

CITY OF ASHLAND

Ashland Housing Commission

Regular Meeting Agenda:

November 20, 2006 6:30 - 8:30pm

Community Development & Engineering Services Building
51 Winburn Way, Ashland OR.

- 1. (6:30) Approval of Minutes** (5 min)
- 2. (6:35) Public Forum** (5 min)
items not on the agenda
- 3. (6:40) Reports and Updates** (30 min total)
 - Subcommittee/Liaison Updates**
 - Pre-app review board** (5 min)
 - Land Use** (5 min)
 - Finance** (5 min)
 - Education** (5 min)
 - Liaison reports** (5 min)
 - Other Business from Housing Commission Members** (5 min)
- 4. (7:10) Project Updates** (10 min)
 - Rental Needs Analysis RFP update
 - Ferrarini Proposal selected
 - HTF Revenue Sources RFQ
 - No proposals Received
- 5. (7:20) New Business**
 - Pre-app Review Process** (15 min)
 - 117 Garfield Street 10 unit condo conversion
 - (no Staff report – meeting scheduled 11/29)**
 - Commission Operations** (40 min)
 - Resignations** (5 min)
 - Election of Chair** (5 min)
 - nominations
 - vote
 - Subcommittee Structure** (15 min)
 - Subcommittee members; chair assignments; responsibilities
 - Liaison Appointments** (5 min)
 - Liaisons to Boards or Commissions
 - Absences** (10 min)
 - Excused vs unexcused
- 6. (8:15) Meeting Agenda Items** (10min)
 - Forward items for the Dec 18 Agenda
 - SOU Housing report: Review of Annexation policies
 - Commission Coordination**
 - Nov. 28 Planning Commission –Housing Commission Study Session – Annexation and Housing Authorities
 - Dec 5th and or 19th City Council hearing on Condo-conversion ordinance
 - Dec 18, 2006 Regular Housing Commission Meeting
 - Subcommittee meeting times to be coordinated by subcommittee chairs:**
- 7. (8:25) Adjournment**



PROJECT UPDATES

Rental Needs Analysis

Proposal to the City of Ashland
Rental Needs Analysis Project

10/18/2006

Submitted by:



FERRARINI & ASSOCIATES, INC.

Real Estate Advisory Group

FUSiON MR

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Project Understanding

Ashland and the broader Rogue Valley area have undergone significant demographic and economic transformations since Census 2000 was completed. Median home prices in Ashland have increased from \$188,400 to \$478,000 between 2000 and June 2006, or by 18.5% annually. Meanwhile, median family income in Jackson County grew only 6.0% annually, from \$38,800 in 2000 to \$52,100 in 2005.

The disparity in home price and median household income growth is likely explained by the fact that:

- Ashland has gained popularity as a retirement and secondary home community, resulting in higher net-worth households buying into the local housing market and being able to afford higher prices;
- The Rogue Valley has caught the attention of speculative buyers, who have bid up the price housing; and
- Extraordinarily low interest rates and creative loan products have allowed credit-worthy consumers to borrow more.

These trends are causing a decline in the availability of ownership-oriented workforce housing. As a result, demand for rental housing will increase as:

- More households become unable to participate in the ownership housing market;
- Rental homes are placed into the ownership market by land owners looking to capitalize on high sales prices; and,
- Interest rates begin to rise to more normal levels.

It is apparent in the Request for Proposals (RFP) and a review of Ashland's housing publications that the City recognizes that there may be an affordability problem in its rental market. This situation could result in out-migration of working families, a dynamic that could adversely impact:

- Socioeconomic diversity in Ashland;
- Local schools ability to maintain enrollment levels; and,
- Employer's ability to attract qualified workers.

The creation of an accurate rental housing needs analysis will be an integral part of the City's effort to "encourage the availability of adequate numbers of needed housing units at price ranges and rent levels which are commensurate with the financial capabilities of Oregon household," as required under Goal 10. It will allow the City to understand the extent to which there is an affordability gap in the rental market now and to what extent it is likely to exist in the future. This information will allow the City to refine its policies and direct its resources to address this potential problem.

Now is a particularly good time to assess the market. Not only because of the trends discussed above, but because successful implementation of Ashland's housing plans and programs relies, in part, on the availability of good market and demographic data.

Approach

We propose to complete a comprehensive evaluation of Ashland's rental housing market. Our approach is based on the following tenets:

1. **Efficiency:** We will make efficient use of City resources by building on and improving the Oregon Housing Needs Model to specifically fit Ashland's circumstances. The model has been proven to reliably predict attributes of housing demand. However, the weakness is the accuracy of the data that goes into the model especially with regard to housing supply. We propose to address this weakness by obtaining the best possible information on rental housing demand, and will make housing supply our principal area of investigation.
2. **Accuracy:** We will ensure the accuracy of the data used to run the State Housing Model and results by both obtaining statistically reliable information from a representative survey of Ashland households and by also cross-validating data using expert interviews, a field survey of available rental units, and other sources. This will result in a model that offers improved predictive ability.
3. **Analysis:** A hallmark of Ferrarini & Associates is the depth of our analysis. We won't just report the demographic, economic, and market statistics that describe the rental market – we will “tell the story” of the underlying dynamics that drive these statistics. Our report will be articulated to facilitate a common understanding of the trends that will likely continue to affect the rental housing market.
4. **Expertise:** Our team brings deep expertise in all of the key areas of the Rental Needs Analysis project. Ferrarini & Associates offers considerable expertise in conducting housing market studies and in addressing the fundamental macroeconomic trends affecting Rogue Valley's real estate market. Fusion MR offers more than five years experience in developing and implementing consumer surveys. Finally, Richard Bjelland will serve as a technical advisor to the team and will lend his unsurpassed knowledge of the Oregon Housing Needs model to the project.

We believe the approach described below is uniquely suited to achieve the City's goals for the Rental Needs Analysis project.

Task 1. Project Kickoff

Steve Ferrarini, Principal-in-Charge, and David Stocker, Project Manager, will attend a project kickoff meeting with City staff following contract signing. The purpose of this step is for the consultant team and City staff to discuss the project delivery strategy, and clarify the following issues:

- project goals;
- survey instrument and methods;
- City data needs;
- City data resources; and,

- project schedule.

Ferrarini & Associates will work with City staff to collect available data that may help complete the analysis, including building permit information, confidential Oregon Employment Department statistics (ES-202 file), and GIS shapefiles.

Deliverables:

- Ferrarini & Associates will prepare for and facilitate a project initiation meeting with City staff.

Schedule:

- Week 1 (in combination with Task 2)

Task 2. Field Survey

A field survey of existing apartment buildings and complexes is needed to gather base information on the multi-family dwelling component of the rental market, and to make contact with property managers who can help explain factors that have been influencing the rental housing market in Ashland. Ferrarini & Associates will sample existing multi-family dwellings to gather data on their physical and market characteristics including occupancy and vacancy rates by unit type, size, and price. Ferrarini & Associates will solicit input from City staff on key apartment buildings/complexes to include in the survey.

Deliverables:

- Field survey of rental dwellings in multi-family buildings/complexes and a summary of our findings.

Schedule:

- Week 1 (in combination with Task 1)

Task 3. Survey of Households

Ferrarini & Associates and Michael Midghall, principal of Fusion MR, will develop and administer a representative sample of renter households who live in Ashland. The survey will provide the City of Ashland with valid and statistically reliable information about the market for rental housing in the Ashland area, including demographics, housing stock characteristics, and demand attributes.

Task 3.1. Sample Design

The purpose of this subtask is to verify survey goals with the City. Our proposal is based on the assumption that we will complete 450 to 550 surveys of the general population, including 225 to 275 surveys of renter households. This sample will provide information that has approximately a 4.5% percent error factor at a 95% confidence level for the sample population, and a 6.5% error factor for the renter subgroup. This means that 95 out of 100 times the results obtained from different samples of the same size would be within 4.5% of the sample population obtained in our survey. The Ferrarini &

Associates team can administer a more precise survey if preferred, however obtaining a larger sample may increase costs depending on the length of the questionnaire.

Task 3.2. Questionnaire Design

Questionnaire design is the most important component of the survey planning process. The Ferrarini & Associates team will work iteratively with City staff and Richard Bjelland to ensure that all necessary information will be solicited from the survey.

We will ensure that the survey is organized and worded to obtain valid and reliable information -- this is achieved by asking the most pertinent questions in multiple ways. The questionnaire will include mostly closed-ended questions with only a few open-ended questions.

Each interview is expected to last approximately 10 minutes. Asking the right questions in this timeframe is important both to sustain the interviewee's attention and to ensure cost-effectiveness.

As mentioned earlier in our approach, a small portion of the questionnaire will include questions for Ashland's general population while most of it will target questions to the renter subgroup.

Some components of the questionnaire will provide input to the Oregon Housing Needs Model. For these components, we propose to ask questions consistent with the U.S. Census Bureau's survey design to allow for comparison with previous censuses and future releases of American Community Survey and U.S. Census data. This will help ensure the model's reliability in assessing and predicting housing needs.

Task 3.3. Data Collection

The Ferrarini & Associates team will administer the survey to the sample population specified in Task 3.1. The survey will be administered by telephone via Random Digit Dialing (RDD). This technique ensures that a 'random' sample is utilized. The answers to all questions in the survey will be collected and stored in an electronic database but will not include personal identifying information.

Task 3.4. Data Analysis and Reporting

The purpose of this subtask is to create a report that provides a rich and easy-to-use dataset. This report will include a summary of responses to each question, and cross tabulations showing responses by subgroup. The data analysis process will also include coded responses to open-ended questions to reveal the frequencies of popular responses. This report will be structured to best inform future project tasks. Ferrarini & Associates may also provide survey data in an electronic format to enable City staff or other parties to create custom queries.

Deliverables:

- Draft and final survey questionnaire

- A telephone survey of 450 – 550 households with approximately half of those, 225 – 275, being renter households
- Data reports: Top Line Summary Report & Cross Tabulation Report
- Electronic database of survey findings

Schedule:

- Weeks 2 - 5

Task 4. Expert Interviews

The purpose of this task is to better understand the perspectives of key actors in the rental market. While some of the expert interviews will be conducted in conjunction with Task 2, the intent in this task is to interview a broader range of real estate professionals to understand all market and economic factors that are influencing the rental housing market in Ashland. Brokers and developer interviews will be conducted to round out the information gathered from property managers in Task 2. The Ferrarini & Associates team will solicit suggestions from City staff on individuals or groups to interview.

Deliverables:

- Facilitate and summarize expert interviews

Schedule:

- Weeks 3 -5

Task 5. Market Analysis

Ferrarini & Associates will develop a comprehensive assessment of the rental housing market. This task includes three main components: 1) describe historical markets trends; 2) characterize current market conditions; and, 3) forecast future conditions.

Ferrarini & Associates will analyze market conditions by incorporating previously collected primary data and examining secondary economic, demographic, and permitting data to assess key changes in the rental housing market between 1990 and 2006. This will help us identify the demographic and economic trends likely to impact demand for rental housing units within Ashland.

Ferrarini & Associates will describe current market conditions, with an emphasis on furnishing reliable and accurate inputs to the Oregon Housing Needs Model. This component of the market analysis will address key features of the current rental market including current economic and demographic conditions. This task will result in a profile of rental housing demand and supply (incl. the number of units by type and price).

The Oregon Housing Needs Model has been demonstrated to reliably predict housing demand. Therefore, this analysis will provide a special emphasis on the features of rental housing supply.

Finally, the market study will include a forecast of future market conditions based on historical and current market dynamics. The forecast will address rental housing projects

in the development pipeline, and will take into account previous studies that assessed the quantity and productivity of vacant land zoned for multifamily uses.

Ferrarini & Associates will prepare an efficient and compelling report to tell the story of the Ashland rental housing market. The report will make appropriate use of tables, graphics, charts, and supporting narrative to make information user-friendly and maximize its utility in decision-making.

Deliverables:

- Market study exhibits with supporting narrative, tables, graphics, charts, and appendices.

Schedule:

- Weeks 6 – 8

Task 6. Prepare Database and Implementation Methodology

The purpose of this task is to use all information gathered in previous tasks to understand if there are any current gaps in the rental housing market in Ashland now and what those gaps may be in the future. This task will result in a Oregon Housing Needs model run to predict the profile of existing and future rental housing needs.

A key to obtaining accurate results from the needs analysis is to use the most precise inputs into the model, but also make adjustments to the model as needed to reflect the specific market dynamics influencing the City of Ashland.

Mr. Ferrarini and Mr. Bjelland have worked through minor modifications to the model previously in Ferrarini & Associates analysis of workforce housing needs in the City of Medford. This same collaborative and critical analysis of the model and local market factors will be also used in this assignment.

Another key component of this task is to provide a database and roadmap that can be used by the City of update the Needs Analysis in the future without the need to use additional consulting services. The methodology for updating the needs Analysis will draw from Richard Bjelland's experience in Canby, Oregon where identified data and methods for updating the housing model using current data from the market rather than waiting for updated Census information.

Deliverables:

- Updatable database containing economic, demographic, and rental housing supply information
- Documentation on how to use and update the database

Timeline:

- Week 9

Task 7. Presentation to the Ashland Housing Commission

Ferrarini & Associates will present key findings from the market study to the Ashland Housing Commission. Our presentation will provide highlights from the Market Study and Gap Analysis described in Tasks 5 and 6.

Deliverables:

- Prepare for and deliver presentation on market study findings to the Ashland Housing Commission

Timeline:

- Week 10

Task 8. Project Management and Coordination

Ferrarini & Associates will provide on-going project management and team coordination. This task also includes invoicing and other administrative duties.

Deliverables:

- Biweekly invoices
- On-going project management and coordination

Timeline:

- Weeks 1 - 10

Project Timeline

What follows is the estimated time it will take the Ferrarini & Associates team to complete the above described scope of work based on our previous experience. However, the timing of tasks is flexible to meet the City's needs and will be finalized during the project kickoff.

Task	Timing*
Task 1. Project Kickoff	Week 1
Task 2. Field Survey	Week 1
Task 3. Survey of Households	Weeks 2-5
Task 4. Expert Interviews	Weeks 3-5
Task 5. Market Analysis	Weeks 6-8
Task 6. Prepare Database and Implementation	Week 9
Task 7. Presentation to the Ashland Housing Commission	Week 10
Task 8. Project Management and Coordination	Weeks 1-10

* Denotes number of weeks from contract signing. This schedule can be adjusted to respond to the City's needs.

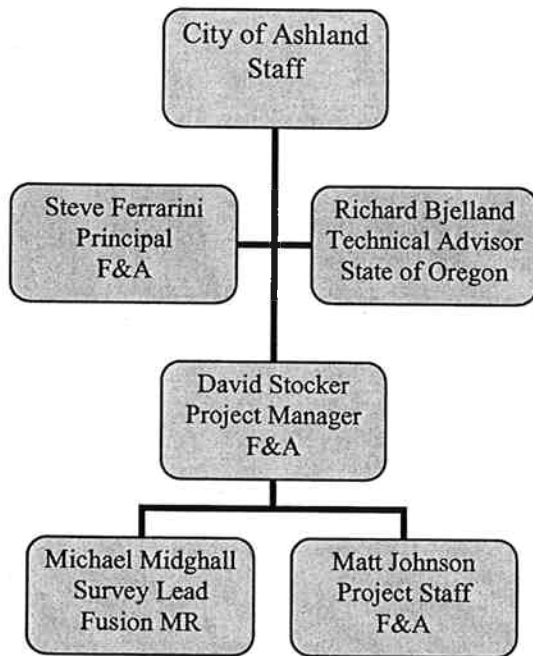
Staffing Assignments

Task	Staff
Task 1. Project Kickoff	Steve Ferrarini (lead) David Stocker Richard Bjelland (advisor)
Task 2. Field Survey	David Stocker
Task 3. Survey of Households	Michael Midghall (lead) Steve Ferrarini David Stocker Richard Bjelland (advisor)
Task 4. Expert Interviews	David Stocker
Task 5. Market Analysis	David Stocker (lead) Steve Ferrarini
Task 6. Prepare Database and Implementation	David Stocker Richard Bjelland (advisor)
Task 7. Presentation to the Ashland Housing Commission	David Stocker
Task 8. Project Management and Coordination	David Stocker (lead) Steve Ferrarini

Team Organization

Ferrarini & Associates is a small firm which means that we offer responsive service to maximize the goals of each of our clients.

Not only do we have access to volumes of statistical information on the Ashland area's economy, demographics, and real estate market – but we have over 15 years of practical know-how in interpreting the data.



Steve Ferrarini, Principal-in-Charge, will be personally involved in project delivery. Steve has led over 50 market study and strategic planning efforts for affordable housing projects. He will provide strategic advice and guidance to City staff and the project team. Steve will also provide quality assurance.

David Stocker, Project Manager, will lead the project's daily operations. David has led development of several comprehensive housing assessments for public sector clients, and has extensive project management experience. David is both a qualified Planner and Market Analyst. David will ensure project delivery is timely and reflects superior workmanship, as well as completing technical duties.

Both Steve and David will be available to City of Ashland staff to advance the City's goals. This basic leadership structure will result in high quality results and efficient use of resources.

Richard Bjelland, Technical Advisor, will be available to provide strategic advice to the project team and help improve and refine the Oregon Housing Needs Model for Ashland's specific circumstances. As author of the Model, Richard will be an excellent resource in identifying areas for improvement and providing guidance on how to tailor it for future updates.

Michael Midghall, Survey Task Lead, will provide a supporting role in the project by leading the survey tasks.

Matt Johnson, Project Staff, will provide support in conducting market research and analysis.

Staff Resumes

Steve Ferrarini, Principal-in-Charge

Steve Ferrarini is a real estate advisor with more than a fifteen years of experience working on commercial, industrial, residential and recreational/hospitality development. During this period of time, Mr. Ferrarini has assessed hundreds of real estate projects throughout the United States, in Canada and the Caribbean, and has been a speaker at real estate development conferences. Mr. Ferrarini has also recently been involved in several prominent land use cases in Oregon.

As a principal at Ferrarini & Associates, Mr. Ferrarini is involved in research design, economic and financial modeling, market analysis and project management, in addition to managing the firm's day-to-day operations. Mr. Ferrarini's consulting practice is focused in three areas:

- Providing expert testimony to planning commissions, city councils and courts of law regarding market, economic and fiscal impacts associated with development;
- Analyzing specific development proposals and providing business and development strategies that capitalize on the advantages of the site and opportunities in the market; and
- Advising municipalities on how to realize community development objectives in newly developing or redeveloping areas.

Prior to forming Ferrarini & Associates, Mr. Ferrarini was an owner and principal at Hobson Ferrarini Associates.

Steve holds a Bachelor of Arts from the University of Washington and a Masters in Urban and Regional Planning from Portland State University

David Stocker, AICP, Project Manager

David Stocker is a real estate advisor and land use planner with more than six years of experience working on public and private sector projects throughout the Pacific Northwest.

As a Senior Associate at Ferrarini & Associates, Mr. Stocker is involved in research design, policy analysis, economic and financial modeling, strategic planning, market analysis and project management.

David Stocker's experience covers three main areas:

- Advising public and private entities on real estate development strategies. This work takes into account public priorities, site characteristics, market conditions, and the regulatory environment. Mr. Stocker has provided guidance to decision-makers on how to leverage development opportunities while considering potential constraints.

- Completing planning studies, including: comprehensive plans, concept plans, sub-area plans, and site redevelopment plans. The purpose of each of these projects was to establish a planning framework that would facilitate development and enhance community livability. Each of these multidisciplinary efforts integrated land use planning, urban design, capital facilities programming, transportation planning, and economic analysis. Mr. Stocker's approach to these projects was to ensure that implementation was achievable given public resources and physical and market conditions.
- Designing, researching, and authoring housing plans. Mr. Stocker has authored several community housing plans for jurisdictions in Oregon and Washington. These studies examined existing housing stock, anticipated trends, and provided policy recommendations for achieving local planning goals.

David Stocker holds a Bachelor of Arts from Michigan State University and a Masters in Urban and Regional Planning from Portland State University. He is also a member of the American Institute of Certified Planners.

Michael Midghall, Survey Task Lead

Michael Midghall founded Fusion MR in December 2001. In addition to running Fusion MR, he is an associate at Davis, Hibbitts & Midghall, Inc.

In his 20+ year sales & marketing career, Mr. Midghall has also worked for test & measurement, software and computer hardware manufacturers. Through Fusion MR projects he is able to work in a broad array of industries. His clients include business & civic associations, construction & urban development firms, consultants, educational foundations, environmental agencies, electric & gas utilities, entrepreneurial start-ups, financial services firms, government, health care organizations, high tech companies, non-profits, a social ministry, and the travel & tourism industry. Prior to creating Fusion MR, Mr. Midghall provided market research, channels marketing, product marketing, strategic alliance marketing, and website development & management services for Intel Corporation.

Mr. Midghall holds a B.S. in Electrical Engineering from the University of Massachusetts and an MBA in Marketing/New Venture Analysis from the University of Tennessee. He completed the University of Georgia's Principles of Market Research Certification program prior to starting his company. Today, he continues to refine his knowledge and techniques through attendance of advanced market research conferences.

Selected Experience

Staff at Ferrarini & Associates have been assessing housing needs for approximately 15 years. During this time the firm has completed studies for jurisdictions who want to understand the needs within their own community and more than 50 private development projects including both rental apartments and affordable for-sale residences. This experience has made Ferrarini & Associates one of the most experienced and well respected firms who complete market rate and affordable housing analyses in Oregon.

Family Housing in the Pearl District and Central City Portland Development Commission

Ferrarini & Associates, in partnership with Michael Midghall of Fusion MR, was hired by the Portland Development Commission (PDC) to assess the market for family-oriented, ownership housing in the Central City and the Pearl District. To assess the feasibility of this product type, the Ferrarini & Associates team completed 15 in-depth interviews with Pearl District families and experts and a statistically valid, on-line survey of the target market.

Goal 10 Analysis: Medford Oregon Northeast Plan UGB Amendment

As part of a planned application for a UGB Amendment Ferrarini and Associates completed a 20 year housing needs analysis for the City of Medford. This analysis used two models, a proprietary housing needs model developed by Ferrarini and Associates and the State Housing Needs Analysis. Both models were used to confirm and validate the need for affordable workforce housing in the City, which was the reason for the proposed UGB amendment. Mr. Ferrarini worked with Mr. Bjelland to make minor adjustments to the State Housing Model so it more accurately reflected the need in this community.

Workforce Housing Needs Presentation City of Medford Housing Commission

Mr. Ferrarini presented the results of a workforce housing needs analysis to the Medford Housing Commission in August 2005. This presentation used historic sales information to show how the supply of workforce housing is rapidly disappearing in the City of Medford. It also forecasted future trends considering the current cost of land in areas where the UGB would be expanded in the future, the cost of converting raw land to finished lots, and forecasts for continued in-migration from California.

“How To” Market Analysis Seminar Oregon Housing and Community Services Department

Oregon Housing and Community Services Department (OHCS) hired Mr. Ferrarini and Ferrarini & Associates to conduct a seminar on market studies. The purpose of the seminar was to help OHSC staff to understand what kinds of information should be included in a market study and which data within the market study is the more reliable to use when assessing the merits of the many projects to come to this department seeking financial assistance.

Fee Arrangement

What follows is our proposed fee arrangement for the Rental Needs Analysis project. The budget described below represents a very efficient use of public funds given the breadth of tasks required by the project's scope. Our assumption is that the project's emphasis will be in completing high-quality research and analysis, and the budget reflects efficient reporting of our findings. The Ferrarini & Associates team is willing to work with the City to adjust the budget if more robust reporting is required.

It should be noted that Task 3 will provide a statistically valid survey at a 95% level of confidence with an estimated 4.5% margin-of-error for the total sample population. The Ferrarini & Associates team can work with the City of Ashland to adjust the proposed budget if more precise survey results are required.

Task	Budget
Task 1. Project Kickoff	\$1,620
Task 2. Field Survey	\$1,020
Task 3. Survey of Households	\$12,566
Task 4. Expert Interviews	\$1,640
Task 5. Market Analysis	\$4,820
Task 6. Prepare Database and Implementation	\$1,555
Task 7. Presentation to the Ashland Housing Commission	\$1,020
Task 8. Project Management and Coordination	\$705
Total	\$24,946

Our rate schedule is as follows:

Ferrarini & Associates

Steve Ferrarini, Principal-in-Charge	\$140
David Stocker, Project Manager	\$85
Matt Johnson, Staff	\$70

Fusion MR

Michael Midghall	\$125
Richard Bjelland	N/A

Contractual Terms and Conditions

We have reviewed the City of Ashland's contract provisions included in the Request for Proposals and find them acceptable.

References

Louise Dix

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City of Medford
411 West 8th Street
Medford OR 97501
Phone: 541-774-2090

Thomasina Gabriele

Gabriele Development Services
2424 NW Northrup
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Phone: 503-312-8002

Heather Hansen

Portland Development Commission
222 NW Fifth Ave
Portland, OR 97209-3859
Phone: 503-823-3200

NEW BUSINESS

**Pre-app Review
117 Garfield Street**

Commission Operations



ARCHITECTURE
LAND PLANNING

PROJECT NARRATIVE
6 November 2006

PROJECT NAME: Garfield Condominiums

TYPE OF PLANNING ACTION: A request for a Conditional Use Permit (Chapter 18.104) for a condominium conversion of ten existing residential units located within the R-3 Zone District (Chapter 18.28).

PROJECT INFORMATION:

Owner/Applicant:

William Koenigsberg
The 117 Garfield Street Trust
Ashland, OR. 97520
541-488-4004

Architect/Agent:

Tom R. Giordano
2635 Takelma Way
Ashland, OR. 97520
541-482-9193

Project Address:

117 Garfield Street

Legal Description:

39-1E-10BC Tax Lot 3802

Comprehensive Plan Design:

High Density Multi-Family Residential

Zoning Designation:

R-3

SITE DATA:

Area of Property:	16,416 S.F.	.376 acres	100%
Area of Building Footprints:	3,787 S.F.		23%
Area of Parking/Paving:	5,826 S.F.		35.5%
Area of Landscape:	6,803 S.F.		41.5%

Parking Required:

17

Parking Provided:

14 off-street, 4 on-street

Bicycle Parking Required:

15 covered

SITE DESCRIPTION:

Land Use and Zoning -

In the general vicinity of the subject property there are some single family but mostly multi-family residential uses. Land uses and Zoning Districts immediately adjacent to the subject property are as follows:

North - Single-Family Residential; Zoned R-3

South - Single and Multi-family Residential; R-3

East - Garfield Street and Multi-Family Residential, Zoned R-3

West - Multi Family Residential; Zoned R-3

The area has a mix of older single family homes and newer apartment complexes, see aerial photograph. Ownership is also mixed with both owner/occupied or absentee landlords. Both the high school and SOU are located nearby.

The existing development was built in 1972 which is prior to the current Land Use Ordinance. Some of the requirements of the current ordinance conflict with the site design of the existing

development. The project is, however, legal but non-conforming.

The R-3 Zone District (Chapter 18.28) will allow 7.5 dwelling units (.376 acres x 20 units per acre = 7.5). The R-3 Zone District also allows for the Performance Standards Option and bonus density. Further, condominium conversion is permitted with a Conditional Use Permit (CUP) under Chapter 18.28.030.I; however, at least 25% of the residential units must be affordable for moderate income persons and current residents of the rental units have first right of refusal to purchase the unit.

Access -

Vehicle Access to the subject property is from Garfield Street, see City map. The ROW for Garfield Street is 60 feet with a 31 feet curb to curb dimension; however, the paved portion is not centered within the ROW, see City Map. Garfield Street is classified as a local street. East Main Street, an arterial, is located one block to the north.

Siskiyou Boulevard, located approximately four blocks to the south, has both on-street bike lanes and public transportation. There is no sidewalk or parkrow on this side of Garfield Street.

Physical Constraints -

The .376 Acre Site slopes down to the alley (northeast) approximately 4.1%, see Site Plan and City Map. The subject property is a rectangular shape with parking in the front and the building in the rear, see Site Plan. There are 14 off-street parking spaces. Existing utilities are located within the ROW of Garfield Street, see City Map. These utilities connect to the existing units, see Site Plan.

The residential units consist of four, one-bedroom flats, two each at the ends of the building and six, two bedroom townhouse units in the middle for a total of ten dwelling units. These units have a non-descript style with plaster walls and gable roof, see photographs. The flats have approximately 500 S.F. while the townhouses have approximately 900 S.F. of area. The entrance to the units is from the parking lot, see photographs. Each townhouse has a backyard of approximately 192 S.F. in area. There are separate electric meters but one master water meter.

There are a number of large mature trees on this site as well as adjoining properties. The trees, shrubs and ground cover are well established, but there is not an existing automatic irrigation system, see photographs.

PROJECT DESCRIPTION:

Request -

The applicant is requesting the conversion of the existing rental units to condominium ownership. The reason for the request is to allow greater financial flexibility for the owner. The

owner has no intention of selling the units; however, desires the flexibility of individual ownership if necessary for financial reasons. Presently, the monthly rent for the unit's range from \$535.00 (one bedroom) to \$635.00 (two bedroom) per month.

The conversion of these apartment units to condominium units would not have any adverse environmental impact since there is no change of use, additions or changes to the building footprint. In fact, the conversion will make the site conditions more conforming to current standards by providing three affordable housing units for the city. The affordable units will be located at each end of the existing building.

The present legal non-conforming ten unit apartment complex does not comply with current requirements of the R-3 zone district (Chapter 18.28) in regard to density, rear yard setback, parking and solar setback. The current allowable density for this zone district is seven units (without applying bonus density).

Access -

Auto access to the property will continue to be from Garfield Street. Fourteen spaces are existing; however, seventeen would be required under current ordinance.

As mentioned in the Site Description, above, on-street bike lanes and bus stops are on East Main Street, one block to the north and both bike lanes and public transit are located four blocks to the south on Siskiyou Boulevard. A covered bike parking area could be located in the existing storage room, see Site Plan.

Utilities and Services.-

The City's utilities and services are existing and connect to the ten units from Garfield Street. There will be no increase over current demand if the condominium conversion is approved. Separate electrical meters exist for each unit. An existing fire hydrant is located approximately 100 feet south on Garfield Street, see City Map. The applicant will install new smoke detectors per the City's Fire Department standards.

Landscape/Openspace/Recreation -

Currently, there is 58.5% of the site covered with impervious surface (75% allowed). The townhouse units have a private outdoor space for recreation. The total area is 1,812 S.F. or 11% of the site, (8% is required).

Architecture -

The apartment units will be modified as necessary for condominium ownership. Further, smoke alarms, per the City of Ashland Fire Department, will be added to each unit.



VIEWS OF PARKING AREA AND EXISTING PLANT MATERIAL



VIEW OF PRIVATE RECREATION AREA



VIEW OF BACK OF UNITS FROM
LINCOLN STREET



VIEW LOOKING SOUTH ON STREET



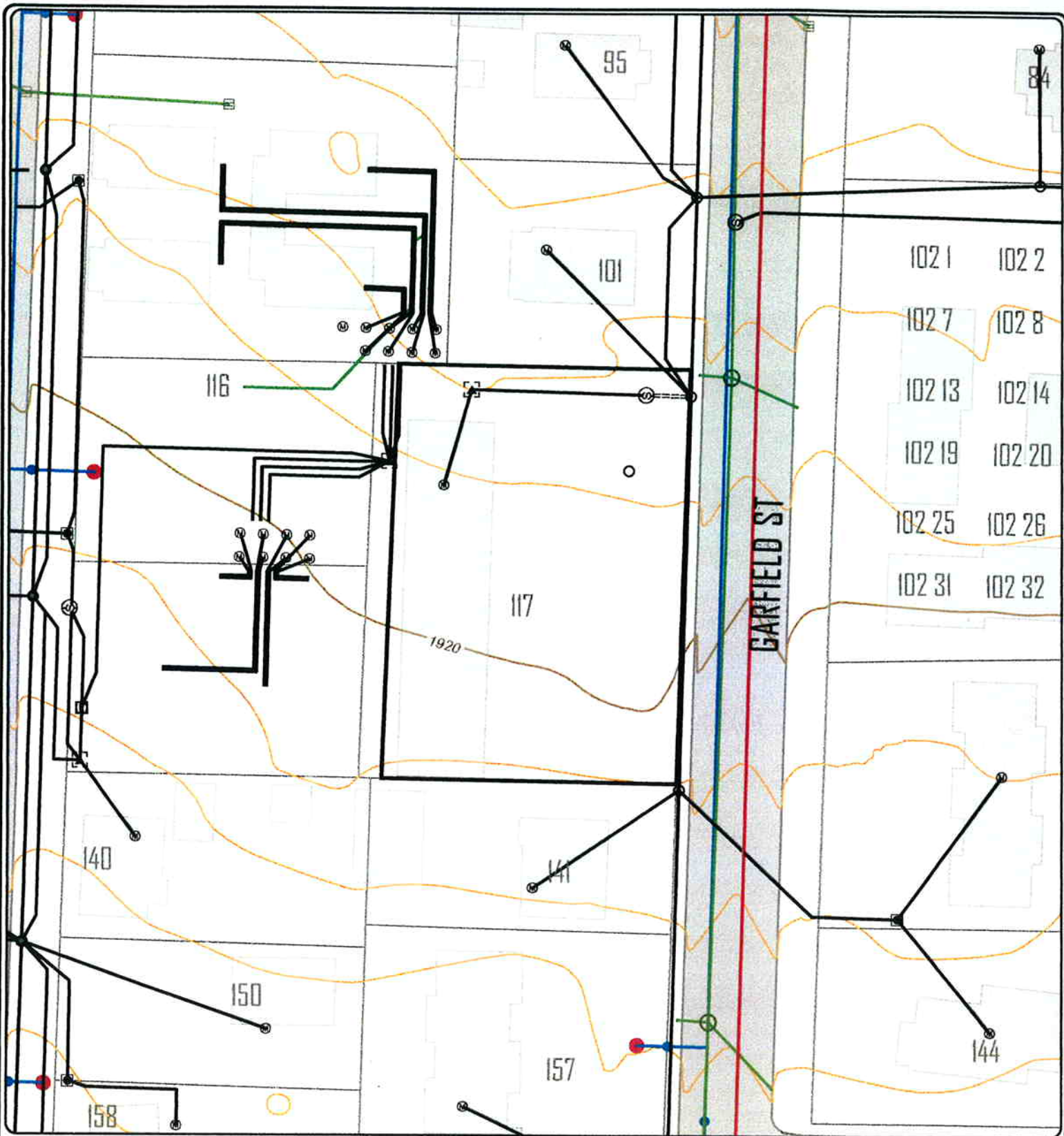
VIEW LOOKING NORTH ON STREET



VIEW OF UNITS FROM GARFIELD ST.



VIEW OF TRASH AREA, EXISTING PLANT MATERIAL, AND STAIRWAY/UTILITY/STORAGE



117 Garfield

391E10BC 3802

November 1, 2006



1:600

1 inch equals 50 feet

Mapping is schematic only and bears no warranty of accuracy. All features, structures, facilities, easement or roadway locations should be independently field verified for existence and/or location.

- Hydrant
- Sanitary Sewer Utility features
- Electric features
- Storm Water Utility features
- Water Utility features
- Taxlot Identified
- Public Utility Easements
- Taxlots
- Streets
- Building
- Contour**
- ~ 2 ft interval
- ~ 10 ft interval

