



STAFF REPORT
Community Development Department

FILE NUMBERS: CP 22-04/ZM 22-01/TA 22-05

APPLICANT: City of Sisters

REQUEST: Comprehensive Plan Map and Zoning Map Amendment to redesignate and rezone the “Heavenly Acres” subdivision from Urban Area Reserve (UAR) to Public Facility (PF) and Multi-Family Residential (MFR). The request also includes associated Text Amendments to Sisters Development Code (SDC) Chapter 1.3 (Definitions), Chapter 2.3 (MFR District), Chapter 2.7 (PF District), Chapter 2.15 (Special Provisions), Chapter 3.2 (Landscaping and Screening), Chapter 3.4 (Signs), Chapter 4.7 (Land Use District Map and Text Amendments), Chapter 5.2 (Non-Conforming Use), and Chapter 5.3 (Subsequently Allowed Uses). No specific development plans are proposed at this time.

APPLICABLE CRITERIA: City of Sisters Development Code (SDC):

- Chapter 1.3 - Definitions
- Chapter 2.3 - Multi-Family Residential District
- Chapter 2.7 - Public Facility District
- Chapter 2.15 - Special Provisions
- Chapter 3.2 - Landscaping and Screening
- Chapter 3.4 - Signs
- Chapter 4.7 - Land Use District Map and Text Amendments
- Chapter 4.1 - Types of Applications and Review
- Chapter 5.2 - Non-Conforming Use
- Chapter 5.3 - Subsequently Allowed Uses

City of Sisters Comprehensive Plan

Oregon Revised Statutes
Oregon Administrative Rules

HEARING DATE: February 16, 2023, at 5:30 pm

CITY STAFF: Scott Woodford, Community Development Director
Matthew Martin, Principal Planner

PROJECT WEBSITE: www.ci.sisters.or.us/community-development/page/urban-area-reserve-zone-change-project

I. FINDINGS OF FACT:

BACKGROUND: The Heavenly Acres Subdivision was created in the early 1980's in Deschutes County and includes seven (7) lots. It was annexed into the City of Sisters in the early 2000's. At the time of the annexation, Urban Area Reserve (UAR) zoning was applied to the property.

According to the Sisters Development Code, the UAR zoning was meant "to serve as a holding zone for lands that are within the Sisters Urban Growth Boundary and within City jurisdiction and to retain parcels in larger sizes until public facilities (including water, sewer and transportation) are available and the land is rezoned for urban uses and densities." Public facilities (including water, sewer, and transportation) are all now available to the parcels.

The City has discussed for many years about the need to rezone the properties, as the UAR zoning was recognized as no longer being relevant and reflective of its urban status; however, it was never initiated by the property owners – likely due to the coordination and cost involved. Also, the zone district was allowing them to continue their operations unabated, so there was not a pressing need to change the zoning. Similarly, the City never initiated it either, as it was one of many projects annually competing for priority and due to the outdated zoning not causing any issues with the landowners and any building or expansion plans.

The impetus to finally push forward with the rezone relates to the City Council's goals of achieving more affordable housing in the community. With the availability of funds to help leverage affordable and workforce housing through the Affordable Housing Grant Fund (funded by a percentage of the transient room tax levied), Urban Renewal District funds devoted to housing and from a one time, \$500,000 contribution of ARPA (American Rescue Plan Act) funds passed through from Deschutes County for affordable housing.

To move forward with those funds was the need for an affordable housing developer and a suitable site to build it on (one which was vacant, about two acres or less, zoned properly for housing and a willing seller). The City conducted a Request for Proposals for use of the funds and received one proposal - from Northwest Housing Alternatives. Concurrently, the city inquired with property owners in the city who might be interested and who met the above criterion. Only one property owner expressed interest – one within the Heavenly Acres Subdivision; however, the UAR zoning does not currently support multi-family housing. To make the affordable housing project happen, a rezoning of the property to Multi-Family Residential (MFR) is necessary. Because of this opportunity and due to the existing need to "clean up" the UAR zoning, the city is spearheading this effort as the applicant.

SITE DESCRIPTION: The subject area is comprised of seven (7) lots, identified in Table 1 and shown in Figure 3. The properties, known as the Heavenly Acres subdivision, total approximately 27 acres. The properties are located in southwestern area of the City of Sisters and are general bound by W. McKinney Butte Road to the north, Oregon Highway 242 (aka McKenzie Highway) to the south, and N. Brooks Camp Road to the east. The subject area is bisected north/south by N. Trinity Way. The topography of the properties is generally level throughout and are vegetated with a variety of native trees, shrubs, grasses, and introduced landscaping. Existing development consists of places of worship and associated accessory uses. Two properties are undeveloped.

Table 1. Subject Properties

Tax Map and Lot	Address	Ownership
151005CD00200	442 N Trinity Way	Wellhouse Church Inc
151005CD00300	322 N Trinity Way	Wellhouse Church Inc
151005CD00400	222 N Trinity Way	Assemblies of God Oregon District
151005CD00500	121 N Brooks Camp Road	Bishop of the Protestant Episcopal Church in the USA in the Episcopal Diocese of Eastern Oregon
151005CD00700	123 N Trinity Way	St Edward Catholic Church of Sisters
151005CD00800	452 N Trinity Way	Corp Pres Bishop Church of Jesus Christ of LDS
151005CD00900	1307 W McKinney Butte Rd	Sisters Community Church



Figure 3. Aerial photo of subject properties. (Source: Deschutes DIAL, 2023)

SURROUNDING LAND USES: The properties to the north are zoned Multi-Family Residential District and developed with the Village at Cold Springs, Cold Springs South, and Village Meadows residential subdivisions. The properties to the west are zoned Public Facility District and developed with the Sisters Community Church and Sisters Middle School. The property to the east is zoned Multi-Family Residential District and developed with the Village Meadows and The Pines residential subdivisions. Also to the east is a vacant parcel is the location of the recently approved, but not yet constructed, Sunset Meadows subdivision. The property to the south is zoned Exclusive Farm Use, located outside of the City of Sisters Urban Growth Boundary, and developed with a farm use commonly referred to as the Patterson Ranch.

AMENDMENT SUMMARY:

COMPREHENSIVE PLAN MAP AND ZONING MAP AMENDMENTS

The proposal includes a Comprehensive Plan Map Amendment (Figure 1) and Zoning Map Amendment (Figure 2) to redesignate and rezone the “Heavenly Acres” subdivision from Urban Area Reserve (UAR) to Public Facility and Multi-Family Residential. The request also includes associated Text Amendments to the Sisters Development Code chapters as specified below. No specific development is proposed at this time.

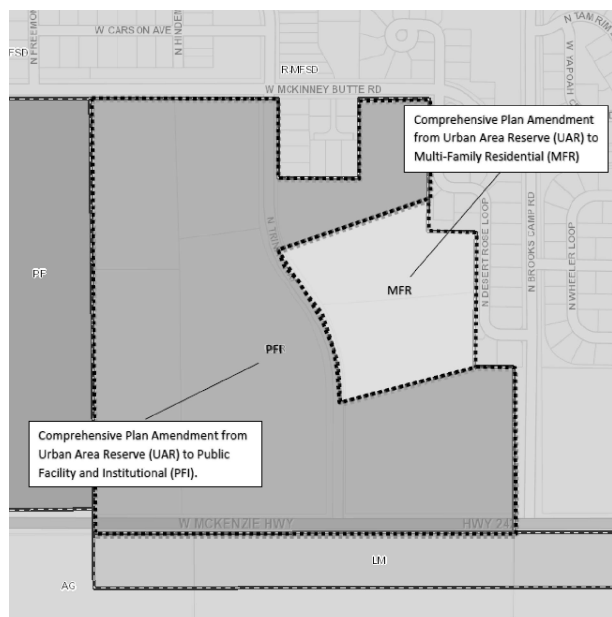


Figure 1. Comprehensive Plan Amendment



Figure 2. Zoning Map Amendment

TEXT AMENDMENTS

The following Text Amendments to the Sisters Development Code (SDC) are proposed in association with the proposed comprehensive plan and zone map amendments:

- **Chapter 1.3 - Definitions**
 - **Section 1.3.300 Meaning of Specific Words and Terms**
Amend the definition of “Community Center” to allow both public and private ownership of a community center.
- **Chapter 2.7 - Public Facility District**
 - **Chapter 2.7 Title**
Amend title of the zone district to “Public Facility and Institutional District (PFI)” to accurately reflect the institutional uses that are currently allowed and as proposed.
 - **Section 2.7.100 Purpose**
Amend to reflect new “Public Facility and Institutional District (PFI)” zone district name.
 - **Section 2.7.200 Uses (Table 2.7.1)**
Add “Churches and places of worship” as a Conditional Use in the district to acknowledge the existing and intended uses in the zone district.

Rename allowed use “Community Building” to “Community Center” for consistency with other provisions of the Sisters Development Code. The term “Community Building” is not a defined term and is only used in association with Cottage Developments and Manufactured Dwelling Parks, whereas “Community Center” is a defined term and an identified standalone use allowed in several zone districts.

Amend allowed use “Public play fields, sport complexes and similar recreational facilities” to include both public and private facilities to reflect existing and intended uses in the zone district.

- **Section 2.7.300 Development Standards**
Amend subsections C-D and F-H to reflect new “Public Facility and Institutional District (PFI)” zone district name.
- **Chapter 2.15 - Special Provisions**
 - **Section 2.15.1800 Communication Facilities**
Amend subsection (E)(2)(a) to reflect new “Public Facility and Institutional District (PFI)” zone district name.
- **Chapter 3.2 - Landscaping and Screening**
 - **Section 3.2.200 Landscape Requirements**
Amend subsection (A)(6) to reflect new “Public Facility and Institutional District (PFI)” zone district name.
- **Chapter 3.4 - Signs**
 - **Section 3.4.900 Requirements for Signs By Specific Zone**
Amend subsection (B)(3)(a) to reflect new “Public Facility and Institutional District (PFI)” zone district name.
- **Chapter 5.2 - Non-Conforming Uses and Structures**
 - **Section 5.2.200 Nonconforming Use**
Amend introductory statement to acknowledge that a use that was legally established in one zone and rezoned to another zone that permits that use conditionally, but hasn’t received conditional use permit approval, may continue so long as it complies with all applicable non-conforming use criteria.
- **Chapter 5.3 - Subsequently Allowed Uses**
 - New chapter to address non-conforming uses that are subsequently made conforming by adding the use as a permitted use in the applicable zone or a zone change of the property to a zone where the non-conforming use on the property is permitted as well as instances where a lawfully established use is subsequently designated as a conditional use in applicable zone or the subject property is rezoned to a zone where the lawfully established use is allowed as a conditional use.

EXHIBITS:

The following Exhibits are included in this staff report:

- A. Proposed Sisters Comprehensive Plan Map Amendment**
- B. Proposed Sisters Zone Map Amendment**
- C. Proposed Sisters Development Code Text Amendments**
- D. Public Comments as of February 9, 2023**
- E. Agency Comments as of February 9, 2023**
- F. Recommended Conditions of Approval**

II. REQUEST

Staff requests the Planning Commission review the proposed amendments, conduct a public hearing, and make a formal recommendation to be forwarded to City Council.

III. CONCLUSIONARY FINDINGS

The following findings relate to compliance with applicable criteria. The criteria applicable to this land use application are as follows:

City of Sisters Development Code (SDC):

- Chapter 1.3 - Definitions
- Chapter 2.3 - Multi-Family Residential District
- Chapter 2.7 - Public Facility District
- Chapter 2.15 - Special Provisions
- Chapter 3.2 - Landscaping and Screening
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SISTERS DEVELOPMENT CODE

CHAPTER 4.1 – TYPES OF APPLICATIONS AND REVIEW PROCEDURES

4.1.100 Purpose

The purpose of this chapter is to establish standard decision-making procedures that will enable the City, the applicant, and the public to reasonably review applications and participate in the local decision-making process in a timely and effective way.

Staff Finding: Staff finds that this provision is advisory.

4.1.200 Description of Permit/Decision-Making Procedures

All land use and development permit applications, except building permits, shall be decided by using the procedures contained in this Chapter. General provisions for all permits are contained in Section 4.1.700. Specific procedures for certain types of permits are contained in Section 4.1.200 through 4.1.600. The procedure “type” assigned to each permit governs the decision-making process for that permit. There are four types of permit/decision-making procedures: Type I, II, III, and IV. These procedures are described in subsections A-D below. In addition, Table 4.1.200 lists all of the City’s land use and development applications and their required permit procedure(s).

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D. Type IV Procedure (Legislative). Type IV procedures apply to legislative matters. Legislative matters involve the creation, revision, or large-scale implementation of public policy (e.g., adoption of land use regulations, zone changes, and comprehensive plan amendments which apply to entire districts). Type IV

matters are considered initially by the Planning Commission with final decisions made by the City Council and appeals possible to the Oregon Land Use Board of Appeals.

Table 4.1.200		
Summary of Development Decisions/Permit by Type of Decision-making Procedure		
Action	Decision Type	Applicable Regulations
Comprehensive Plan Amendment	Type IV	Comprehensive Plan

Staff Finding: The City is proposing an amendment to the Sisters Comprehensive Plan, which does “involve the creation, revision, or large-scale implementation of public policy (e.g., adoption of land use regulations, zone changes, and comprehensive plan amendments which apply to entire districts),” thus compliance with a Type IV procedure is required.

- E. Notice of all Type III and IV hearings will be sent to public agencies and local jurisdictions (including those providing transportation facilities and services) that may be affected by the proposed action. Affected jurisdictions could include ODOT, the Department of Environmental Quality, the Oregon Department of Aviation, and neighboring jurisdictions.

Staff Finding: The procedures outlined in the sections above were followed in the review of this application.

4.1.600 Type IV Procedure (Legislative)

A. Application requirements. See 4.1.700.

B. Notice of Hearing.

- 1. **Required hearings.** A minimum of two hearings, one before the Planning Commission and one before the City Council, are required for all Type IV applications, except annexations where only a hearing by the City Council is required.

Staff Finding: A minimum of two hearings will be provided – at least one before the Planning Commission and at least one before the City Council.

- 2. **Notification requirements.** Notice of public hearings for the request shall be given by the Community Development Director or designee in the following manner:
 - a. At least 20 days, but not more than 40 days, before the date of the first hearing on an ordinance that proposes to amend the comprehensive plan or any element thereof, or to adopt an ordinance that proposes to rezone property, a notice shall be prepared in conformance with ORS 227.175 and mailed to:
 - 1. Each owner whose property would be rezoned in order to implement the ordinance (i.e., owners of property subject to a comprehensive plan amendment shall be notified if a zone change would be required to implement the proposed comprehensive plan amendment);
 - 2. Any affected governmental agency.
 - 3. Recognized neighborhood groups or associations affected by the ordinance;
 - 4. Any person who requests notice in writing;
 - 5. For a zone change affecting a manufactured home or mobile home park, all mailing addresses within the park, in accordance with ORS 227.175.

6. Owners of airports shall be notified of a proposed zone change in accordance with ORS 227.175.

Staff Finding: Staff provided notice in accordance with the 4.1.600 (B)(2)(a) where applicable. Notice of Application was mailed to owners of the subject properties and potentially affected agencies on January 26, 2023.

- b. At least 14 calendar days before the scheduled Planning Commission public hearing date, and 14 calendar days before the City Council hearing date, notice shall be published in a newspaper of general circulation in the City.
- c. The Community Development Director or designee shall:
 1. For each mailing of notice, file an affidavit of mailing in the record as provided by Subsection a; and
 2. For each published notice, file in the record the affidavit of publication in a newspaper that is required in subsection b.

Staff Finding: Staff provided notice in accordance with 4.1.600 (B)(2)(b). The notice was published in the Nugget newspaper on February 1, 2023, at least 14 days prior to the initial public hearing before the Planning Commission on February 19, 2023. A second hearing is required and will be held by City Council, at which time notice will again be posted in compliance with this section.

- d. The Department of Land Conservation and Development (DLCD) shall be notified in writing of proposed comprehensive plan and development code amendments at least 35 days before the first public hearing at which public testimony or new evidence will be received.

Staff Finding: Notice of the proposed amendments was provided to DLCD on January 11, 2023....

E. Decision-Making Considerations. The recommendation by the Planning Commission and the decision by the City Council shall be based on consideration of the following factors:

1. Approval of the request is consistent with the Statewide Planning Goals;

Staff Finding: Staff has reviewed the proposed Amendments with the Statewide Planning Goals and finds the Amendments are consistent with all of the applicable goals as specified below.

This section summarizes consistency of the proposed Amendment with the following statewide goals:

- Goal 1: Citizen Involvement
- Goal 2: Land Use Planning
- Goal 5: Natural Resources, Scenic and Historic Areas, and Open Spaces
- Goal 6: Air, Water and Land Resources Quality
- Goal 7: Areas Subject to Natural Hazards
- Goal 8: Recreational Needs
- Goal 9: Economic Development
- Goal 10: Housing
- Goal 11: Public Facilities and Services
- Goal 12: Transportation
- Goal 13: Energy Conservation
- Goal 14: Urbanization

The following are other Statewide Planning Goals that are not directly applicable to Sisters and, therefore, not addressed:

- Goal 3: Agricultural Lands
- Goal 4: Forest Lands
- Goal 15: Willamette River Greenway
- Goal 16: Estuarine Resources
- Goal 17: Coastal Shorelands
- Goal 18 Beaches and Dunes
- Goal 19: Ocean Resources

Consistency with the applicable goals is a requirement for any amendment to a City's Comprehensive Plan Map, Zone Map, and Development Code. Based on the findings described below, the proposed amendments comply with all applicable Statewide Goals and associated ORS and OAR provisions.

Goal 1 – Citizen Involvement

To develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.

Finding: During the amendment process, public notice of the proposal was provided through mailed notice to the subject property owners, posted notice in the project area, published notice in the Nugget newspaper and posted notice on the City's website. The city will hold public hearings before the Planning Commission and City Council. In addition, citizen involvement opportunities were provided prior to the public hearings in the form of a work session before the Planning Commission and City Council.

Based on this information, staff finds Goal 1 is met.

Goal 2: Land Use Planning

To establish a land use planning process and policy framework as a basis for all decision and actions related to use of land and to assure an adequate factual base for such decisions and actions.

Staff Finding: Staff is following the prescribed procedure for amendments to ensure adequate review of the proposed amendments.

Based on this information, staff finds Goal 2 is met.

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Goal 5: Natural Resources, Scenic and Historic Areas, and Open Spaces

To protect natural resources and conserve scenic and historic areas and open spaces.

Staff Finding: The proposed amendments will help promote efficient development within the Urban Growth Boundary (UGB) by rezoning two parcels to MFR, thus allowing opportunities to meet the city's identified housing needs within the existing UGB and reduce the size of a potential UGB expansion.

Most of the subject properties are developed with churches on relatively large, wooded lots and this rezone will not likely change that. A few haven't been developed or could be redeveloped with housing. The city has a tree preservation ordinance that aims to preserve as many trees as possible during development.

Staff does not foresee any additional impact to Goal 5 from these amendments and the amendments could, in fact, help preserve natural resources, scenic and historic areas and open spaces by promoting infill over sprawl.

Based on the findings above, staff finds Goal 5 is met.

Goal 6: Air, Water and Land Resources Quality

To maintain and improve the quality of the air, water and land resources of the state.

Staff Finding: There are no specific development plans associated with the proposal. As previously found, the amendments will help promote efficient development within the current UGB, thereby limiting the additional need for land resources, and the city has a tree preservation ordinance that aims to preserve as many trees as possible during development. Any potential impacts of future development will be evaluated at the time of application for a proposed use.

Based on the findings above, staff finds Goal 6 is met.

Goal 7: Areas Subject to Natural Hazards

To protect people and property from natural hazards.

Staff Finding: The proposed amendments will help promote efficient development within the UGB by rezoning two lots to Multi-Family Residential District, thus allowing opportunities to meet the city's identified housing needs within the existing UGB and reduce the size of a potential UGB expansion into areas that may otherwise be subject to additional risk of natural hazards. There are no known natural hazards specific or unique to the subject properties.

Staff notes, Community wide efforts and planning are underway to minimize and mitigate the threats of natural hazards, specifically wildfire, through coordination with partner agencies, such as Deschutes County Office of Emergency Management and the local fire district. In addition, the State is formulating new rules related to mitigation of wildfire impacts through defensible space and building code requirements/recommendations.

Based on the findings above, staff finds Goal 7 is met.

Goal 8: Recreational Needs

To satisfy the recreational needs of the citizens of the state and visitors and, where appropriate, to provide for the siting of necessary recreational facilities including destination resorts.

Staff Finding: The amendments allow for the development of public and private play fields, sport complexes and similar recreational facilities on the subject properties that will be zoned Public Facility and Institutional. These additional recreational opportunities will expand on those already available, both publicly and privately owned.

Based on the findings above, staff finds Goal 8 is met.

Goal 9: Economic Development

To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens.

Staff Finding: The proposed amendments expand the economic opportunities associated with development of housing in the community and recreational facilities.

Based on the findings above, staff finds Goal 9 is met.

Goal 10: Housing

To provide for the housing needs of citizens of the state.

Staff Finding: The 2019 Housing Needs Analysis (HNA), and as updated in 2021, identified the need for a variety of housing types to address the needs of current and future residents of Sisters. Several strategies have been employed to address this need. The City recently adopted Ordinance No. 526 amended the Sisters Development Code to that facilitate the development of additional housing units by changing such requirements as minimum lot sizes, density, and allowed residential uses. The proposed zone change to Multi-Family Residential District will facilitate the development of additional needed housing units, including low- and moderate-income housing, where not currently allowed.

Based on these findings, staff finds Goal 10 is met.

Goal 11: Public Facilities and Services

To plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.

Staff Finding: The City of Sisters provides many public facilities and services and coordinates with several other local service providers to ensure timely, orderly, and efficient arrangement and provision of public services within the City of Sisters. The subject properties are in an area currently served by water, wastewater, and electrical services and there are no known capacity issues serving the existing development on the subject properties. Any future development will be subject to analysis of impact on these facilities and any associated need to increase capacity to serve the proposed use.

Based on these findings, staff finds Goal 11 is met.

Goal 12: Transportation

To provide and encourage a safe, convenient and economic transportation system.

Staff Finding: The City of Sisters and Oregon Department of Transportation (ODOT) provide transportation facilities in the city. The subject properties are in an area currently served by transportation facilities and there are no known capacity issues serving the existing development on the subject properties. Any future development will be subject to analysis of impact on these facilities and any associated need to increase capacity to serve the proposed use.

Goal 12 is also implemented by OAR 660-0060, better known as the Transportation Planning Rule (TPR). The TPR is addressed in more detail below.

Based on the findings herein, staff finds Goal 12 is met.

Goal 13: Energy Conservation

To conserve energy.

Staff Finding: No impact to energy conservation is anticipated. This provision does not apply.

Goal 14: Urbanization

To provide for an orderly and efficient transition from rural to urban land use, to accommodate urban population and urban employment inside urban growth boundaries, to ensure efficient use of land, and to provide for livable communities.

Staff Finding: The proposed amendments apply only to properties located with the current city limits and provide for efficient use of these lands and accommodate urban uses, including multi-family residential, places of worship, community centers, and recreational uses. More particular, the proposed rezoning of two lots to Multi-Family Residential District allows opportunities to address the city's identified housing needs within the existing UGB and reduce the size of a potential UGB expansion.

Based on the findings above, staff finds Goal 14 is met.

2. Approval of the request is consistent with the Comprehensive Plan; and

Staff Finding: The Comprehensive Plan contains Goals and Policies for land use and development within the City. In turn, the Development Code implements the Goals and Policies of the Comprehensive Plan. Any amendments to the Development Code must be consistent with applicable Goals and Policies of the Comprehensive Plan. Findings specific to applicable Goals and Policies are provided below:

Section 1 - Public Involvement

POLICY 1.1.1 The Community Involvement Program will be directed by the City's Planning Commission, sitting as the Committee for Community Involvement. The Planning Commission shall seek multiple methods to support and cultivate additional, new, and ever-expanding community involvement opportunities including working directly with a diversity of organizations to amplify opportunities for involvement.

Staff Finding: Not applicable.

POLICY 1.1.2 The Planning Commission shall annually evaluate the City's public involvement tools and processes and report its findings in writing to the City Council along with recommendations as appropriate for improving the program.

Staff Finding: Not applicable.

POLICY 1.1.3 The City shall ensure that the level of funding and human resources allocated to the Community Involvement Program is an amount that will make community involvement and outreach an integral part of the planning process and that will remove barriers to participation for community members with limited incomes through methods such as providing compensation.

Staff Finding: Not applicable.

POLICY 1.1.4 The City shall ensure that the Vision Implementation Team of the Sisters Country Vision regularly reports on the progress of Action Plan implementation, including documentation of its community outreach efforts.

Staff Finding: Not applicable.

POLICY 1.1.5 The City shall provide information or conduct activities that help community members learn about and better understand the municipal operations of the City and encourage a greater degree of civic engagement.

Staff Finding: Not applicable.

POLICY 1.2.1 Planning Commission and other City officials shall identify barriers to engagement and actively seek opportunities to personally present planning process or specific project information to community organizations, especially opportunities that will reach historically lesser-involved residents.

Staff Finding: Not applicable.

POLICY 1.2.2 The City shall ensure that information about planning activities and notices of upcoming meetings are maintained on the City's website and distributed via a variety of outlets and methods, including non-traditional methods that might be more successful at reaching underrepresented or less frequently involved members of the public.

Staff Finding: All meeting agendas, packets and meeting minutes are available on the City website and agendas are posted at the post office and in the city hall lobby. Notices are mailed to the impacted property owners and the subject properties are posted with relevant information. In addition, a specific website page is maintained on the city website with project specific information.

POLICY 1.2.3 The City shall provide information about planning activities and notices of upcoming meetings in clear, understandable language and will include information about relevant City processes and procedures. This will include brief descriptions of items that City Council and Planning Commission will be discussing.

Staff Finding: See response above in Policy 1.2.2.

POLICY 1.2.4 The City shall actively encourage community participation in planning processes and shall implement strategies to reach underrepresented or marginally-involved populations.

Staff Finding: All public notices sent out related to this application encourage community input and provide clear direction about how to do that and by what deadline.

POLICY 1.2.5 City officials shall reach out to and encourage qualified individuals from historically lesser-involved populations to apply for vacancies on the City's advisory bodies, not only to foster vibrant and diverse perspectives within these bodies but also to encourage bridge-building to other voices in those populations and to create, strengthen and maintain relationships with those populations.

Staff Finding: Not applicable.

POLICY 1.2.6 The City shall provide options for community members to view and participate in all official City meetings in-person or remotely, consistent with State requirements, in order to reduce barriers to participation.

Staff Finding: There will be a minimum of two public hearings associated with the subject application – one at the Planning Commission and one at City Council – and all meetings will be public to view and participate both in person and remotely via Zoom.

POLICY 1.3.1 The City shall provide information necessary to reach policy decisions at City Hall, on the City’s website, and via other avenues as appropriate.

Staff Finding: See response above in Policy 1.2.2

POLICY 1.3.2 The City shall provide information in a simple and understandable form, with minimal use of abbreviations or technical jargon.

Staff Finding: Staff strives to provide information in a simple, understandable form, while also meeting its requirement to make legally defensible findings of compliance with criterion.

POLICY 1.3.3 Upon written request, the City shall aid in distributing, interpreting, and using technical information in a timely manner.

Staff Finding: Staff stands available to assist with any questions about technical information.

POLICY 1.3.4 The City shall document, retain, and make available for public assessment recommendations resulting from the Community Involvement Program.

Staff Finding: Not applicable.

POLICY 1.3.5 Policy-makers shall endeavor to respond to community members who have participated in community engagement activities. The City will make available a written record of the rationale used to reach land-use policy decisions at City Hall, on the City’s Website, and via other resources as appropriate.

Staff Finding: The City posts approved land use decisions and the rationale for the decisions on the City website (<https://www.ci.sisters.or.us/community-development/page/active-land-use-notice-decisions>).

POLICY 1.3.6 The City shall consider appointing a designated staff member who can help community members understand and interpret City plans and regulations upon request.

Staff Finding: Not applicable.

Section 2 - Land Use

GOAL 2: Continue to implement a Land Use Planning process and policy framework as a basis for all decisions and actions related to the use of land; ensure an adequate factual base for such decisions and actions are consistent with the policy framework, other Comprehensive Plan policies, and the implementing planning documents.

Staff Finding: A land use planning process prescribed in the Sisters Development Code is being used as the basis for this land use decision. A factual basis is being utilized for the decision, including an analysis of the impact on transportation and utilities and other infrastructure, as well as consistency with Comprehensive Plan policies and other implementing planning documents, such as the Transportation System Plan.

POLICY 2.1.1 The City shall maintain a cohesive Comprehensive Plan developed with guidance from community input and the Sisters Country Vision process to further implement the aspirations of the Vision in day-to-day land use decisions and actions.

Staff Finding: Not applicable.

POLICY 2.1.2 The City of Sisters shall continue to maintain, enhance, and administer land use codes and ordinances that are based on an adequate factual basis, the goals and policies of this Comprehensive Plan, and applicable local, state, and federal regulations.

Staff Finding: Not applicable.

POLICY 2.1.3 The City shall periodically review and as-needed update Comprehensive Plan policies to account for changes in public policy, community priorities, state and federal law, and demographic, physical, environmental, economic, natural hazard, or other conditions in order to ensure that the Plan is an accurate and effective guide for future growth.

Staff Finding: Not applicable.

POLICY 2.1.4 The City shall notify and engage partner organizations, residents, property owners, and businesses as part of processes to update and amend the City's Comprehensive Plan and Development Code.

Staff Finding: Staff is proposing amendments to the Development Code as part of this request. Notification of partner organizations, residents and property owners and businesses occurred as part of the required public notices, including email notices, mailed notices, published notice in the Sisters Nugget, and posted signs around the subject property.

POLICY 2.1.5 The City Council shall consider the Comprehensive Plan goals and policies during its annual goal setting process and/or during other decision-making, budgeting, or policy-making processes.

POLICY 2.1.6 The City shall periodically review and as needed amend the Sisters Development Code to ensure that the zoning districts are adequate to address the goals, policies, and objectives of the Comprehensive Plan.

Staff Finding: This land use request includes amendments to the Sisters Development Code to amend the Public Facility Zone District to allow churches as a conditional use and to allow private parks. The purpose of that is to facilitate the cleanup of outdated zoning (Urban Area Reserve) by rezoning it to the more appropriate Public Facility zone district.

POLICY 2.1.7 The City shall continue to explore opportunities to incorporate new regulatory approaches and other best practices to implement the Comprehensive Plan in a manner that can be administered effectively and efficiently.

Staff Finding: Not applicable.

POLICY 2.1.8 The City shall ensure that a clear and objective process is available for all housing types that meet design standards, provide adequate open space, and meet the needs of Sisters' residents, while potentially offering an alternative discretionary path for projects that cannot meet these standards.

Staff Finding: For the portion of properties proposed to be rezoned to Multi-Family Residential (MFR), staff will endeavor to ensure a clear and objective process for future housing proposals.

Section 3 - Growth Management

GOAL 3: Encourage growth to strike a balance between urban scale development and preserving the history, natural beauty, and character of the community.

Staff Finding: The proposed requests cleans up outdated zoning and allow the status quo to continue in the subject area, as well as allow for opportunities to meet future housing needs on several of the lots. With this, future growth in the area will continue to strike the necessary balance of urban development and preservation of the natural feel in the area.

Objective 3.1 To promote efficient development within the Urban Growth Boundary (UGB) to accommodate forecasted housing and employment growth, minimize the cost of providing public services and infrastructure, and to protect resource land outside the UGB. This shall be balanced with community goals and policies to manage natural resources, preserve open space, protect life and property from natural hazards, and maintain community livability.

Staff Finding: The proposed request will help promote efficient development within the UGB by rezoning several parcels to MFR, thus allowing opportunities to meet the city's identified housing needs within the existing UGB and reduce the size of a potential UGB expansion.

POLICY 3.1.1 The City shall manage the UGB to maintain the potential for planned urban development on urbanizable lands to accommodate forecasted housing and employment growth and accommodate other supporting facility and land needs, including open space.

Staff Finding: Rezoning to PF and MFR allow increased opportunities for housing and employment and accommodate other supporting facility and land needs in the UGB, including open space and parks.

POLICY 3.1.2 As part of its growth management program, the City shall promote efficient development within the existing UGB and explore the potential for establishing and implementing urban reserves to guide longer-term development.

Staff Finding: The proposed request will promote efficient development within the UGB by allowing opportunities for increased housing and expansion of public and institutional uses.

POLICY 3.1.3 The City shall plan for the use of land within the Sisters Urban Growth Boundary for urban uses, urban services, public facilities, and annexation.

Staff Finding: Not applicable.

POLICY 3.1.4 The City shall support adequate public safety services to serve its growing population.

Staff Finding: The PF zone supports public uses, such as public safety to ensure they have adequate space for facilities.

POLICY 3.1.5 The City shall provide for an orderly and efficient conversion of urbanizable land to urban land through application of comprehensive plan and zoning designations at the time of annexation, and development review at the time of proposed development.

Staff Finding: Not applicable as the properties are already annexed.

POLICY 3.1.6 When evaluating the capacity of the Sisters Urban Growth Boundary and considering annexation of land for urban development, the City shall consider the needs of parks and open space, natural hazards, specifically wildfire and flooding, and infrastructure provision.

Staff Finding: Not applicable. The properties are already annexed.

Objective 3.2 To provide City services as an integral part of the City's growth management strategy.

Staff Finding: The rezone to PFI will support city and public services necessary to support future growth.

POLICY 3.2.1 The City shall require annexation prior to extending water or sanitary sewer services to any property within the unincorporated portion of the UGB.

Staff Finding: Not applicable. The properties are already annexed.

POLICY 3.2.2 The City shall not authorize urban levels of development without the provision of all necessary urban services to support planned levels of development. The City will require provision of urban services as lands are converted to urban lands.

Staff Finding: No development is proposed with this request. In the future, if one of parcels associated with this request proposes to develop, the city requires land use approval and one of the review criteria is that adequate water, wastewater and transportation infrastructure is provided to support the planned level of development. The city will not authorize development until this is demonstrated.

POLICY 3.2.3 Development that occurs on unincorporated rural land within the Sisters UGB shall be sited in such a way as to not preclude future urban development and services.

Staff Finding: Not applicable.

POLICY 3.2.4 The City and Deschutes County shall work together, in coordination with other public agencies to require property owners and/or developers to pay their appropriate proportionate share of the costs to extend urban services to their properties and to pay for or build necessary on- and off-site public improvements.

Staff Finding: Not applicable. Urban facilities are already extended to the properties.

Objective 3.3 To ensure that land brought into the UGB to meet the City's residential needs provides adequate public facilities and a mix of market rate and affordable housing units.

Staff Finding: Not applicable. The properties are already annexed.

POLICY 3.3.1 The City shall ensure that the Development Code requires approval of a framework plan that includes a description of the development proposed (including uses and densities for the subject area) for lands brought into the UGB. The City should work cooperatively with property owners in the development of framework plans.

Staff Finding: Not applicable. The properties are already annexed.

POLICY 3.3.2 The City shall coordinate capital improvements planning with concept and master planning of parcels brought into the UGB to ensure that land is ready for efficient residential development.

Staff Finding: Not applicable. The properties are already annexed.

POLICY 3.3.3 The City shall require that lands intended for residential development that are annexed into the city limits, will have a residential zone applied concurrent with annexation.

Staff Finding: Not applicable. The properties are already annexed.

POLICY 3.3.4 The City shall ensure Development Code requirements contain clear and objective standards for development of Affordable Housing when land is annexed into the City or when land is rezoned from a non-residential district to a residential district.

Staff Finding: Not applicable. The properties are already annexed.

POLICY 3.3.5 The City shall ensure that the Development Code requires that newly annexed residential areas will be evaluated through a master plan ensuring provision of adequate public facilities and take into design consideration, the uses of lands located outside the UGB.

Staff Finding: Not applicable. The properties are already annexed.

POLICY 3.3.6 Where possible, new development should accommodate the extension of services to abutting lands that are in the UGB and City Limits, prior to, or in association with, servicing lands outside the UGB and/or City limits.

Staff Finding: Not applicable. The properties are already annexed.

Livability

GOAL 4: Maintain and enhance the livability of Sisters as a welcoming community with a high quality of life and a strong community identity.

Staff Finding: The proposed request will continue to allow the existing institutional uses within the subject properties and allow for possible public facilities and residential uses on the two parcels proposed to be rezoned to MFR. This will maintain and enhance the livability of Sisters.

Objective 4.1 COMMUNITY IDENTITY. To promote projects, programs, and initiatives that strengthen the community's identity, including historic resources, scenic views, trees, artisanal activities, and inclusive attitude towards all community members.

Staff Finding: Preserving the opportunity for existing and future churches, along with providing limited opportunities for housing will help to strengthen the community's identity.

POLICY 4.1.1 The City shall recognize and conserve the environment and natural resources that enhance the community's identity, including open spaces, natural landscapes, outdoor recreation areas, historic structures, architectural styles, and public art.

Staff Finding: Most of the subject properties are developed with churches on relatively large, wooded lots and this rezone will not likely change that. A few haven't been developed or could be redeveloped with housing. The city has a tree preservation ordinance that aims to preserve as many trees as possible during development.

POLICY 4.1.2 The City shall work with community partners to promote the friendly smalltown atmosphere of Sisters as the City and region grow and increase opportunities for connections between businesses, residents, and visitors.

Staff Finding: Not applicable.

POLICY 4.1.3 The City shall work to identify and reduce barriers to participation from historically underserved populations in Sisters and promote diverse, welcoming, and inclusive community conversations about the future of Sisters so that all residents are valued and supported.

Staff Finding: Not applicable.

POLICY 4.1.4 The City shall support proactive, engaged community-oriented crime prevention strategies that help maintain neighborhood stability and promote cooperation between residents and law enforcement.

Staff Finding: Not applicable.

POLICY 4.1.5 The City shall develop and implement an action plan to address current and historical practices related to diversity, equity, and inclusion in Sisters.

Staff Finding: Not applicable.

POLICY 4.1.6 The City shall work with community partners to promote Sisters as a safe place where all people are welcome, regardless of racial, ethnic, and cultural background, age, sexual orientation, or socio-economic status.

Staff Finding: Not applicable.

POLICY 4.1.7 The City shall conduct public education and outreach of the historic resources in Sisters and encourage property owners to nominate their eligible properties to the Deschutes County Inventory of Historic Sites and/ or National Historic Register.

Staff Finding: Not applicable.

POLICY 4.1.8 The City shall identify and protect historical sites in coordination with the Deschutes County Landmarks Commission.

Staff Finding: Not applicable.

Objective 4.2 NEIGHBORHOOD DESIGN. To facilitate development and redevelopment of neighborhoods to support community members' economic, social, and cultural needs, and promote health, wellbeing, universal access, and innovative design.

Staff Finding: This proposal will continue to facilitate development of neighborhood that meet the community members needs, specifically institutional and housing needs.

POLICY 4.2.1 The City shall encourage the development of housing that is safe and durable, with design features and transitions that contribute to compatibility with existing neighborhoods and allow for innovation.

Staff Finding: The city's existing Development Code requires high quality housing that is compatible with existing neighborhoods through required compliance with design, height, and setback standards.

POLICY 4.2.2 The City shall encourage the development of livable, cohesive, well connected and accessible neighborhoods with convenient access to goods and services, such as neighborhood commercial uses and childcare, opportunities for recreation, and access to nature.

Staff Finding: The subject properties are mostly developed, but future development or redevelopment is possible and all of it would be required to comply with the site plan and architecture standards of the development code that incorporate many of these features.

POLICY 4.2.3 The City shall encourage transitions between residential and nonresidential areas through the use of buffers, screening, or other methods to improve compatibility and reduce impacts to residential neighborhoods.

Staff Finding: The properties are mostly developed, but future development or redevelopment will be required by the code to ensure proper buffering with neighboring properties.

POLICY 4.2.4 The City shall adopt Development Code provisions that require new neighborhoods be designed to include a variety of housing types suitable for different income levels, ages, and lifestyles.

Staff Finding: Limited opportunities for housing are proposed with this rezoning and the MFR zone district allows a variety of housing types to satisfy a wide variety of people's needs.

POLICY 4.2.5 The City may allow creative interim uses on vacant properties until the time that development becomes viable.

Staff Finding: Interim uses are allowed on vacant properties as long as they are in compliance with the development code.

POLICY 4.2.6 The City shall reduce the negative impacts of noise pollution from industrial uses upon residential uses through compatible site and building design.

Staff Finding: Not applicable. No industrial uses are allowed in the proposed new zone districts.

POLICY 4.2.7 The City shall enhance its Dark Skies program to prevent light pollution and protect night sky views both through regulation of new development and through incentivizing retrofitting of existing non-conforming lighting.

Staff Finding: All new development will comply with the Dark Skies requirements.

Objective 4.3 ACTIVE TRANSPORTATION. To promote use of active transportation modes such as walking and bicycling to improve individual and community health, social interaction, and community safety.

Staff Finding: All new development and redevelopment is required to provide sidewalks, bicycle racks and, in some cases, multi-use paved paths.

POLICY 4.3.1 The City shall promote the use of active transportation modes and transit to provide more reliable options for neighborhood residents, specifically workforce housing residents, and help reduce the need to drive for local trips, including in underdeveloped areas that currently lack facilities for walking or biking.

Staff Finding: Not applicable. This is something the City is encouraged to do through programs, education, policies and investments.

POLICY 4.3.2 The City shall require that development improves the connectivity of the City's active transportation modes by providing infrastructure and connections that make it easier and more direct for people to walk or bike to destinations such as parks, schools, commercial services, and neighborhood gathering places.

Staff Finding: All new development and redevelopment is required to provide sidewalks, bicycle racks and, in some cases, multi-use paved paths.

POLICY 4.3.3 The City shall coordinate with the US Forest Service to create trail connections between the City and the Deschutes National Forest.

Staff Finding: Not applicable.

POLICY 4.3.4 The City shall expand pedestrian and bicycle-friendly amenities, including lighting and wayfinding, in key corridors to encourage residents and visitors to walk rather than drive.

Staff Finding: The City continuously looks for opportunities to expand pedestrian and bicycle-friendly amenities, including lighting and wayfinding, in key corridors to encourage residents and visitors to walk rather than drive. Opportunities exist in the future to improve the path along Highway 242 that includes several of the subject properties.

Housing

GOAL 5: Meet the housing needs of current and future residents, as well as the region's private and public sector employers, by creating opportunities for development of a wide range of housing for all ages and income levels, including housing that is safe and high quality and that includes design features and transitions that contribute to compatibility with existing neighborhoods.

Staff Finding: The rezoning of the two parcels to MFR will help meet the housing needs of current and future residents.

Objective 5.1 To accommodate residential growth within the City of Sisters Urban Growth Boundary.

Staff Finding: Residential growth would be accommodated within the UGB with the proposed rezoning of two parcels to MFR.

POLICY 5.1.1 The City shall ensure adequate, developable residential land is available to meet the City's needs as identified in the most recent adopted Housing Needs Analysis.

Staff Finding: Creating more MFR land will help meet the city's housing needs identified in its most recent adopted HNA.

POLICY 5.1.2 The City shall maintain reasonable, clear, objective, and enforceable design standards for all housing types, including single-family detached homes, "plexes," townhomes, apartments, cottage cluster housing, accessory dwelling units, and manufactured homes on individual lots and in manufactured home parks.

Staff Finding: Not applicable.

POLICY 5.1.3 The City shall encourage development of residential land in a manner that is compatible with existing neighborhoods and that promotes the creation of mixed income neighborhoods.

Staff Finding: A rezoning to MFR for two parcels is proposed, however, no specific development is proposed at this time. If that occurs in the future, any proposal will be required to comply with the Sisters Development Code that includes standards to ensure compatibility with existing neighborhoods.

POLICY 5.1.4 The City shall ensure the development code allows for housing developers to respond to changing market conditions and other circumstances such as changing incomes, household size or other demographic characteristics, demand or need for different types of housing, the cost of land or building materials, and other factors.

Staff Finding: Not applicable.

POLICY 5.1.5 The City shall monitor residential development and the availability of land within the City to meet future needs and publish this information for City leadership and the broader community.

Staff Finding: Not applicable.

POLICY 5.1.6 The City shall periodically reassess current and projected future housing needs and update and implement housing policies and strategies to address them.

Staff Finding: Not applicable.

Objective 5.2 To provide housing opportunities that meet the needs and preferences of current and future households.

Staff Finding: Creating more MFR land will help meet the city's housing needs identified in its most recent adopted HNA.

POLICY 5.2.1 The City shall provide flexibility through Development Code requirements for innovative housing types to meet the need for the full range of housing types in the City.

Staff Finding: Not applicable.

POLICY 5.2.2 The City shall accommodate the housing needs of people in all life stages through housing design, types, and locations that accommodate aging populations (including assisted living facilities and aging-in-place in existing homes) in locations within walking distance of commercial areas and other services.

Staff Finding: By adding property zoned MFR, the city is helping to accommodate the housing needs of a wide variety of people in locations within walking distance to commercial area and other services nearby.

POLICY 5.2.3 The City shall support construction of dwelling units that incorporate alternative or innovative building materials and methods that follow approved State Building Code requirements.

Staff Finding: Not applicable.

POLICY 5.2.4 The City shall encourage mixed use development including live/work housing in Commercial and North Sisters Business Park districts to support both residents and businesses.

Staff Finding: Not applicable.

Objective 5.3 To support the development of low- and moderate-income housing, transitional housing, and emergency shelters through its development code, land use policies, and other incentive programs.

Staff Finding: Rezoning two parcels to MFR allows for the opportunity to support low- and moderate-income housing.

POLICY 5.3.1 The City shall coordinate with providers of affordable housing to identify sites, projects, and partners to develop housing units for low- and moderate-income households.

Staff Finding: The rezone to MFR will help create the opportunity for providers of affordable housing to identify sites, projects, and partners to develop housing units for low- and moderate-income households

POLICY 5.3.2 The City shall evaluate and update the development code to identify and reduce barriers to the creation of housing units for low- and moderate-income households and to encourage creating mixed income neighborhoods.

Staff Finding: Not applicable.

POLICY 5.3.3 The City shall evaluate policy and program options to enhance funding streams that would offer subsidies to offset development costs of affordable housing projects, including potential dedication of city or other publicly owned land.

Staff Finding: Not applicable to the proposal; however, the city has made efforts to create funding streams for subsidies to offset development costs of affordable housing projects through its Affordable Housing Grant Program, money dedicated to workforce housing in the Urban Renewal District, and other sources.

POLICY 5.3.4 The City shall monitor and evaluate the efficacy of the existing Affordable Housing Grant Program and support changes to the program as conditions warrant.

Staff Finding: Not applicable.

POLICY 5.3.5 The City shall coordinate with emergency shelter providers, public safety providers and the County Health Department to adopt appropriate policies that are supportive of emergency shelters, transitional housing and supportive services for people who are experiencing houselessness and/ or face other specialized housing needs, and which are sensitive to the concerns of the whole community and continue to comply with state law.

Staff Finding: Not applicable.

Section 6 - Environment

GOAL 6.1: Protect, conserve, and enhance the quality of the City's natural and scenic resources; maintain the quality of its air, land, water, and wildlife habitat; and improve community health.

Staff Finding: There are no specific development plans associated with the proposal, but there is no net increase or decrease in the impact that development would have on the city's natural and scenic resources on the account of the rezone and development code amendments.

POLICY 6.1.1 The City shall identify and protect natural and scenic resources within the UGB, including riparian areas.

Staff Finding: Not applicable.

POLICY 6.1.2 The City shall require the preservation and health of inventoried wildlife habitat corridors.

Staff Finding: Not applicable.

POLICY 6.1.3 The City shall require retention of significant trees, in particular mature groves and individual ponderosa pine trees, before, during and after the development process to support a healthy urban forest and honor the City's status as an Arbor Day Tree City, while also maintaining a fire-resistant urban forest.

Staff Finding: Not applicable. There are no specific development plans associated with the proposal.

POLICY 6.1.4 The City shall evaluate potential impacts to wildlife from light and noise pollution and require mitigation where appropriate.

Staff Finding: Not applicable. There are no specific development plans associated with the proposal.

POLICY 6.1.5 The City shall promote development that integrates with the surrounding natural environment and reduces impact on natural systems by using natural resources and processes to manage stormwater, decrease greenhouse gas emissions, and address other impacts related to air and water quality.

Staff Finding: Not applicable. There are no specific development plans associated with the proposal.

POLICY 6.1.6 The City shall emphasize use of fire-resistant, native vegetation and establish a noxious weed control program in coordination with Deschutes County.

Staff Finding: Not applicable.

POLICY 6.1.7 The City shall develop, and periodically review and update, ordinances to ensure that air, land, and water resources are protected.

Staff Finding: Not applicable.

POLICY 6.1.8 All development within the City of Sisters city limits and UGB shall comply with applicable state and federal water quality requirements.

Staff Finding: Not applicable. There are no specific development plans associated with the proposal, but will be required to comply with applicable state and federal water quality requirements at the time of development.

POLICY 6.1.9 To protect and enhance water quality as required by state and federal requirements, the City shall implement provisions in the Central Oregon Stormwater Manual through the City of Sisters Public Works Construction Standards.

Staff Finding: Not applicable at this time.

POLICY 6.1.10 The City shall enhance opportunities for physical and visual access to Whychus Creek while protecting its watershed from contaminants.

Staff Finding: Not applicable.

GOAL 6.2: Protect people, property, and structures from natural hazards, such as flooding, drought, wildfires, volcanic or seismic hazards.

Staff Finding: Community wide efforts and planning are underway to minimize and mitigate the threats of natural hazards.

Objective 6.2.1 To reduce the hazards related to wildfire through a combination of proper location and design of new development, reduction of combustible materials, and coordination with partnering agencies and community members.

Staff Finding: Community wide efforts and planning are underway to minimize and mitigate the threats of natural hazards, specifically wildfire, through coordination with partner agencies, such as Deschutes County Office of Emergency Management and the local fire district.

POLICY 6.2.1.1 The City shall develop, refine, and implement a coordinated wildfire mitigation strategy in partnership with Deschutes County, Sisters Camp Sherman Fire District, the US Forest Service, Oregon Department of Forestry, and other relevant agencies.

Staff Finding: See above.

POLICY 6.2.1.2 The City shall continue to review and update the City of Sisters development codes to improve and enhance the fire and drought resistance of homes, communities, and landscapes.

Staff Finding: See above.

POLICY 6.2.1.3 To reduce risk of destruction by wildfire, the City shall require preparation of wildfire mitigation plans in conjunction with new development for review and approval by the City as part of the development application process.

Staff Finding: See above.

POLICY 6.2.1.4 The City shall promote and enforce resident participation in Fire Free Program to reduce combustible materials on existing properties and create defensible space.

Staff Finding: See above.

POLICY 6.2.1.5 The City shall support a program to support fire resistant retrofits of commercial and residential buildings with emphasis on buildings that are designated historic or have historic value, as determined through historic survey.

Staff Finding: Not applicable.

POLICY 6.2.1.6 The City shall evaluate wildfire risk as a criterion for future areas of growth.

Staff Finding: Not applicable.

POLICY 6.2.1.7 The City shall address the impacts of wildfire in the design and determining the location of development projects.

Staff Finding: Community wide efforts and planning are underway to minimize and mitigate the threats of natural hazards, specifically wildfire, through coordination with partner agencies, such as Deschutes County Office of Emergency Management and the local fire district. In addition, the State is formulating new rules related to mitigation of wildfire impacts through defensible space and building code requirements/recommendations.

Objective 6.2.2 To reduce potential impacts from flooding of Whychus Creek by managing stormwater runoff, limiting development in flood-prone areas, and other flood mitigation and management strategies.

Staff Finding: Not applicable as the subject properties are not located in the floodplain or new Whychus Creek.

POLICY 6.2.2.1 The City shall regulate development in the 100- year floodplain and flood prone areas to protect life and property; to allow for transport of flood waters; to protect and enhance water quality; and to protect the economic, environmental, and open space qualities of the land and Whychus Creek.

Staff Finding: Not applicable.

POLICY 6.2.2.2 The City shall require certain land-disturbing activities associated with site clearing, grading, construction, and other improvements to employ erosion control practices to prevent increased stream sedimentation.

Staff Finding: Not applicable.

POLICY 6.2.2.3 The City shall investigate and, where feasible, require developers or property owners to utilize instruments such as conservation easements or dedications to preserve the natural state and health of the Whychus Creek floodplain.

Staff Finding: Not applicable.

POLICY 6.2.2.4 The City shall ensure that standards for new development require stormwater runoff to be infiltrated or detained onsite to the maximum extent practicable or stored and treated in a regional facility to preserve the natural hydrology and water quality of Whychus Creek.

Staff Finding: Not applicable.

POLICY 6.2.2.5 The City shall require site-specific buffering, setback requirements, and best management practices, to enhance and protect stream-side properties, as well as Whychus Creek riparian areas and channel migration zone.

Staff Finding: Not applicable.

Objective 6.2.3 To improve responses to natural disasters and associated emergencies through improved communication, education, coordination, and other strategies.

Staff Finding: Community wide efforts and planning are underway to minimize and mitigate the threats of natural hazards, specifically wildfire, through coordination with partner agencies, such as Deschutes County Office of Emergency Management and the local fire district.

POLICY 6.2.3.1 The City shall collaborate with other emergency service providers and agencies to promote and participate in enhanced coordination of disaster preparedness and response efforts in Sisters Country within the statewide network.

Staff Finding: See above.

POLICY 6.2.3.2 The City shall work with appropriate agencies, including the Deschutes County Emergency Management and Sisters Camp Sherman Rural Fire Protection District to update and implement emergency management plans.

Staff Finding: See above.

POLICY 6.2.3.3 The City shall develop and implement a strategy to educate the public and reduce barriers to public information about natural hazards.

Staff Finding: See above.

POLICY 6.2.3.4 The City shall comply with State requirements on wildfire mitigation for defensible space and building codes in areas categorized as extreme or high wildfire risk, as determined and by State wildfire mapping.

Staff Finding: Once the rules are approved, the city will comply with State requirements on wildfire mitigation for defensible space and building codes in areas categorized as extreme or high wildfire risk, as determined and by State wildfire mapping.

GOAL 6.3: Promote energy efficiency and mitigate the anticipated impacts of climate change in Sisters.

Staff Finding: Not applicable to this proposal.

POLICY 6.3.1 The City shall update ordinances regarding replacing existing non-certified wood stoves and encourage non-polluting and efficient heat sources for homes.

Staff Finding: Not applicable to this proposal.

POLICY 6.3.2 The City shall advocate at the local, state, and federal levels for building codes that increase energy conservation and facilitate emission reductions; and implement these codes locally.

Staff Finding: Not applicable to this proposal.

POLICY 6.3.3 The City shall identify ways to address climate change in city decision making processes.

Staff Finding: Not applicable.

POLICY 6.3.4 The City shall support local educators and other local organizations and/or state and federal agencies in informing residents, businesses, developers, and other community members about climate science and how community members can adapt and mitigate for a changing climate, including transportation and energy choices, local food production and consumption, the sharing economy, sustainability at work programs and waste reduction.

Staff Finding: Not applicable.

POLICY 6.3.5 The City shall promote native climate-resilient vegetation, landscaping, and local food systems such as community gardens, farmers markets, and other programs aimed at local food production and increasing equitable access to local foods.

Staff Finding: Not applicable.

POLICY 6.3.6 The City shall consider equity and affordability when developing city programs and development standards related to energy conservation and climate change and identify strategies for reducing potential impacts related to increased costs.

Staff Finding: Not applicable.

POLICY 6.3.7 The City shall partner with business owners as well as regional and state agencies on strategies to reduce greenhouse gas emissions from known sources that adversely affect public health and contribute to climate change.

Staff Finding: Not applicable.

POLICY 6.3.8 The City shall provide a sustainable transportation system that meets the needs of present and future generations, consistent with the adopted Transportation System Plan.

Staff Finding: Not applicable.

POLICY 6.3.9 The City shall practice energy efficiency and climate change mitigation in its own operations, including sustainable buildings, electric vehicles, outdoor lighting, and active transportation.

Staff Finding: Not applicable.

POLICY 6.3.10 The City shall promote environmentally- and socially-sustainable practices associated with housing development and construction.

Staff Finding: Not applicable. When a specific development proposal in the subject properties come forward, it will be subject to the rules and codes in place at the time.

POLICY 6.3.11 The City shall encourage the adaptive reuse of existing buildings to help meet the City's housing, employment, and other needs, while also reducing and/or managing conflicts between residential and non-residential uses.

Staff Finding: Not applicable.

POLICY 6.3.12 The City shall consider incentives for new housing development or redevelopment projects that increase energy efficiency, improve building durability, produce, or use clean energy, conserve water, use repurposed or sustainably produced materials, manage stormwater naturally, and/or employ other environmentally sustainable practices.

Staff Finding: Not applicable to this proposal.

Section 7 – Parks, Recreation and Open Space

GOAL 7.1: Plan, develop, maintain, and enhance recreation opportunities, scenic views, and open spaces to meet the needs of community members and visitors of all ages, abilities, cultures, and incomes and enhance their physical and mental health.

Staff Finding: Not applicable to this proposal.

POLICY 7.1.1 The City shall create a unique park system that reflects and strengthens the City's identity, including consistency with the western design theme and a focus on public arts.

Staff Finding: Not applicable to this proposal.

POLICY 7.1.2 The City shall develop parks that serve as destinations for locals and visitors.

Staff Finding: Not applicable to this proposal.

POLICY 7.1.3 The City shall ensure that new facilities are planned, designed, and constructed to be safe, inclusive, and accessible to individuals of all ages, abilities, backgrounds, and income levels.

Staff Finding: Not applicable to this proposal.

POLICY 7.1.4 The City shall update existing facilities and equipment to improve accessibility for all individuals and to ensure safety and utility.

Staff Finding: Not applicable to this proposal.

POLICY 7.1.5 The City shall ensure that parks are appropriately lit and in accordance with the City's Dark Sky Ordinance.

Staff Finding: Not applicable to this proposal.

POLICY 7.1.6 The City shall acquire land in accordance with the Parks Master Plan that can provide park space in all neighborhoods, including those currently underserved by parks.

Staff Finding: Not applicable to this proposal.

POLICY 7.1.7 The City shall develop and maintain attractive and enjoyable spaces with enhanced landscaping and natural resources that serve a diverse range of activities and events, as identified in the Parks Master Plan.

Staff Finding: Not applicable to this proposal.

POLICY 7.1.8 The City shall update the Parks Master Plan every five to ten years to ensure that it continues to reflect the needs for specific types of park and recreation facilities and programs identified by the community and supported by current and projected future recreation trends.

Staff Finding: Not applicable to this proposal.

POLICY 7.1.9 The City shall provide public restrooms as part of major and/or centrally located parks and recreation facilities.

Staff Finding: Not applicable to this proposal.

POLICY 7.1.10 The City shall ensure that the Development Code contains provisions that require publicly accessible open space as a component of residential development and Master Plan developments.

Staff Finding: Not applicable to this proposal.

POLICY 7.1.11 The City shall identify and develop standards to preserve notable scenic views and green spaces as development occurs, possibly including development standards, public access easements, conservation easements, or property acquisition where applicable.

Staff Finding: Not applicable to this proposal.

POLICY 7.1.12 The City shall work with private and public property owners to inventory and preserve scenic view corridors and creek access points along roadways, balancing access with conservation of natural resources.

Staff Finding: Not applicable to this proposal.

POLICY 7.1.13 Where possible, the City shall acquire land that serves to protect open space and scenic view corridors as well as defensible space for wildfire protection.

Staff Finding: Not applicable to this proposal.

POLICY 7.1.14 The City shall consider strategies to set aside large areas of land in the City's core for centric urban park use through the Parks Master Plan Update.

Staff Finding: Not applicable to this proposal.

POLICY 7.1.15 The City shall support the use of parks and recreation facilities for hosting events, particularly those that are providing public benefits.

Staff Finding: Not applicable to this proposal.

POLICY 7.1.16 The City shall add signage or information kiosks in parks that include historical and educational information, where appropriate.

Staff Finding: Not applicable to this proposal.

GOAL 7.2: Identify and pursue funding mechanisms for acquisition, development, maintenance, and operations of facilities.

Staff Finding: Not applicable to this proposal.

POLICY 7.2.1 The City shall establish stable and diverse mechanisms for funding acquisition, development, operations, and maintenance of existing and future recreation and parks facilities, including researching and preparing grant proposals to fund projects.

Staff Finding: Not applicable to this proposal.

POLICY 7.2.2 The City shall regularly update contingency plans for potential future funding shortfalls utilizing existing plans, policies, and procedures.

Staff Finding: Not applicable to this proposal.

POLICY 7.2.3 The City shall review new and current funding mechanisms periodically to assess their effectiveness in meeting the goals and objectives of the Parks Master Plan.

Staff Finding: Not applicable to this proposal.

POLICY 7.2.4 The City shall maintain a program of System Development Charges (SDC) to develop park facilities.

Staff Finding: Not applicable to this proposal.

GOAL 7.3: Create a citywide network of recreation opportunities that are connected and accessible through a variety of transportation options.

Staff Finding: Not applicable to this proposal.

POLICY 7.3.1 The City shall develop strategies to address gaps in access to recreation facilities. Fir Street Park

Staff Finding: Not applicable to this proposal.

POLICY 7.3.2 The City shall promote social and physical connections to facilities and an equitable distribution of facilities within the community.

Staff Finding: Not applicable to this proposal.

POLICY 7.3.3 The City shall construct pedestrian and bicycle paths and trails to promote connectivity between parks and other local destinations.

Staff Finding: Not applicable to this proposal.

POLICY 7.3.4 The City shall improve pedestrian access to Whychus Creek in accordance with the Whychus Creek Restoration and Management Plan.

Staff Finding: Not applicable to this proposal.

POLICY 7.3.5 The City shall develop a network of wayfinding signage, informational kiosks, and maps to help people find parks and recreation facilities.

Staff Finding: Not applicable to this proposal.

POLICY 7.3.6 The City shall ensure that pathways through park facilities are adequately lit, consistent with the City's Dark Sky Ordinance.

Staff Finding: Not applicable to this proposal.

POLICY 7.3.7 The City shall pursue easements through private properties to create new connections and improve access to park and recreation facilities.

Staff Finding: Not applicable to this proposal.

POLICY 7.3.8 The City shall develop designated bicycle and pedestrian corridors that connect park and recreation facilities across the city.

Staff Finding: Not applicable to this proposal.

GOAL 7.4: Promote the development of park and recreation facilities that minimize impacts to natural areas and habitats, particularly those that are environmentally sensitive.

Staff Finding: Not applicable to this proposal.

POLICY 7.4.1 The City shall explore programs and funding to obtain land in the flood plain for the public's recreational use.

Staff Finding: Not applicable to this proposal.

POLICY 7.4.2 Where appropriate, the City shall plan, design, and protect areas for habitat viability, including the safe movement of wildlife necessary to maintain biodiversity and ecological balance.

Staff Finding: Not applicable to this proposal.

POLICY 7.4.3 The City shall incorporate low-impact design practices into the planning and development of new and existing facilities, including the use of native or climate adaptive plant species in park and recreation facility landscaping.

Staff Finding: Not applicable to this proposal.

POLICY 7.4.4 The City shall preserve and enhance natural landscapes, including preserving naturalized open spaces and fire-resistant, native vegetation as part of park and recreation facilities.

Staff Finding: Not applicable to this proposal.

POLICY 7.4.5 The City shall require the safe use of chemicals as part of park and recreation facility operations and maintenance.

Staff Finding: Not applicable to this proposal.

POLICY 7.4.6 The City shall consider resiliency to drought, fire, and other natural hazards when developing new park and recreation facilities.

Staff Finding: Not applicable to this proposal.

GOAL 7.5: Sustain and enhance partnerships with residents, community groups, and other agencies including Deschutes County, the Sisters School District, Oregon Parks and Recreation Department, the US Forest Service, and others to integrate and manage recreational resources in a collaborative and cost-effective manner.

Staff Finding: Not applicable to this proposal.

POLICY 7.5.1 The City shall develop partnerships with community and private entities (e.g., community alliances, organizations, groups, businesses, and employers) that have an interest in providing recreation opportunities to enhance and complement the community's recreation services and parks system.

Staff Finding: Not applicable to this proposal.

POLICY 7.5.2 The City shall develop strategies to foster a sense of community ownership of the parks system, enhance volunteerism, and involve youth in stewardship of the parks system.

Staff Finding: Not applicable to this proposal.

POLICY 7.5.3 The City shall establish a coordinated process for implementing and updating the Parks Master Plan that involves residents, community groups, visitors, stakeholders, Parks Advisory Committee, and City staff.

Staff Finding: Not applicable to this proposal.

POLICY 7.5.4 The City shall continue to engage stakeholder groups, community members, visitors and other local partners in the parks planning process.

Staff Finding: Not applicable to this proposal.

POLICY 7.5.5 The City shall ensure that the Parks Advisory Committee continues to advise the City Council on behalf of the parks system.

Staff Finding: Not applicable to this proposal.

POLICY 7.5.6 The City shall coordinate with community partners to establish a network of multi-use trails within the City and connect to trails established or planned beyond the City limits.

Staff Finding: Not applicable to this proposal.

POLICY 7.5.7 The City shall pursue regulatory strategies and partnerships with private developers to create small park and recreation facilities in new neighborhoods that are dedicated to the City as part of the subdivision process.

Staff Finding: Not applicable to this proposal.

POLICY 7.5.8 The City shall identify opportunities to work with local community groups and public agencies to develop community garden spaces on underutilized lots.

Staff Finding: Not applicable to this proposal.

POLICY 7.5.9 The City shall develop a program to foster opportunities for park stewardship by community members, particularly for smaller neighborhood parks.

Staff Finding: Not applicable to this proposal.

Section 8 - Economy

GOAL 8: Provide adequate opportunities for a variety of economic activities vital to the health, welfare, and prosperity of the City's community.

Staff Finding: The proposal will continue to allow a variety of public and private institutions and residential uses in the PFI and MFR zone districts, which are vital to health, welfare, and prosperity of the community.

POLICY 8.1 The City shall maintain and enhance the appearance and function of the Commercial Districts by providing a safe and aesthetically pleasing pedestrian environment, encouraging mixed use development and unique design using the City's Western Frontier Architectural Design Theme.

Staff Finding: Not applicable to this proposal.

POLICY 8.2 The City shall periodically review design guidelines to ensure consistency with the Western Design Theme and shall solicit community input in this process, including as part of a review by the City's Planning Commission.

Staff Finding: Not applicable to this proposal.

POLICY 8.3 The City shall promote pedestrian scale developments in the commercial zones. Auto-oriented developments such as restaurants with drive-up windows will be discouraged, limited or prohibited in the Downtown area; in other areas, they shall be limited and managed to minimize their impacts.

Staff Finding: Not applicable to this proposal.

POLICY 8.4 The City shall assure development contiguous to commercial and residential zones is designed and built in a manner that is consistent and integrates with the character and quality of those zones, including minimizing potential adverse impacts related to noise, odor, or light from commercial or industrial uses. Building shall be constructed in an attractive and inviting manner, without disrupting operations.

Staff Finding: The current development code contains provisions to ensure that development next to residential areas is designed to be consistent and integrate with the character of these areas. Any future development in the rezoned areas and/or in the PFI zone with expanded uses will be required to adhere to these standards.

POLICY 8.5 The City shall promote and incentivize mixed-use development within the Commercial Districts, and in transitional light- industrial areas such as the Sun Ranch and Three Sisters Business Parks (as previously noted in the findings), and small commercial uses and home occupation mixed with residential uses.

Staff Finding: Not applicable to this proposal.

POLICY 8.6 The City shall facilitate local entrepreneurial infrastructure and the development of a light industrial land and building inventory that is compatible with the character of Sisters walkable, pedestrian-friendly, and where live/work opportunities are available.

Staff Finding: Not applicable to this proposal.

POLICY 8.7 The City shall implement development standards such as buffers, setbacks, landscaping, sign regulation and building height restrictions, to minimize the impacts of commercial and industrial uses on adjacent residential areas, including those related to noise, odor, or excessive lighting. Such standards will be applied in light-industrial parks and other transition areas.

Staff Finding: Not applicable to this proposal, as it doesn't contemplate commercial or industrial uses.

POLICY 8.8 The City shall continue to partner with the Chamber of Commerce, Economic Development for Central Oregon, and other economic development agencies to improve local and regional economic development efforts, attract businesses, and enhance and diversify the City's economic base. The City will participate with these agencies to periodically update the Sisters Strategic Action Plan for Economic Development.

Staff Finding: Not applicable to this proposal.

POLICY 8.9 The City should support efforts to attract businesses providing family-wage employment opportunities, including within target industries identified in the City's most recently adopted Economic Opportunities Analysis or other primary economic planning document.

Staff Finding: Not applicable to this proposal.

POLICY 8.10 The City should continue to work with area educational institutions to promote educational and workforce training opportunities that support local businesses and industries, particularly target industries identified by the City in its most recently adopted Economic Opportunities Analysis.

Staff Finding: Not applicable to this proposal.

POLICY 8.11 The City shall periodically monitor and ensure an adequate supply of land for the needs of commercial, mixed-use and light industrial development and employment purposes, including within walking and/or bicycling distance of residential neighborhoods.

Staff Finding: Not applicable to this proposal.

POLICY 8.12 The City shall encourage speculative development of industrial properties for multi-tenant use to help provide a supply of land with buildings that can be occupied by future industrial businesses seeking to locate in Sisters.

Staff Finding: Not applicable to this proposal.

POLICY 8.13 The City shall identify a member of City staff or designee as a point person for implementation of economic development activities.

Staff Finding: Not applicable to this proposal.

POLICY 8.14 The City shall make information about economic land development resources and opportunities known to prospective employers through local and statewide information sources such as the Oregon Prospector tool.

Staff Finding: Not applicable to this proposal.

POLICY 8.15 The City shall continue to support existing and future local businesses, including through continued coordination with business owners, through development of business incubator opportunities and other small business support services and programs, and by limiting formula food and retail chains.

Staff Finding: Not applicable to this proposal.

POLICY 8.16 The City shall collaborate with partnering agencies and local employers to reduce or eliminate barriers to establishment or operation of childcare businesses and promote it to the community.

Staff Finding: Not applicable to this proposal.

POLICY 8.17 The City shall continue to actively support, market, renew, and/or consider expansion of local business and development zone programs, including but not limited to the Sisters enterprise zone, e-commerce zone, and the Deschutes County renewal energy development zone.

Staff Finding: Not applicable to this proposal.

POLICY 8.18 The City shall strategically develop and continue to support the tourism and destination economy through strategies such as increasing the number of “shoulder season” (spring/fall) and winter events and attractions, including performances, festivals, retreats, educational speaker series, trainings, and outdoors sports tournaments.

Staff Finding: Not applicable to this proposal.

POLICY 8.19 The City shall promote Sisters Country as an artisanal center, building on its strategic location and spectacular environment. The City shall work to expand the artisanal economy including visual artists, trades and crafts people, musicians, performance artists, writers, brewers, distillers, and farm-to-table chefs.

Staff Finding: Not applicable to this proposal.

POLICY 8.20 The City shall work with its economic development partners and local businesses to promote the creation and successful operation of businesses owned and operated by members of historically marginalized or underrepresented communities.

Staff Finding: Not applicable to this proposal.

POLICY 8.21 The City shall encourage its economic development partners to attract businesses that promote climate-friendly practices, such as in management of waste and energy-efficient practices including use of reusable energy.

Staff Finding: Not applicable to this proposal.

Section 9 – Public Facilities

GOAL 9: Plan and develop a timely, orderly, and efficient arrangement of water, wastewater, stormwater, transportation, and other public facilities to support the City’s continued operation and future development.

Staff Finding: The City has a Water, Wastewater and Transportation Master Plan that plans for growth by ensuring that water, sewer, and street infrastructure is planned to adequately address expected population projections twenty years into the future by providing a schedule of improvements and enhancements to the system and mechanisms to help fund those improvements (through System Development Charges).

POLICY 9.1 The City shall be proactive in planning, financing, managing, and obtaining lands, facilities, equipment, and other system elements to ensure the safe and efficient operation of the public facilities and services for which it is primarily responsible, including water wastewater, stormwater, and transportation facilities and services.

Staff Finding: See above response.

POLICY 9.2 The City shall continue to update its water and wastewater supply system to meet current and new State and Federal health requirements, and domestic and emergency needs.

Staff Finding: The City continues to update its supply system to meet all State and Federal health requirements and domestic and emergency needs.

POLICY 9.3 The City shall continue to assess System Development Charges to finance the impacts of growth on public facilities in an equitable and efficient manner.

Staff Finding: System Development Charges are charged at time of each building permit to finance the impacts of growth on public facilities in an equitable and efficient manner.

POLICY 9.4 The City of Sisters Public Works Standards shall be periodically updated and improved for specificity, accuracy, and consistency with County, State and Federal requirements, and should incorporate innovative strategies and initiatives based on cost-effective and scientifically-proven principles.

Staff Finding: Not applicable to this proposal.

POLICY 9.5 The City shall continue to promote water management and conservation strategies to reduce impacts on the City's water supply system. Strategies could include reduced use of irrigation; tiered billing system tied to water use; incentives or requirements for use of water-efficient fixtures; use of drought-tolerant plants; or other similar strategies or incentives.

Staff Finding: Not applicable to this proposal.

POLICY 9.6 The City shall pursue additional water rights as needed to ensure adequate capacity to meet water demands identified in the City's Water System Plan.

Staff Finding: The City is requiring a water mitigation fee of \$54,744.41 as part of the rezone of the two parcels to MFR. According to the City Engineer, this what an additional 98 Equivalent Dwelling Units (EDUs) would cost the City in water right acquisition. The additional EDUs are being facilitated by allowing residential units in a zone district they were previously not allowed.

POLICY 9.7 The City shall continue to explore strategies for wastewater reuse and use of biosolids as a means of helping to meet future effluent disposal demands.

Staff Finding: Not applicable to this proposal.

POLICY 9.8 The City shall plan for all properties within the city limits to be able to be provided with water, sewer and transportation facilities; will support the provision of electrical, internet and phone utilities; and will plan for adequate public facilities to be provided to properties in the urban growth boundary.

Staff Finding: The City ensures that all properties within city limits are served with water, sewer and transportation facilities now and in the future through its adopted and regularly updated Water, Wastewater and Transportation Master Plans.

POLICY 9.9 Public facilities and all utilities (phone, cable, internet, and power), where feasible shall be located underground and required "to and through" when a property is developed or redeveloped, in order to ensure that neighboring properties can be served in the future.

Staff Finding: Public facilities and all utilities (phone, cable, internet, and power) are required in the Sisters Development Code to located underground.

POLICY 9.10 The City shall support and coordinate with agencies and interest groups including the Sisters School District, County, Central Oregon Community College, Deschutes County Libraries, and the Sisters Parks and Recreation District to meet the educational and recreational needs for the community.

Staff Finding: Not applicable to this proposal.

POLICY 9.11 The City shall implement opportunities for on-site infiltration, detention, and treatment of stormwater through implementation of the Central Oregon Stormwater Manual (2007) and the City's Public Works Standards in the development process and in construction of City stormwater management facilities.

Staff Finding: All future development on the proposed rezoned lands and in the PFI zone around the city will be required to comply with stormwater requirements in accordance with the Central Oregon Stormwater Manual (2007) and the City's Public Works Standards, as required in the development code.

POLICY 9.12 The City shall ensure that street lighting in Sisters is consistent with the City's Western Design Theme, the dark skies ordinance, and other development code provisions, except where it is inconsistent with established or adopted safety-related requirements or standards.

Staff Finding: Not applicable to this proposal. Compliance with the lighting code will be reviewed at time of building permit for any development on the property.

POLICY 9.13 The City shall coordinate with Sisters Ranger District on planning on Forest Service property within and adjacent to the city limits.

Staff Finding: Not applicable to this proposal.

POLICY 9.14 Support the work of partnering agencies and businesses in promoting and improving access to and the quality of community health services and outcomes.

Staff Finding: Not applicable to this proposal.

POLICY 9.15 The City shall consider potential impacts from natural hazards, such as wildfire, when locating its Public Works facilities and equipment.

Staff Finding: Not applicable to this proposal.

Section 10 – Transportation

Goal 1: LIVABILITY. Design and construct transportation facilities in a manner that enhances the livability of the Sisters neighborhoods and business community.

Staff Finding: Not applicable to this proposal. No additional transportation facilities are proposed with this land use request.

POLICY A. Provide convenient walking and bicycling facilities to promote the health and physical well-being of the community.

POLICY B. Support the integration of public art in the City's streetscapes, including as part of roundabouts.

POLICY C. Protect residential neighborhoods from excessive through-traffic and travel speeds while providing reasonable access to and from residential areas.

POLICY D. Protect residential neighborhoods from excessive noise and pollutants associated with higher functional class streets and industrial uses.

POLICY E. Minimize the “barrier” effect that wide and/or high-volume transportation facilities have on non-motorized modes of travel.

POLICY F. Construct a transportation system that is accessible to all members of the community.

POLICY G. Provide a seamless and coordinated transportation system that is barrier free provides affordable and equitable access to travel choices, and serves the needs of all people and businesses, including people with low income, people with disabilities, children, and seniors.

POLICY H. Develop a wayfinding system that helps residents and visitors locate local destinations, including park and recreation facilities, and reflects the City of Sisters in its quantity and design.

POLICY I. Support the use of the City’s rights-of-way as appropriate for flexible outdoor space for outdoor dining, open space, bike racks, or other innovative uses.

Staff Finding: Not applicable to this proposal. No additional transportation facilities are proposed with this land use request.

Goal 2: REDUCE DOWNTOWN CONGESTION on US20/126 by providing a fully functional alternate transportation route for through-traffic and freight carriers.

POLICY A. Design and construct the US20/Locust roundabout to provide safe and efficient mobility onto and off of the alternate route at its eastern terminus.

POLICY B. Design and construct the Locust/Barclay roundabout to provide more efficient through movement on the Alternate Route while providing a safer intersection for City and county residents entering Sisters from the neighborhoods north of town.

POLICY C. Integrate additional safety improvements along the Alternate Route corridor including the addition of turn lanes where needed.

POLICY D. Reduce access points along the Alternate Route by requiring developers to build alternate access points to less congested streets.

POLICY E. Provide multi-modal improvements in the form of multi-use paths on Locust and Barclay to reduce vehicular/bike-ped conflict points.

POLICY F. Work with ODOT to require freight carriers to use the Alternate Route once it’s completed.

Staff Finding: Not applicable to this proposal. No additional transportation facilities are proposed with this land use request and the subject parcels are not located in the downtown area or are expected to generate traffic impacts that will negatively impact downtown.

Goal 3: SAFETY. Develop and maintain a safe and secure transportation system.

POLICY A. Design and maintain safe and secure pedestrian and bicycle ways between parks, schools, residential areas, and other activity centers.

POLICY B. Design and construct transportation-related improvements to meet applicable City and Americans with Disabilities Act (ADA) standards.

POLICY C. Adopt and implement access control and spacing standards for all streets under the City's jurisdiction to improve safety and promote efficient through-street movement. Access control measures should be generally consistent with County and ODOT access guidelines to ensure consistency on City, County, and State roadways

POLICY D. Partner with ODOT to ensure safe speeds within the City of Sisters.

Staff Finding: A safe and secure transportation system exists in Sisters with the city making continual improvement to further enhance safety. This includes building multi-use paths with lighting, requiring development to construct sidewalks, improving ADA accessibility, requiring connected streets in development to promote efficient movement of cars, bikes and pedestrians, and maintaining a good partnership with ODOT to aid in state highway improvements, such as roundabouts.

Goal 4: ECONOMIC VITALITY. Promote the development of the City, Region, and State economies through the efficient movement of people, goods, and services and through the distribution of information.

POLICY A. Ensure a safe and efficient freight system that facilitates the movement of goods to, from, and through the City, Region, and State while minimizing conflicts with other travel modes.

Staff Finding: The City does promote economic vitality and movement of goods through its transportation system by providing a grid of streets and by making improvements to the highway, such as the roundabout constructed at the intersection with Barclay Drive and McKinney Butte Road and the proposed roundabout at Locust, which facilitate the alternative route around downtown and reduce congestion.

POLICY B. Provide transportation facilities that support land uses that are consistent with the City's Comprehensive Plan.

Staff Finding: The city's Transportation System Plan ensures that transportation facilities support the allowed land uses in the code (which by extension are consistent with the Comprehensive Plan).

POLICY C. Evaluate land development projects to determine possible adverse traffic impacts.

Staff Finding: No land development projects are proposed at this time. A traffic study will be required with any future projects to determine any possible adverse impacts. A transportation analysis was prepared by Transight Consulting, Inc. that outlines the potential land use and transportation implications of the rezoning of existing Urban Area Reserve zoned parcels to a mix of Public Facilities/Institutional (PF/I) and Multi-Family Residential (MFR), along with various text amendments.

The analysis noted that rezoning could result in over 170 additional trips during the critical weekday p.m. peak hour, with the rezone scenario showing a total trip generation potential of up to 255 weekday p.m. peak hour trips. The study looked at potential extra trips that will be generated on account of the rezone over the existing zoning and resulting impact to neighboring streets and intersections. It notes that the rezone does not change the long-term transportation needs within this area. It also notes required financial contributions would be supplemental to City SDC fees and would be paid as part of any future site plan entitlements for the affected properties, with the fee assessment based on the current edition of the ITE Trip Generation Manual at time of site plan application.

POLICY D. Ensure that all new development contributes a fair share in relation to the impacts of the development toward on-site and off-site transportation system improvements.

Staff Finding: A transportation mitigation fee is being assessed on the rezone of the parcels from UAR to MFR to account for the number of increased trips and impacts to the transportation system. In addition, any new projects will be required to pay their fair share of SDC fees to help ensure infrastructure keeps pace with growth.

POLICY E. Evaluate and address parking needs and address through a combination of off-street parking requirements, on-street parking supply and pricing, and other parking and travel demand management strategies.

Staff Finding: The City does promote economic vitality through its transportation system by making improvements to the highway, such as the roundabout constructed at the intersection with Barclay Drive and McKinney Butte Road and the proposed roundabout at Locust, which will facilitate the alternative route around downtown and reduce congestion.

Goal 5: SUSTAINABILITY. Provide a sustainable transportation system that meets the needs of present and future generations.

POLICY A. Encourage an energy efficient transportation system.

POLICY B. Increase the use of walking and bicycling for all travel purposes.

POLICY C. Decrease reliance on the automobile and increase the use of other modes to minimize transportation system impacts on the environment.

POLICY D. Practice stewardship of air, water, land, wildlife, and botanical resources. Take into account the natural environments in the planning, design, construction and maintenance of the transportation system.

POLICY E. Use sustainable materials in the development and maintenance of the transportation system, where long-term cost, efficiency and environmental benefits can be demonstrated.

Staff Finding: No new transportation facilities are proposed with this application, but future projects in the area of these two zones will be required to comply with development code requirements in place at the time for sustainability. In general, facilitating new opportunities for housing close to downtown, recreation, schools and commercial services will help reduce reliance on automobiles and increase walking and biking, which will all encourage reduction of energy use and reduce climate change impacts.

Goal 6: TRAVEL CHOICES. Plan, develop, and maintain a transportation system that provides travel choices and allows people to reduce the number of trips made by single-occupant vehicles.

POLICY A. Provide a citywide network of convenient walkways and bikeways that are integrated with other transportation modes and regional destinations.

POLICY B. Support travel options that allow individuals to reduce single-occupant vehicle trips.

POLICY C. Encourage local employment and commercial opportunities to target local employees and retail customers to reduce vehicle miles traveled.

POLICY D. Pursue development of a centralized multi-modal transportation hub to provide convenient access to modes of transportation, including public transit.

Staff Finding: Not applicable to this proposal.

Goal 7: QUALITY DESIGN. Establish and maintain a set of transportation design and development regulations that are sensitive to local conditions.

POLICY A. Design streets to support their intended users, including vulnerable road users such as pedestrians and bicyclists.

POLICY B. Integrate bicycle and pedestrian facilities into all street planning, design, construction, and maintenance activities.

POLICY C. Require developers to include pedestrian, bicycle, and transit-supportive improvements within proposed developments and to adjacent rights-of way in accordance with adopted policies and standards.

POLICY D. Promote context-sensitive transportation facility design, which fits the physical context, responds to environmental resources, and maintains safety and mobility.

POLICY E. Minimize private property impacts.

POLICY F. Minimize construction impacts.

POLICY G. Support the use of roundabouts as an appropriate intersection design.

Staff Finding: Not applicable to this proposal.

Goal 8: RELIABILITY AND MOBILITY. Develop and maintain a well-connected transportation system that reduces travel distance, improves reliability, and manages congestion.

POLICY A. Enhance street system connectivity wherever practical and feasible.

POLICY B. Maintain traffic flow and mobility on arterial and collector roadways.

POLICY C. Facilitate truck movements by providing adequate turn lane storage and turning radii.

POLICY D. Adopt City mobility standards to evaluate the impacts of growth on City facilities. The standard for signalized, all-way stop, or roundabout intersections should be level of service D and a volume to capacity ratio equal to or less than 0.85. The standard for unsignalized, two-way stop control intersections should be a volume to capacity ratio equal to or less than 0.90. Mobility should be evaluated by methods approved by the City Engineering or Public Works Department (e.g., Highway Capacity Manual).

Staff Finding: Not applicable to this proposal.

Goal 9: EFFICIENT AND INNOVATIVE FUNDING. Efficiently allocate available funding for recommended transportation improvements and pursue additional transportation funding that includes innovative funding methods and sources.

POLICY A. Plan for an economically viable and cost-effective transportation system.

POLICY B. Identify and develop diverse and stable funding sources to implement recommended projects in a timely fashion.

POLICY C. Make maintenance of the transportation system a priority.

POLICY D. Identify local street improvement projects that can be funded by the State of Oregon to improve the state highway system.

POLICY E. Provide funding for local match share of jointly funded capital projects with other public partners.

POLICY F. Prioritize funding of projects that are most effective at meeting the goals and policies of the Transportation System Plan.

Staff Finding: Not applicable to this proposal.

Goal 10: COMPATIBILITY. Develop a transportation system that is consistent with the City's Comprehensive Plan and that coordinates with County, State, and Regional plans.

POLICY A. Coordinate and cooperate with adjacent jurisdictions and other transportation agencies to develop transportation projects that benefit the City, Region, and State as a whole.

POLICY B. Work collaboratively with other jurisdictions and agencies so the transportation system can function as one system.

POLICY C. Coordinate with other jurisdictions and community organizations to develop and distribute transportation-related information.

POLICY D. Review City transportation standards periodically to ensure consistency with Regional, State, and Federal standards.

POLICY E. Coordinate with the County and State agencies to ensure that improvements to County and State highways within the City benefit all modes of transportation and achieve the City's design goals.

POLICY F. Partner with Cascades East Transit to implement their Transit Master Plan and improve transit facilities and access for Sisters residents and visitors.

POLICY G. Identify and help reduce barriers to "new mobility" services such as Transportation Network Companies (Uber, Lyft, etc.), car-sharing services, micro-mobility (i.e., bikeshare), and other innovative transportation solutions.

Staff Finding: Not applicable to this proposal.

3. The property and affected area is presently provided with adequate public facilities, services and transportation networks to support the use, or such facilities, services and transportation networks are planned to be provided concurrently with the development of the property. The applicant must demonstrate that the property and affected area shall be served with adequate public facilities, services and transportation networks to support maximum anticipated levels and densities of use allowed by the District without adversely impacting current levels of service provided to existing users; or applicant's proposal to provide concurrently with the development of the property such facilities, services and transportation networks needed to support maximum anticipated level and density of use allowed by the District without adversely impacting current levels of service provided to existing users.

Staff Finding: An analysis was prepared by the City Engineer to analyze whether the affected area is presently provided with adequate public facilities, services to support the new zoning and code amendments or whether such facilities and services are planned to be provided concurrently with the development of the property. The City's contract Transportation Engineer, Joe Bessman, PE, of Transight Consulting analyzed the impact of the rezone on the transportation network, which is addressed in #4 below.

According to the City Engineer, the city currently has approximately 2,228 Equivalent Dwelling Units (EDUs) of sewer flow into the collection system accounted for in the Wastewater Master Plan. To estimate the increased impact to the sewer system as part of the rezoning, it was estimated that a reasonable expected density on the site would 25 EDUs per acre as an average. At that density, the likely type of housing would be multifamily in the form of apartments. Each apartment unit would contribute 0.7 EDUs to sewer flows.

Rezoning the two parcels from UAR to MFR would account for 5.6 acres of the total rezoning proposal. This could add 98 additional EDUs to the city's sewer system (5.6 acres x 140 x 0.7 = 98 EDUs). 98 EDUs represents an increase of 4.39% to the EDUs in the City. The potential impact of this rezone is to planned infrastructure in the project's basis is an impact to the planned Westside Pump Station. The estimated cost of the pump station is \$2,165,000. Assuming the increase in potential EDUs created by the zone change will be proportionate to the number of EDUs in the City, the proportionate cost of changing the zone of the 5.6 acres is \$2,165,000 x 4.39% = \$95,043.50. Per the City Engineer, this is a reasonable proportionate share contribution for the properties subject to MFR zoning toward construction of the Westside Pump Station.

The 98 additional EDUs also creates an impact to water capacity to serve the rezone. According to the City Engineer, the additional impacts warrant the need for purchase of additional water rights to serve the new multi-family units. If this fee is paid to help purchase additional water right, then the property and affected area will be able to be provided with adequate public facilities, services to support the proposed rezone.

The calculations of the fee are below:

Assumed EDUs (98)
 Potential City of Sisters Gallons per Capita per Day (300)
 Acres of Water Right Mitigation Required (8.05)
 Current Senior Water Right Acre Value (\$6800)
 Water Right Mitigation Cost Per EDU (\$559)
 Total Mitigation Cost (\$54,744.41)

4. Compliance with 4.7.600, Transportation Planning Rule (TPR) Compliance

Staff Finding: An analysis on TRP compliance was prepared by Transight Consulting, LLC that outlines the potential transportation implications of the proposed rezoning of the Heavenly Acres Subdivision from Urban Area Reserve (UAR) to a mix of Public Facilities/Institutional (PF/I) and Multi-Family Residential (MFR), along with various text amendments to support City housing goals. Effectively, the purpose is to show that changes in land use will continue to be supported with safe, accessible, and efficient multimodal transportation systems and that they will not create a “significant affect” on the transportation system. This process also ensures that changes to land use do not impact the findings and funding mechanisms outlined within the City’s adopted Transportation System Plan, and thereby conforms with the State’s planning requirements.

This is done by comparing the potential trip generation of the property assuming a reasonable worst case development scenario under the existing and proposed zoning. If the trip generation under the proposed zoning, additional operational analysis may be required. If it is equal or less than that under existing zoning, no additional operational analysis is required. Detail of the trip comparison between existing and proposed zoning is contained in the consultant’s memo attached to this report.

Based on the comparison analysis, the consultant concluded that the zoning change could result in over 170 additional trips during the weekday PM peak hour (4–6 pm) over what the existing zoning would generate. Taking those figures, the consultant then looked at the distribution of those trips in order to analyze the impacts of those additional trips on specific intersections in the area and to determine if any improvements would be necessary to mitigate the impacts.

Consistent with the adopted TSP, the comparative analysis, which is based on peak 15-minute summer conditions in 2040, identified the following:

- There is adequate capacity on the local City network to support the additional trips. Trinity Way, McKinney Butte Road, Hood Street, and Oregon Highway 242 will continue to operate within their carrying capacity.
- Even with the roundabouts, the US 20/Barclay and US 20/Locust intersections will operate over ODOT mobility standards with or without the rezone. To maintain acceptable mobility standards during the peak summer season, additional turn lanes would be required.

- Lefthand turns onto the highway will operate with high delays throughout the US 20 corridor. Development of off-highway routes to the roundabouts at McKinney Butte – Barclay and Locust Street will be important for continued highway crossings and access.

The memo concludes that the proposed legislative rezoning of the subject properties to PF/I and MFR does not alter the long-term plans or needs identified within the City’s Transportation System Plan. There are impacts shown to the US 20 Alternate Route roundabouts at Barclay Drive and Locust Street, but the mitigation measures previously identified within the TSP remain the same with or without the rezone. While the proposed rezone follows a legislative process, for consistency with prior area rezones, the following mitigation measure is provided to ensure that adequate funding mechanisms are in place to support the City’s long-term needs, particularly as the future expansion of the roundabouts is not a funded project and would not be considered “reasonably likely”.

A pro-rata payment shall be provided toward improvements along US 20 and the parallel Alternate Route to support east-west mobility needs along the US 20 corridor. Improvements to either facility is considered adequate mitigation for the finding of a significant impact based on OAR 660-12-0060(2)(e):

(e) Providing improvements that would benefit modes other than the significantly affected mode, improvements to facilities other than the significantly affected facility, or improvements at other locations, if:

(A) The provider of the significantly affected facility provides a written statement that the system-wide benefits are sufficient to balance the significant effect, even though the improvements would not result in consistency for all performance standards;

(B) The providers of facilities being improved at other locations provide written statements of approval; and

(C) The local jurisdictions where facilities are being improved provide written statements of approval.

The specific improvements that were previously identified by the City and ODOT to enhance the Alternate Route include the following; note that specific addition of auxiliary turn lanes at the roundabout are not included within these interim measures:

- Variable Message Signs for eastbound and westbound US 20 traffic (Est. \$400,000 with overhead mount, cabinet, and wireless communication system).
- Alternate Route Wayfinding Signage (Est. \$10,000 with fabrication/installation)
- Completion of single-lane US 20/Locust roundabout (fully funded by the STIP)
- Completion of Barclay/Locust roundabout (50% costs from SDC, 50% unfunded - \$1,250,000)

Total Unfunded Projects: \$1,660,000

Estimated Pro-Rata Impact to US 20: 63 Added Highway PM Trips / 1,498¹ Through Trips = 4.21%

Based on a total improvement cost of \$1,660,000, this percentage results in a total contribution from the collective properties of \$69,813 and based on a total trip generation potential of up to 255 weekday p.m. peak hour trips equates to \$274 per PM Peak Hour Trip.

¹ Based on projected 2040 highway through trips at US 20/Pine Street as identified within prior US 20 forecasts used to establish this methodology (868 eastbound, 630 westbound).

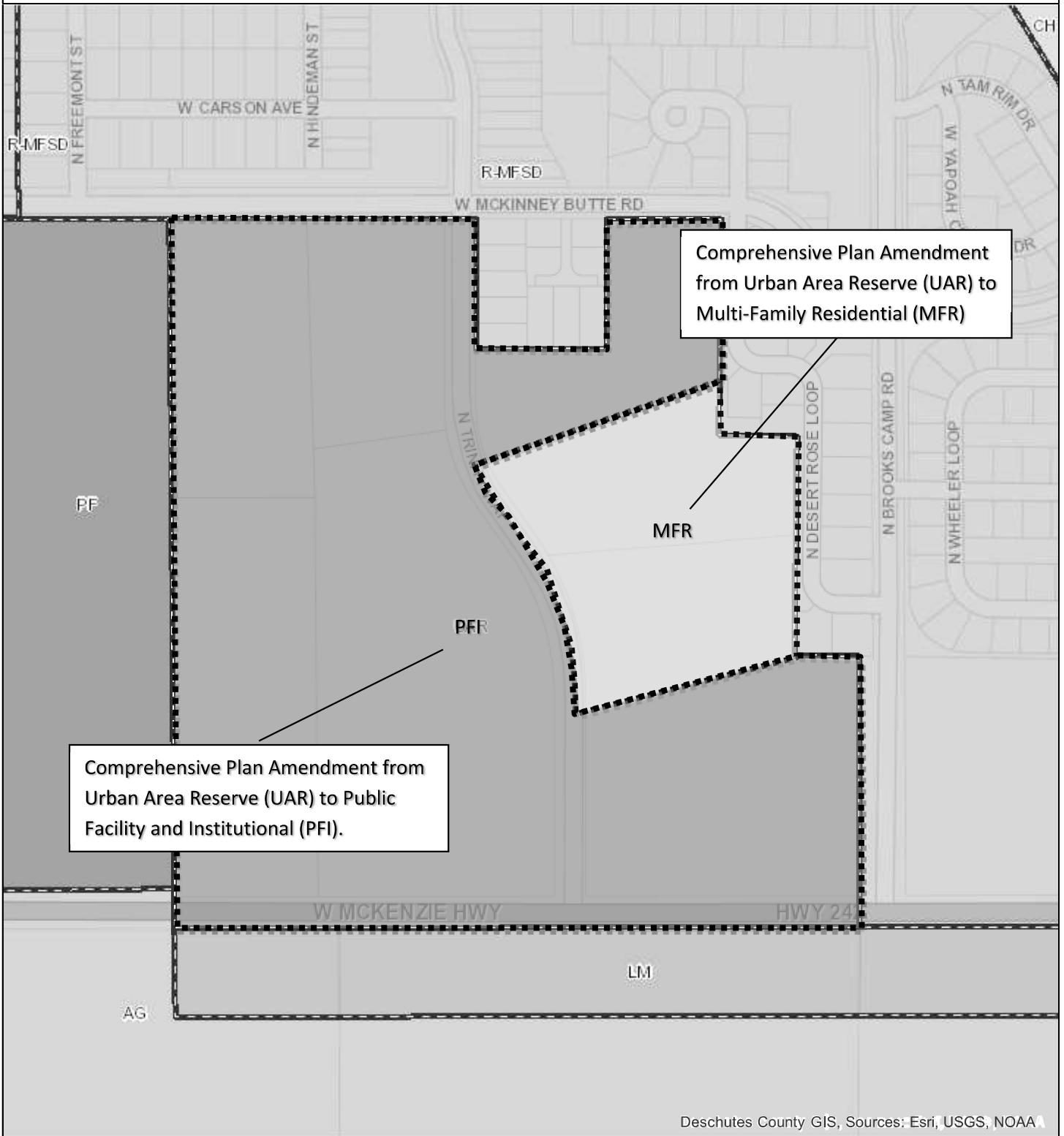
These contributions would be supplemental to City SDC fees and could be paid as part of any future site plan entitlements for the affected properties, with the fee assessment based on the current edition of the ITE Trip Generation Manual at time of site plan application.

IV. STAFF RECOMMENDATION

Staff finds that the proposed Comprehensive Plan Map Amendment, Zone Map Amendment, and Development Code Text Amendments satisfy all applicable criteria and recommends that the Planning Commission recommend that the City Council adopt the proposed amendments.

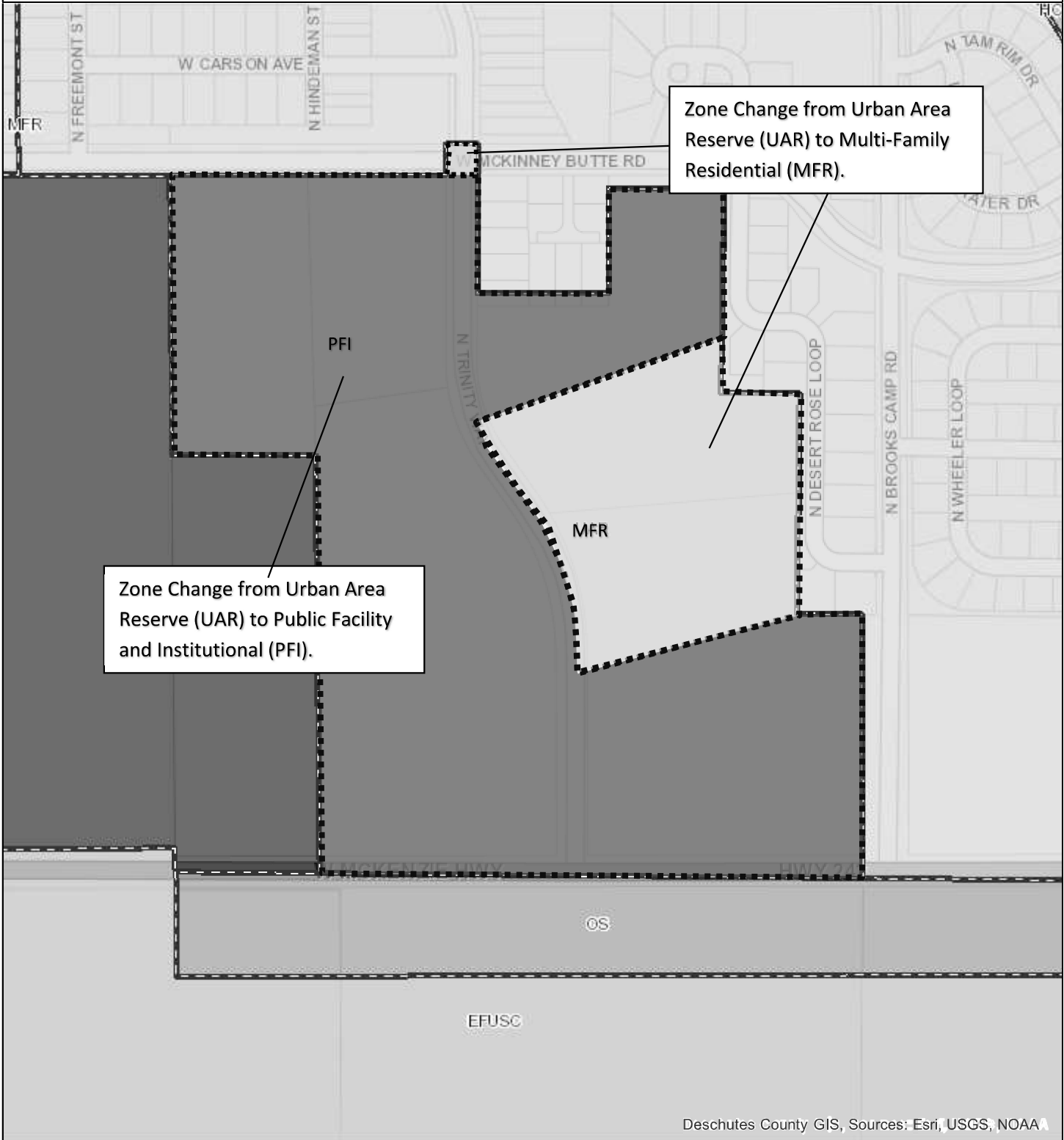
PROPOSED COMPREHENSIVE PLAN MAP

Exhibit " " to Ordinance 2023-XX



PROPOSED ZONING MAP

Exhibit " " to Ordinance 2023-XX



**DEVELOPMENT CODE AMENDMENTS
CITY OF SISTERS DEVELOPMENT CODE
CHAPTER 1.3 – DEFINITIONS**

New text shown in underline

Removed text shown in ~~strikethrough~~

1.3.300 Meaning of Specific Words and Terms

As used in this Code, the following words and phrases mean:

| **Community Center** - A ~~public~~-meeting place, often a complex of buildings, where people may carry on cultural, recreational, or social activities.

**DEVELOPMENT CODE AMENDMENTS
CITY OF SISTERS DEVELOPMENT CODE
CHAPTER 2.7 – PUBLIC FACILITY DISTRICT**

New text shown in underline
Removed text shown in ~~strikethrough~~

Chapter 2.7 — Public Facility and Institutional District (PFI)

2.7.100 Purpose

The Public Facility and Institutional (PFI) District is intended to provide areas primarily for the location and establishment of facilities which are maintained in public and quasi-public ownership and which utilize relatively large areas of land.

2.7.200 Uses

- A. Permitted uses. Uses permitted in the Public Facilities and Institutional District are listed in Table 2.7.1 with a “P”. These uses are allowed if they comply with the development standards and other regulations of this Code.
- B. Special Provisions. Uses that are either permitted or conditionally permitted in the Public Facility and Institutional District subject to special provisions for that particular use are listed in Table 2.7.1 with an “SP”. Uses subject to an SP shall comply with the applicable special use standards included in Chapter 2.15.
- C. Conditional uses. Uses that are allowed in the Public Facilities District with approval of a conditional use permit are listed in Table 2.7.1 with either a Minor Conditional Use “MCU” or a Conditional Use “CU”. These uses must comply with the criteria and procedures for approval of a conditional use set forth in Chapter 4.4 of this Code.
- D. Similar uses. Similar use determinations shall be made in conformance with the procedures in Chapter 4.8 – Interpretations.

Table 2.7.1 Use Table for the Public Facility and Institutional District

Land Use Category	Permitted/Special Provisions/Conditional Use	References
Public and Institutional Uses		
<u>Churches and places of worship</u>	<u>CU</u>	
Community <u>center building</u>	P	-
Concession stand providing food, beer and/or wine as an accessory use	P	-
Museum & libraries	P	-
Public buildings and structures	P	
Public yards	MCU	-

Exhibit C - Text Amendments

Land Use Category	Permitted/Special Provisions/Conditional Use	References
Public park, playground, swimming pool, skateboard park or similar facilities intended for public use	P/CU	Uses with outdoor night lighting and/or amplified sound system require a conditional use approval (CU)
Public <u>or private</u> play fields, sport complexes and similar recreational facilities	P/ CU	Uses with outdoor night lighting and/or amplified sounds require conditional use approval (CU)
Utility Facility	P	-
Public or private schools	P	-
Public trails, natural areas, open space, future park sites, and similar sites owned by public or special districts with minimal improvements	P	-
College or university	P	-
Public utility maintenance facilities and operation yards with outdoor storage of materials and supplies for T15R10S09 1002	MCU	
Permanent outdoor facilities for performance of music, theater, and similar community events	P/CU	Uses with outdoor night lighting and/or amplified sound system require a conditional use approval (CU)
Communication facilities	CU/SP	-
Solid waste disposal site or transfer site T15R10S09 1002	CU	-
Sewage treatment facilities T15R10S09 1002	CU	-
Miscellaneous		
Accessory uses and structures to a primary use are allowed if they comply with all development standards and any referenced special use standards.	P/SP	-

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

**DEVELOPMENT CODE AMENDMENTS
CITY OF SISTERS DEVELOPMENT CODE
CHAPTER 2.15 - SPECIAL PROVISIONS**

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2.15.1800 Communication Facilities

E. Review Process.

...
2. Type II Process. The following facilities are allowed with the approval of a Wireless or Broadcast Communication Facility Site Plan pursuant to a Type II process under SDC 4.1:

- a. High visibility facilities located on any property within the Commercial Highway District (CH), Light Industrial District (LI), or Public ~~Facilities~~ Facility and Institutional District (PFI), on the City's Zoning Map and at least 500 feet from any property within the Residential District (R), Multi-Family Residential District (MFR), Sun Ranch Residential District (SRR), or Open Space District (OS) on the City's Zoning Map that do not exceed the height limit of the applicable zone.

**DEVELOPMENT CODE AMENDMENTS
CITY OF SISTERS DEVELOPMENT CODE
CHAPTER 3.2 - LANDSCAPING AND SCREENING**

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Removed text shown in ~~strikethrough~~

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.
 - ...
 - 6. Public Facility and Institutional (PFI), ten (10%) percent

**DEVELOPMENT CODE AMENDMENTS
CITY OF SISTERS DEVELOPMENT CODE
CHAPTER 3.4 – SIGNS**

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3.4.900 Requirements For Signs By Specific Zone

...
B. All Other Districts

...
3. Ground Mounted Signs.

a. Ground mounted signs shall only be permitted in the Highway Commercial (HC) District and Public Facility and Institutional (PFI) District.

**DEVELOPMENT CODE AMENDMENTS
CITY OF SISTERS DEVELOPMENT CODE
CHAPTER 5.2 – NON-CONFORMING USES AND STRUCTURES**

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Removed text shown in ~~strikethrough~~

5.2.100 Purpose

The purpose of this chapter is to allow nonconformities to continue, but to ultimately bring all uses, buildings, and structures into conformance with this Development Code and the Comprehensive Plan.

5.2.200 Nonconforming Use

A use that was legally allowed when established, but which is no longer permitted in the zone in which it is located, or a use that was legally established in one zone and rezoned to another zone that permits that use conditionally, but hasn't received conditional use permit approval, may continue so long as it complies with all of the following requirements:

- A. Expansion. A nonconforming use shall not be expanded or moved to occupy a different or greater area of land, building, or structures than the use occupied at the time it became nonconforming.
- B. A nonconforming use may be replaced with another use even though the building or site does not meet the standards of this Code. However, such substitution is to occur only when the new use is designated as permitted or conditionally permitted for the zone in which the property is located.
- C. Discontinuance. If a nonconforming use is discontinued for any reason for more than twelve (12) consecutive months, any subsequent use shall **conform** to all of the regulations of the subject zone. For purposes of calculating the twelve (12) month period, a use is discontinued or abandoned upon the occurrence of the first of any of the following events:
 1. On the date when the use of land is physically vacated;
 2. On the date the use ceases to be actively involved in the sale of merchandise or the provision of services;
 3. On the date of termination of any lease or contract under which the nonconforming use has occupied the land; or
 4. On the date a request for final reading of water and power meters is made to the applicable utility districts.

**DEVELOPMENT CODE AMENDMENTS
CITY OF SISTERS DEVELOPMENT CODE
CHAPTER 5 - EXCEPTIONS TO CODE STANDARDS**

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Chapter 5.3 Subsequently Allowed Uses

5.3.100 Purpose/Applicability

The purpose of this chapter is to address non-conforming uses that are subsequently made conforming by adding the use as a permitted use in the applicable zone or a zone change of the property to a zone where the non-conforming use on the property is permitted as well as instances where a lawfully established use is subsequently designated as a conditional use in applicable zone or the subject property is rezoned to a zone where the lawfully established use is allowed as a conditional use.

5.3.200 Non-Conforming Uses Allowed as Permitted Uses

A. Continued Use. A non-conforming use subsequently designated as an permitted use is allowed to continue under the operating conditions at the time of the change notwithstanding any non-compliance with then applicable land use regulations.

B. Alteration. Any alteration of a non-conforming use subsequently designated as an permitted use including, without limitation, the operating conditions, land, buildings, and structures associated with the use must comply with standards applicable at the time of alteration and any unmodified portion of the use must come into compliance to the extent reasonably practical. Such alterations may require site plan review approval under SDC Chapter 4.2.

5.3.300 Non-Conforming Uses Allowed as Conditional Uses

A. Continued Use. A non-conforming use subsequently designated as a conditional use is allowed to continue under the operating conditions at the time of the change notwithstanding any non-compliance with then applicable land use regulations.

B. Alteration. Any alteration of a non-conforming use subsequently designated as a conditional use including, without limitation, the operating conditions, land, buildings, and structures associated with the use must comply with standards applicable at the time of alteration and any unmodified portion of the use must come into compliance to the extent reasonably practical. Such alterations will require conditional use approval under SDC Chapter 4.4 and may require site plan review approval under SDC Chapter 4.2.

5.3.400 Lawfully Established Uses Allowed as Conditional Uses

A. Continued Use. A lawfully established use subsequently designated as a conditional use is allowed to continue under the operating conditions at the time of the change notwithstanding any lack of conditional use approval or any non-compliance with any special standards associated with the conditional use.

B. Alteration. Any alteration of a lawfully established use subsequently designated as a conditional use including, without limitation, the operating conditions, land, buildings, and structures associated with the use must comply with standards applicable at the time of alteration and any unmodified portion of the use must come into compliance to the extent reasonably practical. Such alterations will require conditional use approval under SDC Chapter 4.4 and may require site plan review approval under SDC Chapter 4.2.

5.3.500 Reasonably Practical

For purposes of this Chapter, it will not be reasonably practical to achieve compliance where compliance requires the applicant to commit resources that clearly exceed the public benefit of achieving compliance.

Exhibit D - Public Comments (as of 2/9/23)

From: Marvin Inman
To: Marvin Inman; Scott Woodford
Subject: CP 22-04 / ZM 22-01 / TA 22 / 05
Date: Wednesday, February 1, 2023 6:13:04 PM

Scott

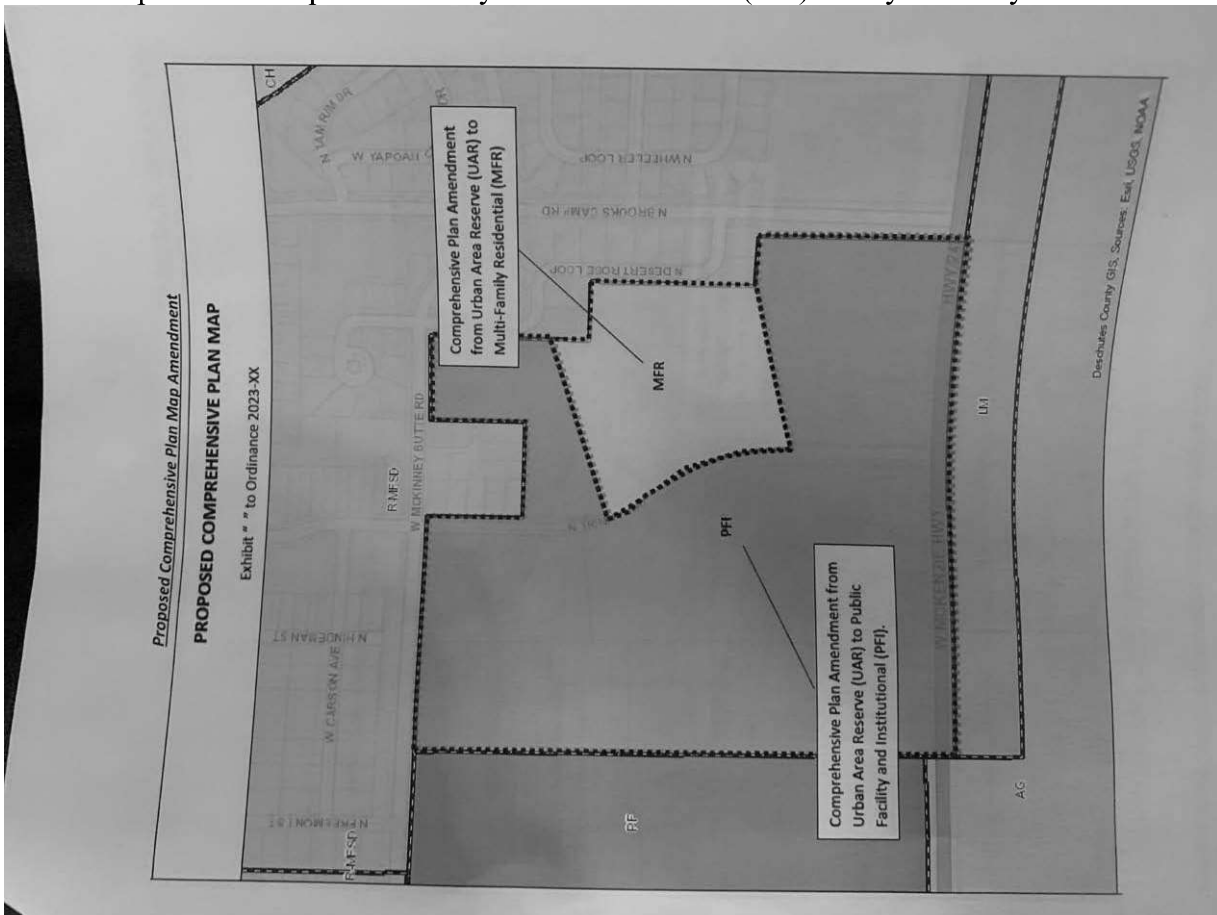
Question regarding the hearing procedure.

Will people be allowed to ask questions during the hearing?

Information mentioned in the Notice of Public Hearing does not match the handout map that was available on the site.

In the published notice in the Nugget states that Amendment to redesignate from Urban Area Reserve to Public Facility and Multi-Family Residential.

On the map it states: to public Facility AND institutional (PFI). Can you clarify ?.



Marvin Inman
1654 W. Aitken Ave.
Sisters, Or 97759

Matt Martin

From: Sarah Bermudez from Fair Housing Council of Oregon <sarahbermudezconsulting@gmail.com>
Sent: Tuesday, January 31, 2023 4:29 PM
To: Matt Martin
Subject: PAPA file CP 22-04/ZM 22-01/TA 22-05

Follow Up Flag: Follow up
Flag Status: Completed

Good morning Matthew,

My name is Sarah Bermudez and I am conducting outreach for the Fair Housing Council of Oregon (FHCO). I was hoping to obtain the staff report and all corresponding attachments for CP 22-04/ZM 22-01/TA 22-05 the “Comprehensive Plan Map and Zoning Map Amendment to redesignate and rezone the 'Heavenly Acres' subdivision from Urban Area Reserve (UAR) to Public Facility (PF) and Multi-Family Residential (MFR).” when available. We will be reviewing the staff report predominantly for Statewide Planning Goal 10 compliance.

If we do have any commentary or concerns my colleague Sam Goldberg will be in touch to advise. We hope this can be a collaborative process. Please confirm receipt of this e-mail, and I look forward to hearing from you soon.

Very Respectfully,

Sarah Bermudez

Fair Housing Council of Oregon

Phone: **(503) 928-4943**

E-mail: sarahbermudezconsulting@gmail.com

For the latest on the PAPA Project and our feedback & technical advice methodology, please read the PAPAs section at our partner website, [here](#).



Powered by [HubSpot](#).

Exhibit E - Agency Comments

From: [Erik Huffman](#)
To: [Scott Woodford](#); [Paul Bertagna](#); [Mike Caccavano](#)
Subject: Heavenly Acres rezone impact to Westside Pump station
Date: Friday, January 20, 2023 9:05:36 AM

Hi Scott, below is my updated estimate of Heavenly Acres Rezone:

The City currently has approximately 2,228 EDUs of sewer flow into the collection system.

For MFR there is now a large range of EDUs that may be developed so I've assumed 25 EDU per acre as an average. At that density the development would be multifamily housing, likely apartments, with each apartment unit contributing 0.7 EDUs to sewer flows.

Rezoning the 5.6 acres from UAR to MFR has the ability to add $5.6 \times 140 \times 0.7 = 98$ EDUs to the City's sewer system.

98 EDUs represents an increase of 4.39% to the EDUs in the City.

The impact to planned infrastructure in the basin of this project is an impact to the upcoming Westside Pump Station. The estimated cost of the pump station is \$2,165,000.

Assuming that the increase in potential EDUs created by the zone change will be proportionate to the number of EDUs in the City, the proportionate cost of changing the zone of the 5.6 acres is $\$2,165,000 \times 4.39\% = \$95,043.50$.

I feel this is a reasonable proportionate share contribution for the properties subject to MFR zoning toward Westside Pump Station improvements.

Thanks a lot, -Erik

Erik Huffman, PE, PLS, CWRE, LEED AP
BECON www.beconeng.com
549 SW Mill View Way, Suite 100
Bend, OR 97702
Office (541) 633-3140
Direct (541) 668-6250
Cell (503) 730-5274

City of Sisters

Calculation of Mitigation Acres Required and Mitigation Cost per EDU for Zone Change
 Heavenly Acres Rezone
 Prepared by E. Huffman 2/2/2023

<u>Assumed EDU Potential</u>	<u>98</u>	<u>City of Sisters Gallons per Capita per Day</u>	<u>300</u>	<u>Acres of Water Right Mitigation Required</u>	<u>8.05</u>
<u>Current Senior Water Right Acre Value</u>	<u>\$6,800</u>	<u>Water Right Mitigation Cost Per EDU</u>	<u>\$559</u>	<u>Total Mitigation Cost</u>	<u>\$54,744.41</u>

Exhibit E - Agency Comments

From: [MOREHOUSE Donald](#)
To: [Scott Woodford](#)
Cc: [Matt Martin](#); [BARRETT Mark S](#); [AMITON David](#); [HIRSCH David](#); [SCHOLTES James M](#); [SMITH Aaron K](#)
Subject: RE: Notice of Public Hearing - File Nos. CP 22-04 / ZM 22-01 / TA 22-05
Date: Monday, January 30, 2023 12:32:17 PM
Attachments: [image001.png](#)

Thanks Scott, I'll pass this on to our Development Review Team.

Don Morehouse (he/him/his)
Senior Transportation Planner
ODOT Region 4

Desk: (541) 388-6046

Personal Cell: (805) 458-3320

Work Cell: (541) 233-6558

Donald.Morehouse@odot.oregon.gov ← NOTE NEW EMAIL

***I will be working from home for the week of January 30 – February 3:*

- *Monday - Thursday (7:30AM-5:00PM)*
- *Friday - (7:30AM-11:30AM)*

From: Scott Woodford <swoodford@ci.sisters.or.us>
Sent: Monday, January 30, 2023 11:16 AM
To: MOREHOUSE Donald <Donald.MOREHOUSE@odot.oregon.gov>
Cc: Matt Martin <mmartin@ci.sisters.or.us>
Subject: FW: Notice of Public Hearing - File Nos. CP 22-04 / ZM 22-01 / TA 22-05

This message was sent from outside the organization. Treat attachments, links and requests with caution. Be conscious of the information you share if you respond.

Don, Matt passed this on to me to help answer. We don't have a traffic impact study with the proposed rezone (there is no specific development proposal as of yet), but we are working on a TPR analysis that we can share with you as soon as we get it.

Scott Woodford

Community Development Director

City of Sisters | Community Development Dept.

PO Box 39 | 520 E. Cascade Ave., Sisters, OR 97759

Direct: 541-323-5211 | City Hall: 541-549-6022

swoodford@ci.sisters.or.us | www.ci.sisters.or.us



This email is public record of the City of Sisters and is subject to public inspection unless exempt from disclosure under Oregon Public Records Law. This email is also subject to the City's Public Records Retention Schedule.

Exhibit E - Agency Comments

From: MOREHOUSE Donald <Donald.MOREHOUSE@odot.oregon.gov>
Sent: Friday, January 27, 2023 3:40 PM
To: Matt Martin <mmartin@ci.sisters.or.us>
Cc: AMITON David <David.AMITON@odot.oregon.gov>; BARRETT Mark S <Mark.S.BARRETT@odot.oregon.gov>
Subject: RE: Notice of Public Hearing - File Nos. CP 22-04 / ZM 22-01 / TA 22-05

Hi Matt,

Is there a traffic impact study associated with this land use proposal? Thanks,

Don Morehouse (he/him/his)
Senior Transportation Planner
ODOT Region 4
Desk: (541) 388-6046
Personal Cell: (805) 458-3320
Work Cell: (541) 233-6558

Donald.Morehouse@odot.oregon.gov ← NOTE NEW EMAIL

***I will be working from home for the week of January 30 – February 3:*

- *Monday - Thursday (7:30AM-5:00PM)*
- *Friday - (7:30AM-11:30AM)*

From: Matt Martin <mmartin@ci.sisters.or.us>
Sent: Thursday, January 26, 2023 12:57 PM
To: Paul Bertagna <pbertagna@ci.sisters.or.us>; ehuffman@beconeng.com; pperkins@cec.coop; Doug Green <dgreen@sistersfire.com>; Randy Scheid <Randy.Scheid@deschutes.org>; PECK Heather <heather.peck@odav.oregon.gov>; Joe Bessman <Joe@transightconsulting.com>; Roger Johnson <rjohnson@sistersfire.com>; PIKE Brandon <Brandon.PIKE@odav.oregon.gov>; MOREHOUSE Donald <Donald.MOREHOUSE@odot.oregon.gov>
Cc: Carol Jenkins <cjenkins@ci.sisters.or.us>; Emelia Shoup <eshoup@ci.sisters.or.us>; Scott Woodford <swoodford@ci.sisters.or.us>
Subject: Notice of Public Hearing - File Nos. CP 22-04 / ZM 22-01 / TA 22-05

This message was sent from outside the organization. Treat attachments, links and requests with caution. Be conscious of the information you share if you respond.

Good morning all,

The City of Sisters has initiated a proposal to amend the Sisters Comprehensive Plan Map, Zoning Map, and Development Code as described in the attached notice of public hearing and the general project information below. No development is proposed at this time. The purpose of this message is to provide notice of public hearing to affected governmental agencies as required by Sisters Development Code Section 4.1.600(B)(2).

File #s: CP 22-04 / ZM 22-01 / TA 22-05
Applicant: City of Sisters

Exhibit E - Agency Comments

Request: Comprehensive Plan Map and Zoning Map Amendment to redesignate and rezone the “Heavenly Acres” subdivision from Urban Area Reserve (UAR) to Public Facility and Multi-Family Residential. The request also includes associated Text Amendments to Sisters Development Code (SDC) Chapter 1.3 (Definitions), Chapter 2.3 (Multi-Family Residential District), Chapter 2.7 (Public Facility District), Chapter 4.7 (Land Use District Map and Text Amendments), Chapter 5.2 (Non-Conforming Use), and Chapter 5.3 (Subsequently Allowed Uses). No specific development plans are proposed at this time.

Subject

Properties:

Tax Map and Lot	Address	Ownership
151005CD00200	442 N Trinity Way	Wellhouse Church Inc
151005CD00300	322 N Trinity Way	Wellhouse Church Inc
151005CD00400	222 N Trinity Way	Assemblies of God Oregon District
151005CD00500	121 N Brooks Camp Road	Bishop of the Protestant Episcopal Church in the USA in the Episcopal Diocese of Eastern Oregon
151005CD00700	123 N Trinity Way	St Edward Catholic Church of Sisters
151005CD00800	452 N Trinity Way	Corp Pres Bishop Church of Jesus Christ of LDS
151005CD00900	1307 W McKinney Butte Rd	Sisters Community Church

Please let me know if you have an questions, comments, or need for additional information.

Thank you,

Matthew Martin, AICP

Principal Planner

City of Sisters | Community Development Dept.

PO Box 39 | 520 E. Cascade Ave., Sisters, OR 97759

Desk: 541-323-5208 | City Hall: 541-549-6022

mmartin@ci.sisters.or.us | www.ci.sisters.or.us



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Date:	February 7, 2023
To:	Don Morehouse, ODOT Region 4 Scott Woodford, City of Sisters
From:	Joe Bessman, PE
Project Reference No.:	1237
Project Name:	Sisters Multifamily Housing Zone Change/Text Amendment

This memorandum outlines the potential land use and transportation implications of a Comprehensive Plan Amendment and Zone Change impacting seven parcels located along N Trinity Way from Urban Area Reserve (UAR) to a mix of Public Facilities/Institutional (PF/I) and Multi-Family Residential (MFR), along with various text amendments to support City housing goals.

The City-initiated rezone process is intended to rezone the properties to a zone district that is more characteristic of their urban location, to permit the existing uses to continue, and potentially allow the properties (which are located within the Urban Growth Boundary and City Limits) to develop to urban densities. The parcels impacted by this land use action are outlined in Figure 1, with details on these parcels summarized in Table 1.

Table 1. Summary of Impacted Parcels

Map ID (See Figure 1)	Map Taxlot	Address	Acres	DIAL Ownership
1	151005CD00900	1307 W McKinney Butte Rd	3.30	Sisters Community Church
2	151005CD00800	452 N Trinity Way	2.50	Corp Pres Bishop Church of Jesus Christ of LDS
3	151005CD00700	123 N Trinity Way	8.19	St Edward Catholic Church of Sisters
4	151005CD00200	442 N Trinity Way	2.72	International Church of the Foursquare Gospel
5	151005CD00300	322 N Trinity Way	2.97	International Church of the Foursquare Gospel
6	151005CD00400	222 N Trinity Way	2.63	Assemblies of God Oregon District
7	151005CD00500	121 N Brooks Camp Road	5.01	Bishop of the Protestant Episcopal Church in the USA in the Episcopal Diocese of Eastern Oregon
Total			27.32	

To date, City of Sisters planning staff has been in discussions with the property owners and representatives to discuss these opportunities. The overall changes will continue to allow the church properties as conditional uses within the PF/I and MFR zone districts. This will still provide the opportunity for the churches to be renovated, expanded, or otherwise altered to better suit their needs, while also permitting

some level of residential, public facilities, or institutional uses within this area to support the City's housing needs.



Figure 1. Proposed legislative rezone boundary.

TRANSPORTATION PLANNING RULE CRITERIA

In order to rezone the subject property from Urban Area Reserve to PF/I or MFR the application will need to show compliance with the Transportation Planning Rule section on Plan and Land Use Regulation Amendments (OAR 660-012-0060). Effectively, the purpose is to show that changes in land use will continue to be supported with safe, accessible, and efficient multimodal transportation systems. This process also ensures that changes to land use do not impact the findings and funding mechanisms outlined within the City's adopted Transportation System Plan, and thereby conforms with the State's planning requirements.

OAR 660-012-0060(1) and (2) establish a two-step process for evaluating an amendment's impact on transportation facilities, typically by comparing the land use assumptions for the property that served as

the basis for the Transportation System Plan. The first step in a legislative or quasi-judicial rezone process is to compare the trip generation potential of the property assuming a “reasonable worst-case” development scenario under the existing and proposed zoning. If the trip generation potential increases under the proposed zoning, additional operational analysis may be required to assess whether the rezone will “significantly affect” the transportation system. Conversely, if the trip generation under the proposed zoning is equal to or less than that under the existing zoning, no additional operational analysis is necessary to conclude that the proposal does not significantly affect the transportation system. A comparison between trip generation associated with the existing and proposed zoning scenarios is presented below.

Existing Urban Area Reserve (UAR) District

Per Chapter 2.9 of the City of Sisters Development Code, the existing UAR designation on the subject property is intended to *“to serve as a holding zone for lands that are within the Sisters Urban Growth Boundary and within City jurisdiction and to retain parcels in larger sizes until public facilities (including water, sewer and transportation) are available and the land is rezoned for urban uses and densities.”* This zoning district allows the following uses outright:

- Single family detached dwellings
- Manufactured home on individual lot
- Childcare Home
- Open space and parks

Within this zoning designation existing churches and places of worship in place at the time of adoption of the development code are considered conditionally permitted and conforming uses. This would not allow new churches to be constructed on undeveloped parcels.

The following development standards also pertain to the UAR zone:

- 2.5-acre minimum lot size within City limits
- 50-foot front yard setback if abutting an arterial or collector (such as Trinity Way, McKinney Butte Road, Brooks Camp Road [Neighborhood Route] or Highway 242)
- 20-foot front yard setback if abutting a local street
- Building height limit of 30 feet, with exceptions for bell towers and other non-occupied appurtenances.

With these acreage limitations and the limited types of allowed uses there is very limited development potential within the subject parcels today. In terms of a “worst-case trip generation scenario” the most intense allowable use would be the expansion of the existing churches, which could potentially include some type of daycare and school uses. For purposes of this review, it was assumed that the undeveloped acreage could include 10% coverage with new buildings and structures associated with church or supportive school/daycare uses, with a 200-student private school included within this land.

Proposed Public and Institutional Facilities District

The proposed Comprehensive Plan Amendment and rezone of approximately 21.72 acres will be to Public Facilities/Institutional District (PF/I). The general purpose of this zoning district is described within SDC 2.7.100 as follows:

The Public Facility (PF) District is intended to provide areas primarily for the location and establishment of facilities which are maintained in public and quasi-public ownership and which utilize relatively large areas of land.

In addition to the text amendments, the PF/I zoning district allows a wide variety of public uses outright, including, libraries, museums, parks, and schools.

The following development standards also pertain to the PF zone:

- Front yard setback of 10 feet (unless abutting a residential zone)
- 35-foot maximum height
- No minimum setback if bordering a non-residential zone, 20-foot setback adjacent to residential

This zone would allow substantially higher levels of development to occur within these parcels than the current holding zone. A reasonable maximum development scenario would be for the undeveloped portions of the parcels to redevelop with civic or multifamily uses. Assuming that any current structures remain in their existing locations, the developable areas within each of the parcels are summarized below. This table also shows the building area for civic (based on a typical Floor to Area Ratio, or FAR, of 0.25) or residential density (assuming 15 units per acre).

Table 2. Summary of Maximum PF/I Redevelopment Potential

Map ID (See Figure 1)	Potential Developable Acres	Typical Floor to Area (FAR) Ratio or Density
1	1.4	15,246 SF
2	0.93	10,128 SF
3	5.22	56,845 SF
4	0.69	7,514 SF
7	2.51	27,333 SF
Total	10.75 Acres	117,066 SF

Table 2 shows that about 117,000 square-feet of civic uses could be constructed throughout these parcels if the undeveloped portion of each lot were redeveloped to its maximum potential. Full build-out with this size of public facilities, however, would not be reasonable, as the City is not large enough to support this amount of additional public/governmental facilities. In addition, the shape of the parcels would limit the development potential of some of these areas for this type of use (or their associated parking and access), and more land-intensive uses (such as schools) would be difficult to construct within the dispersed acreages. Any schools or daycare facilities would be smaller in scale and likely associated with the existing church use. If the area were developed with public facilities, these would be comprised of several separate uses and would most likely provide office and administrative-related rather than public functions.

Proposed Multi-Family Residential (MFR) District

The proposed Comprehensive Plan Amendment and rezone of approximately 5.60 acres will be to Multi-Family Residential (MFR). The general purpose of the MFR zone is described within SDC 2.3.100 as follows:

The Multi-Family Residential District is intended to accommodate a range of housing types and lot sizes and to make efficient use of land and public facilities by establishing minimum and maximum

density standards for housing. Multi-Family Residential District design standards ensure compatible building and site design at an appropriate neighborhood scale.

When the City’s Transportation System Plan was approved the MFR zoning district allowed a density range between 7 and 15 units per gross acre, with up to 20 units per acre allowed via Minor Conditional Use. This was recently modified to allow a density of 15 to 30 units outright, up to 40 units per acre conditionally, and up to 50 units per acre with affordable housing. Permitted uses also include family childcare in addition to a variety of housing types including single-family detached homes, duplex and triplex dwellings, multi-family development, and cottage homes.

The following development standards also pertain to the MFR zone:

- Front yard setback of 10 feet (unless it’s a front-loaded street accessed garage)
- 35-foot maximum height for all uses except for 5 or more attached multifamily units
- Attached multifamily units with 5 or more units have a maximum height for habitable area of 35 feet. Thirty-five to 50 feet may include non-habitable area.

This zone would allow substantially higher levels of development to occur within these parcels than the current holding zone. A reasonable maximum development scenario would be for the buildable portions of the properties to develop with multifamily uses. Assuming that any current structures will remain in their existing location, the developable areas within each of the parcels are summarized below. This table also shows the building area for residential density (assuming the maximum outright density of 30 units per acre).

Table 3. Summary of Maximum Redevelopment Potential

Map ID (See Figure 1)	Potential Developable Acres	Typical Floor to Area (FAR) Ratio or Density
5	2.97	89 Units
6	1.75	52 Units
Total	4.72 Acres	141 units

Development at this density would serve as a higher-density use than any other residential project in Sisters; most three-story walk-up apartments (“Garden Apartments”) development at 20 to 22 units per acre. Development at this density would likely require some type of structured/tuck under parking configuration or a four-story building.

TRIP GENERATION COMPARISON

Based on the land use scenarios, trip generation rates were compared based on the most current edition of the Institute of Transportation Engineers’ (ITE) standard reference *Trip Generation, 11th Edition*. The land use categories relevant to this review are described within the ITE as follows:

- **Land Use 560 – Church:** A church is a building in which public worship services are held. A church houses an assembly hall or sanctuary. It may also house meeting rooms, classrooms, and, occasionally, dining, catering, or event facilities.
- **Land Use 730 – Government Office Building:** A government office building is an individual building containing either the entire function or simply one agency of a city, county, state, federal, or other governmental unit.

- **Land Use 715 – Single-Tenant Office Building:** A single tenant office building generally contains offices, meeting rooms, and space for file storage and data processing of a single business or company and possibly other service functions including a restaurant or cafeteria.
- **Land Use 220 – Multifamily Housing (Mid-Rise):** Mid-rise multifamily housing includes apartments and condominiums located in a building that has between four and 10 floors of living space. Access to individual dwelling units is through an outside building entrance, a lobby, elevator, and a set of hallways.

Table 4 presents a comparison of the trips that could be generated by the existing and proposed zoning per the assumptions outlined above.

Table 4. Trip Rate Comparison (ITE Trip Generation, 11th Edition)

Land Use	ITE Code	Metric	Weekday Daily Trips	Weekday PM Peak Hour		
				Total	In	Out
Existing UAR Zoning Potential						
Church	560	KSF	7.60/KSF	0.49/KSF	44%	56%
Private School (K-8)	532	Students	2.48/Student	0.17/Student	43%	57%
Proposed PF with Text Amendment Zoning Potential						
Government Office	730	KSF	22.59/KSF	1.71/KSF	25%	75%
Single-Tenant Office Building	715	KSF	13.07/KSF	1.76/KSF	15%	85%
Multifamily Housing (Mid-Rise)	220	Unit	4.54/Unit	0.39/Unit	61%	39%

KSF: 1000 square-feet gross floor area

As shown in Table 4, there is very little difference in weekday p.m. peak hour trips between government office and a single-tenant office. As the City's Transportation System Plan is premised on the weekday evening peak hour, either of these classifications would provide similar results. Comparison between office and residential uses requires translating the residential uses to *units per acre*, with apartments showing an overall rate of 11.7 weekday p.m. peak hour trips per acre and office experiencing a rate of about 19 weekday p.m. peak hour trips per acre.

Trip generation estimates with this overall maximum zoning scenario, and comparison to a "church expansion" scenario is summarized in Table 5.

Table 5. Trip Generation Comparison (ITE Trip Generation, 11th Edition)

Land Use	ITE Code	Metric	Weekday Daily Trips	Weekday PM Peak Hour		
				Total	In	Out
Existing UAR Zoning Trip Generation Potential						
Church	560	15.48 Acres 10% FAR 67,430 SF	512	33	15	18
Private School (K-8)	530	200 Students	822	52	24	28
Proposed Rezone with Text Amendment Zoning Trip Generation Potential						
Government Office	730	10.75 Acres 0.25 FAR 117,066 SF	2,645	200	50	150
Multifamily Housing (Mid-Rise)	221	4.72 Acres 30/Acre 141 Units	640	55	34	21
Trip Generation Potential Change (Proposed Zoning – Existing Zoning)						
Maximum Trip Generation Change			+1,951	+170	+45	+125

Table 5 shows an overall change in zoning could result in over 170 additional trips during the critical weekday p.m. peak hour, with the rezone scenario showing a total trip generation potential of up to 255 weekday p.m. peak hour trips.

TRIP DISTRIBUTION PATTERN AND TRIP ASSIGNMENT

Travel patterns within this portion of Sisters for an office and residential site would generally exhibit a regional pattern. The majority of trips are expected south and east of the site to US 20 towards the center of Sisters with some continuing beyond to Bend and Redmond. A smaller number of vehicles are expected to head west of the site to the schools and OR 242 or north to US 20. Approximately, 20 percent are estimated to head east to Barclay Drive and surrounding businesses. Figure 2 illustrates the estimated trip distribution pattern and resulting trip assignment for the added trips due to the zone change during the weekday p.m. peak hour.

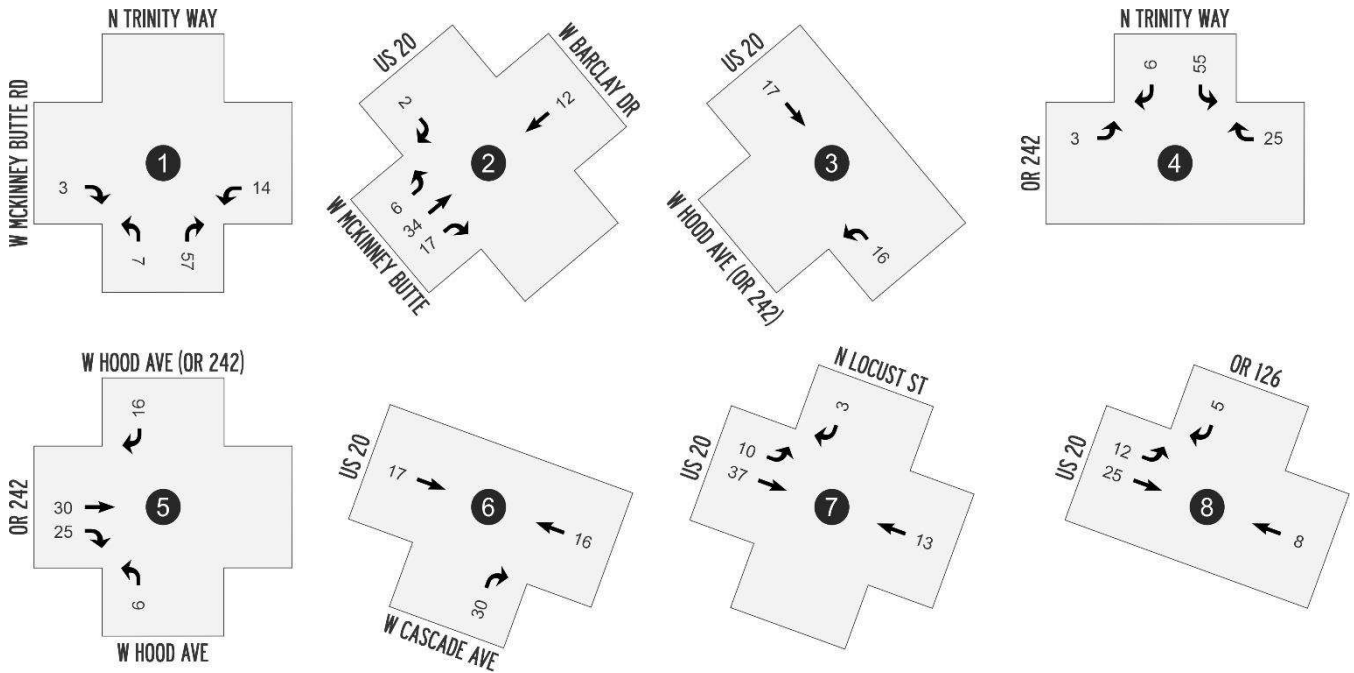


Figure 2. Estimated Trip Distribution and Trip Assignment of Additional Weekday PM Peak Hour Trips.

STUDY AREA

ODOT considers projects as having a significant impact with 50 or more weekday p.m. peak hour trips at an intersection. Based on the estimated impacts shown in Figure 2, all of the locations shown in Figure 2 are included within this TPR analysis.

TRAFFIC VOLUME SCENARIOS

Traffic volume scenarios were developed for the existing (UAR zoning) and proposed (PF/I and MFR) zoning scenarios using the forecast traffic volumes from the City's Transportation System Plan Update as a base. These year 2040 forecasts directly reflect conditions with the existing zoning, with the proposed zoning scenario approximated through the addition of these volumes with the potential trip difference. The City's TSP Update included all the study intersections except the Trinity Way connection to OR 242. Volumes at this location were approximated by balancing travel forecasts at the adjacent intersections. The resultant traffic volumes for the existing and proposed zoning scenarios are illustrated in Figures 3 and 4.

TRAFFIC OPERATIONS

An operations analysis was prepared for the base and "with rezone" traffic volumes to identify whether there were any transportation facilities would require improvements to mitigate the impact of the proposed rezone. The operations analysis was prepared using the same analysis methodology (Highway Capacity Manual, 6th Edition) as the adopted Transportation System Plan. This analysis includes the planned roundabout at the US 20/Locust Street intersection and some level of rerouting associated with the full implementation of the Alternate Route.

Consistent with the adopted TSP, the comparative analysis, which is based on peak 15-minute summer conditions in 2040, identified the following:

- There is adequate capacity on the local City network to support the additional trips. Trinity Way, McKinney Butte Road, Hood Street, and Oregon Highway 242 will continue to operate within their carrying capacity.
- Even with the roundabouts, the US 20/Barclay and US 20/Locust intersections will operate over ODOT mobility standards with or without the rezone. To maintain acceptable mobility standards during the peak summer season, additional turn lanes would be required.
- Left-turns onto the highway will operate with high delays throughout the US 20 corridor. Development of off-highway routes to the roundabouts at McKinney Butte – Barclay and Locust Street will be important for continued highway crossings and access.

Additional details on the specific highway intersections are provided below.

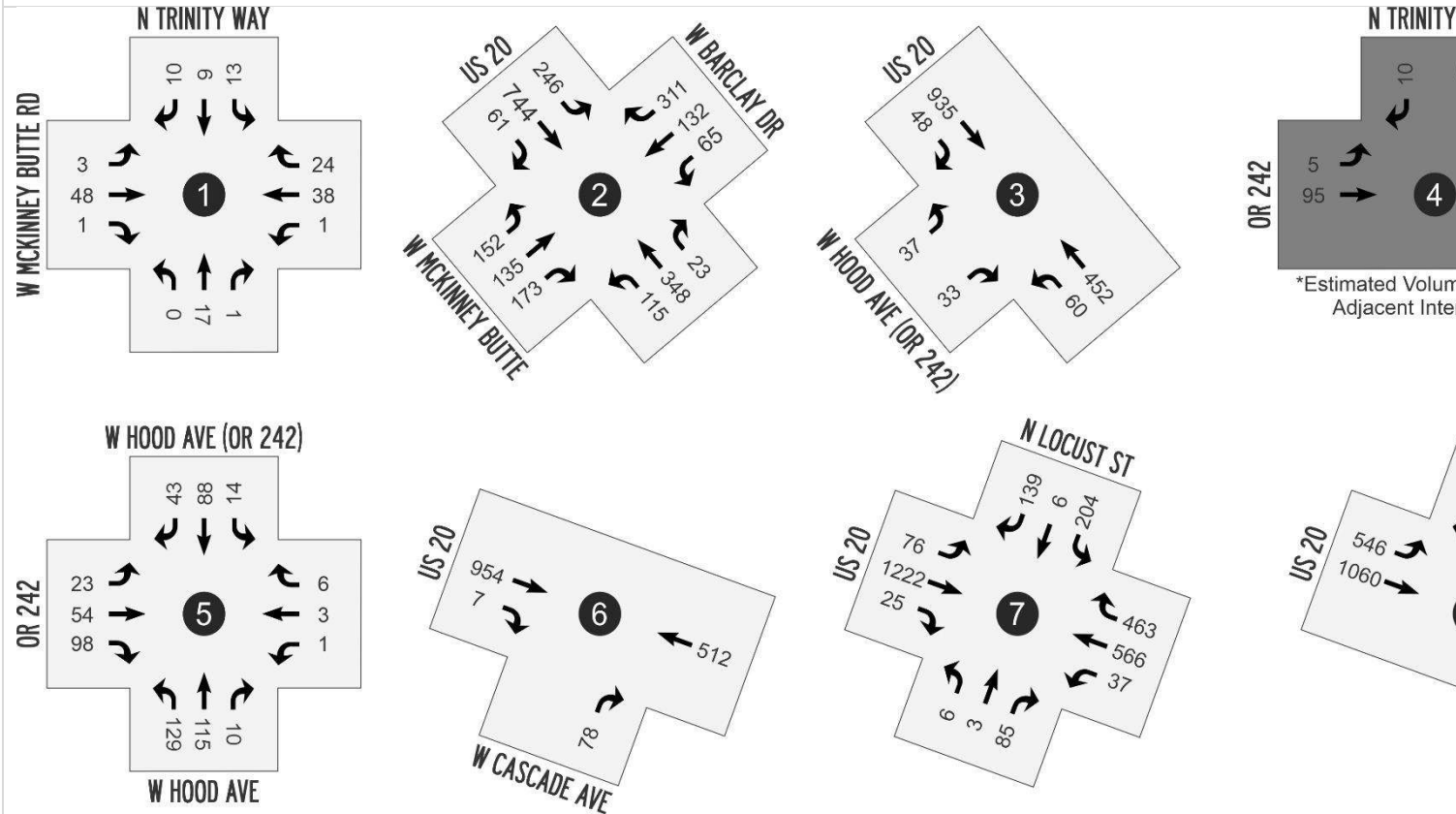
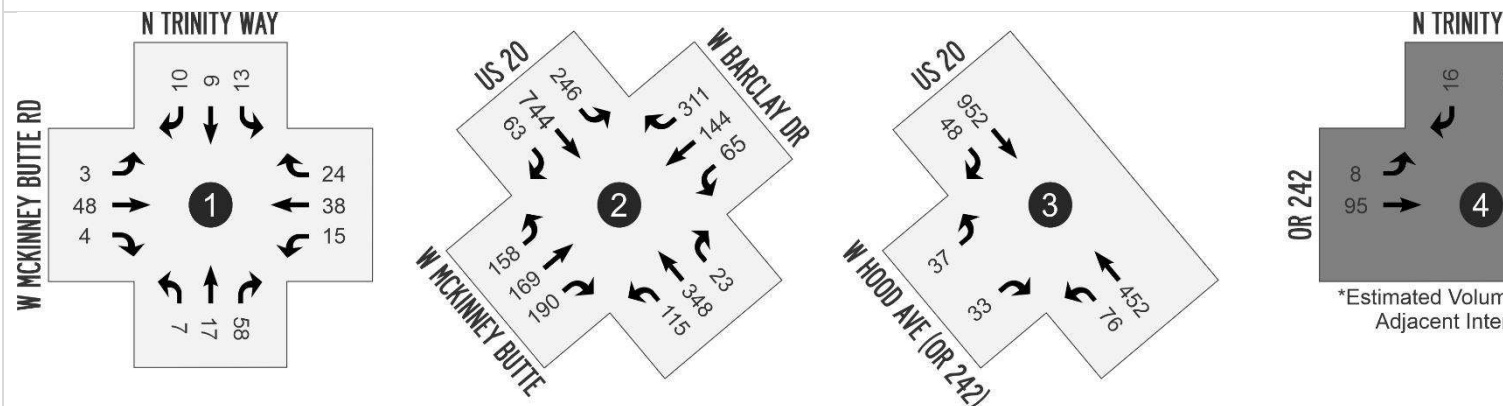


Figure 3. Year 2040 (Existing Zoning) traffic volume forecasts, weekday p.m. peak hour.



*Estimated Volume Adjacent Intersections

Table 6. Summary of Intersection Operations, Weekday PM Peak Hour

Intersection	Performance Standard	Year 2040 Existing Zoning			Year 2040 Proposed Zoning			Acceptable?
		LOS	Delay (s/veh)	v/c Ratio	LOS	Delay (s/veh)	v/c Ratio	
1: N Trinity Way / W McKinney Butte Rd	LOS D	NB LTR: LOS A SB LTR: LOS A	NB LTR: 9.9 SB LTR: 9.5	NB LTR: 0.03 SB LTR: 0.05	NB LTR: LOS A SB LTR: LOS B	NB LTR: 9.5 SB LTR: 10.0	NB LTR: 0.12 SB LTR: 0.05	Yes
2: US 20 / W McKinney Butte – W Bardlay Dr ¹	v/c ≤ 0.80	LOS F EB LTR: LOS F WB LTR: LOS E NB LTR: LOS C SB LTR: LOS F	100.3 EB LTR: 175.4 WB LTR: 36.1 NB LTR: 22.2 SB LTR: 134.5	EB LTR: 1.29 WB LTR: 0.87 NB LTR: 0.75 SB LTR: 1.24	LOS F EB LTR: LOS F WB LTR: LOS E NB LTR: LOS D SB LTR: LOS F	119.6 EB LTR: 239.9 WB LTR: 40.2 NB LTR: 25.7 SB LTR: 143.0	EB LTR: 1.44 WB LTR: 0.90 NB LTR: 0.79 SB LTR: 1.26	No
3: US 20 / W Hood Ave ²	v/c ≤ 0.85	EB L: LOS F EB R: LOS C	EB L: 58.2 EB R: 18.9	EB L: 0.37 EB R: 0.12	EB L: LOS F EB R: LOS C	EB L: 68.1 EB R: 19.3	EB L: 0.41 EB R: 0.12	Yes
4: OR 242 / N Trinity Way	v/c ≤ 0.90	SB: LOS A	SB: 9.4	SB: 0.03	SB: LOS B	SB: 10.2	SB: 0.12	Yes
5: W Hood Ave / OR 242 – W Cascade Ave	v/c ≤ 0.90	LOS A	9.3	n/a	LOS B	10.1	n/a	Yes
6: US 20 / W Cascade Avenue	v/c ≤ 0.85	EB R: LOS C	EB R: 21.8	EB R: 0.28	EB R: LOS D	EB R: 25.4	EB R: 0.40	Yes
7: S Locust St / US 20 (Roundabout)	v/c ≤ 0.85	LOS F EB LTR: LOS F WB LTR: LOS D NB LTR: LOS C SB LTR: LOS B	89.9 EB LTR: 165.3 WB LTR: 27.4 NB LTR: 22.0 SB LTR: 12.9	EB LTR: 1.32 WB LTR: 0.91 NB LTR: 0.36 SB LTR: 0.51	LOS F EB LTR: LOS F WB LTR: LOS D NB LTR: LOS C SB LTR: LOS B	101.6 EB LTR: 185.4 WB LTR: 30.7 NB LTR: 23.8 SB LTR: 13.4	EB LTR: 1.37 WB LTR: 0.93 NB LTR: 0.37 SB LTR: 0.52	No
8: US 20 / OR 126	v/c ≤ 0.85	EB L: LOS C	EB L: 16.4	EB L: 0.65	EB L: LOS C	EB L: 17.0	EB L: 0.67	Yes

¹ Note that US 20 Eastbound is referred to as "Southbound" at the US 20/Bardlay Dr intersection.

² Note that US 20 Eastbound is referred to as "Southbound" at the US 20/Hood Ave intersection.

Additional details on the two “Alternate Route” roundabouts that were identified as exceeding ODOT mobility standards are provided below.

US 20/Barclay Drive – McKinney Butte Road Roundabout

The US 20/Barclay Drive intersection was reconstructed as a roundabout in 2017. When the analysis was originally prepared it was recognized that a multilane design would be needed at some future point. The decision to construct a single-lane roundabout considered long-term travel demands on the highway, and while recognizing the multilane needs balanced this with the safety and freight benefits that a single-lane design provided.

The single-lane roundabout was identified as operating over its summertime mobility target within the existing conditions analysis within the City’s adopted Transportation System Plan, operating around 90% of its carrying capacity. The roundabout exceeds a volume-to-capacity ratio of 1.0 in the future with or without the rezone.

The primary conflict at the roundabout is created by increasing demands for southbound through trips from Salem traveling directly through Sisters during the peak period. This summertime highway demand is largely attributed to these regional trips to Central Oregon from areas in the valley, whether for work or recreation. While the Alternate Route can help reduce the volume of these trips to a manageable level through downtown Sisters, the left-turn maneuver to use the Alternate Route provides a high strain on each of the approaches. The most beneficial treatment is a dedicated left-turn lane from Eastbound US 20 onto the Alternate Route (and a dedicated westbound right-turn from Barclay onto westbound US 20), which would increasingly reduce traffic through the downtown core. Preserving additional right-in, right-out connections onto US 20 will be helpful in avoiding the consolidation of all traffic at the roundabout, as the McKinney Butte Drive approach cannot adequately serve the City demands without these additional outlets.

The rezone does not change the long-term transportation needs within this area. As a legislative rezone the location of these residential and employment lands near schools, retail, and residential uses, and interconnected with pathways and sidewalks, provides an ideal location for urban lands that will support the complete community in west Sisters.

US 20/Locust Street Roundabout

The City’s adopted Transportation System Plan shows that a single-lane roundabout at the US 20/Locust Street intersection can support the City’s growth through about 2030. Beyond that timeframe, either additional auxiliary lanes, parallel route enhancements, or other similar improvements will be needed to serve peak summertime demands. The project list within the TSP identifies the long-term plan at US 20/Locust Street as the “construction of a single-lane roundabout with future expansion provisions”.

ODOT has completed a feasibility study and is finalizing design plans for the single-lane roundabout, which has funding secured for the 2024 through 2027 Statewide Transportation Improvement Program (STIP), with construction anticipated in spring 2024 (see Figure 5). Similar to the roundabout at Barclay Drive, this roundabout will contain oversized freight accommodations allowing large trucks to utilize the Alternate Route as a means of traveling west of the City.



Figure 5. Conceptual US 20/Locust Street roundabout. *Source: Oregon.gov/odot/projects/*

The year 2040 traffic forecasts show that this new roundabout will experience the highest delays on the eastbound approach, with over 1,200 peak hour trips heading through the intersection toward Redmond and Bend during the summertime commute period. These forecasts show reserve capacity remains on the northbound and southbound approaches.

With the traffic patterns it is expected that use of the Alternate Route would increase, reducing through volumes on the highway as motorists seek to balance overall travel times and delays. It is likely that the volume shift would occur both north and south of US 20, with an additional 250 vehicles using the Alternate Route and 200 vehicles using Washington and Jefferson Avenue to access eastbound US 20. While these diversions are not adequate to fully mitigate the roundabout, addition of a dedicated westbound right-turn lane and/or southbound left-turn lane would be the most beneficial expansion options, as these treatments would further prioritize the Alternate Route. While the westbound right-turn lane would not address the critical eastbound maneuver it would substantially reduce queuing and allow vehicles to directly access the Alternate Route. The dedicated southbound left-turn lane would be more beneficial, but results in a multi-lane roundabout design with side-by-side maneuvers, which has the potential of reducing the overall safety at the roundabout.

Improvement needs at the roundabout are identical with or without the rezone. Effectively, there are no changes to the required Transportation System Plan associated with this rezone. The addition of additional urban lands support a higher accommodation of population/employment within City boundaries, and provides housing within immediate proximity of the City's elementary, middle, and high school, groceries, and with access to pathways and walkways that extend directly into the downtown core area. Accordingly, for a legislative rezone process these lands are located in an area with the potential to generate a comparatively low vehicle-miles travelled.

TRANSPORTATION PLANNING RULE COMPLIANCE

As shown within these transportation materials, the proposed legislative rezoning of the subject properties to PF/I and MFR does not alter the long-term plans or needs identified within the City's Transportation System Plan. There are impacts shown to the US 20 Alternate Route roundabouts at Barclay Drive and Locust Street, but the mitigation measures previously identified within the TSP remain the same with or without the rezone. While the proposed rezone follows a legislative process, for consistency with prior area rezones, the following mitigation measure is provided to ensure that adequate funding mechanisms are in place to support the City's long-term needs, particularly as the future expansion of the roundabouts is not a funded project and would not be considered "reasonably likely".

A pro-rata payment shall be provided toward improvements along US 20 and the parallel Alternate Route to support east-west mobility needs along the US 20 corridor. Improvements to either facility is considered adequate mitigation for the finding of a significant impact based on OAR 660-12-0060(2)(e):

(e) Providing improvements that would benefit modes other than the significantly affected mode, improvements to facilities other than the significantly affected facility, or improvements at other locations, if:

(A) The provider of the significantly affected facility provides a written statement that the system-wide benefits are sufficient to balance the significant effect, even though the improvements would not result in consistency for all performance standards;

(B) The providers of facilities being improved at other locations provide written statements of approval; and

(C) The local jurisdictions where facilities are being improved provide written statements of approval.

The specific improvements that were previously identified by the City and ODOT to enhance the Alternate Route include the following; note that specific addition of auxiliary turn lanes at the roundabout are not included within these interim measures:

- Variable Message Signs for eastbound and westbound US 20 traffic (Est. \$400,000 with overhead mount, cabinet, and wireless communication system).
- Alternate Route Wayfinding Signage (Est. \$10,000 with fabrication/installation)
- Completion of single-lane US 20/Locust roundabout (fully funded by the STIP)
- Completion of Barclay/Locust roundabout (50% costs from SDC, 50% unfunded - \$1,250,000)

Total Unfunded Projects: \$1,660,000

Estimated Pro-Rata Impact to US 20: 63 Added Highway PM Trips / 1,498¹ Through Trips = 4.21%

Based on a total improvement cost of \$1,660,000, this percentage results in a total contribution from the collective properties of **\$69,813**, and based on a total trip generation potential of up to 255 weekday p.m. peak hour trips equates to **\$274 per PM Peak Hour Trip**.

These contributions would be supplemental to City SDC fees, and could be paid as part of any future site plan entitlements for the affected properties, with the fee assessment based on the current edition of the ITE Trip Generation Manual at time of site plan application.

NEXT STEPS

I trust that these transportation materials adequately address the impacts of the proposed City-led (legislative) zone change and text amendment within western Sisters, allowing the impacted parcels to be rezoned from *Urban Area Reserve* to a combination of *Public Facilities/Institutional* and *Multifamily Residential*. Please let me know if you have any questions on these materials at joe@transightconsulting.com or at (503) 997-4473.

Attachments:

- Year 2040 Existing Zoning LOS Worksheets
- Year 2040 Proposed Zoning LOS Worksheets
- Year 2040 Existing Zoning LOS Worksheets with Auxiliary Turn Lanes
- Year 2040 Proposed Zoning LOS Worksheets with Auxiliary Turn Lanes

¹ Based on projected 2040 highway through trips at US 20/Pine Street as identified within prior US 20 forecasts used to establish this methodology (868 eastbound, 630 westbound).

Exhibit F - Recommended Conditions of Approval

1. Within 30 days after this approval becomes final, applicant will record a conditions of approval agreement against the subject properties in a form satisfactory to City to place future owners on record notice of these conditions of this approval.
2. A payment of \$69,813 shall be paid by developer as its proportionate share of improvements along US 20 and the parallel Alternate Route to support east-west mobility needs along the US 20 corridor in satisfaction of the Transportation Planning Rule. Alternatively, individual applicants for development of multi-family residential development on MFR zoned land within the Heavenly Acres Subdivision shall pay the city \$274 per PM Peak Hour Trip prior to issuance of building permit as its proportionate share of these improvements.
3. Additional traffic analysis will be required for subsequent land use applications as prescribed in the Sisters Development Code, which may require additional mitigation.
4. Transportation System Development Charges still apply to each property and will be assessed at the time of building permit.
5. The applicant must pay \$559 per Equivalent Dwelling Unit (EDU), payable at the time of building permit issuance for the number of EDUs subject to the building permit, to mitigate impacts to water supply. City may increase this rate proportionally if subsequent development of the property exceeds the 8.05 acres of water rights mitigation assumed for calculating the rate.
6. A stamped engineering memo must be included as part of each site plan/building permit application indicating the number of EDUs proposed, total EDUs for all development on the subject property to date, and confirmation of required system pressure at peak demand for the development subject to site plan approval. If required system pressures cannot be met, mitigation satisfactory to the City shall be required prior to the issuance of any building permits in furtherance of the proposed site plan.
7. Water System Development Charges still apply to each property and will be assessed at the time of site plan building permit.
8. Prior to recording the initial land division plat or issuance of the initial building permit, whichever occurs first, developer will contribute \$95,043.50 towards construction of the Westside Pump Station.
9. A stamped engineering memo must be included as part of each site plan/building permit application indicating the number of EDUs proposed, total EDUs for all development on the subject property to date, and peak flow for the proposed development subject to site plan review. If peak flows exceed maximum operating conditions as determined by AWWA guidelines developer shall be required to provide mitigation satisfactory to the City prior to any building permits in furtherance of the proposed site plan.
10. Sewer System Development Charges still apply to each property and will be assessed at the time of site plan application and/or building permit.