

MINUTES FOR THE ad hoc AFN GOVERNANCE STRUCTURE COMMITTEE
Thursday, May 14, 2015
Siskiyou Room, 51 Winburn Way

1. Call to Order

Mayor Stromberg called the meeting to order at 3:04 p.m. in the Siskiyou Room.

Committee members Jim Teece, Pam Marsh, Dennis Slattery, Rich Rosenthal, Mathew Beers, Susan Alderson were present. Staff members Dave Kanner and Mark Holden were present. Committee member Vicki Griesinger listened in via phone, but did not participate. Committee member Bryan Almquist was absent.

Mayor Stromberg introduced the goal of the group, stated he hopes the group will work to have the future of AFN be a healthy enterprise. He encouraged the group to feel empowered to go beyond the original focus in order to achieve a healthy AFN. He stated that Councilor Marsh would be the chair of the commission and asked her to take over running the meeting.

Marsh welcomed the group members, had them introduce themselves, and give some information regarding why they were interested in participating in this committee.

2. Public Input

Paul Collins: Stated he is a strong supporter of AFN and a local business owner. He is very interested in the outcome of this process.

3. Review of Committee Charge

Marsh reviewed the scope of work, stated that the aim is for a short-term timeline in order to move forward, thus the November 3rd deadline listed in the scope of work. Kanner gave an overview of the current governance structure. AFN is a division of the IT Department, and is budgeted through the normal city budget process. A good percentage of the employees are in unions, which can cause constraints on budget issues. He described some of the challenges related to city budget requirements, in that departments can't spend more than is budgeted. This naturally leads to the question, 'is this the best structure?' In other words, does this (being a city division, with city budget constraints) allow the necessary flexibility or ability to achieve the greatest profit?

4. Discussion of Work Plan

Holden gave some history regarding the current AFN work plan. With the current work plan, Council approved an expansion of the broadband system. That expansion process started in January and will continue through the next fiscal year. AFN is also bringing in a new backend provider through a bid-process. This should help get better pricing which, in turn, will reduce overall base costs.

Marsh informed the group there was an effort in 2005-2008 to boost AFN, through the AFN Network Programming Committee (aka AFN Options Committee). She handed out information regarding those efforts and described the options the committee came up with including the sale of AFN, spinning it off into a non-profit, or becoming an open/common carrier. Group discussed

the definition of and FCC rules regarding being a common carrier and how AFN currently fits into that role.

Marsh stated that in 2006 there was a discussion of turning AFN into a utility but there were too many legal questions so it was never approved. It was at this point the decision was made to transfer the cable TV side of the business and to continue AFN as the open carrier provider it is today.

Marsh proposed using the list of evaluation criteria from 2006 as a starting point for discussion. They include:

1. Competitive environment
2. Financial impact to community
3. Financial impact to city organization
4. Citizen access to system
5. Public ownership of infrastructure
6. Responsiveness to community needs/concerns
7. Future financial risk/gain
8. Ability to meet current and future needs of the community
9. Ability to meet current and future needs of the city organization
10. Ability to maintain an open system for access to the internet (Multiple ISPs)

The group agreed this was a good starting point. Marsh also wanted to add the importance of a system with a depth of leadership. In other words, limiting decisions to Council approvals might limit the ability to provide the best guidance and/or leadership. Group agreed this was an important discussion and criteria to have in order to stabilize the ebb and flow of knowledge or support from the Council. Slattery noted there is sometimes an awkward knowledge gap from both the Council and Budget Committee, which leaves AFN oversight lacking. Group also discussed how other states are focusing on the importance of municipal broadband, and how they could be examples for this process. Marsh mentioned that some are run by the municipality day-to-day but have a separate governing board approved and or selected by the council.

Group discussed the current debt service of AFN, in terms of where it is currently budgeted, and Marsh agreed to send budget information electronically to the committee.

Rosenthal asked if there were any updates since the Strategic Plan was presented in November. Holden stated there are no changes, that the market share continues to trend downward. There may have been an opportunity to improve market share with the Charter/Comcast merger and there might still be opportunity with the possible Charter/Time Warner merger but no overall change has occurred in the direction of AFN or focus in the Strategic Plan.

Group discussed the importance of being competitive, particularly as TV viewing is moving so rapidly to the internet. AFN quality, capacity, and performance have not been competitive with Charter in the past but current and recent past improvements will help AFN to be more competitive. Group discussed marketing challenges, particularly with our limited budget.

Group discussed the role of other ISPs. They all face the same challenge of being competitive. Group agreed it is important to continue to be an open provider.

Kanner asked the group how this ties into the governance structure. Group felt they need a better grasp of the overall system and where they want to go before they can fully understand or work on the question of governance. They discussed whether understanding the weaknesses of the system (from staff's perspective) might help. Group also wondered if requiring approval of any strategic plan by the Council was the best (most competitive) approach. Is that the best way to stay nimble in a changing market? Holden stated that the requirements of our procurement process certainly slow down any process, but they are not lethal. The more difficult part is having to expose any plan to the competition. Group wondered if Charter might become more aggressive in their marketing if they didn't easily know our strategies. Most agreed that their marketing is not unique or specific to Ashland.

5. Future Meetings Schedule/Next Steps

The group would like to talk about the following at future meetings:

1. Governance – what other format options are available? Group agreed to bring back information on the following options:
 - a. Utility – Kanner and Holden
 - b. Spin-off (assets owned by City, run by outside entity) and/or hybrid between spin-off and current city model – Slattery, Teece, (and possibly) Almquist
 - c. Sell outright – no assignment
 - d. Separate oversight board – Marsh
2. Information on how the system is currently working. Group agreed they do not need a presentation from Holden, as they are all familiar with the November presentation.
3. Cost on investment over time.
4. Is a 20-year vision/strategy even possible? Group agreed that there would need to be lots of flexibility within the rules/roles of that vision. This is why a steering committee may be helpful rather than either a singular IT Director or fluctuating Council. Holden agreed that good strategic plans should be “living” documents which are revisited often.

The next meetings will be on June 18 and July 2, from 3:00 – 5:00 p.m. in the Siskiyou Room.

8. Adjournment

Meeting adjourned at 4:48 p.m.

Respectfully submitted,
Diana Shiplet
Executive Secretary

MINUTES FOR THE ad hoc AFN GOVERNANCE STRUCTURE COMMITTEE
Thursday, June 18, 2015
Siskiyou Room, 51 Winburn Way

Call to Order

Chairperson Marsh called the meeting to order at 3:00pm.

Attendees:

Matthew Beers, Vicki Griesinger, Pam Marsh, Rich Rosenthal, Dennis Slattery and Jim Teece.

Not present:

Susan Alderson, Bryan Almquist, Dave Kanner

Staff present:

Mark Holden, Director of Electric Utility, Telecom and IT

Mary McClary, Administrative Assistant

Chairperson Marsh welcomed the committee, presented a basic outline for the meeting, and asked each person present to introduce themselves to the group.

Public Input

David Hand, 739 Welch Drive, Medford asked about the mission statement and the goal of the group, wondering if they were looking for alternatives and if there was a better suited organizational structure.

Chairperson March explained the committee's charge, scope of work and the AFN Business Plan had all been sent out prior to the first meeting, and could be located on the City of Ashland's web site.

Approval of Minutes

Dennis Slattery moved to approve the minutes and the motion was seconded by Rich Rosenthal.

Voice Vote: All Ayes. The motion passed with a unanimous vote.

New Business

AFN SWAT Analysis

Before the committee reviewed the *SWAT analysis*, they entered into a discussion regarding the budget and debt service for AFN. For the next biennium budget, AFN would repay approximately \$409,000/yr and if kept on that schedule the debt would be paid back by 2024. Mark Holden explained to the committee about the City's central service fund, what areas it covered and how each city department pays into the fund.

Dennis Slattery reminded the committee the actual amount was 1-2 million, because of all the other departments that contribute to the debt. Mark Holden remarked there would still be around 10 million left to be paid regardless of what this committee recommends for the future of AFN.

The members discussed how the City of Ashland (COA), administers a balanced budget. They spoke about revenues, how important it was for AFN to maintain their forecast and what happens when the targets are not met. Pam pointed out increasing the city increased the contingency fund from \$100,000 to \$250,000 because of a fluctuating market. There were some questions from David Hand (public attendee) about trending, the network, pricing, demand and keeping customers.

Chairperson Marsh spoke about looking at the evaluation of the criteria in terms of the first model, from 2006 and realizing possible changes that would be less or more essential for today. She felt the committee needed solid criteria to evaluate and see if they were meeting their standards and objectives.

Rich Rosenthal felt the *SWAT* analysis was important to ensure the committee was united in their perception and goals. Chairperson Marsh scheduled out the time left to address each subject on the agenda for the rest of the meeting.

STRENGTHS

- Cost of information to citizens less because of AFN
- Know product build outs, staff good at their job, been doing it for 20 years, would not need to be reinvented
- Marketing cache for the city as high tech and potential for economic development
- Positive economic development
- Local stays in the community
- Infrastructure
- Ability to control level 1 support
- Open ISP network allowing ISP's to use service to operate competitive fields
- External giant competitor opportunities to explore (could also be a threat)

WEAKNESS

- Lean budget; ability to sell; attraction and retention of customers; change to an outsourcing or process
- Level of subsidy, civic investment related to the debt, could have possible money for development without making payments to AFN
- Budget too small to market effectively
- Charter was able to do Chapter 11 and wipe out debt, AFN can not
- Customer focus/satisfaction
- Businesses wants and demands to be "on" all the time; node issues an weakness
- Age of the outside plant
- Price of product, cost of structure
- Limited ability to be competitive because public agency, and not be transparent
- Need for agility, struggle to move forward in municipality
- Lack of leadership in terms of oversight, not staff, but council and competency
- Thin management staff
- City owned entity and a decision to service own services
- Geographical weight to care
- Lack of investment income

OPPORTUNITIES

- New broadband product, potential cost reduction for the end user(AFN)
- A year of distraction (competitor preoccupied)
- Acquire new customers, learn reasons for leaving
- Opportunity to capture early when they sign up services
- Low market share is actually an opportunity
- Business side, bundle services, marketing
- Business underdeveloped, invisible of corporate employees who live here and work elsewhere
- % of AFN businesses live here and not using
- Buy local
- Cable cutting, driving bandwidth and need for bandwidth
- Incentives for cable cutting

THREATS

- System obsolete
- Inability because of government for additional funding, lack on investing funding
- Wealthy competitor to sell services at a loss
- Tech changes (FCC changes)
- Consumer perception (debt)
- Consumer wants system always on, high reliability, communication if down
- Consumer expectations, no loyalty, only care about service

The committee discussed how AFN used to be offered by staff when signing up for services and now there was just a brochure in the utility billing office. There are a decreasing number of people signing up for services in person, therefore also a loss of opportunity to promote AFN services. The ISP's marketing dollars were primarily used for advertisement of their existence and products. AFN's transparency allows anyone to have an advantage regarding their systems and practices. How would the committee address these issues?

ISPS: Function and Benefit

Mark Holden explained the history involving the beginning of the relationships between the ISP's and AFN. As time went on some ISP's did not bring any value, or benefit to AFN, so the ISP's were consolidated to roughly 4-5. He explained they were now strategic partners. AFN maintains the system; does maintenance calls without charge; installations for \$10 and the ISP's have access to the entire network fiber, cable. AFN sells to them below wholesale rates and they are responsible for billing the customer, and managing the customer base. Out of approximately 3,900 services, 525 go directly to AFN. The ISP's are handling approximately 3,500.

Jim Teece explained as an ISP, they start with the customer, check to see if they are serviceable, may schedule using software shared between AFN and themselves, and then follow up with customer after installed. Their mark-up was very little above AFN, and they were available 24/7 for customer service. He mentioned AFN decides the tier structures offered, and ultimately the employee resources available to the program. In addition, if his service people were unable handle a problem, they turn in a service ticket to AFN and AFN troubleshoots and/or performs maintenance needed. The city schedules, assesses, maintain nodes and resolve issues. They have received good communication when the service is off line and good notification when the problems are fixed.

The committee discussed the AFN customer base of approx. 4,000 out of a possible 10,000, no access if the node goes down until fixed and 10% of customer base in Ashland could not be serviced.

David Hand from Data Center West (public input) spoke about his business selling to all competing companies depending on the need of their customer. He recommended if his customer is a business, purchasing two plans from two different companies, thereby if one were to not function their business would still be able to work.

Jim Teece explained residential mainly chooses either AFN or Charter.

Municipal broadband; What can we learn?

Chairperson Marsh explained there were many, many models for municipal broadband communities with all kinds of formats. She gave a brief rundown on different models from different areas and believed once the committee decided on evaluation criteria, they will be able to construct and find example models. The members asked if there were benchmark models as old as AFN. She provided copies and links for background reading during and after the meeting adjourned:

www.bbpmag.com/2014mags/Aug_Sep/BBC_Aug14_CommunityNetworks.pdf

www.bbpmag.com/MuniPortal/FTTHLand.php

Vick Griesinger provided a resource list:

<http://www.newyorker.com/business/currency/fcc-municipal-broadband-ruling-matters-net-neutrality>

http://www.bbcmag.com/2015mags/Mar_Apr/BBC_Mar15_DeploymentStrategies.pdf

http://www.bbcmag.com/2015mags/Mar_Apr/BBC_March_BanwidthHawk.pdf

http://www.bbcmag.com/2014mags/Aug_Sep/BBC_Aug14_CreativeFinancing.pdf

http://www.bbcmag.com/2014mags/Aug_Sep/BBX_Aug14_LessonsFromFiber.pdf

<http://www.bbpmag.com/MuniPortal/snapshots.php>

<http://www.bbpmag.com/snapshot/snap1113.php>

<http://www.bbpomag.com/snapshot/snap0612.php>

<http://arstechnica.com/business/2015/02/fcc-overturms-state-laws-that-protect-isps-from-local-competition/>

<http://www.scientificamerican.com/article/how-will-the-fight-over-public-isps-and-net-neutrality-play-out/?print=true>

<http://www.musfiber.net>

<http://www.cfu.net/about/contact.aspx>

Members brought up points about AFN being a “starter company” putting out initial outlay and other municipalities would join in after all the trials and tribulations. Rich Rosenthal remarked originally the department and council thought AFN would be used for Smart meter usage. In addition Falcon (now Charter) in Medford was going to launch and Ashland wanted to have it in place before that happened.

Initial Reports

Dennis Slattery and Jim Teece reported they met with Bryan Almquist and decided it would be necessary for a second meeting. They discussed a wide range of topics and focused on different models.

- 1) A model which the city owned something, established a not for profit organization leaving the city as a single stock holder and ran the organization based on that.(Ashland Community Hospital)
- 2) Bryan suggested the city should retain the assets, keep ownership, concessioner.
- 3) Dave Kanner suggested a third model based on the airport model of a fixed based operator that still reported to the city council.

They talked about legalities, full concession model or conservation committee model and the difference of a very active committee reporting to the council or having a board of directors. They decided to meet again at the end of the month.

Dennis believed the real question for the committee was: *Can we deliver the product for a lot less money, more efficient to more people with better quality than the competition?*

The members decided the best course of action would be to pick a few ideas and drill them down to decide if they were viable. Chairperson Marsh stated there were two main objectives:

- 1) What are the options, alternatives and variances
- 2) What was the criteria applied to any ideas assessed

Matthew Beers believed as soon as you have the questions ranked in the correct order, one or two viable options would be made clear. He also stated most municipal broad bands were business only and wondered if there was a full model as AFN, older models that were business only.

Dennis Slattery agreed with Mark Holden the best option would have been to ‘build to revenue’, establishing a guaranteed need and build to that location, not the whole city. The discussion continued regarding wireless connections, cell phones increased technology, increasing demand for bandwidth and start-ups exploring mesh systems. (ex NYC)

Future Meetings Schedule/Next Steps

Chairperson Marsh would like to:

- Put the goals at the beginning of the next meeting
- Include economic stability to the goal list
- Review the overall statement and define the criteria for evaluation.
- AFN restructured with a separate utility board
- AFN budget documents
- AFN restructured with some of all serviced contracted to an outside entity/board

Current Goal List

1. Competitive environment
2. Financial impact to community
3. Financial impact to city organization
4. Citizen access to system
5. Public ownership of infrastructure

6. Responsiveness to community needs/concerns
7. Future financial risk/gain
8. Ability to meet current and future needs of the community
9. Ability to meet current and future needs of the city organization
10. Ability to maintain an open system for access to the internet (Multiple ISPs)

The next meeting would be held on July 2, from 3:00 – 5:00 p.m. in the Siskiyou Room.

Adjournment

Meeting adjourned at 4:53 p.m.

Respectfully submitted,

Mary McClary

Administrative Assistant

Electric, AFN, and IT Departments

MINUTES FOR THE ad hoc AFN GOVERNANCE STRUCTURE COMMITTEE
Thursday, July 2, 2015
Siskiyou Room, 51 Winburn Way

1. Call to Order

Chair Pam Marsh called the meeting to order at 3:06 p.m. in the Siskiyou Room.

Committee members Jim Teece, Dennis Slattery, Rich Rosenthal, Mathew Beers, and Vicki Griesinger were present. Staff member Dave Kanner was present. Committee members Bryan Almquist and Susan Alderson were absent.

2. Public Input

None.

3. Review of Minutes

Rosenthal/Slattery m/s to approve the minutes of June 18. Voice Vote: All Ayes. Motion passes.

4. AFN restructured as a utility

Kanner gave an overview of what restructuring AFN as utility would entail. The downside is that this would continue to have political decision making. Additionally, the legality of this model is not certain at this time. He stated IT Director Holden believes that the style of AFN means it is legal. Kanner suggested that if the committee wants to pursue this option they hire legal counsel to do a strong review in order to avoid lawsuits.

Kanner stated the real challenge is that if AFN is turned into a utility, the Council would need to be willing to shut off service (not just for AFN but for all utilities) for non-payment. Group discussed how the City currently handles non-payment shut-offs and how this could be different as it's not a necessity like electricity or water.

Group discussed the problems associated with the utility option - there are big challenges with this model with this including legal and political concerns and financial costs associated with scaling up to provide service to every residence.

Group discussed a modified utility model, similar to the Medford Water Commission, wherein there would be a separate board to manage the utility (established by ordinance). The board would be given independent authority and would need to support itself by revenues from the utility. Kanner stated that there are many similar models to this around the state. This is challenging due to current debt of the system.

Group discussed another option of utility model more like the City's Airport Commission, wherein they would have some independence but would still need to get final approval on budget or large projects from the Council. This model may not make AFN any more nimble or responsive, as they still have to abide by public meetings laws. The bonus is that the board or commission would be made up of people with knowledge and direct interest in AFN unlike the Council who may not have the same level of knowledge or interest.

Group discussed the possibility of being more nimble by getting away from public meetings laws. This would require AFN to be spun off AFN into a separate entity like the Hospital Board.

Group asked if the Water Commission model would be free to do business with anyone (i.e. not just be restricted by Ashland City limits). Teece stated yes, residents of Talent do request service and nothing technically prevents AFN from providing that service, but keeping to a specific, Ashland only location was previous Council's decision. Additionally, in 2010 it was determined that going outside of Ashland could cost about a \$.5 million in infrastructure, without enough profit to cover that cost. This cost estimate might no longer be accurate, with new technologies.

David Hand stated that the option for growth outside of Ashland is an interesting topic but the options for growth within Ashland is actually more important. Currently of the roughly 10,000 homes in Ashland, only 3,000 are served by AFN. We have huge growth potential to be gained in the homes not using the service. Group discussed the challenges of providing a high enough level service at a low enough cost to appeal to those homes. Teece explained the prohibitive group are the younger, wireless customers because they use every bit of bandwidth given them thanks to streaming. Modem customers, on the other hand, don't use anywhere near what is available to them.

5. Evaluation Criteria

Marsh stated she wants the group to brainstorm potential criteria for evaluating any option. She hopes the SWAT analysis from last meeting will give the group focus. Additionally, using the evaluation criteria from March 7, 2006, Council Communication may help start the process.

Criteria

Any option considered must ...

1. Have high reliability (i.e. always be on) and be customer focused
2. Enable AFN to be nimble in a competitive environment
3. Be governed by stable, dedicated, and knowledgeable leadership
4. Have positive financial impact (be as well run financially as possible) (investments justified as short- or long-term benefit)
5. Allow AFN long-term viability (maintaining choice in community) to provide competitive environment and support economic development (goal is to sustain the system over time to serve the community)
6. Be resistant to political change or whims

Group discussed whether public ownership of the assets was important. They acknowledged that the City owns the debt so owning the assets helps to guarantee no defaulting on the debt. Group wondered if it would ever be possible to sell enough to cover enough of the debt would owning it still be a priority. They decided that public ownership wasn't a high enough priority right now to be on the criteria list but that it could be a secondary criteria for consideration.

Group discussed whether having an open ISP structure should be a requirement. They determined that at this stage this would pigeon-hole the options. Additionally, the group has already acknowledged the importance of providing long-term options for community in some of

the other criteria.

Group reviewed the criteria to see if changes or additions to each should be made.

Group discussed what they considered timeframes for short- and long-term goals. They discussed whether nine years, which is the time left on the debt payment, is a short-term, mid-term, or long-term target. Group decided that nine years is too long to be short-term, particularly considering how rapidly things change in the tech world. Short-term should be closer to one or two years. Nine years should be the long-term goal, with the hope that the principles established in this process and during those nine years will carry beyond for future success.

6. Identification/ initial analysis of alternative organizational models

Group brainstormed the types of models they want to study further or consider.

Models

1. *As-is (status quo) model* – could actually go several ways
 - a) leave in Council control entirely,
 - b) appoint a separate quasi-governmental commission (like the Airport Commission)
 - c) rework the ISP control to change where the city/ISP divide sits.
2. *Utility model*– in its raw form this is just a way to distribute costs (debt) equally. Group has concerns about the legality. This has the highest possibility of having a transformational impact on how the City does business.
3. *Public model* – concessionaire (golf-course model). The City maintains the infrastructure but it is managed separately. In other words the City is the wholesaler and the concessionaire is the retailer. This could theoretically lower the operating costs to the City by reducing employee costs. This model could also include multiple concessionaires and the dividing line between where the City operates and where concessionaires operate is flexible (for example: concessionaires could take over running the head end or they could have control later in the pipeline)
4. *Spin-off model* – similar to the former hospital board model. The board would lease the assets from the City and have a full operating, self-perpetuating board.
5. *Sold entirely (divestment) model*

Group discussed that models 1 and 3 (as-is and public) have lots of overlap, and can be picked and parsed or combined in lots of different ways.

Group discussed the desire to add to the Criteria list “minimize impacts on City operations, both to staff roles or operation and to central service fee charges.”

7. Next steps/ meeting schedule

Marsh stated that at the next meeting she would like to work on creating a grid of how the model options lay out with the criteria on a fundamental level.

Rosenthal requested the group also work on a statement of purpose/mission statement. This would be helpful for future groups to analyze how decisions were made and also would help to explain why AFN is important overall. Group agreed this should be added to the next agenda.

The next meetings will be July 15 and July 27, from 3:00 – 5:00 p.m. in the Sikiyou Room.

8. Adjournment

Meeting adjourned at 4:56 p.m.

Respectfully submitted,
Diana Shiplet
Executive Assistant

**ASHLAND DOWNTOWN PARKING MANAGEMENT & CIRCULATION AD HOC ADVISORY COMMITTEE
MINUTES
June 3, 2015**

CALL TO ORDER The meeting was called to order at 3:30 p.m. in Council Chambers, 1175 East Main St.
Regular members present: Pam Hammond, Michael Dawkins, Rich Kaplan, John Williams (arrived at 3:41), Emile Amarotico, Lisa Beam, Dave Young, Cynthia Rider, Marie Donovan, Joe Collonge, and Joe Graf
Regular members absent: John Fields
Ex officio (non-voting) members present: Sandra Slattery, Bill Molnar, Katharine Flanagan, Michael Faught, and Pam Marsh
Ex officio (non-voting) members absent: Mike Gardiner, Rich Rosenthal, and Lee Tuneberg
City of Ashland Staff members present: Tami De Mille-Campos, and Maria Harris

ANNOUNCEMENTS

Chair Young announced that there was an error on the agenda and the second item will be public comment.

Chair Young reminded those in attendance that this is the first meeting since February and we have a new consultant. With that said, the agenda is pretty packed with his presentation. He asked the public to keep that in mind going into public comment.

APPROVAL OF MINUTES

Minutes of February 4, 2015

Approved by unanimous consent.

Chair Young introduced Lynn Thompson to the committee. Lynn has replaced Rich Kaplan who is no longer on the Planning Commission.

PUBLIC FORUM

Andrew Kubik, 1251 Munson Dr.

He stated he is here to reiterate a few things from the last meeting. He noticed on the national citizen survey that Ashland was in the college town category instead of a tourist town but he believes that may have something to do with the population more than the structure of the downtown. He stated there aren't too many people from SOU on the committee and he feels that might be something to address at some point. The survey itself shows that most of the college towns similar to Ashland in the survey have a trolley or transit system and because of that he thinks the committee should be looking at that a little closer. He added that at the end of the last meeting Mike Faught stated that 26% of the respondents thought that the parking was acceptable but if you actually look at the results 44% thought it was fair. There was another 7% in the excellent category and 19% felt it was good, so in total about 70% felt the parking was fair or better. He said he wouldn't swing all the way to thinking there is a big parking problem in Ashland and would recommend backing off a little especially since there is a new consultant.

Donna Swanson, 863 Plum Ridge Dr.

Read letter submitted into record (see attached)

Elizabeth Hallett, 938 Mountain Meadows Cir.

Read letter submitted into record (see attached)

Louise Shawkat, 870 Cambridge St.

Read letter submitted into record (see attached)

Tamsin Taylor, 594 Great Oaks Dr.

Read letter submitted into record (see attached)

Paul Stang, 2235 N. Hwy 99

He spoke to the traffic flow through the city. He said he has had some dialogue via email with Scott Fleury from Public Works. He is aware that there may have been a presentation about new traffic proposals for the downtown area and he is concerned about this. His initial interest was regarding the bike lane on the north end of town. He is a bicycle enthusiast and he finds that having reduced the lanes from four to two greatly constricts the traffic through that area and he finds it unnecessary. During a discussion with Scott one of his comments was "if you build it they will come" but that hasn't happened. There is a beautiful greenway bikeway that is serving the same North/South flow so he doesn't find that the bike lane justifies having reduced the lanes in that area. Through this discussion with Scott he is finding out that there is a lot of talk of a loading/unloading zone through the downtown. As a cyclist he appreciates the concern for having a bike lane but this has him concerned because of how the turn lanes intersect with the bike lane. He also stated that currently going through the downtown area as a cyclist is pleasant and he doesn't feel there needs to be another bike lane there. He also drives a vehicle through downtown and traffic can bind up through the downtown. He doesn't see how taking the traffic lanes down to two would make it any easier to get through town for occasional loading/unloading. Another area of concern is the pedestrian zone at Water Street; he would really like to see a timed crosswalk signal there. He also found out that the light at Helman is planning to be removed and he doesn't feel that is a safe move with the curve and the hill. However the light at Laurel doesn't seem to be served very well.

SUMMARY OF RWC SCOPE

Faught introduced a few people in the audience; Kim Parducci, Al Densmore.

Faught read through some of the scope of work and what Rick Williams will be taking over. Rick will take what has already been done and use that as a baseline. He is going to review our existing policies, operating strategies, on/off street management, look into land use. The committee will have him for 6 meetings and then probably 2 city council meetings. Faught said there are more details to the scope of work but that is a broad overview.

Rick Williams thanked the committee for having him here. He shared with the committee that somewhere around 1999 or 2000 he helped write the plan that is currently in place. He comes from a background of downtown management. In the 80's and early 90's he was Vice President of what was called The Association for Portland Progress (downtown Portland's business association) and what has now developed into the Portland Business Alliance (their Chamber of Commerce). He was responsible for all phases of downtown promotions and activities. They formed the first business improvement district in Oregon, which at that time was the second in the United States, called Clean and Safe and they also later created what is now called Smart Park. His approach is the fundamentals of vital downtowns and supporting vital communities.

Secondarily, he had another job for over twenty years while he was doing parking consulting. He was contract Executive Director of The Lloyd District Transportation Management Association, which is now called Go Lloyd. Their focus there was parking management through alternative modes and that really transformed the Lloyd district. He added that as much as he loves parking, we really need to look at things globally and look at it as a multi-modal phase.

REFRESH: U OF O STUDY FINDINGS/RECOMMENDATIONS

Rick shared with the group that the Community Planning Workshop did a great job and there is a lot of good data which provides for a good foundation.

Rick stepped through his PowerPoint presentation (see attached).

PARKING 101 – BEST PRACTICES IN DOWNTOWN PARKING MANAGEMENT

Rick said sometimes our problem with parking is that we think it to death and it needs to be simplified.

Continued slide presentation.

RWC: SUMMARY OF DOWNTOWN PARKING OBSERVATIONS

Continued slide presentation.

COMMITTEE INPUT AND DISCUSSION

Continued slide presentation.

He informed the committee that these were his observations and he would like them to push back too on everything they have heard and bring their ideas and solutions, while reacquainting themselves with some of the recommendations from the U of O study.

Some of his observations are that the City of Ashland has a problem to die for! The downtown is robust and vibrant, with constant activity. The activity begins at 9:00 am and ends at 10:00 pm as was the case for him on a Friday, Saturday and so far on a Wednesday. He added that we don't want to exacerbate the problem but we also don't want to do anything that would cause the city to go in the wrong direction. There are areas of high parking activity throughout the entire study area. He was looking at the data and doing his own observations and he feels that Ashland has some unique districts that are starting to happen. There is a potential to simplify the system, through signage and parking zones, which he likes the idea of. One of the recommendations in the report, which he thinks they need to do is, going to permits. He just completed an on street permit program on the eastside in Portland and they are working on a new permit program for all thirty three neighborhoods in Seattle. The committee needs to discuss the intent for the permits and then develop the permit program around that. He added that permits are an option but they should make sure they are approaching it properly as it can be rather contentious and it needs to make sure that the residents' needs are continually met.

One of the other things he noticed is that there is an extremely high opportunity for bikes in this community. During his time spent walking and driving around in the central downtown he ran into four bicycle shops and all of the bike racks in the two bike corrals he found were highly maximized. The bike shelter on the plaza was also full and there were even people chaining their bikes up to parking signs. He feels that the idea of pursuing bike lanes strategically would be very effective. He also pointed out they need to start thinking beyond bike lanes. He is seeing people chained up all over downtown to parking signs which says the city needs more racks. With the bike corals being highly utilized, he thinks the city should explore a pilot program with the nearby businesses. He thinks the city also may want to look at more bike hubs, like the bike shelter we have near the Plaza. Lastly, he feels they should work with businesses to bring bikes inside. They did a program through Go Lloyd where they bought wall racks for businesses so their employees could hang their bikes on the wall. That is sort of a four phased approach to bikes that he would recommend.

The communication system (wayfinding), which was already in the plan, definitely needs improvement.

One thing he found interesting was as a third party outsider there is more than just the downtown core. There are some unique districts starting to happen, such as the Railroad district, the area around 3rd/4th and A/B has the potential to not only create parking zones but also to create districts which become your parking districts. He mentioned the desire to balance short term retail parking, theater/patron parking and employee parking all on street he doesn't feel is practical and he thinks that is something they need to look at. They need to decide who the priority is in a specific area. He also thinks there is an opportunity for shared use if it is done strategically but he thinks it should be done for employee parking because in working with private sectors sometimes if you say "I want to use your lot" they'll likely say no because they don't think you can control who is going on to their lot but with employees you have an easier time controlling that than controlling visitors. He shared with the committee that he had a discussion with Mike Faught. He told Mike if they had a goal of how many employees they wanted to be removed from the downtown parking system then they would know how many spaces they need to create with remote lots, shuttling, private lots etc. He stated businesses can control their employees. Customer first programs exist and that is something we could explore. In Corvallis, Gresham, and Oregon City parking is a condition of employment.

Chair Young recommended the committee members go around and briefly introduce themselves, which they did.

Faught asked the group to spend the next thirty minutes sharing their thoughts or feelings on what they heard.

Amarotico said Williams previously stated free parking doesn't build a downtown and he wondered if paid parking can kill a downtown. Williams said yes and that is why the eighty five percent rule is so important because the only thing parking management can do is minimize your risk. When your parking is over eighty five percent the customer is beginning to feel tension and angst and if the parking supply is under eighty five percent then you aren't doing a good enough job convincing people to be with you. The product can always be improved. The purpose of parking is to support the product and there comes a point when the product is so good that you have more people coming to it than you have the capacity to serve it with an option to park or get there. This is why he says don't take pricing off the table. He wants to challenge the committee with the idea of pricing, he's not necessarily recommending it but when the committee gets to the point of solutions they need to come back and ask how they are going to do this. Otherwise, his fear is this plan will end up back on a shelf.

Thompson stated there has been a lot of work done studying data but it's not clear to her where they are going to start. The document that was presented at the February meeting was essentially a redesign of the downtown streets. Her question is what is the order in which they are going to address some of the ideas that are on the table? Faught answered Rick is working from the U of O point, which is what the committee spent a little over a year on before the three to two lane configuration was introduced. He said the three to two lane configuration was presented at the last meeting so that way the committee can consider that as they move forward but the real focus now is on the parking side of the equation. He added we are also going to be working on some other transportation improvements in the downtown and that is why Kim Parducci is here. Ultimately when the plan is finished Al Densmore will help with the funding side of the equation. Lynn added she feels these issues are interrelated and she is curious how we are going to address those issues, such as the fact that our data shows the loading zones are underutilized but we are proposing new loading zones and we are proposing eliminating parking spaces yet we show we have a supply problem. Faught spoke to the loading zones and stated he actually agrees with the loading zone analysis and he would like to see the committee take all of the existing loading zones, with a couple of exceptions (in front of 51 Winburn Way and the Post Office) and start over. He's asked the trucking industry to provide feedback regarding their needs so that way it is focused on delivery needs. With the elimination of unnecessary loading zones we can add more parking spaces.

Williams said his approach would be at the next meeting the committee would work on the policy options matrix document. The document has some good elements but there are some things that could be refined. Also, a re-look at the guiding principles would also be helpful. He thinks it would be good to have a conversation at the next meeting discussing who the priority is for on street parking because that is unclear in the document.

Marsh asked where the land-use element folds into here? Williams said that is what we want to work together on. It could be that an ITE model is used or you could look at it a different way and look at what can be done with bikes, what can be done with walking and what can be done with transit and then those ITE estimates could be factored downward to reflect a new mode split. He added we will be cognizant and aware of it and with his background he will push at it and pull at it and decide if it is a normal transportation forecasting model or is it something that has more options in it.

Rider asked if staff could resend the policy option document to the committee if it is going to be on a future agenda. She also added she has been here in Ashland for a little over two and a half years and during the past fall to spring she has received more complaint letters than she has before so she isn't sure if that just means there are more vocal people or if there is more of a parking issue. She also stated the difference between when they have one performance a day versus five performances is quite significant so she would note that the three days that Rick has spent here is very different than the height when they have five in a day. The employee issue is also very important to her. Her employees work at all different times of the day so she is curious to see what the committee comes up with as far as a solution to getting her employees off of the desirable streets. She shared that visitor's for them need two to six hours based on the length of the play. She also wants to make sure the committee looks at people with mobility issues (employees, visitors etc).

Young asked Rick if he has a sense of how long this process will take. Faught answered 5 more months (5 meetings). He also added he thinks if Rick's five core questions can be answered then the solutions start happening fairly quickly but the committee needs to come to an agreement in terms of the principals and how the committee

would like to solve them. This will likely be the challenge during the next meeting, as the committee begins to roll up their sleeves and hopefully have a really healthy debate about some of these proposals. Young asked for clarification on whether the committee is just going to focus on parking for the next five months. Faught said he thinks some of the others will fall into that as well but the principal part of that is the beginning of the conversation.

Collonge shared what he is generally hearing is that Williams thinks all of the issues can be solved by parking management and that multi-million dollar parking garages and trolleys are a farther out option. He asked if his assumption was correct. Williams answered the committee needs to start as simply as possible and the first thing they need to do is agree on what the problem is which it seems like there is still a lack of clarity about. Then if everyone agrees on what the problem is then they need to begin with the existing supply and convince themselves there are no options other than capacity (looking at data, talking to the private sector, looking at remote lots etc). His mentor in parking said "nothing else works if the parking you have is not full". It will be more expensive, it will be harder to do and the market won't be there so the committee must expend all opportunities to solve the problem. Then you would look at district by district, area by area and figure out how you get to new capacity. It's easy to say a garage or a shuttle system would provide more capacity. His question would be if it would be used if it's not properly managed, centrally located or coordinated into the system itself. He said it does take longer to get there and his is sort of an arduous check system but it also helps the community stay on point. He added somewhere in that check list the communication system has to be added (wayfinding, signing, branding etc.) but it all begins with a process to try to keep people focused which is the hard part of parking management because everyone wants to get to the ultimate solution. He thinks new supply and new capacity (parking and alternative modes) are both relevant options.

Marsh asked if we go through this process and the committee figures out in today's world parking can be managed at eighty five percent and new modes are not needed, is the committee going to take the next step in this process to include steps to take if the eighty five percent is exceeded. Williams answered yes; it would include the long term plan. The plan will include immediate, near term (0-2 years), mid-term (2-5 years) and long term (5 + years).

Graf asked if there is any reason to redefine the study area. Williams answered yes but not necessarily as a first order of business. Study areas can morph as you get trigger areas in place.

NEXT STEPS

Williams asked the committee if there were any issues with the scheduling of the next meeting which falls during the week of 4th of July. He just wanted to be sure everyone was okay with that date. The consensus was everyone will be available for the meeting as scheduled.

ADJOURNMENT

Meeting adjourned at 5:29 pm

Respectfully submitted,

Tami De Mille-Campos, Administrative Assistant

Tami DeMille-Campos

From: Scott Fleury [fleury@ashland.or.us]
Sent: Wednesday, May 27, 2015 8:42 AM
To: 'Jeven Showers'
Cc: 'Mike Faught'; 'Tami DeMille-Campos'
Subject: RE: Bike parking on pioneer st.

Jeven,

I have forwarded your request to the Public Works Director. The City is currently conducting a downtown parking and multi-modal circulation study that is dealing with parking, loading zones and multimodal circulation through the downtown corridor.

This request would be best served being sent to them as part of the discussion for additional bike parking facilities in the downtown corridor. Part of the discussion involves changing the lane configuration downtown from 3 lanes to 2 with the addition of bike lanes that would connect N. Main to Siskiyou Blvd. and that would allow for the potential widening of sidewalks and thus additional bike parking with racks on the sidewalks.

The next downtown committee meeting is scheduled for June 3 at 3:30 in the Council Chambers if you are interested in becoming involved.

On a side note, there might be room to accommodate a couple single inverted U bike racks along the frontage of 76 N. Pioneer by following the adopted encroachment guidelines, reference attachment.

Typically these requests would work their way in front of the Transportation Commission for discussion, but since there is a specific downtown study going on right now the Transportation Commission will not be dealing with anything associated with the downtown until after the study is over and the Council adopts any recommendations.

Please let me know if you have any questions.

thanks,

Scott A. Fleury, Engineering Services Manager
City of Ashland, Public Works
20 East Main Street, Ashland OR 97520
(541) 552-2412, TTY 800-735-2900
Fax: (541) 488-6006

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From: Jeven Showers [mailto:jeven72@gmail.com]
Sent: Wednesday, May 27, 2015 7:09 AM
To: scott.fleury@ashland.or.us
Subject: Bike parking on pioneer st.

Hello Scott, My name is Jeven Showers and I own Taqueria Picaro at 76 N. Pioneer st. Our focus at the Taqueria is all about local living and being green for Ashland.. We have about 25 employees and cater to locals. I have seen a couple of spots downtown where there is multiple

bike parking spaces that are on the street (standing stone and outdoor store) I would like to see that in front of Picaros. I feel that by creating that space it would cut down on extra car parking for my employees but also my customers. I also feel that adding another space would be beneficial to that location as Shakespeare is a half a block away. With parking in downtown being such an issue I feel that this would be a win win for our community. I look forward to speaking with you and hopefully moving forward on making Ashland a “greener” community.

Thank you for your time

Jeven Showers

Taqueria Picaro

541-778-3743

ASHLAND POLICE DEPARTMENT

Vehicle: [REDACTED]

Narrative

On 022715 at 1153 hours at 1153 hours, I was dispatched to the plaza on a motor vehicle accident involving 3 vehicles. When I arrived on scene, I met with the three involved drivers ([REDACTED]). **DV1** was operating a black 2013 Subaru XVC (Oregon plate [REDACTED]), **DV3** was operating a black 2014 Ford Explorer (Oregon plate [REDACTED]), and **DV2** was operating a gray 2002 Toyota Solara (Oregon plate [REDACTED]).

DV1 was in the right hand lane of North Main Street approaching Water Street. Her intent was to make a right hand turn onto North Main at the plaza (near Greenleaf Deli). As she approached the turn, she noticed a delivery truck double parked in front of the Greenleaf Deli. The trucks rear end was extending into the intersection making **DV1** widen her turn. As she came around the truck, she spotted a pedestrian who had entered the crosswalk (travelling from west to east). **DV1** stopped for the pedestrian.

DV2 was following **V1** when she **DV1** stopped for the pedestrian. **DV2** stopped his vehicle behind **V1**.

DV3 was following **V2**. When **V2** came to an abrupt stop, **DV3** attempted to stop but couldn't and ran into the back of **V2** vehicle. **V2** vehicle (in turn) ran into the back of **V1** vehicle. The pedestrian (who saw the accident) did not remain on scene. No citations were issued.

This case is considered closed.

Possible Injury: DV2

Damage: V1 & V2

No citation

Tami DeMille-Campos

From: Mike Faught [faughtm@ashland.or.us]
Sent: Wednesday, February 25, 2015 4:59 PM
To: 'Tami DeMille-Campos'
Subject: FW: Taking down trees for trucks

Michael R. Faught
Public Works Director
City of Ashland
51 Winburn Way
Ashland, OR 97520
faughtm@ashland.or.us
541/552-2411
541/488-6006 Fax
800/735-2900 TTY

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From: Carole Julyan [mailto:carole.julyan@msn.com]
Sent: Friday, February 20, 2015 12:07 PM
To: faughtm@ashland.or.us
Subject: Taking down trees for trucks

Dear Sir:

I moved to Ashland four years ago and so enjoyed downtown and especially the plaza. I am appalled at the renovation. It is drab and ugly. I don't have any desire to sit there. To add insult to injury, the information booth has been painted such a dreadful color combination. It sticks out like a sore thumb.

I could not attend the meeting about removing the trees across from Nimbus to make room for delivery trucks. I simply cannot believe that the city would do this. Delivery trucks should not be allowed in town. Street trees provide shade and beauty. Do I or the tourists want to look at delivery trucks by the plaza? I urge you to reconsider this dreadful plan. Ashland is unique in its small town beauty. Please stop trying to make it like a big city.

Sincerely,
Carole Julyan
Ashland resident

2/13/15

To Oakland City Council
From Alice Suley, 123 High St., Oakland 94612

Re: Expiration of water/sewer rights 2011
approval granted to ODOT for proposed
Welcome Center, as yet unbuilt.

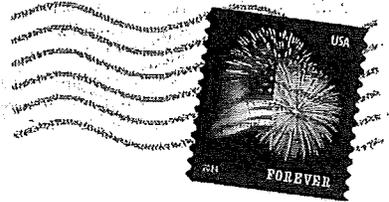
Please let this approval for
use expire by NOT granting its
extension at your 2/17/15 meeting.

As an 82 year old, I have in past
years enjoyed many visits to many
Welcome Centers as a source of
information re the area I was travelling
into. But I am also aware that
currently such centers are less &
less used by travellers for information
more conveniently available on their
phones & other electronic devices.
And they use centers only as "pet
stops" which require a lot of water.
Water is, unfortunately, not as
reliably available, in lieu of
climate change, as it used to be.
Oakland doesn't need a Welcome
Center. It does need all the water
it can get. Do NOT renew its transfer to
ODOT. Thank you
Alice Suley

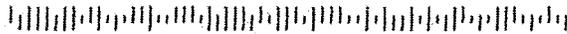
Alice M. Finley
123 High St.
Ashland, OR 97520

MEHAFORD OR 975

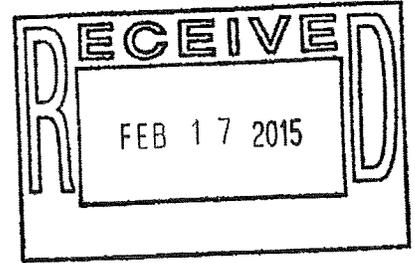
13 FEB 2015 PM 2 T



Ashland City Council
20 East Main St
Ashland Oregon
97520



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



15 February 2015

Ashland City Council and related downtown traffic committee
20 East Main
Ashland, OR 97520

Re: Downtown traffic lanes

To the Council and Committee,

In the slow lane through the downtown I would favor clear "SHARE THE ROAD" markings but not the full dedication of one lane for bicycle traffic. Frustration will be too great if one vehicle lane is removed entirely.

In the North Main area the situation is barely tolerable with the removal of lanes. On busy days or at busy times anyone trying to enter the traffic flow or cross North Main has to learn be more aggressive than they might like. That is because with the loss one lane on each side there is not enough of a break in traffic.

I think the prospective change is too big of a risk in the downtown.

Best regards,

A handwritten signature in cursive script that reads "Brent Thompson".

Brent Thompson
541 488-0407

Tami DeMille-Campos

From: Mike Faught [faughtm@ashland.or.us]
Sent: Thursday, February 12, 2015 9:33 AM
To: 'Tami DeMille-Campos'
Subject: FW: Traffic changes

Michael R. Faught
Public Works Director
City of Ashland
51 Winburn Way
Ashland, OR 97520
faughtm@ashland.or.us
541/552-2411
541/488-6006 Fax
800/735-2900 TTY

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From: TODD ELLIS [<mailto:telliswork@gmail.com>]
Sent: Thursday, February 12, 2015 7:15 AM
To: faughtm@ashland.or.us
Subject: Traffic changes

Dear Mr. Faught,

As a long time residents of Ashland I want to commend you on the proposed changes that you are brining up for discussion. I am a father of 3 children and the only 2 safety issues that I have with downtown are a) the trucks that create a dangerous blind spot for BOTH crosswalks when they park in front of Mix (Oddly enough, a byproduct of the removal of those end parking spaces and creation of the small island there several years ago in an attempt to actually make that a safer crossing/driving area) and the fact that we tout ourselves as being "bike friendly" but that friendliness ends at church and doesn't begin again until the library. I hope that these changes actually take place and for once I will applaud the constant modifications that have been taking place downtown.

Well done and thank you.

Todd Ellis Props.
Grimm Season 4
2127 NW 26th Avenue
Portland, OR 97210
503.221.6499 office
626.234.6664 cell

Tami DeMille-Campos

From: Mike Faught [faughtm@ashland.or.us]
Sent: Wednesday, February 11, 2015 9:15 AM
To: 'Tami DeMille-Campos'
Subject: FW: delivery trucks vs trees

Michael R. Faught
Public Works Director
City of Ashland
51 Winburn Way
Ashland, OR 97520
faughtm@ashland.or.us
541/552-2411
541/488-6006 Fax
800/735-2900 TTY

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From: Cici Brown [mailto:cicibrown@charter.net]
Sent: Wednesday, February 11, 2015 8:58 AM
To: dyoung@jeffnet.org
Cc: faughtm@ashland.or.us
Subject: delivery trucks vs trees

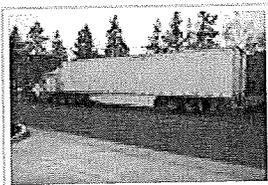
Hello Dave,

Transportation Commission: "Ashland has a vision - to retain our small-town character even while we grow. To achieve this vision, we must proactively plan for a transportation system that is integrated into the community and enhances Ashland's livability, character and **natural environment.**" The option for removing Liquidambar trees for 67 foot delivery truck parking is not in keeping with their mission statement.

We need an ordinance to prohibit LARGE delivery trucks in the Plaza area.

Please research: Many cities including Portland, don't allow large delivery trucks, why should Ashland? Thank you

Cici Brown



Tami DeMille-Campos

From: Mike Faught [faughtm@ashland.or.us]
Sent: Friday, February 06, 2015 5:53 PM
To: 'Tami DeMille-Campos'
Subject: FW: The Plaza!!

Michael R. Faught
Public Works Director
City of Ashland
51 Winburn Way
Ashland, OR 97520
faughtm@ashland.or.us
541/552-2411
541/488-6006 Fax
800/735-2900 TTY

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-----Original Message-----

From: Andrew [<mailto:almiller816@gmail.com>]
Sent: Friday, February 06, 2015 9:46 AM
To: Faughtm@ashland.or.us
Subject: The Plaza!!

Do not take any more trees from the plaza!!

Signed,
Your constituent Andrew Miller

Tami DeMille-Campos

From: Mike Faught [faughtm@ashland.or.us]
Sent: Friday, February 06, 2015 1:49 PM
To: 'Tami DeMille-Campos'
Subject: FW: The Plaza

Michael R. Faught
Public Works Director
City of Ashland
51 Winburn Way
Ashland, OR 97520
faughtm@ashland.or.us
541/552-2411
541/488-6006 Fax
800/735-2900 TTY

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From: Joshua Young [mailto:joshuaalanyoung@gmail.com]
Sent: Friday, February 06, 2015 1:42 PM
To: faughtm@ashland.or.us
Subject: The Plaza

Hello,

Writing to ask that no more trees be removed from the Ashland plaza. I understand that parking is an important issue, however so are the trees.

Our trees are apart of what makes this town so beautiful and is one of the reasons it is so desirable to live here. Already the plaza has lost so much of its natural beauty; please do not remove any more.

Thank you for your time,

Joshua Alan Young

Tami DeMille-Campos

From: Mike Faught [faughtm@ashland.or.us]
Sent: Friday, February 06, 2015 12:45 PM
To: 'Tami DeMille-Campos'
Subject: FW: Liquidambar Trees and delivery trucks

Michael R. Faught
Public Works Director
City of Ashland
51 Winburn Way
Ashland, OR 97520
faughtm@ashland.or.us
541/552-2411
541/488-6006 Fax
800/735-2900 TTY

This email is official business of the City of Ashland, and it is subject to Oregon public records law for disclosure and retention. If you have received this message in error, please let me know.

From: Cici Brown [<mailto:cicibrown@charter.net>]
Sent: Friday, February 06, 2015 7:01 AM
To: faughtm@ashland.or.us
Subject: Liquidambar Trees and delivery trucks

February 6, 2015

Dear Mike Faught:

I attended the ad hoc meeting Wednesday afternoon. Thank you for your presentation. With your comments on the liquidambar trees, it's clear to me we need to establish an ordinance that will prohibit large trucks (67 feet including cab) from entering the Plaza area. The City needs to research other cities who have dealt with this problem.

I am a contributor for the Preserve Ashland Historic Plaza site and in a period of 24 hours they received over 2550 hits and comments about the liquidambar trees and the delivery truck issue.

Here are a few short comments:

"Parks and Rec have a way of protecting the roots of trees and fixing the sidewalk."

Trucks that large would never be allowed in a place like downtown Portland and the stores there seem to be fine. Why would they need to be allowed in Ashland?

Mark Richard

8:42pm Feb 4

My buddy delivers 80,000 lbs. of meat per day in and around NYC. Not one truck over 20 feet. How can anyone justify 67 foot trucks delivering in and around a little tiny town in Oregon.

People are passionate about trees especially with climate change, please start the process for a delivery truck size ordinance.

We need to SAVE all mature trees!

"Trees are the lungs of our planet."

Sincerely,

Cynthia Brown

Ashland (for 41 years)

Tami DeMille-Campos

From: Mike Faught [faughtm@ashland.or.us]
Sent: Friday, February 06, 2015 9:57 AM
To: 'Tami DeMille-Campos'
Subject: FW: Trees

Michael R. Faught
Public Works Director
City of Ashland
51 Winburn Way
Ashland, OR 97520
faughtm@ashland.or.us
541/552-2411
541/488-6006 Fax
800/735-2900 TTY

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-----Original Message-----

From: Jane Sterling [<mailto:janesterling421@mac.com>]
Sent: Thursday, February 05, 2015 5:32 PM
To: faughtm@ashland.or.us
Subject: Trees

Please do not remove trees in the Ashland Plaza. Please. Please.

Dr. Jane

Tami DeMille-Campos

From: Mike Faught [faughtm@ashland.or.us]
Sent: Friday, February 06, 2015 9:56 AM
To: 'Tami DeMille-Campos'
Subject: FW: Trees on Plaza

Michael R. Faught
Public Works Director
City of Ashland
51 Winburn Way
Ashland, OR 97520
faughtm@ashland.or.us
541/552-2411
541/488-6006 Fax
800/735-2900 TTY

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From: Claudia Michelli [<mailto:michelliart@gmail.com>]
Sent: Thursday, February 05, 2015 8:26 PM
To: faughtm@ashland.or.us
Subject: Trees on Plaza

Dear Mr. Fraught,

You can add me to the growing list of citizens who are protesting the outrageous proposal of cutting down trees on the plaza to make room for delivery trucks.
Please stop this from happening.

Thank you

Claudia Michelli

Tami DeMille-Campos

From: Mike Faught [faughtm@ashland.or.us]
Sent: Thursday, February 05, 2015 10:48 AM
To: 'Tami DeMille-Campos'
Subject: FW: trees

Michael R. Faught
Public Works Director
City of Ashland
51 Winburn Way
Ashland, OR 97520
faughtm@ashland.or.us
541/552-2411
541/488-6006 Fax
800/735-2900 TTY

This email is official business of the City of Ashland, and it is subject to Oregon public records law for disclosure and retention. If you have received this message in error, please let me know.

From: Rebecca Brunot [<mailto:rebeccab@mind.net>]
Sent: Wednesday, February 04, 2015 3:14 PM
To: faughtm@ashland.or.us
Subject: trees

Please do not take out any more trees from the plaza.

I feel very strongly about this for several reasons (the remodel of the plaza which feels much less beautiful to me, the fountain in front of the Black Swan being too expensive to fix, and Iron Mike for starters.) Let's keep a little charm and character, and shade.

Thank you.

Your constituent
Rebecca Brunot
1338 Apple Way
Ashland



This email has been checked for viruses by Avast antivirus software.
www.avast.com

Tami DeMille-Campos

From: Mike Faught [faughtm@ashland.or.us]
Sent: Thursday, February 05, 2015 8:55 AM
To: 'Tami DeMille-Campos'
Subject: FW: trees across from Nimbus

Michael R. Faught
Public Works Director
City of Ashland
51 Winburn Way
Ashland, OR 97520
faughtm@ashland.or.us
541/552-2411
541/488-6006 Fax
800/735-2900 TTY

This email is official business of the City of Ashland, and it is subject to Oregon public records law for disclosure and retention. If you have received this message in error, please let me know.

From: Zuna Johnson [<mailto:zuna@mind.net>]
Sent: Wednesday, February 04, 2015 6:14 PM
To: Faughtm@ashland.or.us
Subject: trees across from Nimbus

Hello,
Please do not remove those trees too! Enough! Getting rid of those trees is like denuding the tiny natural cover we still have left on the Plaza. I say No. Delivery trucks are fine just as they are. We have managed thru these years with them there. Rather keep the trees than make a parking spot for them right downtown.
thanks,
Zuna Johnson
276 Bridge St.
Ashland, OR

Tami DeMille-Campos

From: Mike Faught [faughtm@ashland.or.us]
Sent: Thursday, February 05, 2015 8:56 AM
To: 'Tami DeMille-Campos'
Subject: FW: Please!

Michael R. Faught
Public Works Director
City of Ashland
51 Winburn Way
Ashland, OR 97520
faughtm@ashland.or.us
541/552-2411
541/488-6006 Fax
800/735-2900 TTY

This email is official business of the City of Ashland, and it is subject to Oregon public records law for disclosure and retention. If you have received this message in error, please let me know.

-----Original Message-----

From: Vivian [<mailto:vivver@yahoo.com>]
Sent: Wednesday, February 04, 2015 6:19 PM
To: faughtm@ashland.or.us
Subject: Please!

Please do not take out any more trees in the plaza or anywhere else, unless they have died. If anything, please plant more trees.

Thank you.

Tami DeMille-Campos

From: Mike Faught [faughtm@ashland.or.us]
Sent: Thursday, February 05, 2015 8:54 AM
To: 'Tami DeMille-Campos'
Subject: FW: Trees in plaza

Michael R. Faught
Public Works Director
City of Ashland
51 Winburn Way
Ashland, OR 97520
faughtm@ashland.or.us
541/552-2411
541/488-6006 Fax
800/735-2900 TTY

This email is official business of the City of Ashland, and it is subject to Oregon public records law for disclosure and retention. If you have received this message in error, please let me know.

-----Original Message-----

From: Moi [<mailto:ani.moriarty@gmail.com>]
Sent: Wednesday, February 04, 2015 4:02 PM
To: faughtm@ashland.or.us
Subject: Trees in plaza

Please know I am totally
Opposed to taking out trees for trucks -- as is one of the proposals in front of Nimbus.

There has to be a solution that does not take away from the serene and wonderful walkability
of the heart of this town.

Sincerely,
Ani Moriarty

Sent from my iPhone

CITY OF ASHLAND

Ashland Housing and Human Services Commission
Minutes May 28, 2015

CALL TO ORDER

Vice Chair Coriann Matthews called the meeting to order at 4:30 pm in the Siskiyou Room at the Community Development and Engineering Offices located at 51 Winburn Way, Ashland OR 97520.

Commissioners Present:	Council Liaison
Joshua Boettiger, arrived at 5:15	Pam Marsh
Coriann Matthews	
Heidi Parker	SOU Liaison
Gina DuQuenne	Vacant
Sue Crader	
Rich Rohde	Staff Present:
Connie Saldana	Linda Reid, Housing Specialist
Commissioners Absent:	Carolyn Schwendener, Admin Assistant
Regina Ayars	

Approval of Minutes

Rohde/Crader m/s approval of minutes of the April 23, 2015 Housing and Human Services Commission meeting. Voice Vote: motion passed unanimously; minutes were approved as presented.

Public Forum

No one present spoke.

Social Service Award Discussion and Recommendation

The HHS Commission was given the task of recommending to City Council the allocation of the funds for the social service grant monies. On May 27, 2015 each applicant who requested grant money gave a presentation before the HHS Commission. The Commissioners briefly discussed the process they individually took in order to come up with their recommendations for these monies.

Most of the Commissioners had previously given Reid their numerical values for each of the organizations they wished to allocate funds to. Reid took a few minutes to input the remainder of the Commissioners numbers into a spreadsheet.

After a group discussion the following is the names of the organizations along with the allocation of funds that was agreed upon by the Commissioners as a group. The total Social Service Grant money to be awarded is \$130,660.

- | | |
|---|----------------|
| 1. Community Health Center | \$8,000 |
| 2. Planned Parenthood of SW Oregon | \$1,500 |
| 3. Children's Advocacy Center of JC | \$3,750 |
| 4. Center for Nonprofit Legal Services Inc. | \$5,000 |
| 5. RVCOG (Meals on Wheels) | \$3,700 |
| 6. Community works Inc (Helpline) | \$4,700 |
| 7. CASA of Jackson County | \$3,000 |
| 8. Maslow Project | \$8,000 |
| 9. On Track, Inc. | \$6,000 |
| 10. Community Works (Sexual Assault Victim Serv) | \$1,800 |

11. <i>St. Vincent de Paul</i>	\$20,000
12. <i>Community Works Inc (Dunn House)</i>	\$11,760
13. <i>Access</i>	\$4,600
14. <i>Children's Dental Clinic of JC</i>	\$2,850
15. <i>Community Works Inc (Homeless & Runaway)</i>	\$6,000
16. <i>Options for Homeless Residents of Ashland</i>	\$40,000

Councilor Marsh expressed her appreciation to the Commissioners for doing such a fine job. Marsh asked the Commissioners if they could take a little time to evaluate this process.

The Commissioners determined there were a few changes that could be made in the next grant cycle. Here is a list of some of the suggestions.

- ***The application form itself could include more specific questions.***
- ***Specify what financial forms need to be filled out.***
- ***Presentations could be more direct. Some presentations seemed more like storytelling and need to be more focused***
- ***Ask the applicant more questions either on the application or at the presentations. Example "What if you didn't receive this funding? How would that affect your project? ""What are you going to do with the money? " Give us a brief overview of your program.***
- ***Would like to receive feedback from the applicant.***
- ***Would like a little more time between the applications and the presentations. Discuss the applications as a group and then hear their presentations.***

Marsh asked the Commissioners if they felt they had enough membership with this group to make this kind of decision. Would it be helpful to have someone from the Budget Committee or a Council member included in the decision making process, inquired Marsh? The Commissioners recognized that depending on the applicants and the employment of some of the Commissioners it would be possible to not have a quorum. However the consensus was that they will make that determination after they evaluate how well they express their decisions to the Council. Boettiger pointed out that the goal is fluid communication with the Council. They are open to the possibility of additional assistance with the process if necessary.

The recommendations go to the City Council on June 16, 2015. Matthews, Crader and Rohde will attend that Council meeting with Reid.

Quorum Check:

Next Housing Commission Meeting – 4:30-6:30 PM; June 25, 2015

Possibility that Matthews might be absent

Saldana will not be able to attend

July 20, 2015 City Council Study Session-Housing Trust Fund Discussion.

Crader invited the Commissioners to attend the Economic and Culture tourism grants deliberation. They follow the same format as the Social Service Award.

Adjournment

The meeting was adjourned at 7:00 p.m.

Respectfully submitted by Carolyn Schwendener

**CITY OF
ASHLAND**
ASHLAND PLANNING COMMISSION
REGULAR MEETING
MINUTES
June 9, 2015

CALL TO ORDER

Chair Melanie Mindlin called the meeting to order at 7:00 p.m. in the Civic Center Council Chambers, 1175 East Main Street.

Commissioners Present:

Troy J. Brown, Jr.
Michael Dawkins
Debbie Miller
Melanie Mindlin
Haywood Norton
Lynn Thompson

Staff Present:

Bill Molnar, Community Development Director
Derek Severson, Associate Planner
April Lucas, Administrative Supervisor

Absent Members:

Roger Pearce

Council Liaison:

Greg Lemhouse

ANNOUNCEMENTS & AD HOC COMMITTEE UPDATES

Community Development Director Bill Molnar reviewed upcoming agenda items. He stated the June special meeting will include the tree removal request for 380 Clay and a discussion on marijuana grows in residential areas. Additional items to come forward in the next few months include changes to the airport zone and the revised Normal Neighborhood Plan.

Council Liaison Greg Lemhouse provided an update on current council items, including the approval of Tighe O'Meara as police chief, an update on drought conditions, and the new ad hoc committee for climate action and energy plan.

Councilor Lemhouse left the meeting at 7:15 p.m.

CONSENT AGENDA

A. Approval of Minutes

1. May 12, 2015 Regular Meeting.

Commissioners Miller/Dawkins m/s to approve the Consent Agenda. Voice Vote: all AYES. Motion passed unanimously.

PUBLIC FORUM

No one came forward to speak.

TYPE II PUBLIC HEARING

A. PLANNING ACTION: PA-2015-00418

SUBJECT PROPERTY: 1465 Webster Avenue

APPLICANT: Southern Oregon University

AGENTS: CSA Planning, Ltd.

DESCRIPTION: A request for Site Design Review for the renovation of McNeal Pavilion on the Southern Oregon University Campus. The application also includes requests for Conditional Use Permit approval to allow the construction of a new Student Recreation Center which was not identified in the 2010 SOU Campus Master Plan and which will exceed the 40-foot height allowed in the SO zoning district, and for Tree Removal Permits to remove nine (9) trees that are 18-inches in diameter-at-breast-height (d.b.h.) or greater. (106,722 square feet of

the existing 113,000 square foot building area will be demolished. With the proposed renovation and new construction the combined building area will consist of 104,891 gross square feet on three levels, a 7.17 percent reduction in the total building square footage.) COMPREHENSIVE PLAN DESIGNATION: Southern Oregon University; ZONING: SO; ASSESSOR'S MAP: 39 1E 10 CD; TAX LOT: 100.

Commissioner Mindlin read aloud the public hearing procedures for land use hearings.

Ex Parte Contact

Commissioners Brown, Dawkins, Miller, Mindlin, Norton, and Thompson declared site visits; no ex parte contact was reported.

Staff Report

Associate Planner Derek Severson reviewed the applicant's proposal to demolish the majority of the existing McNeal structure, retain the existing footprint, and construct an approximately 100,000 sq.ft. stadium with office space and a student recreation center. The plan includes the removal of eight trees that are over 18-inches in diameter with the reason for removals stated as excavation, utility installation, demolition, and construction; and that all of the trees are in close proximity to the building area. Mr. Severson noted the applicant's are mitigating the tree removals beyond what is required by code, and reviewed the two building layout options submitted by the applicant.

Mr. Severson commented on the issues raised in the staff report. He stated the SOU master plan talked about a clear circulation to the pavilion and staff feels the Wightman corridor should be improved to provide additional refuge for pedestrians; additionally, staff is recommending the parking lot landscaping be improved and offered the following condition for the commission's consideration: *"That prior to the submittal of building permits, a revised site plan reflecting parking lot upgrades for the lot between McNeal Pavilion and Wightman Street shall be provided to address: at least six parking lot trees on the interior of the parking lot, additional parking lot trees on the parking lot perimeter, and sight-obscuring landscaping and at least two areas of paved pedestrian refuge in the buffer strip along Wightman Street."* Mr. Severson cited the Tree Commission's recommendations and clarified these are included in the recommended conditions of approval. He stated staff is recommending approval with the conditions as presented.

Questions of Staff

Mr. Severson was asked to elaborate on tree #7. He responded that this is a Modesto Ash located on the corner and stated the existing underground utility tunnel will need to be extended and will cut through the root zone of this tree and a number of others. Staff was asked whether it is within the commission's purview to require the rerouting of the utilities in order to save the trees. Mr. Molnar clarified they would want to consult with the Fire Department on this as this structure also needs to meet the emergency vehicle access requirements.

Fire Marshall Margueritte Hickman was asked to come forward and she provided an overview of the Fire Department's requirements. She stated because of the height of the building a 26-foot wide fire access for an aerial apparatus is needed, and access is needed on more than just one side of the building. She added clearance is needed above the access way as well in order for the apparatus to work. Ms. Hickman clarified when the Fire Department reviewed this application it was under the assumption that the trees would be removed and they would need to reevaluate the plan before she could say yes or no to certain trees.

Applicant's Presentation

Drew Gilliland, Jay Harland, Dave Strauss, and Mira Theisen addressed the commission. Mr. Gilliland spoke to the tree removals and noted he has consulted with Casey Roland from the Tree Commission and the Mulberry tree can be saved but likely won't survive for more than a few more years. He stated they did look into moving the utility tunnel however it would affect the fire lane access and shifting the tunnel would still impact the root zone of these trees. Regarding the trees on the east side, he stated they are diseased and does not believe there is value in saving them.

Mr. Harland stated there are six trees that could be saved and could help provide shade for some of the new plantings even if they ultimately don't survive; however 18 trees will likely not make it due to the amount of excavation required. He stated the only issue they have with staff's recommendations is the condition about improving the parking lot and stated this would significantly impact their project boundary area. He clarified the master plan does call for future improvements to the parking

lot, however this lot still has some useful life left. Mr. Harland stated they are willing to install some plantings to make this project work, but they do not want to redo the lot entirely. He requested flexibility on the six planting areas and asked that they be allowed to work with staff to develop a plan that accomplishes staff's objectives.

Ms. Theisen commented on the layout of the proposed structure. She called attention to the plaza area for the multiuse facility and clarified the west entry will be used for events in the McNeal gym and the southern entry will be the main entry to the student recreation center. She noted the two layout options and stated they are looking at two plans due to the costs involved. Ms. Theisen stated first plan is their preferred option but if they need a less expensive option the alternate plan relocates some of the second floor offices down to the shell space on the lower level. She clarified this affects only the building's interior and does not change the footprint. Ms. Theisen stated the design of the structure was influenced by the Hannon Library and this building will help tie north campus to south campus.

Questions of the Applicant

Comment was made that the small trees installed in front of the new dining hall are not doing well and the applicant was asked how they will ensure the new trees flourish. Mr. Gilliland stated they have an arborist on campus and would be happy to also work with someone from the City on this issue. Mr. Molnar noted there is already a provision in the code that requires dead trees to be replaced.

Commissioner Miller voiced her disappointment with the number of trees proposed for removal and asked whether this plan addresses the parking need. Mr. Gilliland stated there are enough spots campus wide to meet the need and they have areas to handle overflow parking for men's basketball and football which get the most attendees. He added the university recently built a new parking lot but students tend to park where it is free, and stated they will continue to work with the city on this issue.

Commissioner Thompson stated the parking area is run down and the landscaping is not very nice, and stated she is struggling with the applicant's statement that this is not part of the site. Mr. Gilliland stated the parking lots are funded separately and need to have a separate plan, but agreed that this area will need to be addressed in the future. Mr. Harland added the university is willing to do some maintenance and specific improvements, but they believe this is outside the scope of this project. He added if the building size were increasing that would be different, but the square footage is going down and added this is not required under the master plan.

Public Input

Rick Vezie/446 Walker Ave/Voiced his concerns with the lack of communication between the university and the surrounding residents, the increase in traffic, and the condition of the university's rental houses. He recommended a traffic study be completed, the three rental units be maintained and kept, and a maximum of 24-hour parking be implemented on the west side of Walker.

Questions of Staff

Mr. Molnar clarified parking management has been looked at over the years and stated the overall number of spaces campus wide is consistent with the code. He added the locations might not be optimum and stated the City has met with the university to explore opportunities for a residential parking permit system to mitigate impacts on surrounding neighborhoods. Regarding the parking lot not being included in the application, he agreed that the university has performed isolated capital improvement projects but stated staff took the position early on that some effort needs to be made to bring the parking lot more into conformance with city standards. He added it would be a significant undertaking to bring it all the way up to city standards, but staff is looking for some middle ground.

Applicant's Rebuttal

Mr. Harland stated the building size is being reduced and they are not expecting traffic to increase. Regarding the testimony on parking along Walker, he stated this is a City right-of-way and the university does not have the authority to limit parking durations as suggested. Mr. Gilliland commented on the family rental units and clarified they are in the process of renovating units, it's just a matter of priority, time, and money.

Commissioner Mindlin closed the hearing and the record at 8:45 p.m.

Deliberations and Decision

Commissioners Dawkins/Brown m/s to approve PA-2015-00418 with the conditions presented by staff.

DISCUSSION: Dawkins voiced his support for minor upgrades to the parking lot and supports using container trees temporarily. Staff clarified the recommendations from the Tree Commission are included in the conditions of approval. Brown stated he supports the motion and is fine with negotiating the mitigation to the parking lot. Miller stated she would have liked a stronger statement about saving the trees. Norton stated he is comfortable with the motion and working on mitigating the parking lot. Mindlin stated her preference is for trees instead of smaller shrubs in order to create shade for the parking area, and encouraged the applicant to save the trees recommended by the Tree Commission. She added there is value in saving them even if they only last a few more years. **Roll Call Vote: Commissioners Dawkins, Brown, Norton, Miller, Thompson, and Mindlin, YES. Motion passed unanimously.**

B. PLANNING ACTION: PA-2015-00825

SUBJECT PROPERTY: 87 W. Nevada St., 811 Helman St. and 127 Alameda Dr.

OWNER: Wilma, LLC

APPLICANT: Urban Development Services

DESCRIPTION: A request for a modification of the previously approved Verde Village Subdivision for the properties located at 87 West Nevada Street, 811 Helman Street and 127 Alameda Dr. The proposed modifications include partitioning the property to be consistent with the approved phasing plan, to adjust the property lines for Lots #3-#9 and #15-#17, and to modify Exhibit E, Condition #30 of the approved Development Agreement as it relates to the construction and timing of street improvements for both Perozzi Street and Alameda Drive. **COMPREHENSIVE PLAN DESIGNATION:** Suburban Residential & Single Family Residential; **ZONING:** R-1-3.5, R-1-5 and R-1-7.5; **ASSESSOR'S MAP:** 39 1E 04B; **TAX LOTS:** 800, 1100, 1400 and 1418.

Ex Parte Contact

Commissioners Dawkins and Norton declared site visits; no ex parte contact was reported.

Staff Report

Associate Planner Derek Severson provided the background information on this residential subdivision and clarified the affordable housing units have already been built. He explained the applicant's propose to partition the property to be consistent with the approved phasing plan, to adjust the property lines of the units around the perimeter, and to modify the construction and timing of the street improvements for Perozzi Street and Alameda Drive. Mr. Severson clarified the property owners around the perimeter would be responsible for maintaining the landscaping adjacent to their unit, and stated staff has recommended a condition that makes it clear that as housing clusters fill in the open space needs to be completed. He added the last element of the request is to install a temporary drive instead of Perozzi St.

Questions of Staff

Mr. Severson clarified the applicants would maintain responsibility for the installation of the plantings, and clarified they still meet the open space requirements.

When asked when Perozzi Street would be completed, Mr. Severson responded that a temporary drive would be installed to provide access to the dog park, and Perozzi St. would happen in Phase 2.

Staff was asked whether the temporary street would be one-way because of its width. Mr. Severson responded that the width would be 29 ft. (more than the standard street improvements require) and would be wide enough to accommodate parking on both sides of the street.

Commissioner Norton voiced his concern with the landscaping maintenance being shifted to the homeowners and recommended the CC&R's be strongly worded to prevent owners from removing or altering the landscaping.

Applicant's Presentation

Mark Knox, Val Williams, and Greg Williams addressed the commission. Mr. Knox stated this is a very straight forward request and explained they would like to fence the backyards and make the landscaping maintenance a responsibility of the property owners. He stated the project side of the street will have a sidewalk, street trees, curbs and gutters, and they are asking to no install a curb on the opposite side in order to allow drainage to run off naturally into the Phase 2 area. Mr. Knox added the street will be 34 ft. in width when it is completed. He stated the interim street will connect to the dog park and stated the Fire Departments concern about address numbers will be remedied with the installation of a permanent sign.

Questions of the Applicant

Commissioner Mindlin stated she does not understand the objection to installing curbs on both sides. Mr. Knox explained Phase 2 does not have storm drains yet and stated installing curbs could cause erosion issues. He added they will put down an extra edge of rock base to prevent the asphalt edge from deteriorating. Regarding landscaping, Mr. Knox clarified there is a guaranteed financial mechanism to make sure the landscaping is installed and added this is a requirement of the final certificate of occupancy.

Charlie Hamilton addressed the commission. He stated there is a huge amount of infrastructure for these small homes and stated they are asking for some flexibility. He explained there will be separate timeframes and interest payments on their bank loans and places extra pressure on them to move forward and sell these lots. He stated if the City places too much additional burden on this project they won't be able to make it work.

Commissioner Norton restated his concerns about the fences and maintaining the landscaping. He stated this would no longer be common area and is concerned about an enforcement problem down the road.

Ms. Williams explained that she worked closely with the attorney on drafting the CC&Rs. She stated because this is a passive solar community the plants and plantings are very defined and stringent, and there is a special committee of the homeowners association to oversee this element. She stated anyone buying into this community is going to know the requirements from the onset and stated the homeowners association will deal with any renegade homeowners who don't follow the rules.

Mr. Knox added one of the benefits of the fencing is to reduce the fees and make it more affordable for people.

Public Input

No one came forward to speak.

Questions of Staff

Staff was asked if they are concerned with the curbing. Mr. Severson stated he has spoken with the city's engineer and he was concerned with not having a final edge because the Public Works department will take over responsibility for this street after one year. Mr. Molnar stated having a curb would affect the way water is transferred and stated he would prefer for this decision to lie with the Public Works Director.

Applicant's Rebuttal

Mr. Williams emphasized this is an extremely unique project and the CC&Rs speak in detail about the landscaping, as this can impact solar and water retention.

Commissioner Mindlin closed the hearing and the record at 10:00 p.m.

Deliberations and Decision

Commissioners Brown/Dawkins m/s to approve the application with the recommended conditions of approval with a modification to Condition #5 to insert an 18-month timeframe, and for the Public Works Director to evaluate and approve of a plan for the curb. Roll Call Vote: Commissioners Dawkins, Brown, Norton, Miller, Thompson, and Mindlin, YES. Motion passed unanimously.

ADJOURNMENT

Meeting adjourned at 10:10 p.m.

*Submitted by,
April Lucas, Administrative Supervisor*

**CITY OF
ASHLAND**
ASHLAND PLANNING COMMISSION
SPECIAL MEETING
MINUTES
June 23, 2015

CALL TO ORDER

Chair Melanie Mindlin called the meeting to order at 7:00 p.m. in the Civic Center Council Chambers, 1175 East Main Street.

Commissioners Present:

Troy J. Brown, Jr.
Michael Dawkins
Debbie Miller
Melanie Mindlin
Haywood Norton

Staff Present:

Bill Molnar, Community Development Director
Maria Harris, Planning Manager
Derek Severson, Associate Planner
April Lucas, Administrative Supervisor

Absent Members:

Lynn Thompson
Roger Pearce

Council Liaison:

Greg Lemhouse, absent

ANNOUNCEMENTS

Community Development Director Bill Molnar announced the upcoming meeting schedule and stated there are several new bills being drafted at the state legislature of interest to the commission, including bee keeping regulations and an agriculture zoning bill.

AD-HOC COMMITTEE UPDATES

No updates were given.

PUBLIC FORUM

No one came forward to speak.

TYPE II PUBLIC HEARING

A. PLANNING ACTION: PA-2015-00928

SUBJECT PROPERTY: 380 Clay Street

OWNER/APPLICANT: City of Ashland

DESCRIPTION: A request for a Tree Removal Permit to remove a 72-inch diameter at breast height (d.b.h.)

Fremont Cottonwood tree from the property located at 380 Clay Street. (*This tree was previously identified to be preserved and protected as part of Planning Action #2009-00043.*)

COMPREHENSIVE PLAN DESIGNATION: Low Density Multi-Family Residential; ZONING: R-2; ASSESSOR'S MAP: 39 1E 11C; TAX LOT: 2500.

Commissioner Mindlin read aloud the public hearing procedures for land use hearings.

Ex Parte Contact

Commissioners Miller, Brown, and Norton declared site visits; no ex parte contact was reported.

Staff Report

Associate Planner Derek Severson stated the application before them is a request to remove a 72-inch diameter Fremont Cottonwood tree from the property the city owns at 380 Clay Street. He noted there is an existing 1890's farmhouse on the property and the Snowberry Brook affordable housing development is immediately to the north. He explained in 2008 the city purchased the parcel in cooperation with the Housing Authority of Jackson County and the Ashland Parks Department. A portion of the lot was reserved as wetland area, a portion was acquired by the Parks Department, three acres went to the

Housing Authority for the development of 60-units which are now complete, and the remaining section being discussed tonight is under consideration for sale to the Housing Authority to develop more affordable housing. Mr. Severson stated the request to remove the cottonwood would allow the maximum development potential for the lot for the creation of affordable housing. He noted this property originally had three cottonwood trees on the property, one fell in 2006 and the other was removed in 2009 as part of the Snowberry Brook project.

Mr. Severson stated staff believes this decision comes down to two criteria. Approval criteria #3 states: "*Removal of the tree will not have a significant negative impact on the tree densities, sizes, canopies, and species diversity within 200 ft. of the subject property. The city shall grant an exception to this criterion when alternatives to the tree removal have been considered and no reasonable alternative exists to allow the property to be used as permitted in the zone.*" Mr. Severson stated while the Fremont Cottonwood species is unusual for the area, the Poplar Cottonwood genus is not and there is ample diversity of species within 200 ft. During the Tree Commission's review of this application they suggested the Fremont species is unusual and the specimen is likely the largest tree in the city and potentially one of the largest trees of this species in the state, and as such they stated its removal would have a significant negative impact on species diversity. He stated the Planning Commission must make a determination on this criteria and also consider if the tree is required to be preserved, does a reasonable alternative exist that would allow the property to be used as permitted within the zone.

Mr. Severson stated the second criteria the commission needs to consider is #4, which states: "*Nothing in this section shall require that the residential density to be reduced below the permitted density allowed by the zone. In making this determination, the city may consider alternative site plans or placement of structures of alternate landscaping designs that would lessen the impact on trees, so long as the alternatives continue to comply with the other provisions of this ordinance.*" Mr. Severson explained the minimum density for this property is 10 units, base density is 12 units, and maximum density is 20 units. He stated the applicants assert that keeping the tree would limit development to its minimum density, while removal of the tree allows for maximum development of the site with affordable housing. Mr. Severson displayed the two conceptual illustrations submitted by the applicant showing possible development of the lot. One provides for 19 units and the necessary 33 parking spaces to serve those units, and the other preserves the tree and would allow for 10 units and associated parking to be built. Mr. Severson stated the Tree Commission recommended denial of the request and indicated they did not believe the applicants had adequately demonstrated that keeping the tree would require residential density below the permitted density of the zone. He explained the Planning Commission must determine if this criteria refers to the minimum, base, or maximum density; and analyze whether the applicant has met the burden of proof in demonstrating the permitted density cannot be obtained by retaining the tree.

Questions of Staff

Staff was asked to comment on whether this tree was discussed during the approval process for Snowberry Brook. Mr. Severson stated when Snowberry Brook was approved conditions were placed to maintain the tree until something happened with this lot and to make the tree non-exempt from the tree removal permitting process. He added it was clear that this property was intended to be sold and developed at a later date for the creation of affordable housing.

Staff was asked about the purpose of the fence surrounding the tree. Mr. Severson remarked that in the past some limbs came down and the fence was erected to prevent any liability issues.

Applicant's Presentation

Dave Kanner, City Administrator/Mr. Kanner stated this 10-acre parcel was purchased in 2008 for the specific purpose of providing affordable housing. He stated it was a joint purchase by the city and explained the Parks & Recreation Dept. acquired a little over 3-acres and the Housing Authority purchased 4-acres for the Snowberry Brook affordable housing development. Mr. Kanner stated the Housing Authority developed the 4-acres with 60-units, 2-acres were preserved as a wetland, and the remaining acreage was agreed to be transferred to the Housing Authority, at the city's cost, for additional affordable housing. Mr. Kanner stated that while the tree was identified to be preserved and protected as part of planning action #2009-00043, the preservation and protection was not in perpetuity, it was to protect the tree during the construction of Snowberry Brook. He explained the city would like to remove the tree to make way for its original purchase intent which is to allow for the full development density for affordable housing. He stated the main question is whether the community finds greater value in affordable housing or in a tree that has already reached its prime lifespan and is not appropriate to the location. Mr. Kanner explained Ashland has voted to not increase its urban growth boundary and the ultimate best use of

this property is to develop the maximum density allowable in the zone for an affordable housing project. He stated if the tree remains, 10 units can be built; if it is removed, 20 units can be built. Additionally, he stated the Housing Authority has indicated that in order for this project to be feasible they need to develop close to 20 units. Mr. Kanner noted the suggestion to designate this area as a park land and submitted a letter into the record from Parks Director Michael Black. The letter states the Parks Department is not interested in a trade or purchasing this parcel for park land (See Exhibit P-01, attached.) Mr. Kanner commented on the community's problem with affordable housing and submitted two charts into the record detailing the shortage of affordable rental housing in Ashland (See Exhibits P-02 & P-03, attached.) He also commented on the Tree Commission's decision and stated a number of the members based their decision on emotion rather than the criteria.

Questions of the Applicant

Mr. Kanner was asked to comment on the proposal submitted by a neighbor that maintains the tree and provides for 15 units. Mr. Kanner stated this drawing has not been submitted to him and therefore he cannot comment on its feasibility.

Mr. Kanner confirmed that all of the units built by the Housing Authority would be rentals.

Mr. Kanner was asked if the city would feel safe removing the fence if the tree was properly maintained. He responded that this would be a question for the city council, however the fact that the lower limbs need to be supported with steel posts reinforces his concerns about this tree.

Mr. Kanner agreed that the exact age of the tree is not know; but stated the age of the tree is not a criteria.

Public Testimony

Norma Bowen/361 Engle/Stated this tree was Tree of the Year and has been named "Hope". Ms. Bowen stated the residents have been meeting to create a plan that allows for the tree to remain and the creation of affordable units. She noted the Tree Commission voted unanimously to deny the permit and stated this land should be made enjoyable for everyone.

Karen Smith/165 Jessica/Called attention to Ashland being a Tree City USA and recommended they find an alternative that would both save the tree and provide housing.

Kelly McNamara/659 Clay/Stated the trailer park is very simple, but there are lots of trees, a pond, and ducks; and stated she views this tree as a living sculpture and asked that they keep living things of beauty in place.

Bryan Holley/324 Liberty/Stated he is a former Tree Commissioner and this tree was mentioned by a number of neighbors during the Snowberry Brook application, and the developer listened to the concerns and saved the tree. Mr. Holley stated the city is only concerned about money and stated it is untrue the Housing Authority would be content building 20 units. He stated they would need to build 50 units to make the project feasible and would need to find space for the remaining units elsewhere. Mr. Holley stated the neighbors have been meeting on their own to develop a plan and have met with the Housing Authority and their plan was acceptable to them. He asked that the Planning Commission deny the request.

David Winn/2233 Villard #204/Stated the proposal with 15 units is a win-win situation. He stated many old growth trees are being cut down and stated this tree provides lots of shade and cools the air. Mr. Winn stated he likes to go out in the morning and say his prayers around this tree, but has not been able to since the fence has gone up.

Helene DeMartinez/231 Clay #6A/Stated she is the homeowners association president for Wingspread mobile home park. Ms. DeMartinez commented that this tree is right behind her backyard and the beauty of the area is the reason she moved there over 11 years ago. She stated she is tired of seeing so many things considered old and out of the norm being disregarded and stated this tree is enjoyed by the whole community. Ms. DeMartinez asked the commission to look at all the options and make an intelligent decision.

Carol Voisin/908 Fox/Stated she is speaking as a citizen and not a city councilor. Ms. Voisin stated she served on the Housing Commission for five years and has always been committed to affordable housing. She reminded the commission

that the Normal Master Plan area with 500 new planned units is just a few blocks away, and 25% (or 100-125 units) will be required to be affordable. She added perhaps the five units that would be lost to save the tree may be inconsequential. Ms. Voisin stated according to the buildable housing inventory, studios and one bedroom units are the types of housing most needed, however it seems the types that are being planned by the Housing Authority would be larger units and do not meet Ashland's particular need. She asked the commission to look for a win-win situation, where they can save the tree and also build affordable housing.

Gregg Trunell/400 Clay/Stated he is chair of the Tree Commission but recused himself from this particular issue and is speaking tonight as a public citizen. Mr. Trunell stated the Tree Commission based their decision on the criteria, not emotion, and stated the application meets the minimum density requirement and therefore it was an easy decision. Mr. Trunell stated the application states the maximum age for this type of tree is 130 years, however his fact checking showed the correct verbiage is *more than* 130 years. He stated the 2013 arborist report says this is a healthy tree and questioned why the fence was put up. He added the arborist report identified in the application was an estimate from Beaver Tree Service and this is not the same as an arborist report. Mr. Trunell stated the land use code for tree preservation is intended to reduce development impacts by preserving healthy trees for soil stability, noise buffering, wind protection, temperature mitigation, and wildlife habitat as well as for the contribution to the character and beauty of Ashland.

Cynthia Moscaritolo/175 Wightman/Stated the quantity of affordable housing was never discussed during the 2008 application and does not believe the intent was to blanket the area with back to back housing. Ms. Moscaritolo stated the city does not have to sell this property to the Housing Authority and recommended the Housing Authority purchase existing units and renovate them in order to increase affordable housing in Ashland. She asked that other properties in Ashland be considered for affordable housing and that all options be looked at for this property. Ms. Moscaritolo submitted a conceptual plan into the record (See Exhibits O-01 & O-02, attached.)

Ron Roth/6950 Old 99 S/Raised issue with the city's application not addressing the other trees on the property and claimed the city wants to cut down the largest diameter tree in the city so that they can sell the property for more money than they otherwise would be able to. Mr. Roth stated this is a non-native tree and its removal would extricate this species from the City of Ashland. He stated there are reasonable alternatives that could be considered that could save the tree, including three-story buildings for the affordable housing or a land swap with the Parks Department.

Albert Pepe/321 Clay/Asked that the tree be preserved and stated that in order to develop the property an old historic barn would also have to be removed. Mr. Pepe suggested this property be put to good use for the entire community and recommended a community garden. He stated lower Clay street is already crowded and asked that the city look outside the box regarding this parcel and consider other options for affordable housing in Ashland.

Dominique Shelton/55 Brooks/Stated the city wants income from the sale of this property in order to build a parking lot. Ms. Shelton asked the commission to look beyond the given set of variables and asked them to come together to find a solution for this. She stated this tree is not something that can be replaced and asked them to leave something for future generations.

Casey Roland/659 Clay/Clarified a statement he made at the Tree Commission hearing and stated if the only way to provide housing for people in need was to cut down this tree he would probably do it. Mr. Roland stated this tree is likely between 100-135 years old and believes the city council's decision to proceed with the tree removal application was based on misinformation. He stated all trees drop limbs and branches and stated it is a slippery slope to say this tree is past its prime. Mr. Roland stated he has killed more trees than any person in the room, however this tree is probably one of the first plantings in Ashland and is a tree that needs to be preserved. He stated this tree benefits the whole community and over 100 years of experience by professional arborists have said this tree should be maintained and preserved. He added this tree does not belong to the City of Ashland but rather belongs to the community, and believes with the right approach preserving the tree and building affordable housing is doable.

Christine Menefee/321 Clay St. #8/Ms. Menefee's written comment in opposition to the removal of the tree was read aloud by Commissioner Mindlin.

Questions of Staff

Staff was asked to clarify which area will be a community park. Mr. Molnar identified the area acquired by the Parks Department but noted the Parks Commission has not made a determination on how the park land will be used. It is their land to plan and it could be a dog park, active fields, etc.

Staff was asked if the affordable housing element is a criteria in this application. Mr. Molnar stated supporting affordable housing is a broader policy decision of the city. He added a key consideration is criteria #4 that states *"nothing in this section shall require that the residential density be reduced below the permitted density allowed by the zone."* He stated the commission needs to determine how to apply this, and whether permitted density means the minimum, base, or maximum density permitted. He added this is a difficult decision and stated "permitted density" is not defined in the code.

Applicant's Rebuttal

Dave Kanner/Emphasized that the Parks Department has already stated that they are not interested in this property as park land or a community garden. Additionally, they are not interested in swapping their parcel with the city. Mr. Kanner stated this property was acquired in 2008 and there have been six and a half years to find an alternative. He stated the degree to what level people love the tree is not a criteria and stated this application meets the criteria in the code. He stated its removal would not have a negative impact on erosion, soil stability, etc.; the removal would not significantly impact tree densities within 200 ft.; and though this tree is unique to our area it is not a unique tree. The issue is whether or not they can meet the minimum, base, or maximum density of the zone and this is what the commission needs to determine. Mr. Kanner stated the city is not trying to make money off this land and stated the city would make far more money if it sold the parcel at market value. He stated the amount of affordable housing would have to be reduced in order save the tree, and stated he does not agree with this approach when all of the criteria have been met.

Deliberations & Decision

Commissioners Dawkins/Miller m/s to deny PA-2015-00934. DISCUSSION: Dawkins stated while he supports restricting the urban growth boundary he has repeatedly questioned the city's infill policy and believes they should be growing from the center out. He added he does not support any more development on Clay Street until there is a safe way to cross Ashland Street. Miller agreed with Dawkins on the issue of traffic on Clay Street. She added she does not believe criteria #3 and #4 have been met and would like to see other alternatives explored. Brown disagreed and stated the application meets the criteria in the code. He stated any potential traffic concerns would be addressed when a development proposal comes forward, and this application is about the tree and affordable housing. Brown stated personal preferences are not part of this decision and stated the application clearly meets the requirements in the code. Norton stated he does not support the motion to deny. He stated if the tree stays it will need room to continue to grow, and if you shoehorn in the development it will impact the health of the residents. He added he cannot support keeping the tree if it means the housing will not be adequately designed. Miller cited criteria #3 and stated a reasonable alternative does exist and if they define permitted density as minimum or base density this development could move forward with the tree staying. Brown noted the tree will continue to be preserved until an adequate plan is presented and at that time they can discuss traffic, number of units, etc. Mindlin stated affordable housing and its value it not an approval criteria and stated she does not believe the application satisfies the criteria in the code. Mindlin stated criteria #3 has not been met and regarding criteria #4 she does not believe this means they have to allow someone to build the maximum density without considering the other factors. She added she does not support pre-approving the tree removal before seeing alternate plans. **Roll Call Vote: Commissioners Dawkins, Miller and Mindlin, YES. Commissioners Brown and Norton, NO. Motion passed 3-2.**

DISCUSSION ITEMS

A. Discussion of Ordinance Amendments for Homegrown Recreational Marijuana.

Planning Manager Maria Harris presented language that could be used as a starting point for regulations on recreational marijuana. She explained starting July 1, 2015 people are allowed to have up to four marijuana plants and explained the city has had some code compliance issues with marijuana grows, mostly on odor, lights and fans. Ms. Harris reviewed the draft language that would place limitations on outdoor grows and stated the intent it to minimize adverse impacts to neighbors. She requested the commission provide input on the number of plants that should be allowed, whether this should be per lot or per household, and whether requiring setbacks is the right direction to go. She noted the state will begin accepting licenses for commercial sale sites in January 2016, and clarified tonight's discussion is only about residences.

Commission Discussion

Commissioner Brown asked if state law allows the city to restrict the number of plants and Ms. Harris replied that staff believes so, however they are not allowed to increase the number. It was asked how tall the plants can grow and Ms. Harris explained they can get up to 8-10 ft. tall. Brown suggested they consider limiting the height of the plants, since at this height they would be clearly visible over a fence.

Ms. Harris stated there are two moving parts and explained medicinal marijuana is loosely regulated by the state and allows six plants per card holder, however people have started growing for other card holders. She explained this ordinance would limit outdoor growing regardless of whether it is for medicinal or recreational use.

Commissioner Dawkins expressed concern with rental units being taken out of the housing stock and used as grow houses, and questioned if they should use electric bills to detect where indoor grows are happening.

Commissioner Mindlin asked if greenhouses would meet the screening requirements and staff indicated they could address this in the ordinance as a possible screening alternative.

City Administrator Dave Kanner addressed the commission and stated his recommendation is to place a limitation on the number of plants grown outdoors, and stated they may run into problems with legislation if they try to limit the number grown indoors. Regarding the height concern, he stated as long as it is not visible from any public place he is not concerned if the plants are visible over the top of a backyard fence. Mr. Kanner stated his main concern is regarding large grow sites consisting of 20 or more plants and explained the odor of a grow this size impacts entire neighborhoods. He explained he has spoken with the city's code compliance officer and his opinion was that four plants would create an odor, but it would not be so obnoxious that neighbors can't enjoy their outdoor spaces. He stated he is not concerned with whether they are growing for recreational or medicinal uses, but if they want to grow more than four plants they need to do it inside. He stated the electrical use component is interesting and stated while they cannot single out one type of business for higher rates, the city can establish excess of peak use charges and apply it to all commercial businesses. Regarding Dawkins concern, Mr. Kanner stated it is very expensive to rent a house in Ashland and there is a shortage of available rental properties, and he does not believe it will be worth someone's while to establish a grow operation in Ashland when there are far less expensive options elsewhere.

Commissioners Brown/Dawkins m/s to direct staff to initiate the amendments and prepare an ordinance. Roll Call Vote: all AYES. Motion passed unanimously.

ADJOURNMENT

Meeting adjourned at 9:30 p.m.

*Submitted by,
April Lucas, Administrative Supervisor*

From: Michael Black [mailto:blackm@ashland.or.us]
Sent: Thursday, February 12, 2015 4:28 PM
To: 'Dave Kanner'
Subject: The Tree

I think you know the tree I am talking about. I met with Carol today and (later) with the owner of the property adjacent to the tree. I was out there with our arborist admiring the tree when the neighbor walked up. Here is my take.

If the tree is worth saving, then the City Council can make that decision. I am not interested in a trade or purchase of that property. I don't feel like I need to take this to the Commission because it is not a priority property and if we were to acquire it, it would be a limited use property at best as long as the tree remained.

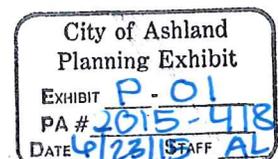
If somehow the Council decided that they wanted to save this tree then I think we could commit to maintaining it. I think it could be a nice feature that was ancillary to the park, but not part of it. I do not wish to champion this tree as an APRC project, but again if it somehow ended up a priority for the Council, we could maintain the tree to ensure it lives as long as it possible can in its current state. We would have to limit the use underneath the tree, and perhaps even exclude activity under it. As you can see, it is no use to APRC as a dog park or community garden.

Anyway, you will hear from the neighbor. My official stance is that the tree is "cool" but I will not promote the use of APRC funds or land trades to acquire it.

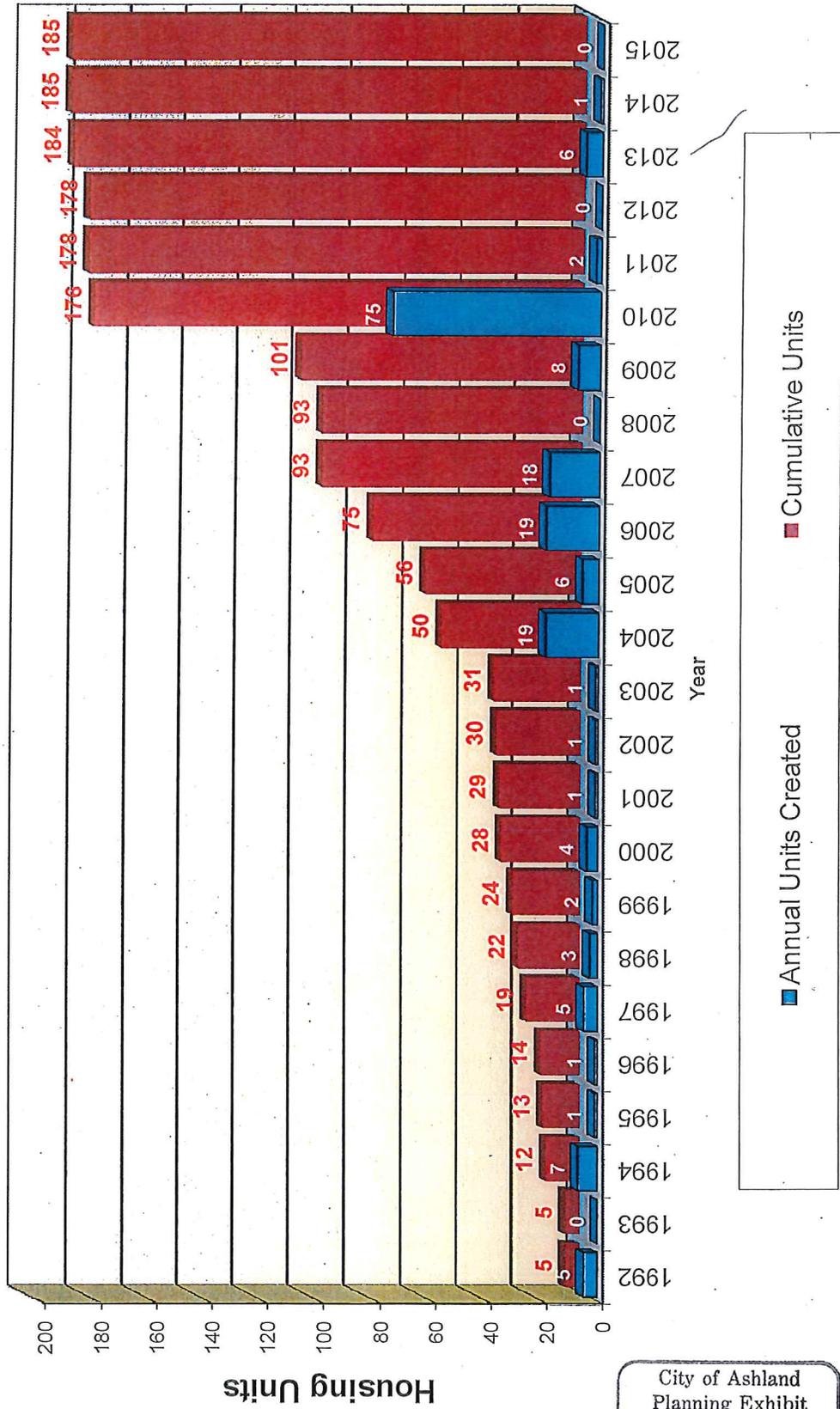
Best,

Michael A. Black, Director
Ashland Parks and Recreation
340 S Pioneer st, Ashland, OR 97520
Direct 541-552-2251
541-488-5314 fax

This email transmission is official business of the City of Ashland, and it is subject to Oregon public records law for disclosure and retention.
If you have received this message in error, please contact me at 541-552-2251.
Thank You.



Affordable Housing Program



City of Ashland
 Planning Exhibit
 EXHIBIT P-02
 PA # 2015-418
 DATE 10/23/15 STAFF AL

Figure 6.2

Owner Occupied units by affordability

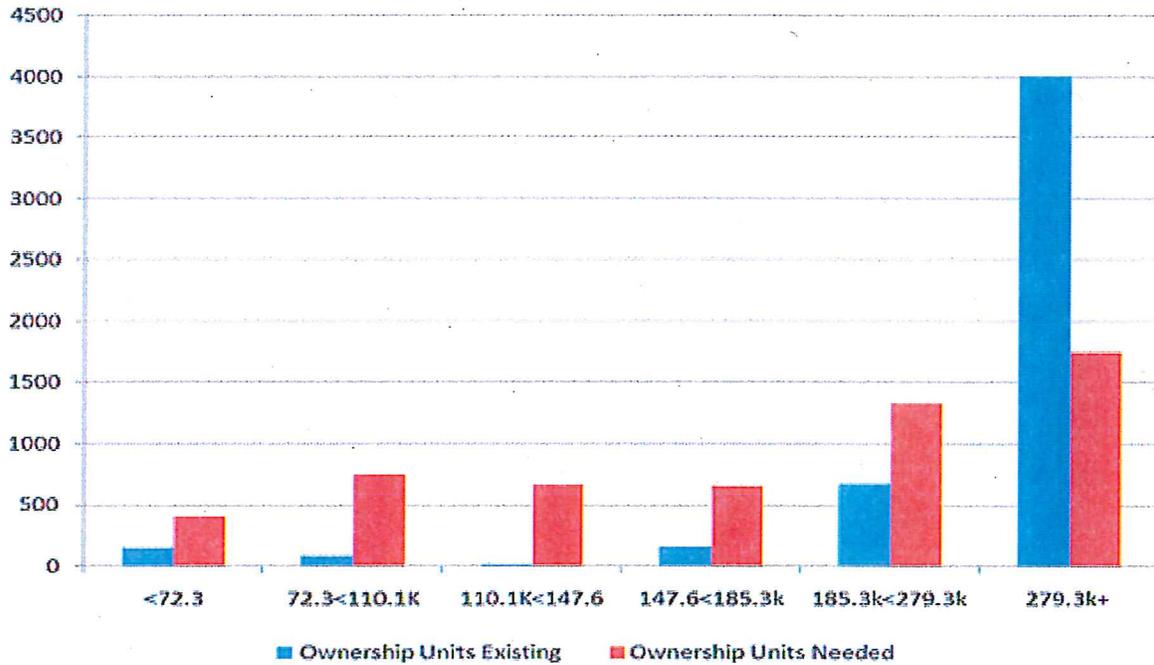
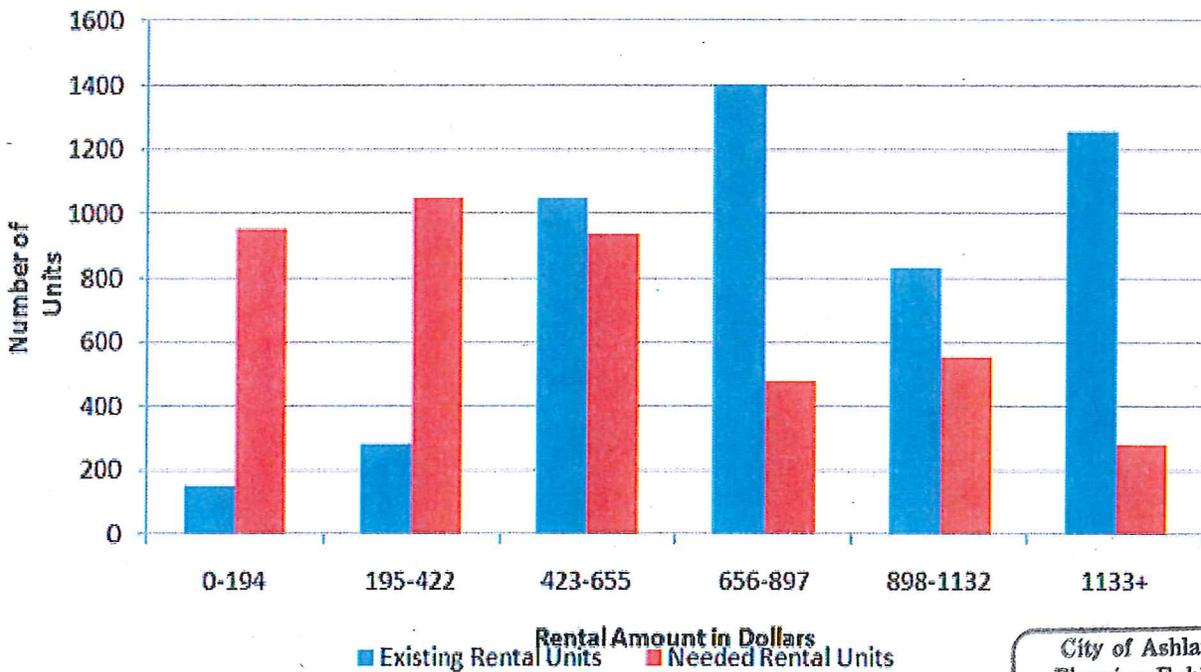


Figure 6.3

Rental Units needed by affordability



City of Ashland
 Planning Exhibit
 EXHIBIT P-03
 PA # 2015-418
 DATE 12/31/15 STAFF AL



Community Garden

Garden toolshed & farm stand built with reclaimed wood yard possibly carvels, rafters & siding from an original 1901 Ashland train bldg.

VILLARD ST.



2-way Benches

Log posts w/ Wisteria vines

Tree of the Year Plaque

Neighborhood News & Events

String of Ball Lights

Vine-covered Arbor

by Cynthia

City of Ashland
 Planning Exhibit
 Exhibit 0-02
 PA # 015-418
 Date 02/21/18 Staff AL

**ASHLAND TRANSPORTATION COMMISSION
MINUTES
APRIL 23, 2015**

CALL TO ORDER: Chair David Young called the meeting to order at 6:02 p.m. in the Civic Center Council Chambers, 1175 E. Main Street.

Commissioners Present: David Young, Joe Graf, Corinne Viéville, Danielle Amarotico, Alan Bender and Shawn Kampmann

Commissioners Absent: None

Staff Present: Mike Faught, Scott Fleury, Brandon Goldman, Bill Mollnar, Tami De Mille-Campos, and Whitney Dennis

Council Liaison Present: Michael Morris (absent)

ANNOUNCEMENTS

Chair Dave Young welcomed and introduced new commissioner Danielle Amarotico. Amarotico explained her background as working at Standing Stone, a restaurant and brewery in Ashland, for the last 18 years and an Ashland community member for the last 20 years. Chair Young also welcomed and introduced new administrative support City staff member, Whitney Dennis.

CONSENT AGENDA

Approval of Minutes – February 26, 2015

No objections noted; minutes were unanimously approved

PUBLIC FORUM

Jan Vidmar of 320 Meadow Drive - Handout was distributed to discuss the Normal Avenue project area (attached **Exhibit A**). Vidmar spoke to the crowding on East Main and the difficulty of getting onto Ashland Street from Clay Street without stop signs. The photographs within the attachment represent the troubles. She advocated for changes to Normal Avenue and East Main. Vidmar highlighted prior flooding on Clay Street as a concern. She mentioned that she is also speaking on behalf of Brice Anderson, who was not in attendance.

NEW BUSINESS

Normal Ave. Neighborhood Discussion

Brandon Goldman, City of Ashland Planning & Bill Mollnar, Community Development Director – Goldman began his presentation with a brief summary of the review process that has taken place with the Normal Neighborhood Plan (NNP) explaining the following:

1. The Transportation Commission reviewed the NNP close to a year ago.
2. The NNP was then given to the Working Group, comprised of two (2) Planning Commissioners and three (3) City Councilors. The Working Group made revisions to the transportation system within the plan.
3. Upon City Council's review of the revised NNP on December 2, 2014, the Council recommended that all revisions of the Working Group be reviewed by both the Planning Commission and the Transportation Commission before being considered for the final approval process with the City Council.

Goldman displayed a diagram of the existing major connections within the current Transportation System Plan (TSP) before revisions (presentation attached **Exhibit B**). Goldman described the first modification to the existing TSP, as

a request to modify the plan by adding East Main Street back into the planning. Goldman reviewed the history of the existing TSP, showing the original land use and street framework.

Goldman outlined the recommendation of the Transportation Commission in November 2013, explaining that the Transportation Commission requested that the East and West connections of the development be eliminated, with only one connection remaining to East Main. Mike Faught, Public Works Director explained that in 2013 he did not agree with only having one connection to East Main and followed through with that recommendation to the Planning Commission in 2013.

Goldman explained that in April 2014, there were recommendations by the Planning Commission to include improvements along East Main from Walker to Clay Street to include bike lanes and sidewalk on the south side prior to any annexation or development. Additional example recommendations were presented including a future transit stop being located adjacent to the higher density zone on East Main and a railroad crossing at Normal Avenue with the following conditions:

1. Additional crossing can be created without closing original crossing in town
2. A finance plan must be developed and approved by City

Goldman reviewed the recommendations of the Working Group as the following:

1. East Main Street should be maintained with bike lanes, sidewalks, gutters, concurring with the recommendation of the Planning Commission
2. Multiple connections be made to East Main
3. Standardized grid with more alignment with East and West connections
4. Bicycle and pedestrian pathways developed
5. Railroad crossing be improved to be in concert with development

Goldman continued with a before and after slide and described traffic flow and the framework. He also warned that the location of the streets could shift as development begins. There was continued explanation of how the street and land use framework can change and how the two can influence one another. He explained that more new east/west connections that run through the property have been recommended.

Goldman described the changes to the land use density areas. He described that the changes in densities were chosen to mirror other areas Single Family and Multi residential use zones around the City. Young asked for clarification on what the expectation of the Transportation Commission is in regards to the amended plan. Goldman explained that comments and recommendations from the Transportation Commission are needed in regards to the presented revisions. Faught spoke about the information provided in the packet and explained financing options with the proposed revisions. Additional examples of the Working Group's recommendations were given, including description of the phased approach to development, railroad crossing information and the recommendation of full improvements upon connecting to East Main.

Kampmann asked for clarification to describe when East Main would need to be fully developed based on developing progress on Normal Avenue. Faught answered that full development would need to occur when any other road is connected into East Main. Faught continued with the financing options and Goldman described additional grading and connections for the first phase. Discussion continued around the financing options and the phasing of development.

Young stressed that there should have been a Transportation Commissioner as part of the original Working Group to give input on the revised plan earlier on in the process. Young recognized the rights of the property owner to develop but voiced concerns about the high density housing location affecting the revised plan. Kampmann advocates for the project to be done as one project and not in phases based on System Development Charges (SDC) due to the unknown timeline and disjointed patchwork that can accompany multi phased construction affecting the aesthetic quality of East Main. Graf questioned the process going forward. Faught clarified the process, explaining that in order for the revised plan to be approved, there needs to be an amendment to the TSP. A full recognition from the Transportation Commission, Planning Commission, and the Working Group to accept the revised Normal Neighborhood Plan as an amendment to the TSP would go forward to City Council for approval.

The Commission discussed proposing a formal motion to include areas from Walker to Clay Street on East Main. Discussion continued about approving the plan as it exists or adding input to changes. The group continued to discuss the effects of parking options, shared streets and local streets.

MOTION: Accept the presented revised plan as an amendment of the TSP with the following conditions: 1 :) Should the development occur along East Main, at a minimum, a sidewalk is to be developed between Walker and Clay Street. 2 :) Should the development occur along the railroad tracks, at a minimum, the railroad crossing needs to be completed.

DISCUSSION: Graf discussed amending the motion to read multi-use path instead of sidewalk. De Mille-Campos asked for additional clarification of motion. Graf described the intention of the motion was to provide safe access for pedestrians, especially school children if development was approved. Amarotico questioned if the improvements were to go beyond Walker to Clay and expand to Tolman Creek. After clarification, the group agreed to at a minimum of Walker to Clay Street.

Graf motioned / Viéville seconded. The motion was passed unanimously.

MOTION: Full street improvements are to be completed for East Main prior to any development creating access along East Main.

Kampmann motioned / No second. The motion died for lack of second.

Downtown Plan Discussion

Faught presented the Downtown Parking and Multi-Modal Circulation Plan explaining the multi-modal connection system and spoke about the traffic systems, extension of the existing road diet, additional loading zones and the medians that would be present. Faught presented a draft of the plan and highlighted that there are currently no bicycle lanes through the core of downtown. Faught continued with the proposal, explaining that the new plan would make the final connection of the bike lanes through the downtown core. The proposal outlined extending the road diet, from North Main to Siskiyou Blvd removing the Helman Street traffic signal and placing a rapid flash pedestrian beacon in its place Faught highlighted the additional details in the plan:

1. Clear bike lane to be created on North Main going south into town.
2. Clear bike lane to be created on Lithia Way going towards Medford
3. Advanced signage to prompt a divide of the traffic and bike lanes into left and right lanes allowing the dedication of the right lane for all northbound through traffic and the left lane for downtown oriented traffic.

Faught discussed truck parking in the plaza. He described a traffic accident that occurred due to the current street loading practices. Faught described creating an ordinance that would prevent trucks from parking

anywhere to unload. Temporary loading zones were discussed. Faught explained that he has met with several trucking companies to discuss loading needs.

Faught continued to describe the plaza area. He detailed sidewalk restructuring that would save the trees within the plaza; include a new bike lane, and the relocation of the current bus stop. He outlined that at the crossing of East Main from Oak there would be a multi-use path that would provide transit into the plaza.

Faught briefly outlined newly proposed traffic signals to be placed at Oak Street, East Main and Lithia Way. The design would include one truck loading zone on each side of the street for every block. This plan would displace twenty-one (21) parking spots to accommodate the loading zones and bike path. Graf questioned what the restricted parking enforcement would look like. Faught explained that the City would work with Diamond Parking to also monitor the proposed parking restrictions. Viéville questioned if parking spaces would be removed within the plaza to accommodate the bike path. Faught outlined that the parking spaces would remain, and the current right-of-way allows enough space for a modified sidewalk.

Amarotico asked for clarification about time limits on loading zone designation. Faught explained that the designation currently is set to end at 4pm, maximizing parking spaces. Faught explained that the designation may change to an earlier time. Faught is also recommending an ordinance to the City Council to address the no loading or double parking on East Main. Faught recommended applying with the State Transportation Improvement Program (STIP) to assist with funding of the project. He explained that the letter of interest is due in the next month or so, and that applications are due in August. Faught acknowledged that he is going to move forward with the application process noting that at anytime if the plan is not approved that the application can be withdrawn.

Fleury added that the new proposed lights at Oak/Lithia/East Main will be synced with the downtown core of lights with audible pedestrian signals. Concern of the liquor store driveway by Lithia Way was discussed, with the following details:

1. ODOT is redesigning a new location and is working with the property owner
2. Property owner has requested to have designated 30 minute parking spaces for his business

Amarotico commented about how exciting the project is and that it is major for Ashland.

Downtown Beautification Project Discussion

Fleury highlighted a new safety improvement at the corner of Winburn to replace the pedestrian bench and add a bump out for visibility. Graf cautioned that it may be premature to focus on beautification prior to the Downtown Parking and Multi-Modal Circulation Committee making a final recommendation on the Pioneer Parking Lot.

OLD BUSINESS

None

FOLLOW UP ITEMS

Council Presentation

Graf discussed presenting talking points provided by Fleury with no additional questions from City Council.

Audible Pedestrian Signals

Fleury outlined an update on the installation of the following signals:

1. Walker Street signal has not been installed

2. Main Street / Lithia has been installed
3. 2nd Street/ Pioneer has been installed

Fleury explained that he will be ordering materials to finish the project.

INFORMATIONAL ITEMS

Traffic Crash Mapping

Fleury announced that the GIS department has developed a web application which will display traffic crash heat map and definitions. According to Fleury, the application is still in the development stage, but a tutorial will follow at a later date.

COMMISSION OPEN DISCUSSION

None

FUTURE AGENDA TOPICS

Kampmann spoke of taking out future agenda items due to lack of interest from the Transportation Commission. Kampmann stated he has added many future agenda topics which still remain on the list, such as: multi-modal public outreach & education, traffic on Siskiyou Blvd & 66, and a review of metering (traffic study). Young explained that many of these items have been discussed and are going to be addressed at a later date. Fleury explained that a corridor study is slated for later depending on grant funding. He explained that the original corridor study was to include Sherman to Ashland, and Ashland to Walker but that funding prevented the pursuit of the study last year.

Bender spoke of some public outreach options. Young explained that a direction for public outreach or education is needed. Amarotico discussed the opportunity for outreach and education with the Downtown Parking and Multi-Modal Circulation Plan.

Kampmann announced his resignation, noting that he has lived in Ashland his whole life and would like to see a commission that is little more diverse. Young acknowledged his resignation and appreciated his service. Bender also appreciated his service and his knowledge of the City.

Young stated he would be out of town for the Mayor's brown bag lunch on Friday, April 24th at noon. Graf said he would try to make it in Young's absence.

ADJOURNMENT

Meeting adjourned at 8:20 pm

*Respectfully submitted,
Whitney Dennis, Administrative Assistant*

Attachments:

Exhibit A - Clay / East Main / Normal

Exhibit B - Normal Neighborhood Plan Presentation

EXHIBIT A

Clay/East Main/Normal

Dear Transportation Commissioners,

The proposed developments in this area may lead to several transportation challenges.

1. Please refer to the letter and photos from the heavy rains of February 6, 2015.

This day was not an anomaly for our Meadowbrook Park neighborhood, as other heavy rains have resulted in similar rising wetlands. Hopefully streets will be placed so that natural flows will not be impeded.

2. Also of concern is grid streets in the Normal development, as this encourages higher speeds, and more danger to pedestrians. Our MPE neighborhood, with a curved street, has children playing in the street, and is safer for walkers.

3. I think that anyone from Normal going into Ashland or Tolman or Highway 5, will chose to exit onto East Main rather than Ashland Street, for speed and less congestion. The traffic will increase exponentially, necessitating signals. We often wait a long time to turn from lower Clay onto East Main.

4. More housing is planned next to Snowberry development on Clay. Currently cars are allowed to park on that section of Clay, which forces traffic into the opposite lane and hampers visibility. All houses in Snowberry have available parking behind the development, which should allow Clay to be designated as no parking for the entire length.

5. Although lower Clay has designated car parking by the church, the vehicles parked there are used for construction, and are oversized. This hampers visibility, which forces drivers to veer to the other side of Clay, which is deeply ditched. When trying to make a left turn onto East Main, sometimes it is impossible to see beyond the parked trucks. On Sundays, church members park on East Main, close

to the intersection, making it extremely difficult to exit Clay safely. Please consider eliminating all parking on East Main, and providing a turning lane.

6. Turning right from Clay onto East Main is a nightmare, as it is necessary to pull out into traffic to see past the pole on the right side of Clay.

Hopefully these traffic problems will be ameliorated by designating both Clay and East Main as no parking zones. This should cause no hardship, as all residents on these streets have private parking. The addition of turning lanes and traffic signals will help.

Thank you,

Jan Vidmar

320 Meadow Dr.

Ashland, OR

Dear Mayor, Counselors, and Commissioners,

Feb. 8, 2015

I realize that not all of you have been involved in the Normal Avenue Plan, but I would appreciate you taking the time to read my comments and view my photos taken on Feb. 6, 2015.

One of the main concerns of neighbors in the Normal Ave. Plan area is the hydrology of Cemetery Creek and Clay Creek. We've been fairly dry in recent years, which hasn't reflected the creek flows and potential for flooding. Development needs to take this issue seriously, as the recent rains have not been biblical, but the potential for problems was seen.

I have attached 16 photos which demonstrate our concerns.

Photos 1-4 are of Cemetery Creek, and they were taken from my property, 320 Meadow Dr. That is part of the Meadowbrook Park Estates (MPE). Unfortunately our homes were built before the setbacks were in place, and the actual Cemetery Creek jurisdictional wetland floodplain bisects my living room. Fortunately there are cottonwood trees and willows to soak up and hold back water.

Photos 5 & 6 show the very end of Creek Drive. You'll notice that 2086 Creek Drive has water rising into the driveway and down the road. The gravel berm is clearly visible, and that is causing problems for the neighbors. The berm was placed at the end of Creek by Mr. Livni, who owns tax lot 3600. I read the Keystone Consulting report, and the Livnis were told that they did not have much wetland, and the drainage from Creek Drive was the cause of their wet property. True, the runoff from Creek Drive drained into the Livni property, but now Creek Drive is flooding, and a flow through is necessary.

Photos 7-10 clearly demonstrates that Cemetery Creek flows from south to north, and through the Winmill and Livni properties. I walked around the water on Creek Drive for better view and more photos. Mr. Livni did indeed hold back the drainage, but not the natural hydrology of Cemetery Creek. You can also see the flow to East Main, looking in the direction of the Baptist tax property 3601. I have consulted the Schott and Associates Jurisdictional Wetland Determination and Delineation survey prepared for Mahar Homes, and the hydrology is consistent with my observations on 2/6/15.

Photos 11 & 12 are of Clay Creek, coming south through Wing Spread Park and into MPE, (Wing Spread installed the chain link fencing between our properties). Last year our MPE HOA, with the consent of the City of Ashland, we had to remove huge cottonwoods that fell and threatened homes. We complied with the City requirements and at considerable cost, restored the area in riparian vegetation. As you can see from the photos, some of the plants are now imperiled.

Photos 13-15 follow Clay Creek as it poured down the middle of MPE to the Creek Drive bridge.

Photo 16 is of the Creek Drive bridge, south end. The water was near the top when I photographed. Part of the apparent blockage at the bridge was caused by the blackberries on the north side, constricting the water flow.

Please carefully consider where developments are placed, and hold the developers accountable for designing with hydrology in mind. Clay Creek and Cemetery Creek are not ditches or flooded irrigation areas. Recently, Mayor Stromberg pointed out that Ashland's water courses are special attractions for the neighborhoods. Please, let's commit to restoring riparian habitats, clearing any impediments to flow, and considering long term flooding potential.

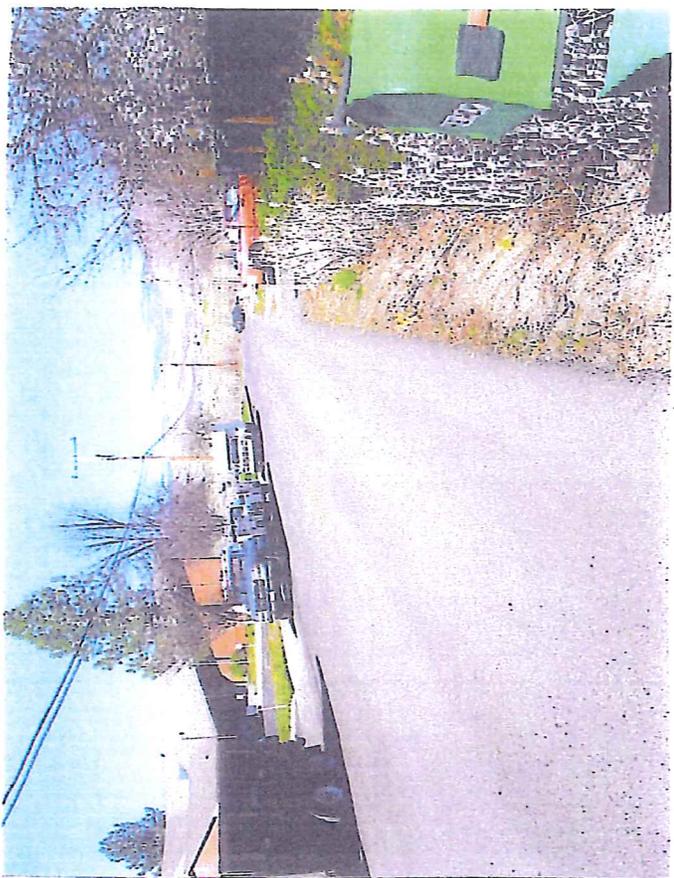
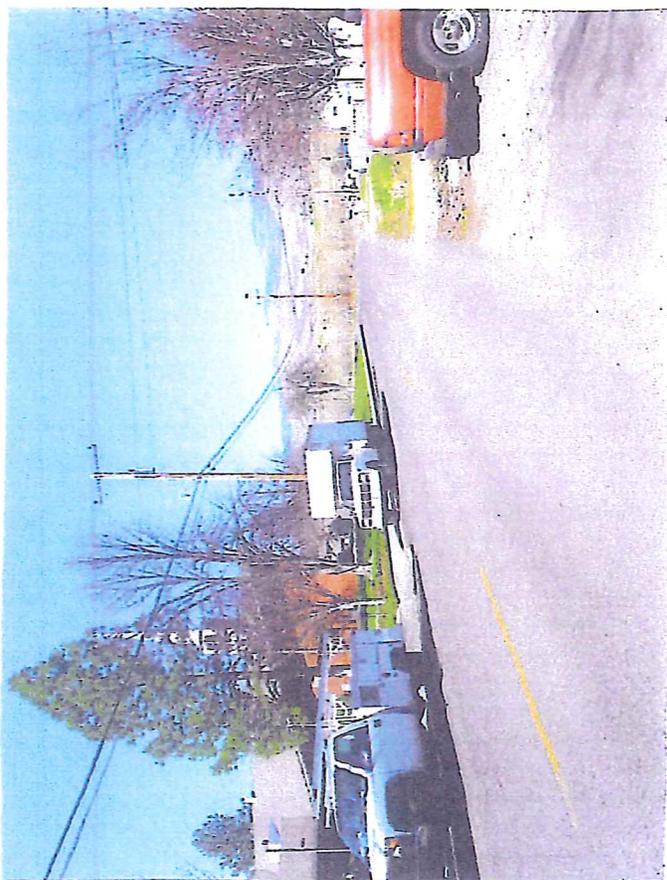
Thank you for your time and all you do for the citizens of Ashland.

Respectfully,

Jan Vidmar









(1)



(2)



(3)

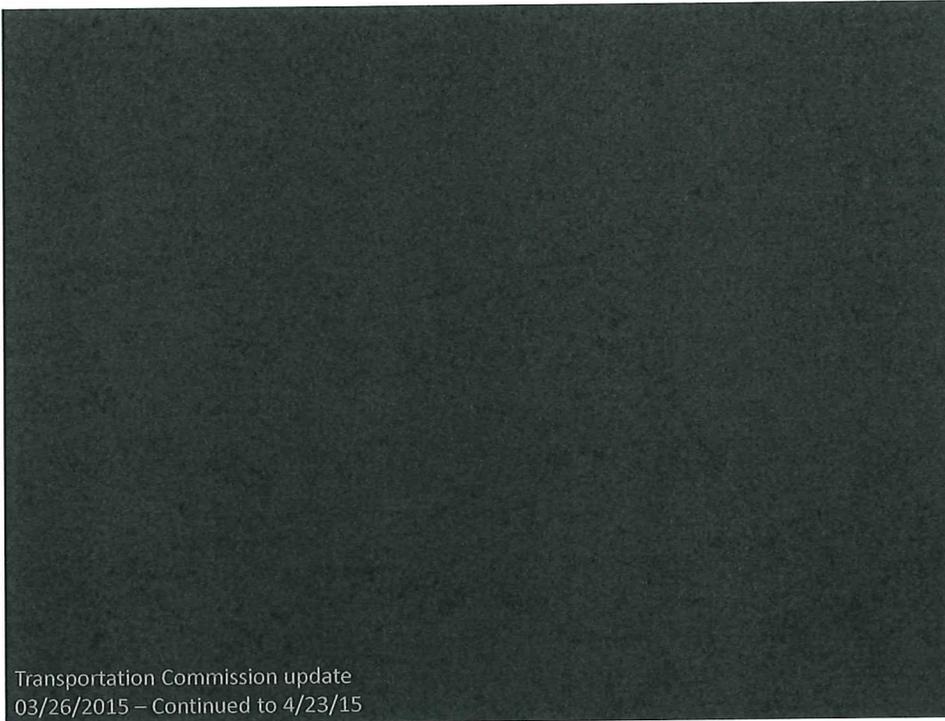


(4)



(5)

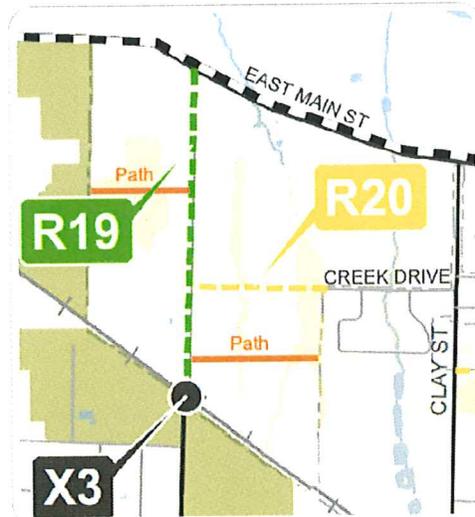
- 1) Snowberry Brook (Villard St.) parking - other parking behind buildings. Future housing and new dog park will be off Villard, increasing traffic on Clay.
- 2) Snowberry residents parked on Clay, as I prepare to cross center lines. The approaching car must go to their right close to the gravel.
- 3) View out my window, intersection Clay + East Main. It is necessary to go beyond the pole to see approaching cars from East Main + Tolman (at 40mph)
- 4) Cars parked on East Main, necessitating entering East Main to see on coming traffic.
- 5) Cars parked along East Main, blocking view of on coming and turning traffic.

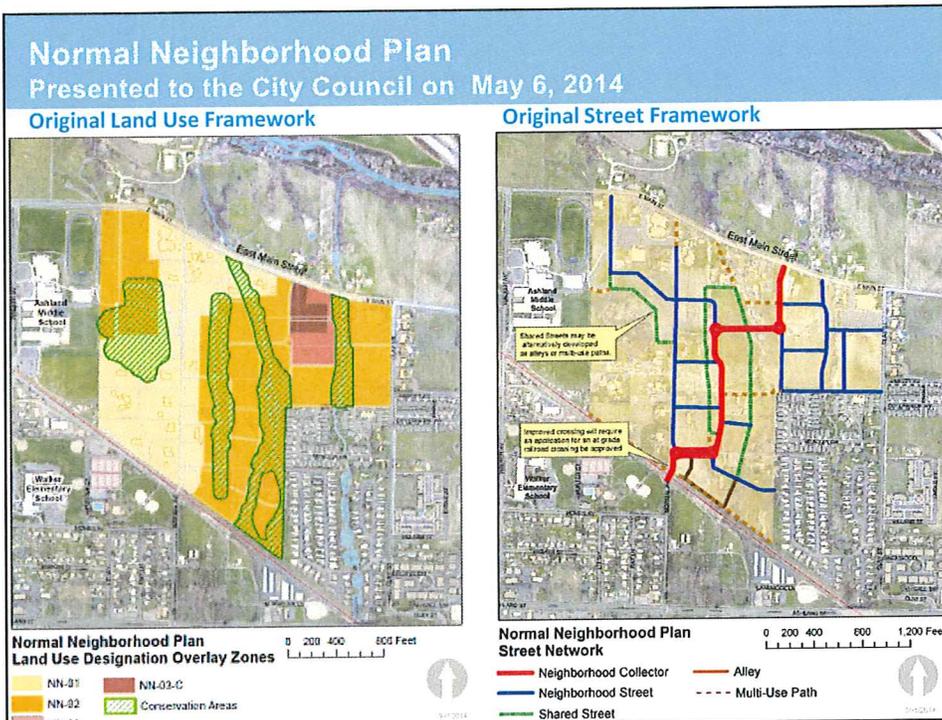


Transportation Commission update
03/26/2015 – Continued to 4/23/15

Normal Neighborhood Plan Existing Transportation System Plan

- Normal Avenue (R19)
- Creek Drive Extension (R20)
- Railroad Crossing (X3)
- Planned Bike Paths
- East Main Street





Advisory Commissions Transportation Related Recommendations

Transportation Commission (11/14/13):

- Recommended approval of the the transportation plan as presented with the two vehicular proposed street connections on the West and East side of the new Normal Avenue eliminated, leaving only one vehicular connection to East Main Street.
- Prior to this approved motion the Commission was split with a 3-3 motion to approve the transportation element of the plan as originally presented.

Advisory Commissions Transportation Related Recommendations

Planning Commission (4/22/2014):

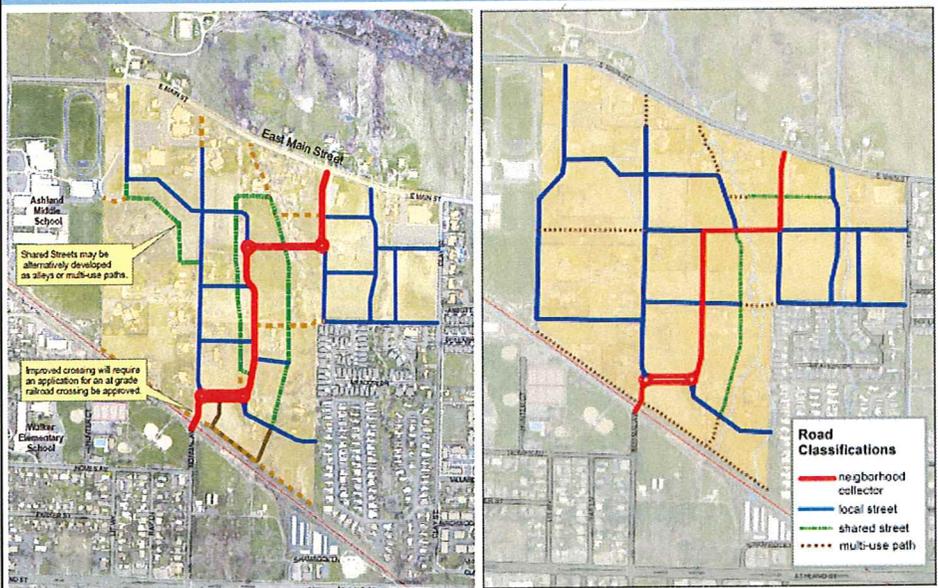
- The south side of East Main Street, from Walker Avenue to Clay Street, should be fully improved to City Street Standards prior to, or coinciding with any future annexation and development within the plan area.
- A future transit stop coordinated with the Rogue Valley Transportation District, in the immediate vicinity of the NN-03 Land Use Zone, should be incorporated into the East Main Street roadway design and development.
- That prior to annexation and development within the plan area the following items relating to the future Railroad crossing at Normal Avenue be addressed:
 - That the proposed public Rail Road crossing can be installed without necessitating the closure of any existing public crossing within the City.
 - A financing plan be developed and approved by the City for the future improvement of the rail road crossing.

Advisory Commissions Transportation Related Recommendations

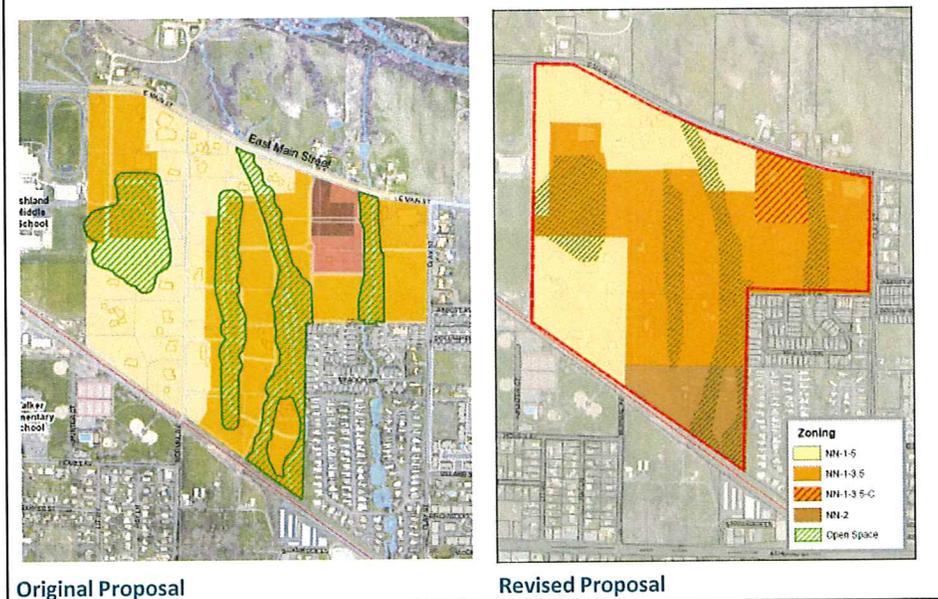
Normal Neighborhood Working Group (12/2/2014):

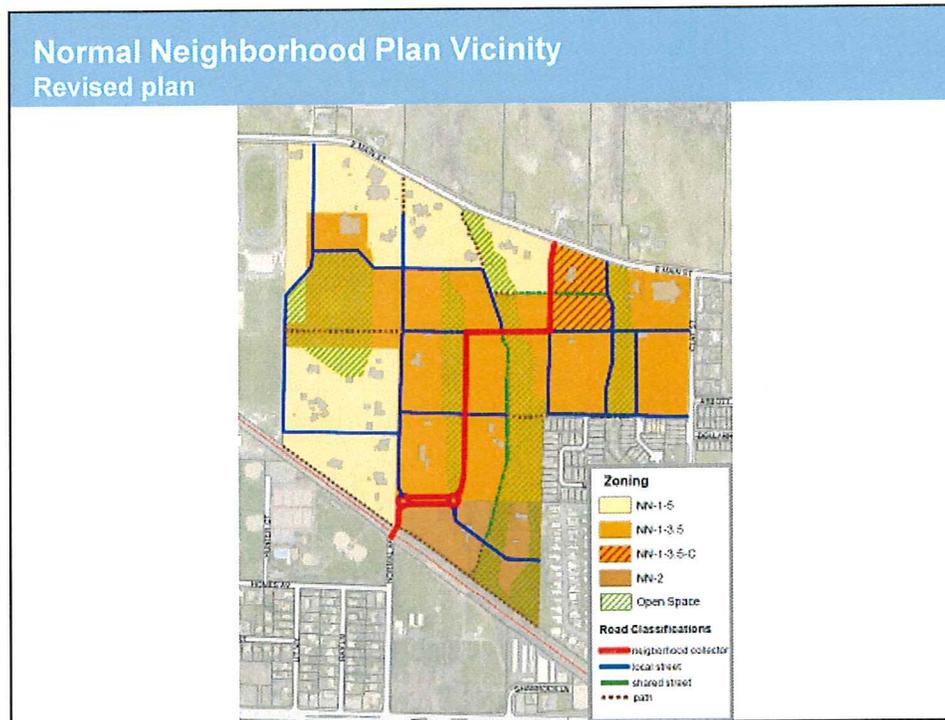
- The internal transportation system's local street network should incorporate multiple connections with East Main Street, and maintain the Normal Collector as designated in the draft plan. Additional connections to East Main Street or Clay Street, which are not shown in the proposed Street Framework, should require a major amendment to the Plan.
- Internal local streets should be aligned to provide a more standardized grid pattern, including clear east-west connections.
- Pedestrian and bicycle pathways are critical, especially as a means to connect residents with the middle school and the existing bike path.
- External transportation improvements, including the railroad crossing and improvements to East Main Street are integral and should proceed in concert with development.

Street Framework Changes



Land Use Framework Changes





Next Steps

- Amend to the Street Dedication Map (TSP Figure 10-1) to incorporate the plan area's planned Street Network, and reclassification of Normal "Avenue" to be a Neighborhood Collector.
- Amend the Planned Intersection and Roadway Improvement Map (TSP Figure 10-3) to include East Main Street as a Planned Roadway Project.
- Amend the Planned Bikeway Network Map (TSP Figure 8-1) to incorporate the planned multi-use trails within the Normal Neighborhood Plan.
- Amend the Street Design Standards within the Street Standards section of the Land Use Ordinance (Ch 18.4.6.040 to incorporate the Shared Street classification

Next Steps

- Normal Neighborhood Plan Working Group Update
 - 4/15/2015
 - 5/07/2015
- Planning Commission Public Hearing – TBD
- City Council Public Hearings – TBD

Appendix

Plan Alternatives, housing unit comparisons

The gross estimates of potential housing units in the table below are intended to provide an “apples to apples” comparison to help the Working Group evaluate differences between the alternatives. These estimates are calculated using the “base density” of the underlying zone only, and do not factor in reductions due to pre-existing developments, or added density potential through application of eligible density bonuses.

	Existing Comprehensive Plan 1989			Proposed Normal Plan 3/11/2014			Working Group Alternative 9/04/2014		
	Zone	Gross acreage	Base units	Zone	Gross acreage	Base units	Zone	Gross acreage	Base units
Single Family Residential	R-1-5 (4.5 du/acre)	51.5	231	NN-01 (5 du/acre)	31.2	156	NN-1-5 (4.5 du/acre)	26	117
Suburban Residential	R-1-3.5 (7.2 du/acre)	42.4	305	NN-02 (10 du/acre)	31	310	NN-1-3.5 (7.2 du/acre)	36	259
Multi-family Residential	NA	NA	NA	NN-03 (15 du/acre)	5.3	80	NN-2 (13.5 du/acre)	5.5	74
Open space Areas	NA	NA	NA	various	26.4	0	various	26.4	0
Gross housing unit potential		536			546			450	

**ASHLAND TRANSPORTATION COMMISSION
MINUTES
May 28, 2015**

CALL TO ORDER: Chair David Young called the meeting to order at 6:03p.m. in the Civic Center Council Chambers, 1175 E. Main Street.

Commissioners Present: David Young, Joe Graf, Corinne Viéville, Danielle Amarotico, Dominic Barth

Commissioners Absent: Alan Bender

Staff Present: Mike Faught, Scott Fleury, Tami De Mille-Campos, Whitney Dennis, and Officer Steve MacLennan

Council Liaison Present: Michael Morris

ANNOUNCEMENTS

Chair David Young welcomed new commissioner, Dominic Barth. All Commissioners introduced themselves around the table. Barth explained his background as recently from New York where he studied Historic Preservation, Urban Design and Architecture.

CONSENT AGENDA

Approval of Minutes – April 23, 2015

The minutes were discussed and approved as amended.

PUBLIC FORUM

Huelz Gutcheon, 2253 Hwy 99, addressed the Commission discussing the future of solar energy and electric transportation. Gutcheon stressed that the solution to climate change is technological. Gutcheon gave examples of current technology including electric buses. Gutcheon explained that the future of transportation is going to be quick.

Lee Nowman, 320 ½ Bridge Street, addressed the Commission as a volunteer representing the Southern Oregon University (SOU) Bike Program. Nowman explained that he helped set-up and implement the SOU Bike Program as part of his capstone project while he was in attendance there. Nowman described the success of his program including receiving \$33,000 from student funds to assist with purchasing bikes and the installation of two bike fix-it stations; 35 bikes are available for rent. Nowman added that his group is generating biker culture on campus and is interested in continued dialogue with the Transportation Commission.

NEW BUSINESS

A. CIP & Biennium Budget Update

Fleury presented an overview of the budget process describing the Public Works and Transportation Commission budgets and what to expect in the next biennium. Fleury discussed the budget timeline explaining that the original Budget Presentation took place on May 14th with the final budget to be adopted on June 16th by City Council. Discussion continued about the process noting that the Capital Improvement Project (CIP) budget was previously reviewed and approved by Council. The approved CIP included some of the Transportation Commission recommendations of priority Public Works projects.

Fleury explained that the Transportation Commission budget would have the same allotment as previous years with \$3,000 for traffic safety and \$2000 for the bicycle and pedestrian improvements. Fleury stated

that Rachel Dials and Egon Dubois will be on the schedule for next month to discuss the bicycle education program and supplemental funding.

Fleury highlighted the following Capital Improvement Projects:

1. Oak Street / Railroad Pedestrian Crossing – The railroad will be doing their portion of safety improvements through the summer. City staff and the Railroad Project Manager are coordinating efforts based on the rail order which outlines responsibility of the Oregon Department of Transportation (ODOT) Rail, Central Oregon & Pacific Railroad (CORP), and the City of Ashland. The City's portion consists of a sidewalk connection between Ashland Lumber Company and the Plexus Building to create a pedestrian connection. Once the railroad and crossing arm improvements are complete, the pedestrian improvements will follow.
2. Walker Avenue Sidewalk / Safe Route to School Project – The project went out to bid with Knife River being awarded the contract. Sidewalk connection to be fully completed before the beginning of the new school year.
3. Hersey Avenue Sidewalk Connection – OBEC Engineering has been awarded the engineering portion of the project. Staff expects construction of the sidewalk infill project to start within the next two years.
4. Nevada Street Bridge – Looking to seek additional grant funding to supplement original grant and begin engineering, carry over project from last year.
5. Washington Street Connection – A roadway connection between Tolman Creek Rd. and Washington St. over Hamilton Creek.

Fleury briefly outlined the Transportation System Plan (TSP) priority study at Tolman Creek / Siskiyou Blvd/ Hwy 99 Intersection. The Northbound Speed Reduction Treatment Study will be performed by Kim Parducci of Southern Oregon Transportation Engineering to check for signal warrants and analyze the ability of speed reduction treatments as outlined in the TSP.

Fleury stated that if the budget is approved, there will be thirty eight (38) million dollars in infrastructure improvements over the next two years.

B. Street User Fee Study Update and Roadway Testing

Fleury informed the Commission that Hansford Economic Consulting (HEC) is continuing the Street User Fee Study. HEC is evaluating the current street user fee methodology and will be recommending changes. In addition, HEC will use street system evaluation report to determine the appropriate user fee in order to meet pavement maintenance strategy goals. It was explained that the current street user fee will be updated based on trip generation which determines who generates the most trips and the most impact to the network. Fleury stated previous assessments include deflection and core testing on the collector and arterial roadways to determine the level of improvement needed to maintain the roadway. Core pavement services were outlined as a priority this budget cycle. Four temporary employees and a new paver were requested during the budget process in order to increase preventative maintenance core services. Fleury stated that additional funds for slurry sealing were also requested to meet the maintenance strategy. The Street User Fee Study is to be finalized by October and presented to City Council.

Young spoke of the benefits of doing preventative maintenance as opposed to full reconstruction road repairs. The costs of both methods were outlined with preventative maintenance costing \$285,000 compared to 1.4 million for full road reconstruction, per mile. Young questioned the condition of Hersey Street. Faught explained that Hersey Street is a good example of the level of deterioration that can occur during the last five years of a road lifecycle. Barth questioned if the maintenance plan was currently in place. Faught explained that the first step would be to identify the street user fee charges in relation to the costs of improvement. Graf questioned if the Transportation Commission would review the findings of this study before it is presented to Council in October. Faught explained, the Transportation Commission will have the opportunity to review if the plan is finished prior to the October Council date, if not, then a review would be provided after. Graf stated it is important for Council to understand how the Street User Fee is calculated.

C. Election of Officers

Faught briefly outlined that a commission Chair can hold their position for three consecutive years explaining that Young had just finished his third year in the position.

Viéville motioned to nominate Joe Graf as Chair of the Transportation Commission; Amarotico seconded. The motion passed unanimously.

Young opened up the discussion for the Co-Chair position asking for any volunteers.

Viéville motioned to nominate Dave Young as Co-Chair; Amarotico seconded. The motion passed unanimously.

OLD BUSINESS

FOLLOW UP ITEMS

A. Geneva Park Site Distance

Fleury outlined the previous discussion regarding the site distance issue for the Geneva Park driveway on B St. The Transportation Commission was interested in relative street widths and crash data on similar roadways in Ashland. The Commission also asked for an assessment of street widening and taking full advantage of the current right of way. Fleury is checking in with the Planning Department to see if there is any potential development of the lot across the street from Geneva Park. Fleury will collect additional data and bring back to the Commission for review at the next meeting.

B. United Way Bike Rack

Fleury updated the Commissioners explaining that Connie Wilkerson, of United Way, was unsuccessful at obtaining grant funding for the bike lockers she previously presented to the Transportation Commission. She was, however, successful at receiving funding for the Zagster bike racks. Amarotico asked for a history of how the discussion came about. Fleury explained that United Way was seeking to find more bike lock-up locations to assist individuals who travel with public transportation and are unable to bring their bikes with them on the bus.

Amarotico questioned what the City standard is for bike rack installation. Fleury explained that there is a standard for location of installation and specifications, however there is flexibility. Morris questioned who sets the standard. Faught explained that the City Council sets the standards. Young was concerned that the current design would not be identified as a bike rack and reminded the Transportation Commission that

the program is well-intentioned but there have been no commitments to this program. Graf wondered if this should also go to the Downtown Parking Management and Circulation Ad Hoc Advisory Committee. Young agreed that it would fall into the downtown area. Viéville questioned if the proposed placement of the bike racks on Water Street were a little far from the bus stop area. Barth wondered if there is anything that specifically encourages commuters to park their bikes, explaining that some larger cities have a program similar to a valet system, and wonders if this program included anything more than bike racks. Fleury explained that it is a grant funded option for additional bike parking and different options for bike rack locations and can be explored and reviewed as part of the Downtown Parking and Multi-Modal Circulation Plan.

INFORMATIONAL ITEMS

A. Action Summary

No Updates

B. Traffic Crash Summary

Officer MacLennan was present and provided an update of crash summaries highlighting the more involved accidents.

C. Oregon Impact May Newsletter

No Updates

COMMISSION OPEN DISCUSSION

Fleury highlighted future agenda topics: Shared Road Status, specifically regarding Grandview and a loading zone request in front of Liquid Assets. Graf questioned the loading zone request. Faught gave a brief history and spoke about meeting with local business owners regarding the loading zone. It was further explained that during the meeting, the owners had requested a loading zone be designated in front of Liquid Assets. Faught discussed the history of using that area for a loading zone, though it is not currently designated as one. Faught is having Parducci look at the potential loading zone and make a recommendation. Young acknowledged that the City is in a position where businesses and trucking companies are coming together to make decisions.

Viéville asked for an update on the Walker Street crossing and wondered if a countdown timer is planned to be installed with the APS buttons. Fleury explained that he is still waiting on ODOT for an update and confirmed that a countdown timer is planned for the crossing. Viéville also questioned if there was a conversation with ODOT about installation of APS buttons at the Valley View crossing. Fleury explained that he was going to reach out to ODOT again for a response.

Young spoke about a local activist who addressed the intersection of Iowa Street and Walker Street on social media described an instance of children running across the street on the sidewalk shared path on the north side of Iowa and the site line dangers of the area. Young explained there were many comments regarding this incident. Young had also commented on the social forum encouraging individuals use the City process. An email was sent to Fleury describing this incident. Fleury forwarded information to Parducci for analysis of potential intersection improvements.

Morris referenced a prior question he was asked regarding the installation of street lights by the City on Crowson Rd. Fleury stated that Crowson Rd. is under County jurisdiction and knows of no plans for street light installation.

Viéville asked for clarification on the length of time before and changes recommended by the Downtown Parking Management and Circulation Ad Hoc Advisory Committee would be constructed, questioning if it was to be three years. Faught explained that the earliest would be three years dependent on the outcome of the grant application

process. Young wondered if we are not successful on the grant application what would happen. Faught explained that the Department would need to seek alternate funding for the projects.

FUTURE AGENDA TOPICS

Viéville spoke about Public Service Announcements for completed projects. Young would like to have an agenda item to discuss the education outreach options. Amarotico asked about advertising in the City Source. The process for advertising in the City Source was explained by Fleury. Discussion to see more frequent contribution to the City Source publication continued. Young explained that a future agenda item could allow for discussion of material.

ADJOURNMENT

Meeting adjourned at 7:40 pm

Respectfully submitted,

Whitney Dennis, Administrative Assistant

**CITY OF
ASHLAND**
TREE COMMISSION
Minutes June 4, 2015

CALL TO ORDER – Chair Gregg Trunnell called the meeting of the Ashland Tree Commission to order at 6:00 p.m. on June 4, 2015 at Council Chambers located at 1175 East Main Street, Ashland Oregon.

Commissioners	Council Liaison
Ken Schmidt	Carol Voisin
Gregg Trunnell	Staff
Russ Neff	Derek Severson, Associate Planner
Casey Roland	Carolyn Schwendener, Admin
Christopher John	Pete Baughman, Parks Liaison
Maureen Battistella	Zechariah Heck, Assistant Planner
	Bill Molnar, Community Development Director

APPROVAL OF MINUTES

Neff/Roland m/s to approve the minutes of the May 7, 2015 Tree Commission meeting. Voice Vote: All Ayes, minutes were approved as presented.

PUBLIC FORUM

No one present spoke.

INTRODUCTION OF NEW MEMBERS

The Commissioners welcomed new member Maureen Battistella. Ms. Battistella lives at 395 Hemlock in Ashland and moved to the Community in 2000.

CITY COUNCIL LIAISON REPORT

Council Voisin reported that at Tuesday's meeting the Council officially appointed Tighe O'Meara as the new Police Chief. On June 24, 2015 there will be a Community Policing Forum. This will be a good opportunity for the Community to meet Chief O'Meara and he will be explaining what Community Policing is. Voisin said that Council received the drought report and things are not looking good. The City is putting together a plan to determine what to do with the water that is available in the reservoir, TAP (Talent, Ashland & Phoenix) and TID (Talent Irrigation District). There is now a Community Climate and Energy Action Plan Ad Hoc Committee. This Committee will begin sometime in either September or October.

TYPE 1 REVIEWS

PLANNING ACTION: PA-2015-00680

SUBJECT PROPERTY: 237 N. First St.

OWNER: Ashland Food Cooperative

APPLICANT: KenCairn Landscape Architecture (agent for owner)

DESCRIPTION: A request for Site Review approval to reconfigure the landscape and patio areas along A Street to provide more water-efficient landscaping, improve the employee break area, and provide secure employee bicycle parking for the Ashland Community Food Store located at 237 N First Street. The application includes requests for a Tree Removal Permit to remove two trees. (The property is located within the Ashland Railroad Addition Historic District and the Detail Site Review Zone, and because of the building size is also subject to additional standards for large scale projects.)

COMPREHENSIVE PLAN DESIGNATION: Employment; **ZONING:** E-1; **ASSESSOR'S MAP:** 39 1E 09BA; **TAX LOT:** 13401

All Commissioners confirmed they did a site visit.

Associate City Planner Derek Severson gave a staff report. Mr. Severson explained that the applicants are trying to improve the employee break area and offer secure employee bicycle parking as well as providing more water efficient landscaping. The landscaping plan does include the request for the removal of two trees located at the rear of the property.

Applicant Kerry KenCairn, 545 A Street, Suite 3 gave an overview of the application. Ms KenCairn explained that the two Raywood Ash trees being removed were planted back in the mid 1980's when the Co-Op acquired the property. The applicant is suggesting replacing them with one large shade tree and one ornamental tree. The project in general is a complete remade of the ornamental landscaping in the back of the Co-Op.

After a brief discussion which included the use of bubblers for irrigation, the Commissioners made the following motion.

Roland/Neff m/s to approve the plan. Voice Vote: All Ayes, motion passed.

PLANNING ACTION: PA-2015-00794
SUBJECT PROPERTY: 199 East Hersey Street
OWNER/APPLICANT: Vision Homes Inc.
DESCRIPTION: A request for a minor Land Partition to create three tax lots for the property located at 199 Hersey Street. The application includes a request to remove six trees on the property that range in size from ten inches to thirty inches in diameter at breast height. **COMPREHENSIVE PLAN DESIGNATION:** Single Family Residential; **ZONING:** R-1-5; **ASSESSOR'S MAP:** 39 1E 04CD **TAX LOT:** 306;

All Commissioners confirmed they did a site visit.

Severson explained this application is for a land partition to create three lots. One house is being demolished and then the lots will be developed. At this time there is not a mitigation plan provided but it would be appropriate to mitigate one for one as recommended by code. The plan does state they intend to plant new tree on the property with irrigation following the completion of construction.

The Commissioners expressed concern over the Incense Cedar (tree number 5) It appears the tree is being removed due to the proposed utility lines going through the root zone. The Commissioners would like to see the tree preserved, and a protection zone created around the tree as it appears the applicants have begun site work. They felt the tree definitely is an asset to the property and worth saving and suggested that the applicants consider directional boring for the utility installation.

Trunnell/Neff m/s to allow the removal of five of the six trees with the preservation and protection of the 30 inch DBH Cedar Tree (Tree #5). In addition, the Commission asked that a mitigation plan for the approved removals be provided prior to the signature of the final survey plat. Voice Vote: All Ayes, motion passed.

PLANNING ACTION: PA-2015-00878
SUBJECT PROPERTY: 35 S. Pioneer St.
OWNER: City of Ashland
APPLICANT: Oregon Shakespeare Festival
DESCRIPTION: A request for Site Review approval to allow exterior modifications to the Oregon Shakespeare Festival's Bowmer Theater for the property located at 35 S. Pioneer St. These modifications are associated with adding an elevator to the Bowmer Theater building as part of broader accessibility improvements and will involve an approximately 202 square foot addition to the theater building. The application also includes a request for a Tree Removal Permit to remove a 16-inch diameter maple tree. **COMPREHENSIVE PLAN DESIGNATION:** Commercial Downtown; **ZONING:** C-1-D; **ASSESSOR'S MAP:** 39 1E 09; **TAX LOT:** 100

All Commissioners confirmed they did a site visit.

Severson pointed out that over the past few months the Oregon Shakespeare Festival (OSF) has been going through a process to redesign the bricks in order to deal with accessibility issues. At the same time OSF recognized that the Bowmer Theater also has some accessibility challenges. The plans will involve some minor changes to the building and one tree will

need to be removed in order to do the remodel.

Alan Harper, 130 A Street represented the applicants. Mr. Harper explained if you are a patron and have accessibility issues in order to get from the lobby to the second story bathrooms you have to go outside of the building and down a slope. The impact area where they are installing the elevator will be directly through the existing Maple Tree. The applicant will bring another tree plan before the Commission once the brick projects gets further along. Mr. Harper said the applicants would like to mitigate somewhere else on the tax lot which does include all of Lithia Park.

John/Schmidt m/s to approve the plan as submitted. Voice Vote: All Ayes, motion passed.

PLANNING ACTION: 2015-00928
SUBJECT PROPERTY: 438 N. Main
OWNER/APPLICANT: Francesca Amery
DESCRIPTION: A request for a Hazard Tree Removal Permit to remove one approximately 15-inch diameter at breast height Spruce tree for the property located at 438 North Main Street. **COMPREHENSIVE PLAN DESIGNATION:** Employment; **ZONING:** E-1; **ASSESSOR'S MAP #:** 39 1E 05DA; **TAX LOT:** 2800.

Trunnell did not do a site visit but all the other Commissioners did.

The Commissioners expressed their concern that the tree is in a strange condition and is leaning quite a bit with the possibility of falling onto the commercial property next door (Big Al's restaurant).

Trunnell/Sneff m/s to approve the removal of the tree. Voice Vote: All Ayes, motion passed.

TYPE II REVIEWS

PLANNING ACTION: 2015-00418
SUBJECT PROPERTY: 390 Stadium Street & 351 Walker Avenue
(On the Southern Oregon University campus)
APPLICANT: Southern Oregon University
AGENTS: CSA Planning, Ltd.
DESCRIPTION: A request for Site Design Review for the renovation of McNeal Pavilion on the Southern Oregon University Campus at 390 Stadium Street and 351 Walker Avenue. The application also includes requests for Conditional Use Permit approval to allow the construction of a new Student Recreation Center which was not identified in the 2010 SOU Campus Master Plan and which will exceed the 40-foot height allowed in the SO zoning district, and for Tree Removal Permits to remove nine (9) trees that are 18-inches in diameter-at-breast-height (d.b.h.) or greater. (106,722 square feet of the existing 113,000 square foot building area will be demolished. With the proposed renovation and new construction the combined building area will consist of 104,891 gross square feet on three levels, a 7.17 percent reduction in the total building square footage.) **COMPREHENSIVE PLAN DESIGNATION:** Southern Oregon University; **ZONING:** SO; **ASSESSOR'S MAP:** 39 1E 10 CD; **TAX LOT:** 100.

Severson summarized this project. The University is taking the existing 113,000 square foot McNeal Hall and demolishing it with the exception of the racquetball building. The rebuilding of McNeal Hall and the Student Recreation Center will be somewhere between ten and fifteen percent smaller. The creation of a new enhanced plaza area is proposed in front of McNeal and the new Student Recreation Center. Because of the utility installation and construction associated with the project the applicants are requesting to remove the bulk of the trees around the perimeter of the site. Severson acknowledged that while doing a site visit he noticed the trees weren't tagged making it difficult to determine which trees were being removed. The applicants presented Severson with photos of the trees numbering them individually. Severson distributed those pictures to the Commissioners to help with their review.

Jay Harland, CSA Planning 4497 Brownridge, Medford and Alan Pardee from Covey Pardee Landscape architects were present to answer questions regarding this project.

During the Tree Commission hearing, the applicants asked that Tree #15, a Raywood Ash, identified for preservation and an

additional tree, a Deodar Cedar, not shown on the plan but located near the northeast corner retention swale, also be removed.

Public Comments:

Helene DeMartinez, 321 Clay St., Space 6A encouraged the Commissioners to go to the Medford City Park located on East Main Street to look at a group of Linden trees in full bloom. The trees are gorgeous and sturdy. (Linden trees were suggested during the discussion as a choice for mitigation).

Rick Vezie who lives in the neighborhood at 446 Walker Avenue spoke. Mr. Vezie walks by these trees regularly and does not want to see them removed. He proposed a question to the Commissioners. "It's your job to be an advisory Commission to the Planning Commission. What is it that you will advise that Commission to do?"

Cynthia Moscaritolo, 175 Wightman St. explained that she too lives by this site and is disappointed that the pool is not being replaced. She acknowledged that the Sycamore Trees on the site are gorgeous and help shade the parking lot area. She is concerned there has not been enough study done to see if the utilities can be moved allowing the trees to remain.

During discussion, the Commission made the following recommendations:

- 1) Consult an arborist on-site to determine whether trees can be retained with alternative measures such as directional boring for utility installation and provide a revised plan. The Tree Commission recommends that the applicants at least temporarily retain trees #4-#7 and #19 so that the established tree canopy can provide shade to allow proposed new trees to establish themselves, and that those trees not shaded by existing canopy have their trunks protected with sun guards or other measures to protect them while they establish themselves.
- 2) That at least 50 percent of the mitigation trees proposed shall be of three-inch caliper or greater and planted near the south/west edge of the project site, as proposed by the applicants.
- 3) That the applicants consider incorporating additional locally-appropriate species in their planting plan including California Black Oak, Swamp White Oak and Green Mountain Linden.

Trunnell/Neff m/s to approve the project with the recommendations above, including that the University team walk the project area of the campus and review the trees under discussion with an arborist (Roland volunteered to do this for free) to discuss each particular tree and the options that may available to preserve that tree. In any event any trees that are planted were recommended to have shielding or protection of some nature to prevent sunburn, and half of the proposed mitigation trees are to be at least three-inch caliper as proposed by the applicants and placed on the south and west side. Voice Vote: All Ayes, motion passed.

PLANNING ACTION: PA-2015-00934

SUBJECT PROPERTY: 380 Clay Street

OWNER/APPLICANT: City of Ashland

DESCRIPTION: A request for a Tree Removal Permit to remove a 72-inch diameter at breast height (d.b.h.) Fremont Cottonwood tree from the property located at 380 Clay Street. (This tree was previously identified to be preserved and protected as part of Planning Action #2009-00043.)

COMPREHENSIVE PLAN DESIGNATION: Low Density Multi-Family Residential; **ZONING:** R-2; **ASSESSOR'S MAP:** 39 1E 11C; **TAX LOT:** 2500

All Commissioners confirmed they did a site visit. Trunnell recused himself as a neighbor of 380 Clay Street and has a vested personal interest in the removal of this tree. Vice Chair Schmidt chaired the remainder of the meeting.

Community Development Director Bill Molnar took a minute to explain procedural issues surrounding this Planning Action. Mr. Molnar recognized that this planning action has had quite a bit of publicity including newspaper articles. Today's focus is to keep a fair and objective process. Mr. Molnar stressed that unless a Commissioner has a financial interest like Trunnell declared, they are not required to step down but must state any bias and any statements made in the past regarding the tree. Molnar encouraged the Commissioners to weigh the criteria and look at this Planning Action objectively in order to provide advice to the Planning Commission.

The Commissioners acknowledged any ex parte contact and or bias. Schmidt noted that he had not spoken regarding this tree outside of our Commission meetings. Neff noted that this was the first day he had seen the tree and he had only spoke of it at Tree Commission meetings. Roland explained that he had climbed the tree approximately eight or nine years ago and put supports under it last year. He acknowledged that he goes out of his way in order to drive by the tree because of his passion for it but said he would put his professional Tree Commission hat on. He would fight to try and save this tree. Roland asked Mr. Molnar if he should recuse himself. Mr. Molnar stated because he did not have a financial interest though he may have a bias if he felt he could formulate advice to the Commission as a whole based on the criteria, it would not be necessary to recuse himself. Roland asked if anybody felt he shouldn't be sitting there let him know now. No one responded. John noted that he had provided minor assistance in assessing the tree a couple of years ago and does have a passion for large trees but confirmed he had the ability to view this action based on the ordinances. Battistella noted that she had no bias or financial interest.

Severson gave a brief staff report. The request is to remove a 72-inch Freemont Cottonwood from the City owned property located at 380 Clay Street. This property came into the City a few years ago through a partnership between the Housing Authority and the City of Ashland. Sixty affordable units were developed on a portion of the property. The remaining portion of the property was retained with the intent to develop more affordable housing. In order for the development to move forward the removal of the tree has been proposed. The applicants are requesting removal of the tree under the non hazard provisions of the ordinance because the tree won't allow development of the property to its full density.

Dave Kanner, City Administrator for the City of Ashland and Kerry KenCairn Landscape Architect gave a brief overview of the history of the property. This property was acquired in 2008 as a joint venture between the City of Ashland, the Housing Authority and the City Parks and Recreation Commission. It was always acquired for the purpose of an affordable housing development. It was understood with the Housing Authority that at the time of purchase of this portion of the land they would do so at the City's cost which was \$325,000. Recognizing the controversy that was brewing over this tree the Housing Authority insisted on the contingency in the sale agreement that they would not close the sale until such time as the City had received a tree removal permit.

Mr. Kanner called attention to the fact he had received emails inquiring why the City couldn't hang on to the property and turn it into a park. Mr. Kanner explained the Parks Commission has examined this property and is not interested in it. If paid they have agreed to maintain the tree but will restrict access underneath it. Mr. Kanner submitted an email from Parks Director Michael Black stating it is not suitable for a park and that the Parks Department is not interested in the property. The City Council has made affordable housing one of its strategic goals because Ashland suffers from a shortage of affordable housing. The need for affordable housing has been well documented.

KenCairn acknowledged this is a beautiful, statuesque, gorgeous tree. The nature of poplar trees is that they don't normally live past around 140 years at their very longest. Freemont's are not native to Oregon but California and the Southwest. In general poplars are not unique trees; they need lots of room around them where they aren't interacting with people or developments. This tree was likely planted when the homestead was developed. Poplars are often planted as wind breaks, future fuels, fence posts etc. They weren't planted to be specimen trees as they don't co-exist well with human activity. She concluded that the question is "Do we want affordable housing or do we want to save the tree?"

Public Testimony

Helene DeMartinez, 321 Clay St., Space 6A. This tree is across the street from her back yard and is one of the reasons she moved here from Washington state and chose that particular spot. DeMartinez is the Homeowner Association President of the Wingspread Trailer Park and is speaking for a lot of the home owners who could not be here tonight. Ms. DeMartinez said the neighborhood has already lost two trees and they are trying to save this last one. This tree is not a hazard and it's important to have a section of community that is beautiful, a spot kids can look at and see something unique and beautiful. Ms. DeMartinez does not want to see more homes in that area but suggested utilizing other vacant areas in the community for affordable housing maybe even downtown. Let's keep the beautiful pasture and tree and preserve it. The area is already impacted by traffic from existing developments.

Christine Meneffee, 321 Clay St, Space #8 - Ms. Meneffee stated this is a valuable tree, it's beautiful, it's part of the history

of the neighborhood, its part of the local ecosystem and its drought tolerant. This controversy is not about affordable housing. She suggested that her instincts tell her it's a political problem with Parks and the Housing Commission. Low income people live in that neighborhood now and they value the tree. Why would they want to take it down? Ms Meneffee said Ashland is a special city and we need to find a solution to this where we can keep the tree and have affordable housing.

Ron Roth, 6950 Old Hwy 99 South – Mr. Roth said that based on zoning and density there is already more than three times the affordable housing that needs to be there as far as the housing program outlines. We can save that tree and have affordable housing, stated Mr. Roth. Removing the tree would have a significant impact in a lot of areas. One reasonable alternative that is being discussed would be a simple property swap between the Parks Department and the City. Are there other people who might want the property? Roth urged the Tree Commission to protect the tree and maybe the City and Parks Dept can go back and work together to have more housing and save the tree.

Cynthia Moscaritolo, 175 Wightman stated hat some citizens have put a great deal of work looking into options of where the housing units could be placed on the property. It is Ms. Moscaritolo's understanding that the applicant can easily meet the required density for housing on that lot. She would like to see some kind of swap with the Parks Department so the tree can be preserved. The tree provides shade and wildlife habitat. She suggested that over 1,000 citizens have petitioned to keep the tree. Ms. Moscaritolo said there is a shallow well on the property which is part of the wetlands. If the tree is removed and units built there it's going to be a wet area, and it would be smarter to build in another area on the parcel. Ms. Moscaritolo recommended to deny the tree removal and listen to alternatives over the next few months.

Gregg Trunnell, 400 Clay Street was speaking as a public citizen and petitioner to save the tree. Trunnell acknowledged that affordable housing is a very strong need in our Community. He made known that the Housing Authority does not currently have designs or plans for this area. He remarked that the Housing Authority has made it clear to him that this area does not make sense to them because they need fifty units in order to make anything economically viable. Mr. Trunnell read and presented to the Commissioners a written document included as **Exhibit A** at the end of the minutes.

Michael McGlone, 2025 Tolman Creek Rd – Mr. McGlone shared he was in agreement with prior speakers that went before him. He works at 631 Clay Street and like Commissioner Roland, goes out of his way to go by this tree. This tree is a source of inspiration to him; there is nothing as majestic as the Oak. Mr. McGlone stated that the discussion of low income housing verses a tree is not a fair conversation. What better than to have that tree as a center piece for low income housing.

Dominiquire Shelton, 55 Brooks Lane expressed her gratitude to the Commissioners for spending time and energy caring about the trees and heritage in the Community. This tree is emotional for me it's been a beautiful inspiration and gift in my life, stated Ms. Shelton. It's part of the heritage in this Community. She walks down Clay Street regularly and it still pains her to see the carcass of the sibling trees to that tree lying in the meadow. Ms. Shelton hopes the Commission will support tree protection and take the necessary action to preserve it.

Tom Myers 2040 Ashland Mine – Mr. Myers served on the Tree Commission until he got discouraged because he could not save all the trees he wanted to save. This tree is at the top of list of those trees I want to save, remarked Mr. Myers. He first climbed the tree about twenty years ago and when doing so he realized he was in the midst of a being that had every bit of consciousness that he had. Affordable housing is important and it's disingenuous to put this as a fight between affordable housing and tree preservation.

Tree Commissioners discussed this action. Commissioner Roland expressed his frustration with Kanner and the City with the desire to remove this tree. During the course of that meeting, members of the public provided testimony and an immediate neighbor provided a conceptual drawing that he suggested could accommodate the development of the property with 15 units similar to those in place at Snowberry Brook, constructed at or near the drip line of the tree, and 22 off-street parking spaces. One of the Commissioners also noted that there is a well on site and that the subsurface water level appeared to be well below the ground; he believes that the tree's roots may have gone deep toward this water rather than spreading as broadly as they otherwise might, which would result in a smaller than normal tree protection zone. He suggested that this was supported by the tree's having done well in tolerating the construction of Villard Street within the applicant's identified protection zone.

John made a motion that alternatives be explored and recommends that the tree removal permit not go through at this time.

Roland seconded Johns motion and Roland made an amendment: do not issue a permit for a tree removal until a formal plan is in place and all measures have been exhausted to preserve the tree. During discussion, Tree Commissioners recommended denial of the request, noting that they did not believe the applicant had adequately demonstrated either that the tree posed a hazard or that the lot could not be developed to its permitted densities with retention of the tree. Commissioners suggested that to make a finding that the lot could not be developed with the tree, they would need to see a specific development proposal (rather than a number of conceptual options) and that the application would need to be developed through consultation with a licensed arborist. Commissioners also indicated that they did not believe the request had adequately addressed the issue of impacts to species diversity of the removal given the fact that this species is unusual for the area and this is such a magnificent example of the species.

Vote on Amendment; all ayes motion passed.

Vote on the first motion All Ayes, motion passed.

DISCUSSION ITEMS

Margaret Young, 345 Hemlock Lane introduced herself. Ms. Young was present at the meeting to discuss the list of recommended trees in the Street Tree Guide. Ms. Young is recommending that the Commission review that list and make appropriate changes. In front of Ms. Young's house is a four-foot planting area and she questioned whether this is enough space to grow healthy trees. She is recommending that a six- to eight-foot space would be better. An entire block of trees have died in her neighborhood. She encouraged the Commissioners to make the list trustworthy and appropriate.

The Commissioners acknowledged the problem with the Street Tree Guide and indicated that this was a project they will be working on.

ADJOURNMENT

Meeting adjourned at 9:40 p.m.

Next meeting: July 9, 2015

Respectively submitted by Carolyn Schwendener