
The comments of this pre-app are preliminary in nature and subject to change based upon the submittal of additional or different information. The Planning Commission or City Council are the final decision making authority of the City, and are not bound by the comments made by the Staff as part of this pre-application.

ASHLAND PLANNING DEPARTMENT
PRE-APPLICATION CONFERENCE
COMMENT SHEET
April 28, 2023

SITE: SOU Center for Sustainability
Campus Farm, 163 Walker Ave
APPLICANT: Jim McNamara/SOU
REQUEST: Farm Equipment Shed

PLANNING STAFF COMMENTS

This pre-application conference is intended to highlight significant issues before the applicant prepares and submits a formal application.

Summary: This proposal does not require a planning action. A standard building permit will be required to construct the proposed pole barn-style shed for storing farm equipment. The City's planning map shows a potential wetland near the project site. Therefore, for the protection of Water Resources prior to approval of the building permit, the applicant should arrange a site visit with the Staff Advisor for a wetland determination.

Background: Within the Southern Oregon University (SOU) Master Plan several accessory structures were identified to be constructed in phases with the development of the Center for Sustainability (e.g., outdoor kitchen, storage and production buildings, art/science pavilion, carport). Conceptual elevations of these structures were provided in 2014 through Site Review and Conditional Use Permit approval, with the understanding that final designs would be developed. The Conditional Use Permit approval noted that accessory structures could be constructed without further Site Design Review approval provided that all applicable design standards were followed; that tree and water resource protection zones were observed; and that any required building permits were obtained.

Process: New construction within the SO zone is generally subject to Site Review approval. However, Site Review is not required for this proposal because the SOU Center for Sustainability received Site Review and Conditional Use Permit approvals in 2014 (PA#2014-00862) that included future accessory structures. If the proposed accessory building is consistent with the concepts approved in 2014 and does not impact protection zones for trees or water resources on site, then no further land use approval would be necessary. However, the applicant would need to obtain a building permit through the Building Division.

Water Resource Protection: The City of Ashland Planning Map shows a potential wetland near the proposed building site (see Figure 1 attached). Per 18.3.11.020 (C) for the protection of Water Resources, prior to approval of the building permit, the applicant should arrange a site visit with the Staff Advisor for a wetland determination.

Trail Easement: A 10-foot easement, as shown on the applicant’s site plan, is identified in the City of Ashland’s Transportation System Plan as a *planned bike path/greenway* and should be preserved. The proposed building is shown to be constructed approximately 15 feet to the northeast of the easement.

Utilities: Utility locates should be scheduled well in advance of any site excavation. If proposed work will impact existing utilities, the applicant should contact the individual departments well in advance to coordinate work. Contact information for each department is provided with the departments’ comments below. No electric or plumbing is proposed to the building per the application.

OTHER CITY OF ASHLAND DEPARTMENT COMMENTS

BUILDING DEPT: *No comments at this time.* Contact the Building Division for any building codes-related questions at 541-488-5305 or email building@ashland.or.us.

CODE COMPLIANCE: For any Land Use Code Compliance-related information, contact Code Compliance at 541-552-2424 or email to lisa.evens@ashland.or.us.

CONSERVATION: For information on Conservation Programs, including any currently available financial or technical assistance, contact the Conservation Division 541-488-5306 or email to dan.cunningham@ashland.or.us.

PUBLIC WORKS & ENGINEERING: *No comments at this time.* Contact Karl Johnson of the Public Works & Engineering Division for any further information at 541-552-2415 or email to karl.johnson@ashland.or.us.

FIRE DEPARTMENT: *No comments at this time.* See Fire Department comments at the end of this document from a 2018 pre-application for a prefabricated barn that may be applicable to this proposal. Contact Fire Chief Ralph Sartain for any additional information. Ralph may be contacted at 541-552-2770 or email to ralph.sartain@ashland.or.us.

ELECTRIC SERVICE: For additional information regarding electric service and/or solar metering please contact the Electric Department at 541-488-5357 or email to rich.barton@ashland.or.us.

TALENT IRRIGATION DISTRICT/TID: *No comments at this time.* The City of Ashland’s utility locates map shows TID along the east property line and southeast corner of 163 Walker. In a 2018 pre-application for a prefabricated barn on 155 Walker, TID provided comments which included that water rights must be removed from any impervious surfaces through the transfer process, and that no structures or deep-rooted plants can be placed within 15-feet of a TID easement. For questions relating to TID, please contact the Talent Irrigation District at 541-535-1529 or email tid@talentid.org.

UNDERLYING ZONE PROVISIONS

Zoning: SO, Southern Oregon University District (Chapter 18.3.6)

18.3.6.020 Applicability

This chapter applies to properties designated as SO on the Zoning Map. The Southern Oregon University (SOU) district implements the Campus Master Plan Update for Southern Oregon

University dated April 12, 2010, with all conditions added by the Planning Commission and City Council, as adopted and incorporated into the Comprehensive Plan by Ordinance No. 3014 on June 1, 2010. It can be applied to all areas now or hereinafter owned by the State of Oregon acting by and through the State Board of Higher Education, and located within the SOU boundary, as shown on the SOU Plan, adopted by SOU and approved by the City.

This chapter, together with chapters 18.5.2 Site Design Review, 18.4.3 Parking, Access, and Circulation, and 18.4.7 Signs are the only portions of this ordinance to be effective within the SOU zone; except that areas within 50 feet of privately owned land are subject to chapter 18.5.4 Conditional Use Permits. In addition, the creation or vacation of public streets or public ways shall be subject to mutual agreement between the City and SOU and all other applicable laws.

18.3.6.030 Permitted Uses

Permitted uses are as follows.

- A.** Uses permitted outright are all those which are directly related to the educational functions of SOU, provided that such uses are indicated and located in conformance with the adopted and City approved SOU Plan, and are greater than 50 feet from privately owned property.
- B.** Wireless Communication Facilities authorized pursuant to chapter 18.4.10.

18.3.6.040 Conditional Uses

Uses subject to approval of a conditional use permit, per chapter 18.5.4, are as follows.

- A.** Any use, site design, or construction or alteration of same not agreed upon in advance by the City and SOU in the SOU Plan.
- B.** Any use, site design, or construction within 50 feet of privately owned property.
- C.** Any construction over 40 feet in height.
- D.** Wireless Communication Facilities not permitted outright and authorized pursuant to chapter 18.4.10 Wireless Communication Facilities.

PROCEDURE

Provided that the proposal is generally consistent with the 2014 approval, no Site Design Review approval would be required. (*Site Design Review is generally required for new buildings in the SO zone, however accessory buildings were as part of Planning Action #2014-862*). The applicant would need to obtain a building permit through the Building Division to construct/place the pole barn-style equipment shed.

PLANNING APPLICATION FEES Not Applicable

For further information, please contact:

Jennifer Chenoweth, Associate Planner
City of Ashland, Department of Community Development
Phone: 541-552-2045 or email: jennifer.chenoweth@ashland.or.us

April 28, 2023
Date

Note (4/28/2023): No comments were submitted by the Ashland Fire Department during the 2023 pre-application process, however, these comments have been included as this proposal is similar to the 2018 proposal at 155 Walker. Also, see Chapter 15.28 Fire Prevention Code for the most current information.

Ashland Fire & Rescue
455 Siskiyou Boulevard
Ashland, OR 97520
541.482.2770

Pre-Application Comments (2014)

Date: 02-09-2018
Project Address: 155 Walker Ave
Permit Number: PreApp-2018-00030
Project Description: Pre Fab Barns

AF&R Contact: Ralph Sartain
541-552-2229
ralph.sartain@ashland.or.us

Fire department comments are based upon the 2014 Oregon Fire Code as adopted by the Ashland Municipal Code:

- **Addressing** - Building numbers or addresses must be at least 4 inches tall, be of a color that is in contrast to its background, and shall be plainly visible and legible from the street fronting the property. Additional directional signage may be necessary to guide emergency responders down a driveway, path or through a gate. All premises identification, street signs and building numbers, must be in place with temporary signs when construction begins and permanent signage prior to issuance of any occupancy. OFC 505
- **Fire Apparatus Access** - Commercial - If the furthest point on the structures is greater than 150' from the street, the entire length of the private drive or street must meet fire apparatus access. Fire apparatus access shall have a 20 foot wide driving surface, must support 60,000 pounds, have a maximum slope of 15 percent, and have vertical clearance of 13' 6". Inside turning radius is at least 20 feet and outside turning radius is at least 40 feet and must be indicated on site plans submitted for building permits. Fire apparatus access is required to be signed as "No Parking-Fire Lane". Final plat needs to indicate that the private drive is fire apparatus access and must state that it cannot be modified without approval of Ashland Fire & Rescue.
- **Firefighter Access Pathway** – An approved footpath around the structure is required so that all exterior portions of the structure can be reached with the fire hose. Any changes in elevation greater than two

feet in height (such as retaining walls) require stairs. The stairs shall be an all-weather surface, and meet the requirements as specified in the Oregon Structural Specialty Code. OFC 503.1.1

- **Fire Flow** – Fire flow is determined by table B105.1 in Appendix B of the Oregon Fire Code. An increase or reduction as referenced by this code section may be required or allowed. Square footage of a structure for the purpose of determining fire flow includes all areas under the roof including garages, covered decks, basements and storage areas. A fire flow reduction of up to 75% can be allowed with the installation of a fire sprinkler system.
- **Fire Hydrant Distance to Structures** - Hydrant distance is measured from the hydrant, along a driving surface, to the approved fire apparatus operating location. Hydrant distance shall not exceed 300 feet. Hydrant distance can be increased to 600 feet if approved fire sprinkler systems are installed.
- **Fire Extinguishers** – Provide a 2A10BC fire extinguisher within 75 feet of travel distance. The fire extinguisher shall be mounted on the wall at approximately 48 inches above the floor.
- **Gates and Fences** – Obstructions such as gates, fences, or any other item which would block or reduce the required fire apparatus access width must be shown on the plans and approved by Ashland Fire and Rescue.
- **Vegetation** – Ashland Fire & Rescue recommends the planting and maintenance of fire resistive vegetation throughout the city of Ashland. Here’s how you can create a fire adapted landscape, www.ashlandfirewise.org.

Final determination of fire hydrant distance, fire flow, and fire apparatus access requirements will be based upon plans submitted for Building Permit review. Changes from plans submitted with this application can result in further requirements. Any future construction must meet fire code requirements in effect at that time.



Figure 1: City of Ashland Planning Map showing yellow polygon area of potential wetland in relation to the approximate location of the proposed shed (per location shown on applicant’s pre-application site map).