



## NOTICE OF LAND USE DECISION

Notice is hereby given that the City Community Development Department issued a Notice of Decision affecting this property on **October 24, 2023**. All relevant provisions of the City of Sisters Urban Area Comprehensive Plan and City of Sisters Development Code were reviewed for compliance. Please contact the City of Sisters, Matthew Martin, Principal Planner, at [mmartin@ci.sisters.or.us](mailto:mmartin@ci.sisters.or.us) or 541-323-5208 for more information.

**File #:** SP 23-02  
**Applicant:** Todd Woodley  
**Owner:** WH Sisters LLC  
**Location:** Address: 15510 McKenzie Highway, Sisters; Tax Map and Lot: 15-10-5DC 7300  
**Zoning:** Multi-Family Residential District – MFR; Airport Overlay District - AO  
**Request:** Site Plan Review for a multi-family residential development in the Multi-Family Residential District as part of the approved Sunset Meadows master planned development (File Nos. MP 22-01/SUB 22-01/MNR 22-02). The applicant proposes 84 units in 6 buildings along with a clubhouse, playground, and related site improvements.

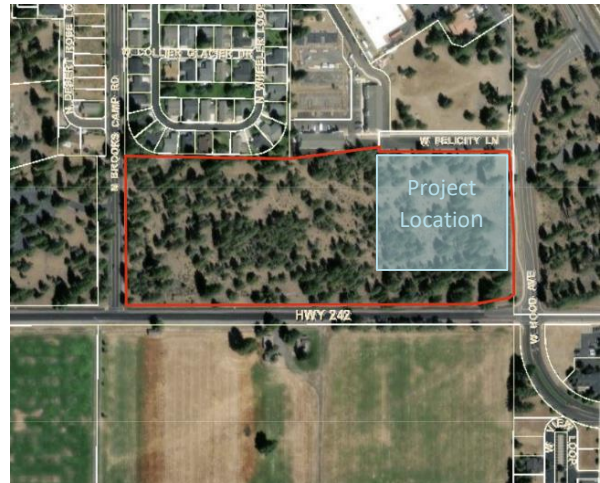


Figure 1. Aerial Photo of Subject Property and Project Location (Source: Deschutes County Dial)

### Applicable

**Criteria:** Sisters Development Code (SDC):  
Chapter 2.3 - Multi-Family Residential District  
Chapter 2.11 - Airport Overlay District  
Chapter 2.15 – Special Provisions  
Chapter 3.1 - Access and Circulation  
Chapter 3.2 - Landscaping and Screening  
Chapter 3.3 - Vehicle and Bicycle Parking  
Chapter 3.5 - Public Improvements  
Chapter 4.1 - Types of Applications and Review Procedures  
Chapter 4.2 - Site Plan Review

**DECISION:** Based upon the applicable criteria and standards, and the facts contained within the record, the City **Approves the requested Site Plan Review with Conditions.**

All evidence relied upon by the Community Development Director to make this Decision is in the public record and is available for public review. Copies of this evidence and the Decision can be obtained at a reasonable cost from the City of Sisters at 520 E Cascade Avenue, Sisters, Oregon 97759. All persons entitled to notice or who are otherwise adversely affected or aggrieved by the Decision may appeal the Decision. The filing of a Notice of Appeal shall be accompanied by the filing fee of \$500. Except as otherwise required, the notice of appeal and appeal fee must be received by the Community Development Department no later than 5 p.m. on the fourteenth calendar day following mailing/posting of the decision or **no later than November 7, 2023, at 5 p.m.** Notices of Appeals may not be filed by facsimile machine. The Notice of Appeal shall be submitted upon the form provided by the Community Development Department, shall include any such information as listed on the application submittal checklist and shall contain the following: 1. A concise

description of the land use decision sought to be reviewed, including the date of decision; 2. A statement of the interest of the appellant seeking review and, that the appellant was a party to the initial proceedings; and, 3. The grounds relied upon for review. Further information can be obtained concerning the appeal process at the Community Development Department at 520 E Cascade Avenue, Sisters Oregon 97759. Unless appellant (the person who files the appeal) is the applicant, the hearing on the appeal shall be limited to the specific issues identified in the written comments submitted during the comment period. Additional evidence related to the Notice of Appeal may be submitted by any person during the appeal hearing, subject to any rules of procedure adopted by the Planning Commission. The Decision shall become final on November 7, 2023, if no appeals are filed.

TTY services can be made available. Please contact City Recorder Kerry Prosser at (541) 323-5213 for accommodations to be made. The Sisters City Hall building is a handicapped accessible facility.

**\*Notice to mortgagee, lienholder, vendor or seller: City of Sisters Development Code requires that if you receive this notice it shall be promptly forwarded to the purchaser.**