

June 21, 2022

### Item Summary

Consideration of site improvements at Scenic Middle School that include construction of additional classrooms and relocating existing modular classrooms. The proposal will relocate four (4) existing modular classrooms and complete construction on an approximately 7,644 square foot classroom building for six (6) new classrooms. The 13.58 acre site for Scenic Middle School is located at 1955 Scenic Avenue and is identified on the Jackson County Assessor's map as 37S 2W 03AB, Tax Lot 4300. **Applicant:** School District #6; **Agent:** O'Connor Law, LLC (Daniel B. O'Connor).

### Staff Source

Justin Gindlesperger, Community Planner II

### Background

School District #6 ("Applicant") received voter approval for a bond to construct improvements to educational facilities, including planning for future growth. Scenic Middle School, built in the late 1960's, is an existing school facility consisting of several separate structures connected by covered walkways with four (4) modular classroom buildings. The current configuration does not provide the total classroom space needed to meet current and future demand for public education. At this time, the Applicant proposes construction of a 7,644 square foot classroom building for six (6) additional classrooms and relocation of the four (4) existing modular classrooms currently located northeast of the existing main school building.

The current project is Phase 2 of planned improvements for Scenic Middle School. Phase 1, approved as File No. SPAR-22002, included parking lot and circulation improvements for the main parking area on the north side of the school, a proposed bus only route along the south side of the building and expanded landscape areas. The approved parking plan included 122 parking spaces, complying with the off-street parking standards for secondary schools based on the total number of classrooms following the proposed improvements in Phase 2 and within the allowable 20% reduction allowed for employment uses<sup>1</sup>.

Architecturally, the proposed structure is a contemporary design with building materials, façade articulation and entrances consistent with the existing building design. The modular classrooms

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<sup>1</sup> Off-Street Parking requirements are calculated based on a minimum/maximum ration as provided in CPMC 17.64.040. The result is an absolute number of parking spaces that can be adjusted per Section 17.64.040(B). The Scenic Middle School parking plan provides for a parking reduction that is within the maximum 20% reduction allowed.

are proposed within close proximity of the existing and proposed structure, maintaining appropriate setback areas from adjacent properties.

## **Issues**

There are no major issues associated with the proposed development plan. There are some minor agency comments that are addressed in the Conditions of Approval and summarized below:

1. Fire District #3 – The Fire District addressed the need to mark firefighting apparatus access routes with required signage per Appendix D in the Fire Code and noted that no parking is permitted along the proposed route from the public right-of-way to the development site. These requirements are described in Attachment “G”. Staff recommends Condition No. 1 requiring compliance with Fire Code requirements prior to final inspection and certificate of occupancy.
2. Public Works Department - The Public Works Staff Report requires construction of stormwater facilities necessary to treat stormwater runoff from the proposed development. These requirements are described in Attachment “H”. Staff recommends Condition No. 2, requiring the applicant satisfy the conditions in the Public Works Staff Report dated June 14, 2022.
3. Rogue Valley Sewer Services (RVSS) - Sewer service is available to the site and can be extended or a new sewer service line constructed for the buildings. RVSS is requiring compliance with standard permitting conditions as part of the development process (Attachment “I”, Condition No. 3).

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

The Scenic Middle School Site Plan and Architectural Review has been evaluated against the applicable Site Plan and Architectural Review Criteria set forth in CPMC 17.72 and CPMC 17.75 and found to comply as conditioned and as evidenced in the Applicant’s Findings of Fact (Attachment “A”).

## **Conditions of Approval**

1. Prior to final inspection, the Applicant shall install signage on fire access routes as required in the Fire Code per the Fire District #3 Staff Report dated June 2, 2022.
2. The Applicant shall demonstrate compliance with the conditions of approval set forth in the Public Works Staff Report, including:
  - a. Submit a stormwater management plan for the development demonstrating compliance with the MS4 Phase II stormwater quality standards;
  - b. Pay all System Development Charges and permit fees.
3. The Applicant shall coordinate with RVSS and demonstrate compliance with the requirements set forth the RVSS Staff Report, including:

- i. Submit construction plans, prepared per RVSS standards, for approval.
  - ii. Obtain a sewer service permit from RVSS. This permit will be issued by RVSS upon submittal of appropriate plans and payment of appropriate fees.
4. Prior to Public Works Final Inspection, the applicant shall demonstrate compliance with the following:
  - a. 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.
  - b. Record an operations and maintenance agreement for all new stormwater quality features.

## **Attachments**

Attachment "A" – Applicant's Findings

Attachment "B" – Site Plan/Development Inset

Attachment "C" – Building Elevations

Attachment "D" – Assessor's Map

Attachment "E" – Zoning Map

Attachment "F" – Aerial Photograph

Attachment "G" – Fire District #3 Staff Report dated June 7, 2022

Attachment "H" – Public Works Department Staff Report dated June 14, 2022

Attachment "I" – RVSS letter dated June 2, 2022

## **Action**

Consider the Site Plan and Architectural Review application to construct an 11,500 square foot educational building and associated improvements, and 1) Approve; 2) Approve with conditions; or 3) Deny the application.

## **Recommendation**

Approve the Site Plan and Architectural Review application with the conditions per the Staff Report dated June 21, 2022.

**SUPPLEMENTAL FINDINGS  
PHASE II - SITE PLAN & ARCHITECTURAL REVIEW  
37-2W-03AB TAX LOT 4300**

**A. Proposal.**

Jackson County School District No. 6 (“Applicant”), is the owner of certain real property, located in Central Point, Oregon, and commonly known as Township 37 South, Range 2 West, Section 03AB, Tax Lot 4300 (“the subject property”). The subject property recently received approval of the initial, “Phase I” site plan and architectural review (“SPAR”) (file no. SPAR-22002) and associated variance application (file no. VAR-22001). The purpose of this Application is to complete the proposed structural improvements previously addressed to meet the parking lot design standards as reviewed and approved through the “Phase I” SPAR.

**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>Development Inset and Overall Site Plan</b>
<b>EXHIBIT “C”:</b>	<b>Floor Plans and Building Elevations</b>
<b>EXHIBIT “D”:</b>	<b>Assessor’s Map</b>
<b>EXHIBIT “E”:</b>	<b>Zoning Map</b>
<b>EXHIBIT “F”:</b>	<b>Aerial Photograph</b>
<b>EXHIBIT “G”:</b>	<b>SPAR – 22002 Notice of Commission Decision</b>
<b>EXHIBIT “H”:</b>	<b>Mailing Labels – properties within 250’ perimeter</b>
<b>EXHIBIT “I”:</b>	<b>Agent Authorization</b>

**C. Background.**

The subject property is approximately 13.58 acres in size, is zoned “Civic” and is developed with Scenic Middle School, a pre-existing educational facility comprised of several “stick built” structures attached via covered walkways and four (4) modular buildings, housing two (2) classrooms each (*See Exhibit “B”*). The subject property recently received approval of the initial, “Phase I” SPAR (file no. SPAR-22002) and associated variance application (file no. VAR-22001). The purpose of this Application is to demonstrate compliance with the development standards to complete the proposed structural improvements previously addressed to meet the parking lot design standards as reviewed and approved through the “Phase I” SPAR. Applicant is proposing construction of an approximately 7,644 square foot building containing six (6) classrooms and associated, necessary sanitation facilities and the relocation of the existing modular structures.

The proposed new structure and four (4) existing modulares will continue to be situated within the northeastern corner of the subject property where the existing modulares are currently placed (*See “Exhibit B”*).

#### **D. Applicable Standards and Criteria.**

The standards applicable to this Application are set forth in Central Point Municipal Code (“CPMC”) Sections 17.29 17.64, 17.72 and 17.75, which are set forth as follows:

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

##### **17.29.040: Civic Use Types**

##### **E. *Schools.***

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

Applicant’s Findings: The subject property is located within the Civic zoning district. The primary use of the subject property is a public school (Scenic Middle School). The proposal is for the addition of a new modular building that will house six (6) new classrooms and relocation of four (4) modulares currently existing onsite. Consequently, the pre-existing “school use” and the proposed modification thereof, is a permitted (“P”) use within the Civic district pursuant to CPMC table 17.29.050.

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

##### **17.64.020 Applicability**

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

Applicant’s Findings: The Applicant proposed a two-phase approach for SPAR to upgrade the educational facility, this submittal is “Phase II” of the proposal. The dual phase approach for SPAR of the proposed upgrades to the educational facility was requested due to construction timelines. The “Phase 1” SPAR (file no. SPAR-22002) approval incorporated the six (6) additional classrooms proposed in the new structure under review within this application and the standards of this section have already been addressed.

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

**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;**
  - b. **Includes the construction of a parking lot of ten or more parking spaces; or**
  - c. **Requires one or more variances or conditional use permits and, in the judgement of the director, will have a significant effect upon the aesthetic character of the city of the surrounding area. [CPMC 17.72.020(B)]**

Applicant’s Findings: Applicant is proposing construction of an approximately 7,644 square foot building containing six (6) classrooms. Therefore, subsection (B)(1)(i) is applicable. The Type 2 review procedure pursued through submission of this application is appropriate.

**17.72.040: Site Plan and Architectural Standards**

The applicable provisions of CPMC 17.72.040 are set forth as follows:

- A. **Applicable site plan, landscaping, and architectural design standards as set forth in Chapter 17.75, Design and Development Standards; [CPMC 17.72.040(A)]**

Applicant’s Findings: A site plan and development inset and building elevations and floor plans have been submitted as part of **Exhibits “B” and “C”**. The design and development standards of CPMC 17.75 are further addressed below.

- B. **City of Central Point Department of Public Works Department Standard Specifications and Uniform Standard Details for Public Works Construction; [CPMC 17.72.040(B)]**

Applicant’s Findings: The proposal shall meet the City of Central Point Department of Public Works Department Standard Specifications and Uniform Standard Details for Public Works Construction.

- C. **Accessibility and sufficiency of firefighting facilities to such a standard as to provide for the reasonable safety of life, limb, and property, including, but not limited to, suitable gates, access roads and fire lanes so that all buildings on the premises are accessible to fire apparatus. [CPMC 17.72.040(C)]**

Applicant’s Findings: No change to existing access is proposed, nor are any new gates. Jackson

County Fire District No. 3 (“JCFD#3”) will be provided the same access it currently has to school grounds. Coincidentally, Jackson County Fire District No. 3 has constructed a new (2019) fire station on adjacent Tax Lot 4600 (37-2W-03AB) and has direct access to the school grounds via Rock Way which terminates into the northern boundary of the subject property and directly adjacent (westerly) to the proposed area of structural development. Further, the southern boundary of Tax Lot 4600 abuts the subject property and in the event of an emergency, vehicular access over the curb delineating the northern loading area (northern portion of the parking lot on the subject property) would not be an impediment for emergency vehicle access if absolutely necessary (*See Exhibit “F”*).

**17.72.050: Conditions on site plan and architectural review approval**

The approving authority may attach to any site plan and architectural review approval given under this chapter specific conditions, or restrictions, deemed necessary to protect the public health, safety or welfare including, but not limited to, the following:

- A. Construction and installation of any on-site or off-site improvements, including but not limited to sidewalks, curbs, gutters, streets, bikeways, street signs and streetlights, traffic control signs and signals, water, storm drainage, sanitary sewer, and park and recreation improvements. In requiring off-site improvements, the city shall find that the improvements are reasonably related to the development and would serve a public purpose such as mitigating the negative impact of the proposed development.**

**All improvements required under this subsection shall be made at the expense of the applicant and shall conform to the provisions of the City of Central Point Department of Public Works Department Standard Specifications and Uniform Details for Public Works Construction. However, the city, in its discretion, may modify such standards and determine site-specific design, engineering and construction specifications when appropriate in the particular development; [CPMC 17.72.050(A)]**

Applicant’s Findings: Applicant understands and accepts the financial responsibility for the expense of completion of improvements required under this section. Any proposed improvements will conform to the provisions of the City of Central Point Department of Public Works Department Standard Specifications and Uniform Details for Public Works Construction. Applicant further understands that the city may modify such standards as site-specific and agrees to compliance with said modifications to the standards, provided such measures are reasonable.

- B. An agreement by the owner of the property to waive, on his or her behalf, and on behalf of all future owners of the land, any objection to the formation of a local improvement district which may be formed in the future to provide any of the improvements specified in subsection A of this section; [CPMC 17.72.050(B)]**

Applicant’s Findings: Applicant understands and agrees to the requirements of this section.

- C. An agreement by the owner of the property to enter into a written deferred improvement agreement providing that one or more of the improvements specified in subsection A of this section shall be made by the owner at some future time to be**

**determined by the city; [CPMC 17.72.050(C)]**

Applicant's Findings: Applicant understands and agrees to the requirements of this section.

**D. Any agreement entered into pursuant to subsections B or C of this section shall be recorded in the county recorder's office and shall be intended to thereafter run with the land, so as to bind future owners of the lands affected to the conditions of the agreement. Any and all recording costs shall be the responsibility of the applicant; and [CPMC 17.72.050(D)]**

Applicant's Findings: Applicant understands and agrees to the requirements of this section.

**E. Any other conditions deemed by the city to be reasonable and necessary in the interests of the public health, safety or welfare. [CPMC 17.72.050(E)]**

Applicant's Findings: Applicant understands that the city may impose additional conditions deemed reasonable and necessary in the interest of the public health, safety or welfare. Applicant agrees to compliance with said potential additional measures, provided such measures are reasonable.

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

**17.75.020: Applicability** The regulations set forth in this chapter apply to all development within the city of Central Point. [CPMC 17.75.020]


Applicant's Findings: This standards and criteria of CPMC Section 17.75 were addressed and reviewed through the "Phase I" SPAR, file no. SPAR – 22002, and the proposal was found to be in compliance with the requirements of this section within that SPAR application and through the tandem variance application, file no. VAR - 22001.

**E. Conclusion.**

Based upon the findings set forth herein and the evidence submitted in conjunction with this Application, the Applicant respectfully contends that the applicable standards and criteria have been met or identified as feasibly met through conditions of approval, and requests the Application be approved.

Dated this 18<sup>th</sup> day of May 2022.

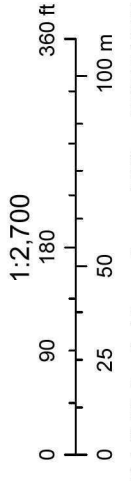
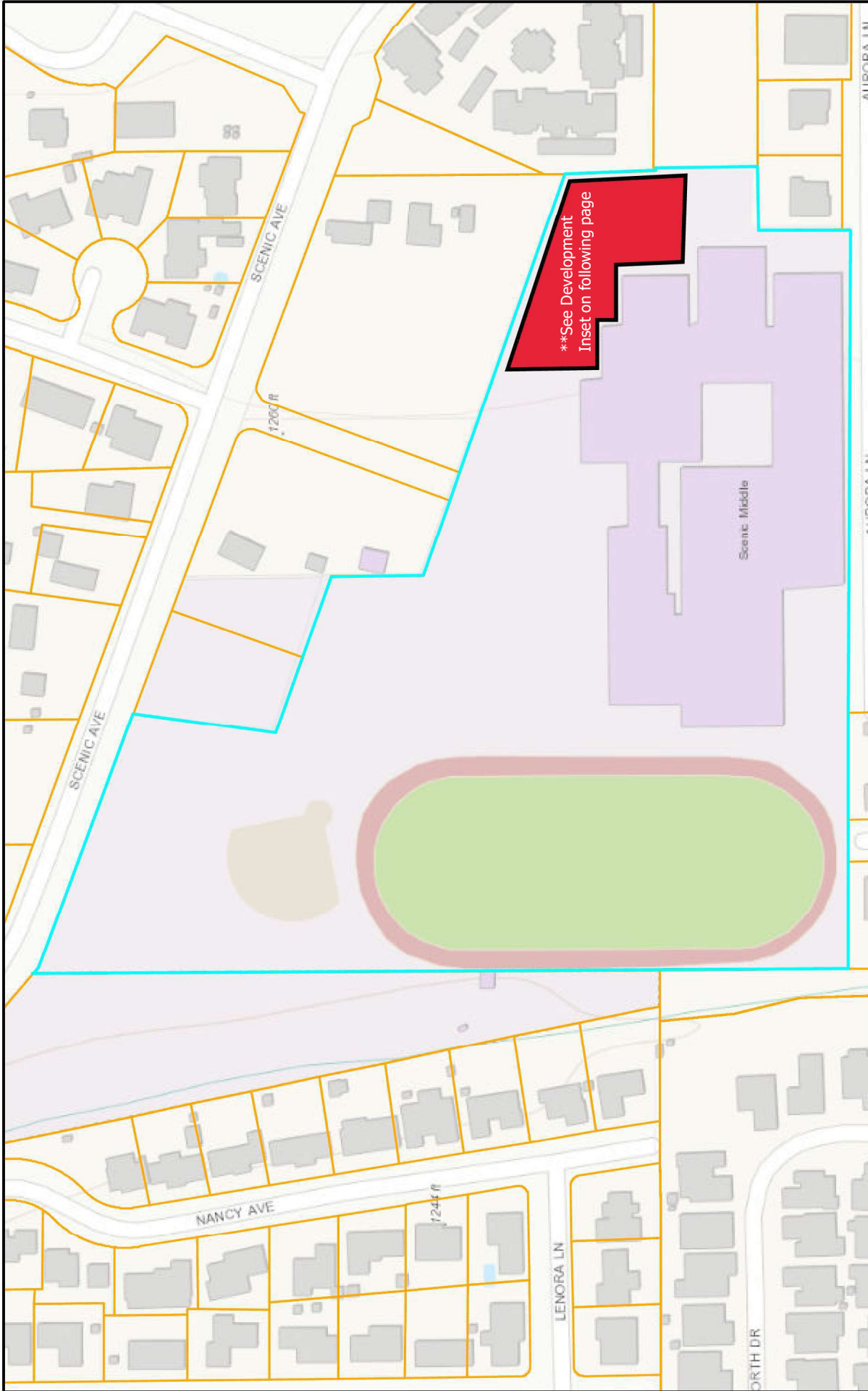
O'CONNOR LAW, LLC

  
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Daniel B. O'Connor, OSB No. 950444



# Overall Site Plan - Existing Facility

## Attachment "B"

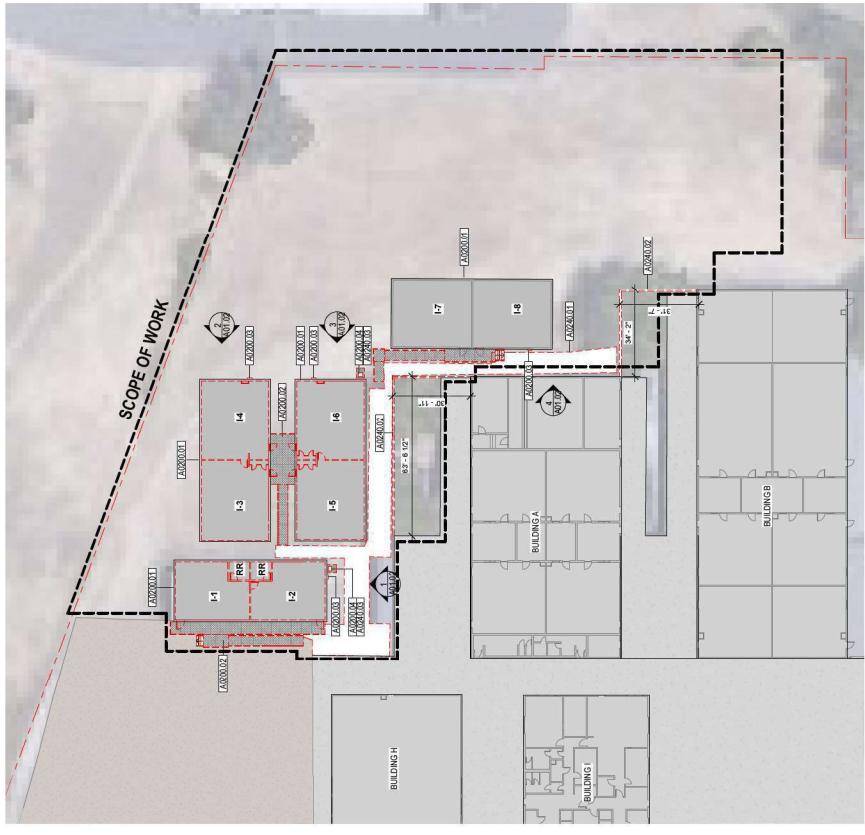


Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, Geobase, IGN, Kadaster NL, Ordnance Survey, Esri

Jackson County - Public User  
Data within this application may contain inaccuracies. Maps produced are not intended for legal purposes and do not substitute for a professional land survey. For more information, see ORS 672.060(13), ORS 306.125(1), ORS 308.245(1)-(4), and Oregon SE55.



① ENLARGED SITE PLAN  
1" = 20'-0"



② DEMO ENLARGED SITE PLAN  
1" = 20'-0"

**KEYNOTES**

#	NOTE
AK200.01	RELOCATE EXISTING REF ENLARGED SITE PLANT FOR NEW LOCATION
AK200.02	RELOCATE EXISTING ALUMINUM LANDING, RAMP & EYAR. REF ENLARGED SITE PLANT FOR NEW LOCATION
AK200.03	RELOCATE EXISTING MAN POWER TRANSFORMER
AK200.04	RELOCATE EXISTING MAIN POWER TRANSFORMER
AK200.05	REF ELECTRICAL LIMBS FOR MORE INFORMATION
AK200.06	RELOCATE EXISTING MAIN POWER TRANSFORMER
AK200.07	RELOCATE EXISTING MAN POWER TRANSFORMER
AK200.08	RELOCATE EXISTING MAIN POWER TRANSFORMER
AK200.09	RELOCATE EXISTING POWER TRANSFORMER
AK200.10	CONCRETE PAD

**LEGEND**

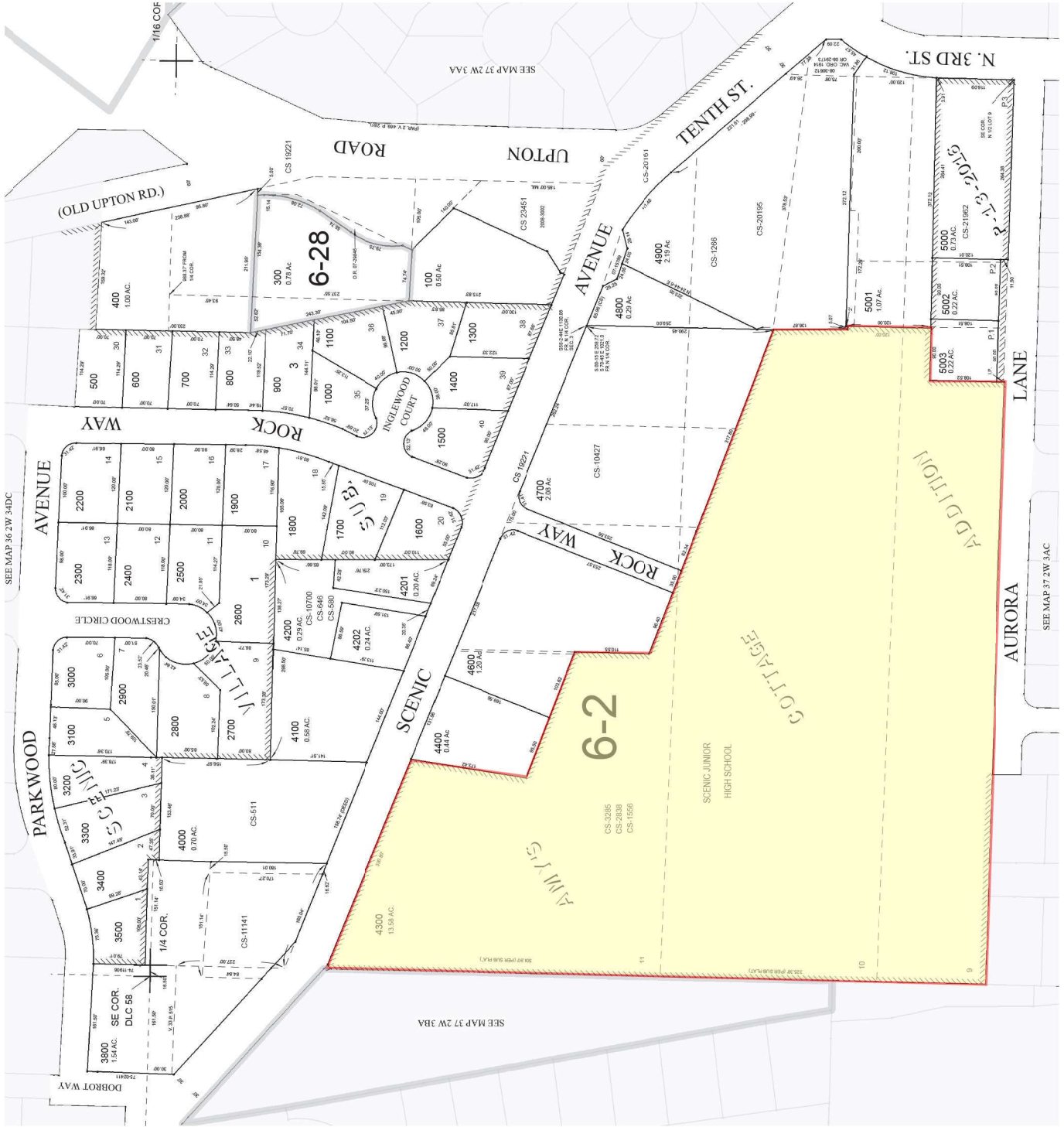
	(P) PAVING
	(N) SIDEWALK
	(S) SIDEWALK
	PROPERTY LINE
	SETBACK
	BLOCK ENTRANCE



# Attachment "C"

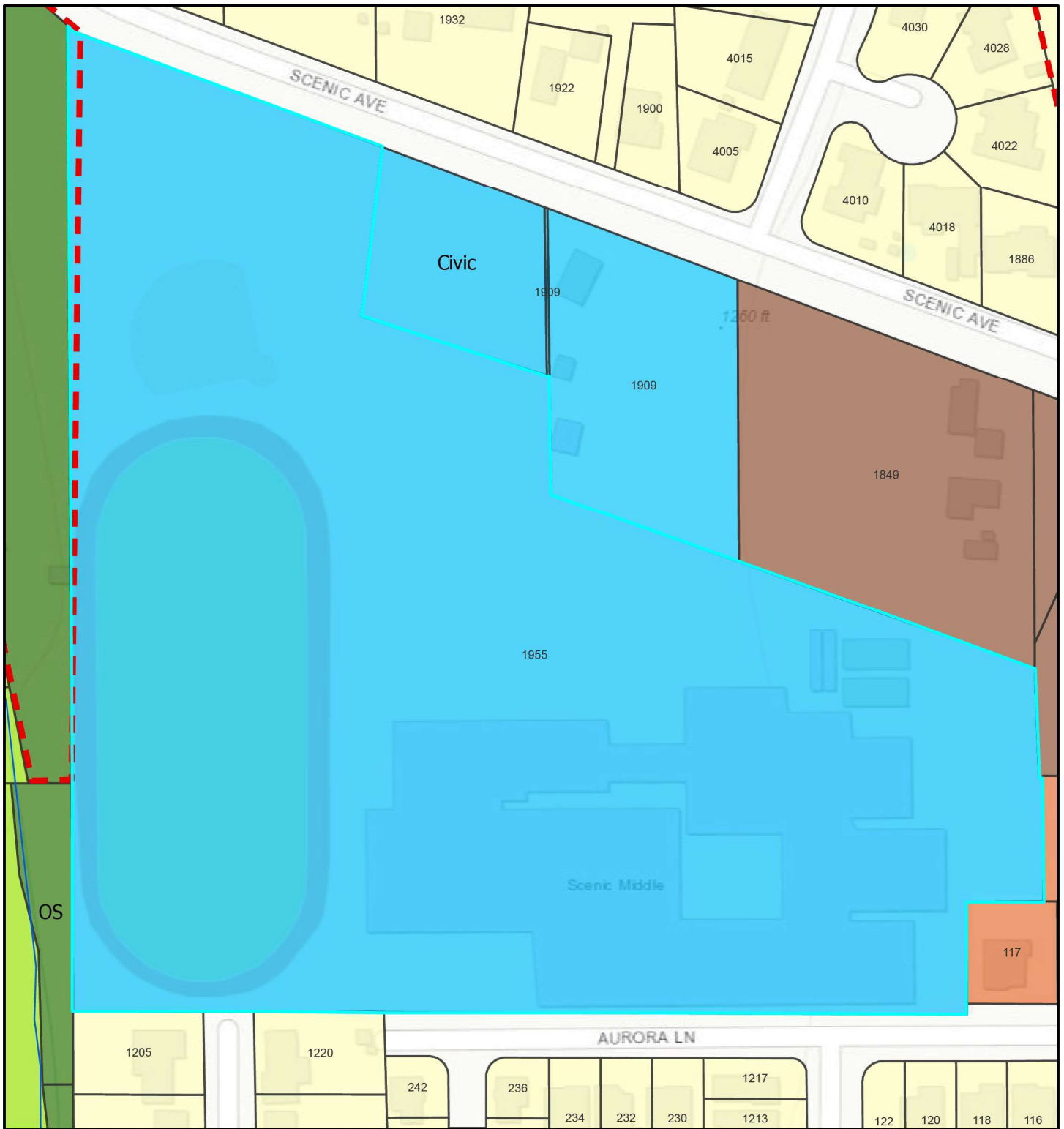


CANCELLED TAX LOT NUMBERS  
200 ADDED TO 300  
3600 ADDED TO 3800  
3700 ADDED TO 3800  
3800 ADDED TO 3800  
3801 ADDED TO 3800  
3802 ADDED TO 3800  
3902 ADDED TO 3800  
4500 ADDED TO 4600



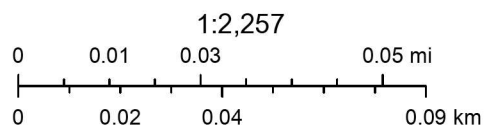
# Zoning Map

# Attachment "E"

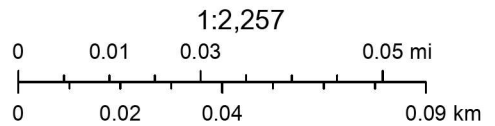
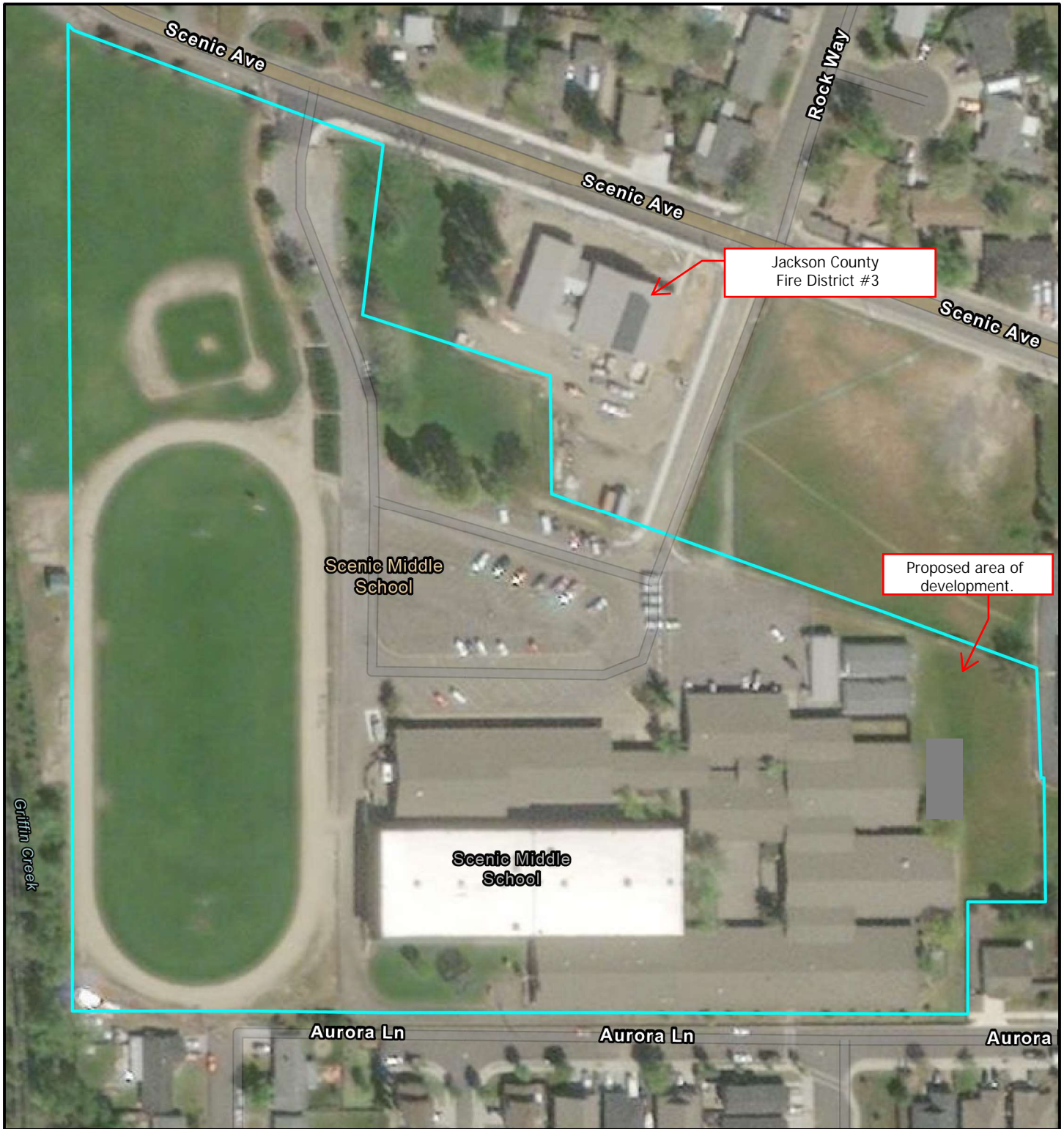


March 13, 2022

- - - CityLimits
  - Streams
  - Current Taxlot
- |  |  |   |
|--|--|---|
| <span style="background-color: lightblue; border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> Civic  | <span style="background-color: green; border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> OS     | <span style="background-color: brown; border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> R-3 |
| <span style="background-color: lightgreen; border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> R-1-6 | <span style="background-color: yellow; border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> R-1-8 |   |



County of Jackson, OR, Bureau of Land Management, State of Oregon, State of Oregon DOT, State of Oregon GEO, Esri Canada, Esri, HERE, Garmin, GeoTechnologies, Inc., USGS, EPA, USDA





**Review/Project Information**

**Reviewed By:** Patterson, John

**LD File #:** SPAR-22003

**Planner:** Justin Gindlesperger

**Review Date:** 6/7/2022

**LD Description:** Relocate modulares, construct new  
7,644 ft bldg.

**Applicant:** SD6

**LD Location?:** CP

**Site Name?:** Scenic  
Middle  
School

**Additional Project Consideration**

- Notes:**
1. Ensure firefighting apparatus access requirements are met. Reference 2019 Oregon Fire Code Appendix D for specifics.
  2. No parking will be allowed for the extent of Upton Road from the intersection at Scenic Avenue through the end of new access area shown on phase 2 site plan exhibit S1-1 dated 3-8-2022.
  3. Provide no parking signs along Upton Road from the intersection at Scenic Avenue through the end of new access area shown on phase 2 site plan exhibit S1-1 dated 3-8-2022.
  4. If the total occupant load for the newly proposed building exceeds 300, the new building will require a fire suppression sprinkler system designed and installed in accordance with NFPA 13. Reference 2019 Oregon Fire Code Section 903.2.3 (3).

**Construction General Information/Requirements**

Development shall comply with access and water supply requirements in accordance with the Oregon Fire Code in effect at the time of development submittal. Fire apparatus access roads are required to be installed prior to the time of construction. The approved water supply for fire protection (fire hydrants) is required to be installed prior to construction when combustible material arrives at the site.

Specific fire protection systems may be required in accordance with the Oregon Fire Code. This plan review shall not prevent the correction of errors or violations that are found to exist during construction. This plan review is based on information provided only.

Design and installation shall meet the Oregon requirements of the International Fire, Building, Mechanical Codes and applicable NFPA Standards.

**Jackson County Fire District 3, 8383 Agate Road, White City OR 97503, 541-826-7100**

[www.jcfd3.com](http://www.jcfd3.com)




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**PUBLIC WORKS STAFF REPORT**

June 14, 2022

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**AGENDA ITEM:** Twin Creeks Village (SPAR-22003)

Four Modular Buildings that will contain six classrooms at Scenic Middle School

Applicant: School District No. 6.

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**Traffic:**

Expansion for existing use, no Traffic Impact Analysis is required, as it is not warranted.

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**Existing Infrastructure:**

Water: There is a 8-inch waterline at the school.

Streets: Scenic Avenue is a Secondary Arterial that is fully improved.

Stormwater: There is an existing 18" SD that drains the school and parking lot.

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**Issues:**

None.

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**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. 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 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.





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

**Attachment "I"**

**June 2, 2022**

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

**Re: SPAR-22003 – School District #6, Map 37 2w 03AB, Tax Lot 4300**

The existing buildings on the site are served by a private 6" service extended in to the property from the 8" main along Aurora Lane. Sewer service for the future buildings can be had by connecting to the existing 6" service or by installing a new service line from the main along Aurora Lane. Alternatively a sewer main extension can be constructed from the existing sewer main to east across the Jackson County Housing Authority Property. Sewer connections for the future buildings must be submitted to and approved by RVSS prior to construction.

Feel free to call me if you have any questions.

Sincerely,

Nicholas R Bakke, PE  
District Engineer