



Planning Commission Minutes

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

April 8, 2025 REGULAR MEETING Minutes

I. **CALL TO ORDER:**

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

Commissioners Present:

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

Staff Present:

Brandon Goldman, Community Development Director
Derek Severson, Planning Manager
Veronica Allen, Associate Planner
Michael Sullivan, Executive Assistant

Absent Members:

Kerry KenCairn

Council Liaison:

Doug Knauer

II. **ANNOUNCEMENTS**

1. Staff Announcements:

Community Development Director Brandon Goldman made the following announcements:

- The City Council approved an application requesting the annexation and development of 300 Clay St.
- The Council will deliberate over the new biennium budget for its next several meetings.

2. Advisory Committee Liaison Reports – None

III. **CONSENT AGENDA**

A. Approval of Minutes

1. February 11, 2025 Regular Meeting
2. March 11, 2025 Regular Meeting

Chair Verner pulled approval of the February 11, 2025 Regular Meeting minutes as they had been mistakenly been included in the agenda.

Commissioners Herron/MacCracken Jain m/s to approve the consent agenda with the removal of the February 11, 2025 Regular Meeting minutes. Voice Vote: All AYES. Motion passed 6-0.





Planning Commission Minutes

IV. **PUBLIC FORUM** – None

V. **TYPE II PUBLIC HEARING – CONTINUED**

PLANNING ACTION: PA-T2-2024-00053

SUBJECT PROPERTY: 231 Granite Street

PROPERTY OWNERS: Stephanie & Bryan DeBoer

APPLICANTS: Carlos Delgado Architect

DESCRIPTION: A request for a Physical and Environmental (P&E) Constraints permit to construct a new single-family dwelling in steep slopes greater than 25% within the hillside overlay area, including exceptions to the hillside design standards. The proposal includes a Type 2 variance due to the proposed driveway grade exceeding 18%. The applicant also requests a tree removal permit to remove 67 trees, 63 of which are between 6" and 12" Diameter at Breast Height (DBH), 8 of which are dead, and 4 are significant trees which are larger than 12" DBH. **COMPREHENSIVE**

PLAN DESIGNATION: Low Density Residential; **ZONING:** RR-.5; **MAP:** 39 IE 08 DA; **TAX LOTS:** 1800

Chair Verner reminded the Commission that the Public Hearing for this item had been closed on March 11, 2025 and that the Public Record had closed on April 1, 2025. She pointed to the public comments that the Commission had received from parties of record before the record was closed, which were included in the meeting packet. The Commission determined not to include comments submitted by non-parties of record submitted during that same timeframe.

Deliberations

Chair Verner pointed to a set of draft conditions that the Commission could consider for this project, if approved (see attachment #1).

The Commission determined that an exception to AMC 18.3.10.090.E.2 for the vertical height of the house should have a maximum of 25ft. Commissioner Maher expressed concern with the applicant's terracing plans.

The Commission removed specific mention of Thornton Engineering from Condition #4.L.

After reviewing the applicant's rebuttal on page 64 of the packet, the Commission determined to remove proposed condition #4.M as the subject 34-36inch madrone was found to be within the legal access utility easement and would need to be removed.





Planning Commission Minutes

Commissioner Phillips proposed rounding up the driveway grade limit on Condition #9.F from 23.8% to 24%. The Commission agreed.

Commissioner Perkinson expressed the opinion that the site should be developed with greater attention to fire-wise criteria. Commissioner Herron suggested amending Condition #8, such that it read: *"All measure installed for the purposes of long-term erosion control **and fire mitigation** including but not limited to vegetative cover, rock walls, retaining walls and landscaping shall be maintained with perpetuity on all areas in accordance with AMC 18.62.089.B.7."* The Commission agreed.

Commissioners Perkinson/Phillips m/s to approve the application and issue the exception, variance, and tree removal requests with the following amended conditions: that the exception to AMC 18.3.10.090.E.2 for vertical height of the house not exceed 25ft, including the roof; that Thornton Engineering be removed from Condition #4.L; to remove Condition #4.M; to round up the driveway grade limit in Condition #9.F from 23.8% to 24%; to amend Condition #8 such that it read: *"All measure installed for the purposes of long-term erosion control and fire mitigation including but not limited to vegetative cover, rock walls, retaining walls and landscaping shall be maintained with perpetuity on all areas in accordance with AMC 18.62.089.B.7."*

Roll Call Vote: Commissioners Perkinson, Herron, Phillips, MacCracken Jain, and Verner: AYE.

Commissioner Maher: NAY. Motion passed 5-1.

IV. TYPE III PUBLIC HEARING

PLANNING ACTION: PA-T3-2024-00012

SUBJECT PROPERTY: 2320 Ashland St

APPLICANT: City of Ashland

DESCRIPTION: A request to modify the officially adopted maps for the locally adopted Ashland Modified Floodplain to be consistent with the original studies conducted and City Council Approvals. The amendment would remove the Local Ashland Floodplain along Hamilton Creek from Mistletoe Road downstream to Interstate Five. This amendment would have no change on the FEMA flood zones, and those regulations would stay in full effect.

Staff Presentation

Senior Planner Aaron Anderson stated that the application was a request to modify the officially adopted maps for the locally adopted Ashland Modified Floodplain to be consistent with the original studies conducted and City Council Approvals. The amendment would remove the Local Ashland Modified Floodplain along Hamilton Creek from Mistletoe Road downstream to Interstate-5. He added that this amendment would have no change on the Federal Emergency Management Agency (FEMA) flood zones and the related flood administration regulations. The reason for this





Planning Commission Minutes

amendment is because it came to Staff's attention that the stretch of Hamilton Creek, while shown on the official maps since 2010, was adopted in error. The amendment would impact 12 properties within the city limits and two properties that are within the UGB but outside of the City (see attachment #2).

The Public Hearing and Public Record were closed at 8:31 p.m.

Commissioners Perkinson/Herron m/s to recommend that the City Council approve the removal of the Ashland Modified Floodplain from this portion of Hamilton Creek. Roll Call Vote: All AYES. Motion passed 6-0.

V. OPEN DISCUSSION

Commissioner MacCracken Jain asked if a letter the Commission received required any action (see attachment #3). Mr. Goldman responded that this letter had included the Commission as one of the recipients, but that any action would be taken by the Public Arts Advisory Committee.

Commissioner Herron reminded the rest of the Commission to register with the Oregon Government Ethics Commission.

VI. ADJOURNMENT

Meeting adjourned at 8:34 p.m.

*Submitted by,
Michael Sullivan, Executive Assistant*

Memo

DATE: April 8, 2025

TO: Planning Commission

FROM: Lisa Verner

RE: 231 Granite Street Application – REVISED Summary of Proposed Conditions

This is a revised set of proposed conditions for 231 Granite Street based on my suggested edits to Veronica Allen's summary of proposed conditions, conditions proposed by the applicant and edits proposed by Commissioner Russell Phillips.

I ask the Planning Commission to consider the applicant's request to approve PA-T2-2024-00053 for a Physical and Environmental (P&E) Constraints permit, including:

- A variance to AMC 18.3.10.090.A.3 for driveway slope exceeding 18% and distance exceeding 200 feet;
- An exception to AMC 18.3.10.090.E.2 for vertical height of the house of greater than 20'; and
- A Tree Removal Permit to remove 67 trees, including ___ significant trees.

And including the conditions of approval below, and to make a motion approving or denying the request.

1. All proposals of the applicant shall become conditions of approval.
2. **A** Verification Permit shall be applied for and approved by the Ashland Planning Division prior to site work, tree removal, building demolition, and/or storage of materials. The Verification Permit is to inspect the identification of the 67 trees to be removed and the installation of tree protection fencing for the remaining trees on and adjacent to the site. The tree protection shall be chain link fencing

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Memo

six feet tall and installed in accordance with AMC 18.61.200.B.

3. **All** recommendations of the Tree Management Advisory Committee, where consistent with the applicable ordinances and standards and with final approval of the Staff Advisor, shall be conditions of approval unless otherwise modified herein.
4. Prior to building permit issuance:
 - a. The plans submitted for the building permit shall be in substantial conformance with those approved as part of this application. If the plans submitted for the building permit are not in substantial conformance with those approved as part of this application, an application to modify the Variance and Physical and Environmental Constraints Review permit approval shall be submitted and approved prior to issuance of a building permit.
 - b. Identification of all easements, including public and private utility easements, mutual access easements, public pedestrian access easements, and fire apparatus access easements shall be identified on building permit plans.
 - c. Solar setback calculations demonstrating that all new construction complies 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 shall be met.
 - d. Lot coverage calculations including all building footprints, driveways, parking, and circulation areas shall be identified on building permit plans . Lot coverage shall be limited to no more than 20 percent as required in AMC 18.2.5.030.C.
 - e. 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 (i.e., curb gutter at public street, public storm pipe or public

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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.

- f. A revised Tree Protection Plan consistent with the standards described in AMC 18.4.5 shall be submitted for approval by the Staff Advisor. The tree protection fencing shall be installed according to the approved plan prior to any site work, storage of materials onsite or issuance of the building permit. The plan shall identify the location and placement of fencing around the drip lines of trees identified for preservation. The amount of fill and grading within the drip line shall be minimized. Cuts within the drip line shall be noted on the tree protection plan, and shall be executed by handsaw and kept to a minimum. No fill shall be placed around the trunk/crown root.
- g. No construction shall occur within the tree protection zone including dumping or storage of materials such as building supplies, soil, waste, equipment, or parked vehicles.
- h. A landscaping and irrigation plan to include irrigation details satisfying the requirements of the Site Design and Use Standards Water Conserving Landscaping Guidelines and Policies shall be provided.
- i. The tree protection and temporary erosion control measures (i.e. silt fence and bale barriers) shall be installed according to the approved plan and approved by the Staff Advisor prior to any site work, storage of materials, issuance of an excavation permit and issuance of a building permit. The erosion control measures shall be installed as identified in the Marquess & Associates' report dated December 5, 2024 and as approved by Public Works.

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- j. A written verification from the project geotechnical expert addressing the consistency of the building permit submittals with the geotechnical report recommendations (e.g. grading plan, storm drainage plan, foundation plan, etc.) shall be submitted with the building permit.
 - k. Applicant shall provide documentation for the access easement.
 - l. Applicant shall have the retaining wall designed by the project engineer (Thornton Engineering) to conform with AMC 18.3.10.090.B.
 - m. Applicant shall submit the changes to the driveway location and plans to retain the 36" Madrone discussed at the public hearing and in the April 1, 2025 letter from Davis Hearn Anderson & Selvig to the Planning Department.
- 5. Mitigation trees, to be planted on-site, off-site, or payment in lieu, shall be planted at the rate of 1:1 of regulated tree removals.
 - 6. A preconstruction conference to review the requirements of the Hillside Development Permit shall be held prior to site work, the issuance of an excavation permit or the issuance of a building permit, whichever action occurs first. The conference shall include the Planning Department, Building Department, the project engineer, project geotechnical experts (i.e. Marquess & Associates), landscape professional, arborist (i.e. Canopy) and the general contractor. The applicant or applicant's representative shall contact the Planning Department to schedule the preconstruction conference.
 - 7. The foundation plans of the house shall be ~~designed~~ stamped by an engineer or architect with demonstrable geotechnical design experience in accordance with AMC 18.62.080.F.
 - 8. All measures installed for the purposes of long-term erosion control, including but not limited to vegetative cover, rock walls,

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retaining walls and landscaping shall be maintained in perpetuity on all areas in accordance with AMC 18.62.089.B.7.

9. Prior to Certificate of Occupancy:

- a. The landscaping and irrigation for re-vegetation of cut/fill slopes and erosion control shall be installed in accordance with the approved plan. Vegetation shall be installed in such a manner as to be substantially established within one year of installation.
- b. All landscaping in the new landscaped areas shall be installed according to the approved plan, and tied into the onsite irrigation system.
- c. Marquess & Associates shall provide a final report indicating that the approved grading, drainage and erosion control measures were installed as per the approved plans, and that all scheduled inspections were conducted by the project geotechnical expert periodically throughout the project.
- d. The flag drive shall be paved to 12 feet in width, have a vertical clearance of 13-feet, 6-inches and be able to withstand 44,000 lbs. of pressure. ~~prior to the certificate of occupancy~~. The flag drive shall be constructed so as to prevent surface drainage from flowing over the private property lines and / or public way in accordance with AMC 18.76.060.B.
- e. The house shall be constructed as shown on the amended plans submitted on March 12, 2025 with the 6-foot horizontal offset, per AMC 18.3.10.090.E.2.
- f. Applicant shall provide a surveyor's map that confirms the driveway grade does not exceed 23.8% and that the length of the portion of the driveway in excess of 35% slopes does not exceed 100 feet, per AMC 18.3.10.090.A.2.

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10. Requirements of the Ashland Fire Department shall be met, including that all addressing shall be approved, that fire apparatus access be provided, that a final approval of the access plan (turnouts, etc) be obtained, that a new fire hydrant and pump be installed, if necessary, and that a fuel break is required.
11. Prior to bringing combustible materials on site, applicant shall provide documentation of fire hydrant location within 600 feet of the southwest corner of the house and of the access (easement). Fire sprinklers shall be installed in the house as required by the Ashland fire department.
12. A Fire Prevention and Control Plan addressing the General Fuel Modification Area requirements in AMC 18.3.10.100.A.2 shall be provided prior to bringing combustible materials onto the property. New landscaping proposed shall comply with these standards and shall not include plants listed on the Prohibited Flammable Plant List per Resolution 2018-028.
13. Final grading and retaining wall plans shall meet the terracing requirements of AMC 18.3.10.090.B.4.b to the satisfaction of the Staff Advisor.
14. Prior to issuance of building permits for the proposed residence, applicants/property owners shall execute and deliver to the City a perpetual public trail easement in favor of the City of Ashland along the existing "Ditch Trail", which generally follows the Talent Irrigation District's (TID) "Ashland Canal" as it traverses the subject property (Tax Lot 1800). Applicant shall also provide a centerline legal description of the Easement Area to be appended to the easement document, and reflecting an easement area 10-feet in width and shall include the traveled portion of the existing Ditch Trail crossing the property. This condition was voluntarily offered by the applicants/property owners and this public trail easement is not an exaction required by the City, and is not subject to constitutional takings concerns or nexus/proportionality analysis.

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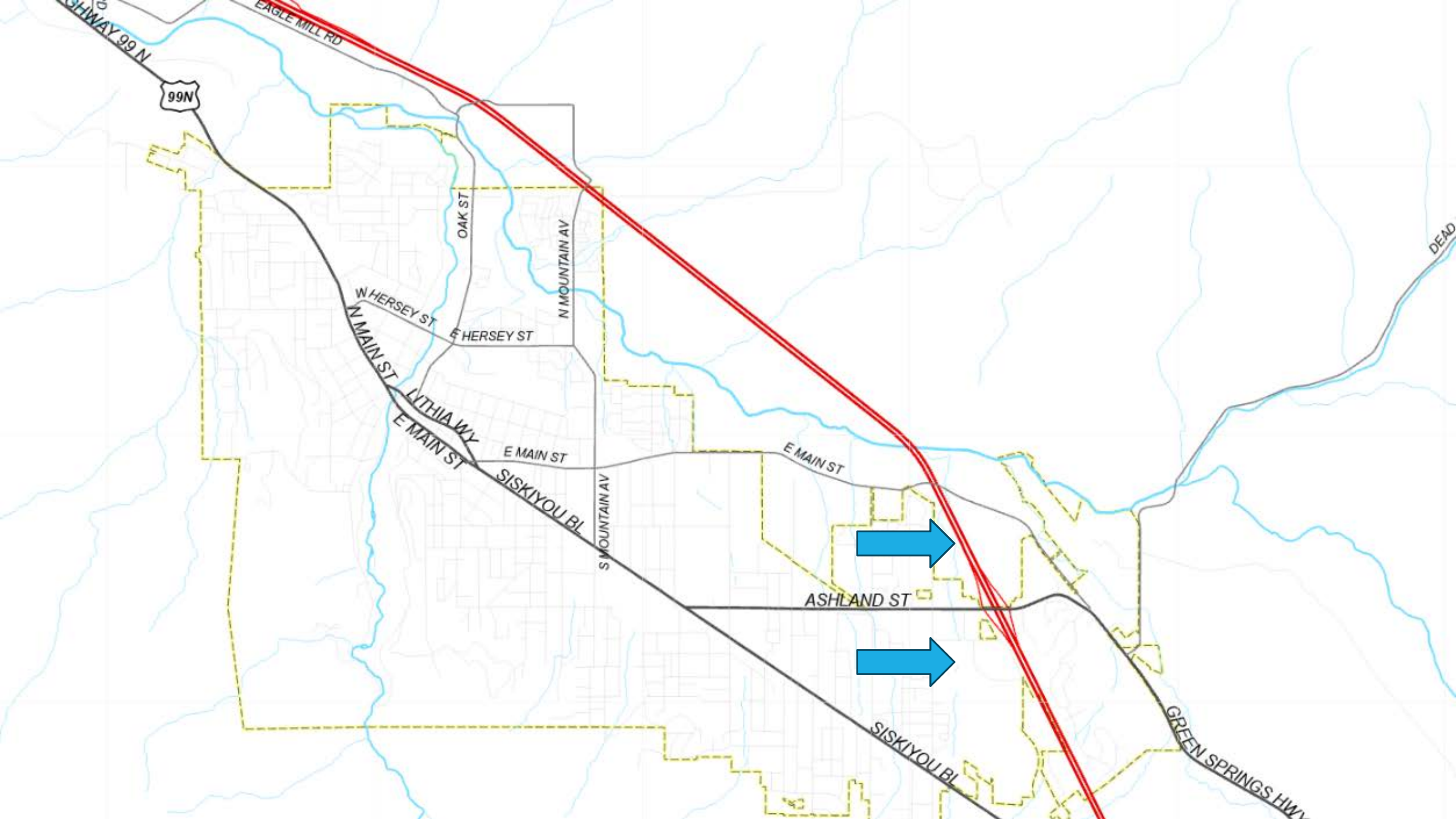
Modification of locally adopted 'Ashland Modified Floodplain'

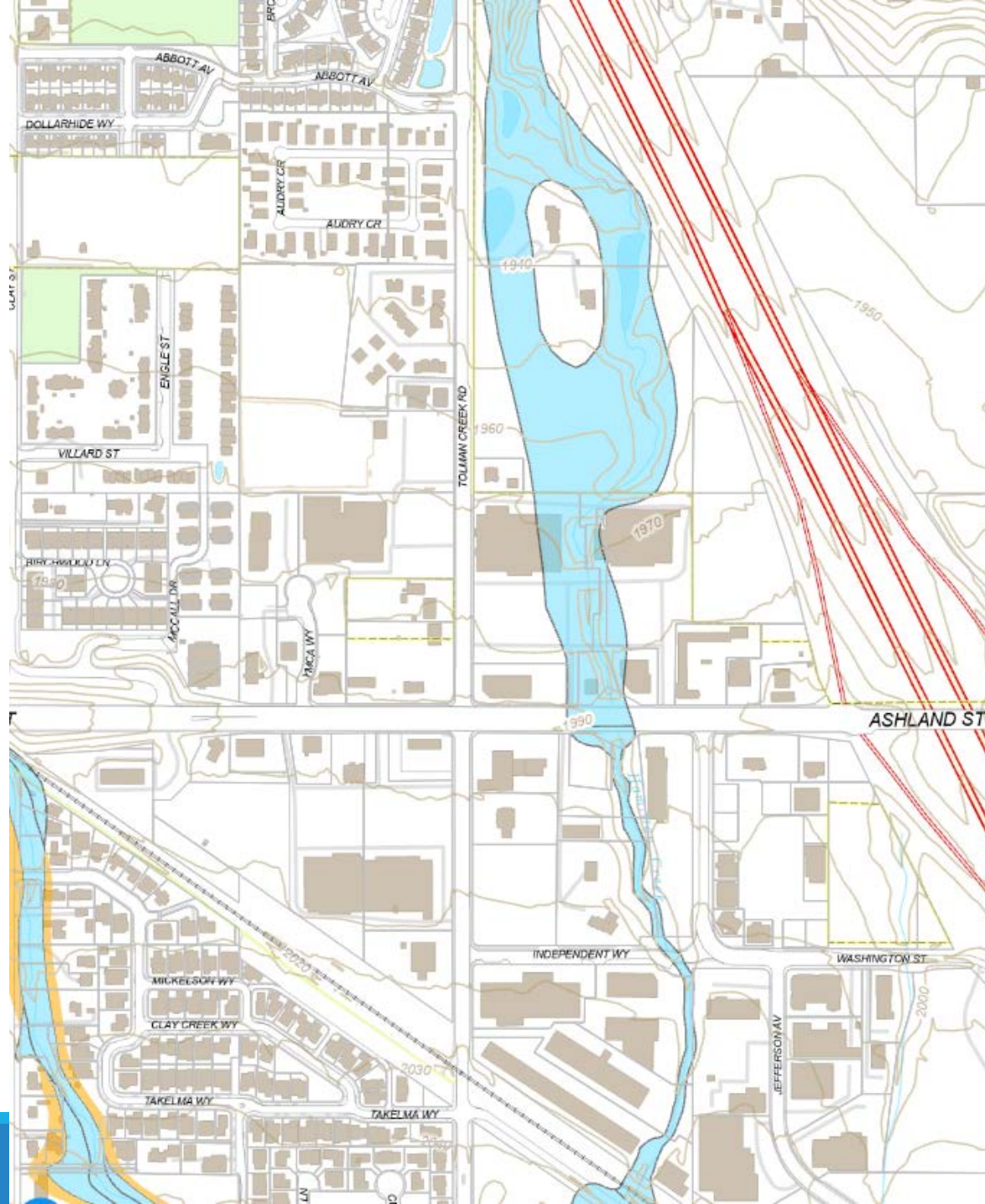
**PLANNING
COMMISSION**

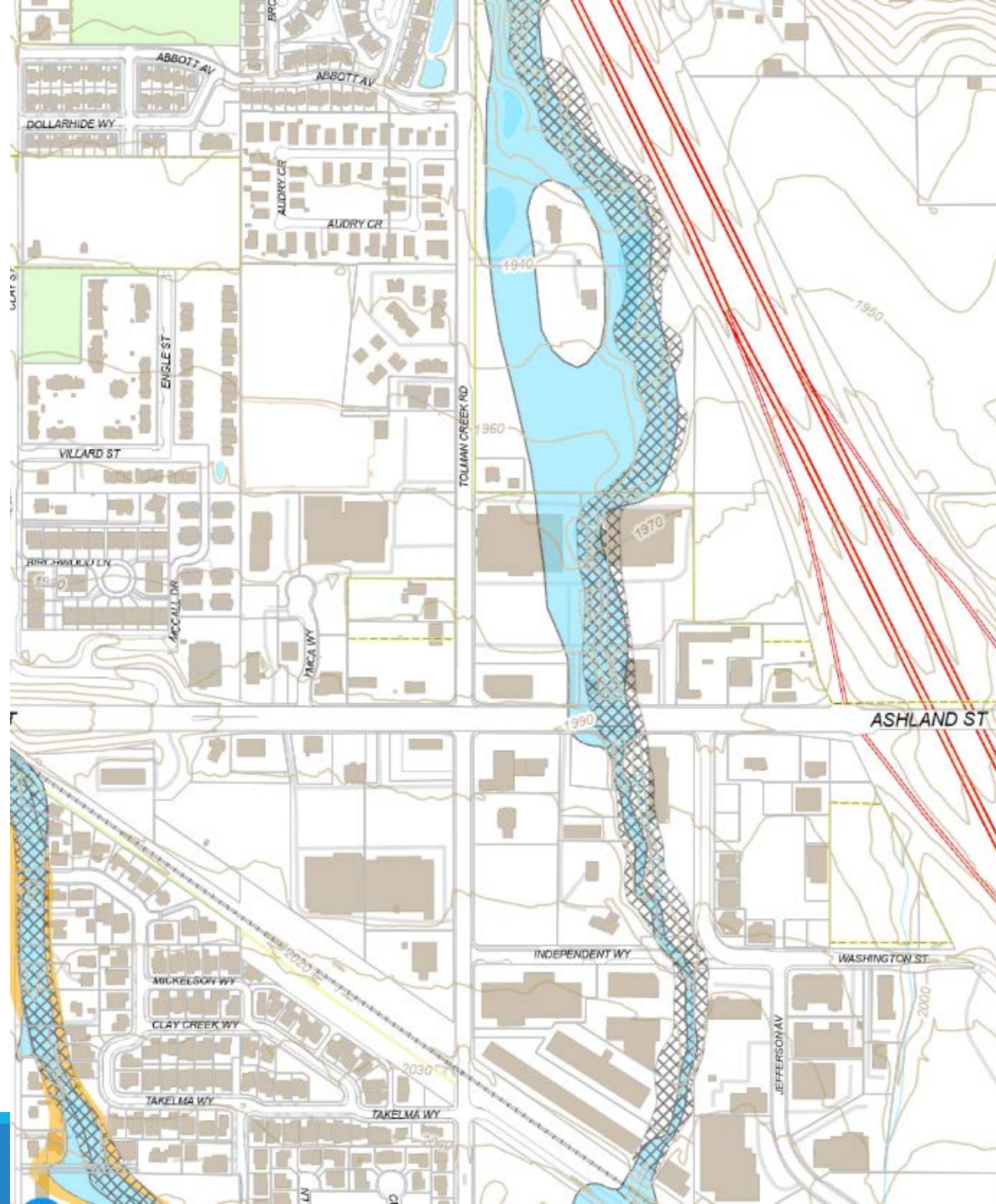
APRIL 8, 2025

Aaron
Anderson

SENIOR PLANNER, COMMUNITY DEVELOPMENT







Annexation – Type 3 action

Type III actions are reviewed by the Planning Commission, which makes a recommendation to City Council. The Council makes final decisions on legislative.

Legislative requests are not subject to the 120-day review period under subsection 18.5.1.090.B (ORS 227.178).



Physical and Environmental Constraints Floodplain Corridor Lands

- City Limits
- Urban Growth Boundary
- Land Drainage Corridor, piped, 10' buffer
- Land Drainage Corridor, open channel, 10' buffer
18.62.050.5
- Riparian Preservation Creek, 20' buffer
18.62.050.4
- FEMA-defined
100-Year Floodplain Corridor Lands
18.62.050.1
- FEMA-defined
500-Year Floodplain Corridor Lands
18.62.050.1
- Ashland Modified
Floodplain Corridor Lands
18.62.050.2

NOT TO SCALE

Mapping is schematic only and bears no warranty of accuracy.
All features, structures, facilities, easements or roadway locations
should be independently field verified for existence and/or location.





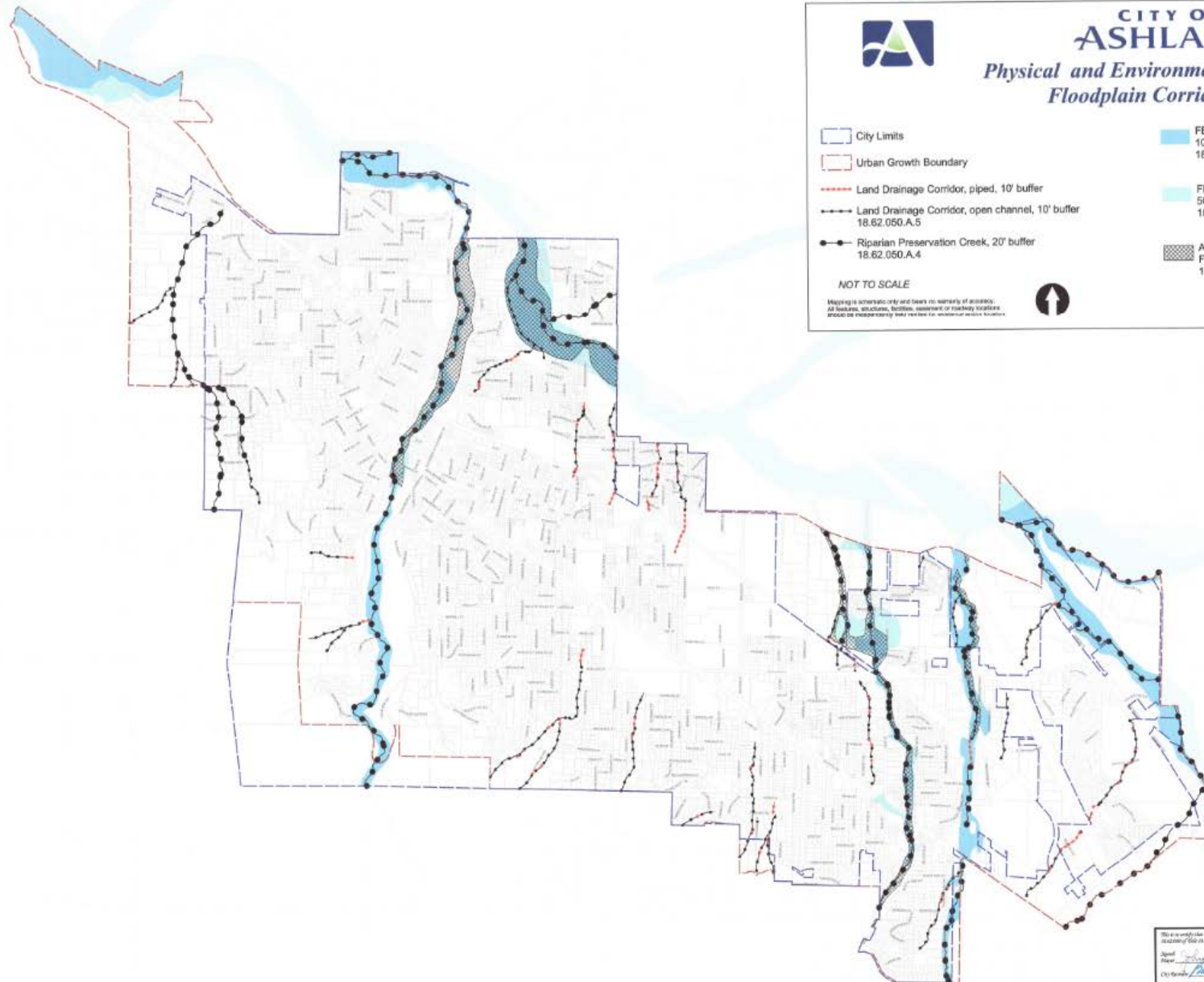
CITY OF ASHLAND

Physical and Environmental Constraints Floodplain Corridor Lands

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- Ashland Modified Floodplain Corridor Lands 18.62.050.A.2

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CITY OF ASHLAND

Physical and Environmental Constraints Floodplain Corridor Lands

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- Ashland Modified Floodplain Corridor Lands 18.3.10.050.A.2

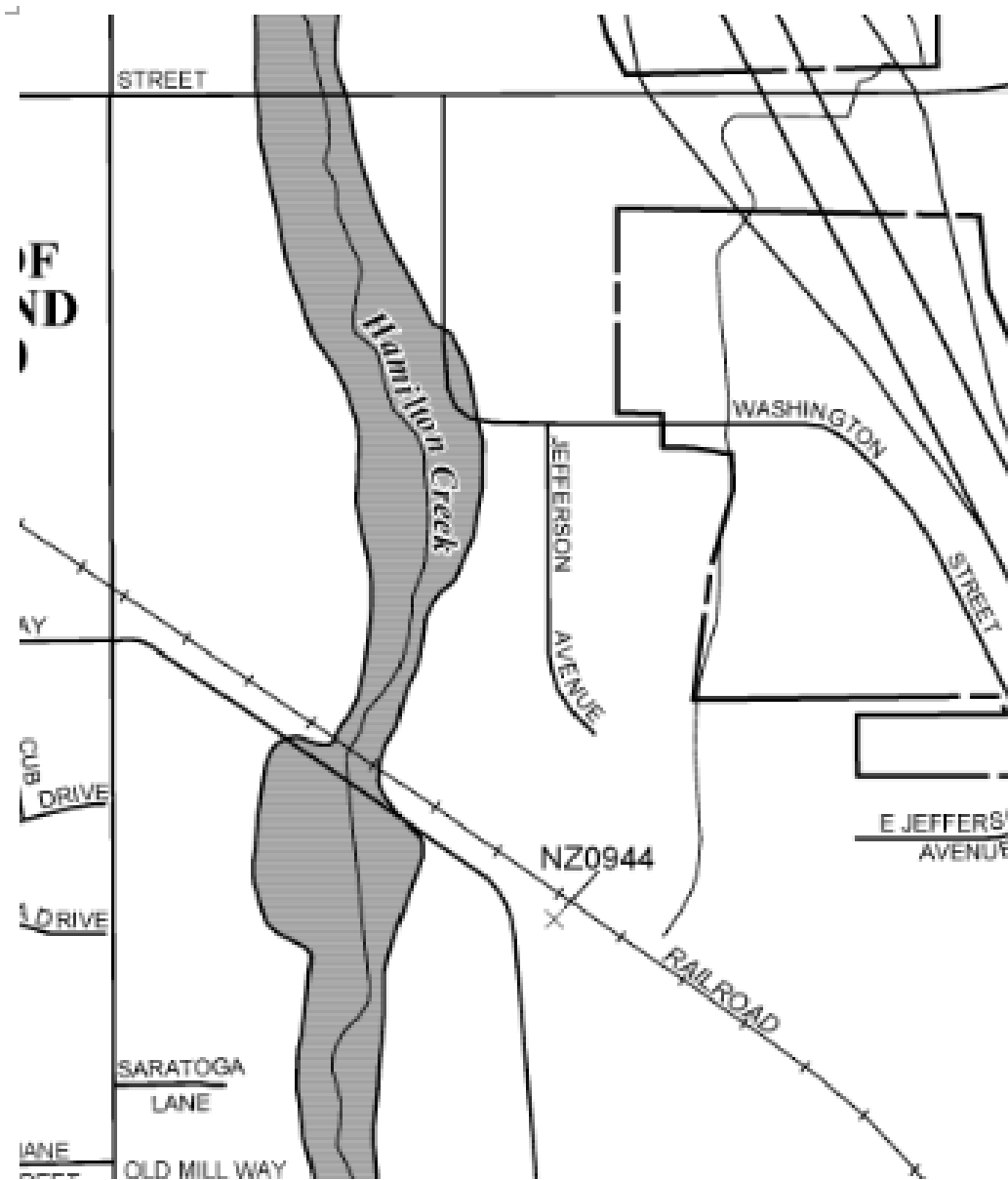
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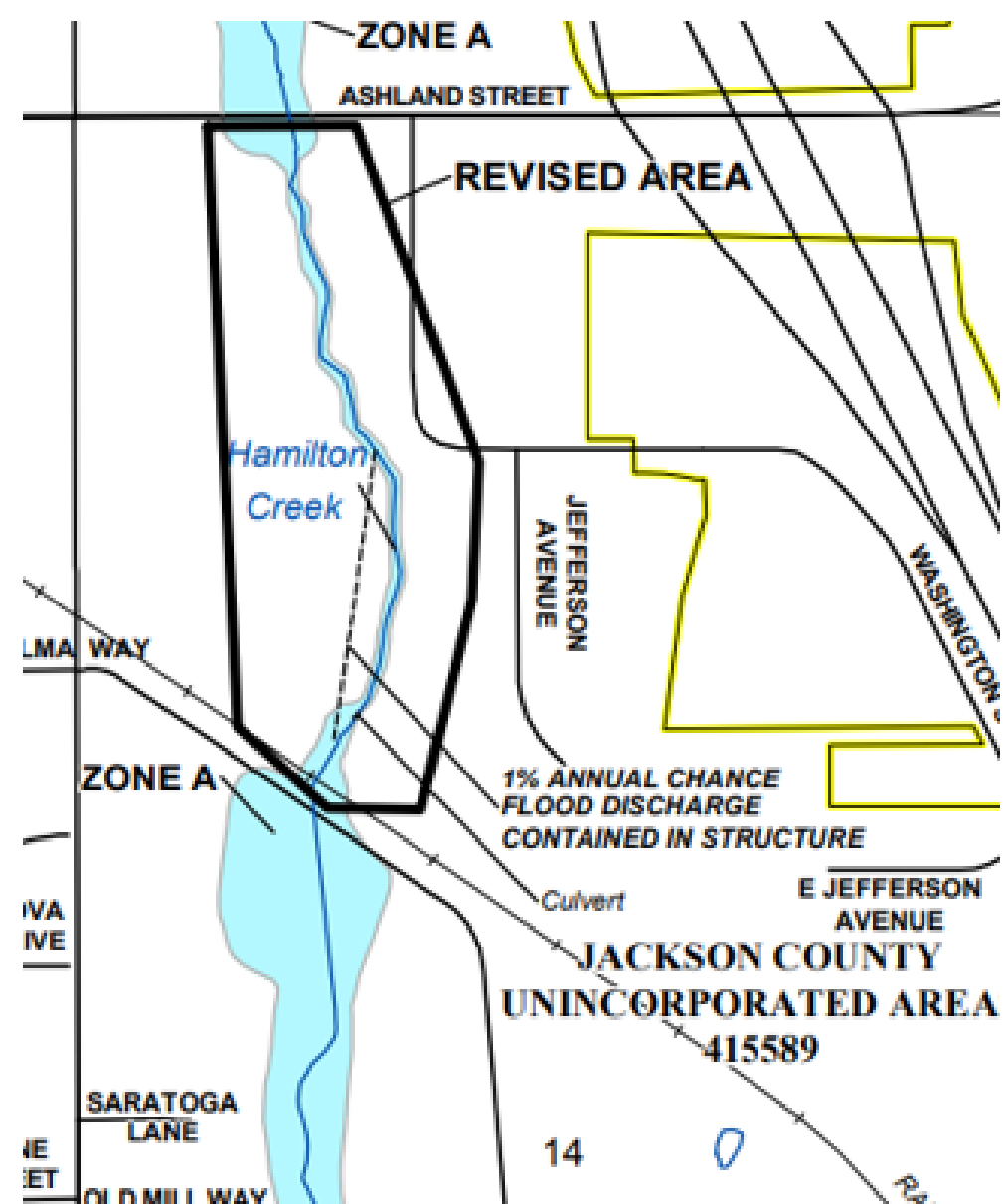


This is to certify that this is the Official Physical and Environmental Constraints Map adopted by the Council
on 11/18/2010 of the Title 18.3.10 of the Ashland Municipal Code

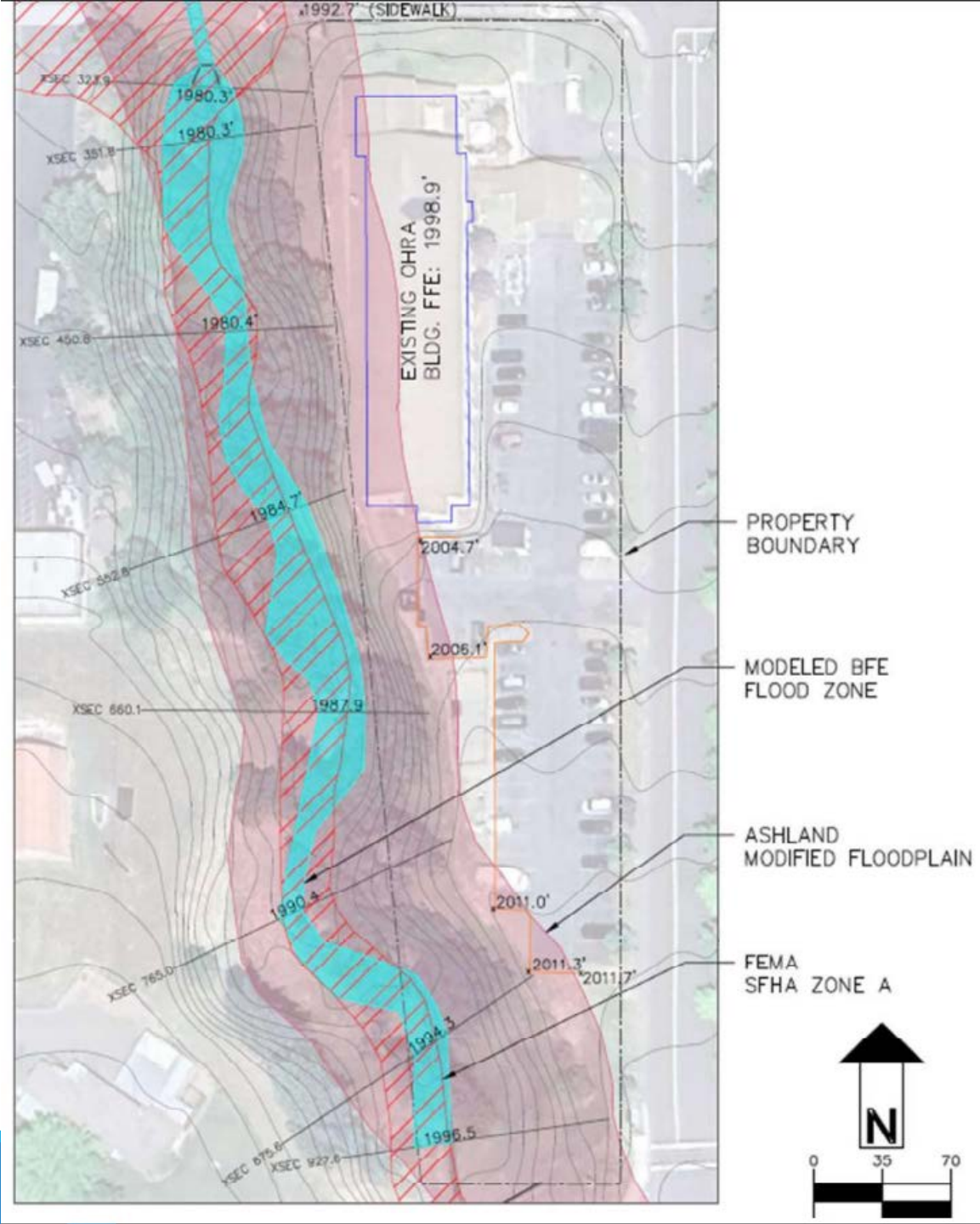
Signed	<i>[Signature]</i>	Date	2/28/2017
Mayor	<i>[Signature]</i>	Date	2/28/2017
City Manager	<i>[Signature]</i>	Date	2/28/2017



2011



2013 (LOMR – 13-10-1570P)





Staff Recommendation

Staff recommend that the Planning Commission recommend approval to the City Council to remove the Ashland Modified Floodplain from this portion of Hamilton Creek.



Questions?

Brent Thompson
P.O. Box 201
Ashland, OR 97520

April 2, 2025
July 25, 2023

Ashland City Council
20 East Main Street
Ashland OR 97520

RE: Siskiyou Boulevard Needs a Plaque Explaining Why It Exists.
To the City Council

Besides Lithia Park, Siskiyou Boulevard is the most distinguishing feature of Ashland. Few cities have grand boulevards such as Siskiyou Boulevard. It is appropriate that its history be commemorated. Lithia Park has a sign near its entrance explaining how it came to be, but there is no monument nor plaque explaining why we have Siskiyou Blvd. We do have the "public art" sculpture some call The Bicycle Wreck, which was approved by a former misguided City Council. But the "Bicycle Wreck" is a monument to nothing.

Let's add a plaque below the Bicycle Wreck" which commemorates the origins of Siskiyou Boulevard. It could read something like the following gleaned from: (1) Images of America -Ashland; Joe Peterson c 2009 p. 25: (2) Legendary Locals of Ashland; Sam Wheeler c 2015 p 20: (3) Ashland --The first 130 Years; Marjorie Lutz O'Harra c 1981 p 36.

Henry and Harriet Carter arrived in Ashland in 1884 and became involved in banking and orchards. They planted hundreds of acres of orchards south of the downtown, and on September 16, 1888 gave the City of Ashland a 60' wide swath of land later expanded to 100 ' through the middle of their orchards with the idea that some day it would become a grand boulevard. Initially their donated right of way led nowhere because most traffic going east and south used East Main Street. Later as the city grew their donated roadway became Siskiyou Blvd.

Other knowledgeable people about Ashland history who might help are George Kramer, Peter Finkle, Jeff LeLand sp?, and Terry Skibby. They would be good composers of a plaque if the above attempt might not suffice. But we need something to commemorate the origins of our most noteworthy street before another 130 years passes.

Thank you—it is time, don't you think?

Brent Thompson
541 944-6954

cc. Historic Commission, Planning Commission, Parks Commission