



**STAFF REPORT**  
December 28, 2020

**AGENDA ITEM: VII-A (File No. SPAR-20012)**

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Consideration of a Site Plan and Architectural Review application to convert a hospital and medical complex into an early learning center for Kindergarten through 2nd grade with 24 classrooms, gymnasium, outdoor education space, administrative and support staff. The project site is located at 602 & 615 S. Second Street within the Civic zoning district and is identified on the Jackson County Assessor's Map as 37S 2W 11BC Tax Lots 5000, 5200, 5300, 5301, 5302 and 5303. **Applicant:** Jackson County School District No. 6; **Agent:** Daniel O'Connor, O'Connor Law LLC.

**SOURCE**

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Justin Gindlesperger, Community Planner II

**BACKGROUND**

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The project area consists of six (6) properties and three (3) existing structures that are located between S. 1<sup>st</sup> Street and S. 4<sup>th</sup> Street/Hopkins Road (Attachment "A-1"). A Zone Map Amendment to change the zoning designation of the property from Commercial-Medical (C-2M) to Civic was approved by the Central Point City Council on June 11, 2020 by Ordinance No. 2067. The use of the property as a public school is a permitted use in the Civic zoning district.

**Project Description:**

The current application is a Site Plan and Architectural Review for the conversion of a previous medical use complex into an Early Learning Center school for Kindergarten through 2<sup>nd</sup> grade. Renovations and additions will be made to two (2) of the three (3) existing buildings on the site. The application includes two (2) phases of development that will result in a total of 24 classrooms, gymnasium/multi-use space, full kitchen, cafeteria space, administrative and support staff offices, common areas, and outdoor education spaces.

*Access/Circulation:*

The site has existing access from both S. 1<sup>st</sup> Street and S. 2<sup>nd</sup> Street and a new access approach is proposed in the northeast corner of the site along S. 4<sup>th</sup> Street/Hopkins Road (Attachment "A-2"). The new access will provide vehicular access to the residential property located north of the subject property (635 S. 2<sup>nd</sup> Street), bus-only ingress to the site and improvements for pedestrians.

On site improvements include a reconfigured parking area with improved circulation lanes for drop-off and pick-up. The site features separate access and lanes for buses and parents with raised crosswalks leading to the school entrances. A joint project between the applicant and the City's Public Works

Department will install sidewalks along the east side of S. 2<sup>nd</sup> Street for pedestrian access from Bush Street to the site entrance.

*Building Design:*

The project site has three (3) existing buildings with proposed improvements to Buildings “A” & “B” (“Attachment A”). No improvements are proposed for Building “C”. Building improvements include the following:

- **Building “A”:** Building A is a single story, CMU building. Renovations include painting the exterior, a new roof, new doors and windows, and metal panels to fill in some of the exterior openings to provide variations in materials, colors and textures.
- **Building “B”:** Building B is currently a single story CMU building. Renovations include additional area on the first floor, including a gymnasium/multi-purpose area, and a partial second story. Maximum height of the structure is 37-feet along the west façade in the location of the proposed gymnasium. The existing CMU is proposed to be painted and new materials include metal exterior panels and polycarbonate wall systems to provide a variation of materials, colors and textures. The east façade features an open courtyard and landscaped play area.

**ISSUES:**

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There are four (4) issues relative to the proposal:

1. **Final Plat/Reciprocal Access.** The applicant proposes to consolidate the six (6) properties into two (2) separate tax lots (LLA-20004). As shown on the Tentative Lot Line Adjustment Plan, the lots will share access to the public streets, circulation lanes on site, and parking facilities. A use that crosses a common property line and share parking facilities must provide an easement or agreement for continued use and shared parking.

**Comment:** Permanent easements are required for access and shared parking between adjacent properties. Staff recommends Condition No. 1(a) requiring a recorded copy of the final plat and permanent easements for development and access prior to building permit issuance.

2. **Phased Development.** As illustrated on the phased development plan (Attachment “A-3”), the applicant proposes to construct the development in two (2) phases. Phased developments must be completed within five (5) years of the approval for the application and each phase is required to conform to applicable development standards.

**Comment:** The design and development of each phase presented in the application complies with the applicable Site Plan and Architectural Review requirements in CPMC 17.72 and CPMC 17.75. Phases not started within five (5) years of the initial approval date will be required to apply for a Site Plan and Architectural Review and may need to be modified to comply with any changes to the Municipal Code.

3. **Parking Design.** CPMC 17.75.039(E)(1) allows a reduction in the length of a parking space when a curb is used as a wheel stop. The use of curbs as wheel stops must not reduce adjacent landscape or walkway widths. The plans depict parking stall lengths of 17-feet; however, the width of the adjacent walkways and landscape areas are not widened to accommodate the overhang of vehicles.

**Comment:** Staff recommends Condition of Approval No. 1(b) requiring a revised site plan that depicts parking stall dimensions in compliance with CPMC 17.75.039(E).

4. **Traffic Mitigation/Access Management.** The applicant's Traffic Impact Analysis (TIA) examined trip generation calculations for the proposed school use and considered the effects on adjacent streets with current and future traffic volumes. Intersection operations and safety conditions were evaluated to address potential impacts and noted the following:
  - a. **Intersection Capacity and Congestion.** The TIA studied the efficiency of area intersections that may be influenced by traffic from the proposed school. The project site is in close proximity to Central Point Elementary and the study area includes intersections influenced by both schools. Based on the analysis, intersections will continue to operate within acceptable standards; however, congestion may occur at some of the study area intersections at peak pick-up/drop-off times.
  - b. **Site Distance Criteria.** The sight distances were measured at each access point to the site and during intersection evaluations. Minimum sight distances, as determined by the American Association of State Highways and Transportation Officials (AASHTO), provide adequate time for drivers to perceive each other and avoid conflicts. The sight distance at Bush Street and S. 2<sup>nd</sup> Street is limited by vegetation to the east and west. Comments received from the Public Works Department stated that City Staff will work with the adjacent property owners to address the intersection that is currently not in compliance with the sight distance criteria.

**Comment:** It is recommended that the start and end times of the proposed school be staggered from Central Point Elementary. Staff recommends Condition of Approval No. 2(a) requiring an operations plan that demonstrates staggered start times for the Early Learning Center from Central Point Elementary.

5. **Nonconforming Uses/Landscape Design.** The existing site development provides parking lot improvements along the site property line. This is a legally nonconforming situation because the site was developed prior to enactment of the current design standards requiring a 20-ft landscaped buffer between the parking lot and adjoining residential properties.

**Comment:** As shown on the landscape plan, the Applicant proposes perimeter and interior landscape improvements (Attachment "A-4"). The proposed landscape plan adds between five (5) and seven (7) feet of landscaped area between the reconfigured parking area and adjoining residential properties. The proposal does not aggravate the existing nonconformity and serves to improve the buffer between the educational use and residential areas. No additional mitigation is recommended at this time.

#### **FINDINGS OF FACT & CONCLUSIONS OF LAW:**

The Early Learning Center Site Plan and Architectural Review has been evaluated against the applicable Site Plan and Architectural Review Criteria set forth in CPMC 17.72 and CPMC 17.75 and Nonconforming Use Criteria set forth in CPMC 17.56 and found to comply as conditioned and as evidenced in the Applicant's Findings and Supplement Findings (Attachments "B" & "C").

## **CONDITIONS OF APPROVAL:**

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1. Prior to building permit issuance, the applicant shall:
  - a. Provide recorded copies of the following documents to the Community Development Department:
    - i. A recorded Final Map of Survey for LLA-20004; and
    - ii. Documentation of permanent easement for cross-access and shared parking between the adjacent School District No. 6 properties.
  - b. Provide a revised site plan and landscape plan that depicts either 19-foot parking stalls or the walkways and landscaped areas along the north side of the main building widened to accommodate the additional two (2) feet of vehicle over-hang, consistent with the requirements of CPMC 17.75.039(E), Improvement of Parking Spaces.
  - c. Demonstrate compliance with the following conditions listed in the Public Works Department Staff Report (Attachment “D”):
    - i. Submit civil improvement plans to the Public Works Department for the street frontage improvements. The applicant shall use the 2014 revised Public Works Standards and Specifications for all new construction drawings.
    - ii. Submit a stormwater management plan for the entire development demonstrating compliance with the MS4 Phase II stormwater quality standards.
    - iii. Apply for an erosion and sediment control permit (NPDES 1200-CN) and provide a copy to the Public Works Department.
    - iv. Pay all System Development Charges and permit fees.
  - d. Demonstrate compliance with the following conditions listed in the Building Department Staff Report (Attachment “E”):
    - i. Provide appropriate detectable warning devices for accessible routes that cross vehicular traffic lanes, in accordance with ICC A117.1-2009, sections 406.12 through 406.14.
    - ii. Submit construction plans that comply with the Oregon Structural Specialty Code, sections 903.2.3 & 907.2.3, for the installation of fire sprinklers and fire alarms.
  - e. Demonstrate compliance with the following conditions listed in the Fire District No. 3 Staff Report (Attachment “F”):

- i. Provide aerial apparatus access along the west side of the building, that may include modifications to the landscape plan to prevent conflicts with proposed trees.
    - ii. Provide FDC connection in accordance with OFC 912.1 & 2.
    - iii. Provide an approved means of emergency vehicle access through the automated roll gates per OFC 503.6.
    - iv. Provide a Knox Box key box in accordance with OFC 506.1.
  - f. Demonstrate compliance with the following conditions listed in the Rogue Valley Sewer Services Staff Report (Attachment “G”):
    - i. Submit construction plans, prepared per RVSS standards, for approval.
    - ii. Obtain a sewer service permit from RVSS. This permit will be issued by RVSS upon submittal of appropriate plans and payment of appropriate fees.
2. Prior to Public Works Final Inspection, the applicant shall demonstrate compliance with the following:
- a. Applicant shall submit an operations plan to show how the early learning center will operate without conflict with Central Point Elementary drop-off times.
  - b. Complete stormwater management improvements per the Stormwater Management Plan approved by the Public Works Department. The Engineer-of-Record shall certify that the construction of the drainage system was constructed per the approved plans.
  - c. Record an operations and maintenance agreement for all new stormwater quality features.

## **ATTACHMENTS**

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Attachment “A-1” – Project Location

Attachment “A-2” – Site Plan

Attachment “A-3” – Phased Development Plan

Attachment “A-4” – Architectural Elevations

Attachment “A-5” – Landscape Plan

Attachment “B” – Applicant’s Findings

Attachment “C” – Planning Department Supplemental Findings

Attachment “D” – Public Works Department Staff Report, dated 12/16/2020

Attachment “E” – Building Department Staff Report, dated 12/7/2020

Attachment “F” – Jackson County Fire District No. 3 Staff Report, dated 12/3/2020

Attachment “G” – RVSS Staff Report, dated 12/4/2020

Attachment “H” – Public Comments, dated 12/14/2020

**ACTION**

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Consider the proposed Site Plan & Architectural Review application and 1) approve; 2) approve with revisions; or 3) deny the application.

**RECOMMENDATION**

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Approve the Site Plan & Architectural Review application for the Early Learning Center per the Staff Report dated December 28, 2020 including all attachments thereto herein incorporated by reference.



12/28/2020

**Legend**

 Project Location

200

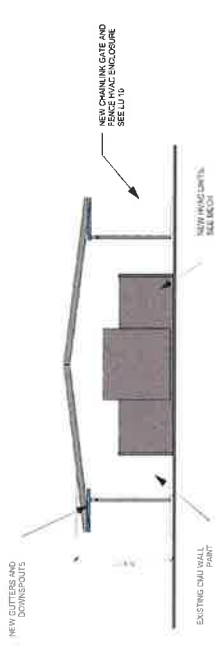
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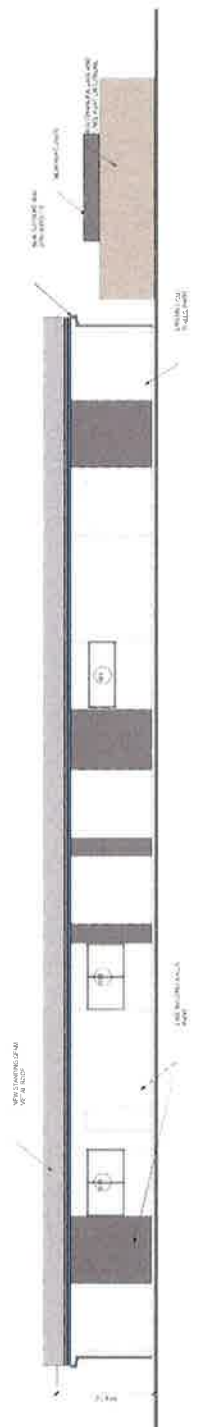
**2** BLDG A - SOUTH



**1** BLDG A - NORTH



**3** BLDG A - EAST



**4** BLDG A - WEST







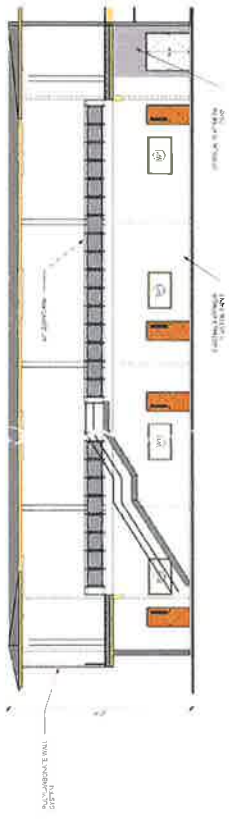
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No. Description

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Job No. 19-035  
Drawn By: A. Smith  
Checked By: C. Moore  
Project: TYPE-2 LUA

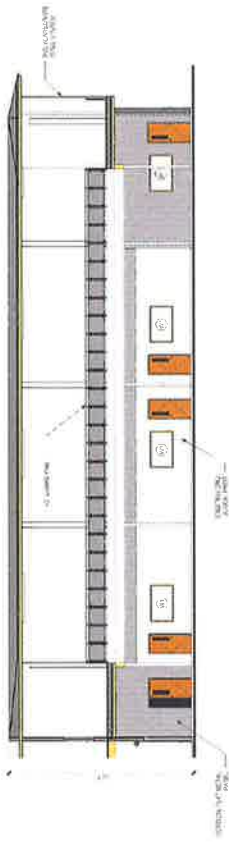
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Project Number: 19-035

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CONCEPTS

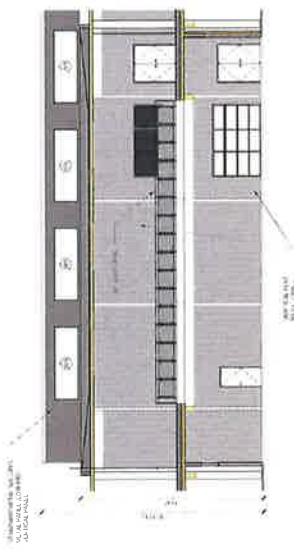
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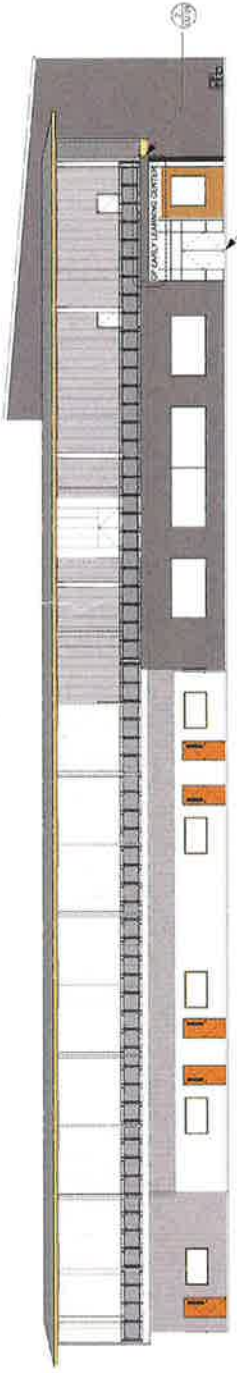
**2** BLDG B TOWN SQUARE SOUTH.



**3** BLDG B TOWN SQUARE EAST.



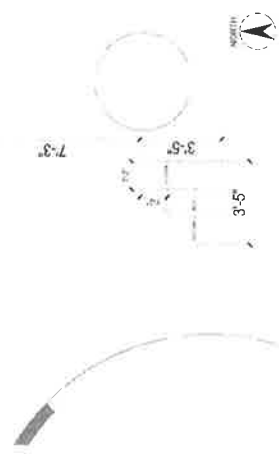
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SIGNAGE CONCEPTS	



**1** BLDG B SIGNAGE ELEVATION



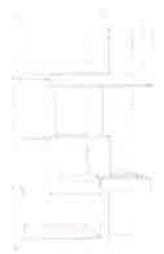
**2** BLDG B ENLARGED SIGNAGE



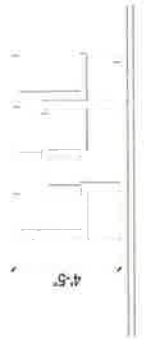
**6** CUBE SIGNAGE PLAN



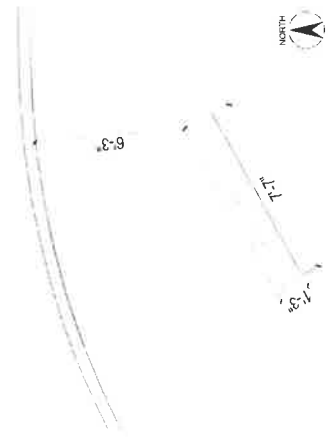
**7** CUBE SIGNAGE ELEVATION



**5** MONUMENT SIGNAGE



**4** MONUMENT SIGNAGE ELEVATION



**3** CP ELC MONUMENT SIGNAGE PLAN



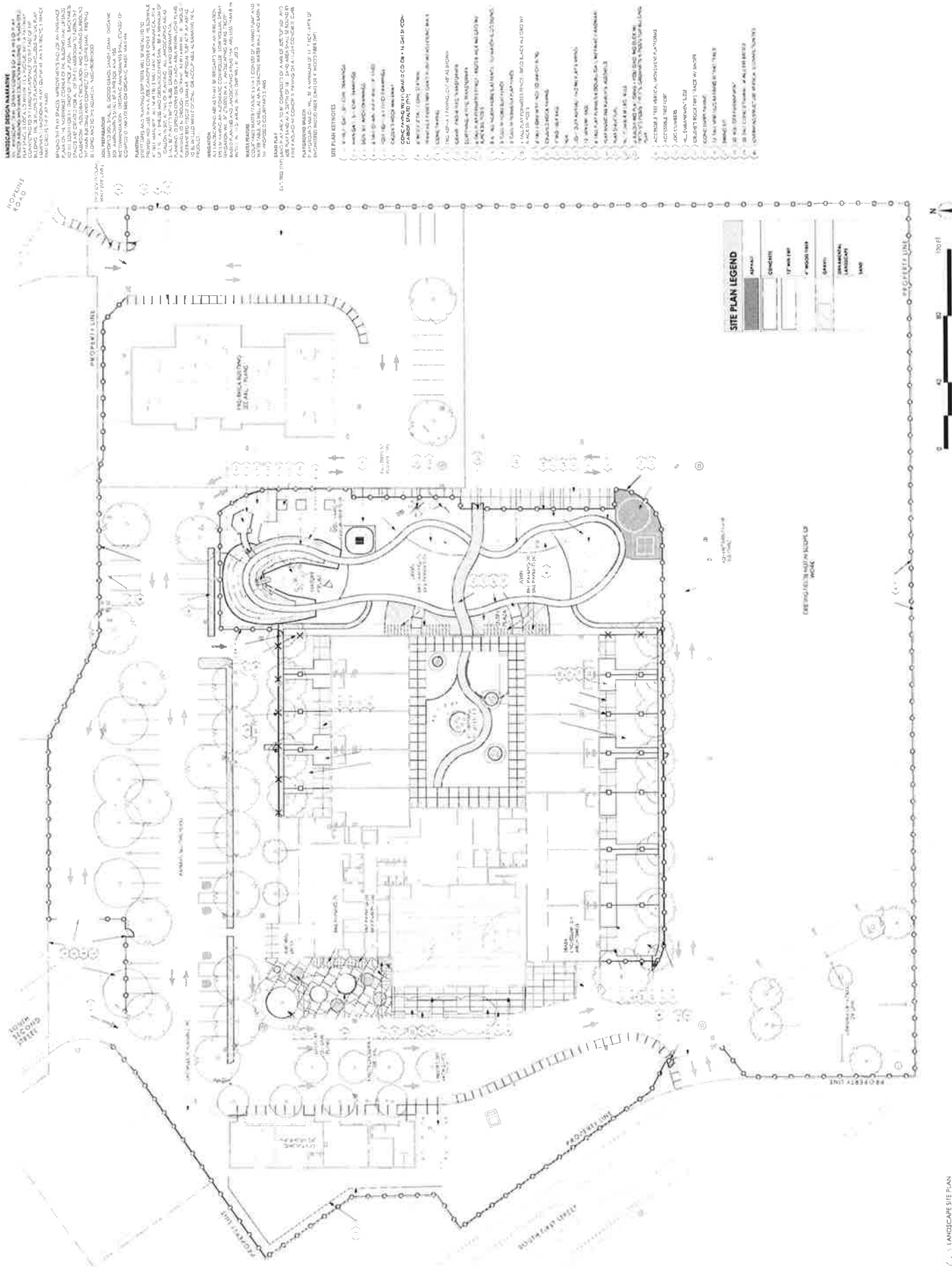
**8** CUBE SIGNAGE





CENTRAL POINT SCHOOL DISTRICT 6  
EARLY LEARNING CENTER  
615 S 2nd Street  
Central Point, Oregon, 97502

REVISIONS  
DATE DESCRIPTION  
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**SITE PLAN LEGEND**

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99" ASPHALT	100" ASPHALT

**EXHIBIT "A"**  
**SUPPLEMENTAL FINDINGS**  
**SITE PLAN AND ARCHITECTURAL REVIEW**  
**37-2W-11BC TAX LOTS 5000, 5200, 5301, 5302 and 5303**

**A. Proposal.**

Jackson County School District No. 6 ("Applicant"), is the owner of certain real property located in Jackson County (City of Central Point), Oregon, and commonly known as Township 37 South, Range 2 West, Section 11BC, Tax Lots 5000, 5200, 5301, 5302 and 5303 ("the subject property"). The Applicant is proposing conversion of the old Asante Central Point Hospital campus located at 615 S. 2<sup>nd</sup> Street for a new Kindergarten through 2<sup>nd</sup> grade school. Renovations and additions will be made to two of the three existing buildings on site. The school will have 12 classrooms, a gymnasium/multi-use space, full kitchen, cafeteria space, administrative and support staff offices, common areas, and outdoor educational spaces. The site has existing access from both 1<sup>st</sup> and 2<sup>nd</sup> Streets and a new site access point is proposed in the northeastern corner of the development from Hopkins Road, parking lot reconfigurations are also proposed. ("the Application").

**B. Schedule of Exhibits.**

The following Exhibits have been submitted in support of this Application, which by this reference are incorporated herein and deemed a part of the Application:

<b>EXHIBIT "A":</b>	<b>Supplemental Findings</b>
<b>EXHIBIT "B":</b>	<b>Site Plan</b>
<b>EXHIBIT "C":</b>	<b>Assessor's Map</b>
<b>EXHIBIT "D":</b>	<b>Aerial Photograph</b>
<b>EXHIBIT "E":</b>	<b>Plans (Structural / Lighting / Landscape &amp; Drainage)</b>
<b>EXHIBIT "F":</b>	<b>Traffic Impact Analysis</b>
<b>EXHIBIT "G":</b>	<b>Geotechnical Report</b>
<b>EXHIBIT "H":</b>	<b>Exterior Lighting Data Sheet</b>
<b>EXHIBIT "I":</b>	<b>Legal Description</b>
<b>EXHIBIT "J":</b>	<b>Agent Authorization</b>

**C. Background.**

The subject property totals approximately 6.68 acres in size, zoned "Civic" and is currently developed with an old hospital campus. The subject property is within the Air Quality Management Area (AQMA). There are no significant geological features such as slopes, creeks, or wetlands located on the subject property. Underground City water, sewer, natural gas, storm sewer, and above ground electricity currently supply the site and all structures and updates the stormwater facility are also proposed. The subject property is not within the Transit Oriented Development (TOD) district or corridor. A property line adjustment application has also been submitted for concurrent review to correct multiple boundary line encroachments.

**D. Applicable Standards and Criteria.**

The standards applicable to this Application are set forth in CPMC; 17.29, 17.64, 17.75, and 17.72, which are set forth as follows:

**1. CPMC 17.29 Civic District.** The applicable provisions of CPMC 17.29 are set forth as follows:

**17.28.040 Civic use types.**

**E. Schools.**

**Public and private kindergarten, primary, elementary, middle, junior high, or high schools that provide state mandated basic education and colleges and trade schools. [CPMC 17.29.040]**

Applicant's Findings: The subject property is located within the Civic zoning district. The proposal is for a public kindergarten through 2<sup>nd</sup> grade school. Consequently, the proposed redevelopment and use contained within, are permitted the Civic zoning district pursuant to CPMC 17.29.040

**2. CPMC 17.72.020 Applicability.** The applicable provisions of CPMC 17.72.020 are set forth as follows:

**B. Major Projects.**

**The following are “major projects” for the purposes of the site plan and architectural review process and are subject to Type 2 procedural requirements as set forth in Chapter 17.05, Applications and Types of Review Procedures:**

**1. New construction, including private and public projects, that:**

**a. Includes a new building or building addition of five thousand square feet or more; [17.72.020 (B)]**

Applicant's Findings: The proposal is for redevelopment and renovation of the existing 27,785 square foot medical campus to be converted to a kindergarten through 2<sup>nd</sup> grade school. The subject property contains three (3) structures however, building “C” is not included in the current site plan review for the school use. Expansion of the first floor and addition of a second floor on existing building “B” and upgrades to existing building “A” are proposed. The renovations and additions proposed for buildings “A” and “B” equal 29,770 square feet, thus the threshold of 17.72.020(B)(1)(a) is exceeded and the proposal is therefore subject to the Type 2 procedural requirements.

**3. CPMC 17.64 Off Street Parking and Loading.** The applicable provisions of CPMC 17.64 are set forth as follows:

**17.64.20 Applicability**

**In all districts, in connection with any use whatsoever, there shall be provided**

at the time any building or structure is erected, enlarged or increased in capacity, or the use is changed or increased in intensity, off-street parking spaces for automobiles, off-street loading, and bicycle parking facilities for the enlarged or increased portion in the case of an addition or for the building, structure or use in other cases, in accordance with the requirements herein. All parking shall be developed and maintained to the standards set forth in Section 17.75.039, Off-street parking design and development standards. [CPMC 17.64.020]

Applicant’s Findings: This Section is addressed separately herein. All parking shall be developed and maintained to the standards set forth in Section 17.75.039

**17.64.030 Off-street loading.**

**A. In all districts for each use for which a building is to be erected or structurally altered to the extent of increasing the floor area to equal the minimum floor area required to provide loading space and which will require the receipt or distribution of materials or merchandise by truck or similar vehicle, there shall be provided off-street loading space in accordance with the standards set forth in Table 17.64.01, Off-Street Loading Requirements. [CPMC 17.64.030]**

CPMC Table 17.64.01

Use Categories	Off-Street Loading Berth Requirement (fractions rounded up to the closest whole number)
<b><u>OFFICES, HOTELS AND OTHER NONGOODS HANDLING USES</u></b>	
Sq. Ft. of Floor Area	No. of Loading Berths Required
50,001--200,000	1

Applicant’s Findings: The total resultant square footage of buildings “A” and “B” will be 55,577 square feet. Per CPMC table 17.64.01, one loading space is required. As an alternative to a “berth” or “loading space”, the Applicant proposes use of a designated “loading lane” for deliveries. The lane is situated on the on the western side of the property and is the westernmost of the three (3) lanes located between buildings “A” and “B”. The other two (2) adjacent lanes are devoted to student drop off and pickup (See Exhibit “B”).

**17.64.040 Off-street parking requirements.**

All uses shall comply with the number of off-street parking requirements identified in Table 17.64.02A, Residential Off-Street Parking Requirements, and Table 17.64.02B, Non-Residential Off-Street Parking Requirements. For residential uses, the off-street parking requirements are stated in terms of the minimum off-street parking required. For non-residential uses, the off-street parking requirements are presented in terms of both minimum and maximum

**off-street parking required. The number of off-street parking spaces in Table 17.64.02B, Non-Residential Off-Street Parking, may be reduced in accordance with subsection B of this section, Adjustments to Non-Residential Off-Street Vehicle Parking. [CPMC 17.64.040]**

CPMC Table 17.64.02B

Use Categories	Minimum and Maximum Vehicle Parking Requirement (fractions rounded down to the closest whole number)
<b>SCHOOLS</b>	
Elementary and Junior High Schools (public and private/parochial)	3 spaces per classroom, or 1 space per 4 seats in the main auditorium, gymnasium, or other place available for public assembly, whichever is greater.

Applicant’s Findings: An assembly space (gymnasium) containing 288 seats is proposed. The school will have a total of 24 classrooms;  $3 \times 24$  (classrooms) = 72 parking spaces;  $288 \div 4 = 72$  parking spaces. Either way, the calculation yields the same number of required spaces and therefore, 72 parking spaces are required.

There are 50 parking spaces located on the subject property, 4 of which are ADA accessible. There are 30 parking spaces located on Tax Lots 5301 and 5302 (37-2W-11BC), which are owned by the Applicant. To comply with the above-stated parking space requirements, Applicant proposes to record a declaration of exclusive easement for the exclusive use of 22 parking spaces located on Tax Lots 5301/5302. Prior to any occupancy of the building located on Tax Lots 5301/5302, Applicant acknowledges that Applicant will be required to construct an additional 22 parking spaces on the subject property.

**4. CPMC 17.75 Design and Development Standards.** The applicable provisions of CPMC 17.75 are set forth as follows:

**CPMC 17.75.031 General connectivity, circulation and access standards.**

**C. Driveway and Property Access Standards.**

**Vehicular access to properties shall be located and constructed in accordance with the standards set forth in the City of Central Point Department of Public Works Standard Specifications and Uniform Standard Details for Public Works Construction, Section 320.10.30, Driveway and Property Access.**

[CPMC 17.75.031(C)]

Applicant’s Findings: The proposal includes improvements within the right of way at the intersection of South 4<sup>th</sup> Street and Hopkins Road to incorporate a new double-wide driveway apron to provide vehicular access to the residential property located north of the subject property (635 2<sup>nd</sup> Street) and bus-only ingress to the school. Minor improvements to the existing driveway apron at South 1<sup>st</sup> Street are also proposed to better serve the primary egress point from the site for cars, buses, and emergency vehicles (*See Exhibit “B”*). All proposed development effecting property access shall be located and constructed in accordance with the standards set forth in the City of Central Point Department of Public Works Standard Specifications and Uniform Standard Details for Public Works Construction, Section 320.10.30.

See the attached Traffic Impact Analysis (**Exhibit “G”**) for details regarding safety, number of trips, and potential neighborhood impacts.

**D. Pedestrian Circulation.**

**Attractive access routes for pedestrian travel shall be provided through the public sidewalk system, and where necessary supplemented through the use of pedestrian accessways as required to accomplish the following:**

- 1. Reducing distances between destinations or activity areas such as public sidewalks and building entrances;**
- 2. Bridging across barriers and obstacles such as fragmented pathway systems, wide streets, heavy vehicular traffic, and changes in level by connecting pedestrian pathways with clearly marked crossings and inviting sidewalk design;**
- 3. Integrating signage and lighting system which offers interest and safety for pedestrians;**
- 4. Connecting parking areas and destinations with retail streets or pedestrian accessways identified through use of distinctive paving materials, pavement striping, grade separation, or landscaping.**  
[CPMC 17.75.031(D)]

Applicant’s Findings: The subject property is somewhat of an “island” and almost entirely surrounded by residential dwelling units with very little street and public sidewalk frontage, with the only points of ingress and egress located at; the northwest corner of tax lot 5200 where South 2<sup>nd</sup> Street dead ends at the school parking lot; on the southwest end of tax lot 5200 from South 1<sup>st</sup> Street; and the newly proposed entrance (for pedestrian and school bus traffic only) to be located in the northeast corner of tax lot 5303. Although the site is not for public use nor general pedestrian travel, considerations of this section of the code have been applied to the site design. Specifically; the proposal incorporates a raised sidewalk that is designed to connect from school grounds through the parking lot to South 2<sup>nd</sup> Street; raised crosswalks are also provided between buildings A and B, please see **Exhibit “B”** and page E1.02 of **Exhibit “E”**, attached hereto.

**CPMC 17.75.039 Off-street parking design and development standards.**

All off-street vehicular parking spaces shall be improved to the following standards:

**A. Connectivity.**

**Parking lots for new development shall be designed to provide vehicular and pedestrian connections to adjacent sites unless as a result of any of the following such connections are not possible:**

- 1. Topographic constraints;**
- 2. Existing development patterns on abutting property which preclude a logical connection;**



**3. Traffic safety concerns; or**

**4. Protection of significant natural resources.**

[CPMC 17.75.039(A)]

Applicant's Findings: The proposed use is new, however; the subject property was previously developed as a hospital campus. The current proposal utilizes the existing paved parking lot area located on the north end of tax lots 5200 and 5300, no new parking lots are proposed. The existing parking lot will slightly reconfigured and re-striped. The parking area is not designed to accommodate vehicular and pedestrian connections to adjacent sites because it is for a school and because CPMC 17.75.039(F) precludes such. The site is entirely surrounded by single family residences with the exception of a Jackson County Fire District #3 firehouse across from the entrance/exit from the subject property located on South 1<sup>st</sup> Street (*See Exhibits "B"*).

**B. Parking Stall Minimum Dimensions.**

**Standard parking spaces shall conform to the following standards and the dimensions in Figure 17.75.03 and Table 17.75.02; provided, that compact parking spaces permitted in accordance with Section 17.64.040(G) shall have the following minimum dimensions:**

**1. Width--Shall be as provided in column B in Table 17.75.02;**

**2. Length--Shall reduce column C in Table 17.75.02 by no more than three feet.**

[CPMC 17.75.039(B)]

Applicant's Findings: All proposed parking is situated at a 90° angle. Per CPMC Table 17.75.02 the parking spaces are required to be 9 feet in width and 19 in length. Table 17.75.02 allows a reduction of two (2) feet in length of a parking space when a curb is being utilized for a wheel stop. The use of curbs as wheel stops is proposed and therefore, the parking space dimensions proposed are 9 feet in width by 17 feet in length. Please see **Exhibit "B"**, attached hereto, for location and situation (angle) of parking spaces.

**C. Access.**

**There shall be adequate provision for ingress and egress to all parking spaces.**

[CPMC 17.75.039(C)]

Applicant's Findings: As proposed, there will be adequate provision for ingress and egress to all parking spaces, from the northwest and southwest vehicular and pedestrian entrance and exit points. Directional arrows through the site and parking areas are identified on page one (1) of **Exhibit "B"**. The same directional arrows will be marked on the pavement at the time of restriping.

**D. Driveways.**

**Driveway width shall be measured at the driveway's narrowest point, including the curb cut. The design and construction of driveways shall be as set forth in the Standard Specifications and Public Works Department Standards and Specifications.** [CPMC 17.75.039(D)]

Applicant's Findings: Driveway width will be measured at the driveway's narrowest point, including the curb cut. The design and construction of the new driveway, and any modifications necessary to existing driveways, will be completed as set forth in the Public Works Department Standards and Specifications.

#### **E. Improvement of Parking Spaces.**

- 1. When a concrete curb is used as a wheel stop, it may be placed within the parking space up to two feet from the front of a space. In such cases, the area between the wheel stop and landscaping need not be paved, provided it is maintained with appropriate ground cover, or walkway. In no event shall the placement of wheel stops reduce the minimum landscape or walkway width requirements.**
- 2. All areas utilized for off-street parking, access and maneuvering of vehicles shall be paved and striped to the standards of the city of Central Point for all-weather use and shall be adequately drained, including prevention of the flow of runoff water across sidewalks or other pedestrian areas. Required parking areas shall be designed with painted striping or other approved method of delineating the individual spaces, with the exception of lots containing single-family or two-family dwellings.**
- 3. Parking spaces shall be designed so that no backing movements or other maneuvering within a street or other public right-of-way shall be necessary, except for one- and two-family dwellings with frontage on a local street per the city of Central Point street classification map.**
- 4. Any lighting used to illuminate off-street parking or loading areas shall be so arranged as to direct the light away from adjacent streets or properties.**
- 5. Service drives shall have a minimum vision clearance area formed by the intersection of the driveway centerline, the street right-of-way line, and a straight line joining the lines through points twenty feet from their intersection.**
- 6. Parking spaces located along the outer boundaries of a parking lot shall be contained by a curb or a bumper rail so placed to prevent a motor vehicle from extending over an adjacent property line, a public street, public sidewalk, or a required landscaping area.**
- 8. Except as provided in subsection (E)(3) of this section, all uses, including one- and two-family dwellings on arterial and collector streets, shall provide adequate vehicle turnaround and maneuvering area through the use of aisle extensions and/or turnaround spaces as illustrated in Figure 17.75.04 and 17.75.05. Functionally equivalent turnaround and maneuvering designs may be permitted by the approving authority through the site plan and architectural review process. [CPMC 17.75.039(E)]**

Applicant's Findings: CPMC Table 17.75.02 allows reduction in the required length (19 feet) of parking spaces when a curb is used as a wheel stop. Curbs are proposed for wheel stops in all parking stalls on site and the Applicant will utilize this allowance to reduce the parking spaces to 17 feet in length. All parking areas will be paved and striped, with spaces delineated as required by section 17.75.039(B), to the standards of the city of Central Point for all-weather use and will be adequately drained, including prevention of the flow of runoff water across sidewalks or other pedestrian areas (See Page C4 of Exhibit "E"; "drainage plan", attached hereto). Parking has been designed such that no backing movements or other maneuvering within a street or other public right-of-way will occur. A lighting plan and luminaire schedule are provided on pages E1.02 and E0.03 of Exhibit "E", attached hereto. The lighting plan identifies the location of all parking lot lighting. All lighting used to illuminate off-street parking or loading areas is arranged as to direct the light away from adjacent streets or properties. The proposed LED parking lot lighting will be mounted on 20 foot posts and utilizes an external glare shield mount, which will collect any lighting not cast downward (See Exhibit "H"). Service drives are located between buildings A and B and not within any vicinity of any of the existing and proposed access points. Parking spaces located along the northern boundary of the parking lot will be contained by a curb or a bumper rail. Adequate turn around is available throughout the parking area and a two-way access lane encircles the school campus (See Exhibit "B").

**F. Limitation on Use of Parking Areas.**

**Required parking areas shall be used exclusively for vehicle parking in conjunction with a permitted use and shall not be reduced or encroached upon in any manner. The parking facilities shall be so designed and maintained as not to constitute a nuisance at any time, and shall be used in such a manner that no hazard to persons or property, or unreasonable impediment to traffic, will result. [CPMC 17.75.039(F)]**

Applicant's Findings: Required parking areas will be used exclusively for vehicle parking in conjunction with the school use alone and will not be reduced or encroached upon in any manner. The parking facilities have been so designed and will be upgraded and maintained as not to constitute a nuisance at any time, and will only be used in such a manner that no hazard to persons or property, or unreasonable impediment to traffic, will result.

**G. Parking/Loading Facility Landscaping and Screening.**

**Parking lot landscaping shall be used to reinforce pedestrian and vehicular circulation, including parking lot entries, pedestrian accessways, and parking aisles. To achieve this objective the following minimum standards shall apply; however, additional landscaping may be recommended during the site plan and architectural review process (Chapter 17.72). All parking lots shall be landscaped in accordance with the following standards:**

**1. Perimeter and Street Frontage Landscaping Requirements.**

**The perimeter and street frontage for all parking facilities shall be landscaped according to the standards set forth in Table 17.75.03.**

**2. Terminal and Interior Islands.**

For parking lots in excess of ten spaces all rows of parking spaces must provide terminal a minimum of six feet in width to protect parked vehicles, provide visibility, confine traffic to aisles and driveways, and provide a minimum of five feet of space for landscaping. In addition, when ten or more vehicles would be parked side-by-side in an abutting configuration, interior landscaped islands a minimum of eight feet wide must be located within the parking row. For parking lots greater than fifty parking spaces, the location of interior landscape island shall be allowed to be consolidated for planting of large stands of trees to break up the scale of the parking lot.

The number of trees required in the interior landscape area shall be dependent upon the location of the parking lot in relation to the building and public right-of-way:

- a. Where the parking lot is located between the building and the public right-of-way, one tree for every four spaces;
- b. Where the parking lot is located to the side of the building and partially abuts the public right-of-way, one tree for every six spaces;
- c. Where the parking lot is located behind the building and is not visible from the public right-of-way, one tree for every eight spaces.

Applicant’s Findings: Please see sheet L4.0 of **Exhibit “E”** attached hereto, which identifies demonstrates compliance with the requirements of this section.

**3. Bioswales.**

The use of bioswales within parking lots is encouraged and may be located within landscape areas subject to site plan and architectural review. The tree planting standards may be reduced in areas dedicated to bioswales subject to site plan and architectural review. [CPMC 17.75.039(G)]

Applicant’s Findings: A bioswale is proposed onsite however, it is not located within the parking area and thus, the tree planting standards are not reduced with this proposal.

**H. Bicycle Parking.**

The amount of bicycle parking shall be provided in accordance with Section **17.64.040** and constructed in accordance with the following standards:

CPMC Table 17.64.04

Land Use	Minimum Required
<b>Institutional</b>	
Schools, Elementary	4 spaces per classroom

Applicant's Findings: There are 24 classrooms therefore, per CPMC Table 17.64.04; 48 bicycle parking spaces are required.

**1. Location of Bicycle Parking.**

Required bicycle parking facilities shall be located on-site in well lighted, secure locations within fifty feet of well-used entrances and not farther from the entrance than the closest automobile parking space. Bicycle parking shall have direct access to both the public right-of-way and to a main entrance of the principal use. Bicycle parking may also be provided inside a building in suitable, secure and accessible locations. Bicycle parking for multiple uses (such as in a commercial center) may be clustered in one or several locations.

Applicant's Findings: All bicycle parking areas are located in well lit, secure locations within fifty feet of a well-used entrances (See Exhibits "B" and sheet L1.1 of Exhibit "E").

**2. Bicycle Parking Design Standards.**

All bicycle parking and maneuvering areas shall be constructed to the following minimum design standards:

**a. Surfacing.**

Outdoor bicycle parking facilities shall be surfaced in the same manner as a motor vehicle parking area or with a minimum of a three-inch thickness of hard surfacing (i.e., asphalt, concrete, pavers or similar material). This surface will be maintained in a smooth, durable and well-drained condition.

**b. Parking Space Dimension Standard.**

Bicycle parking spaces shall be at least six feet long and two feet wide with minimum overhead clearance of seven feet.

**c. Lighting.**

Lighting shall be provided in a bicycle parking area so that all facilities are thoroughly illuminated and visible from adjacent sidewalks or motor vehicle parking lots during all hours of use.

**d. Aisles.**

A five-foot aisle for bicycle maneuvering shall be provided and maintained beside or between each row of bicycle parking.

**e. Signs.**

Where bicycle parking facilities are not directly visible from the public rights-of-way, entry and directional signs shall be provided to direct bicycles from the public rights-of-way to the bicycle parking facility.

Applicant's Findings: Bicycle parking facilities will be surfaced conic paving with integrated color + 16 grit silicone carbide, sealed, with a minimum of a three-inch thickness of hard surfacing. Bicycle parking spaces will be at least six feet long and two feet wide with minimum overhead

clearance of seven feet. Lighting will be provided in a bicycle parking area so that all facilities are thoroughly illuminated and visible from adjacent sidewalks or motor vehicle parking lots during all hours of use (See **sheet E1.02 of Exhibit “E”**). A five-foot aisle for bicycle maneuvering will be provided and maintained beside or between each row of bicycle parking. Necessary signage will be provided to direct bicycle traffic to the bicycle parking areas.

**3. Exceptions to Bicycle Parking.**

**The approving authority may allow exceptions to the bicycle parking standards as part of the site plan and architectural review process in connection with the following:**

- b. Uses that do not generate the need for bicycle parking per a bicycle parking demand analysis that demonstrates and documents justification for the proposed reduction. (Ord. 2034 §§14, 15, 2017; Ord. 2014 §11, 2015; Ord. 1946 (part), 2011). [CPMC 17.75.039(H)]**

Applicant’s Findings: No exceptions to the bicycle parking standards are proposed.

**E. Conclusion.**

Based upon the findings set forth herein and the evidence submitted in conjunction with this Application, the District respectfully contends that the applicable standards and criteria have been met and the Application should be approved.

Dated this 17<sup>th</sup> day of November 2020.

O’CONNOR LAW, LLC

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Kate J. McGuire, Principal Planner



## Justin P. Gindlesperger

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**From:** Kate McGuire <kate@oconnorlawgroup.net>  
**Sent:** Monday, November 30, 2020 2:14 PM  
**To:** Justin P. Gindlesperger  
**Cc:** Dan O'Connor  
**Subject:** RE: ELC SPR Submittal editing errors

Good afternoon Justin,

I hope you had a wonderful and relaxing holiday weekend.

Three(3) editing errors were found within the ELC SPR findings I submitted to you on November 17<sup>th</sup>:

- a.) On the top of page one (1) within the "Proposal" section, it is stated that 12 classrooms are proposed when \*24 is the total number of classrooms proposed.
- b.) On page three (3) beneath CPMC table 17.64.01, I transposed the numbers within the resultant square footage and stated 55,577 would be the resultant square footage when the number should read 57,555.
- c.) On the top of page 10, my math was based on a previous phasing discussion and I did not catch the change when making my final edits (same issue caused a.) above). Math clearly identifies, that the required number of parking spaces is actually 96 (24 classrooms x4 spaces/classroom).

Regards,

*Kate*

**Kate J. McGuire**

Principal Planner

670 G Street, Suite B

Jacksonville, OR 97530

Office: (541)702-5350; Ext. #2



**Office Hours: M-Th 8:30am – 5pm Closed noon to 1pm**

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**FINDINGS OF FACT  
AND CONCLUSIONS OF LAW  
File No.: SPAR-20012**

**Consideration of a Site Plan & Architectural Review  
to construct the Early Learning Center**

<b>Applicant:</b>	)	Findings of Fact
School District No. 6	)	and
300 Ash Street	)	Conclusion of Law
Central Point OR 97502	)	

**PART 1  
INTRODUCTION**

The applicant proposes to convert a hospital and medical complex into an early learning center for Kindergarten through 2nd grade. The proposed development includes renovations and additions to the existing buildings, parking and landscape improvements.

The site plan and architectural review request is a Major Project, which is processed using Type II application procedures. Type II procedures set forth in Section 17.05.300 provide the basis for decisions upon standards and criteria in the development code and the comprehensive plan, when appropriate.

The six (6) tax lots comprising the project site are located in the Civic (Civic) zoning district. The standards and criteria for the proposal are set forth in CPMC 17.56, Nonconforming Uses; CPMC 17.72, Site Plan and Architectural Review; and CPMC 17.75, Design and Development Standards.

The following findings address each of the standards and criteria as applies to the proposed application for the Early Learning Center development.

**PART 2  
ZONING ORDINANCE**

Staff has reviewed the Applicant’s Findings, incorporated herein as Exhibit “A”, and found that they address the applicable development code criteria for the proposed site plan and architectural review, except nonconforming uses. The following finding addresses the nonconforming use standards:

**Chapter 17.56.030 Classification Criteria**

All nonconforming uses and structures within the city of Central Point shall be classified as either Class A or Class B nonconforming uses, according to the following criteria:

- A. Properties containing nonconforming uses or structures may be designated Class A by the planning commission based upon findings that all of the following criteria apply:
  1. Continuance of the existing use or structure would not be contrary to the public health, safety or welfare, or to the spirit of this title;
  2. The continued maintenance and use of the nonconforming property is not likely to depress the values of adjacent or nearby properties, nor adversely affect their development potential in conformance with present zoning;

3. The use or structure was lawful at the time of its inception and no useful purpose would be served by strict application of the provisions or requirements of this chapter with which the use or structure does not conform;
  4. The property is not predominantly surrounded; by conforming uses or structures and, considering current growth and development trends, is not reasonably expected to come under development pressures during the next five years;
  5. The property is structurally sound, well-maintained, and occupied and used for the purpose for which it was designed;
  6. Continuance of this nonconforming use will not in any way delay or obstruct the development or establishment of conforming uses on the subject property or on any adjacent or nearby properties in accordance with the provisions of the zoning ordinance.
- B. All nonconforming uses and structures not designated Class A shall become Class B nonconforming uses or structures.

**Finding 17.56.030:** *The site is developed with an existing hospital and medical office uses, with parking and access lanes from the public right-of-way.. The site is considered nonconforming due to a lack of sufficient perimeter landscape features between the parking area and adjacent properties. The site is considered a Class A nonconformity that is structurally sound, well-maintained, and the change of use will not adversely affect adjacent or nearby properties, nor is it expected to adversely affect development potential in the surrounding area.*

**Conclusion 17.56.030:** *Consistent*

#### **17.56.060 Regulations Pertaining to Class A and B Nonconforming Uses**

- A. The following regulations shall apply to all designated Class A nonconforming uses and structures:
1. Class A nonconforming uses and structures shall be permitted to continue in accordance with the provisions and requirements of the most restrictive zoning district in which the use or structure would normally be listed as a permitted use; or conditional use if not listed as a permitted use in any district;
  2. Existing legal nonconforming structures and uses shall be permitted to expand, remodel, or otherwise be physically or structurally improved, provided such improvements are in accordance with all applicable codes in effect at the time of the improvements;
  3. A Class A nonconforming use shall not be resumed if it has been discontinued for a continuous period of at least twelve months or if it has been changed to a conforming use for any period;
  4. No Class A structure or property shall be used, altered or enlarged in violation of any condition that was imposed by the planning commission or city council at the time of its designation as Class A;
  5. If a nonconforming structure, or structure containing a nonconforming use, is destroyed by any cause to an extent exceeding fifty percent of the appraised value, as determined by the records of the county assessor, a future structure or use on that property shall conform to the regulations for the district in which it is located; provided, however, that this subsection shall not apply to buildings which have been designated by the city as historic buildings pursuant to Chapter 17.70 of this title;
  6. Nothing contained in this title shall require any change in the plans, construction, alteration or designated use of a structure for which a valid building permit existed prior to the adoption of the ordinance codified in this title, except that if the use will be nonconforming and designated Class A, it shall be subject to all appropriate provisions of this section and shall be considered discontinued if not in operation within one year of the date of issuance of the building permit. The owner of such discontinued use may apply for

reinstatement of the Class A nonconforming use designation by following the procedure established in Section 17.56.040(B) of this chapter.

- B. The following regulations shall apply to all designated Class B nonconforming uses and structures:
1. Routine maintenance, upkeep, and structural repairs may be performed on a Class B nonconforming use, site or structure;
  2. In no case shall a nonconforming use be enlarged or otherwise expanded, and no structure, the use of which is nonconforming, shall be moved on the lot, altered or enlarged, nor shall the floor space allocated to a nonconforming use be moved, altered or enlarged, unless required by law or unless such moving on the lot, alteration or enlargement will result in the elimination of the nonconforming use;
  3. The planning commission, or city council, on appeal may grant an application for a change of use, filed in accordance with Chapter 17.76 of this title if, on the basis of the application and the evidence submitted, the following findings are made:
    - a. That the proposed use will not more adversely affect the character of the district or neighborhood in which it would be located than did the existing or preexisting use,
    - b. That a nonconforming use of a building may be extended throughout those parts of a building which were designed or arranged for such use prior to the date when such use became nonconforming; provided, that no structural alterations are made other than those required by law;
  4. If a Class B nonconforming structure, or structure containing a nonconforming use, is destroyed by any cause to an extent exceeding fifty percent of the appraised value, as determined by the records of the county assessor, any future structure or use on that property shall conform to the regulations for the district in which it is located;
  5. If any Class B nonconforming use has been changed to a conforming use, or if the nonconforming use of any building, structure, or premises ceases for a period of six months or more, said use shall be considered abandoned, and said building, structure or premises shall thereafter be used only for uses permitted as a matter of right or as a conditional use in the district in which it is located;
  6. Nothing contained in this title shall require any change in the plans, construction, alteration or designated use of a structure for which a valid building permit existed prior to the adoption of the ordinance codified in this title, except that if the use will be nonconforming and designated Class B, it shall be subject to all appropriate provisions of this section and shall be considered discontinued if not in operation within one year of the date of issuance of the building permit;
  7. If a Class B nonconforming structure containing a nonconforming use is removed from a lot, any future structure on that property shall conform to the regulations for the district in which the lot is located

**Finding 17.56.060:** *The nonconforming site used as a medical complex and proposed for a change of use to a school use is designated as a Class A legal nonconforming site. The proposed remodel and expansion has been reviewed against all applicable criteria. Proposed renovations do not aggravate any existing non-conformities and, as demonstrated in the subsequent findings and conclusions, are found to comply with applicable standards as conditioned.*

**Conclusion 17.56.060:** *Complies as conditioned.*

**PART 3**  
**SUMMARY CONCLUSION**

As evidenced in findings and conclusions, the proposed Early Learning Center site plan and architectural plan is consistent with applicable standards and criteria in the Central Point Municipal Code as conditioned.

**PUBLIC WORKS STAFF REPORT**

December 16, 2020

**AGENDA ITEM:** Early Learning Center (SPAR-20012)

615 South Second Street – 24 classroom, gymnasium and administrative offices

Applicant: School District No. 6

Agent: O'Connor Law, Inc.

**Traffic:**

The applicant hired Southern Oregon Transportation to do a Traffic Impact Analysis (TIA) for the proposed project. The TIA has been reviewed and no significant impact is shown from the change of use. The traffic engineer is recommended that the start time of the Early Learning Center be offset from Central Point Elementary School, which is within a block of the new center.

**Existing Infrastructure:**

Water: There is a 12-inch water lines in servicing the site.

Streets: All streets surrounding the site are local streets.

Stormwater: There is a 12-inch storm drain line in the site and surrounding the site.

Storm Water

Quality: Applicant is preparing a swale and pond on site.

**Background:**

Applicant is proposing a remodel and addition of the Asante Hospital and clinic. The applicant met with the City several times to address issues associated with the site and have addressed all of those concerns, except for hours of operation. All traffic and utilities associated with the development have been addressed.

The City will be installing new sidewalks on South second between the subject site and Bush Street in the 21/23 FY budget. Additionally, city staff will be working with the property owners at the Bush and South Second Street to address the site vision triangle issues that are currently out of compliance.

**Issues:**

There is only issue associated with the project, as follows:

1. **Access Management** . Applicant is proposing a new right in access off South 4<sup>th</sup> Street in addition to full movements off of South First and South Second Streets. The access management only conflict is that the start time of the center needs to be different than Central Point Elementary to avoid the morning peak for busses and child drop offs.

**Conditions of Approval:**

Prior to building permit issuance and start of construction activities on the site, the following conditions shall be satisfied:



1. Stormwater Management Plan – The Applicant shall submit and receive approval for a stormwater management plan from the Public Works Department. The Stormwater Plan shall demonstrate compliance with the Rogue Valley Stormwater Quality Design Manual for water quality and quantity treatment. Construction on site must be sequenced so that the permanent stormwater quality features are installed and operational when stormwater runoff enters.
2. Erosion and Sediment Control – The proposed development will disturb more than one acre and requires an erosion and sediment control permit (NPDES 1200-C) from the Department of Environmental Quality (DEQ). The applicant shall obtain a 1200-C permit from DEQ and provide a copy to the Public Works Department.

Prior to final inspection and certificate of occupancy, the applicant shall comply with the following conditions of approval:

1. Hours of Operation – Applicant shall submit an operations plan to show how the early learning center will operate without conflict with Central Point Elementary dropoff times.
2. Stormwater Quality Operations & Maintenance– The Applicant shall record an Operations and Maintenance Agreement for all new stormwater quality features and provide a copy of the recorded document to the Public Works Department.

**Justin P. Gindlesperger**

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**From:** Derek Zwagerman  
**Sent:** Monday, December 7, 2020 8:15 AM  
**To:** Justin P. Gindlesperger  
**Subject:** RE: Request for Comments - SPAR-20012

The accessible routes across vehicular traffic shall be provided with 'Detectable Warnings' as required in ICC A117.1-2009 sections 406.12 through 406.14.

The facility will most likely require fire sprinklers and fire alarm as required by Oregon Structural Specialty Code 903.2.3 & 907.2.3.

Derek Zwagerman, P.E.  
City of Central Point – Building Dept.  
541-423-1024

**From:** Justin P. Gindlesperger <Justin.Gindlesperger@centralpointoregon.gov>  
**Sent:** Wednesday, December 2, 2020 2:33 PM  
**To:** Bobbie Pomeroy <Bobbie.Pomeroy@centralpointoregon.gov>; Carl Tappert <ctappert@rvss.us>; Mike Ono <Mike.Ono@centralpointoregon.gov>; Chad Murders <chad.murders@ecso911.com>; David McFadden <David.McFadden@avistacorp.com>; Derek Zwagerman <Derek.Zwagerman@centralpointoregon.gov>; Ed Devries <Ed.Devries@pacifiCorp.com>; Eric Wirfs <eric.wirfs@pacificorp.com>; Jeff Wedman <jeff.wedman@centurylink.com>; Mark Kimmelshue <mark.kimmelshue@centurylink.com>; Mark Northrop <MarkN@jcf3.com>; Matt Samitore <Matt.Samitore@centralpointoregon.gov>; Nicholas Bakke <nbakke@rvss.us>; Paige Townsend <ptownsend@rvtd.org>; Spencer Davenport <spencer.davenport@district6.org>; Stephanie Holtey <Stephanie.Holtey@centralpointoregon.gov>; US Post Office <nickolas.c.eufemi@usps.gov>; Sean Eisma <seisma@rvtd.org>  
**Subject:** Request for Comments - SPAR-20012

Attached is a Request for Comments to convert a hospital and medical complex into an early learning center for Kindergarten through 2nd grade with 24 classrooms, gymnasium, outdoor education space, administrative and support staff. The project site is located at 615 S. Second Street within the Civic zoning district and is identified on the Jackson County Assessor's map as 37S 2W 11BC, Tax Lots 5000, 5200, 5301, 5302 & 5303. Applicant: Jackson County School District No. 6; Agent: O'Connor Law, LLC. Applicant: Jackson County School District No. 6; Agent: O'Connor Law, LLC

The complete planning application is available at:  
<https://www.centralpointoregon.gov/cd/project/early-learning-center-site-plan-architectural-review>

Please provide comments to our office no later than **Wednesday, December 16, 2020**.

Thank you,

Justin Gindlesperger; AICP, CFM  
Community Planner II  
Community Development  
City of Central Point  
140 South Third Street  
Central Point, OR 97502

**Justin P. Gindlesperger**

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**From:** Mark Northrop <MarkN@jcf3.com>  
**Sent:** Thursday, December 3, 2020 3:09 PM  
**To:** Justin P. Gindlesperger  
**Subject:** Re: Request for Comments - SPAR-20012

My comments are as follows.

1. OFC D105. Aerial Fire Apparatus access is required on the west side of the building only. This may require the trees in this section to be removed or species modified so as not to create an obstruction.
2. OFC 912.2.1 The FDC needs to be moved or obstructions removed so the FDC is visible.
3. OFC 912.2 The FDC may need to be moved or a hydrant added so the access to the buildings for other fire apparatus in not obstructed.
4. OFC 503.6 The automated roll gates shall have an approved means of emergency operation.
5. OFC 506.1 A Key box (Knox Box) will be required



DFM Mark Northrop, IAAI, CFI

Jackson County Fire District 3  
8383 Agate Rd, White City, OR 97503

[Markn@jcf3.com](mailto:Markn@jcf3.com)

Office: 541.831.2776

Cell 541.660.7689

[www.jcf3.com](http://www.jcf3.com)



Together We're Better





## ROGUE VALLEY SEWER SERVICES

Location: 138 West Vilas Road, Central Point, OR - Mailing Address: P.O. Box 3130, Central Point, OR 7502-0005  
Tel. (541) 664-6300, Fax (541) 664-7171 www.RVSS.us

**December 4, 2020**

City of Central Point Planning Department  
155 South Second Street  
Central Point, Oregon 97502

**Re: SPAR 20012, CP Early Learning Center, Map 37 2W 11BC, TL's 5000, 5200, 5300, 5301, 5302, 5303**

**REF: PRE 20007**

There are existing sewer mains within the vicinity as generally shown on the submitted site utility plan, however our records are not clear as to the accuracy of the existing sewer service locations on the property. With regard to the property line adjustment, RVSS standards and Oregon Plumbing code require the following:

- Each building on each tax lot must have an individual service connection to a sewer main.
- One single service may not cross more than one adjacent tax lot.

With those requirements in mind, the new building may connect to the existing sewer service and connection to the main along S 1<sup>st</sup> Street, if the service is found to be in good working condition. The existing building on tax lot 5301 must be disconnect from this service and reconnected to the main (or other service connected the same tax lot) on Hopkins Road. The existing service connection for tax lot 5000 may remain in place if it complies with the standards mentioned above.

Rogue Valley Sewer Services requests that approval of this project be subject to the following conditions:

1. The developer must obtain all applicable sewer tap and connection permits from RVSS.
2. The developer must submit architectural plumbing plans to RVSS for the calculation of SDC fees.

Feel free to call me with any questions.

A handwritten signature in black ink, appearing to read 'Nick Bakke'.

Nicholas R. Bakke, PE  
District Engineer

K:\DATA\AGENCIES\CENTPT\PLANNG\SITEPLANREVIEW\2020\PRE 20012-EARLY LEARNING CENTER.DOC

12/14/2020

Justin Gindlesperger @ Central Point City Hall:

This letter is being sent to you to let you be advised of our concerns re: the Early Learning Center site plan that was received on December 5, 2020. We live at 115 Cupp Dr. and are concerned re: loss of accessing our lots from the back of our property. We have lived here for 49 + years and have always accessed our lots thru the back of our property when needed. We are not thrilled to have no space left between the proposed fence and the back of our lot. On Cupp Drive, there are 4 properties that back up to the future Learning Center, all have gates to access our lots except 1 which has removed all fencing while re-landscaping his lot. Some of the lots on 4th St., also will be effected. Is it possible to have an ally way or an easement around the proposed site so access would still be available?

Our first notification of any purchase of the property from Asante Hospital was on an evening newscast of Channel 12 TV and the deal was completed at that time. We realize this is private property but this type of a change will effect our neighborhood and properties. We will have increased traffic, bus noise, and hussle and bussle.

We had a conversation with Tom Humphrey when zone changes were being implemented. He assured us that no new building was in the works and that, to his understanding, a canopy of such would be placed over the existing structure. I advised Mr. Humphrey at that time of some of our concerns. We on Cupp Dr. already have a lot of traffic that travel at high rates of speed. He implimented a temporary camara to be installed to take a look at our complaint and did find that we had a lot of speeding vehicles on Cupp Dr., although not an overabundance of traffic. He speculated that police would step up the watch for this problem. We have noticed no change in the speeders, no increased surveillance after the first month. Increased traffic is a concern as children will be dropped off and picked up by people that live in the surrounding neighborhood. So we are not complaining without good reason to be concerned.

Also, of concern to us the "pond" surrounded by a "swale" that is listed on the plans. According to Websters Dictionary, a swale is a marsh. No thank you. If the "pond" is to collect run off water, why is it at the high end of the property? The low end of the prperty is on the east end of the field. Run off from the field has always impacted our property and we have to run a sump pump to take care of standing water that accumulates in our yard and under our house in the winter due to the drainage from the field. This, also, happens to our neighbors property at 125 Cupp Drive.

After driving around Richardson School, CPE, Crater, Scenic and Jewet School, which are all the schools in Central Point, we saw no existing, privately owned homes butted directly up to the school property line. We would ask for your consideration for our homes, also.

Please consider this letter as an objection to some of the proposed plans. A copy of this letter will be given to Samantha Steele @ School District 6.

Gary and Cathy Bailey

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*Gary Bailey  
Cathy Bailey  
115 Cupp Dr.  
C.P. OR. 97502  
541-664-5533*