



EXCEPTION APPLICATION – Type III

1. APPLICANT INFORMATION (If a corporation, list all principals)

Name _____

Address _____

City _____ State _____ ZIP
Code _____

Email _____

Telephone Primary _____ Secondary _____

2. AGENT INFORMATION (Owner's consent required)

Name _____

Address _____

City _____ State _____ ZIP
Code _____

Email _____

Telephone Primary _____ Secondary _____

3. PROPERTY OWNER/CONTRACT PURCHASER OF RECORD

Name _____

Address _____

City _____ State _____ ZIP
Code _____

Email _____

Telephone Primary _____ Secondary _____

EXCEPTION APPLICATION – Type III

4. PROJECT DESCRIPTION

Project Name: _____

Type of development/
intended use: _____

Assessor's Map &
Tax Lot(s): _____

Site
Address(es): _____

Gross Acreage: _____ Net Acreage: _____

General Land Use Plan
(GLUP) Map Designation(s): _____

Zoning: _____

Overlay Zone(s)
(if applicable): _____

Southeast Plan Map Designation(s)
(if applicable): _____

Code Sections Seeking Relief From: _____

List any land use application file numbers (including Pre-Application Conferences)
associated with the subject property:

5. REQUIRED SUBMITTALS (Single Sided – Documents Letter Size – Plans 11 x 17)

- This Application Form (completed and signed)
- Findings of Fact addressing the approval criteria (Page 4)
- Additional Findings as needed
- Assessor's Map with site identified
- Tentative Plat, if applicable (11 x 17). See MLDC 10.202(C) for required content.
- Site Plan, if applicable (11 x 17). See MLDC 10.200(J) for required content.
- Architectural Plans, if applicable (11 x 17)
- Conceptual Stormwater Drainage and Quality/Detention Facility Plan, if applicable (11 x 17)
- Landscape Plan, if applicable (11 x 17)
- Written Consent of Owner(s) (Page 5)
- Signed Statement Regarding Posting of Public Hearing/Public Notice Signs (Page 7)

EXCEPTION APPLICATION – Type III

6. SUBMIT THE APPLICATION AND REQUIRED DOCUMENTS

- Submit the package (one paper copy and electronic submittal required)
 - Electronic submittal options:
 - Send via email to planning@cityofmedford.org
 - Submit on a flash drive or other USB storage device (will not be returned)
 - Paper submittal options (one paper copy required):
 - Physical address: 200 S. Ivy Street, Medford, OR 97501
 - Mailing address: 411 W. 8th Street, Medford OR 97501
- Fees
 - \$3,500
 - Fees are due at time of application submittal
 - Checks shall be made payable to *City of Medford*

7. I HEREBY STATE THAT THE FACTS RELATED IN THE ABOVE APPLICATION AND THE PLANS AND DOCUMENTS SUBMITTED HEREWITH ARE COMPLETE, TRUE, CORRECT, AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

Signature _____

Applicant Agent Owner

**All submittals
must be single
sided**

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MEDFORD LAND DEVELOPMENT CODE SECTION 10.186(B) CRITERIA FOR AN EXCEPTION.

No exception, in the strict application of the provisions of this chapter, shall be granted by the approving authority having jurisdiction over the land use review unless it finds that all of the following criteria and standards are satisfied. The power to authorize an exception from the terms of this code shall be sparingly exercised. Findings must indicate that:

- (1) The granting of the exception shall be in harmony with the general purpose and intent of the regulations imposed by this code for the zoning district in which the exception request is located, and shall not be injurious to the general area or otherwise detrimental to the health, safety, and general welfare or adjacent natural resources. The approving authority shall have the authority to impose conditions to assure that this criterion is met.*
- (2) The granting of an exception will not permit the establishment of a use which is not permitted in the zoning district within which the exception is located.*
- (3) There are unique or unusual circumstances which apply to this site which do not typically apply elsewhere in the City, and that the strict application of the standard(s) for which an exception is being requested would result in peculiar, exceptional, and undue hardship on the owner.*
- (4) The need for the exception is not the result of an illegal act nor can it be established on this basis by one who purchases the land or building with or without knowledge of the standards of this code. It must result from the application of this chapter, and it must be suffered directly by the property in question. It is not sufficient proof in granting an exception to show that greater profit would result.*

EXCEPTION APPLICATION – Type III

WRITTEN CONSENT OF OWNER

I/We, _____, the property owner(s) of
Tax Lot(s) _____ on Jackson County
Assessor Map _____, hereby consent to the filing of an
application for _____ on said property, and will
allow _____ to represent me
before the City of Medford approving authority.

Signed: _____
Print
Name: _____
Date: _____

Signed: _____
Print
Name: _____
Date: _____

Signed: _____
Print
Name: _____
Date: _____

Signed: _____
Print
Name: _____
Date: _____

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ON-SITE POSTING SIGNS, SECTION 10.124

Public Hearing Signs – Type III (Section 10.124[B])

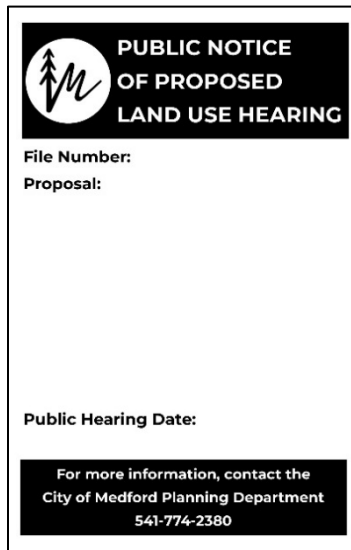
- (1) Contents of sign. Public Hearing signs shall include a description of the proposed land use action, the date of the public hearing, and the City of Medford file number for the proposed land use action.
- (2) Location and number of signs. A posted notice sign must be placed on each existing street frontage of the project site. If a frontage is over 600 feet long, a notice sign is required for each 600 feet, or fraction thereof. Notice signs must be posted within 10 feet of a street lot line and must be visible to pedestrians and motorists. Notice signs may not be posted in a public right-of-way, unless the land use action specifically pertains to a public right-of-way. If posting must occur in the right-of-way, care should be taken to comply with Section 10.735, Clear View of Intersecting Streets.
- (3) Sign posting schedule. The required sign(s) shall be posted as specified in Table 10.124-1. Posted signs shall be removed within 10 days following the final decision.

EXCEPTION APPLICATION – Type III

ON-SITE POSTING SIGNS

I, _____, the property owner (or authorized agent) of Tax Lot(s) _____ on Jackson County Assessor Map _____, have read *Medford Land Development Code* Section 10.124 which specifies the posting requirements for the tax lot(s) noted above, agree to post the property according to those requirements, and understand the consequences for not doing so.

Signed: _____ Date: _____



For the applicant's convenience, the Planning Department will provide the sign(s) at the Land Development Committee Meeting. Should this meeting not be scheduled 21 days prior to the hearing, it is the applicant's responsibility to contact the Planning Department to pick up the sign(s).

EXCEPTION APPLICATION – Type III

COMMONLY USED CODE REFERENCES

1. Permitted Uses – Residential Zones	10.314
2. Permitted Uses – Commercial and Industrial Zones	10.337
3. Central Business District	10.358
4. Southeast Plan Overlay District	10.370 - 385
5. Block Length Ordinance	10.426
6. Legacy Streets	10.427(D) & (E)
7. Street Improvement Requirements	10.428 - 430(B)
8. Townhouse Development Standards	10.712
9. Duplex Development Standards	10.713
10. Multiple Family Site Development Standards	10.714
11. Multiple Family Special Development Standards	10.715A - 719
12. Commercial and Industrial Development Standards	10.421
13. Large Retail Structures (Big Box Ordinance)	10.722 - 725
14. Fencing	10.731 - 733
15. Clear View of Intersecting Streets (visibility triangle)	10.735
16. Off-Street Parking and Loading	10.741 - 746
a. Off-Street Parking Standard	10.743
b. General Design Requirements for Parking	10.746
c. Parking Area Planter Bays	10.746(3)
d. Parking, Required Yard	10.746(10)
e. Parking Aisles	10.746(12)
f. Connecting Parking Areas	10.746(15)
g. Parking Lot Dimension Standards	10.746(16)
h. Compact Cars (maximum 20 percent)	10.746(17)
17. Bicycle Parking	10.747 - 751
18. Pedestrian Walkways	10.772 - 776
19. Landscape and Irrigation	10.780
20. Bufferyards	10.790
21. Street Frontage Landscaping Requirements	10.797
22. Vanpool and Carpool Parking	10.809