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**TO:**

Nicole Mardell  
Principal Planner  
City of Sisters  
nmardell@ci.sisters.or.us

**Re:** Files no. MP 21-01/SUB 21-01/V 21-01 – Completeness response

Nicole,

Regarding our Sisters Woodlands combined Master Plan and Subdivision Application, we have the following clarifications and corrections in response to your notice of June 21<sup>st</sup> listing our incomplete items.

**A. Vehicular Access and Circulation, Hwy 20**

Our Transportation Engineer, Lancaster Mobley, created an Addendum that he provided to the project team on June 21<sup>st</sup> (which has since been uploaded to our shared dropbox as “Woodlands Addendum #1 6-21-21”). This Addendum addressed both items for Vehicular Access and Circulation listed on page 1 of your notice. We welcome and remain fully available to further coordinate with both ODOT and City of Sisters to fill out the details of our Hwy 20 intersection. We have also made the related updates on our plan sheets, and also uploaded those plan sheets to our shared dropbox.

**B. Parking along mixed use and apartment buildings**

We have updated our plans (Sheets P1.3, P1.5, P1.9 and L0.1) and our street profile #4 (Sheet P1.10) to show this as perpendicular parking. We wholeheartedly agree with the request and your logic here. Thanks for bringing this to our attention. We have uploaded the revised plan sheets to our shared dropbox account for this project, and will use these plans moving forward.

**C. Local Street D**

After much careful study and a fresh review by our team following this notice regarding Local Street D, we politely request that this street remain as designed and profiled in our master plan drawings. We have provided parallel parking on one side of the street to meet general parking guidelines as well as proper fire access along the full route, as detailed on our current Street Section #8 on sheet P1.11, for the full extent of Street D, except at the small section between the last townhome lot and Open Space.

We intentionally reduced the width by 8’ for this 1/2 a block to eliminate the parallel parking (resulting in a removal of 2-3 parking spaces). Although a reduction in overall paved width, the travel lane width is unchanged at 20’ wide throughout and will not limit traffic flow.

Beyond ensuring proper fire access, we created a gentle curve to help in our shared goal of safety/ traffic calming in this transitional location. We are concerned that additional widening will create a much less safe experience for residents and guests in the adjacent cottages and townhomes. In addition, we believe that reducing parking at this likely busy intersection for vehicles, bicycles and pedestrians at full build out of the retail and public amenity facilities will



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improve overall safety and visibility. We worked to achieve proper balance at this location for connectivity, but in a manner that will help deter unsafe vehicle use.

#### D. Vehicle and Bicycle Parking

For off-street parking at our townhome/ ADU lots, we previously were using the guideline from Sisters Development Code 3.3.400A. which allows for Tandem Parking at Townhomes. This would allow our Townhomes to have (4) off-street parking spaces (2 garage, 2 driveway) except for our instances where we are asking for deviations or variances to preserve trees.

We understand that the practical intention of the SDC Table 3.3.300A is to provide a minimum of (3) off-street parking stalls that better function with independent travel access for all three of the allotted spaces.

As such, we have widened townhome driveways by 6' wherever permissible – that is, 73% of our townhomes allow for (3) fully independent parking stalls without compromising our tree preservation goals, or conflicting with our fire hydrant requirements.

For the remaining lots, we will provide a joint use agreement as part of the deeds on the related townhomes to designate the parallel parking space along the alley in our easement areas, as legally assigned to the lot/townhome that can't have a third driveway parking stall due to our tree preservation program.

In addition to our uploaded plans that also reflect these parking changes, we have revised, and uploaded to shared dropbox, "Exhibit G2. Woodlands Alley Easement and Use" to show our primary method of off-street parking conformance, as well as our secondary method of off-street parallel-to-alley parking that will provide for assigned use by a specific property owner.

Please do not hesitate to contact me if I can be of further assistance.

Sincerely,

Kevin Eckert  
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