

CITY OF ASHLAND

HISTORIC COMMISSION MEETING

AGENDA

February 6, 2019 at 6:00 P.M.

- I. **REGULAR MEETING - CALL TO ORDER:** 6:00 p.m. – SISKIYOU ROOM in the Community Development/Engineering Services Building, located at 51 Winburn Way
- II. **APPROVAL OF MINUTES:** Historic Commission regular meeting of January 2, 2019
- III. **PUBLIC FORUM:** Business from the audience not included on the agenda. (Total time allowed for Public Forum is 15 minutes. Speakers are limited to 5 minutes or less, depending on the number of individuals wishing to speak.)
- IV. **COUNCIL LIAISON REPORT:**
Rich Rosenthal
- V. **PLANNING ACTION REVIEW:**
PLANNING ACTION: PA-T1-2018-00038
SUBJECT PROPERTY: 111 Bush Street
APPLICANT/OWNER: Sheila Foster
DESCRIPTION: A request to construct a detached, 720 square-foot Accessory Residential Unit behind the existing residence at 111 Bush Street. **COMPREHENSIVE PLAN DESIGNATION:** Single-Family Residential; **ZONING:** R-1-7.5; **ASSESSOR'S MAP:** 39 1E 08AA; **TAX LOT:** 800
- VI. **NEW ITEMS:**
 - Review board schedule.
 - Project assignments for planning actions.
 - Historic Preservation Week-List of Nominees
- VII. **DISCUSSION ITEMS:**
 - Possible County training
- VIII. **COMMISSION ITEMS NOT ON AGENDA:**
- IX. **OLD BUSINESS:**
- X. **ADJOURNMENT:**

ASHLAND HISTORIC COMMISSION

DRAFT Meeting Minutes

January 2, 2019

Community Development/Engineering Services Building – 51 Winburn Way – Siskiyou Room

CALL TO ORDER:

called the meeting to order at 6:02pm in the Siskiyou Room at the Community Development and Engineering Offices located at 51 Winburn Way, Ashland OR 97520.

Commissioners Present:	Council Liaison:
Shostrom	Rich Rosenthal
Whitford	
Von Chamier	Staff Present:
Skibby	Fotini Kaufman; Planning Dept.
Hovenkamp	Regan Trapp; Secretary
Swink	
Commissioners Absent:	Babin
	Giordano
	Emery

APPROVAL OF MINUTES:

Hovenkamp motioned to approve minutes for December 5, 2018. Whitford seconded. Voice vote. ALL AYES. Motion passed.

PUBLIC FORUM:

There was no one in the audience wishing to speak.

COUNCIL LIAISON REPORT:

Rosenthal gave the Council Liaison report. Items discussed were:

- Graham and Akins will start their appointments to City Council on the 13th.
- Goal setting meeting is scheduled for Monday January 7, 2019.
- Transportation network ordinance (Uber and Lyft) will be discussed at the meeting on January 15, 2019.

DISCUSSION ITEMS:

Presentation by Michael Black of APRD – Japanese Gardens

- Michael Black of APRD discussed the history and progression of the plan for the Japanese Gardens. Mr. Black spoke about the need for accessibility, sustainability, and sensitivity to the Japanese culture in the design of the garden. He discussed, with the new design, a feeling of being immersed in the garden with more connectivity and access from other areas of the park. Two of the Douglas Fir trees, large in diameter, planted by Boy Scout troop 1, will be removed to accommodate the bamboo garden area. Preservation of trees was of the utmost importance to Parks, but after weighing the risk and benefits to keeping the trees, it was felt the trees posed too much of a risk to the garden as they would likely dominate anything that was planted in the vicinity. The loss of the trees' canopies will allow more light for the bamboo garden's growth as well. A walk through with the artist is planned for January

14, 2019. The Artist will act as general contractor and plans to be on site for the duration of the project.

- Jeff Mangin, Board Member for the Parks Foundation, described the evolution of the design and the design's intention to reflect various pieces of traditional Japanese Gardens – bamboo garden, koi pond, sand and stone garden, moss garden and water features.

Commission concerns – Commission discussed the pathway's relationship to the wall surrounding the Japanese Garden and whether the wall would appear monolithic and intruding to pedestrians walking alongside it. Mr. Black and Mr. Mangin both felt that the wall is a typical feature of Japanese Gardens and the contrast of the wall with the openness of the rest of the park will hopefully draw pedestrian attention. Shostrom also asked about the sidewalk being re-poured on the Winburn side to accommodate for the steepness of the wall. Mr. Black stated that the plan is to re-pour where the original path is.

NEW ITEMS:

- Review board schedule
- Project assignments for planning actions
- Historic Preservation Week - May 19th – 25th 2019. The banner over Main Street has been reserved for these dates.

COMMISSION ITEMS NOT ON AGENDA:

- Story Map Discussion – Kaufman will send the Commission examples of different types of story maps to consolidate prior Historic Commission Projects in a user-friendly format for the public. A number system was discussed for the walking tour of the Historic Markers Project.

OLD BUSINESS:

There were no items to discuss.

Review Board Schedule

January 3rd	Terry, Keith, Beverly
January 10 th	Terry, Bill, Beverly
January 17 th	Terry, Ellen, Dale
January 24 th	Terry, Ellen, Sam
January 31 st	Terry, Tom, Piper
February 7 th	Terry, Keith, Bill

Project Assignments for Planning Actions

PA-2016-00847	252 B Street – Close to complete	Whitford
PA-2016-02095	563 Rock St – Work has started	Whitford
PA-2017-00235	114 Granite – Work has started	Shostrom
PA-2017-00200	165 Water – Extension to PA submitted	ALL
PA-2017-01294	128 Central– Work has started	Emery & Swink
PA-2017-01417	228 B Street – No building permit	Whitford
PA-2017-01310	971 Siskiyou Blvd - Work has started	Shostrom
PA- 2017-02005	533 Fairview(aka 100 Union) Work has started	Emery
PA- 2017-01256	267 Meade/302 Harrison – Work has started	Shostrom
PA-2017-02351/ 00026	549 E. Main – Plans in review	Swink & Emery
PA-2018-00156	208 Harrison – Permit issued	Von Chamier

PA-2018-00531	426 B Street – Permit issued	Von Chamier
PA-T1-2018-00015	70 N. Third Street – Permit issued	Swink
PA-T1-2018-00023	75 Lithia Way	Von Chamier & Babin
PA-T1-2018-00029	130 Bush Street	Hovenkamp & Whitford
PA-T1-2018-00033	160 Helman	Shostrom

ANNOUNCEMENTS & INFORMATIONAL ITEMS:

Next meeting is scheduled February 6, 2019 at 6:00pm

There being no other items to discuss, the meeting adjourned at 7:59pm

Respectfully submitted by Regan Trapp



NOTICE OF APPLICATION

PLANNING ACTION: PA-T1-2018-00038

SUBJECT PROPERTY: 111 Bush Street

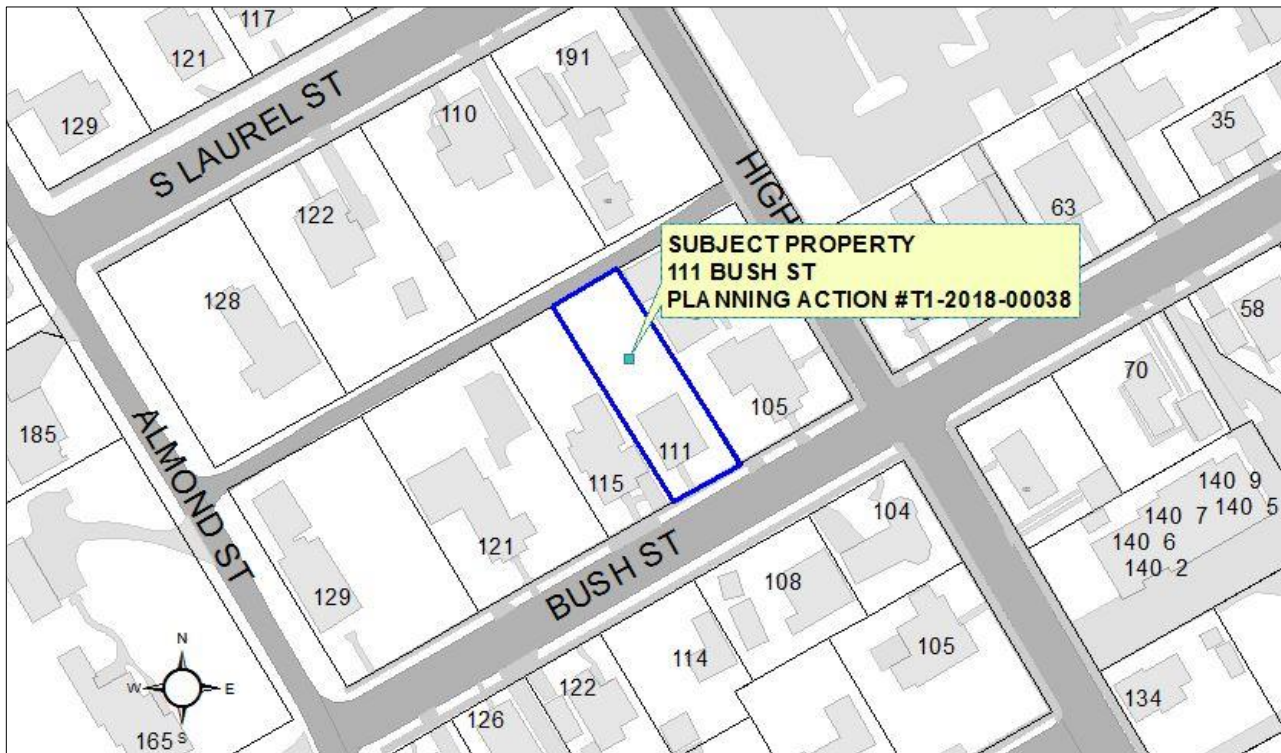
OWNER/APPLICANT: Judy Emanuel

DESCRIPTION: A request to construct a detached, 720 square-foot Accessory Residential Unit behind the existing residence at 111 Bush Street. **COMPREHENSIVE PLAN DESIGNATION:** Single-Family Residential; **ZONING:** R-1-7.5; **ASSESSOR'S MAP:** 39 1E 08AA; **TAX LOT:** 800.

NOTE: The Ashland Historic Commission will also review this Planning Action on **Wednesday, February 6, 2019 at 6:00 PM** in the Community Development and Engineering Services building (Siskiyou Room), located at 51 Winburn Way.

NOTICE OF COMPLETE APPLICATION: January 29, 2019

DEADLINE FOR SUBMISSION OF WRITTEN COMMENTS: February 12, 2019



The Ashland Planning Division Staff has received a complete application for the property noted above.

Any affected property owner or resident has a right to submit written comments to the City of Ashland Planning Division, 51 Winburn Way, Ashland, Oregon 97520 prior to 4:30 p.m. on the deadline date shown above.

Ashland Planning Division Staff determine if a Land Use application is complete within 30 days of submittal. Upon determination of completeness, a notice is sent to surrounding properties within 200 feet of the property submitting application which allows for a 14 day comment period. After the comment period and not more than 45 days from the application being deemed complete, the Planning Division Staff shall make a final decision on the application. A notice of decision is mailed to the same properties within 5 days of decision. An appeal to the Planning Commission of the Planning Division Staff's decision must be made in writing to the Ashland Planning Division within 12 days from the date of the mailing of final decision. (AMC 18.5.1.050.G)

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

A copy of the application, all documents and evidence relied upon by the applicant and applicable criteria are available for inspection at no cost and will be provided at reasonable cost, if requested. All materials are available at the Ashland Planning Division, Community Development & Engineering Services Building, 51 Winburn Way, Ashland, Oregon 97520.

If you have questions or comments concerning this request, please feel free to contact Fotini Kaufman at 541-488-5305.

SITE DESIGN AND USE STANDARDS

18.5.2.050

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

- A. Underlying Zone: The proposal complies with all of the applicable provisions of the underlying zone (part 18.2), including but not limited to: building and yard setbacks, lot area and dimensions, density and floor area, lot coverage, building height, building orientation, architecture, and other applicable standards.
- B. Overlay Zones: The proposal complies with applicable overlay zone requirements (part 18.3).
- C. Site Development and Design Standards: The proposal complies with the applicable Site Development and Design Standards of part 18.4, except as provided by subsection E, below.
- D. City Facilities: The proposal complies with the applicable standards in section 18.4.6 Public Facilities and that adequate capacity of City facilities for water, sewer, electricity, urban storm drainage, paved access to and throughout the property and adequate transportation can and will be provided to the subject property.
- E. *Exception to the Site Development and Design Standards.* The approval authority may approve exceptions to the Site Development and Design Standards of part 18.4 if the circumstances in either subsection 1 or 2, below, are found to exist.
 - 1. There is a demonstrable difficulty meeting the specific requirements of the Site Development and Design Standards due to a unique or unusual aspect of an existing structure or the proposed use of a site; and approval of the exception will not substantially negatively impact adjacent properties; and approval of the exception is consistent with the stated purpose of the Site Development and Design; and the exception requested is the minimum which would alleviate the difficulty.; or
 - 2. There is no demonstrable difficulty in meeting the specific requirements, but granting the exception will result in a design that equally or better achieves the stated purpose of the Site Development and Design Standards.

ACCESSORY RESIDENTIAL UNITS

18.2.3.040

Accessory residential units are subject to Site Design Review under chapter 18.5.2, except as exempted in subsection 18.2.3.040.A, below.

- A. **Exemptions.** Accessory residential units are permitted outright with an approved building permit, and are allowed without a Site Design Review under chapter 18.5.2 provided that the accessory residential unit meets all of the following requirements.
 - 1. The accessory residential unit is located in the R-1, R-1-3.5, RR, NN and NM zones. Accessory residential units in the R-2 and R-3 zones require Site Design Review under chapter 18.5.2 and are not permitted outright under this subsection.
 - 2. The accessory residential unit meets all of the requirements of the applicable zone in subsections 18.2.3.040.B, C, E and F, below, except as otherwise exempted in subsection 18.2.3.040.A.
 - 3. The size of the accessory residential unit is less than 500 square feet of gross habitable floor area (GHFA).
 - 4. The accessory residential unit is attached to the primary residence or within an existing primary residence. Accessory residential units located in the Historic District overlay and including exterior building changes that require a building permit, and accessory residential units located in detached structures (i.e., not attached to the primary residence) require Site Design Review under chapter 18.5.2 and are not permitted outright under this subsection.
 - 5. The property must have two off-street parking spaces, except that parking spaces, turn-arounds, and driveways are exempt from the requirements in subsections 1 and 2 of 18.4.3.080.D and paving requirements in subsection 18.4.3.080.E.1.
 - 6. Additional off-street parking is not required for the accessory residential unit if on-street parking is permitted within 200 feet of the property. Alternatively, one off-street parking space may be provided on the property in conformance with the off-street parking provisions for accessory residential units in section 18.4.3.080.
- B. **R-1 Zone.** Accessory residential units in the R-1 zone shall meet the following requirements.
 - 1. One accessory residential unit is allowed per lot, and the maximum number of dwelling units shall not exceed two per lot.
 - 2. Accessory residential units are not subject to the density or minimum lot area requirements of the zone.
 - 3. The maximum gross habitable floor area (GHFA) of the accessory residential unit shall not exceed 50 percent of the GHFA of the primary residence on the lot, and shall not exceed 1,000 square feet GHFA.
 - 4. The proposal shall conform to the overall maximum lot coverage and setback requirements of the underlying zone.
 - 5. Additional parking shall be provided in conformance with the off-street parking provisions for single-family dwellings in section 18.4.3.080, except that parking spaces, turn-arounds, and driveways are exempt from the requirements in subsections 1 and 2 of 18.4.3.080.D and paving requirements in subsection [18.4.3.080.E.1](#).
- C. **RR Zone.** In addition to the standards in subsection 18.2.3.040.B, accessory residential units in the RR zone shall meet the following requirements.
 - 1. No on-street parking credits shall be allowed for accessory residential units.
 - 2. If located in the Wildfire zone, the accessory residential unit shall have a residential sprinkler system installed.
- D. **R-2 and R-3 Zones.** Accessory residential units in the R-2 and R-3 zones shall meet the standards in subsection 18.2.3.040.B, except that the maximum gross habitable floor area (GHFA) of the accessory residential structure shall not exceed 50 percent of the GHFA of the primary residence on the lot, and shall not exceed 500 square feet GHFA.
- E. **NN Zones.** Accessory residential units in the Normal Neighborhood District under chapter 18.3.4 shall meet the standards in subsection 18.2.3.040.B.
- F. **NM Zones.** Accessory residential units in the North Mountain Neighborhood NM zones under chapter 18.3.5 shall meet the standards in subsection 18.2.3.040.B, except that the maximum gross habitable floor area (GHFA) of the accessory residential unit must not exceed 750 square feet GHFA and that second story accessory residential units constructed above a detached accessory building must not exceed 500 square feet GHFA.



Planning Division
51 Winburn Way, Ashland OR 97520
541-488-5305 Fax 541-488-6006

ZONING PERMIT APPLICATION

FILE # PA-T1-2018-00038

DESCRIPTION OF PROJECT CONSTRUCT A DETACHED ADU

DESCRIPTION OF PROPERTY

Pursuing LEED® Certification? ☐ YES ☒ NO

Street Address 111 BUSH ST.

Assessor's Map No. 39 1E 08 AA Tax Lot(s) 800

Zoning R-1-7.5 Comp Plan Designation SFR
SKIDMORE ACADEMY HIST. DIST.

APPLICANT

Name JUDY EMANUEL Phone _____ E-Mail _____

Address 111 BUSH ST. City ASHLAND Zip 97520

PROPERTY OWNER

Name SAME Phone _____ E-Mail _____

Address _____ City _____ Zip _____

SURVEYOR, ENGINEER, ARCHITECT, LANDSCAPE ARCHITECT, OTHER

Title OREGON ARCHITECTURE, INC Name MARK MCKEON Phone 541-772-4372 E-Mail MARK@OREGONARCHITECTURE.COM

Address 132 W MAIN ST. STE 101 City MEDFORD OR Zip 97501

Title _____ Name _____ Phone _____ E-Mail _____

Address _____ City _____ Zip _____

I hereby certify that the statements and information contained in this application, including the enclosed drawings and the required findings of fact, are in all respects, true and correct. I understand that all property pins must be shown on the drawings and visible upon the site inspection. In the event the pins are not shown or their location found to be incorrect, the owner assumes full responsibility. I further understand that if this request is subsequently contested, the burden will be on me to establish:

- 1) that I produced sufficient factual evidence at the hearing to support this request;
- 2) that the findings of fact furnished justifies the granting of the request;
- 3) that the findings of fact furnished by me are adequate; and further
- 4) that all structures or improvements are properly located on the ground.

Failure in this regard will result most likely in not only the request being set aside, but also possibly in my structures being built in reliance thereon being required to be removed at my expense. If I have any doubts, I am advised to seek competent professional advice and assistance.

Applicant's Signature

Date

As owner of the property involved in this request, I have read and understood the complete application and its consequences to me as a property owner.

Property Owner's Signature (required)

Date

(To be completed by City Staff)

Date Received 12-18-18 Zoning Permit Type 1 Filing Fee \$ 696.00

OVER ►►

ZONING PERMIT SUBMITTAL REQUIREMENTS

- ☐ APPLICATION FORM must be completed and signed by both applicant and property owner.
- ☒ FINDINGS OF FACT – Respond to the appropriate zoning requirements in the form of factual statements or findings of fact and supported by evidence. List the findings criteria and the evidence that supports it. Include information necessary to address all issues detailed in the Pre-Application Comment document.
- ☒ 2 SETS OF SCALED PLANS no larger than 11"x17". Include site plan, building elevations, parking and landscape details. (Optional – 1 additional large set of plans, 2'x3', to use in meetings)
- ☐ FEE (Check, Charge or Cash)
- ☐ LEED® CERTIFICATION (*optional*) – Applicant's wishing to receive priority planning action processing shall provide the following documentation with the application demonstrating the completion of the following steps:
 - Hiring and retaining a LEED® Accredited Professional as part of the project team throughout design and construction of the project; and
 - The LEED® checklist indicating the credits that will be pursued.

NOTE:

- Applications are accepted on a first come, first served basis.
- Applications will not be accepted without a complete application form signed by the applicant(s) AND property owner(s), all required materials and full payment.
- All applications received are reviewed for completeness by staff within 30 days from application date in accordance with ORS 227.178.
- The first fifteen COMPLETE applications submitted are processed at the next available Planning Commission meeting. (Planning Commission meetings include the Hearings Board, which meets at 1:30 pm, or the full Planning Commission, which meets at 7:00 pm on the second Tuesday of each month. Meetings are held at the City Council Chambers at 1175 East Main St).
- A notice of the project request will be sent to neighboring properties for their comments or concerns.
- If applicable, the application will also be reviewed by the Tree and/or Historic Commissions.



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DEC 18 2018

City of Ashland

(541) 772-4372

132 WEST MAIN STREET, SUITE 101

MEDFORD, OREGON 97501

www.oregonarchitecture.biz

December 18, 2018

**FINDINGS OF FACT
CONSTRUCTION OF A DETACHED ARU BEHIND THE EXISTING RESIDENCE ON
LOT 800, MAP 39E 08 AA, 111 BUSH STREET**

NARRATIVE

The Property Owner, and current resident, of this lot is proposing to construct an accessory residential unit (ARU) behind the existing single family residence (SFR). The ARU is proposed to have 720 square feet on a single level. The unit will have a single bedroom and one bathroom.

The unit is to be set back from the existing alley 24 feet, which will allow for parking and, with the alley, a back-up space of 24 feet. Access to the ARU will be from the side of the unit. The ARU and the existing residence will visually share the existing rear yard. The ARU has private outdoor space shielded by a storage area from the existing residence.

Three off-street parking spaces will be provided with this construction to add to the existing off-street parking space for the SFR, which meets the minimum of two spaces per unit.

The exterior design of the ARU will be in keeping with the historic roots of the neighborhood.

APPLICABLE SECTIONS OF THE LAND DEVELOPMENT CODE

Section 18.2.3.040 – *Accessory Residential Unit: Accessory residential units are subject to site design review under Chapter 18.5.2. See commentary on Section 18.5.2*

Section 18.2.3.040.B – *ARUs in the R-1 zone: One Accessory Residential Unit is allowed per lot, with a maximum of two dwellings permitted on each lot. Accessory residential units are not subject to the density or minimum lot area requirements of the zone. The maximum gross habitable floor area (GHFA) of the accessory residential unit shall not exceed 50 percent of the GHFA of the primary residence on the lot, and shall not exceed 1,000 square feet GHFA. The proposal shall conform to the overall maximum lot coverage and setback requirements of the underlying zone. Additional parking is required in conformance with the requirements of single family dwellings.*

One detached Accessory Residential Unit (ARU) is being proposed. The GHFA of the ARU is proposed at 720 sf. The existing residence is 1,913 sf on two levels. The setbacks for the ARU from the side lot lines are 9'-0" from the west lot line to the building, and 4'-6" from the east lot line to the porch. The setback from the rear lot line is 22'-0" to the line of the porch. The FAR of the main residence and the ARU is .24. Three off-street parking spaces are proposed, with access to the alley. One off-street parking space accessed from Bush Street currently exists. The plan, as proposed, meets the criteria of this Section of the LDC.

Section 18.2.3.120 – Dwelling in Historic District Overlay: *Dwellings shall conform to the maximum permitted floor area standards of section 18.2.5.070. Notwithstanding the height standards of the R-1 zone, structures within the Historic Overlay shall not exceed a height of 30 feet.*

The existing ground floor square footage of the existing residence and the ARU is 1,677 sf. According to the calculation found in Table 18.2.5.070.E., the maximum Permissible Floor Area is determined by the following formula:

$$\text{Lot area} \times \text{Adj. Factor [from Table 18.2.5.070(E)]} = \text{Adjusted lot area} \times \text{0.4 FAR [from Table 18.2.5.070(F)]} = \text{MPFA, or } 6,939 \times .88 = 6,106 \times 0.4 \text{ FAR} = 2,443 \text{ sf.}$$

This is more than the 1,677 sf. ground floor area proposed. The ARU is proposed to be 21' at the roof peak, which is less than the 30' maximum permitted. The plan, as proposed, meets the criteria of this Section of the LDC.

Section 18.2.4.020 - Accessory Structures: *Accessory buildings and structures shall comply with all requirements for the principal use, except where specifically modified by this ordinance.*

No exceptions are requested for this project.

Section 18.2.4.050 – Yard Requirements and general Exceptions: *In addition to the requirements of Sections 18.2.5 and 18.2.6, yard requirements shall conform to the Solar Access standards of Section 18.4.8. Eaves and awnings may encroach three feet into required yards; all other architectural projections may encroach 18 inches into required yards.*

All projections are within the maximums prescribed by this Section. Please see Section 18.4.8 for a discussion of the Solar Access requirements. The plan, as proposed, meets the criteria of this Section of the LDC.

Section 18.2.5.030 – Unified Standards for Residential Zones: *Minimum front yard setback (no garage) – 15 feet; minimum side yard setback – 6 feet; minimum rear yard setback – 10 feet.*

Proposed setbacks: front yard (not applicable); side yards – 9 feet west, 6 feet east to porch structure; rear yard 22 feet to porch structure. The plan, as proposed, meets the criteria of this Section of the LDC.

Section 18.2.5.070 – Maximum Permitted Floor Area in Historic District: *Exceptions - Basements, detached garages, detached accessory structures, and detached accessory residential units are not counted in the gross floor area for the MPFA calculation if separated from the primary dwelling by six feet or more.*

This project meets the standards of the exception to this Section of the Land Development Code, so the standard does not apply.

Section 18.4.2.050 – Historic District Development: *Historic District Design Standards: Height; Scale; Massing; Setback; Roof; Rhythm of Openings; Base or Platforms; Form; Entrances; Imitation of Historic Features.*

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Section 18.4.3. – Parking: Minimum Requirements: Single Family Residence – 2 off-street spaces. Accessory Residential Units less than 800 sf – 1 off-street space. Spaces shall be 9 feet by 18 feet and shall have a minimum 22 foot back-up space.

Provided will be 4 off-street spaces (one more than required). All spaces are 9 feet by 18 feet. A 24 foot back-up space (including the 20 foot wide public alley behind the parcel is to be provided. The plan, as proposed, meets the criteria of this Section of the LDC.

Section 18.4.4 – Landscaping; Refuse disposal and recycling areas; fencing.

A landscape plan is not provided, and the site is fully developed. Additional plan materials will be installed by the property owner that meet the requirements of the Land Development Code after construction is completed. An enclosed shed area adjacent to the ARU has been provided to accommodate the refuse and recycling trash cans, as well as required bicycle storage. The side yards are currently fenced. No additional fencing is proposed.

Section 18.4.5 – Tree Protection:

Two mature trees exist at the NW and NE property corners. These trees will be protected during the construction. Details of the protection measures are shown on the documents provided with this Application.

Section 18.4.8 – Solar Setbacks:

The lot is level N/S, so the solar setback is based on Table 18.4.8.020.B.4.a. Setback is shown on the drawings.

Section 18.5.2. – Site Design Review: The requirements of Section 18.5.2.040 apply to this application.

Please see the drawings that accompany this Application for the required information.

END OF FINDINGS OF FACT

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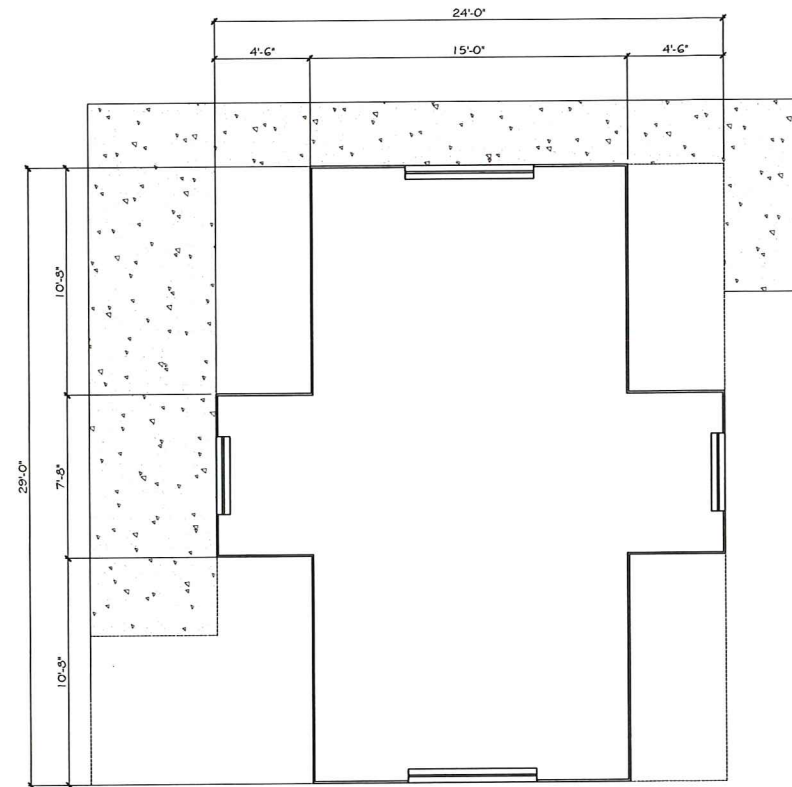
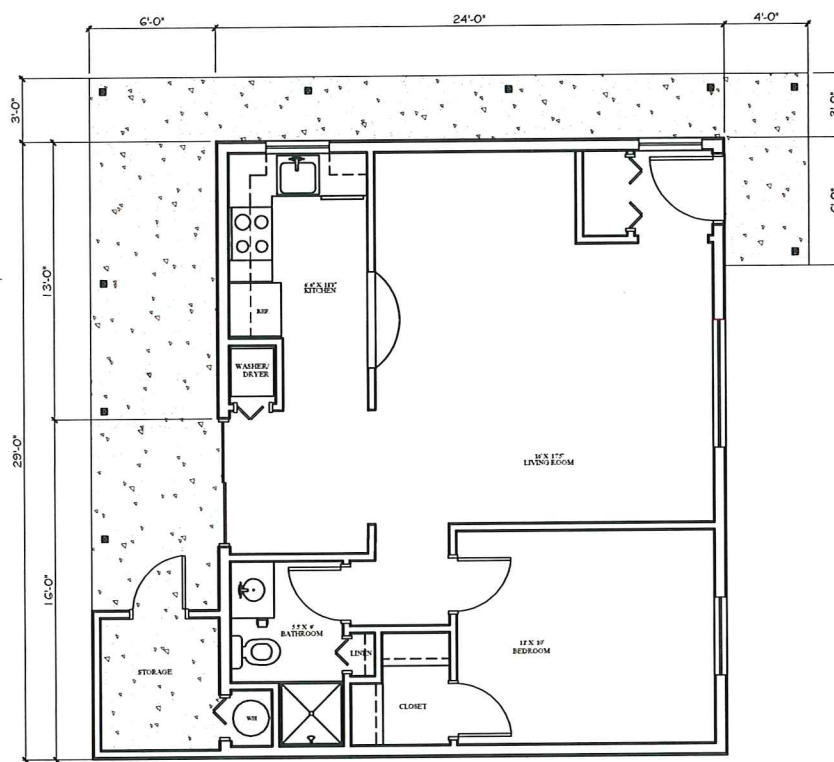
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FOR REVIEW ONLY



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DEC 18 2018
City of Ashland

FOR REVIEW ONLY

**OREGON
ARCHITECTURE**
132 W. Main Street, Suite 101
Medford, Oregon 97501
PH. 541 772-4372 | OREGONARCHITECTURE.BIZ

PROJECT DESCRIPTION:
**ADU FOR JUDY
EMMANUEL**

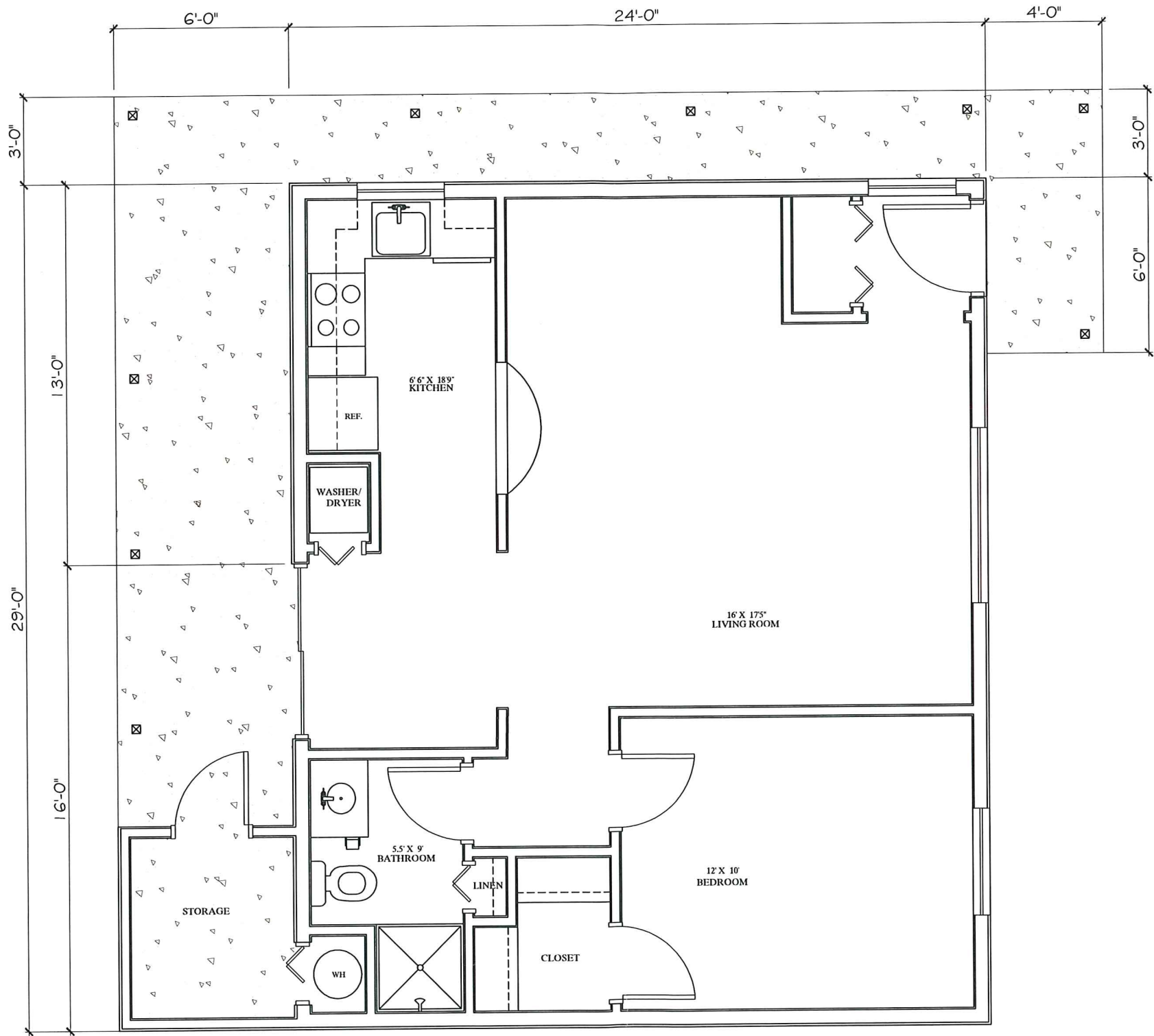
PROJECT LOCATION:
111 BUSH STREET
ASHLAND, OREGON

PARCEL: 39-1E-08AA-800

APPROVED FOR THE OWNER BY:	DATE:
REVISIONS	BY
PLOT DATE:	12/17/18
DRAWN BY:	
SHEET	

FLOOR PLANS

A1.0



FIRST FLOOR PLAN
SCALE: 1/4" = 1'



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DEC 18 2018
City of Ashland

FOR REVIEW ONLY

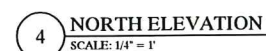
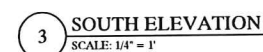
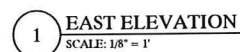


PROJECT DESCRIPTION:
ADU FOR JUDY
EMMANUEL
PROJECT LOCATION:
111 BUSH STREET
ASHLAND, OREGON
PARCEL: 39-1E-08AA-800

REVISIONS	DATE	BY

FIRST FLOOR PLAN
A1.1

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FOR REVIEW ONLY

OREGON
ARCHITECTURE

132 W. Main Street, Suite 101
Medford, Oregon 97501

541 779-4372 FAX 541 779-4373

AN INSTRUMENT OF PROFESSIONAL SERVICE AND PROPERTY
PROJECT DESCRIPTION:
ADU FOR JUDY

PROJECT LOCATION:

PROJECT LOCATION:
111 BUSH STREET
ASHLAND, OREGON
PARCEL: 39-1F-08AA-800

PARCEL: 39-1E-08AA-800

AND THE DESIGNS INCORPORATED HERE	APPROVED FOR THE OWNER BY: _____ DATE: _____	
	REVISIONS	BY
PLOT DATE: _____		12/17/11
DRAWN BY: _____		
SHEET		

EXTERIOR ELEVATION

A2.0

Date Received

1/23/19
7/K

(to be completed by staff)

Applicant's Statement of Completeness

(To be completed by the Applicant and returned to the City of Ashland Planning Division)

Re: PA-T1-2018-00038, 111 Bush St

Date Application Expires: **June 16, 2019**

Pursuant to an Incompleteness Determination, I, the undersigned applicant or agent for the applicant, elects one of the three options below by initiating:



1. Submit All of the Missing Information

(Initial if elected)

I am submitting all of the information requested in the Incompleteness Determination letter.

Unless checked below, I am requesting that the City of Ashland Planning Division review this additional information within 30 days of submission to determine whether the application is complete. I understand that this 30-day review for completeness period for the new information preserves my opportunity to submit additional materials, should it be determined that the application is still incomplete after the second review. (Note: the 120-day period for the City of Ashland's final determination of compliance with applicable criteria does not commence until the additional review for completeness period is completed.)

Check if desired

☐

I waive further review of the information submitted for completeness and direct review of the information submitted for compliance with the Community Development Code criteria, regardless of whether the application is, in fact, later determined by the staff to be incomplete.

I understand that by checking the above statement the application will be evaluated based upon the material submitted and no notice of any missing information will be given. If material information is missing from the application, the application will fail to meet the burden of showing that all criteria are met, and the application will be denied.





132 W. MAIN STREET, SUITE 101 - MEDFORD, OR 97501 (541) 772-4372 WWW.OREGONARCHITECTURE.BIZ

Fotini Kaufman
Assistant Planner

Planning Division
Department of Community Development
City of Ashland
20 E. Main St.
Ashland, OR 97520

Below is the response to the letter of incompleteness for the Site Design Review for the Accessory Residential Unit at 111 Bush Street.

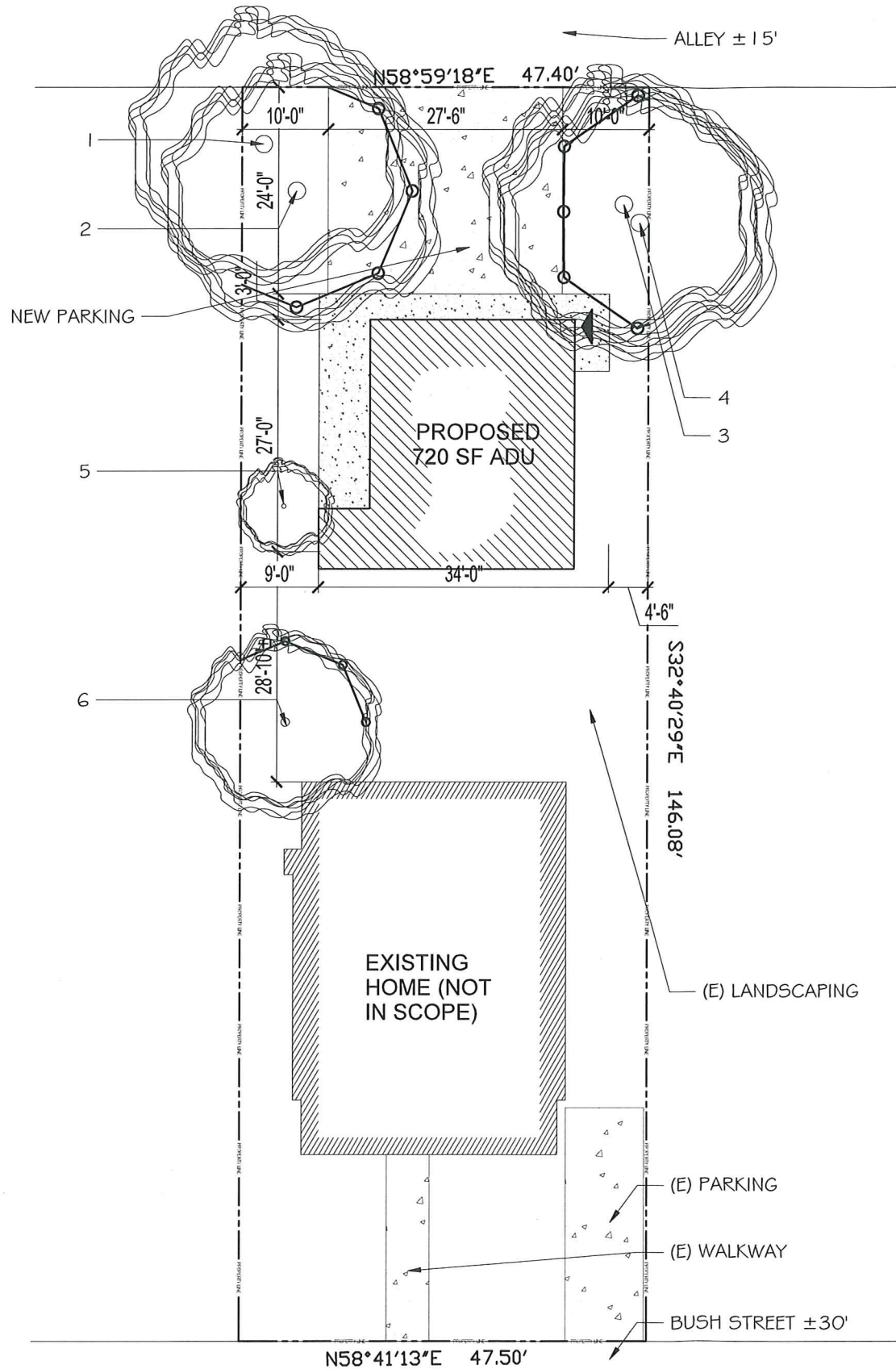
In the plans you will find sheet A1.2 depicting the existing trees to be protected and the single tree to be removed for construction.

I have labeled the trees 1 through 6 and have indicated them on the plan. You will find an inventory of the health and hazard of each tree on site, and recommendations for treatment for each tree on sheet A1.2

If any additional information is needed, I am hopeful we can handle it either over the phone or in your office. I can be reached via telephone at the above number, or via e-mail at mark@oregonarchitectue.biz.

Thank you.

RECEIVED
JAN 23 2019
City Of Ashland



1 SITE PLAN
SCALE: 1/16" = 1'

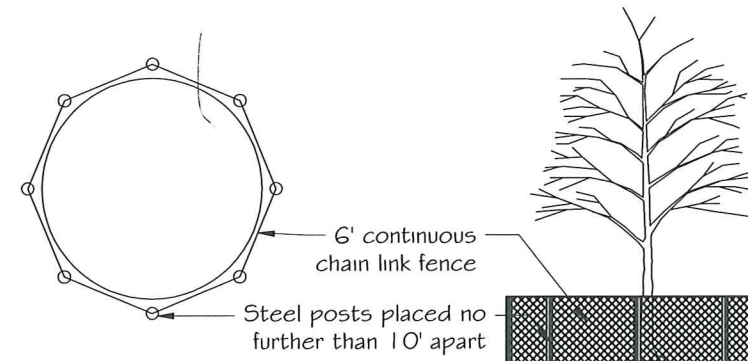
NOTE:

According to Ashland Municipal Code chapter 18.4.5 section 18.4.5.30 No construction activity shall occur within the tree protection zone, including, but not limited to dumping or storage of materials such as building supplies, soil, waste items, equipment, or parked vehicles.

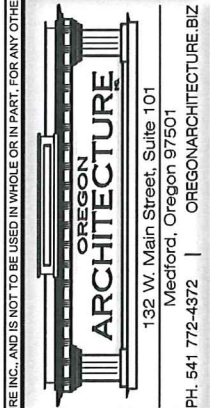
1. Tree protection to be in place before any construction to commence and is under the direct supervision of the Staff Arborist.
2. Tree protection to be chain link fencing, a minimum of six feet tall with steel posts placed no farther than ten feet apart, shall be installed at the edge of the tree protection zone or dripline, whichever is greater, and at the boundary of any open space tracts, riparian areas, or conservation easements that abut the parcel being developed.
3. Approved signs shall be attached to the chain link fencing stating that inside the fencing is a tree protection zone, not to be disturbed unless prior approval has been obtained from the Staff Arborist for the project.
4. The actual location or tree protection for this project is as noted on these plans.
5. The fencing shall be flush with the initial undisturbed grade.
6. Fencing shall be enclosed to prevent any unauthorized access for the full duration of construction.
7. No construction activity shall occur within the tree protection zone, including, but not limited to dumping or storage of materials such as building supplies, soil, waste items, equipment, or parked vehicles.
8. The tree protection zone shall remain free of chemically injurious materials and liquids such as paints, thinners, cleaning solutions, petroleum products, concrete or dry wall excess, and construction debris or run-off.
9. No excavation, trenching, grading, root pruning, or other activity shall occur within the tree protection zone unless approved by the Staff Arborist.
10. Any work necessary within the dripline is subject to prior approval and direction of the Staff Arborist.
11. Trees being protected will be watered regularly via a temporary watering system until surrounding landscape and irrigation is complete.
12. Tree(s) to be removed that are within the dripline of any trees to remain shall be removed only by a certified arborist.
13. Any damage to protected trees shall be reported to the Staff Arborist within 24 hours of observation.
14. Except as otherwise determined by the Staff Arborist, all required tree protection measures set forth in this section shall be instituted prior to any development activities, including, but not limited to clearing, grading, excavation, or demolition work, and shall be removed only after completion of all construction activity, including landscaping and irrigation installation.

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TREE INVENTORY							
Tree Number	Species	Approx. Height	Approx. Canopy	Tree protection radius	Trunk Radius	Tree condition	Notes
1	ASSUMED HONEY LOCUST	60'	40'		24"	GOOD	Leaning precariously. Recommend removal.
2	ASSUMED HONEY LOCUST	60'	40'	12'	24"	GOOD	
3	ASSUMED HONEY LOCUST	60'	40'	12'	24"	GOOD	Will require trimming low hanging branches.
4	ASSUMED HONEY LOCUST	60'	40'	12'	24"	GOOD	
5	ASSUMED HONEY LOCUST	20'	10'		6"	GOOD	Proximity to construction will require removal.
6	ASSUMED FRUIT BEARING	30'	20'	8'	12"	GOOD	



TREE PROTECTION PLAN DIAGRAM
SCALE: 1/8" = 1'



PROJECT DESCRIPTION:
ADU FOR JUDY EMMANUEL

PROJECT LOCATION:
111 BUSH STREET
ASHLAND, OREGON

PARCEL: 39-1E-08AA-800

APPROVED FOR THE OWNER BY		DATE
REVISIONS	BY	

PLOT DATE: 1/21/19
DRAWN BY: TREE PROTECTION PLAN

L1.0

HPW Nominations 2019

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Permit number	Permit Address	Permit type code	Permit description	Approval state	Final date	Owner Last Name	Owner First Name	Owner Address	Appdate	Customer Last Name	Issue date	Cust First Name	Comm. Assign
2		ARU												
3	17-2009	88 Dewey	accres	ARU	Appvd	N/A	Hill	Kathy	84 Dewey Street	11/3/2017		11/6/2017	Taylorred Elements	
4	17-2317	552 B Street	accres	ARU/Garage	Appvd	N/A	Kaufman	David/Jamie	556 B Street	1/17/2018	OWNER	1/18/2018	SAME	
5	17-2099	414 N. Laurel	accres	ARU- SFR on same property	Appvd	N/A	Malden	Marshall/Suzan	344 Helman Street	1/29/2018	Giacomini, On Point Construction	1/31/2018	Tom	
6	BD-R-2018-00048	426 B Street	accres	ARU	Appvd	6/13/2018	Adams	Justin/Mira	426 B Street	7/2/2018	Jason Eaton, Concious Construction	7/2/2018		
7	BD-R-2018-00175	128 Bush	accres	Expansion of an accesory structure to an ARU	Appvd	N/A	Kelly/McMahon	David/Terri	130 Bush Street	12/31/2018	Josh Barnes Construction	12/31/2018		
8	BD-R-2018-00081	206 Harrison	accres	Conversion & expansion of an ARU	Appvd	N/A	Nehrbass	Kathryn	208 Harrison	8/6/2018	Robert Gibson	8/6/2018		
9	BD-R-2018-00127	68 N. Third	accres	ARU	Appvd	N/A	Natalie	Ives-Drouillard	70 N. Third	10/10/2018	John Fields-Goldenfields Const	1/3/2019		
10	17-1841	169 Sixth Street	accres	Existing garage & added sq footage to create ARU	Appvd	8/21/2018	Rinaldi	John/Bonnie	692 B Street	10/11/2017	Coleman Creek Construction	3/19/2018	Michael	
11		ADDITION												
12	16-1546	252 - 256 B Street	Addn	Addition & remodel of existing 3 unit bldg	Appvd	N/A	Van Heuit	Joelle	SAME	8/11/2016	Kistler, Small & White Architects	10/4/2016		
13	BD-2018-00533	440 Granite	Addn	Replacement of Mill House	Appvd	N/A	Phelps	Esther	Winter Park, FL	3/20/2018	Chris Brown, Arkitek	3/20/2018		
14	BD-2018-00286	183 Vista	Addn	Interior remodel and small addition	Appvd	N/A	Frederick/Ziegler	Allan/Kristin	183 Vista	2/8/2018	Brad Youngs Contractor	2/8/2018		
15	BD-2018-00231	563 Rock Street	Addn	Garage with livable space above	Appvd	N/A	Smith/Kapner	Melanie/ Mark	PO Box 964, Ashland OR	3/20/2018	Advantage Building	3/27/2018		
16	BD-2017-02323	263 N. Second Street	Addn	Restoration of roof & porch, addition, interior remodel.	Appvd	N/A	Benton	Jon		2/2/2018	Chris Brown, Arkitek	2/2/2018		
17	BD-R-2018-00063	256 Sixth Street	Addn	Addition of laundry room	Appvd	N/A	Preister	Kevin	256 Sixth Street	6/12/2018	SAME	9/24/2018		
18	BD-R-2018-00154	212 Van Ness	Addn	Detached addition	Appvd	N/A	Schiffman	Stanley	Alameda, CA	10/11/2018	Asher Homes	10/12/2018		
19	BD-R-2018-00079	70 N. Third	Addn	Small addition	Appvd	N/A	Natalie	Ives-Drouillard	70 N. Third	7/25/2018	John Fields-Goldenfields Const	8/7/2018		
20	BD-R-2018-00084	436 Holly	And	Addition on the garage	Appvd	10/29/2018	Monosoff	Jeffrey	436 Holly Street	6/28/2018	Coleman Creek Construction	6/28/2018		
21	BD-R-2018-00121	103 Manzanita	Addn	Demo and rebuild garage w/ studio above	Appvd	N/A	Miller/Sherman	Laurel/Mitchell	107 Manzanita	10/4/2018	Coleman Creek Construction	10/10/2018		
22	BD-R-2018-00157	59 Sixth	Addn	Addition and remodel	Appvd	N/A	Jeske	Dennis/Sarah	59 Sixth Street	10/16/2018	Asher Homes	10/18/2018		
23	BD-R-2018-00132	156 Van Ness	Addn	Adding dormers on upper level and adding staircase, Increasing legal headroom	Appvd	N/A	Downey	Sean	160 Van Ness	9/6/2018	The Downey Co.	9/6/2018		
24		MULTI-FAMILY												
25	BD-2018-00230	152 Maple	MFR	2nd unit on property at 563 Rock	Appvd	N/A	Smith/Kapner	Melanie/ Mark	PO Box 564, Ashland	3/20/2018	Advantage Building	3/27/2018		
26	BD-R-2018-00038 - BD-R-2018-00041	Central Ave project (118-132)	MFR	8 unit MFR development	Appvd	N/A	Baldwin	Robert	5243 Pioneer Rd, Talent	8/22/2018	OWNER	8/29/2018		
27		SFR												
28	BD-R-2018-00046	533 Fairview	SFR	Demo & rebuild of SFR	Appvd	N/A	Fullerton-Wright	Frederick	1593 Pioneer Rd, Talent	7/6/2018	Coleman Creek Construction	7/25/2018		
29	BD-2016-01775	85 Winburn	SFR	New SFR with attached garage and storage area	Appvd	N/A	Deboer	Bryan/Stephanie	Medford address	1/26/2017	The Downey Co.	1/31/2017		

HPW Nominations 2019

[illegible]

PROJECT ASSIGNMENTS FOR PLANNING ACTIONS

February 2019

PA-2016-00847	252 B Street – Close to complete	Whitford
PA-2016-02095	563 Rock St – Work has started	Whitford
PA-2017-00235	114 Granite – Work has started	Shostrom
PA-2017-00200	165 Water – Extension to PA submitted	ALL
PA-2017-01294	128 Central– Work has started	Emery & Swink
PA-2017-01417	228 B Street – No building permit	Whitford
PA-2017-01310	971 Siskiyou Blvd - Work has started	Shostrom
PA- 2017-02005	533 Fairview(aka 100 Union) Work has started	Emery
PA- 2017-01256	267 Meade/302 Harrison – Work has started	Shostrom
PA-2017-02351/ 00026	549 E. Main – Plans in review	Swink & Emery
PA-2018-00156	208 Harrison – Permit issued	Von Chamier
PA-2018-00531	426 B Street – Permit issued	Von Chamier
PA-T1-2018-00015	70 N. Third Street – Permit issued	Swink
PA-T1-2018-00023	75 Lithia Way	Von Chamier & Babin
PA-T1-2018-00029	130 Bush Street	Hovenkamp & Whitford
PA-T1-2018-00033	160 Helman	Shostrom

February 2019



Ashland Historic Review Board Schedule Meet at 3:00pm, Lithia Room*

February 7th	Terry, Keith, Bill
February 14th	Terry
February 21st	Terry
February 28th	Terry
March 7th	Terry

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



ASHLAND HISTORIC COMMISSION Membership List

Commissioner's Name	Term Expiration	Mailing Address	Home Phone	Work Phone	E-Mail Address
Dale Shostrom Chairman	4-30-2021				shobro@jeffnet.org
Keith Swink	4-30-2019				kswink@mind.net
Sam Whitford	4-30-2021				skwhippet@mind.net
Terry Skibby	4-30-2019				terriskibby@gmail.com
Tom Giordano	4-30-2020				tomgiordanoarch@gmail.com
Bill Emery	4-30-2020				bill@ashlandhome.net
Piper Von Chamier	4-30-2019				piper@kencairnlandscape.com
Beverly Hovenkamp	4-30-2021				revbev549@gmail.com
Ellen Babin	4-30-2021				cm_ellen@yahoo.com
Rich Rosenthal Council Liaison					rich@council.ashland.or.us
Fotini Kaufman Planning Dept.				552-2044	Fotini.kaufman@ashland.or.us
Regan Trapp Admin. Staff		City of Ashland Planning Dept.		552-2233	regan.trapp@ashland.or.us