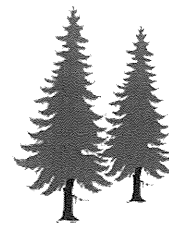


# CITY OF ASHLAND



## TREE COMMISSION AGENDA February 4, 2016

### CALL TO ORDER

6:00 p.m. in the Siskiyou Room of the Community Development and Engineering Services Building located at 51 Winburn Way.

### APPROVAL OF MINUTES

Approval of January 7, 2015 regular meeting minutes.

### ANNOUNCEMENTS & LIAISON REPORTS

- City Council Liaison
- Parks & Recreation Liaison
- Community Development Liaison

### PUBLIC FORUM

Welcome Guests

### STREE TREE REMOVAL PERMIT REVIEW

**SUBJECT PROPERTY:** 136 B Street

**APPLICANT:** Gerald & Dorothy Brooks (Beaver Tree Service)

**DESCRIPTION:** A request to remove a 28-inch diameter Box Elder street tree from the park row planting strip in front of 136 B Street.

**COMPREHENSIVE PLAN DESIGNATION:** Low Density Multi-Family Residential;  
**ZONING:** R-2; **ASSESSOR'S MAP:** 39 1E 09BA; **TAX LOT:** 12100.

### TYPE I REVIEWS

**PLANNING ACTION:** PA-2015-01685

**SUBJECT PROPERTY:** 321 Clay Street

**APPLICANT:** Canopy LLC

**DESCRIPTION:** A request to remove a White Alder (*Alnus rhombifolia*) tree at the subject property. The tree is approximately 50 feet tall and 16.5 inches in diameter at breast height. The tree is located behind space # 3 on Key Drive. The arborist notes that the tree is a hazard and is not suitable for pruning in order to alleviate the hazardous nature.

**COMPREHENSIVE PLAN DESIGNATION:** Low Density Multi-Family Residential;  
**ZONING:** R-2; **ASSESSOR'S MAP:** 39 1E 11C; **TAX LOT:** 3000.

**PLANNING ACTION:** PA-2015-02411

**SUBJECT PROPERTY:** 763 South Mountain Avenue

**APPLICANTS:** Heartwood Tree Service

**OWNERS:** Ray Kistler  
**DESCRIPTION:** A request to remove nine Ponderosa Pine trees from the property located at 763 South Mountain Avenue. The trees were previously identified to be preserved and protected as part of the Mountain Pines Subdivision (PA #2004-00105) but have now been determined to be dying from pine beetle infestation by the applicant's tree care professional.  
**COMPREHENSIVE PLAN DESIGNATION:** Single Family Residential; **ZONING:** R-1-10; **ASSESSOR'S MAP:** 39 1E 16AD; **TAX LOT:** #3404

**PLANNING ACTION:** PA-2016-00073  
**SUBJECT PROPERTY:** 151 North Pioneer Street  
**APPLICANTS:** Elizabeth York  
**OWNERS:** Elizabeth York  
**DESCRIPTION:** A request for Site Design Review approval to reconstruct a one-story commercial structure, consisting of an art gallery and studio for the property located at 151 North Pioneer Street. The property is located in the Railroad Addition Historic District and Detail Site Review overlay.  
**COMPREHENSIVE PLAN DESIGNATION:** Commercial; **ZONING:** C-1; **ASSESSOR'S MAP:** 39 1E 09BB; **TAX LOT:** #12700

**PLANNING ACTION:** PA-2016-00102  
**SUBJECT PROPERTY:** 538 Granite Street & 580 Ashland Creek Drive  
**APPLICANT:** A to Z Tree Service Inc.  
**DESCRIPTION:** A request to remove a 19 inch in diameter at breast height Madrone (*Arbutus menziesii*) tree on the subject properties. The tree has a significant lean with evidence of decay at root base and lower trunk. The arborist notes the subject tree is located among several large trees that, in the event of a failure, could topple adjacent trees in the area as well presenting a greater hazard to the existing dwelling.  
**COMPREHENSIVE PLAN DESIGNATION:** Residential - Rural; **ZONING:** RR- .5; **ASSESSOR'S MAP:** 39 1E 17AA; **TAX LOT:** 1109.

**PLANNING ACTION:** PA-2016-00142  
**SUBJECT PROPERTY:** 767 South Mountain Avenue  
**APPLICANTS:** Heartwood Tree Service  
**OWNERS:** Michael J. & Carrisma Donovan  
**DESCRIPTION:** A request to remove one Ponderosa Pine trees from the property located at 763 South Mountain Avenue. This tree was previously identified to be preserved and protected as part of the Mountain Pines Subdivision (PA #2004-00105) but has now been determined to be dying from pine beetle infestation by the applicants' tree care professional.  
**COMPREHENSIVE PLAN DESIGNATION:** Single Family Residential; **ZONING:** R-1-10; **ASSESSOR'S MAP:** 39 1E 16AD; **TAX LOT:** #3405

#### **TYPE II REVIEWS**

**PLANNING ACTION:** PA #2016-00041  
**SUBJECT PROPERTY:** 1465 Webster Street ((on the Southern Oregon University campus)  
**APPLICANT:** Southern Oregon University



**DESCRIPTION:** A request to modify PA #2015-00418 which granted Site Design Review and Conditional Use Permit approval for the renovation of McNeal Pavilion and construction of a new Student Recreation Center on the Southern Oregon University Campus 1465 Webster Street. The previous approval included a Conditional Use Permit to allow the buildings to exceed the 40-foot height allowed in the SO zoning district, and Tree Removal Permits to remove nine trees 18-inches in diameter-at-breast-height (d.b.h.) or greater. The modifications proposed are:

- A 10½ percent reduction in the approved gross floor area – the approval was for 104,891 square feet, but with the proposed modification this will be reduced to 93,905 square feet.
- Reduction in the size of the upper level by relocating athletic offices to the main level. Windows have been added to the southwest corner of the building and the northern face of the racquetball building to provide daylight for these offices.
- Relocation of classrooms from the main level to the lower level. A wide area has been developed at the base of the north end of the western façade to allow for windows and plantings adjacent to these classrooms.
- Relocation of the Recreation Gym to the lower level. This move removes windows on the lower level (east end of northern façade) and lowers the height of the northeastern quarter of the building.
- Relocation of the Competition Gym to the main level. This changes the roofline, but the highest peak is to be at 43 feet 6 inches which is two feet lower than the previously approved height.
- The McNeal Pavilion entry has been lowered and shifted to the south.
- Overall simplification of exterior façade elements including the elimination of HVAC screens on the north elevation facing the football field and the addition of brown metal panels to the color palette to relate to the color of the dormitories across Webster Street.
- The addition of a new stairway and ramp linking the McNeal Pavilion entry and parking lot with the playing fields.
- The elimination of a stormwater detention pond previously identified on the northeast portion of the project site.
- Changes to the Wightman Street parking lot in response to conditions imposed by the Planning Commission including six new parking lot trees in planters; additional hedge screening, low shrubs and ground cover along Wightman Street; provisions for two pedestrian refuge areas; and a walkway from the Wightman Street sidewalk into the parking lot.
- Changes to the approved Tree Protection and Removal Plan. The Planning Commission required that Tree #6 (a 26-inch Mulberry) be preserved and protected, and that the applicants attempt to preserve Tree #7 (a 28-inch Modesto Ash) and Tree #19 (a 36-inch Sycamore). The applicants propose to modify the approved plan to allow the removal of Tree #7 (28-inch Modesto Ash) to accommodate the proposed fire apparatus access route, and have proposed to retain Trees #6 (26-inch Mulberry); #12, #13 and #15 (12-, six-, and ten-inch Raywood Ash trees); and #18 and #19 (28-inch and 36-inch Sycamores).

**COMPREHENSIVE PLAN DESIGNATION:** Southern Oregon University; **ZONING:** SO;  
**ASSESSOR'S MAP:** 39 1E 10 CD; **TAX LOT:** 100

#### **DISCUSSION ITEMS**

- Tree of the Year Program

- Annual Council Update - Tentatively Set for March 15<sup>th</sup>
- Arbor Day 2016 – Brainstorming for Annual Tree Planting & Other Events in April
- Earth Day 2016 – Earth Day Event is April 23<sup>rd</sup> (11:00 a.m. to 4:00 p.m.)

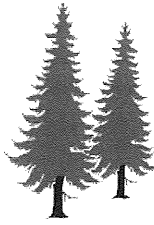
*Are Commissioners interested in tabling?*

#### **NEW BUSINESS/ITEMS FROM COMMISSIONERS**

- Updating the Street Tree Guide.
- Updating the AMC to include “Historic Houses” as areas of concern for tree preservation.
- FireWise landscaping plant list.
- Proposal to the City of Ashland to look at funding for a City arborist position.
- Development of a tree preservation fund (through payment in lieu of mitigation).

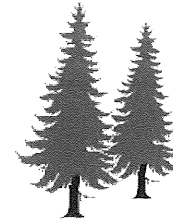
#### **ADJOURNMENT**

Next Meeting: March 3, 2016



# CITY OF ASHLAND

## TREE COMMISSION MINUTES January 7, 2016



### **CALL TO ORDER**

6:00 p.m. in the Siskiyou Room of the Community Development and Engineering Services building located at 51 Winburn Way.

### **APPROVAL OF MINUTES**

- Approval of December 3, 2015 regular meeting minutes.
- Approval of December 10, 2015 Study Session meeting minutes (Wild Fire Ordinance).

**Commissioners Roland/Oxendine m/s to approve the minutes as submitted. Voice vote: All AYES.**

### **ANNOUNCEMENTS & LIAISON REPORTS**

- City Council Liaison

**Councilor Voisin updated the Commission on the Council's agenda and topics.**

- Parks & Recreation Liaison

**Baughman gave an update on the recent storm's impact on many trees throughout the City's parks.**

- Community Development Liaison

**Heck informed the Commission the City was recertified as Tree City USA and announced that the tree of the year for 2015 is the Oak tree on Normal Avenue. Community Development Director Bill Molnar explained to the Commission that this tree is in the public right of way and may be subject to removal because of a identified railroad crossing that has been in the City's Transportation System Plan (TSP) for several decades. Molnar encouraged the Commission to formalize the Tree of the Year program and to create criteria to nominate and select appropriate specimens for Tree of the Year designation.**

### **PUBLIC FORUM** (For items not on the agenda)

Welcome Guests – **No one present spoke at public forum.**

### **TYPE I REVIEWS**

**PLANNING ACTION:** PA-2015-02255

**SUBJECT PROPERTY:** 630 Siskiyou Boulevard

**APPLICANT:** Stanley Elliott

**DESCRIPTION:** A request to remove two Maple (Acer) trees at the subject property.

The first Maple Tree located at the Northeast corner of the primary dwelling is approximately one foot from the structure and exhibiting soil heave, surface rooting, and root rot. The second Maple Tree located on the West side of the dwelling shows similar issues also including surface rooting, mechanical injury, and mildew. The arborist notes that these defects can cause tree root and trunk base failure with the risk increased significantly due to the trees proximity to the dwelling.

**COMPREHENSIVE PLAN DESIGNATION:** Low Density Multi-Family Residential;

**ZONING:** R-2; **ASSESSOR'S MAP:** 39 1E 09DB; **TAX LOT:** 3900.

**Commissioner Oxendine disagreed with the arborist report, which was seconded by Roland. Both Commissioners stated there was no disease or rotting of the subject trees. However, the Commission recognized the hazard the trees presented due to their location in proximity to the house. Roland/Oxendine m/s to approve plans as submitted, noting that the approval was not**

because of disease but rather proximity to the house, and recommended mitigation trees to each tree that is proposed to be removed.

**PLANNING ACTION:** PA-2015-02312  
**SUBJECT PROPERTY:** 2350 Ashland Street  
**OWNER/APPLICANT:** Jalaram Hospitality LLC  
**DESCRIPTION:** A request to remove an Incense-Cedar (*Calocedrus decurrens*) of approximately 20-inches DBH. The applicant has previously applied to remove the tree, which was denied because there was no arborist report in the application. This current application includes an arborist report that states the tree is a hazard and should be removed.  
**COMPREHENSIVE PLAN DESIGNATION:** Commercial; **ZONING:** C-1; **ASSESSOR'S MAP:** 39 1E 14BA; **TAX LOT:** 100

Commissioner Oxendine wanted to see the full report the arborist used to determine the subject tree as a hazard. There was a lengthy discussion between the commissioners concerning what constitutes an “arborist report”. The commissioners felt an arborist report needs to be a full ISA Tree Risk Assessment, performed by a certified arborist. Furthermore, they noted the concern of conflict of interest when the consulting arborist is also the arborist submitting a bid for removal. Moreover, due to concerns of liability, the Commission approved the plans as submitted. Oxendine/Roland m/s to approve plans as submitted with a mitigation requirement that will equal the canopy coverage of the stature cedar tree that will now be removed.

**PLANNING ACTION:** PA-2015-02369  
**SUBJECT PROPERTY:** 543 S Mountain Ave  
**OWNER/APPLICANT:** Peace House  
**DESCRIPTION:** A request to remove two Birch trees on the east side of the building. Both trees have an approximate diameter at breast height (DBH) of 12 inches. The application includes an arborist report that recommends removal. Both of the trees on the site were listed as being preserved as part of the landscape plan for the original Conditional Use Permit.  
**COMPREHENSIVE PLAN DESIGNATION:** Single Family Residential; **ZONING:** R-1-7.5;  
**ASSESSOR'S MAP:** 39 1E 16AA; **TAX LOT:** 100.

Commissioner Oxendine mentioned this is the “ideal” tree removal permit as the applicants are removing dying trees and asking for suggestions for mitigation. Roland suggested the property owners stay away from conifers due to sunlight constraints and recommend the following tree varieties as mitigation trees: ginkgo, Japanese maple, English Oak, Wedding Bells. John/Oxendine m/s to approve plans as submitted with mitigation trees, one per each tree removed.

**PLANNING ACTION:** PA-2015-02381  
**SUBJECT PROPERTY:** 903 and 905 Bellview  
**OWNER/APPLICANT:** Oregon Architecture/Raven Woodworks, Inc.  
**DESCRIPTION:** A request to remove four trees to accommodate a previously approved housing development. One of the trees, a *cedrus atlantica*, is in the footprint of a proposed building. The other trees to be removed, all *pinus ponderosas*, are to be removed because of poor health and proximity to other trees. **COMPREHENSIVE PLAN DESIGNATION:** Multi-Family Residential; **ZONING:** R-2;  
**ASSESSOR'S MAP:** 39 1E 14CA; **TAX LOT:** 7808, 7807, 7806, and 7805.

The applicant, Alan Sandler and a representative from Raven Woodworks, was present to represent their proposal. A neighbor of the project was also present to express his concern over the removal of the *cedrus atlantica*. Oxendine mentioned it would be a shame to loss the *Cedrus atlantica*, noting its general rarity and presence on the site. Oxendine stated the tree should be

preserved and deserves a tree protection zone. The Commission was supportive of removing the *Cedrus atlantica*, tree number 11 on the site plan. However, they were okay with the removal of the proposed *Pinus ponderosas*. Oxendine/Battistella m/s to approve the removals of the *Pinus ponderosas*, but not the *Cedrus atlantica*, which they recommended has a tree protection zone at the drip line of the tree and that all site work within the protection zone to be supervised by a certified arborist. Furthermore, if any roots are to be cut, they shall be cut clean by the certified arborist.

**PLANNING ACTION:** PA-2015-02301  
**SUBJECT PROPERTY:** 777 Oak Street  
**APPLICANT:** Martha Howard-Bullen  
**DESCRIPTION:** A request to remove a 50+ inch diameter at breast height Black Cottonwood at the southeast corner of the subject property. The applicant has expressed concerns of the tree falling down and has obtained two arborist reports that claim the tree is a hazard. In a former planning action (PA#2014-00307), preserving the subject tree was listed as a reason for granting a Water Resource Protection Zone Reduction permit.  
**COMPREHENSIVE PLAN DESIGNATION:** Single Family Residential; **ZONING:** R-1-10;  
**ASSESSOR'S MAP:** 39 1E 04CA; **TAX LOTS:** 2707.

The applicants, Laurie Sager and Martha Howard-Bullen, were in attendance to represent their application. Sager brought forth a new arborist report by Tom Meyers, who was the original consulting arborist of the project. Meyers' latest report noted a lightning strike and stated the tree is a hazard and should be removed. Oxendine recommended the fallen logs be used as wildlife habitat in the creek corridor. Battistella/John m/s to approve the plans as submitted.

#### TYPE II REVIEWS

**PLANNING ACTION:** PA-2015-02287  
**SUBJECT PROPERTY:** 123 Clear Creek Drive  
**APPLICANTS:** John Fields/Clear Creek Investments LLC  
**OWNERS:** Clear Creek Investments LLC & Cooper Investments LLC  
**DESCRIPTION:** A request for Site Design Review approval to construct four two-story mixed-use buildings, consisting of leasable ground-floor office space and eight residential dwelling units on the second floors, and one two-story office building for the property located at 123 Clear Creek Drive. The request would also modify the previously approved Clear Creek Village Subdivision by further subdividing Lot 8 under the Performance Standards Options Chapter to create five new buildable lots to accommodate the proposed development.  
**COMPREHENSIVE PLAN DESIGNATION:** Employment; **ZONING:** E-1; **ASSESSOR'S MAP:** 39 1E 05 CD; **TAX LOT:** #1803

Oxendine recommended all newly planted trees have deer guards (black plastic – “AM Leonard”) and mentioned the pear trees will not be well suited for the site. Roland recommended *quercus rubras* and hornbeams instead of the pear trees, further noting the rubras will need sun protection. Oxendine/Roland m/s recommend approval of the plans as submitted with the aforementioned recommendations.

#### NEW BUSINESS/ITEMS FROM COMMISSIONERS

- Airport Code Changes.  
Director Molnar updated the Commission on what the existing regulations are for tree removal near the airport and what the proposed ordinance change will involve. The Commissioners were in support of the update.

- City street tree removal process.  
**Director Molnar gave an update on the City's process for street tree removal. Heck handed out the emails sent by Mr. Whitall for the Commission to review. There was a lengthy discussion on the process and how to modify in order to ensure significant trees are preserved if at all possible and to not repeat an incident similar to the 338 B Street removal. One suggestion was to have a city arborist to inspect trees and evaluate private arborist reports. In the interim, there was a discussion to see if Peter Baughman from Ashland Parks could help out. There was a call to update the Street Tree Removal Form and to include standards from the ISA Risk Assessment form. Oxendine discussed the certifications for arborists and explained they are many and not all are the same. Roland mentioned liability concerns for the Tree Commission as well as the City for disputing an arborist report. Molnar ended the discussion stating all future Street Tree Removals will be reviewed by him or the Planning Manager and that "significant trees" (greater than 18-inches d.b.h.) will be reviewed by the City Administrator.**
- Updating the Street Tree Guide.  
**No Discussion at this meeting.**
- Updating the AMC to include "Historic Houses" as areas of concern for tree preservation.  
**No Discussion at this meeting.**
- FireWise landscaping plant list.  
**No Discussion at this meeting.**
- Proposal to the City of Ashland to look at funding for a City arborist position.  
**No Discussion at this meeting.**
- Development of a tree preservation fund (through payment in lieu of mitigation).  
**No Discussion at this meeting.**

#### **DISCUSSION ITEMS**

- Tree of the Year program
- Arbor Day 2016

#### **ADJOURNMENT**

Next Meeting: February 4, 2015

*Respectfully submitted by Zechariah Heck*

# Memo

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DATE: February 4, 2016  
TO: Ashland Tree Commission  
FROM: Maria Harris, Planning Manager *M.H.*  
RE: Street Tree Removal Permit Request at 136 B Street

The City of Ashland received a request to remove a Box Elder tree in the public planting strip in front of 136 B Street. According to the application, a large limb fell during a recent storm. The permit application materials are attached. Before a decision is made on the street tree removal permit application, staff requests the Tree Commission's review of and input on the application.

Ashland Municipal Code (AMC) 13.16 addresses street trees and requires a permit approved from the City prior to removing or planting any trees in the public planting strip or other public property. Street trees are those that are located in the street right-of-way which is public property. As the Commission knows, the planting strip is located inside the public property or street right-of-way. Occasionally, street trees are located behind the curb or sidewalk in the street right-of-way and these trees are also technically street trees.

AMC 13.13.070 discusses a property owner's responsibility to remove or trim a tree "which is endangering or which may endanger the security of usefulness of any public street, sewer, sidewalk or utility..." Staff reviewed the materials submitted and believes the application does not provide adequate information to establish that the condition or location of the tree presents a clear public safety hazard (i.e., likely to fall and injure persons or property) or a foreseeable danger of property damage to an existing structure or facility, and that such hazard or danger cannot reasonably be alleviated by treatment, relocation, or pruning. Specifically, the letter from the arborist says there is decay in the large limbs but does not address whether there is a clear public safety hazard now or in the future, the overall health of the tree, the likelihood of future limb drop, or if pruning or treatment could alleviate the danger.

## ATTACHMENTS

1. Street Tree Removal Permit Application for 136 B Street



# City of Ashland Street Tree Permit

Applicant's Name Gerald Brooks Phone No. 541-488-7594

Site Address 136 B Street Email gerbro3@gmail.com

Is the Property Owner aware of this request? (if different from above) \_\_\_\_\_

Name \_\_\_\_\_ Phone No. \_\_\_\_\_

Address \_\_\_\_\_ Email \_\_\_\_\_

Type of Tree(s) Box Elder

Approximate Diameter at breast height Very tall Height + heavy Canopy \_\_\_\_\_

Location of Tree in Parkway

Reason for Request Tree is diseased + branches Fell during storm

Are there underground utility lines and/or overhead power lines present? No

If yes, please list which lines are present \_\_\_\_\_

Is there sidewalk damage? No If yes, has a Public Works permit been issued? \_\_\_\_\_

## Staff Decision

*In accordance with Ashland Municipal Code (AMC) 13.16, the City encourages the planting of appropriate trees within the right-of-way. No trees shall be planted or removed from any public planting strip or other public property in the City until a permit has been issued by the City Administrator or designee. Applicants for a removal permit may be required to replace the tree or trees being removed with a tree or trees of comparable value. If the tree is determined to be dead or dying, then the replacement need be no larger than the minimum described in this chapter. The replacement tree(s) shall be of a size specified in the permit and no smaller than eight feet in height or one inch in caliper 12 inches above root crown and shall be an appropriate species selected from and planted according to the Recommended Street Tree List. Any tree removed under this chapter shall be removed at ground level or lower. If a tree is removed below ground level, the surface will be restored to finish grade and any regrowth which occurs shall be promptly removed.*

Permit is hereby (circle one):    Approved                      Approved with Conditions                      Denied

Conditions of Approval \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Staff Signature \_\_\_\_\_ Date \_\_\_\_\_



FAMILY  
OWNED  
AND  
OPERATED



# BEAVER

---

## TREE SERVICE

Inc.



PROMPT  
PROFESSIONAL  
TREE CARE  
SINCE 1984

January 12, 2016

**Client**

Gary Brooks  
136 B. Street  
Ashland, OR. 97520

City of Ashland  
20 E. Main Street  
Ashland, OR. 97520

To Whom It May Concern:

**Trees:** A Box Elder (*Acer negundo*) approximately 50' tall at about 28" dbh, at 136 B. Street, Ashland Oregon

**Evaluation:** The owner of the above mentioned property Gary Brooks, would like permission to remove this tree. The tree has failed in the past and its large limbs have decay. The target zone under this tree is the City street, sidewalk, pedestrians and cars. If this tree continues to lose large limbs it could be a hazard to the above mentioned targets, as attached pictures will indicate.

If you have any questions please contact me at 541- 779-7072

Sincerely,

A handwritten signature in blue ink that reads "Clarence V. Wangle".

Clarence V. Wangle  
President- Certified Arborist  
PN-0518A

cc: Gary Brooks  
enclosed photos

Beaver Tree Service Inc.  
CCB # 173614  
Tax ID # 20-5639553  
[info@beavertree.net](mailto:info@beavertree.net)

Portland Metro Office:  
7085 SW 175<sup>th</sup> Ave  
Beaverton, OR 97007  
[joel@beavertree.net](mailto:joel@beavertree.net)  
(503) 224-1338

Corporate Office:  
270 Wilson Rd.  
Central Point, OR 97502  
[suzie@beavertree.net](mailto:suzie@beavertree.net)  
(541) 779-7072













**NOTICE OF APPLICATION**

**PLANNING ACTION:** 2015-01685

**SUBJECT PROPERTY:** 321 Clay

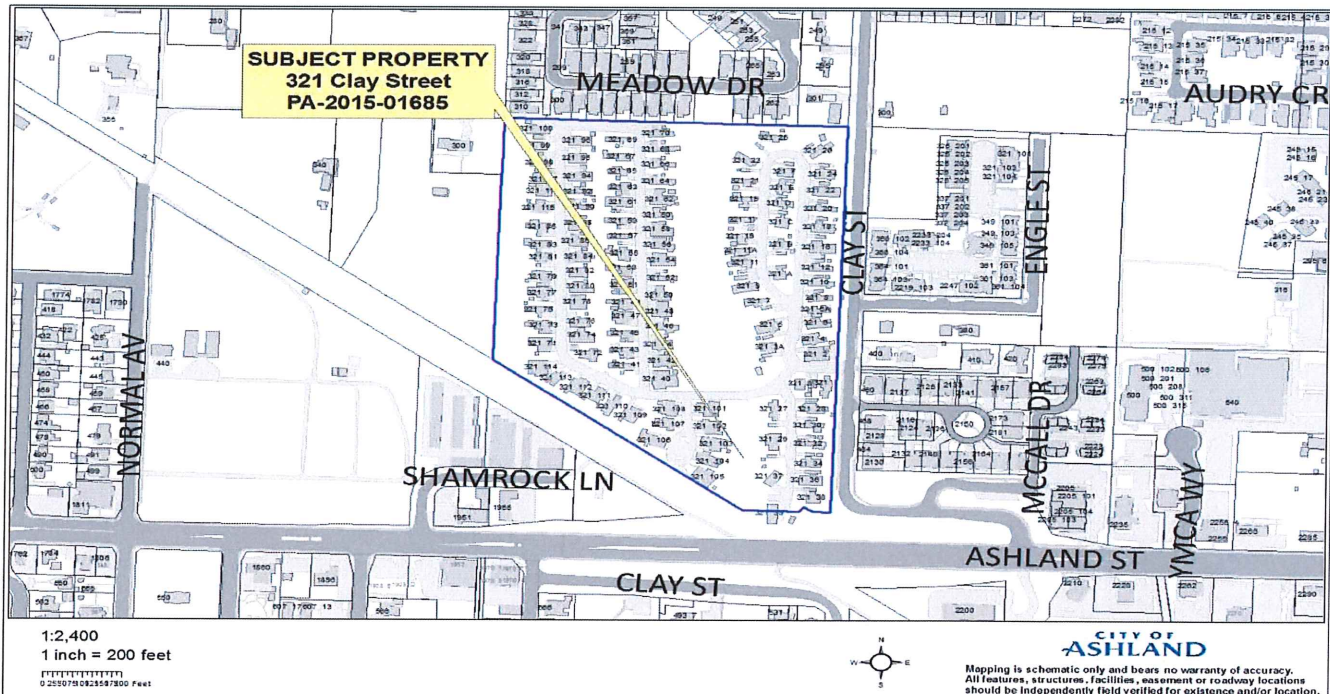
**OWNER/APPLICANT:** Canopy LLC

**DESCRIPTION:** A request to remove a White Alder (*Alnus rhombifolia*) tree at the subject property. The tree is approximately 50 feet tall and 16.5 inches in diameter at breast height. The tree is located behind space # 3 on Key Drive. The arborist notes that the tree is a hazard and is not suitable for pruning in order to alleviate the hazardous nature. **COMPREHENSIVE PLAN DESIGNATION:** Low Density Multi-Family Residential; **ZONING:** R-2; **ASSESSOR'S MAP:** 39 1E 11C; **TAX LOT:** 3000.

**NOTE:** The Ashland Tree Commission will also review this Planning Action on **Thursday, February 4, 2016 at 6:00 PM** in the Community Development and Engineering Services building (Siskiyou Room), located at 51 Winburn Way.

**NOTICE OF COMPLETE APPLICATION:** January 22, 2016

**DEADLINE FOR SUBMISSION OF WRITTEN COMMENTS:** February 8, 2016



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 18.108.040)

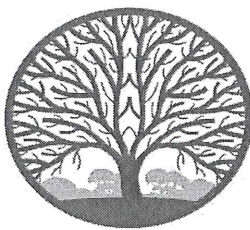
The ordinance criteria applicable to this application are attached to this notice. Oregon law states that failure to raise an objection concerning this application, by letter, or failure to provide sufficient specificity to afford the decision maker an opportunity to respond to the issue, precludes your 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 the Ashland Planning Division at 541-488-5305.

TREE REMOVAL PERMIT  
18.5.7.040.B

1. Hazard Tree. A Hazard Tree Removal Permit shall be granted if the approval authority finds that the application meets all of the following criteria, or can be made to conform through the imposition of conditions.
  - a. The applicant must demonstrate that the condition or location of the tree presents a clear public safety hazard (i.e., likely to fall and injure persons or property) or a foreseeable danger of property damage to an existing structure or facility, and such hazard or danger cannot reasonably be alleviated by treatment, relocation, or pruning. See definition of hazard tree in part 18.6.
  - b. The City may require the applicant to mitigate for the removal of each hazard tree pursuant to section 18.5.7.050. Such mitigation requirements shall be a condition of approval of the permit.



CANOPY LLC *The Care of Trees*

[www.canopyarborcare.com](http://www.canopyarborcare.com)  
157 Max Loop Talent, OR 97540  
(541) 631-8000

December 30, 2015, 2014

Community Development Dept  
20 E. Main St  
Ashland, OR 97520

Dear Mr. Schexnayder,

The following additional information you requested for a tree removal permit at 321 Clay (PA-2015-016845). Along with this narrative, another site plan/map with a scale on it is being submitted.

The request has been changed from the original request for 2 tree removals to just 1 tree. While I do consider that the 2<sup>nd</sup> tree described in my original statement to have future hazard potential, structures and off-trafficked areas are not with its striking distance and is of less urgency than the alder described below.

*AMC Section 18.5.7.040 (Hazard Tree)*

White alder, *Alnus rhombifolia*. Located behind space #3 on Key Drive. 16.5" diameter at breast height (DBH). Approximately 50' tall. This tree is part of a tight grouping of several trees. There is a severe lean to this tree which takes it over a home. The overcrowding at the base, the relatively weak-wooded characteristic of the species, the shifting unstable nature of the soil, and the severe lean put this tree at a greater risk of failure. Given the high likelihood of personal and/or property damage in the event of failure, I consider it a potential hazard and recommend removing this tree. I do not think there are suitable pruning options in this case to alleviate the hazardous nature.

*18.3.10.050 (Approval Criteria)*

Removal of this tree decreases rather than increases potential hazards to the property.

*18.3.11.050 (Exempt Activities within Water Resources Protection Zone)*

*A.e.:* The tree is a hazard and therefore exempt.

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*18.4.5.030 (Why a tree protection plan is not provided)*

A tree is being removed, not protected. This tree will be removed in such a manner as to not impact the surrounding vegetation. There will be no construction or excavation activities nearby that could potentially harm the remaining trees. The stump will not be ground.

Feel free to contact me if there are any further questions.

Sincerely,

Christopher John  
Arborist, Canopy LLC  
ISA Certification #WE-9504A

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**City Of Ashland**



**321 Clay St**

Tree removal permit application

**Legend**

 Alder removal request

 Alder removal request

Birch

Clay St N

100 ft

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City Of Ashland

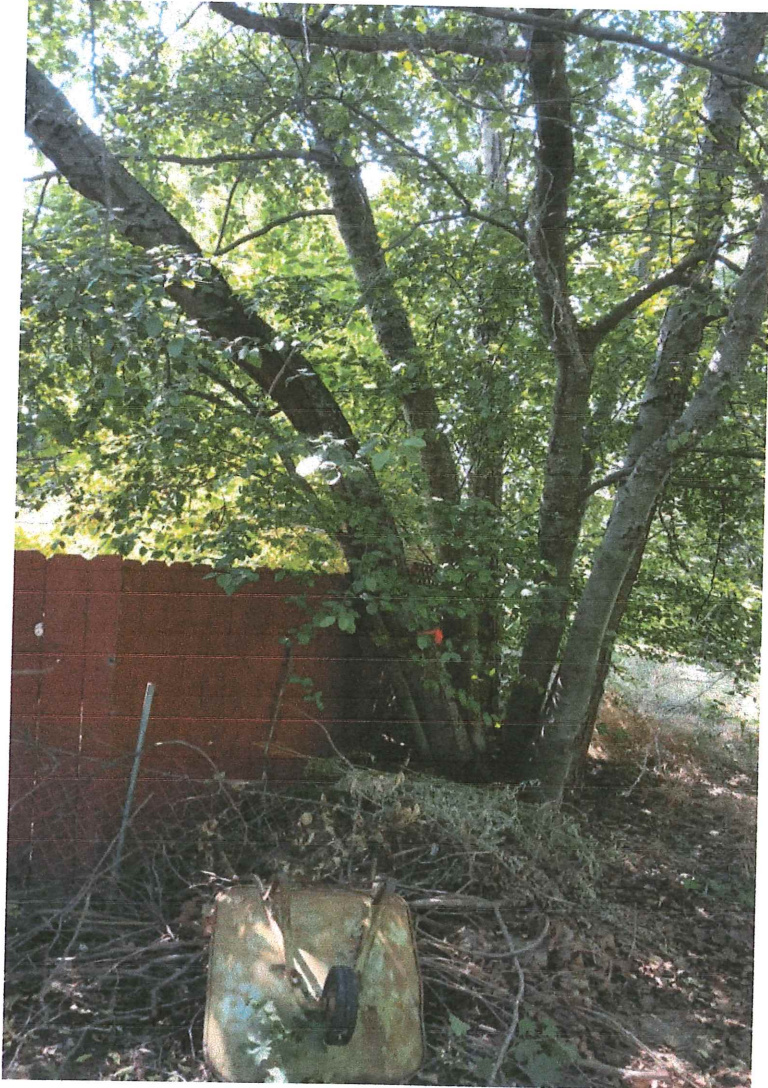
Central Bike Path

Google earth

© 2015 Google



Tree #1: 16.5" DBH Alder



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SEP 03 2015

City Of Ashland



**NOTICE OF APPLICATION**

**PLANNING ACTION:** 2015-02411

**SUBJECT PROPERTY:** 763 S. Mountain Avenue

**OWNER/APPLICANT:** Ray Kistler/Heartwood Tree Service

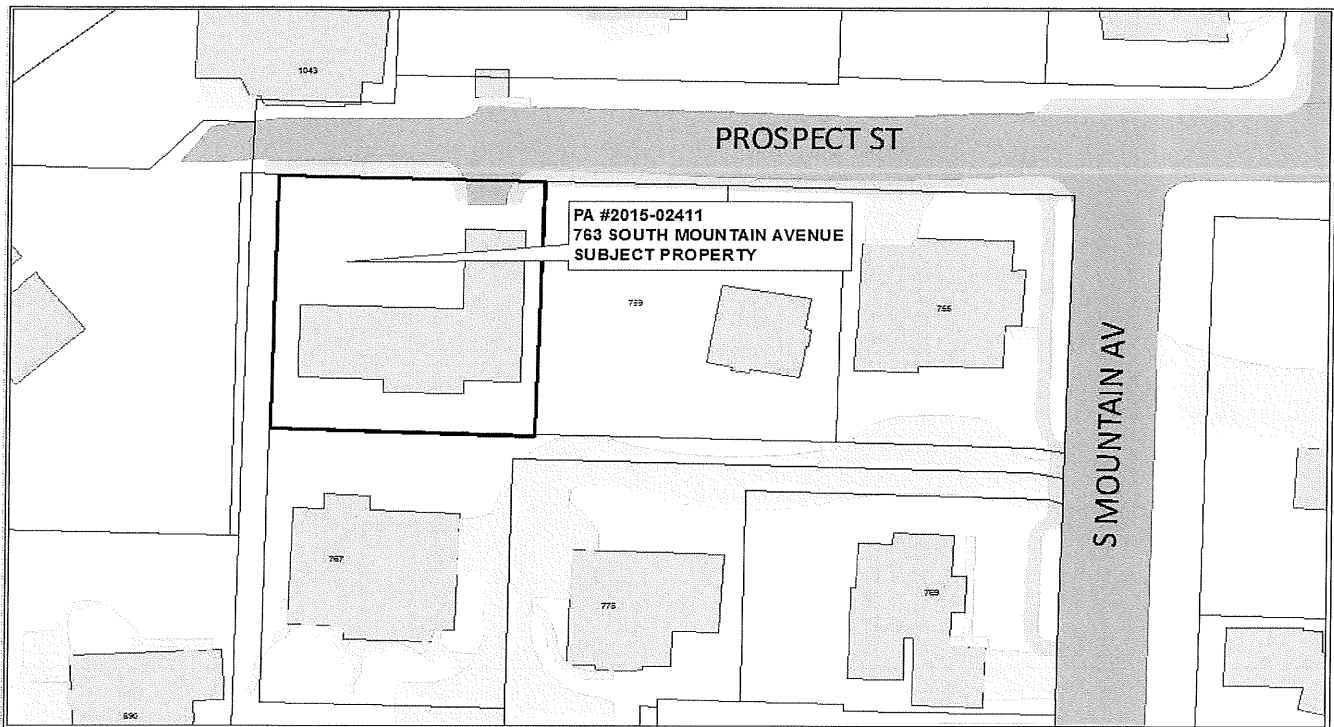
**DESCRIPTION:** A request to remove nine Ponderosa Pine trees from the property located at 763 South Mountain Avenue. The trees were previously identified to be preserved and protected as part of the Mountain Pines Subdivision (PA #2004-00105) but have now been determined to be dying from pine beetle infestation by the applicant's tree care professional.

**COMPREHENSIVE PLAN DESIGNATION:** Single Family Residential; **ZONING:** R-1-10; **ASSESSOR'S MAP:** 39 1E 16AD; **TAX LOT:** #3404

**NOTE:** The Ashland Tree Commission will also review this Planning Action on **Thursday, February 4, 2016 at 6:00 PM** in the Community Development and Engineering Services building (Siskiyou Room), located at 51 Winburn Way.

**NOTICE OF COMPLETE APPLICATION:** January 28, 2016

**DEADLINE FOR SUBMISSION OF WRITTEN COMMENTS:** February 11, 2016



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 18.108.040)

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 the Ashland Planning Division at 541-488-5305.

## TREE REMOVAL PERMIT

### 18.5.7.040.B

1. Hazard Tree. A Hazard Tree Removal Permit shall be granted if the approval authority finds that the application meets all of the following criteria, or can be made to conform through the imposition of conditions.
  - a. The applicant must demonstrate that the condition or location of the tree presents a clear public safety hazard (i.e., likely to fall and injure persons or property) or a foreseeable danger of property damage to an existing structure or facility, and such hazard or danger cannot reasonably be alleviated by treatment, relocation, or pruning. See definition of hazard tree in part 18.6.
  - b. The City may require the applicant to mitigate for the removal of each hazard tree pursuant to section 18.5.7.050. Such mitigation requirements shall be a condition of approval of the permit.
2. Tree That is Not a Hazard. A Tree Removal Permit for a tree that is not a hazard shall be granted if the approval authority finds that the application meets all of the following criteria, or can be made to conform through the imposition of conditions.
  - a. The tree is proposed for removal in order to permit the application to be consistent with other applicable Land Use Ordinance requirements and standards, including but not limited to applicable Site Development and Design Standards in part 18.4 and Physical and Environmental Constraints in part 18.10.
  - b. Removal of the tree will not have a significant negative impact on erosion, soil stability, flow of surface waters, protection of adjacent trees, or existing windbreaks.
  - c. Removal of the tree will not have a significant negative impact on the tree densities, sizes, canopies, and species diversity within 200 feet 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.
  - d. 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 or 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.
  - e. The City shall require the applicant to mitigate for the removal of each tree granted approval pursuant to section 18.5.7.050. Such mitigation requirements shall be a condition of approval of the permit.



*Camp Kaye, owner; CCB license 198018  
P.O. Box 1173, Ashland, OR, 97520-0040  
(541) 840-5546  
Heartwood@jeffnet.org*

Date: January 27, 2016

Re: Dying Ponderosa pine hazard.

Site owner and location:  
Ray Kistler  
763 S. Mountain  
Ashland, OR

To whom it may concern:

Nine Ponderosa pine trees dying on the above property are gradually becoming a threat to the house located on the property and to Prospect Street bordering the property. As the upper two-thirds of the trees have turned brown, the wood has begun to weaken and over time will begin dropping limbs and eventually pieces of trunk from the top down.

As the trees are declining rapidly no solution other than full removal would remedy the hazard the trees are beginning to present.

Respectfully,

Camp Kaye  
Heartwood Tree Service  
(541)840-5546  
Heartwood@jeffnet.org  
CCB lic. #198018



763 S. MOUNTAIN AVE.

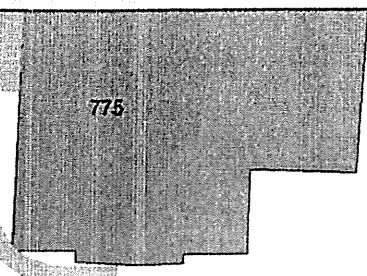
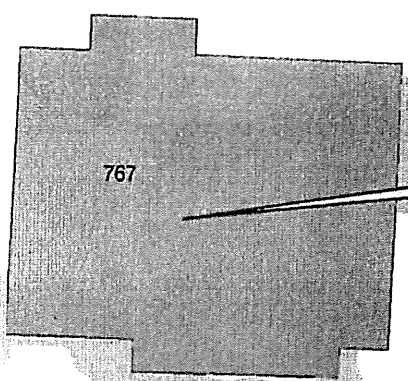
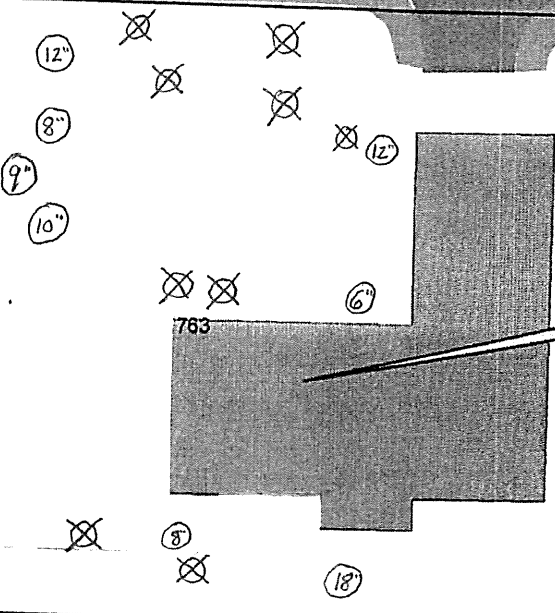
⊗ Trees to be removed.

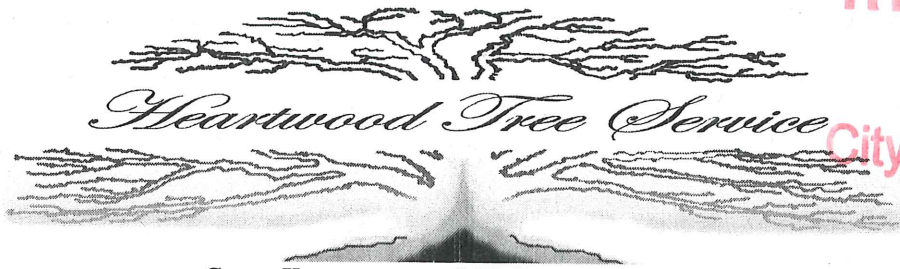
○ Trees to remain (number is DBH).

PROSPECT ST

763 SOUTH MOUNTAIN AVENUE

767 SOUTH MOUNTAIN AVENUE





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DEC 29 2015

City Of Ashland

*Camp Kaye, owner; CCB license 198018  
P.O. Box 1173, Ashland, OR, 97520-0040  
(541) 840-5546  
Heartwood@jeffnet.org*

Date: December 28, 2015

Re: Tree removal.

Site owner and location:  
Ray Kistler  
763 S. Mountain  
Ashland, OR

To whom it may concern:

I contacted Zechariah Heck to ascertain if a removal permit was required for the above property and was told due to zoning it was not. It's my understanding a subsequent conversation between Mr. Kistler and Derek Severson ensued in which a letter was requested describing the reason for the removals.

At the property cited above nine Ponderosa pine trees are dying. They are currently infested with pine beetles and are exhibiting approximately 50% or more brown needles in solid mass from the tops down. Due to the time of year the remaining green on the trees will almost certainly turn brown when the weather warms. Sometimes pines can be saved by topping, removing the beetles, but in this case the beetle activity has spread to the lower boles and it's my estimation the trees will not survive.

As to the trees' decline the most obvious cause would point to the recent houses built in the past few years and the access drive leading to them. While the immediate root zones of the trees seem not to have been directly impacted by the construction the surface and ground water may have been seriously affected. Unfortunately protection of the root zone to the drip line is not always sufficient mitigation when large areas of rainfall are removed via roofs, gutters, roads and storm sewers.

As all the native trees in the Ashland interface are already under stress from the long-term drought affecting the area any additional stressors can easily tip them into a degenerative state leading to the inability of the trees to repel beetle attacks.

("Beetle-kill", as you may already know, is a misnomer. Fully healthy trees are rarely killed by beetles. Prior stressors are usually the cause and only allow the beetles to infest a tree.)

A less clear, but possible secondary contributor may be changes to the TID ditch/pipe a short distance above the housing development within what I understand to have been the past 5-10 years which again may have affected ground water in a negative way. While this would not have been a primary cause it could have contributed to the stressed state of the trees.

Please contact me with any further questions. Attached is a rough map of the trees to be removed on the property in question.

Respectfully submitted,

Camp Kaye  
Heartwood Tree Service  
P.O. Box 1173, Ashland, OR 97520  
(541)840-5546  
CCB Lic. # 198018

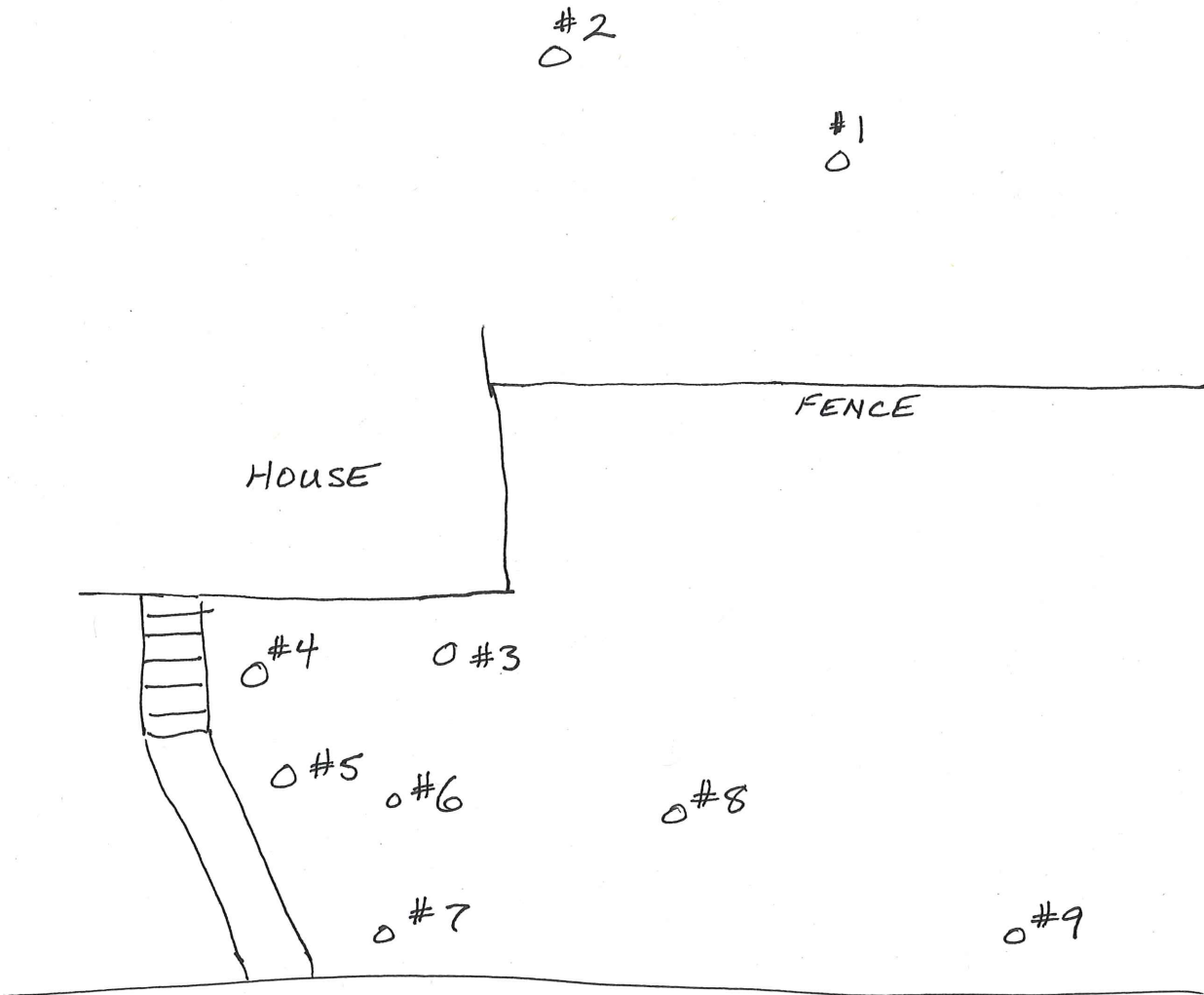
**RECEIVED**

DEC 29 2015

**City Of Ashland**



TREE MAP: 763 S. MOUNTAIN



PROSPECT STREET

**RECEIVED**  
DEC 29 2015  
**City Of Ashland**





**NOTICE OF APPLICATION**

**PLANNING ACTION:** PA-2016-00073

**SUBJECT PROPERTY:** 151 North Pioneer Street

**OWNER/APPLICANT:** Elizabeth York

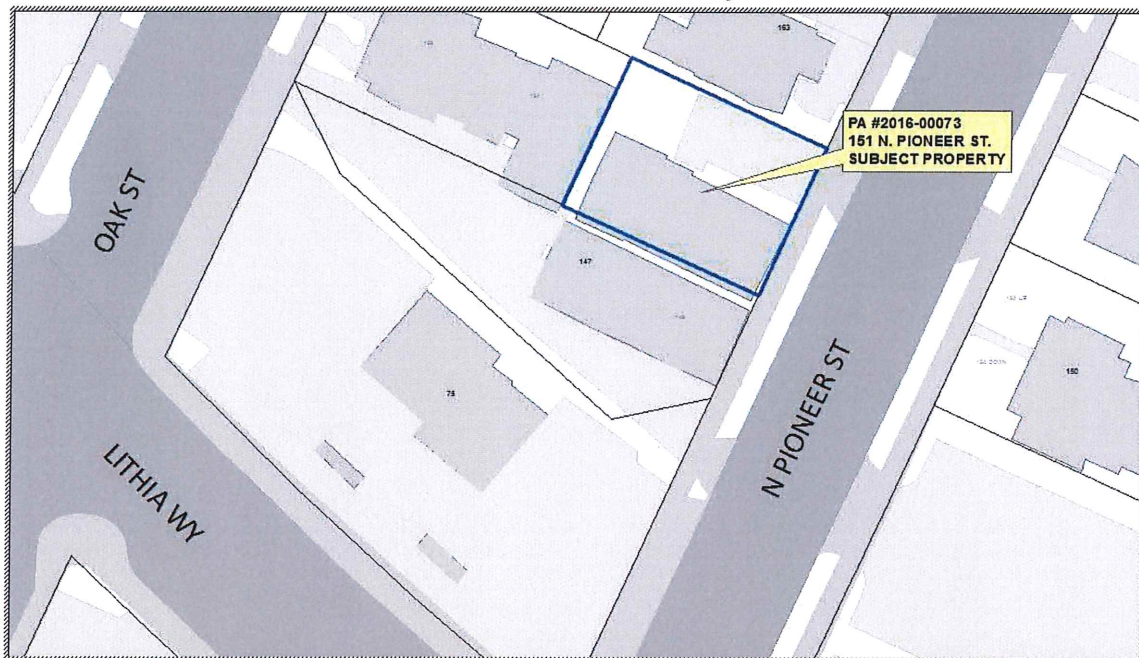
**DESCRIPTION:** A request for Site Design Review approval to reconstruct a one-story commercial structure, consisting of an art gallery and studio for the property located at 151 North Pioneer Street. The property is located in the Railroad Addition Historic District and Detail Site Review overlay. **COMPREHENSIVE PLAN DESIGNATION:** Commercial; **ZONING:** C-1; **ASSESSOR'S MAP:** 39 1E 09BB; **TAX LOT:** #12700.

**NOTE:** The Ashland Historic Commission will also review this Planning Action on **Wednesday February 3, 2016 at 6:00 PM** in the Community Development and Engineering Services building (Siskiyou Room), located at 51 Winburn Way.

**NOTE:** The Ashland Tree Commission will also review this Planning Action on **Thursday, February 4, 2016 at 6:00 PM** in the Community Development and Engineering Services building (Siskiyou Room), located at 51 Winburn Way.

**NOTICE OF COMPLETE APPLICATION: January 25, 2016**

**DEADLINE FOR SUBMISSION OF WRITTEN COMMENTS: February 8, 2016**



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 18.108.040)

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 the Ashland Planning Division 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.





**Property Background:**

The subject property is at 151 Pioneer Street. The property has 47.48 feet of frontage on Pioneer Street and is 63.70 feet deep. The site is 3,024 square feet in area.

The subject property is zoned Commercial (C-1). Other properties in the vicinity are also zoned C-1. The adjacent properties are occupied by commercial businesses. These include, restaurants, office buildings, and other retail commercial businesses.

The site is occupied by a 1,425 sf single story concrete block structure. The structure was constructed in approximately 1959. The first known occupant was Pioneer TV in 1962 following a number of retail uses, Archie's Cleaners obtained a Site Review and Parking Variance in 1983 (PA83-29) to alter the site from a seamstress/dress shop to drycleaners. According to the Historic Resources Inventory the structure is considered non-historic/non-conforming. Surface parking for three vehicles is provided for on a proposed 745 sf concrete pad to the north of the building with two in a stacked configuration near the north property line.

**Project Details:**

The proposal is to modify the exterior of the building by rebuilding the structurally unsound walls (un-reinforced concrete masonry unit (CMU), increase the parapet height and install new windows and doors for increased visual porosity into the space and energy efficiency. The intent of the proposal is to convert the entire structure from drycleaners to art gallery and workspace, no additions to the footprint of the building are proposed.

A building permit, (BD-2015-02120) which was to extensively remodel the existing structure from drycleaner to a gallery and included structural details for reconstruction of existing exterior walls was applied for in November 2015. The building permit was issued on December 7, 2015. Work commenced on the project and the first building permit inspection on the newly constructed walls, a CMU Grout inspection for the filling of the walls to meet current fire codes and provide additional structural support, was on December 15<sup>th</sup>, an Electrical Inspection of a temporary power pole was on December 16<sup>th</sup>.

The majority of the existing building was un-reinforced concrete masonry units (CMU) that provided very little structural support and did not meet fire protection requirements under current Fire Codes. As the work under the building permit proceeded, and it became evident that the CMU walls were in need of further reinforcement and due to the roof replacement, the wood framed parapet on the front facade would not continue to stand without reinforcement (see attached Structural Engineer letter), thus more of the wall area than allowed by the Ashland Building Code was removed. In removing more than 40

percent of the entire building façade, including the removal of the front facade, the work was considered a demolition. This resulted in a stop work order. The “new” construction requires a Site Design Review.

The exterior of the structure will remain generally the same. The existing structure had horizontal siding with a four-bay, wood window and a single, storefront style entry door. All of the locations of the windows, doors will remain the same. The new windows are slightly taller than the previous windows, the new windows are 8-foot tall vs. 6-foot, 8-inches. The new windows and door are proposed to be aluminum clad wood. Significantly more than 20 percent of the front façade consists of windows and the front door that allows view into the gallery space. The rhythm of openings is the same as what has historically existed. The height of the parapet is proposed to be raised from 12-inches to 30-inches resulting in a height of 15’ – 5” to conform with the Fire Code and Building Code for fire protection measures. Even with the increased height the structure is within range of the heights of the historic buildings to the north and the commercial building to the south. Additionally, the building is proposed to have horizontal siding as it did previously, and a horizontal awning. The minimally increased parapet height and window height reduce the horizontal massing and provide vertical emphasis. The width of the structure and the slight angle away from the sidewalk are not proposed to be modified from what was originally constructed in the 1950s. The form of the building will be virtually identical to the previous front façade form. The roof replacement is compatible with the existing structure and is “hidden” behind the original building façade as the original was and is compatible to the buildings in the vicinity. A corrugated metal awning has been proposed that will replace the large fabric awning that was once on the structure. The proposed awning will extend from 3.5-feet to 5-feet beyond the façade of the building in order to provide pedestrian protection from the sun and rain. The awning also provides relief in the vertical massing of the building and adds emphasis to the front façade. The building angles away from the sidewalk slightly hence the variations in the awning depth.

The proposal will not modify the lot area and dimensions or the building setbacks. The structure is setback less than five-feet from the sidewalk. The proposal will not affect the Floor Area Ratio (FAR) or the density of the parcel. The lot is 3,024 sf and the existing building is 1,425 sf, 87 sf short of the .50 FAR required in the Detail Site Review Zone. Due to the lack of additional area for parking, the building cannot be expanded. There are no residential units on the property that would alter the density.

There is currently 2,225 sf of impervious area (building and parking area). The lot coverage will be reduced to 2,170 sf due to decrease in impervious driveway surface. The applicant has proposed to remove the concrete pad that is the current parking area and replace with large paver blocks.



The building is oriented toward Pioneer Street and the orientation is not modified with this proposal, the entrance to the building will remain in the same location and is visible, functional and will remain open to the public during business hours. Architecturally, other than the increased parapet height and new corrugated metal awning, the structure will remain nearly identical to the existing building.

There is an existing small landscape buffer adjacent to the parking area between the subject structure and the surface parking, this planter will be replanted and irrigated per the proposed landscaping plan. Proposed is new fencing added to the existing solid panel wood fence along the north property line to screen the parking area from the adjacent property: 30 ft (6 ft ht) & 15 ft (3.5 ft ht) solid wood fence.

The property has been served by public utilities and for the past 30+ years the site was a drycleaner which used significantly more water and electric and likely discharged more into the city sewer system than the proposed art gallery. More than adequate capacity is available to service the proposed use.

The existing sidewalk along the property frontage will remain as is and a new street tree with irrigation is proposed in the landscape parkrow between the street and the sidewalk. The current standards would require a hardscape parkrow with 5X5 tree wells. The majority of the block, on both sides of the street has landscape parkrows. Leaving the existing landscape parkrow is consistent with the development pattern of this block of North Pioneer Street.

The existing site is non-conforming due to the existing parking layout, lack of landscaping, no refuse area and no bicycle parking to name a few. Though the site and building are not proposed to be expanded or enlarged, the applicant finds that there are a few minor additions that could be made to the site that would bring the site closer to compliance with the standards of the municipal code. These include the installation of 2 uncovered bicycle parking spaces and installation of a screened recycle/refuse area.

Currently, there is not a dedicated recycle / refuse disposal area that complies with AMC 18.4.4 on site. It is possible to add a screened trash and recycle area to the west of the existing stacked parking area on the new pavers in the parking area. As existing, there is 45-feet of depth provided for the parking spaces from the front property line. A standard parking space is 18-feet in depth for a total of 36 feet for the two spaces. With additional space between the bumper of the vehicles, 20-feet for each space could be provided and still allow a 4-foot deep by 6-foot wide, screened trash area. This would bring the site closer to conformance with the current standards. The applicant is willing to construct this area if it will not negatively impact the existing Variance on file (PA83-29) or will not trigger additional regulations.



Adjacent to the north wall of the building, the applicant has proposed to install a U-rack in order to provide 2 bicycle parking spaces where there currently is none on site.

The applicant finds that the proposed “new” construction is a reconstruction of an existing structure excepting a few minor details in the awning that will protect pedestrians from the rain and sun and the additional height of the parapet and increased window height, complies with Site Design and Use Standards, including the Historic District Design Standards. The existing building was found to be in less than ideal conditions (unreinforced CMU and an inferior roof structure warranting replacement) and that upon working to implement the plans under the building permit, it was found that the front façade needed to be completely reconstructed and portions of it could not remain due to the hazardous condition of the structure. The reconstructed front façade will be nearly a reproduction of the previous 1950s structure.

**REFERENCES and ATTACHMENTS:**

**Proposed Site Plan**

**Proposed Landscape Plan**

**Structural Engineer Communication**

**Historic Review Board submittal (previously approved)**



CIVIL  
•  
STRUCTURAL  
•  
PLANNING

Medford, OR 97501  
304 S. Holly Street  
Tel: (541) 772-5807  
Fax: (541) 618-7389  
kas@kasinc.com

Grants Pass, OR 97527  
1867 Williams Hwy, Suite 222  
Tel: (541) 479-5801  
Fax: (541) 244-2651  
kas@kasinc.com

**MEMO**

**Attn:** Mark W. Lackey – Integrity Building Contractors, LLC

---

**From:** Scott D. Pingle, P.E., S.E.

---

**CC:** Carlos Delgado, Architect

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**Date:** January 4, 2016

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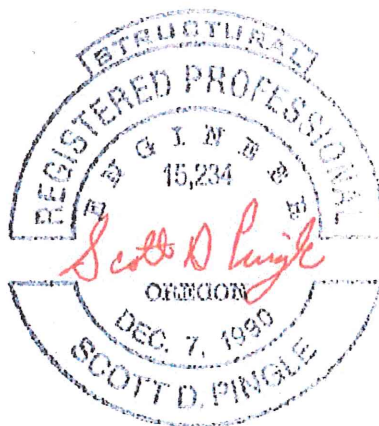
**Re:** 151 Pioneer Street, Ashland, Oregon 97520  
East Wall Facade

---

Due to the nature of the structural upgrade of this wall, our detail 2/S4 shows this entire wall to be removed and re-constructed. I see no practical way to leave the original parapet in-place and construct the proposed structural upgrades. It is my professional opinion that trying to leave the original parapet in-place would pose a significant safety hazard to your workers and to the public, since this wall is adjacent to the public sidewalk and right-of-way.

It is my understanding that the finish construction will mimic the original construction, at least from a cosmetic viewpoint, but will be structurally sound and meet current building codes.

If you have any questions, please let me know.



EXPIRES 12-31-2016

**RECEIVED**

**JAN 13 2016**

**City of Ashland**

"[Click here and type job title]"





Carlos Delgado ARCHITECT  
217 Fourth Street • Ashland, OR 97520  
541.552.9502  
info@carlosdelgadoarchitect.com

DESCRIPTION	DATE
DATE	11-13-15
ADA REV.	01-11-16
PHASE DIAGRAM	01-12-16
LANDSCAPE ADDTN	01-12-16

COMMERCIAL RENOVATION  
ELIZABETH YORK  
151 PIONEER ST. NORTH  
ASHLAND, OR 97520  
ASSESSOR'S MAP NO. 391E 098B TAX LOT NO. 12700

FOR CONSTRUCTION

DRAWN: CHECKED:  
TS CD

DATE:  
11/05/15

PROJECT:  
YORK\_15

SHEET:

A0.1

OF SHEETS

RECEIVED  
JAN 13 2016  
City of Ashland

11x17 SHEETS ARE HALF SCALE

### PROJECT DIRECTORY

OWNER: ELIZABETH YORK  
640 PRACHT  
ASHLAND OR 97520  
541.973.7472

ARCHITECT: CARLOS DELGADO ARCHITECT LLC  
217 FOURTH ST.  
ASHLAND, OR 97520  
541.552.9502

CONTRACTOR: MARK LACKEY  
INTEGRITY BUILDING CONTRACTORS  
541.690.2371  
541.690.2371 FAX  
CCB#167425

STRUCTURAL ENGINEER: KAS & ASSOCIATES  
SCOTT PINGLE  
304 S. HOLLY ST.  
MEDFORD, OR 97501  
541.772.5807

### DRAWING INDEX

A0.1	INDEX, SYMBOLS, ABBREVIATIONS, VICINITY MAP, SITE PLAN
L1.0	LANDSCAPE PLAN
AS1.0	ARCHITECTURAL SITE PLAN
A1.1	FLOOR ELEVATION, DEMO & ROOF PLANS
A2.1	EXTERIOR ELEVATIONS & BUILDING SECTION
A3.1	ARCHITECTURAL DETAILS
A4.1	INTERIOR ELEVATIONS
A4.2	HANDICAP BATH RM PLAN & INT ELEVATIONS & ASSEMBLIES
S1	FOUNDATION PLAN
S2	LATERAL PLAN
S3	ROOF FRAMING PLAN
S4	SECTIONS & DETAILS
S5	WALL DETAILS
S6	LATERAL DETAILS
S7	STRUCTURAL DETAILS
S8	SIMPSON SSW1
S9	SIMPSON SSW2
S10	SIMPSON SSW3

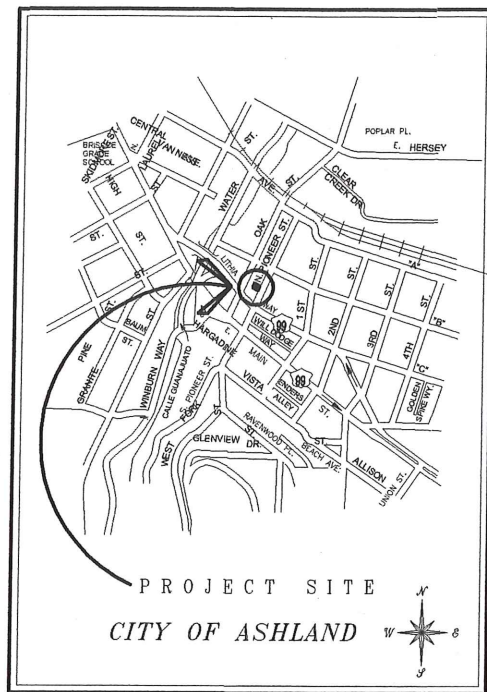
### LEGEND

	ELEVATION	FINISH ELEVATION TAG
	PARTITION SHEET	ASSEMBLY TYPES (FLOOR, WALLS, ROOF) BUILDING SECTION
	SECTION DETAIL	
	REVISION	
	DOOR NUMBER	
	WINDOW TYPES	
	EQUIPMENT ID TAG	
	ROOM NAME	
	KEY NOTE	
	INTERIOR ELEVATIONS	
	EXTERIOR ELEVATIONS	
	NEW WOOD STUD FRAME CONSTR. - FULL HT.	
	NEW WOOD STUD FRAME CONSTR. - PARTIAL HT.	
	EXISTING WALLS (EXISTING CONSTR.)	
	ONE-HOUR RATED AREA SEPARATION WALLS	
	SHEAR WALLS	
	HOLD-DOWNS	

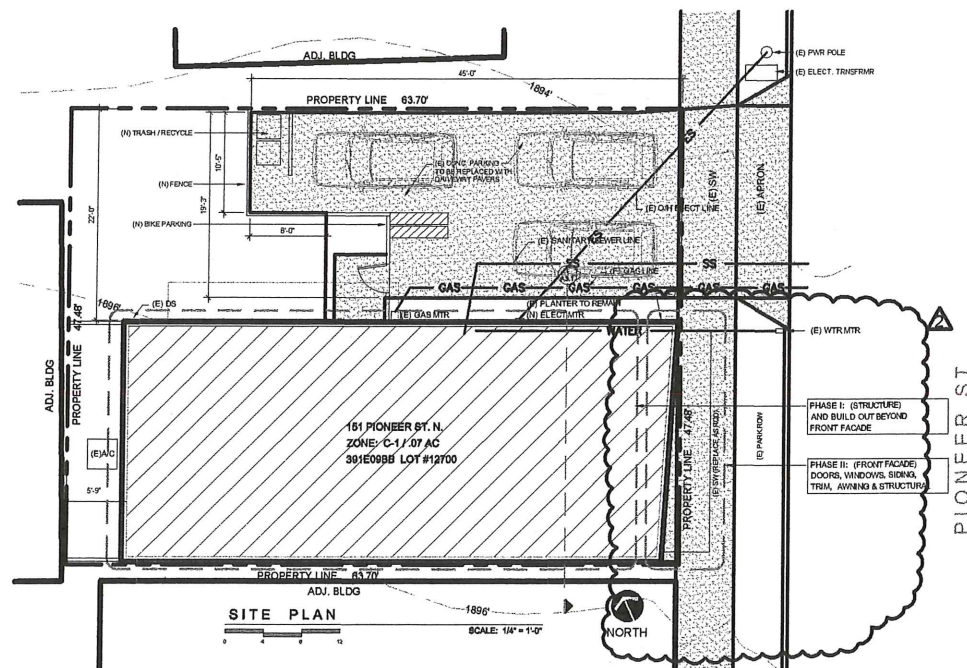
### ABBREVIATIONS

A.B.	ANCHOR BOLT	K.D.	KILN DRIED
A.B.P.	ALTERNATE BRACE PANEL	LAM.	LAMINATED
ACOUST.	ACOUSTICAL	LT.	LIGHT
ADJ.	ADJUSTABLE	LL.	LIVE LOAD
AIC	AIR CONDITIONER	MFR.	MANUFACTURER
AF	ABOVE FINISH FLOOR	MECH.	MECHANICAL
A.H.	AIR HANDLER	M.I.W.	MAKE IT WORK
A.C.	ASPHALT CONCRETE	MTL.	METAL
B.O.F.	BOTTOM OF FOOTING	M.C.	MOISTURE CONTENT
BM.	BEAM	(N)	NEW
B.D.O.	BUILDING BRACE PANEL	N.I.C.	NOT IN CONTRACT
CAB.	CABINET	N.T.S.	NOT TO SCALE
CLG.	CEILING	OBS.	OBSOLETE
CTR.	CENTER	O.C.	ON CENTER
CL.	CENTERLINE	O.H.	OVERHEAD
COL.	COLUMN	PR.	PAIR
CONC.	CONCRETE	PL.	PLASTIC OR PLATE
C.M.U.	CONCRETE MASONRY UNIT	P.LAM.	PLASTIC LAMINATE
CONT.	CONTINUOUS	PLYWD.	PLYWOOD
C.J.	CONTROL JOINT	P.T.	PRESSURE TREATED
CSK.	COUNTERSINK	P.L.	PROPERTY LINE
D.L.	DEAD LOAD	R	RADIUS
DP.	DEEP	REFR.	REFRIGERATOR
DIA.	DIAMETER	REG.	REGISTER
DNM	DIMENSION	REINF.	REINFORCING
DBL.	DOUBLE	REOCD.	REQUIRED
D.S.	DOWN SPOUT	R.H.	RIGHT HAND
DWG.	DRAWING	RD.	ROOF DRAIN
D.F.	DRINKING FOUNTAIN	RM	ROOM
EA.	EACH	R.O.	ROUGH OPENING
E.S.	EACH SIDE	R.B.	RUBBER BASE
E.W.	EACH WAY	S.J.	SAWN JOINT
ELEC.	ELECTRIC	SECT.	SECTION
ELEV.	ELEVATION	SHT.	SHEET
ENCL.	ENCLOSURE	SIM.	SIMILAR
E.N.	EDGE NAILING	SL.	SLIDING
EQ.	EQUAL	S.C.	SOLID CORE
EXH.	EXHAUST	SPKR.	SPEAKER
EXIST.	EXISTING	SPEC.	SPECIFICATIONS
(E)	EXISTING	S.S.	STAINLESS STEEL
EXP.	EXPANSION	STD.	STANDARD
E.J.	EXPANSION JOINT	STL.	STEEL
EXT.	EXTERIOR	STRUCT.	STRUCTURAL
F.G.	FIBERGLASS	SUSP.	SUSPENDED
FIN.	FINISH	TEL.	TELEPHONE
F.F.	FINISH FLOOR	TEMP.	TEMPERED OR TEMPORARY
F.O.	FACE OF	T&G	TONGUE & GROOVE
FLR.	FLOOR	T.J.	TOOLED JOINT
GALV.	GALVANIZED	T.O.	TOP OF
GA	GUAGE	TYP.	TYPICAL
G.D.	GARBAGE DISPOSAL	W.R.	WATER RESISTANT
G.L.	GLASS	W.P.	WEATHER PROOF
G.L.B.	GLUE LAM BEAM	WWM	WELOD WIRE MESH
GYP.BD.	GYPSUM WALL BOARD	W	WITH
H.W.	HARDWARE	W/O	WITHOUT
HDR.	HEADER	WD.	WOOD
HGT.	HEIGHT		
H.V.A.C.	HEATING VENTILATING & AIR CONDITIONING		
HC	HOLLOW CORE		
H.M.	HOLLOW METAL		
HORIZ.	HORIZONTAL		
H.B.	HOSE BIBB		

### VICINITY MAP



### SITE PLAN



### PLANNING SUMMARY

PROPERTY DESCRIPTION:  
ZONING DESIGNATION: C-1  
ASSESSOR'S PARCEL NUMBER: 39-1E-098B; T.L.# 12700  
151 PIONEER ST. NORTH, ASHLAND, OREGON 97520

LOT COVERAGE SUMMARY:

(E) BUILDING GHFA & FOOTPRINT TO REMAIN THE SAME SIZE:	1,425 SF
(E) DRIVEWAY TO REDUCE 55 SF TO:	745 SF
(E) TOTAL LOT COVERAGE TO REDUCE 55 SF TO:	2,170 SF

TOTAL LOT AREA: 3,024 SF (0.7 ACRE)  
15% MIN. OF DEVELOPED LOT AREA REQUIRED TO BE LANDSCAPE: 454 SF  
20.3% AREA TO BE LANDSCAPED: 615 SF

OFF STREET PARKING SUMMARY:

RETAIL SPACE:  
OFF STREET PARKING SPACES, (EXISTING TO REMAIN): 3 SPACES

SOLAR ORDINANCE N/A: (C-1 ZONE) & NEIGHBORS WITHIN 100' TO NORTH ARE ALSO C-1:

### BUILDING CODE DATA

CODE - 2014 OSSC / BASED ON 2012 IBC  
CONSTRUCTION: TYPE VB - NON SPRINKLERED

TABLE 503 - ALLOWABLE HEIGHTS AND AREAS  
ALLOWABLE AREA - 9000 SF  
B OCCUPANCY - BUSINESS  
TYPE VB - NON-SPRINKLERED

FLOOR AREA - 1425 SF

TABLE 1004.1.2 OCCUPANT LOAD

FLOOR / USE	USE	L.F.	AREA	# OCC'S	CUMUL LOAD	EXITS REQ'D	EXITS PROVIDED
BUSINESS	GROUP B	(100)GROSS	1425 SF	15	15	1	2

SECTION 1005 SIZING OF EGRESS COMPONENTS

COMPONENT	CAP. FACTOR	REQ'D MIN. WIDTH	PROPOSED WIDTH
DOORS	0.2	15 OCC * 0.2 = 3.0 IN	36 IN + 36 IN = 72 IN

DISTRIBUTION PER SECTION PER 1005.5  
NA

SECTION 2902 MINIMUM PLUMBING FACILITIES - TABLE 2902.1

OCCUPANCY	DESCRIPTION	WATER CLOSETS		LAVATORIES		DRINKING FOUNTAINS		SHOWERS	
		MALE"	FEMALE"	MALE"	FEMALE"	MALE"	FEMALE"	MALE"	FEMALE"
B	BUSINESS	1/25	1/25	1/40	1/40	NA	NA	NA	NA
	REQUIRED	1	1	1	1	-	-	-	-
	PROPOSED	2	2	2	2	-	-	-	-

\*\*TOTAL OCCUPANTS = 15 (8 FEMALES + 7 MALES)

11x17 SHEETS ARE HALF SCALE

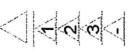
OF SHEETS





**Carlos Delgado**  
ARCHITECT  
217 Fourth Street • Ashland, OR 97520  
541.552.9502  
info@CarlosDelgadoArchitect.com

DESCRIPTION	DATE
ADA REV.	11-13-15
PHASE DIAGRAM	01-11-16
LINDSCAPE ADDTN	01-12-16



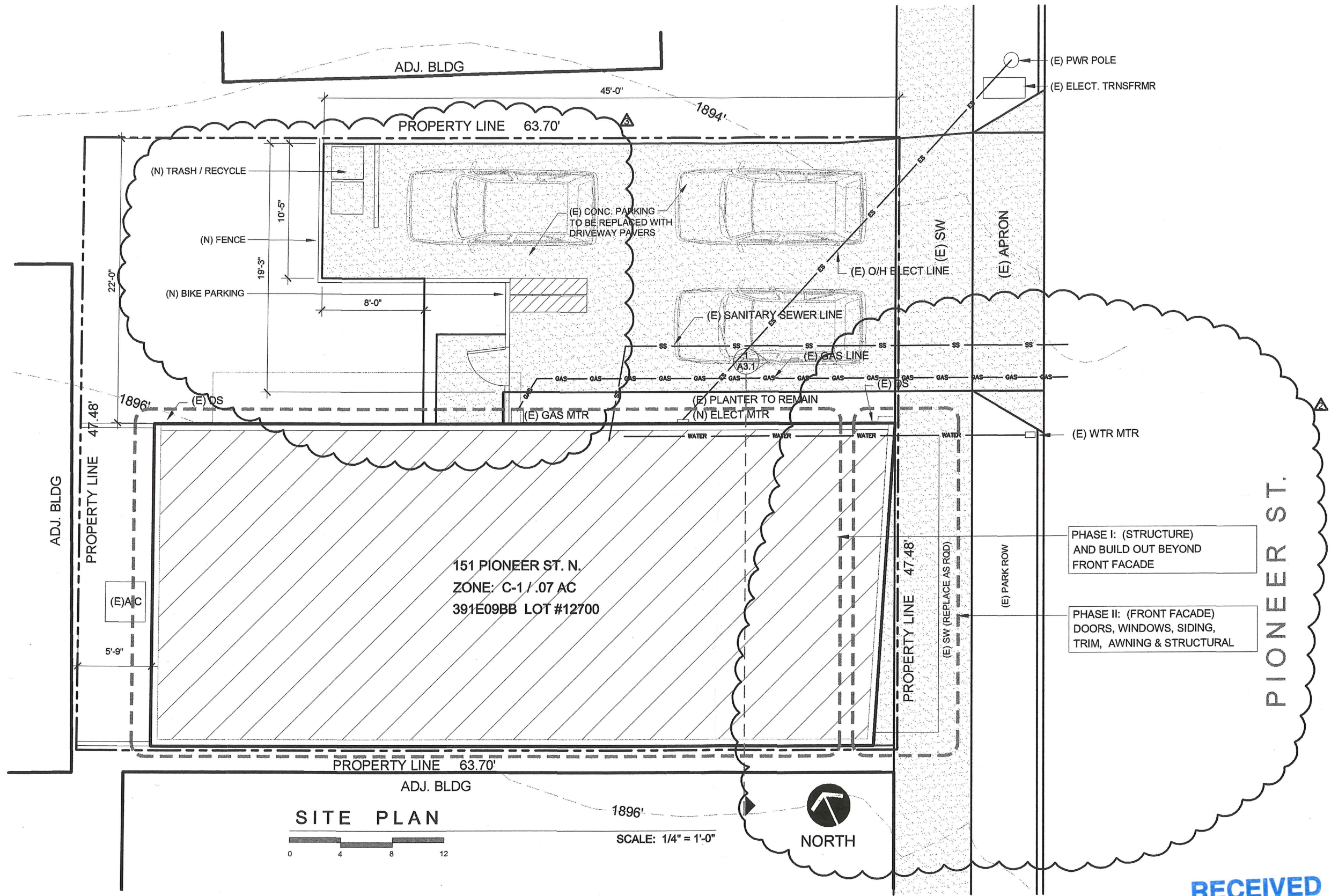
**COMMERCIAL RENOVATION**  
ELIZABETH YORK  
151 PIONEER ST. NORTH  
ASHLAND OR 97520  
ASSESSOR'S MAP NO. 391E 09BB TAX LOT NO. 12700

FOR CONSTRUCTION

DRAWN : CHECKED:  
TS CD  
DATE :  
11/05/15  
PROJECT :  
YORK\_15  
SHEET :  
**AS1.0**  
OF SHEETS

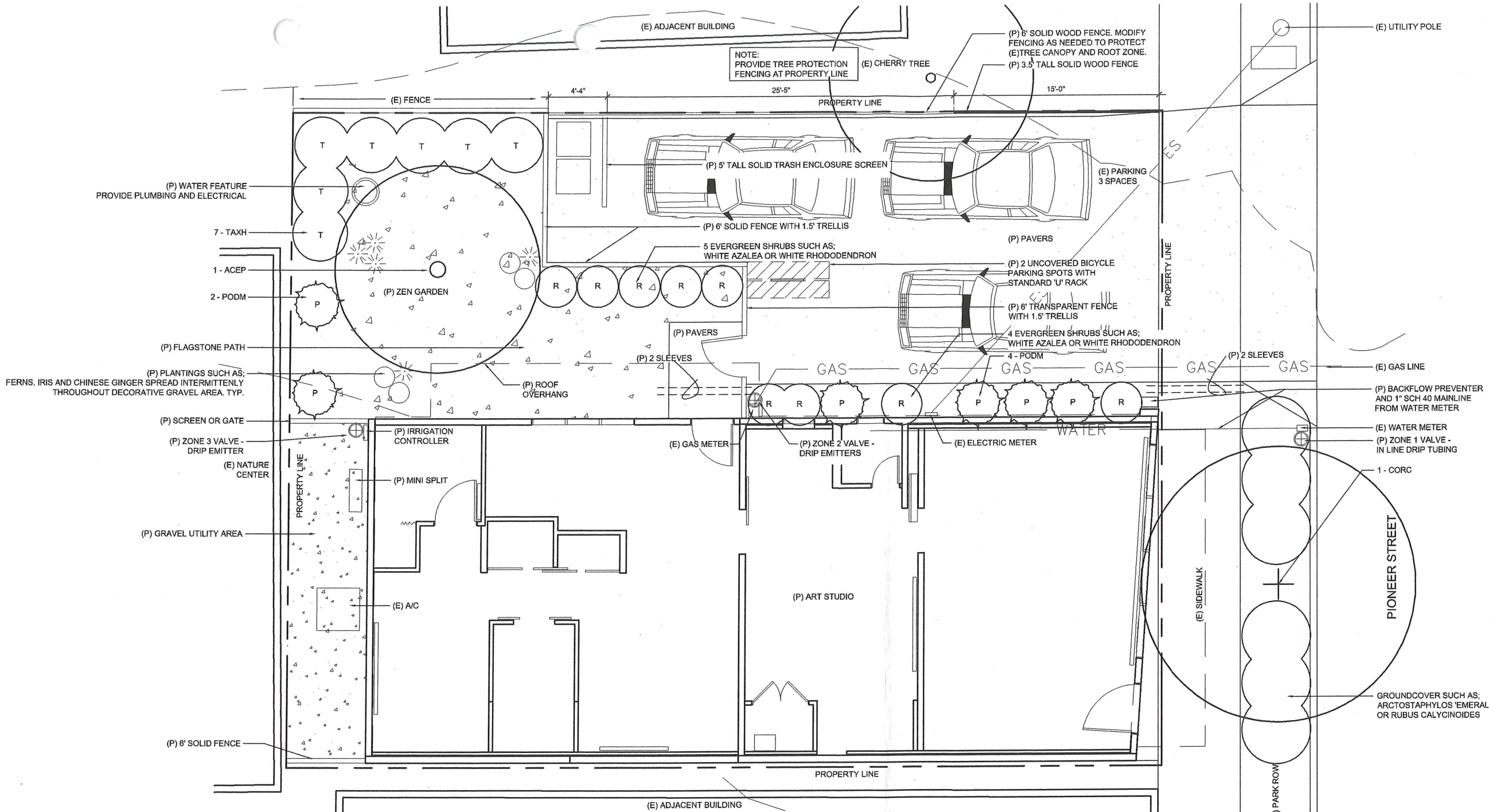
11X17 SHEETS ARE HALF SCALE

**RECEIVED**  
JAN 13 2016  
City of Ashland



S:\York\CURRENT\York.dwg, 1/13/2016 9:14:32 AM, 1,2



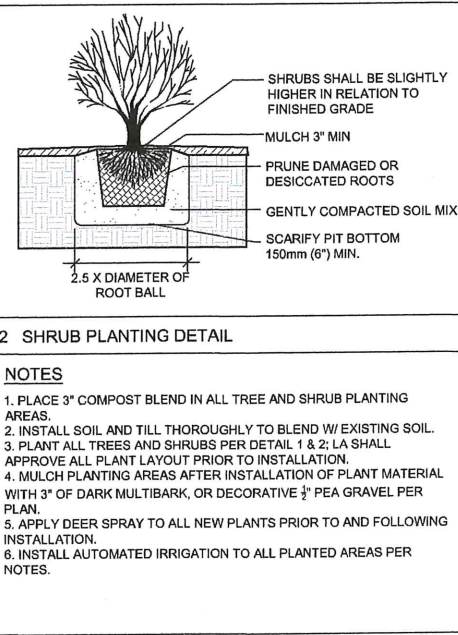
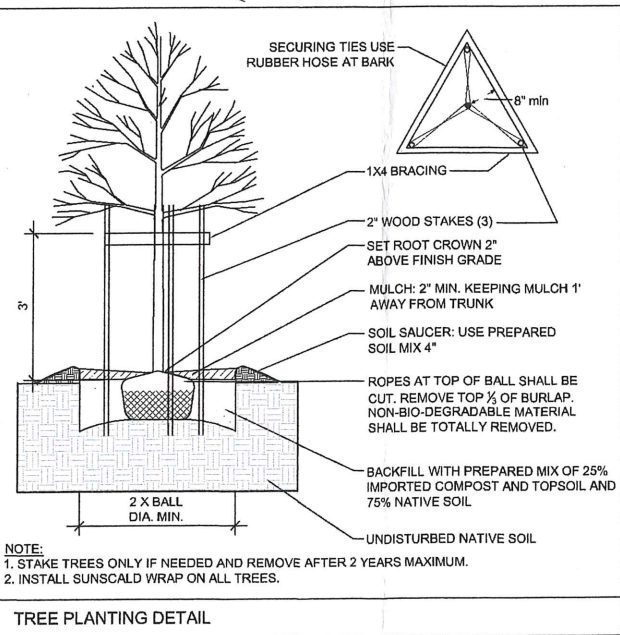


Laurie Sager  
 AND ASSOCIATES LANDSCAPE ARCHITECTS INC  
 700 MISTLETOE ROAD, SUITE 201  
 ASHLAND, OREGON 97520

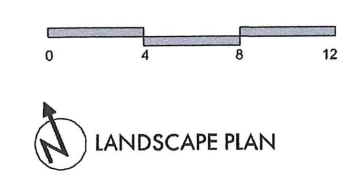


Revision Date:  
 Drawn By:  
 CB  
 11x17 Scale: 1" = 8'-0"  
 24x36 Scale: 1" = 4'-0"

PLANT LEGEND				
CATEGORY	SYMBOL	SCIENTIFIC NAME	COMMON NAME	SIZE
TREES	ACEP	ACER PALMATUM	JAPANESE MAPLE	5' MULTI
	CORC	CORNUS 'CHEROKEE CHIEF'	CHEROKEE CHIEF FLOWERING DOGWOOD	2' CAL
SHRUBS, PERENNIALS AND GRASSES	PODM	PODOCARPUS 'MAKI'	SHRUBBY YEW PINE	5 GAL
	TAXH	TAXUS 'HICKSII'	HICKSII YEW	5 GAL



**RECEIVED**  
 JAN 13 2016  
 City of Ashland



STUDIO 151  
 151 NORTH PIONEER STREET  
 ASHLAND, OREGON  
 January 12, 2016  
**L-1.0**



**Carlos Delgado**  
ARCHITECT  
217 Fourth Street • Ashland, OR 97520  
541.552.9502  
info@CarlosDelgadoArchitect.com

DESCRIPTION	DATE

**COMMERCIAL RENOVATION**  
ELIZABETH YORK  
151 PIONEER ST. NORTH  
ASHLAND OR 97520  
ASSESSOR'S MAP NO. 391E 09BB TAX LOT NO. 12700

FOR CONSTRUCTION

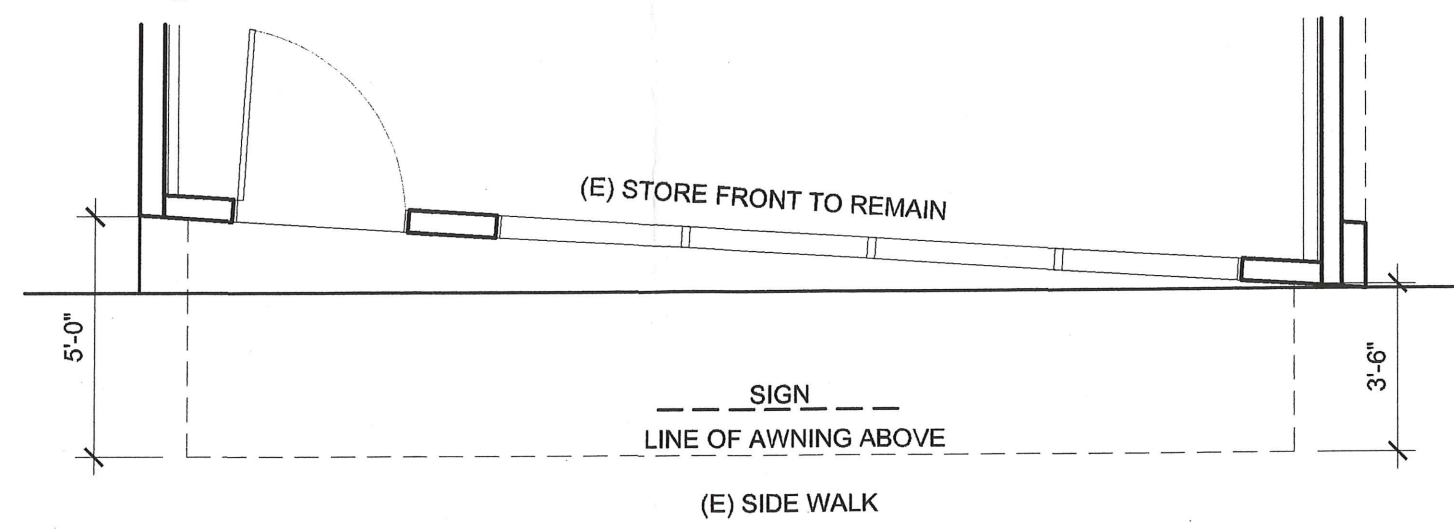
DRAWN : CHECKED:  
TS CD  
DATE :  
11/05/15  
PROJECT :  
YORK\_15  
SHEET :

OF SHEETS



**EAST ELEVATION (PIONEER ST FRONTAGE)**

- ① 2X6 PARAPET TRIM W/ FULL METAL FLASHING CAP, BRONZE
  - ⑥ 1X6 SQ T&G CEDAR SIDING, STAIN
  - ⑨ ALUMINUM CLAD WOOD WINDOWS
  - ⑩ (5) 2.5" SQ TUBE STEEL AWNING BRACES W/ COR. METAL
  - ⑬ STORE SIGN
- SCALE: 1/4" = 1'-0"

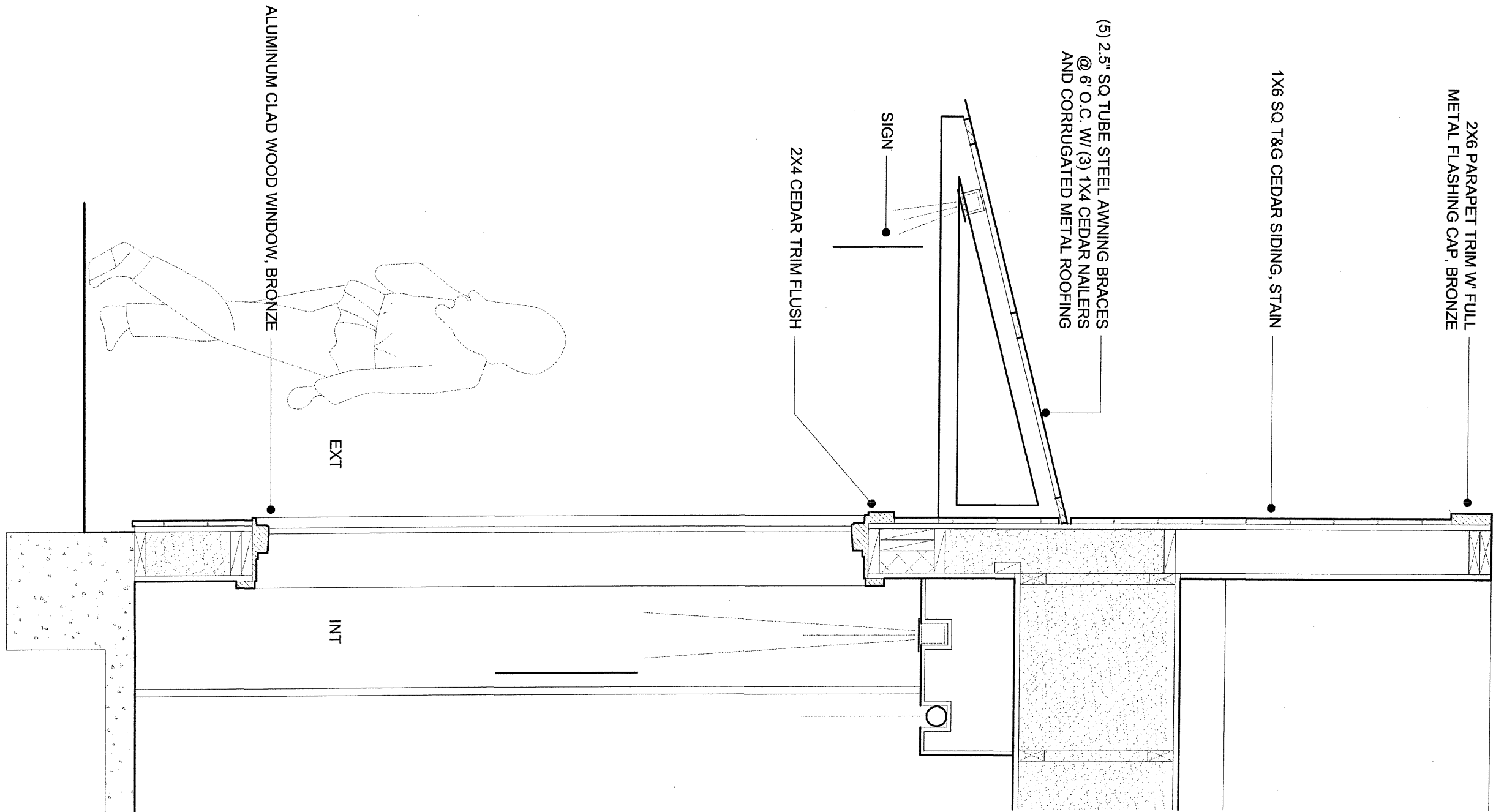


**PLAN VIEW (PIONEER ST FRONTAGE)**

SCALE: 1/4" = 1'-0"

**RECEIVED**  
**JAN 13 2016**  
City of Ashland





1 BUILDING SECTION

SCALE: 3/4" = 1' - 0"

OF SHEETS

SHEET :

PROJECT :  
YORK\_15

DATE :  
11/05/15

DRAWN : CHECKED:  
TS CD

FOR CONSTRUCTION

COMMERCIAL RENOVATION

ELIZABETH YORK  
151 PIONEER ST. NORTH  
ASHLAND OR 97520

ASSESSOR'S MAP NO. 391E 09BB TAX LOT NO. 12700

DESCRIPTION	DATE

Carlos Delgado  
ARCHITECT

217 Fourth Street • Ashland OR 97520  
541.552.0502  
info@CarlosDelgadoArchitect.





\* RESUBMITTAL -  
(PREVIOUSLY APPROVED)  
BY HISTORIC REVIEW  
BOARD

November 5, 2015

ADDENDUM SUBMITTAL for  
City Ashland Historic Review Board for  
BUILDING PERMIT APPROVAL – COMMERCIAL RENOVATION

Address: 151 Pioneer Street, Ashland, OR  
Map: 39 1E 09BB  
Tax lot: 12700  
Zoning: C-1  
Owner/Applicant: Elizabeth York

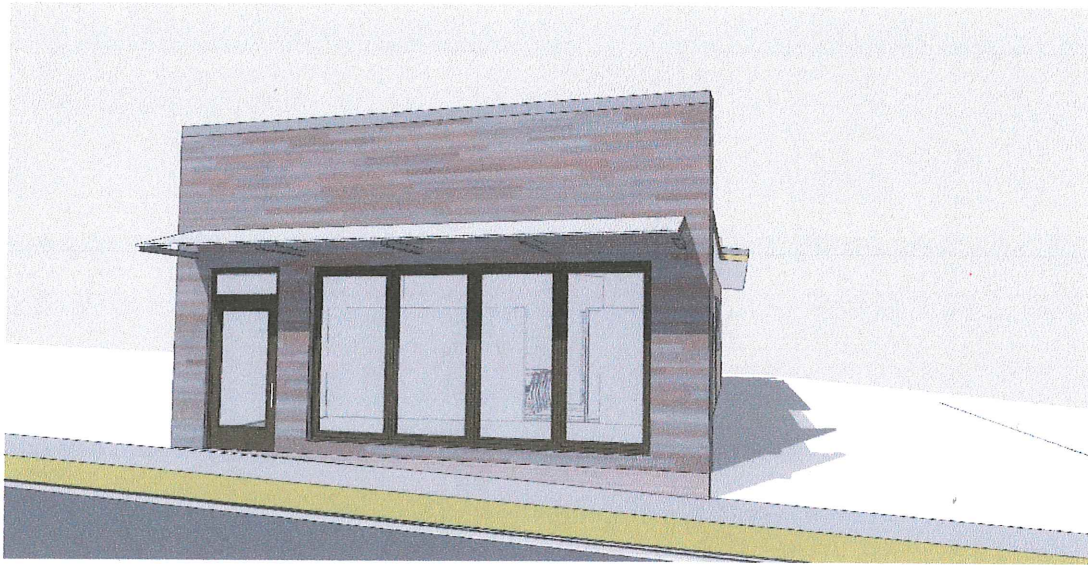
Architect: CARLOS DELGADO ARCHITECT LLC



EXISTING EAST ELEVATION (TOWARDS PIONEER STREET)

217 Fourth Street • Ashland, Oregon 97520 541.552.9502  
info@CarlosDelgadoArchitect.com





**PROPOSED EAST ELEVATION (TOWARDS PIONEER STREET)**

**\*REFER TO FOLLOWING SHEETS FOR MATERIAL AND COLOR SPECIFICATIONS**

Elizabeth York  
 151 Pioneer Street  
 Ashland OR

**EXTERIOR FINISHES**

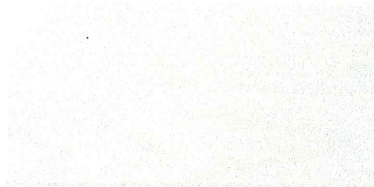
**WOOD SIDING 1X4 ROUGH CEDAR #1**

Manufacturer: TBD  
 Series/Model #: SANSIN/SDF  
 Finish/Color: Exterior Saturated,  
 "Blue Ridge Gray 31"  
 Generic Color: Medium Blue Gray



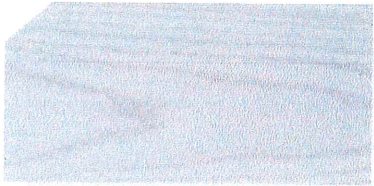
**WOOD SIDING 1X6 SQ CEDAR #2**

Manufacturer: TBD  
 Series/Model #: SANSIN/SDF  
 Finish/Color: Exterior Saturated,  
 "Stone Gray 39"  
 Generic Color: Light Gray



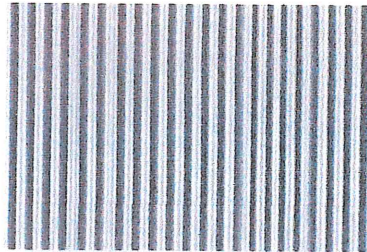
**WOOD SIDING 1X6 SQ CEDAR #3**

Manufacturer: TBD  
 Series/Model #: SANSIN/SDF  
 Finish/Color: Exterior Saturated  
 "Dove Gray"  
 Generic Color: Light Blue Gray



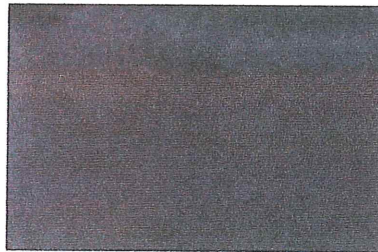
**CORRUGATED CANOPY**

Manufacturer: TBD  
 Series/Model #: TBD  
 Finish/Color: TBD



**CLAD WOOD COLORS**

Vendor: Sierra Pacific  
 Series: Heritage Collection,  
 Finish/Color: Bronze 024  
 Specs: Doug Fir interior







**NOTICE OF APPLICATION**

**PLANNING ACTION:** 2016-00102

**SUBJECT PROPERTY:** 538 Granite Street & 580 Ashland Creek Drive

**OWNER/APPLICANT:** Larry & Cathy Leichter/Bruce Ziegler of A to Z Tree Service

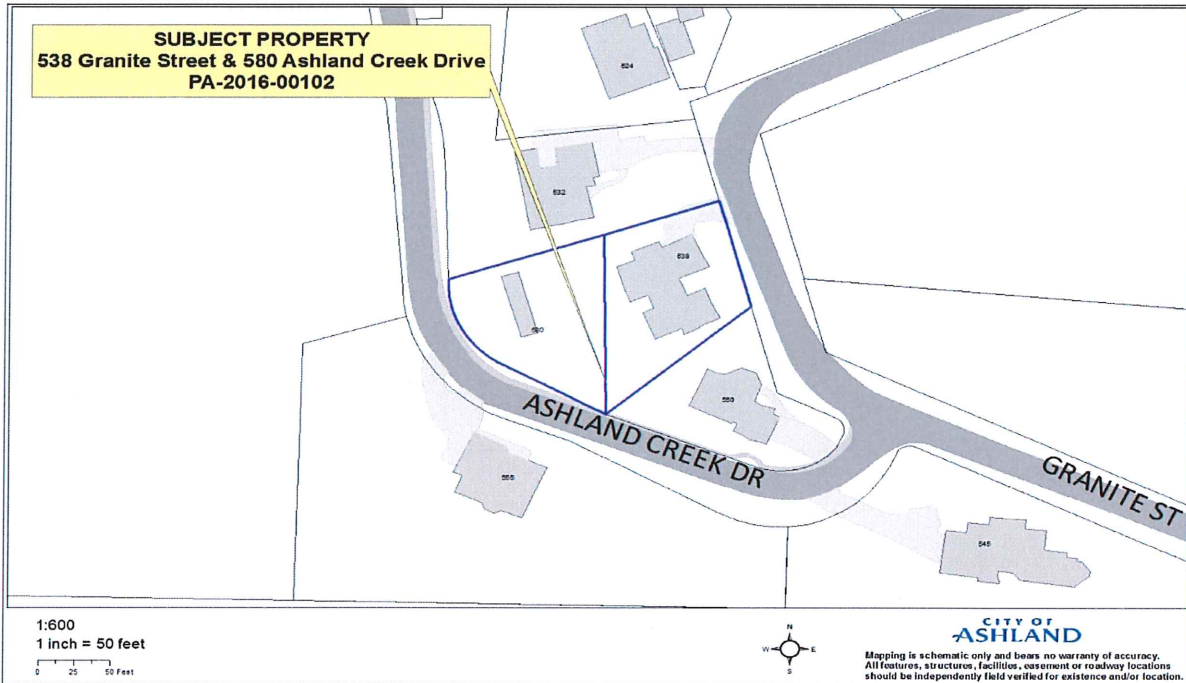
**DESCRIPTION:** A request to remove a 19 inch in diameter at breast height Madrone (*Arbutus menziesii*) tree on the subject properties. The tree has a significant lean with evidence of decay at root base and lower trunk. The arborist notes the subject tree is located among several large trees that, in the event of a failure, could topple adjacent trees in the area as well presenting a greater hazard to the existing dwelling. **COMPREHENSIVE PLAN**

**DESIGNATION:** Residential - Rural; **ZONING:** RR- .5; **ASSESSOR'S MAP:** 39 1E 17AA; **TAX LOT:** 1109.

**NOTE:** The Ashland Tree Commission will also review this Planning Action on **Thursday, February 4, 2016 at 6:00 PM** in the Community Development and Engineering Services building (Siskiyou Room), located at 51 Winburn Way.

**NOTICE OF COMPLETE APPLICATION:** January 25, 2016

**DEADLINE FOR SUBMISSION OF WRITTEN COMMENTS:** February 8, 2016



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 18.108.040)

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 the Ashland Planning Division at 541-488-5305.



## **TREE REMOVAL PERMIT**

### **18.5.7.040.B**

1. Hazard Tree. A Hazard Tree Removal Permit shall be granted if the approval authority finds that the application meets all of the following criteria, or can be made to conform through the imposition of conditions.
  - a. The applicant must demonstrate that the condition or location of the tree presents a clear public safety hazard (i.e., likely to fall and injure persons or property) or a foreseeable danger of property damage to an existing structure or facility, and such hazard or danger cannot reasonably be alleviated by treatment, relocation, or pruning. See definition of hazard tree in part 18.6.
  - b. The City may require the applicant to mitigate for the removal of each hazard tree pursuant to section 18.5.7.050. Such mitigation requirements shall be a condition of approval of the permit.



**Bruce Ziegler**  
Certified Arborist  
PN-7335A

License #157014  
Bonded • Insured

Ashland 552-0503 • Medford 732-0503

Grants Pass 474-6057

P.O. Box 1978 • Grants Pass, Oregon 97528

Report

DATE OF ESTIMATE 1-15-16	DATE WORK COMPLETED
BILL TO: site: Larry + Kathy Leichter	
538 Granite St Tax Lot 1109	
580 Ashland Creek Dr Tax Lot 1110	
PHONE Zone RR-.5 Map 39 IE 17 AA	

**Hazard Tree Removal and Pruning Experts**

Tractor Work • Logging 541-708-0274  
Stump Grinding • Wood Splitting  
ODF Forest Thinning & Fire Protection

DESCRIPTION	AMOUNT	MAP
<p>(X) ~19" <i>Arbutus menziesii</i> (Pacific madrone) Tree has a significant lean toward the NNE with evidence of decay at root base and lower trunk. Failure of tree will most likely cause a "domino effect" on other large leaning trees toward home which constitutes an unacceptable hazard to life and property as evaluated by Bruce Ziegler Cert. Arborist PN-7335A. Note - no mechanized track or wheeled equipment will be on slope to disturb soil. Also due to thick canopy, tree will be removed in sections and lowered by rope to limit impact. Brush, wood, and debris will be hauled by hand and hand held equipment.</p>		<p>www.AtoZtree.com</p>
<b>TOTAL</b>		
<p>Not responsible for damage to or consequential damages from contact with unmarked or unexposed utilities. It is the property owners responsibility to have correct property lines indicated, and hereby release A to Z from any and all damages relating to any errors regarding these lines. Payment is due upon completion of Job and may vary due to any unexpected circumstances or conversed chances. With your signature you agree to have the above work done Date</p>		
<p><b>RECEIVED</b> JAN 15 2016 City of Ashland</p>		

Note - See photos

Bruce Ziegler  
1-15-16  
Cert Arborist  
PN-7335A

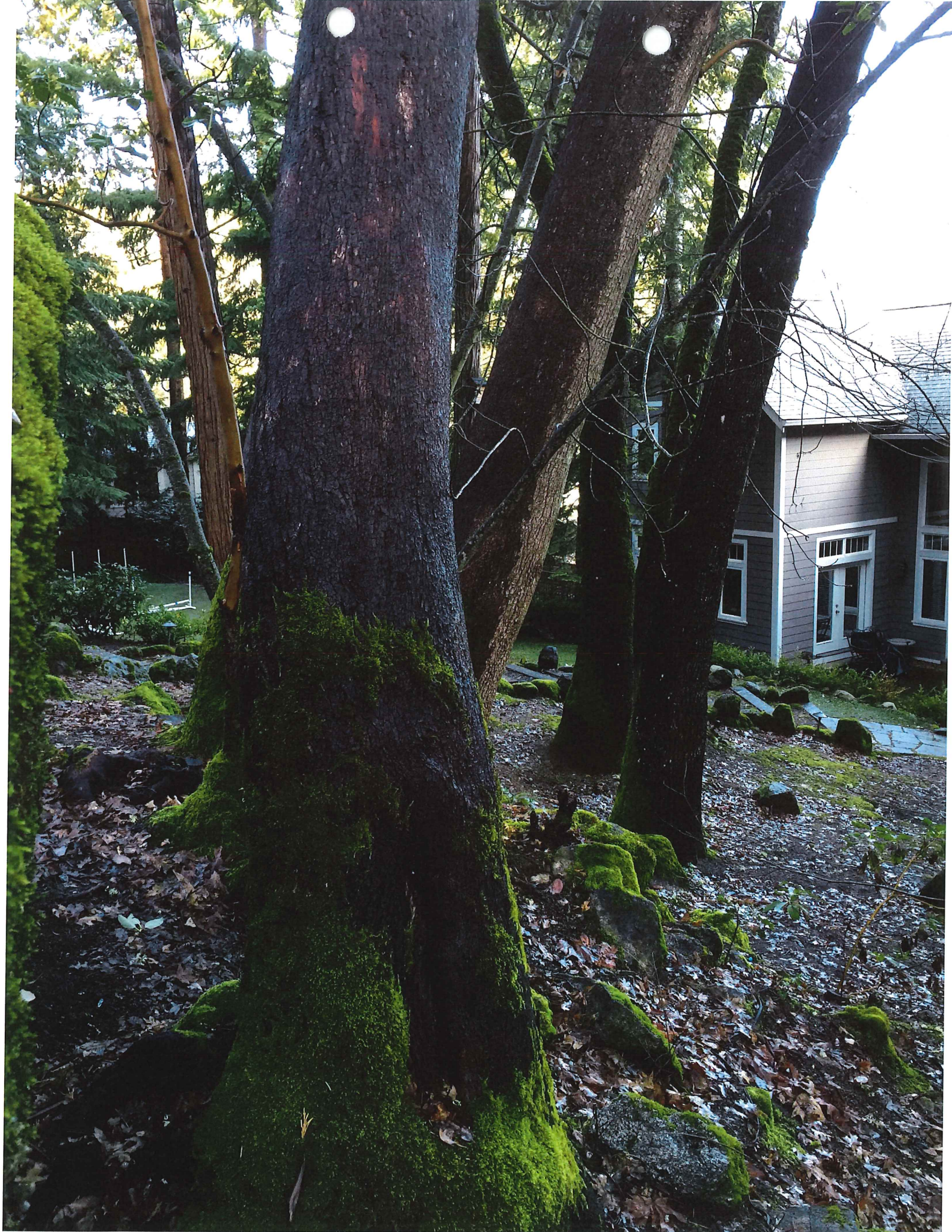
- Grind stump(s) 6 - 8" below ground level, leave chips & dirt - leave stump
- Chip and haul brush
- Leave brush as is
- Leave wood in fire-wood lengths
- Leave wood as is
- Haul wood
- Split wood, leave unstacked

See Denek Severson Planner City of Ashland 541-552-2040















**NOTICE OF APPLICATION**

**PLANNING ACTION:** 2016-00142

**SUBJECT PROPERTY:** 767 S. Mountain Avenue

**OWNER/APPLICANT:** Michael J. & Carrisma Donovan/Heartwood Tree Service

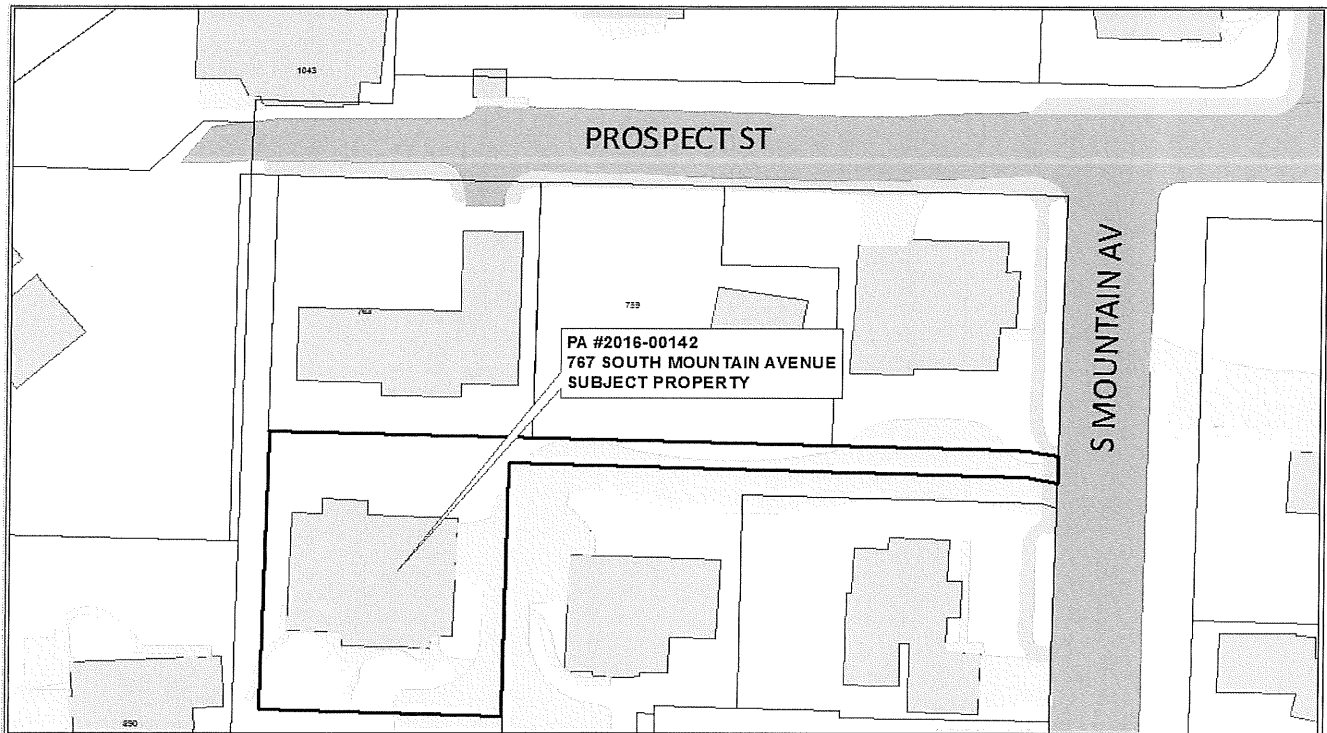
**DESCRIPTION:** A request to remove one Ponderosa Pine trees from the property located at 763 South Mountain Avenue. This tree was previously identified to be preserved and protected as part of the Mountain Pines Subdivision (PA #2004-00105) but has now been determined to be dying from pine beetle infestation by the applicants' tree care professional.

**COMPREHENSIVE PLAN DESIGNATION:** Single Family Residential; **ZONING:** R-1-10; **ASSESSOR'S MAP:** 39 1E 16AD; **TAX LOT:** #3405

**NOTE:** The Ashland Tree Commission will also review this Planning Action on **Thursday, February 4, 2016 at 6:00 PM** in the Community Development and Engineering Services building (Siskiyou Room), located at 51 Winburn Way.

**NOTICE OF COMPLETE APPLICATION:** January 28, 2016

**DEADLINE FOR SUBMISSION OF WRITTEN COMMENTS:** February 11, 2016



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 18.108.040)

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.

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If you have questions or comments concerning this request, please feel free to contact the Ashland Planning Division at 541-488-5305.



## TREE REMOVAL PERMIT

### 18.5.7.040.B

1. Hazard Tree. A Hazard Tree Removal Permit shall be granted if the approval authority finds that the application meets all of the following criteria, or can be made to conform through the imposition of conditions.
  - a. The applicant must demonstrate that the condition or location of the tree presents a clear public safety hazard (i.e., likely to fall and injure persons or property) or a foreseeable danger of property damage to an existing structure or facility, and such hazard or danger cannot reasonably be alleviated by treatment, relocation, or pruning. See definition of hazard tree in part 18.6.
  - b. The City may require the applicant to mitigate for the removal of each hazard tree pursuant to section 18.5.7.050. Such mitigation requirements shall be a condition of approval of the permit.
2. Tree That is Not a Hazard. A Tree Removal Permit for a tree that is not a hazard shall be granted if the approval authority finds that the application meets all of the following criteria, or can be made to conform through the imposition of conditions.
  - a. The tree is proposed for removal in order to permit the application to be consistent with other applicable Land Use Ordinance requirements and standards, including but not limited to applicable Site Development and Design Standards in part 18.4 and Physical and Environmental Constraints in part 18.10.
  - b. Removal of the tree will not have a significant negative impact on erosion, soil stability, flow of surface waters, protection of adjacent trees, or existing windbreaks.
  - c. Removal of the tree will not have a significant negative impact on the tree densities, sizes, canopies, and species diversity within 200 feet 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.
  - d. 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 or 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.
  - e. The City shall require the applicant to mitigate for the removal of each tree granted approval pursuant to section 18.5.7.050. Such mitigation requirements shall be a condition of approval of the permit.



*Camp Kaye, owner; CCB license 198018  
P.O. Box 1173, Ashland, OR, 97520-0040  
(541) 840-5546  
Heartwood@jeffnet.org*

Date: January 27, 2016

Re: Dying Ponderosa pine hazard.

Site owner and location:  
Michael Donovan  
767 S. Mountain  
Ashland, OR

To whom it may concern:

One Ponderosa pine tree dying on the above property is gradually becoming a threat to the house located on the property. As the upper two-thirds of the tree has turned brown, the wood has begun to weaken and over time will begin dropping limbs and eventually pieces of trunk from the top down.

As the tree is declining rapidly no solution other than full removal would remedy the hazard the tree is beginning to present.

Respectfully,

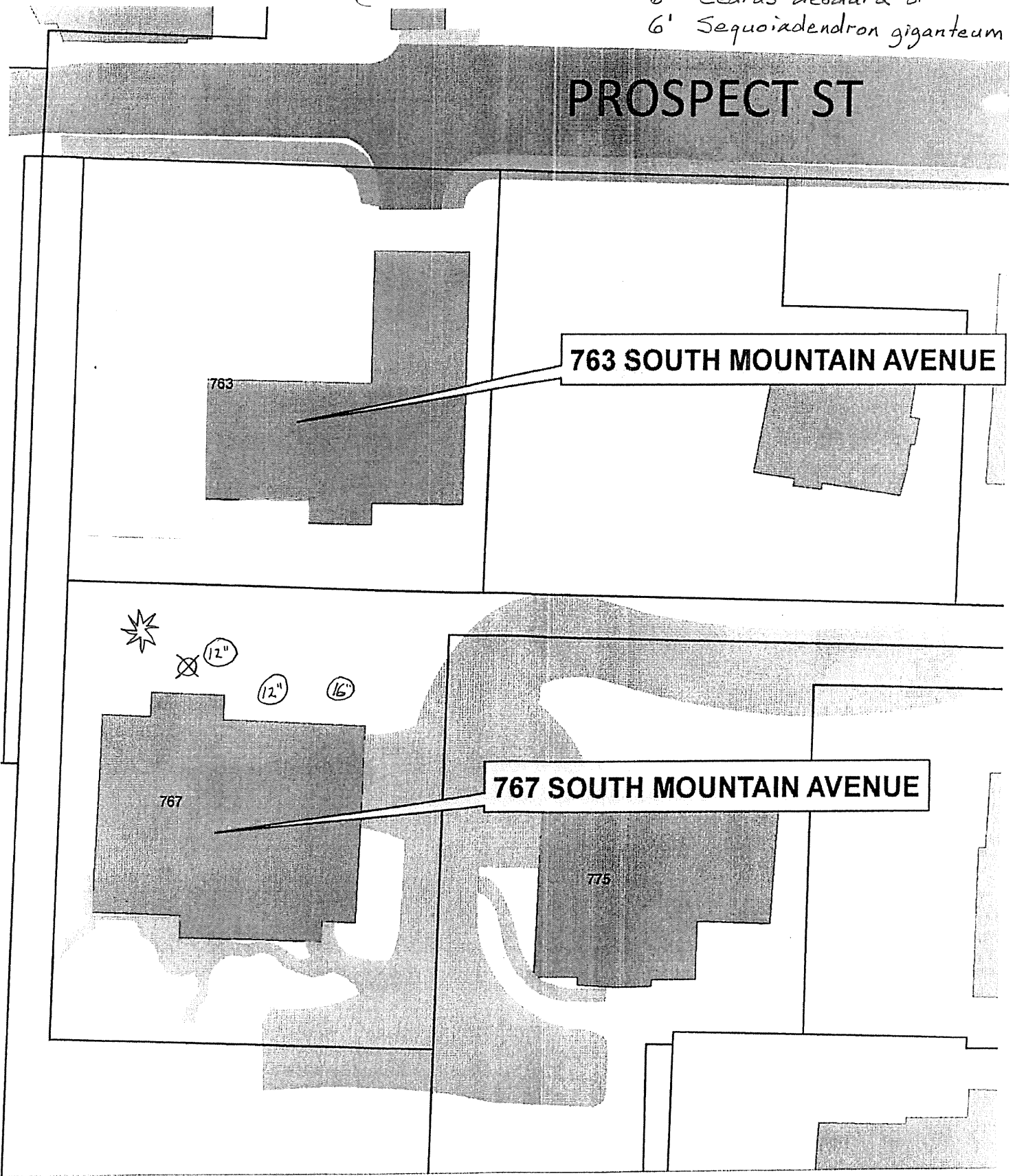
Camp Kaye  
Heartwood Tree Service  
(541)840-5546  
Heartwood@jeffnet.org  
CCB lic. #198018

767 S. MOUNTAIN AVE. MITIGATION

⊗ Trees to be removed.

○ Trees to remain (number is DBH).

★ Mitigation planting:  
6' Cedrus deodara or  
6' Sequoiadendron giganteum





767 S. MOUNTAIN AVE.

⊗ Trees to be removed.

○ Trees to remain (number is DBH).

PROSPECT ST

763 SOUTH MOUNTAIN AVENUE

763

767 SOUTH MOUNTAIN AVENUE

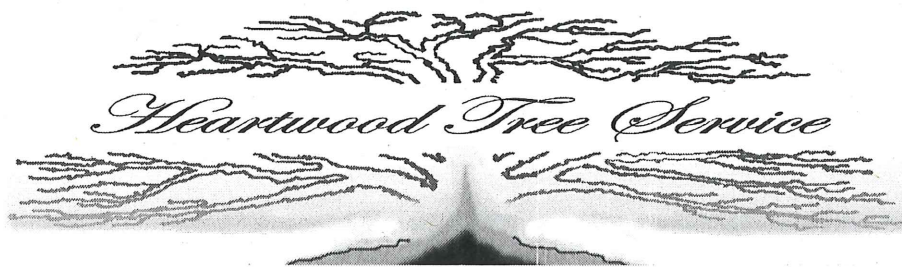
767

775

⊗ 12"

○ 12"

○ 16"



*Camp Kaye, owner; CCB license 198018  
P.O. Box 1173, Ashland, OR, 97520-0040  
(541) 840-5546  
Heartwood@jeffnet.org*

Date: January 22, 2016

Re: Tree removal.

Site owner and location:

Michael Donovan  
767 S. Mountain  
Ashland, OR

To whom it may concern:

At the property cited above one Ponderosa pine tree is dying. It is currently infested with pine beetles and is exhibiting approximately 50% or more brown needles in solid mass from the top down. Due to the time of year the remaining green on the tree will almost certainly turn brown when the weather warms. In my estimation the tree will not survive.

The most obvious cause would point to the recent houses built in the past few years and the access drive leading to them. While the immediate root zone of the tree seems not to have been directly impacted by the construction the surface and ground water may have been seriously affected. Unfortunately protection of the root zone to the drip line is not always sufficient mitigation when large areas of rainfall are removed via roofs, gutters, roads and storm sewers.

As all the native trees in the Ashland interface are already under stress from the long-term drought affecting the area any additional stressors can easily tip them into a degenerative state leading to the inability of the trees to repel beetle attacks.

Please contact me with any further questions. Attached is a rough map of the tree to be removed on the property in question.

Respectfully submitted,

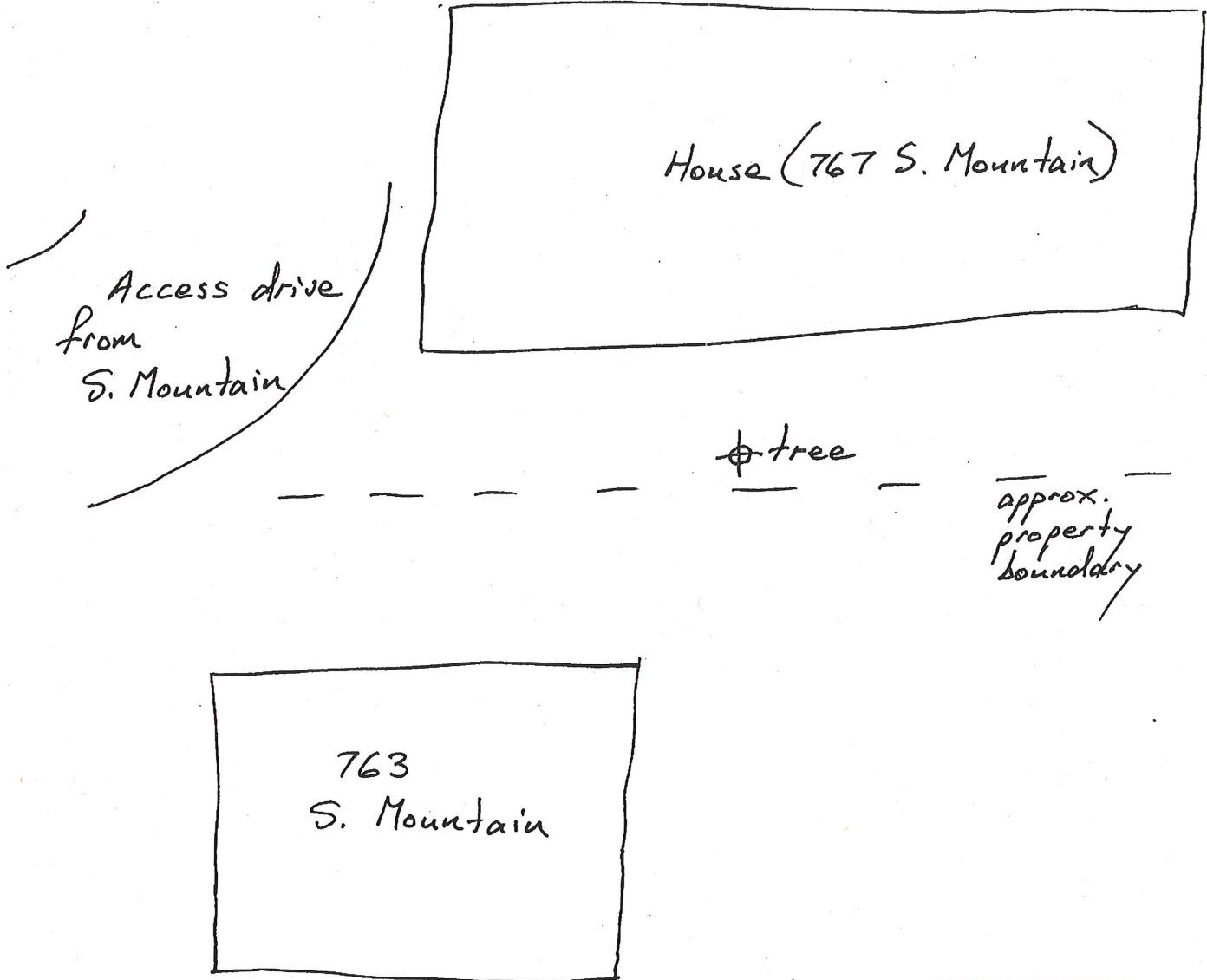
Camp Kaye  
Heartwood Tree Service  
P.O. Box 1173, Ashland, OR 97520  
(541)840-5546  
CCB Lic. # 198018

**RECEIVED**

**JAN 22 2016**

**City of Ashland**

TREE MAP: 767 S. Mountain



RECEIVED

JAN 22 2016

City of Ashland

Prospect St.







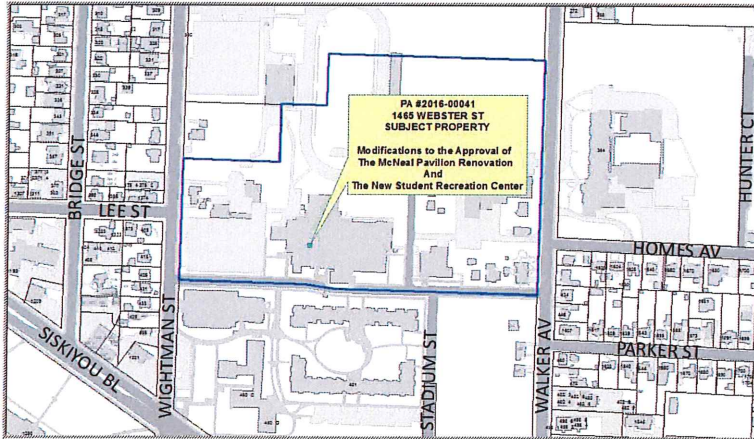
**PLANNING ACTION:** PA #2016-00041  
**SUBJECT PROPERTY:** 1465 Webster Street (*on the Southern Oregon University campus*)  
**OWNER/APPLICANT:** Southern Oregon University  
**DESCRIPTION:** A request to modify PA #2015-00418 which granted Site Design Review and Conditional Use Permit approval for the renovation of McNeal Pavilion and construction of a new Student Recreation Center on the Southern Oregon University Campus 1465 Webster Street. The previous approval included a Conditional Use Permit to allow the buildings to exceed the 40-foot height allowed in the SO zoning district, and Tree Removal Permits to remove nine trees 18-inches in diameter-at-breast-height (d.b.h.) or greater. The modifications proposed are:

- 1) A 10½ percent reduction in the approved gross floor area – the approval was for 104,891 square feet, but with the proposed modification this will be reduced to 93,905 square feet.
- 2) Reduction in the size of the upper level by relocating athletic offices to the main level. Windows have been added to the southwest corner of the building and the northern face of the racquetball building to provide daylight for these offices.
- 3) Relocation of classrooms from the main level to the lower level. A wide area has been developed at the base of the north end of the western façade to allow for windows and plantings adjacent to these classrooms.
- 4) Relocation of the Recreation Gym to the lower level. This move removes windows on the lower level (east end of northern façade) and lowers the height of the northeastern quarter of the building.
- 5) Relocation of the Competition Gym to the main level. This changes the roofline, but the highest peak is to be at 43 feet 6 inches which is two feet lower than the previously approved height.
- 6) The McNeal Pavilion entry has been lowered and shifted to the south.
- 7) Overall simplification of exterior façade elements including the elimination of HVAC screens on the north elevation facing the football field and the addition of brown metal panels to the color palette to relate to the color of the dormitories across Webster Street.
- 8) The addition of a new stairway and ramp linking the McNeal Pavilion entry and parking lot with the playing fields.
- 9) The elimination of a stormwater detention pond previously identified on the northeast portion of the project site.
- 10) Changes to the Wightman Street parking lot in response to conditions imposed by the Planning Commission including six new parking lot trees in planters; additional hedge screening, low shrubs and ground cover along Wightman Street; provisions for two pedestrian refuge areas; and a walkway from the Wightman Street sidewalk into the parking lot.
- 11) Changes to the approved Tree Protection and Removal Plan. The Planning Commission required that Tree #6 (a 26-inch Mulberry) be preserved and protected, and that the applicants attempt to preserve Tree #7 (a 28-inch Modesto Ash) and Tree #19 (a 36-inch Sycamore). The applicants propose to modify the approved plan to allow the removal of Tree #7 (28-inch Modesto Ash) to accommodate the proposed fire apparatus access route, and have proposed to retain Trees #6 (26-inch Mulberry); #12, #13 and #15 (12-, six-, and ten-inch Raywood Ash trees); and #18 and #19 (28-inch and 36-inch Sycamores).

**COMPREHENSIVE PLAN DESIGNATION:** Southern Oregon University; **ZONING:** SO; **ASSESSOR'S MAP:** 39 1E 10 CD; **TAX LOT:** 100.

**NOTE:** The Ashland Tree Commission will also review this Planning Action on **Thursday, February 4, 2016 at 6:00 PM** in the Community Development and Engineering Services building (Siskiyou Room), located at 51 Winburn Way.

**ASHLAND PLANNING COMMISSION MEETING:** **Tuesday, February 9, 2016 at 7:00 PM, Ashland Civic Center, 1175 East Main**



Notice is hereby given that a PUBLIC HEARING on the following request with respect to the ASHLAND LAND USE ORDINANCE will be held before the ASHLAND PLANNING COMMISSION on meeting date shown above. The meeting will be at the ASHLAND CIVIC CENTER, 1175 East Main Street, Ashland, Oregon.

The ordinance criteria applicable to this application are attached to this notice. Oregon law states that failure to raise an objection concerning this application, either in person or 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 Commission 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. A copy of the Staff Report will be available for inspection seven days prior to the hearing and will be provided at reasonable cost, if requested. All materials are available at the Ashland Planning Department, Community Development and Engineering Services, 51 Winburn Way, Ashland, Oregon 97520.

During the Public Hearing, the Chair shall allow testimony from the applicant and those in attendance concerning this request. The Chair shall have the right to limit the length of testimony and require that comments be restricted to the applicable criteria. Unless there is a continuance, if a participant so requests before the conclusion of the hearing, the record shall remain open for at least seven days after the hearing.

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

If you have questions or comments concerning this request, please feel free to contact the Ashland Planning Division, 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.

## CONDITIONAL USE PERMITS

### 18.5.4.050.A

A Conditional Use Permit shall be granted if the approval authority finds that the application meets all of the following criteria, or can be made to conform through the imposition of conditions.

1. That the use would be in conformance with all standards within the zoning district in which the use is proposed to be located, and in conformance with relevant Comprehensive plan policies that are not implemented by any City, State, or Federal law or program.
2. That adequate capacity of City facilities for water, sewer, electricity, urban storm drainage, paved access to and throughout the development, and adequate transportation can and will be provided to the subject property.
3. That the conditional use will have no greater adverse material effect on the livability of the impact area when compared to the development of the subject lot with the target use of the zone, pursuant with subsection 18.5.4.050.A.5, below. When evaluating the effect of the proposed use on the impact area, the following factors of livability of the impact area shall be considered in relation to the target use of the zone.
  - a. Similarity in scale, bulk, and coverage.
  - b. Generation of traffic and effects on surrounding streets. Increases in pedestrian, bicycle, and mass transit use are considered beneficial regardless of capacity of facilities.
  - c. Architectural compatibility with the impact area.
  - d. Air quality, including the generation of dust, odors, or other environmental pollutants.
  - e. Generation of noise, light, and glare.
  - f. The development of adjacent properties as envisioned in the Comprehensive Plan.
  - g. Other factors found to be relevant by the approval authority for review of the proposed use.
4. A conditional use permit shall not allow a use that is prohibited or one that is not permitted pursuant to this ordinance.
5. For the purposes of reviewing conditional use permit applications for conformity with the approval criteria of this subsection, the target uses of each zone are as follows.
  - a. WR and RR. Residential use complying with all ordinance requirements, developed at the density permitted by chapter 18.2.5 Standards for Residential Zones.
  - b. R-1. Residential use complying with all ordinance requirements, developed at the density permitted by chapter 18.2.5 Standards for Residential Zones.
  - c. R-2 and R-3. Residential use complying with all ordinance requirements, developed at the density permitted by chapter 18.2.5 Standards for Residential Zones.
  - d. C-1. The general retail commercial uses listed in chapter 18.2.2 Base Zones and Allowed Uses, developed at an intensity of 0.35 floor to area ratio, complying with all ordinance requirements; and within the Detailed Site Review overlay, at an intensity of 0.50 floor to area ratio, complying with all ordinance requirements.
  - e. C-1-D. The general retail commercial uses listed in chapter 18.2.2 Base Zones and Allowed Uses, developed at an intensity of 1.00 gross floor to area ratio, complying with all ordinance requirements.
  - f. E-1. The general office uses listed in chapter 18.2.2 Base Zones and Allowed Uses, developed at an intensity of 0.35 floor to area ratio, complying with all ordinance requirements; and within the Detailed Site Review overlay, at an intensity of 0.50 floor to area ratio, complying with all ordinance requirements.
  - g. M-1. The general light industrial uses listed in chapter 18.2.2 Base Zones and Allowed Uses, complying with all ordinance requirements.
  - h. CM-C1. The general light industrial uses listed in chapter 18.3.2 Croman Mill District, developed at an intensity of 0.50 gross floor to area ratio, complying with all ordinance requirements.
  - i. CM-OE and CM-MU. The general office uses listed in chapter 18.3.2 Croman Mill District, developed at an intensity of 0.60 gross floor to area, complying with all ordinance requirements.
  - k. CM-NC. The retail commercial uses listed in chapter 18.3.2 Croman Mill District, developed at an intensity of 0.60 gross floor to area ratio, complying with all ordinance requirements.
  - l. HC, NM, and SOU. The permitted uses listed in chapters 18.3.3 Health Care Services, 18.3.5 North Mountain Neighborhood, and 18.3.6 Southern Oregon University District, respectively, complying with all ordinance requirements.

## TREE REMOVAL PERMIT

### 18.5.7.040.B

1. **Hazard Tree.** A Hazard Tree Removal Permit shall be granted if the approval authority finds that the application meets all of the following criteria, or can be made to conform through the imposition of conditions.
  - a. The applicant must demonstrate that the condition or location of the tree presents a clear public safety hazard (i.e., likely to fall and injure persons or property) or a foreseeable danger of property damage to an existing structure or facility, and such hazard or danger cannot reasonably be alleviated by treatment, relocation, or pruning. See definition of hazard tree in part 18.6.
  - b. The City may require the applicant to mitigate for the removal of each hazard tree pursuant to section 18.5.7.050. Such mitigation requirements shall be a condition of approval of the permit.
2. **Tree That is Not a Hazard.** A Tree Removal Permit for a tree that is not a hazard shall be granted if the approval authority finds that the application meets all of the following criteria, or can be made to conform through the imposition of conditions.
  - a. The tree is proposed for removal in order to permit the application to be consistent with other applicable Land Use Ordinance requirements and standards, including but not limited to applicable Site Development and Design Standards in part 18.4 and Physical and Environmental Constraints



in part 18.10.

- b. Removal of the tree will not have a significant negative impact on erosion, soil stability, flow of surface waters, protection of adjacent trees, or existing windbreaks.
- c. Removal of the tree will not have a significant negative impact on the tree densities, sizes, canopies, and species diversity within 200 feet 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.
- d. 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.
- e. The City shall require the applicant to mitigate for the removal of each tree granted approval pursuant to section 18.5.7.050. Such mitigation requirements shall be a condition of approval of the permit.





# Type II Planning Action

Permit Number: PA-2016-00041

<b>A P P L I C A N T</b>	<b>Job Address:</b> 1465 WEBSTER ST ASHLAND OR 97520	<b>C O N T R A C T O R</b>	<b>Contractor:</b> <b>Address:</b>
	<b>Owner's Name:</b> OREGON STATE OF		<b>Phone:</b>
	<b>Customer #:</b> 04695 <b>SOUTHERN OREGON UNIVERSITY</b>		<b>State Lic No:</b> <b>City Lic No:</b>
	<b>Applicant:</b> <b>Address:</b>		<b>Sub-Contractor:</b> <b>Address:</b>
	<b>Phone:</b>		<b>Phone:</b>
	<b>Applied:</b> 01/08/2016		<b>State Lic No:</b>
	<b>Issued:</b>		<b>City Lic No:</b>
	<b>Expires:</b> 07/06/2016		
<b>Maplot:</b> 391E10CD100			

**DESCRIPTION:** Type 2 modification to PA-2015-00418

### VALUATION

Occupancy Type	Construction	Units	Rate Amt	Actual Amt	Constuction Description
Total for Valuation:					

### MECHANICAL

### ELECTRICAL

### STRUCTURAL

### PERMIT FEE DETAIL

Fee Description	Amount	Fee Description	Amount
Other Type 2 planning review	2,032.00		

### CONDITIONS OF APPROVAL

COMMUNITY DEVELOPMENT    Tel: 541-488-5305  
 20 East Main St.            Fax: 541-488-5311  
 Ashland, OR 97520        TTY: 800-735-2900  
 www.ashland.or.us

Inspection Request Line: 541-552-2080







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

**ZONING PERMIT APPLICATION**

FILE # PA-2016-00041

DESCRIPTION OF PROJECT AMENDMENT TO SITE REVIEW - PA-2015-00418

DESCRIPTION OF PROPERTY

Pursuing LEED® Certification?  YES  NO

Street Address 390 Stadium Street - 1405 Webster

Assessor's Map No. 39 1E 10CD Tax Lot(s) 100

Zoning SO Comp Plan Designation Southern Oregon University

APPLICANT

Name Southern Oregon University Phone (541) 552-6111 E-Mail \_\_\_\_\_

Address 1250 Siskiyou Blvd City Ashland Zip 97520

PROPERTY OWNER

Name Southern Oregon University Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Address SAME AS ABOVE City \_\_\_\_\_ Zip \_\_\_\_\_

SURVEYOR, ENGINEER, ARCHITECT, LANDSCAPE ARCHITECT, OTHER

Title Architect Name Straus & Seibert Phone (541) 779-4363 E-Mail dstrauss@sssarchitect.com

Address 1175 E Main Street City Medford Zip 97504

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.*

[Signature] Applicant's Signature Date 1/8/2016

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.  
[Signature] Property Owner's Signature (required) Date 1/8/2016

(To be completed by City Staff)  
Date Received 1/8/16 Zoning Permit Type Type 2 Filing Fee \$ 2032<sup>00</sup>

OVER ►►



**CSA Planning, Ltd**  
 4497 Brownridge, Suite 101  
 Medford, OR 97504  
 Telephone 541.779.0569  
 Fax 541.779.0114  
 Bev@CSAplanning.net

**Transmittal Memorandum**

**To:** Derek Severson, Associate Planner  
 City of Ashland- Planning Division  
 Community Development

**From:** Beverly Thruston, AIA  
 Associate Planner

**Date:** January 8, 2016

**Re:** Modification Submittal for Southern Oregon University  
 McNeal Pavilion/Student Recreation Center project

Quantity	Item Description	By:
1	<b>Minor Modification Findings</b> letter dated January 8, 2016	Fax _____ # pages incl. cover _____
1	<b>Updated LEED Scorecard</b>	<input type="checkbox"/> Mail
1	McNeal Pavilion Renovation & Student Recreation Center - <b>Summary of Schematic Utility Services and Stormwater Memo</b> dated December 31, 2015	<input type="checkbox"/> Messenger/Delivery <input type="checkbox"/> FED EX/ UPS/ DHL
1	<b>Revised Tree Removal Permit Request Memo</b> dated November 4, 2015	<input type="checkbox"/> Express Mail <input type="checkbox"/> Other
2 sets 11 x 17	<b>Modified Design Drawings:</b> 1 - Site Plan 2 - Schematic Utilities Routing and Grading Concepts 3 - Tree Protection and Removal Plan 4 - Site Review Planting Plan 7 - Lower Level Plan 8 - Main Level Plan 9 - Upper Level Plan 10 - Roof Plan 11 - Building Elevations 12 - Building Elevations 13 - Enlarged Building Elevations 14 - Enlarged Building Elevations 15 - Enlarged Building Elevations	
2 11 x 17	<b>Wightman Street Parking Lot :</b> P1 - Conceptual Landscape Plan Sept 23, 2015	

**Comments:** 12 sets of half size drawings will be provided, if needed, once initial review is complete.

cc. Southern Oregon University  
 Straus and Seibert Architects  
 Sink, Combs, Dethlefs  
 File

**RECEIVED**

**JAN 08 2016**

**City Of Ashland**



**CSA Planning, Ltd**

4497 Brownridge, Suite 101  
Medford, OR 97504

Telephone 541.779.0569  
Fax 541.779.0114

Bev@CSAplanning.net

January 8, 2016

Mr. Bill Molnar, Planning Director  
c/o Mr. Derek Severson, Associate Planner  
City of Ashland Planning Department  
20 East Main Street  
Ashland, OR 97520

**RE: *Minor Modifications to AC-14-080- McNeal Pavilion and Student Rec Center at Southern Oregon University***

Dear Mr. Molnar:

We are writing on behalf of our client, Southern Oregon University, regarding their proposed minor modifications to the design of the McNeal Pavilion and Student Rec Center that was approved by the Planning Commission on July 14, 2015. The project entails the reconstruction of McNeal Pavilion with the addition of a Student Rec Center.

The floor plans have had to be reconfigured to keep the project within budget due to increased construction costs. The proposed plan changes have reduced the overall mass of the building, impacting the elevations sufficiently that we are requesting a minor amendment to the CUP approval. After reviewing the proposed changes with Derek Severson, it was agreed that the proposed modifications do appear to be minor and that we should submit as a Type 1 revision. Therefore we would appreciate your review of the findings below and the attached plans.

**Description of proposed revisions:**

Due to budget constraints, the overall size of the building has been reduced from the approved square footage as shown below:

McNeal Pavilion Square Footage Statistics				<i>SF = Square Feet</i>	
Area	Approved SF	Revised SF	SF Change	% change	
Footprint	57,596	55,991	-1,605	-2.8%	
Total Building Area	104,891	93,905	-10,986	-10.5%	

In order to reduce the building size, program elements needed to be rearranged internally which impacted the exterior elevations as the windowed areas for the offices and classrooms had to be relocated. Most of the size reduction was accomplished through cut backs in square footage at the Upper Level. The primary internal changes affecting the exterior façade include:

- Reduction of the size of the Upper Level by relocation of the Athletic offices to the southwest corner of the Main Level, and relocation of the Academic offices to the remodeled racquetball building. Windows have been added at the Main Level of the southwest corner of the building and the northern face of the racquetball building to provide daylight for the offices.
- Relocation of the classrooms from the Main Level on the western façade to the Lower Level of the western facade. A wide areaway has been developed at the base of the north end of the western facade to allow for windows and planting adjacent to the classrooms.

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**JAN 08 2016**





- Moving the Recreation Gym down to the Lower Level which eliminated the windows on the Lower Level of the east end of the northern façade. This move also lowered the height of the northeastern quarter of the building.
- Moving the Competition Gym up to the Main Level, changed the roof line, however the highest peak of that roof is to be 43'-6" which is two feet lower than the previously approved height. The Pavilion entry element has also been lowered and shifted further to the south.

Beyond the relocation of windows and height reductions, the primary visible modifications to the exterior design are an overall simplification of the exterior façade elements, the elimination of the HVAC screen on the north elevation facing the football field, and the addition of brown metal panels to the color palette to be sympathetic to the color of the dormitories across the Webster Street pedestrian mall.

A significant change to the site plan is the addition of a new stairway and ramp from the Pavilion entrance area linking it and the parking lot to the playing fields. This is a key connection in the planned circulation path from the upper campus to the playing fields and a beneficial addition to the project. The other change to the site is that the detention pond at the northeast has been deleted as, once engineering calculations were run, it was found not to be needed.

All of the proposed changes are in keeping with the original design concept and materials approved by the Planning Commission. Please see attached drawings that illustrate the proposed changes.

**The following responses relate to the project's conformance with the Minor Modification criteria:**

#### **18.5.6.040 Minor Modifications**

##### **A. Authorization of Minor Modifications.**

1. A Minor Modification is a change to an approved plan or condition of approval that does not meet any of the thresholds for a Major Modification listed in section 18.5.6.030.A. For minor amendments to partitions and subdivisions, see also, subsection 18.5.3.020.G.

##### **Response:**

1. The proposed modifications do not meet any of the thresholds for a Major Modification as described below:

#### **18.5.6.030 Major Modifications**

**A. Authorization of Major Modifications.** The approval authority and review procedure for Major Modification applications is the same as for the original project or plan approval. Any one of the following changes constitutes a Major Modification.

1. A change in land use, from a less intensive use to a more intensive use, as evidenced by parking, paved area, estimated an increase in automobile or truck trips (peak and/or average daily trips), an increase in hours of operation, an increased demand for parking, additional paved area, or similar factors, where the increase is 20 percent or more, provided the standards of parts 18.2, 18.3, and 18.4 are met.
2. An increase in floor area to a commercial or industrial development by 20 percent or more, or an increase in the number of dwelling units in a multifamily development, by ten percent or more, provided the standards of parts 18.2 and 18.3 are met.
3. An increase in building envelope or an increase in lot coverage by 20 percent or more, provided the standards of parts 18.2 and 18.3 are met.
4. A change in the type and/or location of vehicle access points or approaches, driveways, or parking areas affecting off-site traffic if the change could cause a significant adverse impact on traffic operations or safety (i.e., requiring mitigation).
5. A reduction to screening, or a reduction to the area reserved for common open space or landscaping by 20 percent or more.
6. A change to a building elevation or floor plan that the Staff Advisor determines is not in substantial conformance with the original approval.

**RECEIVED**

**JAN 08 2016**

**City Of Ashland**



7. Change to a condition of approval, or a change similar to 18.5.6.030, subsections 1 - 6, above, that could have a detrimental impact on adjoining properties. The Staff Advisor shall have discretion in determining detrimental impacts triggering a major modification.
8. Other changes similar to those in 18.5.6.030, subsections 1 - 6, above, in scale, magnitude, or impact to adjacent properties, as determined by the Staff Advisor.

**Response:**

1. The proposed changes do not constitute a change in land use or intensity of use.
2. The proposed changes decrease the floor area of the approved building.
3. The building envelope has been decreased in size by 1,605 square feet, a 2.8% reduction.
4. All vehicle access points remain as on the approved plans.
5. No reduction in screening is proposed. Planting to provide screening along the Wightman Street has been increased.
6. Changes to the building elevations and floor plans were preliminarily reviewed by the Staff Advisor who determined that they are in substantial compliance with the original approval.
7. No changes to conditions of approval are requested or needed for these revisions.
8. The Staff Advisor has determined that none of the changes proposed changes increase the impact of the project in scale, magnitude or impact to adjacent properties.

In summary, none of the proposed changes to the project constitute a Major Modification, therefore the project can be reviewed as a Minor Modification.

\*\*\*\*\*

The Staff Advisor through a Ministerial or Type I procedure, depending on whether the proposal involves the exercise of discretion, shall review proposals for Minor Modifications.

**Response:**

The Staff Advisor has agreed that this modification can be reviewed as a Type 1 procedure with notification to the public.

\*\*\*\*\*

**B. Minor Modification Applications.** In requesting a Minor Modification, the applicant shall submit an application form, filing fee, a letter describing the modification, and a site plan using the same plan format as in the original approval. The approval authority may require other relevant information, as necessary, in evaluating the request.

**Response:**

The Applicant submits along with this letter an application, filing fee if applicable, and relevant site plans, elevations and memos needed to evaluate and approve this request.

\*\*\*\*\*

**C. Minor Modification Approval Criteria.** A Minor Modification shall be approved only upon the approval authority finding that all of the following criteria are met.

1. Minor Modification applications are subject to the same approval criteria used for the initial project approval, except that the scope of review is limited to the modification request. For example, a request to modify a commercial development's parking lot shall require Site Design Review only for the proposed parking lot and any changes to associated access, circulation, etc. Notice shall be provided in accordance with chapter 18.5.1.

**Response:**

The original approval was under the Conditional Use Criteria and Site Review Standards. Below are the relevant standards that apply to the specific items modified in this application.

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**18.5.4.050 Conditional Use Approval Criteria**

**A. Approval Criteria.**

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

a. Similarity in scale, bulk, and coverage.

**Response:**

a. The modified floor plans total 10,986 square feet less than the previously approved plans, a 10.5% reduction. The building is similar to the approved plan in scale, bulk and coverage, just marginally smaller.

\*\*\*\*\*

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

**Response:**

b. With the reduction to the building size of 10,986 square feet, no additional traffic is anticipated due to this modification.

\*\*\*\*\*

c. Architectural compatibility with the impact area.

**Response:**

c. The proposed modification is similar in materials and overall character with the approved plan that was deemed compatible with the surrounding impact area. A brown metal panel has been added to the material palette to increase the architectural compatibility with the adjacent buildings.

\*\*\*\*\*

2. A modification adding or altering a conditional use, or requiring a variance, administrative variance, or exception may be deemed a Major Modification and/or may be subject to other ordinance requirements.

**Response:**

1. This modification is for minor alterations to the approved conditional use plans and does not add new conditional uses or a variance.

\*\*\*\*\*

3. The approval authority shall approve, deny, or approve with conditions the application, based on written findings; except that conditions of approval do not apply, and findings are not required, where the original approval was approved through a Ministerial review.

**Response:**

2. The relevant findings pertaining to the modification submitted for approval are contained herein.

Additionally, the Applicant wants to take this opportunity to address two conditions of approval.

**Condition**

5)a) - Tree retention: Applicant sought review from arborist Michael Oxendine, Staff Arborist for Southern Oregon University, to confirm which trees could be preserved short or long term, and which trees need to be removed. Attached is the Landscape Architect's updated tree removal request memo that summarizes the Arborist's findings regarding each tree that will be retained on a temporary basis and which trees must be removed due to condition of

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January 8, 2015





location. Trees to be retained long term that are adjacent to the construction area will be protected per the plan on Sheet 3.

- 6) - Improvements to the Wightman Street parking lot: Attached plan shows six new tree planters are to be added in the interior of the lot as well as additional hedge screening along Wightman Street to fill in where screening is currently missing. Additional ground cover and low shrubs are proposed as well.

Two pedestrian refuge areas are proposed. One will be at the corner of Webster Street and Wightman Street, and a second refuge is being developed by widening a six foot section to the existing sidewalk by two feet, centered between Webster Street and the parking lot driveway to Wightman. In addition a 5 foot wide walkway is being provided from the parking lot to the Wightman sidewalk See Sheet P1.

\*\*\*\*\*

In summary, the proposed modifications substantially conform to the design of the original approved project. We appreciate your review and await your response.

Very truly yours,

CSA Planning, Ltd.

Beverly Thruston, AIA  
Associate

CSA/bt L-Revisions-010816.docx  
Attachments  
cc. File

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15 = LEED Points At Risk due to VE-Cost Reductions  
 = Potential LEED pts with Solar PV PPA



SOU McNeal Pavilion & Student Recreation Center  
 LEED for New Construction 2009 Scorecard

12.23.2015

Certified 40-49 Silver 50-59 Gold 60-79 Platinum 80+

Total Project Score

Y	7Y	7N	N	6	0	1	7	Materials & Resources	14 Points Possible
18	0	0	8	Sustainable Sites				26 Points Possible	n/a
18	0	0	8	Construction Activity Pollution Prevention				1	1
18	0	0	8	Site Selection				1	1
18	0	0	8	Development Density & Connectivity - Regional Pt				5	5
18	0	0	8	Brownfield Redevelopment				1	1
18	0	0	8	Alternative Transportation, Public Transportation Access				6	6
18	0	0	8	Alternative Transportation, Bicycle Storage & Changing Rooms				1	1
18	0	0	8	Alternative Transportation, Low Emitting & Fuel Efficient Vehicles				3	3
18	0	0	8	Alternative Transportation, Parking Capacity				2	2
18	0	0	8	Site Development, Restore Habitat (20% of site area) - Regional Pt				1	1
18	0	0	8	Site Development, Open Space (20% of site area is OS)				1	1
18	0	0	8	Stormwater Design, Quantity Control - Regional Pt				1	1
18	0	0	8	Stormwater Design, Quality Control - Regional Pt				1	1
18	0	0	8	Heat Island Effect, Non-Roof				1	1
18	0	0	8	Heat Island Effect, Roof				1	1
18	0	0	8	Light Pollution Reduction - LEED v4 BUG-rated fixtures				1	1

Y	7Y	7N	N	9	1	2	3	Indoor Environmental Quality	15 Points Possible
11	3	17	4	Energy & Atmosphere				35 Points Possible	n/a
11	3	17	4	Fundamental Commissioning of the Building Energy Systems				n/a	n/a
11	3	17	4	Minimum Energy Performance - (10% min. better ASHRAE 90.1-2007)				n/a	n/a
11	3	17	4	Fundamental Refrigerant Management				n/a	n/a
11	3	17	4	Optimize Energy Perf. tracking 25% w revisions anticipated				1-19	1
11	3	17	4	On-Site Renewable Energy. 1% to 13%				1-7	1
11	3	17	4	Enhanced Commissioning				2	2
11	3	17	4	Enhanced Refrigerant Management				2	2
11	3	17	4	Energy M & V - VE monitoring syst. M&V plan? - to be confirmed				3	3
11	3	17	4	Green Power 35%				2	2
8	0	0	2	Water Efficiency				10 Points Possible	n/a
8	0	0	2	Water Use Reduction, 20% Reduction				n/a	n/a
8	0	0	2	Water Efficient Landscaping 50% 2 pts. No Poable Use +2 pts				2-4	1
8	0	0	2	Innovative Wastewater -50% flush load supply non-potable				2	2
8	0	0	2	Water Use Reduction, 30%, 35%, 40% - tracking 40%				2-4	1
9	1	2	3	Minimum IAQ Performance				1	1
9	1	2	3	Environmental Tobacco Smoke (ETS) Control				1	1
9	1	2	3	Outdoor Air Delivery Monitoring				1	1
9	1	2	3	Increased Ventilation				1	1
9	1	2	3	Construction IAQ Management Plan, During Construction				1	1
9	1	2	3	Construction IAQ Management Plan, Before Occupancy				1	1
9	1	2	3	Low-Emitting Materials, Adhesives & Sealants				1	1
9	1	2	3	Low-Emitting Materials, Paints & Coatings				1	1
9	1	2	3	Low-Emitting Materials, Flooring Systems				1	1
9	1	2	3	Low-Emitting Materials, Composite Wood & Agrifiber Products				1	1
9	1	2	3	Indoor Chemical & Pollutant Source Control				1	1
9	1	2	3	Controllability of Systems, Lighting				1	1
9	1	2	3	Thermal Comfort Design - VE omitted ceiling fans in gyms				1	1
9	1	2	3	Thermal Comfort, Systems, Thermal - VE reduced number zones				1	1
9	1	2	3	Thermal Comfort, Ventilation				1	1
9	1	2	3	Daylight & Views, Daylight 75% of Spaces - Regional Pt				1	1
9	1	2	3	Daylight & Views, Views for 90% of Spaces				1	1

Y	7Y	7N	N	2	0	1	1	Regional Credits	14 Points Possible
6	0	0	0	Innovation & Design Process				5 Points Possible	n/a
6	0	0	0	Educational Green Building				1	1
6	0	0	0	Green Cleaning Program (LEED EBO&M)				1	1
6	0	0	0	Integrated Pest Management (LEED EBO&M)				1	1
6	0	0	0	Green Power 70%				1	1
6	0	0	0	Low-Mercury Lighting (LEED EBO&M)				1	1
6	0	0	0	Accredited Professional				1	1
6	0	0	0	Sustainable Purchasing Policy: Solid Waste Management Policy: SSC5.2 Open Space 40% of site; Walkable Project Site (Pilot Credit); MRC2 CWM 95%; SOU Bee Friendly Campus, Other				1	1
2	0	1	1	Regional Credits				14 Points Possible	n/a
2	0	1	1	Project Zip Code				1	1
2	0	1	1	Regional Credit: SSC2				1	1
2	0	1	1	Regional Credit: SSC5.1				1	1
2	0	1	1	Regional Credit: SSC6.1				1	1
2	0	1	1	Regional Credit: SSC6.2				1	1
2	0	1	1	Regional Credit: MRC7				1	1
2	0	1	1	Regional Credit: IEQc8.1				1	1

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# Memo

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**To:** City of Ashland Planning and Engineering Departments  
**From:** Justin Gerlitz, PE *JMG*  
Josh Modin  
**CC:** Mira Theisen, AIA, LEED AP – SCD Architecture & Design  
Dave Straus, AIA, NCARB – Straus & Seibert Architects  
Jay Harland – CSA Planning  
**Date:** December 31, 2015  
**Re:** McNeal Pavilion Renovation & Student Recreation Center –  
Summary of Schematic Utility Services and Stormwater

---

ZCS Engineering, Inc. has provided schematic level utility connections for service, routing, etc. for the proposed McNeal Pavilion Renovation and Student Recreation Center. The connection points to the surrounding public or franchise utility main lines are based on our recent experience with the SOU Student Housing and Dining Hall project. To date, we have not conducted a formal group 'Conceptual Utility Meeting' with City of Ashland personnel; however, we have reached out to each entity for discussion purposes. Our 'Schematic Utility Routing and Site Grading Concepts' plan included in the formal application package was derived from those conversations and the information contained with the Ashland Planning Department Pre-Application Conference Comment Sheet. The following provides additional information relative to each respective utility:

#### **Data-Communications (Varies)**

Data-Communications services are currently being handled by design team member 'Innovative Electrical Systems, Inc.'. Existing telephone, fiber optics, etc. is currently serving McNeal Pavilion and is expected to generally stay the same.

We assume all other data-communication services or school interconnected facilities utilize the existing underground tunnel system. The existing underground tunnel system enters in the SW corner of the existing boiler room. An extension off the existing tunnel is proposed to the east towards the new mechanical room location.

#### **Natural Gas (Avista Utilities)**

Survey information illustrates an existing main line within the Webster Street Public Utility Easement (PUE). We have contacted David McFadden at Avista Utilities to coordinate the existing main location, services and meters. Our proposed new service eliminates one of two existing meters and relocates the other. Our point of connection to the existing gas main has also relocated east, closer to the new mechanical room location.





### **Power (Ashland Electric)**

As part of the SOU Student Housing and Dining Hall project, future infrastructure was installed to accommodate expansion in this area. ZCS Engineering and Innovative Electrical Systems have been working with Dave Tygerson at Ashland Electric to coordinate the reconfiguration of power service to the McNeal Pavilion and Student Recreation Center. An existing sectionalizing cabinet at the NW corner of McLoughlin Hall will provide the point of connection for the upsized transformer(s) serving this project. Currently, the transformer(s) location is proposed to remain the same (NW corner of McNeal Pavilion) and all new utility lines will run underground. In addition, the existing overhead service currently coming from Wightman Street will be removed.

### **Sanitary Sewer (Ashland Wastewater)**

Contrary to the information provided in the Ashland Planning Department Pre-Application Conference Comment Sheet, research indicates that the existing facility is served by a 12" line exiting the building at the NW corner (adjacent to the existing ticket booth). From this location, the service drains north to collect the Raider Stadium grandstands, then turns NW to discharge into the existing public 12" main line within Wightman Street. We've coordinated with Jason Robustelli at Ashland Wastewater who has confirmed that the existing 12" service is adequate to handle the McNeal Pavilion Renovation and Student Recreation Center. A portion of the private service is proposed to be reconstructed due to pipe deterioration. The Raider Stadium Turf project replaced the balance of the aged service line.

### **Storm Sewer (Ashland Engineering)**

Survey information illustrates an existing private 12" storm line along the northern side of the existing building draining towards the east. As part of the SOU Student Housing and Dining Hall project, we provided a new public 30" main line within the Webster and Stadium Streets PUE, wrapping around the eastern side of the existing McNeal Pavilion building. The existing private 12" storm line connects to the 30" public storm main via a manhole located at the dead-end of Stadium Street. The new 30" public storm main then continues north via an easement to Iowa Street.

By utilizing design guidelines established by the City of Ashland Engineering Department, initial stormwater calculations indicate the overall tributary basin ( $\pm 2.17$  acres) will have a net reduction in redeveloped conditions peak flow for both the 2 year and 25 year storm events. Initial stormwater calculations analyzed the tributary basin using the Rational Method as existing conditions versus proposed conditions for the 2 and 25 year storm events.

Reducing runoff was accomplished by decreasing the amount of proposed impervious surface from the existing conditions combined with increasing the proposed conditions stormwater time of concentration.

Formal stormwater calculations and a full report will be provided at the time of engineering submittal.

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All stormwater within the limits of the improved tributary basin will sheet flow to open area inlets or vegetated conveyance swales. The storm system inlets will be collected by an underground pipe network that will, along with conveyance swales, discharge into the existing storm system towards the NE corner of the project boundary.

Prior to entering the existing public system, stormwater within the tributary basin will pass through a new 'Contech Engineering Solutions' CDS treatment manhole specifically engineered for the water quality flow rate and peak flow rate of this project. The proposed CDS2020-5 treatment manhole separates and traps trash, debris, sediment, and hydrocarbons from stormwater runoff. The CDS2020-5 treatment manhole also captures and retains 100% of floatables and neutrally buoyant debris. By providing this structure, we're meeting the requirements of LEED SS Credit 6.2, Stormwater Design – Quality Control. SS Credit 6.2 requires Best Management Practices to treat runoff by removing a minimum of 80% of the developed total suspended solids (TSS).

#### **Water (Ashland Water)**

Survey information illustrates an existing 6" main line within the Webster Street PUE. Research indicates there is an existing 6" water service currently piped directly from the Webster Street main to the McNeal Pavilion boiler room through an existing 4" meter.

Proposed modifications and additions to the existing configuration include the following:

- Remove the existing meter, vault, and service back to the public main line
- Add a new 6" fire service with double check detector assembly and fire department connection approximately 55-feet east of the existing service tap
- Add a new 6" fire hydrant assembly approximately 38-feet east of the existing service tap adjacent to the fire service to serve the new fire department connection
- Add a new 4" meter assembly off the new 6" fire hydrant assembly to provide domestic (potable) water service

We've coordinated with Steve Walker at Ashland Water who has confirmed our assumptions on the proposed water system layout for the McNeal Pavilion Renovation and Student Recreation Center.

#### **Conclusion**

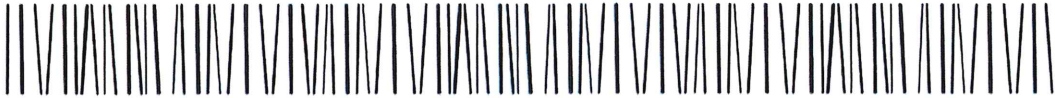
In summary, the proposed redevelopment site appears to be adequately served by all major utilities without requiring the need for mainline utility extensions. Please reference our 'Schematic Utility Routing and Site Grading Concepts' plan included in the formal application package for additional information.

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November 4, 2015

City of Ashland  
Tree Commission  
20 East Main Street  
Ashland, OR 97520

Re: **Tree Removal Permit Request**  
SOU McNeal Pavilion Renovation and Student Recreation Center

Dear Tree Commission Members,

Efforts were made in the planning process of the SOU McNeal Recreation Center project to accommodate existing trees. However, the large scale of the project will require six (6) trees with a diameter of 18 inches or greater to be removed during construction. Additional trees, less than 18 inches in diameter and therefore exempt from the requirement for a tree removal permit (see AMC section 18.5.7.020), will also be removed as a part of the project. Three (3) trees will receive special monitoring to better ensure survival during construction; these trees are not expected to survive long following completion of the project, and are being retained to provide shade while the new trees grow. These trees are indicated on the Tree Protection & Removal Plan, with replacement mitigation trees noted on the Site Review Planting Plan. Removal of these trees will not have a significant negative impact on erosion, soil stability, flow of surface waters, protection of adjacent trees, or existing windbreaks. Additionally, the removal of these trees will not have a significant negative impact on the tree densities, sizes, canopies, and species diversity within 200 feet of the subject property. One or more trees are planned to be planted in the new landscape as mitigation for each tree greater than 6 inches in diameter that is removed. The Site Review Planting Plan includes twenty-eight (28) new trees, half of which will be 3" caliper size at the time of planting.

**Tree #4** is a 36-inch Leyland Cypress. It is located too close to the proposed west entry plaza and a proposed utility route which will require grade cuts within the root zone of the tree. The tree would not survive the excavation process, and needs to be removed.

**Tree #5** is a 38-inch Leyland Cypress. It is located too close to the proposed west entry plaza and a proposed utility route which will require grade cuts within the root zone of the tree. The tree would not survive the excavation process, and needs to be removed.

**Tree #6** is a 26-inch Mulberry. This tree is an inappropriate species for its setting and is located too close to the proposed pavement which will require grade cuts within the root zone of the tree. The tree is not expected to survive long following completion of the project, but will be retained during the construction process, and afterwards until the tree falls into decline, at which time it will be removed and replaced.

**Tree #7** is a 28-inch Modesto Ash. This tree is an inappropriate species for its setting and is located within the proposed fire access route, and needs to be removed to allow for construction.

**Tree #8** is an 18-inch Modesto Ash. This tree is an inappropriate species for its setting. It is located within the proposed pedestrian sidewalk route, and needs to be removed to allow for construction.

**Tree #11** is a 20-inch Pine. It is located within the proposed building footprint, and needs to be removed to allow for construction.

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*Tree Removal Permit Request  
SOU McNeal Pavilion Renovation and Student Recreation Center  
November 4, 2015*

**Tree #18** is a 28-inch Sycamore. This tree is exhibiting signs of decline. A portion of the tree canopy is within the proposed building outline, and proposed grading and utilities occur within the root zone. To minimize root damage, subsurface boring will be used to facilitate installation of a storm drain line that passes under this tree. The tree may not survive long following completion of the project, but will be retained during the construction process, and afterwards until the tree falls into decline, at which time it will be removed and replaced.

**Tree #19** is a 36-inch Sycamore. This tree is exhibiting signs of decline. Proposed grading and utilities occur within the root zone. To minimize root damage, subsurface boring will be used to facilitate installation of a storm drain line that passes under this tree. The tree may not survive long following completion of the project, but will be retained during the construction process, and afterwards until the tree falls into decline, at which time it will be removed and replaced.

**Tree #25** is a 30-inch Chinese Elm. This tree fell into decline several years ago and was removed by the SOU maintenance staff before commencement of design for this project.

The proposed project will include many new trees selected for hardiness, beauty, and longevity, and coordinated with the recently completed North Campus Village project.

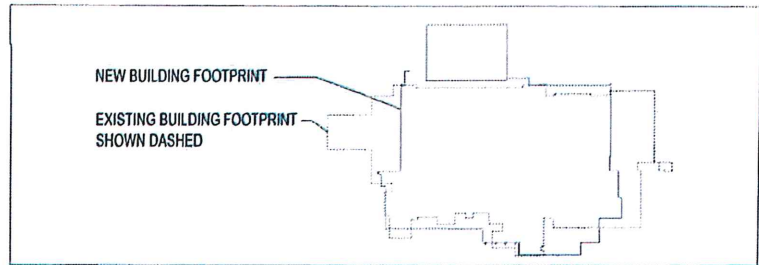
Respectfully,



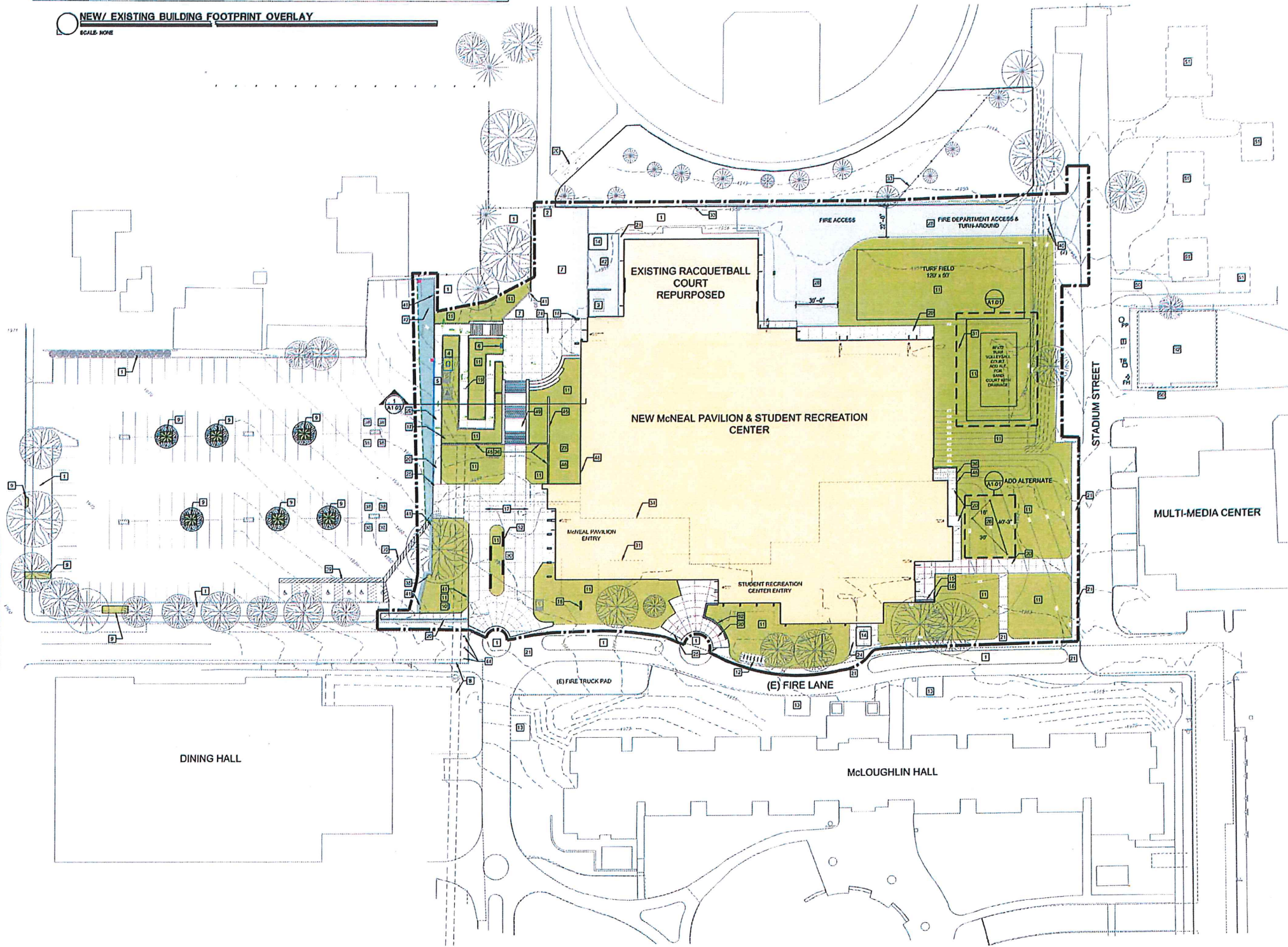
Alan Pardee  
Covey Pardee Landscape Architects

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NEW/ EXISTING BUILDING FOOTPRINT OVERLAY  
SCALE: NONE



- KEY NOTES**
- EXISTING LANDSCAPE TO REMAIN.
  - (E) CHAINLINK SLIDING GATE.
  - NEW GENERATOR & 10' CMU ENCLOSURE.
  - (E) TRANSFORMER & PAD.
  - NEW TRANSFORMERS & PAD. SEE ELECTRICAL.
  - EMERGENCY CALL POST.
  - (E) ASPHALT/ CONCRETE WALKWAY/ DRIVE TO REMAIN.
  - (E) MECHANICAL TUNNEL.
  - SEE LANDSCAPE DRAWINGS.
  - (N) EVENT SIGNAGE.
  - NEW LANDSCAPING.
  - 6 (N) BICYCLE PARKING LOOPS.
  - (E) BICYCLE STRUCTURE.
  - (N) 40 BIKE PARKING STRUCTURE. PROVIDE CONCRETE PAD.
  - (N) OUTDOOR WASH.
  - (N) WALL.
  - NEW TUNNEL.
  - COLUMNS.
  - ADA RAMP.
  - (N) CONCRETE SIDEWALK. MATCH EXISTING RADIUS SCORE JOINTS, WHERE OCCURS.
  - EXISTING CONCRETE WALK
  - NEW FILL, SLOPE TO GRADES.
  - SWALE. SEE CIVIL.
  - NEW CONCRETE SLAB.
  - SAW CUT.
  - 3 POLE SLACKLINE.
  - SAW CUT AC. (E) TO NORTH REMAIN, U.N.O.
  - FIRE TRUCK ASPHALT DRIVE.
  - DEMO AC PAVING & CURB. NEW FILL TO GRADES.
  - NEW CONCRETE PLAZA.
  - LINE OF MAIN FLOOR OF ORIGINAL BUILDING.
  - FUTURE EQUIPMENT SHED.
  - (E) FENCE TO REMAIN.
  - LINE OF NEW LOWER FLOOR.
  - (E) PARKING FEE MACHINE. RELOCATED BY OWNER.
  - GUARDRAIL.
  - BENCHES.
  - POST-MOUNTED PARKING LOT SIGNAGE.
  - NEW ADA STRIPING.
  - NOT USED.
  - NEW CONCRETE CURB.
  - NEW A.C. PAVING
  - AC PAVING PATCH @ NEW CURB.
  - (E) PIPE BOLLARDS.
  - RETAINING WALL.
  - LIGHT WELL. NEW FILL TO GRADES SHOWN.
  - NOT USED.
  - LINE OF NEW MAIN BUILDING.
  - NEW STAIRS.
  - FUTURE GRAVEL APPROACH. REMOVED BY OTHERS.
  - 18" TALL SEAT WALL.

- LEGEND**
- OVERALL BUILDING FOOTPRINT
  - CONSTRUCTION PROJECT BOUNDRY
  - FUTURE EXPANSION
  - CONTOURS
  - TREES TO REMAIN
  - PLAZA
  - SP01 1997.25 FINISH FLOOR ELEVATIONS
  - xx (N) FENCE
  - xx (E) FENCE
  - EMERGENCY CALL POST



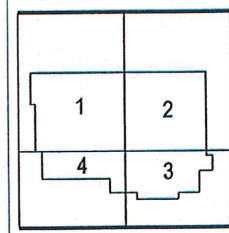
**SINK COMBS DETHLEFS**  
ARCHITECTURE DESIGN  
475 Lincoln Street  
Denver, CO 80203  
Tel: 303-308-0200

**STRAUS & SEIBERT**  
ARCHITECTS LLP  
1175 EAST MAIN STREET, SUITE 202  
MEDFORD, OREGON 97504  
VOICE 541 779 4363  
FAX 541 779 3891  
Website: sssarchitects.com

**NOT FOR CONSTRUCTION**

**McNeal Pavilion Renovation and Student Recreation Center**  
1455 Webster St., Southern Oregon University, Ashland, OR 97520  
SCD Project No.: 1435.00  
SSA Project No.: 0431  
Revised City Stamps: 2015.12.28

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**SITE PLAN BASE BID**









































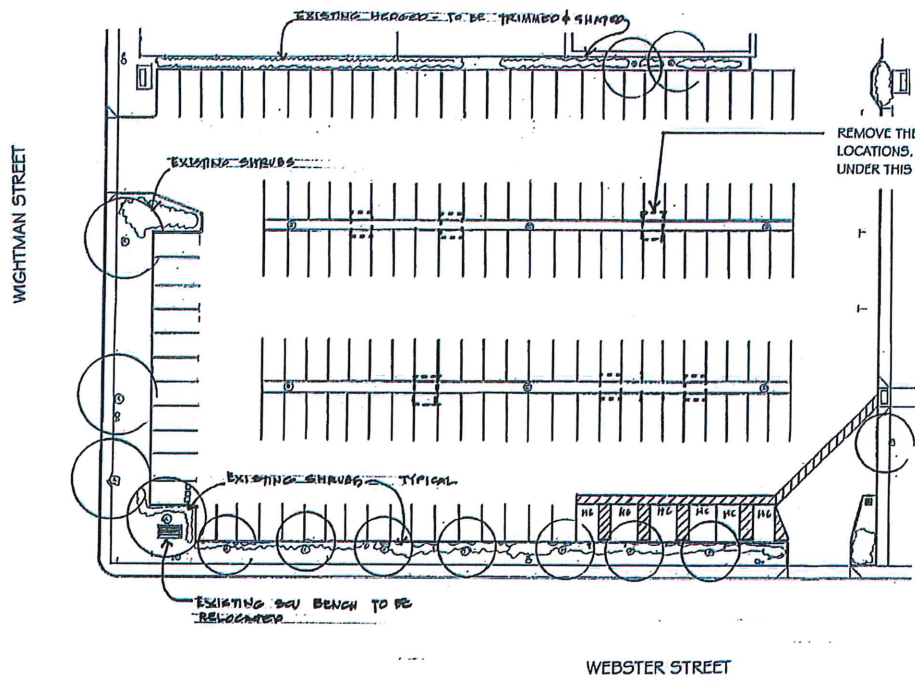






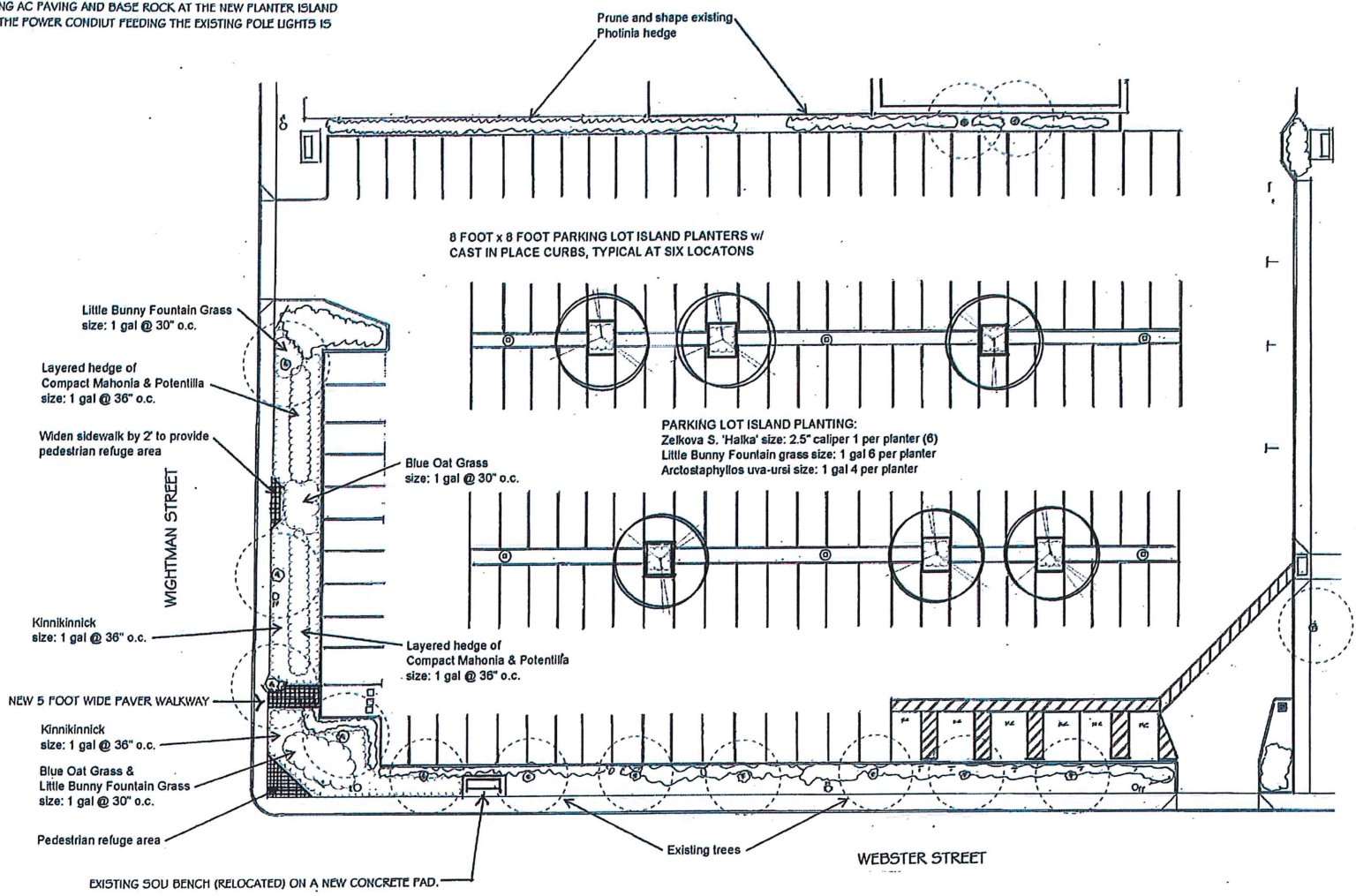






**EXISTING SITE PLAN**  
SCALE: 1" = 30' - 0"  
NORTH

THE EXISTING PARKING LOT POLE LIGHTS WILL BE REPLACED WITH NEW ENERGY EFFICIENT LIGHTS WITH POLES



**SITE - LANDSCAPE PLAN**  
SCALE: 1" = 20' - 0"  
NORTH

SITE PLAN PROVIDED BY SOU

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City Of Ashland

**Wightman Street Parking Lot 1  
Landscape Improvements**

Conceptual  
Landscape Plan December 28, 2015



295 EAST MAIN STREET #8  
ASHLAND, OR 97520  
530.916.0223 or 541.552.1015  
alan@coveypardee.com

# Awards for tree people - deadlines coming up

RAMSTAD Kristin \* ODF <Kristin.Ramstad@oregon.gov>

Wed 1/13/2016 1:02 PM

Importance: High

1 attachment (471 KB)

Maynard D Award Nomination Form 10-2016.pdf;

**Hello Everyone!**

**Do you know of a city resident, program, or tree that is worth some recognition? Check out the opportunities below.**

**[For those of you who may have heard about the OCT awards previously, please note the NEW – and improved – deadline.]**

Cheers,

Kristin

## **Urban Forestry and Tree-Lovers Award Opportunities:**

(1) **Oregon Community Trees** has an awards program that “annually honors outstanding **individuals** and **organizations** for their leadership and accomplishments in advancing urban and community forestry projects and activities in the state of Oregon. The OCT awards recognize powerful examples of inspirational individuals and organizations engaging citizens, promoting tree planting and quality tree care, raising awareness and knowledge about Oregon’s trees and forests, and protecting Oregon’s urban and community forests to improve the quality of life in towns and cities around the state.”

(from OCT webpage). **The deadline for award submissions is FEBRUARY 15<sup>th</sup>, 2016.** Please access the brief award application form by going to: <http://oregoncommunitytrees.org/awards/>

(2) **The Oregon Heritage Tree Committee** is seeking nominations for the annual **Maynard Dawson Memorial Award**. Maynard Charles Dawson (1925 – 2012) is considered the founder of Oregon’s official statewide heritage tree program. Founded in 1995 the Oregon Heritage Tree Program is administered by Oregon Travel Experience (OTE). The program was adopted when Dawson contacted the agency’s governing council urging them to assume responsibility for a uniquely Oregon heritage program. The second annual award will honor an individual (or group) who has championed Oregon’s trees with the same fervor and success as “Tree Man” Dawson. To find out more about this award and to access the link to the form (at the bottom of the information page), please go to: <http://ortravelexperience.com/news-press/call-for-nominees-2016-maynard-dawson-award/> **The deadline for submissions for the Maynard Dawson award is January 29, 2016. I have also attached a PDF of the award information.**

**(3) Do you know of a tree, or grove of trees, that could be a candidate for the Oregon Heritage Tree designation?**

(From the Oregon Heritage Tree Program website): What does it take for a tree to be recognized as an Oregon Heritage Tree? Oregon Travel Experience researches each tree nomination with a dedicated group of volunteers. Certain criteria such as accessibility to the public, tree health and historic significance all play a role in whether or not a tree or grove qualifies. Heritage Tree applications are reviewed by the Oregon Heritage



Tree Committee in January, July, and October of each year. Heritage Tree honorees will be announced at a statewide dedication ceremony held during Arbor Week (the first full week in April) of the year following designation (e.g. a tree designated in January 2012 would be announced publicly in April 2013). The Heritage Tree Program provides a 9" x 12" plaque mounted on a single-leg pedestal for placement near the honored tree. For more information, please visit:

<http://ortravelexperience.com/oregon-heritage-trees/nominate-a-tree/>

**That's it for now. If I hear of anything else, I will be sure to let you know.**

**Happy New Year!**

Kristin

## **Kristin Ramstad**

**Community Assistance Forester**

p: 503-945-7390

**Please note my new email address: [kristin.ramstad@oregon.gov](mailto:kristin.ramstad@oregon.gov)**

*Mailing address:*

*Urban and Community Forestry Assistance Program*

*Oregon Dept of Forestry*

*2600 State Street*

*Salem, OR 97310*

Rogue Valley

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2016

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