

# CITY OF ASHLAND

## HISTORIC COMMISSION ELECTRONIC MEETING

### AGENDA

November 4, 2020 6PM

I. 6:00PM - REGULAR MEETING – CALL TO ORDER

II. APPROVAL OF MINUTES

Historic Commission electronic meeting of September 2, 2020.

III. PUBLIC FORUM

IV. COUNCIL LIAISON REPORT

Rich Rosenthal

V. PLANNING ACTION REVIEW

PLANNING ACTION: PA-T1-2020-00126

SUBJECT PROPERTY: 21 Winburn Way

APPLICANT/OWNER: Tom Beam

DESCRIPTION: A request for a Site Review for an exterior change to a Historic Contributing building. Changes include adding a roll up door on the left side of the entrance, and to add a roll up window with new counter to the right of the entrance. The entrance itself is to remain unchanged. **COMPREHENSIVE PLAN**

**DESIGNATION:** Commercial; **ZONING:** C-1-D; **MAP:** 39 1E 09 BB; **TAX LOT:** 50003

PLANNING ACTION: PA-T1-2020-00128

SUBJECT PROPERTY: 104 Bush Street

OWNER: Grove Family Trust- William E. Grove, III & Nancy B. Grove, trustees

APPLICANT: Coleman Creek Construction

DESCRIPTION: A request for a Conditional Use Permit to exceed the Maximum Permitted Floor Area (MPFA) in the Historic District by 25 percent for the property at 104 Bush Street. The proposal involves a 70 square foot addition for a single car garage to be accessed from Bush Street. The application also includes a request for an Exception to Street Standards to allow a section of sidewalk to be installed curbside to allow the repair of a section of sidewalk raised by tree roots while seeking to preserve a 30-inch diameter Douglas Fir tree on the adjacent property. **COMPREHENSIVE PLAN**

**DESIGNATION:** Single-Family Residential; **ZONING:** R-1-7.5; **ASSESSOR'S MAP:** 39 1E 08AA; **TAX LOT #:** 1000

VI. NEW ITEMS

- Pre-App review for Ashland High School - 201 S. Mountain

VII. DISCUSSION ITEMS

VIII. COMMISSION ITEMS NOT ON AGENDA

IX. OLD BUSINESS

X. ADJOURNMENT

## ASHLAND HISTORIC COMMISSION

### DRAFT Meeting Minutes

September 2, 2020

#### Community Development/Engineering Services Building – Electronic Meeting

#### CALL TO ORDER:

Shostrom called the electronic meeting to order at 6:02pm.

<b>Commissioners Present:</b>	<b>Council Liaison:</b>
Skibby	Rich Rosenthal
Whitford	<b>Staff Present:</b>
Emery	Brandon Goldman; Planning Dept.
Von Chamier	Regan Trapp; Secretary
Swink	
Giordano	
Shostrom	
<b>Commissioners Absent:</b>	Babin
	Hovenkamp

#### APPROVAL OF MINUTES:

*Whitford/Von Chamier m/s to approve minutes for March 4, 2020. Voice vote. ALL AYES. Motion passed.*

#### PUBLIC FORUM:

There was no one wishing to speak.

#### COUNCIL LIAISON REPORT:

Councilor Rosenthal gave report to the Commission. Items discussed were:

- City of Ashland hired a new Finance Director, Melanie Purcell who will start in Nov 2020.
- Council postponed the hiring process for City Manager until early part of 2021.
- Council approved 2 union contracts for IBEW.

#### PLANNING ACTION REVIEW:

**PLANNING ACTION:** PA-T1-2020-00122

**SUBJECT PROPERTY:** 240-244 Van Ness Ave

**OWNER/APPLICANT:** Rogue Planning and Development Services/ Eric and Rebecca Laursen

**DESCRIPTION:** A request for Site Design Review approval for the property located at 240 Van Ness Ave. The proposal involves conversion of the existing accessory structure located at the rear of the property, behind primary home, into a dwelling. The conversion of the existing 1950 sq.ft. structure into a dwelling unit would bring the total number of residential units on the property up to two units. As the structure exists currently, and only interior modifications are proposed to convert it into a residential unit, the site improvements associated with the proposal are limited to the addition of a rooftop deck and landscaping. **COMPREHENSIVE PLAN DESIGNATION:** Low-Density, Multi-Family Residential; **ZONING:** R-3; **MAP:** 39 1E 05 DA; **TAX LOT:** 1700.

There was no conflict of interest or ex-parte contact indicated by the Commission.

Goldman gave the staff report for PA-T1-2020-00122.

Shostrom opened the public hearing.

Amy Gunter, applicant's representative was present and emphasized that this project would not include exterior changes.

Shostrom closed the public hearing and opened to the Commission for comments.

***Whitford/Swink m/s to approve PA-T1-2020-00122 with recommendations. Voice vote: All AYES. Motion passed.***

**Recommendations for PA-T1-2020-00122**

- *Street trees from the "recommended street tree guide" shall be planted as recommended by staff.*
- *Commission is favorable of retaining the gravel driveway as a historically compatible surface.*

**NEW ITEMS:**

- Electronic meeting protocols during COVID – This memo was given to the Commission in their packets and there was no further discussion during the meeting.

**DISCUSSION ITEMS:**

- The sale of the bungalow at 114 Granite was discussed. Goldman explained the history on this project and what will be coming up in the near future with the pre-application for a minor land partition.
- The Commission asked about Historic Preservation awards and Review Board. They would like to be more involved in the review process as soon as possible.

**REVIEW BOARD:**

Postponed until further notice.

**PROJECT ASSIGNMENTS FOR PLANNING ACTIONS:**

Will update when more information is given.

**ADJOURNMENT:**

Next meeting is scheduled October 7, 2020 at 6:00pm via Zoom.

*There being no other items to discuss, the meeting adjourned at 6:45pm*

*Respectfully submitted by Regan Trapp*



## NOTICE OF APPLICATION

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**OWNER/APPLICANT:** Tom Beam

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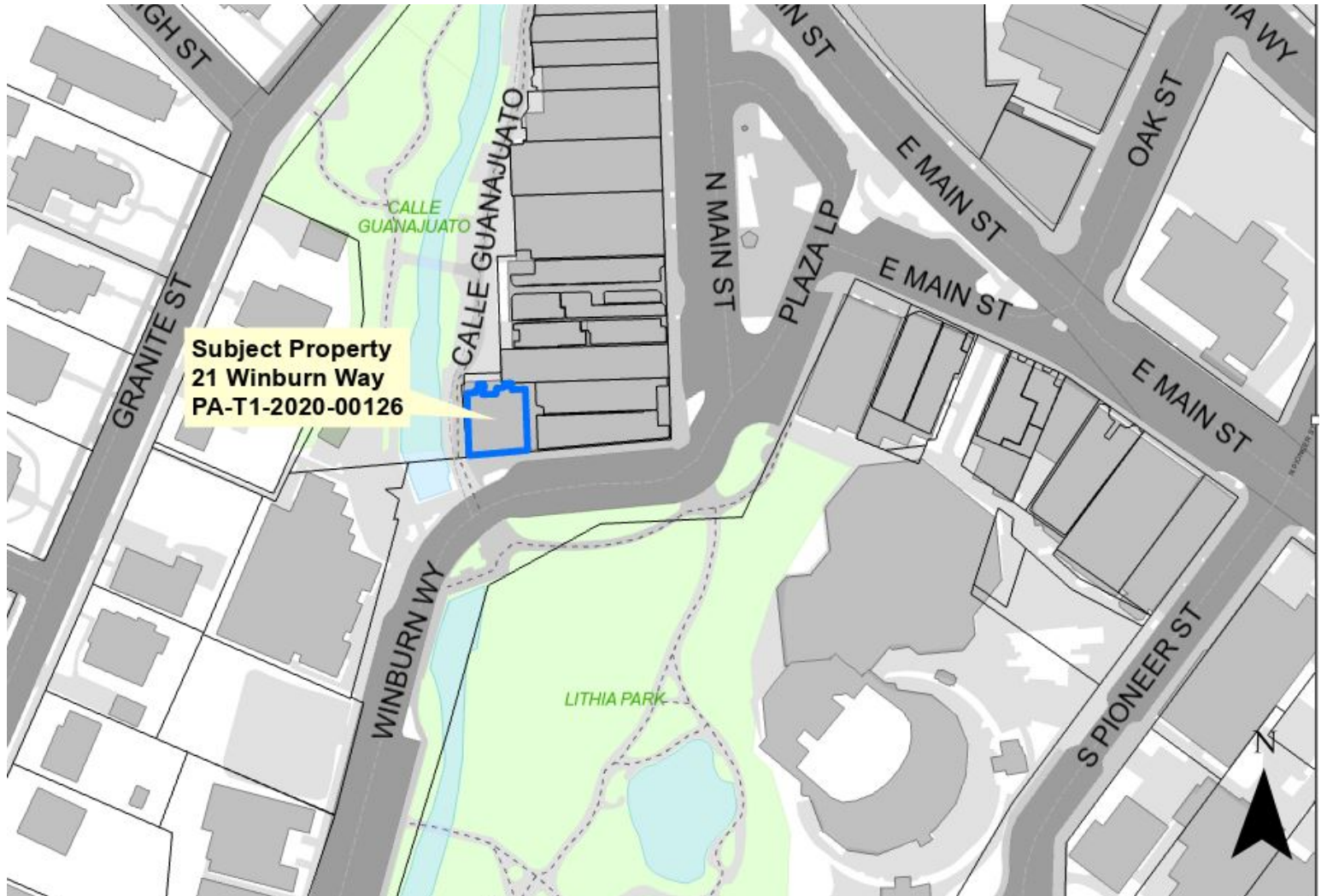
**COMPREHENSIVE PLAN DESIGNATION:** Commercial; **ZONING:** C-1-D; **ASSESSOR'S MAP #:** 391E 09 BB;

**TAX LOT:** 50003

**NOTE:** The Ashland Historic Commission will review this Planning Action at an electronic public hearing on **Wednesday, November 4, 2020 at 6:00 PM.** See page 2 of this notice for information about participating in the electronic public hearing.

**NOTICE OF COMPLETE APPLICATION:** October 26, 2020

**DEADLINE FOR SUBMISSION OF WRITTEN COMMENTS:** November 9, 2020





### **Historic Commission Meeting**

Notice is hereby given that the **Historic Commission** will hold an electronic public hearing on the above described planning action on the meeting date and time shown on Page 1.

**Anyone wishing to submit written comments can do so by sending an e-mail to [PC-public-testimony@ashland.or.us](mailto:PC-public-testimony@ashland.or.us) with the subject line “Advisory Commission Hearing Testimony” by 10:00 a.m. on Monday, November 2, 2020.**

If the applicant wishes to provide a rebuttal to the testimony, they can submit the rebuttal via e-mail to **[PC-public-testimony@ashland.or.us](mailto:PC-public-testimony@ashland.or.us) with the subject line “Advisory Commission Hearing Testimony” by 10:00 a.m. on Tuesday, November 3, 2020.** Written testimony received by these deadlines will be available for Historic Commissioners to review before the hearing and will be included in the meeting minutes.

**If you wish to virtually attend or listen to the Historic Commission meetings, send an email to [PC-public-testimony@ashland.or.us](mailto:PC-public-testimony@ashland.or.us) by 10:00 a.m. on Monday, November 2, 2020.** In order to virtually attend or listen to the commission meeting, please provide the following information: 1) make the subject line of the email “Advisory Commission Participant Request”, 2) include your name, 3) specify the date and commission meeting you wish to virtually attend or listen to, 4) specify if you will be participating by computer or telephone, and 5) the name you will use if participating by computer or the telephone number you will use if participating by telephone. Please note, participants that sign up to virtually attend or listen to a commission meeting will not be allowed to speak during the meeting.

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

The Ashland Planning Division Staff has received a complete application for the property noted on Page 1 of this notice.

Because of the COVID-19 pandemic, application materials are provided online and comments will be accepted by email. Alternative arrangements for reviewing the application or submitting comments can be made by contacting (541) 488-5305 or [planning@ashland.or.us](mailto:planning@ashland.or.us).

A copy of the application, including all documents, evidence and applicable criteria are available online at “What’s Happening in my City” at <https://gis.ashland.or.us/developmentproposals/>. Copies of application materials will be provided at reasonable cost, if requested. Under extenuating circumstances, application materials may be requested to be reviewed in-person at the Ashland Community Development & Engineering Services Building, 51 Winburn Way, via a pre-arranged appointment by calling (541) 488-5305 or emailing [planning@ashland.or.us](mailto:planning@ashland.or.us).

Any affected property owner or resident has a right to submit written comments to [planning@ashland.or.us](mailto:planning@ashland.or.us) or to the City of Ashland Planning Division, 51 Winburn Way, Ashland, Oregon 97520 prior to 4:30 p.m. on the deadline date shown on Page 1.

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

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

If you have questions or comments concerning this request, please feel free to contact Aaron Anderson at 541-552-2052 or [aaron.anderson@ashland.or.us](mailto:aaron.anderson@ashland.or.us).

## SITE DESIGN AND USE STANDARDS

### 18.5.2.050

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

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

## WRITTEN FINDINGS

SITE: 21 Winburn Way

October 1, 2020

The property is in the downtown commercial C-1-D zone. The property has been conforming and operating as a full-service restaurant since 2009. The currently licensed business is in a mixed-use building and is in compliance with the criteria to operate as such business with a permitted A-2 occupancy. The business will continue with the same ownership and service level as it has for the past 12 years, a casual downtown eatery. With the implications of COVID19 and consumer demands to frequent business with more personal space and outdoor capacity, we are investing in changes to address those needs and expectations. The planned replacement of the front windows to roll-up windows will allow for more airflow. The business will continue to apply for the permitted use of Sidewalk Dining and seating on Calle Guanajuato.

The new roll-up windows/doors will continue to respect downtown design standards and maintain the same look of by way of black metal framed windows that match the existing window package. There will be no change to the exterior paint color from the existing SW Rookwood Terra Cotta. As well, the brick exterior material will match existing façade.

This project will not create any increase in demand to City utilities and/or facilities. Again, this is a cosmetic enhancement to an existing business. There will not be any negative impacts to adjacent properties

Received 10.6.2020

United States Department of the Interior  
National Park Service

## National Register of Historic Places Continuation Sheet

Section Number: 7 Page: 24

Ashland Downtown Historic District, Ashland, OR

Department is a two-story concrete volume that opened in June 1947. Designed in the streamlined Moderne style by noted Klamath Falls architect Howard R. Perrin and built by Ashland contractor C.E. Borg, Weitzel's was considered Ashland's first "modern" department store operation.<sup>17</sup> Perrin, born and educated in Rhode Island, graduated from Brown University and relocated to Klamath Falls in 1922. In Jackson County he designed the "Yardstick" model home and the Crater Lake Ford [Winetrout] Building in Medford, a major addition to Lincoln School in Ashland, and worked on the designs of Camp White. Responsible for a majority of the commercial buildings in downtown Klamath Falls, his most notable projects in that county include the Willard Hotel, the Klamath County Jail and city halls for Doris and Lakeview. (Who's Who, 1942:331)

Corner show windows are finished in rounded plate glass with tranquil green carrara glass trim, making display space unique and modernistic...Eleven of the most modern apartments in Ashland have been constructed in the second floor of Weitzel's Department store...the entrance at 15 Winburn way is attractively finished in glass brick with [a] wide green linoleum covered stairway trimmed in chrome. Rounded corners add a modernistic touch to the hall ways. (*Tidings*, 26-June-1947, 3:1-5)

By 1955 the operation was renamed the "Park View Department Store," and remained in operation under that name through the late 1970. Converted to office and retail use, the streamlined exterior was wrapped in the present Tudor-inspired surface detail and the standing seam metal roof was added. Today two recessed storefronts face the Plaza and an additional two storefronts are located on the south elevation while second floor remains in apartment use. Although remodeled, the Weitzel Department Store Building retains essential integrity to its 1947 design beneath these alterations and so adequately relates its original development during the WWII portion of the period of significance.

### ID# 21.0

CALLE GUANAJUATO, NORTH ENTRY  
0 MAIN ST N  
No Style

391E09BB 7500  
Vacant: Park/Recreation

Historically this tax lot was the site of a masonry building but now is a city-owned property that provides access the alley between the row of buildings on the west side of the Plaza and the channel of Ashland Creek. Named "Calle Guanajuato" after Ashland's sister city in Mexico, this corridor serves as both a service access for these Plaza merchants and as public park, with regularly scheduled festivals, crafts fairs and similar uses. Calle Guanajuato terminates at the southern end of the Plaza, joining the bridge over the Creek at the entrance to Lithia Park on Winburn Way, behind the Weitzel Department Store Building. (Site 20.0)

<sup>17</sup> See *Tidings*, 26-June-1947.



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## National Register of Historic Places Continuation Sheet

Section Number: 7 Page: 23

Ashland Downtown Historic District, Ashland, OR

As originally constructed, the Crocker Building was of exposed brick exterior with an elaborately detailed cornice. Today, the exposed brick of the east elevation remains, however the front elevation has been stuccoed, probably as a part of the 1945-46 remodeling. The storefront, while also remodeled and rebuilt with aluminum sash, retains general compatibility and does not seriously detract from the overall character of the building. A specific element of note is the painted wall graphic of the east elevation, "Ashland's Noted Second Hand," probably painted in the late 19<sup>th</sup> or very early 20<sup>th</sup> century.

Occupied by Brother's Restaurant for more than 20 years, the Josephine Crocker Building retains high integrity and effectively relates its development history during the period of significance.

### ID# 19.0

**SABATINO'S RESTAURANT BLDG****75 MAIN ST N****Modern Period: Late 20th C Historic Period****1970c****391E09BB 6000****Non-Compatible, Non-Historic, Non-Contributing**

Historically this prominent corner site was occupied by a brick building similar to the Josephine Crocker Building, located to the west.

The two-story brick building at the corner of Granite and N Main St is being demolished by the owner, Lloyd Selby...the building known to many Ashlanders as the "old Dennis McCarthy building" was built in the early 1900s by the first Southern Pacific engineer to pull a train into Ashland. (*Tidings*, 17-Aug-1962, 1:5)

This present single story masonry building, designed in a vaguely Pueblo-inspired style with stepped parapet detailing and projecting "vigas" or rafter tails, was apparently constructed sometime in the late 1960s or early 1970s and housed a series of predominately Italian restaurants, most notably "Sabatino's" along with "The Vintage Inn," a popular folk music night club in Ashland during the late 1970s and early 1980s. In the 1990s the building was divided into its present configuration of multiple office and restaurant spaces. Minimally compatible with its zero setback, the overall design and use of materials of the Sabitino's Restaurant Building is incompatible with the historic architecture of the downtown

### ID# 20.0 *Survey #272*

**WIETZEL'S [PARKVIEW] DEPT STORE****115 MAIN ST N (S North Main)****Architect: Perrin, Howard R.****Early Modern: Art Moderne/Streamlined****1947****391E09BB 7600****Builder: Borg, C. E.****Primary Contributing**

Built on the site of Emil Peil's blacksmith and implement shop and the 1906 addition that was built in connection with the Bank of Ashland Extension,<sup>16</sup> the Weitzel/Park View

<sup>16</sup> See Sites 22.0 and 23.0.



EXISTING CEILING  
MAIN EATING AREA  
12' - 3" TO

TOP 3 PANELS  
GLASS WINDOW

$$9 - 9\frac{3}{4}''$$

NEW ROLL UP DOOR IN  
EXISTING WINDOW SPACE

 SOUTH ELEVATION  
SCALE: 3/8"=1'

7' - 8"  
ROLL UP

NEW BAR TOP W/CHAIRS  
— @ ROLL UP DOOR (BRICK  
TO REMAIN)

○ NORTH PATIO SEATING  
SCALE: 1/4"=1'

DFT# MS			JOHN A. SHULL C & D 937 BROOKDALE MEDFORD, OREGON 97504 BUSINESS PHONE 734-4439 CELL PHONE 941-2209		SESAME REMODEL 21 WINBURN WAY ASHLAND, OREGON OWNER/OPERATOR TOM & LISA BEAM	
APPD		DATE 8-15-20				
DWG SESAME REMODEL R0						
REVISION 0	DWG SIZE D	SCALE: 1/4"=1'	TOLERANCE: ± 1/8	TITLE PROPOSED ARCHITECTURAL VIEWS	SHEET X OF X	

Received 10.6.2020





## NOTICE OF APPLICATION

**PLANNING ACTION:** PA-T1-2020-00128

**SUBJECT PROPERTY:** 104 Bush Street

**OWNER:** Grove Family Trust- William E. Grove, III & Nancy B. Grove, trustees

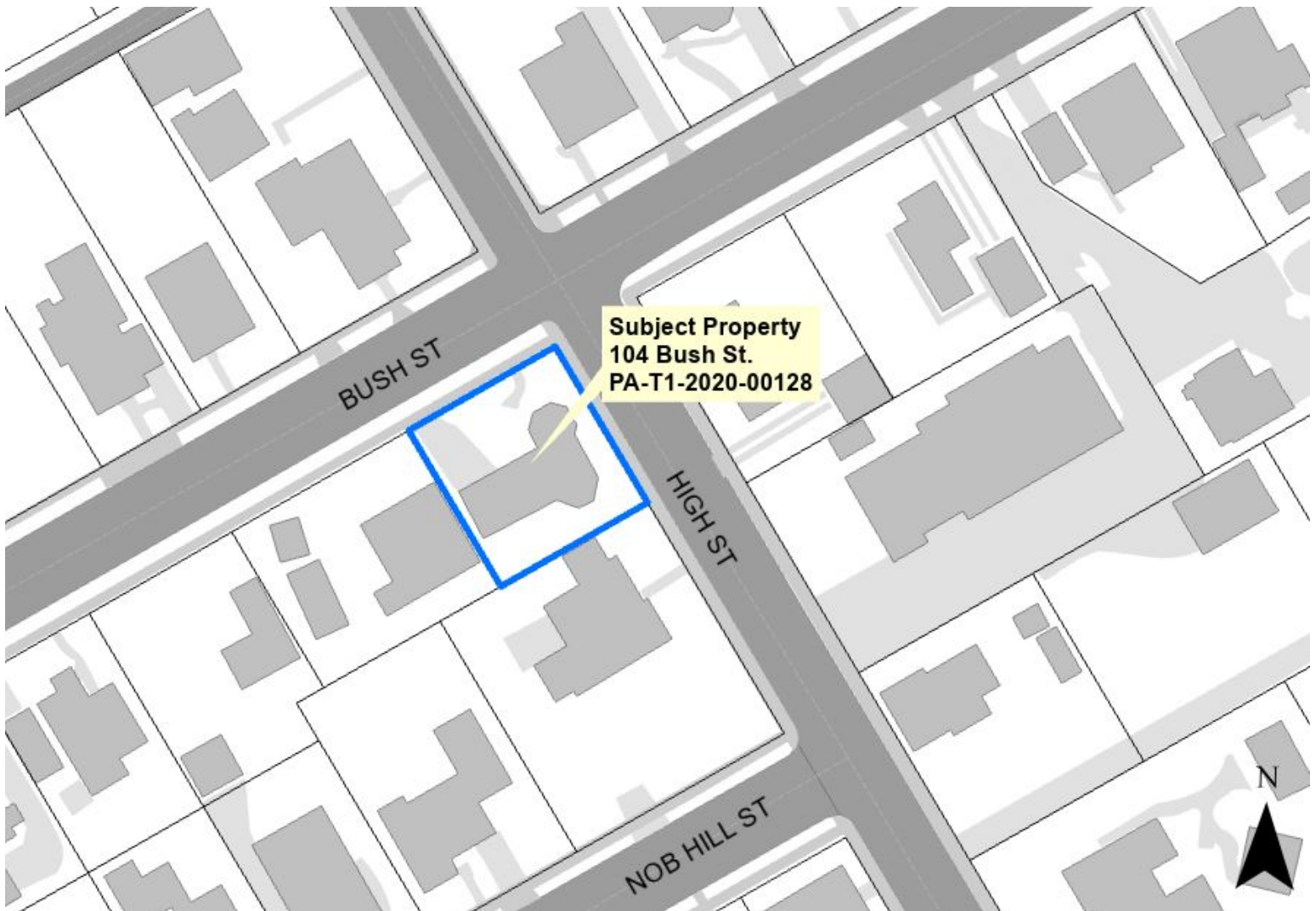
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**NOTE:** The Ashland Historic Commission will review this Planning Action at an electronic public hearing on **Wednesday, November 4, 2020 at 6:00 PM**. See page 2 of this notice for information about participating in the electronic public hearing.

**NOTICE OF COMPLETE APPLICATION:** October 27, 2020

**DEADLINE FOR SUBMISSION OF WRITTEN COMMENTS:** November 10, 2020





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

If you have questions or comments concerning this request, please feel free to contact Derek Severson at [derek.severson@ashland.or.us](mailto:derek.severson@ashland.or.us) or 541-488-5305.

## **CONDITIONAL USE PERMITS**

### **18.5.4.050.A**

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

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

## **EXCEPTION TO STREET STANDARDS**

### **18.4.6.020.B.1**

Exception to the Street Design Standards. The approval authority may approve exceptions to the standards section in 18.4.6.040 Street Design Standards if all of the following circumstances are found to exist.

- a. There is demonstrable difficulty in meeting the specific requirements of this chapter due to a unique or unusual aspect of the site or proposed use of the site.
- b. The exception will result in equal or superior transportation facilities and connectivity considering the following factors where applicable.
  - i. For transit facilities and related improvements, access, wait time, and ride experience.
  - ii. For bicycle facilities, feeling of safety, quality of experience (i.e., comfort level of bicycling along the roadway), and frequency of conflicts with vehicle cross traffic.
  - iii. For pedestrian facilities, feeling of safety, quality of experience (i.e., comfort level of walking along roadway), and ability to safety and efficiency crossing roadway.
- c. The exception is the minimum necessary to alleviate the difficulty.
- d. The exception is consistent with the Purpose and Intent of the Street Standards in subsection 18.4.6.040.A.



**Coleman Creek Construction**  
Michael Hodgin, Owner - CCB #160328  
695 Washington St.  
Ashland, OR 97520  
Tel/Fax: 541-482-2299

## **Supplemental Written Findings for Type 1 Conditional Use Permit for 104 Bush St Ashland OR**

- 1. Written Findings for Conditional Use Permit criteria 18.5.4.050**
- 2. Written Findings for Historic District Development Standards  
18.4.2.050 B and 18.4.2.050.C**
- 3. Exception to Street Standards 18.4.6.020 B.1.**

### **18.4.2.050 Historic District Development**

#### **B. HD Design Standards**

1. Transitional Areas

**Findings: Not relevant**

2. Height

**Findings: Complies. Addition will be 1-story on a 2-story building**

3. Scale

**Findings: Complies. The proposed building massing and scale are consistent with the original structure and in keeping with the historic buildings in the vicinity.**

4. Massing

**Findings: Complies. See #3**

5. Setback

**Findings: Complies. New addition proposed to be in plane with front porch and no further in setback line of adjacent buildings.**

## 6. Roof

**Findings: Complies.** New roof matches shape and material of existing

## 7. Rhythm of openings

**Findings: Complies.** The rhythm of the openings is mostly consistent with existing house. However, the proposed addition changes the openings from two garage door to one which is more consistent with adjacent historic buildings.

## 8. Base or Platforms

**Findings: I do not believe this is relevant** because we are adding a garage which would be at grade not on a platform.

## 9. Form

**Findings: Complies.** Proposed remodel maintains the existing form

## 10. Entrances

**Findings: Complies** Front entry is unchanged and clearly well-defined with covered porch.

## 11. Imitations of Historic Features

**Findings: Proposed remodel will keep the existing decorative details and will not introduce any new details or imitate styles, motifs, or details of historic buildings.**

## 12. Additions

**Findings: EXCEPTION REQUESTED.** While exploring design ideas we tried to work a design to add to the rear of the building so as to avoid an addition to the façade of Bush St. This would have included returning the original garage that was converted into living space back to the garage and then recreate the living space to the rear. However, due to the narrow lot and required set back at the rear of the building, combined with limited access for construction made the project not feasible. Especially since the addition would take the place of an existing patio that has been heavily landscaped and is the only “usable” outdoor area in the back yard due to grade. Thus, the only possible solution was to come out towards Bush st. 5’10”

# **C. Rehabilitation Standards for Existing Buildings and Additions**

## 2. Rehabilitation Standards.

### a. Historic architectural styles and features.

**Findings: Complies.** (To the best of our abilities given the house was built in 1992)

### b. Original features shall be restored as much as possible.

**Findings: Complies**

### c. Replacement finishes on exterior walls.

**Findings: Complies.** Finishes will match existing.

d. Diagonal or vertical siding

**Findings: Complies. None will be used.**

e. Exterior wall colors

**Findings: Complies. We will match existing paint color**

f. Imitative materials shall be avoided

**Findings: Complies. No imitative materials are proposed to be used.**

g. Replacement Windows

**Findings: Complies. One window added in the addition will be compatible in proportion, shape and size of existing windows.**

h. Roofs

**Findings: Complies. New roof will match existing**

i. Roofing Material

**Findings: Complies. Roofing material will match the existing and be composition shingles.**

j. New porches or entries

**Findings: Complies. New garage entry will match existing.**

## **Chapter 18.5.4. Conditional Use Permit.**

**Applicant is seeking a CUP for an increase of 25% above the MPFA**

### 18.5.4.030 Review Procedure

**Findings: Complies. Project is a small addition to a residential structure.**

### 18.5.4.040 Application Submission Requirements.

**Findings: Complies. Information is contained in these findings and on the drawings previously submitted.**

### 18.5.4.050 Approval Criteria

#### 1. zoning district standards

**Findings: Complies. The use is in conformance with all of the standards an relevant Comprehensive Plan policies for the zoning. The proposed addition is to accommodate owners desired for a garage.**

#### 2. Adequate capacity of facilities

**Findings: Complies. The garage will add no additional need for city facilities and adequate capacity of facilities exist, are currently provided, and are currently in use throughout the property. Adequate transportation is currently provided.**

3. Conditional Use will have no greater adverse material effect on livability

a. Similarity in scale

**Complies.**

b. Generation of traffic

**Complies.** Traffic generation will not change as a result of the project as there is no increase in the number of occupants compared to what is current

c. Architectural compatibility

**Complies:** The massing , scale, roof pitches and detailing are in total compatibility with the impact are as described in these findings in Section 18.4.2.050

d. Air quality

**Complies:** There will be no decrease in air quality as there will be no change in the occupancy of the building.

e. Generation of noise, light, and glare

**Complies.** There will be no additional increase of noise, light, and glare. Likely a decrease in noise as the owners will be entering and exiting their vehicle inside a closed garage.

f. Development of adjacent properties.

**Complies.**

g. Other factors found to be relevant by the approval authority for review of the proposed use.

**Will Respond.** Once the City Planning Staff review the proposal, any factors they deem relevant will be addressed and any changes necessary will be made.

4. A CUP shall not allow a prohibited use.

**Complies:** No change in use is being requested for the proposed addition

5. Target Zone Uses

**Complies.** Ordinance requirements and density are in compliance as exhibited by the design drawings and as described in these findings.

B Conditions of Approval

**AGREES: Applicant agrees to abide by any conditions imposed on this use as adopted and approved as a result of this planning action.**

**Exception to Street Standards 18.4.6.020 B.1.**

## Summary of the request by owners to alter sidewalk:

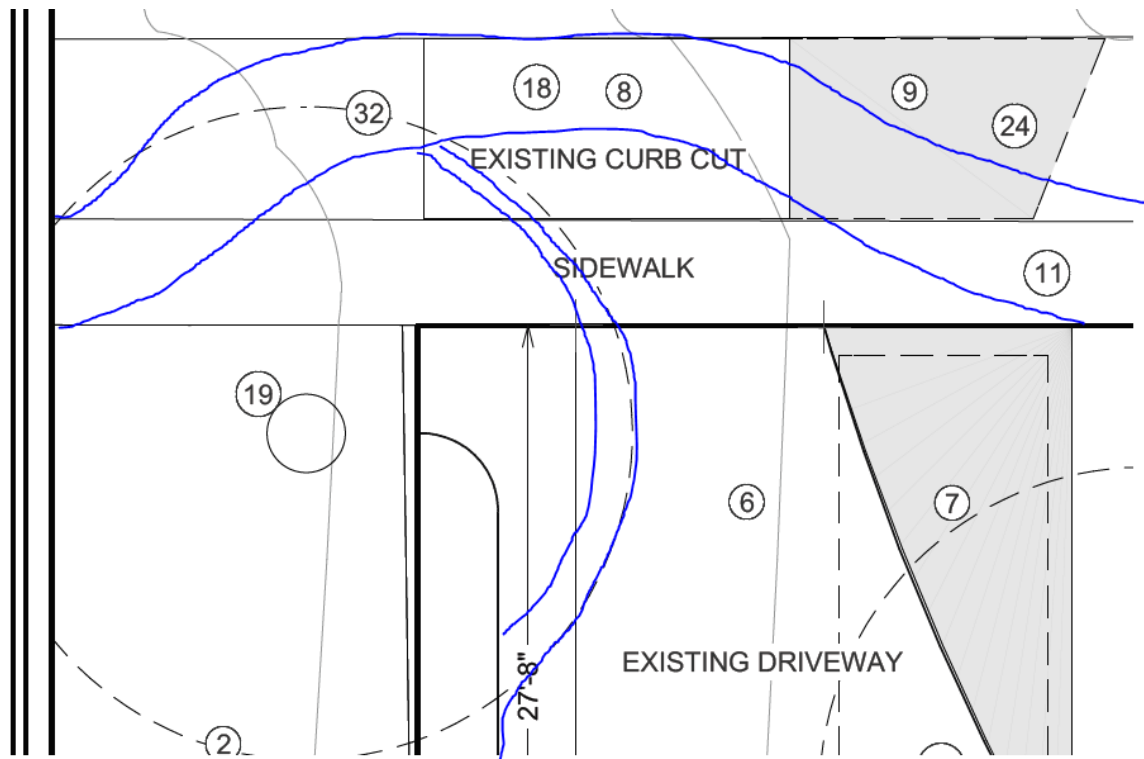
Regarding the possible relocation of the sidewalk at 104 Bush st., below is a drawing showing the conceptual request for bringing the sidewalk “out of path.”

Condition: Sidewalk is raised at least 8 inches at current sidewalk. Location of the tree is such that “ramping” over the root structure would make an impossible approach at the driveway as it would be too steep, and we don’t have enough grade to make the transitional gradual.

Steps taken so far:

1. On site meeting with clients who are vested in keeping the tree alive and looking for resolution to keep the sidewalk safe.
2. On site meeting with arborist Chris John of Canopy LLC. Chris reported the tree is in good health but will need relief from concrete to ensure its longevity. He stated that there will be no way to tell if we can cut roots at the sidewalk location until we remove the sidewalk and dig up. But, its likely the level of upheaval suggests the roots will be too large to cut. Recommendation was to remove the sidewalk and assess with a greater possibility than not that the sidewalk would need to be relocated.
3. Met with clients again who did not feel good about demo until we have solid permission from the city to relocate as the job affects the neighbors to the south as well.
4. Met onsite with Carl Johnson from public works. Many ideas kicked around but relocating sidewalks seems the only viable solution to keep the tree. Carl reported that he was ok with it if the planning department was.
5. Spoke on the phone with Aaron from the planning department who did some leg work and reported that I would need to provide additional information: Site map, narrative, ideally written report from the arborist, and a request.





**A. Applicability.** Chapter [18.4.6](#) applies to all new development, including projects subject to Land Division (Subdivision or Partition) approval and developments subject to Site Design Review, where public facility improvements are required. All public facility improvements within the City shall occur in accordance with the standards and procedures of this chapter.

**B. Exceptions and Variances.** Requests to depart from the requirements of this chapter are subject to chapter [18.5.5](#) Variances, except that deviations from section [18.4.6.040](#) Street Design Standards are subject to [18.4.6.020.B.1](#) Exceptions to the Street Design Standards, below.

1. Exception to the Street Design Standards. The approval authority may approve exceptions to the standards section in [18.4.6.040](#) Street Design Standards if all of the following circumstances are found to exist.

a. There is demonstrable difficulty in meeting the specific requirements of this chapter due to a unique or unusual aspect of the site or proposed use of the site.

**Findings:** Given the downhill slope and the raised sidewalk from the tree roots, there is no way to meet the specific requirements of this chapter unless and arborist can see the roots in the pathway at time of demolition. Carl Johnson from Public works has reviewed and agrees.

b. The exception will result in equal or superior transportation facilities and connectivity considering the following factors where applicable.

i. For transit facilities and related improvements, access, wait time, and ride experience.

**Findings: Not applicable**

ii. For bicycle facilities, feeling of safety, quality of experience (i.e., comfort level of bicycling along the roadway), and frequency of conflicts with vehicle cross traffic.

**Findings: Bicycle riding is currently not safe unless the tree is cut down and grade of sidewalk is evened out or if the planning department grants the “out of path” sidewalk.**

iii. For pedestrian facilities, feeling of safety, quality of experience (i.e., comfort level of walking along roadway), and ability to safety and efficiency crossing roadway. **is**

**Findings: Pedestrian walking is currently not safe unless the tree is cut down and grade of sidewalk is evened out or if the planning department grants the “out of path” sidewalk.**

c. The exception is the minimum necessary to alleviate the difficulty.

**Findings: If the exception were granted the difficulty of creating a safe sidewalk would be alleviated.**

d. The exception is consistent with the Purpose and Intent of the Street Standards in subsection [18.4.6.040.A](#).

**Findings: As noted in 18.4.6.040 A:**

*“Sidewalks are shaded by trees for pedestrian comfort.”*

**18.4.6.040 A also notes:**

***•All streets have park rows and sidewalks on both sides. In certain situations where the physical features of the land create severe constraints, or natural features should be preserved, exceptions may be made. Exceptions could result in construction of meandering sidewalks, sidewalks on only one side of the street, or curbside sidewalk segments instead of setback walks. Exceptions should be allowed when physical conditions exist that preclude development of a public street, or components of the street. Such conditions may include, but are not limited to, topography, wetlands, mature trees, creeks, drainages, rock outcroppings, and limited right-of-way when improving streets through a local improvement district (LID).***

**As the request is within the intent of what is being asked for I believe we should be granted permission to explore the situation.**

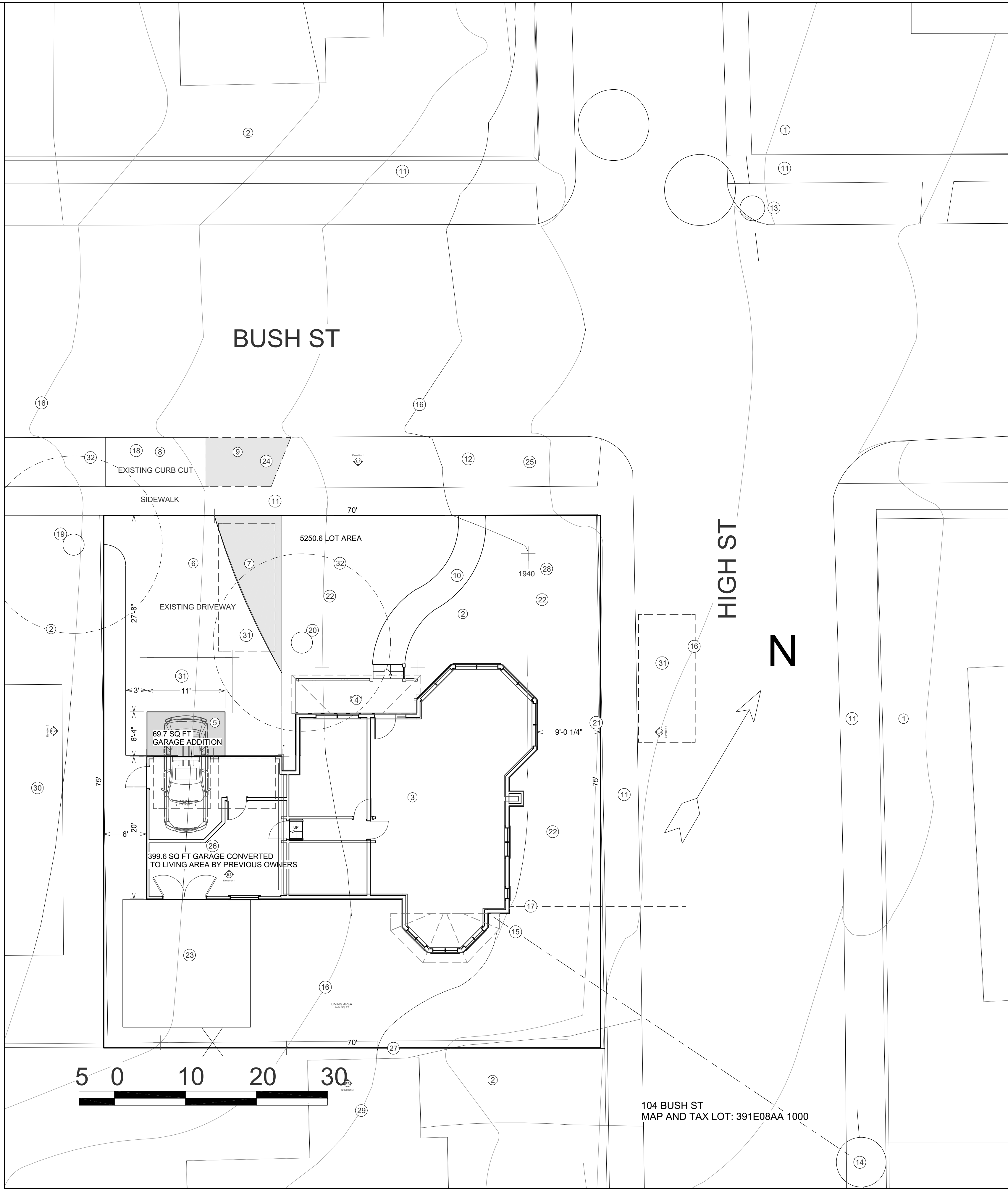
**New Request is for the city to grant the permit for repair of the sidewalk. With a permit in place we can remove the sidewalk and dig up the roots. At the point at which the roots can be seen, arborist, Chris John of Canopy LLC, can write a summary report detailing if the sidewalk can stay on path without harming the tree or if the sidewalk must be relocated to meet the intent of 18.4.6.040. The owners do not feel**

**comfortable leaving the sidewalk as is because of the public safety hazard. However, they do not feel comfortable repairing the sidewalk if the “out of path” exception would not be granted leaving the only solution for safety is cutting the tree down. Essentially, the owners are requesting that if the permit is issued and the arborist report comes back stating the sidewalk must meander, the owners need assurance from the city that they request be granted.**

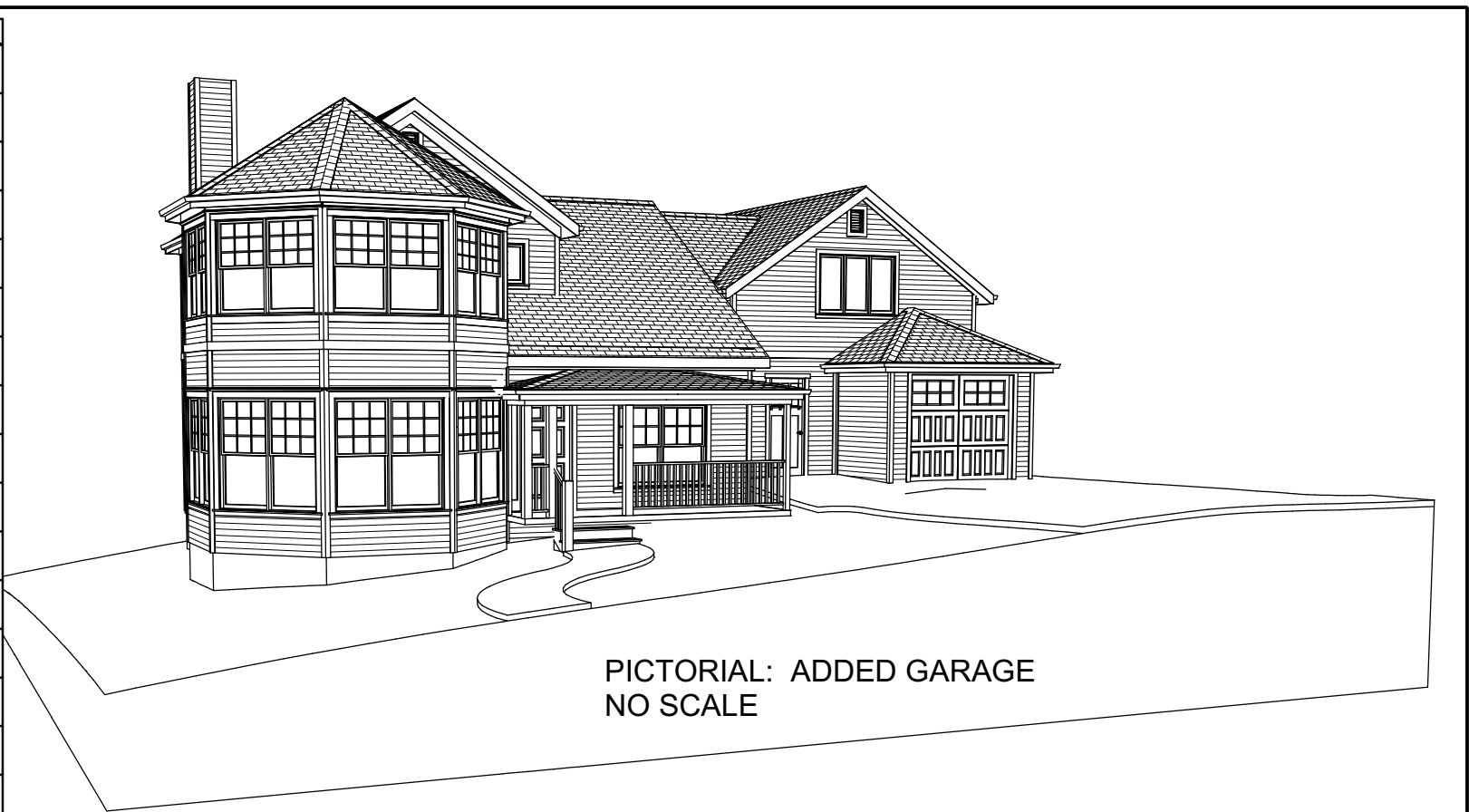
Sincerely,

Michael Hodgin  
Owner, Coleman Creek Construction





Note Schedule	
①	ZONING EAST OF HIGH ST R2
②	R1-7.5 ZONING
③	EXISTING HOUSE
④	EXISTING PORCH
⑤	70 SQ FT GARAGE ADDITION
⑥	EXISTING DRIVEWAY
⑦	EXPANDED DRIVEWAY
⑧	EXISTING CURB CUT
⑨	EXPANDED CURB CUT
⑩	EXISTING WALKWAY
⑪	SIDEWALK
⑫	PARK ROW
⑬	FIRE HYDRANT
⑭	OVERHEAD UTILITIES
⑮	EXISTING 200 AMP SERVICE DROP
⑯	TWO FOOT ELEVATION CONTOURS
⑰	EXISTING SEWER LINE
⑱	EXISTING WATER METER
⑲	30" DIAMETER DOUGLAS FIR
⑳	36" DIAMETER WESTERN RED CEDAR
㉑	EXISTING RETAINING WALL
㉒	MATURE LANDSCAPING
㉓	GARAGE SLAB FROM PREVIOUS HOUSE
㉔	3"DIA. DECIDUOUS STREET TREE (TO BE RELOCATED)
㉕	3"DIA. DECIDUOUS STREET TO REMAIN
㉖	GARAGE CONVERTED TO FINISHED ROOM BY PREVIOUS OWNER
㉗	EXISTING SIX FOOT FENCE AT SOUTH PROPERTY LINE
㉘	6" DIA. DECIDUOUS ORNAMENTAL
㉙	NEIGHBORING HOUSE TO THE SOUTH
㉚	NEIGHBORING HOUSE TO THE WEST
㉛	PARKING
㉜	DRIP LINE



APPLICABLE CODES  
2017 OPSC  
2019 OMSC  
2019 OSSC  
2017 ORSC  
2014 OESC  
DESIGN CRITERIA  
WIND SPEED: <125 MPH  
EXPOSURE B  
SEISMIC ZONE: D1  
SNOW LOAD: 25 #  
FROST DEPTH: 12"  
FLOOR LOADS: 40#

**SCOPE OF WORK**  
NEW 211 SQUARE FOOT GARAGE

**CONSTRUCTION:**  
ONE STORY  
WOOD FRAMED  
COMP ROOF

**GENERAL INFORMATION:**  
OWNER: GROVE WILLIAM E III TRUSTEE  
GROVE NANCY B TRUSTEE  
GROVE FAMILY TRUST  
PHONE:  
EMAIL:  
SITUS ADDRESS: 104 BUSH ST  
MAILING ADDRESS: 102 BRITTON AVE  
ATHERTON CA 94027-4109  
**CONTRACTOR:**  
COLEMAN CREEK CONSTRUCTION:  
MICHAEL HODGIN  
248 WALKER ST  
ASHLAND, OR 97520  
PHONE: 541-890-2142  
OFFICE PHONE/FAX 541-482-2299  
EMAIL: COLEMANCREEK@GMAIL.COM

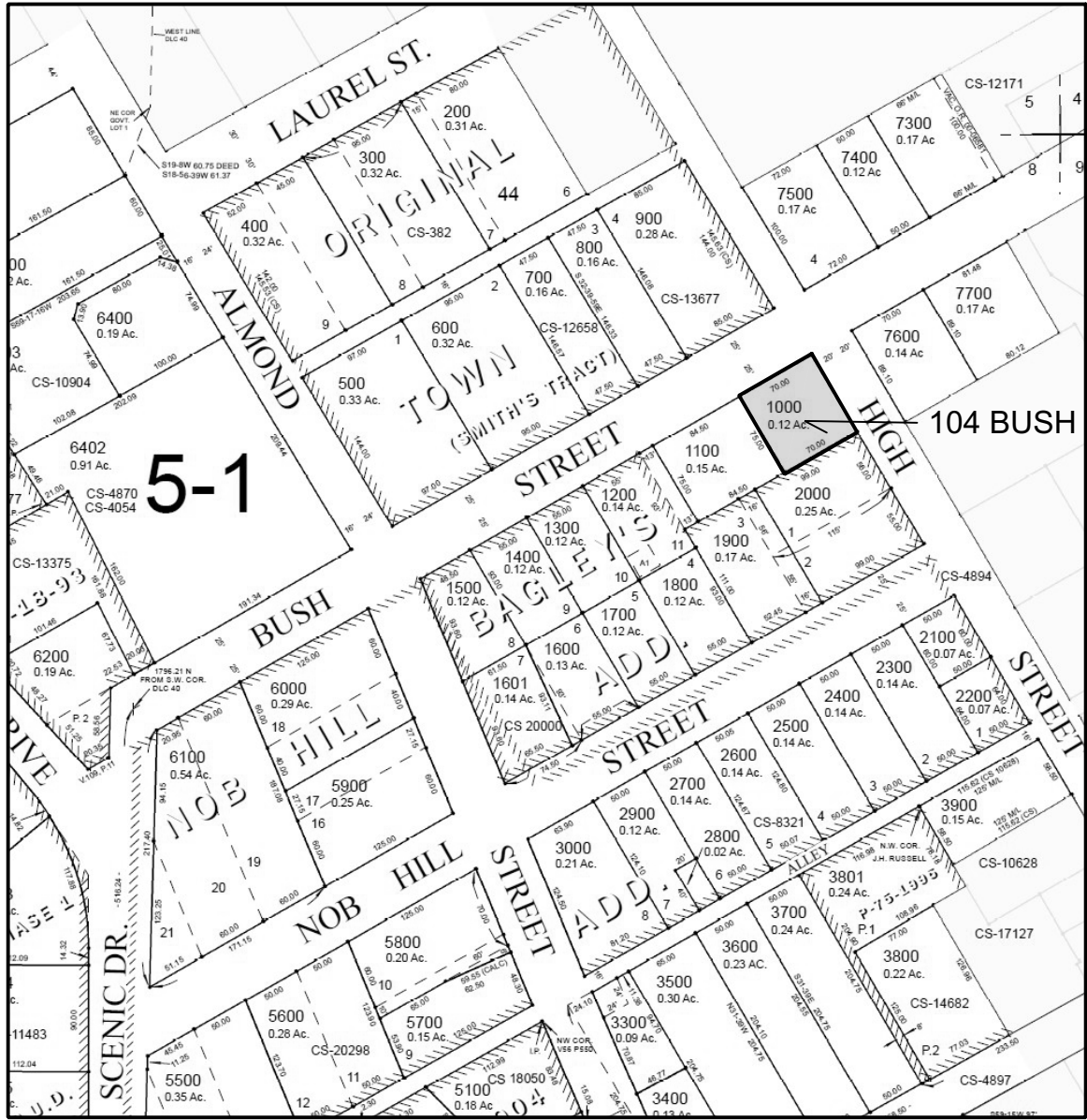
**PROJECT INFORMATION**  
MAP: 391E08AA  
TAX LOT: 1000  
ZONING: R1-5  
ACREAGE: .12  
YEAR BUILT: 1992  
TWO STORY  
2060 SQUARE FEET

MPFA Calculation	
Lot Area	5250
adj factor	0.97
FAR	0.38
Permitted	1935.15

MPFA	Existing	Proposed
First Floor	985	985
Second floor	880	880
Garage	399	399
porch	85	85
new garage		70
Total	2349	2419
MPFA	1935	1935
excess	414	484
Percent exceeding MPFA	21	25

IMPERVIOUS CALCULATION	
existing driveway	640
added driveway	115
existing walkway	102
existing house	1419
existing porch	85
new garage	0
total impervious	2361
percent impervious	45

LAYOUT PAGE TABLE	
PAGE	TITLE
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2	EXISTING ELEVATION, PROPOSED ELEVATION, PICTORIAL VIEWS



VICINITY MAP: 104 BUSH ST  
NO SCALE

COLEMAN CREEK CONSTRUCTION  
MICHAEL HODGIN  
541-890-2142  
CCB # 160328

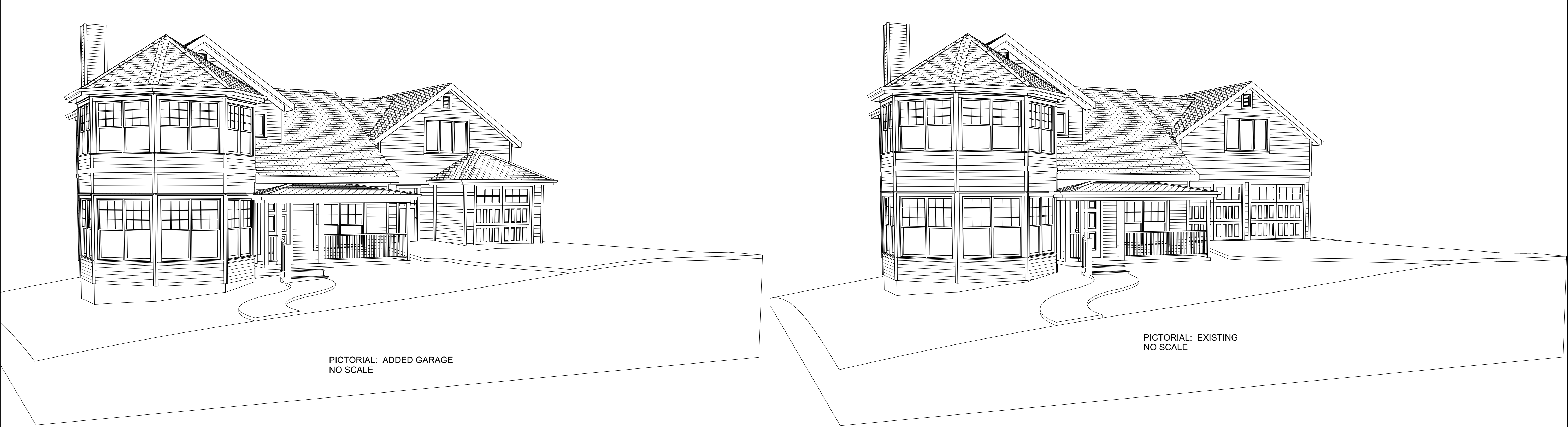
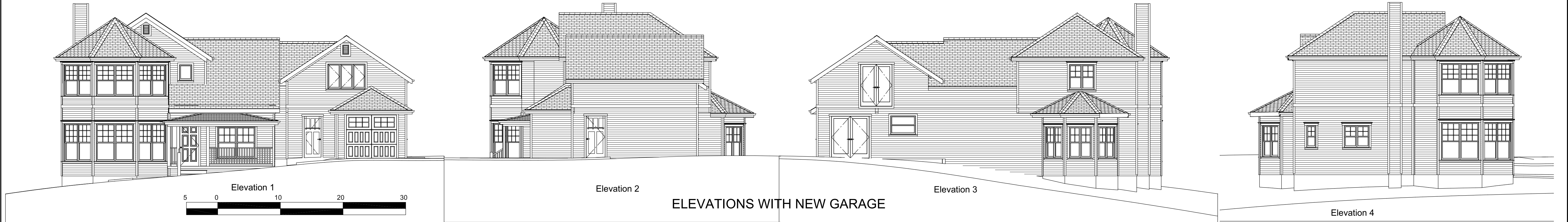


PROJECT INFORMATION,  
CALCULATIONS, PLOT PLAN,  
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ADDITION 9/28/2020  
FOR PLANNING APPLICATION

DATE: 9/28/2020  
SHEET:  
1/2





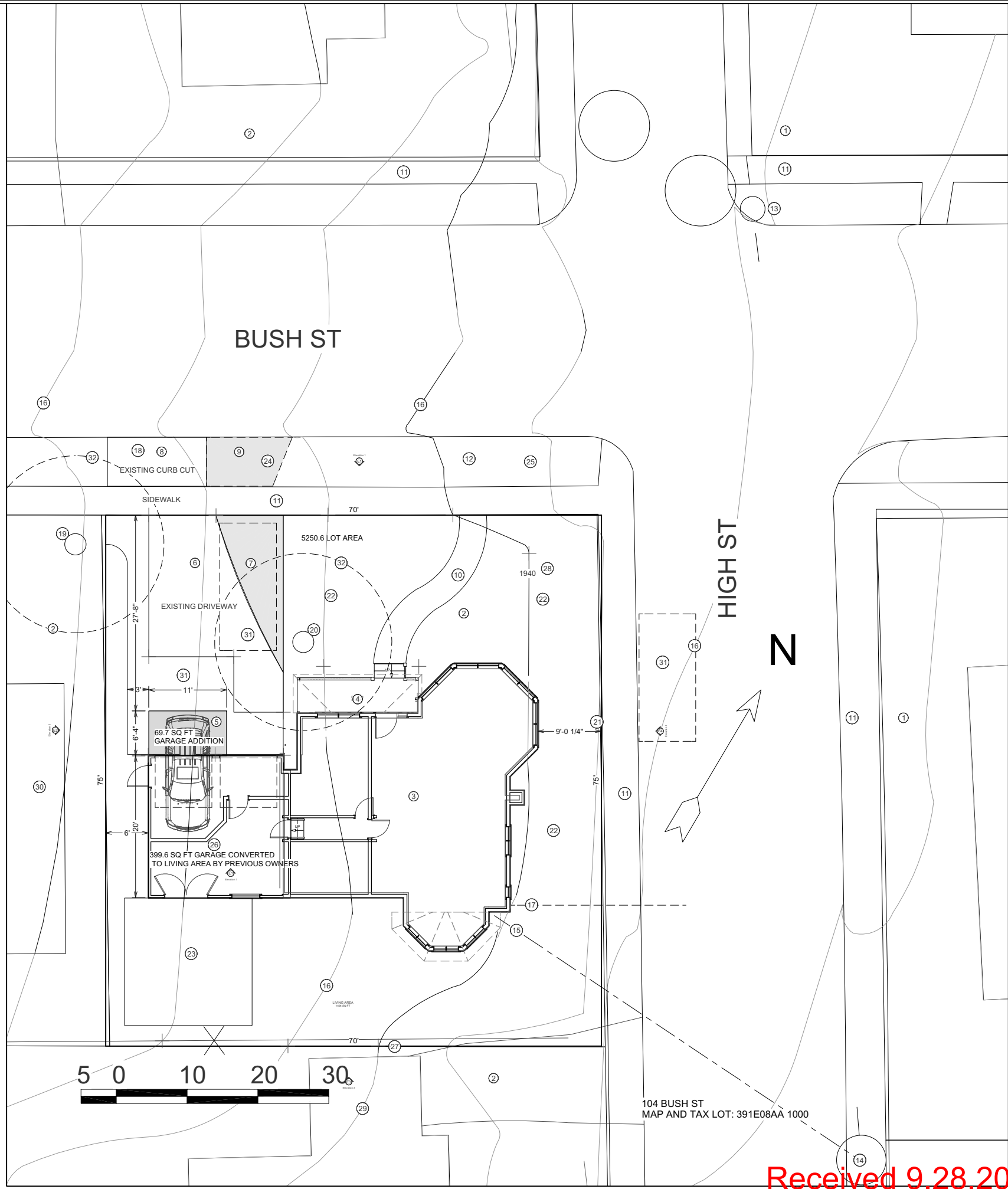
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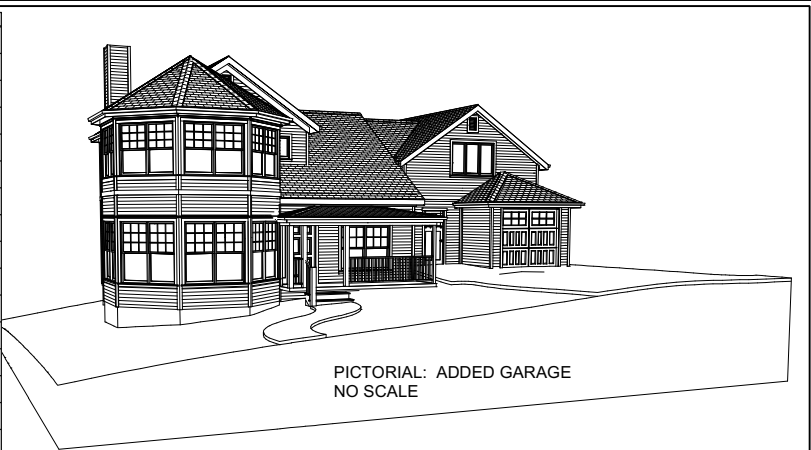
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PICTORIAL: ADDED GARAGE  
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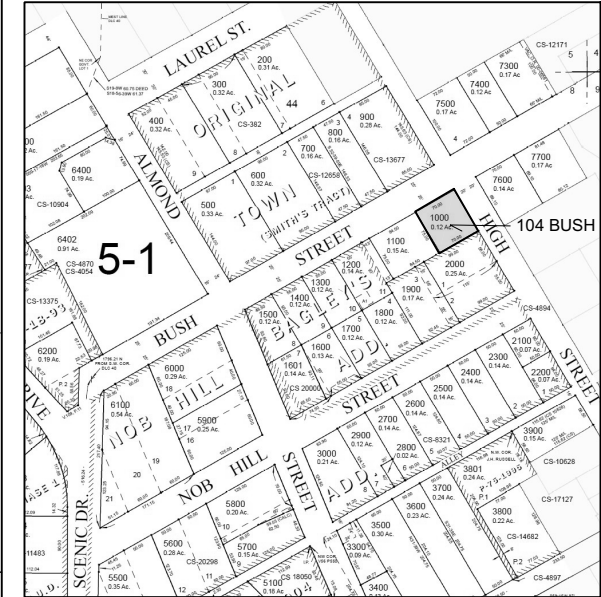
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2060 SQUARE FEET

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Received 9.28.2020

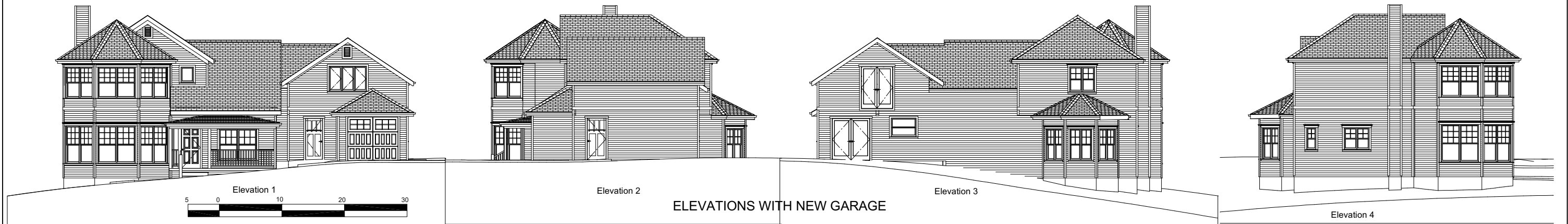
COLEMAN CREEK CONSTRUCTION  
MICHAEL HODGIN  
541-890-2142  
CCB # 160328



PROJECT INFORMATION,  
CALCULATIONS, PLOT PLAN,  
LOCATOR MAP

104 BUSH ST. GARAGE  
ADDITION 9/28/2020  
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COLEMAN CREEK CONSTRUCTION  
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EXISTING ELEVATION, PROPOSED  
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SHEET:

2/2

Received 9.28.2020





# Ashland High School Science & Humanities Buildings Modernization Project

201 S Mountain Ave. Ashland, OR 97520



## Pre-Application Narrative

September 24, 2020



**RECEIVED BY EMAIL 09/24/2020**

18.4.3 PARKING, ACCESS, AND CIRCULATION

## Written Findings

18.4.3.070 Bicycle Parking

*F. Primary and Secondary Schools. Elementary, Junior High, Middle, and High Schools shall provide one sheltered bicycle parking space for every five students.*

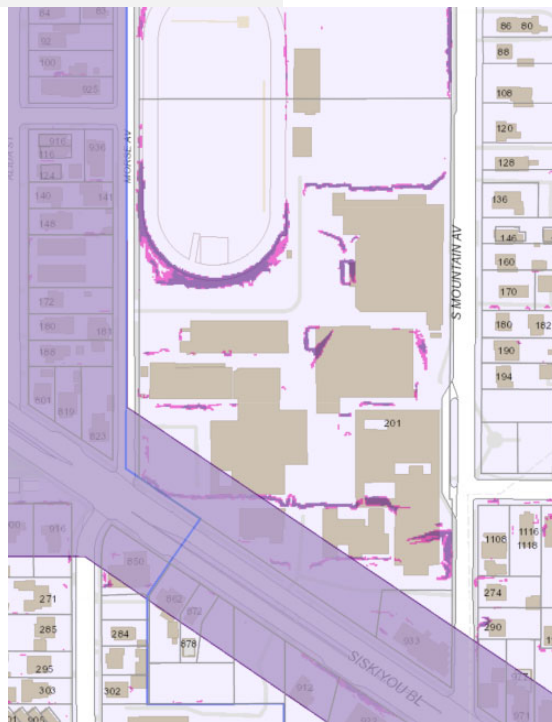
The design for bicycle parking will utilize all existing spaces provided on campus. Some racks will be relocated due to the proposed development to covered outdoor spaces. The position and count for these spaces will be based on the existing conditions.

<u>Student Enrollment</u>	<u>Existing Sheltered Spaces:</u>
1006	138 Bikes; 48 Skates

18.4.3.080 Vehicle Area Design

*B. Parking Area Design. Required parking areas shall be designed in accordance with the following standards and dimensions as illustrated in 18.4.3.080.B. See also, accessible parking space requirements in section 18.4.3.050 and parking lot and screening standards in subsection 18.4.4.030.F.*

The proposed design will provide some improvements to the existing parking lots pertaining to accessibility and way-finding. Due to the limited nature of the development, additional improvements will not be feasible.



City of Ashland Overlay Zones: Historic District & Hillside Lands

18.4.2.050 Historic District Development

*A2. Applicability. The City of Ashland has adopted ordinances to assure that all development in the Historic District overlay remains compatible with the existing integrity of the Historic District.*

*b. If a development requires a Type I, II, or III review*

## Written Findings

The Ashland High School property overlaps the Historic District Overlay along its southern property line. The buildings that fall within this overlay zone are the District Office Building (no work proposed), the English Building (plumbing upgrades proposed), and the Science/Library Building (interior renovations and classroom addition



18.4.2.050 Historic District Development

*procedure (e.g., Site Design Review, Conditional Use Permit) and involves new construction, or restoration and rehabilitation, or any use greater than a single-family use, the authority exists in the law for the Staff Advisor and the Planning Commission to require modifications in the design to match these standards. In this case the Historic Commission advises both the applicant and the Staff Advisor or other City decision maker.*

## Written Findings

proposed).

Considering the above analysis, the science classroom addition might be reviewed by the historic commission. The proposed design considers the height, scale, massing, and form of the original science building structure. The addition fits within the existing perimeter of the structure where a covered outdoor corridor exists. Visually, there will be little change from the existing building profile. See the attached building elevations for details.

Photos taken from the edge of the historic district overlay zone looking into the High School site are included below for reference.



*View of the Science Building from Siskiyou Blvd*



*View of the Humanities Building from Siskiyou Blvd*



kistler+  
small  
+white  
architects

CONSULTANT:

PROJECT NAME:	ASHLAND HIGH SCHOOL
PROJECT DESCRIPTION:	SCIENCE & HUMANITIES BUILDINGS MODERNIZATION
ADDRESS:	201 S MOUNTAIN AVE ASHLAND, OR 97520
MAP & TAX LOT:	391E09DA 100

NAME: ASHLAND SCHOOL DISTRICT NO. 5  
ADDRESS: 885 SISKIYOU BLVD  
ASHLAND, OR 97520

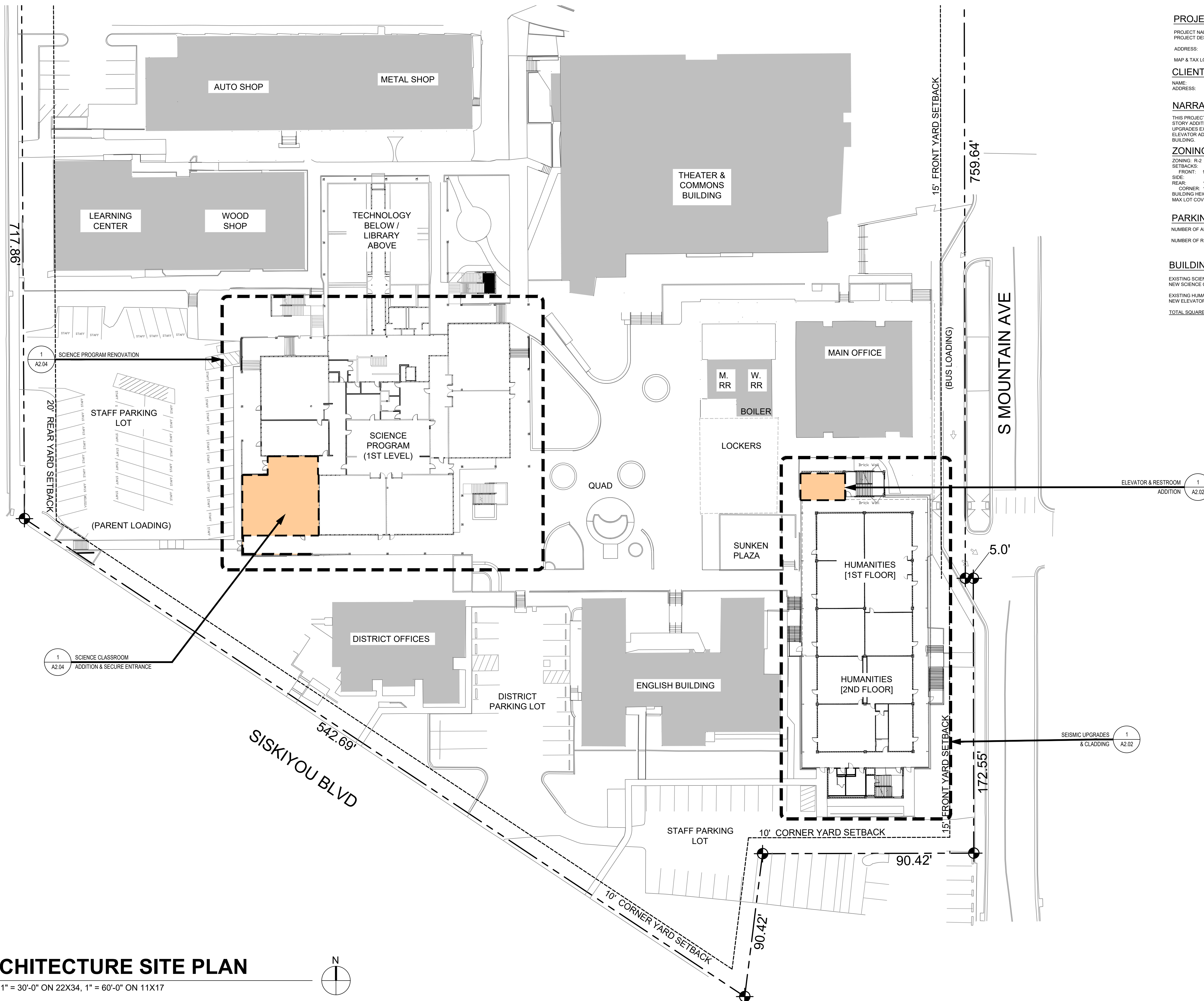
THIS PROJECT INCLUDES INTERIOR RENOVATION AND SINGLE STORY ADDITION OF THE SCIENCE BUILDING; SEISMIC UPGRADES EXTERIOR CLADDING AND A NEW 3-STORY ELEVATOR ADDITION IS PROPOSED FOR THE HUMANITIES BUILDING.

ZONING: R-2  
SETBACKS:  
FRONT: 15 FT  
SIDE: 6 FT  
REAR: 10 FT, 5 feet per Half Story  
CORNER: 10 FT  
BUILDING HEIGHT: 35 ft or 2 1/2 stories  
MAX LOT COVERAGE: 65%

NUMBER OF ADDITIONAL CLASSROOMS:	1
NUMBER OF REQUIRED ADDITIONAL SPACES:	2

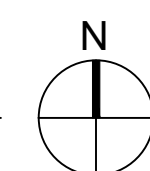
EXISTING SCIENCE/LIBRARY BUILDING	54530 SF
NEW SCIENCE CLASSROOM	2276 SF
EXISTING HUMANITIES BUILDING	31547 SF
NEW ELEVATOR / RESTROOM ADDITION	1263 SF
<u>TOTAL SQUARE FEET</u>	<u>89616 SF</u>


## MORSE STREET



# ARCHITECTURE SITE PLAN

SCALE: 1" = 30'-0" ON 22X34. 1" = 60'-0" ON 11X17



 **ASHLAND HIGH SCHOOL**  
**SCIENCE & HUMANITIES**  
**MODERNIZATION PROJECT**

Ashland School District  
201 S Mountain Ave,  
Ashland, OR 97520

Revision		Date
Date	9.23.20	
Job	19-031	
Drawn By	JKA	
Checked By	N/A	
Scale	1" = 30'-0"	

PRE-APP  
100% SD

Drawing Title

ARCHITECTURE  
SITE PLAN

Drawing No.


## A1.01

RECEIVED BY EMAIL 09/24/2020



CONSULTANT:



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Job	19-031
Drawn By	JKA
Checked By	N/A
Scale	NTS

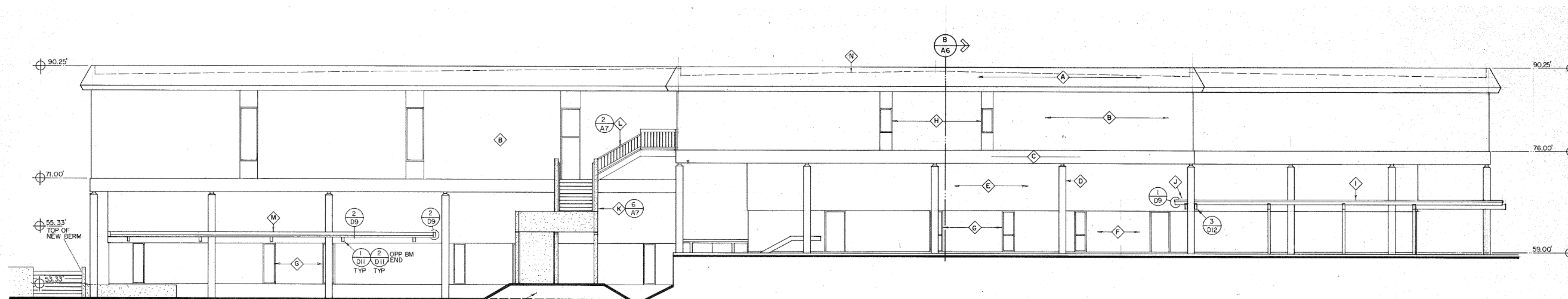
PRE-APP  
100% SD

Drawing Title

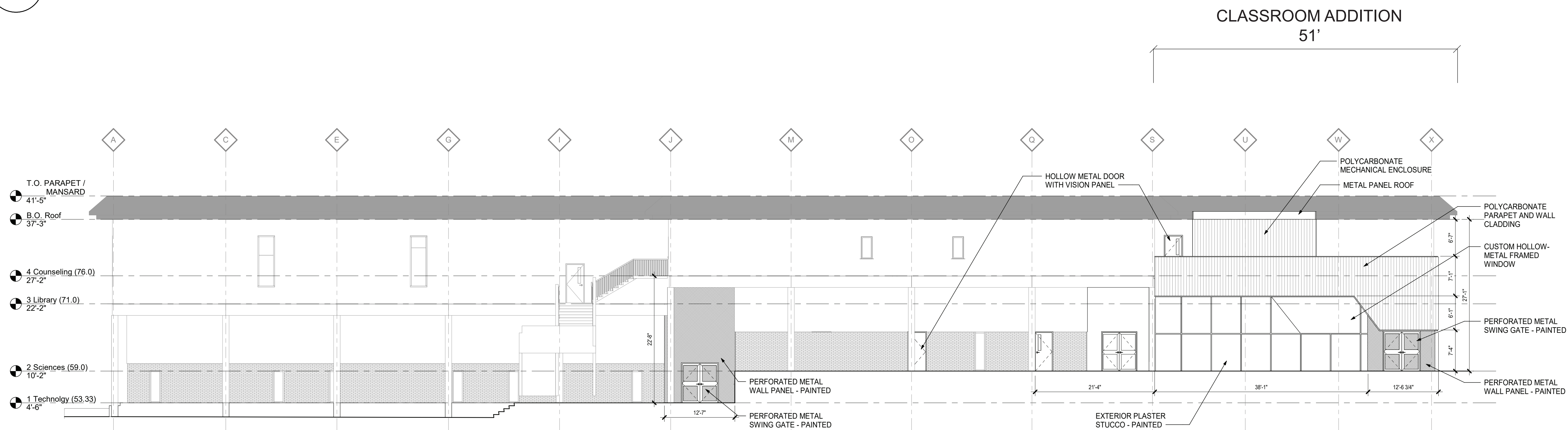
SCIENCE BLDG  
ELEVATIONS

Drawing No.

## A3.01



# WEST ELEVATION - EXISTING




## 2 WEST ELEVATION - PROPOSED



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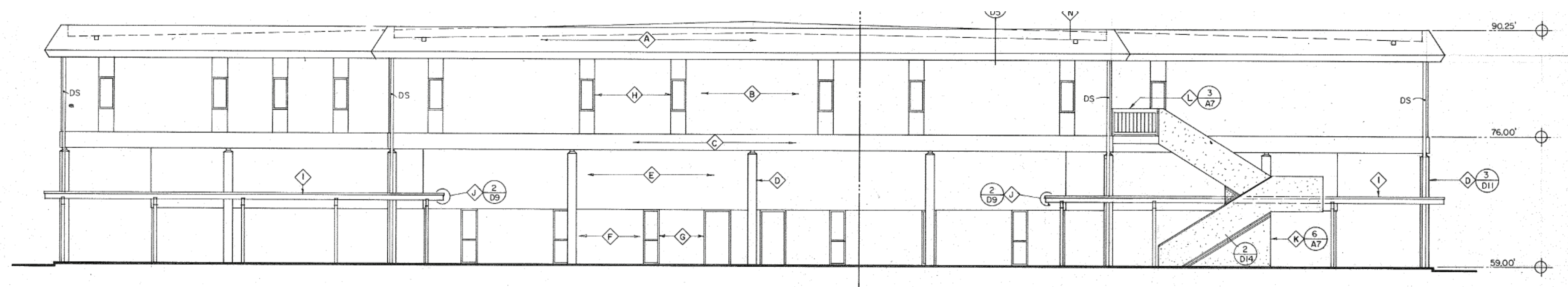
PRE-APP  
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Drawing Title

SCIENCE BLDG  
ELEVATIONS

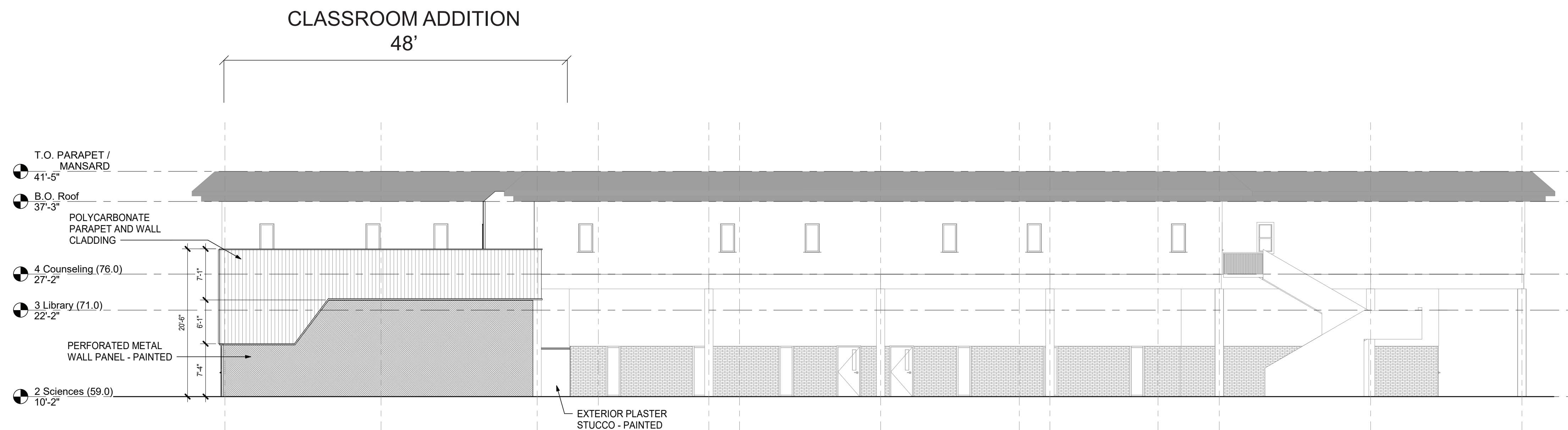
Drawing No.

## A3.02



1

## SOUTH ELEVATION - EXISTING

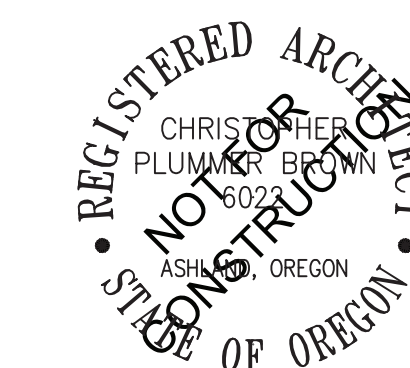



2

## SOUTH ELEVATION - PROPOSED



CONSULTANT:



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Checked By	N/A
Scale	NTS

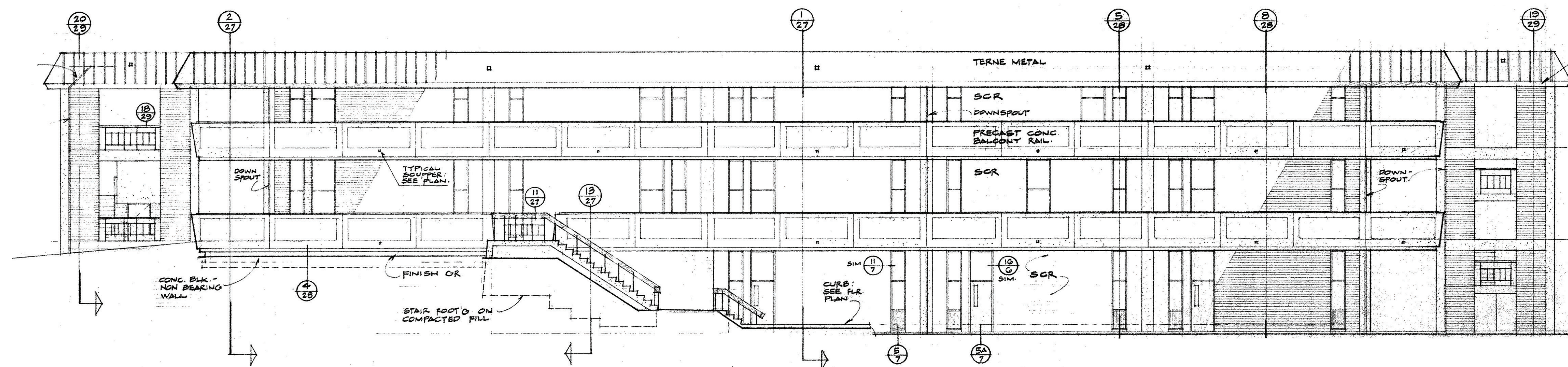
PRE-APP  
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Drawing Title

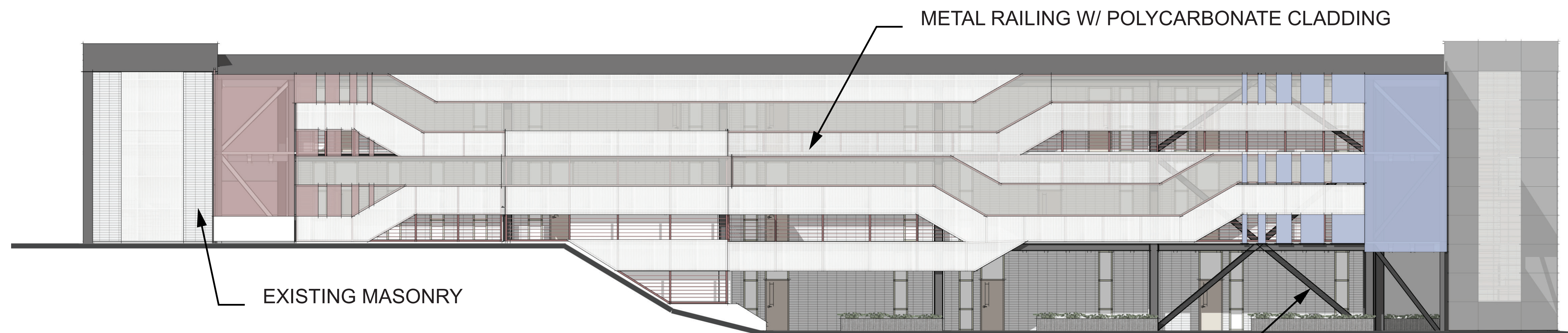
HUMANITIES BLDG  
ELEVATIONS

Drawing No.

### A3.03

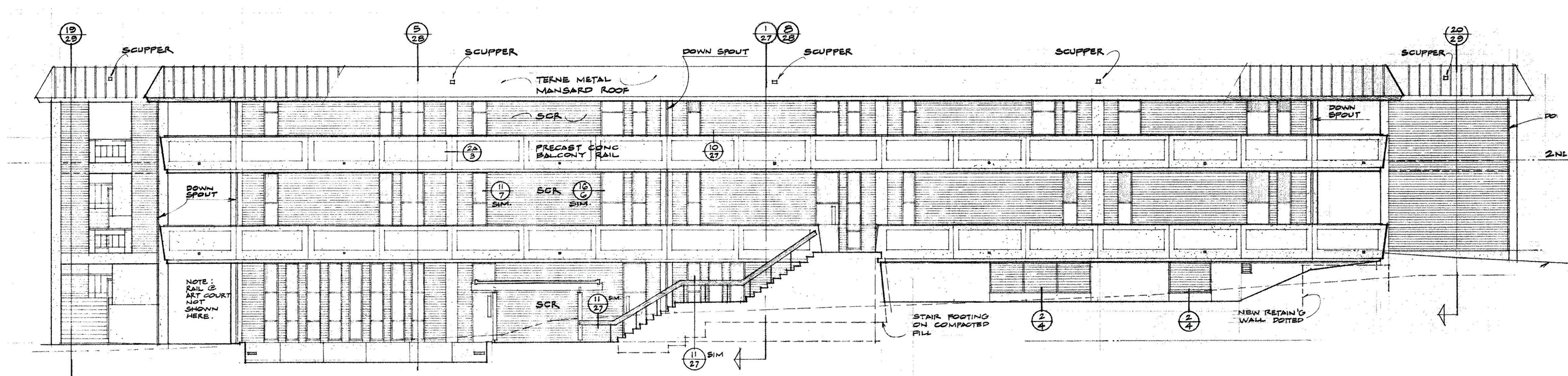


# 1 EAST ELEVATION - EXISTING



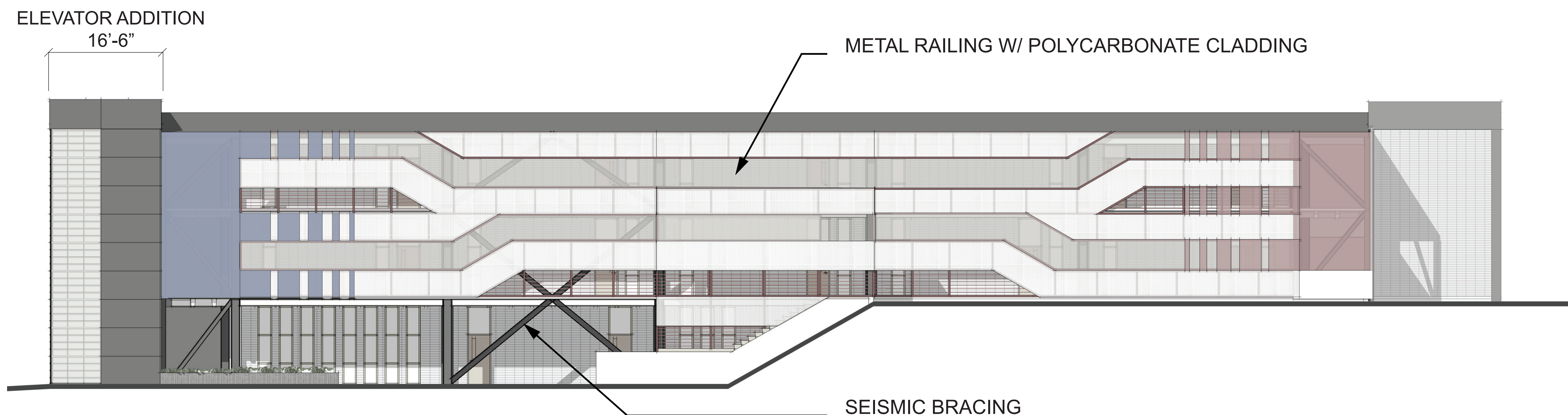
## 2 EAST ELEVATION - PROPOSED






1

## WEST ELEVATION - EXISTING



2

## WEST ELEVATION - PROPOSED

 **ASHLAND HIGH SCHOOL**  
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PRE-APP  
100% SD

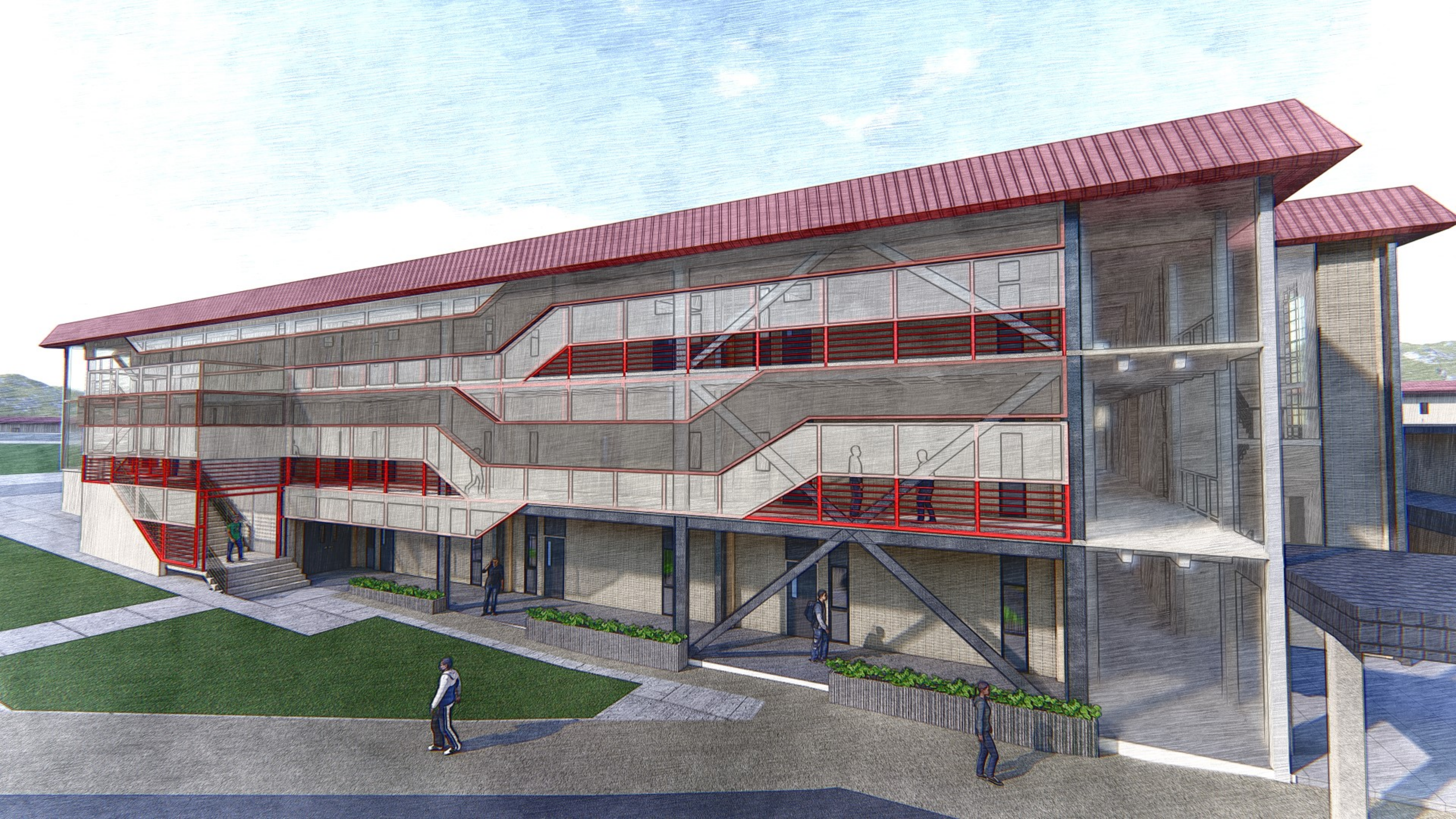
Drawing Title

HUMANITIES BLDG  
ELEVATIONS

Drawing No.

## A3.04













## ASHLAND HISTORIC COMMISSION Membership List

Commissioner's Name	Term Expiration	Mailing Address	Home Phone	Work Phone	E-Mail Address
Dale Shostrom Chairman	4-30-2021				<a href="mailto:shobro@jeffnet.org">shobro@jeffnet.org</a>
Keith Swink	4-30-2022				<a href="mailto:kswink@mind.net">kswink@mind.net</a>
Sam Whitford	4-30-2021				<a href="mailto:skwhippet@charter.net">skwhippet@charter.net</a>
Terry Skibby	4-30-2022				<a href="mailto:terryskibby@gmail.com">terryskibby@gmail.com</a>
Tom Giordano	4-30-2023				<a href="mailto:tomgiordanoarch@gmail.com">tomgiordanoarch@gmail.com</a>
Bill Emery	4-30-2023				<a href="mailto:bill@ashlandhome.net">bill@ashlandhome.net</a>
Piper Von Chamier	4-30-2022				<a href="mailto:piper@terrainarch.com">piper@terrainarch.com</a>
Beverly Hovenkamp	4-30-2021				<a href="mailto:revbev549@gmail.com">revbev549@gmail.com</a>
Ellen Babin	4-30-2023				<a href="mailto:cm_ellen@yahoo.com">cm_ellen@yahoo.com</a>
Rich Rosenthal Council Liaison					<a href="mailto:rich@council.ashland.or.us">rich@council.ashland.or.us</a>
Planning Staff Maria Harris		City of Ashland Planning Dept.		552-2045	<a href="mailto:Maria.harris@ashland.or.us">Maria.harris@ashland.or.us</a>
Regan Trapp Admin. Staff		City of Ashland Planning Dept.		552-2233	<a href="mailto:regan.trapp@ashland.or.us">regan.trapp@ashland.or.us</a>