

SITE PLAN & ARCHITECTURAL COMMISSION MINUTES



May 7, 2021

12:00 P.M.

Virtual

The regular meeting of the Site Plan and Architectural Commission was called to order at noon on the above date with the following members and staff in attendance:

Commissioners Present

Jeff Bender, Chair
Bill Chmelir, Vice Chair
Dave Culbertson
Bob Neathamer (arrived late)
Marcy Pierce
Elle Powell

Staff Present

Kelly Evans, Assistant Planning Director
Katie Zerkel, Senior Assistant City Attorney
Tricia Hahn, Senior Assistant City Attorney
Doug Burroughs, Public Works/Eng. Develop Svs. Mgr.
Dustin Severs, Planner III
Steffen Roennfeldt, Planner III
Debbie Strigle, Recording Secretary

Commissioners Absent

Paul McClay, excused

10. Roll Call

20. Consent Calendar

20.1 **AC-21-022** Final Order for a new 6,700 square foot barrel storage structure and 1,100 square foot wine tasting room and 500 square foot utility support space located at the northwest corner of N Fir Street and E Fourth Street, within the C-H (Heavy Commercial) zoning district (372W25AA3800).

20.2 **AC-21-059** Final Order for a proposal to change the approved paint palette for the south Walmart, a 176,335 square foot retail building on approximately 16.7 acres located between Highway 99 and Center Drive, approximately 500 feet north of Garfield Street (1360 Center Drive), within the C-R (Regional Commercial) zone district. (371W31A4101).

Motion: Adopt the consent calendar.

Moved by: Commissioner Pierce

Seconded by: Commissioner Chmelir

Roll Call Vote: Motion passed, 5-0

30. Approval or Correction of the Minutes

30.1 The minutes from the April 2, 2021, meeting were approved as submitted.

30.2 The minutes from the April 16, 2021, meeting were approved as submitted.

40. Oral Requests and Communications from the Audience.

40.1 Ms. Evans stated the Planning Department had received an email from Robert Shand regarding the pathway along the urban core facility. This email had been sent to the Commissioners prior to the meeting and will be entered into the record.

50. Public Hearings

Katie Zerkel, Senior Assistant City Attorney, read the rules governing the public hearings.
Old Business.

50.1 AC-21-019 Consideration of plans for the construction of an 8,200 square foot Discount Tire Sales/service store. (The existing building will be demolished.) The site consists of a single parcel totaling 1.13 acres, located at the corner of East Barnett Road and East Stewart Avenue (1299 Center Drive). The property is within the C-R (Regional Commercial) zoning district (371W31A TL 1500). Applicant: Discount Tires Company; Agent: PACLAND; Planner: Dustin Severs.

Chair Bender asked for any potential conflicts of interest, ex-parte communications, or site visits. There were none.

Dustin Severs, Planner III, gave a PowerPoint presentation of the April 30, 2021, Revised Staff Report. Staff recommended approval.

The public hearing was opened and the following testimony was given:

a) Luke Randles, Pacland, 6814 Greenwood Avenue N, Seattle, Washington, agent for the applicant, stated they had no issues with the conditions of approval. He spoke briefly about the pedestrian walkway.

Chair Bender reserved rebuttal time for Mr. Randles.

There being no further testimony, the public hearing was closed.

Motion: Adopt the findings as recommended by staff and adopt the final order for approval of AC-21-019 per the Revised Staff Report dated April 30, 2021, including exhibits A-1 through N.

Moved by: Commissioner Pierce Seconded by: Commissioner Powell

Roll Call Vote: Motion passed, 5-0

50.2 AC-21-071 Consideration of plans for the construction of three light industrial buildings at 12,000 square feet each. The site consists of three 0.71 acre parcels, located at 5468, 5448, 5428 Bierson Way, approximately 150 feet north of Bateman Drive. The properties are within the I-L (Light Industrial) zoning district with an I-00 (Limited Industrial) overlay (362W36D112, 118 and 119). Applicant: Brian and Meagan Murphy; Agent: Lois DeBenedetti; Planner: Steffen Roennfeldt.

Chair Bender asked for any potential conflicts of interest, ex-parte communications, or site visits. There were none.

Steffen Roennfeldt, Planner III, gave a PowerPoint presentation of the April 30, 2021, Revised Staff Report. Staff recommended approval.

Commissioner Powell asked if the drainage issue on the property had been rectified. Mr. Burroughs replied that he was not familiar with that concern and Public Works had no issue with drainage or the road. Commissioner Powell clarified that it was a concern of the Jackson County Roads Department. Since it was not a Public Works condition, Mr. Burroughs deferred the question to the applicant's agent.

The public hearing was opened and the following testimony was given:

a) Lois DeBenedetti, 415 Berglund, Rogue River, agent for the applicant, stated she had not followed up on the Jackson County Roads comment and wondered if it was just a generic comment they use. She said she did not know what drainage issue they could be referring to. Ms. DeBenedetti said she would be happy to provide Jackson County Roads with the drainage plan if necessary. She reiterated that city staff had reviewed the drainage plan and had no issue with it.

Ms. DeBenedetti reserved time for rebuttal.

After reviewing the Jackson County Roads comments, Mr. Burroughs said their concern was with the detention water quality. He said that the City is requiring that for this project and noted that the City does not analyze storm drain capacity at the time of a Site Plan & Architectural Commission application; it is done at the time of the zone change. Mr. Burroughs added he did not think this is an issue for this project.

Ms. DeBenedetti commented that all the storm drainage flows to Bierson Way and there is storm drainage in the street and no proposal to have it go in any other direction.

There being no further testimony, the public hearing was closed.

Motion: Adopt the findings as recommended by staff and adopt the final order for approval of AC-21-071 per the Revised Staff Report dated April 30, 2021, including exhibits A through N and the following:

- Revised Exhibit K-1
- To exceed the maximum amount of parking by 19 spaces, including six ADA accessible spaces
- Reduce the amount of required street trees along Bierson Way from 14 to 12 trees per MLDC 10.797 and MLDC 10.780(c)(2).

Moved by: Commissioner Powell

Seconded by: Commissioner Chmelir

Ms. Zerkel pointed out in the original motion it should read "required street *trees*" and not "required street *frontage*."

Chair Bender asked Commissioners Powell and Chmelir if they accepted the verbiage "required street *trees*". Both accepted the correction and the motion was changed to reflect that change.

Roll Call Vote: Motion passed, 5-0

New Business.

50.3 **AC-21-085/E-21-117** Consideration of plans for the construction of a 10,400 square-foot, 2-story medical office building together with an exception request to reduce the driveway width from 24 feet to 22 feet on a single parcel, 0.64 acres in size, located at 1411 E. McAndrews Road, approximately 500 feet west of Corona Avenue within the C-S/P (Service Commercial and Professional Offices) zoning district. (371W19BA1900). Applicant: Touchstone Interventional Pain Center; Agent: KSW Architects; Planner: Steffen Roennfeldt.

Chair Bender asked for any potential conflicts of interest, ex-parte communications, or site visits and then disclosed that the applicant's agents are former colleagues of his. The project builder is also a colleague and someone he continues to do business with. Chair Bender stated he believed he could remain impartial and it would not affect his decision-making.

Steffen Roennfeldt, Planner III, gave a PowerPoint presentation of the April 30, 2021, Staff Report. Staff recommended approval.

The public hearing was opened and the following testimony was given:

a) Ray Chirgwin, KSW Architects, agent for the applicant, 66 Water Street, Ashland, stated they had reached out to the neighbors to the north giving them additional and more specific information about the project including lighting and landscaping. He had nothing further to add to Mr. Roennfeldt's presentation.

Chair Bender reserved rebuttal time for Mr. Chirgwin.

b) Cathy Dorsey, no address given, voiced her concerns regarding the wall, tree roots, noise, trespassing, and lighting.

Commissioner Powell asked Ms. Dorsey if the concerns she raised were mitigated, would she be in support of this project. Ms. Dorsey replied that she would prefer not to have commercial behind her but that seemed to be the direction that piece of property is going. If her concerns are taken care of it would work for herself and her husband. They would prefer the wall to be ten feet high on their side.

Chair Bender clarified that Mr. Roennfeldt had stated the wall would be six feet on the applicant's side and approximately ten feet on Ms. Dorsey's side.

c) Suzanne Smith, 1221 Ruskin Drive, Medford, expressed her concerns with lighting, transients, and the wall.

Mr. Chirgwin addressed the concerns by saying he had spoken to the landscape architect and was told the tree root issue should not be a concern. Regarding the change in grade he said he could not guarantee there would be a large drop-off therefore it might not be a ten foot wall but they would definitely meet code requirements of a six foot wall from the highest side.

Mr. Chirgwin spoke to the berm/bufferyard between Ms. Smith's house and Dr. Jensen's office. Instead of an earth berm, they are providing a block wall which should function better for the Smiths' property. In regards to the lighting and noise issues, the landscaping and solid block wall will resolve a lot of the direct headlights shining onto their property and the building itself will block a lot of the vehicular noise.

There being no further testimony, the public hearing was closed.

Motion: Adopt the findings as recommended by staff and adopt the final order for approval of AC-21-085/E-21-117 per the Staff Report dated April 30, 2021, including exhibits A through S and the following:

- Reduction of the parking drive aisle widths from 24 feet to 22 feet

Moved by: Commissioner Pierce Seconded by: Commissioner Chmelir

Commissioner Neathamer apologized for his lateness and stated he had come in to the meeting late due to a prior commitment. He would be abstaining on this item because of his lateness and also the fact that his office had provided professional services on this project.

Roll Call Vote: Motion passed, 5-0

Chair Bender commented it looked to be a great and well-designed project.

60. Written Communications None.

70. Unfinished Business None.

80. New Business None.

90. Report from the Planning Department

90.1 Ms. Evans said that staff is trying really hard to have only one meeting per month through the summer. She stated there is no business scheduled for May 21st but there will be business scheduled for June 4th.

90.2 Ms. Evans noted that at the last City Council meeting the Mayor had proclaimed May as National Historic Preservation month.

90.3 Ms. Evans reported that at City Council there had been a Community Development Action Plan for 2021/2022. At their next City Council meeting they will have amendments to the 2019/2020 Action Plan and also to the 2020/2021 Action Plan.

90.4 At the May 13th City Council Study Session they will have an update on the Housing Production Strategy.

100. Messages and Papers from the Chair None.

110. Propositions and Remarks from the Commission None.

120. Adjournment

120.1 The meeting was adjourned at 1:20 p.m. The proceedings of this meeting were digitally recorded.

Submitted by:

Debbie Strigle
Recording Secretary

Jeff Bender
Site Plan and Architectural Commission Chair

Approved: June 4, 2021