



Planning Commission Meeting Agenda

ASHLAND PLANNING COMMISSION

REGULAR MEETING AGENDA

Tuesday, February 10, 2026

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.

I. CALL TO ORDER

7:00 p.m., Civic Center Council Chambers, 1175 E. Main Street

II. ANNOUNCEMENTS

1. Staff Announcements
2. Advisory Committee Liaison Reports

III. CONSENT AGENDA

- Approval of Minutes
1. January 13, 2026 Regular Meeting
 2. January 27, 2026 Joint Study Session

IV. PUBLIC FORUM

Note: To speak to an agenda item in person you must fill out a speaker request form at the meeting and will then be recognized by the Chair to provide your public testimony. Written testimony can be submitted in advance or in person at the meeting. If you wish to discuss an agenda item electronically, please contact PC-public-testimony@ashland.or.us by 10:00 a.m. on February 10, 2026 to register to participate via Zoom. If you are interested in watching the meeting via Zoom, please utilize the following link: <https://zoom.us/j/93194135552>

V. TYPE II PUBLIC HEARINGS - CONTINUED

PLANNING ACTION: PA-T2-2025-00065
SUBJECT PROPERTY: 431 N Main Street
APPLICANT: Rogue Planning and Development
OWNER: Rogue Holdings LLC
DESCRIPTION: A request for concurrent Outline and Final Plan approval for a Performance Standards Option (PSO) subdivision. The parent parcel at 431 N Main Street is proposed to be subdivided into four new lots, each with a single-family dwelling. The existing structure is proposed for demolition. The application also includes a request for four Conditional Use Permits to exceed the Maximum Permitted Floor Area (MPFA) in a Historic District on each new home, a request to remove a significant tree 33" DBH in size (*Ailanthus altissima*, Tree of Heaven) and a request for an exception to street standards to not install standard street improvements due to the existing sidewalk and site constraints. **COMPREHENSIVE PLAN DESIGNATION:** Multi-Family Residential; **ZONING:** R-2; **MAP:** 39-1E-05-DA; **TAX LOT:** 7300

VI. OTHER BUSINESS

Election of Planning Commission Officers

VII. OPEN DISCUSSION

VIII. ADJOURNMENT

Next Meeting Date: February 24, 2026





Planning Commission Meeting Agenda

If you need special assistance to participate in this meeting, please contact Derek Severson at planning@ashlandoregon.gov or 541.488.5305 (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.





Planning Commission Minutes

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January 13, 2026

REGULAR MEETING

DRAFT Minutes

I. CALL TO ORDER:

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

Commissioners Present:

Lisa Verner
Eric Herron
Susan MacCracken Jain
Russell Phillips
John Maher
Kerry KenCairn
Jay Lininger

Staff Present:

Brandon Goldman, Community Development Director
Derek Severson, Planning Supervisor
Aaron Anderson, Senior Planner
Veronica Allen, Associate Planner
Michael Sullivan, Executive Assistant

Absent Members:

Council Liaison:

Jeff Dahle (absent)

II. ANNOUNCEMENTS

1. Staff Announcements:

Community Development Director Brandon Goldman made the following announcement:

- The City will hold its annual town hall on Wednesday, January 21, 2026, from 5:30–7:00 PM at the Ashland High School theater building.

2. Advisory Committee Liaison Reports – None

III. CONSENT AGENDA

Approval of Minutes

1. December 9, 2025 Regular Meeting Minutes

Commissioners Maher/KenCairn m/s to approve the consent agenda as presented. Voice Vote: All AYES. Motion Passed 7-0.



Planning Commission Minutes

IV. **PUBLIC FORUM** – None

V. **UNFINISHED BUSINESS**

Approval of Findings for PA-T2-2025-00061, 44 Scenic Drive & 0* Scenic Drive TL 7302

Associate Planner Veronica Allen noted that revised Findings with minor corrections that had been provided prior to the meeting (see attachment #1.)

Ex Parte Contact

No ex parte contact was disclosed.

Decision

Commissioner Phillips raised a question about an inconsistency between sections 2.6 and 2.9.1 regarding the number of significant trees to be removed. Staff clarified that the total number of trees was actually 10 (not 11 as originally counted), with 8 trees to be removed – 5 of which are significant trees and 3 are regular regulated trees.

Commissioners Phillips/Maher m/s to approve the application as recommended by staff, including the revised condition 2 regarding tree preservation. Roll Call Vote: All AYES. Motion passed 7-0.

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

A. PLANNING ACTION: PA-T2-2025-00062

SUBJECT PROPERTY: 2262 & 2270 Ashland Street

OWNER: Reed Commercial Investment Properties LLC

APPLICANT: Dan Horton Architecture

DESCRIPTION: A request for Site Design Review approval to redevelop the property at 2262 Ashland St. The proposal is for two commercial two-story buildings. The application includes a request for phased redevelopment, where first the office building will be removed and replaced, followed by the removal of the restaurant and the construction of the second building. Additionally, tax lot 1600 has been approved for a Property Line Adjustment (see: PA-A-2025-00379) increasing its size from 0.38 acres to 0.82 acres. **COMPREHENSIVE PLAN**

DESIGNATION: Commercial; **ZONING:** C-1; **MAP:** 39-1E-14-BA; **TAX LOT:** 1600.

Chair Verner stated that this was a continuation of a public hearing from December 9, 2025, which had been continued due to a fault in the public notice that has since been corrected.



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Ex Parte Contact

No ex parte contact was disclosed.

Deliberations

Chair Verner asked the applicant, Dan Horton, about communication with the restaurant tenant. Mr. Horton confirmed he had spoken with the property owner who had agreed to accommodate the restaurant in new construction after demolition of the existing building. Chair Verner also inquired about the status of the property line adjustment, which Mr. Horton stated had been approved by city staff but not yet recorded.

Staff recommended adding a condition that the property line adjustment be recorded prior to issuance of building permits, as the current property line would run through one of the proposed buildings. Staff presented Findings in the event of the Commission's approval of the project (see attachment #2.)

Chair Verner closed the Public Hearing and Record at 7:14 pm.

Decision

Commissioners Phillips/KenCairn m/s to approve Planning Action PA-T2-2025-00062 for 2262 Ashland Street as presented, subject to staff's conditions of approval and as amended on the record to add a condition that the approved property line adjustment shall be recorded prior to issuance of any permits or final approvals that rely on the adjusted property boundary, and to correct minor typos in the findings and conditions. Roll Call Vote: All AYES. Motion passed 7-0.

IV. TYPE II PUBLIC HEARING

B. PLANNING ACTION: PA-T2-2025-00065

SUBJECT PROPERTY: 431 N Main Street

APPLICANT: Rogue Planning and Development

OWNER: Rogue Holdings LLC

DESCRIPTION: A request for concurrent Outline and Final Plan approval for a Performance Standards Option (PSO) subdivision. The parent parcel at 431 N Main Street is proposed to be subdivided into four new lots, each with a single-family dwelling. The existing structure is proposed for demolition. The application also includes a request for four Conditional Use Permits to exceed the Maximum Permitted Floor Area (MPFA) in a Historic District on each new home, a request to remove a significant tree 33" DBH in size (Ailanthus altissima, Tree of Heaven) and a request for an exception to street standards to not install standard street improvements due to the existing sidewalk and site constraints.

COMPREHENSIVE PLAN DESIGNATION: Multi-Family Residential; **ZONING:** R-2; **MAP:** 39-1E-05-DA; **TAX LOT:** 7300





Planning Commission Minutes

Ex Parte Contact

All Commissioners except Chair Verner disclosed site visits. Commissioner KenCairn stated that a member of the Historic Preservation Advisory Committee had mentioned the project to her in passing but that this would not sway her decision. No other ex parte contact was disclosed.

Staff Presentation

Veronica Allen, Associate Planner, presented the 4-lot Performance Standards Option (PSO) subdivision application at 431 North Main Street (see attachment #3.) The proposal involves: four conditional use permits to exceed Maximum Permitted Floor Area (MPFA) in a Historic District, a tree removal permit for a significant 33" DBH Tree of Heaven, and an exception to street standards to omit standard improvements.

The existing 7-unit multifamily development would be demolished for four single-family homes, with three lots featuring detached dwellings and Lot 4 an SRO building with six bedrooms and a shared kitchen. The Historic Preservation Advisory Committee (HPAC) expressed concerns about repetitive designs on lots 1-3, recommending altering one design, and suggested design changes for the SRO to align with historic district standards. Although revised renderings were submitted they have not yet been reviewed by the HPAC (see attachment #4.) An arborist report was also submitted by the applicant showed the Tree of Heaven in poor condition, though this report was not reviewed by the Tree Management Advisory Committee (TMAC) due to its late submittal date (see attachment #5.) Staff recommended that the public hearing be continued to allow these late submittals to be reviewed by the TMAC and HPAC.

Applicant Presentation

Amy Gunter from Rogue Planning and Development Services presented on behalf of the applicant, explaining that the existing structure was in poor condition with significant water damage and electrical issues. She stated that restoration would cost substantially more than new construction (see attachment #6.)

Questions of the Applicant

The Commission questioned the design of the proposed SRO building, with concerns raised about its architectural compatibility with the historic district. Commissioners also inquired about whether street trees would be required and how an SRO building would function in terms of management.

Public Comments

Nate Wittenberg/Mr. Wittenberg supported the removal of the Tree of Heaven but questioned the City charging a fee for removing an invasive tree. Staff clarified that the applicant had not been charged a separate tree removal fee as part of the subdivision application.



Planning Commission Minutes

Deliberations

Given the revised designs that had not yet been reviewed by HPAC and the arborist report that had not been reviewed by the TMAC, the Commission decided to continue the hearing.

Commissioners Herron/Maher m/s to continue the Public Hearing to the February 10, 2026 meeting and to leave the Public Record and Hearing open in order to receive input from the Historic Preservation Advisory Committee and the Tree Management Advisory Committee. Roll Call Vote: All AYES. Motion passed 7-0.

V. OPEN DISCUSSION

Chair Verner noted that the January 27, 2026 Study Session will be a joint meeting with the City Council and the Housing and Human Services Advisory Committee in order to review and discuss proposed development code concepts and recommendations for establishing a new Manufactured Home Park Zone.

VI. ADJOURNMENT

Meeting adjourned at 8:30 p.m.

*Submitted by,
Michael Sullivan, Executive Assistant*



Planning Commission Minutes

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January 27, 2026

Planning Commission, City Council, and Housing & human Services Advisory Committee

Joint Study Session

DRAFT Minutes

I. CALL TO ORDER:

Chair Verner called the joint meeting to order at 7:01 p.m. at the Civic Center Council Chambers, 1175 E. Main Street.

Commissioners Present:

Lisa Verner
Eric Herron
Jay Lininger
John Maher
Susan MacCracken Jain

Councilors Present:

Tonya Graham
Eric Hansen
Bob Kaplan
Derek Sherrell

Committee Members Present:

Noah Werthaiser
James Dykstra
Montana Hauser
John Maher

Absent Commissioners:

Kerry KenCairn
Russell Phillips

Absent Councilors:

Dylan Bloom
Jeff Dahle
Gina DuQuenne

Absent Committee Members:

Ashley Laube

Council Liaison:

Jeff Dahle (absent)

Staff Present:

Brandon Goldman, Community Development Director
Derek Severson, Planning Supervisor
Linda Reid, Housing Program Manager
Michael Sullivan, Executive Assistant

II. ANNOUNCEMENTS

1. **Staff Announcements** – None
2. **Advisory Committee Liaison Reports** – None

IV. PUBLIC FORUM – None

V. DISCUSSION ITEMS

Manufactured Home Park Zoning Code Concepts





Planning Commission Minutes

Review and discuss proposed development code concepts and recommendations for establishing a new Manufactured Home Park Zone (MHPZ) designation, intended to preserve existing parks and align Ashland's code with state housing statutes and best practices. The study session will focus on key policy choices related to density, redevelopment flexibility, tenant protections, and design standards to inform direction prior to drafting hearings-ready code amendments.

Brandon Goldman, Director of Community Development, introduced the manufactured home park zoning project as one of approximately 15 strategies from the 2023 Housing Production Strategy aimed at supporting and maintaining manufactured home parks as critical housing resources. The joint session provided an opportunity for participants to learn about the project, ask questions, and identify areas needing further consideration for code amendments. Funded through a Department of Land Conservation and Development technical assistance grant, the project incorporated input from a Management Advisory Committee.

Scott Fregonese from 3J Consulting presented an overview, focusing on facilitating housing protection, affordability, and housing options (see attachment #1.) He stated that the consulting team conducted case studies of Portland, OR, Bellingham, WA, and Fort Collins, CO to identify successful approaches. Recommendations included modernizing lot standards, increasing dimensional flexibility, simplifying landscaping requirements, creating redevelopment paths, allowing community-serving uses, updating unit standards, strengthening tenant protections, clarifying procedures, and updating definitions.

Discussions arose around wildfire safety and balancing density with safety considerations. The group highlighted the importance of pathways to resident-owned communities and the necessity of considering Ashland's land costs when incentivizing new parks. There were questions about how to balance density with fire safety, particularly regarding setbacks, accessibility for emergency vehicles, and fire-resistant materials. Additionally, they discussed how annexation of parks should adhere to affordable housing requirements. It was clarified that existing parks wouldn't be required to fully comply with new standards when making limited improvements, instead using a conditional use permit process. The Planning Commission emphasized the importance of involving park residents in discussions, planning an open house to gather input.

VI. ADJOURNMENT

Meeting adjourned at 8:35 p.m.

*Submitted by,
Michael Sullivan, Executive Assistant*

ATTENTION

**For attachments to January 13 and
January 27 Meeting Minutes, please
use the link below:**

<https://ashlandor.portal.civicclerk.com/event/905/files/agenda/2025>

**TYPE II PUBLIC HEARING
- CONTINUED**

**PA-T2-2025-00065,
431 North Main Street**

Memo

DATE: February 10, 2026
TO: Planning Commissioners
FROM: Brandon Goldman, *Community Development Director*
Derek Severson, *Planning Supervisor*
RE: 431 N Main St Continued Hearing

Background

At the Planning Commission's January 13, 2026 public hearing, the Commission opened the hearing and the record on the proposal for 431 North Main Street and received Applicant, Staff and public testimony. The Applicant request includes demolition of the existing historic structure, a four lot Performance Standards Option subdivision, and four Conditional Use Permit requests to exceed the Maximum Permitted Floor Area (MPFA) standards within the Skidmore Academy Historic District.

Because the requested MPFA increases require Conditional Use Permit review, the application also triggers advisory review by the Historic Preservation Advisory Committee (HPAC) under AMC 18.4.2.050.A.2.b. This is one of the rare instances in Ashland's ordinance where design recommendations may be applied even for primarily single-family residential development.

Following HPAC's January recommendations, the applicant submitted revised design drawings, elevations, and an arborist report on January 12, 2026, with additional design refinements submitted on January 28, 2026.

The Planning Commission left the public hearing open and continued the matter to February 10, 2026, specifically to afford an opportunity for HPAC to review the revised submittals and return with updated recommendations regarding whether the proposed building designs, particularly the Lot 4 SRO structure, can be found consistent with the Historic District Development Standards. The continued hearing tonight is intended to complete that remaining design review component of the record and allow the Planning Commission to proceed toward a final land use decision.

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Components of the Application and Planning Commission Decision Options

Applicant Revisions proposed

The applicant's January 28 submittal, as described in the accompanying January 27 explanatory memo, includes several refinements intended to address HPAC concerns and demonstrate compatibility with the Historic District Development Standards.

For Lots 1 through 3, the applicant indicates that one of the detached single-family residences has been flipped so that the garage is located on the opposite side of the structure, reducing the repetitive pattern of identical front facing garages along Nursery Street. The applicant also notes that, while the homes share a vernacular architectural character, they incorporate variation in entry doors, window patterns, porch railings, roof forms, and exterior detailing. In addition, the applicant proposes slight variation in front yard setbacks, with Lot 1 set farther back than Lots 2 and 3, to further reduce the perception of uniformity along the streetscape.

For the Lot 4 single room occupancy structure, the applicant describes design modifications intended to better reflect the scale and massing of nearby historic residential forms. These include increasing the roof pitch to strengthen the vertical presence of the single story building, introducing a large street facing gable to provide stronger articulation and break up the length of the roofline, and adding architectural features such as a wraparound porch, wider porch posts, and enhanced street oriented entrances and walkways facing both North Main Street and Nursery Street. The applicant asserts that these changes reduce the perceived bulk of the structure, improve compatibility with surrounding vernacular and craftsman influenced buildings, and provide clearer orientation to the public streets

Planning Commission Decision Options

The Planning Commission is reviewing several related but distinct land use requests as part of this combined application. While the subdivision request, the MPFA Conditional Use Permits, and the HPAC design recommendations are interconnected, they remain separate approvals subject to different criteria under the Ashland Municipal Code.

In simplified terms, the Commission's decision framework includes the following components.

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Subdivision Approval

The Commission may approve the Outline and Final Plan for the four lot Performance Standards Option subdivision if the applicable subdivision approval criteria are satisfied under AMC 18.3.9 and AMC 18.5.3, including adequacy of public facilities, density compliance, and street standards (an approved exception).

Subdivision approval may be granted with conditions requiring that all future building permits comply with the applicable MPFA limits unless a Conditional Use Permit is also approved to authorize additional floor area.

Conditional Use Permits for Maximum Permitted Floor Area

Separately, the Commission must determine whether each of the four requested Conditional Use Permits to exceed MPFA by up to 25 percent meets the approval criteria of AMC 18.5.4, including whether the increased building sizes will have no greater adverse material effect on the livability of the impact area when compared to development at the target use of the zone. The [Maximum Permitted Floor Area \(MPFA\) Ordinance](#), which sets a limit on the permitted floor area for residential properties in the historic districts based on lot size and the number of units proposed. The ordinance as adopted includes a provision that an applicant may request a [Conditional Use Permit \(CUP\)](#) in order to exceed the MPFA by up to 25 percent.

[AMC 18.4.2.050.A.2.b](#) provides that, "If a development requires a Type I, II, or III review procedure (e.g., Site Design Review, Conditional Use Permit) and involves new construction, or restoration and rehabilitation, or any use greater than a single-family use, the authority exists in the law for the Staff Advisor and the Planning Commission to require modifications in the design to match these standards. In this case the Historic Commission [Historic Preservation Advisory Committee] advises both the applicant and the Staff Advisor or other City decision maker."

If approved, these CUPs establish the allowable building size envelopes for Lots 1 through 4 and these floor areas would be included as conditions of approval in the conditions of approval within the Planning Commission Findings and Orders.

If denied, and the subdivision were approved, the lots could still be developed, but only at or below the base MPFA allowances.

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Design Compatibility and Historic Preservation Advisory Committee (HPAC) Recommendations

Because the MPFA CUPs trigger HPAC review, the Commission may incorporate HPAC design recommendations as conditions of approval where necessary to ensure the proposal conforms with the Historic District Development Standards of AMC 18.4.2.050.

This is particularly relevant as the HPAC previously expressed concerns regarding massing, articulation, roof form, and compatibility with the historic neighborhood context. At the January 7th meeting, HPAC reviewed and made recommendations on the development proposal for 431 North Main Street prior to the revisions being presented by the applicant on January 12th and 28th in response to the HPAC recommendations made at their January 7th meeting.

As noted previously the Conditional Use Permit process provides a mechanism for the Historic Preservation Advisory Committee (HPAC) to review an application in light of the Historic District Development Standards found in [AMC 18.4.2.050](#) and make specific recommendations to the Staff Advisor and Planning Commission. This is one of the rare instances which triggers any level of design review for single family homes.

Historic Preservation Advisory Committee Review & Recommendation

The applicants provided revised submittal materials on January 12th in response to the Historic Preservation Advisory Committee's initial January recommendations. Additional drawings with further refinement were provided on January 28th, along with an explanatory memo to the Planning Commission. The Historic Preservation Advisory Committee is scheduled to review these revised materials on February 4th, and their recommendations will be provided to the Planning Commission for the February 10th continued public hearing.

Public Comment Received

Adam and Susan Lemon, the innkeepers at Abigail's Bed and Breakfast Inn at 451 North Main Street, directly across the street from the subject property, have submitted additional objections to supplement their January 7 written submittals. Their most recent comments raise the following concerns.

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Concern: Interpretation of “an occupant” in the State SRO definition

The Lemons cite ORS 197A.430(1), which defines single room occupancy housing as a residential development with independently rented and lockable units that provide living and sleeping space for the exclusive use of an occupant, while requiring shared sanitary or food preparation facilities. They assert that this wording requires each room to be occupied by only one individual, such that the proposed six room SRO could not have more than six total occupants.

- *Staff Response:* Staff do not interpret the use of the singular term “an occupant” as establishing a one-person occupancy limit. Oregon’s statutory construction rules clarify that singular wording is often intended to include the plural. ORS 174.127(1) provides that the singular number may include the plural and the plural number, the singular. This is consistent with how landlord tenant statutes routinely refer to “a tenant” even though more than one individual or household member may lawfully reside in a dwelling unit.

Additionally, state landlord tenant law provides direct guidance that occupancy standards may not be overly restrictive. ORS 90.262(3) states that an occupancy guideline for a dwelling unit shall not be more restrictive than two people per bedroom and shall be reasonable. In consultation with the Building Official, staff further understand that nothing in the building code itself imposes a fixed occupancy limit based solely on the use of the term occupant.

For these reasons, staff do not find that the statutory definition of SRO housing limits each unit to a single individual, and staff do not believe the SRO definition constrains occupancy in the manner suggested.

Concern: Fire sprinklers and fire suppression requirements

The Lemons question whether fire sprinklers and other fire suppression requirements have been incorporated into the proposed designs.

- *Staff Response:* Fire and life safety requirements, including any applicable sprinkler or suppression systems, are reviewed and enforced through the building permit process and Fire Department review. Compliance with all Fire Department requirements is required prior to issuance of building permits and is addressed through applicable conditions of approval.

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Concern: Added parking pressures on Nursery Street

The Lemons express concern that the Lot 4 SRO could increase on street parking demand, potentially affecting accessibility, safety, and neighborhood livability. They suggest revisiting the proposal to be more similar to the single-family residences proposed on Lots 1 through 3, or requiring additional on site parking or reduced tenancy.

- *Staff Response:* In response to the State’s Climate Friendly and Equitable Communities rulemaking, the City removed all off street parking requirements, as have many other Oregon cities. The underlying purpose of these rules is to prioritize housing production and to begin a shift away from car centric development patterns in furtherance of state climate goals. With adoption of these rules, the City is no longer able to require or consider the provision of off street parking as an approval criterion in land use decisions.

Concern: Construction and demolition start times

Given the presence of hospitality establishments in the immediate vicinity, the Lemons request that construction be prohibited from commencing before 10:00 a.m. each day to avoid disruption to guest experiences.

- *Staff Response:* AMC 9.08.170.D.6 allows construction, demolition, and excavation activities between the hours of 7:00 a.m. and 7:00 p.m. on weekdays, and from 8:00 a.m. to 6:00 p.m. on weekends and holidays. In order to improve working conditions during the summer months where extreme heat is likely, from June through September these hours are adjusted to 5:00 a.m. to 7:00 p.m. on weekdays and 6:00 a.m. to 6:00 p.m. on weekends and holidays. While the municipal code includes limited provisions where the City Manager may extend these hours during specific circumstances, there are no provisions that authorize the Planning Commission to further constrain lawful construction hours through land use conditions of approval.

Staff would note, however, that neighboring property owners may choose to work directly with the developer to establish a voluntary private agreement regarding construction timing or other mitigation measures. Any such private arrangement would be outside the scope of City land use approval and would not be enforced through City code compliance.

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Next Steps

The Planning Commission hearing remains open this evening, and the Planning Commission anticipates a recommendation from the Historic Preservation Advisory Committee regarding the attached design revisions provided by the applicant. Upon conclusion of the public hearing, and following deliberation and a land use decision by the Planning Commission, staff will prepare draft findings and related conditions of approval that reflect the Commission's direction and final decision. These draft findings and conditions will be presented to the Planning Commission at its regular meeting on March 10, 2026 for review and approval as part of the final written decision.

REFERENCES & ATTACHMENTS

The following materials are part of the record for the continued hearing on PA T2 2025 00065 and are provided for Planning Commission consideration.

Attachment 1: ([LINK](#)) January 13, 2026 Planning Commission Packet Full staff report and approval criteria from the initial public hearing.

Attachment 2: ([LINK](#)) Supplemental Materials Distributed at January 13, 2026 Hearing including:

- Historic Preservation Advisory Committee recommendations and a supplemental memo
- Revised submittals dated January 12, 2026 with arborist's report and design revisions submitted in response to HPAC recommendations.

Attachment 3: Applicant Revised Submittals and Memo (January 28, 2026)

Additional refinements and explanatory memorandum addressing historic district compatibility.

Attachment 4: Public Comment Received

Written objections and supplemental correspondence from Adam and Susan Lemon.

Attachment 5: Staff Exhibits (Below)

- **Staff Exhibit S 1:** Lots 1 through 3 Elevations
Revised single family home elevations, including the flipped garage layout on Lot 3.
- **Staff Exhibit S 2:** Lot 4 SRO Elevations
Revised SRO elevations showing roof, porch, entry, and massing modifications.

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Staff Exhibit S-1

431 North Main Street, Lot #4 Single Room Occupancy (SRO) REVISIONS

24

January 28th Revision



January 12th Revision



As Reviewed in January



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Staff Exhibit S-2

431 North Main Street, Lot #4 Single Room Occupancy (SRO) REVISIONS



As Reviewed in January



January 12th Revision



January 28th Revision

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Supplemental Applicant Submittal Materials



Memo

To: Planning Commissioners

From: Amy Gunter, Rogue Planning & Development Services, LLC

Date: January 27, 2026

Re: PA-T2-2025-00065

This memo serves to provide additional information regarding the proposed residential dwelling units within the proposed, four lot, Performance Standards Subdivision Outline and Final Plan application at 431 N Main Street.

The proposal seeks to allow for the division of the property and construction of four residential dwellings on each of the resulting lots. The proposed lots are small, compact, urban lots within the Skidmore Academy Historic District. Though the subject property is within the historic district boundaries, development of the new residences typically would not be reviewed by the Planning Commission for conformity with Historic Design Standards. The proposal includes a request to increase the size of the proposed dwellings as permitted consistent with the Maximum Permitted Floor Area (MPFA) standards and the permissible increase of up to 25 percent. An increase to the MPFA requires a Conditional Use Permit which then allows for additional review and oversight by the Historic Advisory Committee where their recommendations may become conditions of approval when adopted by the Planning Commission.

Conditional Use Permit criteria focus upon whether the requested increase in MPFA will have a “greater adverse material effect on the livability of the impact area when compared to the target use of the zone.” The target use of the zone is four dwellings.

There are six factors of livability to be considered when reviewing a Conditional Use Permit.
18.5.4.050A.3.

- Similarity in scale, bulk, and coverage.
- Generation of traffic and effects on surrounding streets. Increases in pedestrian, bicycle, and mass transit use are considered beneficial regardless of capacity of facilities.



- Architectural compatibility with the impact area.
- Air quality, including the generation of dust, odors, or other environmental pollutants.
- Generation of noise, light, and glare.
- The development of adjacent properties as envisioned in the Comprehensive Plan.

With respect to the proposed use and that the request is for the structure and not a 'use', the primary criteria that applies to an increase in MPFA are the standards addressing similarity in bulk, scale and coverage (18.5.4.050.3.a) and architectural compatibility (18.5.4.050.3.c).

The proposed building designs are subject to the Historic District Development Standards (18.4.2.050) which seek compatibility with the historic buildings but not replication or imitating the styles, motifs, or details of historic buildings. According to the Skidmore Academy Historic District nomination form the homes in the vicinity are Vernacular Style dwellings. The term "vernacular" as applied to architecture suggests simplicity, at its essence means unaffected, unselfconscious, unaccented way of building, it is a use of architectural style without being conscious of style. (National Register Nomination Form, Skidmore Academy District, Architectural Styles, pg. 8 of 1292). Later architectural styles include bungalow and Craftsman forms. The proposed buildings each reflect the vernacular styling with craftsman influences which are found in the Skidmore Academy Historic District.

The Historic Advisory Committee provided comments on the proposed building design of the four dwellings. Following their review of the proposed dwellings, modifications were made to better reflect the historic district design standards.

There are three detached single residences and a single room occupancy residence. It was recommended that one of the detached single residence houses be 'flipped' so the garage was on the opposite side of the structure as the other two homes. Though these houses are similar in architectural style, each has distinctly different entry doors, windows, porch railings, roof design (hipped roof framing or open gable roofs) and paint colors. Additionally, unlike the property to the west which is occupied by attached wall duplex units with garage door width facades, and setback 20-feet from Nursery Street; the proposed residences have covered front porches, and the garage occupies less than 50 percent of the dwellings facade.

Two of the proposed dwellings (Lots 2 and 3) will have the minimum required setback of 20-feet and Lot 1 will have an increased setback of 25-26 feet. The variable setback will reduce the feeling of repetition and provide variation in the massing and the facades.



The average home size in the impact area is 2,182 square feet in area. The three modest size homes with a habitable floor area of 1,429 square feet with a small, attached garage of 253 square feet are smaller in area than the average square footage of dwellings within the impact area.

The two-story dwellings are proposed to be 23' 10" in height. This is similar in height as the adjacent, two-story dwellings. The window types and materials used are consistent with materials found on historic and non-historic homes in the vicinity. The commission can find that the proposed dwellings are similar in height, mass, scale, setback, building area and lot coverage as homes in the vicinity. The proposed detached residential dwellings of ~1,682-1,690 square feet will not have a greater adverse material effect on the livability of the impact area when compared to the target use of the zone.

The single room occupancy (SRO) building is also a detached residential dwelling and though built to an R-3 occupancy under building code, is a detached residential dwelling for land use review. The proposed SRO is seeking an increase in the floor area of the full 25 percent. This is to allow for larger sleeping room area. Each sleeping room will have a private bathroom and a wet-bar. The SRO will have a shared kitchen and dining area and a shared bathroom. The rooms will have vaulted ceilings to give the appearance of a larger room on the interior, but the mass and area of the structure remain modest when compared to the average house size in the impact area.

The roof of the SRO was modified to increase the scale of the single-story building through an increase in the pitch of the roof. The peak of the roof is proposed to be 25 feet, 3 inches. This height is similar to the proposed detached residences which are proposed at 23 feet, 10 inches. Additionally, the approximate height of the immediately adjacent two-story apartment building which is 24 feet. Furthermore, the tallest building in the immediate vicinity is the B&B across Nursey Street. This building has an approximate peak height of 30'. The proposed building height is very similar to the adjacent buildings.

The SRO building is proposed to be a single story, 2,401 square feet in area. This is slightly larger than the average in the impact area of 2,182 square feet and similar in scale, bulk and coverage. The proposed SRO is smaller than the structure to the south, a two story, 3,480 square foot apartment building, similar to the two story, duplex structures to the west which are all 2,260 square feet and smaller than the B & B across Nursey Street which is a two-story structure with 2,962 square feet in area.



Architectural features were added and changes were made to the proposed structure that adjust the scale, mass, roof form, building form and building entrances. The revised structure includes a large North Main Street facing gable, a wraparound porch, porch railings with wide base posts, and walkway and stairs leading from North Main to the covered porch. A large gable and covered porch with entry doors to bedrooms and the shared kitchen present to the Nursey Street façade providing orientation to the street with entry doors and windows facing both of the street facades.

The introduction of the large street facing gable provide substantial articulation to the roof, dividing the long span into smaller segments which provides a stronger orientation to the public street, reduces the mass and the bulk of the structure and develops a historically compatible building that reflects the historic district design elements while clearly being a building from this time period and not imitating historic structures.

The introduction of an SRO as a dwelling type increases the housing density provided on a property that abuts an arterial street with frequent transit stops within 172 feet of the property. The SRO units are not deed-restricted affordable housing, but the type of housing proposed is more affordable than a studio or one-bedroom apartment and provides an additional needed housing type. The properties proximity to the commercial zone and commercial businesses including, stores, food services, and medical allow for tenants to reduce their reliance upon vehicles due convenient access to transportation and services. This reduces trip generation from the site, and it can be found that the generation of traffic and effects on surrounding streets provides for increases in pedestrian, bicycle, and mass transit use which are considered beneficial regardless of capacity of facilities.

We believe that the Planning Commission can find that the proposed four lot Subdivision and the requested Conditional Use Permit to increase the allowed Maximum Permitted Floor Area for four residential dwellings in the multi-family residential zone will not have a greater adverse material effect on the livability of the impact area when compared to the target use of the zone. Even with the request to increase the floor area, the proposed dwellings are similar to bulk, scale, mass, height, orientation and coverage as the properties in the immediate vicinity and the proposal will not negatively impact the livability of the adjacent properties.

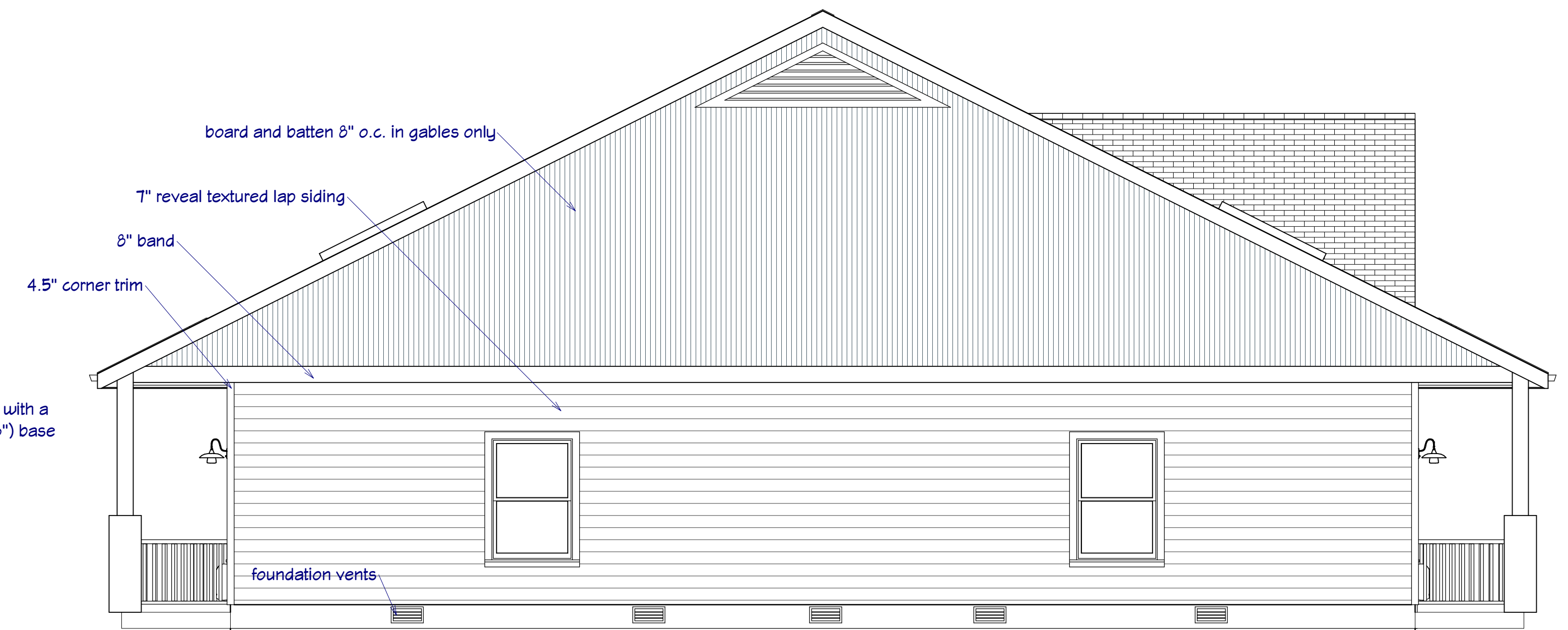
Thank you,

Amy Gunter
Amy Gunter

Rogue Planning & Development



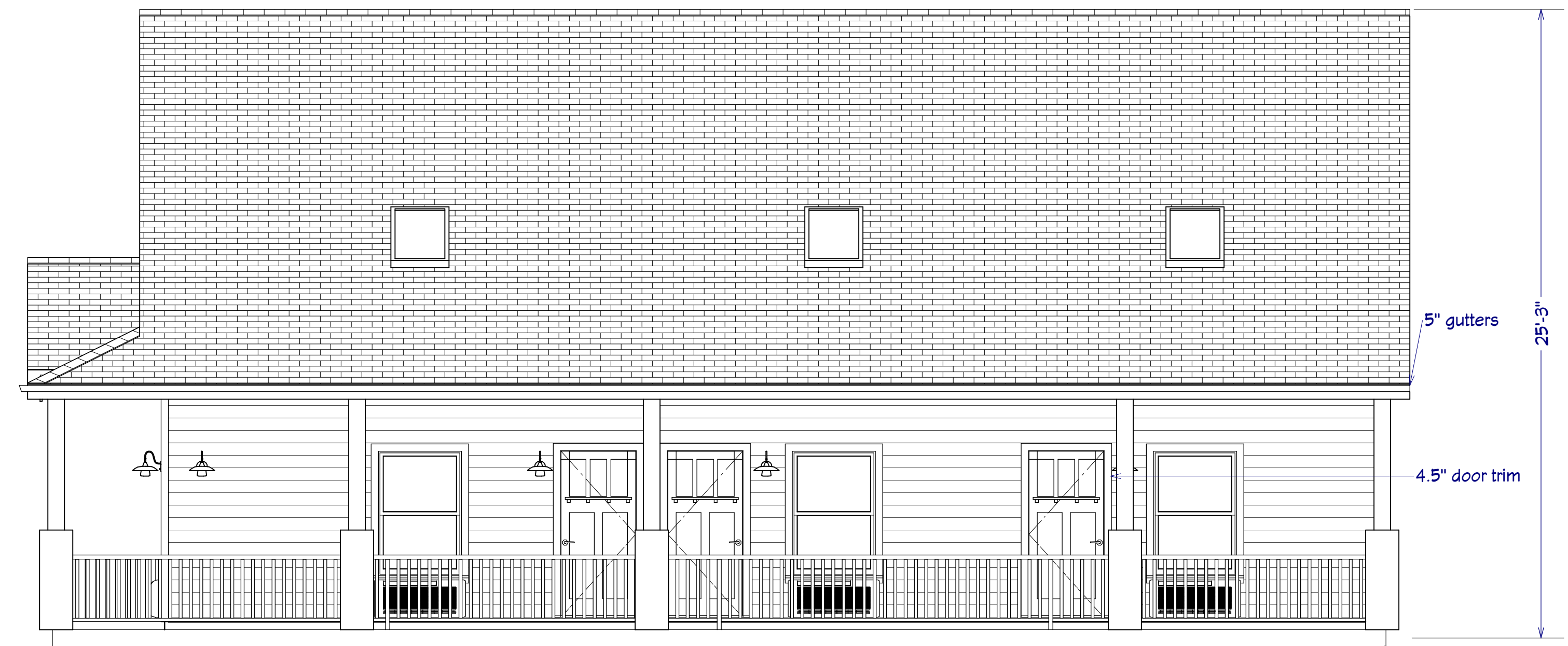
Front Elevation (Nursery St)



Rear Elevation



Left Elevation (N. Main St.)



Right Elevation

| NUMBER | DATE | REVISION TABLE | REVISOR | DESCRIPTION |
|--------|------|----------------|---------|-------------|
| | | | | |
| | | | | |
| | | | | |

431 North Main Street
Ashland OR 97520

ELEVATIONS

DRAWINGS PROVIDED BY:
ROGUE HOLDINGS 541

DATE:

1/27/2026

SCALE:

1/4" = 1'-0"

SHEET:

A2



Public Comments



FURTHER OBJECTION TO PLANNING ACTION PA-T2-2025-00065 431 NORTH MAIN STREET

From innkeeper@abigailsbandb.com <innkeeper@abigailsbandb.com>

Date Wed 1/28/2026 1:16 PM

To Planning Commission - Public Testimony <PC-public-testimony@ashland.or.us>

Cc innkeeper@abigailsbandb.com <innkeeper@abigailsbandb.com>

[EXTERNAL SENDER]

Members of the HPAC and the Ashland Planning Commission

Further to the revised submission received by the City of Ashland for further consideration by both the HPAC on 04th February 2026 and the Ashland Planning Commission on 10th February 2026, we like to make further comments on our original objection lodged on 07th January 2026.

With reference to the proposed redesign on the structure on plot 4 we would like to comment as follows:

City of Ashland Building Safety Division Interpretation BD-INT-0001 SINGLE ROOM OCCUPANCIES

When evaluating the new land-use definition for “single-room occupancies” we must rely on the tools afforded by our code in Section 302.1 OSSC (Oregon Structural Specialty Code) to appropriately classify the occupancy use based on the assumed risk profile, inherent life risk, and based on what the definition most nearly resembles. According to the new ORS 197 definition, these SROs most nearly resemble Group R3 congregate living facilities under OSSC Section 310.4.

Congregate living facilities are OSSC-governed Group R-3 occupancies, as the described use exceeds the scope of the ORSC. Where the total number of occupants does not exceed 10 for transient use, or 16 for non-transient, the OSS governed R-3 designation is appropriate.

Design and construction considerations, elements and systems that apply to the SRO’s, include but are not limited to the following:

? Designated an R-3 Occupancy and designed out of the OSSC (Oregon Structural Specialty Code).

https://codes.iccsafe.org/content/ORSSC2022P2/chapter-3-occupancy-classification-anduse#ORSSC2022P2_Ch03_Sec310.4

? NFPA 13D sprinkler protection required. https://codes.iccsafe.org/content/ORSSC2022P2/chapter-9-fire-protectionand-life-safety-systems#ORSSC2022P2_Ch09_Sec903.3.1.3

? Fire rated construction separating sleeping units from other sleeping units and spaces in accordance with 420 OSSC. https://codes.iccsafe.org/content/ORSSC2022P2/chapter-4-special-detailed-requirements-based-on-occupancy-anduse#ORSSC2022P2_Ch04_Sec420

? Constructed as Type B Accessibility Units when providing 4 or more units in a single structure as described in 1108 OSSC. https://codes.iccsafe.org/content/ORSSC2022P2/chapter-11-accessibility#ORSSC2022P2_Ch11_Sec1108 Section 6.

ORS 197A.430 is amended to read:

197A.430. (1) As used in this section, “single room occupancy” means a residential development with no fewer than four attached or detached units that are independently rented and lockable and provide living and sleeping

space for the exclusive use of an occupant, but require that the occupant share sanitary or food preparation facilities with other units in the occupancy.

Key Aspects of Single-Family Occupancy in Ashland:

- **Definition of Family:** While definitions can vary, local interpretations often relate to "blood, marriage, legal adoption or guardianship".
- **Occupancy Limits:** Following Oregon House Bill 2583, occupancy limits based on family relations are restricted, though cities can still regulate for health and safety. Prior interpretations in the region allowed for a family plus a certain number of unrelated individuals, with some local examples mentioning up to 5 unrelated individuals, according to local news reports.
- **Accessory Residential Units (ARUs):** A single-family property may include an Accessory Residential Unit (or Accessory Dwelling Unit) on the same lot, which is a second, self-contained, and independent living unit.
- **Zones:** Single-family uses are typical in R-1 (Single-Family Residential) zones

With reference to the above and the language used it would be reasonable to assume that the proposed six units in the SRO building on plot 4 would be limited to a single individual per room.

It is assumed that the requirements regarding the fire suppression/sprinkler systems etc. have been addressed and are incorporated in the design.

Please clarify that the Lot 4 structure appears to be intended as a hostel type situation which could potentially have 6 different tenants. As these are single resident units, we are assuming that this would result in allowing for a maximum of 1 person per unit, which would be enforceable.

We own and operate Abigails Bed and Breakfast In which is situated on the corner of North main and Nursery Street directly opposite the proposed development.

Our main occupancy and income are summer driven and based upon Ashland's theatre season which is Ashland's busiest period for tourist traffic and other local attractions.

This development will undoubtedly create added pressure on the parking available on Nursery Street for not only our guests at Abigails Bed and Breakfast but also local and surrounding business and the potential residents of the proposed development of Lot 4 at 431 North Main Street. Insufficient parking may lead to reduced accessibility, safety concerns, and a diminished quality of life for the existing community.

We request that the planning department revisit the proposed development for Lot 4 and have the applicants develop this plot along the lines of the proposed developments for plots 1 2 & 3 and / or reconsider the parking requirements for this development and require the developer to provide additional on-site parking for lot 4 and/or redesign the structure proposed for lot 4 to allow for reduced potential tenancy and therefore offsite parking requirements.

With regards to the proposed demolition and construction of the entire project i.e. lots 1 2 3 & 4 and in view of the fact there are several hospitality establishments with this immediate area, we request that the developer be prohibited from commencing operations on a daily basis before 10.00am. Enforcing a delayed daily start time will be critical in our tourism driven city where quality guest accommodations and experiences are fundamental to the local economy and community character.

Thank you for your time and consideration in reviewing this objection

Regards

Adam & Susan Lemon
Innkeepers
Abigail's Bed & Breakfast Inn

451 N Main St
Ashland
OR 97520
+1 541 951 1574
innkeeper@abigailsbandb.com
www.abigailsbandb.com

Memo

DATE: February 10, 2026
TO: Planning Commissioners
FROM: Derek Severson, *Planning Supervisor*
RE: Historic Preservation Advisory Committee (HPAC)
Additional Recommendations for 431 North Main Street

Background

The public hearing for 431 North Main Street was opened on January 13th but was continued to February 10th to allow for the Historic Preservation Advisory Committee (HPAC) to review revised drawings the applicant had provided on January 12th in response to initial HPAC design recommendations. The applicant subsequently provided additional design revisions and an explanatory memo on January 28th. On February 4th, HPAC reviewed the January 12th and January 28th revisions and made additional recommendations (attached) for design revisions they believed to be necessary to support a finding that the proposal was in keeping with the [Historic District Development Standards](#) and merited approval of a Conditional Use Permit to exceed the MPFA.

As Commissioners may recall, more than 20 years ago, community concerns were raised that the construction of some large homes in Ashland's historic districts did not reflect the scale and identity of the surrounding neighborhoods; in response the city adopted the [Maximum Permitted Floor Area \(MPFA\) Ordinance](#) which sets a limit on the permitted floor area for residential properties in the historic districts based on lot size and the number of units proposed. The ordinance as adopted includes a provision that an applicant may request a [Conditional Use Permit \(CUP\)](#) in order to exceed the MPFA by up to 25 percent.

[AMC 18.4.2.050.A.2.b](#) provides that, *"If a development requires a Type I, II, or III review procedure (e.g., Site Design Review, Conditional Use Permit) and involves new*

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construction, or restoration and rehabilitation, or any use greater than a single-family use, the authority exists in the law for the Staff Advisor and the Planning Commission to require modifications in the design to match these standards. In this case the Historic Commission [Historic Preservation Advisory Committee] advises both the applicant and the Staff Advisor or other City decision maker."

The CUP provides a mechanism for the Historic Preservation Advisory Committee (HPAC) to review an application in light of the [Historic District Development Standards](#) found in [AMC 18.4.2.050](#) and make specific recommendations to the Staff Advisor and Planning Commission. This is one of the rare instances which triggers any level of design review for single family homes.

Additional HPAC Recommendations

In reviewing the two sets of revisions provided, HPAC expressed some disappointment that the revised designs had not segmented the building to bring forward a central portion and provide some better articulation in the street-facing facades as had been recommended. HPAC expressed general appreciation for the applicants' efforts in making other revisions in response to the earlier recommendations but indicated that even with the revisions there were still concerns with how the large gable facing Nursery Street presented to those approaching from the north via North Main Street. The recommendations were largely focused, in terms of the Historic District Development Standards, on how to mitigate the impact of this gable with regard to [scale](#), [massing](#), [roof](#), and [form](#) through design modifications, and to better address the stair [entrances](#).

The attached recommendations detail the specific changes which HPAC found to be necessary for the proposed buildings to comply with the [Historic District Development Standards](#) and yield a favorable recommendation from HPAC in support of CUP approval.

Next Steps

The applicant team may provide revised drawings in response to these recommendations for the Planning Commission's continued public hearing on

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February 10th. However, in crafting these additional recommendations at their February 4th regular meeting, HPAC specifically noted that they believed their recommendations were detailed enough that they could be conditioned and would not require additional review by HPAC prior to their Review Board's consideration of final building permit drawings. A rough sketch was prepared during the meeting and is included with the attached recommendations for clarity.

The Planning Commission public hearing will reconvene on February 10th, and the Commission will then deliberate to a decision after considering evidence in the whole record, including the attached recommendations from the Historic Preservation Advisory Committee.

REFERENCES & ATTACHMENTS

Attachment #1: HPAC Recommendations w/Rough Sketch

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HISTORIC PRESERVATION ADVISORY COMMITTEE (HPAC)

Additional Committee Recommendation

February 4, 2026

PLANNING ACTION: PA-T2-2025-00065
SUBJECT PROPERTY: 431 N Main Street
APPLICANT: Rogue Planning and Development
OWNER: Rogue Holdings LLC
DESCRIPTION: A request for concurrent Outline and Final Plan approval for a Performance Standards Option (PSO) subdivision. The parent parcel at 431 N Main Street is proposed to be subdivided into four new lots, each with a single-family dwelling. The existing structure is proposed for demolition. The application also includes a request for four Conditional Use Permits to exceed the Maximum Permitted Floor Area (MPFA) in a Historic District for each new home, a request to remove a significant tree 33” DBH in size (*Ailanthus altissima*, Tree of Heaven) and a request for an exception to street standards to not install standard street improvements due to the existing sidewalk and site constraints.
COMPREHENSIVE PLAN DESIGNATION: Multi-Family Residential; **ZONING:** R-2;
MAP: 39-1E-05-DA; **TAX LOT:** 7300

In considering the original application materials on January 7th, HPAC members noted that the property at the corner of Nursery and North Main Streets is quite prominent and serves as a northern gateway for those entering Ashland’s historic districts and the downtown via North Main Street. After reviewing revisions presented on February 4th, HPAC members could not find that the revised designs were in keeping with the Historic District Development Standards. HPAC members had the following additional design recommendations to bring the proposed buildings more in line with the Historic District Development Standards. With these recommendations fully incorporated into conditions of approval to be included on the final building permit drawings and reviewed by the HPAC Review Board, HPAC would support the requests for Conditional Use Permits to exceed the maximum permitted floor area (MPFA).

- **Three Single Family Residences (SFRs) (Lots #1, #2 and #3)**

HPAC members had previously recommended that the design of one of these three SFRs should be flipped so that it was a mirror image of the others (i.e. a garage and driveway in opposite relation to the rest of the house), rather than having all three identically configured, and that this could be done most readily

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to Lot #3 adjacent to the SRO while satisfying driveway separation requirements and providing a massing that stepped from the single-story SRO building to a single-story garage element to the two-story mass of the remainder of the SFR. *This recommendation was fully incorporated into the revisions, and HPAC had no further recommendations with regard to the SFR designs.*

- **Single-room occupancy (SRO) structure proposed on the corner lot (Lot #4):** HPAC's originally recommendations responded to concerns that the initial designs were not in keeping with the Historic District Development Standards in terms of [scale](#), [massing](#), [roof](#), [form](#) and [entrances](#). HPAC had previously suggested segmenting the building to bring a central element forward to provide articulation in the street-facing façade(s) and adding a corresponding secondary gable element, with a more substantial pitch, to the roof and potentially hipping the roof to provide greater articulation to the roof form and better fit with the surrounding historic neighborhood; adjusting the exterior treatment in terms of the porch and railings, doors, access points and coverings. HPAC generally indicated that this design needed more work to break the mass into separate forms with greater articulation in the roof and street-facing façades rather than presenting a monotonous, box-like form on this prominent corner at the gateway to the historic district.

In considering the January 12th and January 28th revisions, HPAC expressed some disappointment that the revised designs had not segmented the building to bring forward a central element to provide some better articulation in the street-facing facades as was previously recommended. However, HPAC expressed general appreciation for the applicants' efforts in making other revisions in response to the earlier recommendations. HPAC indicated that even with the revisions there were still concerns with how the large gable facing Nursery Street presented to those approaching from the north via North Main Street. The recommendations below were largely focused, in terms of the Historic District Development Standards, on how to mitigate the impact of this gable with regard to [scale](#), [massing](#), [roof](#), and [form](#) through design modifications, and to better address the stair [entrances](#):

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- Combine stairs to a single stair entry on N. Main side, at least 5-6' wide. Similar on Nursery side, with a minimum 4-5' walkway.
- HPAC generally preferred gables that aligned with porch eaves as depicted in January 12 submittals.
- Enlarge dormer on west side; both dormers should be the same size. No windows in the dormers; should be vent louvers. (See illustration.)
- Column placement should be re-worked to better align with gables above. Column bases should be brick.
- Add shingles on all gables/dormers. Should be Hardie-Plank[®] straight shingles (i.e. not "fish scale").
- Nursery Street side hipped portion should be enlarged as gable steps back to reduce gable mass as it presents to the North when approaching on North Main from the north, and the gable stepped back 2-3 trusses (at least 48") from the wall face (approx. 9' from front of porch). *Could do a similar treatment on East side but not necessary. (See illustration.)*



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HPAC reviewed the January 12th and January 28th revisions and made these additional recommendations they believed to be necessary to support a finding that the proposal was in keeping with the [Historic District Development Standards](#) and merited approval of a Conditional Use Permit to exceed the MPFA. In reaching these additional recommendations, HPAC specifically noted that they believed their recommendations were detailed enough that they could be conditioned and would not require additional review by HPAC prior to their Review Board's consideration of final building permit drawings. The rough sketch above was prepared during the meeting and included with the recommendations for clarity.

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