



**Staff Report and Burden of Proof Statement
Sky Gate Subdivision**

FILE #: SUB #15-02

APPLICANT: Housing Works (Central Oregon Regional Housing Authority)

PROPERTY OWNER: Dutch Pacific Properties LLC

REQUEST / LOCATION: Type III Review of a subdivision to divide a 0.71 acre property into seven lots to enable the construction of seven single family detached residential dwellings. The address is unaddressed in Sisters, OR. The property is located in the West ½ of Section 4, Township 15 South, Range 10 East, Tax Lot 800, Tax Map 151004BD.

ENGINEER/SURVEYOR: H.A. McCoy Engineering & Surveying, LLC

STAFF: Patrick T. Davenport, Community Development Director

APPLICABLE CRITERIA: Chapter 4.1: Types of Applications and Review Procedures; Chapter 2.13 (Sun Ranch Residential Zoning District), Chapter 4.3 (Land Divisions); Chapter 3.1 (Access and Circulation); Chapter 3.2 (Landscaping and Screening); Chapter 3.3 (Vehicle and Bicycle Parking); Oregon Revised Statutes Chapter 92.

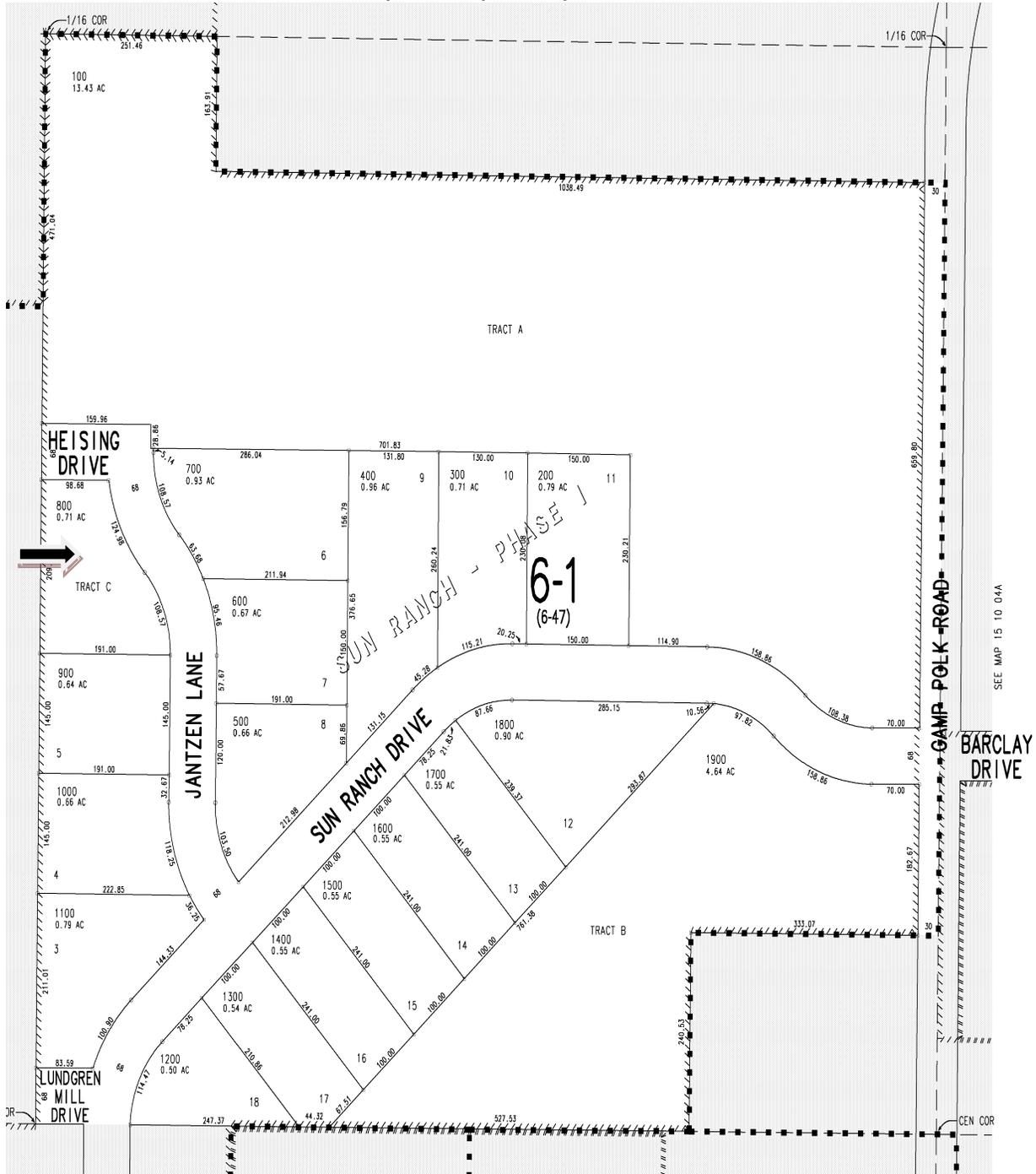
ZONING DESIGNATION: Sun Ranch Residential District

COMPREHENSIVE PLAN DESIGNATION: Single-Family Residential



CITY OF SISTERS PLANNING COMMISSION

Vicinity/Tax Map of Subject Site



SEE MAP 15 10 04A

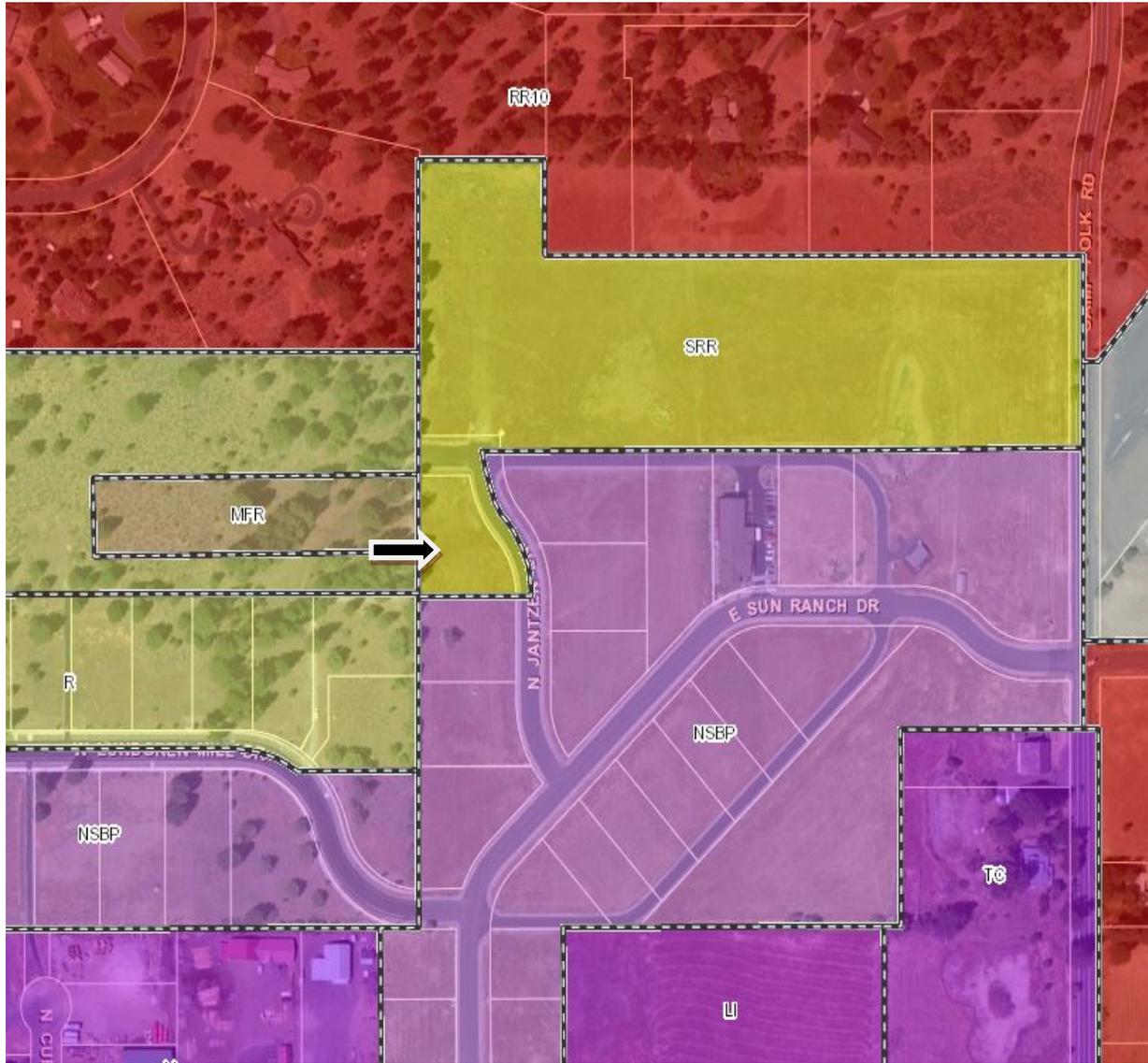


Aerial Image of Subject Site





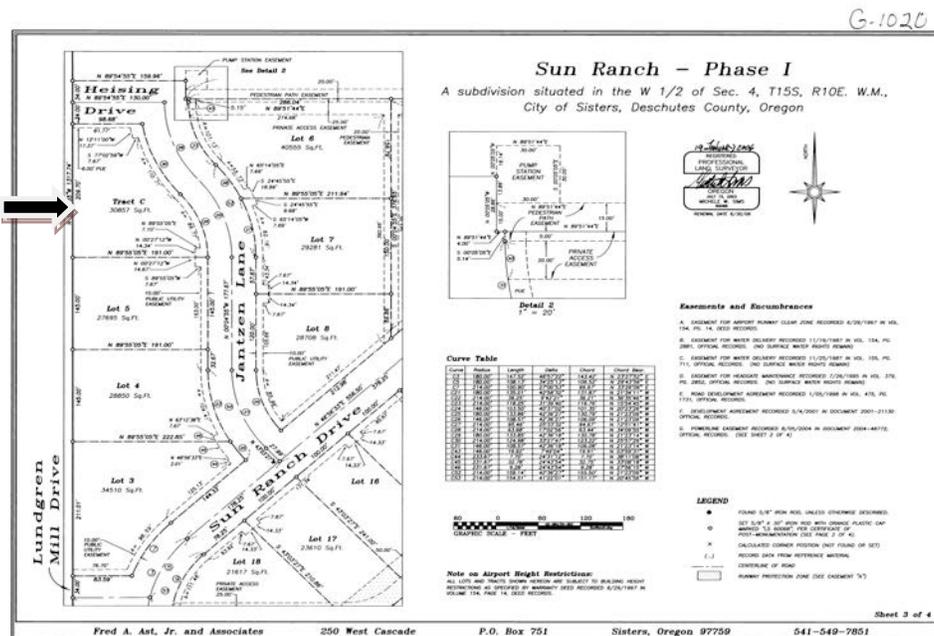
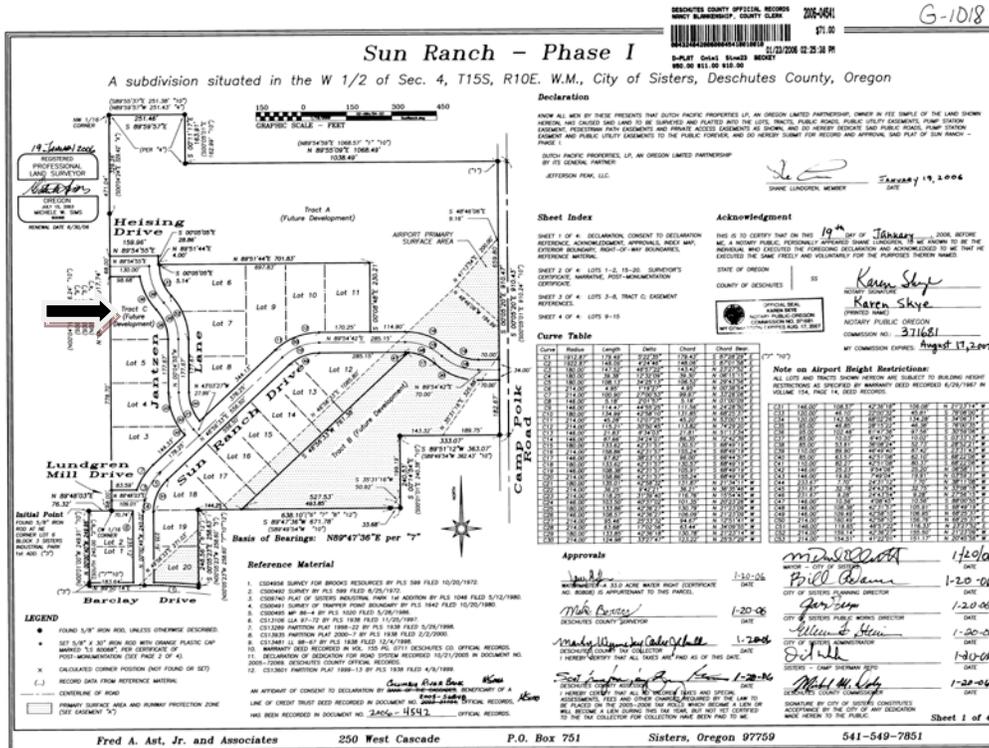
Zoning Map in Vicinity of Subject Site





CITY OF SISTERS PLANNING COMMISSION

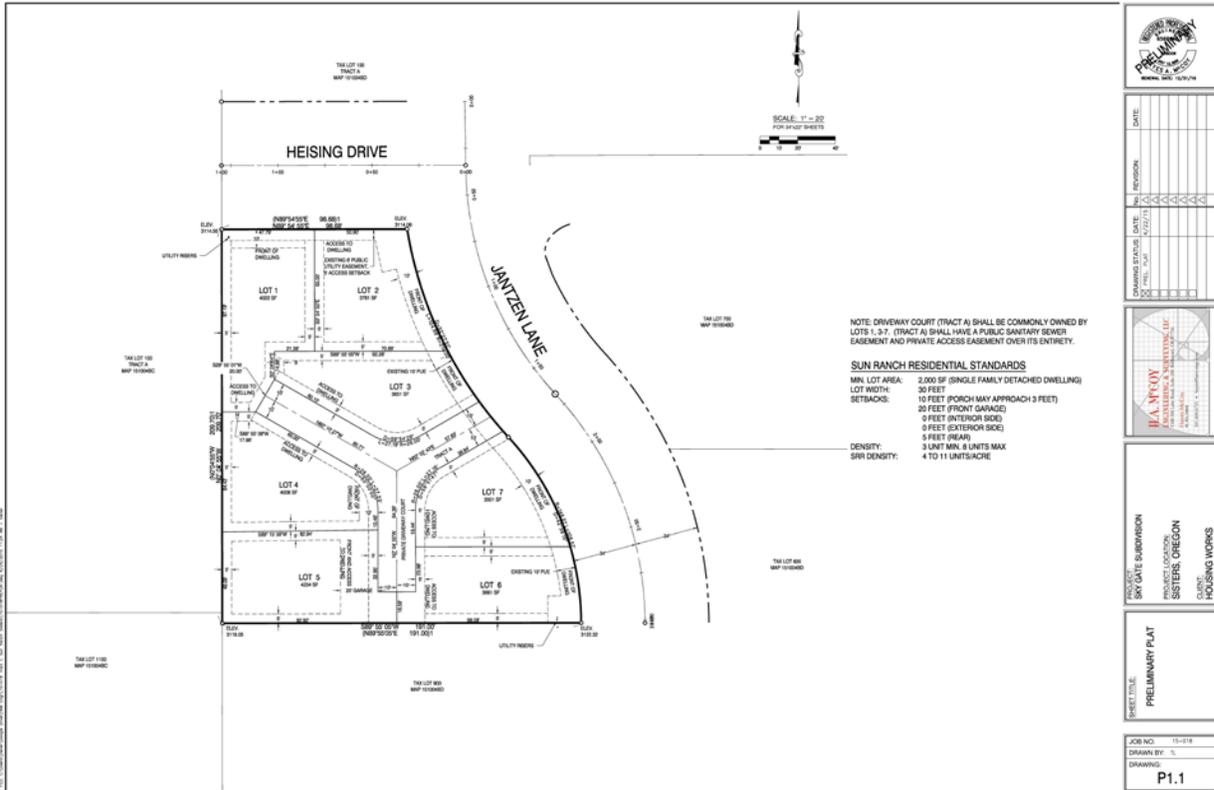
Previous Subdivision





CITY OF SISTERS PLANNING COMMISSION

Proposed Subdivision





BACKGROUND PROVIDED BY APPLICANT

1. **Lot of Record:** In 2003, Sun Ranch – Phase I was surveyed and platted into lots, tracts, public roads, public utility easements, pump station easement, pedestrian path easements, and private access easements. Said Tract C of the Sun Ranch Subdivision was future development and now the subject of the proposed subdivision.
2. **Site Description:** The project site is 0.71 acres and square in shape. The property is flat, cleared, and undeveloped.
3. **Surrounding Land Use:** To the north of the subject property is undeveloped residential property that is located in the Sun Ranch Residential zone. To the South and East is the undeveloped commercial property located in the North Sisters Business Park zone. To the West is undeveloped residential property located in the Multi-family Residential (MFR) and Residential (R) zone.
4. **Conclusionary Findings.** The following findings relate to compliance with applicable Deschutes County Code and Sisters Development Code standards and criteria. Compliance with Oregon Revised Statute 92 is assumed if compliance with these two development codes can be verified. In this report, the terms “subject property” or “site” within this document refer to the subject site under consideration.

ADDITIONAL BACKGROUND BY STAFF

5. On April 26, 2007, the subject property was affected by an approval for a Comprehensive Land Use Map Revision (CP #06-02 and Z #06-01) from Light Industrial to Sun Ranch Residential (ORD 365). On the same date, development code and zoning map amendments were also approved affecting the subject property and the SRR District (ORD 366).
6. On August 14, 2014, the subject property was affected by a text amendment (TA #14-02) and amendment to the Conditions of Approval Agreement (of April 26, 2007) attached to applications CP #06-01 and Z #06-01 (ORD 452).



Chapter 4.1 Types of Applications

4.1.200 Description of Permit/Decision Making Process *This proposal is for a preliminary plat of a seven lot subdivision and requires a Type III review by the Planning Commission.*

Chapter 4.3; Land Divisions. *The proposed subdivision is a Type III Procedure which requires a public hearing and a decision by the Planning Commission. The following approval criteria and standards apply, along with the applicant's and staff's response to each.*

4.3.100 Purpose

The purpose of this Chapter is to:

- A. Provide rules, regulations and standards governing the approval of subdivisions, partitions and lot line adjustments;*
- B. Carry out the City's development pattern, as envisioned by the Comprehensive Plan;*
- C. Encourage efficient use of land resources, full utilization of urban services, and adequate provisions for motor vehicle, pedestrian and bicycle circulation;*
- D. Promote the public health, safety and general welfare through orderly and efficient urbanization;*
- E. Lessen or avoid traffic congestion, and secure safety from fire, flood, pollution and other dangers;*
- F. Provide adequate light and air, prevent overcrowding of land, and facilitate adequate provision for transportation, water supply, sewage and drainage; and*
- G. Encourage the conservation of energy resources.*

Response: Purpose statements are not approval criteria or standards; rather they establish the parameters by which the actual approval standards and criteria for land divisions are administered.

Staff's Response: The applicant has provided a correct analysis of Section 4.3.100.



4.3.200 General Requirements

- A. *Compliance with ORS Chapter 92. All subdivision and partition proposals shall be in conformance with State regulations set forth in Oregon Revised Statute (ORS) Chapter 92, Subdivisions and Partitions.*

Response: The applicant understands this state regulation and the final plat shall comply with ORS 92.

- B. *Need for Adequate Utilities. All lots created through land division shall be served by public utilities and facilities such as sewer, gas, electrical, and water systems.*

Response: There are no known capacity issues in this area. The site can be served with City sewer and water Central Electric Cooperative can provide power. There are no natural gas providers in the City of Sisters other than private propane tanks, which may or may not be used in the future.

Staff's Response: The applicant has responded accurately to Sections 4.3.200.A and B.

- C. *Floodplain. (not applicable)*

- D. *Cul-de-sacs shall be "day-lighted" to provide pedestrian and bicycle access as allowed by neighboring properties as shown below. The Planning Commission, in conjunction with tentative subdivision plat applications, shall approve the design of all day-lighted cul-de-sacs (opening width, fencing, landscaping, hardscape, etc.).*

Response: No cul-de-sacs are proposed.

Staff's Response: The applicant has responded accurately to Sections 4.3.200.C through E.

- E. *Easements for sewers, storm drainage and water quality facilities, water mains, electric lines or other public utilities shall be dedicated on a final plat, or provided for in the deed restrictions, prior to any connection to public infrastructure, in conformance to the Public Works Construction Standards, latest edition.*

Response: All easements needed for this subdivision shall be shown on the final plat and accordingly dedicated where dedications are necessary.

Staff's response: All proposed easements must be illustrated on construction plans and subsequently illustrated on the final plat.

- F. *Public Improvements Required. Before City approval is certified on the final plat, all required public improvements shall be installed, inspected, and approved in accordance with the City's Public Works Construction Standards, latest edition. Alternatively, the subdivider/partitioner shall provide a performance guarantee, in accordance with Section 4.3.800.*

Response: The applicant understands this requirement and shall comply.



- G. *Underground Utilities. This standard applies only to proposed subdivisions. All utility lines including, but not limited to, those required for electric, communication, lighting and cable television services and related facilities shall be placed underground, except for surface mounted transformers, surface mounted connection boxes and meter cabinets which may be placed above ground, temporary utility service facilities during construction, and high capacity electric lines operating at 50,000 volts or above. The following additional standards apply to all new subdivisions, in order to facilitate underground placement of utilities:*
1. *The developer shall make all necessary arrangements with the serving utility to provide the underground services. Care shall be taken to ensure that above ground equipment does not obstruct vision clearance areas for vehicular traffic (Chapter 3.1);*
 2. *The City reserves the right to approve the location of all surface mounted facilities;*
 3. *All underground utilities, including sanitary sewers and storm drains installed in streets by the developer, shall be constructed prior to the surfacing of the streets; and*
 4. *Stubs for service connections shall be long enough to avoid disturbing the street improvements when service connections are made.*
 5. *Exception to Under-Grounding Requirement. An exception to the under-grounding requirement may be granted due to physical constraints, such as steep topography, sensitive lands or refusal by utility companies.*

Response: The applicant shall comply with these criteria and standards.

Staff's Response: The applicant has responded accurately to Sections 4.3.200.F and G.

- H. *Dedication Requirements.*
1. *Where a proposed park, playground or other public use shown in a plan adopted by the City is located in whole or in part in a subdivision, the City shall require the dedication or reservation of this area on the final plat for the subdivision.*
 2. *If determined by the Planning Commission to be in the public interest in accordance with adopted Comprehensive Plan policies and the City of Sisters Park Plan, and where an adopted plan of the City does not indicate proposed public use areas, the City shall require the dedication or reservation of areas within the subdivision of a character, extent and location suitable for the development of parks and other public uses.*
 3. *All required dedications or reservations of public use areas shall conform to Section 4.3.200.K (Conditions of Approval).*

Response: No dedications are proposed by the applicant, and none appear to be necessary.



Staff's Response: Dedication of a public park- The Conditions of Approval Agreement dated April 26, 2007 and subsequent Amended Conditions of Approval (both attached) require the dedication of an approximately ½ acre public park. The specific area of dedication is attached to this staff report. Regarding the dedication requirements, the Amended Agreement enables the City to initiate a land division to create the park area...". At this time, the City is declining to initiate the park area dedication but reserves the right to exercise this requirement at a future date. A condition of approval will reflect this.

- I. *Acquisition by Public Agency. If the developer is required to reserve land area for a publicly owned park, playground, or other public use, the land shall be acquired by the appropriate public agency within 24 months following final plat approval, at a price agreed upon prior to approval of the plat, or the reservation shall be released to the property owner.*

Response: See prior response.

Staff's Response: Staff's prior response is applicable to this Section. In addition, the aforementioned Approval agreement specified payment of water rights. An option to provide a well site for the City plus 1 acre of water rights was chosen as an option in lieu of \$120,560 cash value for 10.96 acres of water rights. Satisfying the terms of Condition #5 should be considered as a Condition of Approval to require the property owner, prior to issuance of the seventh building permit for this subdivision, the property owner of record must submit a proposal to the City that satisfies this condition.

- J. *System Development Charge Credit. Dedication of land to the City for public use areas shall be eligible as a credit toward any required system development charge for parks.*

Response: No SDC credits are sought since no park dedication is proposed.

Staff's Response: The aforementioned requirement regarding dedication of a park area was not in lieu of park SDC fees. Therefore, payment of park SDCs will still be required at the issuance of building permits.

- K. *Conditions of Development Approval. No development may occur unless required public facilities are in place or are guaranteed in conformance with the provisions of this Code and the Public Works Construction Standards, latest edition.. Improvements required as a condition of development approval, when not voluntarily accepted by the applicant, shall be roughly proportional to the impact of development. Findings in the development approval shall indicate how the required improvements are roughly proportional to the impact.*

Response: The applicant understands that certain public improvements will likely be required adjacent to the subject site where the roads are not yet fully improved.



Staff's Response: The City Engineer provided review comments in a letter dated June 1, 2015 (attached). All required improvements specified in this letter are hereby incorporated into the conditions of approval.

- L. *When subdividing or partitioning tracts into large lots (i.e., greater than two times the minimum lot size allowed by the underlying land use district), the lots shall be of such size, shape, and orientation as to facilitate future re-division in accordance with the requirements of the land use district and this Code.*

Response: The applicant understands the subdividing or partitioning requirements and will comply.

- M. *Streets shall be extended to the boundary lines of the parcel or tract to be developed, when the Hearings Body determines that the extension is necessary to give street access to or permit a satisfactory future division of, adjoining land. The point where the streets temporarily end shall conform to 1-3, below.*

1. *These extended streets or street stubs to adjoining properties are not considered to be cul-de-sacs since they are intended to continue as through streets when the adjoining property is developed.*
2. *A barricade (e.g., fence, bollards, boulders or similar vehicle barrier) shall be constructed at the end of the street by the sub-divider and shall not be removed until authorized by the City or other applicable agency with jurisdiction over the street. The cost of the barricade shall be included in the street construction cost.*
3. *Temporary turnarounds (e.g., hammerhead or bulb-shaped configuration) shall be constructed for stub streets over 150 feet in length and in accordance to Oregon Fire Code.*

Response: The proposal submitted meets these criteria.

Staff's Response: The applicant has adequately addressed criteria in 4.3.200.L and M.

4.3.300 Infill Development Options *Some lots in existing neighborhood may have standard widths but may be unusually deep compared to other lots in the area. Infill candidate areas generally consist of unused space at the back of a lot that may provide room for one or more lots for infill housing. Infill lots may be developed as "flag lots" or "driveway courts" as defined herein.*

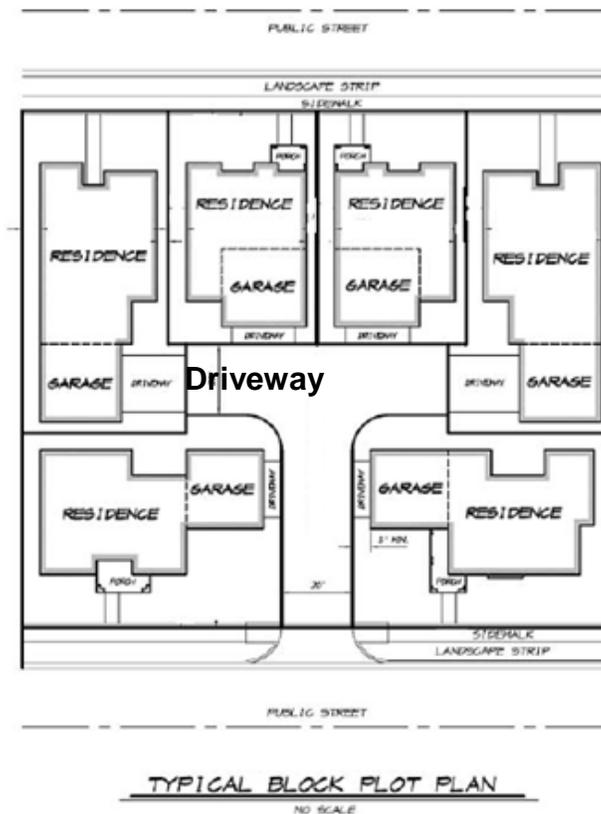
- A. *Flag Lots. (not applicable)*
- B. *Driveway courts. Driveway provide access to public or private streets. Driveway courts are intended to facilitate residential infill and redevelopment of properties when no other development alternative exists. Driveway court development shall comply with the following development standards.*
1. *Minimum private drive aisle pavement width shall be 20 feet.*



2. *Pavement width shall be recorded as an easement or a tract and shall include private utility easements as needed and shall be maintained by property owners association or other legal entity.*
3. *Maximum length of the driveway court shall be 150 feet from the centerline of the intersecting street to the centerline of the driveway court.*
4. *No parking is allowed within the driveway court. "No Parking" signs shall be required and maintained.*
5. *A pedestrian pathway shall be provided at the "T" to connect to adjoining development.*
6. *Design shall be in compliance with the provisions of the Oregon Fire Code.*
7. *All buildings shall have their primary entrance oriented to a street where feasible.*

Response: The plans submitted comply with items one through seven above.

Figure 4.3.400.D - Driveway Court



Staff's Response: The applicant has responded accurately to Sections 4.3.300.A and B.



4.3.400 Approval Process

A. Subdivision and Partition Approval through Two-step Process. Applications for subdivision or partition approval shall be processed through a two-step process; the preliminary plat and the final plat.

1. The preliminary plat shall be approved before the final plat can be submitted for consideration and approval; and
2. The final plat shall include all conditions of approval of the preliminary plat.

Response: The applicant understands this two-step process and shall comply.

B. Review of Preliminary Plat. Review of ... preliminary plats with more than 3 lots (subdivision) shall be processed as a Type III procedure under 4.1.500. All preliminary plats shall be reviewed using approval criteria contained in Section 4.3.600.

Response: The applicant understands this is a Type III review process per 4.1.500.

C. Review of Final Plat. Review of a final plat for a subdivision or partition shall be processed as a Type I procedure under Chapter 4.1.300, using the approval criteria in Section 4.3.700.

Response: The applicant understands that chapter 4.1.300 and 4.3.700 apply to final plat review.

D. Preliminary Plat Approval Period – Single Phased Development. Preliminary plat approval shall be effective for a period of two (2) years from the date of approval (the date it is mailed by the City) for single-phased land divisions. The preliminary plat shall lapse if a final plat has not been submitted within a 2-year period.

Response: This section is advisory.

E. Preliminary Plat Approval Period – Multi Phased Development. (not applicable)

Staff's Response: The applicant has responded accurately to Sections 4.3.400.A through E.



4.3.500 Preliminary Plat Submittal Requirements

- A. General Submittal Requirements. *The following information shall be submitted:*
- B. Preliminary Plat Information. *In addition to the general information described in Subsection A above, the preliminary plat application shall consist of drawings and supplementary written material (i.e., on forms and/or in a written narrative) adequate to provide the following information:*
1. *General Information:*
 - a. *Name of subdivision (not required for partitions). This name must not duplicate the name of another subdivision in the county in which it is located (please check with County Surveyor);*
 - b. *Date, north arrow, and scale of drawing;*
 - c. *Location of the development sufficient to define its location in the city, boundaries, and a legal description of the site;*
 - d. *Names, addresses and telephone numbers of the owners, designer, and engineer or surveyor if any, and the date of the survey; and*
 - e. *Identification of the drawing as a "preliminary plat".*
 2. *Site analysis:*
 - a. *Streets: Location, name, present width of all streets, alleys and right-of-way on and abutting the site;*
 - b. *Easements: Width, location and purpose of all existing public and private easements of record on and abutting the site;*
 - c. *Utilities: Location and identity of all utilities on and abutting the site. If water mains and sewers are not on or abutting the site, indicate the direction and distance to the nearest one and show how utilities will be brought to standards;*
 - d. *Ground elevations shown by contour lines at 5-foot vertical intervals for ground slopes exceeding 10 percent and at 2-foot intervals for ground slopes of less than 10 percent. Such ground elevations shall be related to some established benchmark or other datum approved by the County Surveyor. This requirement may be waived for partitions when grades, on average, are less than 6 percent;*



- e. *The location and elevation of the closest benchmark(s) within or adjacent to the site (i.e., for surveying purposes);*
 - f. *Potential natural hazard areas, including any flood plains, areas subject to high water table, landslide areas, and areas having a high erosion potential;*
 - g. *Sensitive lands, including wetland areas, streams, wildlife habitat, and other areas identified by the City or natural resource regulatory agencies as requiring protection;*
 - h. *Site features, including existing structures, pavement, large rock outcroppings, areas having unique views, and drainage ways, canals and ditches;*
 - i. *Designated historic and cultural resources on the site and adjacent parcels or lots;*
 - j. *The location, size and species of trees having a caliper (diameter) of eight inches or greater measured at four feet above grade in conformance with Chapter 3.2, and, any tree with a historic designation regardless of size;*
 - k. *North arrow, scale, name and address of owner;*
 - l. *Name and address of project designer, if applicable; and*
 - m. *Other information, as deemed appropriate by the Community Development Director or designee. The City may require studies or exhibits prepared by qualified professionals to address specific site features and code requirements.*
 - n. *A Traffic Impact Statement or Study may be required at the discretion of the Community Development Director or designee for any development that will generate less than 200 vehicle trips per day. A Traffic Impact Study shall be required for any development that generates more than 200 vehicle trips per day.*
3. *Proposed improvements:*
- a. *Public and private streets, tracts, driveways, open space and park land; location, names, right-of-way dimensions, approximate radius of street curves; and approximate finished street center line grades. All streets and tracts which are being held for private use and all reservations and restrictions relating to such private tracts shall be identified;*
 - b. *Easements: location, width and purpose of all easements;*
 - c. *Lots and private tracts (e.g., private open space, common area, or street); approximate dimensions, area calculation (e.g., in square feet), and identification numbers for all lots and tracts;*



- d. *Proposed uses of the property, including all areas proposed to be dedicated to the public or reserved as open space for the purpose of surface water management, recreation, or other use; potential location of future buildings;*
- e. *Proposed improvements, as required by Chapter 3 (Design Standards), and timing of improvements (e.g., in the case of streets, sidewalks, street trees, utilities, etc.);*
- f. *Preliminary location of development showing that future buildings can meet dimensional standards of base zone;*
- g. *The proposed source and preliminary plans for domestic water;*
- h. *The proposed method and preliminary plans of sewage disposal and method and preliminary plans of surface water drainage and treatment, if required;*
- a. *The approximate location and identity of utilities, including the locations of street lighting fixtures;*
- i. *Proposed railroad crossing or modifications to an existing crossing, if any, and evidence of contact with Oregon Department of Transportation related to proposed railroad crossing(s);*
- j. *Changes to navigable streams, or other water courses. Provision or closure of public access to these areas shall be shown on the preliminary plat, as applicable;*
- k. *Identification of the base flood elevation for development of more than 3 lots may be required at the discretion of the Community Development Director or designee. If required, written evidence of initiation of a Federal Emergency Management Agency (FEMA) flood plain map amendment shall be required when development is proposed to modify a designated 100-year flood plain. FEMA approval of the amendment may be a condition of city land use approval;*
- l. *Evidence of written notice to the Oregon Department of Transportation (ODOT) for any development requiring access to a highway under the State's jurisdiction; and*
- m. *Evidence of written notice to the applicable natural resource regulatory agency (ies) for any development within or adjacent to jurisdictional wetlands and other sensitive lands.*
- n. *Phase development plan shall include the following;*
 - 1. *Overall tentative plan, including phase or unit sequence, and the schedule of initiation of improvements and projected completion date.*



2. *Overall facility development phasing plan, including transportation and utility facility plans that specify the traffic pattern plan for motor vehicles, bicycles and pedestrian, water systems plans, sewer system plans and utility plans.*
3. *Development and phasing plans for any common elements or facilities.*

Response: These submittal requirements shall be met by the applicant.

Staff Response: The applicant has complied with Section 4.3.500.

4.3.600 Approval Criteria for Preliminary Plat

A. General Approval Criteria. *The City may approve, approve with conditions or deny a preliminary plat based on the following approval criteria:*

1. *All relevant provisions of the Comprehensive Plan are met.*

Response: The Development Code expresses the goals, policies and objectives of the Comprehensive Plan. Because the proposed development meets the terms of the Development Code, it also complies with the Sisters Comprehensive Plan.

2. *The proposed preliminary plat complies with all of the applicable Development Code sections and other applicable ordinances and regulations. At a minimum, the provisions of this Chapter, and the applicable sections of Chapter 2 (Land Use Districts) and Chapter 3 (Design Standards) shall apply;*

Response: The applicant believes that this proposal fully complies with the applicable portions of Chapter 2 and Chapter 3.

3. *The proposed plat name is not already recorded for another subdivision, and satisfies the provisions of ORS Chapter 92;*

Response: The applicant has searched the Deschutes County Surveyor's data base for duplicate subdivision names; the name Sky Gate Subdivision chosen for this subdivision is unique and is not duplicated.

Staff's Response: The applicant has received approval for a subdivision name (Skygate) from Deschutes County.

4. *The proposed streets, roads, sidewalks, bicycle lanes, pathways, utilities, and surface water management facilities are laid out so as to conform or transition to the plats of subdivisions and maps of major partitions already approved for adjoining property as to width, general direction and in all other respects. All proposed public improvements and dedications are identified on the preliminary plat; and*



Response: The submittal complies with this criterion.

5. *All proposed private common areas and improvements (e.g., homeowner association property) are identified on the preliminary plat.*

Response: The submittal complies with this criterion.

Staff's Response: The applicant has complied with Section 4.3.600.A.1, 3 and 4. Compliance with Section 4.3.600.A.2 is discussed later in the staff report.

- B. *Housing Density. The subdivision meets the City's housing density standards of Chapter 2.*

Response: The proposal meets the density range required in the Sun Ranch Residential District.

Staff Response: **Chapter 2.13.1000 Special Standards for Certain Uses** provides a maximum number of residential units allowed in the SRR District. The maximum number is 45 and the proposal to develop 7 reduces the remaining units to be constructed in the SRR District to 38.

- C. *Conditions of Approval. The City may attach such conditions as are necessary to carry out provisions of this Code, and other applicable ordinances and regulations, and may require reserve strips be granted to the City for the purpose of controlling access to adjoining undeveloped properties.*

Response: *The City typically puts conditions of approval onto land divisions such as this one that pertain to such things as the timing of public improvements, recording easements, and so on. The applicant understands this and anticipates that any conditions of approval shall be fair and equitable.*

Staff's Response: The aforementioned Conditions of Approval and Amended Conditions of Approval required certain conditions regarding the provision of affordable housing units and public improvements.

Affordable Housing requirements: The Amended Conditions of Approval (Condition #8) require seven units of affordable housing to be constructed and a partnership with an affordable housing program established. The applicant, Housing Works, a locally operating affordable housing provider, is working closely with the landowner to develop these seven lots as an affordable housing portfolio. The applicant has satisfied the requirements for the provision of affordable housing units as required by the conditions of approval attached to prior land use decisions.

Dedication of a sewer pump station site: The property has satisfied this requirement.

Dedication of a future well site of approximately 10,000 square feet (Condition of Approval #5): Currently, the well site is within an easement. In order to satisfy this requirement, the timing of this provision needs to be set. In the Draft Conditions of Approval for this application, a condition stating that prior to issuance of the seventh building permit, the



current property owner must submit a proposal to the City that satisfies this condition. The City will work with the developer to complete the required transaction.

4.3.700 Final Plat Submission Requirements and Approval Criteria

- A. Submission Requirements. *Final plats shall be reviewed and approved by the City prior to recording with Deschutes County. The applicant shall submit the final plat within two years of the approval of the preliminary plat as provided by Section 4.3.400. Specific information about the format and size of the plat, number of copies and other detailed information can be obtained from the Community Development Director or designee.*
- B. Approval Criteria. *By means of a Type I procedure, the Community Development Director or designee shall review the final plat and shall approve or deny the final plat based on findings regarding compliance with the following criteria:*
- 1. The final plat complies with the approved preliminary plat, and all conditions of approval have been satisfied;*
 - 2. All public improvements required by the preliminary plat have been installed and approved by the Community Development Director or designee. Alternatively, the developer has provided a performance guarantee in accordance with Section 4.3.800.*
 - 3. The streets and roads for public use are dedicated without reservation or restriction other than reversionary rights upon vacation of any such street or road and easements for public utilities;*
 - 4. The streets and roads held for private use have been approved by the City as conforming to the preliminary plat;*
 - 5. The plat contains a dedication to the public of all public improvements, including but not limited to streets, public pathways and trails, access reserve strips, parks, sewage disposal, storm drainage and water supply systems;*
 - 6. The applicant has provided copies of all recorded homeowners association Code, Covenants, and Restrictions (CC&R; s); deed restrictions; private easements and agreements (e.g., for access, common areas, parking, etc); and other recorded documents pertaining to common improvements recorded and referenced on the plat);*
 - 7. The plat complies with the applicable sections of this Code (i.e., there have been no changes in land use or development resulting in a code violation since preliminary plat approval);*
 - 8. Certification by the City or service district, as applicable, that water and sanitary sewer service is available to each and every lot depicted on the plat; or bond, contract or other*



assurance has been provided by the subdivider/partitioner to the City that such services will be installed in accordance with Public Works Construction Standards, latest edition, and the bond requirements of Section 4.3.800. The amount of bond, contract or other assurance by the subdivider/partitioner shall be determined by a registered professional engineer, subject to review and approval by the City;

9. *The plat contains an affidavit by the surveyor who surveyed the land, represented on the plat to the effect the land was correctly surveyed and marked with proper monuments as provided by ORS Chapter 92, and indicating the initial point of the survey, and giving the dimensions and kind of such monument, and its reference to some corner established by the U.S. Geological Survey or giving two or more permanent objects for identifying its location.*

Response: These standards and criteria are advisory at this point, and shall apply when the final plat is submitted following the tentative plat review and approval.

4.3.800 Performance Guarantees

- A. *Performance Guarantee Required. When a performance guarantee is required under Section 4.3.200(F), the subdivider/partitioner shall file an assurance of performance with the City supported by one of the following:*
 1. *Cash deposit, or*
 2. *A surety bond executed by a surety company authorized to transact business in the State of Oregon which remains in force until the surety company is notified by the City in writing that it may be terminated.*
- B. *Determination of Sum. The assurance of performance shall be for a sum determined by the City as required to cover the cost of the improvements and repairs, including related engineering and incidental expenses.*
- C. *Itemized Improvement Estimate. The developer shall furnish to the City an itemized improvement estimate, certified by a registered civil engineer, to assist the City in calculating the amount of the performance assurance.*
- D. *Agreement. An agreement between the City and developer shall be recorded with the final plat that stipulates all of the following:*
 1. *Specifies the period within which all required improvements and repairs shall be completed;*
 2. *A provision that if work is not completed within the period specified, the City may complete the work and recover the full cost and expenses from the applicant;*



3. *Stipulates the improvement fees and deposits that are required.*
4. *Provides for construction of the improvements in stages and for the extension of time under specific conditions therein stated in the contract.*

The agreement may be prepared by the City, or in a letter prepared by the applicant. It shall not be valid until it is signed and dated by both the applicant and authorized City representative.

- E. *When the Subdivider Fails to Perform. In the event the developer fails to carry out all provisions of the agreement and the City has un-reimbursed costs or expenses resulting from such failure, the City shall call in the bond or cash deposit for reimbursement.*
- F. *Termination of Performance Guarantee. The developer shall not cause termination of nor allow expiration of the guarantee without having first secured written authorization from the City.*

Response: The applicant understands that bonding is an option to building in certain circumstances. Although the applicant doesn't anticipate needing to bond any improvements, the available option is understood.

4.3.900 Filing and Recording

- A. *Filing plat with County. Within 60 days of the City approval of the final plat, the applicant shall submit the final plat to Deschutes County for signatures of County officials as required by ORS Chapter 92.*
- B. *Proof of recording. Upon final recording with the County, the applicant shall submit to the City a mylar copy and 3 paper copies of all sheets of the recorded final plat. This shall occur prior to the issuance of building permits for the newly-created lots.*
- C. *Prerequisites to recording the plat.*
 1. *No plat shall be recorded unless all ad valorem taxes and all special assessments, fees, or other charges required by law to be placed on the tax roll have been paid in the manner provided by ORS Chapter 92.*
 2. *No plat shall be recorded until it is approved by the County Surveyor in the manner provided by ORS Chapter 92.*

Response: These criteria are advisory at this point until the final plat is ready to record.



2.13.100 Purpose

The purpose of the Sun Ranch Residential district is to provide an opportunity for housing for persons who work or own businesses within the Sun Ranch Tourist Commercial district, and neighboring North Sisters Business Park district. Another purpose of the Sun Ranch Residential District is to provide a residential transition area from the urban uses within the City to the low density, rural uses beyond the City limits. Development standards aim at providing flexibility in lot sizes and setbacks in order to cluster homes and protect open spaces. Residential density is relatively low in the sub-district to transition between uses.

Response: The applicant is proposing seven of the forty-five residential units. There are no zero lot lines proposed in the plan.

Sisters Development Code, Chapter 2.13 —Sun Ranch Residential District

Table 2.13.300 A Use Table for the Sun Ranch Residential District

Land Use Category	Permitted/Special Provisions/Conditional Use
Residential	
Single-family detached dwellings	P/See Section 2.13.1000
Cottage Developments	P / Ch. 4.6
Manufactured Dwelling on Individual Lot	P/SP
Townhome	P/SP
Zero lot line dwellings	P/SP
Home occupation	P/SP
Accessory dwelling on a single family or manufactured dwelling lot	P/SP
Residential home	P/SP
Family child care (Care for no more than 16 children)	P
Public and Institutional	
Multi-use trails, paths and connections	P
Open space, park space and similar uses	P
Miscellaneous	



<i>Accessory uses and structures</i>	<i>P/SP</i>
<i>Vacation Rentals</i>	<i>P/SP</i>

Key: P = Permitted SP = Special Provisions MCU = Minor Conditional Use Permit
CU = Conditional Use Permit

Response: The intended uses are single family dwellings, which are ‘outright permitted uses’ in this zoning district.

Staff’s response: The proposed use meets the requirements for Section 2.13.100 and 300. Section 2.13.200 will apply for any structures or uses falling under Chapter 2.15 Special Provisions. Other structures or uses proposed in the future may need to be addressed under the Special Provisions section.

2.13.400 Lot Requirements

A. Lot size and frontage

The minimum lot size for a single-family dwelling is 2,000 square feet. Single-family dwelling lot sizes for subdivisions may be averaged. Other requirements of the Development Code must be met and may preclude lots from being developed at or below the minimum lot size. All lots within the Sun Ranch Residential district shall have frontage on a private or public street, unless lots without frontage are approved during subdivision review process upon a finding that physical access to the lots by residents is effectively assured by other means. Lot frontages, where required, shall be a minimum average width of 30 feet as determined during subdivision, but no lot shall be less than 20 feet wide.

Response: The subjected property meets all lot requirements (lot size and frontage).

Staff Response: The proposal meets the requirements of 2.13.400.A

2.13.500 Height Regulations

No building or structure shall be hereafter erected, enlarged or structurally altered to exceed a height of 25 feet.

Response: The intended uses are single family dwellings, which are proposed to meet the requirements of the height regulations.

Staff Response: Dwellings are limited to 25’ in height per Section 2.13.500.

2.13.600 Setbacks and Building Orientation

All building setbacks within the Sun Ranch Residential district shall be measured from the property line to the building wall or foundation, whichever is less. Decks and/or porches greater than 30” in height that require a building permit are not exempt from setback standards. Setbacks for decks and porches are measured from the edge of the deck or porch to the property line. The setback standards listed below apply to primary structures as well as accessory structures. A Variance is required in accordance with Chapter 5.1 to modify any setback standard.



A. Front Yard Setback

The minimum front yard setback is 10 feet except that a porch may encroach 3 feet into the required front yard setback, except the minimum setback adjacent to Camp Polk Road is 20 feet. For those lots that have garages on site that are accessed from the front yard, the front of the garage door shall be setback 20 feet from the front property line.

B. Side Yard Setback

There is no minimum side yard setback required except where clear vision standards apply and except the minimum setback adjacent to Camp Polk Road is 20 feet.

When a zero lot line house shares a side property line with a non-zero lot line development, the zero lot line building shall be setback from the non-zero property line by a minimum of 10 feet.

C. Rear Yard Setback

There shall be a minimum of a 5-foot rear yard setback except the minimum setback adjacent to Camp Polk Road is 20 feet.

D. Boundary Yard Setback

A boundary setback is established for all buildings for a distance of 24 feet as shown in Figure 2.13.600 in lieu of setbacks in 2.13.600 A-C. The property within the boundary setback area shall be commonly owned or maintained.

1. Special Setbacks. The special setback for residences proposed on the north side of the road to serve the Sun Ranch Residential district that are subject to the 24-foot Boundary Yard Setback shall be 14 feet from the edge of the Boundary Yard Setback. Accessory structures proposed on properties subject to the 24-foot Boundary Yard Setback that are less than 12 feet in height shall be setback at least 2 feet from the Boundary Yard Setback line with a landscape buffer between the accessory structure and boundary setback. Accessory structures taller than 12 feet proposed on properties subject to the 24-foot Boundary Yard Setback shall meet the setbacks for residential structures.

Response: The applicant understands the regulation and meets the setback. Proposed front of dwellings are depicted on the tentative plat.

E. Building Orientation

Buildings shall have their primary entrance oriented towards the adjacent street frontage or common access/area that provides access to the lot.

Response: The applicant understands the regulation of building orientation. The tentative plat depicts building frontage orientation towards the adjacent street frontage where applicable.

F. Access Spacing

Driveway accesses onto local public streets except Camp Polk Road shall be separated from other driveways by a minimum of 15 feet (as measured from the sides of the driveway). Driveway spacing on Camp Polk Road (collector road) shall be governed by the City's Transportation Systems Plan. Shared driveways shall be utilized if needed to meet this requirement.



Response: The applicant understands the regulation of access spacing. The project site is not adjacent to Camp Polk Road.

Staff Response: The applicant's proposal meets the requirements of Section 2.13.600.A through F.

2.13.700 Lot Coverage

The maximum lot coverage for all structures is 60%.

Response: The applicant understands and will comply with the 60% maximum lot coverage.

Staff Response: Section 2.13.700 enables up to a 60% lot coverage and will be enforced during the building permit process.

2.13.800 Off-Street Parking

The off-street parking requirements for uses in the Sun Ranch Residential district may be satisfied by off-site parking lots, structures, or garages per Chapter 3.3. Parking Location and Shared Parking. Parking requirements for uses are established by Chapter:

3.3 – Vehicle and Bicycle Parking, of the Sisters Development Code. For residential units, a minimum of one garage per unit. For example, if two off-street parking spaces are required per unit, one must be enclosed.

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Response: Off-street parking requirements shall be met by garages and driveways. Garages are proposed for all single family dwellings. Driveways and parking spaces shall be provided to meet off-street parking.

Staff Response: The applicant's proposal meets the requirements of Section 2.13.800

2.13.900 Landscape Area Standards

A minimum of 20 percent of the gross lot area of proposed developments shall be landscaped according to Chapter 3.2 of the Sisters Development Code.

Response: Landscape Area Standards will be met on final plat.

Staff's Response: Prior to the issuance of each building permit, the applicant will be required to illustrate the landscaping provisions.

2.13.1000 Special Standards for Certain Uses

A. Residential Uses

1. *The number of residential units within the Sun Ranch Residential district shall not exceed 45.*
2. *No more than four (4) attached townhomes or zero lot line dwelling units in a row may be permitted.*
3. *Construction and Maintenance Easement. Prior to building permit approval, the applicant shall submit a copy of a recorded easement for every zero-lot line house that guarantees rights for the purpose of construction and maintenance of structures and yards for the affected adjoining property. The easement shall stipulate that no fence or other obstruction shall be placed in a manner that would prevent maintenance of structures on the subject lot.*
4. *Prior to approval of building permits for structures containing residential units, the owner(s) of the property shall sign, notarize, and record a waiver of remonstrance prohibiting resident(s) and owners and all successors of the proposed residential units from making complaints or claims against permitted uses on adjacent light industrial lands. A copy of the recorded waiver of remonstrance shall be provided to the City at the time of application for said building permit. The waiver of remonstrance shall not preclude the ability of residents from acting against uses that do not comply with applicable local, state, and federal health and safety regulations.*

Response: The applicant is proposing seven single-family dwellings (of the 45 allowed). No zero lot line dwelling units are proposed. A recorded waiver, signed and notarized, will be submitted to the city at the time of application for said building permit.

Staff Response: The applicant meets the requirements of Section 2.13.1000

3.1.300 Vehicular Access and Circulation

A. Traffic Study and Control Requirements

1. *The City or other agency with access jurisdiction may require a traffic study prepared at applicant/developers expense by a qualified professional to determine access, circulation and other transportation requirements. A Traffic Impact Study shall be required for all development applications that will result in a traffic impact or increase in traffic impact of 200 or more average daily trips (ADT).*
2. *Traffic control devices, subject to the approval of the Hearings Body, shall be required with development when traffic signal warrants are met, in conformance with the Oregon State Highway Capacity Manual, and Manual of Uniform Traffic Control Devices. The location of traffic control devices shall be noted on approved street plans. Where a proposed street intersection will result in an immediate need for a traffic signal or other traffic control device, a device meeting approved specifications shall be installed. The developer's cost and the timing of improvements shall be included as a condition of development approval.*

3. *Traffic-calming features, such as curb extensions, narrow residential streets, and special paving shall be required where appropriate and in accordance with the Transportation System Plan and Public Works' Standards and Specifications, latest edition, in order to slow traffic in neighborhoods and areas with high pedestrian traffic and to maximize a pedestrian friendly environment.*

Response: This application is for a seven-lot subdivision. Single family dwellings generate sixty-seven average daily trips, so the net result will be below the 200 ADT threshold that would otherwise trigger a traffic study. No traffic-calming features are proposed and the applicant believes that none are necessary.

- B. *Access Management.*** *The City or other agency with access permit jurisdiction may require the closing or consolidation of existing curb cuts or other vehicle access points, recording of reciprocal access easements (i.e., for shared driveways), development of a frontage street, installation of traffic control devices, and/or other mitigation as a condition of granting an access permit, to ensure the safe and efficient operation of the street and highway system*

Response: Access to six of these lots will be a private driveway court, which accesses Jantzen Lane, a designated collector street. The remaining lot will access directly from Heising Drive.

- C. *Fire Access and Turnarounds.*** *When required under the Oregon Fire Code, fire access lanes with turnarounds shall be provided. Except as waived in writing by the Fire Marshal, a fire equipment access drive shall be provided for any portion of an exterior wall of the first story of a building that is located more than 150 feet from an existing public street or approved fire equipment access drive. The drive shall contain unobstructed adequate aisle width (20 feet) and turn-around area for emergency vehicles. The Fire Marshal may require that fire lanes be marked as "No Stopping/No Parking."*

Response: The Sisters – Camp Sherman Fire District will be provided the plan for preliminary review. The applicant will provide 'no stopping / no parking' signage along the 20 foot wide private driveway court.

- D. *Vertical Clearances.*** *Except for drive-through windows, all driveways, private streets, aisles, turn-around areas and ramps shall have a minimum vertical clearance of 13' 6" for their entire length and width.*

Response: The interior driveway complies with this standard.

- E. *Vision Clearance.*** *Visual obstructions between three (3) feet and eight (8) feet in height are subject to Special Provisions, Vision Clearance.*

Response: Based on the lot and driveway configuration, the two vision clearance areas will be located at the intersection of the driveway and Jantzen Lane.

- F. *Surface Options.*** *Required driveways, aprons, parking areas, aisles, and turn-arounds shall be paved with asphalt, concrete or comparable durable surfacing, subject to review and approval by the Community Development Director. Properties located in the Light Industrial (LI) District shall*

refer to Chapter 2.6.

Response: The applicant will pave the private driveway with asphalt concrete.

Staff Response: The applicant meets the requirements of Section 3.1.300.A through F.

G. Surface Water Management. All driveways, parking areas, aisles and turn-arounds shall have on-site collection or infiltration of surface waters to eliminate sheet flow of such waters onto public rights-of-way and abutting property. Surface water facilities shall be constructed in conformance with City standards. Swales may be considered to control surface water.

Response: The applicant has provided a drainage plan with the subdivision submittal.

Staff Response: The developer is required to submit construction plans which will illustrate this provision in more detail.

H. Private Streets and Alleys. Public and private streets and alleys shall conform to the standards in the City of Sisters Public Works Construction Standards, latest edition. While alley intersections and sharp changes in alignment shall be avoided, the corners of necessary alley intersections shall have a radius of not less than 20 feet.

Response: The applicant will comply with this requirement.

I. Access Standards

1. Access spacing standards

Figure 3.1.300.A. Access Spacing Standards

Street Facility	Maximum spacing* of roadways	Minimum spacing* of roadways	Minimum spacing* of roadway to driveway	Minimum Spacing* driveway to driveway
<i>Arterial</i>	<i>1,000 feet</i>	<i>660 feet</i>	<i>330 feet</i>	<i>330 feet or combine</i>
<i>Collector:</i>	<i>600 feet</i>	<i>330 feet</i>	<i>100 feet</i>	<i>100 feet or combine</i>
<i>Neighborhood/Local</i>	<i>600 feet</i>	<i>150 feet</i>	<i>50 feet</i>	<i>10 feet</i>

Notes: *Measured centerline to centerline

Response: The applicant meets all the standards of the minimum spacing of roadway to driveway requirements specified in the access spacing standards. Jantzen Lane is a local street. The proposed driveway is 123 feet offset from the centerline of the driveway to the centerline of Heising Drive. Therefore the proposed location meets the minimum spacing of 50 feet. Heising Drive is a local street. The proposed driveway is 58 feet offset from the centerline of the driveway to the centerline of Jantzen Lane. Therefore the proposed location meets the minimum spacing of 50 feet.

2. Properties with Multiple Frontages

- 3. Alley Access.** *If a property has access to an alley or lane, direct access to a public street is not permitted.*

Response: This section is not applicable for this subdivision

4. Closure of Existing Accesses.

5. Shared Driveways on Arterial Streets.

6. Frontage Streets and Alleys

7. Exceptions

Response: No exceptions appear to be needed.

8. Access Management Plan.

J. Driveways, Access Connections and Driveway Design

1. Driveway Approaches.

2. Driveway Construction.

Response: The applicant shall comply when the lots develop.

- K.** *No development may occur unless required public facilities are in place or are guaranteed in conformance with the provisions of this Code. Improvements required as a condition of development approval, when not voluntarily accepted by the applicant, shall be roughly proportional to the impact of development. Findings in the development approval shall indicate how the required improvements are roughly proportional to the impact. All public improvements shall be in conformance with the City of Sisters Public Works Construction Standards, latest edition.*

Response: The applicant understands this requirement and will comply.

Staff Response: The applicant meets the requirements of Section 3.1.300.H through K. All specification details in this Section will be provided on subsequent construction plans.

3.1.400 Pedestrian/Bicyclist Access and Circulation (not applicable)

- A. Site Layout and Design.** *To ensure safe, direct, and convenient pedestrian circulation, all developments shall provide a continuous pedestrian system. The pedestrian system shall be based on the standards in subsections 1-3, below:*

- 1. Continuous Access and Circulation System.** *The pedestrian/bicycle circulation system shall extend throughout the development site and connect to all future phases of development, and to existing or planned off-site adjacent trails, public parks, and open space areas to the*

greatest extent practicable. The developer may also be required to connect or stub pathways or multi-use paths to adjacent streets and to private property with a previously reserved public access easement for this purpose.

Response: The applicant will comply with all Continuous Access and Circulation System requirements.

2. ***Safe, Direct, and Convenient.*** *Pathways and multi-use paths within developments shall provide safe, reasonably direct, and convenient connections between primary building entrances and all adjacent streets*

Response: This section is not applicable for this subdivision

3. ***Pathway Connections within Development.*** *Connections within developments shall conform to the following standards:*
 - a. *Pathways shall connect all building entrances to one another to the extent feasible;*
 - b. *Pathways shall connect all on-site parking areas, storage areas, recreational facilities and common areas, and shall connect off-site adjacent uses to the site to the extent feasible. Topographic or existing development constraints may be cause for not making certain pathway connections, as generally shown in Figure 3.1.400A; and*

Response: This section is not applicable for this subdivision.

Staff's Response: The applicant has provided accurate responses for Section 3.1.400.A.1 through 3.

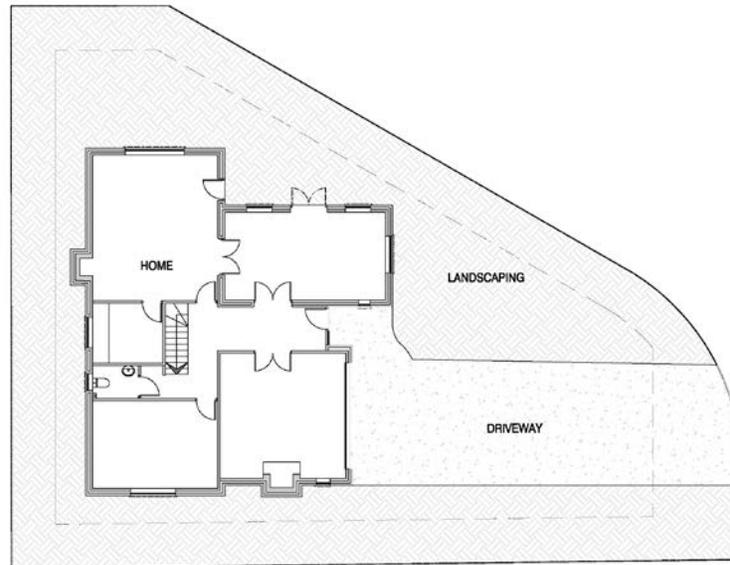
3.2.200 Landscape Requirements

A. Requirements by Zone. *In the following designated districts, not less than the stipulated percent of gross site area shall be occupied by landscaping.*

1. *Residential (R), twenty (20%) percent.*
2. *Residential Multiple Family (RMF), twenty (20%) percent.*
3. *Downtown Commercial (DC), ten (10%) percent.*
4. *Highway Commercial (HC), ten (10%) percent.*
5. *Light Industrial (LI), five (5%) percent.*
6. *Public Facility (PF), ten (10%) percent*
7. *Open Space (OS), twenty-five (25%) percent*
8. *North Sisters Business Park Sub-district (NSBP), twenty (20%) percent*
9. *Sun Ranch Tourist Commercial (TC), ten (10%) percent*
10. *Sun Ranch Residential (SRR), twenty (20%) percent*
11. *Floodplain (FP), thirty (30%) percent*
12. *Urban Area Reserve, twenty (20%) percent*

Response: This subdivision is located in the Sun Ranch Residential (SSR), twenty (20%) percent is required in this zone for landscaping. Landscaping will be placed around all proposed dwellings and shall consist of lawns, shrubs, and decorative trees. Landscaping shall exceed the 20% requirement. Street trees shall be planted along the frontage of Jantzen and Heising and is

shown in the preliminary street improvement plan. Below is a typical lot layout with a dwelling, driveway, garage, and landscaping (cross hatched pattern).



Staff's response: Landscaping requirements will be illustrated during submission for building permits and are required to be installed prior to certificate of occupancy is issued.

Summary and Conclusion

The preceding sections document that this subdivision application SUB #15-02 conforms to the applicable approval criteria of the Sisters Development Code and staff recommends approval subject to the Conditions of Approval drafted on the following page.

- I. **Agency Comments are provided as attachments specified below**
- II. **Public Comments: No public comments have been received prior to publication of this report**
- III. **Exhibits:** The following exhibits make up the record in this matter (these are contained in file SUB 15-02 and are available for review at the City of Sisters City Hall):
 - A. Application
 - B. Combined Burden of Proof and Staff report
 - C. Tentative Subdivision Plans
 - D. Previous subdivision plat
 - E. Transportation analysis letter: from H.A Mcoy dated April 22, 2015
 - D. Letters from reviewing agencies:
 1. City Engineer, Erik Huffman, P.E. dated: REV June 9, 2015
 2. Sisters Camp Sherman Fires District, Gary Marshall dated May 5, 2015.
 3. Oregon Department of Aviation, Jeff Caines dated May 15, 2015
 - E. Preliminary Title Report
 - F. Franchise Utility providers "Will Serve" letters
 - G. Conditions of Approval Agreement (04/26/07) for application CP #06-02 and Z #06-01

- H. Amended Conditions of Approval Agreement (09/24/2014).
- I. Housing Works program pamphlet
- J. Future park site
- K. Draft Conditions of Approval for this application
- L. Draft Planning Commission Resolution

-----**END OF REPORT**-----

This decision is subject to appeal. The appeal must be filed within 14 (fourteen) days of the date the final decision is mailed. Any appeal must be on a form provided by the City; must be accompanied by the required fee, and must be accompanied by a statement listing the specific reasons(s) for the appeal. See the Sisters Development Code Chapter 4.1 for appeals procedures. For information regarding appeals, contact the Sisters City Hall, Community Development Department, at (541) 549-6022.

Failure to raise an issue with specificity within the appeal form may preclude an appeal to LUBA, and may prevent the ability of the appellant from collecting damages in Circuit Court.

THE FINAL PLAT SHALL NOT BE RECORDED AND NO PERMITS SHALL BE ISSUED UNTIL ALL CONDITIONS ARE MET AND THE APPEAL PERIOD HAS EXPIRED. AN APPEAL SHALL AUTOMATICALLY STAY THE ISSUANCE OF PERMITS UNTIL THE APPEAL PROCESS HAS CONCLUDED.

Mailed by:

Date

Conditions of Approval on following page

DRAFT Conditions of Approval

1. The Conditions of Approval Agreement dated April 26, 2007 and subsequent Amended Conditions of Approval require:
 - a. The dedication of an approximately ½ acre public park. At this time, the City is declining to initiate the park area dedication but reserves the right to exercise this requirement at a future date. Payment of park SDCs will still be required at the issuance of building permits.
 - b. Affordable Housing requirements: The Amended Conditions of Approval (Condition #8) require seven units of affordable housing to be constructed and a partnership with an affordable housing program established. The applicant has satisfied the requirements for the provision of affordable housing units in the Sun Ranch Residential District.
 - b. Dedication of a future well site of approximately 10,000 square feet and payment of 1 acre of water rights (Condition of Approval #5): Prior to issuance of the seventh building permit for this subdivision, the property owner of record at the time of this application or his successors must submit a proposal to the City that satisfies this condition. The City will work with the developer to complete the required transaction.
2. The City Engineer review comments dated June 1, 2015 and Sisters-Camp Sherman Fire Marshall review comments dated May 5, 2015 are hereby incorporated into the conditions of approval.
3. Dwelling heights are limited to 25.0’.
4. Airport Overlay: Form ODA 7460-1 must be filed prior to building permit application. A response from ODA is required prior to issuance of the building permit. House and yard light details are required to be submitted with building permits to include evidence of no glare-emitting light sources to aviation.
5. Prior to approval of building permits for structures containing residential units, the owner(s) of the property shall sign, notarize, and record a waiver of remonstrance prohibiting resident(s) and owners and all successors of the proposed residential units from making complaints or claims against permitted uses on adjacent light industrial lands. A copy of the recorded waiver of remonstrance shall be provided to the City at the time of application for said building permit. The waiver of remonstrance shall not preclude the ability of residents from acting against uses that do not comply with applicable local, state, and federal health and safety regulations.
6. Landscaping requirements will be illustrated during submission for building permits and are required to be installed prior to certificate of occupancy is issued.
7. All Sisters Development Code requirements in effect at the time of approval that are not modified by this decision are required to be followed.

Approved: Patrick Davenport Community Development Director

Date



**A RESOLUTION OF THE PLANNING COMMISSION
OF THE CITY OF SISTERS
STATE OF OREGON
PLANNING COMMISSION RESOLUTION PC 2015-12**

THE CITY OF SISTERS PLANNING COMMISSION DOES HEREBY FIND AND RESOLVE THAT:

WHEREAS, the applicant, Housing Works (Central Oregon Regional Housing Authority), requests approval of a Subdivision for a 0.71 acre property for a single phase, 7 lots single family residential subdivision; and,

WHEREAS, this proposed development provides needed residential dwellings and is not detrimental to the general welfare, health or safety of the City of Sisters; and,

WHEREAS, Oregon Revised Statutes Chapter 92 establishes a process through which land located in urban areas that is properly zoned can be divided through a subdivision process if findings can be made that the land division will not adversely impact the infrastructure of the jurisdiction, and,

WHEREAS, after due notice, a public hearing on the proposed application (SUB 15-02) was held by the Sisters Planning Commission on June 18, 2015 at which time findings were reviewed, witnesses were heard, and evidence and written testimony was received.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY OF SISTERS PLANNING COMMISSION FINDS THAT:

1. All required notices have been sent in the time and in the manner required by state law and city code; and,
2. The findings of fact in this matter are located in the staff report attached and by this reference incorporated herein as Exhibit A.

NOW THEREFORE, BE IT FURTHER RESOLVED THAT BASED ON THE FINDINGS, THE PLANNING COMMISSION HEREBY APPROVES THE PROPOSAL (SUB 15-02) SUBJECT TO THE FOLLOWING EXHIBITS:

- A. Application
- B. Combined Burden of Proof and Staff report
- C. Tentative Subdivision Plans
- D. Previous subdivision plat
- E. Transportation analysis letter: from H.A McCoy dated April 22, 2015
- D. Letters from reviewing agencies:
 1. City Engineer, Erik Huffman, P.E. dated: REV June 9, 2015
 2. Sisters Camp Sherman Fires District, Gary Marshall dated May 5, 2015.
 3. Oregon Department of Aviation, Jeff Caines dated May 15, 2015
- E. Preliminary Title Report
- F. Franchise Utility providers "Will Serve" letters
- G. Conditions of Approval Agreement (04/26/07) for application CP #06-02 and Z #06-01
- H. Amended Conditions of Approval Agreement (09/24/2014).
- I. Housing Works program pamphlet
- J. Future park site

K. Draft Conditions of Approval

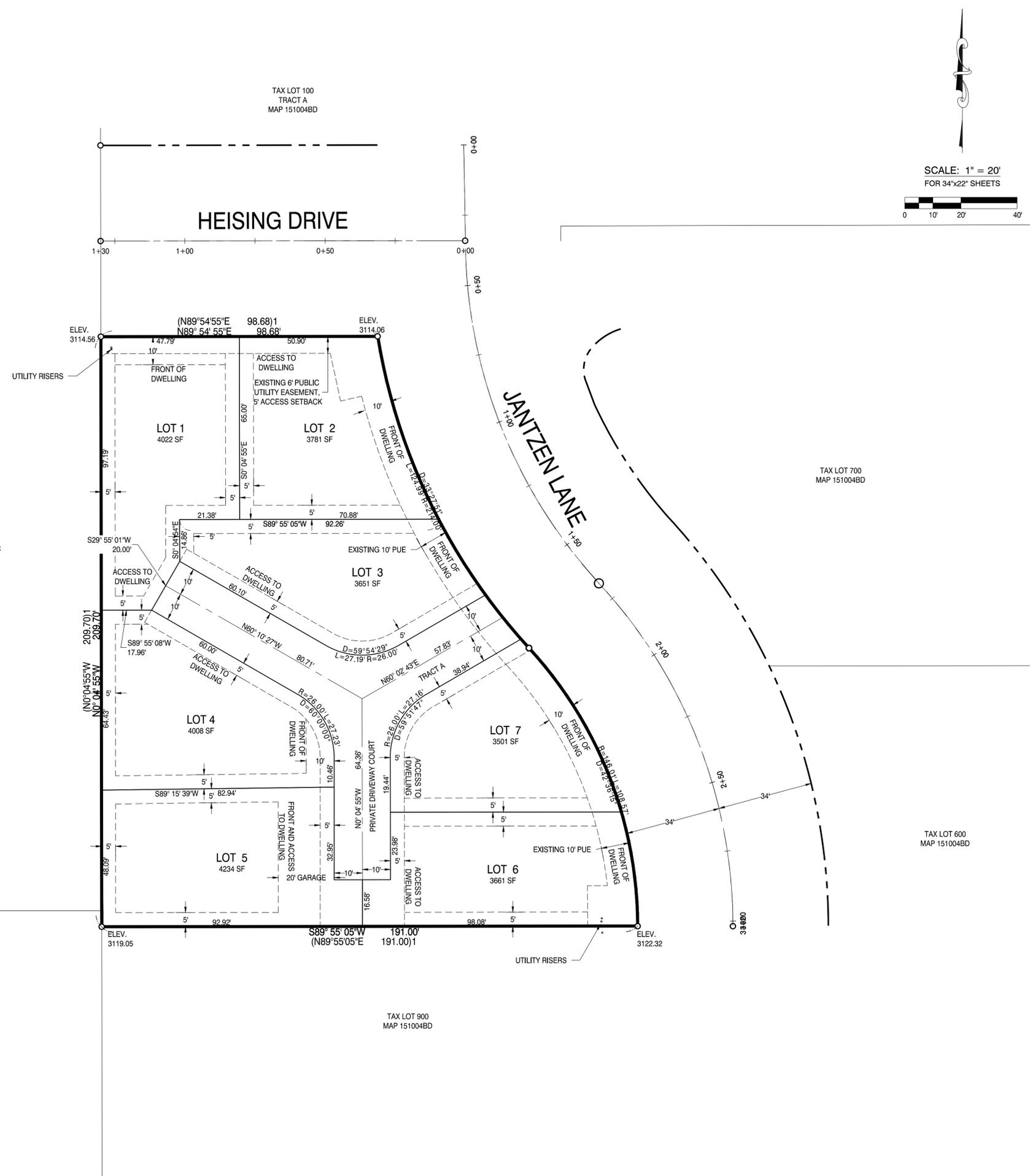
THE FOREGOING RESOLUTION PC 2015-12 IS HEREBY ADOPTED THIS 18TH DAY OF JUNE, 2015.

Members of the Commission: Dean, Gentry, Nagel, Seymour, Tewalt, Wright,

AYES:	()
NOES:	()
ABSENT:	()
ABSTAIN:	()

Signed: _____ David Gentry, Chairman

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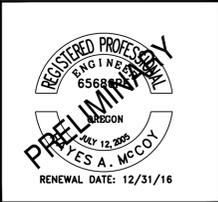


SCALE: 1" = 20'
FOR 34"x22" SHEETS

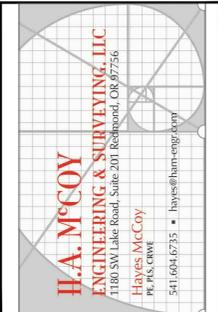
NOTE: DRIVEWAY COURT (TRACT A) SHALL BE COMMONLY OWNED BY LOTS 1, 3-7. (TRACT A) SHALL HAVE A PUBLIC SANITARY SEWER EASEMENT AND PRIVATE ACCESS EASEMENT OVER ITS ENTIRETY.

SUN RANCH RESIDENTIAL STANDARDS

- MIN. LOT AREA: 2,000 SF (SINGLE FAMILY DETACHED DWELLING)
- LOT WIDTH: 30 FEET
- SETBACKS: 10 FEET (PORCH MAY APPROACH 3 FEET)
- 20 FEET (FRONT GARAGE)
- 0 FEET (INTERIOR SIDE)
- 0 FEET (EXTERIOR SIDE)
- 5 FEET (REAR)
- DENSITY: 3 UNIT MIN. 8 UNITS MAX
- SRR DENSITY: 4 TO 11 UNITS/ACRE



No.	REVISION:	DATE:
1		4/22/15
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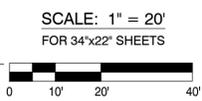
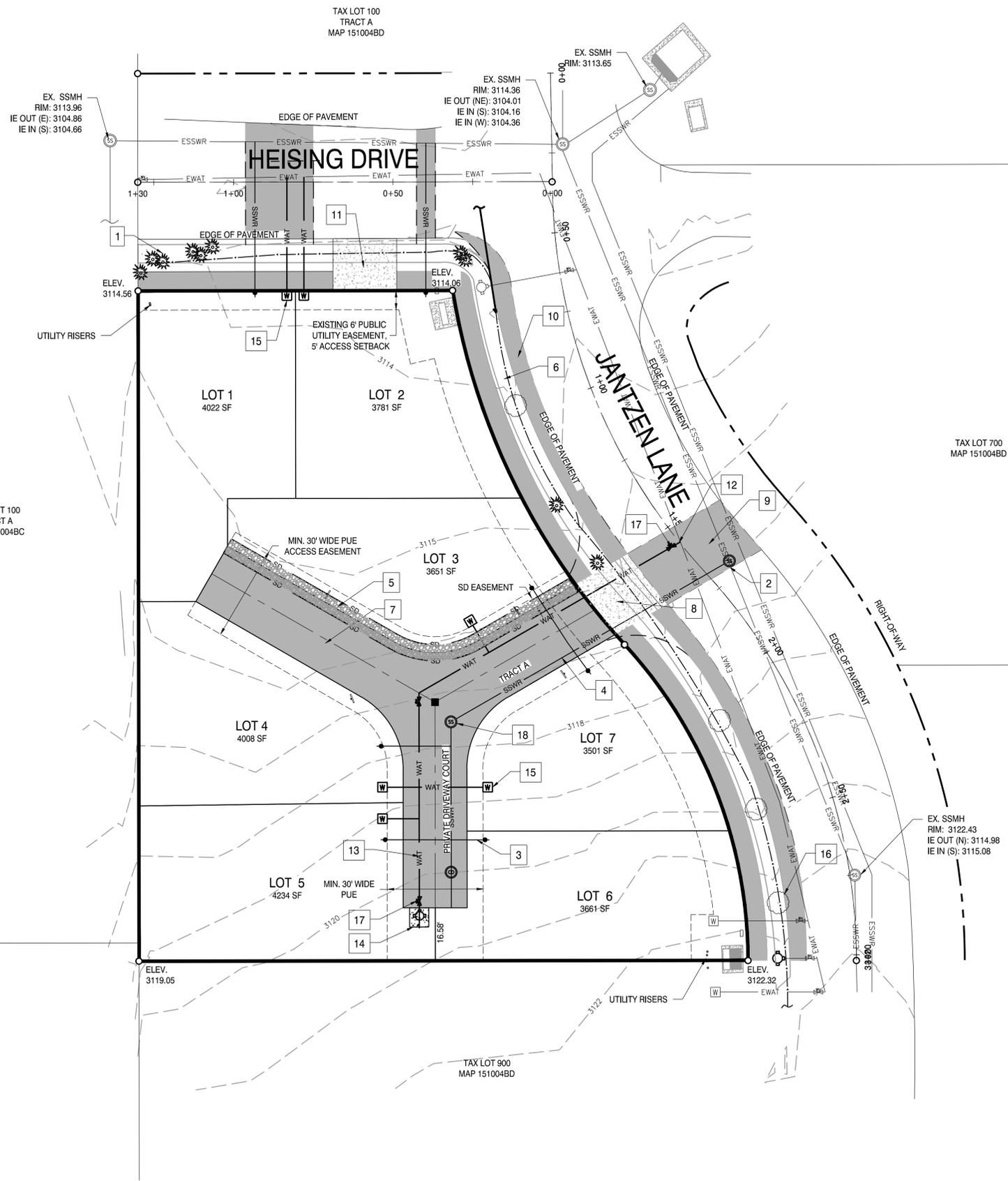


PROJECT: SKY GATE SUBDIVISION
PROJECT LOCATION: SISTERS, OREGON
CLIENT: HOUSING WORKS

SHEET TITLE:
PRELIMINARY PLAT

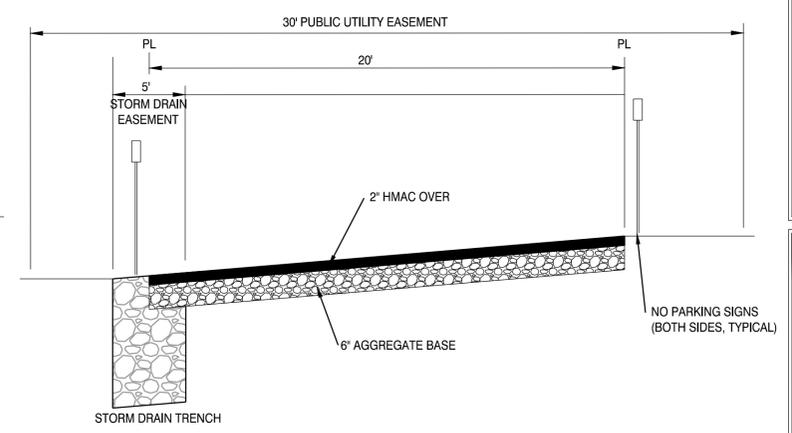
JOB NO. 15-018
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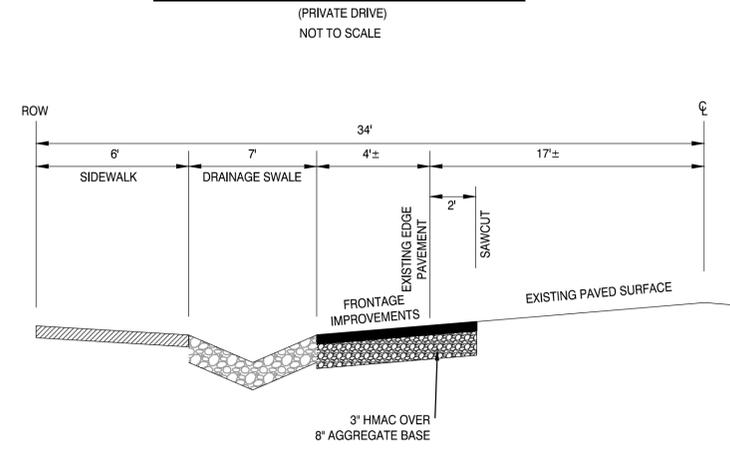


SITE IMPROVEMENT NOTES

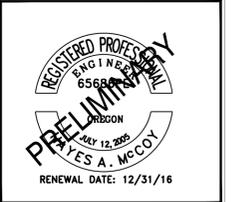
- 1 PRESERVE TREES (TYPICAL).
- 2 INSTALL NEW SANITARY SEWER MANHOLE ON EXISTING SEWER LINE, EXTEND 6' SEWER TO THE SOUTHWEST.
- 3 4" SANITARY SEWER SERVICE W/ CLEANOUT AT EASEMENT LINE (TYPICAL).
- 4 8" PUBLIC SEWER LINE
- 5 STORM DRAIN TRENCHES
- 6 CONSTRUCT ROCK-LINED SWALE. SEE DETAIL THIS SHEET.
- 7 DRIVEWAY COURT PER TYPICAL SECTION.
- 8 CONSTRUCT CONCRETE DRIVEWAY APPROACH, WIDTH 20', INSTALL CONCRETE PER CITY STANDARDS.
- 9 HMAC DRIVEWAY APPROACH.
- 10 FRONTAGE IMPROVEMENTS TO JANTZEN LANE LOCAL STREET STANDARDS.
- 11 CONSTRUCT 20' WIDE CONCRETE DRIVEWAY.
- 12 TAP EXISTING WATERLINE AND EXTEND.
- 13 INSTALL 8" WATER LINE.
- 14 INSTALL FIRE HYDRANT ASSEMBLY PER CITY STANDARDS
- 15 INSTALL WATER SERVICE (TYPICAL).
- 16 PLANT 2" MIN. CALIPER STREET TREES. SPECIES SHALL BE APPROVED BY CITY OF SISTERS PUBLIC WORKS.
- 17 INSTALL 8" WATER VALVE.
- 18 INSTALL NEW SANITARY SEWER MANHOLE (TYPICAL).



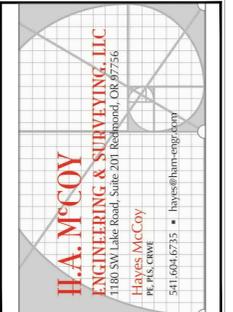
PRIVATE DRIVEWAY COURT



JANTZEN LANE
(LOCAL STREET - FRONTAGE IMPROVEMENTS)
FACING SOUTH
NOT TO SCALE



DRAWING STATUS:	DATE:	REVISION:	DATE:
<input checked="" type="checkbox"/> PRELIM. PLAT	4/22/15		
<input type="checkbox"/>			



PROJECT: SKY GATE SUBDIVISION

PROJECT LOCATION: SISTERS, OREGON

CLIENT: HOUSING WORKS

SHEET TITLE: SITE, GRADING, & DRAINAGE PLAN

JOB NO. 15-018

DRAWN BY: TL

DRAWING: P1.2

MASTER PLANNING APPLICATION FORM

RECEIVED

MAY 01 2015

CITY OF SISTERS



CITY OF SISTERS
Community Development Department
P.O. Box 39, 520 E. Cascade Avenue
Sisters, OR 97759
Ph: 541-323-5207 Fax: 541- 549-0561

- ACCESSORY DWELLINGS
ANNEXATION (III/IV)
APPEAL
CODE TEXT AMENDMENT
COMP PLAN AMENDMENT
CODE INTERPRETATION
CONDITIONAL USE PERMIT
MINOR CONDITIONAL USE
DEVELOPMENT REVIEW
FINAL PLAT REVIEW
HISTORIC LANMARKS COMM
FLOOD PLAIN REVIEW
LOT CONSOLIDATION
LOT LINE ADJUSTMENT
MASTER PLAN
MODIFICATION
PARTITION
REPLAT
SITE PLAN REVIEW
SUBDIVISION
TIME EXTENSION
TEMPORARY USE
TYPE I
VACATION RENTALS
VARIANCE
ZONE CHANGE

APPLICANT: HOUSING WORKS PHONE: (541)923 1018

ADDRESS OF APPLICANT: 405 SW 6th ST. REDMOND, OR 97756

PROPERTY OWNER: DUTCH PACIFIC PROPERTIES LP PHONE:

ADDRESS OF PROPERTY OWNER: P.O. Box 3500, PMB 303 SISTERS, OR 97759

PROPERTY ADDRESS:

TAX LOT NUMBER: T15 R10 Section 4BD Tax lot(s) 800

PROPERTY SIZE (ACRES OR SQUARE FEET): 0.71 ACRES

EXISTING ZONING OF PROPERTY: SUN RANCH RESIDENTIAL DISTRICT

COMPREHENSIVE PLAN DESIGNATION OF PROPERTY:

DESCRIBE PROJECT OR REASON FOR THIS REQUEST: 7 LOT SUBDIVISION

The applicant will be the primary contact for all correspondence and contact from the City unless other arrangements are made in writing.

Signature of Applicant
Signature of Property Owner

Thomas J. Lempert
Printed Name
SHANE LUNDGREN
Date 4/27/15
Date 4/27/15
FOR DUTCH PACIFIC PROPERTIES, LP

PLEASE DO NOT WRITE BELOW THIS LINE - FOR OFFICE USE ONLY

DATE RECEIVED 5/1/15 FILE NO SUB15-02 CHECK NO 1827/1830
AMOUNT PAID 4640.00 RECEIPT NO 121735/121736

4140.00 Planning
500.00 P.W.

April 24, 2015

City of Sisters
520 East Cascade, P.O. Box 39
Sisters, Oregon 97759

To whom it may concern,

I hereby authorize Thomas Kemper from Housing Works to act as applicant for the development of Sun Ranch Tract C, Tax Lot 800 of Tax Map 151321AB

Sincerely,

A handwritten signature in black ink, appearing to read "Shane", followed by a long horizontal flourish.

Shane Lundgren
Dutch Pacific Residential District
P.O. Box 3500, PMB 303
Sister, Oregon 97759

Sun Ranch - Phase I

A subdivision situated in the W 1/2 of Sec. 4, T15S, R10E, W.M., City of Sisters, Deschutes County, Oregon

Declaration

KNOW ALL MEN BY THESE PRESENTS THAT RUTCH PACIFIC PROPERTIES LP AN OREGON LIMITED PARTNERSHIP, OWNER IN FEE SOME OF THE LAND SHOWN HEREON, HAS CAUSED THIS MAP TO BE SURVEYED AND PLATTED INTO THE LOTS, TRACTS, PUBLIC ROADS, PUBLIC UTILITY EASEMENTS, PUMP STATION EASEMENT, FOOTING WALL EASEMENTS AND PRIVATE ACCESS EASEMENTS AS SHOWN, AND DO HEREBY DEDICATE SAID PUBLIC ROADS, PUMP STATION EASEMENT AND PUBLIC UTILITY EASEMENTS TO THE PUBLIC TOWNSHIP, AND DO HEREBY SUBMIT FOR RECORD AND APPROVAL SAID PLAN OF SUN RANCH - PHASE I.

RUTCH PACIFIC PROPERTIES LP, AN OREGON LIMITED PARTNERSHIP
BY ITS GENERAL PARTNER,
JEFFERSON PEAK, LLC

[Signature]
JANUARY 19, 2006

Sheet Index

SHEET 1 OF 4, DECLARATION, CONSENT TO DECLARATION, SIGNATURE, COMMON INTEREST, GENERAL NOTES MAP, EXTERIOR BOUNDARY, RIGHT-OF-WAY BOUNDARIES, REFERENCE MATERIAL.

SHEET 2 OF 4, LOTS 1-2, 14-20, SURVEYOR'S CERTIFICATE.

SHEET 3 OF 4, LOTS 3-8, TRACT C, EASEMENT NOTICES.

SHEET 4 OF 4, LOTS 9-15

Acknowledgment

THIS IS TO CERTIFY THAT ON THIS 19th DAY OF February, 2006, BEFORE ME A NOTARY PUBLIC, PERSONALLY APPEARED SHAWN LUNDGREN, TO BE KNOWN TO ME THE INDIVIDUAL WHO EXECUTED THE FOREGOING DECLARATION AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FREELY AND VOLUNTARILY FOR THE PURPOSES THEREIN NAMED.

STATE OF OREGON
COUNTY OF DESCHUTES



NOTARY SIGNATURE
[Signature]
KAREN SHIVE
NOTARY PUBLIC OREGON
COMMISSION NO. 371681
MY COMMISSION EXPIRES August 17, 2007

Curve Table

Curve Radius	Length	Chord	Chord Bearing
C1	119.87	372.45	S 17.00° E
C2	180.00	471.22	S 14.42° E
C3	180.00	471.22	N 14.42° W
C4	180.00	471.22	N 14.42° W
C5	180.00	471.22	N 14.42° W
C6	180.00	471.22	N 14.42° W
C7	180.00	471.22	N 14.42° W
C8	180.00	471.22	N 14.42° W
C9	180.00	471.22	N 14.42° W
C10	180.00	471.22	N 14.42° W
C11	180.00	471.22	N 14.42° W
C12	180.00	471.22	N 14.42° W
C13	180.00	471.22	N 14.42° W
C14	180.00	471.22	N 14.42° W
C15	180.00	471.22	N 14.42° W
C16	180.00	471.22	N 14.42° W
C17	180.00	471.22	N 14.42° W
C18	180.00	471.22	N 14.42° W
C19	180.00	471.22	N 14.42° W
C20	180.00	471.22	N 14.42° W
C21	180.00	471.22	N 14.42° W
C22	180.00	471.22	N 14.42° W
C23	180.00	471.22	N 14.42° W
C24	180.00	471.22	N 14.42° W
C25	180.00	471.22	N 14.42° W
C26	180.00	471.22	N 14.42° W
C27	180.00	471.22	N 14.42° W
C28	180.00	471.22	N 14.42° W
C29	180.00	471.22	N 14.42° W
C30	180.00	471.22	N 14.42° W

Approvals

WITNESSED AND A TRUE COPY HEREOF (CERTIFICATE NO. 00000) IS APPROPRIATE TO THIS PARCEL.

[Signature] 1-20-06
CITY OF SISTERS PLANNING DIRECTOR

[Signature] 1-20-06
CITY OF SISTERS PUBLIC WORKS DIRECTOR

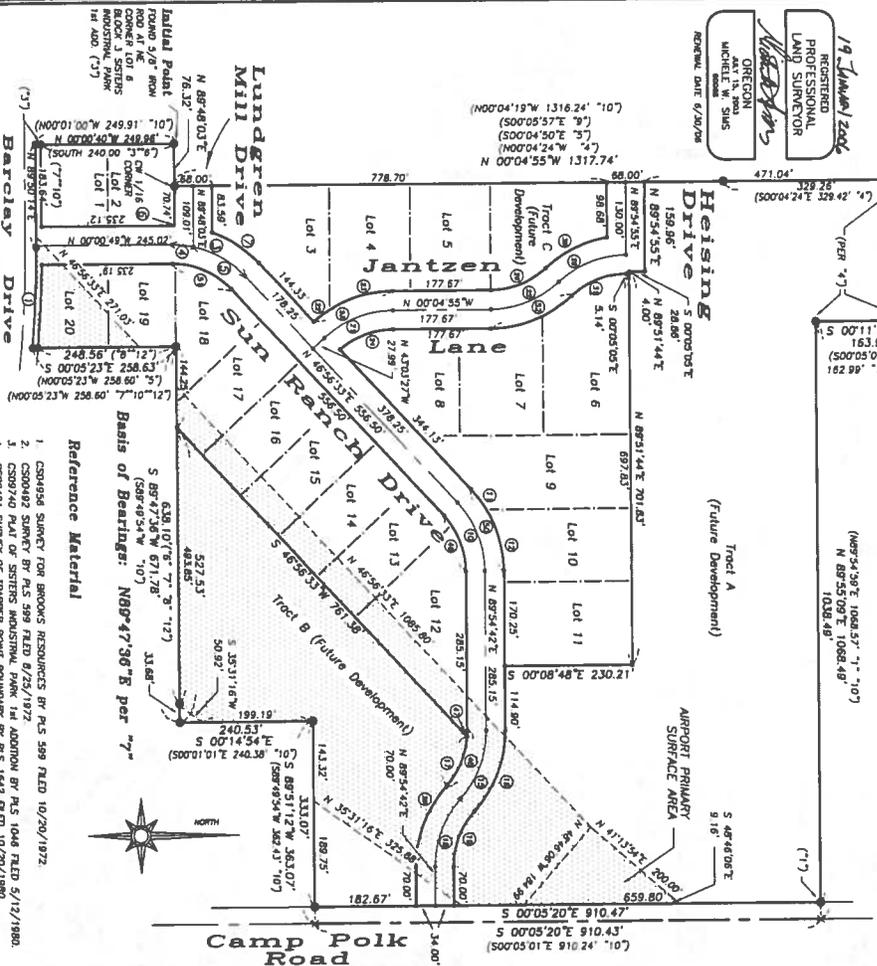
[Signature] 1-20-06
CITY OF SISTERS ADMINISTRATION

[Signature] 1-20-06
SISTERS - CAMP STEPHAN SPD

[Signature] 1-20-06
DESCHUTES COUNTY COMMISSIONER

[Signature] 1-20-06
SOCIATING BY CITY OF SISTERS COMMISSIONERS

[Signature] 1-20-06
MADE REFER TO THE PUBLIC.



LEGEND

- FOUND 5/8" IRON ROD, UNLESS OTHERWISE DESIGNATED.
- SET 5/8" x 30" IRON ROD WITH ORANGE PLASTIC CAP MARKED "S" 60008. PER CENTERLINE OF POST-ADJUSTMENT (SEE PAGE 2 OF 4).
- CALCULATED CORNER POSITION (NOT FOUND OR SET)
- X RECORD DATA FROM REFERENCE MATERIAL.
- () CENTRALLINE OF ROAD
- ▭ PRIVATE SURFACE AREA AND RUNWAY PROTECTION ZONE (SEE EASEMENT "A")

Reference Material

- CS04894 SURVEY FOR BROOKS RESOURCES BY PLS 599 FILED 10/20/1972.
- CS00492 SURVEY BY PLS 599 FILED 8/25/1972.
- CS00490 PLAT OF SISTERS INDUSTRIAL PARK IN ADJUNCTION BY PLS 1044 FILED 5/12/1980.
- CS00491 SURVEY OF PLS 1044 FILED 5/28/1986.
- CS00492 SURVEY OF PLS 1044 FILED 5/28/1986.
- CS13106 UA 9-7-72 BY PLS 1938 FILED 11/25/1997.
- CS13288 PARTITION PLAT 1988-22 BY PLS 1938 FILED 5/28/1994.
- CS13401 U. 98-67 BY PLS 1938 FILED 12/14/1998.
- CS13401 U. 98-67 BY PLS 1938 FILED 2/27/2000.
- DECLARATION OF RELOCATION FOR ROAD SYSTEM RECORDED 10/27/2005 IN DOCUMENT NO. 2005-27068, DESCHUTES COUNTY OFFICIAL RECORDS.
- CS13401 PARTITION PLAT 1989-13 BY PLS 1938 FILED 4/9/1998.

Basis of Bearings: N09°47'36" E per "7"

Reference Material

AN AFFIDAVIT OF CONSENT TO DECLARATION BY SHAWN LUNDGREN, GENERAL PARTNER OF A LIMITED PARTNERSHIP, TO BE KNOWN TO ME THE INDIVIDUAL WHO EXECUTED THE FOREGOING DECLARATION AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FREELY AND VOLUNTARILY FOR THE PURPOSES THEREIN NAMED.

DATE: 1-20-06
NOTARY PUBLIC OREGON
COMMISSION NO. 371681
EXPIRES: August 17, 2007

DESCHUTES COUNTY OFFICIAL RECORDS
COUNTY CLERK
2006-0411
\$11.00
01/23/2006 02:25:30 PM
D-PLAT C-411 S14-23
800.00 \$11.00 \$10.00
G-1018

G-1019

A subdivision situated in the W 1/2 of Sec. 4, T15S, R10E, W.M., City of Sisters, Deschutes County, Oregon

Sun Ranch - Phase I

REGISTERED PROFESSIONAL LAND SURVEYOR
MICHAEL W. SIMS
RENEWAL DATE 6/30/08

REGISTERED PROFESSIONAL LAND SURVEYOR
MICHAEL W. SIMS
RENEWAL DATE 6/30/08

Surveyor's Certificate

MICHAEL W. SIMS, OREGON REGISTERED PROFESSIONAL LAND SURVEYOR NO. 60084, DO HEREBY CERTIFY THAT I HAVE CORRECTLY SURVEYED AND MARKED WITH PROPER MONUMENTS THE LAND SHOWN HEREON, AND THAT THE 5/8" IRON ROD AT THE NORTHWEST CORNER OF LOT 5, BLOCK 3 OF SISTERS INDUSTRIAL PARK - FIRST ADDITION WAS ACCEPTED AS THE INITIAL POINT FOR SUN RANCH - PHASE I, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

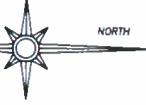
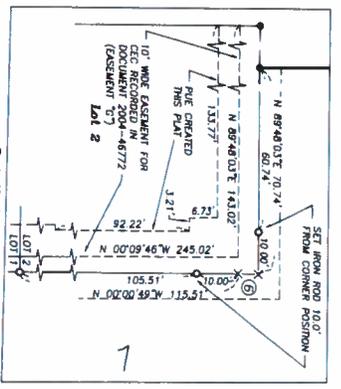
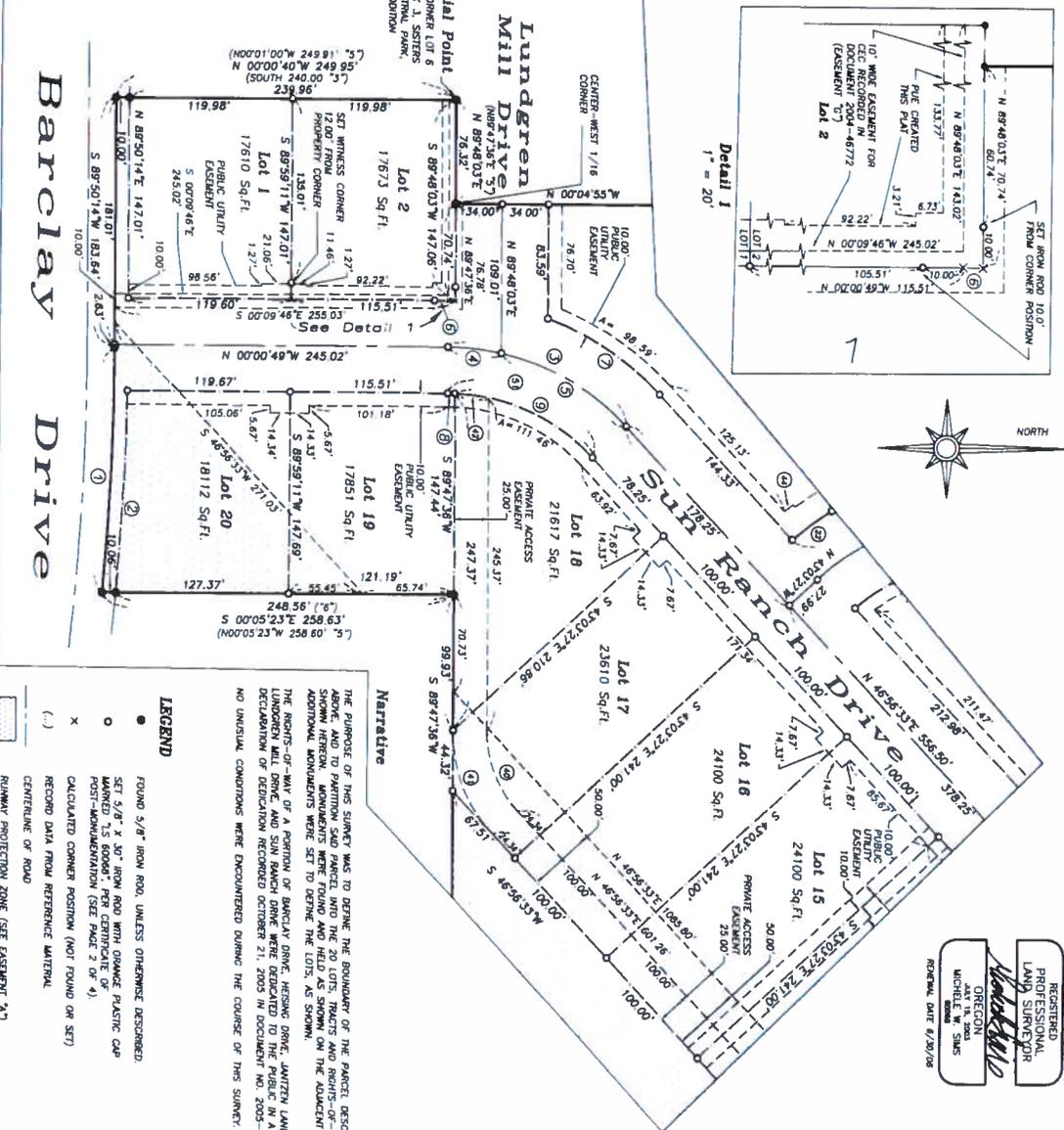
BEING AT THE INITIAL POINT, AS DESCRIBED ABOVE, THENCE ALONG THE EAST-WEST CENTERLINE OF SAID SECTION, 88°40'37" N, A DISTANCE OF 78.12 FEET TO A 5/8" IRON ROD AT THE WEST-CORNER OF SAID SECTION, THENCE LEAVING SAID CENTERLINE, 100°44'55" W, A DISTANCE OF 131.72 FEET TO A 5/8" IRON ROD, THENCE S88°59'57" E, A DISTANCE OF 251.46 FEET TO A 5/8" IRON ROD, THENCE S72°12'12" E, A DISTANCE OF 183.91 FEET TO A 5/8" IRON ROD, THENCE N87°14'54" E, A DISTANCE OF 108.64 FEET TO A 5/8" IRON ROD, THENCE S89°11'12" W, A DISTANCE OF 55.09 FEET TO A 5/8" IRON ROD, THENCE S00°02'07" E, A DISTANCE OF 310.43 FEET TO A 5/8" IRON ROD, THENCE S07°14'54" E, A DISTANCE OF 240.33 FEET TO A 5/8" IRON ROD ON THE EAST-WEST CENTERLINE OF SAID SECTION, THENCE ALONG SAID CENTERLINE, S00°02'07" E, A DISTANCE OF 671.78 FEET TO A 5/8" IRON ROD ON THE WEST-CORNER OF SAID SECTION, THENCE S07°14'54" E, A DISTANCE OF 179.48 FEET TO THE LEFT CORNER OF LOT 5, BLOCK 3 OF SISTERS INDUSTRIAL PARK, THENCE S89°11'12" W, A DISTANCE OF 183.64 FEET TO A 5/8" IRON ROD, THENCE S89°11'12" W, A DISTANCE OF 248.98 FEET TO THE POINT OF BEGINNING.

RESERVING THEREAFTER THE RIGHT-OF-WAY OF CAMP POLK ROAD.

SUBJECT TO ALL EASEMENTS OF RECORD CONTAINING 35.96 ACRES, MORE OR LESS.

Post-Monumentation Certification
MICHAEL W. SIMS, PLS 60084, CERTIFY THAT THE POST-MONUMENTATION OF ALL INTERIOR MONUMENTS SET _____ PER ATTESTMENT OF MONUMENTATION RECORDED _____ DOCUMENT NO. _____

DESCHUTES COUNTY SURVEYOR _____



Narrative
THE PURPOSE OF THIS SURVEY WAS TO DEFINE THE BOUNDARY OF THE PARCEL DESCRIBED ABOVE, AND TO PARTITION SAID PARCEL INTO THE 20 LOTS, TRACTS AND PLOTS SHOWN HEREON. MONUMENTS WERE FOUND AND HELD AS SHOWN ON THE ADJACENT MAP. ADDITIONAL MONUMENTS WERE SET TO DEFINE THE LOTS, AS SHOWN.

THE RIGHTS-OF-WAY OF A PORTION OF BARCLAY DRIVE, HENRY DRIVE, LAUTZEN LAKE, LUNDGREN MILL DRIVE, AND SUN RANCH DRIVE WERE DEDICATED TO THE PUBLIC IN A DECLARATION OF DEDICATION RECORDED OCTOBER 21, 2005 IN DOCUMENT NO. 2005-70089.

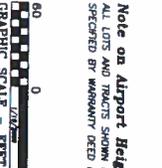
NO UNUSUAL CONDITIONS WERE ENCOUNTERED DURING THE COURSE OF THIS SURVEY.

- LEGEND**
- FOUND 5/8" IRON ROD, UNLESS OTHERWISE DESCRIBED.
 - SET 5/8" x 30" IRON ROD WITH ORANGE PLASTIC CAP MARKED "LS 60084", PER CERTIFICATE OF POST-MONUMENTATION (SEE PAGE 2 OF 4)
 - x CALCULATED CORNER POSITION (NOT FOUND OR SET)
 - () RECORD DATA FROM REFERENCE MATERIAL
 - CENTRALINE OF ROAD
 - RUMWAY PROTECTION ZONE (SEE EASEMENT 'X')

Curve Table

Curve	Radius	Length	Delta	Chord	Chord Bearing
C1	192.87	178.48	52°22'35"	178.43	S 87°20'08" E
C2	192.87	142.09	48°53'48"	146.06	S 72°12'12" E
C3	192.87	141.42	48°53'48"	146.06	N 53°08'08" E
C4	192.87	141.42	48°53'48"	146.06	N 53°08'08" E
C5	192.87	141.42	48°53'48"	146.06	N 53°08'08" E
C6	192.87	141.42	48°53'48"	146.06	N 53°08'08" E
C7	192.87	141.42	48°53'48"	146.06	N 53°08'08" E
C8	192.87	141.42	48°53'48"	146.06	N 53°08'08" E
C9	192.87	141.42	48°53'48"	146.06	N 53°08'08" E
C10	192.87	141.42	48°53'48"	146.06	N 53°08'08" E
C11	192.87	141.42	48°53'48"	146.06	N 53°08'08" E
C12	192.87	141.42	48°53'48"	146.06	N 53°08'08" E
C13	192.87	141.42	48°53'48"	146.06	N 53°08'08" E
C14	192.87	141.42	48°53'48"	146.06	N 53°08'08" E
C15	192.87	141.42	48°53'48"	146.06	N 53°08'08" E
C16	192.87	141.42	48°53'48"	146.06	N 53°08'08" E
C17	192.87	141.42	48°53'48"	146.06	N 53°08'08" E
C18	192.87	141.42	48°53'48"	146.06	N 53°08'08" E
C19	192.87	141.42	48°53'48"	146.06	N 53°08'08" E
C20	192.87	141.42	48°53'48"	146.06	N 53°08'08" E

Note on Airport Height Restrictions:
ALL LOTS AND TRACTS SHOWN HEREON ARE SUBJECT TO BUILDING HEIGHT RESTRICTIONS AS SPECIFIED BY WARRANTY DEED RECORDED 6/29/1987 IN VOLUME 154, PAGE 14. DEED RECORDS.



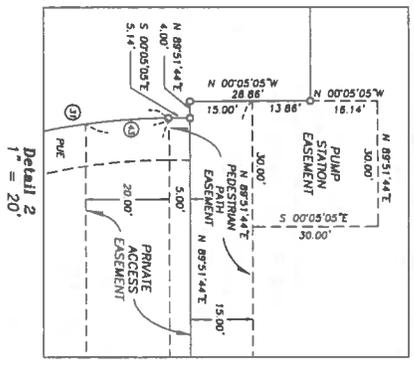
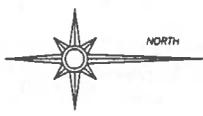
Fred A. Astl, Jr. and Associates 250 West Cascade P.O. Box 751 Sisters, Oregon 97759 541-549-7851 Sheet 2 of 4

G-1026

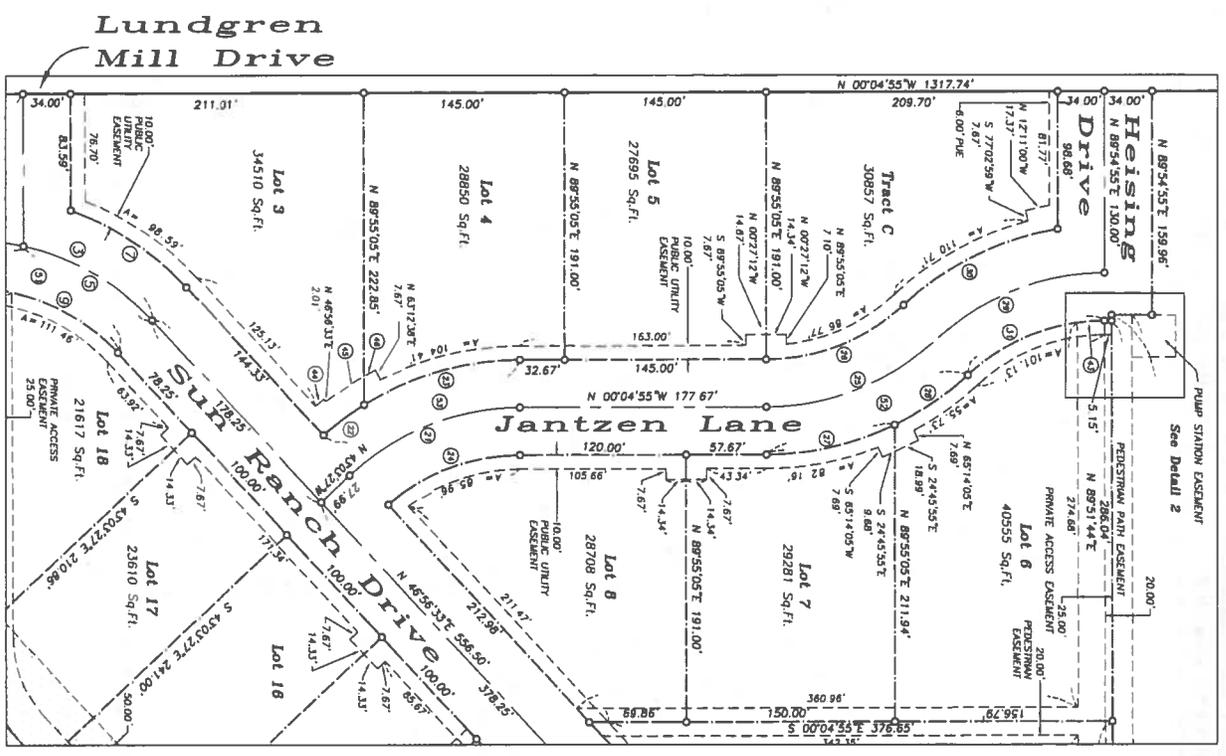
A subdivision situated in the W 1/2 of Sec. 4, T15S, R10E, W.M.,
City of Sisters, Deschutes County, Oregon

Sun Ranch - Phase I

19 January 2004
REGISTERED PROFESSIONAL
LAND SURVEYOR
Michelle W. Sims
MICHELLE W. SIMS
LAND SURVEYOR
OREGON
JAN 15, 2003
RENEWAL DATE 6/30/04



Detail 2
1" = 20'



Curve Table

Curve	Radius	Length	Delta	Chord	Chord Bear
C1	180.00'	147.32'	45°37'22"	144.42'	N 23°27'52" E
C2	180.00'	106.80'	27°50'13"	106.80'	N 41°51'08" E
C3	180.00'	160.00'	47°50'39"	131.87'	N 21°51'17" W
C4	214.00'	168.25'	54°27'21"	146.21'	N 36°53'46" W
C5	214.00'	118.20'	40°27'02"	101.15'	N 42°21'56" W
C6	180.00'	133.86'	47°48'39"	130.79'	N 21°51'08" W
C7	148.00'	108.57'	42°38'37"	106.09'	N 21°51'08" W
C8	148.00'	113.86'	47°48'39"	130.79'	N 21°51'08" W
C9	214.00'	133.86'	47°48'39"	130.79'	N 21°51'08" W
C10	214.00'	142.90'	49°14'17"	144.82'	N 21°51'08" W
C11	148.00'	118.20'	40°27'02"	101.15'	N 42°21'56" W
C12	148.00'	113.86'	47°48'39"	130.79'	N 21°51'08" W
C13	148.00'	108.57'	42°38'37"	106.09'	N 21°51'08" W
C14	148.00'	113.86'	47°48'39"	130.79'	N 21°51'08" W
C15	214.00'	133.86'	47°48'39"	130.79'	N 21°51'08" W
C16	214.00'	142.90'	49°14'17"	144.82'	N 21°51'08" W
C17	214.00'	168.25'	54°27'21"	146.21'	N 36°53'46" W
C18	214.00'	118.20'	40°27'02"	101.15'	N 42°21'56" W
C19	214.00'	133.86'	47°48'39"	130.79'	N 21°51'08" W
C20	214.00'	142.90'	49°14'17"	144.82'	N 21°51'08" W
C21	214.00'	168.25'	54°27'21"	146.21'	N 36°53'46" W
C22	214.00'	118.20'	40°27'02"	101.15'	N 42°21'56" W
C23	214.00'	133.86'	47°48'39"	130.79'	N 21°51'08" W
C24	214.00'	142.90'	49°14'17"	144.82'	N 21°51'08" W
C25	214.00'	168.25'	54°27'21"	146.21'	N 36°53'46" W
C26	214.00'	118.20'	40°27'02"	101.15'	N 42°21'56" W
C27	214.00'	133.86'	47°48'39"	130.79'	N 21°51'08" W
C28	214.00'	142.90'	49°14'17"	144.82'	N 21°51'08" W
C29	214.00'	168.25'	54°27'21"	146.21'	N 36°53'46" W
C30	214.00'	118.20'	40°27'02"	101.15'	N 42°21'56" W

LEGEND

- ROUND 5/8" IRON ROD, UNLESS OTHERWISE DESCRIBED.
- SET 5/8" x 30" IRON ROD WITH ORANGE PLASTIC CAP MARKED "LS GOOD" PER CERTIFICATE OF POST-ADJUSTMENT (SEE PAGE 2 OF 5).
- x CALCULATED CORNER POSITION (NOT FOUND OR SET)
- () RECORD DATA FROM REFERENCE MATERIAL
- ▭ CENTERLINE OF ROAD
- ▭ RUNWAY PROTECTION ZONE (SEE EASEMENT 'A')

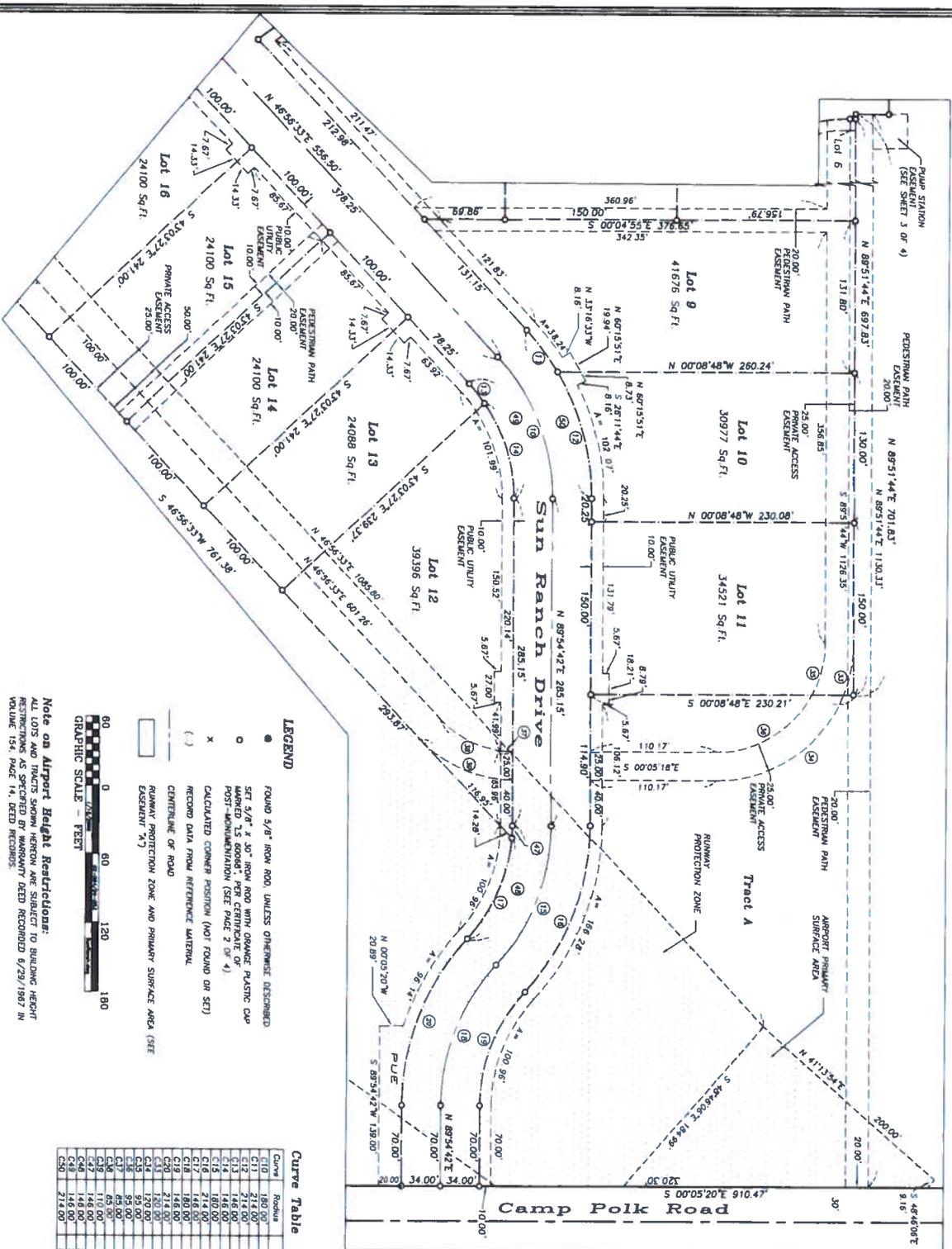
Note on Airport Height Restrictions:
ALL LOTS AND TRACTS SHOWN HEREON ARE SUBJECT TO BUILDING HEIGHT RESTRICTIONS AS SET FORTH BY AIRPORT DEED RECORDED 6/29/1987 IN VOLUME 154, PAGE 14, DEED RECORDS.

Fred A. Ast, Jr. and Associates
250 West Cascade
P. O. Box 751
Sisters, Oregon 97759
541-549-7651

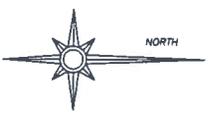
A subdivision situated in the W 1/2 of Sec. 4, T15S, R10E, W.M., City of Sisters, Deschutes County, Oregon

Sun Ranch - Phase I

G-1021



19th Edition 2002
 REGISTERED
 PROFESSIONAL
 LAND SURVEYOR
 MICHELE SIMS
 OREGON
 MAY 15, 2004
 RENEWAL DATE 6/30/04



LEGEND

- FOUND 5/8" IRON ROD UNLESS OTHERWISE DESCRIBED
- SET 5/8" x 10" IRON ROD WITH ORANGE PLASTIC CAP
- MARKED "S 6000" PER CERTIFICATE OF POST-MONUMENTATION (SEE PAGE 2 OF 4)
- x CALCULATED CORNER POSITION (NOT FOUND OR SET)
- () RECORD DATA FROM REFERENCE MATERIAL
- CENTRALINE OF ROAD
- RANWAY PROTECTION ZONE AND PRIMARY SURFACE AREA (SEE EASEMENT #1)



Note on Airport Height Restrictions:
 ALL LOTS AND TRACTS SHOWN HEREON ARE SUBJECT TO BUILDING HEIGHT RESTRICTIONS OF AIRPORT DEED RECORDED 6/29/1987 IN VOLUME 154, PAGE 14, DEED RECORDS.

Curve Table

Curve	Radius	Length	Delta	Chord	Chord Bear.
C10	180.00'	134.99'	42°38'10"	131.65'	N 68°23'51" E
C11	214.00'	45.28'	10°07'34"	44.50'	N 53°00'15" E
C12	214.00'	115.21'	35°59'45"	111.87'	N 74°19'20" E
C13	214.00'	115.21'	35°59'45"	111.87'	N 74°19'20" E
C14	146.00'	67.66'	34°24'07"	66.35'	N 72°44'18" E
C15	180.00'	111.62'	42°31'57"	108.57'	S 66°48'18" E
C16	214.00'	158.86'	42°31'57"	153.74'	S 66°48'18" E
C17	180.00'	111.62'	42°31'57"	108.57'	S 66°48'18" E
C18	180.00'	111.62'	42°31'57"	108.57'	S 66°48'18" E
C19	146.00'	108.38'	42°31'57"	105.51'	S 66°48'18" E
C20	146.00'	108.38'	42°31'57"	105.51'	S 66°48'18" E
C21	120.00'	48.36'	22°03'11"	45.74'	S 66°48'18" E
C22	120.00'	48.36'	22°03'11"	45.74'	S 66°48'18" E
C23	120.00'	60.70'±	60°07'26"	57.42±	S 14°08'31" E
C24	95.00'	46.82'	28°17'52"	44.38'	S 76°03'18" E
C25	95.00'	46.82'	28°17'52"	44.38'	S 76°03'18" E
C26	65.00'	33.61'	36°08'24"	32.73'	S 23°51'43" N
C27	65.00'	33.61'	36°08'24"	32.73'	S 23°51'43" N
C28	146.00'	109.38'	42°31'57"	105.81'	S 66°48'18" E
C29	146.00'	109.38'	42°31'57"	105.81'	S 66°48'18" E
C30	214.00'	160.49'	42°38'10"	156.76'	N 68°23'51" E

Fred A. Ast, Jr. and Associates

250 West Cascade

P.O. Box 751

Sisters, Oregon 97759

541-549-7851



H.A. MCCOY
ENGINEERING & SURVEYING, LLC

PO Box 533 Redmond, OR 97756 • 541-604-6735 • hayes@ham-engr.com

April 22, 2015

Housing Works
405 SW 6th Street
Redmond, Oregon 97756

RE: Trip Generation Statement - Tax Lot 800, (Map 151004BD)

This letter is to accompany your Subdivision Application for the property described as Tax Lot 800, (Deschutes County Tax Map 151004BD) in Sisters, Oregon.

The application proposes the development of seven single-family dwellings. The ITE manual, 8th Edition, provides estimated traffic counts for single-family dwellings (Code 210). Traffic counts are based off the number of dwellings. Average daily trips are calculated using a rate of 9.57 trips per number of dwellings:

$(9.57 \text{ trips}) * 7 \text{ dwellings} = 66.99 \text{ trips} \rightarrow 67 \text{ trips/weekday}$

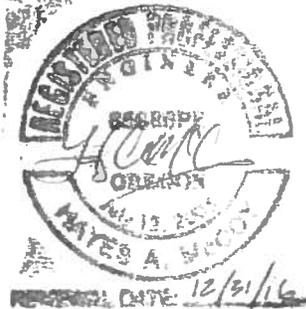
PM peak hour trips are calculated using a trip rate of 1.01 PM peak trips per number of dwellings. PM peak hour trips for the proposed development are calculated as:

$(1.01 \text{ trips}) * 7 \text{ dwellings} = 7.07 \text{ trips} \rightarrow 7 \text{ PM peak hour trips}$

Please contact me if you require any additional information.

Sincerely,

H.A. McCoy Engineering & Surveying, LLC



Hayes A. McCoy - PE



CITY OF SISTERS
Public Works Department

520 E. Cascade Ave.
P.O. Box 39
Sisters, OR 97759

(541) 323-5212
Fax: (541) 549-0561
www.sisters.or.us

TO: Patrick Davenport, Community Development Director
FROM: Erik Huffman, City Engineer
DATE: June 1, 2015 *REVISED JUNE 9, 2015*
SUBJECT: SUB 15-02 Sky Gate Subdivision

General Notes:

City domestic water and sewer infrastructure is capable of serving the proposed development.

Additional verification of fire flows may be required by the Fire Marshal. Upon request by the Fire Marshal, applicant shall request fire flow data from the City.

All proposed tree removal within the public right of way shall be authorized by the City of Sisters Urban Forestry Board prior to removal. The applicant shall provide a tree removal plan for all trees to be removed within the right of way to be presented to the Urban Forestry Board at a regularly scheduled meeting.

Transportation:

North Jantzen Lane - Local (Commercial/Industrial) per TSP

Jantzen Lane is currently 36' wide pavement within 68' wide right of way. There are no sidewalks or street trees. Jantzen shall be widened as proposed to provide 21' of pavement on the west side of the right of way centerline including a 13' travel lane and 8' parking stalls per the TSP. A 7' drainage swale and 6' pedestrian path is proposed which is acceptable per the TSP. Street trees are required, one per 35' along Jantzen. Existing trees within the right of way may substitute for required trees. New asphalt surfacing shall be 3" AC over 8" aggregate base rock.

ADA curb ramps with detectable warning strips shall be constructed at the corner of Jantzen and Heising.

East Heising Drive - Local (Commercial/Industrial) per TSP

Heising Drive is currently 36' wide pavement within 68' wide right of way. There are no sidewalks or street trees. Heising shall be widened as proposed with 21' of pavement on the west side of the right of way centerline including a 13' travel lane and 8' parking stalls per the TSP. A 7' drainage swale and 6' pedestrian path is proposed which is acceptable per the TSP. Street trees are required, one per 35' along Heising. Existing trees within the right of way may substitute for required trees. New asphalt surfacing shall be 3" AC over 8" aggregate base rock.

ADA curb ramps with detectable warning strips shall be constructed at the corner of Jantzen and Heising.

Two separate street cuts are proposed on Heising. The two street cuts shall be combined into one large street cut and patch to minimize discontinuity of pavement, however, if the easterly sewer lateral is found to be unnecessary, the street cut and patch area may be reduced to cover only the actual street cut area.

Internal Private Driveway

The internal private driveway is proposed to be 20' wide to meet fire lane standards. Turnaround geometry shall meet fire code turnaround requirements. The thickness of the asphalt and baserock shall be sufficient to meet fire code requirements to support a 60,000 lb vehicle. Typically 3" AC over 8" agg base shall be required to support a 60,000 lb vehicle, but may be reduced if calculated by a pavement design report.

Site Access

Six of the seven lots take access from the internal driveway court which connects at Jantzen Lane. Lot 2 proposes to take access from Heising Drive. Since Jantzen Lane and Heising Drive are both local streets, neither is a higher order street, and access from Heising Drive is acceptable.

Applicant shall apply for access permit from public works for access points on Heising Drive and Jantzen Lane so that the City can formally approve the access points.

Traffic Impacts

A trip generation letter has been provided with the application. Average daily trips are anticipated to be less than 200 (67 ADT) so no further traffic impact analysis is necessary.

Water:

North Jantzen Lane

A 12" water main exists in Jantzen Lane. One domestic water service currently serves the property, which is to serve proposed Lot 6. An 8" water hot tap is proposed, and no other water service connections are proposed. Two existing fire hydrants are located adjacent to the property on Jantzen. Both of the existing hydrants shall have concrete pads and bollards constructed.

East Heising Drive

A 12" water main exists on Heising. There are no connections to the water main on Heising adjacent to the property. Two new domestic water services are proposed. No additional water facility are required on Heising.

Internal Private Driveway

An 8" water main is proposed to run along the private driveway access, which is proposed to terminate at a hydrant. The hydrant shall be set on a concrete pad with bollards. A 30' PUE is proposed, which shall be dedicated as part of the plat.

Sewer:

North Jantzen Lane

A gravity sewer main and a force main both currently exist in Jantzen Lane. City as-built maps indicate that two sewer laterals serve the property from Jantzen, on both the north and south ends of the property frontage. The existing laterals shall be utilized if they can be confirmed to exist.

A new sewer main is proposed at a new manhole in Jantzen as a manhole constructed over the existing main. This proposed manhole is close in proximity to the pressure sewer main in Jantzen. The applicant shall be required to relocate the pressure sewer, if necessary, to facilitate the construction of the manhole. If the relocation of the pressure sewer is necessary to construct the manhole, the applicant shall be responsible for all costs to relocate and repair the roadway surface.

East Heising Drive

An sewer main exists in Heising which has no connections adjacent to the property. Two additional sewer laterals are proposed be connected to serve the property, however the lateral proposed to lot 2 appears to be unnecessary as a lateral is shown on City as-built maps serving the same location from Jantzen Lane. If the service lateral on Jantzen exists, it shall be used to serve Lot 2.

Internal Private Driveway

A 6" sewer main is proposed to run along the private driveway access. The sewer main shall be upsized to 8" minimum diameter for its entire length. A 30' PUE is proposed, which shall be dedicated as part of the plat.

Site Grading and Drainage:

1. All site drainage shall be maintained on site and shall not drain onto public streets or neighboring properties. Storm water runoff from private property shall not impact public right-of-way or easements unless otherwise approved by the Public Works Director or City Engineer.
2. Site grading and drainage plans shall be submitted for Engineering review and shall be subject to City and Central Oregon Stormwater Manual (COSM) design, construction, and testing standards.
3. Stormwater calculations shall be provided to the City of Sisters for review and approval as part of the grading and drainage plan submittal.
4. Proposed site drainage facilities and stormwater systems shall be designed for a 25 year/24 hour storm event (2.8 inches) and have appropriate pretreatment per City standards. Infiltration rates must be supported by a Geotech report or other verifiable documentation.
5. New on-site private drywells and other underground injection control (UIC) systems not part of the public drainage system must be registered and approved by the Oregon Department of Environmental Quality (DEQ) prior to construction or building permit issuance.

Construction Plans:

Prior to final plat or building permit issuance, construction plans that include all proposed and/or required public improvements, water/sewer service connections, site grading/drainage and utilities shall be submitted to the City for review and approval. All public improvements shall be installed or bonded for prior to the issuance of the final plat.



Fire Department Comments

By: Gary Marshall

Date: May 5, 2015

Planner: Patrick Davenport

Applicant: Housing Works

Site Plan No.: 150424 15-018PREPLAT Skygate 7-Lot Residential Subdivision

Fire Safety During Construction – 2014 OFC 3310 and 3312

Approved fire department access roads shall be provided to all construction sites. Required water supply, fire hydrants, and safety precautions shall be made available as soon as combustible materials arrive on site.

Water Supply - 2014 OFC Appendix B

The required water supply for fire suppression for this project shall be 1,000 gallons per minute at 20 psi residual pressure. This flow requirement is based on Type V-B building construction not to exceed 3,600 square feet without further review. Documentation shall be provided to the Fire Department from the Water Purveyor demonstrating the fire flow infrastructure capacity in flow at 20 p.s.i. residual pressure. The duration of flow shall meet the requirements of Appendix B.

Fire-Flow Requirements for Buildings – 2014 OFC Appendix B

A reduction of fire flow may be allowed for this project if approved fire suppression system is installed within the structures.

Fire Hydrants – 2014 OFC Section 507.5 and Appendix C

The minimum amount of fire hydrants needed on this site shall be one (1) spaced no more than 600 feet from the most remote portion of the building measured by an approved fire access route around the exterior of the facility or building, fire hydrants shall be provided where required by the fire code official. Fire hydrants shall be installed to specifications of the water purveyor and fire department.

Fire Hydrant Spacing - 2014 OFC Section 507 and Appendix C

Fire hydrants shall be located along the route of the fire apparatus access roadway and spacing of hydrants shall not exceed 500 feet.

Obstruction & Protection of Fire Hydrant – 2014 OFC 507.5.4 through 507.5.6

Unobstructed access to fire hydrants shall be maintained at all times. A 3-foot clear space shall be maintained around the circumference of fire hydrants. When exposed to vehicular damage, concrete curbing, sidewalks, or 4 inch concrete filled bollards placed 3 feet from hydrants shall suitably protect fire hydrants. Hydrants shall be coated with approved red paint color and markings.

Premises Identification - 2014 OFC 505.1

Approved numbers or addresses shall be placed on all new and existing buildings in such a position as to be plainly visible and legible from the street or road fronting the property. Said numbers shall contrast with their background and visible at night.

Street or Road Signs – 2014 OFC 505.2

Streets and roads shall be identified with approved signs. Signs shall be of an approved size and weather resistive construction.

Fire Lanes - 2014 OFC 503.3 and Appendix D

Approved “No Parking” signs or other approved notices shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. Such signs or notices shall be kept in legible condition at all times. Spacing for signage shall be every 75 feet on both sides of roads less than 28 feet.

Fire Apparatus Access Roads (General) - 2014 OFC Section 503 and Appendix D

Fire apparatus access roads shall be placed within 150 of all exterior walls of the first floor of all buildings. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet designed with a uniform all-weather driving surface to support the imposed GVW of 60,000 lbs. and a vertical clearance of not less than 13 feet 6 inches. Turning radius shall not be less than 45 feet and gradient shall not exceed 12 percent unless the authorities having jurisdiction approve a variance. Dead-end access roads in excess of 150 feet in length shall be provided with approved provisions for the turning around of fire apparatus. A cul-de-sac, hammerhead or other means for the turning around of fire apparatus may be approved.

Key Boxes – 2014 OFC Section 506

Key Box (Knox Box) for Fire Department access is required to be installed at gated entrances to subdivisions. An application for the Knox Box is available by calling the Sisters/Camp Sherman Fire District office at (541) 549-0771.



Oregon

Kate Brown, Governor



3040 25th Street, SE
Salem, OR 97302-1125
Phone: (503) 378-4880
Toll Free: (800) 874-0102
FAX: (503) 373-1688

May 15, 2015

Patrick T. Davenport, AICP
City of Sisters
Community Development Director
520 E. Cascade Avenue
P.O. Box 39
Sisters, Oregon 97759

SUBJECT: Sky Gate Subdivision – ODA Comment

Dear Patrick:

Thank you for the opportunity to comment on the proposed Sky Gate Subdivision located on Jantzen Lane (Map 151004BD – 800). After a preliminary review of the proposed application the Oregon Department of Aviation (ODA) has prepared the following comments.

The proposed use of a residential subdivision is classified as a Residential and according to Table 3-4: Compatible Land Uses per FAR Part 77 Surfaces and FAA Safety Areas, as located in the Airport Land Use Compatibility Guidebook (January 2003) (see attached). The proposed use is classified as an Incompatible Land Use with respect to its proposed location in the Transitional Surface of the Sisters Eagle Airport.

Since this use is identified as an incompatible land use ODA recommends that this site be used for land use activities that are compatible, in accordance with Table 3-4. However, if this application is approved as proposed, ODA recommends that design measures are used to minimize the impact of both the development and the Sisters Eagle Airport.

The Oregon Department of Aviation would like to make sure the following comments and possible conditions of approval are added to the final land use decision, if the development is approved.

- Prior to issuance of a building permit the applicant must file and receive a determination from the Oregon Department of Aviation as required by OAR 738-070-0060 on FAA Form 7460-1 Notice of Proposed Construction or Alteration to determine if any new structures in the development will pose a hazard to aviation safety at the Sisters Eagle airport. A subsequent submittal may be required by the FAA due to its location to the Sisters Eagle Airport.
- The height of the new buildings should not penetrate FAA Part 77 Imaginary Surfaces, as determined by ODA and the FAA.
- Shields on any external building and street lights should be designed as to not interfere with aircraft or airport operations.
- Marking Lights, per FAA design, may be needed to identify to structures.

Again, thank you for allowing ODA to comment on this development proposal. If you have any questions or need further information please feel free to contact me at 503-378-2529 or Jeff.Caines@aviation.state.or.us Heather Peck at 503-378-3168 or Heather.Peck@aviation.state.or.us, Projects & Planning Manager.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeff Caines", with a long horizontal flourish extending to the right.

Jeff Caines, AICP
Aviation Planner
Oregon Department of Aviation



Western Title & Escrow Company
220 S Pine Street, Suite 102
Sisters, OR 97759
Office Phone: **541-548-9180**
Office Fax: **541-588-6601**

January 26, 2015

Central Oregon Regional Housing Authority
405 SW 6th Street
Redmond, OR 97756

email

Escrow Number: **96033**
Seller: **Dutch Pacific Properties, LP**
Buyer: **Central Oregon Regional Housing Authority**
Property: **Tract C, Sun Ranch, Phase I**
Sisters, OR 97759
SUN RANCH PHASE I, Lot C, Deschutes County, Oregon

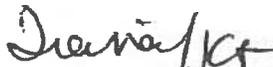
We are pleased to be handling the above-referenced escrow.

A copy of the Preliminary Title Report and any exceptions are enclosed for your review.

Also enclosed, in compliance with ORS 9.160, is a document entitled "**Notice to Customer**", setting forth important facts and information regarding the legal documents involved in your transaction.

Should you have any questions, do not hesitate to contact me.

Sincerely,
Western Title & Escrow Company


Tiana L. VanLanduyt
Senior Escrow Officer

Enclosures



Western Title & Escrow Company
220 S Pine Street, Suite 102
Sisters, OR 97759
Office Phone: **541-548-9180**
Office Fax: **541-588-6601**

Western Title & Escrow Company
Attention: Tiana L. VanLanduyt
220 S Pine Street, Suite 102
Sisters, OR 97759

Date Prepared: **January 23, 2015**

**PRELIMINARY TITLE REPORT
FOR ISSUING TITLE INSURANCE**

File Number: **96033**

Western Title & Escrow Company is prepared to issue a title insurance policy, as of the effective date and in the form and amount shown on Schedule A, subject to the conditions, stipulations and exclusions from coverage appearing in the policy form and subject to the exceptions shown on Schedule B. This report is preliminary to the issuance of a policy of title insurance issued by **Fidelity National Title Insurance Company** and shall become null and void unless a policy is issued and the full premium paid.

This report is for the exclusive use of the person to whom it is addressed. Title insurance is conditioned on recordation of satisfactory instruments that establish the interests of the parties to be insured; until such recordation, the Company may cancel or revise this report for any reason.

Any questions regarding the closing of this transaction should be directed to **Tiana L. VanLanduyt**, your Escrow Officer at **541-548-9180** or email at tvanlanduyt@westerntitle.com.

Any questions concerning the Preliminary Title Report should be directed to **Charlie Cookson** at **541-322-9288**, or email at titleofficersupport@westerntitle.com.

DESCHUTES COUNTY RECORDING FEES Note: New fees below are effective January 1, 2014 for standard Deeds, Trust Deeds and other conveyance documents. **For all other documents please call (541) 389-5751 for exact fees.**

First Page	\$53.00	Each Additional Page	\$5.00	E-Recording Charge	\$5.00
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Street Address for Recording Package:

Western Title and Escrow
Attention: Recording
360 SW Bond, Suite 100
Bend OR 97702

SCHEDULE A

1. The effective date of this preliminary title report is **5:00 P.M. on January 15, 2015**
2. The policies and endorsements to be insured and the related charges are:

Policy/Endorsement Description	Liability	Charge
2006 ALTA Standard Owner's Policy	\$50,000.00	*\$300.00
*Above Charge Includes:		
Owner Policy	\$300.00	
PROPOSED INSURED for Owner's Policy		
Central Oregon Regional Housing Authority		
Local Government Lien Search		\$50.00

Agent portion of above Premiums is: \$264.00
 Underwriter portion of above Premiums is: \$36.00

3. Title to the land described herein is vested in:

Dutch Pacific Properties Limited Partnership, who acquired title as Dutch Pacific Properties, LP, an Oregon Limited Partnership

4. The estate or interest in land is:

Fee Simple

5. The land referred to in this report is described as follows:

Tract C, SUN RANCH, PHASE I, City of Sisters, Deschutes County, Oregon.

SCHEDULE B

Except for the items properly cleared through closing, the proposed policy or policies will not insure against loss or damage which may arise by reason of the following:

STANDARD EXCEPTIONS:

1. Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the public record; proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the public records.
2. Any facts, rights, interests or claims which are not shown by the public records but which could be ascertained by an inspection of said land or by making inquiry of persons in possession thereof.
3. Easements, or claims of easement, not shown by the public records, reservations or exceptions in patents or in acts authorizing the issuance thereof, water rights, claims or title to water.
4. Any encroachment (of existing improvements located on the subject land onto adjoining land or of existing improvements located on adjoining land onto the subject land), encumbrance, violation, variation or adverse circumstance affecting the title that would be disclosed by an accurate and complete land survey of the subject land.
5. Any lien, or right to lien, for services, labor or material heretofore or hereafter furnished, imposed by law and not shown by the public records.

SPECIAL EXCEPTIONS:

6. Unpaid taxes for the year 2014-2015
 Original Amount: \$921.89
 Unpaid Balance: \$614.59, plus interest
 Tax Lot No.: 15-10-04-BD-00800
 Account No.: 251139, Code 6-047
7. Regulations, including levies, liens, assessments, water and irrigation rights and easements for ditches and canals of Three Sisters Irrigation District.
8. Air space easements, as disclosed in Warranty Deed
 Dated: May 13, 1967
 Recorded: June 29, 1967
 Document No.: 154-14, Deschutes County Records
9. Easement for delivery of water, as disclosed in Statutory Warranty Deed
 Recorded: November 19, 1987
 Document No.: 154-2881, Deschutes County Records
10. Easements for delivery of irrigation water, as disclosed in Statutory Warranty Deed
 Recorded: November 25, 1987
 Document No.: 155-711, Deschutes County Records

11. Agreement for road and utility development, including the terms and provisions thereof,
Dated: January 2, 1998
Recorded: January 5, 1998
Document No.: 475-1731, Deschutes County Records
12. Development Agreement, including the terms and provisions thereof,
Dated: April 20, 2001
Recorded: May 4, 2001
Document No.: 2001-21130, Deschutes County Records
Between: City of Sisters
And: Barclay Meadows Business Park, LLC
13. Easements, conditions, restrictions and notes as delineated on the recorded plat.
14. Covenants, easements and restrictions, but omitting restrictions, if any, based on race, color, religion, national origin, or physical or mental handicap, imposed by instrument, including the terms and provisions thereof,
Recorded: January 24, 2006
Document No.: 2006-05106, Deschutes County Records

Assessments of the Sun Ranch Business Park Association as provided for in the Declaration of Restrictions.

15. A copy of the Partnership Agreement and any amendments thereto of Dutch Pacific Properties Limited Partnership should be furnished to verify that there is no restriction on the General Partners' authority to execute the forthcoming documents.

Note: If an ALTA Extended Lenders Policy is desired, Exceptions 1 through 5 may be modified or eliminated from the policy based upon receipt and review of the following:

- A) A survey of the subject property. (Should a survey not be required for loan purposes, **Western Title & Escrow Company** could consider other alternatives, such as an inspection or review of a site plan. Please contact your Title representative for assistance.)
- B) Proof that there are no parties in possession or claiming to the right to be in possession other than the vestees herein and that there are no existing leases or tenancies.
- C) Proof that there are no statutory liens for labor or material, including liens for contributions due to the State of Oregon for unemployment compensation and for workman's compensation which have not gained or hereafter may gain priority over the lien of the insured mortgage, which liens do not now appear of record.

Note: We find no judgment liens or tax liens against Central Oregon Regional Housing Authority.

Note: There have been no vesting changes in the last 24 months.

Note: Legal Description Notice

Based on the information provided and our records, we believe that the legal description in this report covers the parcel(s) of land requested in the application. If the application for title insurance was placed by reference to a street address or tax assessor's identification number only, please review the legal description carefully to verify that the correct property was searched. If the legal description is incorrect, the parties to the transaction must notify **Western Title & Escrow Company** to avoid errors and to insure that the correct parcel(s) of land will appear on any documents to be recorded in connection with this transaction and on the policy(ies) of title insurance.

Note: Title Insurance Rate Disclosure Notice

The title insurance charges for this order are disclosed in **Schedule A** of the Preliminary Title Report. In some circumstances, a reduced charge will apply. When it appears to us that a transaction qualifies for a reduced charge, it is our policy in Oregon to identify the reduced charge on Schedule A of the report. The reduction usually is computed as a percentage of the Company's basic rate. If a reduced charge appears on Schedule A, it is one of the following:

Reissue Rate: A discount of 25% of the basic rate applies when there has been title insurance on the property within the previous three years.

Builder-Developer Rate: A discount of 35% of the basic rate may apply when a party to the transaction is a builder or developer and the property is residential.

Contract Fulfillment Rate: A discount of up to 50% of the basic rate may apply to an owner's policy issued upon fulfillment of a previously insured land sale contract.

Leasehold to Owner's Conversion Rate: A previously insured lessee who exercises an option to purchase in the lease may obtain title insurance for the purchase with a 50% credit from the previous policy.

Post-Construction Permanent Loan Rate. A discount of up to 75% of the basic rate may apply to a loan policy for a permanent mortgage when it refinances a previously insured construction loan.

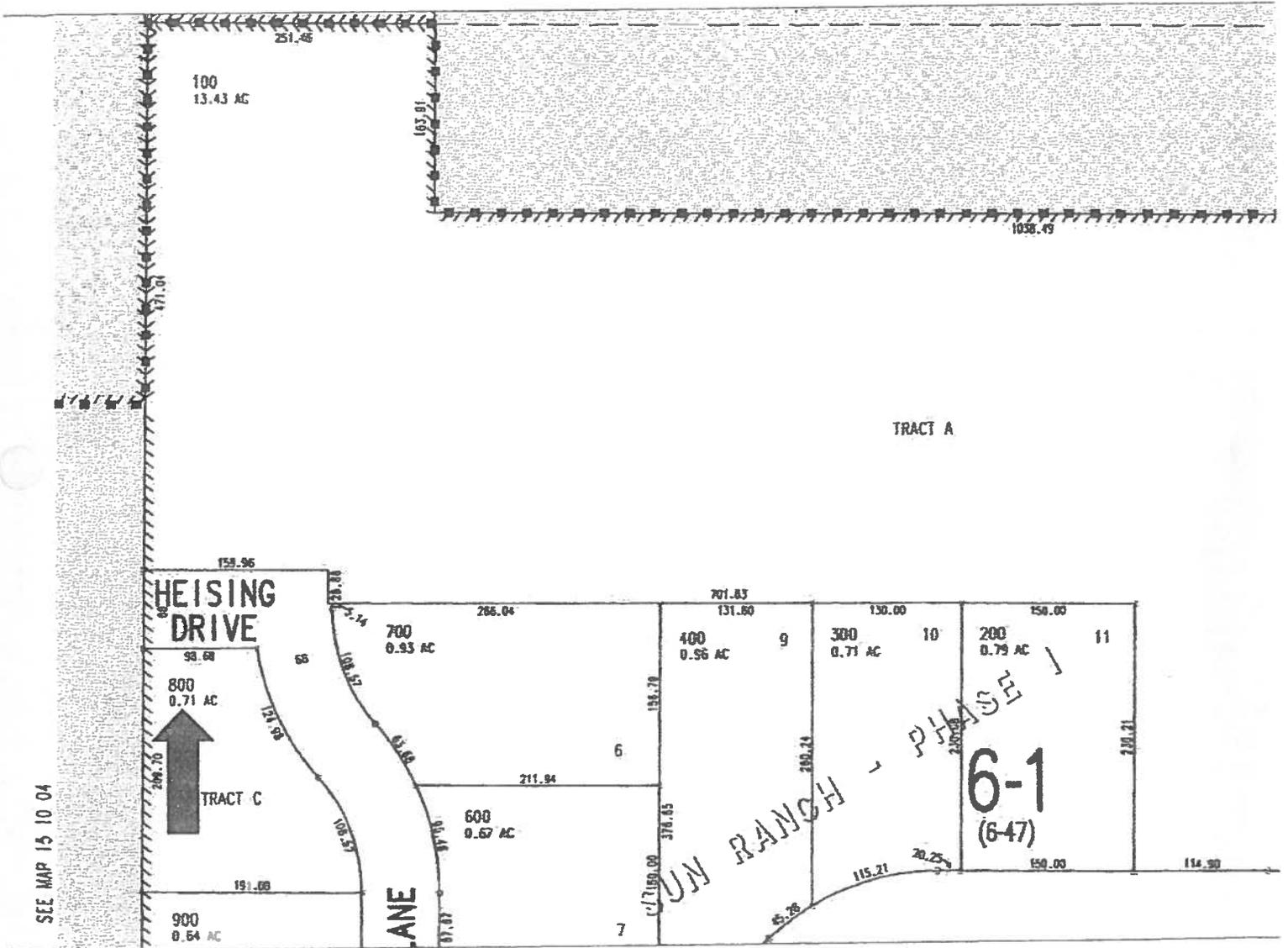
Reorganization Rate: A discount of up to 65% of the basic rate may apply for title insurance to a business entity that is affiliated with a previously insured business entity.

Corporate Employee Transfer Rate: When a corporation transfers an employee from one area to another and the employee's corporation or one rendering employee transfer services acquires the employee's property with title insurance, a discount of up to 50% applies to the resale.

Simultaneous Issue Rate: A special rate may apply when two or more policies are issued simultaneously, such as a loan policy with an owner's policy or two loan policies.

IF YOU THINK A REDUCED RATE APPLIES TO YOUR TRANSACTION BUT IT DOES NOT APPEAR ON SCHEDULE A OF THE PRELIMINARY TITLE REPORT, PLEASE INFORM YOUR ESCROW OFFICER OR TITLE OFFICER by contacting them at the phone number, email address or mailing address shown on the report.

End of Report



Engineering Department
63090 Sherman Rd.
Bend, OR 97701
Phone: (541) 388-5820



LETTER OF INTENT TO SERVE

Date: 5/29/2015

To Whom It May Concern,

It is the intention of BendBroadband LLC to place conduit infrastructure (in developer-provided utility trenches) in the below described properties. BendBroadband LLC will activate these lines at a time when BendBroadband LLC determines it is cost effective to do so. All conduits placed on our behalf within these properties and Rights of Way are for the exclusive use of providing BendBroadband LLC services.

Subdivision/Property Description:

Re-plat of tax lot 151004BD00800, Sky Gate 7 lot subdivision

Thank you,

Sosanna McHugh

Sosanna McHugh – Engineering Tech (541) 693-5981
smchugh@bendbroadband.net

James Ludwig – Engineering Tech (541) 330-7964
jludwig@bendbroadband.net

Jeff Liberty – Engineering Tech (541) 312-6449
jliberty@bendbroadband.net

6/10/2015



Treasha Linton
H.A. McCoy Engineering
1180 SW Lake Rd., Suite 201
Redmond, Ore. 97756

RE: Will Serve Letter -
Sky Gate Subdivision and the tax map is 151004BD0000800 Sisters, Deschutes County, Ore.

Dear Ms. Linton:

This information is provided in response to your request regarding telephone service for the property described as Sky Gate Subdivision and the tax map is 151004BD0000800, Deschutes County, Ore.

The address at issue is in CenturyLink service territory. Bend is the serving exchange.

The developer and subsequent property owners are subject to the terms and conditions contained in CenturyLink's filed Price List for Exchange and Network Services, Section 59, entitled "Construction of Outside Plant Facilities". It shall be in effect at the time service is billed.

There exists the possibility that facilities will not be available at CenturyLink when requested by the applicant. Delays may be encountered until such time as facilities become available. Since telephone service is handled on an individual case basis, installation dates will be negotiated upon application of each customer.

The Tariffs and Price Lists discussed are on file with the Oregon Public Utilities Commission.

Sincerely,

A handwritten signature in blue ink that reads "Joseph L. Dairy".

Joseph L. Dairy
Sr. Design Engineer
CenturyLink
100 NW Kearney Ave.
Bend, Ore. 97701
541-385-0221
joseph.dairy@centurylink.com



CENTRAL ELECTRIC
COOPERATIVE, INC.

COPY

June 5, 2015

Tyler Henderson
H.A. McCoy Engineering & Surveying
1180 SW Lake Rd Ste 201
Redmond OR 97756

In response to your inquiry, please be advised that property located in T.15S., R.10E., W.M., Section 04, Tax Lot 800, Deschutes County, Oregon, is within the service area of Central Electric Cooperative, Inc.

Central Electric Cooperative is prepared to serve this location in accordance with the rates, policies and available system capacity of the Cooperative.

Sincerely,

Rob Nurge
Senior Distribution Engineer

RN:dl

Conditions of Approval Agreement

This Development Agreement, hereinafter referred to as "Agreement", is made and entered into by and between the City of Sisters, hereinafter referred to as "City", and Dutch Pacific Properties, LP, hereinafter referred to as "Dutch Pacific".

Recitals

1. This Agreement is a conditions of approval agreement with Dutch Pacific Properties, LP, an entity that has legal and equitable interests in the following real property, located within the City of Sisters, Deschutes County, Oregon: Tracts A, B, and C, Sun Ranch Phase 1 Subdivision. Combined, the properties are approximately 18.78 acres in size.
2. Dutch Pacific received Comprehensive Plan Text Amendment, Development Code Text Amendment, Comprehensive Plan Map Amendment and Zoning Map Amendment land use approvals from the City on April 26, 2007. The approvals are for the development of the "Sun Ranch Mixed Use Community" - land use permit files CP06-01, CP06-02 and ZC06-01.
3. The Findings and Recommendation of the Sisters Planning Commission signed November 22, 2006 contained four (4) conditions of approval that were "to be completed prior to development."
4. At the request of the City Council, Dutch Pacific has agreed to provide 7 lots within the approved Sun Ranch Residential District for development with affordable housing units. As no subdivision was proposed as part of the Sun Ranch Mixed Use Community applications, it is appropriate to assure the provision of such lots when the property is subdivided through this agreement.
5. The intent of this Agreement is to require Dutch Pacific to comply with the four conditions of approval specified in the Planning Commission's Findings and Recommendation and to voluntarily amend the proposal to provide affordable housing as part of the Sun Ranch Mixed Use Community.
6. This Agreement was authorized by the City Council as part of the land use decision approving the Comprehensive Plan Amendments, Development Code Amendments, Comprehensive Plan Map and Zoning Map Amendments necessary to create the "Sun Ranch Mixed Use Community." Public hearings were held on December 14, 2006, January 25, 2007, February 8, 2007 and February 22, 2007 after notice to the public was provided.
7. The execution of this Agreement is in the best interest of the public health, safety and welfare and is consistent with the Sisters Urban Area Comprehensive Plan and implementing ordinances.

Agreement

In consideration for the mutual promises and performance obligations of each party set out in this Agreement, the parties agree as follows:

1. This Agreement shall be effective upon signing by the parties and shall last until such time as all conditions of approval have been satisfied by Dutch Pacific or until the first subdivision for the residential area of the Sun Ranch property has been approved by the City and recorded. When this property is subdivided, the requirements of this agreement, shall have been met or assured.
2. The permitted uses, density, and height within the Sun Ranch Mixed Use Community are regulated by the City Development Code as amended by this series of applications, and any subsequent changes adopted by the City of Sisters.
3. Dutch Pacific will dedicate a one-half (1/2) acre area to the City for park purposes in the location identified on Exhibit A to this agreement in one of the following ways:
 - The City of Sisters can initiate a land division to create the ½-acre area and the owner of the property will sign the application in timely manner; OR
 - The park area will be created through the first subdivision plat within the Sun Ranch Residential zone.

In either case, the applicant will sign an easement providing the City access to the area identified for the park (Exhibit A) for planning and design purposes. Once the park area has been created, Dutch Pacific shall convey the park to the City by deed free and clear of liens and encumbrances, except for governmental agreements and existing easements of record. Dutch Pacific shall have the ability to review and approve any proposed structure design and fencing materials provided such review doesn't result in unreasonable budgetary demands or unreasonable review timeframes.

4. The City's engineer in an October 31, 2006 letter asserted Dutch Pacific should provide 10.96 acres of pre-1892 water rights to the City to accommodate the additional water required from the proposed rezones. These water rights are valued at approximately \$11,000 per acre, or \$120,560. Dutch Pacific is dedicating an approximately 9,200 sq. ft. well site on industrially zoned land with an approximate value of \$12/square foot, totaling \$110,400. The difference between the value of the well site dedication and required water rights is \$10,160. In lieu of a receiving a cash payment, the City shall accept one acre of pre-1892 water rights from Dutch Pacific. Dutch Pacific will sign all needed City-prepared paperwork for the City to initiate and complete the transfer of one (1) acre of pre-1892 water rights. The City will, within a period not to exceed six months after this Agreement is signed, apply to State of

Oregon Water Resources Department to transfer the water rights. Once the City has obtained approval of the transfer, Dutch Pacific shall convey the water rights to the City on documents prepared by the City and approved by Dutch Pacific.

5. Dutch Pacific will dedicate approximately a 10,000 square foot area to the City for purposes of locating a well, well house and associated items in the location identified on Exhibit A to this agreement in one of the following ways:
 - o The City of Sisters can initiate a land division to create the 10,000 square foot area and the owner of the property will sign the application in timely manner; OR
 - o The well area will be created through the first subdivision plat within Tract A of the Sun Ranch Phase 1 subdivision.

In either case, the applicant will sign an easement providing the City access to the area identified for the well (Exhibit A) for planning and design purposes. Once the well area has been created, Dutch Pacific shall convey the well property to the City by deed free and clear of liens and encumbrances, except for governmental agreements and existing easements of record. Dutch Pacific shall have the ability to review and approve any proposed structure design and fencing materials provided such review doesn't result in unreasonable budgetary demands or unreasonable review timeframes.

6. Dutch Pacific will construct a 3 to 5-foot wall or fence with vegetation between the Sun Ranch Light Industrial District and the Sun Ranch Residential District. This fence will run parallel to the north boundary of Lots 6, 9, 10 and 11, Sun Ranch Phase I Subdivision. The fence/wall shall be completed by such time specified in the first tentative plan approval for the Sun Ranch Residential district.
7. Dutch Pacific will dedicate the pump station as shown on Exhibit B it has constructed on its property to the City of Sisters on forms approved by the City Attorney prior to the issuance of any building permits on Dutch Pacific property that will be served by said pump station. The City must test, inspect and accept the facility as a part of this condition.
8. Dutch Pacific will provide seven (7) affordable housing units/lots within the Sun Ranch Residential District. Dutch Pacific will work with Housing Works, Neighbor Impact, Habitat for Humanity or other affordable housing program provider approved by the City of Sisters in writing to assure that the units/lots are affordable as detailed below. Affordable housing is housing affordable to households earning 80% of Area Median Income (AMI) or lower as designated on a yearly basis for Deschutes County by the federal department of Housing and Urban Development (HUD). Housing is affordable when no more than 30% of annual household income is spent on housing (principal, interest, taxes and insurance). The units to be constructed shall also meet the covenants, conditions and restrictions for the Sun Ranch Residential District.

Dutch Pacific may choose to construct the dwelling units and work with one of the affordable housing providers to implement the affordability component. The program, as proposed shall include the following:

- Units shall be dispersed throughout the Sun Ranch Residential District.
- Units shall remain affordable for a period of at least 50 years.
- The square footage of the affordable units shall sum to a minimum of 6,000 square feet.
- Dutch Pacific shall prepare and the Sisters City Council approve an Affordable Housing Agreement detailing how the program outlined in this agreement will be achieved prior to the first tentative plan for subdivision approval in the Sun Ranch Residential District.

9. In the case of any change in regional policy or federal or state law or other change in circumstance which renders compliance with the Agreement impossible or unlawful, the parties will attempt to give effect to the remainder of the Agreement, but only if such effect does not prejudice the substantial rights of any party under the Agreement. If the substantial rights of any party are prejudiced by giving effect to the remainder of the Agreement, then the parties shall negotiate in good faith to revise the Agreement to give effect to its original intent. If the parties fail to agree to an amended Agreement within ninety (90) days of the commencement of negotiations, then any party may request that an arbitrator give an equitable effect to the remainder of the Agreement, and the Agreement shall thereafter be amended pursuant to the order of the arbitrator. If, because of a change in policy, law or circumstance, the Agreement fails of its essential purpose, then the parties shall be placed into their original position to the extent practical. As used herein, however, "change in circumstance" does not include changes in local government land development or land division regulations. It is the intent of this Agreement to vest rights and conditions, as set forth herein, notwithstanding any change in local ordinance or policy.

10. The following shall constitute defaults on the part of a party:

A breach of a material provision of this Agreement, whether by action or inaction of a party which continues and is not remedied within sixty (60) days after the other party has give notice specifying the breach; provided that if the non-breaching party determines that such breach cannot with due diligence be cured within a period of sixty (60) days, the non-breaching party may allow the breaching party a longer period of time to cure the breach, and in such event the breach shall not constitute a default so long as the breaching party diligently proceeds to affect a cure and the cure is accomplished within the longer period time granted by the non-breaching party; or,

Any assignment by a party for the benefit of creditors, or adjudication as a bankrupt, or appointment of a receiver, trustee or creditor's committee over a party.

11. Each party shall have all available remedies at law or in equity to recover damages and compel the performance of the other party pursuant to this Agreement. The

rights and remedies afforded under this Agreement are not exclusive and shall be in addition to and cumulative with any and all rights otherwise available at law or in equity. The exercise by any party of any one or more of such remedies shall not preclude the exercise by it, at the same or different time, of any other such remedy for the same default or breach or of any of its remedies for any other default or breach by the other parties, including, without limitation, the right to compel specific performance.

12. This Agreement is not assignable and does not run with the land. If any property subject to this agreement is sold, the obligations of Dutch Pacific under this Agreement shall remain obligations of Dutch Pacific until satisfied.
13. All future discretionary approvals for the "Sun Ranch Mixed Use Community" and lots within shall be as lawfully established at the time such approvals are requested.
14. All City obligations to expend moneys under this Agreement are contingent upon future appropriations as part of the local budget process. Nothing in this Agreement obligates the City to appropriate money to fund the obligations undertaken in this Agreement.
15. The City assumes that the "Sun Ranch Mixed Use Community" development will be served with City services like any other property in the City. The City assumes that Dutch Pacific will make a final effort to collect a proportionate share of the costs of the Dutch Pacific pump station from the owners of the Three Sisters Business Park. Should Dutch Pacific not be able to collect a proportionate share of costs from the owners of Three Sisters Business Park, Dutch Pacific may request that the City set up a reimbursement district to collect such funds.
16. This Agreement may be amended or terminated by the mutual consent of the parties or their assigns or successors in interest. Any amendment which relates to the uses, development limitations, or monetary contributions shall require a public hearing before the parties may execute an amendment. Any other amendment shall not require a public hearing. Any termination of this Agreement shall not prejudice any rights or obligations accrued to the parties prior to termination.
17. The City may, at its election, record this Agreement at the office of the Deschutes County Clerk no later than 10 days following the execution of this Agreement. The Agreement does not, however, bind subsequent owners of the Dutch Pacific property described in this Agreement.

First Amendment

1. This amendment (the "Amendment") is made by the City of Sisters (City) and Dutch Pacific Properties, LP (Dutch Pacific), parties to the Conditions of Approval Agreement dated June 19, 2007 (the "Agreement"). The Effective Date of this Amendment is September 24, 2014.
2. The Agreement is amended as follows:

- a. Recital 4 is replaced with the following:

At the request of City Council, Dutch Pacific has agreed to provide at least 7, and no more than would be allowed under the City of Sisters's Multi-Family Residential District zone, residential living units within the approved Sun Ranch Residential District for development as affordable housing. As no subdivision was proposed as part of the Sun Ranch Mixed Use Community applications, it is appropriate to assure the provision of such units when the property is subdivided through this Agreement.

- b. Agreement #3 is replaced with the following:

Dutch Pacific will dedicate at least a one-half (1/2) acre park area to the City for park purposes in the location identified on Exhibit A to this Agreement in one of the following ways:

- *The City of Sisters can initiate a land division to create the park area and the owner of the property will sign the application in a timely manner; or*
- *The park area will be created through the first subdivision plat within the Sun Ranch Residential District.*

In either case, Dutch Pacific will sign an easement providing the City access to the area identified for the park in Exhibit A for planning and design purposes. Once the park area has been created, Dutch Pacific shall convey the park to the City by deed free and clear of liens and encumbrances, except for governmental agreements and existing easements of record. Dutch Pacific shall have the ability to review and approve any proposed structure design and fencing materials provided such review does not result in unreasonable budgetary demands or unreasonable review timeframes.

- c. Agreement #8 is replaced with the following:

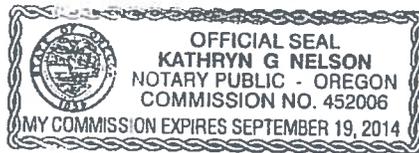
Dutch Pacific will provide at least seven (7), and no more than would be allowed under the City of Sisters's Multi-Family Residential District zone, affordable housing units within the Sun Ranch Residential District. Dutch Pacific will work with Housing Works, Neighbor Impact, Habitat for Humanity or other affordable housing program provider, approved by the City of Sisters in writing, to assure that the units are affordable as detailed below. Affordable housing is housing affordable to households earning 80% of Area Median Income (AMI) or lower as designated on a yearly basis for Deschutes County by the federal department of Housing and Urban Development (HUD). Housing is affordable when no more than 30% of annual household income is spent on housing. The units to be constructed shall also meet the covenants, conditions and restrictions for the Sun Ranch Residential District.

Dutch Pacific may choose to construct the dwelling units and work with one of the affordable housing providers to implement the affordability component. The program, as proposed shall include the following:

- Units shall remain affordable for a period of at least 50 years.
- The square footage of the affordable units shall average a minimum of 858 square feet.
- As part of the first tentative plan for a subdivision application in the Sun Ranch Residential District, Dutch Pacific shall include an Affordable Housing Agreement detailing how the program outlined in this Agreement will be achieved.

3 Except as set forth in this Amendment, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this Amendment and the Agreement or any earlier amendment, the terms of this Amendment will prevail.

CITY OF SISTERS
 By: [Signature]
 Printed Name: Andrew T. Gorsyeb
 Title: City Manager



[Signature: Kathryn G. Nelson]

State of Oregon)
) ss.
 County of Deschutes)

The foregoing was acknowledged before me by Andrew Gorsyeb, as City Manager for the City of Sisters this 24 day of Sept., 2014.

DUTCH PACIFIC PROPERTIES, LP
 By: [Signature]
 Printed Name: SHANE LUNDGREN
 Title: MANAGER
 Dated: 9/25/14



[Signature: Julie A. Pieper]

State of Oregon)
) ss.
 County of Deschutes)

The foregoing was acknowledged before me by Shane Lundgren, as Manager for Dutch Pacific Properties, LP this 25 day of Sept., 2014.



Tell Me More...

The HomeQuest HomeOwnership Program supports people in becoming prepared for homeownership. The Homeownership Manager works one-on-one with the participant to complete a plan of action to take them from where they are today to where they need to be in order to purchase a home. Through the program and community resources, participants will:

- Address any credit issues
- Develop a budget
- Access asset development resources as available
- Complete an 8 hour home buying class
- Complete financial literacy classes
- Explore down-payment assistance and loan programs

What's Next?

Call today to start your plan of action toward purchasing your home. You will be asked to complete a program application and submit a copy of your credit report and paystubs.

While working on your plan, the Homeownership Manager will recommend any homeownership opportunities that may come available that might be a good fit for you. In the end, you may purchase a home on the traditional market or you may purchase a home made available through Housing Works.



Ground Lease Program

The HomeQuest Ground Lease Program helps families achieve their dream of becoming a homeowner by removing the cost of the land from the equation.

Through partnerships with developers, builders and community resources, Housing Works owns the land, sells the improvements to the home buyer, and leases the land for a nominal fee.

The home buyer will have an opportunity to have ownership in a home, build some equity and move forward to their next home purchase.

Homebuyers will receive continued support during their homeownership with annual Asset Management inspections. Post-purchase counseling is also available and may include Home Maintenance & Repairs, Financial Management & Recordkeeping, Insurance & Protecting your Investment, Foreclosure Prevention & Predatory Lending.

HomeOwnership

Kelly Fisher
 H.O. Manager
 405 SW 6th Street
 Redmond, OR 97756
 Phone: 541-923-1018
 Direct Line: 541-323-7411
 E-mail: kfisher@housing-works.org



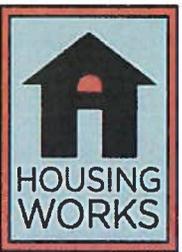
Eligibility?

To qualify for participation in the HomeQuest HomeOwnership Program you must:

- Have a household income below 80% of the Area Median Income (AMI)
- Reside or work in Deschutes, Crook or Jefferson County
- Be a first time homebuyer (no ownership interest in the past 3 years or a single parent or displaced homemaker who, while married, owned a home with his or her spouse) with some exceptions
- Have income that will support a mortgage and other expenses of homeownership
- Property must be owner occupied and not used for business or group home

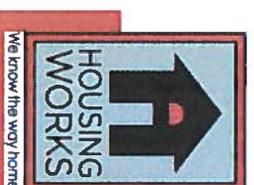
Purchase Process Assistance

The Homeownership Manager will support and assist the homebuyer through the lending and closing process.



We know the way home.

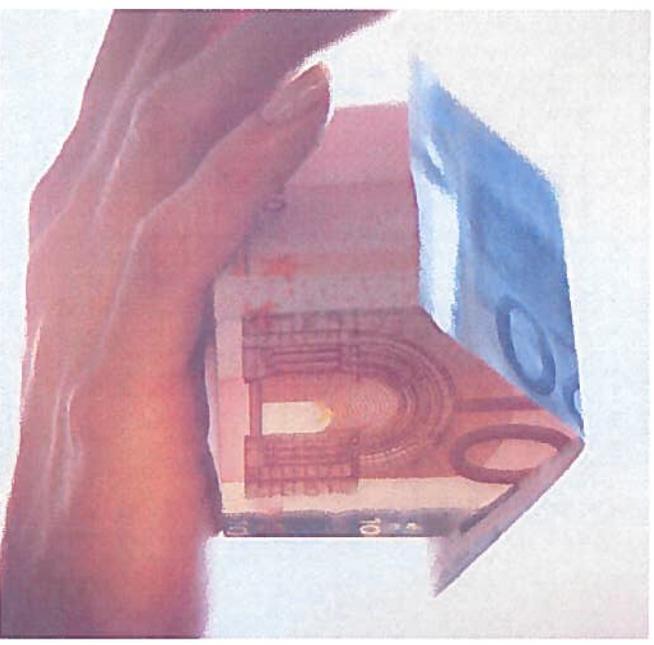
Kelly Fisher
H.O. Manager
405 SW 6th Street
Redmond, OR 97756
541-323-7411



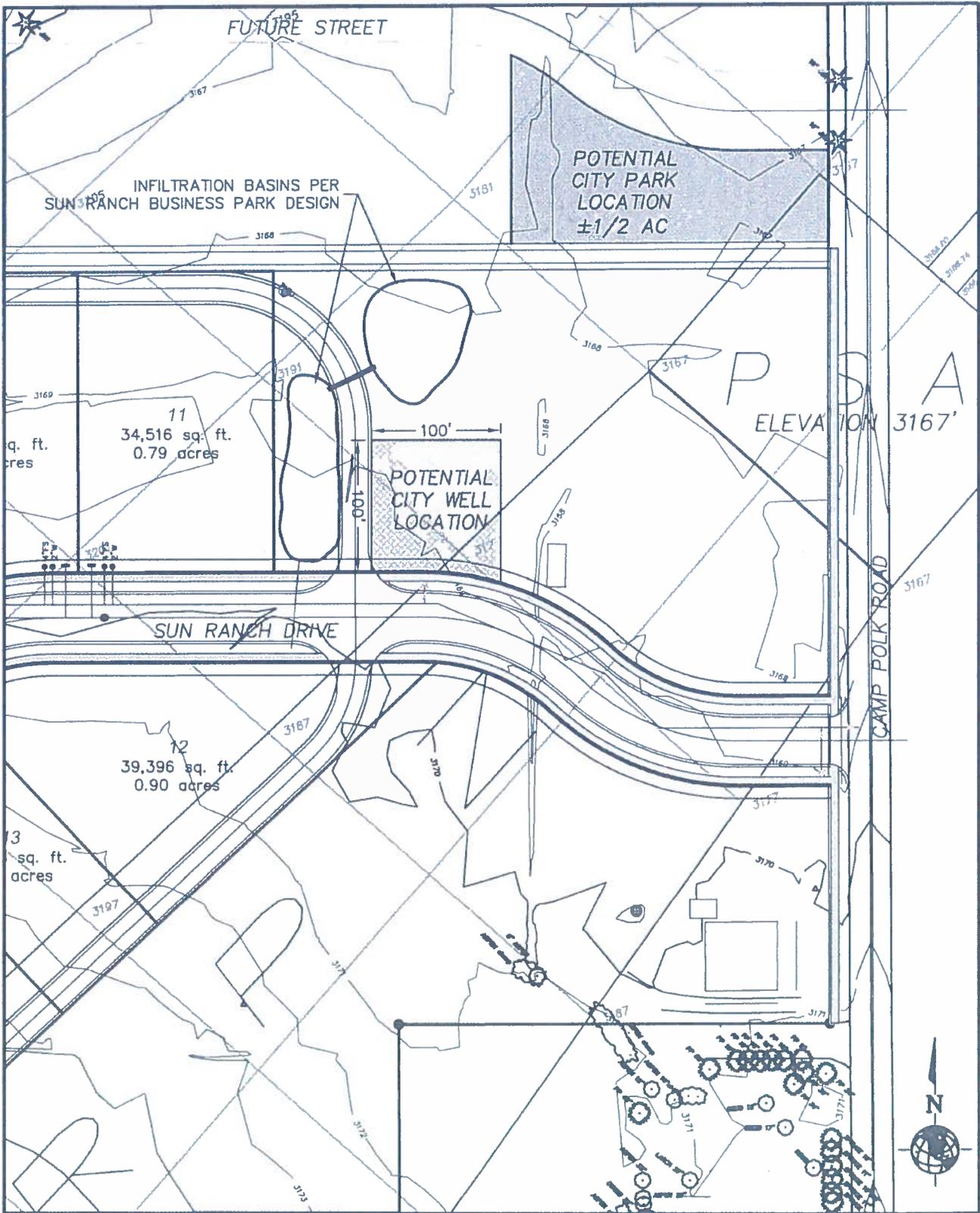
We know the way home.

HOMEQUEST

HomeOwnership Program



With a Personal Touch



DESIGNED BY:	JAM	CHECKED BY:			
DRAWN BY:	JAM	APPROVED BY:			
LAST EDIT:	10/28/2006	PLOT DATE:	10/27/06		
DATE	BY	REV	REVISION	CK'D	APPR

W&H
 880 Mainy, Suite 0-100
 Bend, Oregon
 97703-1641
 (503) 325-4555
 (503) 325-4556 Fax
 w&h@wh.com

**DUTCH PACIFIC PROPERTIES, LLC
 SUN RANCH BUSINESS PARK
 POTENTIAL CITY PARK
 EXHIBIT A**

SISTERS/DESCHUTES CO. OREGON

SCALE 1" = 100'	PROJECT NO 032006	DRAWING FILE NAME 32006-land-city park-ex01	SHEET EX5.0
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**CITY OF SISTERS
Planning Commission**

Title: TA14-02
Hearing Date: July 17, 2014

Goal 10 is the goal that provides for the housing needs of cities.

The request to modify the text in Chapter 2.13 to permit attached housing units to be configured in a row or complex remains consistent with the applicable Goals and is simply a design feature to accommodate townhomes and creative housing types. The ability to develop attached homes up to four units in size will allow for increased efficiency of land use.

In addition, the request to amend the 2007 Condition of Approval not to require dispersing affordable units throughout the site is simply a locational aspect and not substantive change. Preference for units rather than lots allows for greater affordability and flexibility in design. The applicant would prefer to locate the units in Tract C, which is close to other multifamily zones and employment areas. This request provides for greater efficiencies and aesthetic site planning while enhancing the ability to walk to employment, open spaces, parks, and services.

During the Planning Commission Public Hearing on July 17, 2014, the Planning Commission recommended approval of allowing attached or detached affordable housing units.

