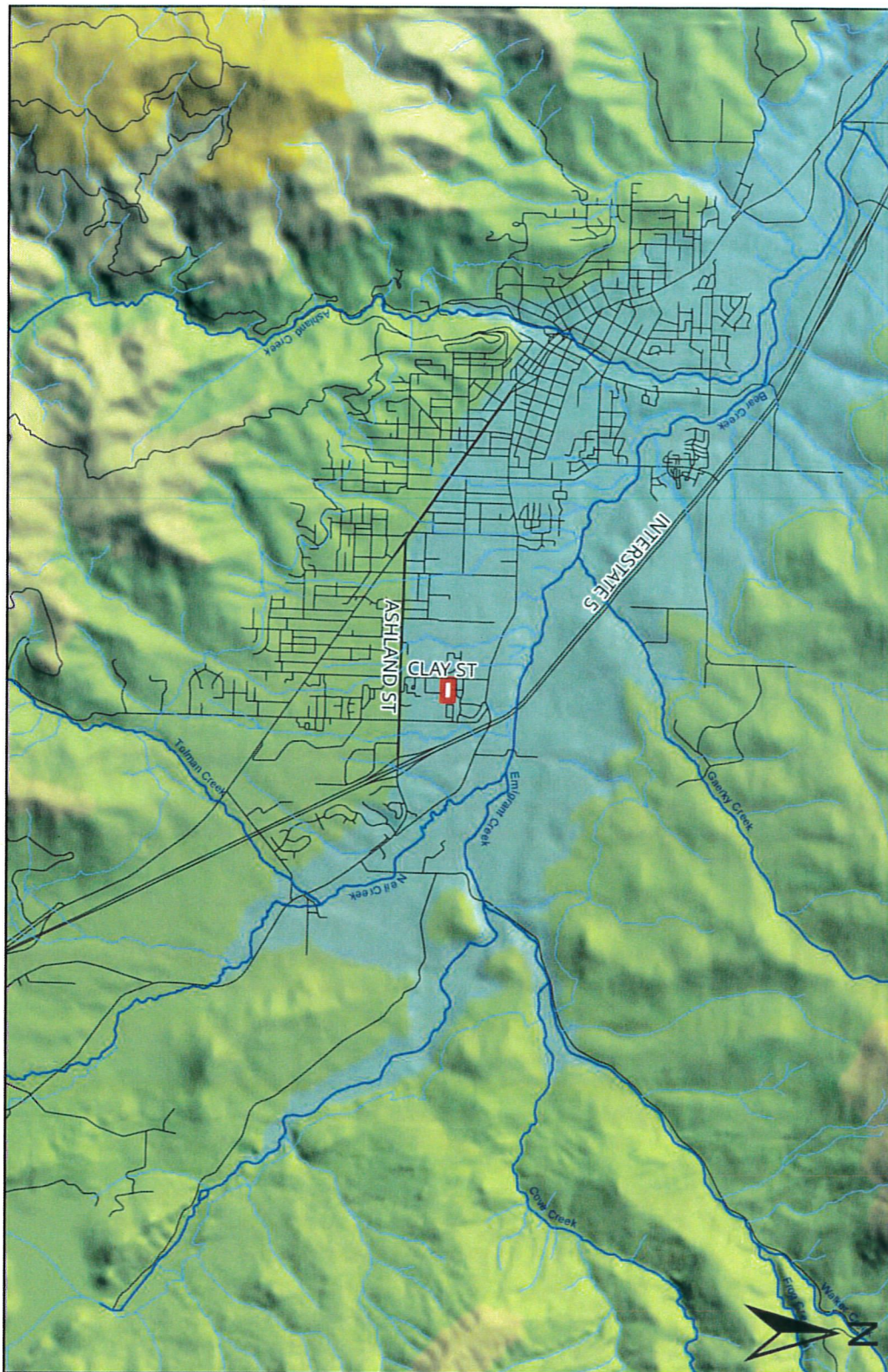


Figure 1



Wetland Delineation

July 3, 2016



Northwest Biological Consulting
Habitat Restoration,
Environmental Planning
CA Engineering Contractor
OR General Contractor
324 Terrace St. P.O. Box 671 nwbiolog.com
Ashland, OR 97520 Ph/Fax (541) 488-1061

Data plots, wetland boundary, and photo points, were mapped to submeter accuracy on the ground with a Trimble Geo XT GPS unit. All other data provided by Jackson County.

0 25 50 100 150 200 Feet



DSL WD # 2016-0283
Approval Issued 12-08-16
Approval Expires 12-08-21

Figure 5



Oregon

Tina Kotek, Governor

Department of State Lands

775 Summer Street NE, Suite 100

Salem, OR 97301-1279

(503) 986-5200

FAX (503) 378-4844

www.oregon.gov/dsl

April 10, 2023

State Land Board

K&C Bentella LLC
Attn: Ryan Csaftis
7184 Aviara Drive
Carlsbad, CA 92011

Tina Kotek
Governor

Re: WD # 2022-0352 **Approved**
Wetland Delineation Report for Clay Street
Jackson County; T39S R1E S11CB TL1100
Ashland Local Wetlands Inventory, Wetland W13

Shemia Fagan
Secretary of State

Tobias Read
State Treasurer

Dear Ryan Csaftis:

The Department of State Lands has reviewed the wetland delineation report prepared by K&C Environmental Services Inc., for the site referenced above. Based upon the information presented in the report, and additional information submitted upon request, we concur with the wetland boundaries as mapped in revised Figure 5 of the report. Please replace all copies of the preliminary wetland map with this final Department-approved map.

Within the study area, one wetland (Wetland, totaling approximately 0.0096 acres) and one ditch (Ditch) were identified. The wetland is subject to the permit requirements of the state Removal-Fill Law. Under current regulations, a state permit is required for cumulative fill or annual excavation of 50 cubic yards or more in wetlands or below the ordinary high-water line (OHWL) of the waterway (or the 2-year recurrence interval flood elevation if OHWL cannot be determined). The ditch is exempt per OAR 141-085-0515(8); therefore, it is not subject to these state permit requirements.

This concurrence is for purposes of the state Removal-Fill Law only. We recommend that you attach a copy of this concurrence letter to any subsequent state permit application to speed application review. Federal, other state agencies or local permit requirements may apply as well. The U.S. Army Corps of Engineers will determine jurisdiction under the Clean Water Act, which may require submittal of a complete Wetland Delineation Report.

Please be advised that state law establishes a preference for avoidance of wetland impacts. Because measures to avoid and minimize wetland impacts may include reconfiguring parcel layout and size or development design, we recommend that you work with Department staff on appropriate site design before completing the city or county land use approval process.

This concurrence is based on information provided to the agency. The jurisdictional determination is valid for five years from the date of this letter unless new information necessitates revision. Circumstances under which the Department may change a determination are found in OAR 141-090-0045 (available on our web site or upon request). In addition, laws enacted by the legislature and/or rules adopted by the Department may result in a change in jurisdiction; individuals and applicants are subject to the regulations that are in effect at the time of the removal-fill activity or complete permit application. The applicant, landowner, or agent may submit a request for reconsideration of this determination in writing within six months of the date of this letter.

Thank you for having the site evaluated. If you have any questions, please contact the Jurisdiction Coordinator for Jackson County, Matt Unitis, at (503) 986-5262.

Sincerely,

A handwritten signature in black ink, appearing to read "P. Ryan", with a stylized flourish at the end.

Peter Ryan, SPWS
Aquatic Resource Specialist

Enclosures

ec: Steve Koskella, K&C Environmental Services, Inc.
City of Ashland Planning Department (Maps enclosed for updating LWI)
Kirsten Hines, Corps of Engineers
Lauren Stebbins, PWS, DSL

A complete report and signed report cover form, along with [applicable review fee](#), are required before a report review timeline can be initiated by the Department of State Lands. All applicants will receive an emailed confirmation that includes the report's unique file number and other information.

Ways to submit report:

- ❖ Under 50MB - A single unlocked PDF can be emailed to: wetland.delineation@dsl.oregon.gov.
- ❖ 50MB or larger - A single unlocked PDF can be uploaded to [DSL's Box.com](#) website. After upload notify DSL by email at: wetland.delineation@dsl.oregon.gov.
- ❖ OR a hard copy of the unbound report and signed cover form can be mailed to: Oregon Department of State Lands, 775 Summer Street NE, Suite 100, Salem, OR 97301-1279.

Ways to pay review fee:

- ❖ By credit card on [DSL's epayment portal](#) after receiving the unique file number from DSL's emailed confirmation.
- ❖ By check payable to the Oregon Department of State Lands attached to the unbound mailed hardcopy OR attached to the complete signed cover form if report submitted electronically.

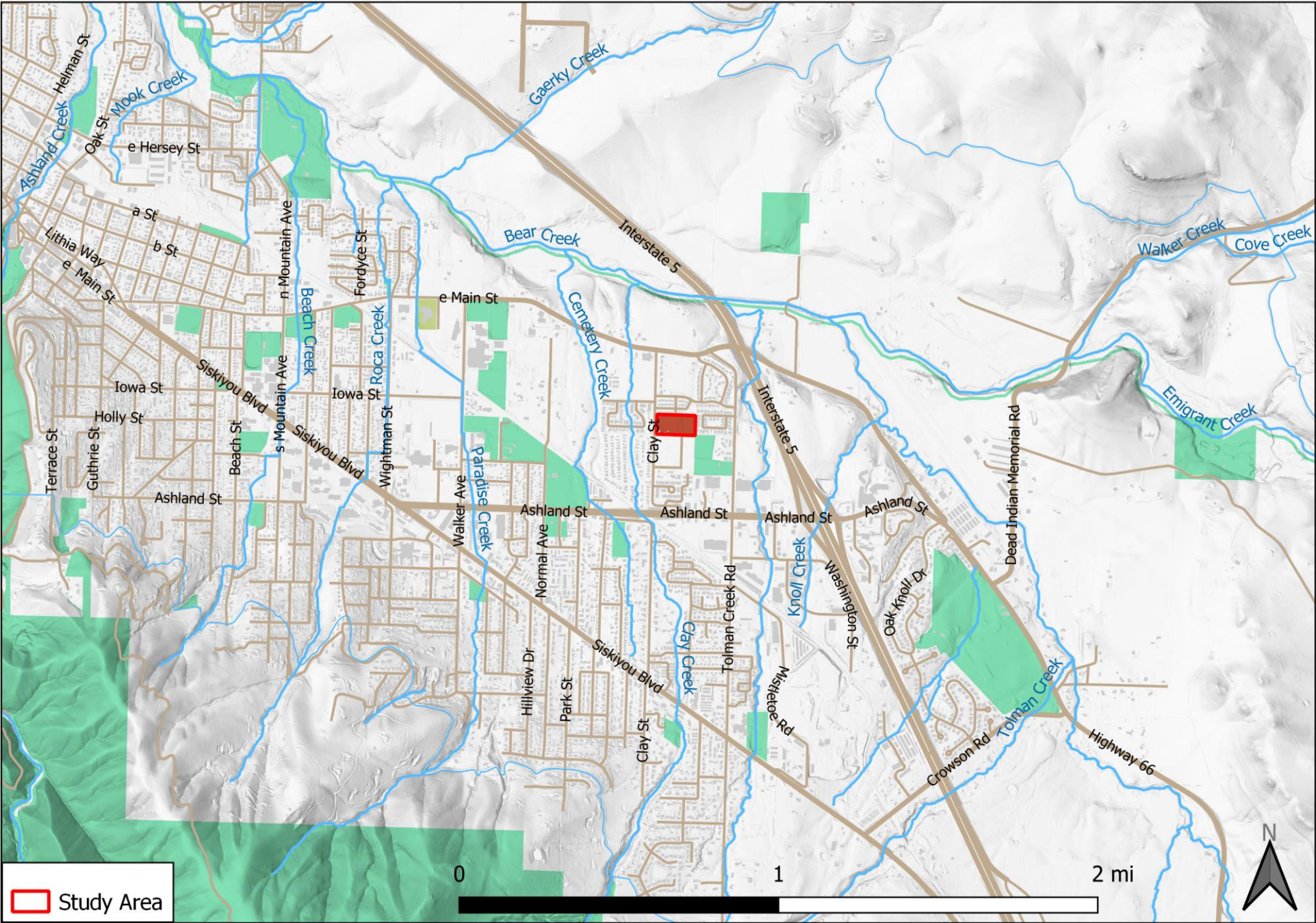
Contact and Authorization Information	
☒ Applicant ☐ Owner Name, Firm and Address: Bentella LLC 7184 Aviara Drive Carlsbad, CA 92011	Business phone # (760) 485-4185 Mobile phone # (optional) E-mail: ryan@palomarcoast.com
☐ Authorized Legal Agent, Name and Address (if different):	Business phone # Mobile phone # (optional) E-mail:
I either own the property described below or I have legal authority to allow access to the property. I authorize the Department to access the property for the purpose of confirming the information in the report, after prior notification to the primary contact.	
Typed/Printed Name: <u>Ryan Csaftis of Bentella LLC</u>	Signature: <u>[Signature]</u>
Date: _____	Special instructions regarding site access: _____
Project and Site Information	
Project Name: <u>Clay Street</u>	Latitude: 42 Deg. 11' 23" N Longitude: 122 Deg. 40' 31" W decimal degree - centroid of site or start & end points of linear project
Proposed Use: <u>Residential Development</u>	Tax Map #391E11CB Tax Lot(s) 391 E11CB 1100 Tax Map # Tax Lot(s)
Project Street Address (or other descriptive location): <u>300 Clay Street</u>	Township 39S Range R1E Section 11 QQ NW1/4 Use separate sheet for additional tax and location information
City: <u>Ashland</u> County: <u>Jackson</u>	Waterway: _____ River Mile: _____
Wetland Delineation Information	
Wetland Consultant Name, Firm and Address: K&C Environmental Services Inc. 215 Scenic Drive Ashland, OR 97520	Phone # Mobile phone # (if applicable) (541) 890-2438 E-mail: kcenviro4@gmail.com
The information and conclusions on this form and in the attached report are true and correct to the best of my knowledge.	
Consultant Signature: <u>[Signature]</u>	Date: <u>6/13/22</u>
Primary Contact for report review and site access is ☒ Consultant ☐ Applicant/Owner ☐ Authorized Agent	
Wetland/Waters Present? ☒ Yes ☐ No	Study Area size: 4.8 acres Total Wetland Acreage: 0.0096
Check Applicable Boxes Below	
☐ R-F permit application submitted	☐ Fee payment submitted \$ _____
☐ Mitigation bank site	☐ Resubmittal of rejected report (\$100)
☐ EFSC/ODOE Proj. Mgr: _____	☐ Request for Reissuance. See eligibility criteria. (no fee)
☐ Wetland restoration/enhancement project (not mitigation)	DSL # _____ Expiration date _____
☒ Previous delineation/application on parcel If known, previous DSL # <u>WD#2016-0283</u>	☒ LWI shows wetlands or waters on parcel Wetland ID code <u>PEMC</u> <u>W13</u>
For Office Use Only	
DSL Reviewer: <u>MU</u>	Fee Paid Date: <u>07 / 01 / 2022</u>
Date Delineation Received: <u>06 / 23 / 2022</u>	DSL WD # <u>2022-0352</u>
	DSL App.# _____

RECEIVED
JUL 01 2022
RECEIVED \$ 500.⁰⁰
DEPARTMENT OF STATE LANDS
CK#7751

Figure 1: Location

June 6, 2022

All data from Jackson County GIS.



Assessor map from Jackson County Property Data Online. Study area derived from tax lot polygon from Jackson County GIS.

Legend

 Study Area

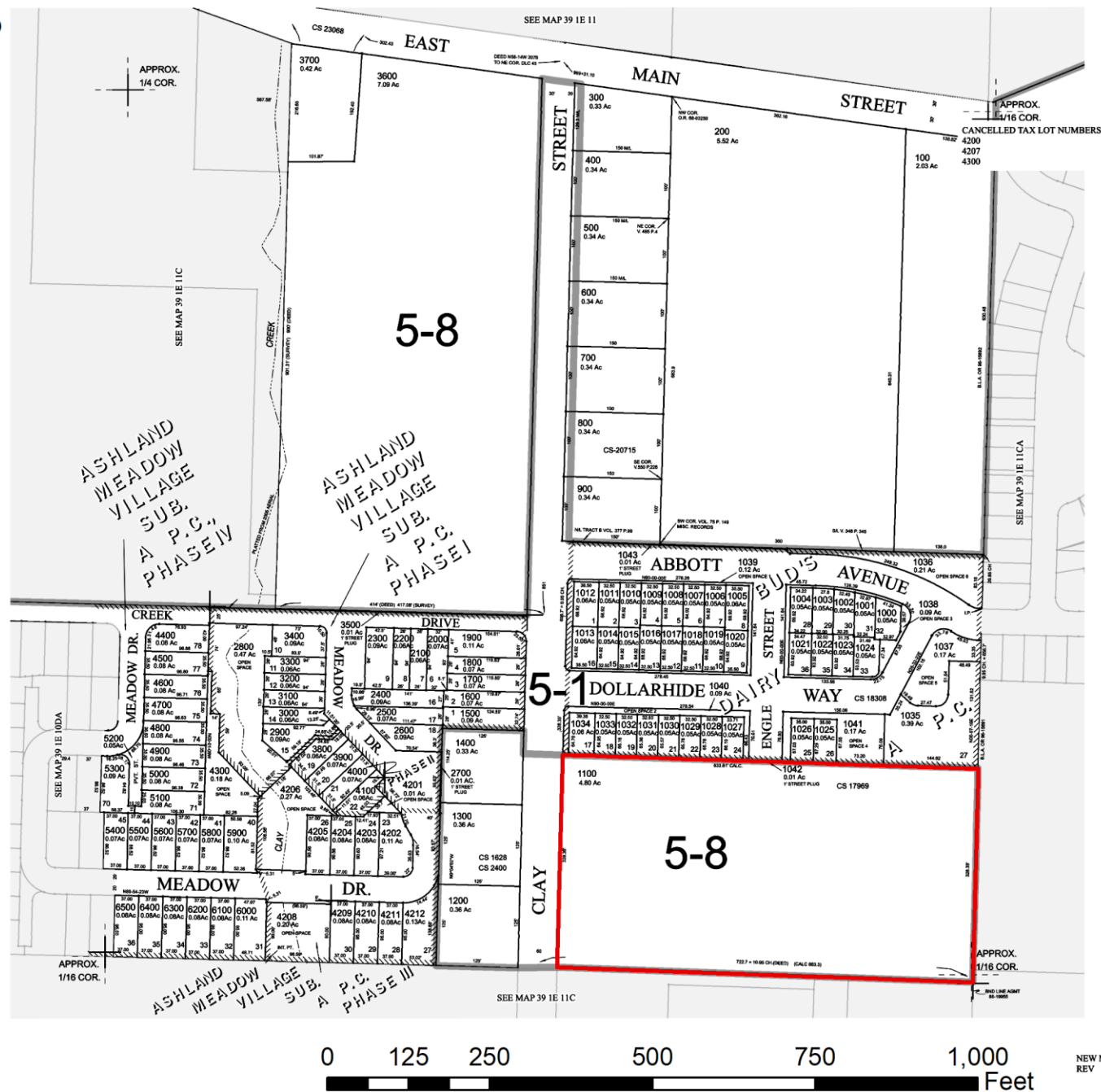
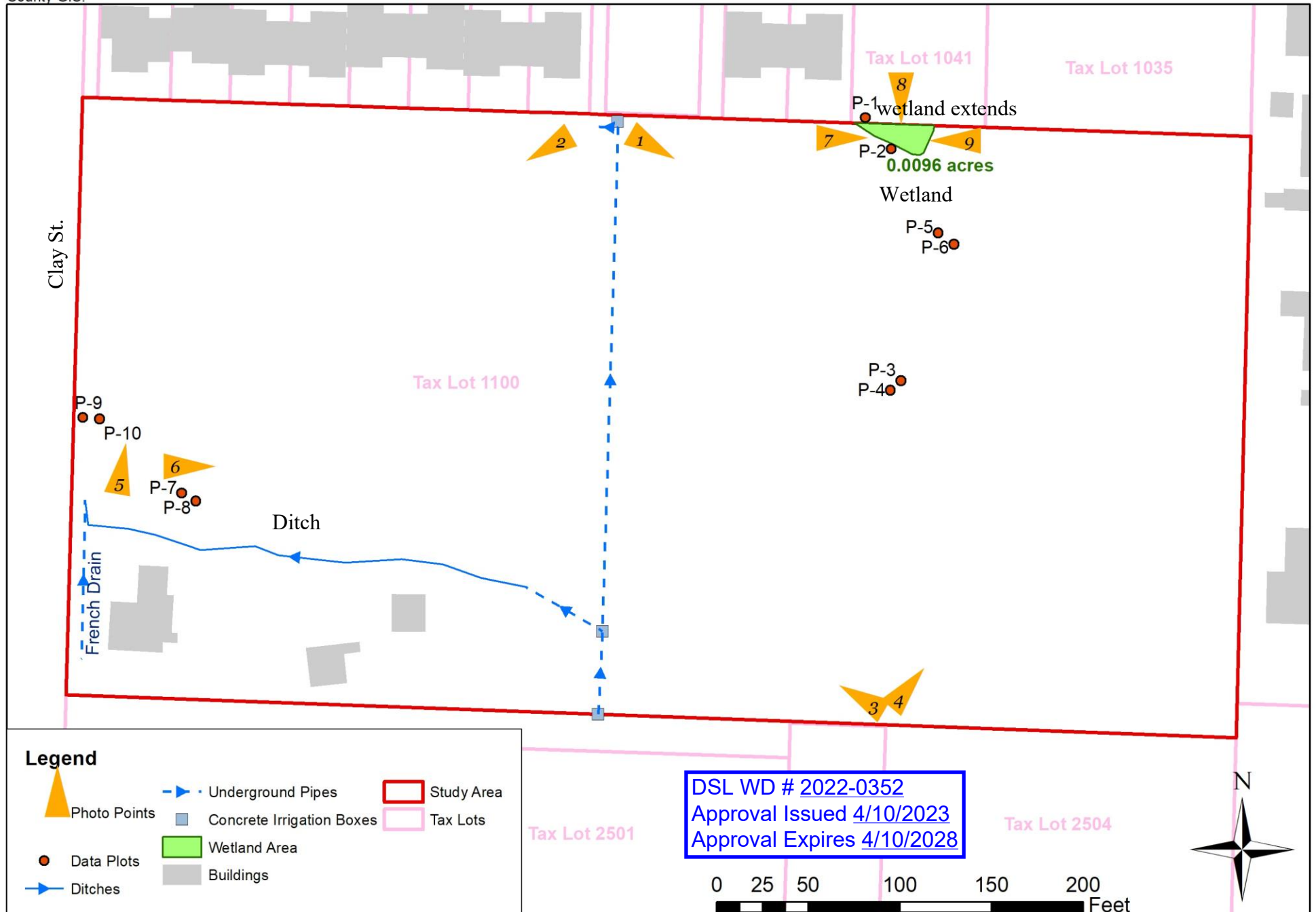


Figure 5: Wetland Delineation

June 12, 2022

Data plots and wetland boundary were mapped to submeter accuracy on the ground with a Trimble Geo XT GPS unit. Photo point locations estimated from air photo. All other data provided by Jackson County GIS.

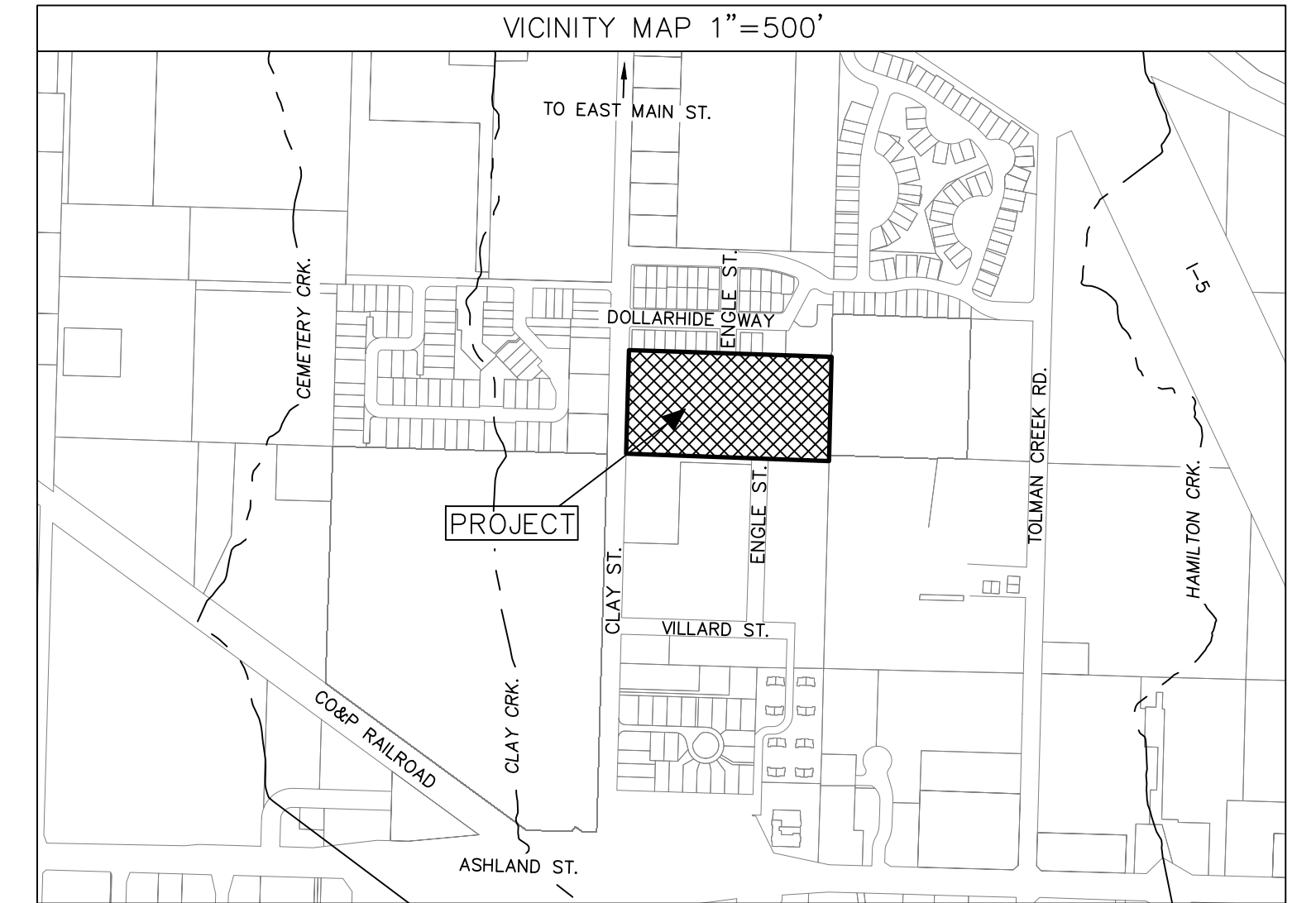
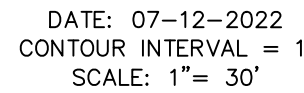


LOCATED IN THE SOUTHWEST QUARTER OF SECTION 11,
TOWNSHIP 39 SOUTH, RANGE 1 EAST,
WILLAMETTE MERIDIAN,
JACKSON COUNTY, OREGON

**FOR
BENTELLA LLC**

LOCATED IN THE SOUTHWEST QUARTER OF SECTION 11,
TOWNSHIP 39 SOUTH, RANGE 1 EAST,
WILLAMETTE MERIDIAN,
JACKSON COUNTY, OREGON

**FOR
BENTELLA LLC**



	COMM. PEDESTAL (CABLE, TELEPHONE)
	CURB INLET
	ELECTRIC BOX
	ELECTRIC JUNCTION/VAULT
	FIRE HYDRANT
	GAS METER
	MAIL BOX
	SEWER MANHOLE
	STORM DROP INLET
	STORM MANHOLE
	UTILITY POLE
	WATER METER
	WATER VALVE
— UGE —	UNDERGROUND ELECTRIC
— T —	UNDERGROUND COMMUNICATIONS
— SS —	UNDERGROUND SEWER
— SD —	UNDERGROUND STORM
— G —	UNDERGROUND GAS
— W —	UNDERGROUND WATER
(1102)	TREE (SEE TREE TABLE)
PUE	PUBLIC UTILITY EASEMENT
PPAE	PUBLIC PEDESTRIAN ACCESS EASE.
PSDE	PRIVATE STORM DRAINAGE EASEMENT
	CONCRETE SURFACE
	ASPHALT SURFACE

PROJECT NOTES:

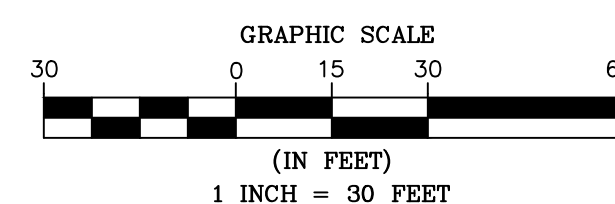
1. BASIS OF BEARING WAS DETERMINED BY RTK (REAL TIME KINEMATIC) GPS OBSERVATIONS ORIENTATED TO TRUE GEODETIC NORTH.
2. VERTICAL DATUM IS NGVD29(56) AND IS BASED ON CITY OF ASHLAND BENCHMARK "GPS PT. 509", A 2-1/2" BRASS CAP IN THE TOP OF CURB LOCATED IN THE SOUTHWEST QUADRANT OF THE INTERSECTION OF EAST MAIN ST. AND CLAY ST. HAVING A RECORD ELEVATION OF 1912.379'.
3. BOUNDARY LINES SHOWN REPRESENT A FULLY RESOLVED BOUNDARY.
4. UTILITIES SHOWN HEREON ARE FROM FIELD SURVEY TIES OF LOCATE POINT PER O.U.N.C. TICKET #21997967. NO UNDERGROUND LOCATES WERE MARKED ON THE SUBJECT PROPERTY. NO ATTEMPT WAS MADE TO LOCATE HIDDEN UTILITIES. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN CORRELATE WITH SUCH UTILITIES IN THE AREA. EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES. *NO LOCATE POINT FOUND FOR EXISTING CABLE/TELE PEDESTALS ALONG CLAY STREET*
5. EASEMENTS SHOWN ARE PER TITLE REPORTS PROVIDED BY THE CLIENT. NO OTHER EASEMENT RESEARCH WAS PERFORMED AND NO CLAIM IS MADE THAT ALL EASEMENTS OF RECORD ARE SHOWN HEREIN. THE PROPERTY SHOWN HEREIN MAY BE SUBJECT TO OTHER EASEMENTS AND RESTRICTION.
6. CONTOURS ARE 1' INTERVALS.

EASEMENTS SHOWN IN FIRST AMERICAN POLICY NO. 3901852
EFFECTIVE DATE APRIL 07, 2022.

- #9. THESE PREMISES ARE SITUATED IN THE TALENT IRRIGATION DISTRICT, AND SUBJECT TO THE LEVIES AND ASSESSMENTS THEREOF, WATER AND IRRIGATION DITCHES, EASEMENTS FOR DITCHES AND CANALS AND REGULATIONS CONCERNING THE SAME.
- #11. EASEMENT FOR ELECTRIC TRANSMISSION AND DISTRIBUTION LINES, AND RELATED MATTERS. VOL. 231, PG. 369 - BLANKET IN NATURE AND NOT LOCATABLE.
- #13. IRREVOCABLE CONSENT TO ANNEXATION TO THE CITY OF ASHLAND. INST. NO. 93-42568

TERRASURVEY, INC.
PROFESSIONAL LAND SURVEYORS
274 FOURTH STREET
ASHLAND, OREGON 97520

(541) 482-6474
terrain@bisp.net
JOB NO. 1635-22



SHEET 2 OF 2

Aaron Anderson

From: Amy Gunter <amygunter.planning@gmail.com>
Sent: Thursday, January 30, 2025 12:35 PM
To: Aaron Anderson
Subject: Re: 300 Clay - Tree removal
Attachments: Tree Removals.pdf; Pine Tree.jpg; Pine and Cottonwood Trees - Clay Street.jpg; Cottonwood Tree.jpg

[EXTERNAL SENDER]

Hi Aaron,
Sorry for the lack of detail on the trees.

There are four to be removed. One is an 18" Pine, one is a 14" apple, one is a multi-stemmed Cottonwood tree that is 10" X 3 and the other is an 18" X 5 Cottonwood.

Attached are three photos showing the Pine, one with the Pine and the multi-stemmed 10" X 3 Cottonwood, and the other showing the larger cottonwood.

All of the off-site trees are protected with fencing on the property lines.

Thank you,
Amy

Amy Gunter
Rogue Planning & Development Services
541-951-4020
www.rogueplanning.com

This communication, including any attachments hereto or links contained herein, is for the sole use of the intended recipient(s) and may contain confidential or legally protected information. If you are not the intended recipient, you are hereby notified that any review, disclosure, copying, dissemination, distribution, or use of this communication is prohibited. If you have received this communication in error, please notify the sender immediately by return e-mail message and delete the original and all copies of the communication, along with any attachments from your system.

While Rogue Planning and Development Services, LLC strives to make the information in all reports as timely and accurate as possible, Rogue Planning makes no claims, promises, or guarantees about the accuracy, completeness, or adequacy of the contents of this report, and expressly disclaims liability for errors and omissions in the contents of this report.

On Thu, Jan 30, 2025 at 11:32 AM Aaron Anderson <aaron.anderson@ashland.or.us> wrote:

Hi Amy,

Thanks for your time on the phone just now...

As we discussed the findings state:

There are three deciduous trees that have a DBH of 12-inches or more that are proposed for

removal and one tree conifer tree greater than 16 inches DBH. These trees are within the area of the public streets, the alley and within the building envelope area of the development area of the lots. The tree removal is necessitated by the construction of public streets, an alley and residential dwellings.

Can you please use the attached plan and indicate which of the trees on that plan correspond with the proposed removals.

I need to get this sent out to the Tree MAC today so that they can review it next week, so if you can get this back to me quickly I'd appreciate it.

Thank you!

Aaron Anderson CFM, Sr. Planner

Pronouns he, him



City of Ashland

Community Development

51 Winburn Way, Ashland, Oregon 97520

541.552.2052 | TTY 800.735.2900

aaron.anderson@ashland.or.us

Online ashland.or.us; social media (Facebook @CityOfAshlandOregon | Twitter @CityofAshland)

**ASHLAND PLANNING DEPARTMENT
STAFF REPORT**

Before the Planning Commission – February 11, 2025

PLANNING ACTION: PA-T3-2024-00010
OWNER: Bentella LLC
APPLICANT: Rogue Planning & Development Services

LOCATION: 300 Clay Street.
39-1E-11-CB Tax Lot 1100

ZONE DESIGNATION: County RR-5 (R-1-3.5 requested)
COMP. PLAN DESIGNATION: Suburban Residential

ORDINANCE REFERENCES:

18.2.4	General Regulations for Base Zones
18.2.5	Standards for Residential Zones
18.3.9	Performance Standards Overlay
18.3.11	Water Resources Protection Zones
18.4.5	Tree Preservation and Protection
18.5.1	General Review Procedures
18.5.3	Land Divisions & Property Line Adjustments
18.5.7	Tree Removal Permits
18.5.8	Annexations
18.5.9	Comp Plan, Zoning & LUO Amendments
18.6.1	Definitions

APPLICATION DATE: September 18, 2024
APPLICATION COMPLETE: December 20, 2024
DLCD NOTICE: January 6, 2025 *36 days in advance*
PUBLIC MEETING NOTICE: January 22, 2025 *20 days in advance*
MEETING DATE: February 11, 2025

120-DAY DEADLINE: (*Type III applications are not subject to 120-day limits)

PROPOSAL: A request for annexation and zone change for a 4.8-acre property, along with adjacent Right-of-Way (ROW), for the property located at 300 Clay Street. The application also includes a request for a 29-lot (37 dwelling unit) Outline Plan approval for a Performance Standards Option (PSO) subdivision, as well as a limited activities permit for public utilities within the Water Resource Protection Zone (WRPZ). Annexations require that at least 25% of the base density be affordable housing. In the present application there are eight affordable housing units proposed at 80% area median income (AMI) to meet this requirement.

I. Introduction

The proposed PSO subdivision includes a total of 25-lots for residential development, 21 of them are proposed for single family residential (SFR) development, four lots proposed with four-plex townhomes, and four additional lots to be dedicated as open space area. The SFR lots may be

developed with either Accessory Residential Units (ARU) or duplexes as required by House Bill 2001. The 16 dwellings in the fourplexes plus the 21 SFR lots sums to a proposed density of 37 dwelling units. Because the proposal is an annexation there is also a requirement for affordable housing which is discussed further below. The application also includes a request to remove four trees.

The Ashland Land Use Ordinance requires a two-step procedure for subdivisions for subdivisions greater than ten lots. This means that following this planning action an application for Final Plan Approval will still be required prior to review and approval of the final plat. The townhomes development is presented as a concept design and is not seeking Site Design Review at this time, and instead the application indicates that the Site Design Review will be applied for concurrently with the application for Final Plan approval.

1) Site Description

The subject property is Tax lot #1100 of Assessor Map 39-1E-11-CB and is addressed as 300 Clay Street. The subject property is 4.8 acres and gentle slopes to the north at approximately three percent slope. The property has 328 feet of frontage along Clay St. which is fully improved with curb, gutter, sidewalk and park row. Engle Street terminates on both the north and south side of the property.

The property is mostly vacant with the exception of a small residence that the County Assessor indicates was built in 1920. The residence is listed as 631 square feet and is indicated to be in poor condition. The application materials indicate that to the east of the home that there is also *“an 819 square foot shed, a small horse shelter, and a 208 square foot carport structure.”*

2) Natural Features

The application explains that the trees on the property consist of *“a 16-inch diameter at breast height (DBH) conifer tree directly adjacent to the southwest corner of the existing residence. A 16-inch DBH Cottonwood tree in the northwest corner of the property and grouping of willows including a 16-inch DBH, 15-inch DBH and 18-inch DBH willow tree.”* The application explains that *“The majority of trees are landscape trees on the adjacent properties. There is a row of Leyland Cypress along the east property line and shade trees in the yards of the properties to the north of the subject property.”*

The adopted Wetland Resource Protection Zone (WRPZ) maps indicate wetlands in two locations; however, the application materials include a wetland delineation, reviewed and approved by the Department of State Lands (DSL), which determined that the actual area of wetland is much smaller than on the City’s adopted WRPZ maps. The application notes that over the years as development has occurred more of the irrigation waters that used to be in open ditches have instead been rerouted to pipe and other storm drain infrastructure. This has caused a great reduction in water that has historically fed some of these wetlands and resulted in a reduction in their size over the years. In 2022 the most recent wetland delineation was performed and approved by the DSL. The map from the approved wetland delineation shows the extent of the wetland at the north of the subject property and indicates that the area of the wetland is 0.0096 acres or 418 square feet. The application materials propose a twenty-foot buffer around the identified wetland to be dedicated as an open space amenity.

II. Project Proposal – Annexation and Outline Plan Subdivision

1) Annexation

AMC 18.5.8.030 provides that: “*all annexations shall be processed under the Type III procedure.*” A type III planning action is a legislative decision by definition. Legislative requests are not subject to the 120-day review period under subsection 18.5.1.090.B (ORS 227.178). Type III actions are reviewed by the Planning Commission, which makes a recommendation to the City Council. The Council makes final decisions on legislative proposals through the enactment of an ordinance.

The approval criteria for annexation can be summarized as follows:

- A. That the annexed area is within the City’s Urban Growth Boundary (UGB).
- B. That the annexation proposal is consistent with the Comprehensive Plan designations.
- C. That the annexed area is contiguous with the city limits.
- D. That adequate City facilities are available as determined by Public Works.
- E. That adequate transportation can and will be provided to serve the annexed area.
- F. That the development of the annexed area will ultimately occur at a minimum density of 90 percent of the base density for the zone,
- G. The total number of affordable units shall be equal to or exceed 25 percent of the base density as calculated.
- H. This is a provision to allow certain properties to annex even if their development is not consistent with the Comprehensive Plan. *(Not applicable in the present case as the application is consistent with the Comprehensive Plan.)*
- I. Exceptions and Variances to the Annexation Approval Criteria and Standards

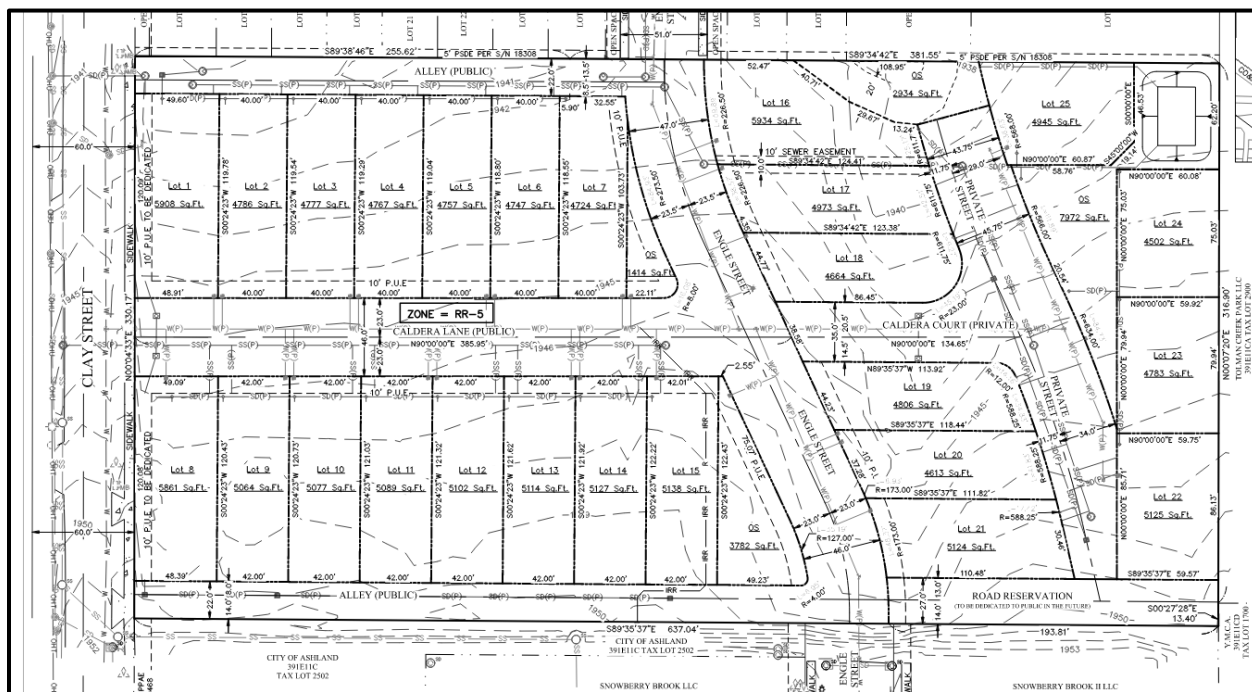
The property is both within the UGB and contiguous with the city limits as shown in the City geographic information system (GIS) and shown below.



The UGB runs along East Main Street which is 0.2 miles to the north demonstrating that the property is within the UGB. The subject property is immediately adjacent to City Limits to the north, south and east as shown above. This satisfies the first and third approval criteria.

The second criteria of approval for annexation are that the “*proposal is consistent with the Comprehensive Plan designations.*” As mentioned above, the comprehensive plan designation of the property is suburban residential, and the property does not yet have an assigned zone. The application requests a zone change to R-1-3.5 which would be appropriate for the comprehensive plan designation of suburban residential. AMC 18.3.9.050 which provides the residential density for a PSO subdivision. For the R-1-3.5 zone it specifies a residential density of 7.2 dwelling unit per acre. The Comprehensive Plan requires that a proposal in this zone to develop with at least 90% of the base density ($4.8 \times 7.2 = 34.56 \times 0.9 \sim 31$ dwelling units).

The present proposal leverages affordable housing density bonus, discussed further below, to exceed the base density for a total of 37 dwellings. Based on the allowed bonus findings can be made that the proposed density of residential development, including the proposed affordable housing, is consistent with the Comprehensive Plan Designation. Staff conclude that based on the proposed number of dwellings, the size of the property, and the requested zoning, that findings can be made that this approval criterion will be met.



The fourth approval criterion for annexation is that “*Adequate City facilities as determined by the Public Works Department.*” The property is served by all city utilities. Clay Street contains an eight-inch water main, eight-inch sewer main, and an 18” storm water main. Engle has eight-inch water mains at both the north and south of the property as well as an eight-inch sewer main and a ten-inch sewer main at the north stub of Engle Street. Due to the nature of gravity systems and the topography of the site no sewer or storm is needed on the southern stub of Engle Street. The Public Works Department has confirmed that there are no concerns regarding the capacity of any

City facilities. Staff conclude that based on the proposed facilities that findings can be made that this approval criterion will be met.

The fifth approval criterion for annexation is that *“Adequate transportation can and will be provided to serve the annexed area.”* The application material includes a trip generation assessment and Transportation Planning Rule (TPR) findings prepared by Southern Oregon Transportation and Engineering. These materials detail the expected trip generation of the proposed development and show that the proposed development is below the requirements for a complete Traffic Impact Analysis (TIA) as the development is expected to only generate 30 weekday peak hour trips where the threshold for a TIA is 50 newly generated vehicle trips. The proposed development includes the creation of new local neighborhood roads connecting Engle Street, as well as a new neighborhood street connecting to Clay Street. All proposed public facilities are proposed to be constructed to City of Ashland Standards. Staff conclude that based on the proposed facilities as well as the engineering memo that findings can be made that this approval criterion will be met.

The sixth approval criteria for annexation is *“That the development of the annexed area will ultimately occur at a minimum density of 90 percent of the base density for the zone.”* As was discussed above 90% of the base density for the property is 31 units ($4.8 \times 7.2 = 34.56 \times 0.9 \sim 31$). The present proposal leverages affordable housing density bonus to exceed the base density for a total of 37 dwellings. Staff notes that 37 exceeds 31 and conclude that findings can be made that this approval criterion is met.

The seventh approval criteria for annexation is that *“The total number of affordable units shall be equal to or exceed 25 percent of the base density as calculated.”* AMC 18.5.8.050.G.1 provides that “The base density of the annexed area for the purpose of calculating the total number of affordable units in this section shall exclude any unbuildable area including wetlands. Additionally, AMC 18.5.8.050.G.7 provides that “The total number of affordable units described in this subsection shall be determined by rounding up fractional answers to the nearest whole unit. As discussed above the wetland delineation determined that the area of the wetland is 0.12 acres. Therefore, for the purpose of calculating the total number of affordable units we calculate the density excluding the wetland area, as follows: $4.8 \text{ acres} - 0.012 \text{ acres} = 4.788 \text{ acres} \times 7.2 \text{ dwelling units per acer} = 34.47 \text{ dwelling units} \times 0.25 = 8.6 \sim 9 \text{ affordable dwelling units}$.

The application materials propose eight units targeted to households earning 80% area median income (AMI) or less. Affordable units at 80% AMI units have an ‘equivalent value’ of 1.25. To determine how many 80% AMI units are required to meet the calculated number of affordable units you take the calculated value, in this case nine dwelling units, and divide by 1.25 which is the ‘equivalent value’ for units restricted to 80% AMI. The quotient provides the number of 80% AMI units required to meet that value which is then rounded up ($9 \text{ affordable units} / 1.25 \text{ the } 80\% \text{ equivalent value} = 7.2 \sim 8$). Therefore, a total of eight 80% AMI units satisfies the nine affordable units required. Staff conclude that findings can be made that this approval criterion will be met.

The eighth approval criterion for annexation is a provision to allow properties to annex even if their development is not consistent with the Comprehensive Plan in particular circumstances. The criterion requires at least one of five standards to be met. The first of these is that *“The*

annexation proposal shall meet the requirements of subsection 18.5.8.050.B, above.” * The citation to AMC 18.5.8.050.B is actually the second approval criterion. As discussed above, the second approval criterion provides that the *“proposal is consistent with the Comprehensive Plan designations.”* Since the second criterion of approval was satisfied above then it follows that this eighth approval criterion is also satisfied.

The ninth and final approval criterion for annexation relates to requested exceptions. The present application includes no requests for exceptions or variances and can be found to be satisfied.

Finally, the Land Use Ordinance requires that *“the applicant for the annexation shall also declare which procedure under ORS chapter 222 the applicant proposes that the Council use, and supply evidence that the approval through this procedure is likely”* (AMC 18.5.8.070). The application states that the annexation procedure outlined in ORS 222.125 should be utilized for the annexation and goes on to say that *“This procedure allows for annexation without the need for an election when all landowners in the proposed territory, as well as a majority of the electors, consent in writing. The applicant is the sole owner and can provide written consent within the annexation territory.”* Based on the fact that there is a single property being proposed to annex Staff conclude that findings can be made that this standard is met.

2) Performance Standards Option (PSO) Subdivision – Outline Plan Approval

The Purpose of the Performance Standards Option is set out at AMC 18.3.9.010 and states that *“The purpose of this chapter is to allow an option for more flexible design than is permissible under the conventional zoning codes. The design should stress energy efficiency, architectural creativity, and innovation; use the natural features of the landscape to their greatest advantage; provide a quality of life equal to or greater than that provided in developments built under the standard zoning codes; be aesthetically pleasing; provide for more efficient land use; and reduce the impact of development on the natural environment and neighborhood.”* The property is not within the PSO overlay however the code provides at AMC 18.3.9.030.D four situations where the use of the Performance standard are allowed. The first of these is that the property is greater than 2 acres and also greater than 200’ in average width. The subject property meets both of these requirements to utilize the PSO standards outside of the overlay.

The proposal includes twenty-one lots for single family homes, and four lots in the east of the subdivision that will be each developed with fourplex townhomes. There is a private street that extends into the development to provide rear-loaded access to six of the single-family lots as well as private parking for the town homes. There are also four lots providing open space one of

* The other four options are for the situations where the annexation would be allowed even if the development is not consistent with the Comprehensive plan:

2. A current or probable danger to public health exists within the proposed area for annexation due to lack of full City sanitary sewer or water services in accordance with the criteria in ORS chapter 222 or successor state statute.
3. Existing development in the proposed area for annexation has inadequate water or sanitary sewer service, or the service will become inadequate within one year.
4. The proposed area for annexation has existing City water or sanitary sewer service extended, connected, and in use, and a signed consent to annexation agreement has been filed and accepted by the City.
5. The proposed area for annexation is an island surrounded by lands within the City limits.

which includes the delineated wetland and another for storm water retention. The proposed subdivision Site Plan is shown below:



The approval criteria for outline plan include eight items which are summarized as follows:

- 1) The development meets all applicable ordinance requirements of the city.
- 2) Adequate key City facilities can be provided including water, sewer, paved access.
- 3) The natural features, such as wetlands and large trees, are included in unbuildable areas.
- 4) The development of the land will not prevent adjacent land from being developed.
- 5) There are adequate provisions for the maintenance of common open space.
- 6) The proposed density meets the base and bonus density standards.
- 7) The development complies with the street standards.
- 8) The proposed development meets the common open space standards.

Next, we briefly address each of the approval criteria, and any needed conditions of approval to demonstrate compliance with the applicable standards.

The first approval criterion is that “*the development meets all applicable ordinance requirements of the city.*” This is an all-encompassing criterion that allows the Planning Commission to make findings that it has considered which City Ordinances are applicable and how the requirements of them have been met.

The application materials explain that the proposal utilizes the Performance Standards Option Chapter 18.3.9, and that the development demonstrates compliance with the standards from AMC 18.3.9.050 – 18.3.9.070. The Staff notes that as a Performance Standards Options proposal, the application is not required to meet the minimum lot size, lot width, lot depth or setback standards of part 18.2.

First, we address AMC 18.3.9.050 which provides for residential density for a PSO subdivision. As discussed above, for the R-1-3.5 zone is a density of 7.2 dwelling unit per acre. As discussed further below in the sixth approval criterion, this section also provides the details for Density Bonus Point Calculations and provides that *“a maximum bonus of 35 percent is allowed. Developments shall receive a density bonus of two units for each affordable housing unit provided.”* The base density for the zone is 34.56 . The proposed 37 dwellings utilize only 3 of the available bonus units.

Next, AMC 18.3.9.060 provides the requirements for the provision of on-street parking which requires one parking space per lot, with the exception that *“the total number of on-street spaces required should not surpass the available street frontage.”* The proposed site plans show a total of 21 parking spaces along one side of both streets throughout the subdivision.

Finally, AMC 18.3.9.070 provides for the setback standards for a PSO subdivision. The Code requires that *“Setbacks along the perimeter of the development shall have the same setbacks as required in the parent zone.”* Staff notes that Clay Street is the ‘front yard’ frontage for the parent parcel, as such a fifteen foot setback along Clay Street is required, which is what is shown in the applicants site plan. For the PSO Solar Setback the section invokes the standards at AMC 18.4.8. which requires that *“land divisions which create new lots shall be designed to permit the location of a 21-foot high structure with a setback which does not exceed 50 percent of the lot's north-south lot dimension”* when taking into account the slope of the property. Based on the slope of the property and the equations in the code this requires a North-South dimension of at least 71.9-feet. Lots #1 through #15 all have a N/S dimension of over 100-feet meeting this requirement. Lots #16 through #21, due to their orientation, do not meet this standard and instead have a N/S dimension of roughly 40-feet, and multi-family lots #24 and #25 also fail to meet this standard.

The code provides that *“If the applicant chooses not to design a lot so that it meets the standards set forth in subsection A, above, a solar envelope shall be used to define the height requirements that will protect the applicable solar access standard.”* In the present application the applicant proposes what has historically been referred to as the ‘Mill Pond standard’ and states that *“the request would be to allow a five-foot shadow up the adjacent south wall of the structure to the north.”* and suggests that this will allow for the construction of two-story homes on these lots. A condition of approval invoking the ‘Mill Pond standard’ has been included below, but staff has reservations that it will enable two story construction on these lots. Staff believe that the multi-family fourplexes and two-story construction on lots #17-#21 may require solar variances to enable two story construction. Because lots #16 and #25 are adjacent to the perimeter of the property they will either need to meet Solar Standard A or secure a solar variance from the property to the north.

The applicant has provided findings addressing each of the approval criteria in detail, and by their reference are incorporated herein as if set out in full. With the application materials fully considered staff concluded that findings can be made that all applicable ordinance requirements have been met and that the first criterion of approval has been met.

The second approval criterion is that *“adequate key City facilities can be provided including water, sewer, paved access.”* As discussed in the fourth approval criteria for annexation above the property is served by all city utilities. Clay Street contains an eight-inch water main, eight-inch

sewer main, and an 18” storm water main. Engle has eight-inch water mains at both the north and south of the property as well as an eight-inch sewer main and a ten-inch sewer main at the north stub of Engle Street. Due to the nature of gravity systems and the topography of the site no sewer or storm is needed on the southern stub of Engle Street. The Public Works Department has confirmed that there are no concerns regarding the capacity of any City facilities. Staff conclude that, based on the proposed facilities, that findings can be made that this approval criterion will be met.

The third approval criterion is that *“the natural features, such as wetlands and large trees, are included in unbuildable areas.”* The primary natural features on the site are a delineated wetland that was discussed above and several trees. The map from the approved wetland delineation shows the extent of the wetland at the north of the subject property and indicates that the area of the wetland is 0.0096 acres or 418 square feet. The application materials propose a twenty-foot buffer around the identified wetland to be dedicated as an open space amenity. In addition to the wetland there are a number of significant tree on the property including: *“a 16-inch diameter at breast height (DBH) conifer tree directly adjacent to the southwest corner of the existing residence. A 16-inch DBH Cottonwood tree in the northwest corner of the property and grouping of willows including a 16-inch DBH, 15-inch DBH and 18-inch DBH willow tree nears the north property line, east of Engle Street intersection into the property.”* Four of these trees are proposed for removal as they are in conflict with the proposed street right-of-way (ROW) and building envelopes. When considering the wetland delineation and the open space being dedicated for its protection Staff conclude that, based on the proposed facilities, that findings can be made that this approval criterion will be met.

The fourth approval criterion is that *“the development of the land will not prevent adjacent land from being developed.”* The subject property is surrounded by lands that are fully developed. To the north is Bud’s Dairy Subdivision, to the south is the Snowberrybrook development, and to the east is a manufactured home park. The western side of the project fronts Clay Street. Based on the above Staff conclude that findings can be made that this approval criterion is met

The fifth approval criterion is that *“there are adequate provisions for the maintenance of common open space.”* The application states that *“With the Final Plan application, the subdivision Homeowners Association formation documents and Covenants, Conditions & Restrictions will be provided. The CC&Rs will provide details regarding the maintenance of the open spaces, common areas, wetlands area and buffer maintenance and management within the subdivision.”* A condition of approval has been included below that will require the applicant to provide CC&R’s for review that include sufficient maintenance for the private drive and all common area amenities. The CC&Rs shall also address fence standards adjacent to open space. Staff conclude that with the creation of the HOA with binding CC&R’s findings can be made that this approval criterion has been met.

The sixth approval criterion is that *“the proposed density meets the base and bonus density standards.”* As discussed in the second approval criteria for annexation the application requests a zone change from the county zone to R-1-3.5. As discussed above, the base density for the zone is 34.56 ($4.8 \times 7.2 = 34.56$). AMC 18.3.9.050.B.3 provides a density bonus of two units for each affordable housing unit provided up to maximum bonus of 35-percent, this would allow for up to an additional 12 units over the based density. The proposed 37 dwellings utilize only 3 of the

available bonus units for calculated bonus of 8.7%, which is well below the 35 percent available. Staff conclude that the proposed 37 dwellings are within the allowed base and bonus density standards and that findings can be made that this approval criterion will be met.

The seventh approval criterion is that *“the development complies with the street standards.”* The application includes detailed civil engineering plans including street cross sections showing a 47’ ROW, 22’ paved width including seven-foot planter strip and five-foot sidewalk which meets the standards shown in Figure 18.4.6.040.G.4.b. ‘Neighborhood Street, Parking One Side.’ There are however two locations on the preliminary plat and civil site plans that show only 46’ feet of proposed ROW dedication. A condition of approval is included below that will require the revised civil plans at Final Plan approval to indicate 47’ of ROW dedication. Staff conclude that with the condition of approval added below that this approval criterion will be met.

The eighth and final approval criterion is that *“the proposed development meets the common open space standards.”* The proposed subdivision includes four open space areas totaling 16,102 square feet. The requirement for minimum open space for a PSO subdivision is five percent of total lot area for developments with a base density of 10 units or more. The subject property is 209,088 square feet in size, five percent of that is 10,454. Based on the above the applicant is providing a total of 7.7% in open space which exceeds the required minimum. Staff conclude that findings can be made that this approval criterion is met

3) Limited Activities And Uses in the WRPZ

As explained above the property has locally identified wetlands from the City’s Local Wetland Inventory (LWI). Since that time there have been two separate wetland delineations performed by qualified environmental specialists. The first was conducted in 2015 and was approved by the Department of State Lands (DSL), however wetland delineations expire after five years. Because the 2015 delineation expired an additional delineation was conducted and approved by the DSL in 4/10/2023 (see DSL WD# 2022-0352). The application states that based on the area of the wetland, the wetland is not a Significant Wetland, but a small, 418.76 square foot (.0096 acre) wetland area, as such they propose a twenty-foot buffer around this 419 square foot area.

Among the listed “limited activities and uses” that are allowed in the WRPZ area is the Installation of public and private storm water treatment facilities. The application states that *“The proposed stormwater lateral dispersal trench is a permitted use within the Water Resource Protection Zone. The utility is outside of the wetland area and is proposed at the outer edge of the 20-foot wetland buffer zone.”*, and that *“The areas of disturbance will be reseeded with a native grass mix that is appropriate for planting in the wetland buffer zone.”* The application suggests that the installation of the storm water dispersal may in fact actually help preserve the wetland while so many wetlands are starved from their natural water sources.

4) Site Design Concept

Attached townhome style housing requires Site Design Review. In the present application no Site Design Review approval is being requested, instead the Site Design Review will be conducted concurrently with the second step of the PSO subdivision which is Final Plan Approval. For this reason, we do not dwell on the details of the four proposed four-plex buildings other than to remark that this is consistent with the proposed density.

5) Tree Removal

The application includes a request to remove four trees. The application describes the removals as follows: *“There are three deciduous trees that have a DBH of 12-inches or more that are proposed for removal and one tree conifer tree greater than 16 inches DBH. These trees are within the area of the public streets, the alley and within the building envelope area of the development area of the lots. The tree removal is necessitated by the construction of public streets, an alley and residential dwellings.”* (Applicant findings p. 46).

To approval the removal of a non-hazard tree it needs to be shown that “The tree is proposed for removal in order to permit the application to be consistent with other applicable Land Use Ordinance requirements and standards.” When considering the location of these trees being within the proposed street dedication and building envelopes, the proposed removals are, in staffs view, found to meet the standards. Pursuant to AMC 18.5.7.040.B.2.e the applicant will be required to mitigate for the removal of each tree. In review of the preliminary landscape plan, it is demonstrated that the number of trees to be planted far exceeds the four that are required to mitigate these proposed removals.

The application will be reviewed by the Tree Management Advisory Committee at their February 6th meeting, and their findings will be presented at the hearing before the Planning Commission.

6) Public Input

Notice was posted at the property frontage, as well at the end of each street stub, and mailed to all properties of record within 200’ of the subject property on January 22, 2025. At the time of this writing no formal public comment has been received.

III. Procedural – Approval Criteria

1) Annexation

AMC 18.5.8.050 provides the approval criteria and standards for annexation:

An application for an annexation may be approved if the proposal meets the applicable criteria in subsections [A](#) through [H](#) below. The approval authority may, in approving the application, impose conditions of approval consistent with the applicable criteria and standards, and grant exceptions and variances to the criteria and standards in this section in accordance with subsection [I](#).

- A. The annexed area is within the City’s Urban Growth Boundary.
- B. The annexation proposal is consistent with the Comprehensive Plan designations applicable to the annexed area, including any applicable adopted neighborhood, master, or area plan, and is an allowed use within the proposed zoning.
- C. The annexed area is contiguous with the City limits.
- D. Adequate City facilities for the provision of water to the annexed area as determined by the Public Works Department; the transport of sewage from the annexed area to an approved waste water treatment facility as determined by the Public Works Department; the provision of electricity to the annexed area as determined by the Electric Department; urban storm drainage as determined by the Public Works Department can

and will be provided from the annexed area. Unless the City has declared a moratorium based upon a shortage of water, sewer, or electricity, it is recognized that adequate capacity exists system-wide for these facilities. All required public facility improvements shall be constructed and installed in accordance with subsection [18.4.6.030.A](#).

E. Adequate transportation can and will be provided to serve the annexed area. For the purposes of this section, “adequate transportation” for annexations consists of vehicular, bicycle, pedestrian, and transit transportation meeting the following standards:

1. For vehicular transportation a minimum 22-foot-wide paved access exists, or can and will be constructed, providing access to the annexed area from the nearest fully improved collector or arterial street. All streets bordering on the annexed area shall be improved, at a minimum, to an applicable City half-street standard. The approval authority may, after assessing the impact of the development, require the full improvement of streets bordering on the annexed area. All streets located within annexed areas shall be fully improved to City standards unless exception criteria apply. Where future street dedications are indicated on the Street Dedication Map or required by the City, provisions shall be made for the dedication and improvement of these streets and included with the application for annexation.
2. For bicycle transportation, safe and accessible bicycle facilities according to the safety analysis and standards of the governing jurisdiction of the facility or street (e.g., City of Ashland, Jackson County, Oregon Department of Transportation) exist, or can and will be constructed. Should the annexed area border an arterial street, bike lanes shall be constructed along the arterial street frontage of the annexed area. Likely bicycle destinations within a quarter of a mile from the annexed area shall be determined and the approval authority may require the construction of bicycle lanes or multiuse paths connecting the annexed area to the likely bicycle destinations after assessing the impact of the development proposed concurrently with the annexation.
3. For pedestrian transportation, safe and accessible pedestrian facilities according to the safety analysis and standards of the governing jurisdiction of the facility or street (e.g., City of Ashland, Jackson County, Oregon Department of Transportation) exist, or can and will be constructed. Full sidewalk improvements shall be provided on one side of all streets bordering on the proposed annexed area. Sidewalks shall be provided as required by ordinance on all streets within the annexed area. Where the annexed area is within a quarter of a mile of an existing sidewalk system or a location with demonstrated significant pedestrian activity, the approval authority may require sidewalks, walkways or multiuse paths to be constructed and connect to either or both the existing system and locations with significant pedestrian activity.
4. For transit transportation, should transit service be available to the annexed area, or be likely to be extended to the annexed area in the future based on information from the local public transit provider, the approval authority may require construction of transit facilities, such as bus shelters and bus turnout lanes.
5. Timing of Transportation Improvements. All required transportation improvements shall be constructed and installed in accordance with subsection [18.4.6.030.A](#).

F. For all residential annexations, a plan shall be provided demonstrating that the development of the annexed area will ultimately occur at a minimum density of 90 percent of the base density for the zone, unless reductions in the total number of units are necessary to accommodate significant natural features, topography, access limitations, or similar physical constraints. The owner or owners of the annexed area shall sign an agreement, to be recorded with the County Clerk after approval of the annexation, ensuring that future development will occur in accord with the minimum density indicated in the development plan. For purposes of computing maximum density, portions of the annexed area containing unbuildable lots, parcels, or portions of the annexed area such as existing streets and associated rights-of-way, railroad facilities and property, wetlands, floodplain corridor lands, slopes greater than 35 percent, or land area dedicated as a public park, shall not be included.

G. Except as provided in subsection [18.5.8.050.G.7](#), below, annexations with a density or potential density of four residential units or greater and involving residential zoned lands, or commercial, employment or industrial lands with a Residential Overlay (R-Overlay) shall meet the following requirements:

1. The total number of affordable units provided to qualifying buyers, or to qualifying renters, shall be equal to or exceed 25 percent of the base density as calculated using the unit equivalency values set forth herein. The base density of the annexed area for the purpose of calculating the total number of affordable units in this section shall exclude any unbuildable lots, parcels, or portions of the annexed area such as existing streets and associated rights-of-way, railroad facilities and property, wetlands, floodplain corridor lands, water resource areas, slopes greater than 35 percent, or land area dedicated as a public park.

- a. Ownership units restricted to households earning at or below 120 percent of the area median income shall have an equivalency value of 0.75 unit.

- b. Ownership units restricted to households earning at or below 100 percent of the area median income shall have an equivalency value of 1.0 unit.

- c. Ownership or rental units restricted to households earning at or below 80 percent of the area median income shall have an equivalency value of 1.25 unit.

2. As an alternative to providing affordable units per section [18.5.8.050.G.1](#), above, the applicant may provide title to a sufficient amount of buildable land for development complying with subsection [18.5.8.050.G.1.b](#), above, through transfer to a non-profit (IRC 501(3)(c)) affordable housing developer or public corporation created under ORS [456.055](#) to [456.235](#).

- a. The land to be transferred shall be located within the project meeting the standards set forth in sections [18.5.8.050.G.5](#) and [18.5.8.050.G.6](#).

- b. All needed public facilities shall be extended to the area or areas proposed for transfer.

- c. Prior to commencement of the project, title to the land shall be transferred to the City, an affordable housing developer which must either be a unit of government, a non-profit 501(c)(3) organization, or a public corporation created under ORS [456.055](#) to [456.235](#).

- d. The land to be transferred shall be deed restricted to comply with Ashland's affordable housing program requirements.
 - e. Transfer of title of buildable land in accordance with this subsection shall exempt the project from the development schedule requirements set forth in subsection [18.5.8.050.G.4](#).
- 3. The affordable units shall be comparable in bedroom mix with the market rate units in the development.
 - a. The number of bedrooms per dwelling unit in the affordable units within the residential development shall be in equal proportion to the number of bedrooms per dwelling unit in the market rate units within the residential development. This provision is not intended to require the same floor area in affordable units as compared to market rate units. The minimum square footage of each affordable unit shall comply with the minimum required floor area based as set forth in Table [18.5.8.050.G.3](#), or as established by the U.S. Department of Housing and Urban Development (HUD) for dwelling units developed under the HOME program.
- 4. A development schedule shall be provided that demonstrates that the affordable housing units per subsection [18.5.8.050.G](#) shall be developed, and made available for occupancy, as follows:
 - a. That 50 percent of the affordable units shall have been issued building permits prior to issuance of a certificate of occupancy for the last of the first 50 percent of the market rate units.
 - b. Prior to issuance of a building permit for the final ten percent of the market rate units, the final 50 percent of the affordable units shall have been issued certificates of occupancy.
- 5. That affordable housing units shall be constructed using comparable building materials and include equivalent amenities as the market rate units.
 - a. The exterior appearance of the affordable units in any residential development shall be visually compatible with the market rate units in the development. External building materials and finishes shall be substantially the same in type and quality for affordable units as for market rate units.
 - b. Affordable units may differ from market rate units with regard to floor area, interior finishes and materials, and housing type; provided, that the affordable housing units are provided with comparable features to the market rate units, and shall have generally comparable improvements related to energy efficiency, including plumbing, insulation, windows, appliances, and heating and cooling systems.
- 6. Exceptions to the requirements of subsections [18.5.8.050.G.2](#) through [18.5.8.050.G.5](#), above, may be approved by the City Council upon consideration of one or more of the following:
 - a. That an alternative land dedication as proposed would accomplish additional benefits for the City, consistent with the purposes of this chapter, than would development meeting the on-site dedication requirement of subsection [18.5.8.050.G.2](#).

b. That the alternative phasing proposal not meeting subsection [18.5.8.050.G.4](#) provided by the applicant provides adequate assurance that the affordable housing units will be provided in a timely fashion.

c. That the materials and amenities applied to the affordable units within the development, that are not equivalent to the market rate units per subsection [18.5.8.050.G.5](#), are necessary due to local, state, or federal affordable housing standards or financing limitations.

7. The total number of affordable units described in this subsection shall be determined by rounding up fractional answers to the nearest whole unit. A deed restriction or similar legal instrument shall be used to guarantee compliance with affordable criteria for a period of not less than 60 years for units qualified as affordable rental housing, or 30 years for units qualified as affordable for-purchase housing.

H. One or more of the following standards are met:

1. The annexation proposal shall meet the requirements of subsection [18.5.8.050.B](#), above.

2. A current or probable danger to public health exists within the proposed area for annexation due to lack of full City sanitary sewer or water services in accordance with the criteria in ORS chapter [222](#) or successor state statute.

3. Existing development in the proposed area for annexation has inadequate water or sanitary sewer service, or the service will become inadequate within one year.

4. The proposed area for annexation has existing City water or sanitary sewer service extended, connected, and in use, and a signed consent to annexation agreement has been filed and accepted by the City.

5. The proposed area for annexation is an island surrounded by lands within the City limits.

I. Exceptions and Variances to the Annexation Approval Criteria and Standards. The approval authority may approve exceptions to and variances from the approval criteria and standards in this section using the criteria in section [18.4.6.020.B.1](#), Exceptions to the Street Design Standards, or chapter [18.5.5](#), Variances.

2) Outline Plan

AMC 18.3.9.040.A.3 provides the approval criteria and standards for Outline Plan approval.

3. Approval Criteria for Outline Plan. The Planning Commission shall approve the outline plan when it finds all of the following criteria have been met:

a. The development meets all applicable ordinance requirements of the City.

b. Adequate key City facilities can be provided including water, sewer, paved access to and through the development, electricity, urban storm drainage, police and fire protection, and adequate transportation; and that the development will not cause a City facility to operate beyond capacity.

c. The existing and natural features of the land; such as wetlands, floodplain corridors, ponds, large trees, rock outcroppings, etc., have been identified in the plan of the

development and significant features have been included in the common open space, common areas, and unbuildable areas.

d. The development of the land will not prevent adjacent land from being developed for the uses shown in the Comprehensive Plan.

e. There are adequate provisions for the maintenance of common open space and common areas, if required or provided, and that if developments are done in phases that the early phases have the same or higher ratio of amenities as proposed in the entire project.

f. The proposed density meets the base and bonus density standards established under this chapter.

g. The development complies with the street standards.

h. The proposed development meets the common open space standards established under section [18.4.4.070](#). Common open space requirements may be satisfied by public open space in accordance with section [18.4.4.070](#) if approved by the City of Ashland.

3) Water Resource Protection Zone (WRPZ)

AMC 18.3.11.060.D provides the approval criteria and standards for a WRPZ Limited Activities and Uses Permit.

D. Limited Activities and Uses Permit. All limited activities and uses described in section 18.3.11.060 shall be subject to a Type I procedure in section 18.5.1.050. An application for a limited activities and uses permit shall be approved if the proposal meets all of the following criteria:

1. All activities shall be located as far away from streams and wetlands as practicable, designed to minimize intrusion into the Water Resource Protection Zone and disturb as little of the surface area of the Water Resource Protection Zone as practicable.
2. The proposed activity shall be designed, located and constructed to minimize excavation, grading, area of impervious surfaces, loss of native vegetation, erosion, and other adverse impacts on water resources.
3. On stream beds or banks within the bank-full stage, in wetlands, and on slopes of 25 percent or greater in a Water Resource Protection Zone, excavation, grading, installation of impervious surfaces, and removal of native vegetation shall be avoided except where no practicable alternative exists, or where necessary to construct public facilities or to ensure slope stability.
4. Water, storm drain, and sewer systems shall be designed, located and constructed to avoid exposure to floodwaters, and to avoid accidental discharges to streams and wetlands.
5. Stream channel repair and enhancement, riparian habitat restoration and enhancement, and wetland restoration and enhancement will be restored through the implementation of a mitigation plan prepared in accordance with the standards and requirements in section 18.3.11.110, Mitigation Requirements.
6. Long-term conservation, management and maintenance of the Water Resource Protection Zone shall be ensured through preparation and recordation of a management plan as described in subsection 18.3.11.110.C, except a management plan is not required for residentially zoned lots occupied only by a single-family dwelling and accessory structures.

4) Tree Removal

AMC 18.5.7.040.B.2 provides the approval criteria and standards for a Tree Removal Permit for a non-hazardous tree.

2. Tree That is Not a Hazard. A Tree Removal Permit for a tree that is not a hazard shall be granted if the approval authority finds that the application meets all of the following criteria, or can be made to conform through the imposition of conditions.

- a. The tree is proposed for removal in order to permit the application to be consistent with other applicable Land Use Ordinance requirements and standards, including but not limited to applicable Site Development and Design Standards in part 18.4 and Physical and Environmental Constraints in part 18.3.10.
- b. Removal of the tree will not have a significant negative impact on erosion, soil stability, flow of surface waters, protection of adjacent trees, or existing windbreaks.
- c. Removal of the tree will not have a significant negative impact on the tree densities, sizes, canopies, and species diversity within 200 feet of the subject property. The City shall grant an exception to this criterion when alternatives to the tree removal have been considered and no reasonable alternative exists to allow the property to be used as permitted in the zone.
- d. Nothing in this section shall require that the residential density to be reduced below the permitted density allowed by the zone. In making this determination, the City may consider alternative site plans or placement of structures of alternate landscaping designs that would lessen the impact on trees, so long as the alternatives continue to comply with the other provisions of this ordinance.
- e. The City shall require the applicant to mitigate for the removal of each tree granted approval pursuant to section 18.5.7.050. Such mitigation requirements shall be a condition of approval of the permit.

IV. Conclusion and Recommendations

Staff recommend that the Planning Commission recommend to the city council approval the annexation and Outline Plan for the subdivision. If the Planning Commission recommends approval of the application, staff recommends including the following conditions of approval below:

- 1) That all proposals of the applicant shall be conditions of approval unless otherwise specifically modified herein.
- 2) That the applicant apply for final plan approval pursuant to AMC 18.3.9.040.B within 18 months of this outline plan approval. The application for Final Plan approval will be required to include the following:
 - a. That the revised civil and site plans that are to be submitted with Final Plan approval indicate 47' of ROW for both Engle and Street and Caldera Lane.
 - b. Provide CC&R's for review that include sufficient maintenance for the private drive and all common area amenities.
 - c. That pursuant to AMC 13.24.010.C that the applicant shall consult with the Public Works Director for approval of the proposed street name of Calera Lane.

- 3) That permits shall be obtained from the Ashland Public Works Department prior to any additional work in the public right of way.
- 4) That a final survey plat shall be submitted within 12 months of Final Plan approval and approved by the City of Ashland within 18 months of this approval. Prior to submittal of the final subdivision survey plat for signature:
 - a. All easements including but not limited to public and private utilities, public pedestrian and public bicycle access, drainage, irrigation, and fire apparatus access shall be indicated on the final subdivision plat submittal for review by the Planning, Engineering, Building and Fire Departments.
 - b. Subdivision infrastructure improvements including but not limited to utilities, driveways, streets and common area improvements shall be completed according to approved plans, inspected and approved.
 - c. Electric services shall be installed underground to serve all lots, inspected and approved. The final electric service plan shall be reviewed and approved by the Ashland Electric, Building, Planning and Engineering Divisions prior to installation.
 - d. That the sanitary sewer laterals and water services including connection with meters at the street shall be installed to serve all lots within the applicable phase, inspected and approved.
- 5) That a final Fire Prevention and Control Plan addressing the General Fuel Modification Area requirements in AMC 18.3.10.100.A.2 of the Ashland Land Use Ordinance shall be provided prior to bringing combustible materials onto the property, and any new landscaping proposed shall comply with these standards and shall not include plants listed on the Prohibited Flammable Plant List per Resolution 2018-028.
- 6) That the building permit submittals shall include the following:
 - a. Identification of all easements, including but not limited to any public and private utility easements, mutual access easements, and fire apparatus access easements.
 - b. For Lots #1-16 & 25 Solar setback calculations demonstrating that all units comply with Solar Setback Standard A in the formula $[(\text{Height} - 6) / (0.445 + \text{Slope}) = \text{Required Solar Setback}]$ and elevations or cross section drawings clearly identifying the highest shadow producing point(s) and the height(s) from natural grade.
 - c. For Lots #16-24 Demonstrate compliance with the approved solar setback showing that any shadows cast do not exceed five feet above the finished floor elevation of the main level of a house on the respective lots to their north, assuming the affected house is built six feet from the shared property line.
 - d. Final lot coverage calculations demonstrating how lot coverage is to comply with the applicable coverage allowances of the R-1-3.5 zoning district. Lot coverage includes all building footprints, driveways, parking areas and other circulation areas, and any other areas other than natural landscaping.
 - e. That storm water from all new impervious surfaces and runoff associated with peak rainfalls must be collected on site and channeled to the City storm water collection system through the curb or gutter at a public street, a public storm pipe,

an approved public drainage way, or through an approved alternative in accordance with Ashland Building Division policy BD-PP-0029. On-site collection systems shall be detailed on the building permit submittals.

THE CITY OF ASHLAND
BEFORE THE PLANNING COMMISSION

March 11, 2025

IN THE MATTER OF PLANNING ACTION #PA-T3-2024-00010 A	)	
REQUEST FOR ANNEXATION AND ZONE CHANGE FOR A 4.8-ACRE	)	
PROPERTY, ALONG WITH ADJACENT RIGHT-OF-WAY (ROW), FOR	)	
THE PROPERTY LOCATED AT 300 CLAY STREET AND A REQUEST	)	
FOR OUTLINE PLAN APPROVAL FOR A PERFORMANCE	)	FINDINGS,
STANDARDS OPTION (PSO) SUBDIVISION, AS WELL AS A LIMITED	)	CONCLUSIONS,
ACTIVITIES WRPZ PERMIT.	)	AND ORDERS.
	)	
OWNER: BENTELLA LLC	)	
APPLICANT: ROGUE PLANNING & DEVELOPMENT SERVICES	)	
	)	

RECITALS:

- 1) The subject property is Tax lot #1100 of Assessor Map 39-1E-11-CB and is addressed as 300 Clay Street. The property is 4.8 acres and slopes gently to the north. The property has 330-feet of frontage along Clay Street which is fully improved to city standards. Engle Street terminates on both the north and south side of the property.
- 2) The subject property is located on the east side of Clay Street, with “East Village Subdivision” (formally known as “Bud’s Dairy”) to the north, and the “Snowberry Brook” development to the south. To the east of the subject property is the rear of a mobile home park that fronts Tolman Creek Road. The property is within the UGB and is adjacent to the City Limits on the north, east and south sides.
- 3) The adopted Wetland Resource Protection Zone (WRPZ) maps indicate wetlands in two locations; however, the application materials include a wetland delineation, reviewed and approved by the Department of State Lands (DSL), which determined that there is only a single identified wetland that is 0.0096 acres. The application materials propose a twenty-foot buffer around the identified wetland to be dedicated as open space.
- 4) The application is a request for annexation and outline plan approval for a Performance Standard Option (PSO) subdivision. The applicant provided detailed responses to all applicable approval criteria in the form of findings of fact, a trip generation assessment and TPR findings, legal description and survey of the property, landscaping and civil engineering plans, and conceptual building design for future Site Design Review. These materials are on file at the Department of Community Development and by their reference are incorporated herein as if set out in full.
 - a. The proposed PSO subdivision includes a total of 25-lots for residential development, 21 of them are proposed for single family residential (SFR)

development, four lots proposed with four-plex townhomes, and four additional lots to be dedicated as open space area. The SFR lots may be developed with either Accessory Residential Units (ARU) or duplexes as permissible by House Bill 2001.

- b. The 16 dwellings in the fourplexes plus the 21 SFR lots sums to a proposed density of 37 dwelling units.
 - c. The application also includes a limited activities permit for public utilities within the Water Resource Protection Zone (WRPZ).
 - d. The application also includes a request to remove four non-hazard trees.
- 5) Annexations require that at least 25% of the base density be affordable housing. In the present application there are eight affordable housing units proposed at 80% area median income (AMI) to meet this requirement.
- 6) The Land Use Ordinance states that: “all annexations shall be processed under the Type III procedure.” Type III planning actions are legislative decisions by definition, and are reviewed by the Planning Commission, which makes a recommendation to the City Council. The Council makes final decisions on legislative proposals through the enactment of an ordinance.
- 7) The criteria of approval for Annexation are described in **AMC 18.5.8.050** as follows:

An application for an annexation may be approved if the proposal meets the applicable criteria in subsections A through H below. The approval authority may, in approving the application, impose conditions of approval consistent with the applicable criteria and standards, and grant exceptions and variances to the criteria and standards in this section in accordance with subsection I.

A. The annexed area is within the City's Urban Growth Boundary.

B. The annexation proposal is consistent with the Comprehensive Plan designations applicable to the annexed area, including any applicable adopted neighborhood, master, or area plan, and is an allowed use within the proposed zoning.

C. The annexed area is contiguous with the City limits.

D. Adequate City facilities for the provision of water to the annexed area as determined by the Public Works Department; the transport of sewage from the annexed area to an approved waste water treatment facility as determined by the Public Works Department; the provision of electricity to the annexed area as determined by the Electric Department; urban storm drainage as determined by the Public Works Department can and will be provided from the annexed area. Unless the City has declared a moratorium based upon a shortage of water, sewer, or electricity, it is recognized that adequate capacity exists system-wide for these facilities. All required public facility improvements shall be constructed and installed in accordance with subsection 18.4.6.030.A.

E. Adequate transportation can and will be provided to serve the annexed area. For the purposes of this section, “adequate transportation” for annexations consists of vehicular, bicycle, pedestrian, and transit transportation meeting the following standards:

- 1. For vehicular transportation a minimum 22-foot-wide paved access exists, or can and will be constructed, providing access to the annexed area from the nearest fully improved collector or arterial street. All streets bordering on the annexed area shall be improved, at a minimum, to an applicable City half-street standard. The approval authority may, after assessing the impact of the development, require the full improvement of streets bordering on the annexed area. All streets located within annexed areas shall be fully improved to City standards unless exception criteria apply. Where future street

dedications are indicated on the Street Dedication Map or required by the City, provisions shall be made for the dedication and improvement of these streets and included with the application for annexation.

2. For bicycle transportation, safe and accessible bicycle facilities according to the safety analysis and standards of the governing jurisdiction of the facility or street (e.g., City of Ashland, Jackson County, Oregon Department of Transportation) exist, or can and will be constructed. Should the annexed area border an arterial street, bike lanes shall be constructed along the arterial street frontage of the annexed area. Likely bicycle destinations within a quarter of a mile from the annexed area shall be determined and the approval authority may require the construction of bicycle lanes or multiuse paths connecting the annexed area to the likely bicycle destinations after assessing the impact of the development proposed concurrently with the annexation.

3. For pedestrian transportation, safe and accessible pedestrian facilities according to the safety analysis and standards of the governing jurisdiction of the facility or street (e.g., City of Ashland, Jackson County, Oregon Department of Transportation) exist, or can and will be constructed. Full sidewalk improvements shall be provided on one side of all streets bordering on the proposed annexed area. Sidewalks shall be provided as required by ordinance on all streets within the annexed area. Where the annexed area is within a quarter of a mile of an existing sidewalk system or a location with demonstrated significant pedestrian activity, the approval authority may require sidewalks, walkways or multiuse paths to be constructed and connect to either or both the existing system and locations with significant pedestrian activity.

4. For transit transportation, should transit service be available to the annexed area, or be likely to be extended to the annexed area in the future based on information from the local public transit provider, the approval authority may require construction of transit facilities, such as bus shelters and bus turnout lanes.

5. Timing of Transportation Improvements. All required transportation improvements shall be constructed and installed in accordance with subsection 18.4.6.030.A.

F. For all residential annexations, a plan shall be provided demonstrating that the development of the annexed area will ultimately occur at a minimum density of 90 percent of the base density for the zone, unless reductions in the total number of units are necessary to accommodate significant natural features, topography, access limitations, or similar physical constraints. The owner or owners of the annexed area shall sign an agreement, to be recorded with the County Clerk after approval of the annexation, ensuring that future development will occur in accord with the minimum density indicated in the development plan. For purposes of computing maximum density, portions of the annexed area containing unbuildable lots, parcels, or portions of the annexed area such as existing streets and associated rights-of-way, railroad facilities and property, wetlands, floodplain corridor lands, slopes greater than 35 percent, or land area dedicated as a public park, shall not be included.

G. Except as provided in subsection 18.5.8.050.G.7, below, annexations with a density or potential density of four residential units or greater and involving residential zoned lands, or commercial, employment or industrial lands with a Residential Overlay (R-Overlay) shall meet the following requirements:

1. The total number of affordable units provided to qualifying buyers, or to qualifying renters, shall be equal to or exceed 25 percent of the base density as calculated using the unit equivalency values set forth herein. The base density of the annexed area for the purpose of calculating the total number of affordable units in this section shall exclude any unbuildable lots, parcels, or portions of the annexed area such as existing streets and associated rights-of-way, railroad facilities and property, wetlands, floodplain corridor lands, water resource areas, slopes greater than 35 percent, or land area dedicated as a public park.

a. Ownership units restricted to households earning at or below 120 percent of the area median income shall have an equivalency value of 0.75 unit.

- b. Ownership units restricted to households earning at or below 100 percent of the area median income shall have an equivalency value of 1.0 unit.
 - c. Ownership or rental units restricted to households earning at or below 80 percent of the area median income shall have an equivalency value of 1.25 unit.
- 2. As an alternative to providing affordable units per section 18.5.8.050.G.1, above, the applicant may provide title to a sufficient amount of buildable land for development complying with subsection 18.5.8.050.G.1.b, above, through transfer to a non-profit (IRC 501(3)(c)) affordable housing developer or public corporation created under ORS 456.055 to 456.235.
 - a. The land to be transferred shall be located within the project meeting the standards set forth in sections 18.5.8.050.G.5 and 18.5.8.050.G.6.
 - b. All needed public facilities shall be extended to the area or areas proposed for transfer.
 - c. Prior to commencement of the project, title to the land shall be transferred to the City, an affordable housing developer which must either be a unit of government, a non-profit 501(c)(3) organization, or a public corporation created under ORS 456.055 to 456.235.
 - d. The land to be transferred shall be deed restricted to comply with Ashland's affordable housing program requirements.
 - e. Transfer of title of buildable land in accordance with this subsection shall exempt the project from the development schedule requirements set forth in subsection 18.5.8.050.G.4.
- 3. The affordable units shall be comparable in bedroom mix with the market rate units in the development.
 - a. The number of bedrooms per dwelling unit in the affordable units within the residential development shall be in equal proportion to the number of bedrooms per dwelling unit in the market rate units within the residential development. This provision is not intended to require the same floor area in affordable units as compared to market rate units. The minimum square footage of each affordable unit shall comply with the minimum required floor area based as set forth in Table 18.5.8.050.G.3, or as established by the U.S. Department of Housing and Urban Development (HUD) for dwelling units developed under the HOME program.
- 4. A development schedule shall be provided that demonstrates that the affordable housing units per subsection 18.5.8.050.G shall be developed, and made available for occupancy, as follows:
 - a. That 50 percent of the affordable units shall have been issued building permits prior to issuance of a certificate of occupancy for the last of the first 50 percent of the market rate units.
 - b. Prior to issuance of a building permit for the final ten percent of the market rate units, the final 50 percent of the affordable units shall have been issued certificates of occupancy.
- 5. That affordable housing units shall be constructed using comparable building materials and include equivalent amenities as the market rate units.
 - a. The exterior appearance of the affordable units in any residential development shall be visually compatible with the market rate units in the development. External building materials and finishes shall be substantially the same in type and quality for affordable units as for market rate units.
 - b. Affordable units may differ from market rate units with regard to floor area, interior finishes and materials, and housing type; provided, that the affordable housing units are provided with comparable features to the market rate units, and

shall have generally comparable improvements related to energy efficiency, including plumbing, insulation, windows, appliances, and heating and cooling systems.

6. Exceptions to the requirements of subsections 18.5.8.050.G.2 through 18.5.8.050.G.5, above, may be approved by the City Council upon consideration of one or more of the following:

- a. That an alternative land dedication as proposed would accomplish additional benefits for the City, consistent with the purposes of this chapter, than would development meeting the on-site dedication requirement of subsection 18.5.8.050.G.2.
- b. That the alternative phasing proposal not meeting subsection 18.5.8.050.G.4 provided by the applicant provides adequate assurance that the affordable housing units will be provided in a timely fashion.
- c. That the materials and amenities applied to the affordable units within the development, that are not equivalent to the market rate units per subsection 18.5.8.050.G.5, are necessary due to local, state, or federal affordable housing standards or financing limitations.

7. The total number of affordable units described in this subsection shall be determined by rounding up fractional answers to the nearest whole unit. A deed restriction or similar legal instrument shall be used to guarantee compliance with affordable criteria for a period of not less than 60 years for units qualified as affordable rental housing, or 30 years for units qualified as affordable for-purchase housing.

H. One or more of the following standards are met:

1. The annexation proposal shall meet the requirements of subsection 18.5.8.050.B, above.
2. A current or probable danger to public health exists within the proposed area for annexation due to lack of full City sanitary sewer or water services in accordance with the criteria in ORS chapter 222 or successor state statute.
3. Existing development in the proposed area for annexation has inadequate water or sanitary sewer service, or the service will become inadequate within one year.
4. The proposed area for annexation has existing City water or sanitary sewer service extended, connected, and in use, and a signed consent to annexation agreement has been filed and accepted by the City.
5. The proposed area for annexation is an island surrounded by lands within the City limits.

I. Exceptions and Variances to the Annexation Approval Criteria and Standards. The approval authority may approve exceptions to and variances from the approval criteria and standards in this section using the criteria in section 18.4.6.020.B.1, Exceptions to the Street Design Standards, or chapter 18.5.5, Variances.

8) The criteria of approval for Outline Plan of a PSO subdivision are described in **AMC 18.3.9.040.A.3** as follows:

3. Approval Criteria for Outline Plan. The Planning Commission shall approve the outline plan when it finds all of the following criteria have been met:

- A. the development meets all applicable ordinance requirements of the city.
- B. adequate key city facilities can be provided including water, sewer, paved access to and through the development, electricity, urban storm drainage, police and fire protection, and adequate transportation; and that the development will not cause a city facility to operate beyond capacity.

- C. the existing and natural features of the land; such as wetlands, floodplain corridors, ponds, large trees, rock outcroppings, etc., have been identified in the plan of the development and significant features have been included in the common open space, common areas, and unbuildable areas.
- D. the development of the land will not prevent adjacent land from being developed for the uses shown in the comprehensive plan.
- E. there are adequate provisions for the maintenance of common open space and common areas, if required or provided, and that if developments are done in phases that the early phases have the same or higher ratio of amenities as proposed in the entire project.
- F. the proposed density meets the base and bonus density standards established under this chapter.
- G. the development complies with the street standards.
- H. the proposed development meets the common open space standards established under section 18.4.4.070. Common open space requirements may be satisfied by public open space in accordance with section 18.4.4.070 if approved by the city of Ashland.

9) The criteria of approval for a WRPZ Limited Activities and Uses Permit are described in **AMC 18.3.11.060.D** as follows:

D. Limited Activities and Uses Permit. All limited activities and uses described in section 18.3.11.060 shall be subject to a Type I procedure in section 18.5.1.050. An application for a limited activities and uses permit shall be approved if the proposal meets all of the following criteria:

- 1. All activities shall be located as far away from streams and wetlands as practicable, designed to minimize intrusion into the Water Resource Protection Zone and disturb as little of the surface area of the Water Resource Protection Zone as practicable.
- 2. The proposed activity shall be designed, located and constructed to minimize excavation, grading, area of impervious surfaces, loss of native vegetation, erosion, and other adverse impacts on water resources.
- 3. On stream beds or banks within the bank-full stage, in wetlands, and on slopes of 25 percent or greater in a Water Resource Protection Zone, excavation, grading, installation of impervious surfaces, and removal of native vegetation shall be avoided except where no practicable alternative exists, or where necessary to construct public facilities or to ensure slope stability.
- 4. Water, storm drain, and sewer systems shall be designed, located and constructed to avoid exposure to floodwaters, and to avoid accidental discharges to streams and wetlands.
- 5. Stream channel repair and enhancement, riparian habitat restoration and enhancement, and wetland restoration and enhancement will be restored through the implementation of a mitigation plan prepared in accordance with the standards and requirements in section 18.3.11.110, Mitigation Requirements.
- 6. Long-term conservation, management and maintenance of the Water Resource Protection Zone shall be ensured through preparation and recordation of a management plan as described in subsection 18.3.11.110.C, except a management plan is not required for residentially zoned lots occupied only by a single-family dwelling and accessory structures.

10) The criteria of approval for a Tree Removal Permit for a non-hazardous tree are described in **AMC 18.5.7.040.B.2** as follows:

- 2. Tree That is Not a Hazard. A Tree Removal Permit for a tree that is not a hazard shall be granted if the approval authority finds that the application meets all of the following criteria, or can

be made to conform through the imposition of conditions.

- a. The tree is proposed for removal in order to permit the application to be consistent with other applicable Land Use Ordinance requirements and standards, including but not limited to applicable Site Development and Design Standards in part 18.4 and Physical and Environmental Constraints in part 18.3.10.
- b. Removal of the tree will not have a significant negative impact on erosion, soil stability, flow of surface waters, protection of adjacent trees, or existing windbreaks.
- c. Removal of the tree will not have a significant negative impact on the tree densities, sizes, canopies, and species diversity within 200 feet of the subject property. The City shall grant an exception to this criterion when alternatives to the tree removal have been considered and no reasonable alternative exists to allow the property to be used as permitted in the zone.
- d. Nothing in this section shall require that the residential density to be reduced below the permitted density allowed by the zone. In making this determination, the City may consider alternative site plans or placement of structures of alternate landscaping designs that would lessen the impact on trees, so long as the alternatives continue to comply with the other provisions of this ordinance.
- e. The City shall require the applicant to mitigate for the removal of each tree granted approval pursuant to section 18.5.7.050. Such mitigation requirements shall be a condition of approval of the permit.

11) The Planning Commission, following proper public notice, held a public hearing on February 11, 2025.

12) Testimony was received, and exhibits were presented. The Planning Commission deliberated and approved the application subject to conditions of approval.

Now, therefore, the Planning Commission of the City of Ashland finds, concludes, and recommends as follows:

SECTION 1. EXHIBITS

For the purposes of reference to these Findings, the attached index of exhibits, data, and testimony will be used.

Staff Exhibits lettered with an "S"

Proponent's Exhibits, lettered with a "P"

Opponent's Exhibits, lettered with an "O"

Hearing Minutes, Notices, and Miscellaneous Exhibits lettered with an "M"

SECTION 2. CONCLUSORY FINDINGS OF FACT

2.1 The Planning Commission notes that chapter 18 of the Ashland Municipal Code (AMC) is the City's Land Use Ordinance (LUO). The LUO regulates the development pattern envisioned by the Comprehensive Plan and encourages efficient use of land resources among other goals. The Planning Commission notes that when considering the decision to approve or deny an application the Planning Commission considers the application materials against the relevant approval criteria in the LUO.

2.2 The Planning Commission finds that it has received all information necessary to render a decision based on the application itself, the February 11th Staff Report, the applicant's testimony, the exhibits received, and public testimony received at the public hearing.

2.3 The Planning Commission notes that the application was deemed complete and that the notice for the public hearing was both posted on, January 6 (20 days prior to the February 11th Meeting) at the frontage of the subject property, as well as the street stubs on the north and south side of the property. Notice was also mailed to all property owners within 200-feet of the subject property.

2.4 The Planning Commission finds that the proposal for Annexation meets all applicable approval criteria described in AMC 18.5.8.050 and detailed below.

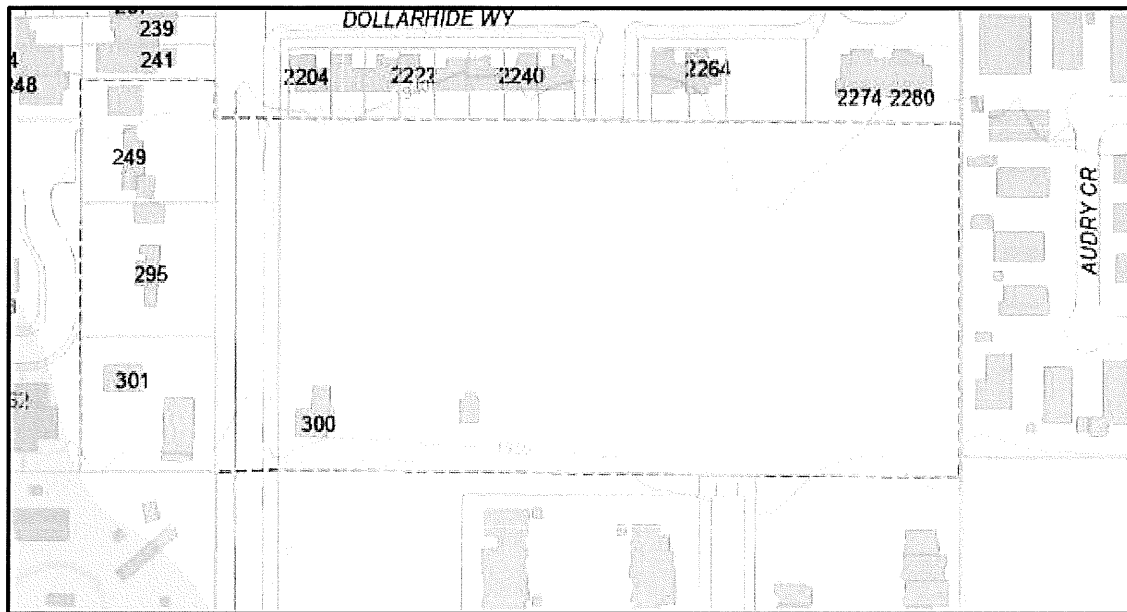
2.4.1 The first approval criterion for annexation is that "*The annexed area is within the City's Urban Growth Boundary (UGB).*" The Planning Commission notes that the UGB runs along the north side of East Main in this portion of town which is approximately 0.2 miles to the north. The Planning Commission concludes that the property is within the UGB and finds that this approval criterion has been met.

2.4.2 The second approval criterion for annexation is that "*The annexation proposal is consistent with the Comprehensive Plan designations applicable to the annexed area.*" The Planning Commission notes that the comprehensive plan designation of the property is suburban residential, and the property does not yet have an assigned zone. The application requests a zone change to R-1-3.5 which is appropriate for the comprehensive plan designation of suburban residential. The Planning Commission notes that the table at AMC 18.3.9.050 provides the residential density for a PSO subdivision, and that for the R-1-3.5 zone it specifies a residential density of 7.2 dwelling unit per acre. The Planning Commission notes that the subject property is 4.8 acres and concludes that the allowed base density for the subject property is 34.56. ($4.8 \times 7.2 = 34.56$). The Planning Commission notes that the present proposal leverages an affordable housing density bonus to exceed the base density for a total of 37 dwellings.

The Planning Commission notes that AMC 18.3.9.050.B.3 provides a density bonus of two units for each affordable housing unit provided up to maximum bonus of 35-percent, this would allow for up to an additional 12 units over the based density. The proposed 37 dwellings utilize only 3 of the available bonus units for a calculated bonus of 8.7%, which is well below the 35 percent available. The Planning Commission concludes that the proposed 37 dwellings are within the allowed base and bonus density standards and find that the proposed density of residential development, including the proposed affordable housing, is consistent with the Comprehensive Plan Designation. The Planning Commission concludes that based on the proposed number of dwellings, the size of the property, and the requested zoning, and finds that this approval criterion has been met.

2.4.3. The third approval criterion for annexation is that "*The annexed area is contiguous with the City limits.*" The Planning Commission notes that the subject property is shown on the map below. The Planning Commission notes that the map is from the City Geographic Information System (GIS) and has a yellow and grey dashed

line that indicates the city limits. The Planning Commission note that the subject property is contiguous with the City limits to the north, south, and east and finds that this approval criterion has been met.



2.4.4 The fourth approval criterion for annexation is that *“Adequate City facilities for the provision of water to the annexed area as determined by the Public Works Department; the transport of sewage from the annexed area to an approved waste water treatment facility as determined by the Public Works Department; the provision of electricity to the annexed area as determined by the Electric Department; urban storm drainage as determined by the Public Works Department can and will be provided from the annexed area.”* The Planning Commission notes that the application indicates that the property is served by all city utilities and that the Public Works Department has confirmed that there are no concerns regarding the capacity of any City facilities. The Planning Commission notes that Clay Street contains an eight-inch water main, eight-inch sewer main, and an 18” storm water main, that Engle Street has eight-inch water mains at both the north and south of the property as well as an eight-inch sewer main and a ten-inch sewer main at the north stub of Engle Street. The Planning Commission notes that due to the nature of gravity systems and the topography of the site no sewer or storm is needed on the southern stub of Engle Street. The Planning Commission notes that the application includes a complete set of plans for the proposed civil improvements prepared by Powell Engineering & Consulting which provide complete details on street improvements including curb, gutter, planter strip and sidewalk as well as a protected bike lane all designed to meet city standards. The Planning Commission concludes that based on the existing and proposed improvements that this approval criterion is met.

2.4.5 The fifth approval criterion for annexation is that *“Adequate transportation can and will be provided to serve the annexed area. For the purposes of this section, “adequate transportation” for annexations consists of vehicular, bicycle, pedestrian, and transit transportation.”* The Planning Commission notes that the LUO requires a

minimum 22-foot-wide paved access and for both bicycle and pedestrian facilities be safe and accessible pursuant to the governing jurisdiction.

The Planning Commission notes that the application material includes a trip generation assessment and Transportation Planning Rule (TPR) findings prepared by Southern Oregon Transportation and Engineering. These materials detail the expected trip generation of the proposed development and show that the proposed development is below the requirements for a complete Traffic Impact Analysis (TIA) as the development is expected to only generate 30 weekday peak hour trips where the threshold for a TIA is 50 newly generated vehicle trips.

The Planning Commission notes that the proposed development includes the creation of new local neighborhood roads connecting Engle Street, as well as a new neighborhood street connecting to Clay Street and that all proposed public facilities are to be constructed to City of Ashland Standards. The Planning Commission notes that all proposed roads meet or exceed the 22-foot wide paved width. The Planning Commission finds, based on the fact that all proposed transportation facilities are to be built to the City Standards, and that those standards were created to provide adequate safe and accessible transportation that this approval criterion is met.

2.4.6 The sixth approval criteria for annexation is that *“For all residential annexations, a plan shall be provided demonstrating that the development of the annexed area will ultimately occur at a minimum density of 90 percent of the base density for the zone, unless reductions in the total number of units are necessary to accommodate significant natural features, topography, access limitations, or similar physical constraints.”* The Planning Commission notes, as stated above, that the subject property is 4.8 acres and has an allowed base density of 7.2 dwellings per acre for a calculated base density of ~34 ($4.8 \times 7.2 = 34.56$). The Planning Commission notes that 90% of the calculate base density is ~32 dwelling units. ($34.56 \times 0.9 = 31.1$). The Planning Commission notes that the proposed density for the subdivision is 37 dwellings which exceeds the minimum requirement of 32 dwellings and therefore find that the approval criterion is met.

2.4.7 The seventh approval criteria for annexation is that *“annexations with a density or potential density of four residential units or greater and involving residential zoned lands ... The total number of affordable units provided to qualifying buyers, or to qualifying renters, shall be equal to or exceed 25 percent of the base density as calculated using the unit equivalency values set forth herein.”* The Planning Commission notes that the applicant proposes affordable housing restricted to households earning at or below 80 percent of the area median income (AMI), and that such units each have an equivalency value of 1.25 unit. The Planning Commission notes that AMC 18.5.8.050.G.1 provides that *“The base density of the annexed area for the purpose of calculating the total number of affordable units in this section shall exclude any unbuildable area including wetlands.”* Additionally, AMC 18.5.8.050.G.7 provides that *“The total number of affordable units described in this subsection shall be determined by rounding up fractional answers to the nearest whole unit.”* As discussed above the wetland delineation determined that the area of the wetland is 0.0096 acres. Therefore, for the purpose of calculating the total number of affordable units we calculate the density excluding the

wetland area, as follows: 4.8 acres - 0.0096 acres = 4.79 acres x 7.2 dwelling units per acer = 34.49 dwelling units x 0.25 = 8.6 ~ 9 affordable dwelling units. The Planning Commission reaffirms that affordable units designated for households earning 80% AMI or less have an equivalent value of 1.25 per AMC 18.5.8.050G.1.c. To determine the required number of 80% AMI units needed to satisfy the affordable housing requirement, the total required affordable units—in this case, nine—is divided by 1.25 (the equivalency value).

Calculation: 9 affordable units ÷ 1.25 = 7.2, which rounds up to 8 units.

Therefore, providing eight units at 80% AMI fulfills the requirement for nine affordable units. Based on this calculation, the Planning Commission concludes that the approval criterion is met.

2.4.7.1 The Planning Commission notes that the application includes a request for an Exception to AMC 18.5.8.050.G.3 which requires the affordable units to have a comparable bedroom mix with the market rate units. In this instance, the market rate units are a mix of attached and detached two-, three- and four-bedroom units as well as potential Accessory Dwelling Units, while the affordable units are all proposed as attached two-bedroom townhomes. The application asserts that the applicant intends to build the townhomes as rental units themselves but will not build all of the other detached residential units on the single-family lots and thus cannot control the number of bedrooms. The Planning Commission notes that the City Council will ultimately make a decision with regard to the Annexation criteria, including this Exception request, and will rely on the Planning Commission's recommendation. The Planning Commission finds that the Exception request does not independently meet the burden of proof. However, with the following condition of approval as recommended by the Commission, the Commission finds that the criterion will be met: *"That the final plan submittal shall identify a mix of bedrooms for the affordable units comparable to the bedroom mix of the market rate units and include necessary deed restrictions to ensure compliance."*

2.4.8 The eighth approval criterion for annexation requires at least one of five standards to be met. The first of these standards is* that *"The annexation proposal shall meet the requirements of subsection 18.5.8.050.B, above."* The referenced section is the second approval criteria which states, *"that the proposal is consistent with the Comprehensive Plan designations"* and was discussed in section 2.4.2 above. The Planning Commission notes again that the proposal is consistent with the Comprehensive Plan and finds that since the second approval criterion was satisfied that this approval criterion has also been

* The other four options are for the situations where the annexation would be allowed even if the development is not consistent with the Comprehensive plan:

2. A current or probable danger to public health exists within the proposed area for annexation due to lack of full City sanitary sewer or water services in accordance with the criteria in ORS chapter 222 or successor state statute.
3. Existing development in the proposed area for annexation has inadequate water or sanitary sewer service, or the service will become inadequate within one year.
4. The proposed area for annexation has existing City water or sanitary sewer service extended, connected, and in use, and a signed consent to annexation agreement has been filed and accepted by the City.
5. The proposed area for annexation is an island surrounded by lands within the City limits.

met.

2.4.9 The ninth and final approval criteria for annexation relates to requested exceptions. The only exception requested, which was discussed above, was an exception to AMC 18.5.8.050.G.3, which requires the affordable units to have a comparable bedroom mix with the market rate units. The Planning Commission made findings that there was insufficient evidence in the record to support such an exception and included a condition of approval to ensure that the standard is met at final plan approval. With the denial of the exception The Planning Commission finds that this approval criterion is met.

2.4.10 Finally, the Land Use Ordinance requires that *“the applicant for the annexation shall also declare which procedure under ORS chapter 222 the applicant proposes that the Council use, and supply evidence that the approval through this procedure is likely”* (AMC 18.5.8.070). The application states that the annexation procedure outlined in ORS 222.125 should be utilized for the annexation and goes on to say that *“This procedure allows for annexation without the need for an election when all landowners in the proposed territory, as well as a majority of the electors, consent in writing. The applicant is the sole owner and can provide written consent within the annexation territory.”* Based on the fact that there is a single property is proposed for annexation, the Planning Commission finds that this standard is met.

The Planning Commission concludes based on the above that all applicable approval criteria for annexation approval have been satisfied.

2.5 The Planning Commission finds that the proposal for Outline Plan of a Performance Standard Option (PSO) subdivision meets all applicable criteria for described in AMC 18.3.9.040.A.3 and detailed below.

2.5.1 The first approval criterion for Outline Plan approval is that *“The development meets all applicable ordinance requirements of the City.”* The Planning Commission notes that this is an all-encompassing criterion and that it has considered which City Ordinances are applicable. The Planning Commission notes that for the purposes of resolving this criterion we rely on the entirety of the record including the applicant’s submittal, and the Staff Report, and testimony provided. The Planning Commission notes that with the findings that are set out below, and the adopted conditions of approval that the proposal will meet all applicable ordinance requirements and finds that this criterion of approval is satisfied.

2.4.2 The second approval criterion for Outline Plan approval is that *“Adequate key City facilities can be provided including water, sewer, paved access to and through the development, electricity, urban storm drainage, police and fire protection, and adequate transportation; and that the development will not cause a City facility to operate beyond capacity.”* The Planning Commission notes that city facilities were discussed at length in the fourth approval criterion for annexation and restate them for the record here. The Planning Commission notes that the application indicates that the property is served by all city utilities and that the Public Works Department has confirmed that there are no concerns regarding the capacity of any City facilities. The Planning Commission notes

that Clay Street contains an eight-inch water main, eight-inch sewer main, and an 18” storm water main, that Engle Street has eight-inch water mains at both the north and south of the property as well as an eight-inch sewer main and a ten-inch sewer main at the north stub of Engle Street. The Planning Commission notes that due to the nature of gravity systems and the topography of the site no sewer or storm is needed on the southern stub of Engle Street. The Planning Commission notes that the application includes a complete set of plans for the proposed civil improvements prepared by Powell Engineering & Consulting which provide complete details on street improvements including curb, gutter, planter strip and sidewalk as well as a protected bike lane all designed to meet city standards. The Planning Commission concludes that based on the existing and proposed improvements that this approval criterion is met.

2.4.3 The third criterion for approval of an Outline Plan is that *“The existing and natural features of the land; such as wetlands, floodplain corridors, ponds, large trees, rock outcroppings, etc., have been identified in the plan of the development and significant features have been included in the open space, common areas, and unbuildable areas.”* The Planning Commission notes that aside from the proposed tree removals, which are discussed below, that the only other natural feature to address is the delineated wetland. The Planning Commission notes that the wetland along with a twenty-foot buffer is proposed to be in a lot dedicated to open space. The Planning Commission notes that there are no other natural features to address and find that this approval criteria is satisfied.

2.4.4 The fourth criterion for approval of an Outline Plan is that *“The development of the land will not prevent adjacent land from being developed for the uses shown in the Comprehensive Plan.”* The Planning Commission notes that to the west is Clay Street, and that the surrounding property is fully developed, with “East Village” Subdivision to the north, the “Snowberry Brook” development to the south and to the east is the rear of a mobile home park that fronts Tolman Creek Road. The Planning Commission notes that there is no adjacent vacant land and that with the foregoing find that this approval criterion is met.

2.4.5 The fifth criterion for approval of an Outline Plan is that is that *“There are adequate provisions for the maintenance of open space and common areas, if required or provided, and that if developments are done in phases that the early phases have the same or higher ratio of amenities as proposed in the entire project.”* The Planning Commission notes that the draft HOA governing instruments have obligations for the maintenance of the open space and other common amenities. The Planning Commission finds that there are adequate provisions for the maintenance of the open space and common areas and finds that this criterion of approval is satisfied.

2.4.6 The sixth criterion for approval of an Outline Plan is that is that *“The proposed density meets the base and bonus density standards established under this chapter.”* The Planning Commission notes that density was discussed in the second approval criterion of annexation and restate those findings again here. The Planning Commission notes that the table at AMC 18.3.9.050 provides the residential density for a PSO subdivision, and that for the R-1-3.5 zone it specifies a residential density of 7.2 dwelling unit per acre. The Planning Commission notes that the subject property is 4.8 acres and concludes that the

allowed density for the subject property is 34.56. ($4.8 \times 7.2 = 34.56$). The Planning Commission notes that the present proposal leverages affordable housing density bonus to exceed the base density for a total of 37 dwellings. The Planning Commission notes that AMC 18.3.9.050.B.3 provides a density bonus of two units for each affordable housing unit provided up to maximum bonus of 35-percent, this would allow for up to an additional 12 units over the based density. The proposed 37 dwellings utilize only 3 of the available bonus units for calculated bonus of 8.7%, which is well below the 35 percent available. The Planning Commission concludes that the proposed 37 dwellings are within the allowed base and bonus density standards and finds that this criterion of approval is satisfied.

2.4.7 The seventh Outline Plan approval criterion is that *“The development complies with the Street Standards.”* The Planning Commission notes that transportation facilities were discussed at length in the fifth approval criterion for annexation and restate them for the record here. The proposed development includes the creation of new local neighborhood roads connecting Engle Street, as well as a new neighborhood street connecting to Clay Street and that all proposed public facilities are proposed to be constructed to City of Ashland Standards. The Planning Commission notes that the application includes detailed civil engineering plans including street cross sections showing a 47' ROW, 22' paved width including seven-foot planter strip and five-foot sidewalk which meets the standards shown in Figure 18.4.6.040.G.4.b. 'Neighborhood Street, Parking One Side.' The Planning Commission notes that there are two locations on the preliminary plat and civil site plans that show only 46' feet of proposed ROW dedication. A condition of approval is included below that will require the revised civil plans at Final Plan approval to indicate 47' of ROW dedication. The Planning Commission finds that with the included condition of approval below that all proposed transportation facilities are built to the City Standards that this approval criterion is met.

2.4.8 The final criterion for approval of an Outline Plan is that is that *“The proposed development meets the common open space standards established under section 18.4.4.070. Common open space requirements may be satisfied by public open space in accordance with section 18.4.4.070 if approved by the City of Ashland.”* The Performance Standards Option Chapter requires that at least eight percent of the total lot area be provided in common open space for developments with a base density of ten units or greater. The Planning Commission notes that the proposed subdivision includes four open space areas totaling 16,102 square feet. The requirement for minimum open space for a PSO subdivision is five percent of total lot area for developments with a base density of 10 units or more. The subject property is 209,088 square feet in size, five percent of that is 10,454 square feet. Based on the calculation above the applicant is providing a total of 7.7% in open space which exceeds the required minimum and find that this approval criterion is met.

The Planning Commission concludes based on the above and finds that all applicable approval criteria for Outline Plan subdivision approval have been satisfied.

2.5 The Planning Commission finds that the proposal for a Water Resource Protection Zone (WRPZ) Limited Activities and Uses Permit meets all of the applicable criteria described in AMC

18.5.5.050 and as detailed below. As explained above the property has locally identified wetlands from the City's Local Wetland Inventory (LWI). The Planning Commission notes that the application states that based on the area of the wetland, the wetland is not a Significant Wetland, but a small, 418.76 square foot (.0096 acre) wetland area, as such they propose a twenty-foot buffer around this 419 square foot area. The Planning Commission notes that among the listed "limited activities and uses" that are allowed in the WRPZ area is the installation of public and private storm water treatment facilities. The application states that *"The proposed stormwater lateral dispersal trench is a permitted use within the Water Resource Protection Zone. The utility is outside of the wetland area and is proposed at the outer edge of the 20-foot wetland buffer zone."*, and that *"The areas of disturbance will be reseeded with a native grass mix that is appropriate for planting in the wetland buffer zone."* The Planning Commission notes that all disturbance activities shall be as far away from the wetland as practicable. The Planning Commission further notes that the proposed storm water infrastructure is at the edge of the buffer area and concludes that the nature of the storm water system requires that it be within some proximity to the wetland. The Planning Commission notes that the proposal has been designed to minimize the excavation area, that the wetland is located on HOA open space, and that the long-term conservation will be ensured through the HOA management documents. The Planning Commission concludes based on the forgoing that the proposed storm water facility meets all the required approval criteria.

2.6 The approval criteria for "Tree that is not a hazard" first require that *"The tree is proposed for removal in order to permit the application to be consistent with other applicable Land Use Ordinance requirements and standards."* The Planning Commission note that the application includes a request to remove four trees. The application describes the removals as follows: *"There are three deciduous trees that have a DBH of 12-inches or more that are proposed for removal and one tree conifer tree greater than 16 inches DBH. These trees are within the area of the public streets, the alley and within the building envelope area of the development area of the lots. The tree removal is necessitated by the construction of public streets, an alley and residential dwellings."* (Applicant findings p. 46). The Planning Commission notes that to approve the removal of a non-hazard tree it needs to be shown that *"The tree is proposed for removal in order to permit the application to be consistent with other applicable Land Use Ordinance requirements and standards."* The Planning Commission notes that the location of these trees being within the proposed street dedication and building envelopes, the proposed removals are found to meet the standards. The Planning Commission notes that the applicant will be required to mitigate for the removal of each tree and further notes that preliminary landscape plan, shows that the number of trees to be planted far exceeds the four that are required to mitigate these proposed removals. The Planning Commission find, based on the forgoing, that the applicable approval criteria are met.

2.7 The Planning Commission notes that following proper public notice, a public hearing was held on February 11, 2025, where testimony was received, and exhibits were presented.

2.7.1 The Planning Commission deliberated, and a motion was made to recommend approval to the City Council. The recommendation to approve the application was subject to the conditions of approval in the Staff Report along with added condition of approval: *"That the final plan submittal shall identify a mix of bedrooms for the affordable units*

comparable to the bedroom mix of the market rate units and include necessary deed restrictions to ensure compliance.”

2.8 The Planning Commission notes that the record includes the applicant’s submittal, the Staff Report, as well as the testimony received at the public hearing, each of these by their reference are incorporated herein as if set out in full.

2.8.1 The Planning Commission finds that there is substantial evidence in the record to make findings that each of the criteria of **approval** for annexation and Outline Plan have been met.

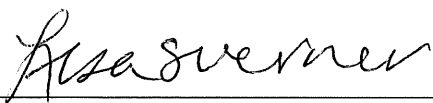
SECTION 3. DECISION

3.1 Based on the record of the Public Hearings on this matter, the Planning Commission concludes that the request Annexation and Outline Plan Approval is supported by evidence contained within the whole record and forwards a recommendation of **approval** to City Council including the conditions of approval below.

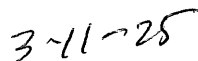
The conditions of approval are below:

- 1) That all proposals of the applicant shall be conditions of approval unless otherwise specifically modified herein.
- 2) That the applicant applies for final plan approval pursuant to AMC 18.3.9.040.B within 18 months of this outline plan approval. The application for Final Plan approval will be required to include the following:
 - a. That the revised civil and site plans that are to be submitted with Final Plan approval indicate 47’ of ROW for both Engle and Street and Caldera Lane.
 - b. Provide CC&R’s for review that include sufficient maintenance for the private drive and all common area amenities.
 - c. That pursuant to AMC 13.24.010.C that the applicant shall consult with the Public Works Director for approval of the proposed street name of Caldera Lane.
 - d. That the final plan submittal shall identify a mix of bedrooms for the affordable units comparable to the bedroom mix of the market rate units and include necessary deed restrictions to ensure compliance.
- 3) That permits shall be obtained from the Ashland Public Works Department prior to any additional work in the public right of way.
- 4) That a final survey plat shall be submitted within 12 months of Final Plan approval and approved by the City of Ashland within 18 months of this approval. Prior to submittal of the final subdivision survey plat for signature:
 - a. All easements including but not limited to public and private utilities, public pedestrian and public bicycle access, drainage, irrigation, and fire apparatus access shall be indicated on the final subdivision plat submittal for review by the Planning, Engineering, Building and Fire Departments.

- b. Subdivision infrastructure improvements including but not limited to utilities, driveways, streets and common area improvements shall be completed according to approved plans, inspected and approved.
 - c. Electric services shall be installed underground to serve all lots, inspected and approved. The final electric service plan shall be reviewed and approved by the Ashland Electric, Building, Planning and Engineering Divisions prior to installation.
 - d. That the sanitary sewer laterals and water services including connection with meters at the street shall be installed to serve all lots within the applicable phase, inspected and approved.
- 5) That a final Fire Prevention and Control Plan addressing the General Fuel Modification Area requirements in AMC 18.3.10.100.A.2 of the Ashland Land Use Ordinance shall be provided prior to bringing combustible materials onto the property, and any new landscaping proposed shall comply with these standards and shall not include plants listed on the Prohibited Flammable Plant List per Resolution 2018-028.
- 6) That the building permit submittals shall include the following:
- a. Identification of all easements, including but not limited to any public and private utility easements, mutual access easements, and fire apparatus access easements.
 - b. For Lots #1-16 & 25 Solar setback calculations demonstrating that all units comply with Solar Setback Standard A in the formula $[(\text{Height} - 6) / (0.445 + \text{Slope}) = \text{Required Solar Setback}]$ and elevations or cross section drawings clearly identifying the highest shadow producing point(s) and the height(s) from natural grade.
 - c. For Lots #17-24 Demonstrate compliance with the approved solar setback showing that any shadows cast do not exceed five feet above the finished floor elevation of the main level of a house on the respective lots to their north, assuming the affected house is built six feet from the shared property line.
 - d. Final lot coverage calculations demonstrating how lot coverage is to comply with the applicable coverage allowances of the R-1-3.5 zoning district. Lot coverage includes all building footprints, driveways, parking areas and other circulation areas, and any other areas other than natural landscaping.
 - e. That storm water from all new impervious surfaces and runoff associated with peak rainfalls must be collected on site and channeled to the City storm water collection system through the curb or gutter at a public street, a public storm pipe, an approved public drainage way, or through an approved alternative in accordance with Ashland Building Division policy BD-PP-0029. On-site collection systems shall be detailed on the building permit submittals.



Planning Commission Approval



Date

Michael Sullivan

From: Divina Jack Braun <dvjacj@gmail.com>
Sent: Thursday, January 30, 2025 10:09 PM
To: Planning Commission - Public Testimony
Subject: 37 Units across from Clay Street

Follow Up Flag: Follow up
Flag Status: Flagged

[EXTERNAL SENDER]

This turns my stomach. We are already concerned about traffic if there is a fire. This would create a disaster for sure. It's always about 'money.' What about the safety of the people? Most of the mobile homes are for senior living. Please, this would create so much congestion on Clay Street. It is already difficult to exit from Clay onto Hwy. 99 (Ashland Street). And all the water needed to serve 37 units. I hope you will take these and more factors into consideration.

We will try to get to the meeting but being 78 and 84 years of age has limited out night driving.

Divina Braun
Jack Braun
321 Clay Street
Ashland, Or.

Michael Sullivan

From: Alan Ackroyd <aackroyd46@gmail.com>
Sent: Friday, January 31, 2025 4:25 PM
To: Planning Commission - Public Testimony; Wingspread Intranet
Subject: Planning Action: PA-T3-2024-00010

Follow Up Flag: Follow up
Flag Status: Flagged

[EXTERNAL SENDER]

To whom it may concern:

I am a resident of Wingspread Mobile Home Park. We will be directly affected by this proposed annexation. I have several concerns in regard to this proposal.

- 1) Clay St., which borders our Park, is quite narrow in several places, especially where it enters E. Main; I am concerned that the increased volume of traffic will be a problem, especially if, as proposed, a bike lane might be added. In addition, there are times when vehicles, especially RV's, are parked by the side of the road. It can be dicey to negotiate in the face of oncoming traffic, even with a small car such as mine.
- 2) This section of Clay street is marked by potholes and uneven areas, compounding the proposed increase in traffic. Also, where the street intersects with Ashland Street, it can be difficult to make a left turn because of traffic coming from the south on the RR overpass, which impedes vision. If more vehicles are added, I foresee a logjam. I recommend a traffic light be installed, especially if this proposal is implemented.
- 3) We have only one exit--Clay Street. In the event of an emergency evacuation, Wingspread residents would be stalled by a huge backlog of vehicles trying to exit on Clay Street. We desperately need an easement from the back of the property in order to have any chance of a timely exit. More cars equals more time stalled in the face, potentially, of a deadly wildfire.
- 4) Residents adjacent to Clay St. report problems with speeding vehicles and pleas to implement speed bumps have gone unheeded, reportedly. More traffic is problematic.

I plan on attending the Tuesday Meeting via Zoom and will be happy to dialog with anyone wanting to discuss this matter. Thank you for attention to my concerns, Alan Ackroyd

Michael Sullivan

From: Roux51 <Roux51@protonmail.com>
Sent: Friday, January 31, 2025 4:44 PM
To: Alan Ackroyd
Cc: Planning Commission - Public Testimony; Wingspread Intranet
Subject: Re: Planning Action: PA-T3-2024-00010

Follow Up Flag: Follow up
Flag Status: Flagged

[EXTERNAL SENDER]



On Fri, Jan 31, 2025 at 4:25 PM, members <members@wingspread.sites.community> wrote:

To whom it may concern:

I am a resident of Wingspread Mobile Home Park. We will be directly affected by this proposed annexation. I have several concerns in regard to this proposal.

1) Clay St., which borders our Park, is quite narrow in several places, especially where it enters E. Main; I am concerned that the increased volume of traffic will be a problem, especially if, as proposed, a bike lane might be added. In addition, there are times when vehicles, especially RV's, are parked by the side of the road. It can be dicey to negotiate in the face of oncoming traffic, even with a small car such as mine.

2) This section of Clay street is marked by potholes and uneven areas, compounding the proposed increase in traffic. Also, where the street intersects with Ashland Street, it can be difficult to make a left turn because of traffic coming from the south on the RR overpass, which impedes vision. If more vehicles are added, I foresee a logjam. I recommend a traffic light be installed, especially if this proposal is implemented.

3) We have only one exit--Clay Street. In the event of an emergency evacuation, Wingspread residents would be stalled by a huge backlog of vehicles trying to exit on Clay Street. We desperately need an easement from the back of the property in order to have any chance of a timely exit. More cars equals more time stalled in the face, potentially, of a deadly wildfire.

4) Residents adjacent to Clay St. report problems with speeding vehicles and pleas to implement speed bumps have gone unheeded, reportedly. More traffic is problematic.

I plan on attending the Tuesday Meeting via Zoom and will be happy to dialog with anyone wanting to discuss this matter. Thank you for attention to my concerns, Alan Ackroyd

posted by Alan Ackroyd

Michael Sullivan

From: Jill Limerick <limerickjill@gmail.com>
Sent: Friday, January 31, 2025 4:56 PM
To: Roux51
Cc: Alan Ackroyd; Planning Commission - Public Testimony; Wingspread Intranet
Subject: Re: Planning Action: PA-T3-2024-00010

Follow Up Flag: Follow up
Flag Status: Flagged

[EXTERNAL SENDER]

Thanks so much for putting your time and energy into this, Alan.

On Fri, Jan 31, 2025 at 4:46 PM members <members@wingspread.sites.community> wrote:



On Fri, Jan 31, 2025 at 4:25 PM, members <members@wingspread.sites.community> wrote:

To whom it may concern:

I am a resident of Wingspread Mobile Home Park. We will be directly affected by this proposed annexation. I have several concerns in regard to this proposal.

- 1) Clay St., which borders our Park, is quite narrow in several places, especially where it enters E. Main; I am concerned that the increased volume of traffic will be a problem, especially if, as proposed, a bike lane might be added. In addition, there are times when vehicles, especially RV's, are parked by the side of the road. It can be dicey to negotiate in the face of oncoming traffic, even with a small car such as mine.
- 2) This section of Clay street is marked by potholes and uneven areas, compounding the proposed increase in traffic. Also, where the street intersects with Ashland Street, it can be difficult to make a left turn because of traffic coming from the south on the RR overpass, which impedes vision. If more vehicles are added, I foresee a logjam. I recommend a traffic light be installed, especially if this proposal is implemented.
- 3) We have only one exit--Clay Street. In the event of an emergency evacuation, Wingspread residents would be stalled by a huge backlog of vehicles trying to exit on Clay Street. We desperately need an easement from the back of the property in order to have any chance of a timely exit. More cars equals more time stalled in the face, potentially, of a deadly wildfire.
- 4) Residents adjacent to Clay St. report problems with speeding vehicles and pleas to implement speed bumps have gone unheeded, reportedly. More traffic is problematic.

I plan on attending the Tuesday Meeting via Zoom and will be happy to dialog with anyone wanting to discuss this matter. Thank you for attention to my concerns, Alan Ackroyd

Michael Sullivan

From: Michael Sullivan
Sent: Thursday, February 13, 2025 7:40 AM
To: Michael Sullivan
Subject: FW: Online Form Submittal: City Council Public Testimony Form

[EXTERNAL SENDER]

City Council Public Testimony Form

Public Testimony

Use this form to submit public testimony for City Council meetings. Testimony is accepted for both general public forum items and agenda items. This form must be submitted by **10 a.m.** the day of the meeting to be on the record. Public testimony will be included in the agenda packet.

If you wish to speak to the Council in person at a meeting, you must fill out a Speaker Request form available on-site. Do not use this form.

Full Name	Mary Lou Follett
Meeting Date	2/12/25
Email Address	campingrl@proton.me
Are you a City of Ashland resident?	Yes
Indicate if you want to provide written testimony, or if you want to speak via Zoom.	Written
Indicate if you would like to speak during Public Forum or for an agenda item.	Agenda Item
If speaking on an agenda item, indicate which item.	<i>Field not completed.</i>
Written Testimony (Leave this section	I am asking city council members to reconsider the proposed new development on Clay St.

blank if you are
requesting to speak
electronically.)

I live in Wingspread mobile home park (approximately 110
homes) on Clay St. We are a mostly elderly resident
community.

My greatest concern is that we only have 1 exit out of our park.
With the development of the multi family Snowberry houses,
also on Clay Street, my anxiety grew. And I read about a
proposed bicycle pathway on Clay Street, with this new
development.

How are we all going to evacuate safely in an emergency
situation???

Thank you for your consideration.

Upload a file or image

Field not completed.

Email not displaying correctly? [View it in your browser.](#)

Michael Sullivan

From: pickedandpressed@gmail.com
Sent: Monday, February 03, 2025 10:51 AM
To: Planning Commission - Public Testimony
Subject: February 11PC hearing testimony

Follow Up Flag: Follow up
Flag Status: Flagged

[EXTERNAL SENDER]

Hello,

I am writing to you in regards to the new development proposal for 37 units on lower Clay street. I have lived in Wingspread mobile home park for over 17 years and feel very fortunate to have my home here! My concern for ongoing development on this street has to do with increased traffic. When Snowberry Brook went in our little street was overwhelmed with cars. The street itself is in very poor condition with no room for parking or bike lanes. I think daily of what it would be like in an evacuation scenario and it's not good. Trying to turn left onto Ashland St. is a challenge as it is, I can't imagine how it would work with all of us living here and up and down the street trying to get out. PLEASE listen to our concerns and consider improving our infrastructure here so that we can support the increasing population on this side of town!!

Thanks!
Shelly Jillson
Sent from my iPhone

Michael Sullivan

From: Jyothi Rundel <jyothirundel@gmail.com>
Sent: Saturday, February 01, 2025 9:37 AM
To: Jean S
Cc: Alan Ackroyd; Roux51; Planning Commission - Public Testimony; Wingspread Intranet
Subject: Re: Planning Action: PA-T3-2024-00010

Follow Up Flag: Follow up
Flag Status: Flagged

[EXTERNAL SENDER]

Thank you Alan. Excellent.

~Jyothi

On Fri, Jan 31, 2025 at 5:46 PM members <members@wingspread.sites.community> wrote:
Great letter, Alan. Thank you!

On Friday, January 31, 2025 at 04:46:37 PM PST, members <members@wingspread.sites.community> wrote:



On Fri, Jan 31, 2025 at 4:25 PM, members <members@wingspread.sites.community> wrote:

To whom it may concern:

I am a resident of Wingspread Mobile Home Park. We will be directly affected by this proposed annexation. I have several concerns in regard to this proposal.

1) Clay St., which borders our Park, is quite narrow in several places, especially where it enters E. Main; I am concerned that the increased volume of traffic will be a problem, especially if, as proposed, a bike lane might be added. In addition, there are times when vehicles, especially RV's, are parked by the side of the road. It can be dicey to negotiate in the face of oncoming traffic, even with a small car such as mine.

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3) We have only one exit--Clay Street. In the event of an emergency evacuation, Wingspread residents would be stalled by a huge backlog of vehicles trying to exit on Clay Street. We desperately need an easement from the back of the property in order to have any chance of a timely exit. More cars equals more time stalled in the face, potentially, of a deadly wildfire.

4) Residents adjacent to Clay St. report problems with speeding vehicles and pleas to implement speed bumps have gone unheeded, reportedly. More traffic is problematic.

I plan on attending the Tuesday Meeting via Zoom and will be happy to dialog with anyone wanting to discuss this matter. Thank you for attention to my concerns, Alan Ackroyd

Michael Sullivan

From: Michael Sullivan
Sent: Thursday, February 13, 2025 7:40 AM
To: Michael Sullivan
Subject: FW: Online Form Submittal: City Council Public Testimony Form

City Council Public Testimony Form

Public Testimony

Use this form to submit public testimony for City Council meetings. Testimony is accepted for both general public forum items and agenda items. This form must be submitted by **10 a.m.** the day of the meeting to be on the record. Public testimony will be included in the agenda packet.

If you wish to speak to the Council in person at a meeting, you must fill out a Speaker Request form available on-site. Do not use this form.

Full Name	MaryAnn Shank
Meeting Date	Feb. 4, 2025
Email Address	maryann.shank@aol.com
Are you a City of Ashland resident?	Yes
Indicate if you want to provide written testimony, or if you want to speak via Zoom.	Written
Indicate if you would like to speak during Public Forum or for an agenda item.	Agenda Item
If speaking on an agenda item, indicate which item.	New Development on Clay Street
Written Testimony (Leave this section	My home is on Clay Street, and I am concerned about the proposed addition of 60+ new homes on this street. There are

blank if you are
requesting to speak
electronically.)

several items that I ask that you consider.

(1) There are already in the neighborhood of 200-300 homes (not people, but homes) that MUST use Clay Street in the event of an emergency. This is a narrow street, congested with vehicles parked on both sides, and can be a challenge in the best of times. In an emergency, it would be ill-advised to add even more traffic.

(2) The street itself is very poorly maintained, with potholes throughout. More traffic will only make it worse. Construction equipment will not improve the situation.

(3) The street is much too narrow for bike lanes, as was suggested.

I live in Wingspread, a manufactured home community of 120 homes. We have only ONE egress, and that is on Clay Street. If you do proceed with this development, please devise a way for our people to have better access to leave the area.

Thank you for your consideration.

Upload a file or image

Field not completed.

Email not displaying correctly? [View it in your browser.](#)



PLANNING COMMISSION SPEAKER REQUEST FORM

Submit this form to the meeting Secretary

- 1) You will be called forward when it is your turn to speak
- 2) State your name and speak clearly into the microphone
- 3) Limit your comments to the time allotted
- 4) Provide any written materials to the meeting Secretary
- 5) Speakers are solely responsible for the content of their statement

Date:

Name: (Please Print)

FRED STAPENHORST ✓

Address:

2258 DOLLAR HIDE
ASHLAND, OR

Email:

Agenda Topic/Item Number:

300 CLAY ST.

Public Forum Topic (Non-agenda Item):

Please respect the order of proceedings and strictly follow the directions of the presiding officer. Behavior or actions which are loud or disruptive are disrespectful and offenders will be requested to leave.

Disclaimer: By submitting this request to address the Public Body, I agree that I will refrain from the use of any obscene, vulgar, or profane language. I understand that if I do not follow procedure my speaking time may be terminated, and I may be requested to sit down or leave the building.



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- 3) Limit your comments to the time allotted
- 4) Provide any written materials to the meeting Secretary
- 5) Speakers are solely responsible for the content of their statement

Date: Feb 10, 2025

Name: (Please Print)

Suzanne Marie

Address:

231 Engle St Apt 101

Email: szmarie@me.com

Agenda Topic/Item Number:

PA-T3-2024-00010

Public Forum Topic (Non-agenda Item):

Zone change 300 Clay St. Subdivision

Please respect the order of proceedings and strictly follow the directions of the presiding officer. Behavior or actions which are loud or disruptive are disrespectful and offenders will be requested to leave.

Disclaimer: By submitting this request to address the Public Body, I agree that I will refrain from the use of any obscene, vulgar, or profane language. I understand that if I do not follow procedure my speaking time may be terminated, and I may be requested to sit down or leave the building.



PLANNING COMMISSION SPEAKER REQUEST FORM

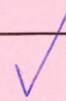
Submit this form to the meeting Secretary

- 1) You will be called forward when it is your turn to speak
- 2) State your name and speak clearly into the microphone
- 3) Limit your comments to the time allotted
- 4) Provide any written materials to the meeting Secretary
- 5) Speakers are solely responsible for the content of their statement

Date: 2/11/25

Name: (Please Print)

PAULINE SHORT



Address:

2240 DOUGLASSIDE WAY, ASHLAND

Email: paulga4@gmail.com

Agenda Topic/Item Number:

300 CLAY ST.

Public Forum Topic (Non-agenda Item):

Please respect the order of proceedings and strictly follow the directions of the presiding officer. Behavior or actions which are loud or disruptive are disrespectful and offenders will be requested to leave.

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ORDINANCE NO. 3259

AN ORDINANCE ANNEXING PROPERTY AND WITHDRAWING AN ANNEXED AREA FROM JACKSON COUNTY FIRE DISTRICT NO. 5 (300 Clay Street: Planning Action #PA-T3-2025-000010)

WHEREAS, the owners of the property described in the attached Exhibits "A" have consented to the annexation of this property into the City of Ashland. With the exception of the subject property there are no electors residing in the tract to be annexed; and

WHEREAS, The Planning Commission, following proper public notice, held a public hearing on February 11, 2025, on the questions of annexation and outline plan approval for a Performance Standard Option (PSO) Subdivision. The Planning Commission reconvened on March 11, 2025, and adopted findings addressing each of the approval criteria; and

WHEREAS, pursuant to ORS 222.120 and ORS 222.524 a public hearing was held on April 1, 2025, on the questions of annexation and withdrawal of the property from Jackson County Fire District No. 5.

THE PEOPLE OF THE CITY OF ASHLAND DO ORDAIN AS FOLLOWS:

SECTION 1. The above recitals are true and correct and are fully incorporated herein by this reference.

SECTION 2. The land described in the attached Exhibit "A" and depicted in Exhibit "B" is declared to be annexed to the City of Ashland.

SECTION 3. The land described in the attached Exhibit "A" and depicted in Exhibit "B" is declared to be withdrawn from Jackson County Fire District No 5, pursuant to the provisions of ORS 222.111.

SECTION 4. Severability. Each section of this ordinance, and any part thereof, is severable, and if any part of this ordinance is held invalid by a court of competent jurisdiction, the remainder of this ordinance shall remain in full force and effect.

The foregoing ordinance was first reading by title only in accordance with Article X, Section 2(C) of the City Charter on the _____ day of _____, 2025, and duly PASSED and ADOPTED this _____ day of _____, 2025.

ATTEST:

Alissa Kolodzinski, City Recorder

SIGNED and APPROVED this _____ day of _____, 2025.

Tonya Graham, Mayor

Reviewed as to form:

Douglas M. McGeary, Acting City Attorney

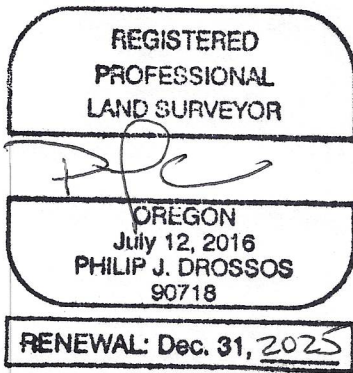


EXHIBIT A

LEGAL DESCRIPTION

BEGINNING at a point on the existing City of Ashland Boundary, said point being the Southeast corner of Lot 27 of BUD'S DAIRY, A PLANNED COMMUNITY, according to the official plat thereof, now of record, in Jackson County, Oregon and being a point on the West line of that tract or parcel of land as set forth in City of Ashland Ordinance No. 2293; thence along said existing City of Ashland Boundary and said West line, South 00°07'22" West, 316.90 feet to a 5/8" rebar situated at the Southwest corner of said tract or parcel of land as set forth in the hereinabove mentioned referred to Ordinance No. 2293 and also being situated at the Northwest corner of that tract or parcel of land as set forth in City of Ashland Ordinance No. 2109; thence continue along said existing City of Ashland Boundary and along the West line of said tract or parcel of land as set forth in the hereinabove mentioned referred to Ordinance No. 2109, South 00°18'53" East, 13.40 feet to a 5/8" rebar situated at the Northeast corner of that tract of parcel of land as set forth in City of Ashland Ordinance No. 2928; thence leaving said West line and continue along said existing City of Ashland Boundary and along the North line of said hereinabove mentioned referred to Ordinance No. 2928, North 89°36'10" West, 636.98 feet to the East line of Clay Street; thence continue North 89°36'10" West, 60.00 feet to the West line of Clay Street; thence along said West line, North 00°04'41" East, 330.17 feet; thence leaving said West line, South 89°55'19" East, 60.00 feet to a 5/8" rebar being a point on the East line of Clay Street and marking the Southwest corner of hereinabove mentioned BUD'S DAIRY, A PLANNED COMMUNITY and being a point on the South line of that tract or parcel of land as set forth in City of Ashland Resolution No. 2003-40; thence along said South line of the existing City of Ashland Boundary and of BUD'S DAIRY, A PLANNED COMMUNITY, South 89°38'04" East, 255.60 feet; thence continue along said South line, South 89°34'07" East, 381.53 feet to the **POINT OF BEGINNING.**

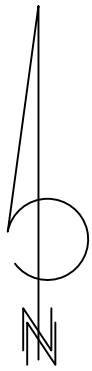
TRACT TO BE ANNEXED
391E11CB TAX LOT 1100 &
CLAY STREET RIGHT-OF-WAY

Prepared by Terrasurvey, Inc
270 4th Street
Ashland, OR 97520
December 19, 2024

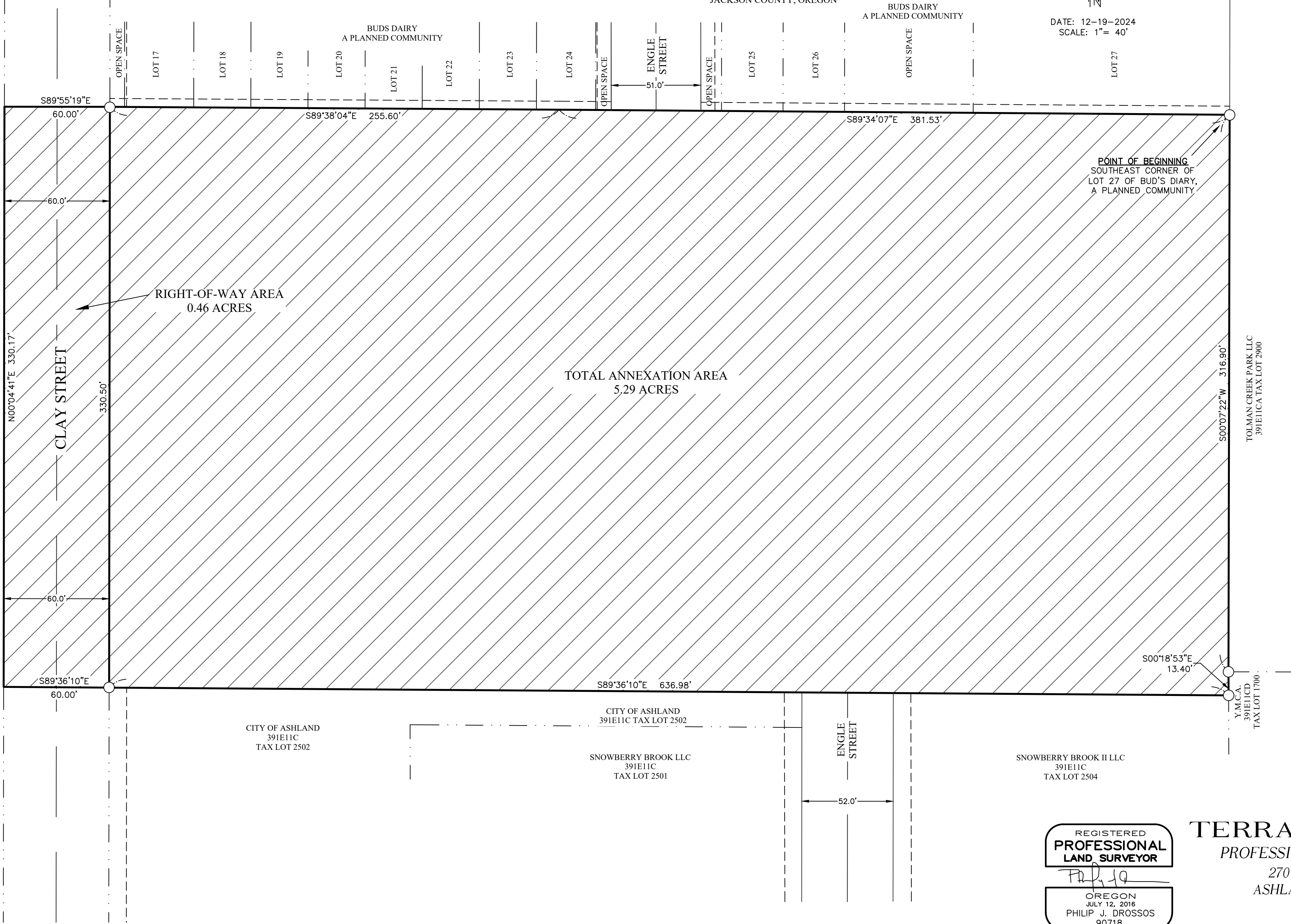
EXHIBIT B

ANNEXATION EXHIBIT MAP

LOCATED IN THE SOUTHWEST QUARTER OF SECTION 11,
TOWNSHIP 39 SOUTH, RANGE 1 EAST,
WILLAMETTE MERIDIAN,
JACKSON COUNTY, OREGON



DATE: 12-19-2024
SCALE: 1" = 40'



ASSESSOR'S MAP NO. 39 1E 11 CD, TAX LOT 1100 & A PORTION OF CLAY STREET RIGHT-OF-WAY



RENEWS: 12-31-2025

TERRASURVEY, INC.
PROFESSIONAL LAND SURVEYORS
270 FOURTH STREET
ASHLAND, OREGON 97520
(541) 482-6474
terrain@bisp.net
JOB NO. 1653-23

Memo

To: Ashland City Council and Planning Division Staff
From: Amy Gunter, Rogue Planning & Development Services, LLC
Date: March 25, 2025
Re: PA-T3-2024-00010

The original proposal had included an exception to the standard 18.5.8.050 G.3.a., which pertains to the number of bedrooms per dwelling unit in the affordable units within the residential development shall be in equal proportion to the number of bedrooms per dwelling unit in the market rate units within the residential development.

There are 99 bedrooms proposed within the development, there are 58 units within the development. The mean average number of bedrooms throughout the development is 1.70.

The previously requested Exception to AMC 18.5.80.050.G.3.a is not necessary because the number of two bedrooms can be found to be proportional to the number of bedrooms per dwelling unit in the market rate units.

Furthermore, there are 21, two-bedroom units of the proposed 25 residential lots proposed for development. There are 16 two-bedroom apartments and five detached dwellings that are two-bedroom units. Of the 21 two-bedroom units, the proposal is to provide eight affordable housing units as rental units within two of the proposed four-plex buildings. Of the proposed dwellings within the development, 57 percent are two-bedroom units, more than ½ of the total number of units.

According to the Ashland Housing Capacity Analysis 2021-2040, Oregon developed its *Statewide Housing Plan* in 2018. The Plan identified six housing priorities to address in communities across the State over the 2019 to 2023 period. One of those priorities is “Affordable Rental Housing. *Work to close the affordable rental housing gap and reduce the housing cost burden for low-income Oregonians.*

The proposal increases the type of housing (rental) identified as needed within the housing type mix from the Housing Capacity Analysis.

Ashland’s housing mix is predominantly single-family detached (although the city has a smaller share of this housing type than Jackson County). In the 2014-2018 period, 66% of Ashland’s

housing stock was single-family detached, 9% was single-family attached, and 11% was multifamily (with two to four units per structure).

Demographic changes across Ashland suggest increases in demand for single-family attached housing and *multifamily housing*. The key demographic trends that will affect Ashland's future housing needs are the aging of the baby boomers, the household formation of the millennials and Generation Z, and the growth in Latino populations. *The implications of these trends are increased demand from older (often single-person and more likely to be female) households and increased demand for affordable housing for families, both for ownership and rent.*

Over the 2021 to 2041 period, Ashland will need to plan for more multifamily dwelling units in the future to meet the City's housing needs.

Ashland needs more affordable housing types for renters. A household can start to afford typical asking rents of currently available properties in Ashland at about 70% to 96% of Ashland's median household income. High rates of housing cost burden for Ashland renters suggest a need for more affordable housing types for renters.

The proposal to allow for all of the units to be two-bedroom is to allow them to be consolidated within two of the four-plex structures. This allows for lower-cost construction, reducing the burden for the developer. This is supported by Action 3.1 of the Affordable Housing Plan: *Create processes and materials necessary to support developers in the development of affordable housing, with the purpose of making it easier to develop affordable housing in Ashland.*

Allows for the implementation of the multi-unit, limited tax exemption program if implemented by Ashland. Federal income tax credits are available for 10 years to owners of qualified low-income, multi-family housing.

According to the Housing Needs Analysis, recommended policies are the proposed eight units within two four-plex buildings address the policy to encourage more multi-family housing. Consider policies that will increase the development of multi-family housing and provide more affordable rental housing to meet the needs of the population.

The need for multi-family housing continues to grow, while the development of multi-family housing continues to lag. The proposal to provide the two bedroom apartments on the front end of the development with all of the affordable housing constructed before half of the market rate housing complies with the standards for the timing of the development of the affordable housing and provides additional benefit in that all will be constructed early in the subdivision development process.

Attachments:

Spreadsheet Re. Number of Bedroom Types

Revised Site plan dated 2.11.2025 – presented to Ashland Planning Commission

ZONING INFORMATION

BASE ZONE:	R-1-3.5 (RESIDENTIAL - SUBURBAN)
OVERLAY ZONES:	
SPECIAL DISTRICTS:	
MAP & TAX LOT:	391E11CB - 1100
ACERAGE:	4.8 ACRES (209,088 SF)

LEGEND - SITE PLAN

	ASPHALT
	CONCRETE
	LANDSCAPE

AUTOMOBILE PARKING

ON-STREET PARKING = 51 SPACES
OFF-STREET SURFACE PARKING = 52 SPACES
OFF-STREET GARAGE PARKING = 40 SPACES
TOTAL - 143 SPACES

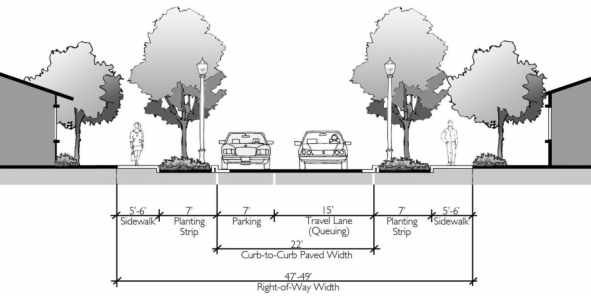
SITE AREA

SITE AREA = 209,088 SF

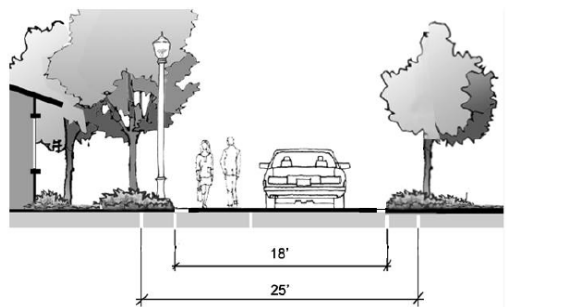
OPEN SPACE

	2,934 SF
	1,414 SF
	3,782 SF
TOTAL	7,972 SF
	16,102 SF
16,102 / 209,088 = .077 = 7.7%	

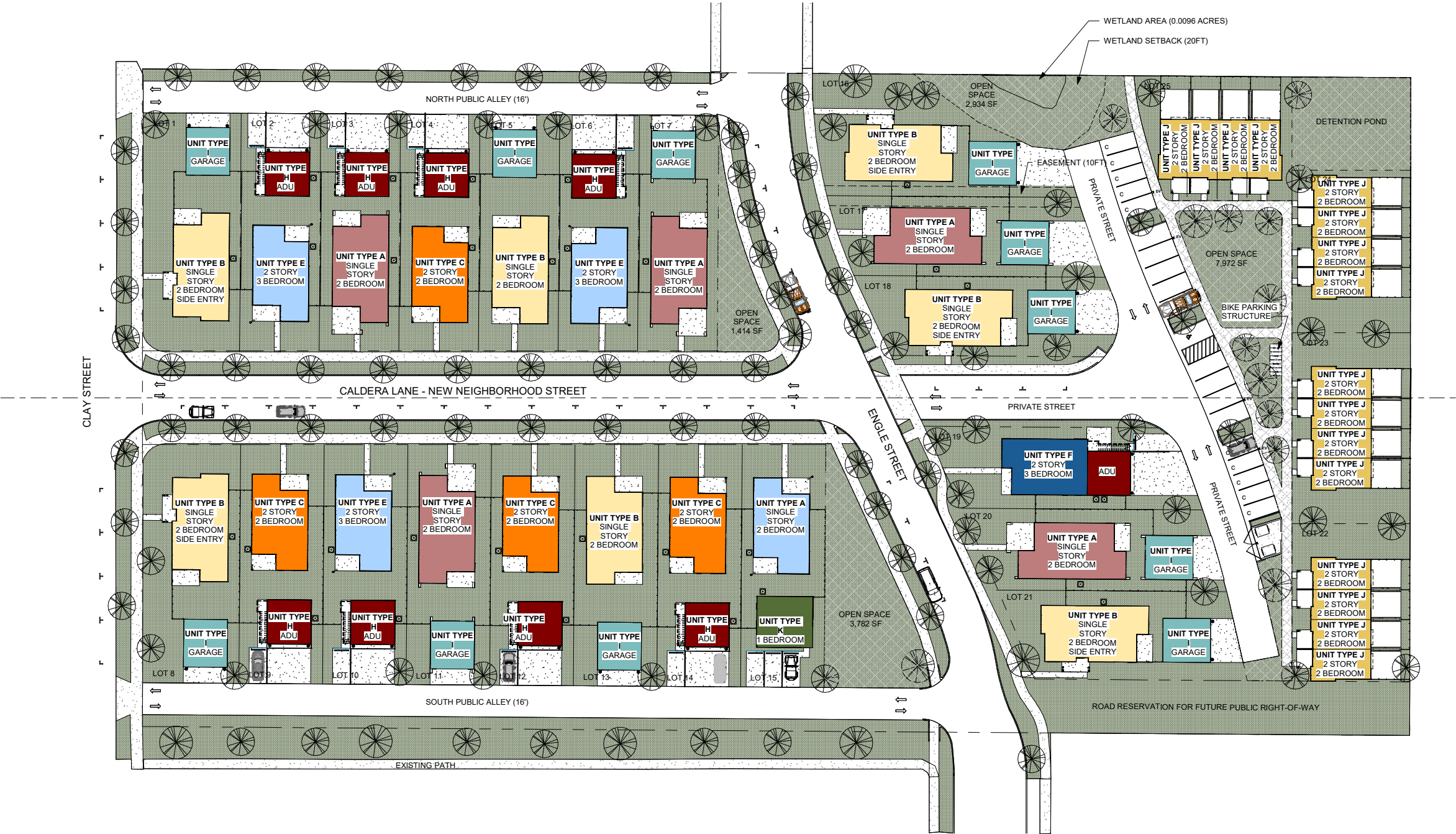
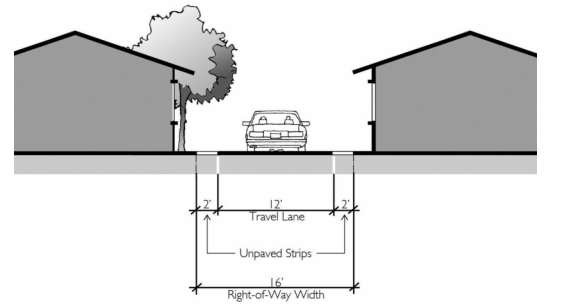
Neighborhood Street - Figure 18.4.6.040.G.4.b



Shared Street - Figure 18.4.6.040.G.8



Alley - Figure 18.4.6.040.G.6



SITE - PLAN

SCALE: 1" = 30'-0" (24 X 36)
SCALE: 1" = 60'-0" (11 X 17)



March 25, 2025

RE: Caldera Oaks Performance Standards Subdivision Number of Bedroom Types
To address AMC 18.5.8.050.G.3

CALDERA OAKS PERFORMANCE STANDARDS SUBDIVISION				
BEDROOM TYPES				
Number of Bedrooms	Number of Units	Total Bedrooms	Mean Average	Percent
1 BR	21	21		40.4
2 BR	33	66		52
3 BR	4	12		7.6
Total Units	58	99	$99/58 = 1.707$	100



Council Business Meeting

Date: April 1, 2025

Agenda Item	First Reading-ORD 3258 An Ordinance Amending AMC Chapter 10.30 to Prohibit Hazardous Fire Use
From	Tighe O'Meara, Police Chief
Contact	tighe.omeara@ashland.or.us

SUMMARY

In light of escalating fire risks in recent decades, the Council requested information regarding Oregon and Ashland's burn statutes and ordinances and the effectiveness of their enforcement. This ordinance amends AMC Chapter 10.30 to establish a Hazardous Fire Use violation, allowing for enforcement against fire threats that do not rise to the level of reckless burning under ORS 164.335. The amendment provides an enforcement tool to address small but dangerous fires—particularly in high-risk areas—before they escalate into major fire events.

By classifying unauthorized hazardous fire use as a municipal violation or misdemeanor, this ordinance fills a legal gap in state law and strengthens fire prevention efforts within Ashland, thereby avoiding preemption by the state.

POLICIES, PLANS & GOALS SUPPORTED

This amendment aligns with Ashland's public safety goals, particularly in addressing increasing wildfire risks. It also complements existing state and local fire regulations while ensuring effective municipal enforcement.

BACKGROUND AND ADDITIONAL INFORMATION

Judicial interpretations of ORS 164.335 (Reckless Burning) require actual property damage with market value, limiting enforcement options when a fire poses a clear risk but has not yet caused harm.

To address this gap, Medford amended its municipal code to allow for misdemeanor prosecution of unauthorized burning, particularly in wildfire-prone areas. The Ashland Fire Marshal and Police Chief have identified similar concerns in Ashland and support this approach.

This ordinance:

- Creates a municipal misdemeanor offense for fire use that poses a substantial risk of harm.
- Allows proactive enforcement in parks, greenways, and wildfire-prone areas.
- Ensures municipal court jurisdiction, reducing reliance on state prosecution.

This policy ensures that fire hazards can be addressed swiftly without requiring proof of reckless intent or actual property damage.

FISCAL IMPACTS

- Minimal financial impact: Enforcement will be handled through existing Fire and Police resources.
- Potential cost savings: Preventing uncontrolled fires reduces emergency response and suppression costs.
- Restitution for response costs may be required for offenders under this ordinance.

SUGGESTED ACTIONS, MOTIONS, AND/OR OPTIONS

Staff recommends that the Council approve the ordinance.

Recommended motion: "I move to approve the first reading of Ordinance No. 3258 and schedule a second reading for April 15, 2025."



Council Business Meeting

REFERENCES & ATTACHMENTS

1. Ordinance 3258-Hazardous Burning v1 (03-20-25)



ORDINANCE NO. 3258

AN ORDINANCE AMENDING AMC CHAPTER 10.30 TO PROHIBIT HAZARDOUS FIRE USE

Annotated to show deletions and additions to the Ashland Municipal Code sections being modified. Deletions are ~~bold-lined through~~, and additions are **bold underlined**.

WHEREAS, Article 2. Section 1 of the Ashland City Charter provides:

Powers of the City. The City shall have all powers which the constitutions, statutes, and common law of the United States and of this State expressly or impliedly grant or allow municipalities, as fully as though this Charter specifically enumerated each of those powers, as well as all powers not inconsistent with the foregoing; and, in addition thereto, shall possess all powers hereinafter specifically granted. All the authority thereof shall have perpetual succession.

WHEREAS, The City of Ashland recognizes the increasing fire danger posed by unauthorized or hazardous fire use, particularly in sensitive areas such as city parks, open spaces, and the Ashland watershed; and; and

WHEREAS, Existing state laws addressing reckless burning (ORS 164.335) require actual property damage of ascertainable market value, limiting enforcement in cases where a fire creates a serious risk but has not yet caused harm; and

WHEREAS, Oregon's endangerment statutes (e.g., ORS 163.195) require proof of substantial risk of serious physical injury to a specific person, which may not apply in fire-related incidents that endanger the general public, property, or natural resources; and

WHEREAS, Unauthorized small fires—especially in greenways, parks, and wildfire-prone areas—pose significant risks even before damage occurs; and

WHEREAS, The City Council finds that this ordinance is necessary to provide a municipal enforcement tool allowing for misdemeanor prosecution of hazardous fire use before it escalates to reckless burning or arson, therefore,

THE PEOPLE OF THE CITY OF ASHLAND DO ORDAIN AS FOLLOWS:

SECTION 1. Amendment to AMC Chapter 10.30

AMC Chapter 10.30 **Controls on Open Burning** is hereby amended to add a new section, **10.30.060 – Hazardous Fire Use Prohibited**, to read as follows:

10.30.060 Hazardous Fire Use Prohibited

A. Prohibited Conduct

It shall be unlawful for any person to:

1. Ignite, maintain, or allow a fire in a manner that creates a substantial risk of:
 - a. The fire escaping control;
 - b. Endangering persons, structures, or property;
 - c. Spreading to public lands, forested areas, or designated fire-prone zones.
2. Fail to take reasonable measures to confine, control, or extinguish an authorized fire before leaving the area.
3. Operate any ignition source, including open flames, spark-producing devices, or heat-generating equipment (such as stoves, heaters, or any device capable of igniting nearby combustible materials) in a prohibited area. Prohibited areas include, but are not limited to:
 - a. City-owned parks, open spaces, or wildfire-prone lands
 - b. Any area subject to a burn ban or emergency restriction.
4. Burn prohibited materials, including but not limited to:
 - a. Plastics, chemicals, treated wood, tires, or any material producing toxic emissions.
 - b. Unauthorized debris or waste without a valid permit.
5. Refuse or fail to comply with an order from the Fire Chief, Fire Marshal, or law enforcement to extinguish or control a fire.

B. High-Risk Areas and Aggravated Offenses

1. A violation of this section shall be considered an aggravated offense subject to enhanced penalties when:
 - a. The hazardous fire use occurs in city-owned parks, watershed lands, or greenways.
 - b. The offense takes place during a declared fire season or under emergency fire restrictions.
 - c. The fire is left unattended and requires an emergency response from the Fire Department.

C. Enforcement and Authority

1. The Fire Marshal, Fire Chief, Police Chief, or their designees shall have the authority to:
 - (a) Issue citations;
 - (b) Order the immediate extinguishment of a fire;
 - (c) Take additional enforcement action as necessary.
2. Failure to comply with a lawful order to extinguish or control a fire may result in immediate municipal prosecution.

SECTION 2. Amendment to AMC 10.30.050 (Penalties and Schedule)

AMC 10.30.050 Penalties and Schedule is amended as follows:

10.30.050 Penalties and Schedule

A. Any person who violates any provision of this Chapter is subject to Section 1.08.020 of the Ashland Municipal Code.

1. Any violation of this section is a Class I Violation.

2. Outdoor burning without a permit or a campfire in violation of this chapter is a public nuisance and may be abated per AMC Chapter 1.08 by the Fire Chief, Chief of Police, or their representatives.
3. **A violation of AMC 10.30.060 (Hazardous Fire Use) shall be enforced as follows:**
 - a. Class 1 Violation – A general violation shall be subject to a fine of up to \$500 (AMC 1.08.030B).**
 - b. Class B Misdemeanor – An offense in a high-risk area or during fire season, or by a repeat offender, shall be subject to:**
 - i. **A fine up to \$500.**
 - ii. **Up to 60 days imprisonment. (Ashland Charter Art IX, Sec 1)**
 - iii. **Mandatory fire prevention education or community service.**
 - c. Restitution – Offenders may be required to reimburse emergency response costs.**

SECTION 3. Remaining Provisions Unaffected. Except as specifically amended herein, all remaining provisions of AMC Chapter 10.30 shall remain in full force and effect.

SECTION 4. Severability. Each section of this ordinance, and any part thereof, is severable, and if any part of this ordinance is held invalid by a court of competent jurisdiction, the remainder of this ordinance shall remain in full force and effect.

SECTION 5. Codification. Provisions of this Ordinance shall be incorporated in the City Code and the word “ordinance” may be changed to “code”, “article”, “section”, “chapter” or another word, and the sections of this Ordinance may be renumbered, or re-lettered, provided however that any Whereas clauses and boilerplate provisions (i.e. Sections 3-5) need not be codified and the City Recorder is authorized to correct any cross-references and any typographical errors.

The foregoing ordinance was first read by title only in accordance with Article X, Section 2(C) of the City Charter on the _____ day of _____, **XXXX**, and duly PASSED and ADOPTED this _____ day of _____, **XXXX**.

PASSED by the City Council this _____ day of _____, **XXXX**.

ATTEST:

Alissa Kolodzinski, City Recorder

SIGNED and APPROVED this _____ day of _____,
XXXX.

Tonya Graham, Mayor

Reviewed as to form:

Douglas M. McGeary, Acting City Attorney



Council Business Meeting

Date: April 1, 2025

Agenda Item	Second reading of Ordinance 3257, update to AMC 9.04 Weeds and Noxious Vegetation
From	Mark Shay, Fire Marshall
Contact	mark.shay@ashland.or.us

SUMMARY

Staff is proposing changes to Ashland Municipal Code 9.04 (An Ordinance Relating to Weeds and Noxious Vegetation). The proposed changes are an effort to align the ordinance with current practices, provide additional time for compliance prior to fire restrictions and correct grammatical errors.

POLICIES, PLANS & GOALS SUPPORTED

The Council priority of wildfire risk reduction and CEAP (Climate Energy Action Plan) execution.

BACKGROUND AND ADDITIONAL INFORMATION

AMC 9.04 was last amended in 2018. The attached proposed revisions to the ordinance are designed to reflect current procedures, accommodate for earlier fire seasons and provide grammatical corrections. Each year AF&R personnel enforce AMC 9.04.020, which provides specific dates for the removal of non-compliant weeds. This enforcement effort reduces wildfire fuels by reducing or eliminating weeds that are not compliant with the referenced AMC. Revision of the dates for summer season as defined in AMC 9.04 will provide greater opportunity for residents to comply prior to the implementation of fire restrictions.

FISCAL IMPACTS

None

SUGGESTED ACTIONS, MOTIONS, AND/OR OPTIONS

I move to approve the second reading of ordinance 3257, an amendment to AMC 9.04 weeds and noxious vegetation.

REFERENCES & ATTACHMENTS

1. AMC 9.04_2025 Revisions



ORDINANCE NO. 3257

AN ORDINANCE AMENDMENT RELATING TO WEEDS AND NOXIOUS VEGETATION; AMENDING AMC 9.04

Annotated to show deletions and additions to the Ashland Municipal Code sections being modified. Deletions are ~~bold lined through~~, and additions are **bold underlined**.

WHEREAS, weeds and noxious vegetation constitute a fire hazard to persons and property within the city; and

WHEREAS, the weed abatement ordinance was originally adopted in 1951 and revisions to the code are necessary to facilitate the removal of weeds and noxious vegetation;

THE PEOPLE OF THE CITY OF ASHLAND DO ORDAIN AS FOLLOWS:

SECTION 1. Amending AMC 9.04 to comply with current city practices and revise the dates for summer season as defined in the ordinance.

9.04.002 Purpose

The purpose of this chapter is to reduce the risk of damage to property and persons by fire due to weeds, and to reduce hazards to public health, agriculture, recreation, and wildlife by controlling the growth of weeds and noxious vegetation. Ashland Fire and Rescue and the City's Code Compliance Officers intend to prioritize enforcement and abatement under this chapter based upon the degree of fire risk or other hazard caused by the violation and the availability of resources. (Ord. 3159 § 1, amended, 09/18/2018; Ord. 3009, added, 04/20/2010)

9.04.005 Definitions

- A. Code Compliance Officer: all individuals designated as such pursuant to AMC 1.08.005, including specifically the Fire Chief.
- B. Fire Chief: the City of Ashland Fire Chief or ~~his/her~~ **their** authorized designee.
- C. Fire hazard: a written determination from the Fire Chief that the quality, condition, and/or location of vegetation creates a risk of fire.
- D. Noxious vegetation: all vegetation listed on the noxious weed list promulgated by the Oregon Department of Agriculture's Plant Division.
- E. Owner: owner of real property, agent of the owner, and/or occupant of any lot or parcel of land. In the case of property subject to foreclosure as a result of bankruptcy or default of the legal owner, the City may deem the "Owner" to be the person, other than the legal owner, who has a primary lien, security, or mortgage interest in possession or control of the property or who is the deed of trust beneficiary of the property.
- F. Prohibited flammable plants: all vegetation listed on the prohibited flammable plant list as approved by resolution of the City Council.

G. Summer season: between May **15 1st** and **September-30 October 15th** of any year, or the end of fire season as declared by the Oregon Department of Forestry, whichever is later.

H. Weed:

1. Vegetation, grass, shrubbery, and round wood that is less than 1/4 inch in diameter and more than four inches (4") high, and
2. Vegetation that is a:
 - a. Health hazard, such as providing harborage for vermin;
 - b. Fire hazard due to the quantity and/or location; or
 - c. Traffic hazard because it impairs the view of a public thoroughfare or otherwise makes use of the thoroughfare hazardous. (Ord. 3159 § 1, amended, 09/18/2018; Ord. 3116, amended, 2015; Ord. 3009, added, 04/20/2010)

9.04.010 Weeds Declared Nuisance

The growth or maintenance of weeds upon lots and parcels of land, and abutting rights-of-way in the City during the summer season, or at any other time of year when deemed a fire, health or traffic hazard, is declared to be a nuisance. (Ord. 3159 § 1, amended, 09/18/2018; Ord. 3009, amended, 04/20/2010)

9.04.011 Prohibited Flammable Plants Declared Nuisance

The planting of species identified on the prohibited flammable plant list within a general fuel modification area in the City is declared to be a nuisance. (Ord. 3159 § 1, added, 09/18/2018)

9.04.012 Noxious Vegetation Declared Nuisance

The growth or maintenance of noxious vegetation upon lots and parcels of land, and abutting rights-of-way in the City at any time is declared to be a nuisance. (Ord. 3159 § 1, amended, 09/18/2018; Ord. 3009, added, 04/20/2010)

9.04.015 Exemptions to Nuisance

A. The term “weed” does not include vegetation that constitutes an agricultural crop or decorative residential landscaping, unless that vegetation is a fire, health, or traffic hazard.

B. It shall not be a violation of this chapter for property owners to maintain wetland or upland native vegetation in its natural state either on their property or in common areas when required to do so pursuant to the requirements of state law, city ordinance or land use approval. Nothing herein prohibits a property owner from preserving native vegetation in its natural state in excess of the requirements of state law or city ordinance, provided the owner prepares and implements a management plan for maintenance of the natural area and said plan is approved and on file with the community development department.

C. It shall not be a violation of this chapter for property owners to maintain prohibited flammable plants which were established prior to the effective date of the ordinance codified in this chapter on their property or in common areas, unless the plants are subject to removal through implementation of an approved fuel prevention and control plan or general fuel modification area on file with the Community Development Department. (Ord. 3159 § 1, amended, 09/18/2018; Ord. 3009, added, 04/20/2010)

9.04.020 Responsibility of Owner – Removal of Weeds

The owner of any lot or parcel of land within the limits of the City of Ashland shall cut and/or remove weeds growing thereon, and on adjacent and abutting rights-of-way, between May ~~15th~~ **1st** and June ~~15th~~ **1st** of each year. It shall be the duty of an owner to continue to cut and remove the weeds throughout the summer season, or any other time of year when deemed a fire, health, or traffic hazard. (Ord. 3159 § 1, amended, 09/18/2018; Ord. 3009, amended, 04/20/2010)

9.04.022 Responsibility of Owner – Prohibited Flammable Plants

The owner of any lot or parcel of land within the limits of the City of Ashland shall not permit species identified on the prohibited flammable plant list to be newly planted on their property within a general fuel modification area as defined in AMC 18.3.10.100.B. It shall be the duty of an owner to cut down and remove any new seedlings and volunteer plants of listed prohibited flammable plants as often as needed to prevent them from posing an increased fire hazard. (Ord. 3159 § 1, added, 09/18/2018)

9.04.024 Responsibility of Owner – Removal of Noxious Vegetation

The owner of any lot or parcel of land within the limits of the City of Ashland shall not permit noxious vegetation to grow upon their property and on adjacent and abutting rights-of-way. It shall be the duty of an owner to cut down or to destroy and remove all noxious vegetation as often as needed to prevent it from becoming a fire, health or traffic hazard, from becoming unsightly, or maturing, spreading, and going to seed. (Ord. 3159 § 1, amended, 09/18/2018; Ord. 3009, added, 04/20/2010)

9.04.028 Abatement Process

The Uniform Abatement Process set forth in chapter AMC 2.31 shall apply to nuisances identified in this Chapter and may be used to abate continuing violations. Notwithstanding any other AMC provisions, a code compliance officer may order the minimum abatement necessary to abate a fire, health or traffic hazard (e.g., creation of an adequate fire break to protect adjacent property from fire exposure). Abatement of the nuisance shall not prohibit the City from seeking any other remedy or sanction provided by law. (Ord. 3159 § 1, amended, 09/18/2018; Ord. 3009, added, 04/20/2010)

9.04.030 Violation Penalty

Any person who violates any provision of this Chapter is subject to Section 1.08.020 of the Ashland Municipal Code. Any violation of this section is a Class I violation. (Ord. 3159 § 1, amended, 09/18/2018; Ord. 3137, amended, 2017; Ord. 3025, amended, 08/03/2010; Ord. 3009, amended, 04/20/2010)

9.04.040 Notice to Abate - Contents

In case of failure or neglect of any such agent, owner or occupant to cut weeds and grass and shrubbery as herein provided, the ~~City Recorder~~ **Code Compliance Officer** shall cause to be served on such agent, owner, and/or occupant a notice, describing the property with convenient certainty by its legal description or by the street number of the house, requiring such owner or agent and/or occupant to cut said weeds, grass, and shrubbery within ten (10) days from the service thereof, or that the City will require the same to be done, and the cost thereof charged as

a lien against said property. (Ord. 3159 § 1, amended, 09/18/2018; Ord. 1141 § 4, amended, 1951)

9.04.050 Notice to Abate – Service – Removal by City – Lien

Such notice shall be served upon such owner, agent, and/or occupant in person if found upon said premises or within the City, and in case said owner, agent, and/or occupant cannot be found in person within the City after reasonable diligence and inquiry, such notice shall be posted in a conspicuous place upon said premises, and a copy thereof mailed to the last known post office address of such owner, agent, or occupant, if any such address is known, and return of service shall be filed with the Recorder; and if at the end of ten (10) days from the giving of such notice, such owner, agent, and/or occupant has failed and neglected to cut and remove such vegetation, the Fire Chief **(or authorized designee)** shall cause the same to be done and shall file with the **Council City Recorder and Finance Department** a verified itemized statement of the expenditure occasioned thereby, and the Recorder shall cause notice to be served upon the owner, agent, or occupant in the manner hereinbefore described, such statement will be considered and determined by the **Council City Recorder** and a lien declared upon the property involved. **Appeals shall be filed with the municipal court no more than 10 days following the placement of said lien, in accordance with AMC 2.30. the time of which meeting shall be specified in the notice, more than ten (10) days from the giving of the same, and the Council shall at such meeting hear any objections to such statement, and by ordinance determine the correctness of the same, and declare such corrected amount a lien upon the property benefitted and instruct the Recorder to enter the same upon the City docket of liens in the same manner and with the same effect that street improvement liens and sewer liens are entered, and said lien shall have the same force and effect as such street improvement and sewer liens, and shall be certified to the county assessor in the same manner.** (Ord. 3159 § 1, amended, 09/18/2018; Ord. 1141 § 5, amended, 1951)

SECTION 2. Severability. Each section of this ordinance, and any part thereof, is severable, and if any part of this ordinance is held invalid by a court of competent jurisdiction, the remainder of this ordinance shall remain in full force and effect.

SECTION 3. Codification. Provisions of this Ordinance shall be incorporated in the City Code and the word “ordinance” may be changed to “code”, “article”, “section”, “chapter” or another word, and the sections of this Ordinance may be renumbered, or re-lettered, provided however that any Whereas clauses and boilerplate provisions (i.e. Sections 3-5) need not be codified and the City Recorder is authorized to correct any cross-references and any typographical errors.

The foregoing ordinance was first read by title only in accordance with Article X, Section 2(C) of the City Charter on the _____ day of _____, 2025, and duly PASSED and ADOPTED this _____ day of _____, 2025.

PASSED by the City Council this _____ day of _____, 2025.

ATTEST:

Alissa Kolodzinski, City Recorder

SIGNED and APPROVED this _____ day of _____, 2025.

Tonya Graham, Mayor

Reviewed as to form:

Douglas M. McGearry, Acting City Attorney



Council Business Meeting

Date: April 1, 2025

Agenda Item	2025-2027 Capital Improvement Program Adoption & 2028-2031 Look Ahead
From	Scott Fleury, Director
Contact	scott.fleury@ashland.or.us

SUMMARY

Before the Council is the proposed 2/6-Year Capital Improvements Program (CIP) for years 2025-2031. The CIP is based upon each enterprise fund's master plans, facility plans, and operational requirements of the departments or divisions. The focus of this staff report is on the two year project period that will be part of the 2025-2027 Biennium Budget process with a request for appropriations as outlined for fiscal years 2026 and 2027.

POLICIES, PLANS & GOALS SUPPORTED

City Council Goals: Essential Services

- Electric
- Sewer
- Streets
- Water
- Stormwater
- Parks Maintenance

CEAP Goals:

Address Climate Change by helping to reduce Ashland's greenhouse gas emissions and to prepare the city's communities, systems, and resources to be more resilient to climate change impacts.

Department Goals:

- Maintain existing infrastructure to meet regulatory requirements and minimize life-cycle costs
- Deliver timely life cycle capital improvement projects
- Maintain and improve infrastructure that enhances the economic vitality of the community
- Evaluate all city infrastructure regarding planning management and financial resources

BACKGROUND AND ADDITIONAL INFORMATION

The CIP is a living and evolving document that is built upon a foundation of master planning. The CIP requires biennial updates based on updated master plans, changes in need or prioritization, changes in funding mechanisms and changes to goals or policy directions.

The City distinguishes capital projects from general maintenance items. Capital projects are typically for new construction, expansion, major renovations, replacements, or projects that substantially increase the life of an asset. Many projects are multi-year, beginning with planning, design, then construction. Some have multiple funding sources, including grants and debt service instruments that are paid back through user fees from each specific enterprise fund.

Master plans or similar planning documents ensure the corresponding utilities and enterprise funds can accommodate growth and keep infrastructure systems fully operational and meet regulatory requirements. Master plans enable a long-term plan to be developed and strengthen the intent to present the most responsible infrastructure improvement costs. Master plans assess the existing systems, establish level of service goals, review future demand, develop a plan for capital improvements, operations, and ultimately propose a financial





Council Business Meeting

plan with associated rate structure and other financial guidance to enable adherence to the plan. Typically, master plans are reviewed and updated every 7-10 years depending upon the system changes and should be evaluated every two-year budget cycle to verify priorities and make necessary changes. Updates on this frequency ensure inclusion of Council goals, new ordinances, changes in the procedures and development of our community, as well as technology advances.

Each project within the two (2) year CIP will have an associated project narrative and budget breakdown. This full CIP Book is attached to the staff report for reference.

Transportation Network:

The focus of the Transportation CIP is roadway rehabilitation projects and improving the Pavement Condition Index (PCI) rating. The City has a goal of maintaining all roadways at a 70 PCI or better. Reference figure 1 below for a visual representation of PCI's. In addition, there is a focus on the roadway rehabilitation projects to include buffered or protected bike lane facilities to promote an improved multimodal transportation network meeting the current Transportation System Plan Goals. The Ashland Street rehabilitation project slated for construction in 2023 has upgraded the design to include a protected bike lane. The design engineers will also be looking at this option for the Mountain Avenue project and for the future Oak Street Rehabilitation project. During the design process for the major rehabilitation projects traffic calming and pedestrian safety improvements will be prioritized for inclusion as well as potential bike facility improvements.

Staff expects to begin the Transportation System Plan Update in 2025 and this will help develop and drive future project priorities for the community. Per the code, the City's Transportation Advisory Committee has reviewed the Transportation Network CIP and recommended Council approve as presented.

Figure 1: Pavement Condition Index





Council Business Meeting

1. **Hardesty Site Development & Equipment Storage**

1. Staff has coordinated with S&B James over the current biennium to relocate a metal building currently at the B St. yard to the Hardesty property and construct a new metal storage building. The design is essentially complete, but the costing is significantly higher than originally envisioned. This project will move slower in a phased approach over the 2025-2027 Biennium.

2. **Clay Street - 300-ft north of Takelma to Siskiyou Boulevard**

1. An Intergovernmental Agreement is in place with the Oregon Department of Transportation (ODOT) for preliminary design (PE) and right of way. Staff expects ODOT to obtain consultant services to begin project in spring/summer of 2025 with the City providing the required 10% match for the PE phase in March of 2025. The process will take up to 24 months and additional funds for construction will most likely be needed through the Rogue Valley Metropolitan Organization.

3. **North Mountain Ave Rehabilitation - I-5 Overpass to E Main St**

1. Dowl has completed a majority of the design work for the rehabilitation project. They were recently charged with a change order to add in the design of a new watermain from East Main to Hersey Street due to age and elevation of piping. The City has also been coordinating the improvement with Central Oregon and Pacific Railroad and recently received a cost estimate for the improvement of the rail crossing that was approximately 4-5 times higher than what was previously done and paid for as part of the Hersey St. rehabilitation. This will need to be resolved moving forward and staff will be breaking the project into two with the first phase of the rehabilitation being from Hersey St. to the Interstate and the second phase being from Hersey St. to East Main St. Staff will look to utilize the Oregon Transportation Infrastructure Funding Bank to fund the project (paid with Food and Beverage revenues).

4. **Oak Street Rehabilitation -East Main to City Limits**

1. Staff to develop final Qualifications Based Solicitation Document for the design and construction administration for this project and release in spring/summer of 2025. Construction would not occur until 2027 at the earliest.

5. **Beaver Slide - Water Street to Lithia Way**

1. Project is a carryover project and tied to the Oregon Department of Transportation signal project for Water St. and East Main St.

6. **B Street Bicycle Boulevard - From Oak Street to N Mountain Avenue**

1. The corridor safety analysis is complete with recommendations from Kittelson Associates. Recommendations include lowering speed limit to 20 mph, installing sharrows, mini-roundabouts and a 4-way stop at B St. and Third St. The Street Division will do a majority of the improvement work when they start the signage and striping work (spring/summer of 2025). Additional improvements after follow up analysis will be performed in the 2025-2027 Biennium.

7. **8th Street Bicycle Boulevard - A Street to E Main Street**

1. Tied to B St. project, see above.



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8. Hersey Street Bicycle Boulevard

1. This project looks to convert the existing bike lane facility to a buffered/protected facility similar to the Ashland St. improvements. This project will require the removal of parking and a public hearing at the TAC and City Council will most likely be required. Staff will also look to fund this improvement through grants and would like to see this project listed in the SS4A action plan to provide for potential Federal Highway Administration grant funding moving forward.

9. Transportation System Plan Update (Study)

1. Staff is currently reviewing proposals received as part of the solicitation process. Staff expects to have a contract in place, issued and managed by the Oregon Department of Transportation in summer of 2025. This is grant funded with a 10% hard match provided by the City via System Development Charges.

10. SS4A Action Plan (Study)

1. This is an additional planning effort that will take place in 2025 under a Federal Highway Administration grant. Staff is waiting for FHWA approval of the grant agreement and recently reached out for an update. Staff has a draft solicitation document that will be edited and advertised once the grant agreement is in place.

11. Central Ashland Bike Path Feasibility Study

1. This is a new planning effort discussed in the 2023-2025 biennium and staff will seek grant funding for the feasibility study. The study will analyze what is needed to complete the network and provide information on necessary permitting, railroad coordination, right of way needs, and develop up to a 30% design and cost estimate for the project.

Wastewater System:

The focus of wastewater CIP projects are to meet DEQ NPDES regulatory requirements while performing major life cycle replacement upgrades. Also as outlined in the Wastewater Collection System Master Plan, staff expects to continue with inflow/infiltration (I/I) source analysis in order to develop projects to reduce I/I.

Wastewater Treatment Projects:

1. Membrane Replacement (Regulatory, Capacity, Life Cycle)

1. Life Cycle replacement of two membrane trains.

2. Aeration Basin Mixer Replacement

1. Life cycle replacement of oxidation basin mixers.

3. Headworks Improvements (Regulatory, Deficiency, Life Cycle)

1. Upgrades to the treatment plant headworks.

4. Harmonics/Telemetry (Regulatory, Deficiency)

1. Electrical improvements to reduce harmonics.



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5. Secondary Clarifier (Regulatory, Capacity, Deficiency, Life Cycle)

1. Upgrades to clarifier to increase capacity and improve clarification process

Wastewater Collections Projects:

1. Hardesty Site Development & Equipment Storage

1. Relocate metal building from B Street Yard to Hardesty Property.
2. Construct new metal equipment storage building on Hardesty Property.

2. Trenchless Linings (Regulatory, Deficiency, Life Cycle)

1. Cured in place lining for collection system lines not easily accessible for standard replacements.

3. Bear Creek Interceptor (Regulatory, Capacity, Deficiency)

1. Upsize existing interceptor line to accommodate growth.

Water System:

The focus of the water CIP projects are to support major maintenance and life cycle replacement of distribution system lines, TAP system improvements, safety improvements to Hosler Dam and development of the new 7.0 MGD Water Treatment Plant. The projects are meant to reduce risk and increase resiliency for the City's water system.

Water Supply:

1. Dam Safety Improvements (Regulatory, Deficiency)

1. Raising the left and right hand side parapet wall to convey the potential maximum flood along with other maintenance improvements to Hosler Dam.

2. East and West Fork Transmission Line Rehabilitation (Deficiency, Life Cycle)

1. Replacement of approximately 1800' of steel transmission line connecting the east and west forks of Ashland Creek to the raw water line.

3. 7.0 MGD Water Treatment Plant (Capacity, Deficiency, Life Cycle)

1. Construction and construction administration of a new 7.0 MGD water treatment plant facility

Water Storage Improvements

1. .85 MG Granite Zone Storage Reservoir

1. Preliminary engineering and land/easement acquisition for construction of a new potable water reservoir in the "Granite Zone" to replace the existing Granite Street Reservoir

Water – Pump Station

1. Hillview Pump Station Replacement (Capacity, Life Cycle)



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1. This project replaces aging pump station and increases capacity to serve expanded Alsing Reservoir Service Area.

2. TAP ARPA Improvements (*Capacity, Deficiency*)

1. The project involves completion of the construction phase for improvements outlined in the TAP Master Plan and ARPA grant award. These include pump station, transmission line, backup power, programming updates and building improvements for the TAP system within Phoenix and Talent.

Water – Pipeline Improvements

1. Annual Pipeline Replacement (*Regulatory, Capacity, Deficiency, Life Cycle*)

1. Replacement of aging or maintenance heavy distribution mainlines by City forces.

2. Distribution Pipe Projects (*Regulatory, Capacity, Deficiency, Life Cycle*)

1. Replacement of aging or maintenance have distribution mainlines by contracted forces.

Water – Operations and Maintenance

1. Telemetry Upgrades (*Deficiency, Life Cycle*)

1. Improvements to communications between the water treatment plant and distribution system reservoirs and pump stations.

Storm Drainage System:

The focus of storm CIP projects are to reduce flooding and improve capacity within the system. The storm drain system is regulated by DEQ under the City's issued MS4 permit.

1. Hardesty Site Development & Equipment Storage

1. Relocate metal building from B Street Yard to Hardesty Property.
2. Construct new metal equipment storage building on Hardesty Property.

1. Stormwater Trenchless Pipe Lining

1. Cured in place lining for collection system lines not easily accessible for standard replacements.

2. North Mountain Avenue Drainage Improvements

1. Improvements to the conveyance and detention of storm water on N. Mountain Avenue in conjunction with the roadway rehabilitation project.

3. Siskiyou Boulevard

1. Improvements to reduce flooding at the intersection of Siskiyou Boulevard and University Way.

4. East Main Street

1. Improvements to reduce flooding at the intersection of East Main Street and Emerick Street.

Airport:

The focus of airport CIP projects are grant funded pavement rehabilitation improvements and an apron expansion to support future hangar development.





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1. **Pavement Maintenance Program (life Cycle)**

1. Ashland Airport is a member of the Oregon Pavement Maintenance Program. It is a Statewide Airport Pavement Maintenance Program (PMP) that is state funded to assist airports in undertaking pavement maintenance. This program will protect Oregon's airport investments by preserving airport pavements consistent with the goals of the Oregon Aviation Plan v6.0. This happens in two-year periods.

-

2. **Taxilane Extension (Deficiency)**

1. This Project will extend the taxilane and connect to the paved rear access road making two permanent access points to the Airport. This will promote future hangar expansion as well as add an additional access point in case of emergency situations.

3. **Airport Pavement Reconstruction and Rehabilitation Phase 1 – Design (Life Cycle)**

1. By 2026, some airfield pavement will be due for select reconstruction (approx. 400 SY) and widespread rehabilitation (approx. 43,000 SY). The project will reconstruct a small portion of a deteriorating Taxilane. Reconstruction consists of the demolition of the Taxilane, excavating for a pavement section design, and construction a new pavement section.

4. **Airport Pavement Reconstruction and Rehabilitation Phase 1 – Design (Life Cycle)**

1. Construction phase of above mentioned project.

Facilities:

The focus of the facilities CIP projects are for performing major building rehabilitations and maintenance along with starting the Facility Optimization and Master Plan process.

1. **Briscoe School Parking Lot Rehabilitation(Deficiency, Life Cycle)**

1. The current parking lot and school bus turnaround have reached the end of its useful life and need rehabilitation

FISCAL IMPACTS

Each Department and associated fund must account for the costs of improvements and major maintenance items. Funding for projects comes from a variety of sources, including user fees/rates, grants, gas taxes and system development charges (SDC). Large scale capital and maintenance projects often require a debt instrument to cover total cost and the debt is paid using fees and rates over the loan period. Loan periods can range anywhere from five (5) to thirty-five (35) years. Loans can be traditional bank borrowing, or bonds issued by the City.

Cost estimates developed in the CIP document generally start with a planning level opinion of cost developed during the master plan process. These costs are always established with a base year and not inflated to coincide with a prioritized project year. These initial opinions of cost can have a wide range of error associated with them. These opinions of costs are refined through the preliminary and final engineering stages of project development. Staff does try to add a general inflationary index increase to the planning level opinions of cost during development of the biennial CIP document and updates costs of projects currently in a design phase appropriately.





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Table 1: Cost Estimating Class Levels

ESTIMATE CLASS	Primary Characteristic	Secondary Characteristic		
	MATURITY LEVEL OF PROJECT DEFINITION DELIVERABLES Expressed as % of complete definition	END USAGE Typical purpose of estimate	METHODOLOGY Typical estimating method	EXPECTED ACCURACY RANGE Typical variation in low and high ranges at an 80% confidence interval
Class 5	0% to 2%	Functional area, or concept screening	SF or m ² factoring, parametric models, judgment, or analogy	L: -20% to -30% H: +30% to +50%
Class 4	1% to 15%	or Schematic design or concept study	Parametric models, assembly driven models	L: -10% to -20% H: +20% to +30%
Class 3	10% to 40%	Design development, budget authorization, feasibility	Semi-detailed unit costs with assembly level line items	L: -5% to -15% H: +10% to +20%
Class 2	30% to 75%	Control or bid/tender, semi-detailed	Detailed unit cost with forced detailed take-off	L: -5% to -10% H: +5% to +15%
Class 1	65% to 100%	Check estimate or pre bid/tender, change order	Detailed unit cost with detailed take-off	L: -3% to -5% H: +3% to +10%

ESTIMATE CLASS	Primary Characteristic	Secondary Characteristic		
	MATURITY LEVEL OF PROJECT DEFINITION DELIVERABLES Expressed as % of complete definition	END USAGE Typical purpose of estimate	METHODOLOGY Typical estimating method	EXPECTED ACCURACY RANGE Typical variation in low and high ranges at an 80% confidence interval
Class 5	0% to 2%	Functional area, or concept screening	SF or m ² factoring, parametric models, judgment, or analogy	L: -20% to -30% H: +30% to +50%
Class 4	1% to 15%	or Schematic design or concept study	Parametric models, assembly driven models	L: -10% to -20% H: +20% to +30%
Class 3	10% to 40%	Design development, budget authorization, feasibility	Semi-detailed unit costs with assembly level line items	L: -5% to -15% H: +10% to +20%
Class 2	30% to 75%	Control or bid/tender, semi-detailed	Detailed unit cost with forced detailed take-off	L: -5% to -10% H: +5% to +15%
Class 1	65% to 100%	Check estimate or pre bid/tender, change order	Detailed unit cost with detailed take-off	L: -3% to -5% H: +3% to +10%

Generally, each individual project listed in the CIP document will require numerous independent Council actions including, approval of grants and debt service instruments, approval of feasibility studies, preliminary engineering, final engineering and finally construction contracts. At each level of approval by Council generally cost estimates are refined as part of the project development process and additional information/justification is provided.

For the enterprise funds that utilize user fees/rates to support operations, maintenance and capital projects, staff coordinates with a financial advisor to develop or update rate studies. The rate study accounts for personal and material costs, existing debt payments, financial policy requirements and expected capital needs for the two (2) and six (6) year periods associated with the CIP. The rates recommended by the study provide the ability to cover all projected costs within each fund, specifically for the two year budgeted period.

SUGGESTED ACTIONS, MOTIONS, AND/OR OPTIONS

I move to accept the two (2) year Capital Improvement Plan with the six year overview.

I move to modify the two (2) year Capital Improvement Plan (Insert Modification).



Council Business Meeting

REFERENCES & ATTACHMENTS

1. 2025-2027 CIP Book Final Draft



CITY OF ASHLAND
CAPITAL IMPROVEMENTS
PROGRAM
FY 26-27 DETAIL

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TRANSPORTATION PROJECTS

Capital Improvements Plan 2026-2027 Construction Years				Regulatory	Capacity	Deficiency	Life Cycle	Project Totals FY26-FY31						
Project Description														
Roadway								FY26	FY27	Project Totals	Street SDC	Other (grants)	Fees & Rates (debt)	
Hardesty Site Development & Equipment Storage						X		\$ 1,007,052	\$ 1,007,052	\$ 2,014,104	\$ -		\$ 2,014,104	
Clay Street - Faith Avenue to Siskiyou Boulevard (STBG/ CMAQ)						X		\$ 1,711,211	\$ 1,205,000	\$ 2,916,211	\$ -		\$ 2,916,211	
Subtotal Roadway								\$ 2,718,263	\$ 2,212,052	\$ 4,930,315	\$ -	\$ -	\$ 4,930,315	
Street Overlays/ Reconstructions				PCI				FY26	FY27	Project Totals	Street SDC	Other (grants)	Fees & Rates (debt)	
N Mountain Ave - I-5 Overpass to E Main St				59.36	X		X	X	\$ 1,500,000	\$ 3,500,000	\$ 5,000,000	\$ -	\$ -	\$ 5,000,000
Oak St - City Limits to E Main St				23.83	X		X	X	\$ 1,000,000	\$ 3,500,000	\$ 4,500,000	\$ -	\$ -	\$ 4,500,000
Subtotal Street Improvements/ Overlays								\$ 2,500,000	\$ 7,000,000	\$ 9,500,000	\$ -	\$ -	\$ 9,500,000	
Sidewalk/ Pedestrian								FY26	FY27	Project Totals	Street SDC	Other (grants)	Fees & Rates (debt)	
Beaver Slide - Water Street to Lithia Way					X	X	X	\$ -	\$ 350,000	\$ 350,000	\$ 339,920	\$ -	\$ 10,080	
Subtotal Sidewalk/ Pedestrian								\$ -	\$ 350,000	\$ 350,000	\$ 339,920	\$ -	\$ 10,080	
Bicycle								FY26	FY27	Project Totals	Street SDC	Other (grants)	Fees & Rates (debt)	
B Street Bicycle Boulevard - Oak Street to N Mountain Avenue						X	X	\$ 75,000	\$ -	\$ 75,000	\$ 25,425	\$ 7,500	\$ 42,075	
Hersey Street Bicycle Boulevard - N Main Street to N Mountain Avenue								\$ -	\$ 1,000,000	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -	
8th Street Bicycle Boulevard - A Street to E Main Street						X	X	\$ -	\$ 44,000	\$ 44,000	\$ 14,916	\$ 4,400	\$ 24,684	
Subtotal Bicycle								\$ 75,000	\$ 1,044,000	\$ 1,119,000	\$ 40,341	\$ 1,011,900	\$ 66,759	

Street Fund - Roadway

Project Name: **Hardesty Property Site Development and Equipment Storage**
 Total Project Cost: **\$2,014,104**

Proj #: 2018-34
 Duration: 2 years

	FY26	FY27
Expenses:		
Design		
Construction	\$1,007,052	\$1,007,052
Revenues:		
Fees	\$1,007,052	\$1,007,052
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: The proposed improvements will generate long term building maintenance and energy consumption requirements along site management for storm water disposal of sweeper materials.

Description: The City recently purchased the Hardesty property to utilize as a resource for equipment storage and staging in order to divest itself of the current "B" Street yard location. The project includes site development work, demolition of existing structures and construction of a new metal equipment storage building. Costs will be shared between the wastewater, streets and storm drain funds as the building and site will be utilized primarily by these enterprise funds.



Street Fund - Roadway

Project Name: **Clay Street - Faith Avenue to Siskiyou Boulevard** Proj #: 2020-09

Total Project Cost: **Two Year Cost \$2,916,211 (Total Project \$7,190,217)** Duration: Multiple years

	FY26	FY27
Expenses:		
Design	\$1,711,211	\$1,711,211
Construction		
Revenues:		
Fees	\$175,741	\$175,741
SDCs		
Grant	\$1,535,469	\$1,535,469
Other		

Explain "Other": Funded by a Rogue Valley Metropolitan Organization Grant with Jackson County providing a percentage of the total match as part of the jurisdictional transfer agreement.

Anticipated Long Term Expenses: Project is grant funded with Jackson County providing a portion of the required match and the City providing the remaining. Additional grant funding may need to be requested once the initial project development, right of way acquisition and design phases have been completed. After completion the improvement will become part of the street fund and costs will include overlay's as required for a pavement preservation program.

Description: Existing Clay St. from Faith Ave. to Siskiyou Blvd. is nominally 19-feet wide road with no bike or ped facilities. The street serves low, medium and high-density housing, a city park and a private elementary school, and connects the neighborhood to Ashland St. and Siskiyou Blvd. The purpose of the project is to add bike and pedestrian facilities with curb, gutter, sidewalk, and underground drainage to facilitate the addition of the bike and pedestrian facilities. Per the Ashland TSP, the bike facility will be a bike boulevard, a shared lane with a speed reduction to 20 MPH. The existing street will also be improved to match the new facilities.



Street Fund - Overlay

Project Name: **N. Mountain Avenue Overlay – I-5 to E. Main Street**

Proj #: 2021-03

Total Project Cost: **\$4,500,000 (phase 1)**

Duration: 3+ years

FY26	FY27
------	------

Expenses:

Design	\$200,000	
Construction	\$1,300,000	\$3,500,000

Revenues:

Fees	\$1,500,000	\$3,500,000
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: No significant long-term expenses. This will be a part of the City's street improvement fund. Life of the project is 30+ years. Street rehabilitation projects are supported by food and beverage tax revenue.

Description: This project will consist of an asphalt overlay and partial rebuild of N. Mountain Avenue between Interstate 5 and E. Main Street as per the City of Ashland's Pavement Management System. Project will include some full depth reclamation of the existing asphalt surface combined with a concrete treated base, some full depth reconstruction, replacement of non-ADA compliant sidewalk and handicap access ramps and utility replacements as necessary.



Street Fund - Overlay

Project Name: **Oak Street Overlay – City Limits to E. Main Street**

Proj #: TBD

Total Project Cost: **\$4,500,000 (Design Phase)**

Duration: 2 years

FY26	FY27
------	------

Expenses:

Design	\$1,000,000	
Construction		\$3,500,000

Revenues:

Fees	\$1,000,000	\$3,500,000
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: No significant long-term expenses. This will be a part of the City's Street improvement fund. Life of the project is 30+ years. Street rehabilitation projects are supported by food and beverage tax revenue.

Description: This project will consist of an asphalt overlay and partial rebuild of Oak Street between the City Limits and E. Main Street as per the City of Ashland's Pavement Management System. Project will include some full depth reconstruction, replacement of non-ADA compliant sidewalk and handicap access ramps and utility replacements as necessary.



Street Fund - Pedestrian

Project Name: **Install Sidewalk Beaver Slide - Water Street to Lithia Way**

Proj #: (TSP P17)

Total Project Cost: **\$350,000**

Duration: 1 year

FY26	FY27
------	------

Expenses:

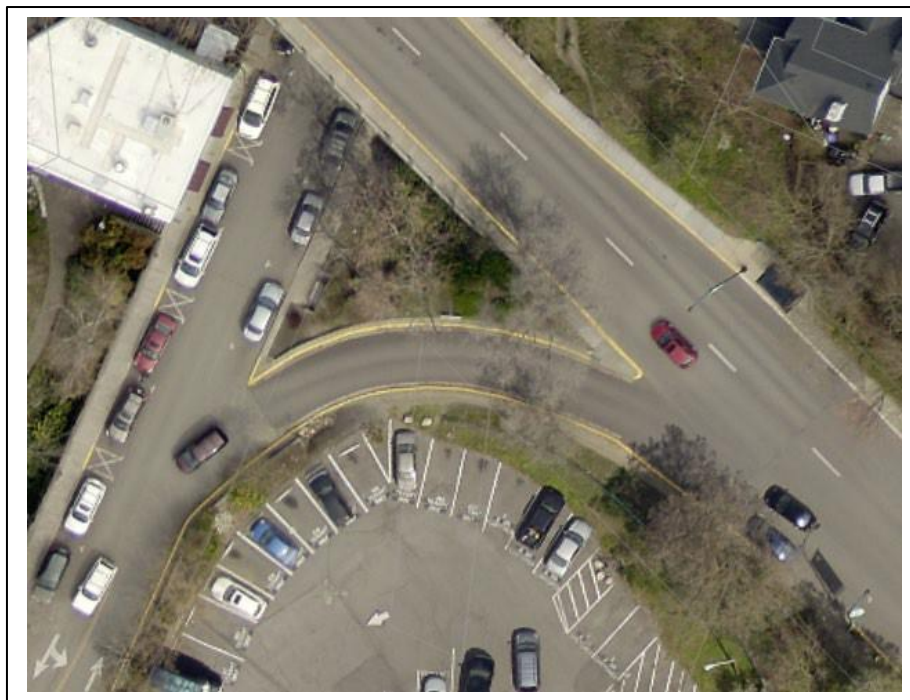
Design		\$87,500
Construction		\$262,500

Revenues:

Fees		\$10,080
SDCs		\$339,920
Grant		
Other		

Anticipated Long Term Expenses: No significant long-term expenses. This will be a part of the City's Street improvement fund. The life of the project is 30+ years.

Description: The project consists of the installation of a sidewalk along the Beaver slide from Lithia Way to Water Street and will include ADA compliant access ramps. The project will give pedestrians an accessible route and additional path from Lithia Way to the downtown area. To be combined with Oregon Department of Transportation signalization project of Water Street.



Street Fund - Bicycle

Project Name: **B Street Bicycle Boulevard (Oak Street to North Mountain Avenue)**

Proj #: (TSP B13)

Total Project Cost: **\$75,000**

Duration: 1 year

FY26	FY27
------	------

Expenses:

Design		
Construction	\$75,000	

Revenues:

Fees	\$42,075	
SDCs	\$25,425	
Grant		
Other	\$7,500	

Explain "Other": This project is intended to be partially grant funded but may be unavailable. If unavailable, design cost will be borne in the engineering budget of the street fund and constructed by existing staff.

Anticipated Long Term Expenses: Long term expenses will include striping/line painting and sweeping.

Description: In fiscal year 2025 the City conducted a corridor safety analysis and numerous recommendations were developed for traffic calming and facility improvements. This high priority project fills the gaps in the bicycle network and provides a "bicycle boulevard" adjacent on B Street from Oak Street to North Mountain Avenue. Bicycle boulevards modify local streets to allow the through movement of bicycles yet maintaining local access for automobiles. In addition traffic control features will be installed, crosswalks marked and the speed limit reduced from 25 MPH to 20 MPH.



Street Fund - Bicycle

Project Name: **8th Street Bicycle Boulevard; 'A' to E. Main**

Proj #: (TSP B33)

Total Project Cost: **\$44,000**

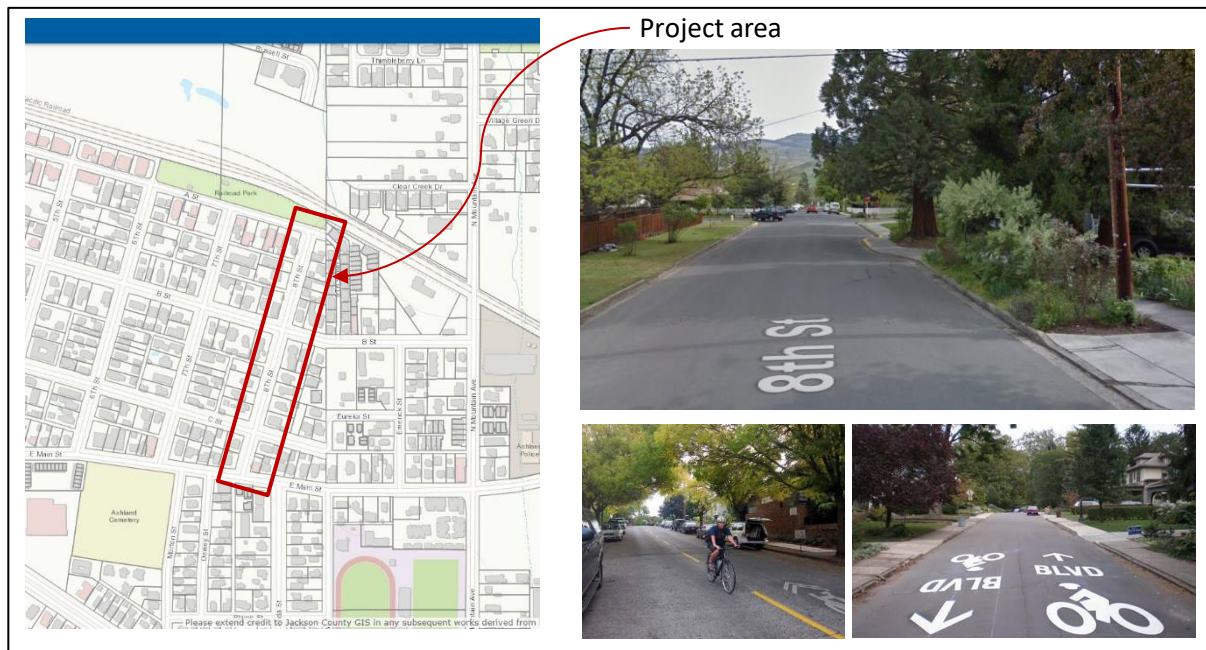
Duration: 1 year

	FY26	FY27
Expenses:		
Design		\$6,600
Construction		\$37,400
Revenues:		
Fees		\$24,684
SDCs		\$14,916
Grant		
Other		\$4,400

Explain "Other": This project is intended to be grant funded but may be unavailable. If unavailable, design cost will be borne in the engineering budget of the street fund and constructed by existing staff.

Anticipated Long Term Expenses: Long term expenses will include striping/line painting and sweeping.

Description: This project fills the gaps in the bicycle network and provides a "bicycle boulevard" along a well-traveled neighborhood street linking the railroad district, railroad park and Main Street. Bicycle boulevards modify local streets to allow the through movement of bicycles yet maintaining local access for automobiles. Bicycle boulevards typically include bicycle route signage and pavement markings and often feature traffic calming to slow vehicle speeds and provide a more comfortable environment for cyclists.



Street Fund - Bicycle

Project Name: **Hersey Street Bicycle Boulevard**

Proj #: TBD

Total Project Cost: **\$1,000,000**

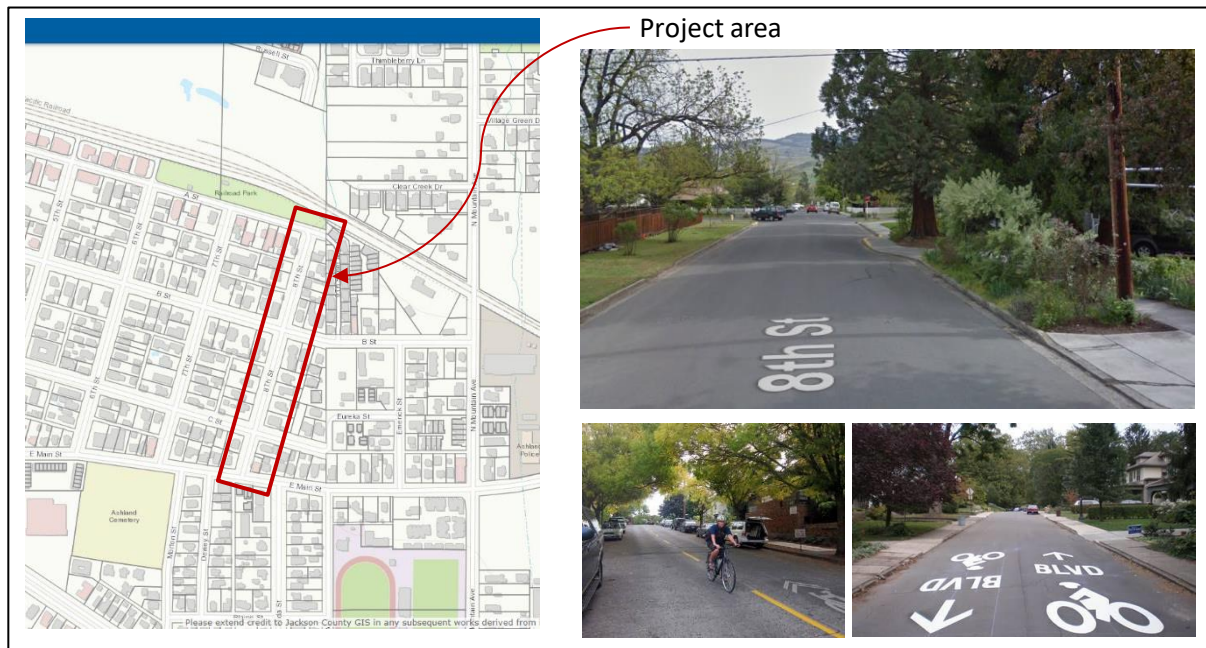
Duration: 1 year

	FY26	FY27
Expenses:		
Design		\$100,000
Construction		\$900,000
Revenues:		
Fees		
SDCs		
Grant		\$1,000,000
Other		

Explain "Other": This project is intended to be grant funded.

Anticipated Long Term Expenses: Long term expenses will include maintaining the upgraded signage, striping and delineators along with sweeping bike lanes using specialized equipment.

Description: This project converts the existing Hersey Street bike lane configuration into a Bike Boulevard with protected bike lanes. This was a project added at the recommendation of the community and City Council during the last budget process and staff was unable to access grant funding in the current budget for the improvement and is carrying the project forward in the CIP.



WATER PROJECTS

Capital Improvements Plan 2026-2031 Construction Years						Project Totals FY26-FY31									
Project Description						Regulatory	Capacity	Deficiency	Life Cycle						
Water - Supply Improvements						FY26	FY27	Project Totals		Water SDC	Other (grants)	Fees & Rates (debt)			
Dam Safety Improvements						X		X		\$ 3,600,000	\$ 3,600,000	\$ 7,200,000	\$ 1,800,000	\$ -	\$ 5,400,000
East & West Fork Transmission Line Rehabilitation								X	X	\$ 1,300,000	\$ 1,160,000	\$ 2,460,000	\$ 1,845,000	\$ -	\$ 615,000
7.5 MGD Water Treatment Plant										\$ 3,300,000	\$ 32,829,796	\$ 36,129,796	\$ 3,612,980	\$ -	\$ 32,516,816
Reeder Reservoir Sediment Removal							X			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal Water - Supply Improvements						\$ 8,200,000	\$ 37,589,796	\$ 45,789,796		\$ 7,257,980	\$ -	\$ 38,531,816			
Water - Storage Improvements						FY26	FY27	Project Totals		Water SDC	Other (grants)	Fees & Rates (debt)			
New 0.85 MG Granite Zone Reservoir									X	\$ -	\$ 300,000	\$ 300,000	\$ 24,000	\$ -	\$ 276,000
Subtotal Water - Storage Improvements						\$ -	\$ 300,000	\$ 300,000		\$ 24,000	\$ -	\$ 276,000			
Water - Pump Station Improvements						FY26	FY27	Project Totals		Water SDC	Other (grants)	Fees & Rates (debt)			
Hillview BPS Replacement									X	\$ 375,000	\$ 1,125,000	\$ 1,500,000	\$ 120,000	\$ -	\$ 1,380,000
Subtotal Water - Pump Station Improvements						\$ 375,000	\$ 1,125,000	\$ 1,500,000		\$ 120,000	\$ -	\$ 1,380,000			
Water - Pipe Improvements						FY26	FY27	Project Totals		Water SDC	Other (grants)	Fees & Rates (debt)			
Annual Pipe Replacement						X	X	X	X	\$ 300,000	\$ 300,000	\$ 600,000	\$ 60,000	\$ -	\$ 540,000
Distribution Pipe Projects						X	X	X	X	\$ 736,090	\$ 1,054,806	\$ 1,790,896	\$ 179,090	\$ -	\$ 1,611,806
Subtotal Water - Pipe Improvements						\$ 1,036,090	\$ 1,354,806	\$ 2,390,896		\$ 239,090	\$ -	\$ 2,151,806			
Water - Operations & Maintenance						FY26	FY27	Project Totals		Water SDC	Other (grants)	Fees & Rates (debt)			
Telemetry Upgrades									X	\$ 120,000	\$ 120,000	\$ 240,000	\$ 24,000	\$ -	\$ 216,000
Tolman Creek Road PRV Station										\$ -	\$ 127,000	\$ 127,000	\$ 10,160	\$ -	\$ 116,840
Subtotal Water - Operations & Maintenance						\$ 120,000	\$ 247,000	\$ 367,000		\$ 34,160	\$ -	\$ 332,840			
WATER										\$ 9,731,090	\$ 40,316,602	\$ 50,047,692	\$ 7,651,229	\$ -	\$ 42,396,463
TAP - Booster Pump Station Improvements						FY26	FY27	Project Totals		Water SDC	Other (grants)	Fees & Rates (debt)			
TAP ARPA Improvements								X	X	\$ 1,300,000	\$ 300,000	\$ 1,600,000	\$ -	\$ 1,600,000	\$ -
Subtotal TAP - Booster Pump Station Improvements						\$ 1,300,000	\$ 300,000	\$ 1,600,000		\$ -	\$ 1,600,000	\$ -			

Water Supply Fund - Supply

Project Name: **Dam Safety Improvements**

Proj #: 2019-07

Total Project Cost: **\$7,200,000**

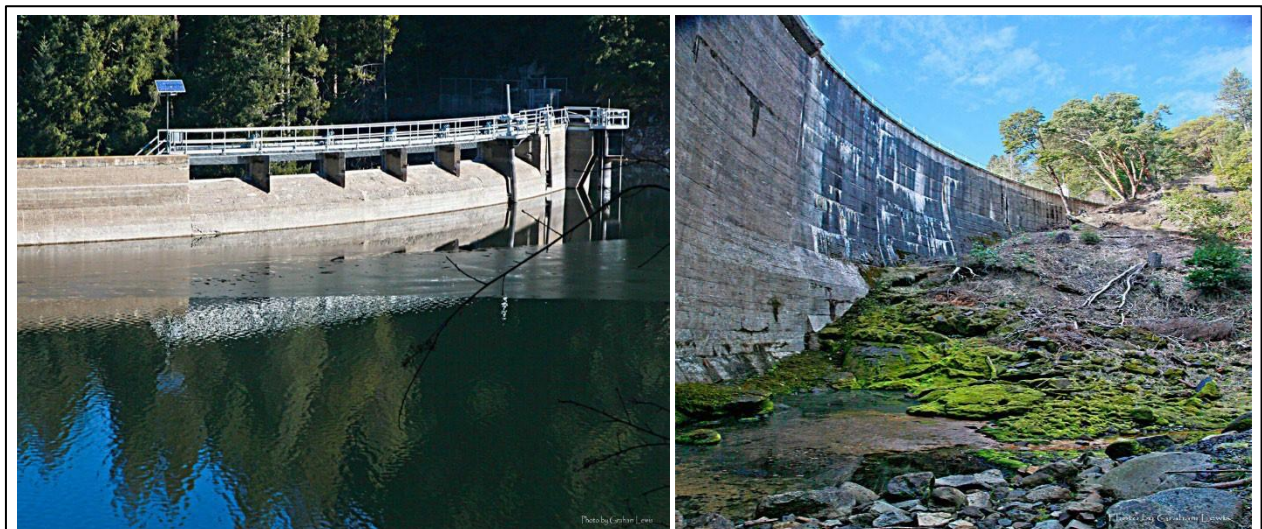
Duration: 2+ years

	FY26	FY27
Expenses:		
Design		
Construction	\$3,600,000	\$3,600,000
Revenues:		
Fees	\$2,700,000	\$2,700,000
SDCs	\$900,000	\$900,000
Grant		
Other		

Explain "Other":

Anticipated Long Term Expenses: Staff time for management of improvement and maintenance projects. Life cycle replacement of infrastructure associated with the Dam, including valves, waterlines, stairs, walkways, security cameras and telecommunications items.

Description: The City recently completed its Federal Energy Regulatory Commission (FERC) Part 12 Comprehensive Assessment (CA) of Hosler Dam and associated appurtenances. The CA details areas of concern with respect to the dam and what is defined as an uncontrolled release of water. The Dam Safety Improvement Project is meant to address concerns developed in the CA of Hosler Dam. Additional studies are planned for the 2025-2027 Biennium that could potentially alter the project with updated information. Staff to discuss in more detail with the Council the risks associated with the project moving forward.



Water Supply Fund - Supply

Project Name: **East and West Forks Transmission Line Rehabilitation**

Proj #: 2018-10

Total Project Cost: **\$2,460,000**

Duration: 2 years

	FY26	FY27
Expenses:		
Design		
Construction	\$1,300,000	\$1,160,000
Revenues:		
Fees	\$307,500	\$307,500
SDCs	\$975,000	\$870,000
Grant		
Other		

Anticipated Long Term Expenses: Long term expenses for the East and West Forks Transmission Line Rehabilitation project include life cycle replacement costs and staff required to manage system when needed for raw water transmission to the treatment plant.

Description: The connection to the East and West Fork diversions on Ashland Creek currently exit as 24-inch ductile iron pipes with sections of 24-inch steel pipe. These transmission lines are important infrastructure components related to the City's water supply and the project will replace approximately 1800 feet of steel pipe with ductile iron. This includes two crossings of Reeder Reservoir. They enable water to be diverted above Reeder Reservoir to the water treatment plant, allowing the City to dewater the main reservoir for sediment removal, dam repairs, intake structure repairs and potentially manage an algal bloom. Public Works is forecasting significant maintenance related repairs and improvements to Hosler Dam over the next two budget cycles, thus requiring the transmission lines provide a reliable bypass option for raw water moving forward. This project includes evaluation of the steel pipeline condition with recommendations to replace or slip-line the transmission lines. The project also includes engineering and construction of a bridge crossing over the East & West Forks which is 75%* SDC eligible.



Water Treatment Fund - Supply

Project Name: **7.0 MGD Water Treatment Plant**

Proj #: 2018-20

Total Project Cost: **\$73,374,399 (Construction and Construction Administration 3+ years)**

Duration: 4+ years

FY26	FY27
------	------

Expenses:

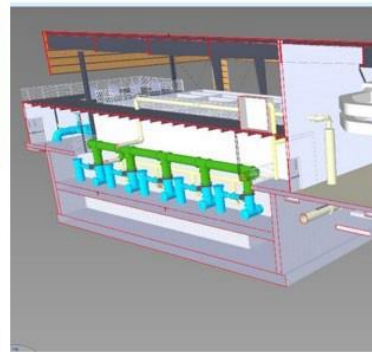
Design		
Construction	\$3,300,000	\$32,829,796

Revenues:

Fees	\$2,970,000	\$29,546,816
SDCs	\$330,000	\$3,282,981
Grant		
Other		

Anticipated Long Term Expenses: Long term expenses for the new water treatment plant will focus on life cycle equipment replacement, treatment chemicals, energy requirements, general operational requirements, and staffing. These are similar long-term expenses associated with the current treatment plant.

Description: The 7.0 MGD Water Treatment Plant project includes completing the construction and start-up phases for the offsite piping and culvert improvements along with physical plant construction. The goals for the project include development of a reliable, simple, robust, energy efficient and expandable raw water treatment train and plant that will fully meet current and potential future regulatory requirements meant to serve the citizens of Ashland for the next 100 years.



Water Distribution Fund – Improvements

Project Name: **.85 MG Granite Zone Storage Reservoir**

Proj #: TBD

Total Project Cost: **\$3,800,000 (total)**

Duration: 3 years

FY26	FY27
------	------

Expenses:

Design		\$300,000
Construction		

Revenues:

Fees		\$276,000
SDCs		\$24,000
Grant		
Other		

Anticipated Long Term Expenses: Long term expenses include maintenance activities for the storage reservoir including internal cleaning and external painting.

Description: This project start with preliminary engineering and land/easement acquisition for construction of a new potable water reservoir in the “Granite Zone” to replace the existing Granite Street Reservoir as defined in the 2020 Water Master Plan. The new reservoir will be sized accordingly and constructed in a location that continues to work directly with the TAP intertie system.



Water Distribution Fund – Improvements

Project Name: **Hillview BPS Replacement**

Proj #: TBD

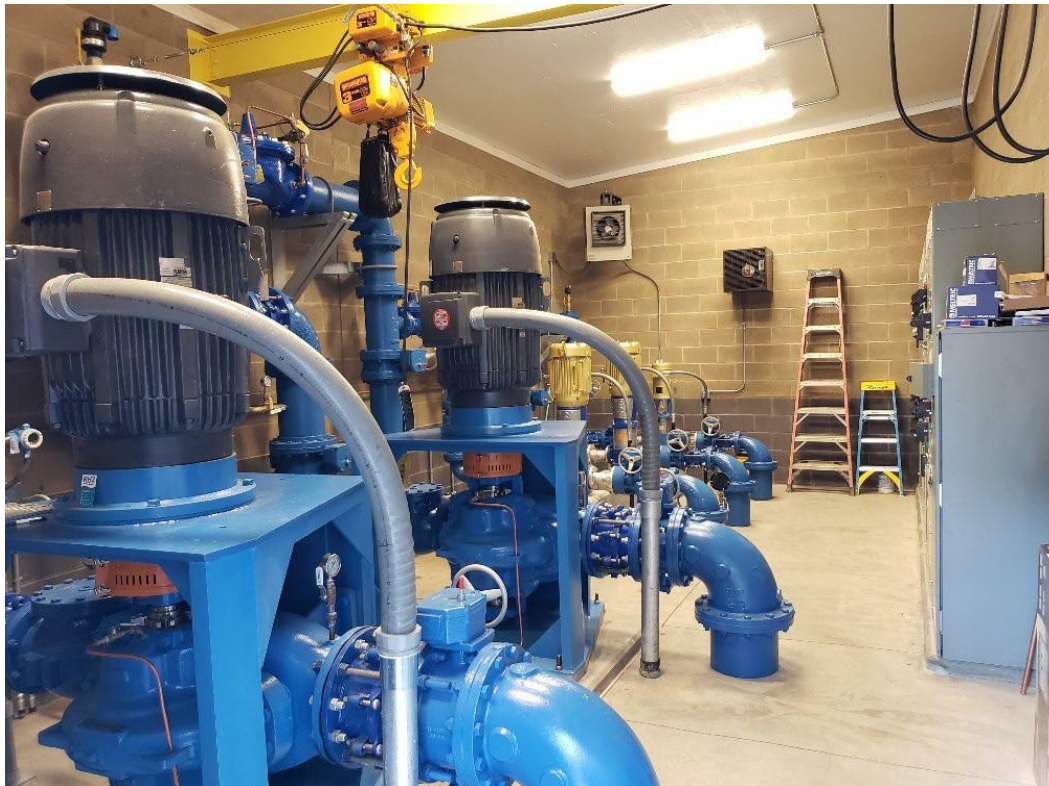
Total Project Cost: **\$1,500,000**

Duration: 2 years

	FY26	FY27
Expenses:		
Design	\$300,000	
Construction		\$1,200,000
Revenues:		
Fees	\$276,000	\$1,104,000
SDCs	\$24,000	\$96,000
Grant		
Other		

Anticipated Long Term Expenses: Long term expenses include power consumption, pump replacement and eventual life- cycle replacement.

Description: This project replaces aging pump station and increases capacity to serve expanded Alsing Reservoir Service Area.



Water Distribution Fund – Improvements

Project Name: **Annual Pipe Replacement Program**

Proj #: 704100

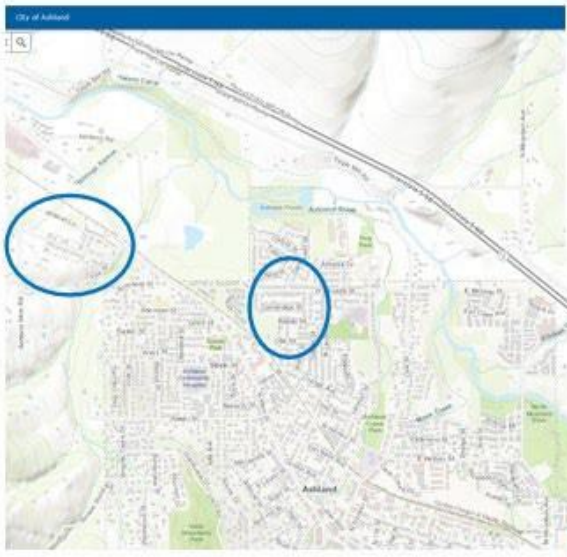
Total Project Cost: **\$300,000 per year**

Duration: continual

	FY26	FY27
Expenses:		
Design	\$30,000	\$30,000
Construction	\$270,000	\$270,000
Revenues:		
Fees	\$270,000	\$270,000
SDCs	\$30,000	\$30,000
Grant		
Other		

Anticipated Long Term Expenses: Long term expenses include any maintenance of valves and hydrants on the distribution line and eventual life cycle replacement costs.

Description: This program is designed primarily for in-house crew labor to replace undersized (not meeting current 8" minimum) and pipe material concerns. This may also include pressure reducing valves.



Proposed projects include:

- ◆ abandon water main from Grandview to Wimer
- ◆ Fox from Ashland Mine to dead end
- ◆ Fox from N. Main to Ashland Mine Rd
- ◆ Ashland Mine from Fox to Cedar
- ◆ Fordyce from E. Main to dead end
- ◆ Cambridge from Willow to W. Nevada
- ◆ Terrace from 527 Terrace North to the end



Water Distribution Fund – Improvements

Project Name: **Distribution Pipe Replacement Projects**

Proj #: TBD

Total Project Cost: **\$1,790,896**

Duration:

	FY26	FY27
Expenses:		
Design	\$147,218	\$210,961
Construction	\$588,872	\$843,844
Revenues:		
Fees	\$662,481	\$949,325
SDCs	\$73,609	\$105,480
Grant		
Other		

Explain "Other": These projects are 10% SDC eligible

Anticipated Long Term Expenses: Long term expenses include maintenance/inspection for hydrant/meter/service lines estimated at \$2000/year and eventual life-cycle replacements costs.

Description: Recommended aging pipe replacement and/or upsizing to meet pressure and fire flow recommendations as outlined in the 2020 Water Master Plan.



Water Distribution Fund

Project Name: **Water System Telemetry Upgrades**

Proj #: TBD

Total Project Cost: **\$240,000**

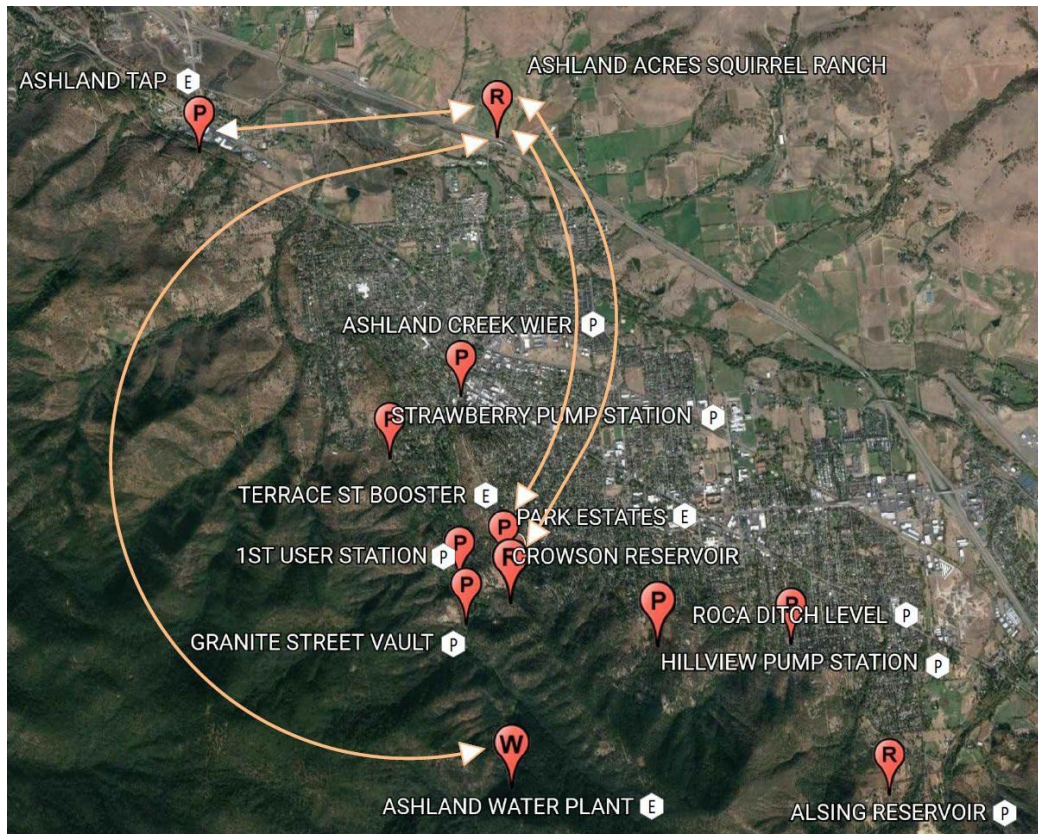
Duration: 2 years

	FY26	FY27
Expenses:		
Design	\$24,000	\$24,000
Construction	\$108,000	\$108,000
Revenues:		
Fees	\$108,000	\$108,000
SDCs	\$24,000	\$24,000
Grant		
Other		

Explain "Other": This project is 10% SDC eligible

Anticipated Long Term Expenses: Minimal electrical consumption, eventual life-cycle replacement.

Description: This project will replace outdated radio and telemetry equipment to keep pace with newer technologies and to match the system for the new WTP telemetry system.



Water Distribution Fund

Project Name: **Tolman Creek Pressure Reducing Valve**

Proj #: TBD

Total Project Cost: **\$127,000**

Duration: 1 year

	FY26	FY27
Expenses:		
Design		
Construction		\$127,000
Revenues:		
Fees		\$116,840
SDCs		\$10,160
Grant		
Other		

Explain "Other": This project is 8% SDC eligible

Anticipated Long Term Expenses: Annual operation and maintenance of PRV along with life cycle replacement.

Description: This project is recommended for expansion of the Alsing Reservoir Service Area. The timing of the project is recommended to be concurrent with replacement of the Hillview BPS.



Water Distribution Fund

Project Name: **TAP ARPA Improvements**

Proj #: 2021-13

Total Project Cost: **\$1,600,000**

Duration: 2 year

FY26	FY27
------	------

Expenses:

Design		
Construction	\$1,300,000	\$300,000

Revenues:

Fees		
SDCs		
Grant	\$1,300,000	\$300,000
Other		

Explain "Other": American Rescue Plan Act (ARPA) grant funded.

Anticipated Long Term Expenses: Expenses are expected to be little to none except for life-cycle replacement costs. Expenses are as agreed upon in the TAP Master Plan.

Description: The project involves completion of the construction phase for improvements outlined in the TAP Master Plan and ARPA grant award. These include pump station, transmission line, backup power, programing updates and building improvements for the TAP system within Phoenix and Talent.



WASTEWATER PROJECTS

Capital Improvements Plan 2026-2027 Construction Years					Regulatory	Capacity	Deficiency	Life Cycle	Project Totals FY26-FY31			
Project Description												
Wastewater Treatment Plant					FY26	FY27	Project Totals		Sewer SDC	Other (grants)	Fees & Rates (debt)	
Membrane Replacement (two trains)					\$ 1,000,000	\$ -	\$ 1,000,000		\$ -	\$ -	\$ 1,000,000	
Aeration Basin Mixer Replacement					\$ 150,000	\$ 150,000	\$ 300,000		\$ 45,000	\$ -	\$ 255,000	
WWTP Process Improvements (Headworks)					\$ 500,000	\$ 4,400,000	\$ 4,900,000		\$ 735,000	\$ -	\$ 4,165,000	
WWTP Process Improvements (Harmonics/ Telemetry)					\$ 275,000	\$ -	\$ 275,000		\$ 41,250	\$ -	\$ 233,750	
Secondary Clarifier 2 Improvements					\$ 397,500	\$ 397,500	\$ 795,000		\$ 119,250	\$ -	\$ 675,750	
Subtotal Wastewater Treatment Plant					\$ 2,322,500	\$ 4,947,500	\$ 7,270,000		\$ 940,500	\$ -	\$ 6,329,500	
Wastewater Collection System					FY26	FY27	Project Totals		Sewer SDC	Other (grants)	Fees & Rates (debt)	
Hardesty Site Development & Equipment Storage					\$ 1,007,052	\$ 1,007,052	\$ 2,014,104		\$ -	\$ -	\$ 2,014,104	
Wastewater Miscellaneous Trenchless Pipe Lining					\$ 500,000	\$ -	\$ 500,000		\$ -	\$ -	\$ 500,000	
Upsize Bear Creek Interceptor from Wightman Street to Tolman Creek Road					\$ -	\$ 400,000	\$ 400,000		\$ 280,000	\$ -	\$ 120,000	
Subtotal Wastewater Collection System					\$ 1,507,052	\$ 1,407,052	\$ 2,914,104		\$ 280,000	\$ -	\$ 2,634,104	
WASTEWATER					\$ 3,829,552	\$ 6,354,552	\$ 10,184,104		\$ 1,220,500	\$ -	\$ 8,963,604	

Wastewater Fund – Treatment Plant

Project Name: **WWTP Headworks Process Improvements**

Proj #: 2024-02

Total Project Cost: **\$4,900,000**

Duration: 2 years

	FY26	FY27
Expenses:		
Design	\$980,000	
Construction		\$3,920,000
Revenues:		
Fees	\$833,000	\$3,332,000
SDCs	\$147,000	\$588,000
Grant		
Other		

Anticipated Long Term Expenses: Long term expenses are part of the overall maintenance process.

Description: The "headworks" of a wastewater treatment plant is the initial stage of the treatment process designed to reduce the level of pollutants in the incoming wastewater discharges. The headworks removes inorganics such as grit, plastics, rags and other larger debris from the influent waste stream to protect and reduce wear on the main wastewater process equipment. Headworks equipment includes pumps, mechanical screens, screening compactors, grit removal systems and grit washing systems. Upgrades to the wastewater treatment plant in 1998 did not fully replace the headworks. After many repairs, this will replace worn systems to the grit removal process and also replace the splitter box.



Wastewater Fund – Treatment Plant

Project Name: **Aeration Basin Mixer Replacement**

Proj #: TBD

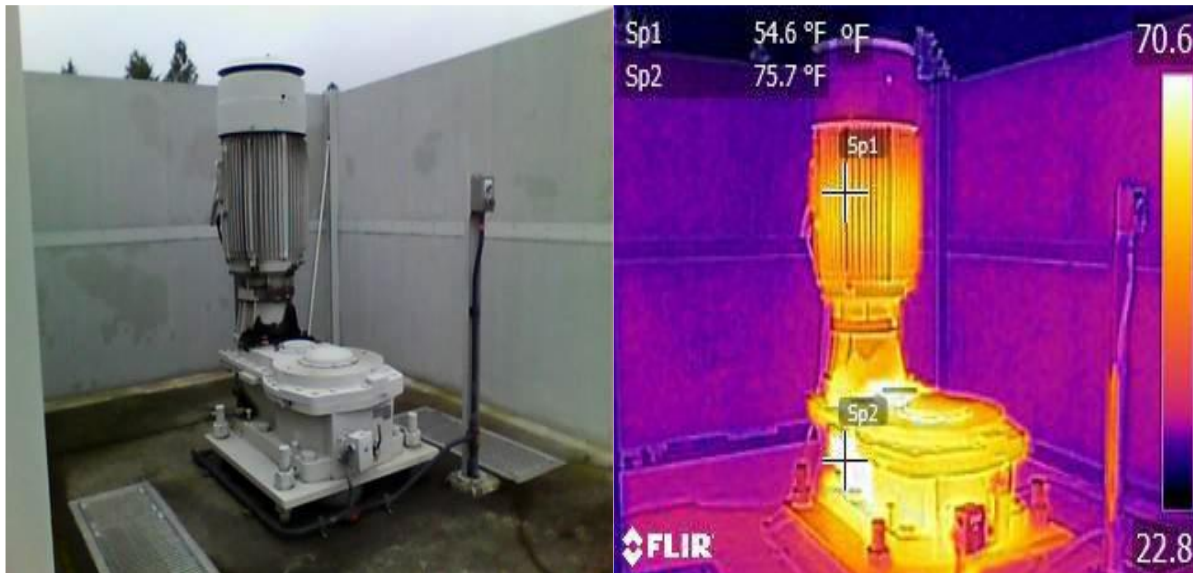
Total Project Cost: **\$300,000**

Duration: 2 years

	FY26	FY27
Expenses:		
Design		
Construction	\$150,000	\$150,000
Revenues:		
Fees	\$127,500	\$127,500
SDCs	\$22,500	\$22,500
Grant		
Other		

Anticipated Long Term Expenses: Long term expenses include life cycle replacement and power costs.

Description: Four aeration mixers operate continually to maintain aeration and mixing in the oxidation ditches. According to the 2019 Facilities Assessment all mixers show moderate oil seepage at multiple locations between the motor and gear box. Indication of seal failures. Due to the time in operation Aeration Mixers were rated as Fair during the Assessment. This project supports the lifecycle replacement of the oxidation ditch aeration mixers.



Wastewater Fund – Treatment Plant

Project Name: **WWTP Harmonics and Telemetry Process Improvements**

Proj #: 2022-05

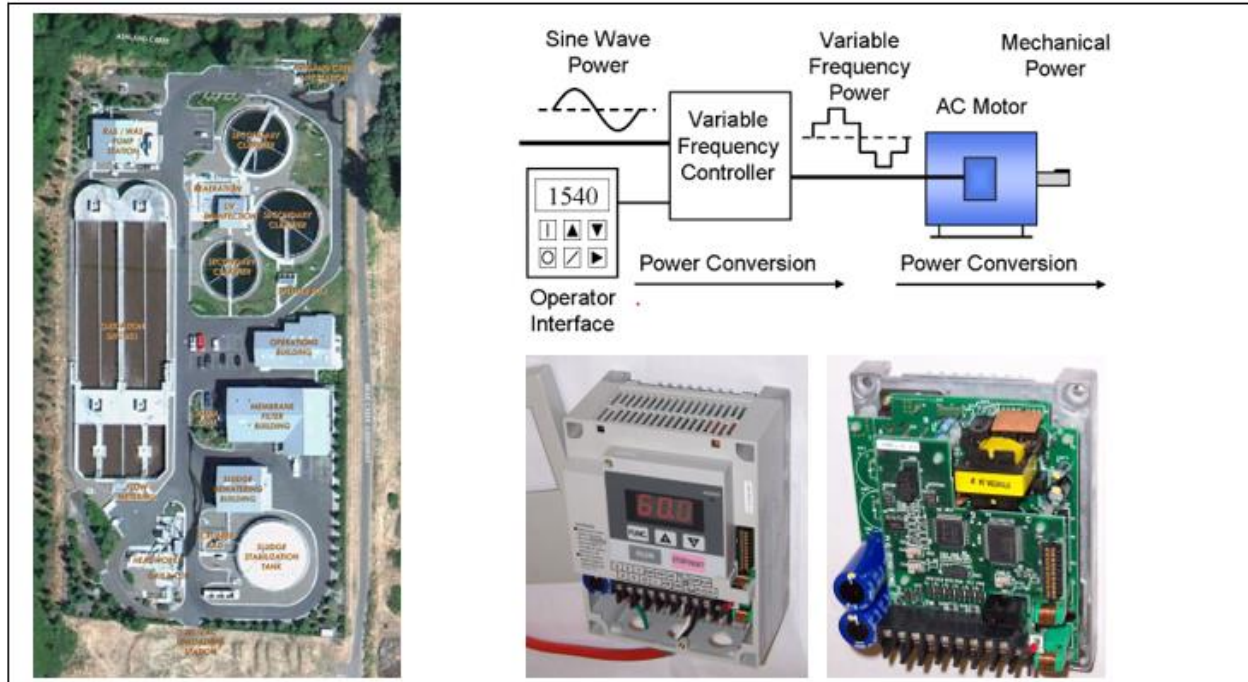
Total Project Cost: **\$275,000**

Duration: 1 year

	FY26	FY27
Expenses:		
Design		
Construction	\$275,000	
Revenues:		
Fees	\$233,750	
SDCs	\$41,250	
Grant		
Other		

Anticipated Long Term Expenses: The proposed harmonics and telemetry improvements will improve general system operations and maintenance and should decrease the need for adjustments due to power interruptions.

Description: Treatment plant staff have struggled with multiple minor power system problems including interruptions, interference, downtime, and instrumentation disruption. The likely cause is due to harmonic distortion and was evaluated in the 2019 Facilities Assessment. This project will identify the causes of system disruptions and correct the electrical distortion caused by the multiple variable frequency drives and transformers on site.



Wastewater Fund – Treatment Plant

Project Name: **WWTP Secondary Clarifier 2 Improvements**

Proj #: TBD

Total Project Cost: **\$795,000**

Duration: 2 years

	FY26	FY27
Expenses:		
Design	\$159,000	
Construction		\$636,000
Revenues:		
Fees	\$135,150	\$540,600
SDCs	\$23,850	\$95,400
Grant		
Other		

Anticipated Long Term Expenses: Long term expenses are part of the overall maintenance process.

Description: Secondary clarification is provided by three circular clarifiers. Flow is distributed to the clarifiers by a splitter box. Each clarifier is a center feed unit with a rotating sludge removal mechanism. The system includes flow control gates, valves, and scum pumping. All three clarifiers typically operate throughout the year. Clarifier #2 systems were not replaced as part of the treatment plant improvement project in 1998. The 2019 Facilities Assessment recommended upgrading Clarifier #2 to match the operational systems of Clarifiers 1 and 3. Benefits include similar clarifier performance (consistent sludge movement, eliminated draft tube plugging, etc.), and Operations will no longer need to adjust the suction pipe valves to balance the sludge removal.



Wastewater Fund – Treatment Plant

Project Name: **WWTP Membrane Replacement**

Proj #: **2024-01**

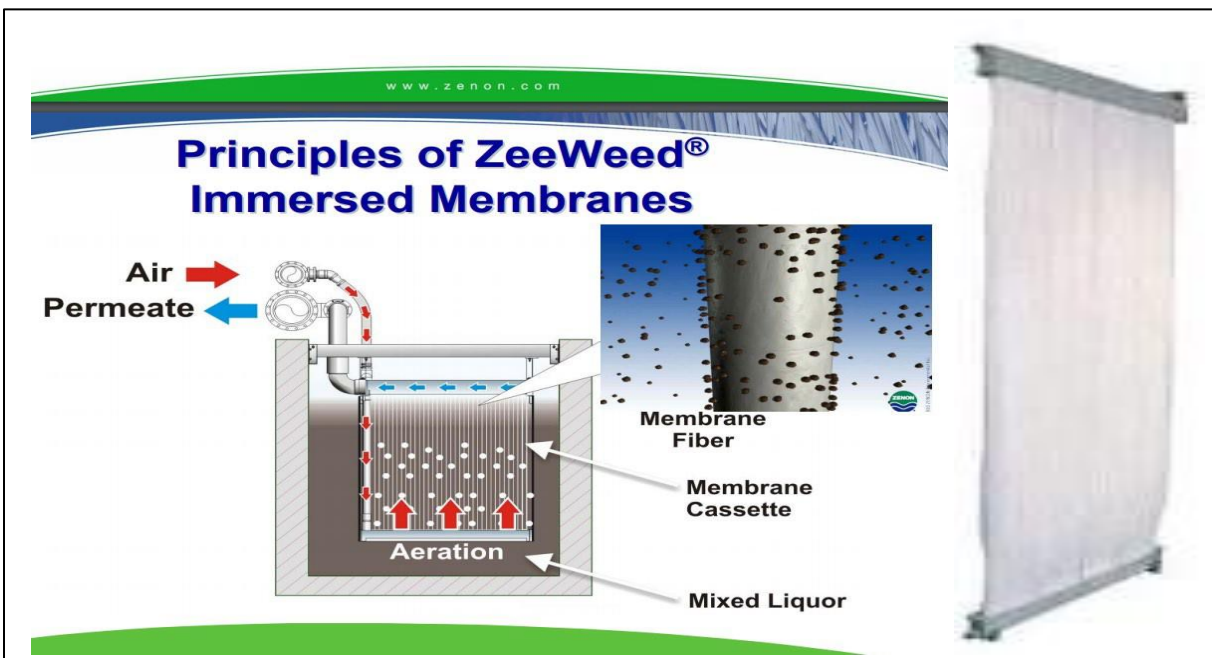
Total Project Cost: **\$1,000,000**

Duration: **continual**

	FY26	FY27
Expenses:		
Design		
Construction	\$1,000,000	
Revenues:		
Fees	\$1,000,000	
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: The membrane trains must be replaced every 10 + years. This project identifies and forecasts funding for that requirement. After the last replacement in 2012, the City began putting money into a sinking fund to cover the life cycle replacement costs.

Description: In 2003, the City opted to build and use membrane filtration as a tertiary filtration to remove phosphorous. The membrane filters are in “cassettes” and have a 10+ year life. Over time the membrane cassettes must be replaced. Technology of the membranes have improved, and the City will ensure appropriate upgrades during the scheduled replacement. The proposed 2026 upgrade will increase capacity and ultimately reduce operational and maintenance requirements. The membranes have been ordered and the City is awaiting delivery for installation.



Wastewater Fund – Collection System

Project Name: **Sanitary Sewer Miscellaneous Trenchless Lining**

Proj #: **2024-28**

Total Project Cost: **\$500,000**

Duration: **continual**

FY26	FY27
------	------

Expenses:

Design		
Construction	\$500,000	

Revenues:

Fees	\$500,000	
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: The proposed improvements will improve overall system operations and maintenance. Having “new” pipes should decrease the need for difficult and instantaneous repairs and sewage spills.

Staff anticipate that some of these projects will be eligible for SDC funding to accommodate capacity improvements.

Description: In most cases if a pipe is too small, it must be replaced with a larger size. However, if pipes are damaged, but sized correctly, trenchless technology may be an option to restore or upgrade pipes. Trenchless technology is typically completed as a liner (4’ to 24” pipes) or a resin coating (mostly smaller pipe sizes and manholes). There are specialty companies that specialize in this type of work. This series of projects will define maintenance problem sewer lines and pipes that are in areas difficult to replace (homeowner back yards or areas with many utility conflicts).



Wastewater Fund – Collection System

Project Name: **Hardesty Property Site Development and Equipment Storage**

Proj #: 704200

Total Project Cost: **\$1,007,052**

Duration: 2 years

FY26	FY27
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Expenses:

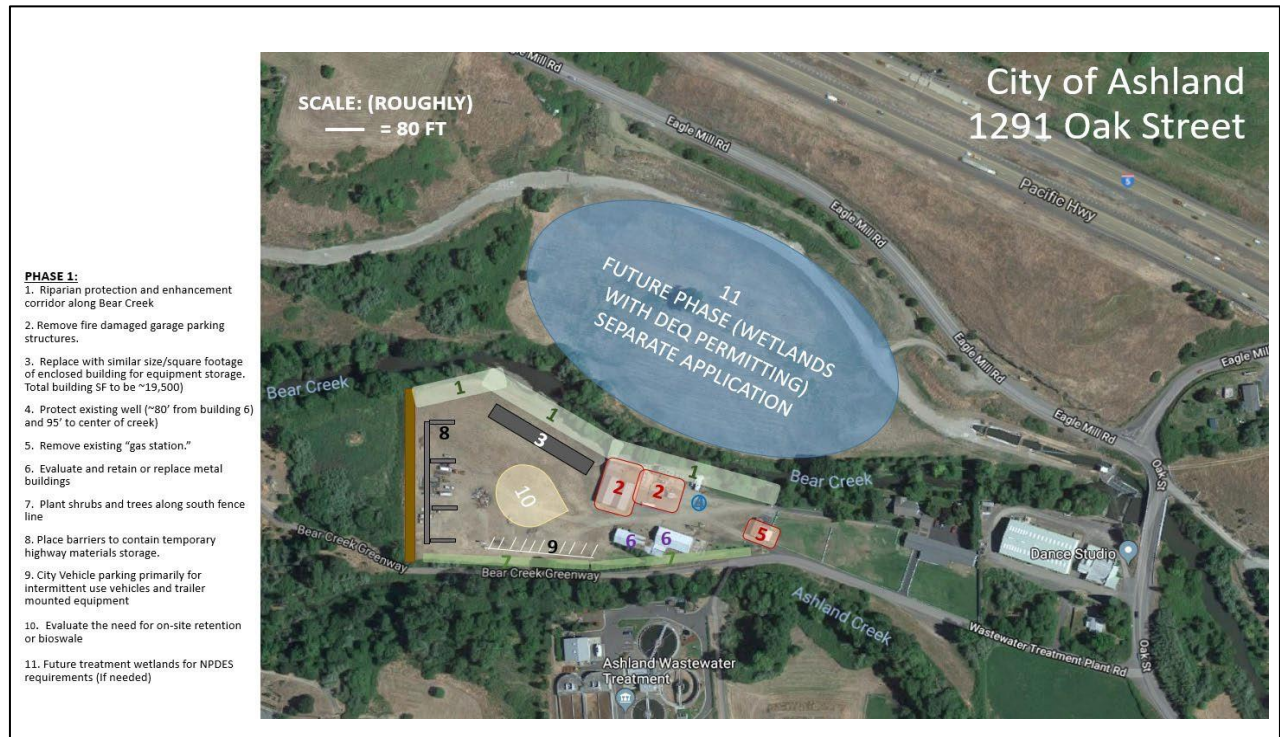
Design		
Construction	\$1,007,052	\$1,007,052

Revenues:

Fees	\$1,007,052	\$1,007,052
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: The proposed improvements will generate long term building maintenance and energy consumption requirements along site management for storm water disposal of sweeper materials.

Description: The City previously purchased the Hardesty property to utilize as a resource for equipment storage and staging in order to divest itself of the current “B” Street yard location. The project includes site development work, demolition of existing structures and construction of a new metal equipment storage building. Costs will be shared between the wastewater, streets and storm drain funds as the building and site will be utilized primarily by these enterprise funds.



Wastewater Fund – Collection System

Project Name: **Wastewater Line Upsizing – Bear Creek Interceptor -
Wightman to Tolman Creek Road**

Proj #: TBD

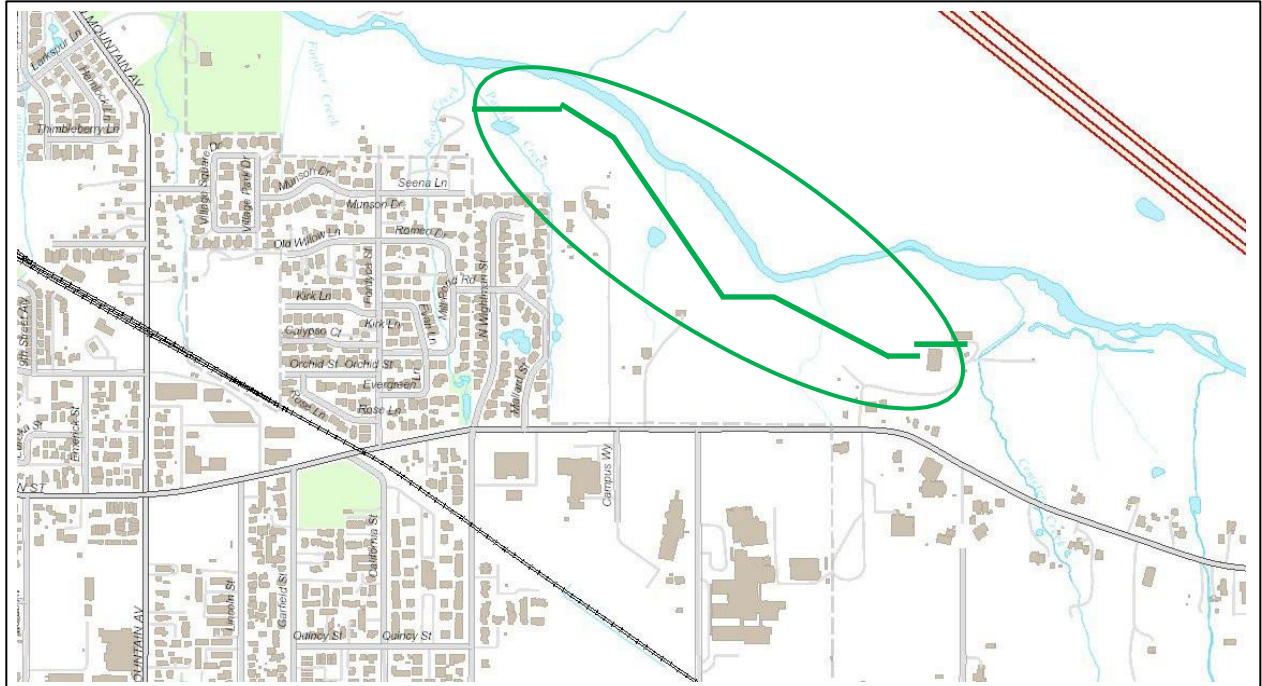
Total Project Cost: **\$800,000**

Duration: 4 years

	FY26	FY27
Expenses:		
Design		\$400,000
Construction		
Revenues:		
Fees		\$120,000
SDCs (70%)		\$280,000
Grant		
Other		

Anticipated Long Term Expenses: The proposed improvements will improve overall system operations and maintenance. Routine inspection and general maintenance will be required.

Description: Replace the section of the interceptor from approximately North Wightman Street to approximately Walker Avenue (approximately 1,700 LF) with 18-inch diameter PVC sewer main. Replace the section of the interceptor from approximately Walker Avenue to approximately Tolman Creek Road (approximately 4,100 LF) with 15-inch diameter PVC sewer main. Inverts along the alignment should be adjusted to mitigate existing shallow slopes.



STORMDRAIN PROJECTS

Capital Improvements Plan 2026-2027 Construction Years					Regulatory	Capacity	Deficiency	Life Cycle	Project Totals FY26-FY31					
Project Description														
Storm Drain					FY26	FY27	Project Totals		Storm SDC	Other (grants)	Fees & Rates (debt)			
Hardesty Site Development & Equipment Storage						\$ 503,526	\$ 503,526	\$ 1,007,052	\$ -	\$ -	\$ 1,007,052			
Stormwater Miscellaneous Trenchless Pipe Lining					X		X	X	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000
N Mountain Avenue @ Railroad Tracks					X	X			\$ -	\$ 110,000	\$ 110,000	\$ 22,106	\$ -	\$ 87,894
Siskiyou Boulevard @ University Way					X	X			\$ 150,000	\$ -	\$ 150,000	\$ 15,169	\$ -	\$ 134,831
E Main Street @Emerick Street					X	X			\$ -	\$ 150,000	\$ 150,000	\$ 27,633	\$ -	\$ 122,367
STORM DRAIN						\$ 803,526	\$ 763,526	\$ 1,567,052	\$ 64,908	\$ -	\$ 1,502,144			

Storm Water Fund

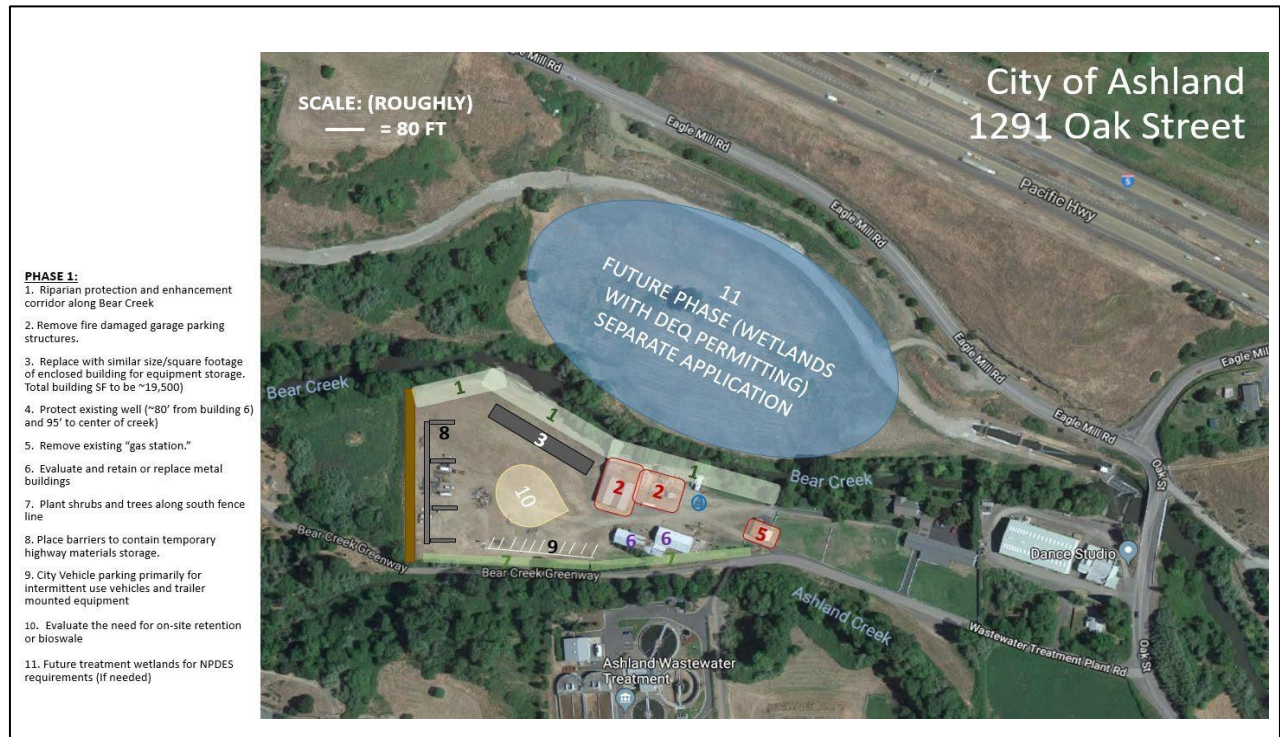
Project Name: **Hardesty Property Site Development and Equipment Storage**
 Total Project Cost: **\$1,007,052**

Proj #: 704200
 Duration: 2 years

	FY26	FY27
Expenses:		
Design		
Construction	\$503,526	\$503,526
Revenues:		
Fees	\$503,526	\$503,526
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: The proposed improvements will generate long term building maintenance and energy consumption requirements along site management for storm water disposal of sweeper materials.

Description: The City recently purchased the Hardesty property to utilize as a resource for equipment storage and staging in order to divest itself of the current "B" Street yard location. The project includes site development work, demolition of existing structures and construction of a new metal equipment storage building. Costs will be shared between the wastewater, streets and storm drain funds as the building and site will be utilized primarily by these enterprise funds.



Storm Water Fund

Project Name: **Stormwater Miscellaneous Trenchless Lining**

Proj #: 2024-28

Total Project Cost: **\$150,000**

Duration: continual

	FY26	FY27
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Expenses:

Design		
Construction	\$150,000	

Revenues:

Fees	\$150,000	
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: The proposed improvements will improve overall system operations and maintenance.

Description: In most cases if a pipe is too small, it must be replaced with a larger size. However, if pipes are damaged, but sized correctly, trenchless technology may be an option to restore or upgrade pipes. Trenchless technology is typically completed as a liner (4' to 24" pipes) or a resin coating (mostly smaller pipe sizes and manholes). The series of maintenance projects will define problem stormwater lines that are in areas difficult to replace (homeowner back yards or areas with many utility conflicts) and bundle these for a \$150,000 per budget biennium.



Storm Water Fund

Project Name: **North Mountain Avenue**

Proj #: TBD

Total Project Cost: **\$220,000**

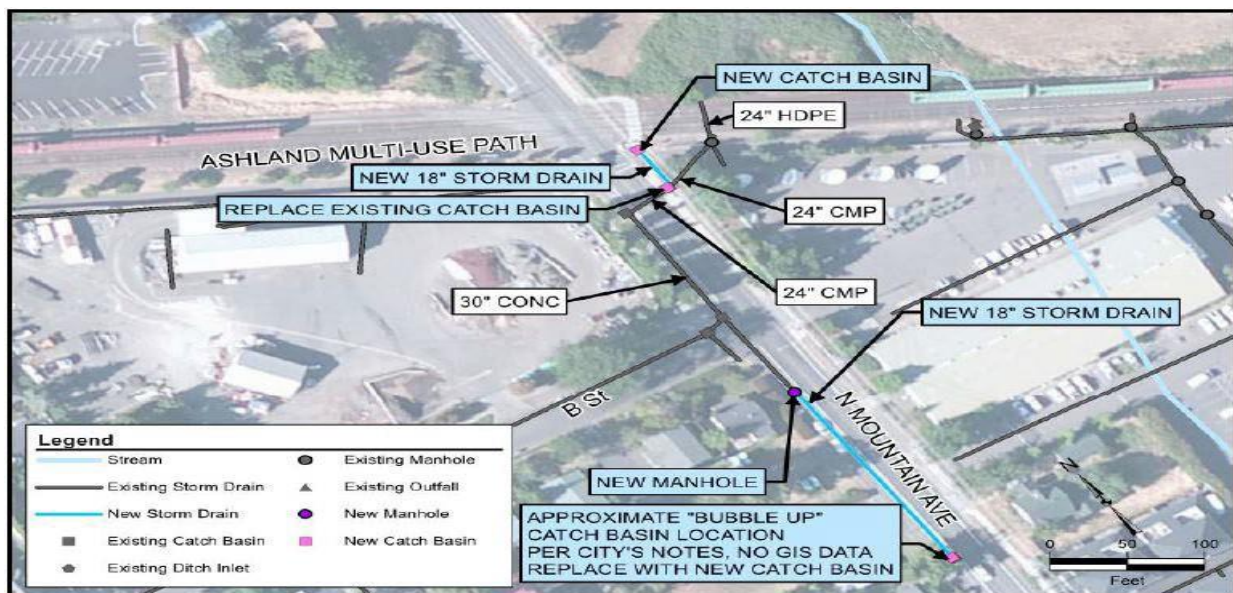
Duration: 1 year

	FY26	FY27
Expenses:		
Design		
Construction		\$110,000
Revenues:		
Fees		\$87,894
SDCs		\$22,106
Grant		
Other		

Anticipated Long Term Expenses: Long term expenses include life cycle replacement and ongoing inspection and cleaning requirements associated with the city's municipal storm sewer Department of Environmental Quality Permit (MS4).

Description: The City has identified a flooding problem on the multi-use path crossing North Mountain Avenue along the railroad tracks. The curb inlet in this location is currently at a higher elevation than the flooding area to the north, allowing water to bypass the inlet and pond along the roadway. The City would like to reduce flooding in this area by installing a new catch basin at the low spot to capture all runoff.

This project will include installation of a new catch basin and new storm drain piping from the multi-use path to the existing storm drain system on the eastern side of North Mountain Avenue and new storm drain pipe running south along the western side of North Mountain Avenue to eliminate a "bubble up" identified by the City on N Mountain Avenue south of B Street.



Storm Water Fund

Project Name: **Siskiyou Boulevard at University Way**

Proj #: TBD

Total Project Cost: **\$150,000**

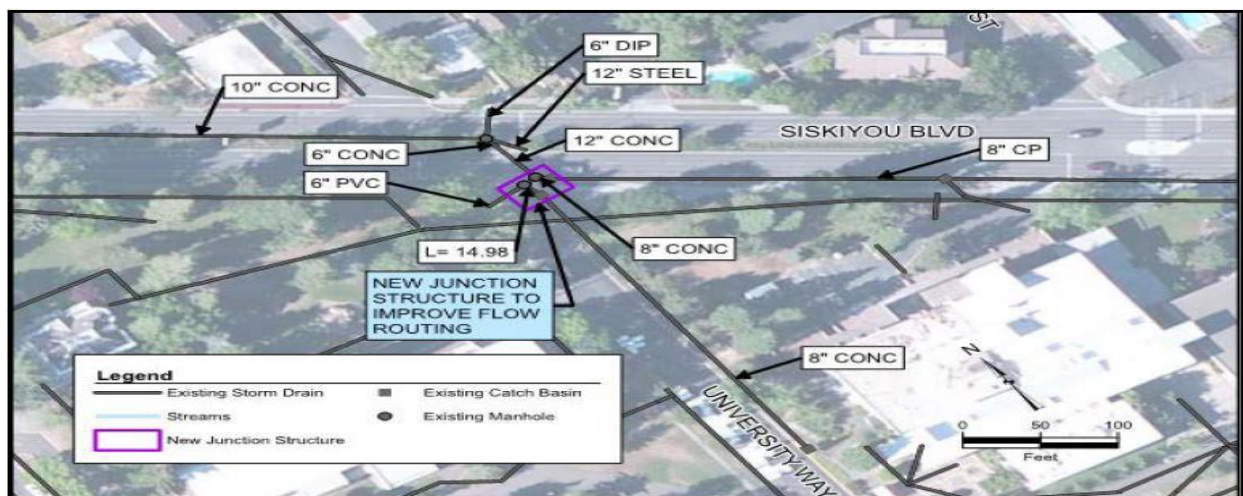
Duration: one year

	FY26	FY27
Expenses:		
Design	\$30,000	
Construction	\$120,000	
Revenues:		
Fees	\$134,831	
SDCs	\$15,169	
Grant		
Other		

Anticipated Long Term Expenses: Long term expenses include life cycle replacement and ongoing inspection and cleaning requirements associated with the city's municipal storm sewer Department of Environmental Quality Permit (MS4).

Description: The City has reported flooding at the intersection of University Way and Siskiyou Boulevard. The City reports that debris accumulates in flat pipes and a pond will form around the manhole on the southern side of the intersection including a portion of the sidewalk, primarily caused by flat grades of existing storm drain piping. The City would like to reduce flooding by replacing the existing junction structure.

This project will include installation of a new larger junction structure, a new catch basin, and all associated piping. The junction structure will replace the two existing junction structures at the intersection of University Way and Siskiyou Boulevard. The junction will be designed to remove the blind tee that the City has identified as a problem and reduce debris accumulation in the pipes by improving hydraulic routing. The new junction will connect to existing piping at this intersection. The catch basin will be placed to allow improved access to the sidewalk via the accessibility ramp cut into the curb.



Storm Water Fund

Project Name: **East Main Street at Emerick Street**

Proj #: TBD

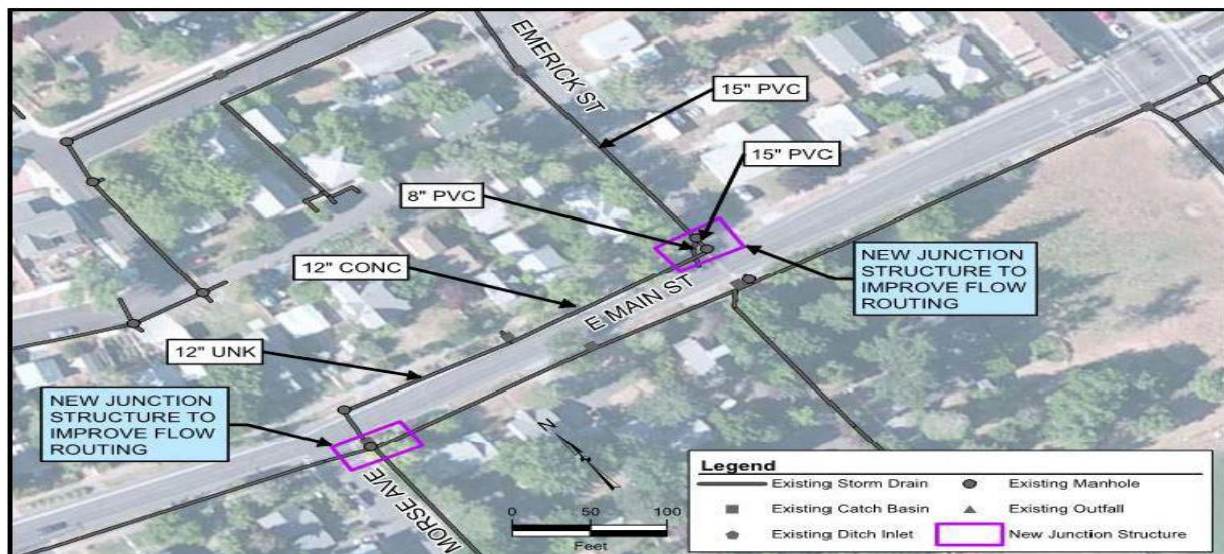
Total Project Cost: **\$150,000**

Duration: one year

	FY26	FY27
Expenses:		
Design		\$30,000
Construction		\$120,000
Revenues:		
Fees		\$122,367
SDCs		\$27,633
Grant		
Other		

Anticipated Long Term Expenses: Long term expenses include life cycle replacement and ongoing inspection and cleaning requirements associated with the city's municipal storm sewer Department of Environmental Quality Permit (MS4).

Description: The City has reported a flooding problem along East Main Street between Morse Avenue and Emerick Street. The City reports that water flowing in the conveyance along East Main Street blows off the manhole lid at the corner of East Main Street and Emerick Street. The likely cause of the hydraulic constriction is the flat grade of the existing storm drain system along East Main Street. The City would like to reduce flooding by improving two junction structures in the flooded area. This project will include replacing two junction structures on East Main Street. Both the junction on East Main Street at Morse Avenue and the junction on East Main Street at Emerick Street will be replaced with structures designed to reduce energy losses and improve hydraulic routing that will tie into the existing storm drain system.



AIRPORT PROJECTS

Capital Improvements Plan 2026-2027 Construction Years					Project Totals FY26-FY31				
Project Description					Regulatory	Capacity	Deficiency	Life Cycle	
Airport					FY26	FY27	Project Totals		
Pavement Maintenance Program					\$ 20,000	\$ -	\$ 20,000		Other (grants)
Taxilane Extension					\$ -	\$ 250,000	\$ 250,000		Fees & Rates (debt)
Airport Pavement Rehabilitation: Ph 1 - Environmental & Design					\$ 240,000	\$ -	\$ 240,000		
Airport Pavement Reconstruction & Rehabilitation: Ph 2 - Construction						\$ 1,200,000	\$ 1,200,000		
AIRPORT					\$ 260,000	\$ 1,450,000	\$ 1,710,000		

Airport Fund

Project Name: **Airport Taxilane Extension**

Proj #: TBD

Total Project Cost: **\$250,000**

Duration: 2 years

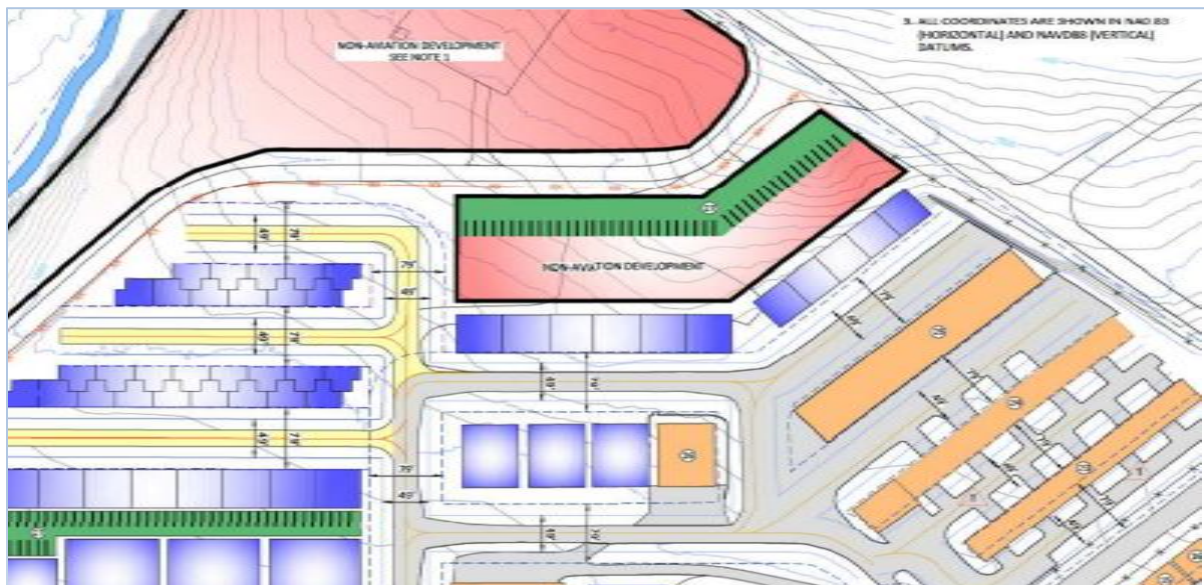
	FY26	FY27
Expenses:		
Design		\$50,000
Construction		\$200,000
Revenues:		
Fees		\$25,000
SDCs		
Grant		\$225,000
Other		

Grant: It is expected that the Oregon Department of Aviation will fund this as a 90% grant. The City will apply for a Critical Oregon Airport Relief (COAR) grant that could fund 9% of the 10% remaining project cost.

Anticipated Long Term Expenses: Long term expenses are part of the overall maintenance process.

Description:

This Project will extend the taxilane and connect to the paved rear access road making two permanent access points to the Airport. This will promote future hangar expansion as well as add an additional access point in case of emergency situations



Airport Fund

Project Name: **Airport Pavement Reconstruction and Rehabilitation Phase 1 - Design**

Proj #: 2020-18

Total Project Cost: **\$240,000**

Duration: 2 years

	FY26	FY27
Expenses:		
Design	\$240,000	
Construction		
Revenues:		
Fees	\$24,000	
SDCs		
Grant	\$216,000	
Other		

Grant: It is expected that the Oregon Department of Aviation will fund this as a 90% grant. The City will apply for a Critical Oregon Airport Relief (COAR) grant that could fund 9% of the 10% remaining project cost.

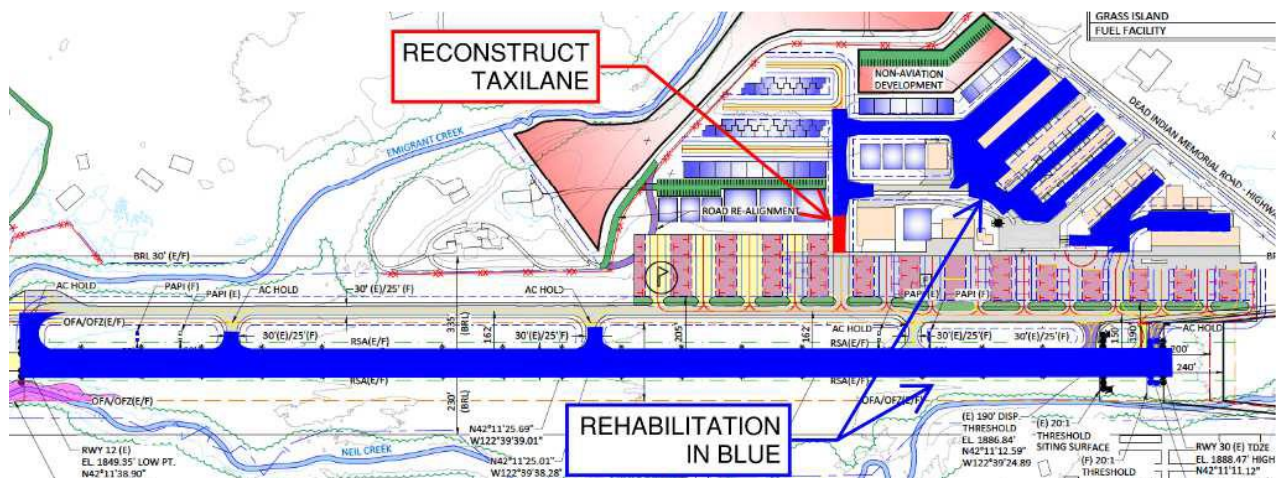
Anticipated Long Term Expenses: Long term expenses are part of the overall maintenance process.

Description:

ODA V's 2019 Pavement Evaluation Program identified a 2020 timeline to address pavement reconstruction and rehabilitation for the airfield taxilane system and a 2023 timeline to address the runway pavement rehabilitation to preserve pavement life. By 2026, some airfield pavement will be due for select reconstruction (approx. 400 SY) and widespread rehabilitation (approx. 43,000 SY).

The project will reconstruct a small portion of a deteriorating Taxilane. Reconstruction consists of the demolition of the Taxilane, excavating for a pavement section design, and construction a new pavement section.

The rehabilitation portion of the project will consist of performing crack seal, surface seal, and AC patching on the Runway, Taxiways, and Taxilanes.



Airport Fund

Project Name: **Airport Pavement Reconstruction and Rehabilitation Phase 2 - Construction**

Proj #: 2020-18

Total Project Cost: **\$1,200,000**

Duration: 2 years

	FY26	FY27
Expenses:		
Design		
Construction		\$1,200,000
Revenues:		
Fees		\$120,000
SDCs		
Grant		\$1,080,000
Other		

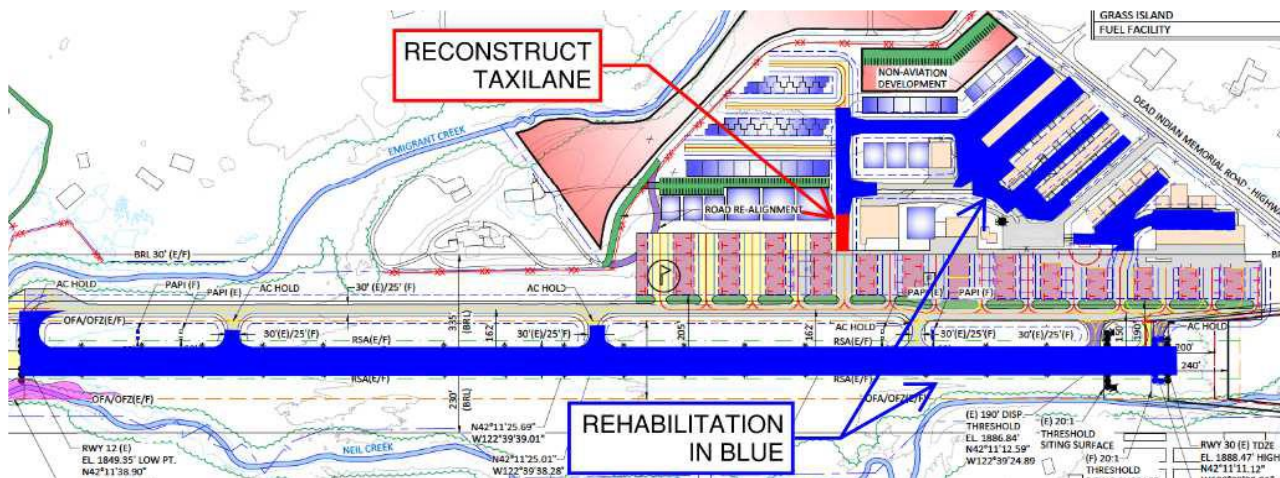
Grant: It is expected that the Oregon Department of Aviation will fund this as a 90% grant. The City will apply for a Critical Oregon Airport Relief (COAR) grant that could fund 9% of the 10% remaining project cost.

Anticipated Long Term Expenses: Long term expenses are part of the overall maintenance process.

Description:

ODA V's 2019 Pavement Evaluation Program identified a 2020 timeline to address pavement reconstruction and rehabilitation for the airfield taxilane system and a 2023 timeline to address the runway pavement rehabilitation to preserve pavement life. By 2026, some airfield pavement will be due for select reconstruction (approx. 400 SY) and widespread rehabilitation (approx. 43,000 SY). The project will reconstruct a small portion of a deteriorating Taxilane. Reconstruction consists of the demolition of the Taxilane, excavating for a pavement section design, and construction a new pavement section.

The rehabilitation portion of the project will consist of performing crack seal, surface seal, and AC patching on the Runway, Taxiways, and Taxilanes.



ADMINISTRATION - FACILITIES PROJECTS

Capital Improvements Plan 2026-2027 Construction Years					Project Totals FY26- FY31				
Project Description					Regulatory	Capacity	Deficiency	Life Cycle	
					FY26	FY27	Project Totals		
Facilities								Other (grants)	Fees & Rates (debt)
Briscoe School Improvements (Parking Lot Paving)					\$ 250,000	\$ -	\$ 250,000	\$ -	\$ 250,000
FACILITIES					\$ 250,000	\$ -	\$ 250,000	\$ -	\$ 250,000

Facilities Fund

Project Name: **Briscoe School Improvements -Pavement**

Proj #: TBD

Total Project Cost: **\$250,000**

Duration: 1 years

	FY26	FY27
Expenses:		
Design		
Construction	\$250,000	
Revenues:		
Fees		
SDCs		
Grant		
Other	\$250,000	

Anticipated Long Term Expenses: Long term expenses include ongoing pavement maintenance for the facilities paved areas.

Description: The parking lot and bus drop off area pavement has reached the end of its useful life and needs to be replaced.



SIX YEAR SPREADSHEETS

Transportation

Capital Improvements Plan 2026-2031 Construction Years					Regulatory	Capacity	Deficiency	Life Cycle	Project Totals FY26-FY31										
Project Description																			
Roadway									FY26	FY27	FY28	FY29	FY30	FY31	Project Totals	Street SDC	Other (grants)	Fees & Rates (debt)	
Hardesty Site Development & Equipment Storage							X		\$ 1,007,052	\$ 1,007,052	\$ -	\$ -	\$ -	\$ -	\$ 2,014,104	\$ -		\$ 2,014,104	
Clay Street - Faith Avenue to Siskiyou Boulevard (STBG/CMAQ)							X		\$ 1,711,211	\$ 1,205,000	\$ 4,385,463	\$ -	\$ -	\$ -	\$ 7,301,674	\$ -	\$ 6,551,792	\$ 749,882	
Subtotal Roadway									\$ 2,718,263	\$ 2,212,052	\$ 4,385,463	\$ -	\$ -	\$ -	\$ 9,315,778	\$ -	\$ 6,551,792	\$ 2,763,986	
Street Overlays/Reconstructions					PCI				FY26	FY27	FY28	FY29	FY30	FY31	Project Totals	Street SDC	Other (grants)	Fees & Rates (debt)	
N Mountain Ave - I-5 Overpass to EMain St					59.36	X		X	X	\$ 1,500,000	\$ 3,500,000	\$ 2,500,000	\$ 3,000,000	\$ -	\$ -	\$ 10,500,000	\$ -	\$ -	\$ 10,500,000
Oak St - City Limits to EMain St					23.83	X		X	X	\$ 1,000,000	\$ 3,500,000	\$ 4,500,000	\$ -	\$ -	\$ -	\$ 9,000,000	\$ -	\$ -	\$ 9,000,000
Siskiyou Blvd - EMain St to Walker Ave					43.70	X		X	X	\$ -	\$ -	\$ 1,000,000	\$ 5,000,000	\$ 5,000,000	\$ -	\$ 11,000,000	\$ -	\$ -	\$ 11,000,000
A St - 1 st Street to 8 th Street					13.17	X		X	X	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 4,000,000	\$ 5,000,000	\$ -	\$ -	\$ 5,000,000
Subtotal Street Improvements/Overlays									\$ 2,500,000	\$ 7,000,000	\$ 8,000,000	\$ 8,000,000	\$ 6,000,000	\$ 4,000,000	\$ 35,500,000	\$ -	\$ -	\$ 35,500,000	
Sidewalk/Pedestrian									FY26	FY27	FY28	FY29	FY30	FY31	Project Totals	Street SDC	Other (grants)	Fees & Rates (debt)	
Beaver Slide - Water Street to Lithia Way						X	X	X		\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ 339,920	\$ -	\$ 10,080
Walker Avenue - Oregon Street to Woodland Drive						X	X	X		\$ -	\$ -	\$ 375,000	\$ -	\$ -	\$ -	\$ 375,000	\$ 93,750	\$ 281,250	\$ -
Ashland Street - Liberty Street to S Mountain Avenue						X	X	X		\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ 500,000	\$ 125,000	\$ 375,000	\$ -
Clay St - Siskiyou Boulevard to Mohawk Street						X	X	X		\$ -	\$ -	\$ -	\$ -	\$ 550,000	\$ -	\$ 550,000	\$ 137,500	\$ 412,500	\$ -
Lincoln Street - EMain Street to Iowa Street						X	X	X		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 375,000	\$ 375,000	\$ 93,750	\$ 281,250	\$ -
Subtotal Sidewalk/ Pedestrian									\$ -	\$ 350,000	\$ 375,000	\$ 500,000	\$ 550,000	\$ 375,000	\$ 2,150,000	\$ 789,920	\$ 1,350,000	\$ 10,080	
Bicycle									FY26	FY27	FY28	FY29	FY30	FY31	Project Totals	Street SDC	Other (grants)	Fees & Rates (debt)	
B Street Bicycle Boulevard - Oak Street to N Mountain Avenue							X	X		\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 25,425	\$ 7,500	\$ 42,075
Hersey Street Bicycle Boulevard - N Main Street to N Mountain Avenue									\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -
8th Street Bicycle Boulevard - A Street to EMain Street							X	X		\$ -	\$ 44,000	\$ -	\$ -	\$ -	\$ -	\$ 44,000	\$ 14,916	\$ 4,400	\$ 24,684
Water Street Bicycle Boulevard - From Hersey Street to N Main Street							X	X		\$ -	\$ -	\$ 63,000	\$ -	\$ -	\$ -	\$ 63,000	\$ 21,357	\$ 6,300	\$ 35,343
Lithia Way Bicycle Boulevard – From Oak Street to Helman Street							X	X		\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 200,000	\$ 67,800	\$ 20,000	\$ 112,200
Walker Avenue Bicycle Boulevard - From Siskiyou Boulevard to Peachey Road							X	X		\$ -	\$ -	\$ -	\$ -	\$ 81,000	\$ -	\$ 81,000	\$ 27,459	\$ 8,100	\$ 45,441
Ashland St - Morton St to University Way							X	X		\$ -	\$ -	\$ -	\$ -	\$ 63,000	\$ -	\$ 63,000	\$ 20,929	\$ 6,300	\$ 35,771
Oregon/Clark Street Bicycle Boulevard - Indiana Street to Harmony Lane							X	X		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 81,000	\$ 81,000	\$ 26,908	\$ 8,100	\$ 45,992
Subtotal Bicycle									\$ 75,000	\$ 1,044,000	\$ 163,000	\$ 100,000	\$ 144,000	\$ 81,000	\$ 1,607,000	\$ 204,794	\$ 1,060,700	\$ 341,506	
TRANSPORTATION									\$ 5,293,263	\$ 10,606,052	\$ 12,923,463	\$ 8,600,000	\$ 6,694,000	\$ 4,456,000	\$ 48,572,778	\$ 994,714	\$ 8,962,492	\$ 38,615,572	

Wastewater

Capital Improvements Plan 2026-2031 Construction Years					Regulatory	Capacity	Deficiency	Life Cycle	Project Totals FY26-FY31									
Project Description																		
Wastewater Treatment Plant									FY26	FY27	FY28	FY29	FY30	FY31	Project Totals	Sewer SDC	Other (grants)	Fees & Rates (debt)
Membrane Replacement (two trains)								X	\$ 1,000,000	\$ -	\$ 500,000	\$ 1,000,000	\$ -	\$ -	\$ 2,500,000	\$ -	\$ -	\$ 2,500,000
Aeration Basin Mixer Replacement					X				\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ 600,000	\$ 90,000	\$ -	\$ 510,000
WWTP Process Improvements (Headworks)							X	X	\$ 500,000	\$ 4,400,000	\$ -	\$ -	\$ -	\$ -	\$ 4,900,000	\$ 735,000	\$ -	\$ 4,165,000
WWTP Process Improvements (Harmonics/Telemetry)							X		\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275,000	\$ 41,250	\$ -	\$ 233,750
Secondary Clarifier 2 Improvements							X	X	\$ 397,500	\$ 397,500	\$ -	\$ -	\$ -	\$ -	\$ 795,000	\$ 119,250	\$ -	\$ 675,750
Centrifuge Replacement									\$ -	\$ -	\$ 100,000	\$ 500,000	\$ -	\$ -	\$ 600,000	\$ 90,000	\$ -	\$ 510,000
Subtotal Wastewater Treatment Plant									\$ 2,322,500	\$ 4,947,500	\$ 750,000	\$ 1,650,000	\$ -	\$ -	\$ 9,670,000	\$ 1,075,500	\$ -	\$ 8,594,500
Wastewater Collection System									FY26	FY27	FY28	FY29	FY30	FY31	Project Totals	Sewer SDC	Other (grants)	Fees & Rates (debt)
Hardesty Site Development & Equipment Storage									\$ 1,007,052	\$ 1,007,052	\$ -	\$ -	\$ -	\$ -	\$ 2,014,104	\$ -	\$ -	\$ 2,014,104
Wastewater Miscellaneous Trenchless Pipe Lining					X		X	X	\$ 500,000	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000
Upsize Bear Creek Interceptor from Wightman Street to Tolman Creek Road					X	X		X	\$ -	\$ 400,000	\$ 800,000	\$ -	\$ -	\$ -	\$ 1,200,000	\$ 840,000	\$ -	\$ 360,000
Upsize Capacity of Ashland Creek Lift Station						X			\$ -	\$ -	\$ -	\$ -	\$ 550,000	\$ 550,000	\$ 1,100,000	\$ -	\$ -	\$ 1,100,000
Subtotal Wastewater Collection System									\$ 1,507,052	\$ 1,407,052	\$ 800,000	\$ 500,000	\$ 550,000	\$ 550,000	\$ 5,314,104	\$ 840,000	\$ -	\$ 4,474,104
WASTEWATER									\$ 3,829,552	\$ 6,354,552	\$ 1,550,000	\$ 2,150,000	\$ 550,000	\$ 550,000	\$ 14,984,104	\$ 1,915,500	\$ -	\$ 13,068,604

Water and Tap

Capital Improvements Plan 2026-2031 Construction Years					Project Totals FY26-FY31									
Project Description					Regulatory	Capacity	Deficiency	Life Cycle						
Water - Supply Improvements					FY26	FY27	FY28	FY29	FY30	FY31	Project Totals	Water SDC	Other (grants)	Fees & Rates (debt)
Dam Safety Improvements					X		X				\$ 7,200,000	\$ 1,800,000	\$ -	\$ 5,400,000
East & West Fork Transmission Line Rehabilitation							X	X			\$ 2,460,000	\$ 1,845,000	\$ -	\$ 615,000
7.5 MGD Water Treatment Plant											\$ 73,374,399	\$ 7,337,440	\$ -	\$ 66,036,959
Reeder Reservoir Sediment Removal						X					\$ 160,000	\$ 120,000	\$ -	\$ 40,000
Subtotal Water - Supply Improvements											\$ 83,194,399	\$ 11,102,440	\$ -	\$ 72,091,959
Water - Storage Improvements					FY26	FY27	FY28	FY29	FY30	FY31	Project Totals	Water SDC	Other (grants)	Fees & Rates (debt)
New 0.85 MG Granite Zone Reservoir											\$ 3,800,000	\$ 304,000	\$ -	\$ 3,496,000
Subtotal Water - Storage Improvements											\$ 3,800,000	\$ 304,000	\$ -	\$ 3,496,000
Water - Pump Station Improvements					FY26	FY27	FY28	FY29	FY30	FY31	Project Totals	Water SDC	Other (grants)	Fees & Rates (debt)
Hillview BPS Replacement											\$ 1,500,000	\$ 120,000	\$ -	\$ 1,380,000
Subtotal Water - Pump Station Improvements											\$ 1,500,000	\$ 120,000	\$ -	\$ 1,380,000
Water - Pipe Improvements					FY26	FY27	FY28	FY29	FY30	FY31	Project Totals	Water SDC	Other (grants)	Fees & Rates (debt)
Annual Pipe Replacement					X	X	X	X			\$ 1,800,000	\$ 180,000	\$ -	\$ 1,620,000
Distribution Pipe Projects					X	X	X	X			\$ 6,574,090	\$ 657,409	\$ -	\$ 5,916,681
Subtotal Water - Pipe Improvements											\$ 8,374,090	\$ 837,409	\$ -	\$ 7,536,681
Water - Operations & Maintenance					FY26	FY27	FY28	FY29	FY30	FY31	Project Totals	Water SDC	Other (grants)	Fees & Rates (debt)
Telemetry Upgrades											\$ 240,000	\$ 24,000	\$ -	\$ 216,000
Tolman Creek Road PRV Station											\$ 127,000	\$ 10,160	\$ -	\$ 116,840
Subtotal Water - Operations & Maintenance											\$ 367,000	\$ 34,160	\$ -	\$ 332,840
WATER											\$ 93,435,489	\$ 12,094,009	\$ -	\$ 81,341,480
TAP - Supply Improvements					FY26	FY27	FY28	FY29	FY30	FY31	Project Totals	Water SDC	Other (grants)	Fees & Rates (debt)
N Phoenix Road Pipe Improvements											\$ 1,851,794	\$ -	\$ -	\$ 1,851,794
N Phoenix Road Master Meter Connection											\$ 111,593	\$ -	\$ -	\$ 111,593
Subtotal TAP - Supply Improvements											\$ 1,963,387	\$ -	\$ -	\$ 1,963,387
TAP - Booster Pump Station Improvements					FY26	FY27	FY28	FY29	FY30	FY31	Project Totals	Water SDC	Other (grants)	Fees & Rates (debt)
TAP ARPA Improvements						X	X				\$ 1,600,000	\$ -	\$ 1,600,000	\$ -
Subtotal TAP - Booster Pump Station Improvements											\$ 1,600,000	\$ -	\$ 1,600,000	\$ -
TAP - Pipe Improvements					FY26	FY27	FY28	FY29	FY30	FY31	Project Totals	Water SDC	Other (grants)	Fees & Rates (debt)
24-inch Pipe Seismic Upgrades (Highway 99 Phoenix)											\$ -	\$ -	\$ -	\$ -
Talent to Ashland Pipe Improvements (Option 1)											\$ 671,375	\$ -	\$ -	\$ 671,375
Subtotal TAP - Pipe Improvements											\$ 671,375	\$ -	\$ -	\$ 671,375
WATER/ TAP											\$ 4,234,762	\$ -	\$ 1,600,000	\$ 2,634,762

Storm Drain

Capital Improvements Plan 2026-2031 Construction Years					Project Totals FY26-FY31									
Project Description					Regulatory	Capacity	Deficiency	Life Cycle						
Storm Drain					FY26	FY27	FY28	FY29	FY30	FY31	Project Totals	Storm SDC	Other (grants)	Fees & Rates (debt)
Hardesty Site Development & Equipment Storage											\$ 1,007,052	\$ -	\$ -	\$ 1,007,052
Stormwater Miscellaneous Trenchless Pipe Lining					X		X	X			\$ 300,000	\$ -	\$ -	\$ 300,000
N Mountain Avenue @ Railroad Tracks					X	X					\$ 220,000	\$ 22,106	\$ -	\$ 197,894
Siskiyou Boulevard @ University Way					X	X					\$ 150,000	\$ 15,169	\$ -	\$ 134,831
E Main Street @ Emerick Street					X	X					\$ 270,000	\$ 27,633	\$ -	\$ 242,367
Dewey Street @ E Main St					X	X					\$ 280,000	\$ -	\$ -	\$ 280,000
Gresham Street @ Beach Avenue					X	X					\$ 450,000	\$ 45,976	\$ -	\$ 404,024
Morton Street - Pennsylvania Street to Iowa Street					X	X					\$ 500,000	\$ -	\$ -	\$ 500,000
STORM DRAIN											\$ 3,177,052	\$ 110,884	\$ -	\$ 3,066,168

Airport

Capital Improvements Plan 2026-2031 Construction Years		Regulatory	Capacity	Deficiency	Life Cycle	Project Totals FY26-FY31									
Project Description															
Airport						FY26	FY27	FY28	FY29	FY30	FY31	Project Totals		Other (grants)	Fees & Rates (debt)
Pavement Maintenance Program					X	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ 40,000		\$ 36,000	\$ 4,000
Taxilane Extension			X			\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000		\$ 225,000	\$ 25,000
Airport Pavement Rehabilitation: Ph 1 - Environmental & Design					X	\$ 240,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 240,000		\$ 216,000	\$ 24,000
Airport Pavement Reconstruction & Rehabilitation: Ph 2 - Construction					X		\$ 1,200,000	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000		\$ 1,080,000	\$ 120,000
OFA Obstruction Removal (Tree Trimming)		X				\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000		\$ 180,000	\$ 20,000
North Apron Reconstruction & Expansion: Ph 1 - Environmental & Design			X		X	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ 350,000		\$ 315,000	\$ 35,000
North Apron Reconstruction & Expansion: Ph 2 - Construction			X		X	\$ -	\$ -	\$ -	\$ 3,500,000	\$ -	\$ -	\$ 3,500,000		\$ 3,150,000	\$ 350,000
AIRPORT						\$ 260,000	\$ 1,450,000	\$ 550,000	\$ 3,520,000	\$ -	\$ -	\$ 5,780,000		\$ 5,202,000	\$ 578,000

Facilities

Capital Improvements Plan 2026-2031 Construction Years						Regulatory Capacity Deficiency Life Cycle								Project Totals FY26- FY31				
Project Description																		
Facilities						FY25	FY26	FY27	FY28	FY29	FY30	FY31	Project Totals		Other (grants)	Fees & Rates (debt)		
Briscoe School Improvements (Parking Lot Paving)						\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000		\$ -	\$ 250,000		
FACILITIES						\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000		\$ -	\$ 250,000		



Council Business Meeting

Date: April 1, 2025

Agenda Item	2025-2027 Transient Lodging Tax (TLT) Revenue Use for Tourism Promotion
From	Jordan Rooklyn
Contact	jordan.rooklyn@ashland.or.us

SUMMARY

City Council discussion on the proposed use of Transient Lodging Tax (TLT) revenues to promote tourism in BN25-27.

POLICIES, PLANS & GOALS SUPPORTED

Community Value: Quality of life that underpins the City's economic vibrancy.

BACKGROUND AND ADDITIONAL INFORMATION

The City collects a 10% Transient Lodging Tax (TLT) on temporary or short-term lodging within Ashland's city limits. Roughly 30% of the revenues collected are reinvested into supporting and growing tourism.

On March 17, 2025, at the City Council study session, City Council discussed the approach for the use of TLT funds in the upcoming biennium. This agenda item is to present to City Council a draft strategy and specific projects linked to tourism promotion. The feedback heard during the City Council discussion will help shape the proposed BN25-27 budget.

FISCAL IMPACTS

None

SUGGESTED ACTIONS, MOTIONS, AND/OR OPTIONS

Discussion opportunity to provide feedback on proposed projects for BN25-27 tourism spending

REFERENCES & ATTACHMENTS

1. Proposed TLT Strategic Plan_BN25-27
2. Proposed TLT Expenditures_BN25-27



City of Ashland Tourism Promotion Strategy

MISSION

Grow overnight visitors for a vibrant, year-round economy.

VISION

Ashland achieves year-round economic growth through strategic coordination and exceptional visitor experience.

DESIRED OUTCOMES

- Increase tourism from November through May.
- Diversify tourist persona.

KEY METRICS

Overarching

- Visitor-Days Volume
- Overnight Visitor Volume
- Visitor Demographics

Programmatic

- Hotels Booked via Campaign/Program
- Tickets Booked via Campaign/Program

STRATEGIES

- Develop and implement a strategic marketing plan with other local organizations that have significant visitor draw.
- Market Ashland to visitors within a 5-hour drive (drive market), with direct flights to Medford, and within publications that attract identified tourist personas.
- Increase the ability of local businesses to market to and attract visitors.
- Invest in infrastructure that increases our capacity to host tourists and/or improves visitor experience.
- Identify, recruit, and host events that serve 300–800 people and align with new or growing tourist personas.
- Keep dollars local.

BN25-27 Proposed TLT Projects**FY26****FY27**

<i>Expected Revenue</i>	\$ 900,000	\$ 900,000
<i>Expected Expenditures</i>	\$ 911,000	\$ 886,000

<i>Destination Marketing</i>		
Destination Marketing	350,000	350,000
Business Marketing Program	50,000	50,000

<i>Visitor Experience</i>		
Downtown Cleaning	37,000	37,000
Seasonal Downtown Beautification	34,000	34,000
Chamber Programs: Visitor Guide, Volunteer Greeter Program	15,000	15,000

<i>Infrastructure</i>		
Pedestrian Wayfinding	100,000	-
Parking Infrastructure	-	100,000
Public Art	25,000	25,000
Outdoor Rec Shuttle Program	5,000	5,000

<i>Events & Attractions</i>		
Event Partnership Grant & Event Recruitment	150,000	150,000
City Band	15,000	15,000
Event Calendar	50,000	15,000
Festival of Light	15,000	15,000

<i>Overhead</i>		
.25 FTE	40,000	40,000
Data, Analytics & Research	25,000	35,000



City Manager's Report

4.1.2025

CITY MANAGER'S OFFICE:

- Preparation for the **Better Prepared Wildfire Workshop Series** is underway. The City is collaborating with **Ashland.news**, **Ashland Together** and the **Ashland Climate Collaborative** to bring this important series to the citizens of Ashland. The theme is, **"Take action to be Better Prepared!"** Registration is open for these free events:
 - **Wildfire Preparedness**, April 21, at Carpenter Hall (hosted by City of Ashland)
 - **Ashland Wildfire Protection Plan Open House**, May 4, at The Grove (hosted by City of Ashland)
 - **Protect Your Home & Yard**, virtual Event on May 14 (hosted by Ashland.news)
 - **Evacuation Planning & Practice** at the Historic Ashland Armory, July 16 (hosted by Ashland.news)**Complete information on the series and other supporting events/programs at ashlandoregon.gov/BetterPreparedSeries.**
- **The City is partnering with Recology Ashland to bring residents two free events that are aimed at cleaning the city, making it more fire resilient.** Both events will be from 10 a.m. to 3 p.m. at the Valley View Transfer Station, 3000 N Valley View Rd:
 - **May 4 is Green Debris Day** – Be Firewise and remove flammable green debris from around your home, then bring it to Recology for composting!
 - **May 18 is Spring Clean Day** – Clear out clutter from around your home with this special disposal, recycling and donation event (Goodwill will be onsite to accept donated items)
 - Also, mark your calendar for the **[Household Hazardous Waste Event](#)** on May 3 at Rogue Disposal & Recycling Transfer Station in White CityInformation at recology.com/recology-ashland or contact Recology at customerservice103@recology.com, or 541.482.1471.
- **Office Hours at City Hall:**
 - **Councilor Jeff Dahle** – 3rd Monday of each month from 2 to 3:30 p.m.
 - **Councilor Bob Kaplan** – 1st Monday of each month from 1 to 2:30 p.m.
 - **Councilor Gina DuQuenne** – 1st Thursday of each month from Noon to 1:30 p.m.
 - **City Manager Sabrina Cotta** – Thursday each week from 8:30 to 10 a.m.*Office hours exclude holidays.*
- The **April 2025 City Newsletter** will be available by Monday, March 31 at ashlandoregon.gov/CityNewsletters.
- **Website analytics** for the City of Ashland for February 23 through March 24, 2025:
 - Top 3 pageviews...
 - City Home Page – 9,091 views | 5,180 users
 - Utility Customer Service – 3,340 views | 1,770 users
 - Parks & Recreation – 1,061 views | 910 users



COMMUNITY DEVELOPMENT:

- Issued the Certificate of Occupancy for the 70-unit multifamily housing project on Garfield St in Ashland.

ELECTRIC:

- The **Electric Utility has once again received national recognition for achieving exceptional electric reliability in 2024**. The recognition comes from the American Public Power Association (APPA), a trade group that represents more than 2,000 not-for-profit, community-owned electric utilities. The service availability index was 99.9956% for 2024. What this number means:
 - This load-based index represents the percentage availability of electric service to customers within the period analyzed. It is calculated by dividing the total hours in which service is available to customers by the total hours that service is demanded by the customers. For example, an ASAI (Average Service Availability Index) of 99.99% means that electric service was available for 99.99% of the time during the given period. Note that the higher your ASAI value, the better the performance. More at ashlandoregon.gov/Electric.
- The **Electric Rate Study** is moving forward.

FIRE:

Marshall Rasor is currently serving as the Interim Fire Chief. With 26 years of experience in the fire service, the last 22 years have been with the City of Ashland, where he began his career as a Firefighter/Paramedic. Over the past 3.5 years, Marshall served as Chief of Operations, and prior to that, he was Battalion Chief of B Shift. He also dedicated 10 years as the president of the union association. In 2024, Marshall achieved the NFPA (National Fire Protection Association) Fire Officer IV Certification. Additionally, he played a key role in the development and implementation of the current EMS (Emergency Medical Services) Single Role Program.



Marshall Rasor



City Manager's Report

- Fire & Rescue have the following employment opportunities: **Single Role EMT (Emergency Medical Technician), Single Role Paramedic, Firefighter/Paramedic** – Apply at governmentjobs.com/careers/ashlandor. The deadline to apply is April 4.
- **Get Ready for Fire Season: Know Your Responsibilities – Help Keep Ashland Safe!** The **Weed Abatement Program** begins in May, and it's crucial to reduce fire risks in our community. Cutting grass and weeds and removing flammable plants and debris near your home can greatly improve the chances of your property surviving wildfire. Ensure your property is safe by cutting grass and brush to a height of four (4) inches or less and removing invasive vegetation such as blackberry, thistles, broom and ivy. Timely weed abatement helps protect your home and the surrounding community. **If you see overgrown vegetation in your neighborhood, report it through SeeClickFix under "Weed Abatement Concern."** For more details on requirements, visit ashlandoregon.gov/WeedAbatement. Take Action today—help make Ashland safer for everyone!

HUMAN RESOURCES:

- The **Comp and Class Study** is in the last phase with a review of all job descriptions.

PARKS & RECREATION:

- The Parks' Open Space & Trails crew is taking advantage of the cool wet weather to **burn slash piles in and around town**, making us safer before the heat of summer!
- The first **PROS (Parks, Recreation, Open Space and Senior Services) 10-year strategic plan community survey closed on March 15** – There were 721 respondents. **The PROS kickoff meeting will be April 8**, at the Ashland Senior Center from 5 to 7:30 p.m. Parks & Recreation staff are currently scheduling focus groups and neighborhood meetings to capture as much citizen input as possible.

POLICE:

- Police Sergeant Leonard will be mentoring a new police sergeant from Eagle Point Police Department.

PUBLIC WORKS:

- **Slurry seal preparation is starting for the Streets Division** to be completed this spring and summer. Staff are coordinating with Recology Ashland and RVTB (Rogue Valley Transportation District).
- **Finalizing the 2- and 6-year CIP (Capital Improvement Projects) Plan and estimated debt service for the next two (2) years** to bring it forward to Council in April.





City Manager's Report

WHAT'S COMING UP?

- **SHOW ME THE MONEY —April 2 through May 21**

If you are over the age of 50, register for the City's OLLI course, **Show Me the Money: Finances of Local Government**, to learn about the City of Ashland's fund structure, revenue streams, major expenses and what the City can and cannot spend money on. Register at sou.edu/olli, starting March 17. Classes will take place via Zoom on Wednesdays, from 1 to 2 p.m., **beginning April 2 and ending May 21, 2025**. For those who can't attend, video recordings will be posted on the City website.

- **ROGUE VALLEY BIKE SWAP—April 26, Noon to 2:30 p.m.**

The **33rd annual Rogue Valley Bike Swap** will be at The Grove, 1195 E Main St., Ashland. *Admission to the swap is free! Buy, sell or donate a bike, parts or accessories at this festive event.* Register your bike with the Ashland Police Department, learn about bike events and advocacy efforts in your community, and engage in a youth bike rodeo at 12:30 p.m. *A portion of each sale will go to fund youth bike education programs in local public schools.* **For details on selling, donating, volunteering and more, visit RVTD.org/bikeswap.**

- **Sparkling Action – [A Community Gathering at ScienceWorks!](#) to Celebrate Our Forests and Community Wildfire Preparedness, Mother's Day Weekend, Saturday, **May 10 from 10 a.m. to 4 p.m.****

- **DIY Air Filter Classes offered this spring!**

- **ScienceWorks! clean air and disaster preparedness workshop.** We will have fun activities for kids and families are encouraged to attend with their little ones as well as adults of all ages. Please [register ahead](#) for Saturday, May 10 from 2 to 3 p.m.
- **Ashland Senior Center cleaner air class.** Please call 541-488-5382 to register. Space is limited! Monday, **May 19 from 1 to 2 p.m.**

- **Did you know that May is Wildfire Awareness Month?** It's a great time to review your [emergency preparedness](#) plan. Be sure to:

- Know your evacuation zones and levels
- Have a go-bag packed
- Sign up for emergency alerts (The emergency alert system for Ashland has been renamed JACKSON ALERTS. [Here's what you need to know.](#))

- **Coffee & Conversations –** Connect with City elected officials and staff! These gatherings are informal with no agenda, simply a chance to get acquainted, ask questions and have a cup of coffee on us!

- **May 13, 1:30 to 3 p.m., at Oak Knoll Golf Course**
- **June 17, 1 to 2:30 p.m., at Railroad Park**
- **July 16, 11:30 a.m. to 1 p.m., at Garfield Park**
- **August 12, 5 to 6:30 p.m., at Hunter Park**
- **September 10, 3:30 to 5 p.m., at Enders Shelter in Lithia Park**
- **October 14, 1 to 2:30 p.m. at the North Mountain Park Pavilion**





City Manager's Report

- **Ashland Preservation Historic Week**

- **May 13, 1 to 3:30 p.m., Walk Ashland Railroad History Tour with Peter Finkle** – Meet at the Golden Connection Sculpture in the Railroad District at A St & 7th, for a tour filled with information on buildings and landmarks, and the colorful characters who worked and played there.
- **May 14, 2 to 4 p.m., Meet the Ghosts!** – Banter with Ashland's favorite celebrity Ghosts as they wander about the Ashland Cemetery telling stories of their lives as founding families of Ashland. The Ashland Cemetery is on E Main St behind Safeway.
- **May 15, 3 to 5 p.m., Photo Contest of Ashland's Historic District** – Do you have an eye for photography? Join us on the Ashland Plaza where we will display the entries to our Historic District Photo Contest, where anyone can vote! If you would like your work to be included in the contest, send your photos to ashlandhistory2025@gmail.com by May 6 for consideration. The requirements are that you photograph a home or landmark within one of the four Historic Districts of Ashland. We are excited to see the City through your lens!
- **May 17, 2 to 4 p.m., Annual Historic Preservation Awards** – Join us as we present our Annual Historic Preservation Awards, which recognizes the best of new construction and compatible remodels within Ashland's Historic Districts. We will also announce our Photo Contest Winners!

