



STAFF REPORT  
July 2, 2019

**AGENDA ITEM (File No. SPAR-19004)**

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Consideration of a Site Plan and Architectural Review application for the installation of two (2) 1,794 square foot modular classroom buildings. The 7.8 acre site is within the Residential Single Family (R-1-6) zoning district and is identified on the Jackson County Assessor's Map as 37S 2W 11B Tax Lot 6700.

**Applicant:** Jackson County School District No. 6; **Agent:** Daniel O'Connor.

**SOURCE**

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Justin Gindlesperger, Community Planner II

**BACKGROUND**

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A site plan and architectural review application has been submitted to install two (2) 1,794 square foot modular classroom buildings at Central Point Elementary. The proposed site plan includes landscaping, fencing and a stormwater management facility (Attachment "A-1").

The modular classrooms will be placed in the northwest corner of the property near the intersection of Ash Street and Second Street. The subject property is currently developed with the Central Point Elementary School, the School District administrative offices and a Head Start early childhood development learning facility. There is adequate parking for the site along Fourth Street at the main entrance.

Each building is a single story prefabricated modular structure. The building design uses a "book-end" wall design and radius relief at the top of each window that references the existing school design (Attachment "A-2"). Architecturally the proposal complies with the building design standards.

**ISSUES**

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There are two (2) issues related to the application:

1. **Fencing:** The development proposal includes a six (6) foot tall chain link fence that contains the new development. The fence is proposed along the sidewalk of Ash Street and extends beyond the property line. Galvanized chain link fence is not a permitted fence material in this location.

**Comment:** Staff recommends Condition of Approval No. 1(a) requiring the applicant to submit a revised site plan that depicts the location of the fence along the property line and Condition of Approval No. 1(b) requiring fence designs that demonstrate the fence will be coated or painted consistent with the approved site plan.

2. **Stormwater Management:** The project is within the Phase 2 stormwater quality area. All development that proposes 2,500 square feet or more of impervious surface requires a stormwater management plan that is in accordance with the Rogue Valley Stormwater Quality Design Manual (RVSQDM). An operations and maintenance agreement for all new stormwater quality features is required. Construction on site must be sequenced so that the permanent stormwater quality features are installed and operational when stormwater runoff enters.

**Comment:** Staff recommends Condition of Approval No. 2 requiring the applicant to submit a stormwater management plan and will require a stormwater management plan to the Public Works Department.

## **FINDINGS**

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The Site Plan and Architectural Review application for the proposed Vision Properties of Southern Oregon medical office has been evaluated for compliance with the Site Plan and Architectural Review criteria set forth in Chapter 17.75 of the Central Point Municipal Code and found to comply, as evidenced by the Planning Department's Supplemental Findings (Attachment "B").

## **CONDITIONS OF APPROVAL**

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Prior to building permit issuance, the applicant shall:

1. Demonstrate compliance with the following fence construction standards:
  - a. Submit a revised site plan that depicts the proposed fence on the property line.
  - b. Submit fence designs demonstrating compliance with the site plan for a painted or powder-coated fence material.
2. Submit a stormwater management plan demonstrating compliance with the MS4 Phase II stormwater quality standards to the Public Works Department for review and approval.
3. Demonstrate compliance with the following conditions listed in the Rogue Valley Sewer Services Staff Report (Attachment "C"):
  - a. Submit architectural/plumbing plans for the calculation of related System Development Charges.
  - b. Obtain a sewer service permit from RVSS. This permit will be issued by RVSS upon submittal of appropriate plans and payment of appropriate fees.

## **ATTACHMENTS**

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Attachment “A” – Architectural Designs/Site Rendering

Attachment “A-1” – Site Plan

Attachment “A-2” – Architectural Elevations

Attachment “A-3” – Landscape Plan

Attachment “B” – Applicant’s Findings

Attachment “C” – Rogue Valley Sewer Services Staff Report dated 06-18-2019

## **ACTION**

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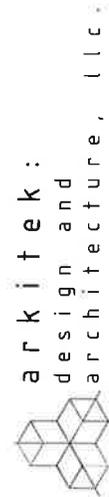
Consider the proposed Site Plan & Architectural Review application and 1) approve; 2) approve with revisions; or 3) deny the application.

## **RECOMMENDATION**

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Approve the Site Plan & Architectural Review application for the modular classroom buildings per the Staff Report dated July 2, 2019 including all attachments thereto herein incorporated by reference.

**CENTRAL POINT ELEMENTARY**  
450 S FOURTH STREET, CENTRAL POINT OR



**MODULAR CLASSROOM INSTALLATION**  
Job No. 19-018  
05/29/2019

**PROJECT INFORMATION**  
 PROJECT NAME: CENTRAL POINT ELEMENTARY  
 PROJECT DESCRIPTION: NEW CLASSROOM INSTALLATION  
 ADDRESS: 450 S. FOURTH STREET  
 MAP 1: TALL LOT  
 MAP 2: 100' FRONT SETBACK

**CLIENT INFORMATION**  
 NAME: Central Point School District No. 9  
 ADDRESS: Central Point, OR 97102

**NARRATIVE**  
 THE PROJECT CONSISTS OF A NEW 100,000 SQ. FT. CLASSROOM BUILDING WITH AN OUTDOOR CLASSROOM AND A PLAY STRUCTURE. A 6' CHALLENGE PERIMETER FENCE AND MISCELLANEOUS SITE IMPROVEMENTS.

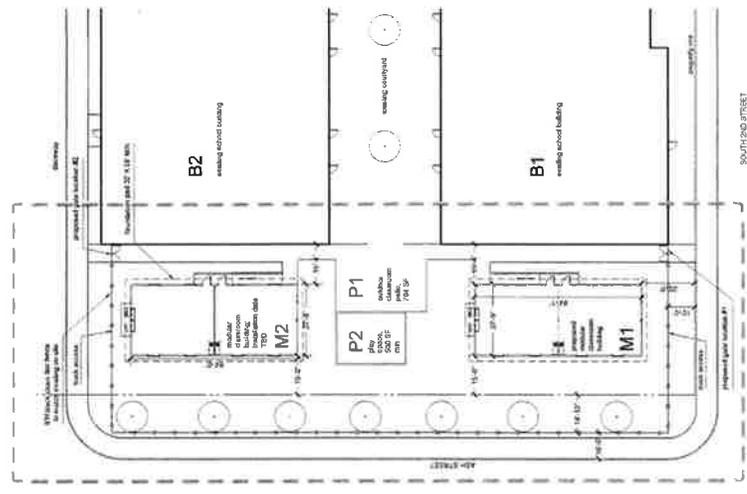
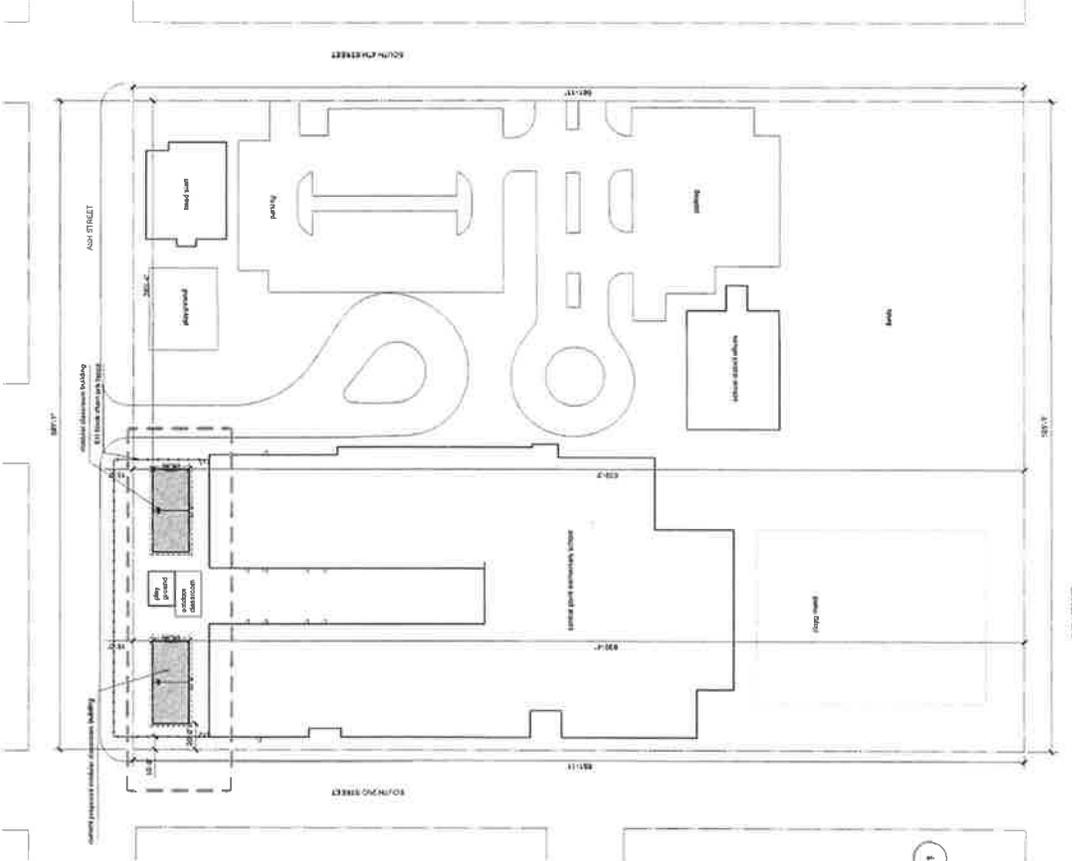
**ZONING INFORMATION**  
 ZONING: R-1.4  
 FRONT Y: 20'  
 REAR Y: 10'  
 MAX. BUILDING HEIGHT: 35'  
 MAX. LOT COVER: 25%

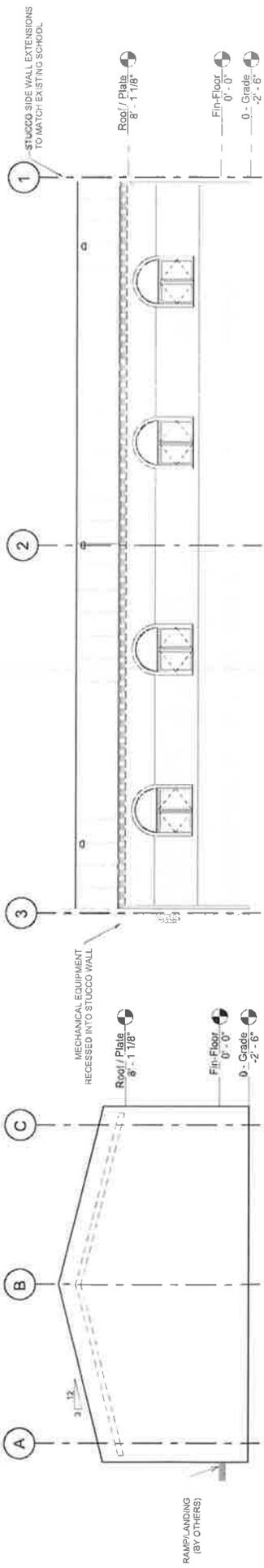
**PLANNING SUMMARY**

LOT AREA COVERAGE	AREA	% OF LOT
TOTAL LOT AREA	338,748 SF	100.0%
MAX ALLOWABLE COVERAGE	83,940 SF	24.78%
EXISTING STRUCTURES (TO REMAIN)	83,738 SF	24.70%
PROPOSED STRUCTURES	3,204 SF	0.95%
TOTAL LOT COVERAGE	87,142 SF	25.73%

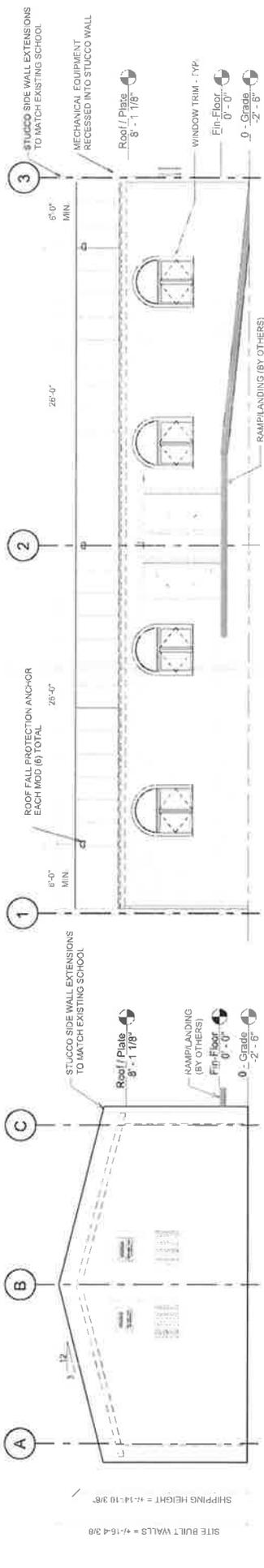
**BUILDING AREA SUMMARY**

NEW CLASSROOMS	AREA
M1	1,714 SF
M2	1,714 SF
TOTAL NEW CLASSROOMS	3,428 SF





**WEST ELEVATION**  
SCALE: ARCHITECTURAL (1/8"=1'-0")

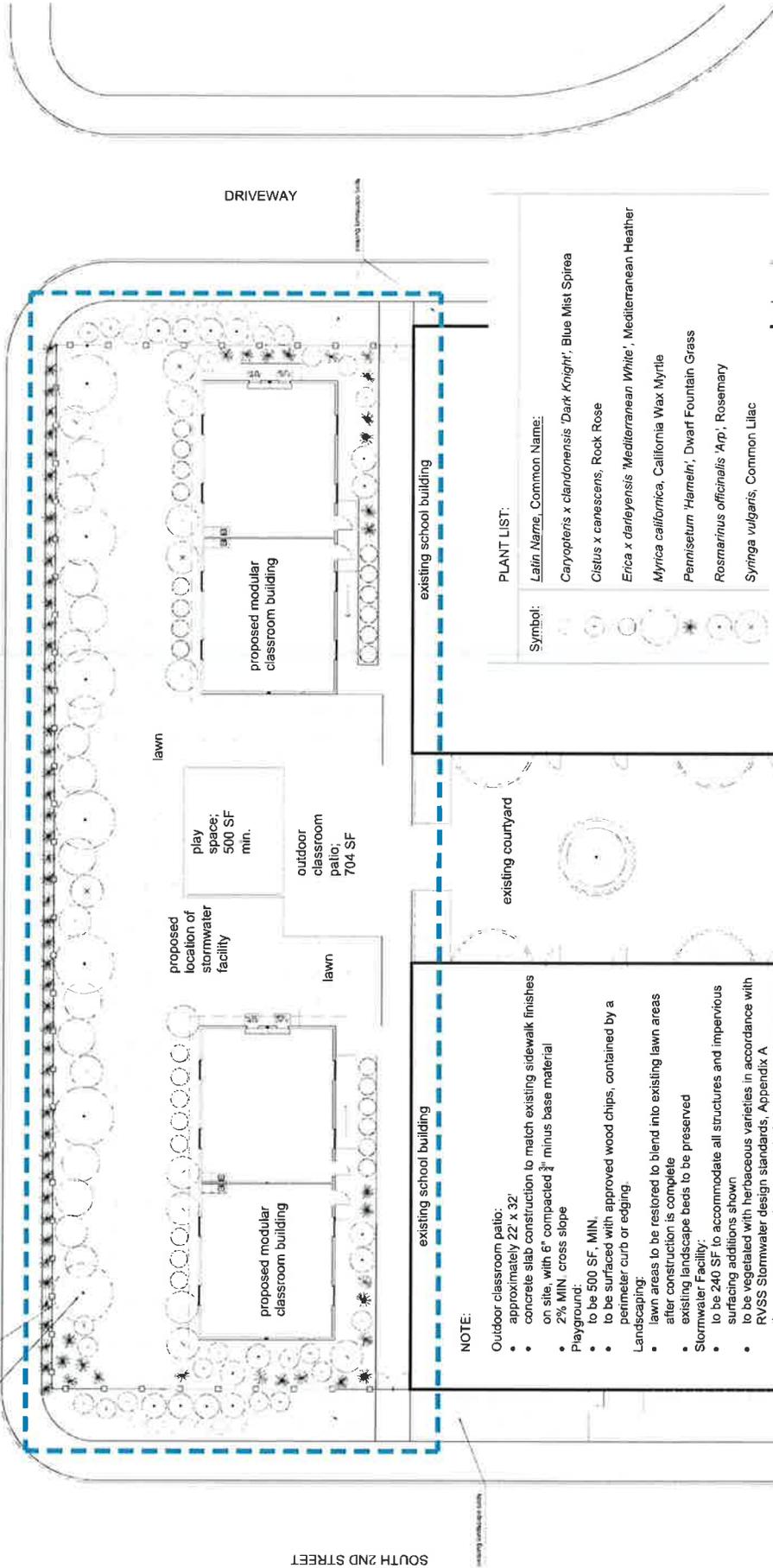


**NORTH ELEVATION**  
SCALE: ARCHITECTURAL (1/8"=1'-0")

**SOUTH ELEVATION**  
SCALE: ARCHITECTURAL (1/8"=1'-0")

**Attachment "A-2"**

ASH STREET



SOUTH 2ND STREET

**NOTE:**

- Outdoor classroom patio:
    - approximately 22' x 32'
    - concrete slab construction to match existing sidewalk finishes on site, with 6" compacted 3/4" minus base material
  - Playground:
    - 2% MIN cross slope
    - to be 500 SF, MIN.
    - to be surfaced with approved wood chips, contained by a perimeter curb or edging.
  - Landscaping:
    - lawn areas to be restored to blend into existing lawn areas after construction is complete
    - existing landscape beds to be preserved
  - Stormwater Facility:
    - to be 240 SF to accommodate all structures and impervious surfacing additions shown
    - to be vegetated with herbaceous varieties in accordance with RVSS Stormwater design standards, Appendix A
  - the property owner is responsible for ensuring that 90% of the ground remains covered with vegetation in perpetuity
- Irrigation:**
- adjust existing overhead spray irrigation in lawn areas to accommodate the revised lawn layout
  - install two new drip irrigation zones dedicated to the irrigation of the proposed stormwater facility and the proposed planting beds.

**PLANT LIST:**

Symbol:	Latin Name, Common Name:
	<i>Caryopteris x clandonensis</i> 'Dark Knight', Blue Mist Spirea
	<i>Cistus x canescens</i> , Rock Rose
	<i>Erica x darleyensis</i> 'Mediterranean White', Mediterranean Heather
	<i>Myrica californica</i> , California Wax Myrtle
	<i>Pennisetum 'Hornet'</i> , Dwarf Fountain Grass
	<i>Rosmarinus officinalis 'Arp'</i> , Rosemary
	<i>Syringa vulgaris</i> , Common Lilac

**LANDSCAPE PLAN**



**EXHIBIT "A"**  
**SUPPLEMENTAL FINDINGS**  
**PROPOSED TEMPORARY MODULAR APPLICATION**  
**37-2W-11B TAX LOT 6700**

**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 11BB, Tax Lot 6700 ("the subject property"). Applicant proposes to install two (2) prefabricated modular classrooms on the subject property on a temporary basis to alleviate student overcrowding at Central Point Elementary School.

**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/Schematic</b>
<b>EXHIBIT "C":</b>	<b>Assessor's Map</b>
<b>EXHIBIT "D":</b>	<b>Zoning Map</b>
<b>EXHIBIT "E":</b>	<b>Aerial Photograph</b>
<b>EXHIBIT "F":</b>	<b>Current Deed</b>
<b>EXHIBIT "G":</b>	<b>Map of Survey/Legal Description</b>
<b>EXHIBIT "H":</b>	<b>Agent Authorization</b>

**C. Background.**

The subject property is approximately 7.8 acres in size, is zoned Single Family Residential (R-1-6) and is designated as Civic on the Land Use Map. The subject property is developed with the Central Point Elementary School, the Applicant's administrative offices and a Head Start early childhood learning facility. Applicant proposes to install two (2) 1,794 square foot prefabricated modular classrooms on the northwestern portion of the subject property (*See Exhibit "B"*) on a temporary basis (approximately 2-5 years) ("the Modulars"). Public schools and their accessory uses are "permitted uses" in the Single Family Residential (R-1-6) zoning district pursuant to Section 17.20.020 of the Central Point Municipal Code (CPMC).

**D. Applicable Standards and Criteria.**

The standards that are applicable to this Application are set forth in CPMC 17.72.020(C) and 17.72, which are set forth as follows:

**1. CPMC 17.20.020. Single Family Residential (R-1-6).** The applicable provisions of CPMC are set forth as follows:

**17.20.020 Permitted uses.**

**The following uses and their accessory uses are permitted in an R-1 district:**

- A. Single-family dwelling;**
- B. Public schools, parks and recreation facilities;**
- C. Churches and similar religious institutions; \* \* \* [CPMC 17.20.020]**

Applicant's Findings: The subject property is located within the Single Family Residential (R-1-6) zoning district (*See Exhibit "D"*). The primary use of the subject property is a public school (Central Point Elementary). The proposed Modulares are to be utilized in conjunction with the existing public-school use. Consequently, the proposed use of the Modulares on the subject property is a permitted use pursuant to CPMC 17.20.020.

**2. CPMC 17.72. Site Plan and Architectural Review: Applicability.** The applicable provisions of CPMC 17.72 are set forth as follows:

**C. Minor Projects.** Except when determined to be an exempt project or a major project pursuant to subsections A and B of this section respectively, the following are defined as "minor projects" for the purposes of site plan and architectural review, and are subject to the Type I procedural requirements of Chapter 17.05, Applications and Types of Review Procedures:

- 1. New construction, including private and public projects, that involves a new building or building addition of less than five thousand square feet;**
- 2. Signs that meet all applicable standards as set forth in Section 17.75.050, Signage standards;**
- 3. Exterior remodeling within the commercial or industrial zoning districts when not part of a major project;**
- 4. Parking lots less than ten parking spaces;**
- 5. Any project relating to the installation of cabinets containing communications service equipment or facilities owned and operated by a public utility and not subject to Section 17.60.040, Antenna standards;**
- 6. Minor changes to the following:**
  - a. Plans that have previously received site plan and architectural review approval;**
  - b. Previously approved planned unit developments;**
- 7. At the discretion of the director any changes to previously approved plans requiring site plan and architectural review.**

**As used in this subsection, the term "minor" means a change that is of little visual significance, does not materially alter the appearance of previously**

approved improvements, is not proposed for the use of the land in question, and does not alter the character of the structure involved. At the discretion of the director if it is determined that the cumulative effect of multiple minor changes would result in a major change, a new application for site plan and architectural review is required. All minor changes must comply with the development standards of this chapter. [CPMC 17.72.020(C)]

Applicant's Findings: Applicant is proposing to install two (2) 1,794 square foot prefabricated modular classrooms on the northwestern portion of the subject property (*See Exhibit "B"*) on a temporary basis (approximately 2-5 years). The aggregate square footage for both proposed Modulares is 3,588 square feet. Public schools and their accessory uses are "permitted uses" in the Single Family Residential (R-1-6) zoning district pursuant to Section 17.20.020 of the Central Point Municipal Code (CPMC). Consequently, no conditional use permit or variance is required in conjunction with the proposal (*See 17.72.020(B)(1)(c)*). Furthermore, no parking lot shall be created or expanded in conjunction with the proposal (*See 17.72.020(B)(1)(b)*). No building height shall exceed 35 feet and the post-development lot coverage will be 25.6%. A side yard setback of 20 feet and a front/rear yard setback of 15 feet shall be maintained.

### 3. CPMC 17.75. Design and Development Standards.

Applicant's Findings: There are no specific design and development standards applicable to the proposed development. Notwithstanding the foregoing, Applicant has made every reasonable effort to design the proposed development to be harmonious with existing residential development in the vicinity of the proposed Modulares. Specifically, the Applicant is proposing the following improvements/upgrades to reduce visual impacts on neighboring residential properties: (a) upgraded Modular roofing to metal roofing for aesthetic purposes (Sterling Grey: SRI-44); (b) upgraded Modular siding to mimic permanent construction and to be more consistent with existing development on the subject property (Natural Tan: SW 7567); (c) the Modulares will be skirted with materials providing a more permanent appearance; (d) the planting and maintenance of extensive vegetation to screen the Modulares from neighboring residential properties (*See Exhibit "B"*); and (e) the development of play space and an outdoor learning patio in between the Modulares in order to soften their appearance.

### E. Conclusion.

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

Dated this 30<sup>th</sup> day of May 2019.

HUYCKE O'CONNOR JARVIS, LLP



Daniel B. O'Connor, OSB No. 950444



# 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

**June 18, 2019**

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

**Re: SPAR-19004, Modular Classroom, Tax Lots 6700, Map 37 2W 11B**

There is an existing sewer service extended to tax lot 6700 from the 15 inch sewer main along Ash Street. This service may be used for the development if found to be in good working condition. If the service is not in good condition, a new tap must be provided.

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

1. Applicant submit architectural/plumbing plans for the calculation of related System Development Charges.
2. Applicant shall obtain sewer connection and tap permits as applicable from RVSS and pay all related fees and System Development Charges.

Feel free to call me with any questions.

Sincerely,

Nicholas R. Bakke, PE  
District Engineer

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**Attachment "C"**