



## Ashland Fire & Rescue

455 Siskiyou Blvd  
Ashland, OR 97520  
Phone: (541)482-2770

### General Fire Inspection Report

<b>Business Name:</b> COA - City Hall	<b>Date/Time of Inspection:</b> 02/17/2026 15:00:00
<b>Address:</b> 20 E MAIN ST, ASHLAND, OR, 97520	<b>Inspected by:</b> Mark Shay
<b>Suite/Unit:</b> --	<b>Inspection Status:</b> <u>Completed with correction required</u>
<b>APN:</b> 391E09100	<b>Fire Zone:</b>
<b>Occupancy Class:</b>	

### Fire Inspection Results

#### Information:

#### ✘ Correction Required

**ITEM:** Inspection Status

#### Ad-hoc violations:

#### ✘ Correction Required

**ITEM:** A real estate inspection was performed on the building by Oregon Commercial Property Inspections dated January 16, 2026. As the fire code official, I was provided a copy of the report by City Manager Cotta. The report indicates two deficiencies that potentially lead to the structure being unsafe to occupy and require further evaluation by a design professional such as a structural engineer. The two deficiencies are: 1) A split rafter in the upstairs attic. As documented in the report by Oregon Commercial Property Inspections, this appears to be an approximate 2x6 structural member that is split into two pieces. 2) Multiple areas of concern as it relates to the roof including; "extreme granule lost with several past patch work", "areas of buckling", "decay and in disrepair", "staining and holes in roof with damaged plywood / beams / timber" and "subfloor with holes caused by moisture via roof". Upon review of the report I contacted City Manager Cotta and expressed my concern regarding structural stability of the roof. With the combination of the split rafter and multiple identified areas of concern to the roofing system, it is unknown the full extent of damage. I provided my opinion to City Manager Cotta that the building should not be occupied until further evaluation has been performed by an engineer. A report by a qualified engineer assessing the safety of the roof system should be forwarded to Fire Marshal Shay

prior to resuming normal occupancy of the building. If deficiencies are noted that require repair, building permits must be obtained through the City of Ashland Building Division. In the event City staff need to retrieve items from the building prior to submission of an engineering report, the following process is required. No person should enter the building when snow and ice have accumulated on the roof. When clear of snow and ice, those entering the building should be tracked by a responsible party not entering the building. The tracking should be documented and include: name, time in, time out and purpose. The person tracking should limit the number of occupants in the building at one time and be able to account for who is in the building in the event of a roof failure. Those entering the building to retrieve items should limit their time to just a few minutes, directly retrieving items and then exiting the building.

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**CODE:** OFC - 114.1.1 - Unsafe conditions. - Structures or existing equipment that are or hereafter become unsafe, insanitary or deficient because of inadequate means of egress, inadequate light and ventilation, or that constitute a fire hazard, are otherwise dangerous to human life or the public welfare, or involve illegal or improper occupancy or inadequate maintenance, shall be deemed an unsafe condition. Unsafe structures shall be taken down and removed or made safe, as the fire code official deems necessary and as provided for in this section. A vacant structure that is not secured against unauthorized entry shall be deemed unsafe. Actions to correct hazards and other deficiencies shall be according to ORS 479.170 and ORS 479.195.

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This inspection is based on the Oregon Fire Code as adopted by Ashland Municipal Code 15.28. If fire code violations are noted in this report, they must be corrected in accordance with OFC 112.2 and ORS 479.170. If a owner/ occupant creates or allows to be created, hazardous conditions in violation of this code, the owner/occupant shall be held responsible for the abatement of such hazardous conditions. Unless specifically noted otherwise, a reinspection will occur on/after ten (10) business days from the initial inspection date to ensure the violations/hazards are corrected. Owners/occupants who do not correct/abate violations may be subject to penalties as outlined in AMC 1.080.030. **Per AMC 15.28.160 a fee will be charged for each fire code inspection based on occupancy type and square footage.**

## Inspection Signatures

### Inspector Signature

*Mark Shay*

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Mark Shay

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Fire Marshal

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mark.shay@ashland.or.us