



Historic Preservation Advisory Commission

Meeting Agenda

ASHLAND HISTORIC PRESERVATION ADVISORY COMMISSION

REGULAR MEETING AGENDA

Wednesday, May 6, 2026

Siskiyou Room, 51 Winburn Way

4:00 pm

Note: Anyone wishing to speak at any Historic Preservation Advisory Committee 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 City you live 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

1. Land Acknowledgement**

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

1. Approval of minutes of March 6, 2026

IV. PUBLIC FORUM

V. LIAISON REPORTS

1. Council Liaison — Derek Sherrell
Staff Liaison - Derek Severson

VI. DISCUSSION ITEMS

1. Preservation Week 2026 Final Details
2. Review Board Assignments – May & June, 2026

VII. LAND USE ITEMS

- 1.

PLANNING ACTION: PA-T1 2025-00298

SUBJECT PROPERTY: 581 East Main Street

OWNER / APPLICANT: Oakdale Properties. LLC/Rogue Planning & Development, LLC

DESCRIPTION: A request for Site Design Review & Conditional Use Permit approval to renovate an existing building for use as a three-unit hotel/motel at 581 East Main Street.

COMPREHENSIVE PLAN DESIGNATION: Commercial; **ZONING:** C-1; **MAP:** 39 1E 09 AC; **TAX LOT:** 6400



Historic Preservation Advisory Commission

Meeting Agenda

VIII. ADJOURNMENT

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.



HPAC Committee Minutes DRAFT

Note: Anyone who wishes to speak at any HPAC 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. **Times noted for each item are approximate...**

March 4, 2026

Minutes

CALL TO ORDER: Chair Shelby Scharen called the meeting to order at 4:00 p.m. In addition to Scharen, committee members Sam Whitford, Katy Repp and Jed Prest were present, along with Planning Division staff liaisons Derek Severson and Nick Schubert; Planning Commission liaison Lisa Verner; Deputy City Manager Jordan Rooklyn; and City Council Liaison Derek Sherrell. Committee members DeLaunay and Emery were absent.

READING OF LAND ACKNOWLEDGEMENT

Scharen read the land acknowledgement.

APPROVAL OF AGENDA

No changes were made to the agenda.

APPROVAL OF MINUTES

Prest/Whitford m/s to approve the minutes of February 4, 2026, as presented. Voice vote: Scharen, Whitford, Repp and Prest, YES. Motion passed.

PUBLIC FORUM

Deborah Costella introduced herself, noting that she had recently made application to be on the Historic Preservation Advisory Committee (HPAC) and was attending a meeting to familiarize herself with the committee.

LIASON REPORTS

Community Development Staff Liaison Severson provided a brief staff update, noting:

- **212 E Main St:** He had met with a team from the Oregon Department of Transportation (ODOT), including their Architectural Historian, when a minor issue came up with the crosswalk ramp work in front of the Ashland Springs Hotel. He indicated that the issue was not something that necessitated HPAC's involvement, but that it was heartening to see the effort taken to ensure that the historic character of the building would not be negatively impacted.
- **431 N Main St:** At its February meeting, the Planning Commission approved the Conditional Use Permits for Lots 1-3 to exceed the Maximum Permitted Floor Areas (MPFA) as recommended by HPAC, but determined that the design for Lot 4, the proposed single room occupancy (SRO) building on the lot at the corner, was not in keeping with the historic district development standards and denied that request to exceed the MPFA. The applicant will need to either reapply or submit a building permit that complies with MPFA. Severson noted that the applicant could



HPAC Committee Minutes DRAFT

propose a duplex for the property and that, if separated by at least six feet, only one duplex unit would count toward the MPFA. He confirmed that building permits would come to the Review Board, but that HPAC would have no additional meeting discussion unless a new land use application were to be submitted.

PRESERVATION WEEK 2026

TOMBSTONE TALES (Wednesday, May 20th, TIME TO BE DECIDED)

Repp and Peter Finkle of WalkAshland discussed the anticipated costs for the Tombstone Tales event, which were likely to include the cost of dry-cleaning eight costumes at \$20 each (the costumes themselves are being provided for free by Renaissance Rose), and the cost of renting a porta-potty. Repp also noted that a table and approximately 16 chairs would be needed as they were last year. Severson confirmed that HPAC has a \$300 annual budget primarily intended to support this event.

Repp/Scharen m/s to approve expending the \$300 in available funds in support of the Tombstone Tales event. Voice vote: Scharen, Whitford, Repp and Prest, YES. Motion passed.

WALKING TOUR (Saturday, May 23rd at 1:30 p.m.)

Peter Finkle of WalkAshland indicated he was willing to lead a walking tour and asked if members preferred a location/route. After some discussion, it was agreed that the walking tour would be in the Railroad District on **Saturday, May 23rd from 1:30 p.m. to 3:00 p.m.** Participants would need to meet at the Railroad Park on A Street, near its intersection with 7th Street, at the Golden Connections Sculpture. Sherrell noted that last year's event was very well attended, and suggested there was a need for some assistance to ensure that participants didn't stray into the streets while gathering at points of interest. Rooklyn indicated that she would put out a call to the CERT Volunteers to get a couple to act as shepherds for the tour.

LAND USE ITEM

PLANNING ACTION: PA-TI 2025-00284

SUBJECT PROPERTY: 246 A Street

OWNER / APPLICANT: Parts & Service, LLC/Rafael Gonzales

PLANNER: Matt Brinkley (Greentop Planning, Development & Research)

ARCHITECT: Peter Burns Grossman (PBG Architecture)

DESCRIPTION: A request for Site Design Review approval to renovate an existing auto shop building, add a new 822 square foot satellite food service building and reconfigure the site at 246 A Street for restaurant use. The application includes a request for a Tree Removal Permit to remove two trees. **COMPREHENSIVE PLAN DESIGNATION:** Employment; **ZONING:** E-1; **MAP:** 39 1E 09 BA; **TAX LOT:** 1200

Scharen noted that she had a conflict as she was part of the project team and wished to recuse herself. Severson noted that her presence was necessary to maintain a quorum for the meeting, and as such she needed to remain and was eligible to vote but could not otherwise participate in discussion or debate pursuant to ORS 244.120(2)(B).



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Severson briefly explained the request and presented images (*see attached*) from the application materials. Rafael Gonzales, the applicant, and Matt Brinkley of Greentop Planning, the land use planner for the project, discussed project details and answered questions, noting that the color palette was still under consideration but would likely be a light cream color as depicted in the materials with some more neutral darker colors such as blues or grays. They emphasized that no bright or neon colors were being proposed.

Repp indicated that the proposal was great, and that she couldn't envision a better project to reinvigorate the site. It was noted that the existing building is considered to be non-historic/non-contributing. Prest indicated that the proposal was compatible, and he appreciated that it preserved the existing structure. Whitford concurred and indicated that the project as presented looked good.

Repp/Whitford m/s to recommend approval of the project as presented. Roll call vote: Repp, Whitford, Prest and Scharen, All AYES. Motion passed.

CONSIDERATION OF POTENTIAL PRESERVATION AWARD NOMINEES (Thursday, May 21st at 12:00 noon)

After reviewing photos of projects completed in the historic districts over the past year (*see attached presentation*), those present selected the following projects to receive Preservation Awards and identified which committee members would prepare write-ups for each:

- **Individual Award:** Madeline Hill (Katy Repp)
- **Compatible Accessory Residential Unit:** 53 Pine Street (Bill Emery)
- **Compatible New Residential:** 114 Bush Street (Katy Repp)
- **Compatible/Commercial:** 27 N Main St/Lumina (Jed Prest)
- **Compatible Renovation:** 80 Hargadine Street (Sam Whitford)
- **Compatible Multi-Family:** 292 Gresham (Katy Repp)

It was noted that the Preservation Awards ceremony would be at 12 noon on Thursday May 21st at Pioneer Hall, and that this had been arranged through the City Manager's Office as a city event so that there would be no facility rental cost for HPAC.

ELECTION OF OFFICERS

Chair Scharen announced that she would be resigning from HPAC, and that this would be her last meeting. Prest noted that he would be willing to serve as Chair moving forward. Repp expressed her willingness to serve as Co-Chair. There was unanimous consent to elect Prest as chair and Repp as co-chair.

REVIEW BOARD ASSIGNMENTS

Members present volunteered for Review Board assignments for March and April.

- **March 5, 2026** – Whitford, Repp & Emery(+/-)



HPAC Committee Minutes DRAFT

- March 19, 2026 – Emery(+/-)
- April 9, 2026 – Prest
- April 23, 2026 – Whitford, Prest(+/-)

ADJOURNMENT

The meeting was adjourned at 5:24 p.m.



246 A Street Site Design Review

HPAC
March 4, 2026

PLANNING ACTION: PA-T1 2025-00284

SUBJECT PROPERTY: 246 A Street

OWNER / APPLICANT: Parts & Service, LLC/Rafael Gonzales

PLANNER: Matt Brinkley (Greentop Planning, Development & Research)

ARCHITECT: Peter Burns Grossman (PBG Architecture)

DESCRIPTION: A request for Site Design Review approval to renovate an existing auto shop building, add a new 822 square foot satellite food service building and reconfigure the site at 246 A Street for restaurant use. The application includes a request for a Tree Removal Permit to remove two trees.

COMPREHENSIVE PLAN DESIGNATION: Employment; **ZONING:** E-1; **MAP:** 39 1E 09 BA; **TAX LOT:** 1200



246 A Street



246 A Street



246 A Street



246 A Street



246 A Street

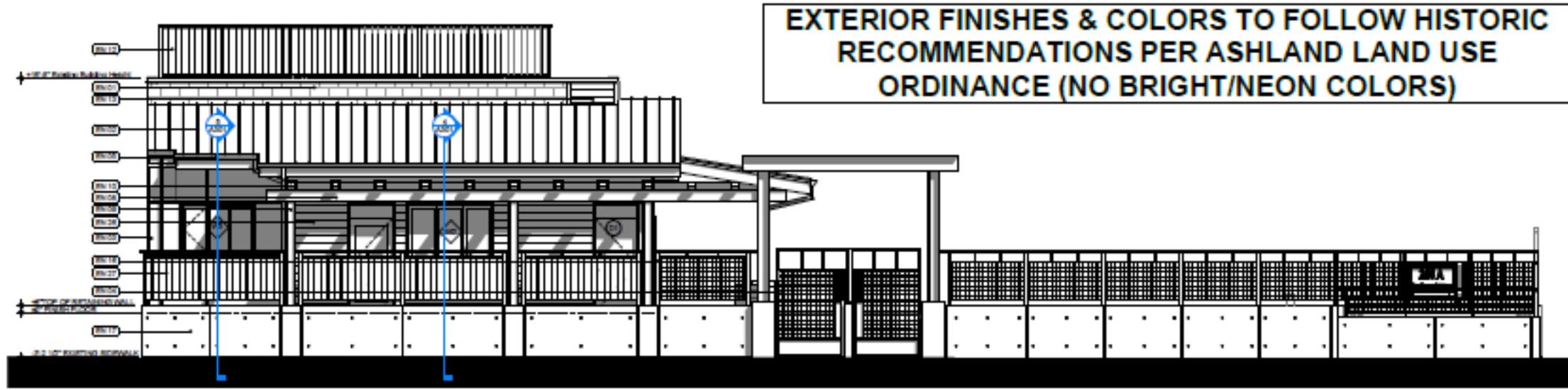


246 A Street



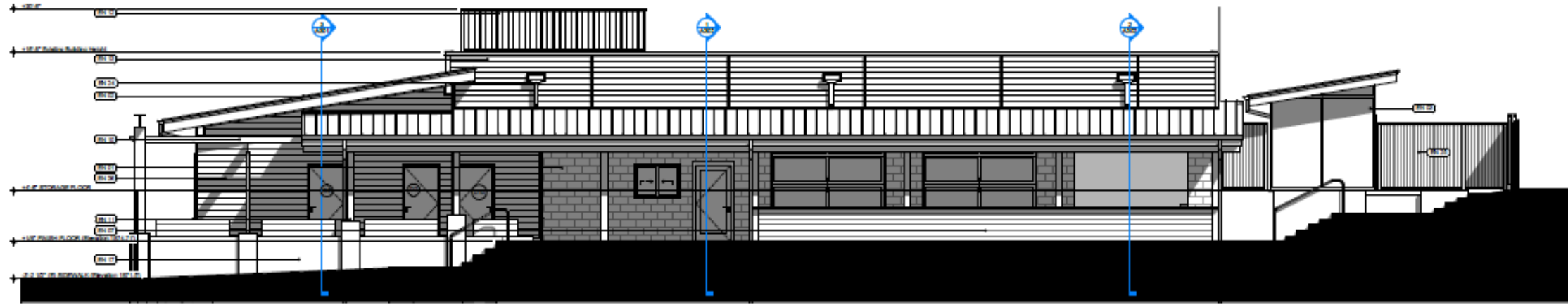
246 A Street





Main Building - North Elevation | SCALE: 3/16" = 1'-0"

1

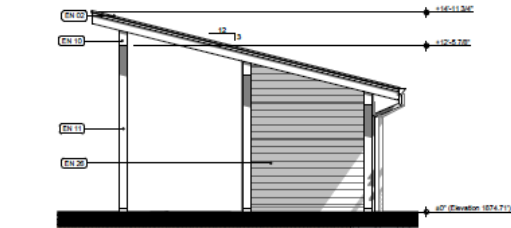


Main Building - West Elevation (From Central Parcel) | SCALE: 3/16" = 1'-0"

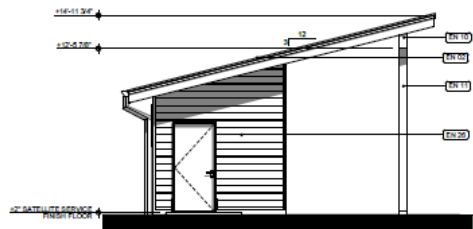
2



Elevation Notes	
EN 02	Standing Seam Metal Roof
EN 05	Metal Gutter
EN 06	Metal Downspout
EN 10	Wood Beam
EN 11	Wood Column
EN 26	Wood Siding



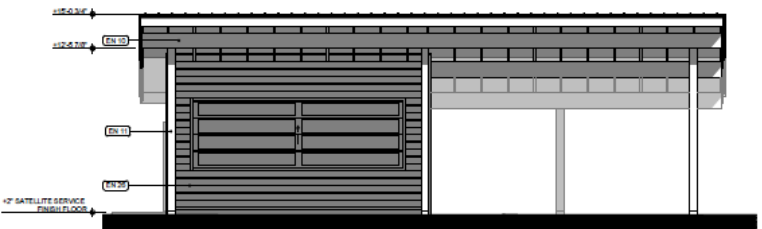
Satellite Structure - North Elevation | 1/8\"/>



Satellite Structure - South Elevation | 1/8\"/>



Satellite Structure - West Elevation | 1/8\"/>



Satellite Structure - East Elevation | 1/8\"/>



Satellite Structure (*photo is a similarly functioning building at Common Block/Medford*)

246 A Street



Site from Above

246 A Street



Aerial from Alley

246 A Street



Site from Corner

246 A Street



Main Building & Bike Parking (from corner)

246 A Street



Covered Dining at Main Building

246 A Street



Entry from A Street

246 A Street



From A Street

246 A Street



Satellite Building & ADA-Entrance from First Street

246 A Street



First Street ADA-Entrance



Any questions?....

246 A Street Site Design Review

HPAC
March 4, 2026



Preservation Award Nominees

HPAC
March 4, 2026

Madeline Hill

Mountain Meadows



Founder Madeline Hill, Mayor Cathy Golden and builder Larry Medinger at the phase 2 groundbreaking in 1996. (photo in Ashland Daily Tidings, August 7, 1996. Madeline Hill collection)

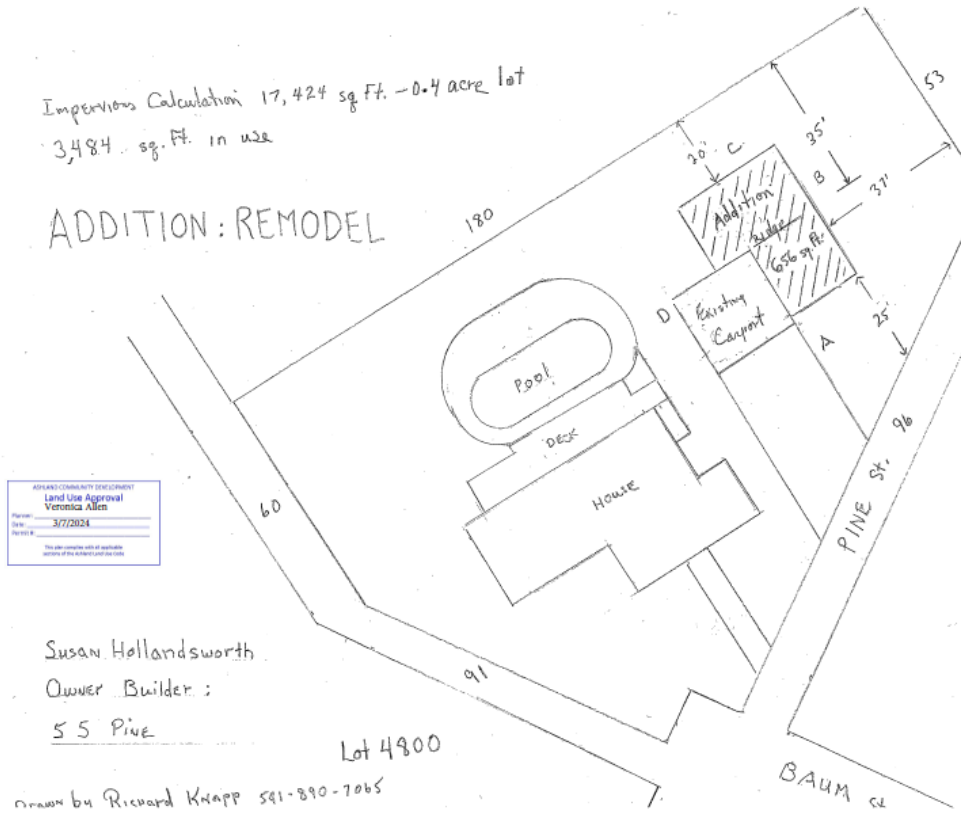


Madeline Hill in a future bathroom, showing where grab bars could be attached to wall when homeowner was ready. (photo by Hunter Hill, Madeline Hill collection, photo taken mid-1990s)

ASSIGNED: Katie Repp (Peter Finkle?)



53 Pine Street Garage Conversion to ARU with Addition (Hollandsworth)

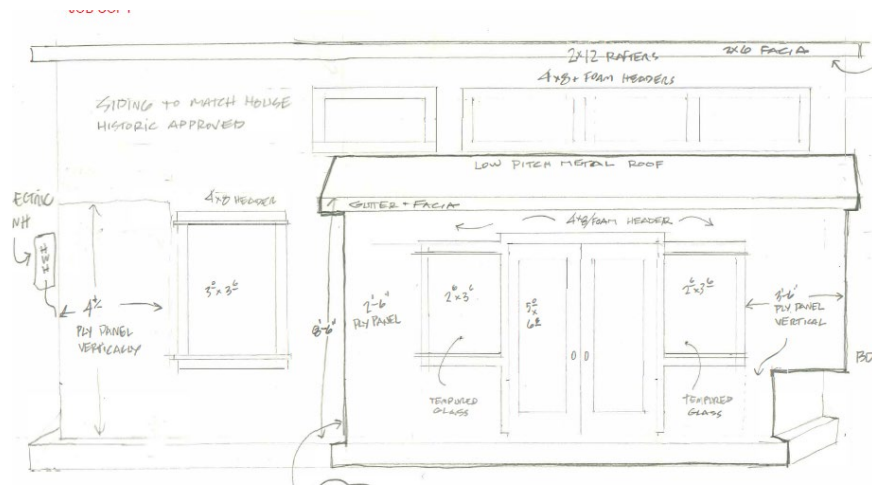


$\frac{1}{16}'' = 5'6''$
scale

104 S First St

Heated Studio Space with Bath & Sauna

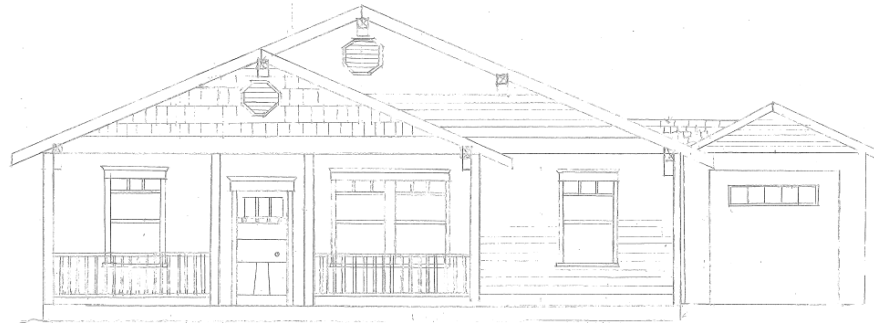
(*Spacemen LLC for Hayes*)



Additon



114 Bush Street New SFR (*Walt Stokes*)



New SFR



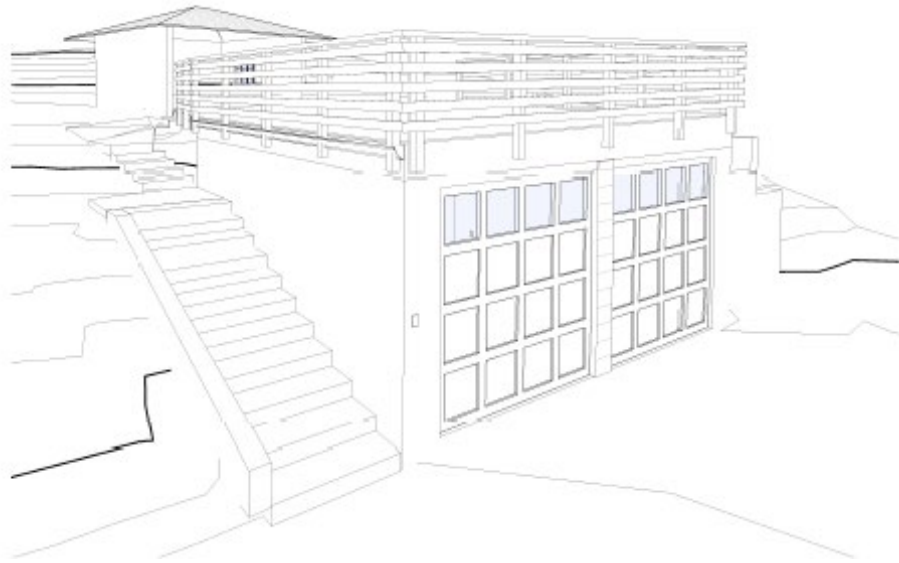
27 N Main Street/Café Lumina (Circiello)

New façade w/accordion window

commercial

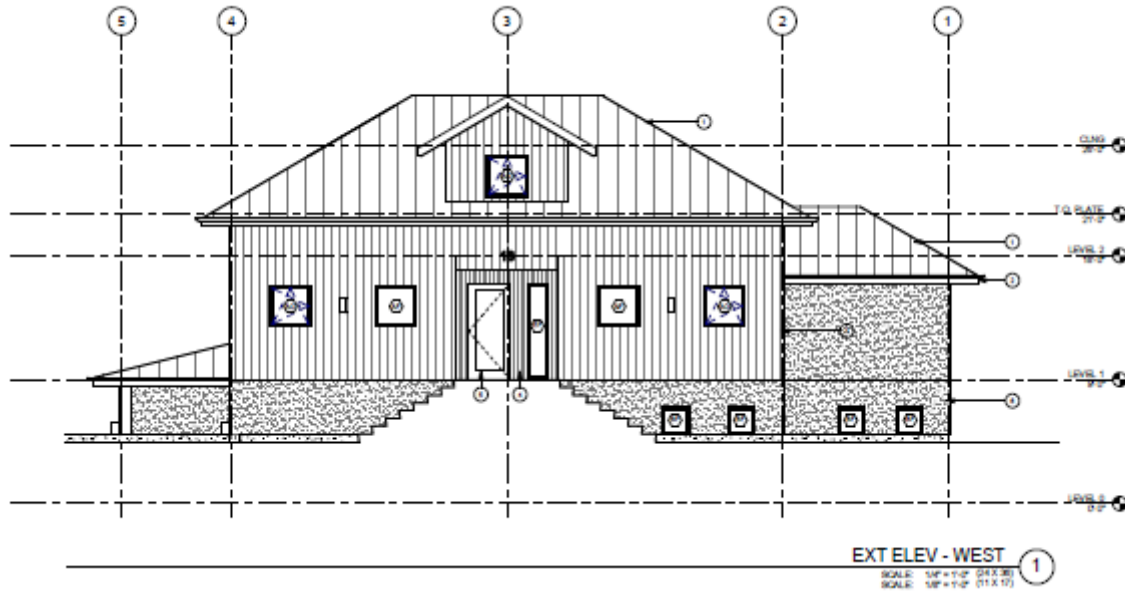


80 Hargadine Street Roof Deck (*Devry Construction for Cope*)



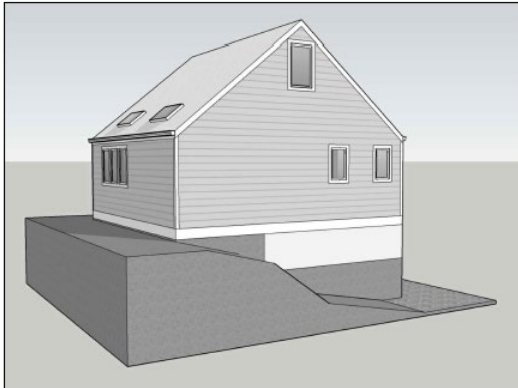
18 Hillcrest Street

Interior Renovation w/Small Garage Addition
(*Jovick Construction for Chirgwin*)



126 Strawberry Lane

Detached ARU (Tailored Elements for Eisenberg)



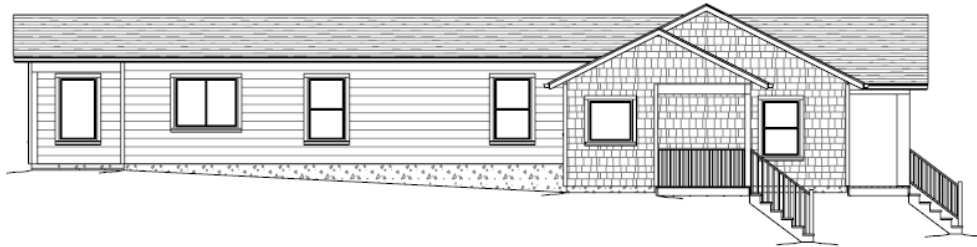
292 Gresham Street Multi-Family Development (*Mark DeBoer*)

Multi-Family



80 Coolidge St

978 S.F. Addition & Deck (Erickson)

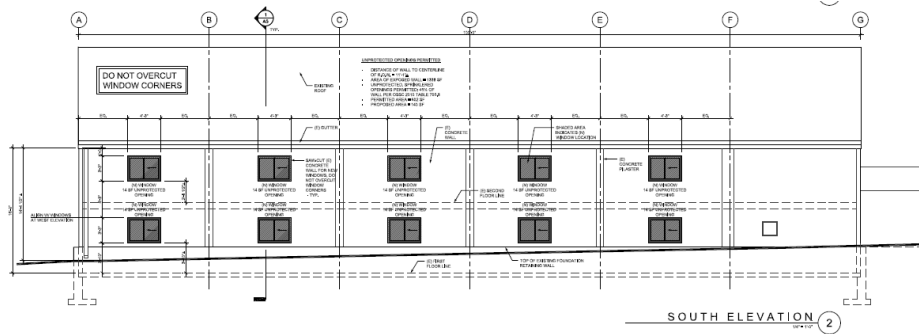


Addition

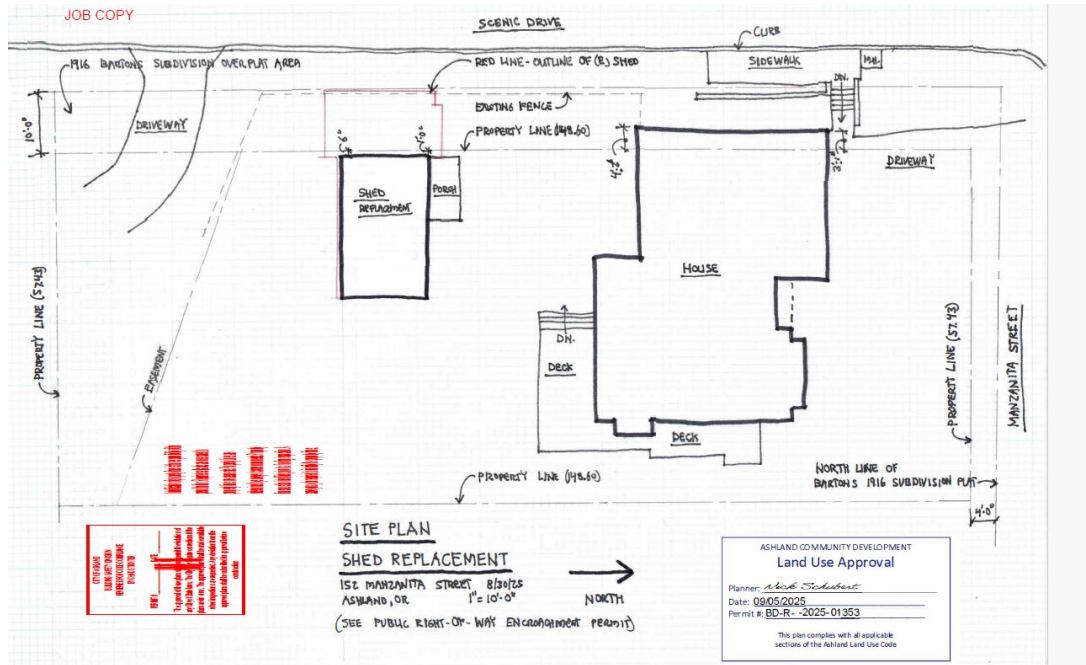


340 A Street

9 New Windows on Rear of Commercial Building (*Golden Fields Construction for Fields & Comstock*)



152 Manzanita Street Shed Replacement w/Porch (Richards Construction for Ennis)



This is a non-descript shed, well below street level and partially in the right-of-way...

77 Fifth Street

Small Addition (*Asher Homes for Pettinger*)

Not Visible from the Street or
Alley

Addition



70 Granite Street

Small Bedroom Extension & New Deck
(*Cascade Pro Build for Mastain*)

Not Visible from the Street

Addition



NOT YET FINALED

142 E Main St Coffee Kiosk (*Taylorred Elements for Hammond*)



Commercial



500 A Street

NOT YET FINALED

Tenant Improvements (*Travis Curtis Construction for Kaplan*)

APPENDIX 1 – IMAGES of PROPOSED EXTERIOR RENOVATION



IMAGE 1 - CORNER of FOURTH and A STREET ELEVATION – existin



IMAGE 3 - A STREET ELEVATION – existing structure



IMAGE 2 - PROPOSED CORNER ELEVATION



IMAGE 4 - PROPOSED A STREET ELEVATION



Preservation Award Nominees

HPAC
March 4, 2026

Ashland Historic Preservation Month May 2026

Sunday, May 17th		
1:30-3:15 p.m.	Meet in Railroad Park at "Golden Connections" sculpture (7 th & A Streets)	"Impact of the Railroad on Ashland" Railroad Historic District Walking Tour (Local Historian <i>Peter Finkle</i> of <i>WalkAshland.com</i>) [FREE]
Monday, May 18th		
1:30-3:15 p.m.	Meet in Railroad Park at "Golden Connections" sculpture (7 th & A Streets)	"Impact of the Railroad on Ashland" Railroad Historic District Walking Tour (Local Historian <i>Peter Finkle</i> of <i>WalkAshland.com</i>) [FREE]
Tuesday, May 19th		
Wednesday, May 20th		
2:00-5:00 P.M. (Last Tour Starts at 4 P.M.)	Ashland Cemetery (<i>East Main & Morton Streets</i>)	Tombstone Tales
Thursday, May 21st		
12:00-1:00 P.M.	Pioneer Hall	Preservation Awards Ceremony
Friday, May 22nd		
All Day		Self-Guided Tours of Mausoleum Mountainview Cemetery

CELEBRATE ASHLAND'S HISTORY HISTORIC PRESERVATION WEEK 2026

ANYTIME DURING PRESERVATION WEEK!

Lithia Park History Self-Guided Tour

Take the historic Lithia Park self-guided tour anytime with a Story Map courtesy of Ashland's Geographic Information Systems (GIS) Division. See <https://gis.ashland.or.us/portal/apps/storymaps/stories/b4650d155eea406898b1760d6b167870>

SUNDAY MAY 17th AND Monday May 18th (1:30–3:15 PM)

RAILROAD PARK AT "GOLDEN CONNECTIONS" SCULPTURE (intersection of 7th & A Street)

"Impact of the Railroad on Ashland" – Railroad District Walking Tour hosted by local historian, Peter Finkle of walkashland.com. The tour will take approximately one and a half hours, and will include information on the buildings, landmarks and colorful characters who worked and played in the district.



Peter Finkle of Walk Ashland leads a Railroad District walking tour in 2025. (Photo by city staff)

WEDNESDAY, MAY 20th (2:00–5:00 PM – LAST TOUR BEGINS AT 4:00 PM)

Tombstone Tales at Ashland Cemetery (East Main and Morton)

Meet the Ghosts! Hear the life stories of Ashland's founding families in Ashland Cemetery, on East Main Street behind Safeway.



Historic Preservation Advisory Committee, Co-Chair Katy Repp recounts the history of the McCall family at the 2025 Tombstone Tales event. (Photo by city staff.)

THURSDAY, MAY 21st (12:00 – 1:00 PM) AT PIONEER HALL

Historic Preservation Awards Ceremony

Join Ashland's Historic Preservation Advisory Committee in the newly renovated Pioneer Hall as they celebrate exemplary projects completed in Ashland's four National Register of Historic Places-listed historic districts over the last year and people who have made an impact on Ashland's history.



Historic Preservation Advisory Committee members with award winners from the 2022 Preservation Awards at Pioneer Hall. (Photo by city staff.)

FRIDAY, MAY 22nd (8:30 – 4:00 PM)

Self-Guided Tour of Mountain View Cemetery Mausoleum

Ashland Memorial Mausoleum at Mountain View Cemetery will be open for self-guided tours! Mountain View Cemetery is located on the east side of Ashland Street at Normal Avenue.



Better Together

MAY 2026

HPAC Review Board

Meet at 3:00pm in the Lithia Room

Every other week

***** Staff to email if there is anything to review on the off weeks*****

DATE	<u>COMMITTEE MEMBERS ATTENDING</u>		
May 7th			
May 21st			

*Call 541-488-5305 to verify there are items on the agenda to review



Better Together

JUNE 2026

HPAC Review Board

Meet at 3:00pm in the Lithia Room

Every other week

***** Staff to email if there is anything to review on the off weeks*****

DATE	<u>COMMITTEE MEMBERS ATTENDING</u>		
June 4th			
June 18th			

*Call 541-488-5305 to verify there are items on the agenda to review

NOTICE OF APPLICATION

PLANNING ACTION: PA-T1-2026-00298

SUBJECT PROPERTY: 581 E Main

APPLICANT: Rogue Planning & Development Services

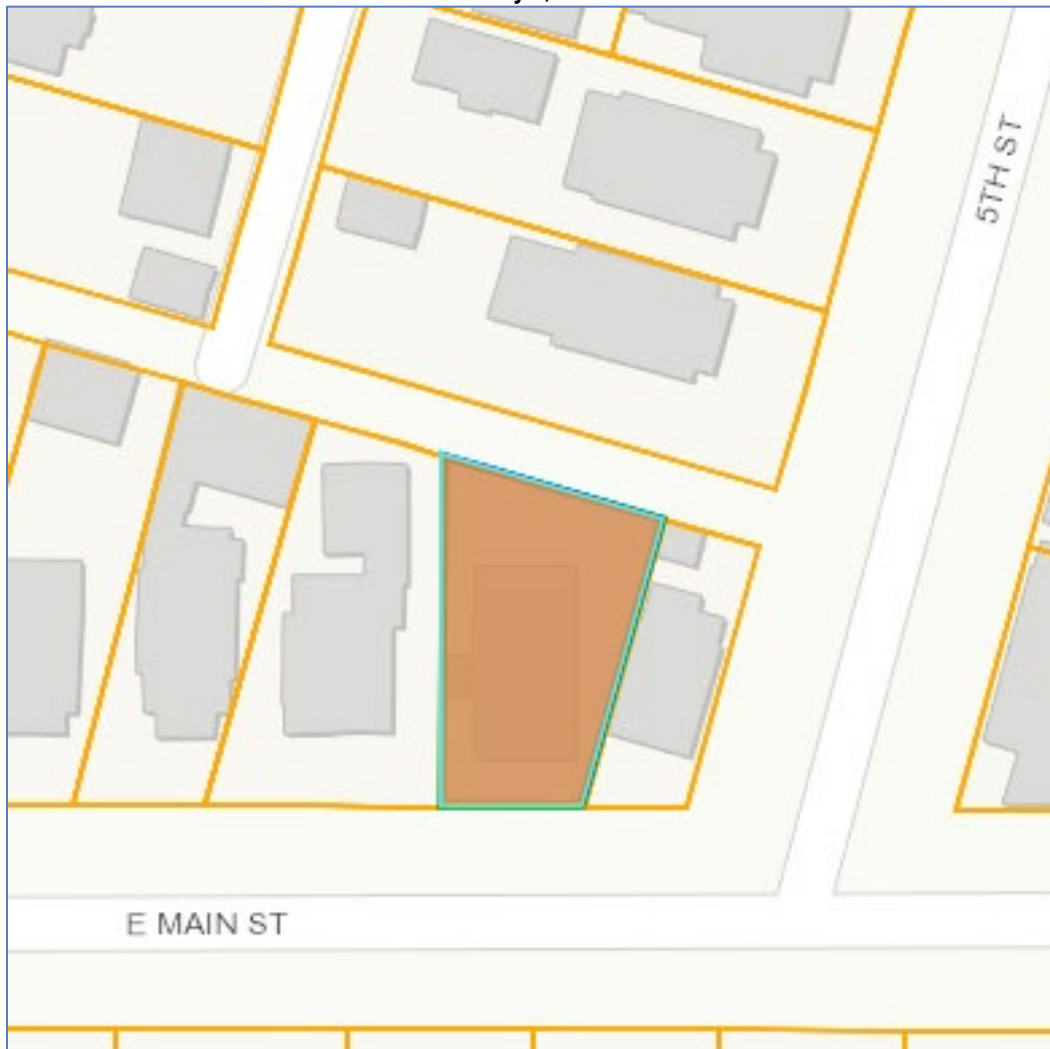
OWNER: Oakdale Properties LLC

DESCRIPTION: This application requests Site Design Review approval for the renovation and exterior and addition to the historic contributing structure within the Commercial zone, to modify the interior to provide for three independently rentable hotel units and maintaining the ability to utilize the three hotel units as three long-term residential rental units for the property located at 581 East Main Street. **COMPREHENSIVE PLAN DESIGNATION:** Commercial; **ZONING:** C-1; **MAP:** 39 1E 09 AC; **TAX LOT:** 6400

NOTE: The Ashland Historic Commission will review this Planning Action on **Wednesday, May 6, 2026 at 4:00 PM** at 51 Winburn Way.

NOTICE OF COMPLETE APPLICATION: April 17, 2026

DEADLINE FOR SUBMISSION OF WRITTEN COMMENTS: May 1, 2026



COMMUNITY DEVELOPMENT DEPARTMENT

51 Winburn Way
Ashland, Oregon 97520
ashland.or.us

Tel: 541.488.5305
Fax: 541.552.2050
TTY: 800.735.2900

The Ashland Planning Division Staff has received a complete application for the property noted on Page 1 of this notice.

A copy of the application, including all documents, evidence and applicable criteria are available online at “What’s Happening in my City” at <https://gis.ashland.or.us/developmentproposals/>. Copies of application materials will be provided at reasonable cost, if requested. Application materials may be requested to be reviewed in-person at the Ashland Community Development & Engineering Services Building, 51 Winburn Way, via a pre-arranged appointment by calling (541) 488-5305 or emailing planning@ashland.or.us.

Any affected property owner or resident has a right to submit written comments within the 14-day comment period to planning@ashland.or.us or to the City of Ashland Planning Division, 51 Winburn Way, Ashland, Oregon 97520 prior to 4:30 p.m. on the deadline date shown on Page 1.

Ashland Planning Division Staff determine if a land use application is complete within 30 days of submittal. Upon determination of completeness, a notice is sent to surrounding properties within 200 feet of the property submitting the application. After the comment period and not more than 45 days from the application being deemed complete, the Planning Division Staff shall make a final decision on the application. A notice of decision is mailed to the same properties within 5 days of decision. An appeal to the Planning Commission of the Planning Division Staff’s decision must be made in writing to the Ashland Planning Division within 12 days from the date of the mailing of final decision. (AMC 18.5.1.050.G)

The ordinance criteria applicable to this application are attached to this notice. Oregon law states that failure to raise an objection concerning this application, by letter, or failure to provide sufficient specificity to afford the decision maker an opportunity to respond to the issue, precludes your right of appeal to the Land Use Board of Appeals (LUBA) on that issue. Failure to specify which ordinance criterion the objection is based on also precludes your right of appeal to LUBA on that criterion. Failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow this Department to respond to the issue precludes an action for damages in circuit court.

If you have questions or comments concerning this request, please feel free to contact Aaron Anderson at 541-488-5305 or planning@ashland.or.us.

In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Administrator’s office at 541-488-6002 (TTY phone number 1-800-735-2900). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting. (28 CFR 35.102-.35.104 ADA Title I).

SITE DESIGN AND USE STANDARDS

18.5.2.050

The following criteria shall be used to approve or deny an application:

- A. **Underlying Zone:** The proposal complies with all of the applicable provisions of the underlying zone (part 18.2), including but not limited to: building and yard setbacks, lot area and dimensions, density and floor area, lot coverage, building height, building orientation, architecture, and other applicable standards.
- B. **Overlay Zones:** The proposal complies with applicable overlay zone requirements (part 18.3).
- C. **Site Development and Design Standards:** The proposal complies with the applicable Site Development and Design Standards of part 18.4, except as provided by subsection E, below.
- D. **City Facilities:** The proposal complies with the applicable standards in section 18.4.6 Public Facilities and that adequate capacity of City facilities for water, sewer, electricity, urban storm drainage, paved access to and throughout the property and adequate transportation can and will be provided to the subject property.
- E. **Exception to the Site Development and Design Standards:** The approval authority may approve exceptions to the Site Development and Design Standards of part 18.4 if the circumstances in either subsection 1 or 2, below, are found to exist.
 1. There is a demonstrable difficulty meeting the specific requirements of the Site Development and Design Standards due to a unique or unusual aspect of an existing structure or the proposed use of a site; and approval of the exception will not substantially negatively impact adjacent properties; and

COMMUNITY DEVELOPMENT DEPARTMENT

51 Winburn Way
Ashland, Oregon 97520
ashland.or.us

Tel: 541.488.5305
Fax: 541.552.2050
TTY: 800.735.2900



approval of the exception is consistent with the stated purpose of the Site Development and Design; and the exception requested is the minimum which would alleviate the difficulty.; or

2. There is no demonstrable difficulty in meeting the specific requirements, but granting the exception will result in a design that equally or better achieves the stated purpose of the Site Development and Design Standards.

CONDITIONAL USE PERMITS (See <https://ashland.municipal.codes/LandUse/18.5.4.050>)

A Conditional Use Permit 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.

1. That the use would be in conformance with all standards within the zoning district in which the use is proposed to be located, and in conformance with relevant Comprehensive plan policies that are not implemented by any City, State, or Federal law or program.
2. That adequate capacity of City facilities for water, sewer, electricity, urban storm drainage, paved access to and throughout the development, and adequate transportation can and will be provided to the subject property.
3. That the conditional use will have no greater adverse material effect on the livability of the impact area when compared to the development of the subject lot with the target use of the zone, pursuant with subsection 18.5.4.050.A.5, below. When evaluating the effect of the proposed use on the impact area, the following factors of livability of the impact area shall be considered in relation to the target use of the zone.
 - a. Similarity in scale, bulk, and coverage.
 - b. Generation of traffic and effects on surrounding streets. Increases in pedestrian, bicycle, and mass transit use are considered beneficial regardless of capacity of facilities.
 - c. Architectural compatibility with the impact area.
 - d. Air quality, including the generation of dust, odors, or other environmental pollutants.
 - e. Generation of noise, light, and glare.
 - f. The development of adjacent properties as envisioned in the Comprehensive Plan.
 - g. Other factors found to be relevant by the approval authority for review of the proposed use.
4. A conditional use permit shall not allow a use that is prohibited or one that is not permitted pursuant to this ordinance.
5. For the purposes of reviewing conditional use permit applications for conformity with the approval criteria of this subsection, the target uses of each zone are as follows.
 - a. **WR and RR.** Residential use complying with all ordinance requirements, developed at the density permitted by chapter 18.2.5 Standards for Residential Zones.
 - b. **R-1.** Residential use complying with all ordinance requirements, developed at the density permitted by chapter 18.2.5 Standards for Residential Zones.
 - c. **R-2 and R-3.** Residential use complying with all ordinance requirements, developed at the density permitted by chapter 18.2.5 Standards for Residential Zones.
 - d. **C-1.** The general retail commercial uses listed in chapter 18.2.2 Base Zones and Allowed Uses, developed at an intensity of 0.35 floor to area ratio, complying with all ordinance requirements; and within the Detailed Site Review overlay, at an intensity of 0.50 floor to area ratio, complying with all ordinance requirements.
 - e. **C-1-D.** The general retail commercial uses listed in chapter 18.2.2 Base Zones and Allowed Uses, developed at an intensity of 1.00 gross floor to area ratio, complying with all ordinance requirements.
 - f. **E-1.** The general office uses listed in chapter 18.2.2 Base Zones and Allowed Uses, developed at an intensity of 0.35 floor to area ratio, complying with all ordinance requirements; and within the Detailed Site Review overlay, at an intensity of 0.50 floor to area ratio, complying with all ordinance requirements.
 - g. **M-1.** The general light industrial uses listed in chapter 18.2.2 Base Zones and Allowed Uses,

COMMUNITY DEVELOPMENT DEPARTMENT

51 Winburn Way
Ashland, Oregon 97520
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- complying with all ordinance requirements.
- h. **CM-C1.** The general light industrial uses listed in chapter 18.3.2 Croman Mill District, developed at an intensity of 0.50 gross floor to area ratio, complying with all ordinance requirements.
 - i. **CM-OE and CM-MU.** The general office uses listed in chapter 18.3.2 Croman Mill District, developed at an intensity of 0.60 gross floor to area, complying with all ordinance requirements.
 - k. **CM-NC.** The retail commercial uses listed in chapter 18.3.2 Croman Mill District, developed at an intensity of 0.60 gross floor to area ratio, complying with all ordinance requirements.
 - l. **HC, NM, and SOU.** The permitted uses listed in chapters 18.3.3 Health Care Services, 18.3.5 North Mountain Neighborhood, and 18.3.6 Southern Oregon University District, respectively, complying with all ordinance requirements.

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ROGUE PLANNING & DEVELOPMENT SERVICES, LLC



581 East Main Street

Site Design Review and Conditional Use Permit Review for a three-unit hotel

Property Address: 581 E MAIN ST
Map & Tax Lot: 391E09AC - 6400

Property Owner/Applicant: OAKDALE PROPERTIES LLC
2305 ASHLAND ST 104-362
ASHLAND OR, 97520

Building Design: Dezin
170 Harrison St
Ashland, OR 97520

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

PROJECT PROPOSAL:

This application requests Site Design Review approval for the renovation and exterior and addition to the historic contributing structure within the Commercial zone, to modify the interior to provide for three independently rentable hotel units and maintaining the ability to utilize the three hotel units as three long-term residential rental units for the property located at 581 East Main Street.

PROPERTY DESCRIPTION:

The subject property is approximately 4,281 square feet (0.10 acres) and is zoned Commercial (C-1). The property is within the Detail Site Review Zone.

The property is developed with an existing two-story historic structure and associated paved parking and access from the rear alley.

The building is a contributing historic resource within the Ashland Railroad Addition Historic District, commonly known as the Hubbard-Hardy House, originally constructed circa 1889.

The structure retains strong historic integrity and features a prominent wrap-around front porch, trim details and traditional residential architectural form.

The property is currently developed with:

- An existing two-story structure containing approximately 1,392 square feet of heated floor area

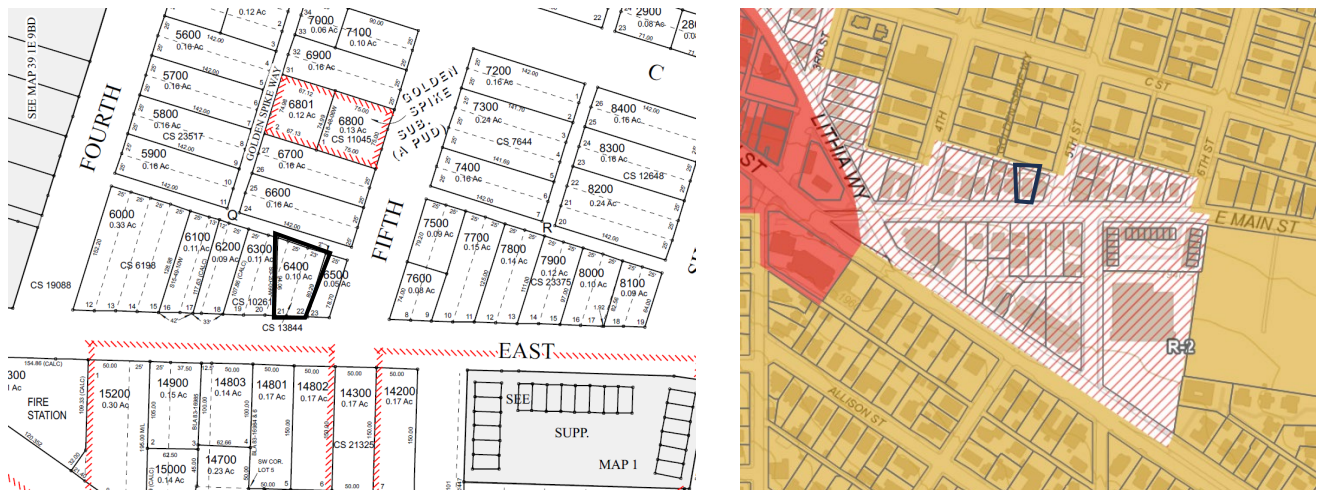
- Existing paved parking and access from the alley
- Existing landscaping and walkways
- Existing utility connections and service meters

The building has historically supported a mix of residential and commercial uses and was operated as a commercial office on the first floor with residence on the second floor following a 1990s Site Review approval. For the past decade, the building has been a duplex/triplex setup. The property has fallen into disrepair over the past few years.

The site is served by public utilities and is accessible from East Main Street and the rear alley.

The property is located within an established mixed-use corridor along East Main Street and is surrounded by a combination of residential, commercial, and mixed-use development. Adjacent properties to the east and west are developed with existing buildings of similar scale and orientation.

The subject property and the adjacent properties to the east, west, and south are zoned Commercial. The properties across the alley are zoned Multi-Family Residential (R-2).



DETAILED PROPOSAL:

This application requests Site Design Review approval for the renovation and exterior alteration of the existing building located at 581 East Main Street in Ashland’s Railroad Addition Historic District and to change the use from Mixed Use Commercial/Residential to a three-unit Hotel. The use of the structure as a three-unit hotel requires a Conditional Use Permit.

The property is currently developed with a historic structure known as the Hubbard-Hardy House, a contributing historic resource constructed circa 1889.

The project proposes to rehabilitate and expand the existing structure while maintaining its historic character and continuing its long-standing mixed use, commercial/residential with the ability to occupy the structure as a three-unit hotel as well without significant modifications that give the appearance of a commercial hotel use thus retaining the residential character of the structure.

The building will increase in size from approximately 1,392 square feet to approximately 1,891 square feet of heated floor area, primarily through the enclosure of portions of the existing front and east-side porches and the addition of a small, shared laundry space, as shown on the submitted plans. This will allow for the use of the structure as three well-appointed hotel units and functionally sized dwellings.

Key elements of the proposal include:

- Expansion of living areas into the existing front and east-side porch areas
- Removal of non-compliant exterior stairs and construction of new exterior stairways
- Replacement of outdated electrical fixtures and installation of new service meters
- Conversion of portions of the HVAC system to energy-efficient mini-split units
- New exterior siding repairs and improvements
- Addition of a shared community laundry room
- Landscape and Irrigation Improvements
- Secure Bicycle Parking

Upon completion, the building will contain three renovated units consisting of a two-bedroom unit, a one-bedroom unit, and a studio unit.

The project results in a total impervious surface area of approximately 2,501 square feet (58.4% of the site), which largely reflects existing development patterns and the retention of the existing building footprint and parking area.

The design approach focuses on rehabilitation and compatibility while allowing modest expansion of interior floor area. The proposed exterior changes are intended to be compatible with the building's historic character and surrounding neighborhood context, allowing for commercial level uses at a residential type of intensity.

On the following pages, findings of fact addressing the criteria from the Ashland Municipal Code are provided on the following pages. For clarity, the criteria are in Times New Roman font and the applicant's responses are in Calibri font.

FINDINGS OF FACT

Chapter 18.5.2

SITE DESIGN REVIEW

An application for Site Design Review shall be approved if the proposal meets the criteria in subsections A, B, C, and D below. The approval authority may, in approving the application, impose conditions of approval, consistent with the applicable criteria.

A. Underlying Zone. The proposal complies with all of the applicable provisions of the underlying zone (part 18.2), including but not limited to: building and yard setbacks, lot area and dimensions, density and floor area, lot coverage, building height, building orientation, architecture, and other applicable standards.

Finding:

The subject property is zoned Commercial (C-1) and is developed with an existing two-story historic, contributing, Mixed Use Commercial/Residential structure. The proposal consists of the rehabilitation and modest expansion of the existing building and a change in use of the structure to a three unit hotel that are also occupiable as three separate residential units.

The parcel contains approximately 4,281 square feet (0.10 acres) and is an existing legal lot. The C-1 zone does not establish minimum lot of area, width, depth, or maximum lot coverage requirements except where required to comply with overlay zones or site development standards. The proposal does not modify the parcel boundaries and therefore complies with these provisions.

The proposal retains the existing building footprint and placement on the site. The C-1 zone does not require minimum front, side, or rear setbacks except where a site abuts a residential zone. Because the project maintains the existing development pattern and building location, the proposal complies with the setback provisions of the underlying zone.

The project includes a modest increase in heated floor area from approximately 1,392 square feet to approximately 1,891 square feet, primarily through enclosure of existing porch areas and the addition of a small, shared laundry space. The property within the Detail Site Review Overlay zone requires a minimum Floor Area Ratio (FAR). The minimum FAR if developed as new construction would be required to have 2,140.5 square feet of building and pedestrian area. The proposal brings the site closer to conformance. The resulting building scale remains consistent with the surrounding development pattern.

The site is currently developed and will continue to function as a fully developed urban lot. The proposal results in approximately 2,501 square feet of impervious surface (58.4 percent of the site), which is consistent with the existing development pattern and permitted in the C-1 zone.

The existing structure has historically supported a mix of commercial and residential uses. The proposal converts the building to three hotel units.

The use of the three hotel units as separate residential dwelling units within the existing structure is allowed per Oregon House Bill 2984 which allows the conversion of a commercial building to residential. This bill supersedes local jurisdiction and does not require the ground floor to be 65% commercial.

The project represents the adaptive reuse and rehabilitation of an existing structure and is consistent with the intent of allowing residential uses within commercial districts.

The project does not add additional stories or significantly alter the massing of the structure. The building remains oriented toward East Main Street and retains the established scale and character of development along the corridor. The proposal maintains the existing development pattern while rehabilitating and adapting the structure for residential use and therefore complies with the applicable provisions of the C-1 underlying zoning district.

B. Overlay Zones. The proposal complies with applicable overlay zone requirements (part 18.3).

Finding:

The subject property is located within the Detail Site Review Zone. The property is also within the Ashland Railroad Addition Historic District and contains the Hubbard-Hardy House, a designated contributing historic resource constructed circa 1889. Exterior alterations to the structure are therefore subject to the Historic District development standards and reviewed by the Historic Preservation Advisory Committee (HPAC).

The proposal focuses on the rehabilitation and continued use of an existing historic structure while making modest exterior modifications necessary to improve safety, functionality, and long-term viability of the building. The project does not propose demolition, relocation, or substantial alteration of the building's historic massing or primary architectural form.

The proposed exterior changes primarily include enclosing portions of existing porch areas, new exterior stairs, siding repair and replacement as needed, and installation of new windows in limited locations. These changes are limited in scope and are intended to be compatible with the historic character of the building and surrounding district.

HPAC reviewed the project at both a prior meeting and again during the February 2026 pre-application conference. The committee emphasized the importance of maintaining the building’s historic character, particularly the front façade and porch elements, and noted that the proposal appears “reasonably reversible.” The committee also emphasized that trim, siding, windows, and proportions should be carefully selected to maintain the historic character and that landscaping should be incorporated to soften the exterior changes.

The design team has incorporated these recommendations into the project by retaining the overall building form, scale, and orientation; limiting expansion to enclosure of existing porch areas rather than new additions; and proposing exterior materials and window proportions intended to be compatible with the existing structure. New windows on upper levels are proposed to match the proportions of existing windows, consistent with Historic District standards.

The project represents the adaptive reuse and rehabilitation of a contributing historic resource, which supports the purpose of the Historic District standards by encouraging continued investment and long-term preservation of historic buildings. The improvements will enhance the building’s functionality and habitability while maintaining its relationship to the surrounding historic neighborhood.

Because the proposal retains the historic structure, preserves its primary architectural character, incorporates HPAC feedback, and limits exterior changes to compatible rehabilitation and modest enclosure of existing porch areas, the proposal complies with the applicable Historic District overlay requirements.

Findings addressing 18.4.2.050 Historic District Design Standards in more detail can be found further below.

C. Site Development and Design Standards. The proposal complies with the applicable Site Development and Design Standards of part 18.4, except as provided by subsection E, below.

Finding:

The proposal consists of the rehabilitation and modest expansion of an existing structure on a fully developed site. Improvements are limited to exterior building modifications, new exterior stairs, and minor site upgrades. No significant changes to the overall site layout are proposed.

18.4.2.040 Non-Residential Development

Finding:

The use of the site as a three unit hotel is a non-residential use in the Commercial zone. The proposed exterior modifications will have a positive impact on the streetscape

B. Basic Site Review Standards.

1. Orientation and Scale.

Finding:

The existing structure has a wrap-around front porch and an entry door that faces East Main Street. The proposed additional floor area does not eliminate the orientation to the street. A walkway leads from the street to the entry.

2. Streetscape.

Finding:

The proposal retains the existing landscaped frontage along East Main Street, including mature and ornamental plantings that contribute to the established streetscape character of the property. Existing frontage landscaping includes redbud trees, an existing maple, and other established vegetation that maintain the landscaped appearance of the street frontage.

3. Landscaping.

Finding:

The landscaping is pre-existing. A conceptual landscape plan has been prepared showing retention of existing mature vegetation together with new planting areas distributed throughout the site. Proposed landscaping includes decomposed granite walkways, river rock mulch, Japanese maple plantings, side-yard planting beds, and supplemental vegetation adjacent to the east property line and front yard areas. Existing ornamental landscaping and mature vegetation are largely retained, which supports compatibility with the historic residential character of the site and surrounding district.

The side yard planting area includes chives, lemon verbena, lovage, and strawberries, with landscape barricade and drip irrigation proposed for long-term maintenance.

4. Designated Creek Protection.

Finding:

Not applicable

5. Noise and Glare.

Finding:

Additional light and glare beyond what is standard in the commercial zone are not anticipated. The proposed uses are not substantially noisy beyond typical commercial-zoned uses. New HVAC equipment will improve the noise generated by the existing equipment.

New exterior lighting and any new artificial lighting will comply with the standards of 18.4.4.050.

6. Expansion of Existing Sites and Buildings.

Finding:

The existing site is non-conforming in that it does not have any landscape buffer between the parking spaces and adjacent side property lines, there is no secure bicycle parking and the floor area ratio is less than the required minimum.

The proposed addition to the front and side of the building increases the floor area. The footprint of the structure is proposed to be increased only slightly through the addition of a laundry room at the rear of the structure. There are no expansions of the non-conforming site improvements.

The proposal provides for three bicycle parking spaces. These are provided in a U rack at the rear of the building near the laundry room.

The site location, lot size, structure location, setbacks, coverage, landscape areas, lack of bicycle parking area are non-conforming, the approval of the expansion of the structure will not increase the non-conformity. There is no lot area to install any parking buffer.

C. Detailed Site Review Standards.

Finding:

The subject property is within the Detailed Site Review Standards overlay and developments are subject to a Floor Area Ratio standard of .5 of the site area. The project includes a modest increase in heated floor area from approximately 1,392 square feet to approximately 1,891 square feet, primarily through enclosure of existing porch areas and the addition of a small,

shared laundry space. The minimum FAR if developed as new construction would be required to have 2,140.5 square feet of building and pedestrian area. The proposal brings the site closer to conformance. None of the building frontages are greater than 100 feet in length.

There is more than 15 percent of the wall area facing the street as windows and doorways. There are no blank walls.

There are substantial changes in relief on the surface of the existing building. The proposal encloses the front and side porches, a natural expansion of the interior floor area of historic homes.

D. Additional Standards for Large Scale Projects.

Finding:

The existing building with additions is less than 10,000 square feet in gross floor area and does not have more than 100-feet of frontage. It is not considered a Large-Scale Building.

18.4.3 Parking, Access, and Circulation

Finding:

The site is currently developed with an existing building and a paved parking area accessed from the rear alley. The proposal retains this established circulation pattern, which continues to provide safe and functional vehicular access independent of East Main Street.

A total of five parking spaces are provided on-site. One of these spaces is designed to function as an ADA-accessible van space with associated off-loading area, consistent with applicable building code and federal accessibility requirements. The accessible parking space will be properly sized, signed, striped, and connected to an accessible route serving the building entrance in accordance with AMC 18.4.3.050 and state accessibility standards.

Bicycle Parking

Bicycle parking is provided on-site in two locations. Covered bicycle storage for four bicycles is proposed adjacent to the east side of the building on a concrete pad, and additional bicycle storage is located beneath the stair area serving the rear of the building. These facilities provide secure and weather-protected bicycle parking for residents.

18.4.4 Landscaping, Lighting, and Screening

Landscaping

The landscaping is pre-existing. A conceptual landscape plan has been prepared showing retention of existing mature vegetation together with new planting areas distributed throughout the site. Proposed landscaping includes decomposed granite walkways, river rock mulch, Japanese maple plantings, side-yard planting beds, and supplemental vegetation adjacent to the east property line and front yard areas. Existing ornamental landscaping and mature vegetation are largely retained, which supports compatibility with the historic residential character of the site and surrounding district.

The side yard planting area includes chives, lemon verbena, lovage, and strawberries, with landscape barricade and drip irrigation proposed for long-term maintenance.

Screening

The existing site is constrained by the location of the historic structure, narrow lot dimensions, and the established rear alley parking layout. The rear parking area remains in substantially the same configuration as existing development, which limits full compliance with current screening standards along all property lines and adjacent building areas.

An exception to the screening standards is requested because strict application of the required landscaped strip and setback would reduce functional parking circulation and interfere with the established alley-served parking arrangement that has historically served the property.

Trash and Recycling Enclosure

A designated trash enclosure is provided adjacent to the alley at the northwest portion of the site, positioned to allow convenient service access while minimizing visibility from East Main Street and adjacent residential frontages. The enclosure utilizes the existing rear service area and is integrated into the established parking layout.

The enclosure will be screened through fencing and adjacent landscaping so that service functions remain visually subordinate to the primary building and surrounding historic streetscape.

D. City Facilities. The proposal complies with the applicable standards in section 18.4.6 Public Facilities, and that adequate capacity of City facilities for water, sewer, electricity, urban storm drainage, paved access to and throughout the property, and adequate transportation can and will be provided to the subject property.

Finding:

The subject property is an existing developed parcel located within the City of Ashland and is currently served by public utilities and urban services. The proposal consists of the rehabilitation and modest expansion of an existing structure and does not require extension of new public streets or major public infrastructure.

Access to the site is currently provided from East Main Street and the rear alley. The project maintains this established access and circulation pattern and will continue to provide adequate paved access to and throughout the property.

Water, sanitary sewer, electric, and other utilities currently serve the site. Minor upgrades to electrical service are proposed as part of the building rehabilitation, and all utility work will be completed in coordination with the City of Ashland and applicable service providers.

E. Exception to the Site Development and Design Standards. The approval authority may approve exceptions to the Site Development and Design Standards of part 18.4 if the circumstances in either subsection 1, 2, or 3, below, are found to exist.

1. There is a demonstrable difficulty meeting the specific requirements of the Site Development and Design Standards due to a unique or unusual aspect of an existing structure or the proposed use of a site; and approval of the exception will not substantially negatively impact adjacent properties; and approval of the exception is consistent with the stated purpose of the Site Development and Design; and the exception requested is the minimum which would alleviate the difficulty;

Finding:

The applicant requests a limited exception to the parking screening standards of AMC 18.4.3.050 related to screening abutting property lines.

The subject property is a small, fully developed historic lot containing approximately 4,281 square feet. The existing structure occupies a significant portion of the site and predates modern parking and landscaping standards. Vehicular access is provided from the rear alley, and the parking configuration is constrained by the existing building footprint, lot dimensions, and maneuvering requirements.

Strict application of the five-foot landscaped strip requirement along property lines would result in a demonstrable difficulty due to the unique and constrained nature of the site. Providing a full five-foot landscape buffer along the property line would eliminate necessary parking and maneuvering space.

These constraints arise from the unusual characteristics of an existing historic structure on a compact urban lot and are not the result of new site intensification.

Approval of the requested exception will not substantially negatively impact adjacent properties. The parking area is located to the rear of the site and accessed from the alley, minimizing visibility from East Main Street. The scale of the parking area is modest, consisting of five spaces including one ADA van-accessible space.

The requested exception is consistent with the stated purpose of the Site Development and Design Standards, which seek to ensure safe, functional, and visually compatible site design. The project maintains a small-scale parking area appropriate to the site, preserves the historic structure, and avoids unnecessary site alteration that could negatively affect historic character.

The exception requested is the minimum necessary to alleviate the difficulty created by the site's limited size and existing historic development pattern. All other applicable standards will be met.

18.4.2.050 Historic District Development

B. Historic District Design Standards. In addition to the standards of part 18.4, the approval authority uses the following standards for new construction, and restoration and rehabilitation of existing buildings within the Historic District overlay.

Finding:

The subject property contains the Hubbard-Hardy House, a designated contributing historic resource within the Ashland Railroad Addition Historic District. The proposal consists of rehabilitation of the existing historic structure and adaptive reuse into three residential units, including enclosure of limited portions of existing porch areas, new exterior access stairs, limited new window openings, siding repair and replacement, and related exterior modifications necessary to support continued residential occupancy. The principal architectural mass, roof form, front-facing gable, and historic orientation toward East Main Street are retained.

1. Transitional Areas

Finding:

The property is located on East Main Street in an area containing a mix of historic residential structures, mixed-use buildings, and small-scale commercial uses. The proposal retains the residential scale and architectural character of the historic structure while accommodating a multi-unit residential use. The exterior modifications remain subordinate to the original building and preserve compatibility with surrounding historic development patterns.

2. Height

Finding:

No increase in the primary ridge height or overall building height is proposed. The existing historic roof form and height remain unchanged. New exterior stairs and porch enclosures do not alter the established height relationship of the structure relative to adjacent historic buildings.

3. Scale

Finding:

The scale of the building remains substantially unchanged. The project does not enlarge the primary building footprint beyond limited enclosure of existing porch areas already incorporated within the visual footprint of the building. The building continues to read as a small-scale historic residential structure consistent with nearby contributing buildings in the Railroad District.

4. Massing

Finding:

The historic massing of the structure is retained. The front gabled mass remains dominant, and the proposed modifications do not create a new monolithic form. Instead, the modifications maintain the existing articulation of the building by preserving porch depth along the primary façade and retaining visible offsets between original wall planes and modified areas. Portions of the front and side exterior wall planes are extended into the footprint of the existing wraparound porch in order to enlarge interior living space. As a result, the historic side porch is removed and the front porch is reduced to a smaller porch area at the east portion of the primary façade. Although the full wraparound porch configuration is not retained, the remaining front porch, porch roofline, columns, and trim continue to express the historic relationship between porch and primary building mass. The wall extensions remain subordinate to the dominant front gable mass and do not obscure the primary historic form of the structure.

5. Setback

Finding:

No changes are proposed to the historic setback of the building from East Main Street. Although portions of the exterior wall extend into areas formerly occupied by the wraparound porch, the primary façade continues to read within the established historic building plane because the porch roofline remains visible across the front elevation and a portion of the front porch is retained at the primary entry.

6. Roof

Finding:

The existing roof pitch, front gable form, and roof orientation are retained. Composite roofing materials are proposed to match the existing roof appearance. No new roof forms are introduced that would conflict with historic district patterns.

7. Rhythm of Openings

Finding:

The primary façade maintains the established rhythm of openings. Existing vertically proportioned windows remain the dominant feature on the front elevation, and new window openings are limited and designed to match existing proportions. Upper-level windows continue the vertical orientation characteristic of the historic building. New side and rear windows are placed in a manner that remains compatible with the original spacing and proportions of existing openings.

8. Base or Platform

Finding:

The building retains its existing raised base condition, which remains visually consistent with historic residential buildings in the district. Proposed skirt board treatments and siding transitions continue to define the base of the building and maintain separation between foundation and wall surfaces.

9. Form

Finding:

The original vertical residential form of the structure remains intact. The dominant front gable and narrow building proportions continue to define the building's historic character. Exterior modifications do not alter the recognizable historic form.

10. Entrances

Finding:

The primary entrance remains oriented toward East Main Street and continues to be expressed through the retained front porch. The porch remains covered and visually prominent, preserving the historic sense of entry. Secondary entrances added for upper-level unit access are located to the side and rear, minimizing visibility from the public street.

11. Imitation of Historic Features

Finding:

The project does not create false historic detailing. Existing trim profiles, siding proportions, and porch detailing are retained where feasible, while new materials are selected to be compatible rather than imitative. New work remains distinguishable upon close inspection while visually compatible with the historic structure.

12. Additions

Finding:

The proposal includes limited extension of exterior wall areas into portions of the existing front and side porch footprint rather than construction of a separate addition beyond the established primary building form. These modifications remain limited in scale relative to the overall structure and occur within the footprint already visually associated with the historic porch roof and building frontage. While the historic wraparound porch is reduced and the side porch removed, the retained front porch area, roofline, columns, trim detailing, and entry continue to preserve the visual reading of the porch as a character-defining historic feature on the primary elevation.

13. Garage Placement

Finding:

No garage is proposed.

C. Rehabilitation Standards for Existing Buildings and Additions.

2. Rehabilitation Standards. In addition to the standards of part 18.4, the approval authority uses the following standards for existing buildings and additions within the Historic District Overlay. These standards apply primarily to residential historic districts, residential buildings in the Downtown Historic District, and National Register-listed historic buildings not located within the Historic District Overlay. The purpose of the following standards is to prevent incompatible treatment of buildings in the Historic District Overlay and to ensure that new additions and materials maintain the historic and architectural character of the district.

Finding:

The proposal constitutes rehabilitation of an existing contributing historic building through adaptive reuse for hotel use and continued residential occupancy. The work focuses on preserving the defining historic form while introducing limited exterior modifications necessary for safety, code compliance, and functional residential use.

a. Historic architectural styles and associated features shall not be replicated in new additions or associated buildings.

Finding:

No new detached buildings are proposed. New exterior elements, including stairs and enclosed porch areas, are simple in design and compatible with the existing structure without replicating historic ornamentation beyond what already exists.

b. Original architectural features shall be restored as much as possible, when those features can be documented.

Finding:

The historic front gable, porch roof, trim patterns, and primary façade window proportions are retained. Existing porch detailing along the front elevation remains visible and preserved where feasible. While portions of the historic wraparound porch footprint are incorporated into the interior floor area through extension of the exterior walls, the remaining front porch roof, trim band, columns, and entry area continue to preserve the primary architectural expression of the historic front porch.

c. Replacement finishes on exterior walls of historic buildings shall match the original finish. Exterior finishes on new additions to historic buildings shall be compatible with, but not replicate, the finish of the historic building.

Finding:

Replacement siding is proposed to match the existing horizontal lap siding profile where siding repair or replacement is required. New enclosed wall areas use siding compatible in dimension and appearance with the historic siding.

d. Diagonal and vertical siding shall be avoided on new additions or on historic buildings except in those instances where it was used as the original siding.

Finding:

No diagonal or vertical siding is proposed.

e. Exterior wall colors on new additions shall match those of the historic building.

Finding:

The proposed exterior color palette remains consistent across existing and modified portions of the building so that enclosed porch areas and additions visually integrate with the historic structure.

f. Imitative materials including but not limited to asphalt siding, wood textured aluminum siding, and artificial stone shall be avoided.

Finding:

The proposal does not use artificial stone, aluminum imitation siding, or incompatible synthetic finishes. Exterior materials consist primarily of lap siding, trim, and compatible residential finishes.

g. Replacement windows in historic buildings shall match the original windows. Windows in new additions shall be compatible in proportion, shape and size, but not replicate original windows in the historic building.

Finding:

New windows are vertically proportioned and sized to match the rhythm and character of existing historic openings. Window trim profiles are proposed to match existing trim details, and new openings remain subordinate to the primary façade pattern.

h. Reconstructed roofs on historic buildings shall match the pitch and form of the original roof. Roofs on new additions shall match the pitch and form of the historic building, and shall be attached at a different height so the addition can be clearly differentiated from the historic building. Shed roofs are acceptable for one-story rear additions.

Finding:

No significant new roof form is introduced. Existing roof pitch and principal roof structure remain unchanged.

i. Asphalt or composition shingle roofs are preferred. Asphalt shingles which match the original roof material in color and texture are acceptable. Wood shake, woodshingle, tile, and metal roofs shall be avoided.

Finding:

Composite roofing matching the existing roof is proposed, which complies with this standard.

j. New porches or entries shall be compatible with, but not replicate, the historic character of the building.

Finding:

The existing front porch remains the dominant entry feature. The proposal reduces the original wraparound porch by extending exterior wall planes into the former porch footprint and removing the side porch; however, the retained front porch roofline, columns, and primary entry expression allow the porch to continue reading as a defining historic element of the front façade. New side and rear access stairs are functional in character and secondary to the historic primary façade.

k. New detached buildings shall be compatible with the associated historic building and shall conform to the above standards.

Finding:

Not applicable.

1. The latest version of the Secretary of the Interior’s Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings shall be used in clarifying and determining whether the above standards are met.

Finding:

The proposal is consistent with the Secretary of the Interior’s Standards for Rehabilitation because it preserves the historic structure, retains defining features, limits exterior change to compatible and reversible modifications, and allows continued use of the contributing building through adaptive residential reuse. The historic massing, roof form, façade orientation, and primary porch character remain legible after completion.

18.5.4.050 CONDITIONAL USE PERMIT APPROVAL CRITERIA

1. That the use would be in conformance with all standards within the zoning district in which the use is proposed to be located, and in conformance with relevant Comprehensive plan policies that are not implemented by any City, State, or Federal law or program.

Finding:

The site development is conforming with the standards of the zoning district. The use of a structure within a commercial zone as short term accommodations is considered a Hotel/Motel for zoning purposes. The use requires a Conditional Use Permit. Conversion of the existing mixed use building to a three-unit residence that is also permitted for use as short term accommodations is permitted within the commercial zone.

2. That adequate capacity of City facilities for water, sewer, electricity, urban storm drainage, paved access to and throughout the development, and adequate transportation can and will be provided to the subject property.

Finding:

There are adequate public facilities that service the property. The use of the commercial property as a three unit residence and a three unit hotel will not have a substantial impact on the capacity of the city facilities that service the property.

East Main Street is a public street with curb, gutter, sidewalk, storm drain, landscape park row, and street trees. There is a public alley along the north side of the property which provides access to a small, existing parking area providing adequate parking for the proposed uses.

3. That the conditional use will have no greater adverse material effect on the livability of the impact area when compared to the development of the subject lot with the target use of the zone, pursuant with subsection 18.5.4.050.A.5, below. When evaluating the effect of the proposed use on the impact area, the following factors of livability of the impact area shall be considered in relation to the target use of the zone.

Finding:

The use of commercial property as both a residential use and hotel use of the structure in the commercial zone will not have an adverse effect on the livability of the immediate impact area which is primarily commercially and multi-family zoned. The target use of the zone for the site is a 2,140.5 square foot office building.

The existing building will increase in size from approximately 1,392 square feet to approximately 1,891 square feet of heated floor area, primarily through the enclosure of portions of the existing front and east-side porches and the addition of a small, shared laundry space to bring it closer to conformance with the minimum floor area ratio requirements in the zone while remaining mindful of the use of historic residential structures as the primary structures on the adjacent properties and not new construction of commercial looking businesses. This retains the livability with residential uses within the structure and the short term accommodation use allow for both residential and commercial use consistent with the intention of the zone.

- a. Similarity in scale, bulk, and coverage.

Finding:

The proposal is to make minor additions to the historic contributing structure on a lot that has a non-conforming development. The scale of the additions are minor in comparison to the area of the structure and will have an impact on the scale, bulk or coverage. The proposed coverage is less than the allowed Commercial zone lot coverage (85 percent), and the Floor Area Ratio seeking over 2,000 SF. The proposal does not materially increase the bulk, or coverage of the site.

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

Finding:

The generation of traffic and the effects on the surrounding streets by the use of the property as a permitted use or conditional use (hotel use) will not have a greater impact than a typical commercial business located along a commercial street.

The proposal includes the installation of bicycle parking facilities. This is to encourage bicycle ridership. The use is very near the downtown core and within walking distance of stores, shops, restaurants, the theaters and other commercial uses in the commercial zone which allows for residents and guests to walk or ride bicycles to their destinations.

c. Architectural compatibility with the impact area.

Finding:

The proposed exterior additions are architecturally compatible with the historic interest area. The majority of the nearby properties are occupied by residential style, commercially zoned structures. The proposed enclosure of the front porch for use as floor area of a residence is a natural transition of space in a historic structure. The proposed addition, trim, siding, windows, doors, historically appropriate trim elements are compatible with the impact area and the existing structure.

d. Air quality, including the generation of dust, odors, or other environmental pollutants.

Finding:

The proposed modification to the structure and the use of the property for residential and commercial activities, will not generate additional air quality issues, dust, odors or other environmental pollutant beyond what is expected in a commercial zone.

e. Generation of noise, light, and glare.

Finding:

The proposed renovations and additions to the structure and use of a three unit hotel occupancy will not generate noise, light, or glare beyond what is expected in a commercially designated zone.

f. The development of adjacent properties as envisioned in the Comprehensive Plan.

Finding:

The proposed use of the structure as a mixed use building with residential and hotel use potential will not prevent adjacent commercial properties from developing as envisioned in the comprehensive plan.

- g. Other factors found to be relevant by the approval authority for review of the proposed use.

Finding:

Unknown what other factors will be relevant.

- 4. A conditional use permit shall not allow a use that is prohibited or one that is not permitted pursuant to this ordinance.

Finding:

With a conditional use permit, the property can be used as a hotel.

- 5. For the purposes of reviewing conditional use permit applications for conformity with the approval criteria of this subsection, the target uses of each zone are as follows.

- d. C-1. The general retail commercial uses listed in chapter 18.2.2 Base Zones and Allowed Uses, developed at an intensity of 0.35 floor to area ratio, complying with all ordinance requirements; and within the Detailed Site Review overlay, at an intensity of 0.50 floor to area ratio, complying with all ordinance requirements.

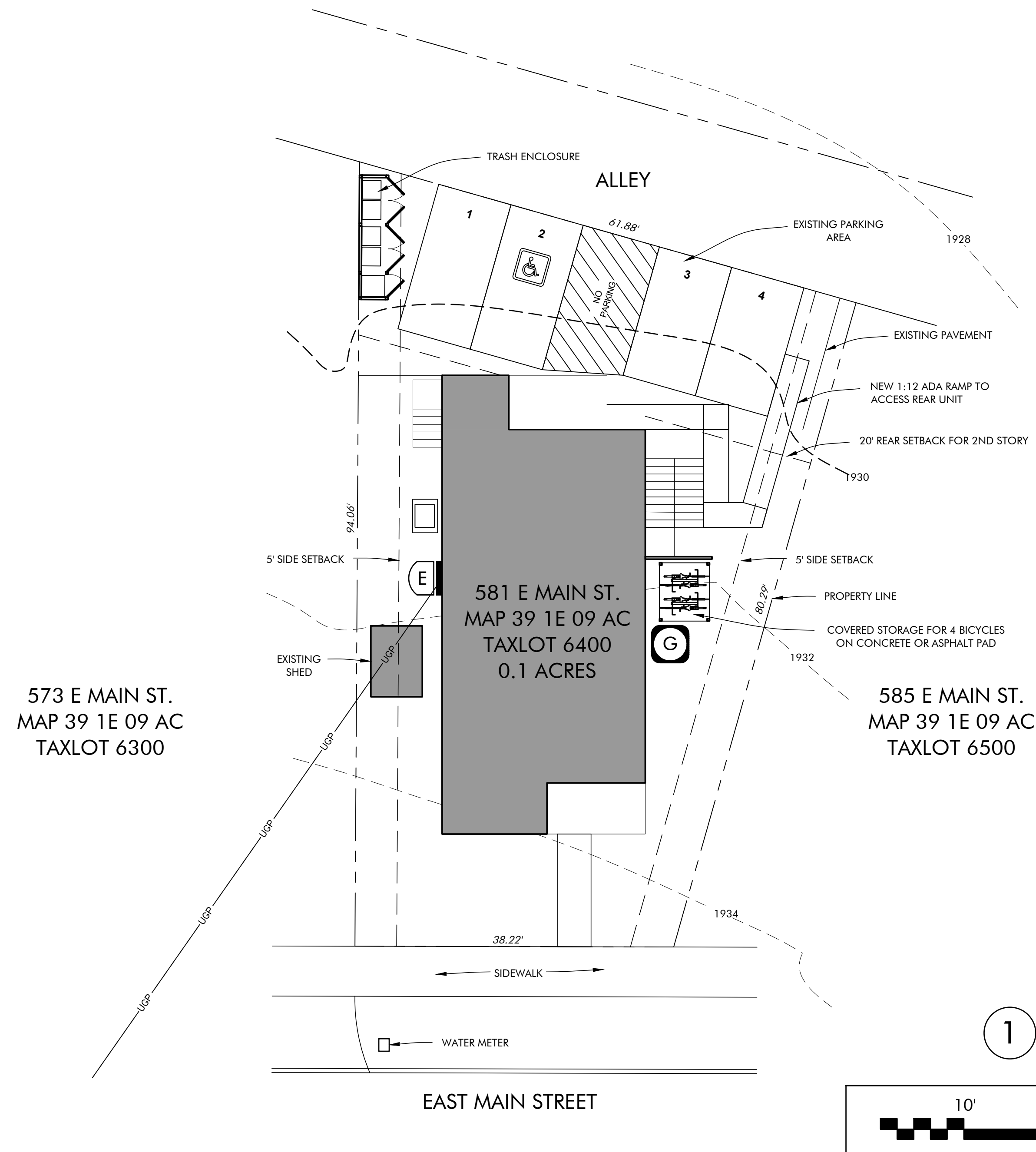
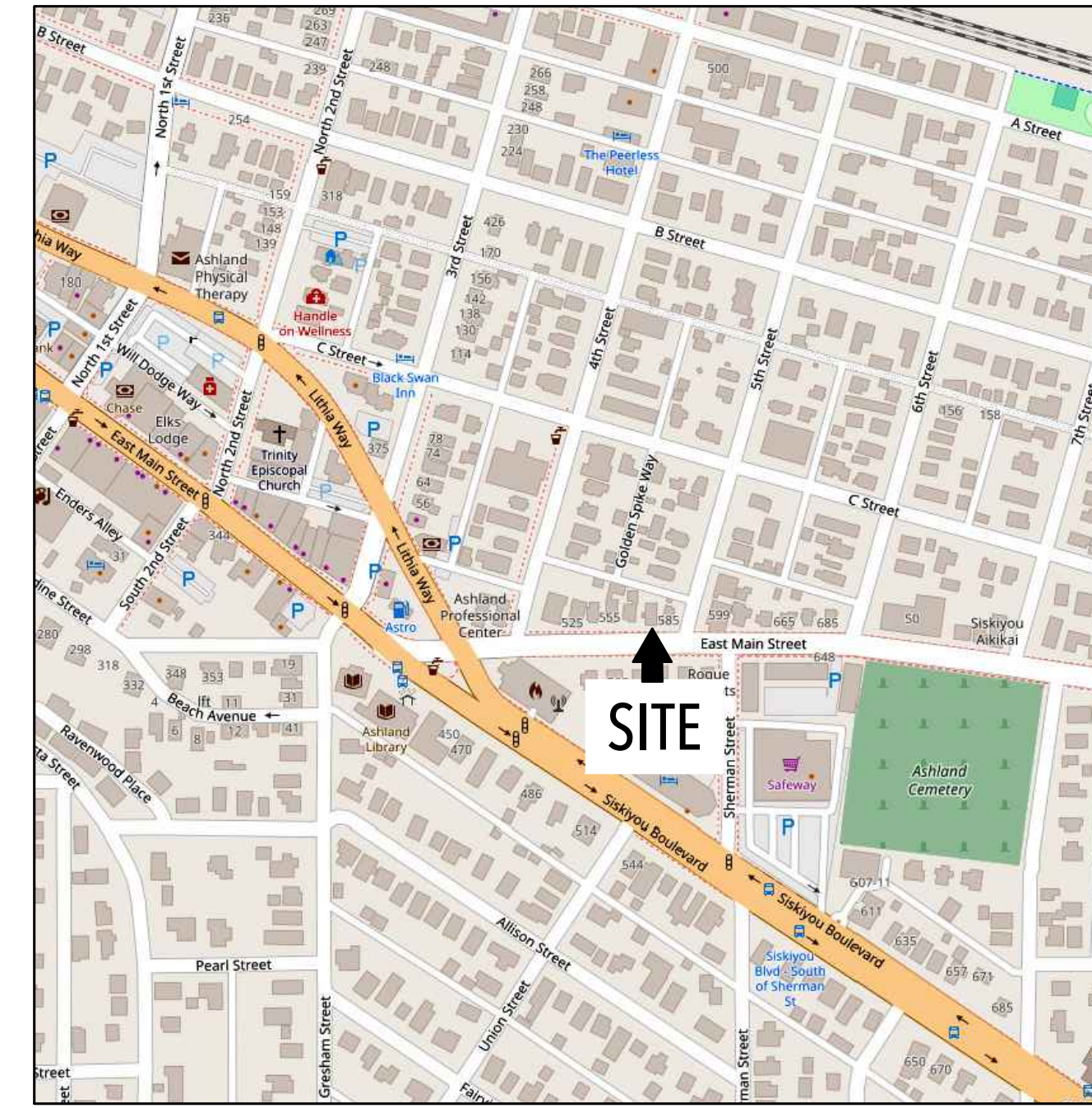
Finding:

The floor area of the property if developed as new construction would be 2,140.5 square feet of building and pedestrian area. A retail establishment would generate substantially more trips than a typical hotel or residential use especially when considering the proximity to the downtown, stores, shops, dining options, and entertainment.

Attachments:

- Historic Resources Inventory Nomination Form
- Site Plan
- Landscape Plan
- Proposed Building Design and Elevations

VICINITY MAP



PROJECT INFORMATION

SITE & BUILDING DATA:
 Location MAP 39 1E 09 AC TAXLOT 6400
 Lot Size 4281.35 s.f. (0.1 Acres)
 Zoning Commercial
 Occupancy Multi-Family Residence
 Main House Elevation 1941 ft. V.I.F.

FLOOR AREA:
 1ST Floor Heated: 1109.02 s.f.
 Unit 1: 711.23 s.f.
 Unit 2: 397.79 s.f.
 2nd Floor Heated (Unit 3): 782.0 s.f.
 Total Heated: 1891.02 s.f.
 Laundry: 52.0 s.f.

COVERAGE:
 House Footprint: 1309.69 s.f.
 Front Walk: 54.07 s.f.
 Parking: 1137.37 s.f.
 Total Impervious: 2501.13 s.f. (58.4%)
 Total Landscaping: 1780.22 s.f. (41.6%)

Note: Coverage is based on existing building, walkway, and parking lot.



170 Harrison St.
 Ashland, OR 97520
 (503) 917-0267
 inquiries@dezinfinehomes.com

REVISIONS

NO.	DATE	EVENT / NOTE
A	3/18/2026	SUBMIT FOR PLANNING REVIEW

581 East Main Street

REMODEL
 ASHLAND, OR 97520
 MULTI FAMILY DWELLING
 © DEZIN LLC

OWNER:
Oakdale Properties, LLC.
 2305 Ashland Street, Suite 104-362
 Ashland, OR 97520

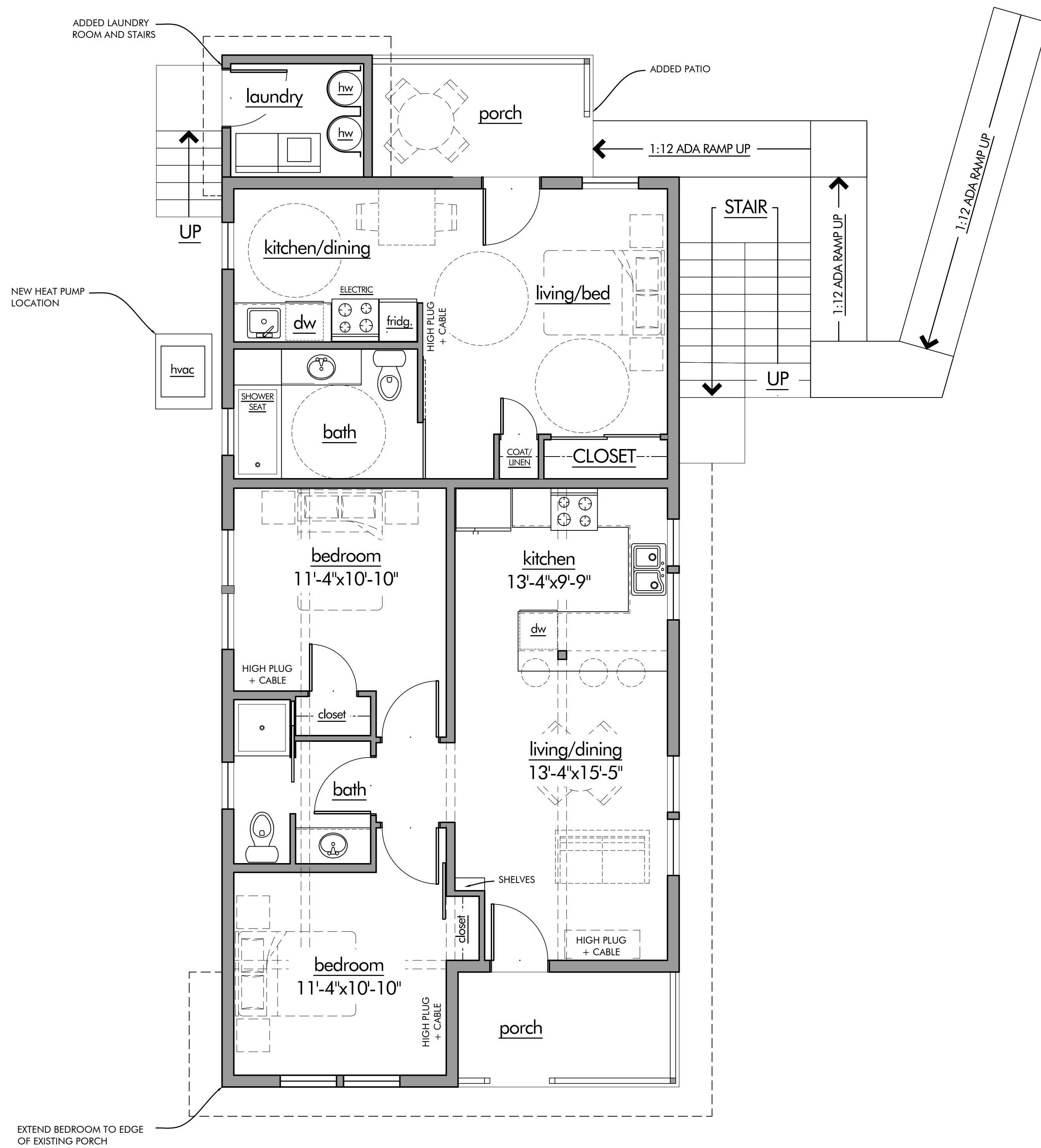
DRAWING TITLE:
PROJECT DATA

DRAWN BY:
 Richard Anderson | 541.301.1497
 Cassandra del Nero | 541.905.5134

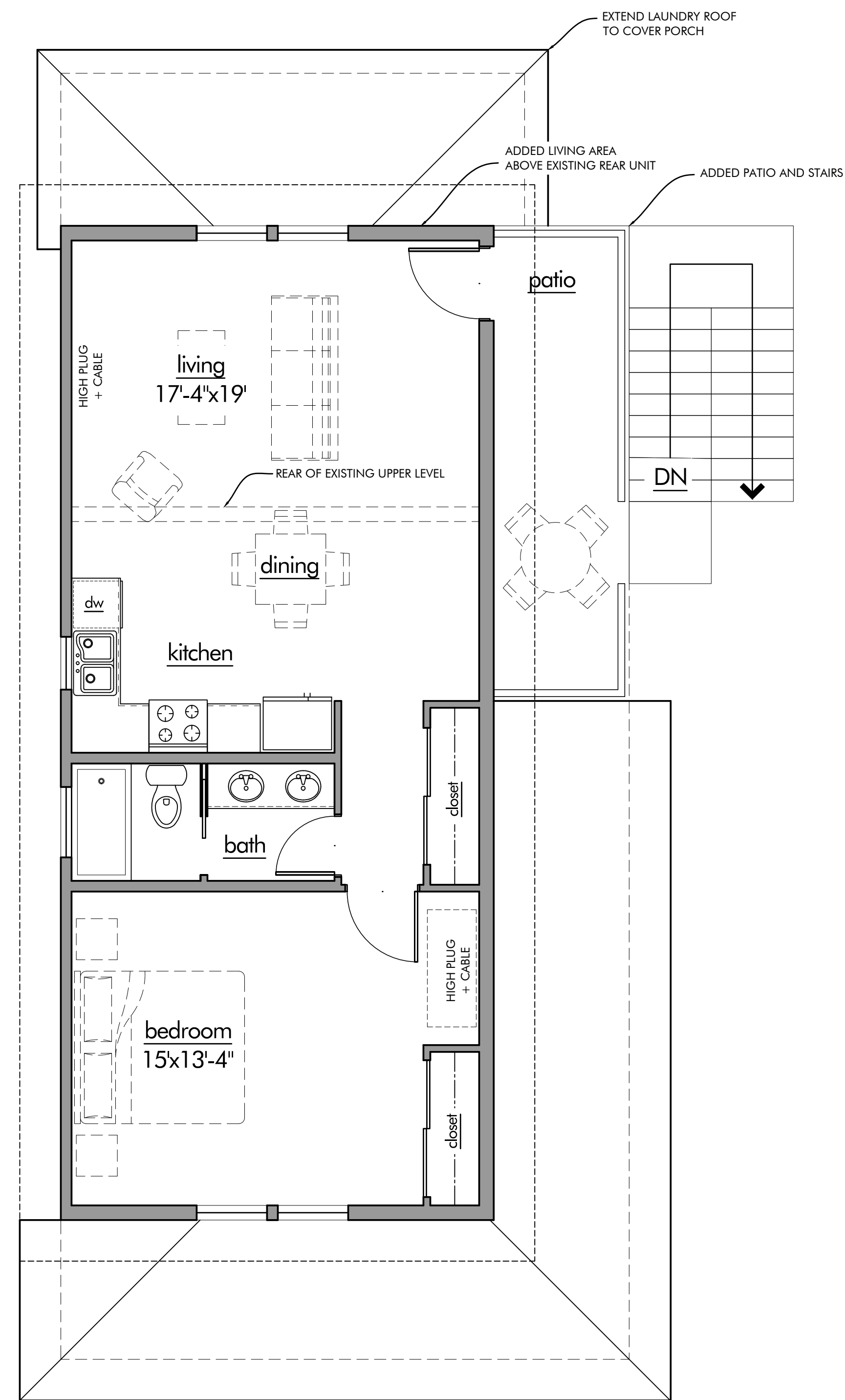
SHEET NO.
1
 1 OF 2 SHEETS

REVISIONS

NO.	DATE	EVENT / NOTE
A	3/18/2026	SUBMIT FOR PLANNING REVIEW



1 MAIN LEVEL PLAN (1109.02 s.f.)
SCALE: 1/4"=1'-0"



2 UPPER LEVEL PLAN (782 s.f.)
SCALE: 1/4"=1'-0"

581 East Main Street

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MULTI FAMILY DWELLING
© DEZIN LLC

OWNER:
Oakdale Properties, LLC.

2305 Ashland Street, Suite 104-362
Ashland, OR 97520

DRAWING TITLE:
FLOOR PLANS

DRAWN BY:
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Cassandra del Nero | 541.905.5134

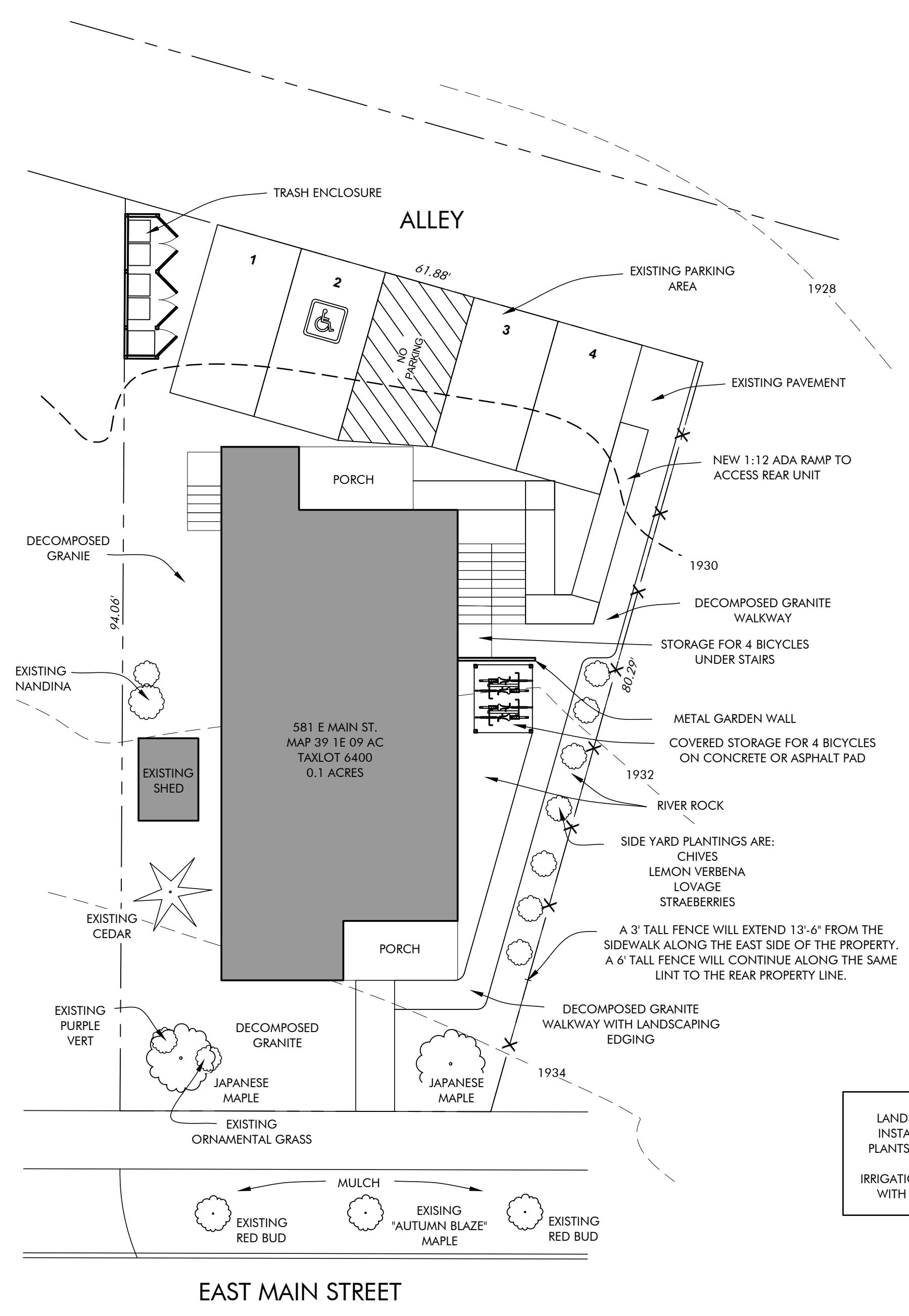
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2 OF 2 SHEETS

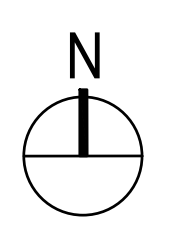
REVISIONS

NO.	DATE	EVENT / NOTE
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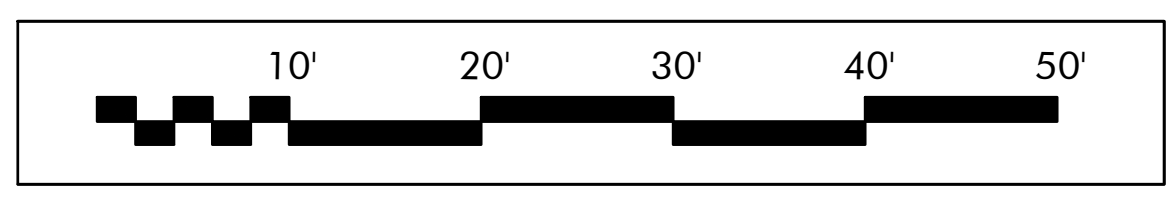


EXAMPLE OF FENCE TO BE INSTALLED

LANDSCAPE BARRICADE WILL BE INSTALLED UNDER RIVER ROCK. PLANTS WILL BE MAINTAINED WITH DRIP IRRIGATION. IRRIGATION PLAN WILL BE SUBMITTED WITH THE BUILDING PERMIT SET



1 Landscaping Plan
Scale: 1"=10'-0"



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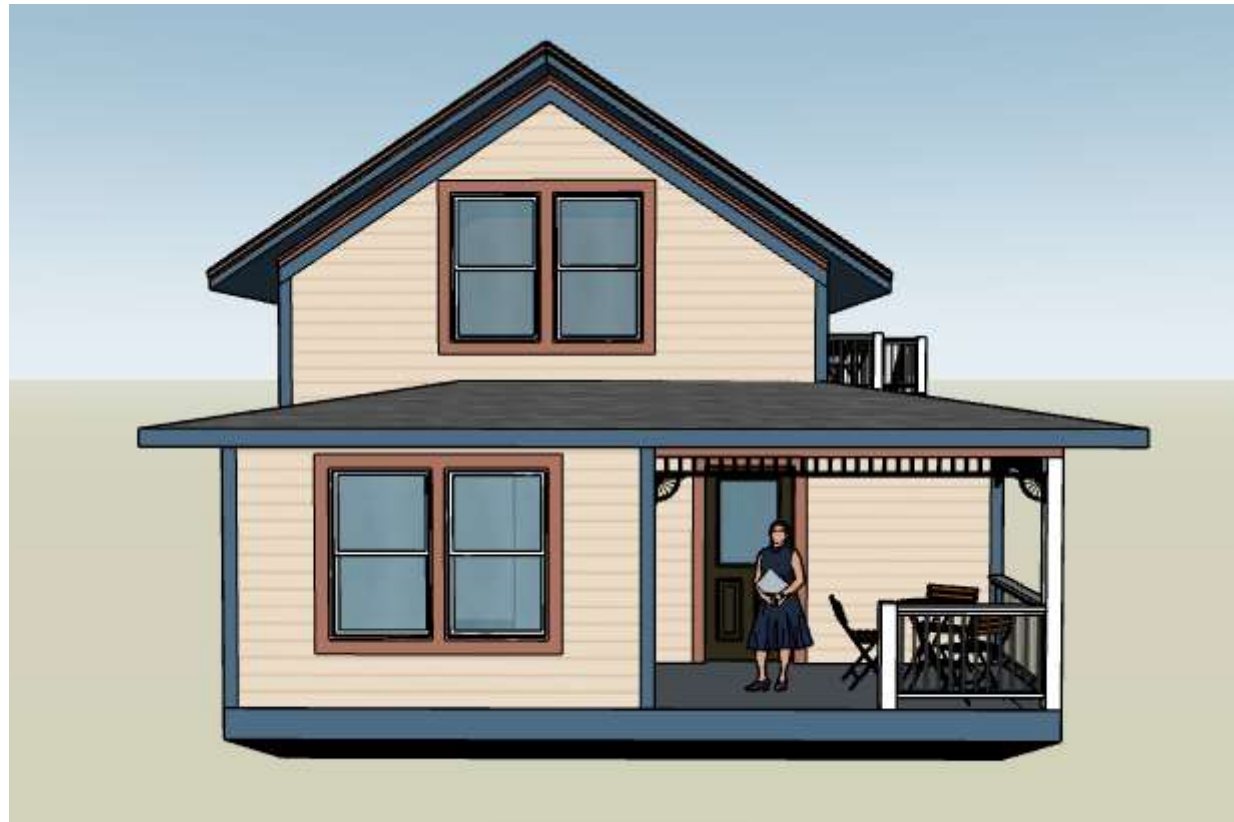
DRAWING TITLE:
LANDSCAPING PLAN

DRAWN BY:
Richard Anderson | 541.301.1497
Cassandra del Nero | 541.905.5134

SHEET NO.
L
1 OF 1 SHEETS



581 EAST MAIN STREET - STREET FACING
EXISTING STRUCTURE



581 EAST MAIN STREET - STREET FACING
PROPOSED DESIGN



581 EAST MAIN STREET - STREET FACING
EXISTING STRUCTURE



581 EAST MAIN STREET - STREET FACING
PROPOSED DESIGN

581 E. MAIN STREET
ASHLAND, OR 97520

DATE: 12TH OF MARCH, 2026

EXISTING & PROPOSED

OWNER/CLIENT:
LEONARD GOTSHALK

HOME DESIGNER:
DE'ZIN LLC
170 Harrison Street,
Ashland, OR
97520
+1 503-917-0267





581 EAST MAIN STREET - ALLEY FACING
EXISTING STRUCTURE



581 EAST MAIN STREET - ALLEY FACING
PROPOSED DESIGN



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EXISTING STRUCTURE



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PROPOSED DESIGN

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ASHLAND, OR 97520

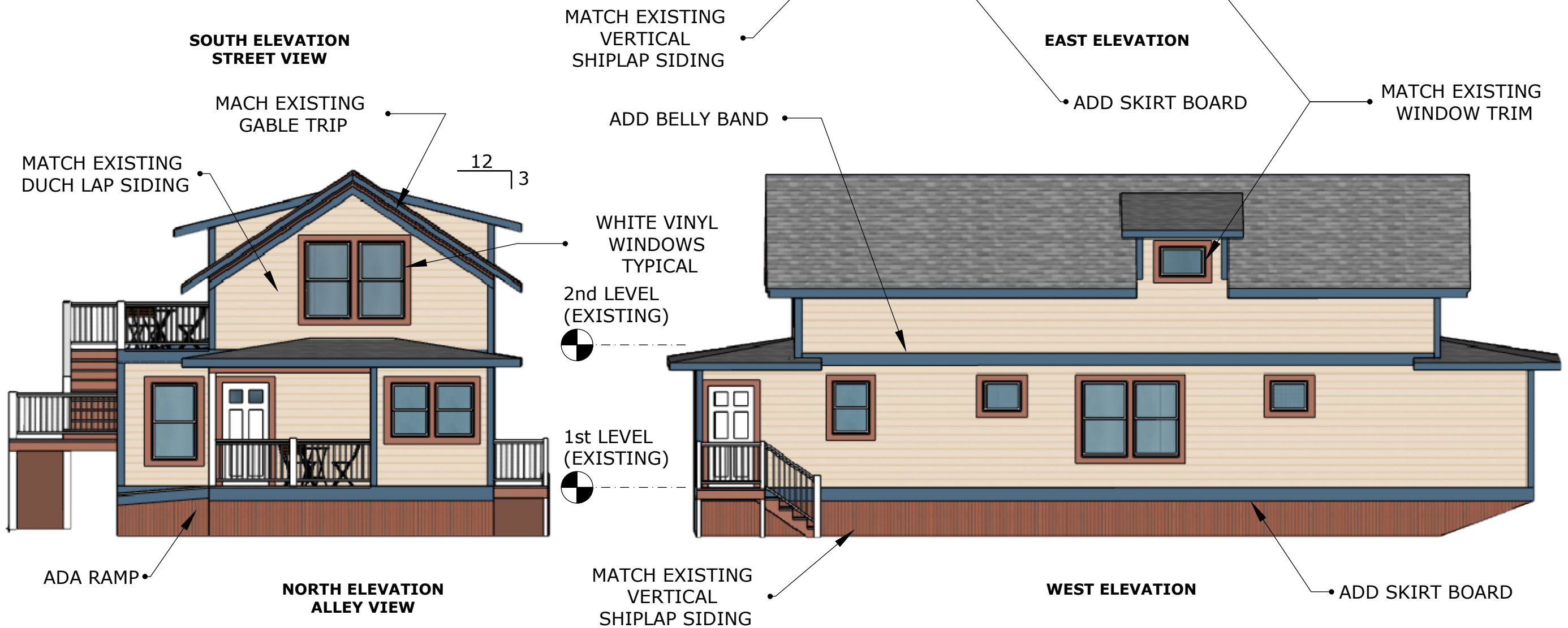
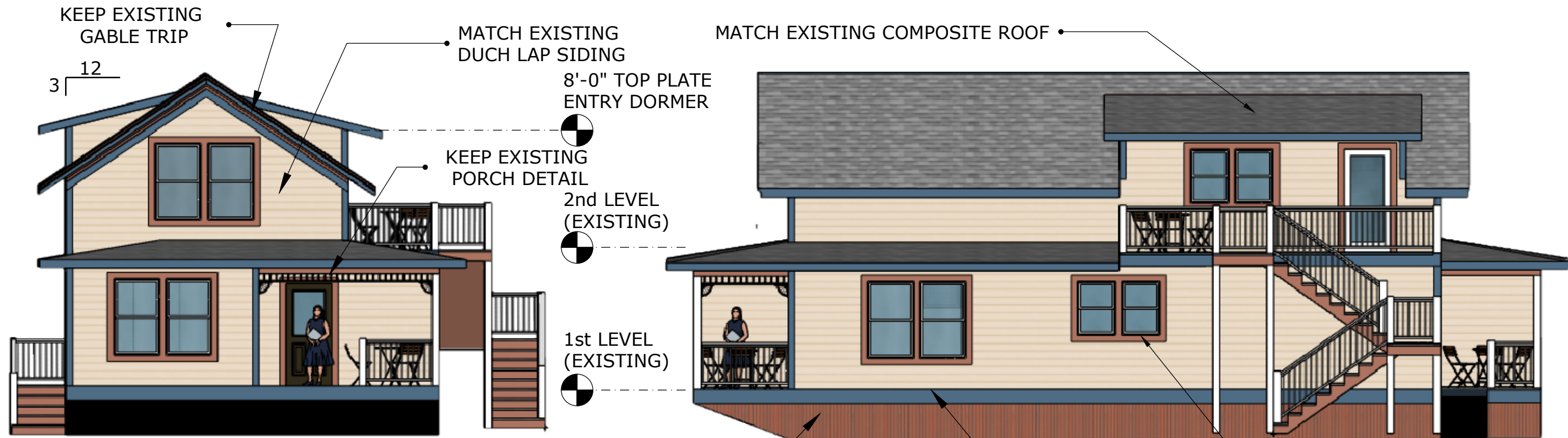
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