

January 10, 2023

### Item Summary

Consideration of site improvements at the Oregon State Police facility that include constructing building additions, site access and circulation improvements, and enhancing landscape and stormwater management. The 3.59 acre site is located at 4500 Rogue Valley Highway and is identified on the Jackson County Assessor's map as 37S 2W 03BD, Tax Lot 900.

**Applicant:** JE Dunn Construction (Kyle Boehnlein) & DLR Group Architecture (Kent Larson);

**Agent:** Richard Stevens & Associates, Inc. (Clark Stevens).

**Associated Files:** CUP -22002, VAR-22002

### Staff Source

Justin Gindlesperger, Community Planner II

### Background

In 1996, the State of Oregon received approval to construct the Oregon State Police District 3 Headquarters in its current location at 4500 Rogue Valley Highway (Resolution No. 341). At that time, the property was zoned Two-Family Residential (R-2) pre-dating establishment of the Transit Oriented Development (TOD) District design and development standards currently in effect. Consequently, the location of the existing building does not conform to the applicable setback standards in CPMC 17.65.050, Zoning Regulations – TOD District and does not meet the operational needs of the Oregon State Police. The approval in 1996 noted that the initial site design was not a full buildout of the site, providing room for a future expansion.

### Project Description

The Applicant is seeking Site Plan and Architectural Review approval to expand the facility including a new access along the northern property boundary, an increase to the impound yard in the rear of the property, and additional landscape areas and fencing. The approximately 24,340 square foot facility expansion includes a two (2) story addition to the front facade, facing Rogue Valley Highway, and a single-story expansion to the rear of the building towards Griffin Creek (Attachment "A-1"). Public parking will be re-located to the south side of the building. Stormwater management facilities and landscaping will replace the existing off-street parking area and complete improvements along the front of the property.

### *Access/Circulation*

The project will have two (2) points of access from Rogue Valley Highway: the existing shared access along the south side of the property, and a proposed access along the northern property

boundary that will be shared with Skyrman Park, a City-owned public open space. The new gated access to the north is proposed for patrol vehicles and employees only. Street frontage improvements along the Rogue Valley Highway are existing and no additional improvements are required.

### *Building Design*

As depicted on the Building Plans (Attachment "A-4"), the proposed building addition along the frontage features a recessed entrance, windows, exposed exterior columns. The second story addition is cantilevered to break up the long horizontal façade. Material articulation includes changes to color, textures, and materials to provide visual interest and scale. Varied rooflines are used to break up massing and vertical orientation consistent with the TOD building design standards.

### *Landscape & Lighting Plans*

The Landscape Plan (Attachment "A-2") depicts existing mature vegetation along the northern property boundary, the southern property boundary, and to the east of the impound yard. The proposal maintains existing vegetation and adds new landscaping around the building additions, as well as the areas between the public parking area and the right-of-way, and within the pedestrian entrance plaza. The applicants also propose to repair and replace the landscape areas impacted near the north access through Skyrman Park.

The Lighting Plan (Attachment "A-3") depicts the location of proposed on site lighting. Per the plan and Applicant's Findings (Attachment "B"), the proposed lighting is directed downward to minimize impacts to adjacent properties or streets.

## **ISSUES**

There are six (6) issues relative to this application as follows:

1. **Building Materials.** As required in CPMC 17.67.070(D), the exterior walls of all building facades along pedestrian routes are to be constructed of suitable durable building materials. The Building Elevations (Attachment "A-4") depict exterior materials consisting of metal panels.

**Comment:** Whereas CPMC 17.67.070(D) lists prohibited building materials that include corrugated metal with other nondurable materials, the Applicant's Supplemental Findings (Attachment "C") note that the proposed metal siding is constructed of steel featuring durable finishes, concealed fasteners and multiple articulation profiles. Corrugated metal is typically galvanized roof sheeting with exposed fasteners and a wavy 'S' pattern throughout the installation.

Based on the Applicant's Findings and material samples supplied, staff finds the use of the metal panels, along with other materials such as stucco, on the building complies with the building material requirements in CPMC 17.67.070(D). No action is recommended.

- 2. Parking Plan.** The proposed parking plan provides 116 parking spaces including 7 public parking spaces, 103 employee parking spaces, and 6 spaces for patrol vehicles. Based on the proposed finished floor area, vehicle parking will be provided at a rate of approximately 1 space/500 square feet. The number of parking spaces exceeds the minimum number required for employees on the largest shift (89 employees). Whereas parking standards are generally reflected in an absolute minimum/maximum number, CPMC 17.65.050(F)(3) and Table 3 list the number of required spaces for Public Facilities to be determined through the SPAR review.

**Comment:** As required in the Transportation Planning Rule, OAR 660-012, parking mandates are no longer considered for properties within ½ mile of frequent transit service. The subject property is within the Frequent Transit Corridor and parking requirements are not applicable to the project. Based on the new rules governing off-street parking and the Applicant's Findings, the proposed parking plan is justified. No action is recommended.

- 3. Traffic Mitigation:** The Applicant's Traffic Impact Analysis (TIA) examines trip generation and considers the effects of the proposed facility expansion on the adjacent streets with current and future traffic volumes. Intersection operations and safety conditions were evaluated to address potential impacts.

**Comment:** Per the TIA, the park sign at the entrance to S kyrman Park limits sight distance to the north. Staff recommends Condition of Approval No. 2(a) requiring the applicant to coordinate with the Parks & Public Works Department to relocate the sign out of the sight triangle to provide adequate sight distance when the driveway is widened.

- 4. Floodplain Development/Fence Requirements.** The property is located along Griffin Creek and the location of the proposed fence is within the Special Flood Hazard Area (SFHA), zone AE – areas with a 1% annual chance of flooding. As noted in CPMC 8.24.260, fences may be permitted in Zone AE, provided they are constructed in a manner that does not restrict flood waters.

**Comment:** Staff recommends Condition of Approval No. 1(c) requiring the applicant to obtain a Floodplain Development Permit and include details on fence materials and construction consistent with standards in CPMC 8.24.260(A).

- 5. Front Yard Setback/Class "C" Variance.** The site plan for the proposed building addition and site improvements does not comply with the front yard setback as required by CPMC 17.65.050(F) and Table 2 of the same section.

**Comment:** Approval of the front yard setback is subject to approval of a Class "C" Variance and will be presented to the Planning Commission as a subsequent agenda item (File No. VAR-22002). As recommended in Condition No. 1(f), approval of the Site Plan and Architectural Review and issuance of building permits depends on approval of

the Variance. If the Variance is not supported, the Applicant shall be required to revise the proposal and obtain approval of a Major Modification in accordance with CPMC 17.09, Modifications to Approved Plans and Conditions of Approval.

6. **Stormwater Management.** The building additions and site improvements create new impervious surface areas that require on site stormwater management facilities. Per the Public Works Department (Attachment "D"), the applicant will need to demonstrate compliance with the Rogue Valley Stormwater Quality Design Manual for water quality and quantity treatment.

**Comment:** Staff recommends a condition of approval Nos. 1(d) and 2(b) and (d) requiring the Applicant to submit a Stormwater Management Plan to the Public Works for review and approval prior to building permit issuance.

### **Findings of Fact & Conclusions of Law**

The Oregon State Police Site Plan and Architectural Review has been evaluated against the applicable Site Plan and Architectural Review Criteria set forth in CPMC 17.66 and CPMC 17.72 and found to comply as conditioned and as evidenced in the Applicant's Findings of Fact (Attachments "B") and the Applicant's Supplemental Findings (Attachment "C").

### **Conditions of Approval**

1. Prior to building permit issuance for the building additions, the applicant shall satisfy the following conditions of approval:
  - a. Receive approval of a Class "C" Variance granting relief from the setback standards per CPMC 17.65.050(F) and Table 2 of the same section;
  - b. Submit revised site plan and building elevations demonstrating compliance with the setback standards per CPMC 17.65.050(F) and Table 2 of the same section;
  - c. Obtain a Floodplain Development Permit for improvements within the SFHA.
  - d. Demonstrate compliance with the following conditions listed in the Public Works Department Staff Report (Attachment "E"):
    - i. Submit a stormwater management plan for the expanded parking lot demonstrating compliance with the MS4 Phase II stormwater quality standards.
    - ii. Submit Civil Improvement Drawings demonstrating the protection of public infrastructure and a plan for relocating utilities required for the proposed shared access with Skeyrman Park.
    - iii. Pay all System Development Charges and permit fees.

- e. Demonstrate compliance with the Fire District #3 Staff Report (Attachment “F”), including:
    - i. Providing minimum turning radius of 28-feet on corners and a minimum 20-foot gate width at entrances for emergency vehicle access.
    - ii. Assuring compliance with requirements for fire hydrant locations and minimum fire flows.
    - iii. A Knox Box on the building is required.
  - f. Obtain approval of a Class “C” Variance of the front yard setback required per CPMC 17.65.050(F), Table 2 or submit a Major Modification application to demonstrate conformance with the required setback.
2. Prior to Public Works Final Inspection, the applicant shall demonstrate compliance with the following:
- a. Coordinate the relocation of the Skyrman Park sign out of the sight triangle to provide adequate sight distance when the entrance is widened.
  - 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. Complete civil improvements per the Civil Improvement Drawings approved by the Public Works Department.
  - d. Record an operations and maintenance agreement for all new stormwater quality features.

## **Attachments**

Attachment “A-1” – Master Site Plan

Attachment “A-2” – Landscape Plan

Attachment “A-3” – Lighting Plan

Attachment “A-4” – Building Elevations

Attachment “B” – Applicant’s Findings

Attachment “C” – Applicant’s Supplemental Findings

Attachment “D” – Traffic Impact Analysis

Attachment “E” – Public Works Department Staff Report, dated 01/03/2023

Attachment “F” – Fire District No. 3 Staff Report, dated 01/03/2023

Attachment “G” – Rogue Valley Sewer Services Staff Report, dated 12/28/2022

Attachment “H” – Resolution No. 902

**Action**

Open a public hearing and consider the proposed Site Plan & Architectural Review application and 1) approve; 2) approve with revisions; or 3) deny the application.

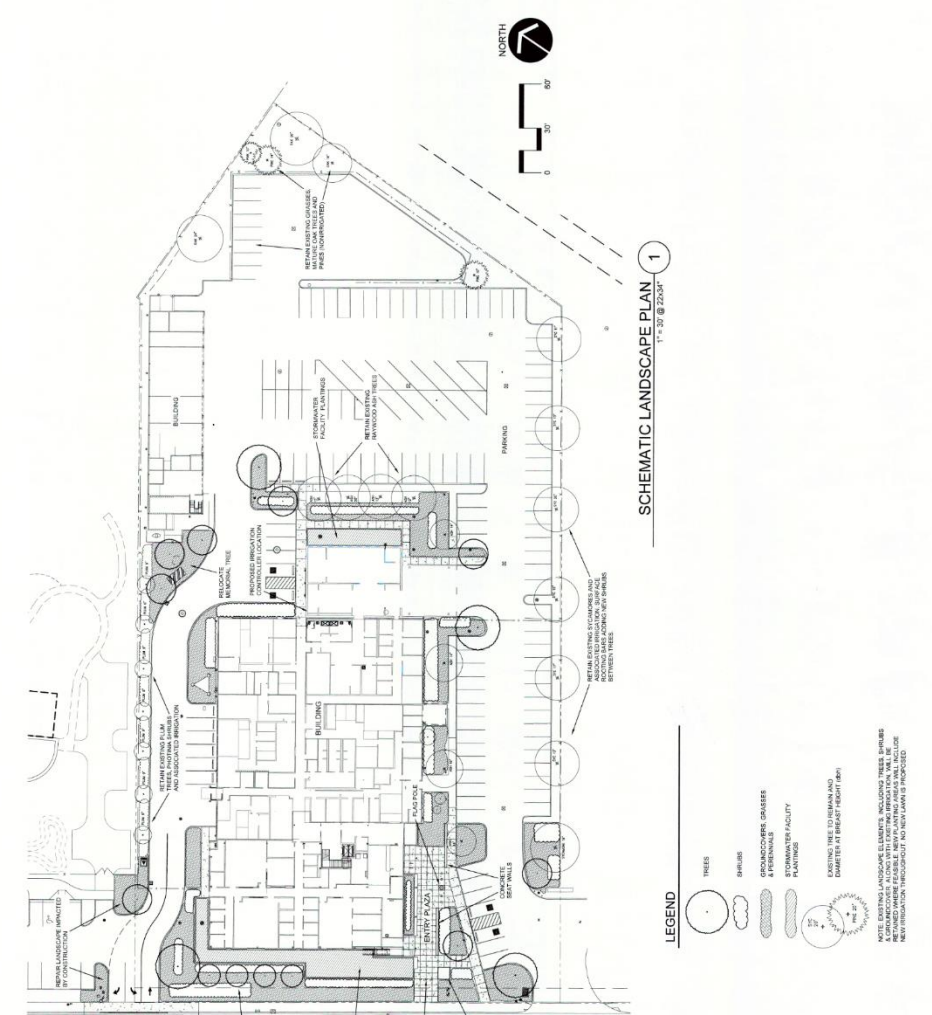
**Recommendation**

Approve Resolution No. 902, a Resolution recommending approval of the Site Plan & Architectural Review application for the Oregon State Police development plan.

**Recommended Motion**

I move to approve Resolution No.902, a Resolution recommending approval of the Site Plan & Architectural Review application for the Oregon State Police development plan per the Staff Report dated January 10, 2023.





**1 - SHRUB PLANTING**  
NOT TO SCALE

**2 - TREE PLANTING**  
NOT TO SCALE

**PLANT LIST**

SYMBOL	SCIENTIFIC NAME	COMMON NAME	SEED COLLECTION
1.1	WESTERN RED CEDAR	WESTERN RED CEDAR	1.1 CAL 888
1.2	WESTERN RED CEDAR	WESTERN RED CEDAR	1.2 CAL 888
1.3	WESTERN RED CEDAR	WESTERN RED CEDAR	1.3 CAL 888
1.4	WESTERN RED CEDAR	WESTERN RED CEDAR	1.4 CAL 888
1.5	WESTERN RED CEDAR	WESTERN RED CEDAR	1.5 CAL 888
1.6	WESTERN RED CEDAR	WESTERN RED CEDAR	1.6 CAL 888
1.7	WESTERN RED CEDAR	WESTERN RED CEDAR	1.7 CAL 888
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1.99	WESTERN RED CEDAR	WESTERN RED CEDAR	1.99 CAL 888
1.100	WESTERN RED CEDAR	WESTERN RED CEDAR	1.100 CAL 888

**LU-L1**  
OSPF - CPO  
LAND USE APPLICATION

**JEDUNM DLR GROUP**  
CONSTRUCTION

NOT FOR CONSTRUCTION







BEFORE THE PLANNING COMMISSION FOR THE  
CITY OF CENTRAL POINT, OREGON

IN THE MATTER OF AN APPLICATION FOR )  
AN AMENDMENT TO AN APPROVED SITE )  
PLAN ARCHITECTURAL REVIEW LOCATED )  
AT 4500 ROGUE VALLEY HWY; DESCRIBED )  
AS T.37S-R.2W-S.03BD, TAX LOT 900, )  
CONSISTING OF 3.57 ACRES; OREGON )  
DEPARTMENT OF GENERAL SERVICES/ )  
OREGON STATE POLICE, PROPERTY )  
OWNERS; RICHARD STEVENS & ASSO- )  
CIATES, INC., AGENTS )

FINDINGS OF FACT  
AND  
CONCLUSIONS

RECITALS:

Owner- Oregon State Police  
Oregon Department of General Services  
3565 Trelstad  
Salem, OR 97317

Applicants- Kyle Boehnlein Kent Larson  
JE Dunn Construction DLR Group Architecture  
424 NW 14<sup>th</sup> Ave. 110 SW Yamhill Street, Ste. 105  
Portland, OR 97209 Portland, OR 97204

Engineers- Malia Waters Kim Parducci  
ZCS Engineering Southern Oregon Transportation  
45 Hawthorne Street 319 Eastwood Drive  
Medford, OR 97504 Medford, OR 97504

Landscaper- Greg Covey & Alan Pardee  
CoveyPardee Landscape Architects  
295 East Main, No. 8  
Ashland, OR 97520

Consultant- Richard Stevens & Associates, Inc.  
PO Box 4368  
Medford, OR 97501  
(541) 773-2646

## INTRODUCTION:

The purpose of this Type 3 review application is to expand the existing Oregon State Police (OSP) facility located at 4500 Rogue Valley Hwy. The OSP facility currently consists of approximately 25,450 square feet (sq.ft.) of Gross Floor Area (GFA). The design team and applicants have prepared a site plan (see Exhibit A), that reflects an expansion of approximately 24,340 sq.ft. GFA, for a total building size of approximately 49,790 sq.ft. GFA upon completion of the project. The current site plan and floor plan reflects a total of 49,790 sq.ft. of GFA. This expansion of the facility will be conducted in stages with the new 2-story area being the first area for development. The applicants' design team have provided a site plan, architectural elevations, lighting plan, landscape plan and preliminary civil engineering plans for review, see Exhibit "A".

The subject property contains 3.57 acres that has the Comprehensive Land Use Plan designation as TOD District/Mixed Use, and is zoned TOD/Employment Commercial (TOD/EC) within the City of Central Point. Section 17.65.050, Table 1 Central Point Municipal Code (CPMC) lists a Public Facility as a conditional use within the EC zone, which is the primary use of the facility. See Exhibit "B" for property information and mapping.

The applicants design team have prepared and submitted a site plan, architectural elevations, lighting plan, landscape plan and preliminary grading/engineering plans for the Site Plan and Architectural Review (SPR) as a major project application. Also provided is a Demo Site Plan, sheet LU-2, that reflects the areas impacted with the proposed development and the vegetation/trees that will be removed that are colored in red. As can be seen on the Demo Site Plan, retention of the mature trees, hedges and vegetation is accomplished to the greatest extent to preserve the landscape requirements and perimeter buffering.

A Modification to Approved Plans and Conditions of Approval (CUP amendment) application has also been submitted to be reviewed concurrently with this SPR application. A variance application is also being requested, to be reviewed concurrently with this SPR application for not meeting the front yard setback standard within the TOD/EC district.

## APPLICABLE APPROVAL STANDARDS AND CRITERIA:

The application procedures and applicable approval standards for a Major Site Plan and Architectural Review within the TOD/EC district are listed in Chapters 17.66 and 17.72 CPMC. The existing OSP facility was reviewed and approved for a CUP, SPR and a variance for the communication tower existing onsite by the City of Central Point in 1996.

CHAPTER 17.72:

17.72.020, Applicability:

*(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;*

17.72.040, Site Plan and architectural standards:

*(A) Applicable site plan, landscaping, and architectural design standards as set forth in Chapter 17.75, Design and Development Standards;*

*(B) City of Central Point Department of Public Works Department Standard Specifications and Uniform Standard Details for Public Works Construction;*

*(C) Accessibility and sufficiency of fire fighting facilities to such a standard as to provide for the reasonable safety of life, limb and property, including, by not limited to, suitable gates, access roads and fire lanes so that all buildings on the premises are accessible to fire apparatus.*

Discussion:

The applicants have prepared a site plan and landscaping plan for the subject property, in its entirety, consistent with the development standards in Chapter 17.75 CPMC. In addition, the applicants have prepared building architectural elevation plans that are consistent with the building design standards in Chapter 17.75 CPMC.

The applicants have worked with the Central Point Public Works Department, particularly with the new shared access/driveway with Skyrman Park adjacent to the northern boundary of the subject property, to meet access spacing requirements. The access separation from the southern shared entry to the northern entry is calculated at 300 feet, meeting the minimum access spacing standard.

The applicants have also been in communications with Marshal Mark Northrop, Fire District #3, regarding aerial fire truck requirements, access road standards and gates. The applicants have designed the site plan to meet these fire code standards, and will continue to work with Fire District #3 to ensure compliance with the fire code.

FINDINGS:

**The City of Central Point finds that the applicants have prepared a site plan and a landscape plan for the subject property. Also provided are architectural plans/elevations consistent with the standards in Chapter 17.75 CPMC.**

The City of Central Point finds that the applicants have been working with both the Public Works Department and Fire District #3 to ensure safe access and public safety for the OSP facility.

**CONCLUSIONS:**

The City of Central Point concludes that the applicants have provided a site plan, landscape plan, and architectural building elevations that are in compliance with Chapter 17.75 CPMC, and that the applicants have been, and will continue to, work with the Central Point Public Works Department and Fire District #3 to ensure sufficient access and safety is provided. This SPR application is in compliance with the applicable standards found in Chapter 17.72 CPMC.

**CHAPTER 17.66:**

*17.66.030, Application and review:*

- (A)(1) *TOD District or Corridor Master Plan. Master plan approval shall be required for:*  
(b)(ii) *An increase in commercial gross floor area of ten percent or two thousand square feet, whichever is greater:*

**Discussion:**

As can be seen on the attached site plans in Exhibit A, the gross floor area expansion does exceed both the 2,000 sq.ft. and the 10% of GFA thresholds for requiring a SPR application. Planning Staff has determined that the Master Plan review is waived, as the surrounding properties are already developed and having separate ownerships and uses, along with the presence of Griffin Creek adjacent to the subject site, deeming a master plan impractical.

**FINDING:**

The City of Central Point finds that the proposed expansion of the OSP facility does exceed the GFA requirement for warranting a formal Type 3 Major Project SPR application to be submitted. However, it is not feasible to create a master plan for the area; therefore, the Master Plan Review has been waived.

- (A)(2) *Site Plan and Architectural Review. The provisions of Chapter 17.72, Site Plan and Architectural Review, shall apply to permitted and limited uses within the TOD district and corridor. For site plan and architectural review applications involving two or more*

*acres of land, a master plan approval, as provided in this chapter, shall be approved prior to, or concurrently with, a site plan and architectural review application.*

Discussion:

The subject property contains greater than 2 acres of land area for the subject property. However, the Master Plan review has been waived by the Planning Staff, as the surrounding area is already developed and having separate ownerships, along with the presence of Griffin Creek adjacent to the subject site. The applicable standards and criterion listed in Chapter 17.72 are addressed above by the applicants, and the design team narrative attached.

**FINDING:**

**The City of Central Point finds that applicants have addressed the provisions of Chapter 17.72 for a Site Plan and Architectural Review application.**

**CONCLUSIONS:**

**The City of Central Point concludes that a master plan is not practical and has been waived for review, and that the applicants have prepared these findings and site plans in compliance with the standards and criterion in Section 17.66.030 CPMC.**

17.66.050, Application approval criteria:

*(A) TOD District or Corridor Master Plan. A master plan shall be approved when the approval authority finds that the following criteria are satisfied or can be shown to be inapplicable:*

*(1) Sections 17.65.040 and 17.65.050, relating to the TOD district;*

*(B) Site Plan and Architectural Review. A site plan and architectural review application shall be approved when the approval authority finds that the following criteria are satisfied or can be show to be inapplicable:*

*(1) The provisions of Chapter 17.72, Site Plan and Architectural Review, shall be satisfied; and*

*(2) The proposed improvements comply with the approved TOD district or corridor master plan for the property, if required; and*

*(3) Chapter 17.67, Design Standards – TOD District and TOD Corridor.*

Discussion:

Planning Staff has waived the submittal for a Master Plan, due to the surrounding existing development and uses. However, the applicant has addressed the master plan standards and criteria, to further demonstrate compliance with the Code provisions.

In regards to Section (A)(1) addressing Section 17.65.040(B)(1), the primary uses for the OSP facility as a Public Facility are offices and supportive services for public safety agencies with the various departments within the structure, meeting the intent of the EC district. There will be no automobile oriented activities, or pedestrian travel on the subject property, these activities will remain and are located within the public road right-of-way.

Section 17.65.050, Table 1 provides the list of uses allowed within the EC district. The table does list a Public Facility as a conditional use within the EC district. An amendment to the approved CUP application, which is processed as a Modifications to Approved Plans and Conditions of Approval application, is also submitted to be reviewed concurrently with this SPR application.

Section 17.65.050(F) and Table 2 provides for the development standards within the TOD district. Other than the front yard setback requirement being 0' min/max, all other development standards are in compliance. The front yard setback is currently nonconforming at approximately 110 feet. The 2-story portion of the expansion will be placing the front elevation closer to the public road to be far more conforming at approximately 33 feet from the public road right-of-way. Due to not fully meeting the 0' setback, the applicants are required to request a variance to the front yard setback, which is submitted with this SPR application for concurrent review.

Section 17.65.050(F)(3) and Table 3 provides for the parking requirements within the TOD district. Table 3 lists Public Facilities; however, the minimum number of parking spaces are to be determined by the Planning Commission as part of the SPR and/or CUP applications. The attached site plan reflects 7 public parking spaces near the public entry, 103 secure staff/employee parking spaces and 6 OSP patrol car spaces (total passenger vehicle parking spaces is 116). OSP officers and medical examiner's personnel, typically drive official vehicles to their houses, or other locations, when off-duty or not in use, reducing the need for personal vehicle parking. Due to this facility generally not being available to the public, other than public offices with very limited visitors to the subject site, the applicants are requesting the Planning Commission to approve the 1 space / 500 sq.ft. GFA standard, for a supportive services provider serving public service agencies. The OSP facility only needs sufficient parking for the staff/employees present at the largest shift (89 parking spaces), with a minimal number of parking spaces available to the public.

As identified on the site plan there are 7 parking spaces with 2 H/C accessible spaces available to the public, with 2 bicycle parking spaces adjacent to the public entry also provided. The minimum of 2 bicycle parking spaces is based on having only approximately 950 sq.ft. of lobby area available to the public. 10 additional bicycle parking spaces are provided at the northeast corner of the structure, near the main staff/employee entrance.

Table 17.64.04 provides the bicycle parking requirements; however, there is no standard identified for a Public Facility use. Several uses are allowed to provide .33 spaces per



1,000 sq.ft., which equates to a minimum of 16 spaces (49.78 X .33 = 16.42). Per the provisions in Section 17.75.039(H)(3) CPMC, the applicants desire to request an exception or modify the number of spaces needed with a basic bicycle parking analysis. As mentioned above, less than 1,000 sq.ft. of lobby area is available to the public which requires a minimum of 2 bicycle spaces, this standard is met. However, the employee/staff bicycle parking area is provided with a bike rack suitable for 10 bicycles for several employees that choose to ride bicycles, which will also be located within the secured area of the property. Several users, OSP officers and medical examiner's personnel, typically drive official vehicles to their houses, or other locations, when off-duty or not in use, reducing the need for bicycle facilities and personal vehicle parking. Therefore, the applicants are requesting an exception to place a total 12 bicycle parking spaces, from the 16 prescribed spaces, in two separate locations on the subject property.

### **FINDINGS:**

**The City of Central Point finds that there are offices and supportive services for public safety agencies provided within the proposed OSP facility, which is consistent with Section 17.65.040 CPMC. The City of Central Point also finds that with the requested variance for the front yard setback, the site plan is in compliance with the development standards and the minimum vehicle and bicycle parking needs and standards as determined by the Planning Commission. These standards are consistent with Section 17.65.050(A)(1) CPMC.**

*(2) Sections 17.65.060 and 17.65.070, relating to the TOD corridor; **NOT APPLICABLE***

*(3) Chapter 17.67, Design Standards- TOD District and TOD Corridor;*

### **Discussion:**

The purpose of Chapter 17.67 is to complement and support efficient and sustainable land development, to reduce auto reliance and to increase transit use as required by the Oregon Transportation Planning Rule. In addition, Section 17.67.030 provides that if there is a conflict between the standards of Chapter 17.67 and other requirements of this title, the design standards of Chapter 17.67 shall prevail.

Section 17.67.040(A) provides the public street standards within the TOD District, which are: block length, block perimeters, public alleys and major pathways, are to be provided to the Code requirements. However, as prescribed within subsection (A)(5), if these standards are not practical, they can be modified. Due to the provisions of subsection (A)(5)(e), functional and operational needs to create a large building with a needed secure area with fencing and gates, and subsection (A)(5)(f), for protection of significant natural resources, being Griffin Creek and its associated riparian corridor and floodplain, it is not

feasible to meet block length or block perimeter standards with these conditions existing. The pedestrian/bike accesses are located within the public street right-of-way for Rogue Valley Highway, which will be preserved.

Section 17.67.050(A) requires all off-site structures, including associated improvements, to be identified and addressed within 100 feet of the subject property boundaries. Attached, please find the 100' Buffer Map (see Exhibit "B") that identifies the subject property and adjacent improvements with building footprints provided. As seen on the 100' Buffer Map, only storage sheds, which are present on the Teamsters Labor property towards the south, are identified, and an accessory structure is present on the Skyrman Park property towards the north. The adjacent surrounding properties' future development potential is primarily inhibited by Griffin Creek and the associated 100-year floodplain, which is evident with the development pattern of properties towards the north. With the building expansion areas exceeding the minimum setback standards and preserving the established and mature perimeter landscaping, the proposed expansion of the OSP facility does preserve the livability and uses in the neighborhood, consistent with TOD District purposes.

Section 17.67.050(K) prescribes the landscaping standards for the TOD District. As seen in Exhibit "A" LU-2, Demo Site Plan, perimeter landscaping is existing and will be preserved to the greatest extent. The trees identified in red on the plan are proposed to be removed due to construction impacts, with the other existing mature trees and hedges proposed to remain. There will be no changes to the parking areas to the south or east, other than some restriping, and there are no changes to the existing mature landscaping and existing fencing along the perimeter of the subject property. As seen in Exhibit "A" LU-L1, Schematic Landscape Plan, additional landscaping of trees, shrubs and ground cover is proposed to meet the parking area landscaping requirements for the new public parking area, patrol car area and the main staff/employee entry. Street trees are not currently existing and are not feasible, due to the major power transmission lines existing within the PUE adjacent to the road right-of-way. However, large columnar deciduous trees are proposed adjacent to a portion of the front elevation to soften the large wall appearance along the front elevation.

An applicant, the DLR Group, has prepared a Narrative that also addresses the applicable site design standards in Section 17.67.050, the building design standards in Section 17.67.070, and the commercial building design standards in Section 17.75.042 CPMC, which demonstrates consistency with the applicable standards. See attached DLR Group narrative.

**FINDINGS:**

**The City of Central Point finds that due to the size of the structure and the presence of Griffin Creek and the associated riparian corridor and floodway, it is not practical to provide public streets to meet block length and perimeter standards. The City of Central Point also finds that the discussions above and the narrative provided by the DLR Group addressing the site design**

**standards, landscaping standards and the building design standards, are consistent with the applicable sections of the CPMC.**

*(4) Chapter 17.60, General Regulations, unless superseded by Section 17.65.040 through 17.65.070;*

Discussion:

The only requirement that may be applicable is Section 17.60.090(E) CPMC for special setback requirements from creeks. The subject property and proposed improvements are located outside of the Griffin Creek 25-foot riparian corridor and the associated floodway. A portion of the property is located within the 100-year floodplain; however, there is no new upright building construction proposed within the 100-year floodplain. There is an existing 6-foot perimeter chain link fence with slats along the exterior of the subject property boundaries for security purposes located within the floodplain. There are no changes proposed to the exterior perimeter fencing to adversely impact the 100-year floodplain and warrant a floodplain study. The only improvements within the floodplain are lighting standards, a new stormwater catch basin, additional interior security fencing for evidence vehicles and additional paving which will be finished at existing grade to not have any change to the Base Flood Elevation. Only a Type 1, administrative review may be warranted, consistent with Chapter 8.24 CPMC, to confirm site improvements and construction will not change the floodplain boundary.

**FINDING:**

**The City of Central Point finds that the only applicable provision is Section 17.60.090(E) for creek setbacks. The proposed site plan will not have any adverse impact to Griffin Creek, riparian corridor and floodway. There are no changes proposed to the existing fencing along the perimeter of the subject property. The applicants agree to provide a Type 1 administrative review for the light fixtures and paving activities within the 100-year floodplain, if warranted.**

*(5) Section 17.65.050, Table 3, TOD District and Corridor Parking Standards, and Chapter 17.64, Off-Street Parking and Loading;*

Discussion:

Section 17.65.050(F)(3) and Table 3 provides for the parking requirements within the TOD district. Table 3 lists Public Facilities; however, the minimum number of parking spaces are to be determined as part of the SPR and/or CUP applications by the approving authority, Planning Commission. The site plan reflects 116 total passenger vehicle parking spaces for the project. Due to the OSP facility generally not being available to the public, other than public offices with very limited visitors to the subject site, the applicants

are requesting the Planning Commission to approve the 1 space / 500 sq.ft. GFA (49,790 divided by 500 = 99.58, or minimum 100 spaces), for a supportive services provider serving public service agencies. The OSP facility only needs sufficient parking for the staff/employees present at the largest shift (89 parking spaces), with minimal number of parking spaces available to the public. As identified on the site plan there are 7 parking spaces available to the public with 2 bicycle parking spaces adjacent to the public entry also provided. There are 103 parking spaces for the staff/employees of the OSP facility and 10 bicycle parking spaces are provided within the secured area of the subject property. Also provided are 6 OSP patrol car parking spaces and at least 6 large vehicle/truck parking spaces. The total number of all vehicle parking spaces is 122.

Section 17.64.030(A) CPMC provides the off-street loading standards. The proposed OSP facility will contain 49,790 sq.ft. GFA. Table 17.64.01 CPMC lists the requirements for "Offices, Hotels and other Nongoods Handling Uses", such as the OSP facility, for structures between 0-50,000 sq.ft. is 0 off-street loading berths.

**FINDING:**

**The City of Central Point finds that the applicants are requesting the 1 parking space per 500 sq.ft. of building GFA standard to be approved by the Planning Commission, which is a similar number to other uses within Table 3, Section 17.65.050 CPMC. The City of Central Point also finds that loading berths are not required for being less than 50,000 sq.ft., in compliance with Section 17.64.030(A) CPMC.**

(6) *Chapter 17.70, Historic Preservation Overlay Zone; NOT APPLICABLE*

(7) *Chapter 17.76, Conditional Use Permits, for any conditional uses proposed as part of the master plan.*

**Discussion:**

The existing use of the subject property and the proposed expansion of the 49,790 sq.ft. GFA facility does require a modification to the approved CUP for a Public Facility, being the Oregon State Police. The applicants have prepared and submitted the Modifications to Approved Plans and Conditions of Approval application to be reviewed concurrently with this SPR application, as part of the Master Plan.

**FINDING:**

**The City of Central Point finds that the existing use on the subject property is a Public Facility, which is listed as a conditional use within the EC district, and that the applicants have submitted an application for a modification to the approved plans for the expansion of the OSP facility.**

## **CONCLUSIONS:**

**The City of Central Point concludes that the existing OSP facility is an allowed conditional use within the EC district and that the applicants design team have prepared a site plan, elevation plans and landscaping plan that are in compliance with the applicable standards of Sections 17.65.040 and 17.65.050, with the approved variance requested to the front yard setback.**

**The City of Central Point concludes that the Narrative prepared by the DLR Group is consistent with the applicable site design standards in Section 17.67.050, the building design standards in Section 17.67.070, and the commercial building design standards in Section 17.75.042 CPMC.**

**The City of Central Point concludes that if Chapter 8.24 is applicable for improvements within the 100-year floodplain, the applicants are agreeable to submit a Type 1 review to confirm there is no change to the Base Flood Elevation for Griffin Creek.**

**The City of Central Point concludes that the applicants requested the Planning Commission approve the 1 space / 500 sq.ft. GFA, for the proposed 49,790 sq.ft. OSP facility, and have demonstrated that this ratio provides sufficient parking for the staff/employees present at the largest shift. The site plan identifies 7 parking spaces available to the public with 2 bicycle parking spaces adjacent to the public entry. There are 103 parking spaces for the staff/employees of the OSP facility and 10 bicycle parking spaces are provided within the secured area. Also provided are 6 OSP patrol car parking spaces and at least 6 large vehicle/truck parking spaces. The total number of all vehicle parking spaces is 122, which meets the minimum number of parking spaces (100 spaces) for the proposed OSP facility.**

**The City of Central Point concludes that the applicants have addressed applicable standards and approval criteria for a Site Plan and Architectural Review application, in compliance with Section 17.66.050 CPMC.**

SUMMARY:

Upon review of the Findings and Conclusions above, with the attached site plans, maps and information for the proposed expansion of the OSP facility, the City of Central Point can conclude that this application for an amendment to an approved SPR has addressed the applicable approval criteria as outlined in Chapters 17.09 and 17.66 CPMC, and is consistent the design standards within Chapter 17.67.

Submitted by,

A handwritten signature in black ink that reads "Clark Stevens". The signature is written in a cursive style with a prominent loop at the end of the last name.

Richard Stevens & Associates, Inc.



DLR Group Architecture & Engineering inc.  
an Oregon corporation

110 Southwest Yamhill Street, Suite 105  
Portland, OR 97204

December 27, 2022

**Project Name:** Oregon State Police – Central Point Office Facility Expansion & Renovation Land Use Submittal  
**File No.:** SPAR-22007, CUP-22002, VAR-22002

On November 30<sup>th</sup>, 2022 the City of Central Point Community Development's Community Planner II Justin Gindlesperger identified items in the Oregon State Police (OSP) – Central Point Office Addition Land Use Submittal as not meeting applicable review criteria. Emails between DLR Group's Architect, Kelli Stewart and Justin Gindlesperger were exchanged to clarify how to address the identified code inconsistencies. The following narrative accompanies the attached revised sheet LU-7, EXTERIOR MATERIALS, that was submitted in the previous Land Use Submittal. A narrative of the proposed revisions is as follows:

**CPMC 17.67.070 (D)(1)(d)**

*"To balance horizontal features on longer facades, vertical building elements shall be emphasized."*

RESPONSE: The architectural character of the existing-to-remain portion of the Oregon State Police Facility has a strong horizontal orientation due to the massing and metal panel façade pattern. The new building addition will have a prominent cantilever along the West façade which will create a strong horizontal massing feature. To balance the horizontality of the massing, a taller 2<sup>nd</sup> floor cantilevered box and an exit stair with diagonal articulation will interrupt the horizontality. A metal panel rainscreen system will be applied to the remaining horizontally oriented façade with all joints and reveals oriented vertically.

**CPMC 17.67.070(D)(1)(h):**

*"The exterior walls of all building facades along pedestrian routes, including side or return facades, shall be of suitable durable building materials including the following: stucco..., beveled or ship-lap or other narrow-course horizontal boards or siding, vertical board-and-batten siding, ..., or similar materials which are low maintenance, weather resistant, abrasion-resistant, and easy to clean. Prohibited building materials include the following: plain concrete, plain concrete block, corrugated metal, unarticulated board siding, ..., EIFS, and similar quality, nondurable materials."*

RESPONSE: We acknowledge that corrugated metal is a prohibited building material and want to clarify that none of the proposed materials are corrugated metal: Corrugated metal is typically a flimsy +/- 30 gauge galvanized roofing sheet with a wavy 'S' profile and exposed fasteners. The

metal panels we are proposing will have durable finish coatings in two different colors, concealed fasteners, a variety of stepped profiles to increase visual interest and vertical articulation. They will be provided in 22 gauge steel to prevent "oil-canning". This type of metal panel is frequently used on high-quality, valued buildings such as schools and cultural centers. Stucco is also proposed adjacent to the metal panels.

**CMPC 17.75.042(A)(2)(b)**

*"Changes of color, texture, or material, either horizontally or vertically, at intervals of not less than twenty feet and not more than one hundred feet."*

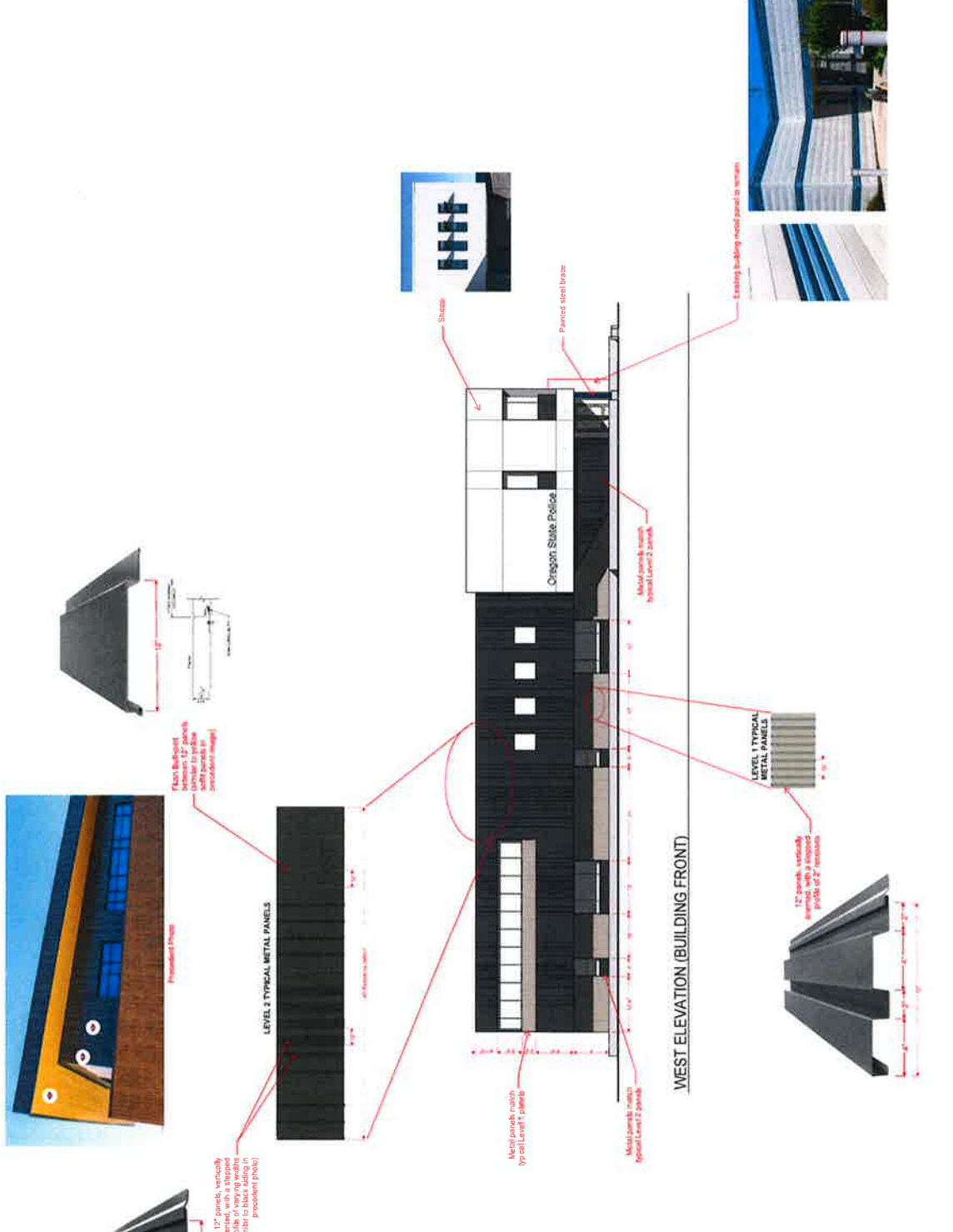
RESPONSE: Per attached sheet LU-7 EXTERIOR MATERIALS, there are two typical metal panel applications referred to as "LEVEL 1 TYPICAL" and "LEVEL 2 TYPICAL". These two types differ in color and pattern.

At Level 1, the use LEVEL 2 TYPICAL panels are incorporated below windows to increase vertical articulation. LEVEL 2 TYPICAL panels are also used at the feature exit stair to emphasize the diagonal movement of the horizontal mass above as it descends. Interval lengths are indicated in the dimensions on the front elevation shown on sheet LU-7 attached.

At Level 2, the rhythmic metal panel pattern repeats at 20' horizontal intervals and stops at the cantilevered stucco box. LEVEL 2 TYPICAL panels are used below the ribbon windows to add vertical height and align with adjacent windows.

SEE ATTACHMENT LU-7 EXTERIOR MATERIALS.





**Material/Color Reference Legend:**

	Shawin Williams 7640 Fawn Brindle
	LEVEL 1 TYPICAL METAL PANELS*
	Shawin Williams 7968 Iron Ore
	LEVEL 2 TYPICAL METAL PANELS*
	Shawin Williams 7005 Pure White STUCCO
	Shawin Williams 6520 Loyal Blue PAINTED STEEL

THIS INFORMATION IS CONCEPTUAL IN NATURE AND IS SUBJECT TO FURTHER DESIGN DEVELOPMENT AND APPROVALS. NO WARRANTIES OR GUARANTEES OF ANY KIND ARE GIVEN OR IMPLIED BY THE INFORMATION.

**EXTERIOR MATERIALS**  
 RENOVIATION & ADDITION  
 CENTRAL POINT OFFICE  
 OREGON STATE POLICE CONTRACT #PO-257-40000611

**LU-7**  
 Date: 7/23/2024  
 12-27-2022

# Southern Oregon Transportation Engineering, LLC

319 Eastwood Drive - Medford, Or. 97504 – Phone (541) 941-4148 – Email: [Kim.parducci@gmail.com](mailto:Kim.parducci@gmail.com)

November 8, 2022

Matt Samitore, Public Works Director  
City of Central Point  
Public Works Department  
140 S. 3<sup>rd</sup> Street  
Central Point, OR 97502

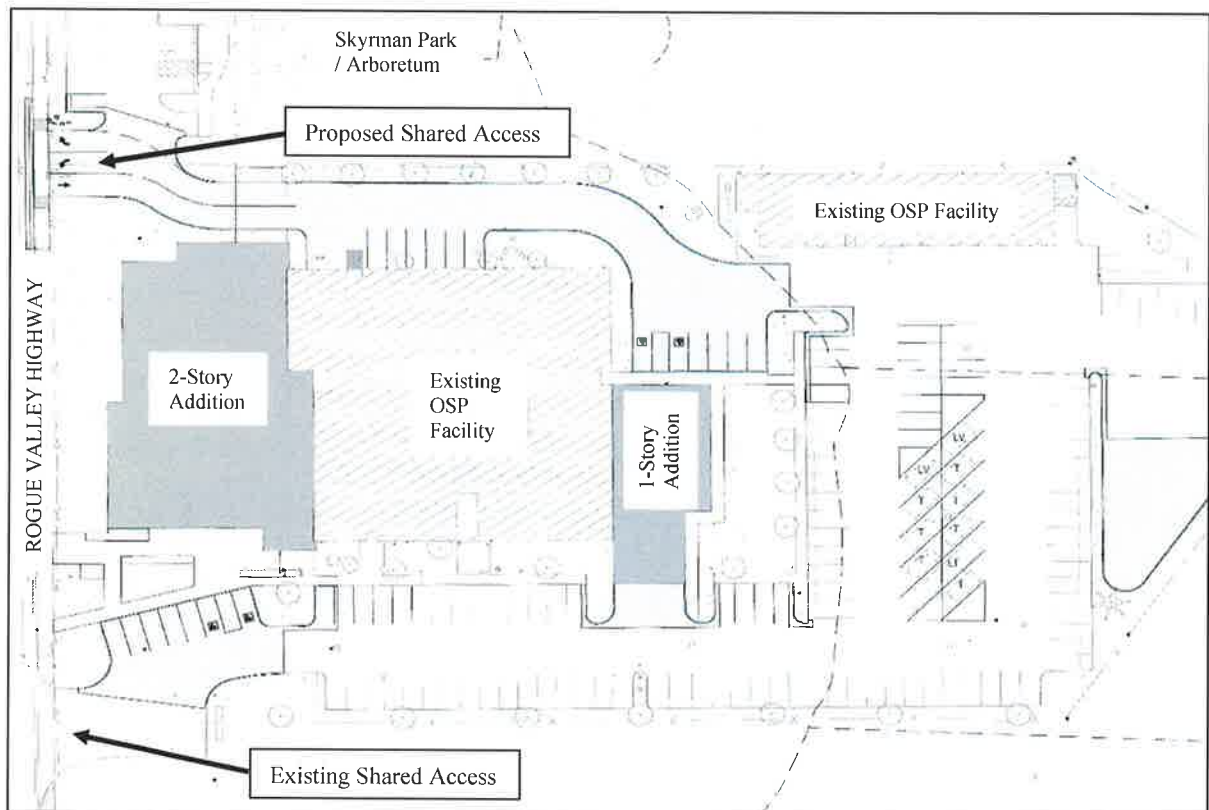
RE: Oregon State Police Building Expansion – Traffic Analysis

Dear Matt,

Southern Oregon Transportation Engineering, LLC prepared a traffic analysis for a proposed Oregon State Police (OSP) building expansion at 4500 Rogue Valley Highway (OR 99) in Central Point. The subject parcel is 3.57 acres located at 372W03BD, Tax Lot 900. The existing OSP building is approximately 25,450 square feet (SF) in size. The proposed new OSP building will be approximately 51,000 SF.

## Background

Access to the site is currently provided on OR 99 through a shared access with the Teamsters to the south. North of the site is the Skyrman Park / Arboretum. Upon re-development, an additional shared access is proposed through the park site. See below.



Rogue Valley Highway (OR 99) at the existing OSP site is under City of Central Point jurisdiction. It carries a functional classification of Principal Arterial and is estimated in 2022 to carry approximately 6,800 average daily trips (ADT) with a carrying capacity of 10,000-40,000 ADT. A Principal Arterial for the City of Central Point is designed to link major activity centers, have the highest traffic volumes, serve the longest trips, and be integrated with local and regional arterials. They are commonly partially or fully access controlled. At the subject property, OR 99 is a five-lane fully improved facility with curb, gutter, sidewalk, and striped bike lanes.

## Traffic Count Data

Manual traffic counts were gathered in June and September of 2022 at study area intersections. The a.m. and p.m. peak hours were shown to occur from 7:15-8:15 a.m. and 3:30-4:30 p.m. Count data was seasonally adjusted to represent design hour volumes, and one year of growth was added to develop design year 2023 no-build conditions. Growth was determined by historical data using counts from 2019 and 2022. Manual counts and volume development sheets are provided in the attachments.

## Crash History

Crash data for the most recent 5-year period was gathered from ODOT's Crash Analysis Unit. Crash data was analyzed to identify crash patterns that could be attributable to geometric or operational deficiencies, or crash trends of a specific type that would indicate the need for further investigation along OR 99. Crash rates were also compared to the ODOT critical crash rate to determine whether additional analysis is necessary. Tables 1 and 2 provide a summary of results. Crash data is provided in the attachments. There were no reported collisions along OR 99 at the existing OSP shared driveway or the Skyrman Park / Arboretum access.

Intersection	2016	2017	2018	2019	2020	Total Crashes	AADT	Crash Rate	ODOT 90 <sup>th</sup> %
Twin Creeks / OR 99	0	0	0	0	2	2	6,800	0.161	0.860

Intersection	Collision Type					Severity		
	Rear-End	Turning	Angle	Other	Ped/Bike	Non-Injury	Injury	Fatal
Twin Creeks / OR 99	1	1	0	0	0	1	1	0

There were two reported collisions at the intersection of Twin Creeks Crossing and OR 99 within the most recent five-year period. Of these collisions, one was a rear-end collision and one a turning collision. One resulted in minor injury while the other in property damage only. Both occurred in 2020 on Thursdays during daylight hours, but there are no other similarities. One occurred under dry conditions and the other under wet conditions. No pattern of crashes is identified. Neither of the crashes involved pedestrians or cyclists, nor resulted in severe injury or fatality. The intersection is not shown to have a crash rate higher than the ODOT critical crash rate. No further investigation is shown to be necessary.

## Trip Generation

Trip generation calculations for the proposed OSP building expansion were prepared utilizing local data. The Institute of Transportation Engineers (ITE) *Trip Generation* 11<sup>th</sup> Edition did not have any land uses that provided a good match. When a good match is not provided, ITE recommends gathering local data. Local data was gathered in June of 2022 at the existing OSP site to develop a trip rate per 1000 SF during the a.m. and p.m. peak hours. The trip rate was then applied to the expanded building square footage to estimate additional trips or the net increase in trips to the transportation system. Results are provided in Table 3. Count data is provided in the attachments.

Local Data	Unit	Size	AM Rate	AM Peak Hour			PM Rate	PM Peak Hour		
				Total	In	Out		Total	In	Out
<i>Existing Facility</i>										
<b>OSP - Existing</b>	1000 SF	25.45	0.75	19	16	3	0.86	22	8	14
<i>Proposed Facility</i>										
<b>OSP - Proposed</b>	1000 SF	51.00	0.75	38	32	6		44	16	28
<b>Net Trip Increase</b>				<b>+19</b>	<b>+16</b>	<b>+3</b>		<b>+22</b>	<b>+8</b>	<b>+14</b>

SF = square feet

## Trip Distribution and Assignment

Trip distributions to/from the site were assumed to follow existing traffic splits taken from manual count data. This resulted in roughly 25% to/from the north and 75% to/from the south during the a.m. peak hour and 15% to/from the north and 85% to/from the south during the p.m. peak hour. Half of the net new trips were distributed through a proposed shared access to the north with the Stryker Park / Arboretum that will be widened as part of development. The other half were distributed through the existing shared access with the Teamsters to the south. Trip distributions are provided on Figure 1 in the attachments.

## Design Year 2023 No-Build and Build Intersection Operations

The study area consists of site driveways and the signalized intersection of Twin Creeks Crossing / OR 99. The City of Central Point performance standard for intersections on arterials is a level of service “D” or better. Design year 2023 no-build and build conditions were evaluated within the study area to determine what impact, if any, proposed development will have on the transportation system. A summary of results is provided in Table 4 during the a.m. and p.m. peak hours. Design year 2023 no-build and build traffic volumes are provided on Figures 2 and 3 in the attachments.

Intersection	Jurisdiction	Performance Standard	Traffic Control	AM Peak Hour		PM Peak Hour	
				No-Build	Build	No-Build	Build
Twin Creeks / OR 99	City	LOS D	Signal	A	A	A	A
OSP-Teamsters / OR 99	City	None	TWSC	B, WBL	B, WBL	C, WBL	C, WBL
Arboretum / OR 99	City	None	TWSC	B, WBLR	B, WBL	B, WBLR	B, WBL

LOS = Level of Service, TWSC = two-way stop-controlled, WBL = westbound left, WBLR = westbound left/right  
 Note: Exceeded performance standards are shown in bold, italic

Results of the analysis show all intersections and site driveways operate acceptably (within City performance standards) under design year 2023 no-build and build conditions during both peak hours. No change in intersection operation is shown to occur as a result of proposed development trips. Synchro output sheets are provided in the attachments.

## Design Year 2023 No-Build and Build Queuing and Blocking

Queue lengths are reported as the average, maximum, or 95<sup>th</sup> percentile queue length. The 95<sup>th</sup> percentile queue length is used for design purposes and is the queue length reported in this analysis. Five simulations were run and averaged in SimTraffic to determine 95<sup>th</sup> percentile queue lengths under design year 2023 no-build and build conditions. Queue lengths were rounded up to the nearest 25 feet (single vehicle length) and reported in Table 5 for applicable movements during the a.m. and p.m. peak hours.

<b>Intersection Movement</b>	<b>Available Link Distance (Feet)</b>	<b>AM Peak Hour</b>		<b>PM Peak Hour</b>	
		<b>No-Build</b>	<b>Build</b>	<b>No-Build</b>	<b>Build</b>
<b><u>Twin Creeks / OR 99</u></b>					
Eastbound Left	225	75	75	50	50
Eastbound Right	225	50	50	50	50
Northbound Left	500	75	75	75	75
Northbound Through	850	50	50	50	50
Southbound Through	525	75	75	75	75
Southbound Right	175	25	25	25	25
<b><u>OSP-Teamsters / OR 99</u></b>					
Southbound Left	225	25	25	25	25
Westbound Left	50	25	25	50	50
Westbound Right	50	25	25	25	25
<b><u>Arboretum / OR 99</u></b>					
Southbound Left	100	0	0	0	25
Westbound Left/Right	50	25	---	25	---
Westbound Left	50	---	25	---	25
Westbound Right	50	---	25	---	25

Note: Exceeded queue lengths are shown in bold, italic

Results of the queuing analysis show all intersection and driveway links continue to support 95<sup>th</sup> percentile queue lengths under design year 2023 no-build and build conditions during both peak hours. The southbound left turn movement on OR 99 at the proposed shared driveway with the Arboretum increases from zero to 25 feet during the p.m. peak hour, which is the equivalent of one vehicle. No other changes are shown to occur as a result of proposed development trips. Full queuing reports are provided in the attachments.

## Sight Distance

Access to the site is proposed through an existing, shared driveway with the Teamsters to the south and a shared driveway with the Skyрман Arboretum to the north. The Skyрман Park / Arboretum access will be widened as a result of development and include a westbound left and right turn movement. OR 99 at both driveways is flat and straight with a posted speed of 45 miles per hour (mph).

The minimum stopping sight distance (SSD) recommended by American Association of State Highways and Transportation Officials (AASHTO) for a facility with a posted speed of 45 miles per hour is 360 feet. The desirable intersection sight distance (ISD) is 500 feet. The City of Central Point minimum sight distance and clear vision requirement for a 40 mph facility is 400 feet (Table 300-5 of the Public Works Standards and Specifications). Field measurements showed sight distance being > 1000 feet in both directions at the shared driveway with the Teamsters. At the shared driveway with the Skyрман Park/ Arboretum, sight distance is limited to the south by a gate and to the north by a park sign. When the driveway is widened to the south, an existing power pole will be relocated to the north and the gate will be removed entirely, but the park sign will continue to restrict sight distance to the north. It is our recommendation to work with the City of Central Point to relocate the park sign out of the sight triangle to provide adequate sight distance. Street views are provided below.

Looking south from Teamsters Driveway



Looking north from Teamsters Driveway



Looking south from Arboretum Driveway



Looking north from Arboretum Driveway



## **Access Spacing Standards**

No new access is proposed on OR 99. The existing access to the S kyrman Park / Arboretum is proposed as a shared driveway with OSP as part of site re-development. This is proposed in lieu of using an access on the north property line of the OSP site, which would not meet access spacing standards. The City of Central Point access spacing standard on an arterial street is a minimum of 300 feet (Table 300-4 of the Public Works Standards and Specifications) and is approved at the discretion of the Public Works Director. The minimum access spacing standard is shown to be met between the two shared driveways.

## Conclusions

The findings of the traffic analysis conclude that the proposed Oregon State Police (OSP) building expansion from 25,450 SF to approximately 51,000 SF can be approved without causing adverse impacts on the transportation system. The traffic analysis evaluated intersection and driveway operations, queuing, crash history, sight distance, and access spacing standards. One safety improvement was identified at the proposed, shared driveway with the Skyman Park / Arboretum. The park sign on the north side of the driveway currently restricts sight distance to the north. It is our recommendation to work with Public Works to relocate the park sign out of the sight triangle to provide adequate sight distance when the driveway is widened. No other operational or safety concerns were identified as a result of proposed development.

This concludes our traffic analysis. Please feel free to contact me if you have any questions or need additional information.

Sincerely,



Kimberly Parducci PE, PTOE

**SOUTHERN OREGON TRANSPORTATION ENGINEERING, LLC**



Attachments: Site Plan  
Figures  
Count Data  
Crash Data  
Synchro/SimTraffic Output  
Public Works Standards and Specifications

Cc: Client



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## ATTACHMENTS

**Attachments and supporting data not included in Staff Report. All data, attachments and supplemental information available upon request.**

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***PUBLIC WORKS STAFF REPORT***

January 3, 2023

**AGENDA ITEM:** Oregon State Police (SPAR-22007)

Site Plan 24,340 sq. ft Police/Government Office Addition- 4500 Rogue Valley Hwy (37S2W03BD, Tax Lot 900).

Agent: Richard Stevens & Associates, Inc. (Clark Stevens)

**Traffic:**

The Applicant submitted a traffic impact analysis to the City of Central Point. The memo looked at the existing traffic movements and future growth patterns at Twin Creeks Crossing and Rogue Valley Highway and how the revised access would affect those movements. The analysis concluded the two driveways would function with no affect on the intersection. The analysis also concluded that the shared driveway thru Skyrman Park would need amended to an at grade driveway and the signage associated with the park would need to be moved in order to accommodate site vision. Public Works concurs with this analysis.

**Existing Infrastructure:**

Water: There is an 12-inch water line in Rogue Valley Highway

Streets: Rogue Valley Highway is a five lane arterial. Twin Creeks Crossing is a 4 lane arterial.

Stormwater: There is a 12-inch storm drain line in Rogue Valley Highway.

**Background:**

The Applicant is proposing a 24,340-square-foot addition to the current complex.

**Issues:**

The main issue with the site plan is the proposed shared driveway with Skyrman Arboretum/Park. The shared driveway is required because of access management onto Rogue Valley Highway. The City agrees to the shared driveway, but any additional costs regarding the access will be the responsibility of the applicant.

**Conditions of Approval:**

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

1. Utility Relocation –The Applicant shall work with the City of Central Point to relocate power and telecommunications for the revised shared driveway in Skyrman Park.
2. Skyrman Arboretum/Park – Applicant shall pay for the cost to relocate the sign for Skyrman Park/Arboretum.

3. Erosion and Sediment Control – The proposed development will disturb more than one acre and require 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.
4. 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.

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

1. PW Standards and Specifications – Applicant shall comply with the standards and specifications of the public work for construction within the right of way.
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 Public Works Department's recorded document.

## Justin P. Gindlesperger

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**From:** Mark Northrop <MarkN@jcf3.com>  
**Sent:** Tuesday, January 3, 2023 10:17 AM  
**To:** Justin P. Gindlesperger  
**Subject:** Re: Request for Agency Comments on Land Use Applications - CUP-22002, SPAR-22007, VAR-22002

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Justin:

Here are my comments. Nothing new

1. The minimum turning radius for corners is 28 feet
2. The minimum gate width is 20 feet with an approved system for FD access such a Knox Box Button or siren activation.
3. If the 2<sup>nd</sup> floor is taller than 30 feet Arial Apparatus access may be required.
4. Fire flow is construction type is Vb will be 6,000gpm. this will require 4 hydrants. This number can be reduced to 1,500 if sprinkled, then only one hydrant will be required.
5. A Knox Box on the building will be required.
6. If any portion of the building is 400 feet or 600 if sprinkled from a hydrant, an additional hydrant may 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)



**ROGUE VALLEY**  
SEWER SERVICES  
CLEAN WATER - HEALTHY COMMUNITIES

**December 28, 2022**

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

**Re: SPAR-22007-CUP-22002-VAR-22002 – State Police, Map 37 2W 03BD, Tax Lot 900,**

There is an existing 8 inch sewer main extended to the SE corner of the subject property and the existing buildings are served from a 6" service connected to the existing main. Sewer service for the proposed buildings can be had by connecting to the existing service for the property.

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

1. The applicant must submit architectural plumbing plans to RVSS for the calculation of SDC fees.
2. The applicant must pay all related fees prior to construction.

Feel free to call me if you have any questions.

Sincerely,

Nicholas R Bakke, PE  
District Engineer

**PLANNING COMMISSION RESOLUTION NO. 902**

**A RESOLUTION OF THE PLANNING COMMISSION APPROVING A SITE PLAN AND ARCHITECTURAL REVIEW FOR OREGON STATE POLICE ON LANDS WITHIN THE EMPLOYMENT COMMERCIAL ZONING DISTRICT.**

**(File No: SPAR-22007)**

**WHEREAS**, the applicant has submitted a site plan and architectural review application that includes constructing site access, building additions, and circulation and parking lot improvements on a 3.59 acre site within the Employment Commercial zoning district and within the Transit Oriented Development (TOD) District, identified on the Jackson County Assessor's map as 37S 2W 03BD, Tax Lots 900, Central Point, Oregon; and

**WHEREAS**, the Planning Commission's consideration of the application is based on the standards and criteria applicable to Site Plan and Architectural Review in accordance with Section 17.66 and Design and Development Standards in accordance with Section 17.67; and

**WHEREAS**, on January 10, 2023, at a duly noticed public hearing, the City of Central Point Planning Commission considered the Applicant's request for Site Plan and Architectural Review approval, at which time it reviewed the Staff Report and heard testimony and comments on the application; and

**NOW, THEREFORE, BE IT RESOLVED** that the City of Central Point Planning Commission by Resolution No. 902 does hereby approve the Site Plan and Architectural Review application for the Oregon State Police, based on the findings and conditions of approval as set forth in Exhibit "A," the Planning Department Staff Report dated January 10, 2023, including attachments incorporated by reference.

**PASSED** by the Planning Commission and signed by me in authentication of its passage this 10th day of January, 2023.

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Planning Commission Chair

ATTEST:

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City Representative