

Annual Report to the Ashland City Council of the Ashland Planning Commission

December 5, 2017

Presented by Roger Pearce, Chairperson

1. What The Planning Commission Does

The Commission reviews and makes decisions on Type II project approvals such as subdivisions and site plan reviews. These are projects that require a public hearing under our Land Use Ordinance. The Commission also hears appeals of certain Type I decisions by Community Development staff – appeals of Accessory Residential Unit (ARU) decisions were the most popular in 2017. The Commission also holds hearings and makes recommendations to City Council on Type III land use actions, such as amendments to the comprehensive plan, annexations, rezones, and amendments to the text of the Land Use Ordinance. And finally, the Commission conducts a number of study sessions throughout the year on issues that are of concern or that might be the subject of future legislation.

2. What Community Development Staff Does

Community Development staff decides all the Type I project approvals. The Type I permits are much more numerous and typically smaller projects, although not always. They are frequently no less complicated than the larger projects.

Staff also does the heavy lifting for the Planning Commission –the staff reports, hearing presentations, advice, and drafting findings and conclusions or proposed legislation for all the Planning Commission actions and recommendations.

3. Planning Commission Permit Application Hearings in 2017 (to date)

Both the Planning Commission and the Community Development Department continued to be fairly busy with project approvals during 2017. An outline list of Planning Commission hearings is provided below. A more detailed list of the Type II public hearings, appeals of Type I staff decisions, and study session topics is appended as Appendix A.

You will notice that there are a number small to medium sized commercial, mixed-use, and residential projects. Noticeably missing are any multifamily-residential projects. One year is a small sample size, of course, but there are both market conditions and some provisions in our Land Use Code that tend to dampen multi-family development.

Commercial and Mixed-Use Projects

1651 Ashland St. 4500 SF drive-in bank	C-1
474 Russell Change four permitted residential units to corporate short-term rentals	R-2
165 Water Street 42,841 SF mixed use project Commercial/Hotel/10 residential condos	E-1
330 Maple 29,400 SF medical office and two residential units (across from Asante)	R-2

Residential Projects

361 South Mountain 6-unit subdivision (across from SOU)	R-2
1068 East Main 29-unit subdivision	R-3
2300 Siskiyou Boulevard 7-lot, 6-unit subdivision	R-2
707 Helman 8-lot subdivision	R-1-5

Community Development reports approximately 89 Type I applications, 126 applications for additions or remodels, and 21 tenant improvement applications to date.

4. Planning Commission Appeals from Staff Decisions in 2017 (to date)

Appeals from Type I Decisions

232 Nutley Accessory Residential Unit	RR-.5 zone
133 Alida Accessory Residential Unit	R-2 zone

5. Planning Commission Study Sessions in 2017 (to date)

Study sessions can be informational sessions or work sessions on potential or pending legislation for recommendation to the City Council.

- Update on the Climate and Energy Action Plan Update
- Update on the Comprehensive Plan Housing Element Public Input
- Discussion of Draft Housing Element
- Missing Middle Housing
- State and Regional Issues (Josh LeBombard, DLCD)
- Coordination with Solid Waste Utility (Greg Blake, Recology)
- Cottage Housing
- Open Space
- Ashland Transit Triangle
- Accessory Residential Units

6. Type III Hearings and Legislation Forwarded to Council in 2017

- Cottage Housing Ordinance
- Revisions to FEMA Flood Insurance Rate Maps

7. What to Expect in 2018

- Housing Element (Comprehensive Plan Amendment). The current Housing Element in the Comprehensive Plan is outdated. The Housing and Human Services Commission and the Planning Commission have held study sessions and received public feedback. Revised goals and policies have been drafted and the Planning Commission will be holding public hearings in the coming year to consider revisions and make recommendations to the City Council
- Transit Triangle Rezone. The Commission is reviewing a proposal to rezone this transit corridor for higher development capacity – including limiting bulk by FAR and eliminating units per acre density rules. We expect this to be forwarded to Council in 2018.
- Accessory Residential Unit (ARU) Ordinance Amendments. The Commission is reviewing code revisions that would make it easier to site ARUs, especially within existing structures. We expect this to be forwarded to Council in 2018.
- Wildfire Lands Ordinance Amendments. Ashland Fire and Rescue and the Wildfire Lands Committee have been reviewing a suite of proposals to better address wildfire safety in Ashland. Part of the proposal could modify the Wildfire Lands Ordinance and the Zoning Map. This may be ready for Council in 2018..

- Housekeeping Code Revisions. One of the virtues of doing public hearings and permit approvals is that we see areas where the Land Use Ordinance is unclear or inconsistent. We plan to work with staff on group of code revisions to address some of those issues in 2018, which would then get forwarded to the Council as a proposed Land Use Ordinance text amendment.
- Croman Mill District Revisions. In the longer term, Community Development staff has been talking with stakeholders in the Croman Mill District about possible modifications to that overlay zone that could allow increased housing opportunities in some areas.
- Railroad Property. Also in the longer term, the cleanup of the Railroad Property should begin next year, and we anticipate seeing some proposals for greater infill density in that area. This could further the City's policy of accommodating growth with filling in its existing Urban Growth Boundary rather than expanding.

APPENDIX A
To
Ashland Planning Commission Report (12/5/17)

**PLANNING COMMISSION ANNUAL REPORT TO THE ASHLAND CITY COUNCIL
DECEMBER 5, 2017**

TYPE II APPEALS

1.	<p>PLANNING ACTION APPEAL: PA-2017-00978 SUBJECT PROPERTY: 232 Nutley OWNER/APPLICANT: Leah K. Henigson Trust (Leah K Henigson, trustee) DESCRIPTION: A request for a Site Design Review to construct an approximately 999 square foot Accessory Residential Unit for the property located at 232 Nutley Street. The application also includes a request for a Conditional Use Permit to allow the expansion of an existing non-conforming development. COMPREHENSIVE PLAN DESIGNATION: Rural Residential; ZONING: RR-.5; ASSESSOR'S MAP #: 391E08AD; TAX LOT: 8000.</p>
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TYPE II PUBLIC HEARINGS

1.	<p>PLANNING ACTION: PA-2016-01894 SUBJECT PROPERTY: 1651 Ashland Street OWNER/APPLICANT: Rogue Credit Union/Kistler, Small & White Architects, LLC DESCRIPTION: A request for Site Design Review approval to construct a 4,508 square foot, single-story credit union building with drive-up window as part of the phased development of the properties located at 1651 Ashland Street. Also included are requests for a Property Line Adjustment and a Tree Removal Permit to remove eight of the site's 24 trees. COMPREHENSIVE PLAN DESIGNATION: Commercial; ZONING: C-1; ASSESSOR'S MAP: 39 1E 10DC; TAX LOT #: 8700 & 9201.</p>
2.	<p>PLANNING ACTION: PA-2016-02103 SUBJECT PROPERTY: 133 Alida Street OWNER/APPLICANT: Mike and Karen Mallory, trustees for the Mallory Revocable Trust DESCRIPTION: The Planning Commission will consider an appeal of the Staff Advisor's approval of a Site Design Review permit to construct a 417 square foot Accessory Residential Unit for the property located at 133 Alida Street. The application includes requests for Exception to the Site Development and Design Standards for the placement and screening of parking relative to the Accessory Residential Unit. (The appeal request focuses on the determination of Alida Street as the front lot line, the effect this determination had upon required setbacks, and the resultant impact to the neighboring property at 145 Alida Street.) COMPREHENSIVE PLAN DESIGNATION: Low Density Multi-Family Residential; ZONING: R-2; ASSESSOR'S MAP: 39 1E 09DA; TAX LOT #: 3300.</p>
3.	<p>PLANNING ACTION: PA-2017-00016 SUBJECT PROPERTY: 474 Russell Street OWNER/APPLICANT: Laz Ayala/Meadowbrook Builders LLC DESCRIPTION: A request for Conditional Use Permit approval to allow the four second-story residential units in "Building A" at 474 Russell Street to be used for short-term corporate rental housing. This is considered a hotel/motel use because the rental period may be for less than 30 days at a time. The proposal is to accommodate new employees hired by local or regional businesses during their relocation period and would also house traveling professionals who work locally on a short-term contract basis. (The two buildings on the property previously received Site Design Review approval as Planning Action #2015-01284,</p>

	<p><i>and are under construction now. There are a total of ten second floor residential units between the two buildings, and the six units in Building B are to remain standard residential units.)</i> COMPREHENSIVE PLAN DESIGNATION: Employment; ZONING: E-1; ASSESSOR'S MAP: 39 1E 09AA; TAX LOTS: 2805.</p>
4.	<p>PLANNING ACTION: PA-2017-00200 SUBJECT PROPERTY: 165 Water Street (corner of Van Ness & Water Streets) OWNER/APPLICANT: Magnolia Investment Group, LLC/Gil Livni DESCRIPTION: A request for Site Design Review approval to construct a 42,841 square foot, three-story, mixed-use building consisting of commercial tenant space on the ground floor, 26 hotel units on the second floor, and ten residential condominiums on the third floor for the vacant property located at 165 Water Street, at the corner of Van Ness and Water Streets, in the Skidmore Academy Historic District. The application includes requests for a Conditional Use Permit to allow hotel/motel use; an Exception to Street Standards; a Physical & Environmental Constraints Review Permit for the development of floodplain and severe constraints lands; and a Tree Removal Permit to remove seven trees. COMPREHENSIVE PLAN DESIGNATION: Employment; ZONING: E-1; ASSESSOR'S MAP: 39 1E 04CC; TAX LOT #: 2000.</p>
5.	<p>PLANNING ACTION: PA-2017-00615 SUBJECT PROPERTY: 361 South Mountain Avenue OWNER/APPLICANT: Martin & Trina Ashworth/Rogue Planning & Development DESCRIPTION: A request for Outline Plan, Final Plan and Site Design Review approvals for a seven-lot/six-unit subdivision under the Performance Standards Options Chapter (AMC 18.3.9) for the property located at 361 South Mountain Avenue. The application proposes a Solar Access Performance Standard which would allow the southern units to shade the northern units no more than four feet above the finished floor elevation, and requests an Exception to Street Standards to allow a new driveway location approximately 55 feet from the driveway to the south where a 75-foot separation between driveways is required (the existing driveway is only five feet from the driveway to the south, and the proposal brings the driveway significantly closer to meeting the standard). COMPREHENSIVE PLAN DESIGNATION: Low-Density Multi-Family Residential; ZONING: R-2; ASSESSOR'S MAP: 39 1E 09DD; TAX LOT #: 600.</p>
6.	<p>PLANNING ACTION: PA-2017-01059 SUBJECT PROPERTY: 1068 East Main Street OWNER: Marcel Verzeano Trust (Paulena E.C. Verzeano, trustee) APPLICANT: KDA Homes, LLC DESCRIPTION: A request for Outline Plan and Site Design Review approvals for a 29-unit, 28-lot Performance Standards Option subdivision for the property located at 1068 East Main Street and the vacant parcel directly to the east. The proposal includes the partial demolition and relocation of the existing house on site and a Tree Removal Permit to remove 14 of the site's 25 trees. COMPREHENSIVE PLAN DESIGNATION: High Density, Multi-Family Residential; ZONING: R-3/Pedestrian Places Overlay; ASSESSOR'S MAP: 39 1E 09AD; TAX LOT #: 6800 and 6801.</p>
7.	<p>PLANNING ACTION: PA-2017-01199 SUBJECT PROPERTY: 707 Helman Street OWNER/APPLICANT: PDK Properties DESCRIPTION: A request for preliminary subdivision plat approval to create an eight-lot subdivision for the property located at 707 Helman Street. The application also includes a request for an Exception to Street Standards to install curbside sidewalks along the full frontage of the property where city Street Standards would typically require that a park row planting strip with street trees be installed between the curb and sidewalk. The application also includes a Tree Removal Permit to remove one significant tree (#33) an 18-inch diameter Ponderosa Pine.</p>

	COMPREHENSIVE PLAN DESIGNATION: Single-Family Residential; ZONING: R-1-5; ASSESSOR'S MAP: 39 1E 04BC; TAX LOT #: 100.
9.	PLANNING ACTION: PA-2017-00406 SUBJECT PROPERTY: 2300 Siskiyou Boulevard OWNER/APPLICANT: Jake Hayes & Angie Renick-Hayes DESCRIPTION: A request for Outline Plan, Final Plan and Site Design Review approval for a seven-lot/six-unit subdivision as Phase III of the West Bellview Subdivision under the Performance Standards Options Chapter (AMC 18.3.9) for the property located at 2300 Siskiyou Boulevard. The application includes requests for: the modification of the West Bellview Subdivision (PA #96-131) to allow additional units, an Exception to the Site Development and Design Standards to allow the placement of two parking spaces between the buildings and the street, and a request for a Tree Removal Permit to remove four trees six-inches in diameter at breast height (d.b.h.) or greater. COMPREHENSIVE PLAN DESIGNATION: Low-Density Multi-Family Residential; ZONING: R-2; ASSESSOR'S MAP: 39 1E 14CA; TAX LOT #: 7800.
10.	PLANNING ACTION: PA-2017-01507 SUBJECT PROPERTY: 330 Maple Street OWNER/APPLICANT: Maple LLC/Rettinger & Associates, Inc. DESCRIPTION: A request for Site Design Review approval to construct a new 29,400 square foot mixed-use building consisting of basement parking, medical suites on the first floor and two residential units on the second floor for the property located at 330 Maple Street. The application includes: a request for Exception to the Site Development and Design Standards to allow automobile circulation between the building and the street to allow a patient drop-off area from Maple Street; a request for an Exception to Street Standards to allow a smaller than typically-required separation between driveways; and a Tree Removal Permit to remove two trees six-inches in diameter at breast height (d.b.h.) or greater. COMPREHENSIVE PLAN DESIGNATION: Health Care; ZONING: HC; ASSESSOR'S MAP: 39 1E 05DB; TAX LOT #: 2000.
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13.	

TYPE III PUBLIC HEARINGS

1.	PLANNING ACTION: PA-2017-01421 APPLICANT: City of Ashland DESCRIPTION: Legislative amendment to the Ashland Land Use Ordinance chapters 18.2.2, 18.2.3, 18.2.5, 18.3.4, 18.3.5, 18.3.9, 18.4.3, 18.4.8, and 18.5.2, to establish standards to permit cottage housing developments within single family residential zones.
2.	

LEGISLATIVE PUBLIC HEARINGS

1.	PLANNING ACTION: PL-2016-00024 DESCRIPTION: A request to amend the City of Ashland Physical and Environmental Constraints map to reflect changes in the FEMA Flood Insurance Rate Maps relating to the Neil Creel 100 year floodplain, to provide consistency with Chapter 15.10 (Flood Damage Prevention Regulations) of the Ashland Municipal Code and federal regulations regarding building within the 100 year floodplain.
2.	

STUDY SESSION TOPICS

1.	Climate and Energy Action Plan – Plan Update.
2.	Housing Element Public Involvement Update.
3.	Missing Middle Housing.
4.	State and Regional Planning Issues, Josh LeBombard, Regional Representative, Department of Land Conservation and Development (DLCD)
5.	Coordination of Planning and Service Issues, Greg Blake, Recology
6.	Draft Housing Element Policy Review and Discussion
7.	Cottage Housing Ordinance
8.	Continuation of open space discussion
9.	Implementation of Infill Strategies for Ashland Transit Triangle
10.	Revisions to Accessory Residential Unit Development Standards
11.	
12.	

