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*The comments of this pre-app are preliminary in nature and subject to change based upon the submittal of additional or different information. The Planning Commission or City Council are the final decision making authority of the City, and are not bound by the comments made by the Staff as part of this pre-application.*

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<b>ASHLAND PLANNING DEPARTMENT</b>	<b>SITE:</b>	Mountain Meadows Drive
<b>PRE-APPLICATION CONFERENCE</b>	<b>APPLICANT:</b>	Rogue
<b>COMMENT SHEET</b>	<b>REQUEST:</b>	Outline/Final Plan for 8 units, Site Review, Exception to Street Standards, Boundary Line Adjustment

September 9, 2020

**PLANNING STAFF COMMENTS:**

*This pre-application conference is intended to highlight significant issues of concern to staff and bring them to the applicant's attention prior to their preparing a formal application submittal.*

**Generally:** As noted in previous pre-applications, Planning staff are generally supportive of the request and believe that the site planning is well done and thoughtfully considers the location and context. The following are some fine-tuning items to consider in preparing a final application submittal:

**Parking:** While the senior housing parking requirement is limited to one space per unit, staff believe it would be beneficial if the application made clear that between the off-street parking and on-street parking, the proposal could meet the requirement to provide 15 spaces for the proposed single family residential units in addition to the required on-street parking for the Performance Standards. It would also help to explain how the proposal meets the requirements for *senior* housing.

**Driveway:** Because the driveway is greater than 50 feet in length, it is considered a flag drive and must meet all standards thereof. The application should detail a functional turn-around so that drivers can turn and exit to the street in a forward manner. In particular, it is unclear if the driveway as configured will accommodate backing out of the garages for Units 3 & 4.

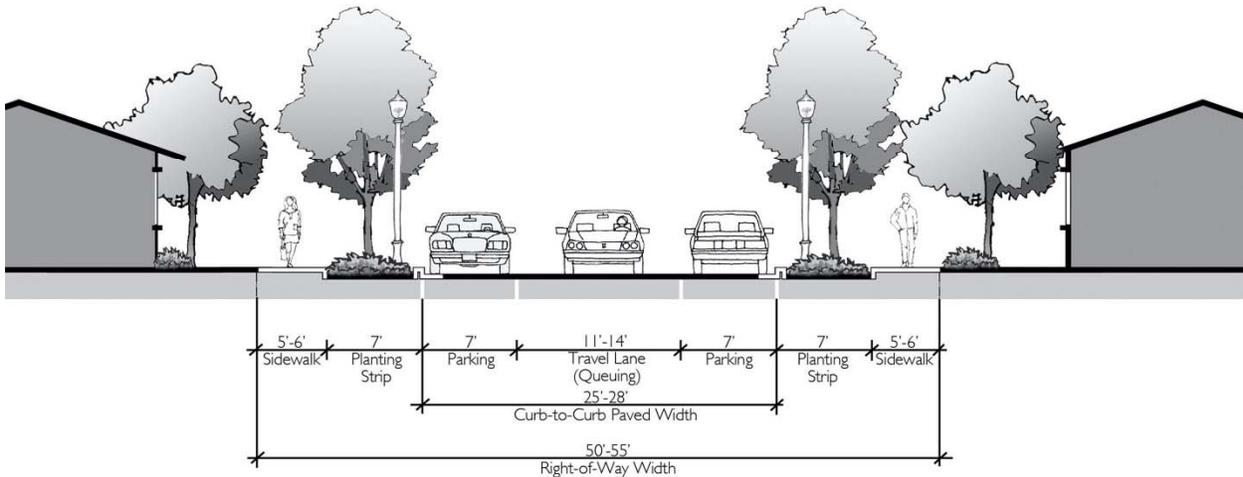
**Lot Coverage:** The application would need to include lot coverage calculations demonstrating that with the additional paved areas proposed, the site complied with the maximum 65 percent lot coverage allowance within the HC district. If coverage is to be allocated as proposed, the application would need to provide clear details of the proposed lots being used in the allocation and the coverage proposed for allocation to each. Lot coverage and coverage allocation are looked at carefully by the Planning Commission. *(If there are previously approved lot coverage allocations associated with the original performance standards subdivision approvals, those should be detailed in the final application submittal.)*

**Easements:** The final application should identify any and all existing and proposed easements on the property including those for TID facilities, temporary overhangs, public utilities, etc.

**Street Design:** Mountain Meadows Drive and Skylark Place are both classified as Neighborhood

Streets in Ashland’s Transportation System Plan (TSP). The city standard improvement for a neighborhood street is 47-57 feet of right of way with 22-28 feet of pavement including 11-15 feet for travel lanes, seven to 14 feet for parallel parking, six-inch curbs on both sides, five-to-eight foot park row planting strips, and five-to-six foot sidewalks as described in AMC 18.4.6.040.G.4.a and generally illustrated in the proto-typical cross-section below:

Prototypical Section: Residential Neighborhood Street, Parallel Parking Both Sides



As noted in the submittals, the right-of-way width shown is less than the minimum required for the street type and the head-in parking and street tree configuration are not to city street standards and would require Exceptions to the Street Design Standards. Placing required improvements outside of the existing right-of-way would require either dedication of right-of-way or easements, and would need to be supported by the Public Works/Engineering Department.

**Property Line/Ownership Details:** As part of the Performance Standards Options Chapter, the application should make clear the ownership arrangement and property lines proposed (i.e. *Are the units to be rented? Are they condominiums on a common lot? Is the site to be divided between the proposed units?*)

**Setbacks (18.3.9.070):** For Performance Standards Options developments, properties are required to meet the front yard setback for the underlying zone (*here 20 feet*), the perimeter setbacks of the parent parcel, solar setbacks and to provide the required separation between buildings (*one-half the height of the tallest building, up to a maximum required separation of 12 feet*).

**Special Yards - Distances Between Buildings (AMC 18.3.3.050.E.2):** Health Care Services District regulations require that, “*An inner court providing access to a double-row dwelling group shall be a minimum of 20 feet.*” The placement and design of future Unit 8 would need to be such that a minimum 20-foot width was provided between it and Units 5/6 to comply with the special yard requirement.

**Minimum Density:** Residential uses within the HC district are subject to the requirements of the R-2 zone, which calls for a minimum density of .8 times the base density. Based on staff calculations, the minimum density of the project would be eight units based on the adjusted lot size of 0.79 acres (i.e. 0.79 acres x 13.5 dwelling units per acre = 10.665 dwelling units base density x .8 minimum density = 8.532 dwelling units). The application would need to demonstrate that the final proposal complies with the base density requirements either on the basis of the adjusted lot size or more broadly in terms of the parent development.

**Site Design Review:** The application will need to respond to the Residential Building Placement, Orientation and Design Standards in AMC 18.4.2. Some specific considerations:

- **Building Orientation:** Units within 20 feet of the street (i.e. Units 1-4, 5 and 8) are required to have a primary entrance opening toward the street. As proposed, it does not appear that Unit 5 or future Unit 8 currently meet this standard.
- **Open Space Requirements:** For Residential Site Design Review, eight percent of the site is required to be provided in functional recreation space surfaced for recreational use and of a size and configuration to accommodate recreational use. This can include decks or patio areas which are sized adequately for recreational use.

**Mechanical Equipment Placement:** As provided in AMC 18.2.4.020.B, mechanical equipment shall not be located between the main structure on the site and any street adjacent to a front or side yard, and every attempt shall be made to place such equipment so that it is not visible from adjacent public streets. Mechanical equipment and associated enclosures, not taller than allowed fence heights, may be located within required interior side or rear yards, provided such installation and operation is consistent with other provisions of this ordinance or the Ashland Municipal Code, including but not limited to noise attenuation. Any installation of mechanical equipment shall require a building permit.

**Landscape/Irrigation Plan:** The final application submittal will need to include a Landscape Plan which addresses the requirements of AMC 18.5.2.040.B.7 and AMC 18.4.4.030. A final irrigation plan can be deferred until building permit submittal.

**Neighborhood Outreach:** Projects involving changes to established neighborhood patterns can be a concern for neighbors; staff always recommends that applicants approach the affected neighbors, make them aware of the proposal, and try to address any concerns as early in the process as possible. Notices are typically sent to neighbors within a 200-foot radius of the property.

**Written Findings/Burden of Proof:** This pre-application conference is intended to highlight significant issues of concern to staff and bring them to the applicant's attention prior to their preparing a formal application submittal. Applicants should be aware that written findings addressing the ordinance and applicable criteria are required, and are heavily depended on when granting approval for a planning action. In addition, the required plans are explained in writing below. The burden of proof is on the applicant(s) to ensure that all applicable criteria are addressed in writing and that all required plans, written findings, and other materials are submitted even if

those items were not discussed in specific, itemized detail during this initial pre-application conference.

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## OTHER DEPARTMENTS' COMMENTS

**BUILDING DEPT:** Permit drawings will need to address applicable separation requirements. Please contact Building Official Steven Matiaco in the Building Division for any code-related information at (541) 488-5305.

**PUBLIC WORKS/ENGINEERING:** See **Public Works/Engineering comments at the end of this document.** Please contact Karl Johnson of the Engineering Division for any further information at (541) 552-2415 or via e-mail to [karl.johnson@ashland.or.us](mailto:karl.johnson@ashland.or.us) .

**WATER AND SEWER SERVICE:** *“If the project will require additional water services the applicant/owner will need to contact the City of Ashland Water Department for the availability, placement and costs associated with the installation of these services (meters).”* Please contact Steve Walker of the Water Distribution Department for any further information at (541) 552-2326 or via e-mail to [steve.walker@ashland.or.us](mailto:steve.walker@ashland.or.us) .

**ELECTRIC SERVICE:** Please contact Dave Tygerson in the Electric Department for any electrical service requirements or fee information at (541) 552-2389 or via e-mail to [dave.tygerson@ashland.or.us](mailto:dave.tygerson@ashland.or.us) . Dave will arrange an on-site meeting to assess available and needed infrastructure and develop a conceptual service plan to be incorporated into the applicant’s final utility plans, and applications will not be deemed complete without an Electric Department-approved conceptual service plan. Please allow additional time to schedule and conduct the on-site meeting and for preparation of the service plan.

**FIRE:** See **Fire Department comments at the end of this document.** Please contact Fire Marshal Ralph Sartain at (541) 552-2229 or via e-mail to [ralph.sartain@ashland.or.us](mailto:ralph.sartain@ashland.or.us) for any additional information of Fire Department requirements.

**CONSERVATION:** For information on available water conservation programs, including any available appliance rebates or assistance with landscaping and irrigation system requirements, please contact Water Conservation Specialist Julie Smitherman of Conservation Division at (541) 552-2062 or via e-mail to [julie.smitherman@ashland.or.us](mailto:julie.smitherman@ashland.or.us) . For information on any financial or technical assistance available for the construction of Earth Advantage/Energy Star buildings, please contact Conservation Analyst/Inspector Dan Cunningham at (541) 552-2063 or via e-mail to [dan.cunningham@ashland.or.us](mailto:dan.cunningham@ashland.or.us) .

**TALENT IRRIGATION DISTRICT (TID):** Please see the attached comments from TID which address water right issues, easements, TID facilities and additional general comments. For TID issues, please contact Jim Pendleton, Manager at (541) 535-1529 or e-mail [tid@talentid.org](mailto:tid@talentid.org) .

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## UNDERLYING ZONE PROVISIONS (See AMC 18.3.3.050)

**Zoning:** HC (*Health Care Special Services District*)

**Maximum Building Height:** 35 feet.

**Standard Yard Requirements:**

1. Front yard, 20 feet
2. Side yards (interior), six feet
3. Street-Side yard/side yard abutting a public street, ten feet.
4. Rear yard, ten feet, plus ten feet for each story in excess of one story.

**Special Yards - Distances Between Buildings:**

1. The distance between any primary structure and accessory building shall be a minimum of ten feet.
2. An inner court providing access to a double-row dwelling group shall be a minimum of 20 feet.

**Solar Access.** In addition to the above minimum requirements, compliance with chapter 18.4.8 Solar Access is required.

**Lot Coverage:** A maximum of 65 percent of the lot may be covered with building footprints, driveways, walkways, patios, etc. Generally, all areas other than natural landscaping which allows the normal infiltration of water into the soil is considered as coverage. Please identify all existing and proposed lot coverage on site plan and in text.

**Landscaping Requirements:** 35 percent of the site must be retained in landscaping, and a site-, size-, and species- specific landscaping plan is required at time of formal application. The landscape plan must address any required screening, and include street trees, one per 30 feet of street frontage where applicable. Avoid using lawn. Provide irrigation system for all landscaped areas. Landscaping shall be designed so that 50 percent coverage occurs after one year and 90 percent coverage occurs after five years.

**Trees:** Submittal requirements shall include items noted in chapter 18.4.5.030 for Tree Protection, which are also listed below. If trees are to be removed, the applicant is required to request their removal as required in chapter 18.5.7 with the application submittals.

**Parking, Access & Circulation:** As detailed in 18.4.3.

**Signage:** As detailed in 18.4.7.080. A separate sign permit application is required should any modifications to existing signage be proposed.

**Other Regulations:** Where the other regulations in this ordinance do not refer to the HC zone, the standards for the R-2 zone (part 18.2 Zoning Regulations) shall apply.

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**APPLICATION DETAILS**

**Procedure:** Applications involving Outline Plan review under the Performance Standards Option are required to be processed through a “Type II” procedure and require that the decision be reached through a public hearing before the Planning Commission.

**Application Requirements:** As detailed in chapter 18.5.1.060, Type II applications shall include the required application materials detailed below. Type II decisions are made by the Planning Commission through a public hearing, and are subject to appeal “on-the-record” to Council.

1. **Application Form and Fee.** Applications for Type II review shall be made on forms provided by the Staff Advisor. One or more property owners of the property for which the planning action is requested, and their authorized agent, as applicable, must sign the application. The required application fee must accompany the application for it to be considered complete.
2. **Submittal Information.** The application shall include all of the following information.
  - a. The information requested on the application form.
  - b. Plans and exhibits required for the specific approvals sought.
  - c. A written statement or letter explaining how the application satisfies each and all of the relevant criteria and standards in sufficient detail.
  - d. Information demonstrating compliance with all prior decision(s) and conditions of approval for the subject site, as applicable.
  - e. The required fee.

**PLAN & EXHIBIT REQUIREMENTS:** *If providing hard copies, two (2) copies of the plans below on paper no larger than 11"x 17". Note: These copies may be used for the Planning Commission packets and for the notices mailed to neighbors - please submit clear, readable, reproducible copies.*

- **Materials required for Outline & Final Plan Review as required in chapter 18.3.9.040**
- **Materials required for Site Design Review as required in chapter 18.5.2.040.**
- **Materials required for a Property Line Adjustment as required in chapter 18.5.3.120.A.**
- **A Tree Preservation & Protection Plan as required in chapter 18.4.5.030.**
- **Materials required for a Tree Removal Permit as required in chapter 18.5.7.030 (if applicable to the final proposal).**

**Relevant Criteria and Standards:** Applicants are advised that in addition to required plans, written findings addressing how the ordinance criteria are satisfied in narrative format are required. The applicable criteria are included below. The Ashland Land Use Ordinance in its entirety may be accessed on-line at:

<https://ashland.municipal.codes/LandUse>

- **Written findings addressing the criteria from chapter 18.3.9.040 for Outline & Final Plan approval.**
- **Written findings addressing the criteria from chapter 18.5.3.120 for a Property Line Adjustment.**
- **Written findings addressing the criteria from chapter 18.5.2.050 for Site Design Review.**
- **Written findings addressing the criteria from chapter 18.4.6.020.B for an Exception to Street Standards.**
- **Written findings addressing the criteria from chapter 18.5.7.040.B.2. for Tree Removal Permit to remove a tree that is not a hazard (if applicable to the final proposal).**

<b>UPCOMING APPLICATION DEADLINES:</b>		First Friday of each month
<b>UPCOMING PC MEETINGS:</b>		Second Tuesday of each month
<b>FEES* -</b>	Outline & Final Plan:	\$2,917.75 + \$143.25/lot
	Site Review (Type I):	\$1,092.00 + \$ 72.50/unit
	Boundary Line Adjustment:	\$ 361.25
	Exception (Type I):	\$ 0
	Tree Removal Permit (Type I):	\$ 0

**\*NOTES:**

- *Fees typically increase annually on **July 1<sup>st</sup>** based on Council resolution, but have been delayed this year due to COVID-19. Applications are subject to fees in place at submittal.*
- *Applications are accepted on a first come-first served basis.*
- *Applications will not be accepted without a complete application form signed by the applicant(s) and property owner(s), all required materials and full payment.*
- *Applications are reviewed for completeness in accordance with ORS 227.178.*
- *All applications received are reviewed by staff, and must be found to be complete before being processed or scheduled at a Planning Commission meeting.*
- *The first 15 **COMPLETE** applications submitted are processed at the next available Planning Commission meeting.*

**For further information, please contact:**

Derek Severson, Associate Planner  
 City of Ashland, Department of Community Development  
 Phone: 541-552-2040 or e-mail: [derek.severson@ashland.or.us](mailto:derek.severson@ashland.or.us)

September 14, 2020  
 Date

**Ashland Fire & Rescue (AF&R)  
Pre-Application Comments**

**Date:** 08-26-2020  
**Project Address:** Skylark/Mt Meadows Drive Subdivision  
**Permit Number:** PreApp-2020-00220  
**Project Description:** Multi-Unit Residential  
**AF&R Contact:** Fire Marshal Ralph Sartain  
**Phone:** 541-552-2229  
**E-mail:** [ralph.sartain@ashland.or.us](mailto:ralph.sartain@ashland.or.us)

Fire department comments are based upon the 2019 Oregon Fire Code as adopted by the Ashland Municipal Code, and Ashland Land Use Laws:

**Reference                      Description**

- **OFC 505.1                      Addressing** - New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Where required by the fire code official, address numbers shall be provided in additional approved locations to facilitate emergency response. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall be a minimum of 4 inches (101.6 mm) high with a minimum stroke width of 0.5 inch (12.7 mm). Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address numbers shall be maintained.
- **OFC 503.2.8      Fire Apparatus Access Approach** -The angle of approach at the point where the public road transitions to the private fire apparatus access road must meet the City of Ashland Engineering Department specifications.
- **OFC 503.2.1      Fire Apparatus Access** - More than Three Residential Lots -If the furthest point on the structures is greater than 150' from the street, the entire length of the private drive or street must meet fire apparatus access. Fire apparatus access shall have a 20-foot-wide driving surface constructed of an all-weather driving surface. Fire apparatus access must support 60,000 pounds, no parking, have a maximum slope of 10 percent, and have vertical clearance of 13' 6". The required width of a fire apparatus access road shall not be obstructed in any manner, including parking of vehicles. With the installation of fire sprinklers, 200' of the driveway is allowed to have an 18 percent slope. Inside turning radius is at least 20 feet and outside turning radius is at least 40 feet and must be indicated on site plans submitted for building permits. Fire apparatus access is required to be signed as "No Parking-Fire Lane". Final plat needs to indicate that the private drive is fire apparatus access and must state that it cannot be modified without approval of Ashland Fire & Rescue
  
- **AMC                      Fire Apparatus Access/Shared Access Easement** - If a fire apparatus access road crosses onto or over another property owners parcel, an easement

must be obtained to provide access for fire apparatus. Easement language needs to include wording that indicates that the shared access easement may not be modified, removed, or obstructed in any way without prior written approval from Ashland Fire and Rescue.

- **AMC Aerial Ladder Access** – Structures exceeding 24 feet in height above the lowest level of fire apparatus access are required to provide access roads capable of accommodating fire department aerial apparatus. These access roads are required to be 26 feet in width in the immediate vicinity of the building. **OFC Appendix D 105 as amended by. AMC 15.28.070 K & L**
  - **D105.1** Where the vertical distance between the grade plane and the highest roof surface exceeds 30 feet (9144 mm), approved aerial fire apparatus access roads shall be provided. For purposes of this section, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of parapet walls, whichever is greater.
  - **D105.2** Aerial fire apparatus access roads shall have a minimum unobstructed width of 26 feet (7925 mm), exclusive of shoulders, in the immediate vicinity of the building or portion thereof.
  - **D105.3 Proximity to building.** At least one of the required access routes meeting this condition shall be located within a minimum of 15 feet (4572 mm) and a maximum of 30 feet (9144 mm) from the building and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the fire code official.
  - **D105.4 Obstructions.** Overhead utility and power lines shall not be located over the aerial fire apparatus access road or between the aerial fire apparatus road and the building. Other obstructions shall be permitted to be placed with the approval of the fire code official.
- **OFC 503.1.1 Firefighter Access Pathway** – An approved footpath around the structure is required so that all exterior portions of the structure can be reached with the fire hose. Any changes in elevation greater than two feet in height (such as retaining walls) require stairs. The stairs shall be an all-weather surface, and meet the requirements as specified in the Oregon Structural Specialty Code. **OFC 503.1.1**
- **OFC B105.1 Fire Flow** – Fire flow is determined by table B105.1 in Appendix B of the Oregon Fire Code. An increase or reduction as referenced by this code section may be required or allowed. Square footage of a structure for the purpose of determining fire flow includes all areas under the roof including garages, covered decks, basements and storage areas. A fire flow reduction of up to 75% can be allowed with the installation of a fire sprinkler system.
- **AMC Fire Hydrant Spacing** - The allowable distance between hydrants on new streets serving residential or commercial properties shall not exceed 350 feet.
- **AMC Fire Hydrant Distance to Structures** - Hydrant distance is measured from the hydrant, along a driving surface, to the approved fire apparatus

operating location. Hydrant distance shall not exceed 300 feet. Hydrant distance can be increased to 600 feet if approved fire sprinkler systems are installed.

- **507.5 Hydrants Before Construction**- The approved water supply for fire protection (hydrants) is required to be installed prior to construction when combustible material arrives at the site.
- **507.5.5 Fire Hydrants Clearance** - Hydrants must have 3 feet of clearance extending from the center nut of the hydrant all the way around. Fences, landscaping and other items may not obstruct the hydrant from clear view. Hydrants must be shown on site plan when submitting for building permits.
- **OFC 503.1.1 Fire Sprinkler System** – The installation of a fire sprinkler system may be an acceptable means to mitigate deficiencies related to other fire requirements such as fire flow, hose reach, fire lane width, fire apparatus turn-around, distance to fire hydrants, and fire department work areas.
  - **Fire Sprinkler System** – If access to site exceeds 10 % the installation of a residential system will be required. The installation of a fire sprinkler system may be an acceptable means to mitigate deficiencies related to other fire requirements such as fire flow, hose reach, fire lane width, fire apparatus turn-around, distance to fire hydrants, and fire department work areas. **OFC 503.1.1**
- **Gates and Fences** – Obstructions such as gates, fences, or any other item which would block or reduce the required fire apparatus access width must be shown on the plans and approved by Ashland Fire and Rescue.
- **AMC Wildfire Hazard Areas** – On lands designated in the Wildfire Lands Overlay, a “Fuel Break” as defined in **Ashland Municipal Code, section 18.3.10.100** is required.
- **AMC Wildfire Hazard Areas** - All structures shall be constructed or re-roofed with Class B or better non-wood roof coverings, as determined by the Oregon Structural Specialty Code. No structure shall be constructed or re-roofed with wooden shingles, shakes, wood-product material or other combustible roofing material, as defined in the City's building code. **AMC 18.3.10.100**
- **AMC Vegetation** – existing and intentionally planted vegetation is required to meet AMC 18.3.10.100B(2) General Fuel Modification Area Standards. The Fire Wise landscaping brochure provides diagrams and examples of how to meet these requirements. [www.ashlandfirewise.org](http://www.ashlandfirewise.org). Contact Ashland Fire & Rescue Forestry Division for a fuel break inspection.
- **AMC Fire Season** – If work will be completed during fire season, check fire season fire prevention requirements found at [www.ashland.or.us/fireseason](http://www.ashland.or.us/fireseason) .

### **Construction General Information/Requirements**

- Development shall comply with access and water supply requirements in accordance with the Oregon Fire Code in affect at the time of development submittal. Fire apparatus access roads are required to be installed prior to the time of construction. The approved water supply for fire protection (fire hydrants) is required to be installed prior to construction when combustible material arrives at the site.

- Specific fire protection systems may be required in accordance with the Oregon Fire Code. This plan review shall not prevent the correction of errors or violations that are found to exist during construction. This plan review is based on information provided only.
- Design and installation shall meet the Oregon requirements of the International Fire, Building, Mechanical Codes and applicable NFPA Standards.

Final determination of fire hydrant distance, fire flow, and fire apparatus access requirements will be based upon plans submitted for Building Permit review. Changes from plans submitted with this application can result in further requirements. Any future construction must meet fire code requirements in effect at that time. The fire department contact for this project is Fire Marshal Ralph Sartain. He may be contacted by phone at (541) 552-2229 or via e-mail to [ralph.sartain@ashland.or.us](mailto:ralph.sartain@ashland.or.us).

## Public Works/Engineering Pre-Application Comments

1. **Engineered Plans** - Where public improvements are required or proposed, the applicant's engineer shall submit design plans for approval of all public improvements identified on the approved plan or as specified in conditions of approval. One set of these civil plans MUST be submitted DIRECTLY to the Public Works/Engineering Department. All design plans must meet the City of Ashland Public Works Standards. Engineered construction plans and specifications shall be reviewed and signed by the Public Works Director, prior to construction. All public facilities within the development will be designed to the City of Ashland Engineering Design Standards for Public Improvements. The engineered plans shall also conform to the following:
  - If drawings are submitted to the City of Ashland digitally, they shall be true scale PDF drawings. If AutoCAD drawings are also submitted, they shall be compatible with the AutoCAD release being used by the City at that time and shall be located and oriented within the Oregon State Plain Coordinate System (NAD83-89).
  - Drawings sizes shall comply with ANSI-defined standards for page width and height. Review drawings may be submitted in B size (11x17). Bidding and construction documents may also be printed at B size; however, all final as-constructed drawings must be submitted to scale on D-size (24x36) Mylar. Digital files of the as-constructed drawings shall also be submitted. Drawings shall be drawn such that reduction of plans from full size (D sized) to half size (B sized) can be done to maintain a true scale on the half-sized plans.
2. **TIA (Transportation Impact Analysis)** – No TIA will be required for this project.
3. **Street Improvement** – No additional street improvements, *beyond those necessary to comply with City Street Standards*, will be required at this time. *The applicant proposed improvements must be reviewed and permitted by the City of Ashland Engineering Department.*
4. **Public Pedestrian Access** – A handicap access ramp will be required at the intersection of Mountain Meadows Drive and Skylark Place as well as for any on-street handicap accessible parking spot. These ramps shall meet current United States Access Board Guidelines (PROWAG) and shall be designed in accordance with the current Oregon Department of Transportation design guidelines. The design shall include all grades as presented on the ODOT Detail 1720 and must be submitted to and approved by the City of Ashland Engineering Department.
5. **Right of Way** – No additional right of way dedication, *beyond that necessary to comply with City Street Standards*, will be required at this time.
6. **Sanitary Sewer** - The property is currently served by an 8-in sanitary sewer main in Skylark Place. The applicant proposed improvements must be reviewed, approved and permitted by the City of Ashland Engineering Department.
7. **Water** - The property is currently served by an 8-in water main in Mountain Meadows Drive and an 8-in water main in Skylark Place. City of Ashland Water Department shall tap existing water main and install any new water services and water meter boxes that are proposed by development. City of Ashland Water Department must be contacted for

availability, placement and costs associated with the installation of the new water service. Service & Connection Fees will also be required for any new water services installed as part of this project.

8. **Storm Drainage** - The property is currently served by a 12-in storm sewer main in Mountain Meadows Drive and a 12-in storm drain in Skylark Place. City of Ashland Engineering Department must review an engineered storm drainage plan.

**Storm Water Facility Design Requirements**

All development or redevelopment that will create or replace 2,500 square feet or more of impervious surface (buildings, roads, parking lots, etc.) area that discharges to an MS4 (municipal separate storm sewer systems), must comply with the requirements of the DEQ MS4 General Permit phase 2. Applicant MUST follow the guidance and requirements set forth in the current Rogue Valley Stormwater Quality Design Manual which can be found at the following website:

<https://www.rvss.us/pilot.asp?pg=StormwaterDesignManual>

All stormwater calculations, reports, drawings, etc. shall be submitted to the City of Ashland Engineering Department for review.

9. **Erosion & Sediment Control** - The following requirements shall be met:
- All ground disturbances exceeding 1,000 square feet shall implement an Erosion and Sediment Control Plan (ESCP).
  - A 1200-C permit will be secured by the developer where required under the rules of the Oregon State DEQ. City of Ashland Engineering Department must receive a copy of this permit before any construction shall begin.
  - Erosion Prevention and Sediment control measures that meet the minimum standards set forth by the City of Ashland Public Works/Engineering Standard Drawing CD282 must be in place before any construction related to the project begins.
  - Pollution, track out, and sediment dumping into storm water are strictly prohibited per AMC 9.08.060.
  - Drainage from automotive use areas shall be limited to oil concentrations of 10 mg/l by a pre-approved means.
  - Trash storage areas shall be covered or provide additional storm water treatment by an approved means.
  - Off street parking areas shall conform to Ashland Municipal Code 18.4.3.080.B.5, including provisions to minimize adverse environmental and microclimatic impacts.
10. **Driveway Access** – No additional improvements/requirements will be requested at this time, but the applicant proposed improvements must be reviewed and permitted by the City of Ashland Engineering Department.

11. **Permits** – Any construction or closure within the public right of way will require a Public Works permit and before any work in the right of way commences all necessary permits MUST be obtained
12. **As-Built Drawings** - Where public improvements are required or completed, the developer shall submit to the City of Ashland, reproducible as-built drawings and an electronic file of all public improvements constructed during and in conjunction with this project. Field changes made during construction shall be drafted to the drawings in the same manner as the original plans with clear indication of all modifications (strike out old with new added beside). As-built drawings shall be submitted prior to final acceptance of the construction, initiating the one-year maintenance period.
13. **Addresses** – Any new addresses must be assigned by City of Ashland Engineering Department.
14. **Sign & Traffic Control Devices**– Sign installation and visibility must be maintained to the requirements of the Manual of Uniform Traffic Control Devices (MUTCD). The applicant proposed signage must be reviewed and approved by the City of Ashland Engineering Department.