



CITY PLANNING COMMISSION
520 E Cascade Avenue Sisters, OR 97759
Thursday July 21, 2016– Workshop 4:00 P.M.

AGENDA

I. CALL TO ORDER

II. VISITOR COMMUNICATION

This is the time provided for individuals wishing to address the Planning Commission, at the Commission's discretion, regarding issues that are not already on the agenda. Citizens who wish to speak should sign up prior to the beginning of the meeting on the sign-up sheet at the podium. Please use the microphone and state your name and address at the time the Planning Commission calls on you to speak.

III. APPROVAL OF MINUTES: None

IV. PUBLIC HEARINGS: None

V. WORKSHOP ITEMS:

A. Preview of proposed Development Code text amendments: Application file # TA 16-01 Chapter 4.6 Cluster Developments and Chapter 4.2 Site Plan reviews; Scheduled for public hearing on August 18, 2016.

B. Preview of MOD #16-02: Modification of Approved Tentative Plat (SUB 15-01) for ClearPine subdivision. This workshop is an opportunity to preview a modification of an approved tentative subdivision plat to enable the construction of 9 cottage development units located at ClearPine subdivision.

VI. OTHER COMMISSION BUSINESS AND STAFF UPDATES

A. Review of Department activities and development summaries for FY 2015-2016.

B. Summary of recent training event attended by Planning Commissioners: Planning Commission members who recently attended training will brief the rest of Commission and staff.

VII. ADJOURN

This agenda is also available via the Internet at www.ci.sisters.or.us. The meeting location is accessible to persons with disabilities. Requests for an interpreter for the hearing impaired or for other disability accommodations should be made at least 48 hours before the meeting by contacting Kathy Nelson, City Recorder at: P.O. Box 39, Sisters, OR 97759 – 541-323-5213.

AGENDA ITEM SUMMARY



CITY OF SISTERS PLANNING COMMISSION

Meeting Date: July 21, 2016

Staff: Patrick Davenport

Type: Workshop

Dept: CDD

Subject: Proposed text amendment application: TA 16-01 - Chapter 4.6 Cluster Developments and Chapter 4.2 Site Plan Review- Workshop

Action Requested: Review proposed text amendments, recommend final edits and schedule public hearing

Summary: Please find attached working drafts of revisions to Chapter 4.6 Cluster Developments and Chapter 4.2 Site Plan Review. The attached revisions along with several others were reviewed on 06/23/16 by a joint workshop between City Council and Planning Commission. The City Council authorized revisions to Chapter 4.6 and Chapter 4.2 to proceed with a public hearing and staff is returning these to the Planning Commission for a final workshop prior to scheduling a public hearing for the Type IV application.

Staff requests the Planning Commission review and discuss the additional issues identified by staff, provide consensus based recommendations and provide direction to proceed with a public hearing during the 08/18/16 Planning Commission regular meeting.

Chapter 4.6 Cluster Development (Cottages):

- Ensure text in Section 4.6.100.B.1 is appropriate with respect to applicability to properties that have an approved master plan.
- City Council expressed concerns regarding parking (4.6.100.D.5) and requested that the Planning Commission take another look at this Section.

Chapter 4.2 Site Plan Review

- Section 4.2.200.A.1 needs additional editing/clarification:
The activity structurally alters the exterior of a structure, building or property **by more than 25% of the existing floor area up to an area not to exceed 500 square feet of additional area or both. Construction not requiring public improvements may be exempted from this requirement upon staff determination.**
- Consider: adding text related to site expansion to accommodate outdoor uses such as patios, parking lots, etc.

Attached: Working draft of revisions to Chapter 4.6 Cluster Developments and Chapter 4.2 Site Plan Review

Chapter 4.6, Cluster Cottage Developments

4.6.100 Cottage Developments

- A. **Purpose.** The purpose of this section is to provide a housing type that responds to changing household sizes and ages (e.g., retirees, small families, single-person households) and provides opportunities for ownership of small, detached single-family dwelling units within the Cottage Development. The Cottage Development supports the following principles:
1. Encourages the creation of more usable open space for residents of the development through flexibility in density and lot standards;
 2. Supports the growth management goal of more efficient use of urban residential land;
 3. Provides development standards to ensure compatibility with surrounding land uses; and,
 4. Allows diversity of land uses within certain commercial zones as well as establishes smaller lot sizes and creative residential development within residential zones.
- B. **Applicability and Permitted Uses.**
1. Cottage Developments are permitted in the R-Residential, ~~MFR~~ R-MFD Multi-Family Residential District, SRR - Sun Ranch Residential District, and in the portion of the Downtown Commercial (DC) District that allows new single family dwellings. Cottage developments are allowed as part of a master planned development. (work on wording)
 2. Cottage Developments are reviewed under Cottage Development and Subdivision review processes in addition to the standards and criteria found herein. In the event of conflicts between this chapter and the underlying zoning, these standards and criteria supersede the standards and criteria found in the underlying zone.
 3. Buildings accessory to a Cottage Development are subject to the development standards in this section.
 4. On a lot to be used for a cottage housing development, existing detached single-family residential structures, which may be nonconforming with respect to the standards of this section, shall be permitted to remain, but the extent of the nonconformity may not be increased. Such nonconforming dwelling units shall be included in the maximum permitted cottage density.
 5. Accessory dwelling units are not permitted within Cottage Developments.
 6. Mixed-use developments (residential and commercial uses) are allowed in Cottage Developments located in the Downtown Commercial (DC) District.
 7. Prior to recording a subdivision plat for any new or modified cottage development, all cottage developments shall provide Covenants, Codes and Restrictions (CC&RS) or similar enforceable document that provides assurance of the ongoing maintenance of all common areas within the Cottage Development. All agreements are subject to review and acceptance by the City of Sisters prior to enacting the agreement.

C. General Requirements.

1. Cottage development sites in residential districts shall be a minimum of one acre in gross area. Cottage developments ~~are also allowed~~ within approved Master Planned Development ~~shall be~~ of at least ~~5~~ 1/2 acres in size within any residential district. There is no minimum size for cottage development sites in the eligible lots located within the Downtown Commercial District provided that all minimum standards for cottage developments are met.
2. Each cottage development shall contain a minimum of four cottages ~~and a maximum of 14 cottages per development.~~
3. ~~A development site may contain more than one cottage development.~~
4. ~~The permitted density within the Cottage Development shall be consistent with the underlying zoning.~~ **Density of the underlying zoning district with a cottage development may be increased by 25% in the R - District only.**
5. Community buildings and all common areas within a cottage development shall be mutually owned by the Home Owner's Association or other legal mechanism and shall be for the use of the development's inhabitants. Alternative forms of maintaining common areas may be proposed and approved by the governing body on a case by case basis.
6. Alley access is ~~preferred required~~ where an alley is available. Alternate forms of access may be approved as part of the Master Plan.
7. New lots created as a part of a Cottage Development are not required to have frontage on either a public or private street.

Commented [PD1]: (does this conflict with Ch. 4.5 Master Plans?)

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D. Development Standards. The design standards and floor area requirements ensure that the overall size and scale including bulk and mass of cottage structures remain smaller and incur less visual impact than standard sized single-family dwellings.

1. Cottages.
 - a. Minimum lot size within the Cottage Development is 2,000 square feet.
 - b. ~~The minimum size of any cottage is 650 square feet.~~
 - c. The total floor area of each cottage shall not exceed 4,200 1,250 square feet and not to exceed 60% lot coverage.
 - d. ~~The lot shall not exceed 50% of the ground floor.~~ The second level floor area shall not exceed 50% of the first floor area. For the purposes of this calculation, the area of interior stairway may be allocated between floors served.
 - e.
 - f. ~~The maximum main floor area of a cottage is 1,000 square feet. For the purposes of this calculation, the area of interior stairway may be allocated between floors served.~~
 - g. Cottages shall have a roofed porch at least 80 square feet in size with a railing and railing supports.
 - h. ~~The porch shall be attached to a common area such as a living room, kitchen, family room or dining room inside of the house and shall not be adjacent to a bedroom or bathroom.~~

- i. ~~The total square foot area of a cottage may be increased, however at no time shall the size of the cottage exceed the maximum size for a cottage allowed by this code. A deed restriction shall be placed on the title to the property for the purpose of notifying future property owners that increases in the total square footage of a cottage beyond what is allowed by this code is prohibited for the life of the cottage or duration of the applicable Cottage Development regulations.~~
- j. The maximum height of any cottage shall ~~not exceed 25 feet~~ **the height for the proposed structure in the defined by the underlying zoning district**
- k. Cottage areas that do not count toward the total floor area calculation include:
 - i. Unheated storage space located under the main floor of the cottage;
 - ii. Architectural projections, such as bay windows or fireplaces;
 - iii. Attached roofed porches;
 - iv. Attached and/or detached garages;
 - v. Spaces with a ceiling height of six feet or less measured to the exterior walls, such as in a second floor area under the slope of the roof.
- l. ~~Window placement within the cottages. One side wall of each cottage shall emphasize windows; the other side wall shall de-emphasize windows to allow privacy for the adjacent neighboring cottage. All cottages shall have windows and/or glass doors that face the commons.~~
- m. Cottage setbacks:
 - i. Front – 4 feet minimum to common open space.
 - ii. Side – 5 feet minimum or 10 feet between habitable buildings.
 - iii. Rear – 10 feet minimum.
 - iv. ~~Interior separation – 10 feet minimum.~~
 - v. 10' minimum to all streets.

2. **Community Building (if proposed).**

- a. ~~Required when 6 or more cottages are developed in a cottage development located within a residential district.~~
- b. ~~Minimum size is 650 square feet.~~
- c. Setbacks:
 - i. 20' from any cottage.
 - ii. 10' from any property line.
 - iii. 10' from any garage or accessory structure.
 - iv. 5' from any driveway, access aisle or parking area.

3. **Garages.**

- a. ~~One car garage is required per cottage.~~
- b. ~~Garages shall not have direct access to the street.~~ **Garages are discouraged from having direct access to the street but can shall be**

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approved at the discretion of the governing body if it is the only practical access solution to a particular site.

- c. Garages or covered parking spaces may be attached, detached, or clustered together.
- ~~d. Garages when accessed from an private alley shall be setback a minimum of 4 feet. Garages when accessed from a public alley shall be setback a minimum of 10 feet if front loaded or 3 feet if side loaded.~~
- ~~d.e. _____~~
- ~~e.f. Garages when accessed from a public alley shall be setback a minimum of 20 feet or 3 feet if side loaded.~~
- ~~f.g. Garages or covered parking spaces may ~~be~~ are counted ed towards meeting the parking requirements.~~

4. ~~Private Alleys and Access Aisles.~~

- ~~a. A private alley shall be constructed a minimum of 20 feet in width.~~
- ~~b. A private alley and access aisle shall be setback 5 feet from perimeter property lines.~~
- ~~c. Access aisles to parking areas shall be a minimum of 24 feet in width~~
- ~~a. All alleys shall be constructed to current City standards~~

5. **Parking Requirements.** The parking requirements are designed to ensure minimal visual impact from vehicular use and parking areas for residents of the Cottage Development and adjacent properties, and to maintain a single-family character along public streets.

- ~~a. Two on-site parking spaces shall be required for all two and three bedroom cottages. One and one-half on-site parking spaces shall be required per studio or one bedroom cottages.~~
- ~~b. Permissible parking spaces include a garage (20' x 10' minimum), covered parking space or parking stall (18' x 9' minimum) or garage driveway (20' x 8' minimum).~~
- ~~c. All required parking shall be provided on-site.~~
- ~~d. Parking, including garages, shall not be located in between a cottage and the front property line.~~
- ~~e. Parking may be either provided on individual lots or in a combined parking area or areas. Parking areas shall be set back at least 20' from a street.~~
- ~~f. On street parking directly adjacent to the development may be considered in fulfilling parking calculations, at the discretion of the governing bodies.~~
- ~~g. Garage driveways that are at least 20' long by 10' wide may count as parking.~~
- ~~h. Garages when accessed from a public alley shall be setback a minimum of 20 ~~10~~ feet or 3 feet if side loaded.~~
- ~~i.h. _____~~

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6. Building Orientation and Architectural Treatments.

- a. Community buildings, accessory buildings and garages shall match the architectural theme of the cottage development by incorporating similar design treatments on the community buildings, accessory buildings and garages.
- ~~b. Front and side elevations only shall front a street~~
- c. Separation of Identical Building Elevations. Units of identical elevation types must be separated by at least two different elevations. This will result in at least three different elevations per cottage development. No two adjacent structures shall be built with the same orientation (reverse elevations do not count as different building elevations), facade, materials, and colors.
- d. Variety in Building Design. Design standards shall comply with the requirements of the underlying zone. A variety of building elements and treatments of cottages and accessory structures must be incorporated. Structures must include articulation, change in materials or texture, windows, or other architectural features.
- e. **Rear elevations are allowed to face a public street as long as the design detailing is consistent with front or side elevations.**

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Commented [PD2]: Need to define "cottage" as a single family dwelling.

7. Screening Requirements.

- a. Parking areas shall be screened from public ~~and private~~ streets and cottages by landscaping, fencing or buildings where practicable.
- b. Boundaries between cottage dwellings and neighboring properties shall be screened with landscaping to reduce the appearance of bulk or intrusion onto adjacent properties, or otherwise treated (i.e., through setbacks or architectural techniques) to meet the intent of this section.
- c. Common waste and other storage receptacles shall not be placed in the front yard setback area.
- d. Common waste and other storage receptacles shall be architecturally screened and/or screened with landscaping so as to mask their appearance to residents, adjacent property owners, and the public rights-of-way.

8. Open Space.

- a. Shared Open Space.
 - ~~i. Cottages shall be arranged in a manner that at least two sides of a common open space abut each cottage unless otherwise approved by the review authority.~~
 - ii. Shall provide a centrally located, focal area for the Cottage Development.
 - iii. Shall total a minimum of 500 square feet per cottage when all shared open space areas are combined.
 - iv. Shall abut at least 50 percent of the cottages.
 - ~~v. Shall be within 75 feet walking distance of each cottage.~~

- vi. Common parking areas are not counted in the shared open space area requirements.
- b. Private Open Space.
 - i. Shall be a minimum of 300 square feet of private, contiguous, usable open space with no dimension less than 10 feet adjacent to each dwelling unit, for the exclusive use of the cottage resident.

9. Landscaping.

- a. ~~Layered space between porch and common area. Landscaping is an important feature to the transition between public and private spaces within Cottage Developments. The area between the commons and the covered porch shall be landscaped with vertically layered plant material. The width of the planted area shall be no less than 4' between any pedestrian pathway / common area and the start of the covered porch. The height of the planted area may vary, but shall be no less than 1 foot lower than the top of the porch railing at its tallest point.~~ **Shall be designed provided in accordance with Chapter 3.2 Landscaping**

10. Pathways.

- a. ~~Pathways shall be ADA compliant and a~~ minimum ~~six-four~~ **five**-foot-wide paved pedestrian pathway (sidewalks). ~~must be included to provide for movement of residents and guests from parking areas to each cottage, community building, interior courtyard and other amenities.~~

11. **Public Improvements.** Every cottage development shall improve the public right of way immediately adjacent to the cottage development.

E. Cottage Development Submittal Requirements.

The applicant shall submit an application containing all of the general information required for a Type III procedure, as governed by Chapter 4.1. In addition, the applicant shall submit the following:

1. A detailed project description by the applicant. This statement should include a description of the character of the proposed development **and how the proposal integrates itself into the existing community or existing master plan as appropriate.** ~~and the rationale behind the assumptions and choices made by the applicant;~~
2. Burden of Proof documenting compliance with all applicable approval criteria;
3. Complete application form with fee;
4. Electronic copies of all materials submitted (acceptable file types to be determined by the Community Development Director or designee); and,
5. Preliminary title report or equivalent printed within 90 days of the date of the application submittal.
6. Existing Conditions Site Plan.
7. Topographic Map at appropriate contour intervals to be determined by the Community Development Director.
8. Access and Circulation Map.

9. Site Plan – proposed.
10. Landscape/Open Space Plan.
11. Utility Plan.
12. Conceptual Drainage Plan (to include benchmarks and elevations at staffs discretion).
13. Elevations and floor plans of all proposed buildings.
14. Tentative Plat.
15. Copy of all existing covenants and restrictions, and general description of proposed restrictions or covenants (e.g., for common areas, access, parking, etc.).
16. Special studies prepared by qualified professionals may be required by the Community Development Director, Planning Commission or City Council to determine potential traffic, geologic, noise, environmental, natural resource and other impacts, and required mitigation.

F. **Cottage Development Approval Criteria.** The City shall make findings that all of the following criteria are satisfied when approving, or approving with conditions, the Cottage Development. The City shall make findings that at least one of the criteria is not satisfied when denying an application:

1. Land Division Chapter. All of the requirements for land divisions, as applicable, shall be met (Chapter 4.3);
2. Chapter 2 Land Use and Chapter 3 Design Standards. Land use and design standards contained in Chapter 2 and 3 are met, except as modified by Section 4.6.100.
3. Property Development Standards. Land use and design standards contained in Section 4.6.100 are met.
4. Architectural Features. The Cottage Development includes architectural features that complement and enhance positive characteristics of the site and surrounding area. Setbacks from streets shall be staggered or buildings otherwise provided with architectural features that assure variety and interest along the street. ~~Cottage Developments in the Commercial District shall comply with the 1880's Western Frontier Design Theme.~~
5. Compliance with Purpose of Cottage Development Chapter. The Cottage Development substantially meets the purpose of Section 4.6.100; and,
6. Conformance with applicable Public Works, Building and Fire code standards.

G. **Approval Durations, Extensions and Amendments**

1. Cottage Development Approval Duration. The Cottage Development approved by the Planning Commission shall expire **two (2)** ~~three (3)~~ years from the date on which the decision is final, if no construction or significant infrastructure improvements of the planned unit development has been initiated.
2. Extension. The City may, upon written request by the applicant and payment of the required fee, grant up to two (2) one-year extensions of the approval period. The first extension may be approved administratively. The second extension, if needed, shall be considered and may be granted by the original decision body at their discretion. Extensions may be considered if:

- a. No changes, unless modified as permitted in Chapter 4.1.700, have been made on the original Cottage Development as approved;
- b. There have been no changes to the applicable Comprehensive Plan policies and ordinance provisions on which the approval was based; and
- c. The extension is requested before expiration of the original approval.

H. **Modification to an Approved Cottage Development.** All proposed cottages and accessory buildings that are not reviewed under the initial land use review during the establishment of the Cottage Development through a land use review process are subject to the following;

1. The following minor modification examples may be approved administratively by the Community Development Director;
 - a. An increase to the amount of open space or landscaping;
 - b. Changes to dimensional standards identified in Section 4.6 as long as the minimum requirements are satisfied. Changes to dimensional standards approved as part of a land division shall be reviewed using Chapter 4.3 Land Divisions.
 - c. The location of buildings, proposed streets, parking and landscaping or other site improvements shall be as proposed, or as modified through conditions of approval. Changes in the location or alignment of these features by 25 feet or less or other changes of similar magnitude may be approved administratively. Changes to locations approved as part of a land division shall be reviewed using Chapter 4.3 Land Divisions
2. Other modifications are major modifications. See Chapter 4.1
3. The Community Development Director or the applicant shall have the right to refer a proposed amendment directly to the Planning Commission for their determination of whether or not the amendment creates a substantial adverse impact to the approved Cottage Development.

Chapter 4.2 - Site Plan Review

Sections:

- 4.2.100 Purpose
- 4.2.200 Applicability
- 4.2.300 Application Procedure
- 4.2.400 Submittal Requirements
- 4.2.500 Approval Criteria
- 4.2.600 Modifications
- 4.2.700 Approval Period, Expiration and Extension
- 4.2.800 Bonding and Assurances

4.2.100 Purpose

The purpose of Site Plan Review is to ensure that structures, parking areas, walks, refuse containers, landscaping and street improvements are properly related to their sites and to surrounding sites and structures; to protect natural features; and to encourage originality in site design and development in a manner which will enhance the physical appearance and attractiveness of the community.

4.2.200 Applicability

- A. Any new development, structure, building, or substantial alteration of an existing structure or use shall require Site Plan Review in accordance with Chapter 4.1 and 4.2 . For the purposes of this Chapter, the term "substantial alteration" shall mean any development activity as defined by this Code that generally requires a building permit and may exhibit one or more of the following characteristics:
1. The activity structurally alters the exterior of a structure, building or property **by more than 25% of the existing floor area up to an area not to exceed 500 square feet of additional area or both. Construction not requiring public improvements may be exempted from this requirement upon staff determination.**
 2. The activity involves changes in the use of a structure, building, or property from residential to commercial or industrial.
 3. The activity involves non-conforming uses as defined in Chapter 5.2

AGENDA ITEM SUMMARY



CITY OF SISTERS PLANNING COMMISSION

Meeting Date: July 21, 2016

Staff: Patrick Davenport

Type: Workshop

Dept: CDD

Subject: Preview of MOD 16-02 - Modification to approved Tentative Subdivision Plat (SUB 15-01)

Action Requested: Review modification proposal and provide applicant with feedback

Summary: Mr. Peter Hall, applicant on behalf of Three Sisters Partners LLC is requesting a modification to an approved tentative subdivision plat (SUB 15-01). The application is scheduled for a public hearing on the 08/19/16 Planning Commission meeting. Please find attached several plats supporting a request for modification to an approved tentative subdivision plat to enable the development of 9 cottage lots per Development Code Section 4.6.

The proposal offers two main features: 1) Shift the project phasing; 2) In proposed Phase 2 – exchange 6 single family lots for 9 Cottage lots and keep 4 of the 6 traditional single family lots. Portions of the proposed modification are dependent upon successful adoption of the previously discussed Development Code text revisions.

This is an opportunity for a preview of the request prior to the public hearing and staff requests the Planning Commission review the proposed modification and provide the applicant with feedback regarding the proposal. No specific approvals of the modification application are being requested as part of this discussion.

Attachments:

- A. Proposed tentative subdivision plat
- B. Color rendering of proposed cottages
- C. Current approved tentative subdivision plat (SUB 15-01)
- D. Recorded Final Plats for Phase 1.

Attached: Working draft of revisions to Chapter 4.6 Cluster Developments

PROJECT DATA

OWNER/APPLICANT:
 3 SISTERS PARTNERS, LLC
 1195 NW REDFIELD CIR
 BEND, OR 97701
 (541) 468-0141

ENGINEER/SURVEYOR:
 DEVTECH ENGINEERING
 3052 NW MERCHANT WAY, SUITE 107
 BEND, OR 97701

CURRENT ZONING:
 RESIDENTIAL & MULTI-FAMILY RESIDENTIAL

EXISTING LOTS:
 THREE SISTERS BUSINESS PARK TRACT 'A' & LOTS 9-19
 20.02 ACRES

PROPOSED LOTS:
 77 RESIDENTIAL, 1 MULTI-FAMILY RESIDENTIAL, 1 PARK AND OPEN SPACE

CURRENT USE:
 VACANT

TOPOGRAPHY:
 SLIGHT UNDULATIONS AND GENTLY SLOPING IN THE NORTHEAST DIRECTION

STREETS/ALLEYS:
 PUBLIC CITY OF SISTERS

DOMESTIC WATER:
 CITY OF SISTERS

SANITARY SEWER:
 SWALES/INFILTRATION TRENCHES

STORMWATER:
 SWALES/INFILTRATION TRENCHES

POWER:
 CENTRAL ELECTRIC COOP

TELEPHONE/COM:
 CENTURY LINK

CABLE TV/COM:
 BEND BROADBAND

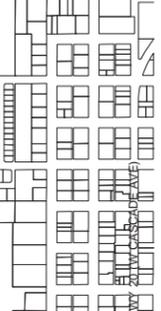
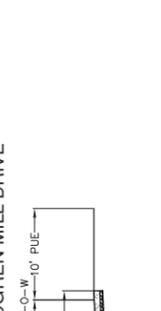
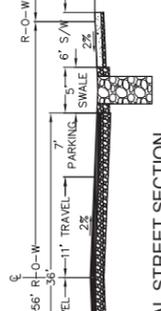
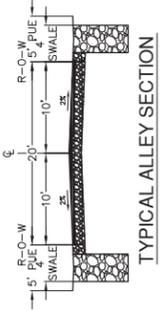
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 SISTERS SCHOOL DISTRICT

FIRE DISTRICT:
 SISTERS-CAMP SHERMAN RFD

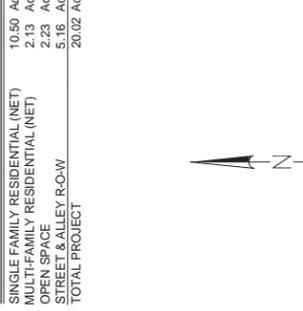
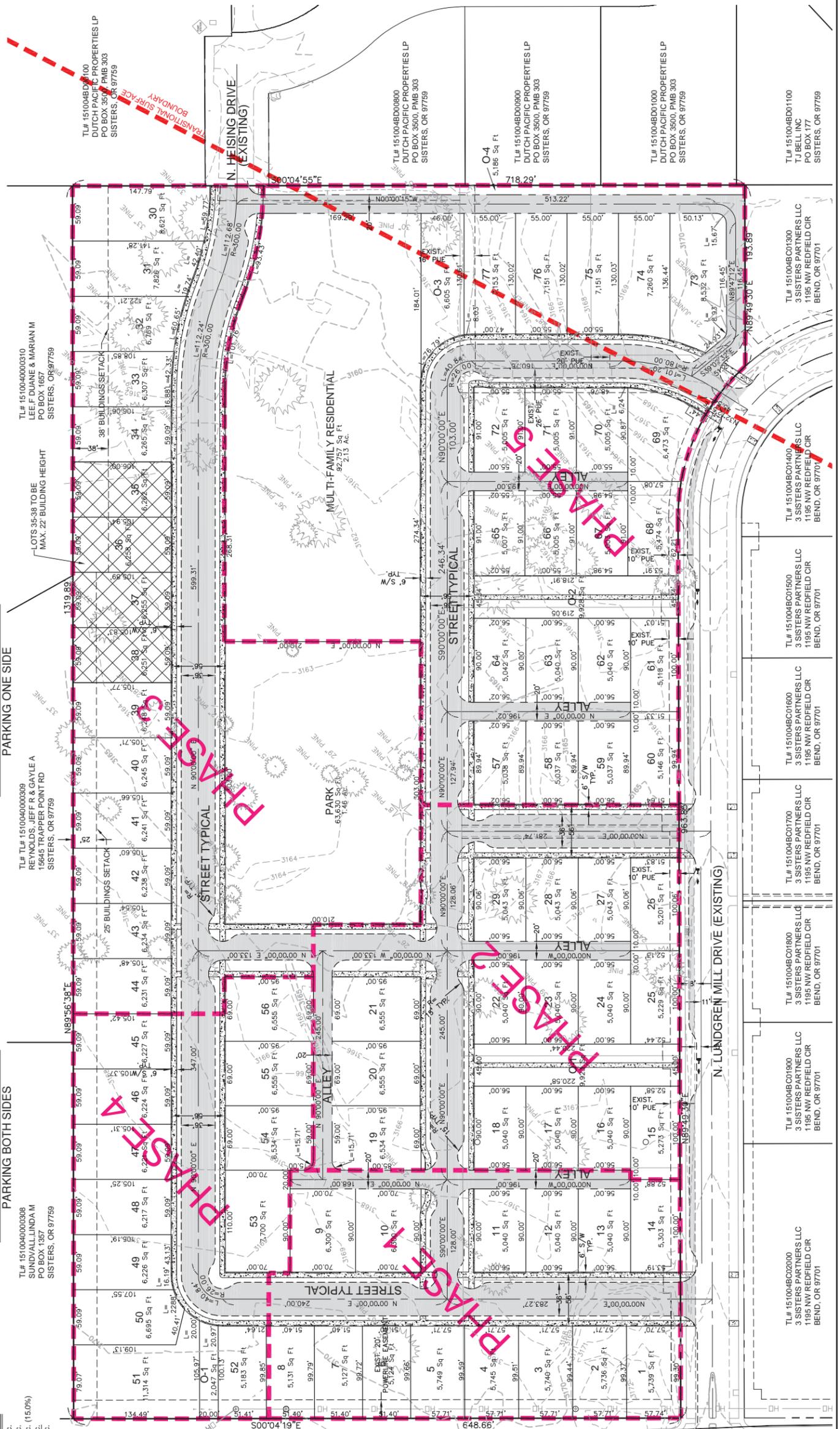
PROPOSED USE AREAS

SINGLE FAMILY RESIDENTIAL (NET)	10.50 AC.
MULTI-FAMILY RESIDENTIAL (NET)	2.13 AC.
OPEN SPACE	2.23 AC. (15.0%)
STREET & ALLEY R-O-W	5.16 AC.
TOTAL PROJECT	20.02 AC.

**TENTATIVE SUBDIVISION PLAN FOR
 3SP RESIDENTIAL SUBDIVISION
 BEING A
 RE-PLAT OF 3 SISTERS BUSINESS PARK TRACT 'A' AND LOTS 9-19
 LOCATED IN
 SISTERS, OREGON**



PROJECT LOCATION



DevTech Engineering Inc.
 Site Planning · Civil Engineering
 Land Surveying
 3052 NW Merchant Way, Ste 107
 Bend, OR 97701
 Phone: (541) 317-8429

**3 SISTERS PARTNERS
 TENTATIVE PLAT (OPTION #2)**
 PROJECT NO. 150108
 DRAWING FILE NAME: 3 SISTERS TP.DWG
 SCALE: 1"=60'

DATE	BY	REV#	REVISION
2/4/2016			
CHECKED BY: CDC			
DRAWN BY: CDC			

SHEET
TP2.0

TL# 151004B001000
 3 SISTERS PARTNERS LLC
 1195 NW REDFIELD CIR
 BEND, OR 97701

TL# 151004B001500
 3 SISTERS PARTNERS LLC
 1195 NW REDFIELD CIR
 BEND, OR 97701

TL# 151004B001600
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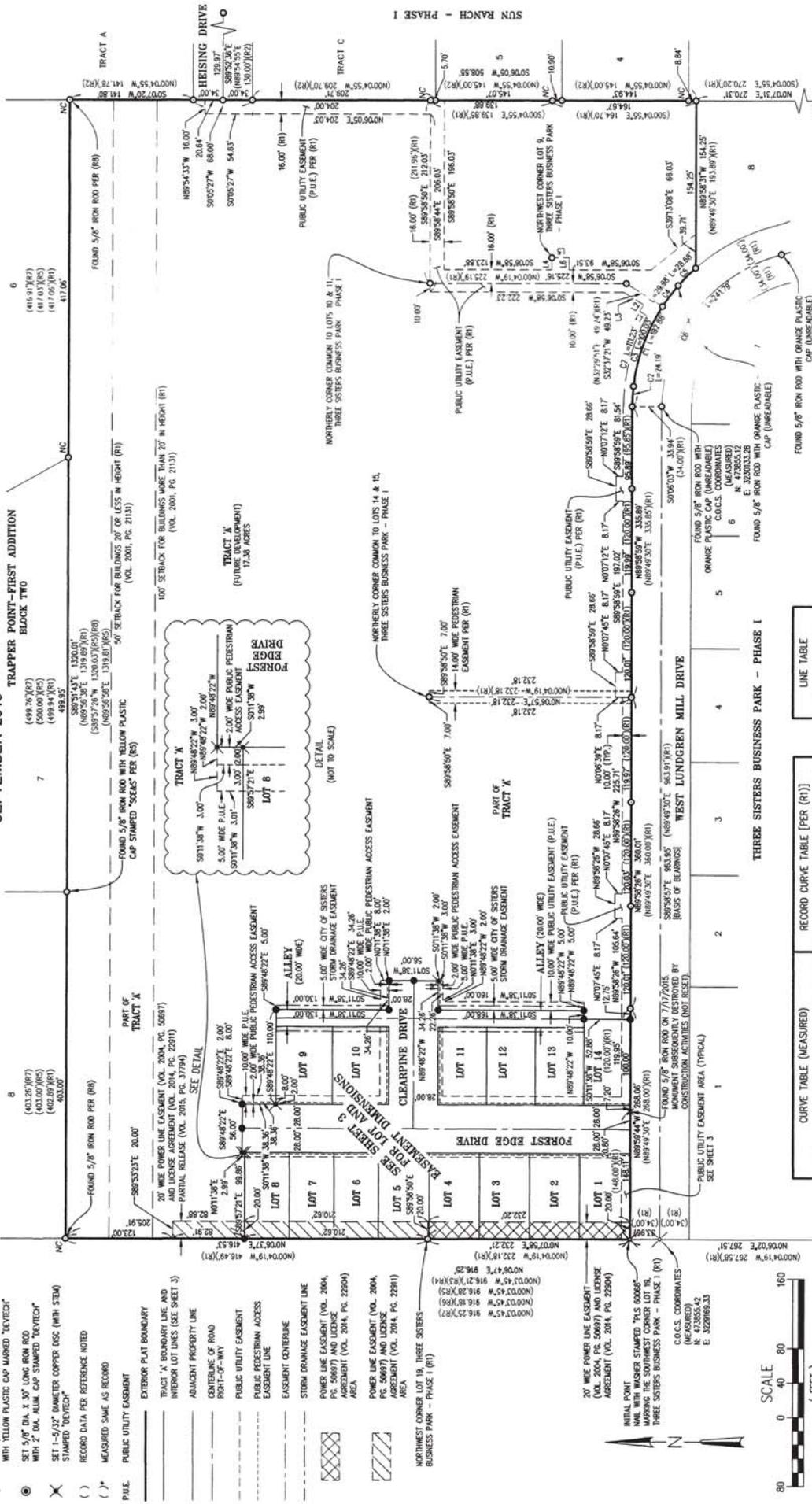
CS18968

CLEARPINE, PHASE 1

A REPLAT OF LOTS 9 THROUGH 19 & TRACT A, THREE SISTERS BUSINESS PARK - PHASE I LOCATED IN THE SOUTHWEST QUARTER (SW 1/4) OF THE NORTHWEST QUARTER (NW 1/4) OF SECTION 4, TOWNSHIP 15 SOUTH, RANGE 10 EAST, WILLAMETTE MERIDIAN, CITY OF SISTERS, DESCHUTES COUNTY, OREGON. SEPTEMBER 2015

DESCHUTES COUNTY SURVEYOR
FILED 10/20/15 BY: *g. o'connor*

- LEGEND**
- FOUND 5/8" DIA. IRON ROD WITH ORANGE PLASTIC CAP STAMPED "LS 60088" (UNLESS OTHERWISE NOTED)
 - NC
 - FOUND 5/8" DIA. IRON ROD (NO CAP)
 - FOUND NAIL WITH WASHER STAMPED "PLS 60088"
 - SET 5/8" DIA. X 30" LONG IRON ROD WITH YELLOW PLASTIC CAP MARKED "DEVTECH"
 - SET 5/8" DIA. X 30" LONG IRON ROD WITH 2" DIA. ALUM. CAP STAMPED "DEVTECH"
 - SET 1-1/2" DIA. COPPER DISC (WITH STEM) STAMPED "DEVTECH"
 - RECORD DATA PER REFERENCE NOTED
 - (*) MEASURED SAME AS RECORD
 - P.U.E. PUBLIC UTILITY EASEMENT
 - EXTERIOR PLAT BOUNDARY
 - TRACT 'X' BOUNDARY LINE AND INTERIOR LOT LINES (SEE SHEET 3)
 - ADJACENT PROPERTY LINE
 - CENTRELINE OF ROAD
 - RIGHT-OF-WAY
 - PUBLIC UTILITY EASEMENT
 - EASEMENT CENTRELINE
 - STORM DRAINAGE EASEMENT LINE
 - POWER LINE EASEMENT (VOL. 2004, PG. 50697) AND LICENSE AGREEMENT (VOL. 2004, PG. 22904)
 - POWER LINE EASEMENT (VOL. 2004, PG. 50697) AND LICENSE AGREEMENT (VOL. 2004, PG. 22911)
 - NORTHEAST CORNER LOT 19, THREE SISTERS BUSINESS PARK - PHASE I (RI)
 - 20' WIDE POWER LINE EASEMENT (VOL. 2004, PG. 50697) AND LICENSE AGREEMENT (VOL. 2004, PG. 22904)
 - INITIAL POINT NAIL WITH WASHER STAMPED "PLS 60088" MARKING THE SOUTHWEST CORNER LOT 19, THREE SISTERS BUSINESS PARK - PHASE I (RI)
 - C.O.C.S. COORDINATES (MEASURED) N: 473055.42 E: 3226169.33

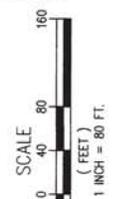


LINE TABLE

LINE	LENGTH	BEARING
L1	9.98	S17°27'00" W
L2	8.67	N08°50'30" W
L3	26.91	S32°27'21" W
L4	14.01	S08°50'30" E
L5	20.00	S08°50'30" E
L6	14.00	S08°50'30" E

RECORD CURVE TABLE [PER (RI)]

CI	LENGTH	BEARING	CHORD	DELTA	CHORD BEARING
C1	182.88'	217.81'	489.79'	177.56'	N65°55'46" W
C2	24.19'	217.81'	679.40'	24.18'	N08°45'04" W
C3	100.03'	217.81'	2518.52'	99.16'	N07°27'44" W
C4	26.86'	217.81'	753.09'	29.95'	N52°21'44" W
C5	28.66'	217.81'	732.27'	28.66'	N45°35'51" W
C6	241.79'	183.81'	752.024'	224.73'	N52°18'17" W



SHEET 2 OF 3
C&M 1/8" N.W. CORNER SEC. 4
FOUND 5/8" IRON ROD

DevTech Engineering Inc.
Site Planning - Civil Engineering
Land Surveying
3002 NW MERCHANT WAY, STE 107
BEND, OR 97701
Phone: (541) 317-8429

REGISTERED PROFESSIONAL LAND SURVEYOR
I. SCOTT C. BOLDUC DO HEREBY CERTIFY THIS MAP/LAYOUT TO BE A TRUE AND EXACT COPY OF THE ORIGINAL MAP
SCOTT C. BOLDUC
JULY 26, 2008
EXPIRES 12/31/2015

CS18968

I-135

CS18968

CLEARPINE, PHASE 1

A REPLAT OF LOTS 9 THROUGH 19 & TRACT A, THREE SISTERS BUSINESS PARK - PHASE 1, LOCATED IN THE SOUTHWEST QUARTER (SW 1/4) OF THE NORTHWEST QUARTER (NW 1/4) OF SECTION 4, TOWNSHIP 15 SOUTH, RANGE 10 EAST, WILLAMETTE MERIDIAN, CITY OF SISTERS, DESCHUTES COUNTY, OREGON, SEPTEMBER 2015

- LEGEND**
- FOUND 5/8" DIA. IRON ROD WITH ORANGE PLASTIC CAP STAMPED "S 60088" (UNLESS OTHERWISE NOTED)
 - FOUND 5/8" DIA. IRON ROD (NO CAP)
 - FOUND 5/8" DIA. IRON ROD WITH WASHER STAMPED "P/S 60088"
 - SET 5/8" DIA. X 30" LONG IRON ROD WITH YELLOW PLASTIC CAP MARKED "TECH"
 - SET 5/8" DIA. X 30" LONG IRON ROD WITH 2" DIA. ALUM. CAP STAMPED "TECH"
 - ✱ SET 1.5/16" DIAMETER COPPER DISC (WITH STEM) STAMPED "TECH"
 - () RECORD DATA PER REFERENCE NOTED
 - (/) MEASURED SAME AS RECORD

- P.U.L.E. PUBLIC UTILITY EASEMENT
- EXTERIOR PLAT BOUNDARY
- INTERIOR LOT LINES
- ADJACENT PROPERTY LINE
- CENTERLINE OF ROAD RIGHT-OF-WAY
- PUBLIC UTILITY EASEMENT
- PUBLIC PEDESTRIAN ACCESS EASEMENT LINE
- STORM DRAINAGE EASEMENT LINE
- POWER LINE EASEMENT (VOL. 2004, PG. 50697) AND LICENSE AGREEMENT (VOL. 2014, PG. 22904) AREA
- POWER LINE EASEMENT (VOL. 2004, PG. 50697) AND LICENSE AGREEMENT (VOL. 2014, PG. 22911) AREA

DESCHUTES COUNTY SURVEYOR
FILED 10/20/15 BY: JODIE

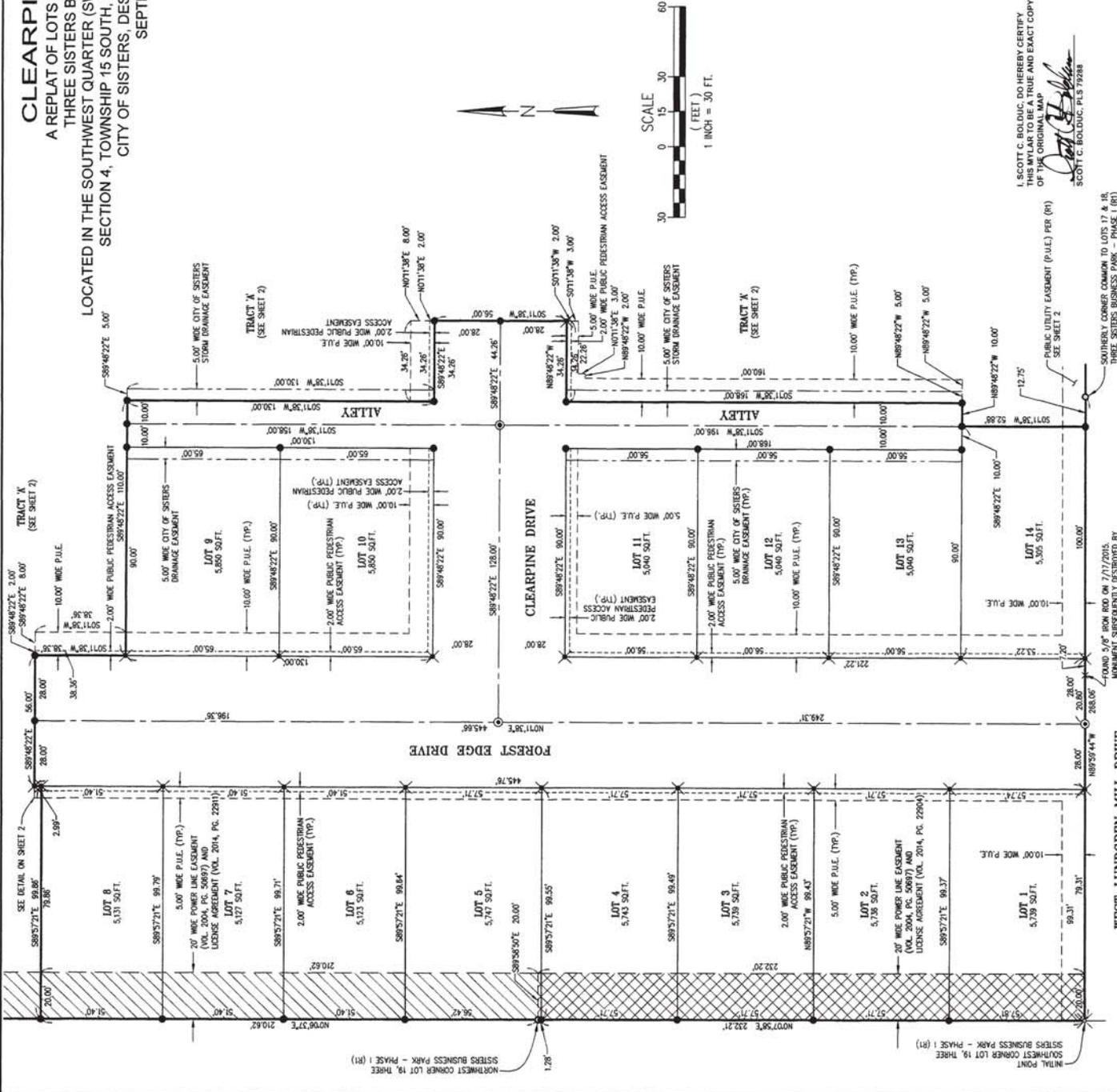
SHEET 3 OF 3

DevTech Engineering Inc.
Site Planning - Civil Engineering
Land Surveying
3052 NW MERCHANT WAY, STE 107
Bend, OR 97701
Phone: (541) 317-8429

REGISTERED PROFESSIONAL LAND SURVEYOR
OREGON
JULY 26, 2009
SCOTT C. BOLDUC
EXPIRES 12/31/2014

I, SCOTT C. BOLDUC, DO HEREBY CERTIFY THIS MYLAR TO BE A TRUE AND EXACT COPY OF THE ORIGINAL MAP.

SCOTT C. BOLDUC, PLS 79288



CS18968



Community Development Department FY 2015-16 Report

Following is the summary of building permits and land use approvals issued and other Department activities for the FY 15-16:

Building Permits Issued

SUBDIVISIONS	SFD	SFA	MF-2	MF-3	MF-4	Apts.	Mixed Use	
Adams St Commons						4		
Aspenwood	6							
ClearPine	2							
Cottage Grove	6							
Coyote Springs	1							
Edge O' the Pines	2							
Davidson Addition	3			1				
Highland Village	2							
Loe Brothers	2							
Pine St Commons	4							
Pine Meadow Village	7							
Pines of Sisters	1							
Roaring Springs	2							
Rolling Horse Meadows	1							
NSBP							1	
Saddlestone	7							
Timber Creek	1							
Skygate	3							
Sun Ranch	1						1	
Village Meadows	3							
Units summary	54			3		4	2	
Total residential building permits issued for FY 15-16:							63	

Key: SFD= Single Family Detached; SFA Single Family Attached; MF 2= Multifamily 2 or 3 or 4 units; Apts=Apartments; Mixed Use=Residential attached to commercial

- Accessory Dwelling Units building permits issued: 7

BUILDING PERMITS ISSUED FOR NEW COMMERCIAL CONSTRUCTION

New Construction	Major Additions/Expansions
Sue Zeitner: Glass Studio Live/Work	Fir St. Market Melvin's
Cascade Distillery	Sister Meat and Smokehouse
Sister's Mini Storage	Beacham's Clocks
Village Green Restroom/Shower	



- **186 trade permits:** 52 Mechanical; 15 Plumbing; 71 Electrical; 51 Miscellaneous (demo, etc.)
- **Sign permits: 33**
- **Code Enforcement:**
 - 114 received
 - 113 resolved
 - 2 ongoing

Development Review: 31

- **Appeals: 1**
 - AP 15-03: Appeal of Planning Commission's decision of approval for an Extension (EXT 15-01) request to an approved subdivision plan (SUB 10-02).
- **Conditional Use: 1**
 - See combined applications
- **Extensions: 3**
 - EXT 15-01: Extension to a previously approved subdivision plat (SUB 10-02) known as the McKenzie Meadow Village Subdivision.
 - EXT 15-02: Extension to a previously approved master plan application (MP 10-01) located in the McKenzie Meadow Village Subdivision.
 - EXT 16-02: Extension to a previously approved Minor Partition application (MNR 13-01) located at the Airport.
- **Final Plats: 5**
 - FP 15-04: 14 single-family lots, Phase 1 of 5 of the Clear Pine Subdivision.
 - FP 16-01: 7 single-family lots operated as Affordable Housing units in the Sky Gate Subdivision.
 - FP 16-02: 2 parcel partition for single-family development in the Edge O' the Pines Addition.
 - FP 16-03: 2 parcel partition for single-family development in the Edge O' the Pines Addition.
 - FP 16-04: 3 parcel partition to enable phasing for the Kuivato Subdivision.
- **Lot Consolidation: 1**
 - LLA 15-03: Lot consolidation turning 3 lots into a single lot within the Downtown Commercial zone.
- **Lot Line Adjustments: 1**
 - LLA 16-01: Lot line adjustment to Tract A of Sun Ranch Phase 1. This LLA is associated with a parcel partition (MNR 16-02) to enable a park parcel to be dedicated upon the final plat being recorded.
- **Minor Conditional Use: 1**
 - See combined applications
- **Minor Partitions: 4**
 - MNR 15-02: 2 parcel partition for single-family development in the Edge O' the Pines Addition.
 - MNR 16-01: 2 parcel partition for single-family development in the Edge O' the Pines Addition.
 - MNR 16-02: 3 parcel partition to enable phasing for underlying Kuivato Subdivision (SUB 15-03).
 - MNR 16-04: 2 parcel partition for single-family development in the Edge O' the Pines Addition.
- **Modifications: 1**
 - MOD 15-06: Modification to an approved preliminary subdivision plat (SUB 15-01) known as the ClearPine Subdivision.
- **Site Plan Reviews: 7**
 - SP 15-04: Site Plan approval for a distillery facility located in the North Sisters Business Park zone.



- SP 16-01: Site Plan approval for a remodel to an existing building for additional cooler/freezer space located in the Downtown Commercial zone.
- SP 16-02: Site Plan approval for a remodel to an existing building for additional storage and workspace located in the Downtown Commercial zone.
- SP 16-03: Site Plan approval for a live/work development to support manufacture of glass products located in the North Sisters Business Park zone.
- SP 16-04: Site Plan approval for a remodel to an existing building for additional storage space and kitchen located in the Downtown Commercial zone.
- SP 16-05: Site Plan approval for two lots within the West View Business Park. The first proposal is for a mixed use commercial structure with attached residential dwelling unit and the second proposal is for three 1-bedroom executive lodging suites.
- SP 16-06: Site Plan approval for a remodel to an existing building for contractor's offices located in the Light Industrial zone.
- **Subdivisions: 1**
 - SUB 15-03: 35 lot subdivision located in the Sun Ranch Residential zone known as the Kuivato Subdivision.
- **Text Amendments: 2**
 - TA 15-03: Various Development Code Text Amendments to Chapters 1.3, 2.2, 2.3, 2.4, and 3.2.
 - See Combined Applications
- **Combined Applications: 3**
 - CU 15-01, SP 15-03: Site Plan approval for the Formula Food Establishment, Dairy Queen.
 - MCU 15-01, SP 15-02: Site Plan approval for a mini-storage facility.
 - TA 15-02, ZC 15-02: Development Code Text Amendment and Zoning Map Amendment to establish a new zoning sub-district titled Pine Meadow Village Residential Single Family Sub District (R-PMV).
- **Business License reviews (new): # 38**
- **Transient Merchant License reviews: # 37**
- **Front Counter customer service inquiries: Approx. # 785**
- **Major accomplishments:**
 - Awarded grant: DLCDC Local Government: Creekside Campground Restroom
 - Transitioned responsibility for Building Code Administration to County
 - Updated City Parks Master Plan, revised Park SDC fees.

Future projects:

- **Long Range Planning:** Complete Urbanization Study and Update Comprehensive Plan
- **Development Code Updates:** TUPs; Mobile food units, landscaping, parking requirements for retail and office, Flood District Overlay (instead of zoning district) Affordable housing incentives; Art districts, NAICS designations for Use Table