



# CITY OF ASHLAND



## TREE COMMISSION - REGULAR MEETING September 3, 2020 AGENDA

### I. CALL TO ORDER

6:00 p.m. via ZOOM

### II. APPROVAL OF MINUTES

Tree Commission regular meeting of March 5, 2019 regular meeting minutes.

### III. ELECTION OF OFFICERS

Pursuant to AMC 2.10.050 "At its first meeting following the appointment or reappointment of members each year, the advisory commission or board shall elect a chair and a vice-chair who shall hold office at the pleasure of the advisory body."

### IV. LIAISON REPORTS

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

### V. TYPE I REVIEWS

**PLANNING ACTION:** PA-A-2020-00123

**SUBJECT PROPERTY:** 270 North Laurel Street

**OWNER/APPLICANT:** RW Signature Properties, LLC / Rogue Planning & Development Services, LLC (*agent*)

**DESCRIPTION:** A request for a Modification of PA-T1-2020-00104 which granted Site Design Review approval to convert the existing four two-bedroom apartment units located at 270 North Laurel Street into six apartments including four 492 square foot one-bedroom apartments, one 780 square foot two-bedroom apartment, and one 984 square foot two-bedroom apartment. The original application included requests for Tree Removal Permits to remove two trees: a 14-inch Maple and a 10-inch Pine, and the original approval required that the Maple not be removed but instead be assessed by a certified arborist, preserved and protected. The Modification here is limited to requesting that the tree – determined by the arborist to be 28-inches in diameter at breast height - be removed after the arborist's assessment determined that the impacts of the proposal within the tree protection zone (*including construction of a new entry, landing and walkway; construction of a new patio; installation of a new French drain system; and placement of a new electric transformer/vault and trenching for conduit*) are such that the tree cannot be preserved. **COMPREHENSIVE PLAN DESIGNATION:** High Density Multi-Family Residential; **ZONING:** R-3; **ASSESSOR'S MAP:** 39 1E 04CC; **TAX LOT #'s:** 503.

### VI. TYPE II REVIEWS - None

### VII. STREET TREE REMOVAL PERMITS - None

### VIII. DISCUSSION ITEMS

- Tree of the Year – Winner announcement.
- Mitigation Tree – donation to city?
- Wildlife best practices (Cat request)
- Invasive Trees (Cat request)

### IX. ADJOURNMENT

**Next Meeting:** October 8, 2020

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Development office at 541-488-5305 (TTY phone is 1-800-735-2900). Notification 48 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 1).



# CITY OF ASHLAND



## Ashland Tree Commission Minutes Date

### Call to Order

Commission Chair Chris John called the meeting to order at 6:00 pm in the Siskiyou Room at the Community Development and Engineering Offices located at 51 Winburn Way, Ashland, Oregon, 97520.

|   |                                   |
|---|-----------------------------------|
| <b>Commissioners Present:</b>           | <b>Council Liaison</b>            |
| Christopher John                        | Stephen Jensen / <u>ABS</u>       |
| Asa Cates                               |                                   |
| Russell Neff                            | <b>Park Liaison</b>               |
| Cat Gould                               | Peter Baughman                    |
|   |                                   |
|   | <b>Staff Present:</b>             |
| <b>Commissioners Not In Attendance:</b> | Aaron Anderson: Associate Planner |
| Eric Simpson                            |                                   |

### Approval of Minutes

*Commissioners Russell Neff / Cat Gould m/s to approve the minutes of February 6, 2019.. Voice Vote: All Ayes. Motion passed*

### Public Forum

There was no one in the audience wishing to speak.

### Liaison reports

**Council Liaison** - Abscent, no report

**Parks & Recreation Liaison** – Japanese garden delayed until Fall

**Community Development Liaison** – Council update on 3/17/2020. Elected appointed official form

### TYPE I REVIEWS

**A. PLANNING ACTION:** PA-TREE-2020-00096

**SUBJECT PROPERTY:** 384 Starflower

**OWNER:** Mountain Creek Estates HOA

**APPLICANT:** Manuel DeAquino

**DESCRIPTION:** This is a request to remove a large pussy willow tree on property that is common area to the Mountain Creek Estates HOA. The application materials indicate that the tree may be located in parking area to the north of the common area that may be dedicated as ROW. The tree is described as being approximately 30 feet tall and has bad form that 'seems beyond help by pruning.' The tree has a number of dead branches several of which have fallen, the application indicates this poses a hazard. The application also indicates that there appears to be evidence of disease at the base of the tree as well.

**COMPREHENSIVE PLAN DESIGNATION:** Single Family Residential; **ZONING:** R-1-5; **ASSESSOR'S MAP:** 39 1E 09 AA; **TAX LOT:** 4900

After staff presented a brief overview of the application the Applicant presented their case. They are working with Casey Roland. There was debate of the species of the tree. Gould noted that presently the tree is in full bloom and that should the removal be approved that it should be delayed for at least a

month. The applicant indicated that they would likely mitigate with either a Dogwood or Redbud. Cates indicated that there is a lot of dead branches in the tree and that pruning may not suffice.

***Cates/Neff M/S to accept the application as submitted with the recommendation of planting a mitigation tree with a species to be selected by the applicant. 4-0 unanimous***

### **TYPE I REVIEWS**

**B. PLANNING ACTION:** PA-TREE-2020-00097

**SUBJECT PROPERTY:** 264 Palm Ave

**OWNER:** Gilmore Trust

**APPLICANT:** Gordon Gilmore

**DESCRIPTION:** This is a request to remove a 'tree of heaven' (*Ailanthus altissima*) that has grown at the rear of the property. For best access to view damage being caused approach the property from the alley to the east (See site map in packet materials). The application materials show damage that has been caused to two fences, a patio area with pavers, and cracks caused in a concrete slab.

**COMPREHENSIVE PLAN DESIGNATION:** Multi Family Residential; **ZONING:** R-2; **ASSESSOR'S MAP:** 39 1E 10 CB; **TAX LOT:** 8301

The application was represented by the property owner. Mr. Gilmore noted that there are suckers growing in many places in the yard and potentially under the house in the crawl space. The tree has caused the concrete patio to be cracked. Cates felt that it should be removed before it is a bigger problem. After a brief deliberation the Tree commission rendered their decision.

***Neff/John M/S to accept the application as submitted. 4-0 unanimous***

**E. PLANNING ACTION:** PA-T1-2020-00089

**SUBJECT PROPERTY:** 835 & 839 East Main

**OWNER/APPLICANT:** Samarra Burnett

**DESCRIPTION:** A request for a Conditional Use Permit (CUP) to authorize an increase of the Maximum Permitted Floor Area (MPFA) for the addition of a new art/dance studio, and additional habitable space to the upstairs unit. The property is currently developed with an 1,812 square foot duplex, and the proposed development includes 232 sq. ft. upstairs and 553 downstairs for a total of 2,597 square feet. The property allows a total MPFA of 2,256 square feet which would require the authorization of a ~15% increase of MPFA. In addition to the approval criteria for a Conditional Use Permit, the criteria for Historic District Design Standards approval must be met. The application also includes the request to remove a single large tree from the backyard due to its proximity to the proposed construction.

**COMPREHENSIVE PLAN DESIGNATION:** Multi Family Residential; **ZONING:** R-2; **MAP:** 39 1E 09 AC; **TAX LOT:** 9601

Staff clarified the application and the reason for the CUP. After a brief overview of the application by staff the commissioners fielded a number of questions to Staff.

Rick Peasley spoke against the application. His property is directly to the north and benefits greatly from the canopy of the tree in question. He felt that there was no reason to necessitate the tree removal based on its distance from the proposed construction and the ecosystem benefits it delivers.

Anne Peasley also spoke against the application.

Gould asked the Peasleys questions about the benefits they derive from the box elder tree. Cates felt that the trees orientation away from the proposed construction makes it compatible with the proposed addition, and that there is no arborist report doesn't rise to the criteria required. John stated that the lack of evidence in the record makes it difficult to approve the removal.

***John/Cates M/S to deny the application due to a lack of evidence in the record support the required criteria. 4-0 unanimous***

**F. PLANNING ACTION:** PA-T1-2020-00090

**SUBJECT PROPERTY:** Ashland Middle School & John Muir Outdoor School 100 Walker Avenue

**APPLICANT:** Christopher Brown, Arkitek: Design & Architecture, *agent for*

**OWNER:** Ashland School District #5

**DESCRIPTION:** A request for **Site Design Review** approval to make renovations and additions to the Ashland Middle School and John Muir Outdoor School located at 100 Walker Avenue. The proposal includes the creation of a new two-story 6<sup>th</sup> grade classroom wing, the creation of an internal courtyard, a clearer front entrance on Walker Avenue, and establishes a unique identity for the John Muir Outdoor School. The proposal results in a 9,964 square foot net reduction in total building floor area on site, and will not increase the student capacity or intensify the current use of the site. The application includes a request for a **Conditional Use Permit** to modify the School District's existing Master Sign Permit Program to include new signage for both the Ashland Middle School and the John Muir Outdoor School, and **Tree Removal Permits** to remove five significant trees. The site currently contains more than 140 trees, 94 of which are six-inches in diameter at breast height or greater. A total of 24 trees greater than six-inches in diameter are to be removed with the proposal, and five of these are deciduous trees of 12-inches or more in diameter which are considered "*significant*" and require Tree Removal Permits. **COMPREHENSIVE PLAN DESIGNATION:** Single Family Residential; **ZONING:** R-1-5; **MAP:** 39 1E 10; **TAX LOT:** 1200, 1400 & 1500

Derek Severson presented the application on behalf of staff with a brief overview of the whole project. Alan Pardee landscape architect spoke to the application, the number of trees required to be removed and the number to be planted. A careful examination of the drawings followed. Specific questions surrounded the removal of the large willow and the reasons behind it. Cates remarked that there are only 5 regulated trees and that on the whole the project will result in a higher level of canopy and species diversity.

***John/Gould M/S to accept the application as submitted. 4-0 unanimous***

**G. PLANNING ACTION:** PA-TREE-2020-00102

**SUBJECT PROPERTY:** 280 E Hersey St.

**OWNER:** Toney Family Credit Shelter

**APPLICANT:** Jerry Toney

**DESCRIPTION:** This is a request to remove an unidentified tree approximately 8" DBH to the east of the middle building at a light industrial complex located at 280 E Hersey. The tree is located immediately above a 4" sanitary sewer line that has experienced blockages due to root intrusion. The sewer line also suffers from a pronounced dip, that may or may not be caused by the tree, but the tree prevents remediation's of the issue. The applicant has provided a video of the sewer main from Roto-rooter demonstrating a significant dip in the line near the tree and immediately after the root intrusion. **COMPREHENSIVE PLAN DESIGNATION:** Employment; **ZONING:** E-1; **ASSESSOR'S MAP:** 39 1E 04 DC; **TAX LOT:** 3401

Staff presented the application and explained the reason for the late addition to the agenda. Commissioners discussed the application and the fact that it is close to blooming, and that removal shouldn't take place until after it has flowered.

***Gould/John M/S to approve the application with the requirement that a mitigation tree be planted.***

**C. PLANNING ACTION:** PA-TREE-2020-00098

**SUBJECT PROPERTY:** 461 Allison St.

**OWNER:** Gerston Family Trust

**APPLICANT:** Marci & Joel Gerston

**DESCRIPTION:** This is a tree removal application to enable a large landscape redesign at 461 Alison. The applicant is working with Landscape Architect Piper Von Chamier of Terrain Landscape Architecture, and Chris John from Canopy LLC. The application lists a total of 14 trees to be removed, but for the purposes of clarity we will only address those that are above 6" DBH (the regulatory threshold for a permit). The request includes the removal of 4- Cherry measuring 8.5", 8", 6.5", and one with two leaders

8.5" and 10" DBH, 4-Willows measuring 13.5", 24", 21.5" and 18", 1-19" DBH Leyland cypress, 1-7" DBH Oak, 1-6.5" DBH Golden chain. In general, many of the trees are described as having bad form based on previous pruning and topping. The project arborist states that the removal of these trees will not have a significant impact on erosion, soil stability, flow of surface waters, and protection of adjacent trees. The loss of the will have a negative impact on species diversity but when considering the hazardous nature of the trees, their poor form and conflict with the fence the project arborist recommends their removal. **COMPREHENSIVE PLAN DESIGNATION:** Multi Family Residential; **ZONING:** R-2; **ASSESSOR'S MAP:** 39 1E 09 BD; **TAX LOT:** 8400

Staff presented an overview of the application, there was no one from the applicant representing the application. Gould asked if there was a way to ensure that the proposed planting would take place. Staff answered that the proposed land scaping is not the result of a planning action, and that there is nothing guaranteeing that the applicant will follow through. Neff commented that the proposed landscaping was a pleasing design.

***Neff/Cates M/S to approve the application (3-0 unanimous) John recused.***

**D. PLANNING ACTION:** PA-TREE-2020-00100

**SUBJECT PROPERTY:** 309 Pioneer St.

**OWNER:** Ashland Food Co-op

**APPLICANT:** Charles Popellea / Canopy

**DESCRIPTION:** This is a request to remove a mature Zelcova tree that is approximately 10.5" at approximately 3.5' above grade and then diverges into multiple 6" leaders. The tree is estimated to be 25' tall. The application includes a report prepared by Canopy LLC which states that the tree is in poor health. The most obvious evidence of this is the lack of bark on the north side and large amounts of crown die back over the last several years. Due to the long term viability of the tree removal and replacement is recommended by the project arborist. **COMPREHENSIVE PLAN DESIGNATION:** Employment; **ZONING:** E-1; **ASSESSOR'S MAP:** 39 1E 09 BA; **TAX LOT:** 13700

Staff presented the application, referencing the arborist report. Cates remarked that the evidence of the bark on the north side is not healing detailing what is healthy verses diseased. Neff suggested that the damage may be from a poor pruning in the past. Cates suggested that the tree could continue to live for a long time but that it will continue to decline.

***Cates/Neff M/S to approve the application with the recommendation that it be replaced with a zelkova (3-0 unanimous) John recused.***

**TYPE II REVIEWS** – None

**STREET TREE REMOVAL PERMITS**

**A. PLANNING ACTION:** PA-TREE-2020-00099

**SUBJECT PROPERTY:** 237 N First St. (near)

**OWNER:** Ashland Food Co-op

**APPLICANT:** Charles Popellea / Canopy

**DESCRIPTION:** This is a request to remove a single maple (acer spp) measuring 4.75" DBH and approximately 12' tall. The application includes an arborist report which indicates that the tree has sever rot at the base by hand. Due to the heath and stability of the tree removal and replacement is recommended. **COMPREHENSIVE PLAN DESIGNATION:** Employment; **ZONING:** E-1; **ASSESSOR'S MAP:** 39 1E 09 BA; **TAX LOT:** 13600

Staff briefly presented the application. Cates wondered if the tree might survive, but then reconsidered based on the amount of rot and size of the tree.

***Gould/Neff M/S to approve the application with the recommendation that it be replaced with a suitable species chosen by the project arborist for the location Armstrong maple (3-0 unanimous) John recused.***

**Discussion Items**

- Tree of the Year nominations were narrowed to a field of 10.
- Added item – Best practices for animals regarding tree removal
  - Discussion followed.
- Earth Day (Motion for funds to register as an exhibitor)

***Gould/Cates M/S to approve the funds for registering at Earth day if we can' not share the table with wild fire. 4-0***

- 

**Adjournment:** Meeting adjourned at 8:10p.m.

**Next Meeting:** April 10, 2020

*Respectfully submitted by Liz Hamilton*

# **LIAISON REPORTS**

---

## **Community Development**

# Memo

---

TO: Commission Staff Liaisons  
FROM: Adam Hanks, Interim City Administrator  
DATE: June 29, 2020  
RE: Electronic Meeting Protocols During Pendency of the COVID-19 Pandemic

---

As we begin holding Commission meetings online, below are instructions to be shared with Commissioners to help keep meetings on track without interruptions.

## Using Zoom:

- When the agenda is released, a Zoom link for the meeting will be emailed to Commission members.
- Before the meeting time starts, you will login with the link or meeting ID and password. Once logged in you will wait in the waiting room until accepted in by the host. Please make sure you are logged in before the meeting to help prevent any late starts, as quorum requirements still apply.
- A staff person will be designated as the host and the Chair will be the moderator.

## Participation:

- The moderator will run the meeting and call on individuals to speak.
- The host's job will be to help the moderator keep track of those interested in speaking. The host will also unmute participants when it is their turn to speak. When a participant is finished speaking, the participant will be placed back on mute to avoid any interruptions and background noise. Interruptions cause video and audio delays that can negatively affect participants and viewers.
- Video participation is encouraged to help with the flow of the meeting. If a Commissioner is unable to use video because of technology reasons, an exception can be made by the Chair, who – with consent of the majority of voting commission members present—may amend the following rules on speaking and voting for the duration of the then-current meeting.
- A member who would like to speak should physically raise their hand so it can be seen on video by the other participants.
- If there is a presentation, members should hold their questions and comments until the end to avoid interruptions of the presentation.
- All conversation must happen through the video and audio format. Members may not use the chat function for communication – in order to maintain compliance with Public Meetings Law. However, the host may use the chat function to share a document link that is already a part of the public record.
- Roll call voting or physical hand raising will be used to count those in favor of and those opposed to a proposed action. The Chair will need to call for anyone abstaining for voting first followed by those in favor and those opposed. Those who choose to abstain from voting will be called upon to state their reasons.

## General Meeting Reminders:

- Meeting agendas will be sent out by staff a week before a scheduled meeting.
- Any public forum testimony is to be submitted in writing by members of the public by 10 AM the day before the scheduled meeting. This will be listed on the agenda and sent to members via email the day before the meeting.



- Because of the new public forum format, adhering to the noticed meeting agenda is important to ensure all participants (Commissioners, staff, and the general public) are up-to-date on what will occur at the meeting.
- There is often a learning curve when conducting and participating in online meetings, but starting and ending the meetings on time is still expected. Even if you are familiar with online meetings, please give yourself and others time to account for adjustment in the meeting format and delays in technology that might occur.

Please follow these instructions to ensure that the electronic meetings run as smoothly as possible.

**TYPE I  
REVIEWS**

---

**PA-A-2020-00123  
270 North Laurel Street**



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

**ZONING PERMIT APPLICATION**

FILE # \_\_\_\_\_

DESCRIPTION OF PROJECT **Tree Removal**

DESCRIPTION OF PROPERTY

Pursuing LEED® Certification?  YES  NO

Street Address 270 N Laurel Street

Assessor's Map No. 39 1E 04cc Tax Lot(s) 503

Zoning R-3 Comp Plan Designation High Density Multi-Family Residential

APPLICANT

Name Rogue Planning & Development Services, LLC Phone 541-951-4020 E-Mail amygunter.planning@gmail.com

Address 33 N Central Avenue, Suite 213 City Medford Zip 97501

PROPERTY OWNER

Name RW Signature Properties, LLC Phone 541-613-7625 E-Mail randallmartinwallace@gmail.com

Address 229 W Hersey Street City Ashland Zip 97501

SURVEYOR, ENGINEER, ARCHITECT, LANDSCAPE ARCHITECT, OTHER

Title Arborist Name Tom Madera Phone 541-664-7044 E-Mail maderadesign@yahoo.com

Address 2994 Wells Fargo City Central Point Zip 97502

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.*

*Amy Gunter* August 27, 2020  
 Applicant's Signature Date

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

*Randy Wallace* August 27, 2020  
 Property Owner's Signature (required) Date

[To be completed by City Staff]

Date Received \_\_\_\_\_ Zoning Permit Type \_\_\_\_\_ Filing Fee \$ \_\_\_\_\_

OVER ►►



Received 4.14.2020

# TOPOGRAPHIC SITE SURVEY

LOCATED AT

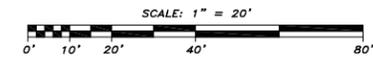
270 Laurel Street  
Ashland, Oregon

LYING SITUATE WITHIN

SOUTHWEST QUARTER OF SECTION 4  
TOWNSHIP 39 SOUTH, RANGE 1 EAST, WILLAMETTE MERIDIAN  
CITY OF ASHLAND, JACKSON COUNTY, OREGON

FOR

Randy Wallace  
229 West Hershey Street  
Ashland, Oregon 97520



**LEGEND**

|  |                                    |
|--|------------------------------------|
|  | SURVEY CONTROL POINT, AS DESCRIBED |
|  | IRON PIN MONUMENT                  |
|  | BRASS CAP MONUMENT                 |
|  | SUBJECT PROPERTY LINE              |
|  | BOUNDARY LINE                      |
|  | CENTERLINE                         |
|  | EASEMENT LINE                      |
|  | FENCELINE                          |
|  | WATER LINE                         |
|  | BURIED NATURAL GAS LINE            |
|  | BURIED TELEPHONE LINE              |
|  | BURIED CABLE TV LINE               |
|  | BURIED FIBER OPTIC CABLE           |
|  | STORM DRAIN LINE                   |
|  | SANITARY SEWER LINE                |
|  | OVERHEAD POWER LINE                |
|  | BURIED POWER LINE                  |
|  | CONTOUR LINE                       |
|  | GUY ANCHOR                         |
|  | POWER POLE                         |
|  | POWER TRANSFORMER                  |
|  | POWER PEDESTAL/CABINET             |
|  | ELECTRIC METER                     |
|  | HEAT PUMP                          |
|  | AREA LIGHT                         |
|  | WATER METER                        |
|  | WATER VALVE                        |
|  | FIRE HYDRANT                       |
|  | CATCHBASIN                         |
|  | CURB INLET                         |
|  | STORM DRAIN MANHOLE                |
|  | SANITARY SEWER MANHOLE             |
|  | CLEANOUT                           |
|  | TELEPHONE PEDESTAL                 |
|  | GAS METER                          |
|  | GAS VALVE                          |
|  | IRRIGATION BOX                     |
|  | CONCRETE SURFACE                   |
|  | ASPHALT SURFACE                    |
|  | BUILDING                           |
|  | CONIFER TREE (AS DESCRIBED)        |
|  | DECIDUOUS TREE (AS DESCRIBED)      |

**SURVEY NOTES**

THE BASIS OF VERTICAL CONTROL FOR THIS SURVEY IS CITY OF ASHLAND BENCHMARK NO. 15, BEING A 3" BRASS CAP IN THE TOP OF A CONCRETE CURB LOCATED AT THE SOUTHWESTERLY CORNER OF BUSH STREET AND NORTH MAIN STREET. BENCHMARK ELEVATION = 1904.074', BASED ON THE NATIONAL GEODETIC VERTICAL DATUM OF 1929, ADJUSTED IN 1956 (NGVD 2956).

EXPOSED UTILITY STRUCTURES SHOWN HEREON WERE FIELD LOCATED DURING THE PERFORMANCE OF THIS SURVEY. BURIED UTILITY LOCATIONS WERE DETERMINED BY UTILIZING A COMBINATION OF FIELD SURVEYED PAINT MARKS AND "AS-BUILT" RECORD DRAWINGS FURNISHED BY THE RESPECTIVE UTILITY COMPANY REPRESENTATIVES, ARE APPROXIMATE AND SHOWN HEREON FOR GRAPHIC PURPOSES ONLY. FIELD VERIFICATION OF ALL BURIED UTILITIES MUST BE PERFORMED PRIOR TO ANY EXCAVATION OR CONSTRUCTION ACTIVITIES.

REGISTERED PROFESSIONAL LAND SURVEYOR

OREGON  
JULY 14, 1998  
SHAWN HAMMANN  
2883 LS

RENEWAL DATE: 6/30/2021

SURVEYED BY:

POLARIS LAND SURVEYING LLC  
P.O. BOX 459  
ASHLAND, OREGON 97520  
(541) 482-5009

DATE: JANUARY 9, 2020  
PROJECT NO. 1284-19

Assessor's Map No. 39 1E 04 CC, Tax Lot 503

**POLARIS LAND SURVEYING**

# SPECIFICATIONS

## 1.0 GENERAL REQUIREMENTS

1.1 Contractor shall perform his (their) work in conformance with locally current edition of all building codes, ordinances, laws and other regulations and standards of each and every governmental agency and bureau having jurisdiction over project. Contractor shall obtain and pay for all permits, licenses, and fees required by city, county, and state regulations. All laws, ordinances and regulations shall be complied with and necessary expenses for compliance shall be included in the contract.

1.2 Contractor shall be responsible for all conditions and dimensions affecting their work prior to commencing construction. Contractor shall notify the Designer and/or Engineer immediately of discrepancies found within the construction documents. Contractor is solely responsible for accuracy of lines and levels, for accuracy of constructed details, for confirming and coordinating all quantities and dimensions, for selecting fabrication processes, for techniques of assembly and performance of all work in a safe and satisfactory manner.

1.3 Contractor shall be responsible for the coordination of all work, including that of its subcontractors. Contractor agrees to bind every subcontractor to these requirements by terms of their contract as such terms are applicable to subcontractor's work.

1.4 Contractor shall be responsible for the daily removal of all debris accumulated as a result of their operation. All scrap, debris, and other excess material shall be lawfully removed from the site, and shall at no time allow accumulation to become a hazard to normal construction activities, nor a barrier to access by the building official and any other parties entitled to enter the site for official business.

1.5 Contractor shall guarantee all work, materials, and products for a minimum period as required by Oregon state law after date of acceptance of work. Furthermore, all guarantees and warranties shall conform to the applicable requirements of the codes and laws of the State of Oregon.

1.6 The following may be included at the Owner's option in the Contract for Construction as agreed between the Owner and Contractor:

- Contractor shall arrange for and secure any required tests and/or inspections, and arrange for payment of required fees as requested by Owner.
- Contractor shall provide and maintain bonds and insurances as required by Owner.
- Contractor shall protect and hold harmless the Owner and/or Owner's agent from any liability whatsoever from any injury resulting from the project, including loss of property, until the completion of the project.
- Any proposal for substitutions by Contractor contrary to drawings and specifications shall be submitted to Owner for approval or denial.
- Contractor shall provide supervision of the work during construction. A skilled superintendent shall be on job regularly to verify that all work is done properly and according to drawings and specifications. It shall be his responsibility to meet with each trade or subcontractor before work is to begin and review the job to be done. Before any work proceeds into the next phase, superintendent shall inspect work to see that it is in readiness for next phase or trade.
- Contractor shall review and approve all product data and samples prior to submission to Owner and/or Designer, and shall determine and review for accuracy, field measurements, field construction criteria, conformance with specifications, jurisdiction requirements, and coordination with construction documents as is customary and prudent.
- Owner may order extra work or make changes by altering, adding to or deducting from the work, the contract (sum/fee/amount) being adjusted to the mutual satisfaction of Owner and Contractor.

1.7 Contractor shall provide to the Owner certified properly executed waivers of liens by Contractor and all subcontractors and suppliers as required by statute.

1.8 SHOP DRAWINGS: Contractor shall review all shop drawings and affix his/her signature to such documents prior to submitting them to Designer. Designer will review shop drawings for conformance to the design intent of the Drawings as to installed appearance and utility only, not for dimensional accuracy nor structural integrity.

1.9 Designer will not be responsible for nor have control nor charge over the acts or omissions, construction means, methods, techniques, sequences or procedures, or for safety precautions and programs of the Contractor, subcontractors, nor any of their agents or employees, nor any other persons performing any of the work.

1.10 Work shall be constructed according to these working drawings and specifications and addenda as agreed upon between Owner and Contractor. The term "Contractor" refers to any contractor licensed to perform their services in the State of Oregon who may enter into a legal contract directly with the Owner. "Subcontractor" refers to those having a legal contract for the work with the General Contractor, or hired by any other subcontractor.

1.11 Drawings and specifications are intended to show and describe details for a complete construction. Parts and details not fully shown or described shall be executed according to standard first class trade practices, and in similar manner and spirit of details which are shown on drawings or described in specifications. If contractor finds any details which in his opinion are unworkable or not waterproof, it shall be his/her duty to notify the Designer in writing of his opinion. If work is performed as detailed, it will be assumed that there has been no objection to the detail.

1.12 Figured dimensions shall be followed in preference to scale, and detail drawings in preference to small scale drawings. Contractor shall check accuracy of all dimensions in field prior to any work being constructed or materials or products fabricated or installed. Specifications and written notes and schedules on drawings shall be followed in preference to information furnished in the form of line drawings.

1.13 Detailed drawings furnished by Designer during construction to be approved by Contractor or Owner are to be considered explanatory and not as modifications of drawings and specifications unless specifically noted as such by the Designer. Notes, figures and details on said detail drawings shall be followed and executed as part of these general notes.

1.14 Contractor shall erect and properly maintain at all times as required by conditions and progress of work, all necessary protective devices, and other safeguards for the protection of workmen and the public. Barricades shall be constructed and located as shall be determined by local authorities and codes. Drainage shall be controlled to mitigate any off-site erosion or migration of silt onto adjacent public or private property.

1.16 At all times during construction or erection of project or its component parts, prior to completion of the structural frame or placement and permanent connection of component members to the structural frame, Contractor shall provide, or require framing and fabrication contractor to provide, install and maintain properly designed and constructed temporary bracing of adequate strength to prevent dislocation, distortion, cracking, detachment or any other damage to the work or any of its component parts due to normal and foreseeable wind and seismic forces.

1.17 Contractor shall insure that all glass, tile, plaster, painted surfaces, and floors are thoroughly cleaned of adhesive, staining, or corrosive materials, and left in a broom clean condition for acceptance by Owner.

1.18 All work and installations shall be as per the currently adopted version of the Oregon Residential Specialty Code.

## 2.0 SITE WORK

2.1 No soils report has been provided; the Designer has not reviewed any such report, and has assumed that standard code minimum bearing values apply. Contractor making excavations shall obtain a copy of any existing report, and shall prepare excavations and footings in strict conformance with its recommendations. If drawings do not reflect such conformance, Contractor shall immediately notify the Designer and Structural Engineer of changes required.

2.2 Where excavations are made to depth greater than indicated in drawings, or by a soils report, such additional depth shall be filled with concrete as specified for footings.

2.3 Fill materials shall be free from debris, vegetable matter and other foreign deleterious substances. Conform to current applicable state and local codes.

2.4 Compact back fill for trenches in accordance with any applicable soils reports recommendations and civil drainage or dewatering plans.

2.5 Water shall be removed from foundation excavation prior to placing of concrete. Care shall be taken and schedule planned so as not to dry out underlying natural soils.

## 3.0 CONCRETE

3.1 Concrete mixes, formwork, reinforcing, and placement of inserts and bolts shall be as shown, described or detailed on structural drawings, general or engineering notes, and these specifications.

3.2 All bolts, inserts, reinforcing steel, wire mesh, holdown anchors and other inserts shall be secured in place and inspected by the building official prior to securing delivery of or placing concrete. During placement of concrete, ensure securement and accurate location of bolts, inserts, reinforcing, anchors and other hardware until hardening of concrete.

3.3 Work concrete into all forms, into all corners, around reinforcement and embedded items.

3.4 Mix and Placement:

3.4.1 The minimum ultimate strength of concrete at 28 days shall be  $f'c=2500$  PSI unless otherwise noted on Structural Engineering plans.

3.4.2 Cement: ASTM C150 (Type II) unless alkaline soils are present (refer also to Structural Drawings, Specifications, and Calculations).

3.4.3 All concrete unless otherwise noted in the Structural Drawings, Specifications, and Calculations shall be regular weight hard rock type (150 #/CF). Aggregates shall conform to ASTM C33 with proven shrinkage characteristics of less than .005.

3.4.4 Concrete shall not free fall more than six feet. Pump or place as directly within forms as possible.

3.4.5 Concrete shall be maintained in a moist condition for a minimum of ten (10) days after placement, or per alternate proven curing methods used as specified in the current edition of the Manual of Practice of the American Concrete Institute.

3.4.6 Bolts embedded in concrete to be ASTM A307.

## 4.0 METALS

4.1 Structural steel shall conform to ASTM A36 and shall be fabricated and erected in accordance with the AISC Specifications and Code of standard Practice as amended.

4.2 Bolts shall conform to ASTM A325 unless noted otherwise (Use A307 for bolts embedded in concrete or masonry).

4.3 Reinforcing Steel:

4.3.1 Reinforcing steel shall be deformed steel conforming to the requirements of ASTM A615, (deformations shall be in accordance with ASTM A305) as follows: Grade 40 (#3 and #4 bar) unless otherwise noted on plans.

4.3.2 Bars shall be clean of rust, paint, grease or other materials likely to impair bond. Bends shall be made cold.

4.3.3 Prior to placing concrete, reinforcing steel and embedded items shall be well secured in position.

4.4 All lumber connectors attached to structural steel shall be as per Simpson Strong-Tie, or approved equal of equal or greater load carrying capacity. Connectors shall be shop welded per manufacturers recommendations.

## 5.0 CARPENTRY AND LUMBER

5.1 Framing lumber: Conform with provisions of the West Coast Lumber Inspection Bureau, No. 16 Standard Grading Rules for West Coast Lumber, and each piece shall bear the grade stamp of approved grading agency.

5.2 Framing lumber species: Unless otherwise noted below, any approved species may be used. Manufactured members of equivalent rating may be used, provide certification.

5.3 Framing lumber grades: The following grades shall be the minimum acceptable grades, unless otherwise noted herein or on drawings:..

**Item** Minimum Grade

**Studs:** Stud Grade

**Structural Joists and Planks:** 2 inches to 4 inches thick, nominal; No. 2 (Douglas Fir)

**Beams and Stringers:** 5 inches and thicker; No. 1 (Douglas Fir)

**Posts and Timbers:** 5 inches by 5 inches and larger; No. 1 (Douglas Fir)

5.4 Plywood sheathing shall be APA grade stamped, including panel index where applicable. Use exterior type, min. CC grade where plywood is to be exposed to weather during construction. All plywood shall be manufactured with exterior type glue. All plywood shall conform to U.S. product standard PS 174.

5.5 Nailing, pattern, connectors, and location shall be as specified in the structural engineering drawings. Sheathing grades and nailing shall be approved by building inspector prior to covering.

5.6 Miscellaneous materials:

5.6.1 Wood in contact with concrete or masonry within 6 inches of earth: Pressure treated D.Fir.

5.6.2 Framing Hardware: Provide Simpson Timber Company "Strongtie" connectors or other approved. All substitutes shall bear ICBO approval. All hardware shall be galvanized or rust inhibitive shop painted. Nails for connectors be as recommended by the manufacturer.

5.6.3 Nails shall be common. Nailing shall be per Chapter 23 of the Uniform Building Code unless noted otherwise on the plans and details. All nails exposed to weather shall be galvanized.

5.7 Maximum moisture content for all structural members shall not exceed 19% unless noted otherwise herein or on plans.

5.8 During construction, ensure that materials and assemblies are installed in such manner that there is complete retardation of active, direct and indirect moisture and weather elements from entering interior inhabited and uninhabited spaces through, around, over and under building components. Sequence construction activities to allow for installation of waterproofing and dampproofing materials and products specified or shown on drawings as necessary to provide a watertight, moisture-tight, and weathertight building envelope.

5.9 All lumber permanently exposed to weather shall be fully treated with an anti-fungal and water repellent formulation; use only galvanized nails, fasteners, and connectors except as otherwise provided herein.

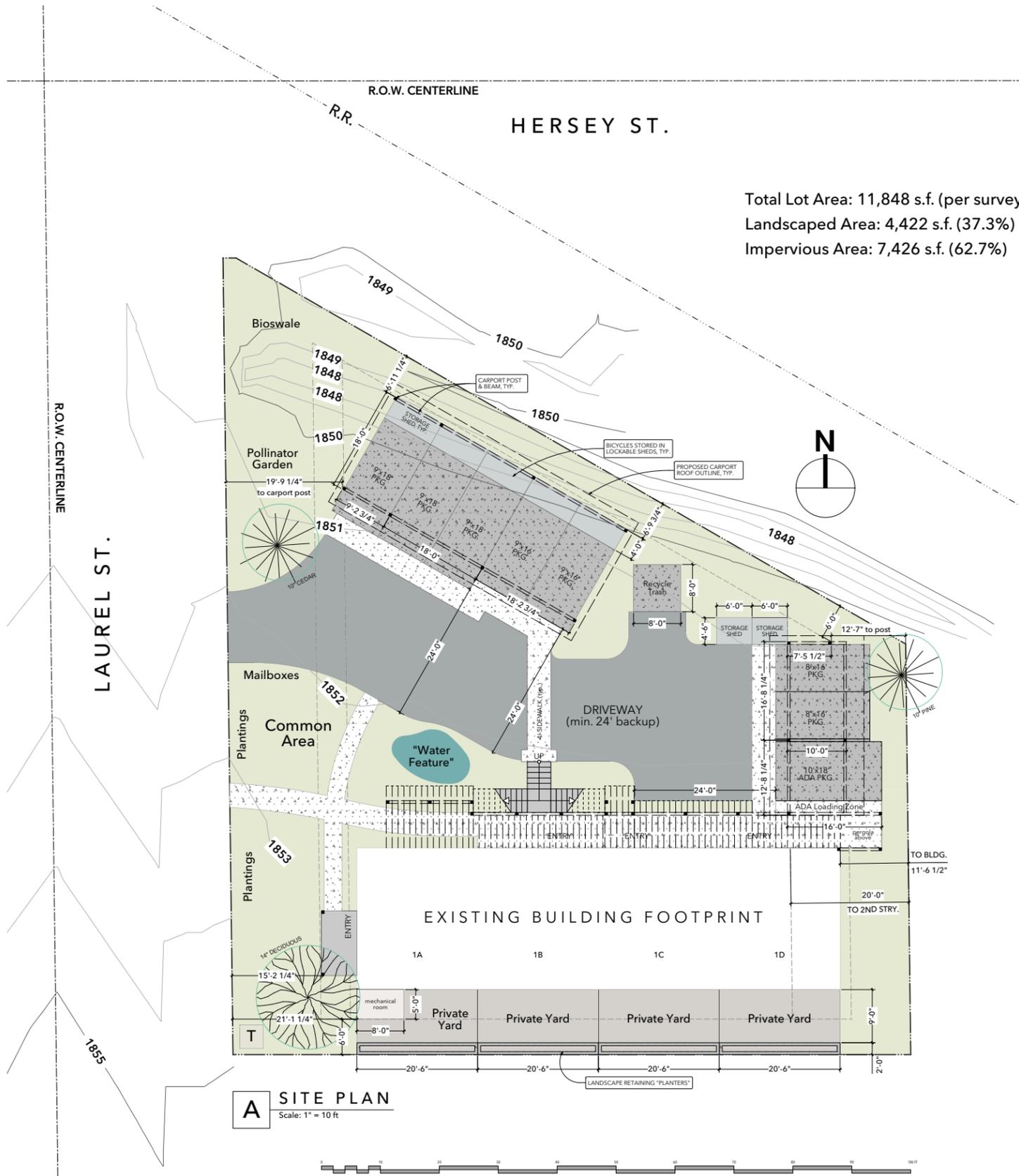
## 6.0 ELECTRICAL DESIGN REQUIREMENTS

6.1 All 15 and 20 amp receptacles to be tamper resistant per OESC 406.12.

6.2 Arc fault circuit interrupters shall be provided for all circuits described in OESC 210.12 (A)(1)(6).

6.3 Ground fault circuit interrupters shall be provided for all circuits described in OESC 210.8 (A)(1)(10).

6.4 Convenience outlets shall be spaced along walls (generally 6' from any point) and kitchen countertops (generally 24" from any point) per spacing requirements of OESC 210.52.



Total Lot Area: 11,848 s.f. (per survey)  
 Landscaped Area: 4,422 s.f. (37.3%)  
 Impervious Area: 7,426 s.f. (62.7%)



LINDEMANN DESIGN LLC

CONSULTING ENGINEER

**KAS**  
 Associates, Inc.  
 ENGINEERING SERVICES

CIVIL  
 +  
 STRUCTURAL  
 +  
 PLANNING

Portland, OR 97201  
 384 S. Holly Street  
 Ph: (503) 772-0887  
 Fax: (503) 618-7209

Grant, OR 97137  
 1807 Williams Hwy, Suite 222  
 Ph: (503) 479-8801  
 Fax: (503) 244-2851

• kas@kasinc.com • www.kasinc.com •

## REVISIONS

| NO. | DATE    | EVENT / NOTE                            |
|-----|---------|---|
| A   | 2/15/20 | PRELIMINARY - internal review           |
| B   | 3/11/20 | REVISIONS PER CLIENT & CIVIL ENG. INPUT |

## 270 LAUREL APTS. REMODEL

PROJECT AT  
 270 N. Laurel Street  
 ASHLAND, OR 97520

© LINDEMANN DESIGN LLC

OWNER:  
 (Builder)  
 RW SIGNATURE PROPERTIES

229 W. Hersey St.  
 Ashland, OR 975420

DRAWING TITLE  
 SITE PLAN, SPECS

DRAWN BY  
 Rick Lindemann | 503.866.4742

SHEET NO.  
**A1.0**  
 OF 8 SHEETS



Received 4.14.2020

August 27, 2020

## Request for Modification of Conditions to allow tree removal

**Property Owner:** RW SIGNATURE PROPERTIES, LLC  
229 W HERSEY STREET  
ASHLAND, OR 97520

**Landscape Design/Arborist:** MADERA DESIGN  
WELLS FARGO LANE  
CENTRAL POINT, OR 97502

**Planning Consultant:** ROGUE PLANNING & DEVELOPMENT SERVICES  
33 N CENTRAL AVE. STE. 213  
MEDFORD, OR 97501

### Subject Property

**Address:** 270 North Laurel  
**Map & Tax Lot:** 391EO4CC 503  
**Comprehensive Plan Designation:** High Density Multiple Family Residential  
**Zoning:** R-3  
**Adjacent Zones:** R-3 and Employment (E-1)  
**Overlay Zones:** Performance Standards Overlay  
Detail Site Review Standards

### Request:

The request seeks a modification of the conditions of approval that required the preservation of a maple tree that had been proposed for removal. The original application (PA-T1-2020-00104) decision required a preservation plan for the tree, denying the requested removal (5.j). An arborist evaluation was obtained and a request to remove the tree based on the recommendation from the arborist is sought with this application. The arborist evaluation is attached.

## FINDINGS OF FACT

### Site Development Design Standards Approval Criteria: Ashland Municipal Code 18.5.2.050

#### 18.5.7 Tree Removal:

##### B. Tree Removal Permit.

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 18.3.10.

##### Finding:

*There is a 14-inch maple tree on the southwest corner of the property near the structure. This tree is proposed for removal. It is proposed for removal to allow for the front entrance on the western most unit that faces Laurel Street. To remedy this, a street facing entrance and covered stoop are proposed.*

*There are substantial drainage issues presently on-site because the structure and the maple tree are lower than the sidewalk and lower than the property to the south, in a hole. This "hole" fills with rainwater which then pools against the structure. With the proposed construction, substantial grading will be necessary to install French drains and to construct the stoop.*

*An electrical transformer is also going to be installed in the area where the maple tree is presently located. Based on the direction of the Ashland Electric Dept. this transformer needs to go on the south side of the site which is near the other infrastructure further south.*

*The grading to address the drainage issues, and the cutting of the roots to install the French drains and the impacts from construction of the front entry and porch will have a negative impact on the health of the tree which is why it is requested for removal.*

*The disturbance from the grading, electric infrastructure trenching and excavation, new patio area and porch cover will disturb more than 25 percent of the root zone of the maple tree.*

*Based on the arborist evaluation substantially more than 25 percent of the root zone will be impacted and the tree should be removed.*

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.

##### Finding:

*The removal of the 14" maple have no impacts on erosion, soil stability, flow of surface waters, and 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.

Finding:

*There are a significant number of deciduous and conifer trees within 200-feet of the property. These trees are of various size, stature and species on the properties immediately adjacent. The removal of the single maple tree will not have a negative impact on the densities, sizes, canopies or species diversity in the neighborhood.*

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.

Finding:

*The proposal complies with residential densities. There will be numerous replacement trees planted on-site. The structure location cannot be modified. The placement of a street facing entrance on the west side of the structure can only go in the location where shown and not in another location on the site. The physical impacts to the trees root zone, existing and anticipated from construction are the reason for the request to remove.*

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.

Finding:

*Numerous mitigation trees are proposed to be planted throughout the project site. Due to the nature of the development, high-density multi-family, no conifer trees are proposed. The trees will be planted and maintained per the specifications of the Recommended Street Tree Guide.*

# Madara Design Inc

Landscape Architecture,  
Design & Consultation

541-664-7055

2994 Wells Fargo Rd

Central Point, Or 97502

madaradesigninc.com

CERTIFIED ARBORIST: THOMAS MADARA

Client: Randy Wallace  
Ashland, Or 97520

August 12, 2020

Site: 270 N. Laurel St  
Ashland, Oregon 97520

This report is in reference to a site visit on 8/12/20 to assess the condition of a Silver Maple 28" in Diameter located on the SW portion of the property in close proximity to an existing structure currently being remodeled. I would guesstimate it to be between 40 and 50 years old. The tree's general health and condition is good. No disease. It is in need of significant pruning which does not appear to have been done previously. Included are pictures depicting the tree and the adjacent areas of concern.

The Maple has multiple large branches that appear to have been a part of the tree since early in its life. It appears to have had a split at the base early in its growth. There is an included bark joint at same place (see photos). The tree is within 7' of an existing structure which is a slab on grade.

The following are significant required construction elements that have the potential to affect the root zone.

1. An entry door is required on the face of the building 8' from the southwest corner of the structure. As this is the entry, it will require a landing. One is planned for in conjunction with an entry walk moving to the North away from the entry door and tree. This will affect approximately 5% of the root zone above and beyond an existing concrete slab that is being removed.
2. There is an approved patio space beginning at the southwest corner extending East across the Southern face of the structure. This work is within 5' of the trunk and has impacted approximately 10% of the root zone.
3. There is a required electrical transformer at the southwest corner of the property. In addition to the 5' vault at the corner it will require a service conduit to the structure approximately 3' deep running through the southern portion of the root zone, as close as 6' from the trunk affecting approximately 35% of the root zone.

Another element that is a part of this trees circumstance is that it over shadows an Elm tree that was planted more recently in the park strip between the sidewalk and the street curbing. The Maple is dominating and as time moves forward will cause the Elm to develop an un-natural form in trying to cohabitate the same available space.



Landscape Architecture,  
Design & Consultation  
541-664-7055

With the approved and required elements comprising approximately 50% of the root zone will be impacted. I believe the tree should be approved for removal allowing that we are adding 10 additional trees to the site as planned to mitigate it's loss.

ISA Certified Arborist Thomas Madara

**Oregon State Landscape Architect Board, License Number 528**  
**Oregon Landscape Contractors License, License Number 11416**  
**International Society of Arboriculture, License Number PN-6204-A**









