



**AUSLAND**  
GROUP

ENGINEERS. BUILDERS. CONSULTANTS.

February 26, 2021

Dick Converse  
Interim Planning Director  
City of Talent

Re: Community Works Site Review application and supporting materials.

Dear Mr. Converse,

Please find enclosed an application and supporting materials for a new building at 110 E. Wagner St, Talent, Oregon. The proposed design and use is commercial / office at the ground floor street frontage with one residential unit on the ground floor and two residential units on the second floor.

Community Works current provides support services for women and families at the subject property. The new building will expand these current services and community resources. We look forward to the opportunity to meet during the review process of this application.

Sincerely,

Alan Harper  
Ausland Group  
541-659-9401

Enc: Filing fee; Site Plan, Architectural plans and narrative, Findings, Landscaping and Utility plans.

3935 Highland Avenue  
Grants Pass, OR 97526  
office: 541.476.3788

1717 W. 7<sup>th</sup> Avenue  
Eugene, OR 97402  
office: 541.345.1094

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**CITY OF TALENT • COMMUNITY DEVELOPMENT**

PO Box 445, Talent, Oregon 97540  
Phone: (541) 535-7401 Fax: (541) 535-7423 [www.cityoftalent.org](http://www.cityoftalent.org)

**GENERAL LAND USE APPLICATION**

<b>Project Description</b> New construction - street commercial / office with three residential units		
Property Owner <b>Community Works</b>	Mailing Address (include city, state, zip) <b>2594 E. Barnett Rd, Suite C, Medford</b>	Phone <b>541-779-2393</b>
Street Address or Property Location <b>110 Wagner St. E, Talent OR</b>	Email Address <b>aharper@auslandgroup.com; alandbharper@gmail.com</b>	
Applicant/Consultant (if not owner) <b>Alan Harper / Ausland Group</b>	Mailing Address (include city, state, zip) <b>3935 Highland Ave. Grants Pass OR</b>	Phone <b>541-659-9401</b>

Assessor's Map Number (Township, Range, Section, Quarter Section)	Tax Lot Number	Acres	Zone
38-1W- 26BA	8500	.57	CBD
38-1W-			

Subzone (if applicable) \_\_\_\_\_

Pre-Application Meeting Completed?  Yes  No  N/A Date Completed: **November 4, 2020**

**APPLICATION TYPE (check all boxes that apply)**

<input checked="" type="checkbox"/> Site Development Plan Review	<input type="checkbox"/> Conditional Use Permit
<input type="checkbox"/> Variance	<input type="checkbox"/> Home Occupation
<input type="checkbox"/> Fence	<input type="checkbox"/> Code Interpretation
<input type="checkbox"/> Annexation	<input type="checkbox"/> Comprehensive Plan Amendment (text)
<input type="checkbox"/> Accessory Dwelling Unit	<input type="checkbox"/> Comprehensive Plan Map/Zoning Map Change
<input type="checkbox"/> Appeal	<input type="checkbox"/> Development Code Amendment

**ACCURACY STATEMENT**

*I hereby certify that the statements and information contained in this application, including the enclosed drawings and the required findings of fact, are in all respects, true and correct. I understand that all property pins must be shown on the drawings and visible upon the site inspection. In the event the pins are not shown or their location is found to be incorrect, the owner assumes full responsibility.*

Applicant's Signature

Barbara Solensen  
Property owner's Signature (required)

Date

2/19/21

Date

**APPLICATION FEES & DEPOSITS**

(Application fees are calculated by ACTUAL PROCESSING COSTS)

Fees and deposits are intended to cover the full cost for processing applications. Applicants seeking development which requires more than one type of review (such as site plans and conditional use permits) must pay all applicable fees and deposits.

**Application Deposits:** Certain application fees are represented by a deposit amount. Applicants shall be charged for actual processing costs incurred by the City. The actual costs charged to the City for technical review of land use applications, including but not limited to City's planning, public works, engineering, administration, legal, wetland specialists, geologists, biologists, arborist, and any other services provided in processing applications, shall be charged to Applicant, at the rate(s) charged to the City. In addition, the actual costs of preparing and mailing notices to abutting property owners or others required to be notified, the costs of publishing notices in newspapers, and any other mandated costs shall be charged to applicant. Any additional costs incurred beyond the deposit amount shall be charged to and paid by the applicant on a monthly basis. The applicant agrees that any deficiencies shall be collected from applicant, and that applicant's failure to pay these amounts triggers the City's option to pursue any or all remedies, as listed below.

**Fixed Fee Applications:** Fees are non-refundable and are based on average application processing costs rounded to the nearest dollar.

Applicant acknowledges and agrees that Applicant's failure to pay City costs over the deposit fee amounts, as charged monthly by the City, may result in the City pursuing any or all legal remedies available, including but not limited to liening property in the amount owed; prosecution for violation of the City's current fee resolution and City land development or division ordinances; issuance of a stop work order, non-issuance of building permits for property, or cessation of related proceedings; set-off against any reimbursement owed; and turning amounts owed over to a collection agency.

Applicant's Signature

*Barbara Johnson*

Property owner's Signature (required)

Date

2/19/21

Date

I hereby acknowledge that my applications may be consolidated. When an applicant applies for more than one type of land use or development permit (e.g., Type-II and III) for the same one or more parcels of land, the proceedings shall be consolidated for review and decision. If more than one approval authority would be required to decide on the applications if submitted separately, then the decision shall be made by the approval authority having original jurisdiction over one of the applications in the following order of preference: (1) City Planner, (2) the Planning Commission, and (3) the City Council. Joint meetings between governing bodies may be held to streamline the decision process.

Applicant's Signature

*Barbara Johnson*

Property owner's Signature (required)

Date

2/19/21

Date

**FOR OFFICE USE ONLY**

Deposit Paid (Amount)	Date	Received by	File Number
			ZPR 2021-002

In compliance with the Americans with Disabilities Act, if you need special assistance, please contact TTY phone number 1-800-735-2900 for English and for Spanish please contact TTY phone number 1-800-735-3896.

*The City of Talent is an Equal Opportunity Provider*

# SITE PLAN REVIEW

Applicant: COMMUNITY WORKS

## Findings of Fact

**Prepared By:**  
Ausland Group  
3935 Highland Avenue  
Grants Pass, OR 97526  
Contact: Alan Harper

February 26, 2021

**Procedure Type:** Type I: Site Plan Review of Permitted Use in CBD Zone;  
Type III: Planning Commission and Architectural Review

**Project Type:** Site Plan Review – Office / 3 Residential Units

**Owner / Applicant:** Community Works  
Barbara Johnson, Executive Director  
2594 E. Barnett Rd, Suite C  
Medford, OR 97504

**Representative:** Alan Harper, Ausland Group

**Property Location:** 110 E Wagner, Talent OR

**Map and Tax Lot:** 38-1W-26BA Tax Lot 8500<sup>SEP</sup>

**Zoning District:** CBD – Central Business District

## **I. PROPOSAL:**

The Applicant is seeking Site Plan Review to further develop the subject property at 110 E Wagner, Talent Oregon. The property has an existing building which is also owned and operated by the Applicant as a crisis shelter. The new building will provide store front / office space consistent with the use and design parameters of the Central Business District zoning. The Applicant will also construct three residential units – one on the ground floor, less than 50% of the ground floor area, and two units on the second floor.

The Applicant had a pre-application conference on November 4, 2020 with Planning Director Zac Moody. The original discussion was to proceed as a Type II process for guest lodging. Although not specifically defined in Code, Mr. Moody's feeling was that guest lodging should be short-stay temporary lodging designed to be less than 30 days. Based on the suggestion at this Pre-app, the Applicant has redesigned the project to have the majority of the ground floor space to be office / commercial use, at the street front, and three residential units, one on the ground floor.

## **II. CONFORMANCE WITH APPLICABLE CRITERIA - PROPOSED FINDINGS**

### **A. CBD ZONING – PROPOSED USE**

*18.50.020(B): Dwelling units, provided the units are above nonresidential uses and the ground floor is devoted entirely to a commercial use or uses permitted in this chapter. One dwelling unit is allowed at ground level behind a nonresidential use, and cannot exceed 50 percent of the total ground floor space of buildings on the parcel.*

The proposed building to be erected and intended development is a permitted use in the CBD zone through a Type I review, pursuant to 18.50.020. The Applicant proposes a new structure that will be 1,283 square feet of office / commercial space to the front of the

new building and one residential unit of 1,224 square feet on the ground floor. The second floor will have two additional residential units. **Finding: Satisfied.**

*18.50.060 Yard Regulations:*

Within the CBD zone the minimum set back is zero feet.

18.50.060(E) does require a 20' set back from adjacent residential zones. The property to the west is zoned RS-7 and the property to the rear of the project is RM-22, both of which are a residential zoning. As such, the Applicant has created a side yard and rear yard setback in excess of 20' from the new building, as shown on the Site Plan. 18.140.040 further modifies the setback provision for front setback within the Old Town Design District and is addressed below. **Finding: Satisfied.**

*18.50.070: For dwelling units above the ground floor of a business, there shall be a minimum of 1,200 square feet of total lot area for each dwelling unit. For all other permitted uses, there shall be no minimum lot size or lot width.*

The applicant is proposing two second story residential units. The total lot area is over .5 of an acre, the building footprint is in excess of 2,400 square feet and the side yard buffering the new building from the property to the west is 3,670 square feet. The total lot area exceeds the required total 2,400 square feet required. **Finding: Satisfied.**

*18.50.090 Parking:*

Off-street parking is not required for projects within the CBD, pursuant to 18.110.050 and 18.140.030(M). This was confirmed by staff during the pre-application conference; that, specifically, no new off-street parking was to be created as part of this project. Existing parking on the property could be maintained provided parking areas were made ADA compliant, which the Applicant has included in its Site Plan. **Finding: Satisfied.**

*18.50.100 Landscaping:*

The Applicant has included a Landscape Plan as part of its proposal. **Finding: Landscaping to be installed prior to C of O consistent with Applicant's Landscape Plan and in compliance with City Landscaping Code. Satisfied with conditions.**

*18.50.110 Buffering – 18.105.050:*

The project is one land zoned CBD. Interestingly, the adjacent property to the west is one isolated residentially zoned lot. While it may be possible that this lot is at some time rezoned for consistent commercial development, it currently requires buffering consistent with 18.105.050. The Applicant has provided significant special buffering, in excess of minimum setbacks. The area between the new building and the residentially zoned lot will be landscaped consistent with Applicant's landscape plan and is designed for pedestrian / residential user use related to the three residential units to be created as part of this project. The fencing buffering these zones will be sight obscuring, as required by the Code. **Finding: Satisfied with condition requiring sight obscuring fencing consistent with Code.**

**B. SITE PLAN REVIEW**

*18.150.040 Site Development Plan Data:*

The Applicant has provided a Site Plan, Architectural Plans and Landscape Plan which together satisfy providing the required data of this Section. There will be no significant noise created by this office and residential use proposed which is to be mitigated. There are no natural hazards or natural features on the subject property. **Finding: Satisfied.**

*18.150.050 Required Findings:*

The proposal is in use and design consistent with the intent and standards for development within the CBD zone. The applicable Code provisions are satisfied as set forth in the adopted Final Order and related Findings of Fact and Conclusions of Law.. The project is designed to buffer adjacent residential uses and surrounding development. The project creating office / commercial space and three residential uses will create

minimal traffic and no adverse traffic impacts are anticipated on the city transportation system nor on surrounding development. No public improvements are anticipated nor required by the impacts of this proposed development or uses. **Finding: Satisfied.**

### **C. OLD TOWN DESIGN REVIEW**

#### *18.175.020 Old Town Design Review.*

The property is within the Old Town Design Review overlay. Consistent with the Pre-application conference, the Applicant has submitted for concurrent review the new building for office / commercial and residential use, a permitted Type I review use within the CBD zone, and material to address the Old Town Design Review standards.. A new building within this Overlay District requires architectural review and compliance with 18.140.. The Applicant has submitted architectural plans as part of its application, including exterior elevations, exterior materials information, narrative addressing compliance with architectural guidelines, floor plan and related Site Plan. The standards of this chapter govern Old Town design pursuant to 18.140.060. **Finding: Satisfied.**

#### *18.140.030 Commercial Structures:*

##### *A. Commercial Standard (A) – Volume and Mass.*

###### *1. Setbacks.*

*a. Setback. Minimum two feet, maximum five feet. The surface area in the front or side setback area along the street shall match the existing surface material of the public right-of-way with the goal of creating a safe and attractive pedestrian amenity. Surface area in front area setback shall be durable hardscape but may include areas for small planter beds, flower boxes or chairs and tables, with the goal of creating an attractive pedestrian amenity.*

The Applicant proposed the maximum 5' set back and has identified the use of hardscape materials consistent with the existing streetscape of E Wagner street.

###### *2. Street Elevations:*

The Applicant has provided elevations for primary and secondary facades.



### 3. Width:

The proposal is for an office / commercial building that provides for buffering from adjacent residentially zoned property to the west, as required by Code. The property is currently developed with a building used by the Applicant for family crisis services and the proposed building is designed to be compatible with the existing building while also meeting the intent of street and pedestrian engagement of the Old Town District.

**Finding: Satisfied.** The proposed building width is a proper exception to the standard of building from side to side of the lot along street frontage because of desired and required buffering between zones and existing buildings.

#### *B. Commercial Standards (B) – Openings:*

The Applicant has addressed this standard and demonstrated compliance by its architectural plans, elevations and narrative response to design standards.

**Finding: Satisfied.**

#### *C. Commercial Standards (C) - Height:*

The Applicant has addressed this standard and demonstrated compliance by its architectural plans, elevations and narrative response to design standards.

**Finding: Satisfied.**

#### *D. Commercial Standards (D) – Horizontal Façade Rhythm:*

The Applicant has addressed this standard and demonstrated compliance by its architectural plans, elevations and narrative response to design standards.

**Finding: Satisfied.**

#### *E. Commercial Standards (E) – Vertical Façade Rhythm:*

The Applicant has addressed this standard and demonstrated compliance by its architectural plans, elevations and narrative response to design standards.

**Finding: Satisfied.**

*F. Commercial Standards (F) – Sense of Entry:*

The Applicant has addressed this standard and demonstrated compliance by its architectural plans, elevations and narrative response to design standards.

**Finding: Satisfied.**

*G. Commercial Standards (G) – Roof Forms:*

The Applicant has addressed this standard and demonstrated compliance by its architectural plans, elevations and narrative response to design standards.

**Finding: Satisfied.**

*H. Commercial Standards (H) – Exterior Surface Materials:*

The Applicant has addressed this standard and demonstrated compliance by its architectural plans, elevations and narrative response to design standards.

**Finding: Satisfied.**

*(I) – (L): These standards are determined to not be applicable.*

*M. Commercial Standards (M) - Parking:*

No new parking is proposed by the Applicant. **Finding: Satisfied.**

**III, CONCLUSION:**

The Applicant has demonstrated compliance with all the standards applicable to these consolidated applications for development within the CBD zone and required Old Town Design compliance. The design will create a needed community resource and will strike

a balance between the commercial and residential nature of the project.

**END**