



## PLANNING COMMISSION **Agenda**

520 E. Cascade Avenue - PO Box 39 - Sisters, Or 97759 | ph.: (541) 549-6022 | [www.ci.sisters.or.us](http://www.ci.sisters.or.us)

### THURSDAY, MARCH 7, 2024 – 4:00 P.M WORK SESSION AGENDA

This Planning Commission meeting is accessible to the public in person in the City Council Chambers at 520 E. Cascade Avenue, Sisters, OR 97759 and via the following Zoom link:

<https://us02web.zoom.us/j/84021749889>

- I. **CALL TO ORDER / DETERMINATION OF QUORUM / ADOPTION OF AGENDA**
- II. **ELECTION OF VICE CHAIR**
- III. **VISITOR COMMUNICATION:** This is time provided for individuals wishing to address the Planning Commission regarding issues not already on the agenda.
- IV. **WORK SESSION** – The intent for this work session is to be informational only and no action will be taken
  - A. **TOURIS COMMERCIAL (TC) ZONE DISTRICT – DEVELOPMENT CODE TEXT AMENDMENTS**  
– City File TA 24-01 (Exhibit A)
- V. **STAFF AND COMMISSIONER COMMENTS**
- VI. **ADJOURN**

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*This agenda is also available via the Internet at [www.ci.sisters.or.us](http://www.ci.sisters.or.us). The meeting location is accessible to persons with disabilities. Requests for an interpreter for the hearing impaired or for other disability accommodations should be made at least 48 hours before the meeting by contacting Kerry Prosser, City Recorder at [kprosser@ci.sisters.or.us](mailto:kprosser@ci.sisters.or.us)*



## PLANNING COMMISSION

### Agenda Item Summary

**Meeting Date:** March 7, 2024

**Staff:** Martin

**Type:** Workshop

**Dept:** CDD

**Subject:** Sun Ranch Tourist Commercial District Text Amendments – File No. TA 24-01

**Action Requested:** Workshop to prepare for the public hearing before the Planning Commission on March 21, 2024. The workshop is for informational purposes only and is not a forum for deliberating the merits of the proposal, but questions may be asked of staff by the Planning Commission for clarification on the proposal

#### SUMMARY POINTS:

The Community Development Department has received an application proposing text amendments to Chapters 1.3 and 2.12 of the Sisters Development Code (File No. TA 24-01). The purpose of this workshop is to introduce the proposal to the Planning Commission (Commission) in preparation for a public hearing on March 21, 2024. This staff report includes the following:

- I. APPLICATION
- II. LOCATION
- III. APPLICABLE CRITERIA
- IV. DISTRICT HISTORY AND PURPOSE
- V. SUBSEQUENT LAND USE REVIEW AND APPLICABLE STANDARDS
- VI. PROJECT RECORD
- VII. NEXT STEPS

#### I. APPLICATION

The Applicant, Skidmore Consulting, LLC (Jon Skidmore), on behalf of property owner Lake House Inn, LLC (Ernie Larrabee), filed a land use application for Text Amendments to Sisters Development Code (SDC) Chapter 1.3 - Definitions and Chapter 2.12 - Sun Ranch Tourist Commercial District (Attachment A). The applicant indicates the purpose is to expand and clarify the types of uses allowed in the Sun Ranch Tourist Commercial (TC) District and other edits for consistency with the SDC. Section D (page 3) of the Basic Findings in the attached Application Narrative provides a background of the TC District. Also described are changes in the Sisters community and the tourism industry since the TC District was created that the applicant believe warrant the proposed amendments.

In summary, the proposed text amendments include but are not limited to the following key items:

- Define the term “Lodging Establishment” in Chapter 1.3.
- Update the Purpose statement in Chapter 2.12.
- Add uses permissible in Chapter 2.12 including Lodging Establishment, Hostel, RV Park including Caretaker’s Residence, and Park.
- Removal of specifically listed uses that qualify as “Accessory Uses.” Examples of this include Saunas, Laundry Establishment, and Multi-use trails and paths.”
- Remove special standards for Neighborhood Market, Laundry Establishment, and Cottages.
- Remove the 1900s Rural Farm/Ranch House design theme and by default, implement the City’s Western Frontier Architectural Design Theme.
- Changes to the setback requirements.
- Format Chapter 2.12 for consistency with other sections of the SDC.

Staff notes no specific land use proposal is included with these amendments. Any subsequent land use is subject to the land use review process required by the SDC.

In review of the submitted application materials, staff has identified minor inconsistencies with the proposed changes to Chapter 2.12 as specified in Exhibits A and B1 of the application materials. It appears Exhibit A includes preliminary edits and comments and Exhibit B1 is the final product. Staff is coordinating with the applicant to address these inconsistencies and will provide updated information and a detailed overview of the proposed changes at the workshop and public hearing.

## II. LOCATION

The TC District is located in the northeast portion of the City of Sisters at the intersection of E. Barclay Drive and Camp Polk Road (see Figure 1) and includes the following properties:

- The entirety of:
  - **Lot #1:** Address: 69013 Camp Polk Road / Tax Map and Lot: 15-10-4 1101
- A portion of:
  - **Lot #2:** Address: 575 E. Sun Ranch Drive / Tax Map and Lot: 15-10-4BD 1900
  - **Lot #3:** Address: Unaddressed / Tax Map and Lot: 15-10-4BD 1901



Figure 1. TC District and vicinity. (Source: Deschutes DIAL)

The TC District encompasses approximately 6.20 acres and is generally rectangular in shape. Both E. Barclay Drive and Camp Polk Road are classified as collector streets by the City's Transportation System Plan (TSP). Lot #1 is developed with a building in disrepair that was intended for use as a restaurant, but not completed, and previously used as a bed and breakfast along with multiple accessory structures and associated improvements. Lot #2 is developed with a distillery and associated improvements. Lot #3 is undeveloped and located in the Runway Protection Zone associated with the Sisters Eagle Air Airport and, therefore, the types of uses and structures that can be developed on the property is limited.

The property directly west of the southern half of the district is developed with a mini-storage facility. Directly west of the north portion of the district is vacant land within the Runway Protection Zone associated with the Sisters Eagle Airport. The property to the east, across Camp Polk Road, is developed with a single-family dwelling and located outside the city limits of Sisters. The property to the south, across E. Barclay Drive, is vacant and zoned Downtown Commercial.

### III. APPLICABLE CRITERIA

The Commission review and recommendation must be based on the merits of the project record and findings of whether the proposal complies with the following applicable standards and criteria:

- Sisters Development Code (SDC)<sup>1</sup>:
  - Chapter 1.3 – Definitions
  - Chapter 2.12 – Sun Ranch Tourist Commercial District
  - Chapter 4.1 – Types of Applications and Review Procedures
  - Chapter 4.7 – Land Use District Map and Text Amendments

<sup>1</sup> Sisters Development Code: <https://www.codepublishing.com/OR/Sisters/>  
TA 24-01

- Sisters Urban Area Comprehensive Plan<sup>2</sup>
- Oregon’s Statewide Land Use Goals<sup>3</sup>

The forthcoming staff report for the public hearing will outline and provide analysis of the specific applicable standards and criteria found in each of these chapters.

#### IV. DISTRICT HISTORY AND PURPOSE

The TC District was established along with the Sun Ranch Light Industrial District (a.k.a. North Sisters Business Park) and Sun Ranch Residential District by the City Council on April 26, 2007, via adoption of Ordinances 366 and 267. The proposal to establish these zone districts was applicant initiated through file nos. CP 06-01/CP 06-02/Z 06-01. As specified in SDC 2.12.100, the purpose of the TC District is as follows:

*The purpose of the Sun Ranch Tourist Commercial district is to establish landmark lodging, dining, and recreation destinations and gathering places for business travelers, tourists and the residents of the area. The district is for commercial properties in transition areas between residential, light industrial and commercial areas. This district establishes commercial uses to complement adjacent mixed-use light industrial and residential districts. Special design standards apply to create a rural ranch setting separate from, but compatible with, the 1880s Western Frontier Architectural Design Theme. Another purpose of this district is to provide flexibility for expansion of lodging facilities and improve accessory components of the commercial lodging establishment such as meeting facilities, restaurant, bar, neighborhood market, etc.*

It is important to note that, while changes to the purpose statement are proposed, the intent of the district to accommodate tourism-oriented uses remains unchanged. Given that this is an applicant-initiated proposal, this is not an opportunity to “overhaul” the district that in a way that is inconsistent with the purpose of the district.

#### V. SUBSEQUENT LAND USE REVIEW AND APPLICABLE STANDARDS

As previously noted, no specific land use proposal is included with these amendments. Any subsequent land use is subject to the applicable review process and development standards of the SDC. All uses are subject to the applicable provisions of the TC District such as setbacks, building height, and other onsite development standards. As indicated in SDC 4.2.200, most of the current and proposed uses permitted in the TC District will also require Site Plan Review and compliance with the following SDC chapters:

- **Chapter 4.2 - Site Plan Review.** Requires review of adequacy of facilities, traffic safety and circulation (vehicle, bicycle, and pedestrian), noise and visual buffering, and conformance with other applicable standards (public works, building, fire, etc.).

<sup>2</sup> Sisters Comprehensive Plan: <https://www.ci.sisters.or.us/community-development/page/comprehensive-plan>

<sup>3</sup> Oregon’s Statewide Land Use Planning Goals: <https://www.oregon.gov/lcd/OP/Pages/Goals.aspx>

- **Chapter 3 - Design standards.** Requires review of access and circulation (vehicle, bicycle, pedestrian), parking (vehicle, bicycle), landscaping, and public improvements.

It is noteworthy that a prominent amendment included in the proposal is the addition of a Recreational Vehicle (RV) Park as permitted use. Staff notes that, in addition to standards identified above, an RV Park is also subject to the special use standards of SDC 2.15.1700 that include standards for internal roadways, trash receptacles, parking, restrooms, and screening.

## VI. PROJECT RECORD

The complete record for the project will be formally presented to the Commission in the packet for the March 21<sup>st</sup> meeting. The record is also available for review at Sisters City Hall and on the project specific page on the City of Sisters webpage.<sup>4</sup> Staff notes the record includes several public comments citing concerns with the development an RV Park in the TC District that appear to be in response to an article in *The Nugget Newspaper* that included a conceptual plan for an RV Park in relation to the proposed text amendments<sup>5</sup>. While these comments are not explicitly directed at the text amendment proposal and no development is proposed with this application, staff finds the comments relevant for inclusion in the record and consideration.

## VII. NEXT STEPS

Pursuant to SDC 4.1.200(D), the proposal is a legislative matter subject to the Type IV procedures as outlined in SDC 4.1.600. Notice of Public Hearing will be provided in accordance with SDC 4.1.500(B).

The Commission is scheduled to conduct a public hearing on March 21, 2024. The staff report will be prepared in advance of the public hearing and available no less than seven (7) prior to the public hearing. At the conclusion of the public hearing, the Commission will provide a recommendation for consideration by the City Council. The City Council will consider this recommendation and all other record submittals at a public hearing. At the conclusion of the public hearing, the City Council will make a final decision.

## ATTACHMENTS

- Attachment A – Application Materials
  - Master Planning Application Form
  - Title Report
  - Application Narrative
  - Exhibit A - Proposed Text Amendment (Track Changes)

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<sup>4</sup> Project Webpage: <https://www.ci.sisters.or.us/community-development/page/text-amendments-sun-ranch-tourist-commercial-district-%C2%A0>

<sup>5</sup> Bartlett, B. (2024, February 6). Historic Conklin Guest House may have a future. *The Nugget Newspaper*. <https://www.nuggetnews.com>

- Exhibit B1 - Proposed Text Amendments Chapter 2.12 TC District (Clean)
- Exhibit B2 - Proposed Text Amendments Chapter 1.3 Definitions (Clean)
- Exhibit C - Neighborhood Meeting Notice Draft and Sign In Sheet
- Exhibit D – RV Industry Association (RVIA Oregon Annual Impact
- Exhibit E - Sisters Visitor Opportunity Study
- Exhibit F - Lancaster Mobley Trip Generation and Transportation Planning Rule Analysis

# Master Planning Application Form

520 E. Cascade Avenue | PO Box 39 - Sisters, Or 97759 | ph. (541) 549-6022 | [www.ci.sisters.or.us](http://www.ci.sisters.or.us)



- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Accessory Dwelling     | <input type="checkbox"/> Lot Consolidation          | <input type="checkbox"/> Re-plat                                |
| <input type="checkbox"/> Annexation (III/IV)    | <input type="checkbox"/> Lot Line Adjustment        | <input type="checkbox"/> Short Term Rental                      |
| <input type="checkbox"/> Appeal                 | <input type="checkbox"/> Lot of Record Verification | <input type="checkbox"/> Site Plan Review                       |
| <input type="checkbox"/> Code Text Amendment    | <input type="checkbox"/> Master Plan                | <input type="checkbox"/> Subdivision                            |
| <input type="checkbox"/> Comp. Plan Amendment   | <input type="checkbox"/> Minor Conditional Use      | <input type="checkbox"/> Temporary Use Permit                   |
| <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Minor/Major Variance       | <input type="checkbox"/> Time Extension                         |
| <input type="checkbox"/> Final Plat Review      | <input type="checkbox"/> Modification               | <input type="checkbox"/> Zone Change                            |
| <input type="checkbox"/> Home Occupation        | <input type="checkbox"/> Partition                  | <input checked="" type="checkbox"/> Other <u>Text Amendment</u> |

## Applicant Information

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

Skidmore Consulting, LLC

Jon Skidmore

Name

Phone

211 NW Wilmington Ave, Bend, OR 97703

jonski826@gmail.com

Address

Email

## Property Owner Information

Lake House Inn, LLC

Ernie Larrabee

Name

Phone

160 S. Oak Street #147

ernest@larrabeeroofing.com

Address

Email

## Property Information

69013 Camp Polk Road

4.61 Acres

Address

Property Size (Acres or Square Feet)

15-10-04, Tax lot 1101

Tax Lot Number(s)

Sun Ranch Tourist Commercial

Commercial

Existing Zoning of Property

Comprehensive Plan Designation

Describe Project/Request: A series of text amendments are requested for the Sun Ranch Tourist Commercial Zoning District to expand the types of uses permissible on site, clarify uses permissible, and edit for consistency with Sisters Development Code.

Applicant Signature: [Signature]

Date: 01/19/24

Property Owner Signature: [Signature]

Date: 1/16/24

## For Office Use Only

Date Received: 1/25/24

File No.: TA 24-01

Check No.: 1296/544

Cash: -

Amount Paid: 4500.<sup>00</sup>

Receipt #: 211506

Checked By: \_\_\_\_\_

Left Amendment \$4,000.<sup>00</sup> Hearing Fee \$500.<sup>00</sup> Ver. 06/02/2022



Use this table to determine the documents/maps needed to complete your application package. Incomplete application packets will delay the processing of your application.

X – Information is required.  
 O – Other Information may be required.  
 SEE PLANNING STAFF

	Application & Filing Fee	Burden of Proof / Needs Analysis	Other Studies	Existing Site Conditions	Proposed Site Plan	Elevations	Floor Plans	Preliminary Title Report	Tentative Plat	Landscape Plan	Drainage / Grading Plan	Letter of Authorization	Legal Description	Dark Skies Lighting	PDFs of Each Drawing	Refer to Code section
<b>Annexation</b>	X	X	O					X				X	X			X
<b>Appeal</b>	X	X	X													X
<b>Code Interpretation</b>	X	X														X
<b>Code Text Amendment</b>	X	X	O													X
<b>Comp. Plan Amend.</b>	X	X	O													X
<b>Conditional Use Permit</b>	X	X	O	X	X	X	X	X		X	X	X	O		X	X
<b>Development Review</b>	X	X		X	X	O	O	X				X			O	X
<b>Flood Plain Review</b>	X	X		X	X			X				X			X	X
<b>Home Occupation Permit</b>	X			X	X	X	X	X			O	X			X	X
<b>Lot Line Adjustment</b>	X	X						X	X			X	X		X	X
<b>Lot Consolidation</b>	X	X						X	X			X	X		X	X
<b>Master Plan Development</b>	X	X	O	X	X	O	O	X	X	X	X	X	X		X	X
<b>Partition</b>	X	X	O	X	X			X	X			X			X	X
<b>Replat</b>	X	X	O	X	X			X	X			X			X	X
<b>Site Plan Review</b>	X	X	O	X	X	X	X	X		X	X	X	X	X	X	X
<b>Subdivision</b>	X	X	O	X	X			X	X			X			X	X
<b>Temporary Use Permit</b>	X	X	O	X	X	O	O	X				X			X	X
<b>Time Extension</b>	X											O				X
<b>Variance</b>	X	X	O	X	X	O	O	X	O	O	O	X			X	X
<b>Zone Change</b>	X	X	O					X				X				X
<b>Accessory Dwelling</b>	X	X	O	X	X	X	X	X				O		X	X	X

## Application Requirements

The following application requirements shall be submitted, unless indicated otherwise. Applicant may be required to submit additional copies upon staff's request.

- APPLICATION** (one copy) with FEE. *Note: Please refer to fee schedule.*
- PDF's OF EACH DRAWING.** PDF's of all application materials listed in this section shall be provided at the time of application.
- BURDEN OF PROOF or NEEDS ANALYSIS.** Scope of this document will vary according to the complexity of the Code Standards and Criteria that are used to review each application. Burden of proof shall include references to all applicable code sections. Questions regarding which code sections apply shall be directed to the Community Development Department staff.
- OTHER STUDIES.** Other studies, such as a Traffic Study, Impact Study or Soils Study may be required by the Community Development Director or designee according to the applicant's request. If required, the specific requirements needed by the City will be identified clearly/in writing, and within 30 days from the date the application is submitted to the City.
- SITE PLAN (Existing Conditions).** One (1) 18 x 24-inch minimum site plan and one (1) 11 x 17 reduction of the site plan.
- SITE PLAN (Proposed Project).** One (1) 18 x 24-inch minimum site plan and one (1) 11 x 17 reduction of the site plan.
- ELEVATIONS.** One (1) 18 x 24 inch minimum elevation drawing, and one (1) 11 x 17 reduction of the elevation drawings.
- FLOOR PLANS.** One (1) 18 x 24 inch minimum floorplan drawing, and one (1) 11 x 17 reduction of the floorplan drawings.
- PRELIMINARY TITLE REPORT.** A preliminary title report, subdivision guarantee, deed or equivalent documentation not older than six (6) months which shows any and all easements affecting the project site. *Note: this document must disclose easements recorded on the subject property, or it will not be accepted as meeting the submittal criteria.*
- TENTATIVE PLAT.** One (1) copy of a tentative subdivision or parcel plat; 18 x 24 inches minimum. One (1) 11 x 17 reduced copy of the subdivision or partition plat shall also be provided.
- LANDSCAPE PLAN.** One (1) 18 x 24-inch minimum landscape plan and one (1) 11 x 17 reduction of the landscape plan. Plan shall show tree / plant specie(s), coverage and sizes at time of planting, and approximate / type of irrigation system(s) to be used. Significant trees (8" or greater DBH) shall be mapped and identified for preservation or removal.
- GRADING AND DRAINAGE PLAN.** One (1) 18 x 24-inch minimum grading / drainage plans and one (1) 11 x 17 reduced version. Plan shall show on-site water retention, and shall be engineered to a 10 year / 24 hour event.
- LETTER OF AUTHORIZATION.** A letter signed by the property owner and containing the original signature which authorizes an agent or representative to act in the behalf of the owner during the planning review process.
- LEGAL DESCRIPTION.** A legal description of the entire project site (metes and bounds; subdivision or comparable acceptable legal description).
- DARK SKIES LIGHTING.** A cut-sheet and/or photometric study identifying any exterior lighting fixtures to be installed for the development. The information will be evaluated for compliance with the Dark Skies Ordinance (SDC 2.15.2400).



# Western Title & Escrow

220 S Pine Street, Suite 102, Sisters, OR 97759  
(541)548-9180 FAX (541)588-6601

## PRELIMINARY REPORT

RECEIVED  
JAN 25 2024  
CITY OF SISTERS

**ESCROW OFFICER:** Tiana L. VanLanduyt  
tvanlanduyt@westerntitle.com  
541-548-9182

**ORDER NO.:** WT0145313  
**Revision** 4-update taxes, add tax  
account

**TITLE OFFICER:** Sally Rust-Campbell

**TO:** Western Title & Escrow Company  
220 S Pine Street, Suite 102  
Sisters, OR 97759

**ESCROW LICENSE NO.:** 201110072

**OWNER/SELLER:** Sun Ranch Inn LLC

**BUYER/BORROWER:** Lake House Inn, LLC

**PROPERTY ADDRESS:** 69013 Camp Polk Rd., Sisters, OR 97759

**EFFECTIVE DATE:** November 6, 2017, 05:00 PM

1. THE POLICY AND ENDORSEMENTS TO BE ISSUED AND THE RELATED CHARGES ARE:

	<u>AMOUNT</u>	<u>PREMIUM</u>
ALTA Owner's Policy 2006 Owner's Standard Proposed Insured: Lake House Inn, LLC	\$ 1,425,000.00	\$ 2,738.00
ALTA Loan Policy 2006 Standard Lender's Proposed Insured: Dutch Pacific Properties Limited Partnership	\$ 1,282,500.00	\$ 100.00
Government Lien Search		\$ 25.00

2. THE ESTATE OR INTEREST IN THE LAND HEREINAFTER DESCRIBED OR REFERRED TO COVERED BY THIS REPORT IS:

Fee Simple

3. TITLE TO SAID ESTATE OR INTEREST AT THE DATE HEREOF IS VESTED IN:

Sun Ranch Inn LLC, an Oregon limited liability company

4. THE LAND REFERRED TO IN THIS REPORT IS SITUATED IN THE COUNTY OF DESCHUTES, STATE OF OREGON, AND IS DESCRIBED AS FOLLOWS:

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF

Order No.: WT0145313  
Revision 4-update taxes, add tax account

**EXHIBIT "A"**  
Legal Description

A portion of the Southeast quarter of the Northwest quarter (SE1/4 NW1/4) and a portion of the Northeast Quarter of the Southwest Quarter (NE1/4 SW1/4) of Section Four (4), Township Fifteen (15) South, Range (10) East of the Willamette Meridian, Deschutes County, Oregon, described as follows:

Beginning at the center of Section Four (4); thence South 00° 05' 01" East, 329.94 feet; thence South 89° 49' 54" West, 396.08 feet; thence North 00° 05' 01" West, 329.94 feet; thence North 89° 49' 54" East, 33.65 feet; thence North 00° 05' 01" West, 240.38 feet; thence North 89° 49' 54" East, 362.43 feet; thence South 00° 05' 01" East, 240.38 feet to the Point of Beginning.

**AS OF THE DATE OF THIS REPORT, ITEMS TO BE CONSIDERED AND EXCEPTIONS TO COVERAGE IN ADDITION TO THE PRINTED EXCEPTIONS AND EXCLUSIONS IN THE POLICY FORM WOULD BE AS FOLLOWS:**

**GENERAL EXCEPTIONS:**

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

**SPECIFIC ITEMS AND EXCEPTIONS:**

6. Note: Property taxes for the fiscal year shown below are paid in full.

Fiscal Year: 2017-2018  
 Amount: \$3,766.63  
 Levy Code: 6001  
 Account No.: 142999  
 Map No.: 1510040001101

Note: Property taxes for the fiscal year shown below are paid in full.

Fiscal Year: 2017-2018  
 Amount: \$1,771.57  
 Levy Code: 6045  
 Account No.: 243693  
 Map No.: 1510040001101

Prior to close of escrow, please contact the Tax Collector's Office to confirm all amounts owing, including current fiscal year taxes, supplemental taxes, escaped assessments and any delinquencies.

7. [Intentionally Deleted]
8. Regulations, including levies, liens, assessments, water and irrigation rights and easements for ditches and canals of the Three Sisters Irrigation District.

9. Easement(s) shown below and rights incidental thereto, as granted in a document:
- Granted to: State of Oregon acting by and through the State Board of Aeronautics  
Recording Date: June 29, 1967  
Recording No: 154-14
10. Terms, provisions and conditions, including, but not limited to, maintenance provisions, and a covenant to share the costs of maintenance, contained in Easement
- Recording Date: November 19, 1987  
Recording No.: 154-2881
11. Note: Well Ownership Identification Form containing a Well Identification Number and other information. This informational note will not appear in the title insurance policy as this recorded form is not a matter within the scope of policy coverages.  
Recording Date: 09/13/1999  
Recording No.: 99-44043
12. Easement(s) shown below and rights incidental thereto, as granted in a document:
- Granted to: State of Oregon, by and through its Department of Transportation  
Recording Date: November 8, 2012  
Recording No: 2012-044959
13. Utility Reimbursement Agreement, including the terms and provisions thereof,
- Recording Date: April 25, 2014  
Recording No.: 2014-12627
14. Utility Reimbursement Agreement, including the terms and provisions thereof,
- Recording Date: April 25, 2014  
Recording No.: 2014-12628
15. Shared Well Use Agreement and Access Easement,
- Recording Date: July 1, 2015  
Recording No.: 2015-026612
- Re-Recording Date: October 28, 2015  
Recording No.: 2015-044307
16. Existing leases and tenancies, if any, and any interests that may appear upon examination of such leases.
17. The Company will require an ALTA/ACSM LAND TITLE SURVEY. If the owner of the Land the subject of this transaction is in possession of a current ALTA/ACSM LAND TITLE SURVEY, the Company will require that said survey be submitted for review and approval; otherwise, a new survey, satisfactory to the Company, must be prepared by a licensed land surveyor and supplied to the Company prior to the close of escrow.

The Company reserves the right to add additional items or make further requirements after review of the requested documentation.

18. The Company will require the following documents for review prior to the issuance of any title insurance predicated upon a conveyance or encumbrance from the entity named below.

Limited Liability Company: **Sun Ranch Inn**

- a. A copy of its operating agreement, if any, and any and all amendments, supplements and/or modifications thereto, certified by the appropriate manager or member.
- b. If a domestic Limited Liability Company, a copy of its Articles of Organization and all amendment thereto with the appropriate filing stamps.
- c. If the Limited Liability Company is member-managed a full and complete current list of members certified by the appropriate manager or member.
- d. A current dated certificate of good standing from the proper governmental authority of the state in which the entity was created
- e. If less than all members, or managers, as appropriate, will be executing the closing documents, furnish evidence of the authority of those signing.

The Company reserves the right to add additional items or make further requirements after review of the requested documentation.

**Notice: Please be aware that due to the conflict between federal and state laws concerning the cultivation, distribution, manufacture or sale of marijuana, the Company is not able to close or insure any transaction involving Land that is associated with these activities.**

- A. In addition to the standard policy exceptions, the exceptions enumerated above shall appear on the final 2006 ALTA Policy unless removed prior to issuance.
- B. Note: There are NO conveyances affecting said Land recorded within 24 months of the date of this report.
- C. Note: There are no matters against the party(ies) shown below which would appear as exceptions to coverage in a title insurance product:

Parties: Lake House Inn, LLC

- D. The Company will require the following documents for review prior to the issuance of any title insurance predicated upon a conveyance or encumbrance from the entity named below.

Limited Liability Company: Lake House Inn, LLC

- a. A copy of its operating agreement, if any, and any and all amendments, supplements and/or modifications thereto, certified by the appropriate manager or member.
- b. If a domestic Limited Liability Company, a copy of its Articles of Organization and all amendment thereto with the appropriate filing stamps.
- c. If the Limited Liability Company is member-managed a full and complete current list of members certified by the appropriate manager or member.
- d. A current dated certificate of good standing from the proper governmental authority of the state in which the entity was created
- e. If less than all members, or managers, as appropriate, will be executing the closing documents, furnish evidence of the authority of those signing.

The Company reserves the right to add additional items or make further requirements after review of the requested documentation.

- E. Note: In the event title to said Land is acquired by the party(s) named below, the policy(s), when issued, will show the following additional item(s) in Schedule B, unless disposed of to the satisfaction of the Company:

Party(s): Ernest Larrabee and Amy Renae Larrabee

A tax lien for the amount shown and any other amounts due, in favor of the United States of America, assessed by the District Director of Internal Revenue.

Federal Serial No.: 280541517  
Taxpayer: Ernest and Amy Larrabee  
Amount: \$112,758.40  
Recording Date: October 10, 2017  
Recording No: 2017-40387

- F. THE FOLLOWING NOTICE IS REQUIRED BY STATE LAW: YOU WILL BE REVIEWING, APPROVING AND SIGNING IMPORTANT DOCUMENTS AT CLOSING. LEGAL CONSEQUENCES FOLLOW FROM THE SELECTION AND USE OF THESE DOCUMENTS. YOU MAY CONSULT AN ATTORNEY ABOUT THESE DOCUMENTS. YOU SHOULD CONSULT AN ATTORNEY IF YOU HAVE QUESTIONS OR CONCERNS ABOUT THE TRANSACTION OR ABOUT THE DOCUMENTS. IF YOU WISH TO REVIEW TRANSACTION DOCUMENTS THAT YOU HAVE NOT SEEN, PLEASE CONTACT THE ESCROW AGENT.
- G. Note: This map/plat is being furnished as an aid in locating the herein described Land in relation to adjoining streets, natural boundaries and other land. Except to the extent a policy of title insurance is expressly modified by endorsement, if any, the Company does not insure dimensions, distances or acreage shown thereon.



Order No.: WT0145313  
Revision 4-update taxes, add tax account

H. Note: Recording charge per document for:  
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**IN A MATTER BEFORE THE CITY OF SISTERS COMMUNITY DEVELOPMENT DEPARTMENT  
SUN RANCH TOURIST COMMERCIAL ZONE TEXT AMENDMENT REQUEST  
APPLICATION NARRATIVE**

<b>Property Owner/Applicant</b>	Lake House Inn 160 S. Oak Street #147 Sisters, OR 97759
<b>Applicant's Planning Consultant</b>	Skidmore Consulting, LLC Jon Skidmore 211 NW Wilmington Ave. Bend, OR 97703 <a href="mailto:jonski826@gmail.com">jonski826@gmail.com</a>
<b>Applicant's Landscape Architect</b>	Jennifer Bass Landscape Architecture 2985 NE Worthington Ct. Bend, OR 97701 541.241.6687 <a href="http://www.ib-la.com">www.ib-la.com</a>
<b>Applicant's Transportation Engineer</b>	Lancaster Mobley Engineering Melissa Webb 321 SW 4 <sup>th</sup> Avenue, Suite 400 Portland, OR 97204
<b>Applicant's Civil Engineer</b>	Ashley & Vance Engineering Jack Mitchell, PE 33 NW Franklin Ave. Bend, OR 97703
<b>Subject Property</b>	69013 Camp Polk Road, Sisters, OR 97759 (Township 15 South, Range 10 East, Section 04, Tax lot 1101)
<b>Proposal:</b>	Applicant requests approval for a Development Code Text Amendment to section 2.12 of the Sisters Development Code (Sun Ranch Tourist Commercial District) and section 1.3 of the Sisters Development Code to add a new term (Lodging Establishment).

**I. APPLICABLE REVIEW CRITERIA:**

The following laws provide the relevant approval criteria for the City's review of this application:

**The City of Sisters Comprehensive Plan**

Section 1 – Public Involvement

Section 2 – Land Use

Section 8 – Economy

City of Sisters Economic Opportunities Analysis

**The City of Sisters Development Code (SDC)**

Chapter 1.3, Definitions

Chapter 2.12, Sun Ranch Tourist Commercial

Chapter 4.1.600, Type IV Procedure (Legislative)

Chapter 4.7, Land Use District Map and Text Amendments

**II. BASIC FINDINGS:**

- A. LOCATION:** The subject property is located 69013 Camp Polk Road on the northeast side of the city of Sisters. It is located at the northwest corner of Camp Polk Road and E. Barclay Avenue.
- B. ZONING AND PLAN DESIGNATION:** The property is designated Commercial on the City's Comprehensive Plan map and zoned Sun Ranch Tourist Commercial (SRTC) per the City's zoning map and development code.
- C. SITE DESCRIPTION:** The Sun Ranch Tourist Commercial Zone applies to roughly 6.20 acres of property described as:
- 15-10-04, Tax lot 1101 (69013 Camp Polk Road)
  - The southern 100+/- feet of tax lot 1900 on Map 15-10-04BD (575 E Sun Ranch Drive)
  - The southern 100+/- feet of tax lot 1901 on Map 15-10-04BD (No address)

The property owned by the applicant is roughly 4.61 acres in size and is generally rectangular in shape with the longer sides running in a north/south direction. The property is bound by E. Barclay Drive on the south and Camp Polk Road on the east. E. Barclay Drive is classified as a collector by the City's Transportation System Plan (TSP). Camp Polk Road is also classified as a collector street by the TSP.

The property directly west on the southern half of the subject property is developed with a mini-storage facility (Sisters Self Storage). Directly west of the north portion of the property is vacant land within the Runway Protection Zone associated with the Sisters Eagle Airport. The lot directly north of the property is developed with a distillery business (Cascade Street

Distillery). The southern 100 feet of those two properties are within the Sun Ranch Tourist Commercial zoning district.

The property has an existing house on it that is in a state of disrepair. According to the Deschutes County Tax Assessor's office, it is 4067 square feet. That building has sat in a state of disrepair for more than 15 years and can't be remodeled in an economically feasible manner.

There are three other accessory buildings on site ranging in size from 80 to 440 square feet that are in various states of disrepair. A well house is on the western side of the property. The site once had two irrigation ponds on the north and south sides of the property which is evident from review of aerial photographs or walking the property. The property has certificated water rights for 4.95 acres per Permit G-13441 that will be used to irrigate landscaping and potentially for water features, such as ponds, on site.

The structures onsite will likely be torn down in preparation for a new development proposal. The existing structures will need to be demolished to assure safe use of the site for various anticipated future uses.

The lot is generally level, except for the areas where ponds once were. The southern frontage and the south half of the western property line is lined with arborvitae. There are several mature conifer and deciduous trees scattered throughout the property. The ground cover consists of a variety of grasses, shrubs and brushes. A white fence runs along the eastern and southern property lines.

- D. BACKGROUND:** The subject property enjoys a long history in the Sisters community. The site once had a schoolhouse on it. The old residential structure onsite was originally constructed in 1947. That house was used as the home of the Hitchcock family and then the Conklin family. The house was used as a bed and breakfast from the 1980s through the early 2000s.

In 2004/2005, the previous owner of the subject property purchased this property and the 35+/- acres adjacent to the north and west. That owner worked with the City to create the Sun Ranch Industrial Park, Sun Ranch Residential District, and the Sun Ranch Tourist Commercial zone. These zoning districts were planned cohesively to leverage uses within the various districts for the benefit of residents and workers within those districts. For instance, the industrial district was planned to provide jobs for people who may live in the residential district. The Tourist Commercial district was planned to provide amenities such as eating and drinking establishments or overnight accommodations for the benefit of the residents of the residential zone or workers in the industrial park. That interplay is still very much a goal for the subject property. The zone was also planned to invite tourists as well as other Sisters community members. The proposed text amendments seek to expand and clarify the permissible uses on site with those objectives in mind.

The SRTC district was created around a specific vision for the property. The uses permissible were tightly tailored to that vision. From 2004 through 2007, the previous owner worked with the city to create the entirety of the Sun Ranch concept. The bed and breakfast structure was meant to be a centerpiece of the SRTC zone. Remodeling of the bed and breakfast commenced to house a high-end restaurant about 2006/2007. The restaurateur that was heading the effort abandoned the project. The structure that was mid-renovation has sat unfinished since that time and is boarded up for safety reasons.

The vision for the SRTC zone in the mid-2000s is outdated at this point. Sisters was a different place at the time that the TC zoning district was created. For instance, Five Pine was still in initial phases of development. The housing stock in Sisters was extremely limited. There were fewer eating and drinking establishments in Sisters.

In 2007, the population of Sisters was 1,825 per the Portland State University Population Research Center [statistics](#). PSU's Population Research Center [estimates](#) that the population of Sisters in 2025 will be 3,890. Since the economic recovery following the Great Recession, the Sun Ranch area has developed with a variety of businesses and residential units. This reality creates an opportunity to create a set of regulations that permit various uses in keeping with the intent of attracting tourists and locals alike. The vision for the property still includes overnight accommodations and food & beverage establishments but in different forms. This new vision includes higher end RV spaces that cater to the "vanlife" market and things like food carts, a tap house, corn hole, pickleball, small concert stage and other items that attract local and tourist visitors.

Currently, the purpose of the TC zone is:

"The purpose of the Sun Ranch Tourist Commercial district is to establish landmark lodging, dining, and recreation destinations and gathering places for business travelers, tourists and the residents of the area. The district is for commercial properties in transition areas between residential, light industrial and commercial areas. This district establishes commercial uses to complement adjacent mixed-use light industrial and residential districts. Special design standards apply to create a rural ranch setting separate from, but compatible with, the 1880s Western Frontier Architectural Design Theme. Another purpose of this district is to provide flexibility for expansion of lodging facilities and improve accessory components of the commercial lodging establishment such as meeting facilities, restaurant, bar, neighborhood market, etc."

The proposed, new language still aims to provide various tourism related uses to attract locals and tourists and to provide community gathering spaces.

"The purpose of the Sun Ranch Tourist Commercial district is to establish a variety of uses associated with tourism such as options for overnight accommodations, dining, entertainment, and recreation and to provide gathering space and uses that attract business travelers, tourists and members of the Sisters community alike."

Uses such as cabins for overnight rental are not as high in demand as other types of overnight accommodation. Food carts, tap rooms and recreational opportunities create places where people gather. The proposed text amendments seek to expand and clarify the types of uses on site but still honor the purpose of the district in its relationship to the community and the traveling public. Further, based on feedback from City staff, the proposed text amendments will put the SRTC zoning district into a format that is more consistent with the rest of the Sisters Development Code.

- E. PROPOSAL:** The applicant seeks approval of a series of text amendments to the existing SRTC zoning district (Chapter 2.12) and Chapter 1.3 of the Sisters Development Code. Some of the proposed amendments are based on staff feedback to gain consistency between the SRTC and the other sections of the Sisters Development Code (SDC). However, the majority of the text amendments proposed are geared towards expanding and clarifying the types of uses permitted on site. These uses provide the ability to serve the needs of the local community and serve the needs of travelers to Sisters. This has always been, and will continue to be, the focus and intent of the SRTC.

The proposed text amendments include but are not limited to the following key items:

- Define the term “Lodging Establishment” in Chapter 1.3 of the SDC.
- Update the Purpose Statement in Chapter 2.12 (SRTC).
- Add uses permissible in Chapter 2.12 (SRTC) including Hostel, RV Park including caretaker’s residence, and Park.
- In consultation with City staff, remove many listed uses in the current SRTC as those uses would qualify as “Accessory uses.” Examples of this include “Saunas”, “Laundry establishment focusing on providing for the needs of guests”, and “Multi-use trails and paths.”
- Remove special standards for neighborhood market, laundry establishment and cottages.
- Remove the 1900s Rural Farm/Ranch House design theme and by default, implement the City’s Western Frontier Architectural Design Theme.
- Format the SRTC in a manner more like the rest of the SDC including introduction of a table format for development requirements.

### III. ANALYSIS & CONCLUSIONS:

#### Sisters Development Code:

#### Chapter 4.7 – Land Use District Map and Text Amendments

##### 4.7.100 Purpose

The purpose of this Chapter is to provide standards and procedures for legislative and quasi-judicial amendments to this Code and the Land Use District map. These amendments will be referred to as “map and text amendments.” Amendments may be necessary from time to time to reflect changing community conditions, needs and desires, to correct mistakes, or to address changes in the law.

##### 4.7.200 Legislative Amendments

Legislative amendments are policy decisions made by City Council. They are reviewed using the Type IV procedure in Chapter [4.1](#), Section 600 and shall conform to Section [4.7.600](#), as applicable.

**RESPONSE:** The text amendments are proposed for some of the reasons listed in the purpose statement above in Section 4.7.100 – changing community conditions, needs and desires. This is detailed further below in this narrative. The proposed text amendments are considered Legislative in nature as the amendments will impact the entirety of the Sun Ranch Tourist Commercial Zone and the entirety of the city with the proposed definition of “Lodging establishment.” As such, the narrative addresses the criteria for the Type IV procedure found in Chapter 4.1 .600. Section 4.7.600 is addressed below and in more detail addressing the criteria related to the Transportation Planning Rule in Chapter 4.1.600. Exhibit F is the Trip Generation and Transportation Planning Rule Analysis memo from Lancaster Mobley Engineers.

The proposed text amendments to the SRTC zone are attached as Exhibit A which is the track changes version, and Exhibit B provides a clean version of the proposed changes.

##### 4.7.600 Transportation Planning Rule Compliance

**A. When a development application includes a proposed comprehensive plan amendment or land use district change, the proposal shall be reviewed by the City to determine whether it significantly affects a transportation facility, in accordance with Oregon Administrative Rule (OAR) 660-012-0060. Significant means the proposal would:**

1. Change the functional classification of an existing or planned transportation facility. This would occur, for example, when a proposal is projected to cause future traffic to exceed the capacity of “collector” street classification, requiring a change in the classification to an “arterial” street, as identified by the Transportation System Plan; or
2. Change the standards implementing a functional classification system; or
3. Allow types or levels of land use that would result in levels of travel or access what are inconsistent with the functional classification of a transportation facility; or

4. The effect of the proposal would reduce the performance standards of a public utility or facility below the minimum acceptable level identified in the Transportation System Plan.

B. Amendments to the Comprehensive Plan and land use standards which significantly affect a transportation facility shall assure that allowed land uses are consistent with the function, capacity, and level of service of the facility identified in the Transportation System Plan. This shall be accomplished by one of the following:

1. Limiting allowed land uses to be consistent with the planned function of the transportation facility; or
2. Amending the Transportation System Plan to ensure that existing, improved, or new transportation facilities are adequate to support the proposed land uses consistent with the requirement of the Transportation Planning Rule; or,
3. Altering land use designations, densities, or design requirements to reduce demand for automobile travel and meet travel needs through other modes of transportation.

**RESPONSE:** The applicant's transportation engineer, Melissa Webb, PE with Lancaster Mobley Engineers provided a memo that analyses the trip generation from the proposed text amendments and addresses the Transportation Planning Rule (Exhibit F). This is further explained in the response to the criteria related to the Transportation Planning Rule in 4.1.600 below. Generally, what the memo explains is that the proposed new uses do not generate the volume of trips that would "significantly affect" the transportation system per OAR 660-012-0060.

The analysis compares the reasonable worst case scenarios from a trip generation standpoint comparing the trips that result from developing the property relying on the existing zoning allowances to trips resulting from the proposed new uses for the site (RV Park and Park). The analysis found that the trip generation potential from the existing zoning district language would produce a much higher volume of trips than the trips produced if the site were developed exclusively with the proposed new uses. Therefore, the proposed amendments do not adversely affect the City's transportation facilities.



## 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.

### 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).

- 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.

**RESPONSE:** The applicant proposes text amendments to the SRTC zone and Chapter 1.3 (Definitions) of the City’s Development Code. Again, the proposed text amendments include but are not limited to the following key items:

- Define the term “Lodging Establishment” in Chapter 1.3 of the SDC.
- Update the Purpose Statement in Chapter 2.12 (SRTC).
- Add uses permissible in Chapter 2.12 (SRTC) including Hostel, RV Park including caretaker’s residence, and Park.
- In consultation with City staff, remove many listed uses in the current SRTC as those uses would qualify as “Accessory uses.” Examples of this include “Saunas”, “Laundry establishment focusing on providing for the needs of guests”, and “Multi-use trails and paths.”
- Remove special standards for neighborhood market, laundry establishment and cottages.
- Remove the 1900s Rural Farm/Ranch House design theme and by default, implement the City’s Western Frontier Architectural Design Theme.
- Format the SRTC in a manner more like the rest of the SDC including introduction of a table format for development requirements.

The proposed text amendments to the SRTC district, if approved will apply to the entire zoning district. The proposed new definition for “Lodging establishment” will apply citywide. Therefore, this proposal is legislative in nature and will be reviewed through the City’s Type IV procedures. The specific language proposed for the SRTC can be reviewed in Exhibits A (track changes version) and B (clean version).

#### **Chapter 4.1.600, Type IV Procedure (Legislative)**

##### **A. Application requirements. See 4.1.700.**

**RESPONSE:** As mentioned above, the proposed text amendments will be implemented through the entirety of the SRTC zoning district and the proposed new term “Lodging Establishment” will apply citywide. Therefore, this application is a legislative amendment despite the relatively small area impacted by the change. Section 4.1.700 of the Sisters Development Code primarily details the required materials for submittal for such a proposal. The applicant has conferred with staff and has submitted the required materials. Per section 4.1.700(D), the applicant’s consultants met with City staff for pre-application meeting on November 14, 2023.

Sections 4.1.600 B – D provide the detail for required hearings for the Legislative procedure, notice requirements for hearings, and other related items. Sections 4.1.600 F – J provide detail on the required process and decision-making actions of the Planning Commission and the City Council. These sections do not contain approval criteria. The approval criteria to address for the proposed text amendment application are found in section 4.1.600E and these are addressed below.

##### **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;**

**FINDING:** The proposed text amendments to the SDC, primarily concern the types of uses permissible within the SRTC zone and more specifically, on the subject property so that the property is positioned to develop the types of uses in demand by the traveling public and locals in Sisters. The amendment also proposes a new definition for “Lodging establishment.”

These changes primarily concern the following Statewide Planning Goals:

- Goal 1 – Citizen Involvement
- Goal 2 – Land Use Planning
- Goal 8 – Recreational Needs
- Goal 9 – Economic Development
- Goal 12 - Transportation

A brief discussion about how the proposal is consistent with those goals follows below. The following Goals are not applicable to the proposed Text Amendment:

**Goal 3 – Agricultural Lands.** The property contains no property planned or zoned for agricultural uses.

**Goal 4 – Forest Lands.** The property contains no property planned or zoned for forest uses.

**Goal 5 – Natural Areas, Scenic and Historic Areas, and Open Spaces.** There are no Goal 5 inventoried natural areas, scenic area, historic areas, or open spaces.

**Goal 6 – Air, Water and Land Resources.** None of the uses proposed for the site generate the types of pollution, contaminants or industrial byproducts that Goal 6 seeks to regulate.

**Goal 7 – Areas Subject to Natural Hazards.** The subject property does not contain areas subject to Natural Hazards such as a flood plain or other.

**Goal 10 – Housing.** The subject property is planned and zoned for commercial uses. It is not property that is planned to address the city of Sisters' housing needs.

**Goal 11 – Public Facilities.** The property is located within the City's Urban Growth Boundary (UGB) and will be served by city services such as sewer, water, and transportation. The Goal 11 rules focus on the need for cities of over 2500 in population to plan for needed urban services. The City of Sisters has adopted sewer, water and transportation plans that demonstrate that the city has the ability to serve lands within the city's UGB with those essential urban services, including the subject property.

**Goal 13 – Energy Conservation.** The City of Sisters was required to "consider the effects of its comprehensive planning decision on energy consumption."<sup>1</sup> This proposal does not affect the City's energy conservation efforts.

**Goal 14 – Urbanization.** Goal 14 focuses on planning for orderly growth within UGBs and for areas added to UGBs. The subject property is already within the City's UGB and is adequately planned for needed infrastructure to allow orderly growth. This proposal does not impact the Goal 14 planning conducted by the City of Sisters.

**Goals 15 – 19** do not apply in Central Oregon.

The following Statewide Planning Goals and Guidelines are applicable to this proposed text amendment.

**Goal 1 – Citizen Involvement.** Oregon's land use planning system, as implemented by the City of Sisters provides opportunities for public involvement throughout the land use decision making process. As the City's Comprehensive Plan explains, "Sisters is home to an active and

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<sup>1</sup> Oregon Statewide Planning Goal 13, <https://www.oregon.gov/lcd/OP/Pages/Goal-13.aspx>

engaged community, with residents who care deeply about the future of their city.<sup>2</sup> This proceeding has had and will have opportunities for interested community members to engage.

The Sisters Development Code does not have a prescribed neighborhood meeting requirement rather, “Applicants are encouraged to meet with adjacent property owners and neighborhood representatives in order to solicit input and exchange information about the proposed development. In some cases, the Community Development Director or designee may require the applicant to meet with adjacent property owners or neighborhood representatives prior to accepting an application as complete.”<sup>3</sup>

The applicant held a neighborhood meeting in advance of submitting the Text Amendment application. The applicant held a neighborhood meeting on Wednesday, January 10 at 5:00 pm which was held at the Sisters Coffee Company at 273 W Hood Street in Sisters. The applicant sent notice of the neighborhood meeting to property owners within 500-feet of the Tourist Commercial zoning district boundaries and invited other community stakeholders.

Approximately 15 people attended the meeting. Eight of the attendees provided information on the sign-in sheet. The applicant provided a brief presentation on the history of the existing Tourist Commercial zoning, tourist market data relating to Sisters, and why the applicant is proposing the changes to the zoning text. The applicant’s landscape architect provided and described illustrative plans for potential development concepts for the property in addition to “idea boards” showing examples of developments that may be considered on site.

There was one question asked. A neighbor asked about the development timeline for the property.

The notice for the meeting and the sign-in sheet are attached as Exhibit C.

This application will require public hearings in front of the City’s Planning Commission and City Council providing the public with additional opportunities to provide comment on the record for the proposed text amendments (both written and in-person comments). The proposal is consistent with Goal 1.

**Goal 2 – Land Use Planning.** Goal 2 requires counties and cities to develop and adopt Comprehensive Plans and implementing regulations (such as the Sisters Development Code) based on a factual base. Policy 2.1.2 of the City’s Comprehensive Plan requires that City **“maintain, enhance, and administer land use codes and ordinances that are based on an adequate factual basis.”** The applicant provides evidence of various changes and market realities that provide the factual basis to support the proposed amendments. This is detailed below in 4.1.600(E)(2) relating to consistency with the Comprehensive Plan. Goal 2 also requires consistency between the Comprehensive Plan and implementing regulation. This is

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<sup>2</sup> Sisters 2040 Comprehensive Plan, page 19.

<sup>3</sup> Sisters Development Code, Section 4.1.100(A)

also detailed in 4.1.600(E)(2). The proposed text amendments and suggested findings are consistent with Goal 2.

**Goal 8 – Recreation Needs.** This goal states “Local, state, and federal agencies and the private sector must co-ordinate their plans for recreation facilities and activities to protect our recreation resources and to help nearby communities prepare to meet the demand these recreation destinations place on public services and facilities such as roads. Goal 8 requires local governments to plan for the recreation needs of their residents and visitors.” The City coordinates with the Sisters Park and Recreation District for recreational planning needs.

The proposed text amendments will allow a “Park” use that provides for limited recreational opportunities due to the size of the property and the mix of uses that could be developed onsite. The proposed “RV Park” use will attract visitors to the City in keeping with the economic development goals in the City’s Comprehensive Plan and Economic Opportunities Analysis. The proposed text amendment based on the size of the subject property will not introduce facilities that will overburden recreational resources or the public facilities within the City of Sisters that serve the subject property. This is further explained in the response to criterion 4.1.600(E)(3). The proposed text amendments are consistent with Goal 8.

**Goal 9 – Economic Development.** “The purpose of Goal 9 planning is to make sure cities and counties have enough land available to realize economic growth and development opportunities.” Per Goal 9, the City has adopted an Economic Opportunities Analysis that identifies economic land needs, target industries and other local policies aimed at assuring economic opportunities within Sisters. The City has identified a continued focus on tourism related industries (hospitality, overnight accommodations, food and beverage services, etc.) and expansion of those types of uses to attract tourism activity in the shoulder season. The proposed text amendment does not remove property from the employment lands designation and aims to expand the types of uses permissible within the SRTC potentially attracting tourists in the slower seasons. This is further explained in the responses below related to the City’s economic development policies contained in such documents. The proposed text amendments are consistent with Goal 9.

**Goal 12 – Transportation.** “Goal 12 requires cities, counties and the state to create a transportation system plan that takes into account all relevant modes of transportation: mass transit, air, water, rail, highway, bicycle and pedestrian. The [Transportation Planning Rules](#) (TPR) implements Goal 12.”

The City adopted an updated Transportation System Plan in December 2021. The subject property is bound on two sides by Collector level streets (E. Barclay Avenue & Camp Polk Road). The City will be rebuilding E. Barclay Avenue and the applicant has begun discussions with City staff regarding a proposed bicycle/pedestrian connection to that road. The applicant has hired a transportation engineer to analyze the text amendments in light of the Transportation Planning Rule (TPR) and found that the amendments are consistent with TPR and as a result, Goal 12. This is further discussed in findings related to criteria in 4.7.600 and 4.1.600(3)&(4).

Exhibit F is the Trip Generation and Transportation Planning Rule Analysis memo from Melissa Webb, PE with Lancaster Mobley Engineers.

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

**RESPONSE:** The proposed text amendments to the Tourist Commercial zone are consistent with the Sisters 2040 Comprehensive Plan and its supporting documents. The amendments will allow uses that will deliver on some of the tourism industry related economic development ambitions identified in the Plan, the City's adopted Economic Opportunities Analysis and the community created Sisters Country Vision. In consultation with City staff, the following citations and policies from the Plan are applicable to the proposal.

**Section 1 – Public Involvement**

**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.***

**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.***

**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.***

City staff suggested that the applicant hold a neighborhood meeting which was hosted by the applicant on January 10, 2024 at the Sisters Coffee House. Notice was mailed to property owners within 500 feet of the Tourist Commercial zoning district. Further, the applicant reached out to various stakeholders including the Nugget newspaper editor to inform the community about the proposal.

This proposal will require hearings in front of the Sisters Planning Commission and City Council providing additional opportunities for community input. The City has adopted a hybrid approach to public meetings allowing remote and in-person attendance. Further, the application file and contents of the record will be available at City Hall for review by interested parties.

**Section 2- Land Use****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.***

The proposed text amendments are geared towards updating and clarifying the permissible uses within the Tourist Commercial zone. Comprehensive Plans and Development Codes are living documents that require routine updates based on changes in federal and state law, local policy direction, and response to changing market conditions. In this instance, the applicant is proposing text amendments to the Tourist Commercial zone that will contribute to many of the goals and policies of the Comprehensive Plan and supporting documents as discussed below. Identifying the applicable Comprehensive Plan policies and explaining how the amendments are consistent with and will contribute to various policy ambitions provides the factual basis needed to support the changes. Changes that have occurred since the SRTC zone was adopted on the subject property, within the Sisters community and amongst travel behavior of tourists that also support these proposed amendments.

As detailed in Section C, Background of this document, the Tourist Commercial Zone was crafted by the previous owner of the 69013 Camp Polk Road property to deliver on a vision for the property in 2005 or so. The Tourist Commercial zone was a unique zoning district that was tailored to provide a “boutique” commercial hub for the Sun Ranch Industrial Park, residential areas in proximity and the traveling public. One focus was going to be the establishment of a high-end restaurant within the old residential structure on site. Further, cabins were planned to be developed on site to provide overnight accommodations for business travelers and tourists. Other uses were permissible on site including a neighborhood market and others that would typically be considered “accessory” to hotel uses like fitness center or saunas. The zoning district contained “movie rentals” as one permissible use – evidence of the need to update. Further, the zoning district prohibited uses such as “Auto-oriented uses and drive-through uses.”

A lot has changed in Sisters since the Tourist Commercial District was adopted to complement the boutique industrial and residential areas. Please note, the proposed text amendments would still provide complementary uses that can be enjoyed by users of the Sun Ranch Business Park and the surrounding residential areas, but the types of amenities proposed differ.

First, the residential structure that is on site that was constructed in 1947 and was used to house a bed and breakfast from the 1980s through the early 2000s, has sat in a state of disrepair for 15+ years. The structure was in the beginning phases of demolition/remodeling when the restaurateur abandoned the project. It is financially infeasible to repurpose the structure for commercial use at this point.

Second, the entirety of Sisters has grown substantially and on a micro-level the growth within the Sun Ranch Business Park and the adjacent residential areas has been equally robust. Sisters

has more than doubled in size from its 2007 population of 1700 to more than 3500 today. The SRTC property still has significant potential to attract workers and residents from those areas. However, the types of uses that generate such interest currently aren't contained in the current zoning district. By adding and clarifying uses permissible in the district, it provides better flexibility to develop the types of uses that will cater to locals and travelers. For instance, the "Park" use is proposed as a permissible use which allows the property owner to consider development of a dog park area or pickleball court both of which are popular activities.

The number of more traditional overnight accommodations such as hotel rooms, cabins and short-term rentals have increased substantially within the community. For instance, when the SRTC zone was created, many of the uses at Five Pine had not been developed. The GrandStay Hotel had not been developed. The vision for the SRTC focused on cabin-like structures to provide overnight accommodations.

Likely aided by the pandemic, travel behavior has changed. The increase in the number of people who travel by RV has increased substantially. RV ownership has increased 60% over the past 20 years with an increasing number of younger RV buyers<sup>4</sup>. Remote working abilities has also led to an increase in such travel as all that is needed to work remotely is an internet connection. An RV Park on the subject property would cater to that growing segment of the tourism market.

The proposed text amendments seek to provide consistency with other portions of the Sisters Development Code but also enjoy the flexibility such consistency provides. For instance, the proposed text amendments will add "Eating and Drinking Establishments" consistent with other districts in the SDC as opposed to the current zoning language that includes "Restaurant, bar and food services." This will allow the owners to propose various types of eating and drinking establishments from food carts to a tap house, to a more traditional restaurant or other similar use.

As documented in the City's Comprehensive Plan, the City's Economic Opportunities Analysis (EOA) and the Sisters Country Vision, tourism has been and will continue to be an economic driver for the community. The EOA explains that uses that attract tourists provide desirable amenities for locals as well.

The Sisters Country Vision states:

***As to its future economy, Sisters Country recognizes that tourism and the arts and recreational economies will continue to be a major source of its future prosperity<sup>5</sup>.***

The City's adopted EOA states the following:

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<sup>4</sup> <https://www.rvia.org/go-rving-rv-owner-demographic-profile>

<sup>5</sup> Sisters Country Final Vision Action Plan, page 6.



***The City of Sisters has developed a robust mix of lifestyle retail stores and restaurants, providing a strong base for ongoing development and a range of amenities that can support tourist activities. The amenities that tourism traffic supports are largely consistent with what is desirable to residents. Quality retail, restaurant, recreation, and hospitality tenants make a community an attractive place to live and work. Studies have shown that amenity-related supportive uses also benefit and attract residents and businesses.<sup>6</sup>***

The proposed text amendments will allow establishment of food and beverage, recreation and hospitality uses that drive visitor interest and local interest. In addition, the EOA identifies four strategies to pursue a prosperous economy. The first strategy reads as such:

***Strategy 1: Four-Season Tourism and Visitor Destination Encourage ongoing tourism and destination economy, with a focus on shoulder season and winter events. This supports the following target industries:***

- ***Leisure and Hospitality***
- ***Accommodation and Food Services***
- ***Retail Trade***

The proposed text amendments allow for various uses, such as a park or food services, that can be enjoyed year-round by residents and tourists. The uses proposed focus on leisure and hospitality, accommodation and food services. One use proposed, “RV Park” has the potential to be a year-round facility that will attract visitors to the city to enjoy the various amenities in the slower seasons as well. For instance, RVers could stay at the RV park on site while enjoying Nordic or alpine skiing in the vicinity during the day. This would allow such travelers to enjoy the outdoor recreation amenities outside of the city during the day while frequenting the city’s various amenities in the evening.

Another fact that supports the proposed changes relates to the changing travel behaviors of tourists. Over the past decade, RV ownership has increased substantially and world events such as the COVID Pandemic have changed how people engage in tourism resulting in many new RVers. According to the Recreational Vehicle Industry Association (RVIA) RV ownership has increased 60% over the last 20 years with now more than 11 million families owning RVs<sup>7</sup>. Ownership amongst the younger generations (Millenials and Gen Z) represents a growing segment of the market. This is understandable based on changing perspectives on remote work and other advances that allow for flexibility in travel and work.

It is important to consider the economic impact of RVing. According to RVIA, RVing had a \$4 Billion annual impact on Oregon’s economy including \$652 Million spent on RV campgrounds and travel (See Exhibit D). Further, the cost to travel via RV compared to traditional modes of travel (airline flights, rental cars, and hotel rooms) is much more affordable.

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<sup>6</sup> City of Sisters Economic Opportunities Analysis, Page 33.

<sup>7</sup> <https://www.rvia.org/go-rving-rv-owner-demographic-profile>

Allowing a more affordable method of visiting Sisters is in keeping with feedback from the study the City commissioned by EcoNorthwest in 2021, the Sisters Visitors Opportunities Study (Exhibit E). Visitors were surveyed about their attitudes on visiting Sisters. Amongst many findings, there were two key complaints identified in that study that support changes to the Tourist Commercial zone including the ability to permit the RV Park use – lack of affordability in general and the lack of affordable accommodations. An RV Park in the City would offer a more affordable form of overnight accommodations.

As part of due diligence efforts, the applicant conducted a brief market study of Sisters this past summer. The study revealed that in July of 2023, the cheapest hotel room in Sisters was \$249/night. On the other end of the spectrum, a visitor to Sisters can easily spend more than \$600/night on the higher end accommodations in the city. The Creekside Campground offers a variety of RV spaces at more affordable rates (\$55/night for a full hookup 50 amp site). That facility is very popular with occupancy rates close to 70% (with a limited ability to track reservations made by the remote kiosk on site). The addition of a year-round RV park provides another option for travelers that can stay in Sisters, recreate, and spend money in local businesses without incurring the cost of staying in one of the City's hotels. This added overnight accommodation within the city diversifies the offerings to potential visitors to Sisters.

The proposed text amendments provide additional flexibility that will allow the property owner to respond to the changing tourism market and develop the property in a manner that will contribute to one of the City's main economic development platforms, tourism. The information provided in this response provides a sound factual base which supports the proposed changes.

**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.***

**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.***

The applicant appreciates this opportunity to propose updates to the development code in keeping with Policy 2.1.4. Text amendments that allow property owners to respond to changing market conditions and travel behavior is an effective way to adjust the city's development code to deliver on the tourism economic development policy ambitions in the City's Comprehensive Plan, EOA and the Sisters Country Vision. The City's Comprehensive Plan contains a policy that is geared towards amending the portions of the development code that regulate residential development to respond to changing housing market realities (Policy 5.1.4).

It may be worth considering a similar policy related to commercial and industrial development standards.

Chapter 8 of the City's Comprehensive Plan contains numerous policies that support the proposed text amendment and the types of development that could result due to the focus on attracting tourist activity and the economic benefits associated.

**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.***

**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.***

**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.***

**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.***

The applicant has proposed the text amendments to allow development of a mix of uses on site. The applicant is seeking to remove the requirement to adhere to a 1900s Rural Farm/Ranch House and to instead implement the 1880s Western Design Theme for commercial structures on the property. Although RV Parks require the use of automobiles, it is not an auto-oriented use like a drive-through. Nor is it an "auto-dependent use" as defined in section 1.3 of the SDC.

The applicant has contacted the City's Public Works Director regarding a bicycle/pedestrian connection on the south end of the property to connect to the newly constructed bicycle/pedestrian facilities that will be constructed as part of the E. Barclay Avenue

reconstruction project this summer. This will provide bike and pedestrian access from the site and into the core of the city.

The applicant contemplates an RV Park that will be open year-round which will attract winter visitors who can engage in the various winter recreational activities surrounding the city and enjoy the amenities offered in the city. The mix of uses permissible will allow development that can attract shoulder season visitors.

The City's EOA supports the continued focus on tourism-related sectors as a Target Industry. The proposed text amendments are geared to unlock the potential that this property holds in terms of its ability to develop with a mix of commercial uses that will attract visitors to the property and to enjoy (and spend money at) the various restaurants, breweries, distilleries, retail stores and other businesses in Sisters. The update of the Tourist Commercial zone is consistent with the City's Comprehensive Plan and will modernize the zoning district in a manner that will allow the zone to better deliver on the tourism-related economic ambitions in the city's economic development planning documents.

**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.**

**RESPONSE:** The Text Amendment application is not seeking approval for a specific development on the property at 69013 Camp Polk Road. However, the subject property is within the City's UGB and is provided with the necessary sewer, water, and transportation infrastructure to serve the proposed uses in the SRTC zone based on the city's adopted capital facilities plans.

**SEWER:**

The City's adopted Wastewater System Capital Facilities Update (2016) analyzed the city's ability to provide necessary sewer service based on development that could occur within the existing zoning districts and forecast population growth. There are four sewer laterals serving the property from the City's 12-inch gravity sewer line in Camp Polk Road.

The City's 2016 sewer facilities update found "Most gravity lines appear to be sufficiently sized for 2035 flows with existing zoning and provide capacity for growth with the exception of the

main 18" gravity main and the 10" main that serves the Industrial Park, which may reach their capacity with increasing density of development and property annexations.<sup>8</sup> The property is not served by the 18" or 10" mains in the industrial park. The City's sewer system was sized appropriately to accommodate commercial level flows from the property. The proposed text amendments do not introduce new uses that exceed sewer needs of the uses permissible in the existing SRTC zoning district.

#### WATER:

There is an existing 1" water service connection to the subject property from a 12-inch water line in E. Barclay Avenue. The City's 2017 Water Capital Facilities Plan Update analyzed the city's ability to serve the community with water based on the existing zoning districts and forecast population through 2037. This analysis included the SRTC zoning for the property. Although the City has identified maintenance and capital projects to meet the needs of the growing community, the impacts from the commercial development of this site were factored into the system analysis. The City's water system has the capacity to serve this property. The exact size of the needed water service line and meter for future development of the subject property will need to be evaluated when such plans are developed.

#### TRANSPORTATION:

The City adopted a Transportation System Plan (TSP) update in 2021. Figure 4-3 from the TSP shows that the subject property has frontage on two collector roads, E. Barclay Drive on the south frontage and Camp Polk Road on the east property line. Per figure 3-3 from the TSP, Camp Polk Road contains a bicycle lane.

In discussions with City staff, the applicant is aware of the City's planned reconstruction of E. Barclay Drive as part of developing an Alternate Route to address Highway 20 congestion. That project will provide bicycle and pedestrian facilities along E. Barclay Drive. The City has indicated that vehicular access onto E. Barclay Drive will not be permitted, however, bicycle and pedestrian accesses from the subject property onto E. Barclay Drive are permissible.

The property contains enough linear frontage along Camp Polk Road to provide multiple access points in compliance with the city's access separation standards. The planned bicycle/pedestrian connection to E. Barclay and various opportunities for connections to Camp Polk Road will disperse trips in multiple modes and locations from the site.

The transportation impacts resulting from the proposed text amendments are analyzed in the attached Trip Generation & Transportation Planning Rule Analysis by Melissa Webb, PE with Lancaster Mobley transportation engineers (Exhibit F). Based on the trip generation analysis, the proposed new and clarified uses will not generate more trips than what can be developed under the current zoning (6000 square foot restaurant). As a result, the proposed text amendments do not introduce uses that will "adversely impact current levels of service provided to existing users."

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<sup>8</sup> Wastewater System Capital Facilities Update (2016), at 6-6

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

**RESPONSE:** The Trip Generation and Transportation Planning Rule Analysis provided by Melissa Webb, PE with Lancaster Mobley Engineers is attached as Exhibit F. The analysis compares the reasonable worst case scenarios from a trip generation standpoint comparing the trips that result from developing the property relying on the existing zoning allowances to trips resulting from the proposed new uses for the site (RV Park and Park). The analysis found that the trip generation potential from the existing zoning district language would produce a much higher volume of trips than the trips produced if the site were developed exclusively with the proposed new uses. Therefore, the proposal will not “degrade the performance of any planned or existing transportation facility. Accordingly, the TPR is satisfied, and no mitigation is necessary or recommended in conjunction with the proposed text amendment.”<sup>9</sup>

##### 4.1.1000 Neighborhood Meetings

**A. Neighborhood Meeting Requirement.** Applicants are encouraged to meet with adjacent property owners and neighborhood representatives prior to submitting their application in order to solicit input and exchange information about the proposed development. In some cases, the Community Development Director or designee may require the applicant to meet with adjacent property owners or neighborhood representatives prior to accepting an application as complete.

**RESPONSE:** As detailed above, the applicant held a neighborhood meeting on Wednesday, January 10 at 5:00pm at the Sisters Coffee Company in Sisters. The applicant’s team presented a summary of the proposed text amendments, a brief history of the SRTC zone, and reasons behind the proposed amendments. Approximately 15 people attended the meeting. One question was asked relating to development timelines for the property.

#### IV. CONCLUSION:

The applicant has demonstrated consistency with state law, the applicable City Comprehensive Plan policies, and supporting documents. Further, the applicant’s proposed text amendments allow the property to better meet select economic development policies and ambitions identified in adopted City documents. For the reasons set forth herein, the proposed Text Amendments to the Sun Ranch Tourist Commercial zone and Chapter 1.3 of the Sisters Development Code warrant approval.

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<sup>9</sup> Webb, Melissa, Trip Generation & TPR Analysis Memo, page 7.

**Exhibit List**

**Exhibit A – Proposed Text Amendments (Track Changes)**

**Exhibit B – Proposed Text Amendments (Clean Version)**

**Exhibit C – Neighborhood Meeting Notice and Meeting Sign-In Sheet**

**Exhibit D – RVIA Oregon’s Annual Impact**

**Exhibit E - Sisters Visitors Opportunities Study**

**Exhibit F - Lancaster Mobley Trip Generation and Transportation Planning Rule Analysis**

## Chapter 2.12 – Sun Ranch Tourist Commercial (TC)

### Sections:

- 2.12.100 Purpose
- 2.12.200 Applicability/Uses
- 2.12.300 Permitted-Uses/Development Standards
- 2.12.400 Lot-Requirements/Off-Street Parking
- 2.12.500 Height Regulations
- 2.12.600 Setbacks and Buffering
- 2.12.700 Lot Coverage
- 2.12.800 Off-Street Parking
- 2.12.900 Landscape Area Standards
- 2.12.1000 Special Standards for Certain Uses
- 2.12.1100 Design Theme

### 2.12.100 Purpose

The purpose of the Sun Ranch Tourist Commercial district is to establish landmark lodging a variety of uses associated with tourism such as options for overnight accommodations, dining, entertainment, and recreation destinations and to provide gathering places space and uses that attract for business travelers, tourists and the residents of the area members of the Sisters community alike. ~~The district is for commercial properties in transition areas between residential, light industrial and commercial areas. This district establishes commercial uses to complement adjacent mixed-use light industrial and residential districts. Special design standards apply to create a rural ranch setting separate from, but compatible with, the 1880s Western Frontier Architectural Design Theme. Another purpose of this district is to provide flexibility for expansion of lodging facilities and improve accessory components of the commercial lodging establishment such as meeting facilities, restaurant, bar, neighborhood market, etc.~~

### 2.12.200 Applicability

~~The standards of the Sun Ranch Tourist Commercial district, as provided for in this section, shall apply to those areas designated Sun Ranch Tourist Commercial district on the City's Zoning Map. All structures within the Sun Ranch Tourist Commercial district shall meet the design requirements contained in the Special/Limited Use Standards in this chapter.~~

### 2.12.300 200 Permitted Uses

A. Permitted uses. Uses permitted in the TC District are listed in Table 2.12.300-1 with a "P." These uses are allowed if they comply with the development standards and other regulations of this Code. ~~Being~~



listed as a permitted use does not mean that the proposed use will be granted an exception or variance to other regulations of this Code.

B. Special Provisions. Uses that are allowed in the TC District subject to special provisions are listed in Table 2.12.300 with an "SP." These uses are allowed if they comply with the special provisions in Chapter 2.15.

C. Conditional uses. Uses that are allowed in the TC District with approval of a conditional use permit are listed in Table 2.12.300 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 – Code Interpretations.

**Table 2.12.300-1 Use Table for the Sun Ranch Tourist Commercial District**

Land Use Category	Permitted/Special Provisions/Conditional Uses	Special-Use References
<b>Commercial</b>		
Cottages. The types of cottages are: 1. Studio, one, and two bedroom detached cottage units. 2. Studio, one, and two bedroom attached cottage units (max. 3 units per building).	P <u>Maximum of 30 cottage units</u>	See Section 2.12.1000
<del>Lodging facilities</del> Hotel & Lodging Establishments.	P	-
Bed and Breakfast Inn	<u>P</u>	-
<del>Office</del> Hostel	P	-
Restaurant, bar and food services.Eating and Drinking Establishments	P <u>See section 2.5.300L</u>	-
Short-term rentals		

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Commented [JS1]: Do we just cover this with Hotel or lodging facilities?

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Table 2.12.300-1 Use Table for the Sun Ranch Tourist Commercial District

Land Use Category	Permitted/Special Provisions/Conditional Uses	Special-Use References
Saunas, steam rooms, hot tubs, exercise equipment facilities and other spa-related uses.	P	-
Amusement Uses (e.g. game rooms and other entertainment) oriented uses primarily for enjoyment by guests staying in the cottages or lodging facilities within the Sun Ranch Tourist Commercial district including, but not limited to, bicycle rentals, canoe rentals and movie rentals, etc. Accessory retail uses limited to 800 square feet.	P	-
Neighborhood Market	P See section 2.12.1000	See Section 2.12.1000
Laundry Establishment focusing on providing for needs of guests staying in the cottages or lodging facilities within the Sun Ranch Tourist Commercial district.	P	See Section 2.12.1000
Multi-use trails and paths.	P	-
Small chapels, ceremonial pavilions and outdoor seating areas. Such uses designed to accommodate occupancies of 300 persons or more shall require a Conditional Use Review.	P/CU	-
Decks, docks and other areas to provide enjoyment of the ponds.	P	-
Special events/meeting facility, reception hall or community center. Such uses designed to accommodate occupancies of 300 persons or more shall require a Conditional Use Review.	P/CU	-
Cideries, Distilleries, Wineries and Breweries	P	-

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Commented [JS3]: Accessory Uses? Using the Webster's Definition for hotel, these would be considered "various personal services for the public."

Commented [JS4]: Meant to capture ability for bike rental or similar on site.

Commented [JS5]: Accessory Use

Commented [JS6]: Do we need this as a permitted use or is more of a site development item? Isn't this an accessory use?

Commented [JS7]: This is a bit dated - and a pavilion could be an accessory use.

Commented [JS8]: Accessory use.

Commented [JS9]: How is this dealt with in other districts?

Commented [JS10R9]: Community Centers and similar uses - might want to make consistent

**Table 2.12.300-1 Use Table for the Sun Ranch Tourist Commercial District**

Land Use Category	Permitted/Special Provisions/Conditional Uses	Special Use References
	<a href="#">See section 2.5.300L</a>	
<a href="#">RV Parks with TBD or less spaces, including caretaker's residence.</a>		
<a href="#">Recreation Facility, Private</a>	P	
Similar uses.	P <a href="#">See section 4.8 Code Interpretations.</a>	
Accessory uses.	P	-
<a href="#">Utility service lines.</a>	P	-
<b>Prohibited Uses</b>		
Auto-oriented dependent uses and drive-through uses.	P	
<a href="#">Telecommunications equipment, other than telecommunication service lines and cell towers.</a>	P	
<a href="#">Industrial, residential, and public and institutional uses except as allowed in Table 2.12.300</a>	P	

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

E. [Formula Food Establishments](#). The City of Sisters has developed a unique community character in its commercial districts. The City desires to maintain this unique character and protect the community's economic vitality by ensuring a diversity of businesses with sufficient opportunities for independent entrepreneurs. To meet these objectives, the City does not permit Formula Food Establishments within this zone.

**2.12.400 300 Lot Requirements Development Standards**

Lot requirements for the Sun Ranch Tourist Commercial district will be determined by the spatial requirements for that use, associated landscape areas, and off-street parking requirements. The following property development standards shall apply to all land, buildings, and uses in the Sun Ranch Tourist Commercial District.

Table 2.12.2

<u>Development Standard</u>	<u>Tourist Commercial District</u>	<u>Comments/Other Requirements*</u>
<u>Minimum Lot Area</u>	<u>Lot size determined by spatial requirements for proposed use and associated landscaping and parking.</u>	
<u>Height Regulations</u>	<u>40 feet</u>	<u>Compliance with the requirements of the Runway Protection Zone is required.</u>
<u>Front Yard Setbacks</u>	<u>New buildings shall be at least 10 feet from property line.</u>	
<u>Side Yard Setbacks</u>	<u>No minimum side yard setback.</u>	
<u>Rear Yard Setbacks</u>	<u>No minimum side yard setback.</u>	
<u>Lot Coverage</u>	<u>No maximum lot coverage standard but must comply with landscape, parking and circulation standards.</u>	
<u>Buffering</u>	<u>Any outside storage area including trash/recycling receptables shall be buffered by masonry wall, site obscuring fence or other materials compatible with color of primary structures on site.</u>	

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<p><u>Landscaping</u></p>	<p>A minimum of 10 percent of the gross site area shall be landscaped according to section <u>3.2 Landscaping and Screening.</u></p>	
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**2.12.500 Height Regulations**

No building or structure shall be hereafter erected, enlarged or structurally altered to exceed a height of 30 feet.

**Commented [JS11]:** Allows for three stories - or tall ceiling on first floor and a floor above (apartment or similar).

**2.12.600 Setbacks and Buffering**

All building setbacks within the Sun Ranch Tourist Commercial district shall be measured from the property line to the building wall or foundation, whichever is less.

Decks and/or porches greater than 30" in height that require a building permit are not exempt from setback standards. Setbacks for decks and porches are measured from the edge of the deck or porch to the property line. The setback standards listed below apply to primary structures as well as accessory structures. A Variance is required in accordance with Chapter 5.1 to modify any setback standard.

**A. Front Yard Setback**

New buildings shall be at least ten feet from the front property line except buildings and structures adjacent to Camp Polk Road or Barclay Drive shall have a minimum of a 20-foot setback from the edge of the right of way.

**B. Side Yard Setback**

There is no minimum side yard setback required except where clear vision standards apply. However, structures adjacent to Camp Polk Road or Barclay Drive shall have a minimum of a 20-foot setback from the edge of the right of way. Buildings shall conform to applicable fire and building codes.

**C. Rear Yard Setback**

There is no minimum rear yard setback required except where clear vision standards apply. However, structures adjacent to Camp Polk Road or Barclay Drive shall have a minimum of a 20-foot setback from the edge of the right of way. Buildings shall conform to applicable fire and building codes.

**D. Buffering**

Any outside storage area (including trash/recycling receptacles) associated with a use on any site shall be buffered by masonry wall, site-obscuring fencing or other measures using materials that are compatible with the color and materials of the primary buildings on site.

#### **2.12.700 Lot Coverage**

There is no maximum lot coverage requirement, except that complying with other sections of this code (landscape and pedestrian circulation, parking, etc.) may preclude full lot coverage for some land uses.

#### **2.12.800-400 Off-Street Parking**

The off-street parking requirements for uses in the Sun Ranch Tourist Commercial district ~~may be satisfied by off-site parking lots or garages~~ shall meet the standards in ~~per Chapter 3.3 – Vehicle and Bicycle Parking~~. Parking Location and Shared Parking. Parking requirements for uses are established by Chapter ~~3.3 – Vehicle and Bicycle Parking~~, of the Sisters Development Code.

#### **2.12.900 Landscape Area Standards**

A minimum of 10 percent of the gross site area of proposed developments shall be landscaped according to Chapter ~~3.2~~ of the Sisters Development Code.

#### **2.12.1000 Special Standards for Certain Uses**

##### **A. Neighborhood Market and Laundry Establishment**

A neighborhood market and self-serve laundry establishment shall:

1. ~~Be focused on meeting the needs of the Sun Ranch Mixed Use Community residents, workers and guests.~~
2. ~~Such uses shall not operate past 10:00 p.m.~~
3. ~~Structures housing such uses shall be setback from Camp Polk Road and Barclay Drive by at least 60 feet.~~
4. ~~Structures housing such uses shall not exceed 1000 square feet, excluding storerooms.~~

##### **B. Cottages**

1. ~~A maximum of 30 cottage units are permitted in the Sun Ranch Tourist Commercial Zone.~~

#### **2.12.1100 Design Theme**

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A.— All structures proposed within the Sun Ranch Tourist Commercial district shall be consistent with the early 1900's Rural Farm/Ranch House design standards outlined below. Figures 2.12.1100 A and B provide illustrations of examples of architectural styles that are consistent with the theme.

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1.— Era. Rural farm and ranches of the early 1900s.

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2.— Architecture. Buildings shall be designed to emulate rural farm and ranch outbuildings of the era. Such buildings typically have simple gable and shed roof forms, small pane wood windows and wooden doors.

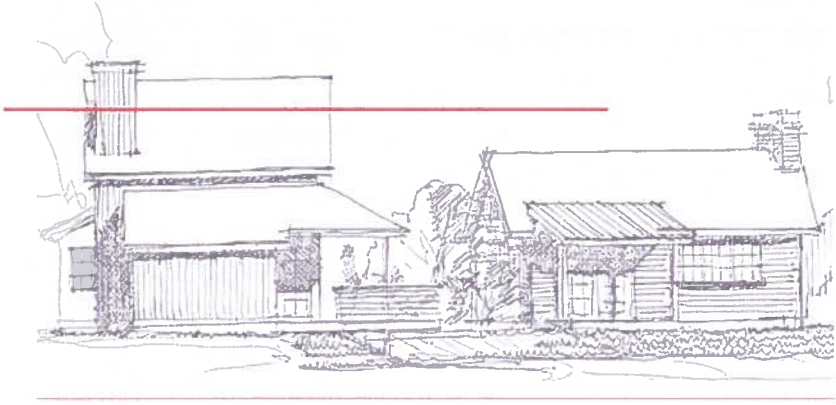
3.— Exterior Materials. Rough sawn boards and/or board and batten walls, rough stone and brick. Dimensional composition shingle roofs.

4.— Roof Pitches. A majority of 8:12 pitched main roof forms, with 6:12 and 4:12 sheds.

Figure 2.12.1100 A

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Addition to Chapter 1.3.300 Meaning of Specific Words and Terms

Lodging establishment - any hotel, motel, resort, building, or structure that is used to provide sleeping accommodations to the public for charge.

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**Chapter 2.12 –  
 Sun Ranch Tourist Commercial (TC)**

Sections:

- 2.12.100 Purpose**
- 2.12.200 Uses**
- 2.12.300 Development Standards**
- 2.12.400 Off-Street Parking**

**2.12.100 Purpose**

The purpose of the Sun Ranch Tourist Commercial district is to establish a variety of uses associated with tourism such as options for overnight accommodations, dining, entertainment, and recreation and to provide gathering space and uses that attract business travelers, tourists and members of the Sisters community alike.

**2.12.200 Uses**

- A. Permitted uses. Uses permitted in the TC District are listed in Table 2.12.1 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 allowed in the TC District subject to special provisions are listed in Table 2.12.1 with a reference to the applicable Sisters Zoning Code standard.
- C. Conditional uses. Uses that are allowed in the TC District with approval of a conditional use permit are listed in Table 2.12.1 with 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](#) – Code Interpretations.

Land Use Category	Permitted/Special Provisions/Conditional Uses
<b>Commercial Uses</b>	
Hotel & Lodging Establishments.	P
Hostel	P
Eating and Drinking Establishments	P See section 2.5.300L

**DRAFT**

<b>Land Use Category</b>	<b>Permitted/Special Provisions/Conditional Uses</b>
Neighborhood Market	P See section 1.3
Community Centers and similar uses	P
Cideries, Distilleries, Wineries and Breweries	P See section 2.5.300L
RV Park, including caretaker's residence.	P
Park	P
Similar uses.	P See section 4.8 Code Interpretations.
Accessory uses.	P
<b>Prohibited Uses</b>	
Auto-dependent uses and drive-through uses.	

**2.12.300 Development Standards**

The following property development standards shall apply to all land, buildings, and uses in the Sun Ranch Tourist Commercial District.

**Table 2.12.2**

<b>Development Standard</b>	<b>Tourist Commercial District</b>	<b>Comments/Other Requirements</b>
Minimum Lot Area	Lot size determined by spatial requirements for proposed use and associated landscaping and parking.	
Height Regulations	30 feet	Compliance with the requirements of the Runway Protection Zone is required.

**DRAFT**

Front Yard Setbacks	New buildings shall be at least 10 feet from property line.	
Side Yard Setbacks	No minimum side yard setback.	
Rear Yard Setbacks	No minimum side yard setback.	
Lot Coverage	No maximum lot coverage standard but must comply with landscape, parking, and circulation standards.	
Buffering	Any outside storage area including trash/recycling receptables shall be buffered by masonry wall, site obscuring fence or other materials compatible with color of primary structures on site. See Section 3.2, Landscaping and Screening.	

**2.12.400 Off-Street Parking**

The off-street parking requirements for uses in the Sun Ranch Tourist Commercial district shall meet the standards in Chapter [3.3 – Vehicle and Bicycle Parking](#).

**DRAFT**

**Chapter 1.3 – Definitions**

The following definition is proposed for section 1.3 of the Sisters Development Code as part of the text amendment for the Sun Ranch Tourist Commercial District. It is proposed to provide clarity on what types of development or structures qualify as lodging establishments to remove uncertainty.

Addition to Chapter 1.3.300 Meaning of Specific Words and Terms

Lodging establishment - any hotel, motel, resort, building, structure, or other habitable space that is used to provide sleeping accommodations to the public for charge.

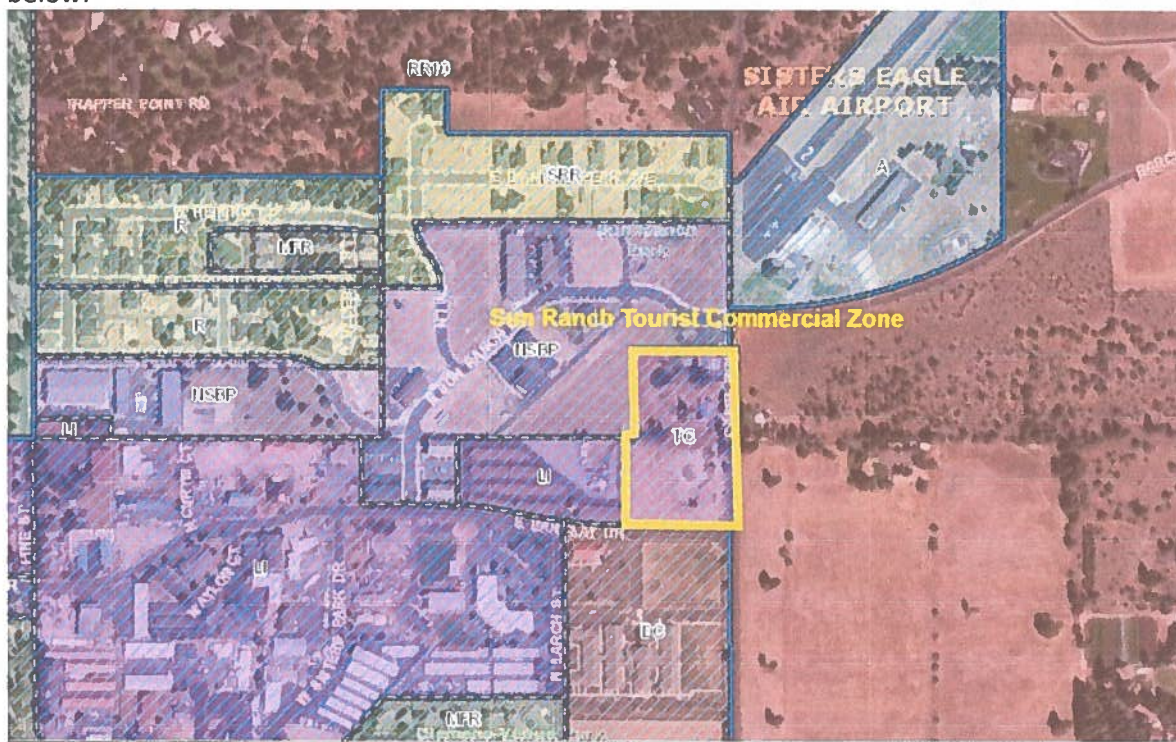
### Neighborhood Meeting Notice

A neighborhood meeting will be held to discuss proposed text amendments to section 2.12 of the Sisters Development Code, the Sun Ranch Tourist Commercial Zone and section 1.3, Definitions.

**WHEN/WHERE:** The meeting will be held at Sisters Coffee Company at 273 W Hood Avenue, Sisters, 97759 on Wednesday, January 10, 2024, at 5:00pm.

**PROPOSAL:** Text Amendments to Chapters 1.3 (Definitions) and 2.12 of the Sisters Development Code (Sun Ranch Tourist Commercial Zone). The amendments clarify what types of uses are permitted within the Sun Ranch Tourist Commercial Zone and to permit additional uses within the Sun Ranch Tourist Commercial Zone.

**PROPERTY LOCATION:** The Sun Ranch Tourist Commercial zone is located at the northwest corner of Camp Polk Road and E. Barclay Avenue and is shown outlined in yellow on the map below:



The Sun Ranch Tourist Commercial Zone applies to roughly 6.20 acres of property described as:

- 15-10-04, Tax lot 1101 (69013 Camp Polk Road)
- The southern 100+/- feet of tax lot 1900 on Map 15-10-04BD (575 E Sun Ranch Drive)
- The southern 100+/- feet of tax lot 1901 on Map 15-10-04BD (No address)

**OWNER:** Lake House Inn, LLC, 160 S. Oak Street, #147, Sisters, OR 97759

The Text Amendment application is proposed to clarify what types of uses are permitted within the Sun Ranch Tourist Commercial Zone, add specific uses that will be permissible in the zone, remove specific uses permissible in the zone, and edit for consistency with other sections of the Sisters Development Code. The proposed amendments are aimed at modernizing the zoning district language while staying consistent with the purpose of the zone (including uses that cater to tourists and local community members).

***Please note, this Text Amendment application seeks only to approve the proposed text changes to the Sisters Development Code. The application does not seek approval of any specific development proposal for the zone or the applicant's property.*** A future site design review application and associated building permits will need to be approved by the city of Sisters prior to any specific development on site.

Attached is a draft copy of the proposed amended version of the Sun Ranch Tourist Commercial Zone, and a draft copy of the proposed amendment to section 1.3, Definitions within the Sisters Development Code. To view the current Sun Ranch Tourist Commercial Zoning district please visit the following URL:

<https://www.codepublishing.com/OR/Sisters/#!/SistersDevCode02/SistersDevCode0212.html#2.12>

The neighborhood meeting will allow the property owners and their consultant team to present the proposed text amendments. There will be an opportunity for community members to ask questions about the proposed text amendments and associated items. The owner will submit an application for the text amendments to the city of Sisters for review following the neighborhood meeting.

Sun Ranch Tourist Commercial Text Amendment  
 Neighborhood Meeting  
 Wednesday, January 10, 2024  
 Sisters Coffee Company  
 Sign-in Sheet

NAME	ADDRESS	EMAIL
Rod Cooper	69274 Stetson	rod.cooper55@reagan.com
Kristy Cooper	" "	KristyC53@reagan.com
ERIK FITCHETT	575 SUN RANCH	ERIK.FITCHETT@CASCADESPIRITS.CO
Eric Strobel	69991 Meadow View Road	eric@edco.nf.com
Katie Beasley	575 SUN RANCH	Katie.Beasley@cascaDSPINTSCO.COM
Madiya Larrabee	SISTERS 310-733-8360	MadiLarrabee@y.com
Brielle Larrabee	SISTERS 541-654-6414	BrielleLarrabee@y.com
BEOFF SKIDMORE	903 E RANCH	BEOFFSKIDM@GMAIL






# RVs ☆☆☆ Move America ☆☆☆ ☆☆☆☆☆☆☆☆☆☆☆☆☆☆☆☆







## A \$140 BILLION AMERICAN INDUSTRY

### OREGON'S ANNUAL ECONOMIC IMPACT

# \$4 Billion

 <b>\$3 Billion</b> RV Manufacturers & Suppliers	 <b>\$866 Million</b> RV Sales & Services	 <b>\$652 Million</b> RV Campgrounds & Travel
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### SUPPORTS

 <b>1,395</b> Businesses	 <b>20,529</b> Jobs	 <b>\$1 Billion</b> Wages
 <b>\$482 Million</b> Taxes Paid	 <b>18,628</b> RVs Produced	 <b>\$559 Million</b> In Retail Value

# RVs

☆☆☆ Move America ☆☆☆

☆☆☆☆☆☆☆☆☆☆☆☆☆☆☆☆

## A \$140 BILLION AMERICAN INDUSTRY

### ANNUAL ECONOMIC IMPACT



**\$74 Billion**

RV Manufacturers & Suppliers



**\$31 Billion**

RV Sales & Services



**\$36 Billion**

RV Campgrounds & Travel

### SUPPORTS



**31,540**  
Businesses



**678,114**  
Jobs



**\$48 Billion**  
Wages



**\$14 Billion**  
Taxes Paid



**600,000**  
RVs Produced



**\$559 Million**  
In Retail Value

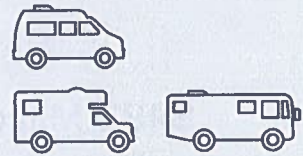
### 65 MILLION AMERICANS PLAN ON GOING RVING IN THE NEXT YEAR



**TOWABLE**



**MOTORIZED**



# Sisters Visitor Opportunities Study Survey Results

**ECONorthwest**  
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# Survey Summary

**ECON**Northwest

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# Survey Dates

Exhibit A

Survey Opened  
**August 12, 2021**

Survey Intercepts Conducted  
**Fri, August 13 – Mon, August 16, 2021**

Survey Closed  
**September 8, 2021**

- Intercept sites included:
  - Local **restaurants and shops** (Three Creeks Brewery, Sisters Coffee, Sisters Bakery)
  - **Trails, trailheads and rec sites** (Peterson Ridge, Wychus Creek, Three Creek Lake, Suttle Lake)
  - **Black Butte Ranch and Camp Sherman**
- Online distribution via email lists and social media:
  - **Creekside Campground, Sisters Folk, Quilt Festival, others**

# Survey Card



## SISTERS AREA VISITOR STUDY

Thank you for visiting the Sisters area!  
The community of Sisters and its regional stakeholders would like to learn more about your experience as a visitor.

Please scan this QR code—or visit the link below—to take our 10-minute survey to provide feedback about your trip.

Your responses will help the community of Sisters improve the visitor experience, plus you can enter to win an overnight stay at the GrandStay Hotel in Sisters and other awesome gift cards!



Please take this survey by September 6, 2021  
<https://www.surveymonkey.com/r/XXG00Y7>

This survey is being conducted by ECONorthwest on behalf of Crosscurrent Collective and the Sisters Destination Management project team that includes:

- City of Sisters
- Sisters Chamber of Commerce
- Sisters Country Economic Development
- Central Oregon Visitors Association
- U.S. Forest Service



Please take this survey by September 6, 2021  
<https://www.surveymonkey.com/r/XXG00Y7>

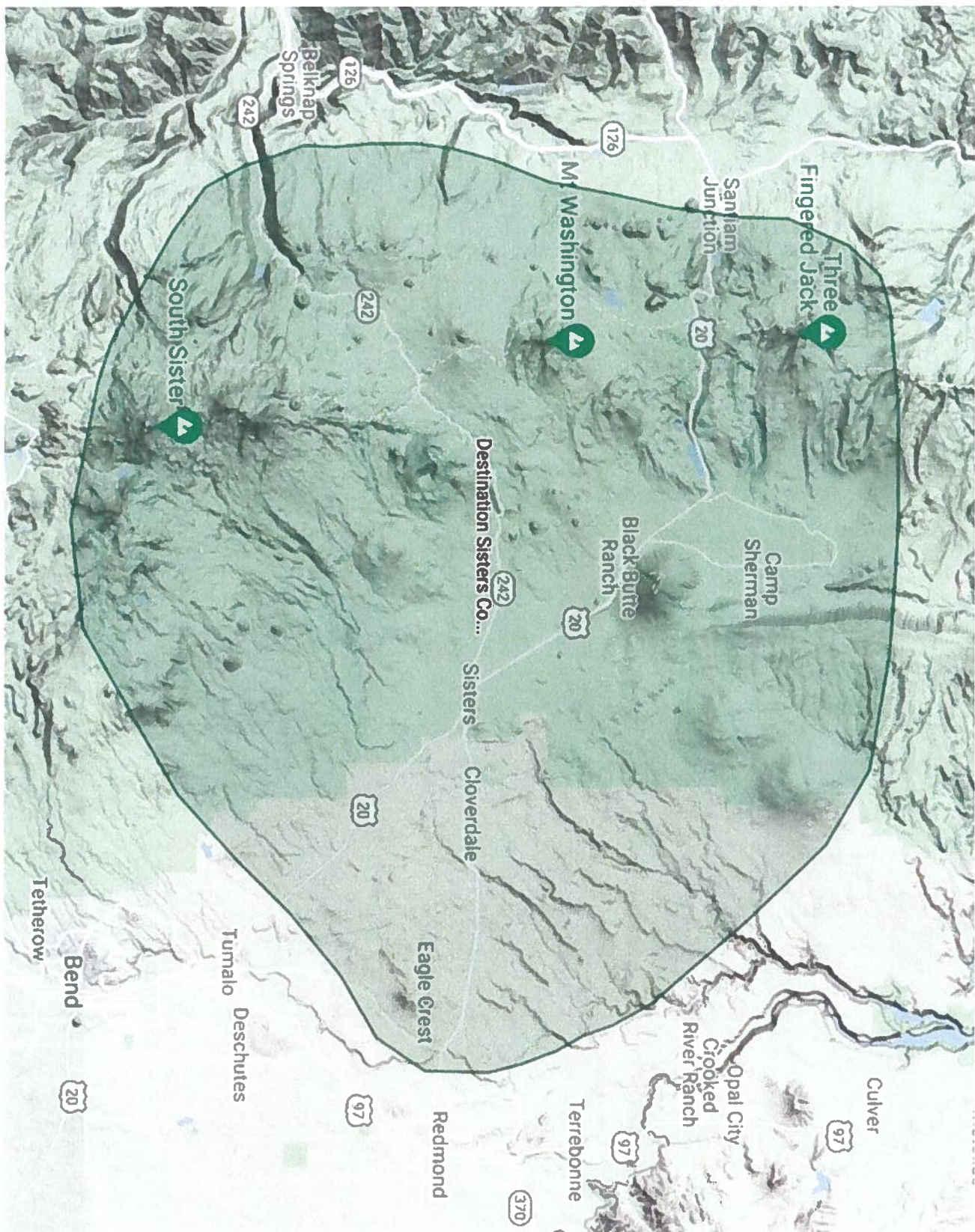


## **Sisters Visitor Opportunities Study**

### **Trip Overview**

1. Are you:

- A permanent resident of the Sisters area (Sisters, Black Butte, Camp Sherman)
- A temporary or seasonal resident of the Sisters area
- A visitor to the Sisters area



# “Sisters Area”



# Survey Response Rates

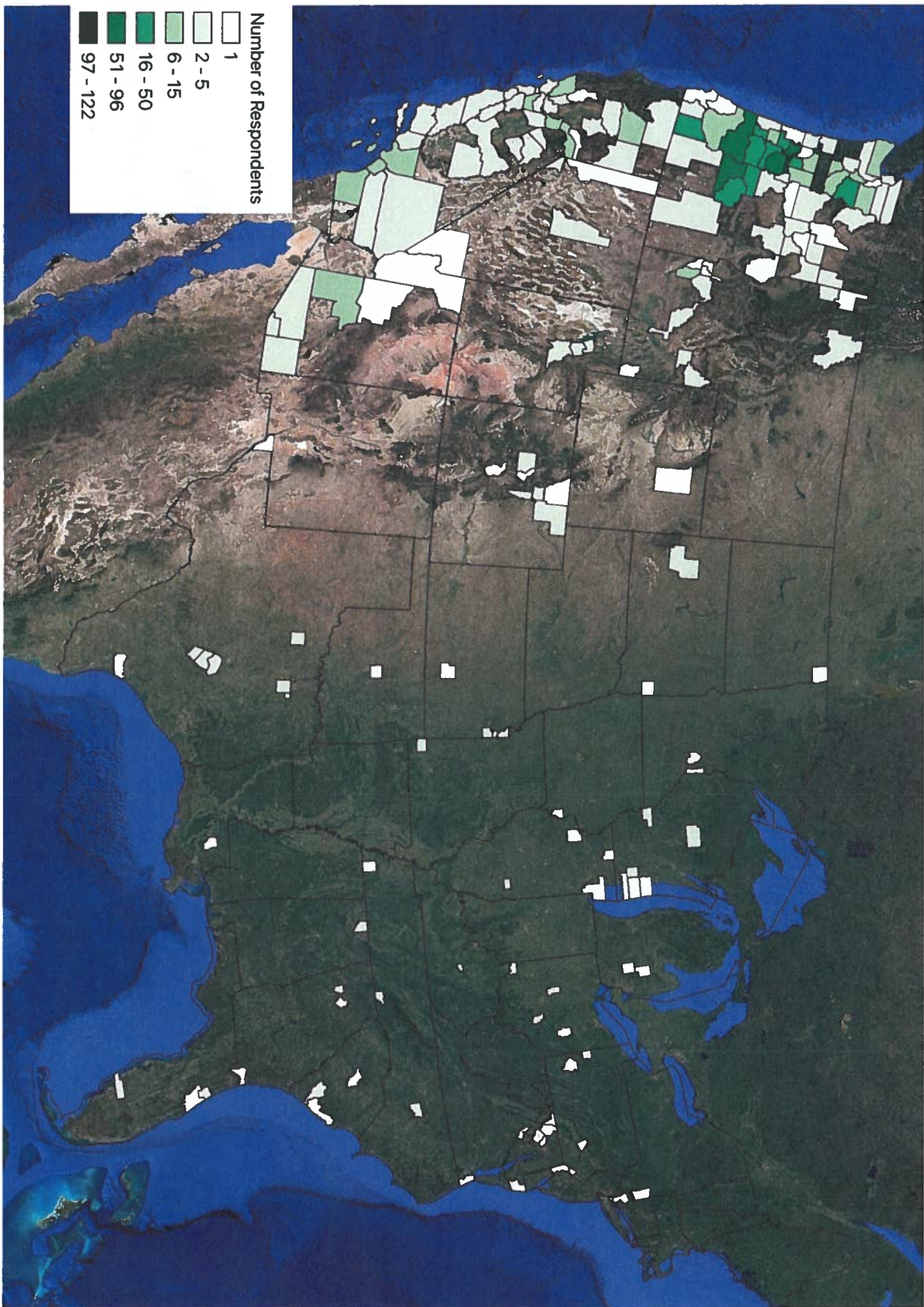
Exhibit A

<b>Total respondents:</b>	<b>1,470</b>
▪ <i>Total collected on-site:</i>	259
▪ <i>Total collected online:</i>	1,211
▪ <i>Incomplete surveys:</i>	(207)
<b>Total completed surveys:</b>	<b>1,263</b>

## Notes and Caveats:

- Majority of respondents were from events (folk festival, quilt show) and Creekside CG.
- Survey includes visitors to Sisters within previous 3 years.
- Visitor characteristics and motivations for festival, event, and campground visitors are different. Results from both the on-site only and full surveys are presented here.

# Where Did Respondents Visit From?



# Survey Respondents by State/County

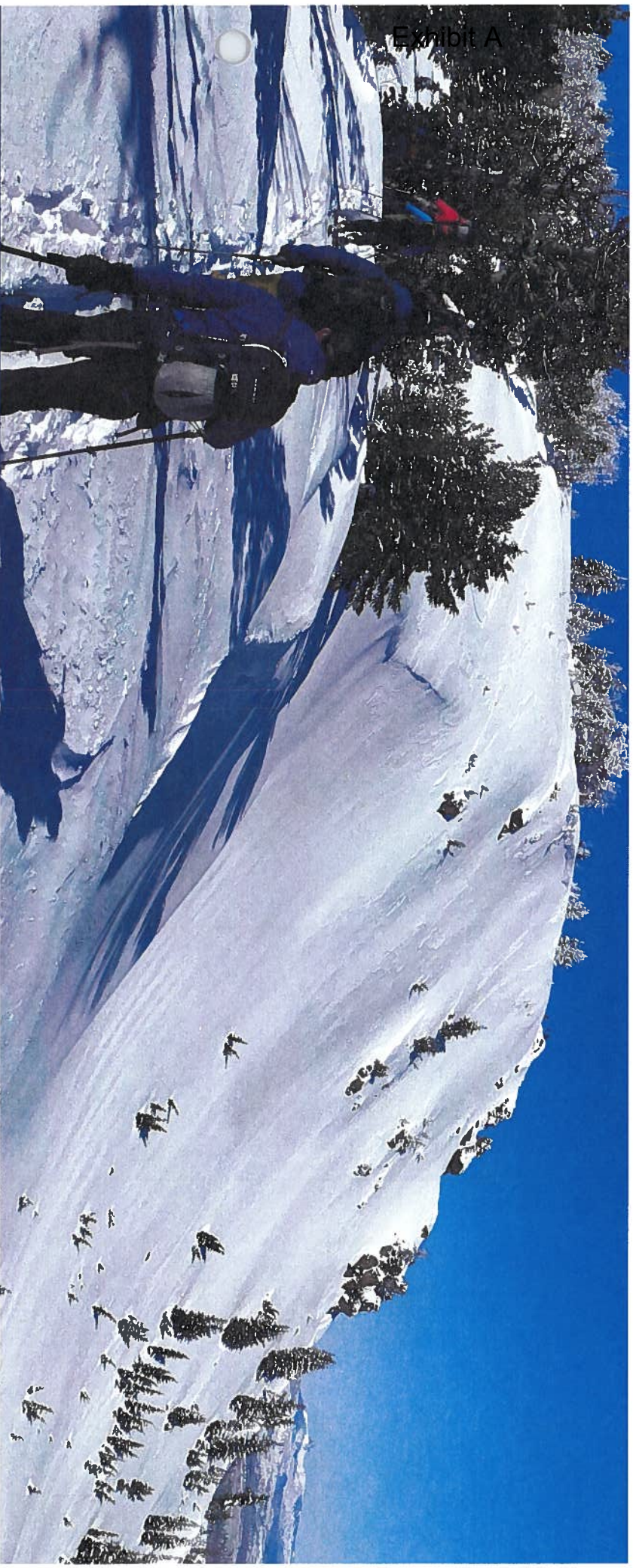
Exhibit A

## Total Responses by State/Region

Oregon:	721
Washington:	171
California:	140
Other western states:	90
Midwest:	34
South:	26
East:	24

### Top 5 counties:

- Multnomah County (122)
- Clackamas County (96)
- Deschutes County (80)
- Washington County (73)
- Lane County (58)



# Survey Results

**ECON**orthwest

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# Key Findings: Overall Summary

## Exhibit A

Visitors to Sisters are in general highly satisfied with their experience, but we find several key areas for improving visitor experience and encouraging repeat visits.

**Visitor profile:** Visitors tend to be older, traveling without children, on 3-4 night destination vacations staying with friends/family or vacation rentals.

**Most popular activities:** Restaurants, hiking, shopping, breweries, and visiting parks/natural areas are the most popular activities.

**Recreation sites:** McKenzie Pass/Santiam Pass Scenic Byway, Suttle Lake/Scout Lake, Three Sisters Wilderness, Smith Rock, Black Butte and Metolius River are the most popular recreation sites.

**Most important factors for visiting:** Scenic beauty, relaxation, and local dining were rated most important factors to visitors when deciding whether or not to visit.

**What visitors disliked:** Traffic, lack of availability of restaurants and accommodations, and affordability were among main complaints deterring people from visiting the area more.

**What visitors liked:** Restaurants/food, scenic beauty, events, and time spent with family were most common positive feedback from visitors.

**Future visits:** Most visitors are likely to return and would plan future visits of 3-5 nights. Not many are thinking of Sisters for a longer vacation (6+ nights).

**Why would they choose not to return?** Distance, cost and crowding are among main reasons people would choose not to visit again.

# On-Site Respondents vs. All Respondents

## Exhibit A

- Note, we assume that on-site surveys provide a more accurate representation of the average visitor to Sisters compared to the online sample, which was heavily weighted towards event and campground visitors. The on-site sample includes visitors intercepted in-person, and those who picked up a survey card at a local business.*
- In the summary analyses that follow, we use the on-site subsample (n=212) to describe visitor characteristics and activity participation, and the full sample (n=1263) to describe visitor satisfaction, trip planning, and written feedback. Graphic results for both the on-site subsample and full sample are included for each quantitative survey question in this presentation.*



# Section I: Visitor Overview

# Visitor Overview

Exhibit A

Visitors primarily stayed in Sisters or Black Butte

Staying with family and friends is the most common type of accommodation.

Only 27% of visitors stayed at a hotel, motel or resort.

About 25% stayed at a private rental and 20% of visitors camped.

Sisters was a destination trip, rather than a stopover on a trip to another destination for 56% of visitors.

Most travel by car or camper/RV, but other travelers, such as bikers and PCT hikers, are common.

Visitors tend to be older, traveling without children, on 3 to 4-night vacations.



## Average Group Size

3.2

Number of Adults

2.6

Number of Children

0.6

Percent of Visitors Traveling with Children

28%

## Percent of Visitors on Overnight Trips

71%

Average Length of Overnight Trips

3.8 nights

## Percent of Visitors on Day Trips

29%

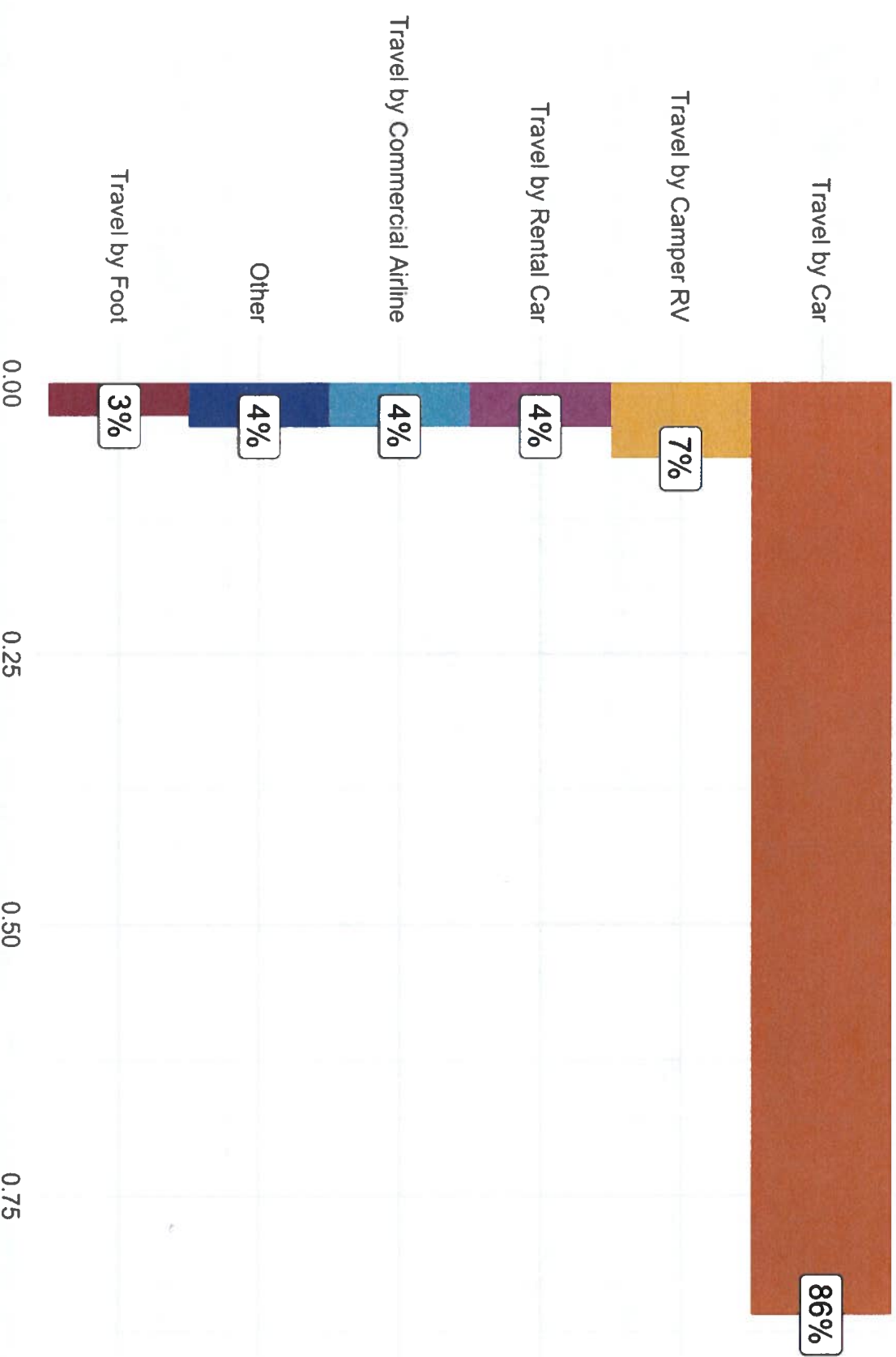
Average Length of Day Trips

4.6 hours

# Visitor Overview

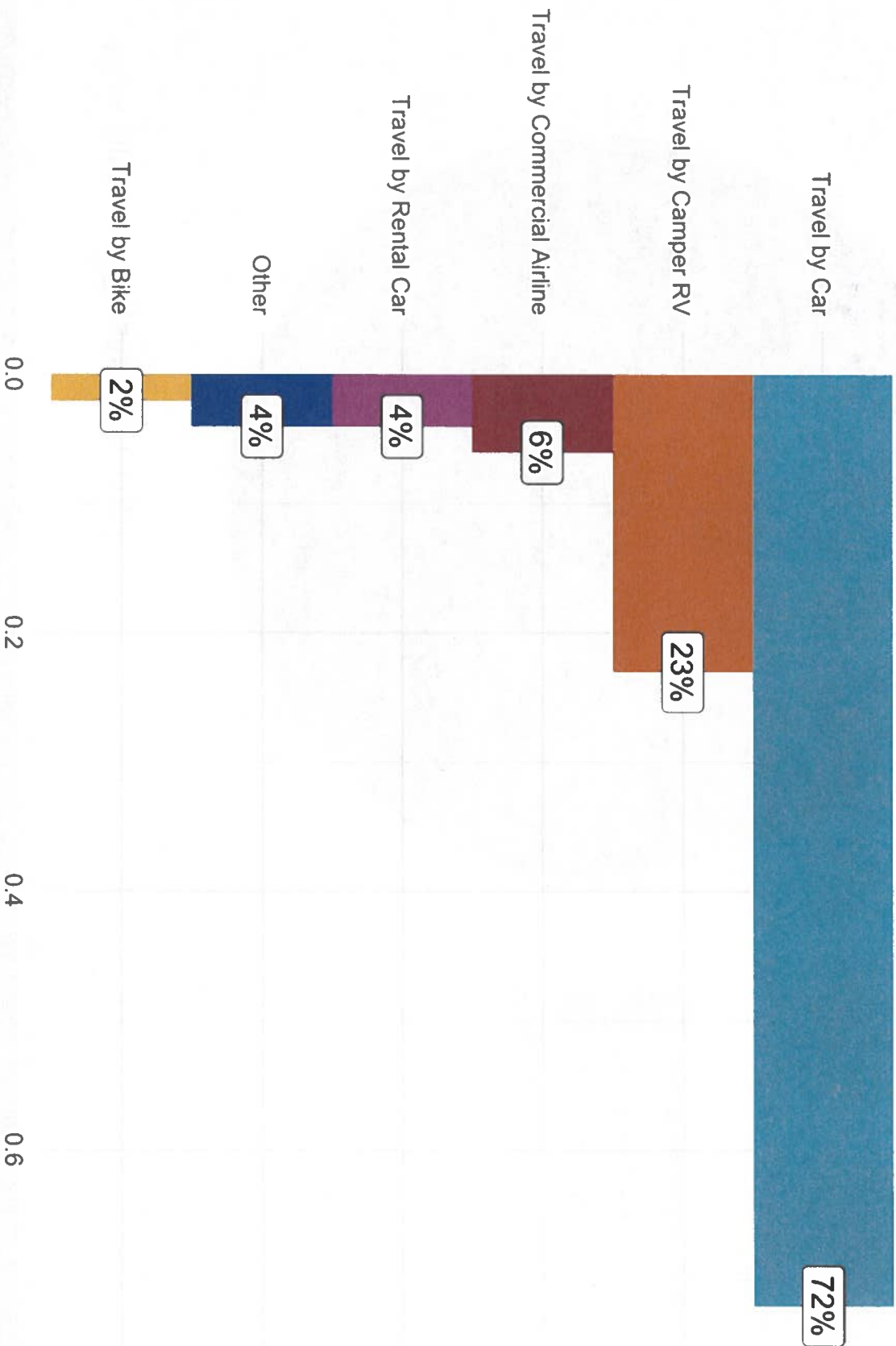
Exhibit A

## How Visitors Traveled to Sisters Area



On-site visitors only, n = 212

## How Visitors Traveled to Sisters Area



All visitors, n = 1263

## Was Sisters a Destination Trip?

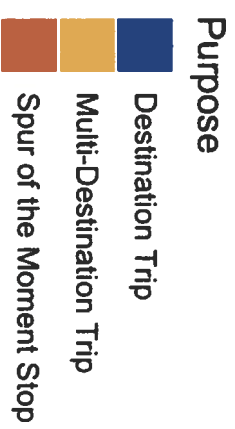
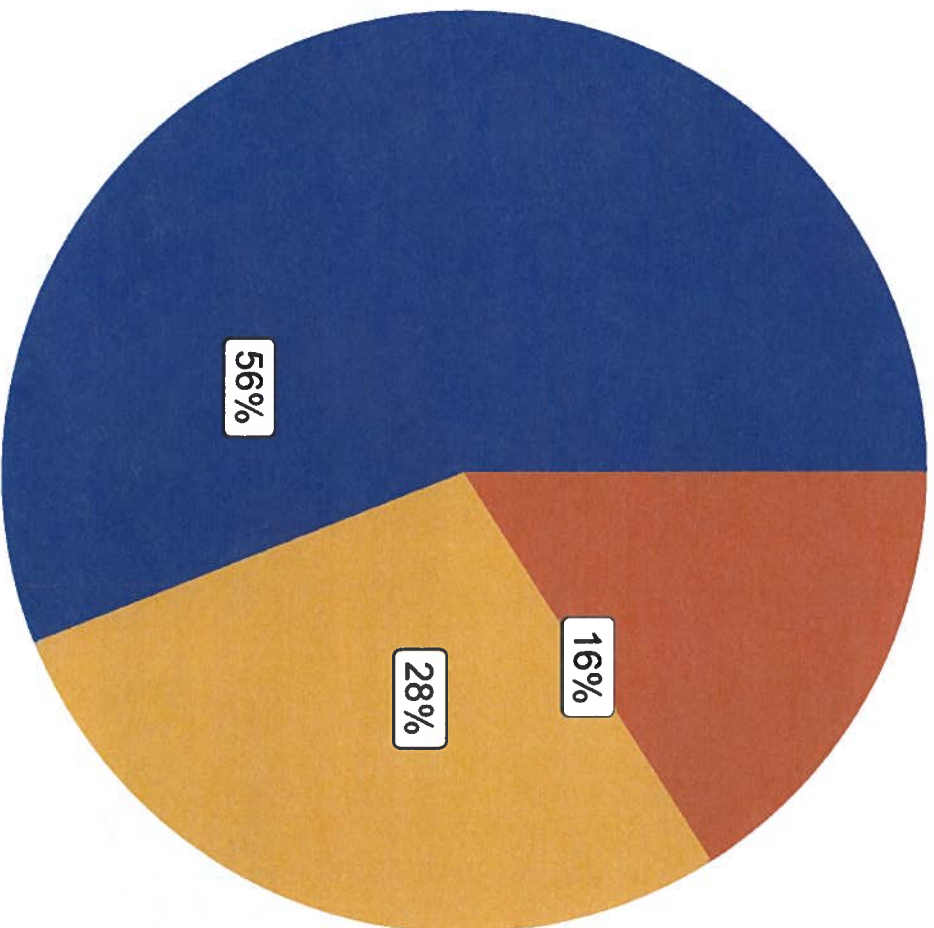
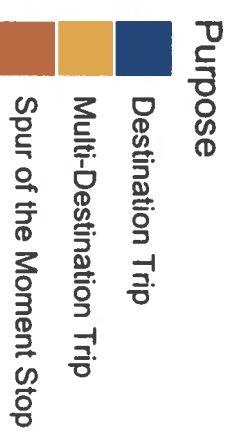
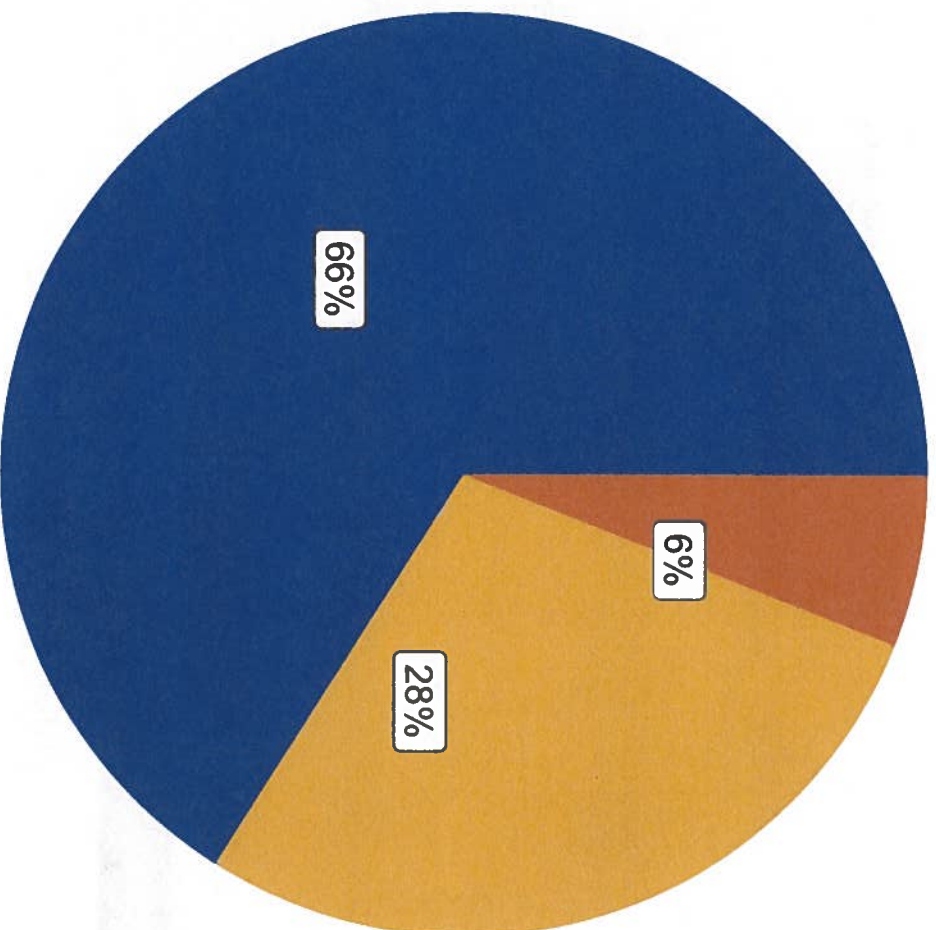


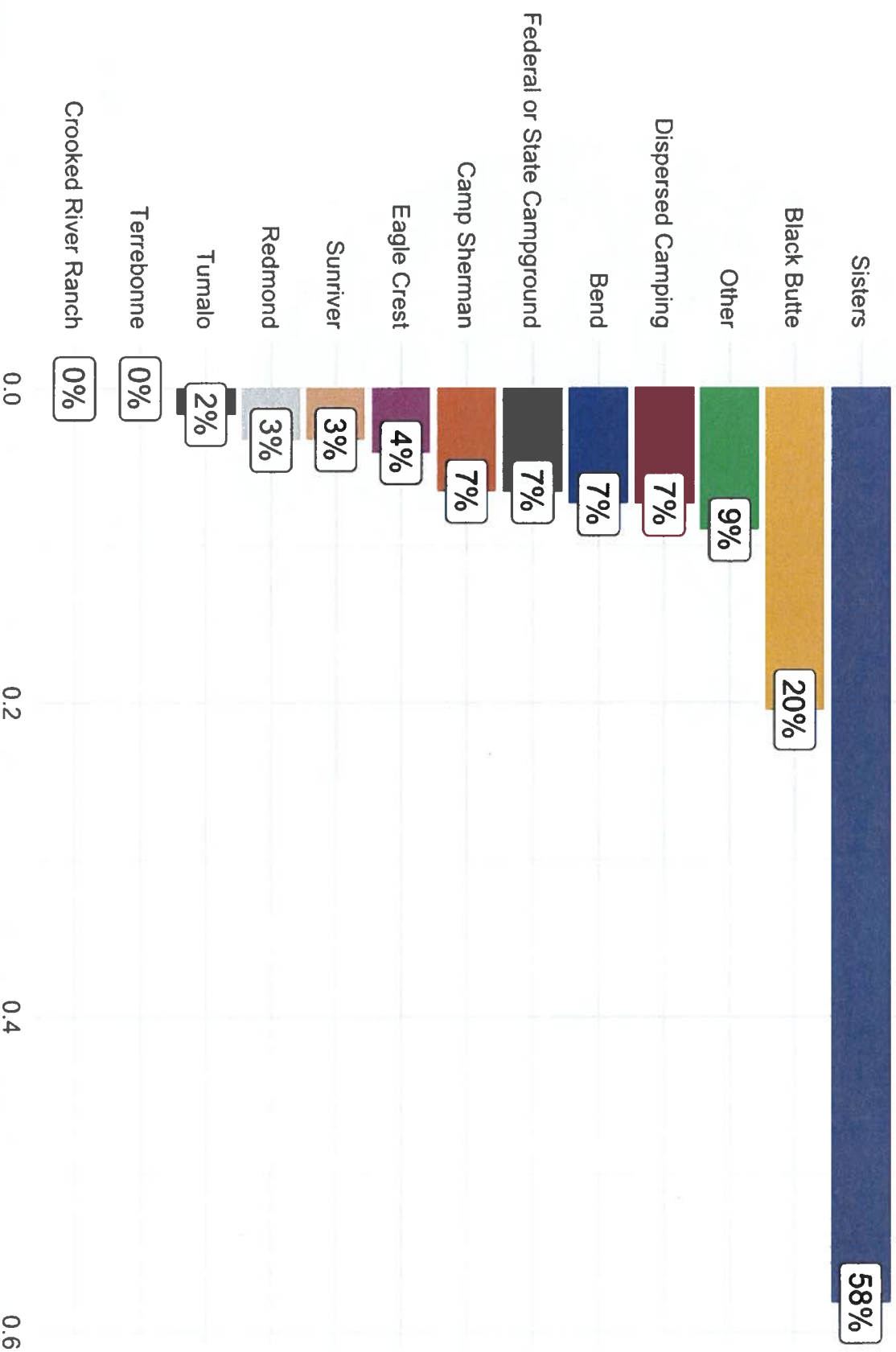
Exhibit A

## Was Sisters a Destination Trip?

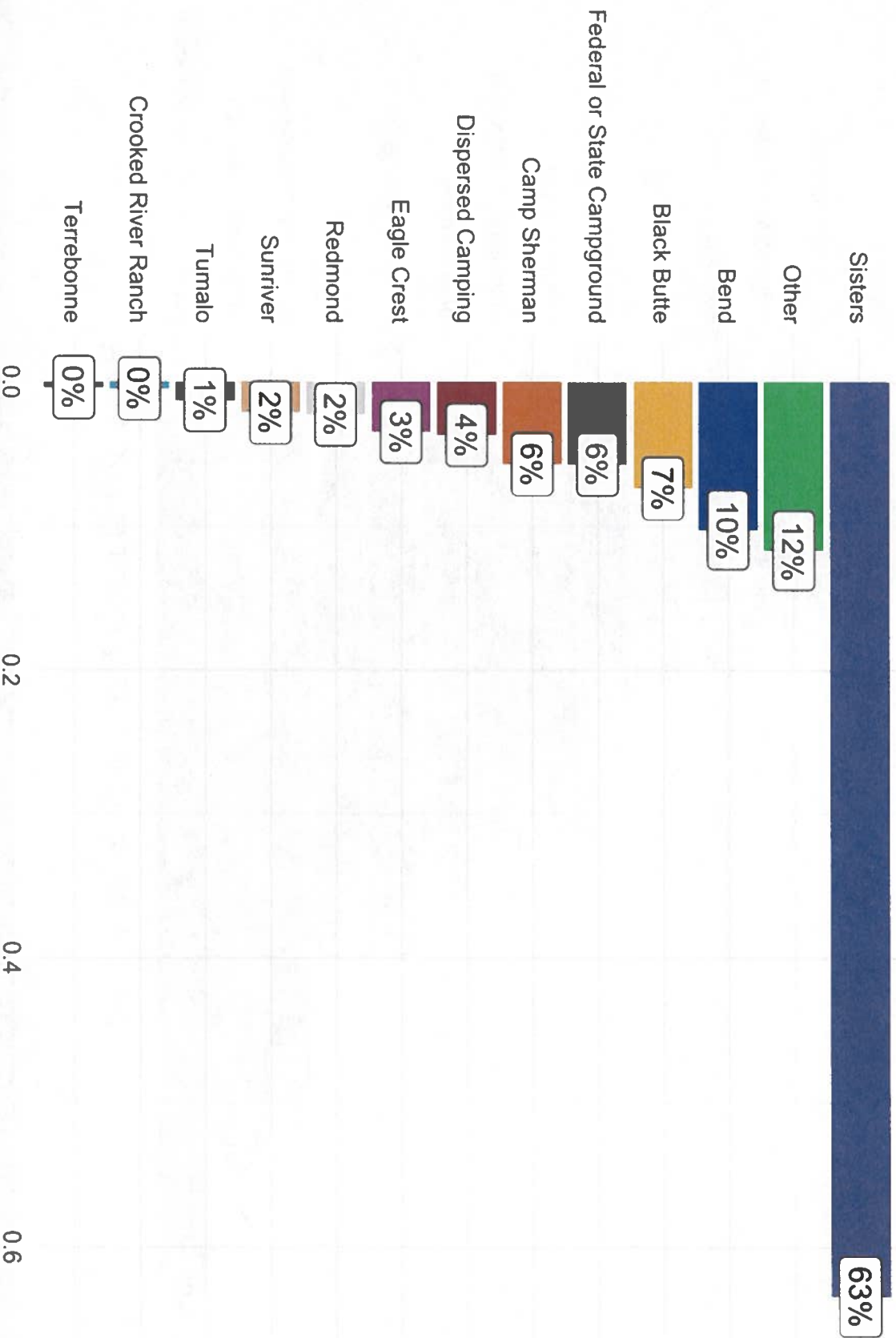


All visitors, n = 1263

## Places Stayed Overnight



## Places Stayed Overnight

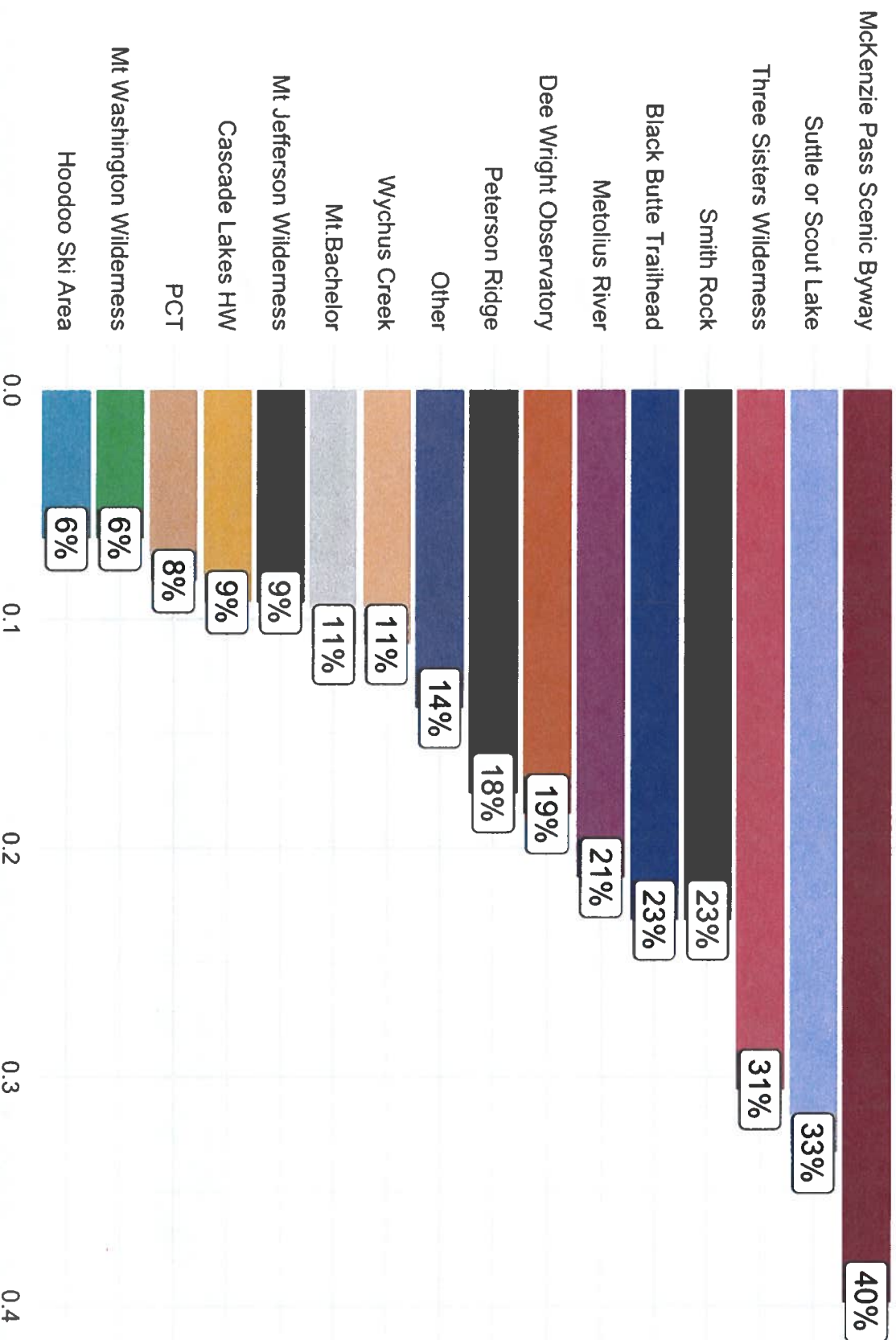


All visitors, n = 1263

# Visitor Overview

Exhibit A

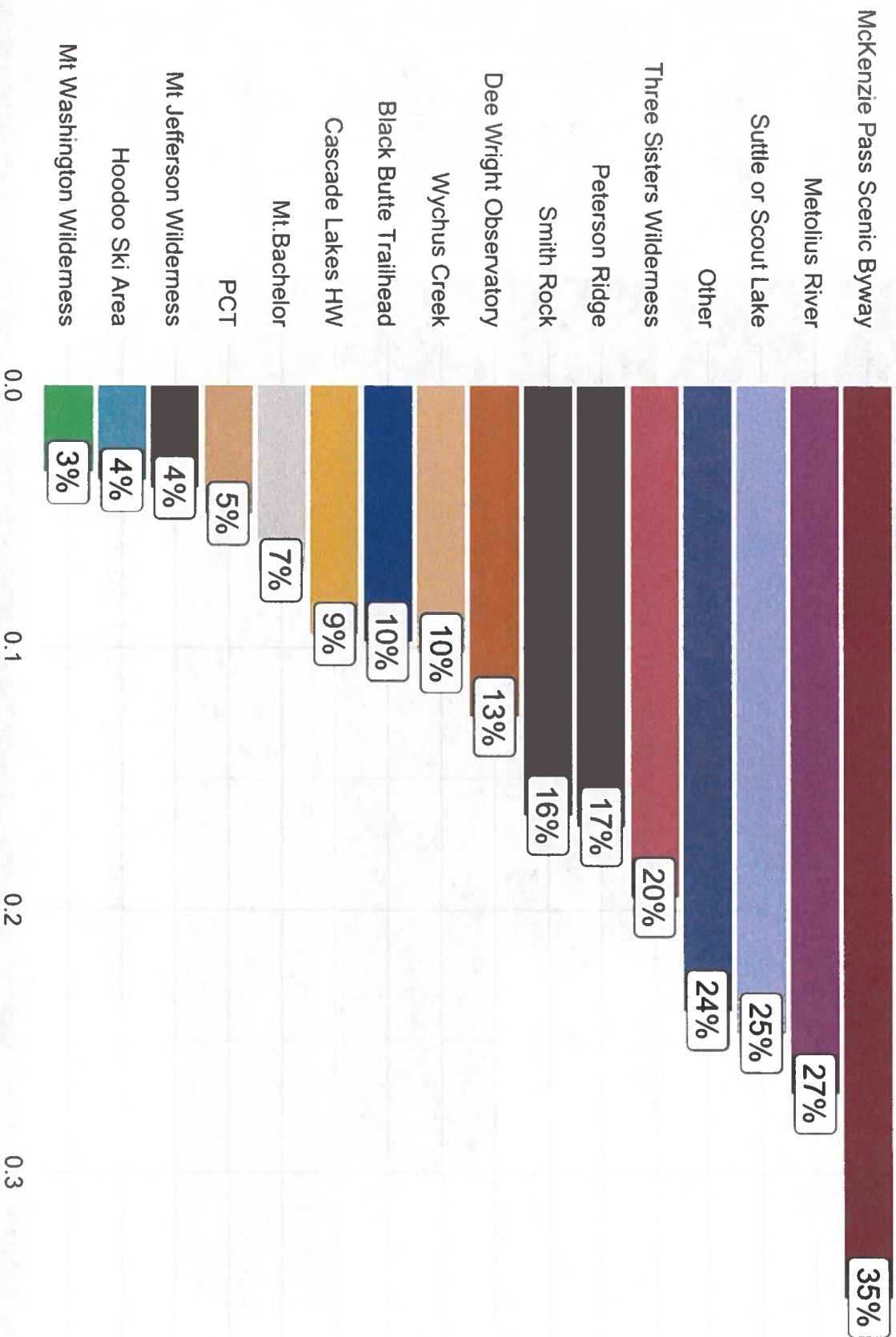
### Parks and Outdoor Recreation Sites Visited



On-site visitors only, n = 212



## Parks and Outdoor Recreation Sites Visited

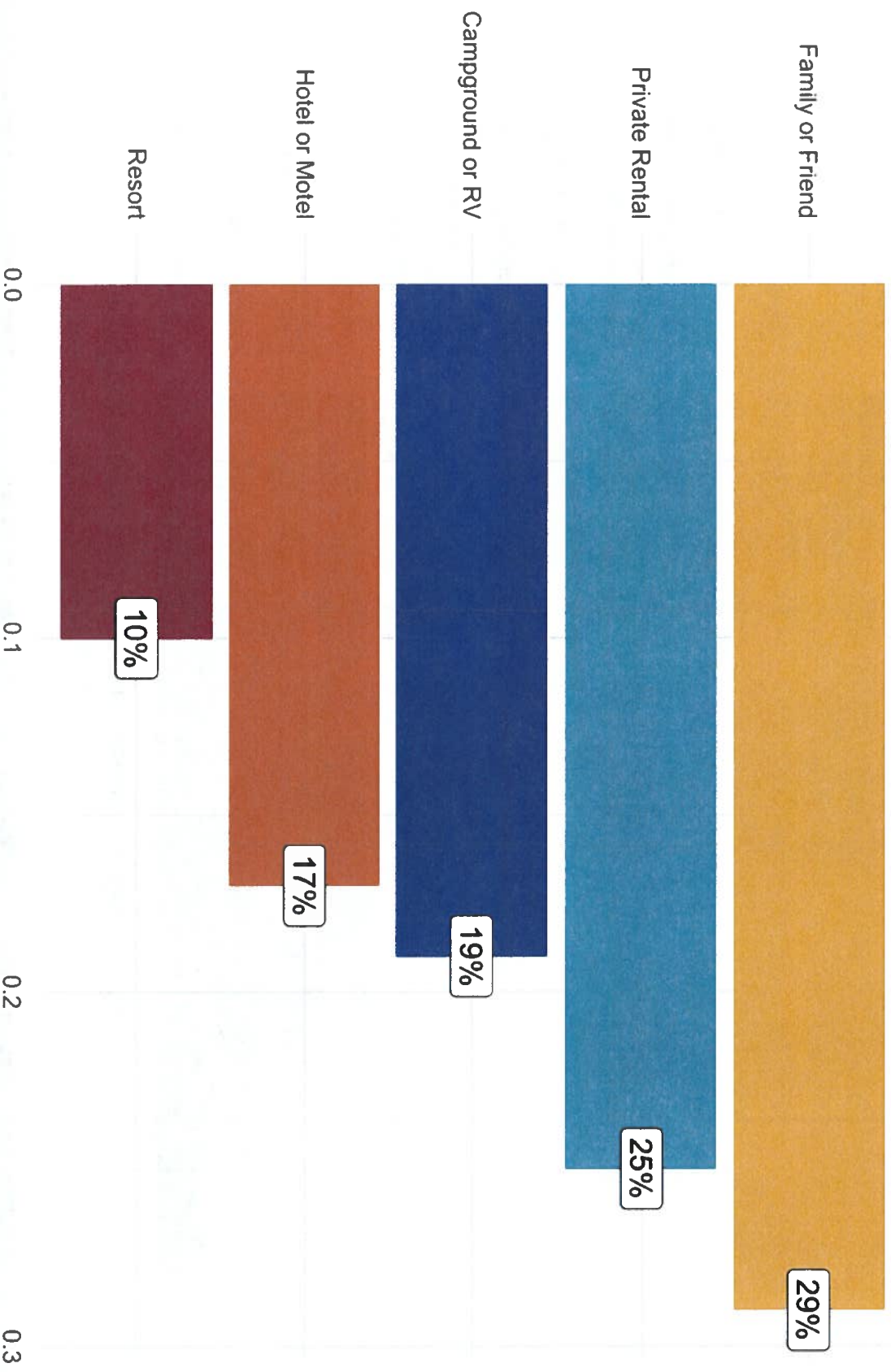


All visitors, n = 1263

# Visitor Overview

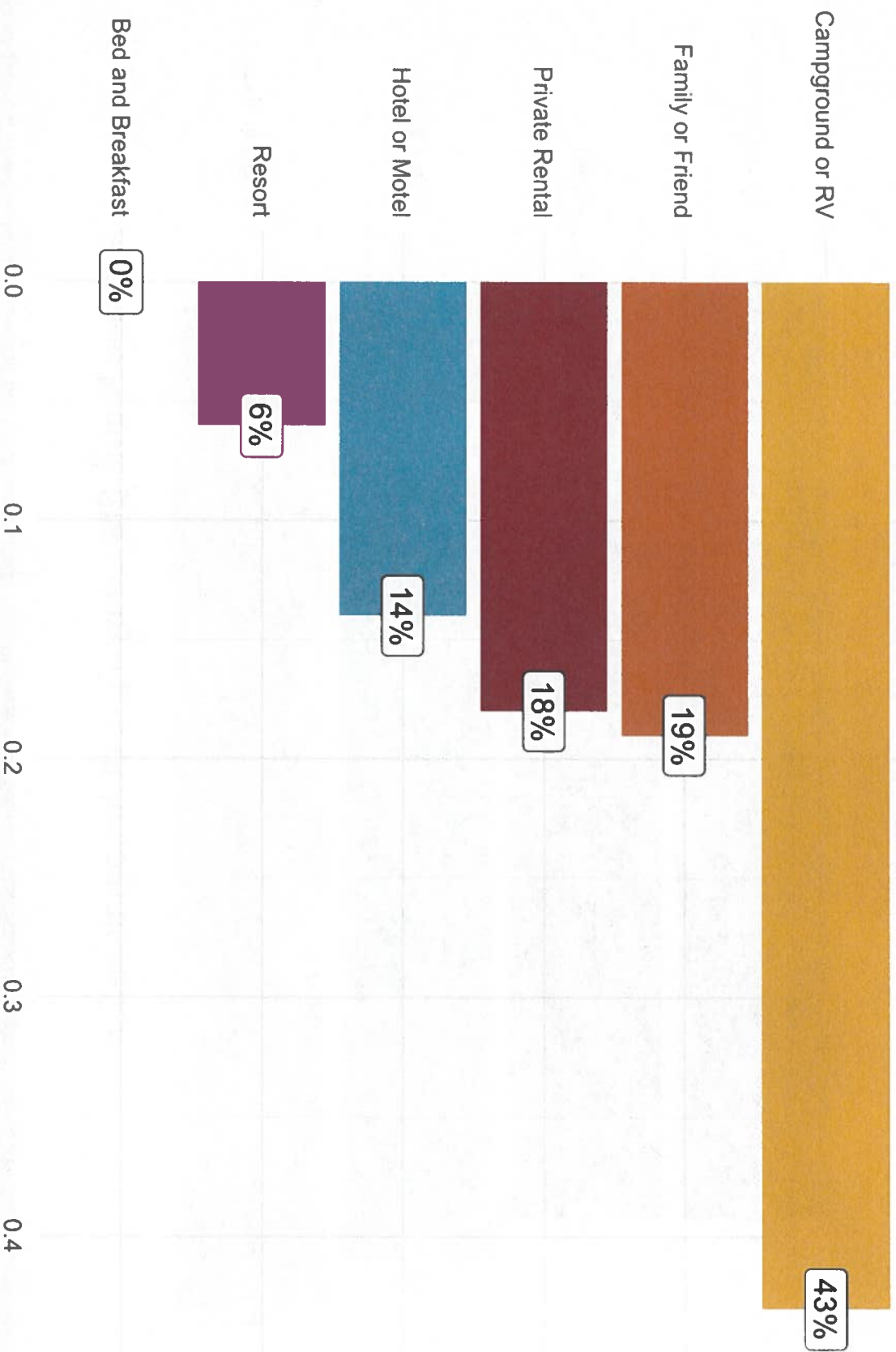
Exhibit A

### Proportion of Visitors by Type of Accommodation



On-site visitors only, n = 212

### Proportion of Visitors by Type of Accommodation

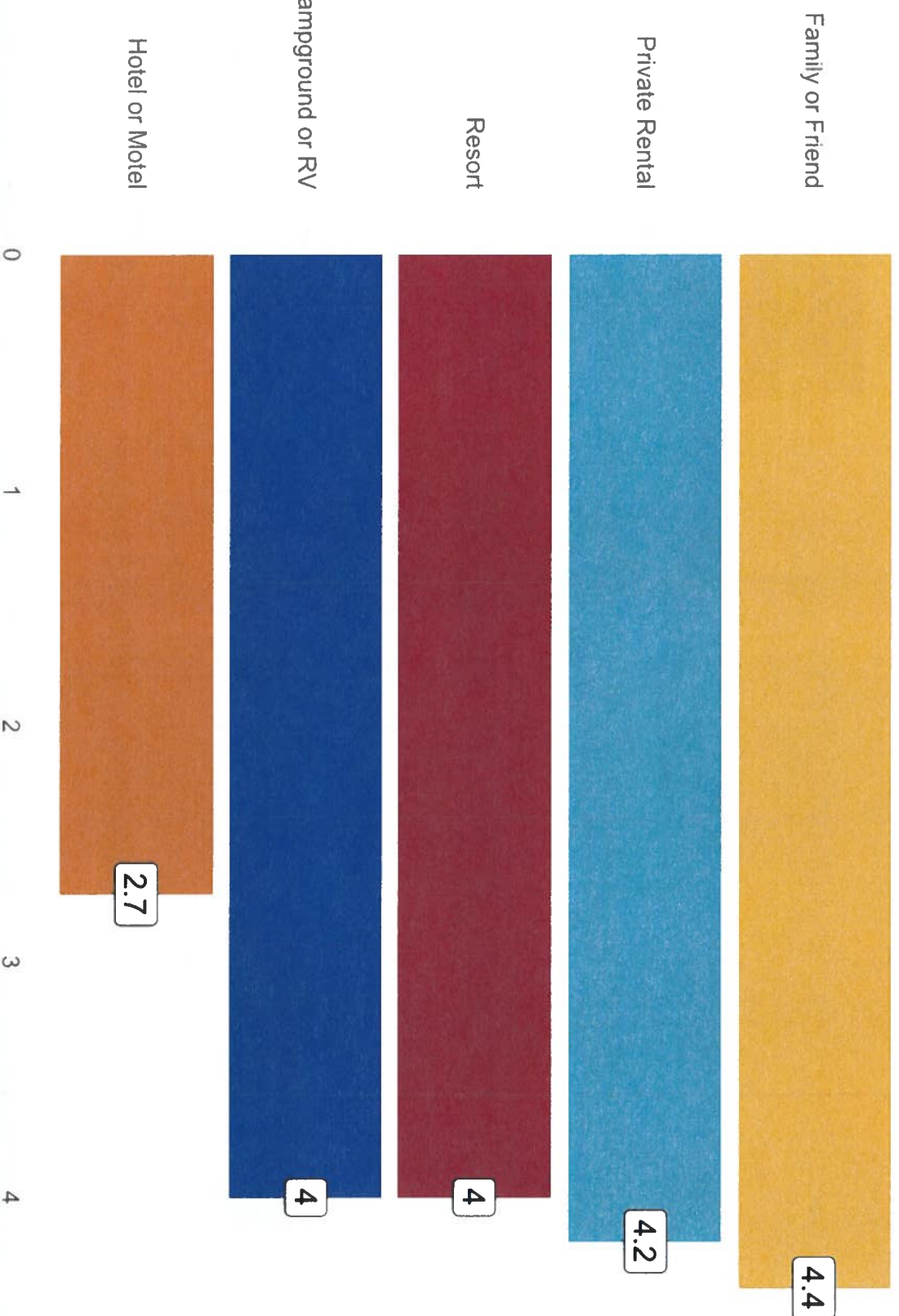


All visitors, n = 1263

# Visitor Overview

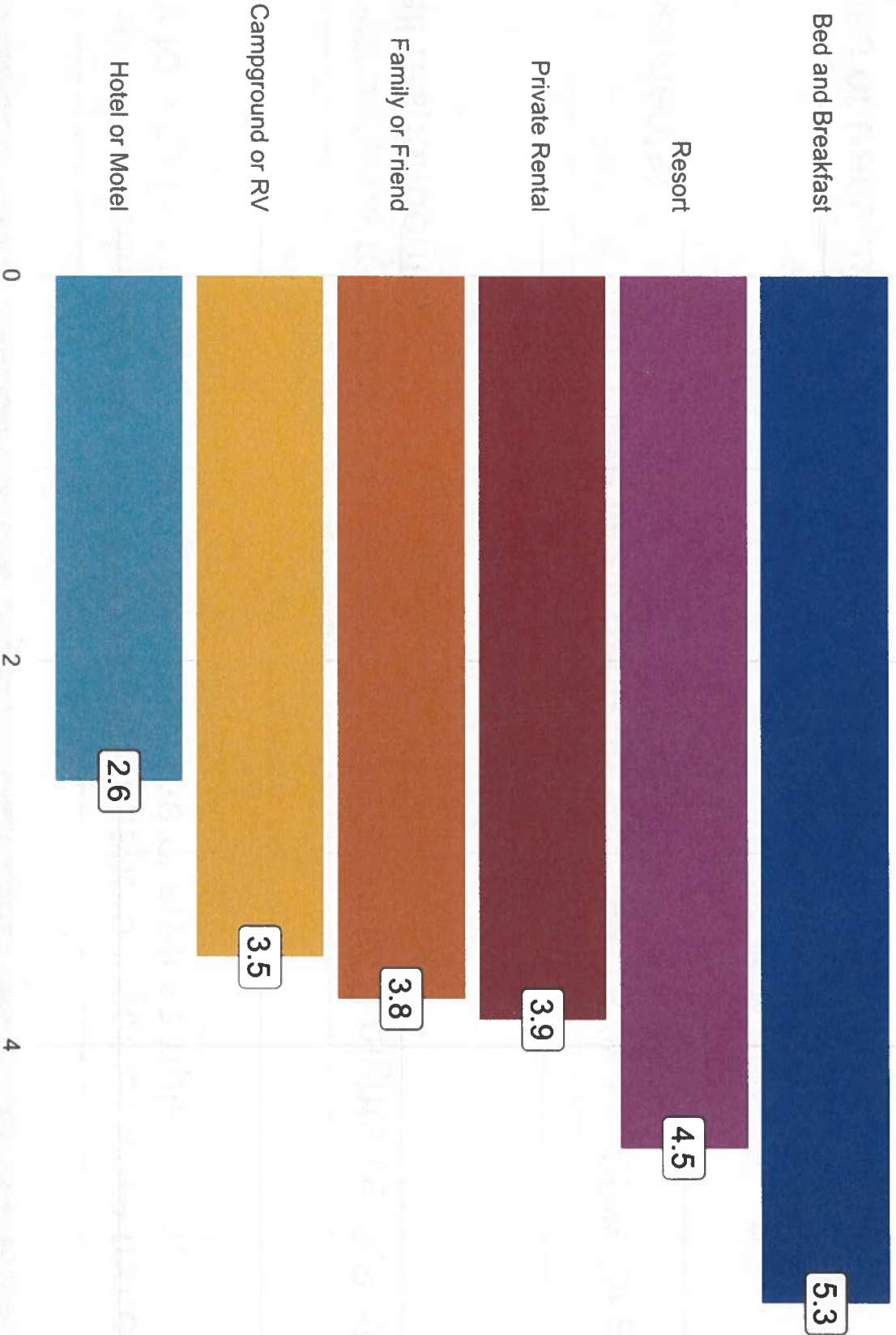
Exhibit A

Average Nights Stayed by Type of Accommodation



On-site visitors only, n = 2112

## Average Nights Stayed by Type of Accommodation



All visitors, n=1263

# Differences by Visitor Demographics

Exhibit A

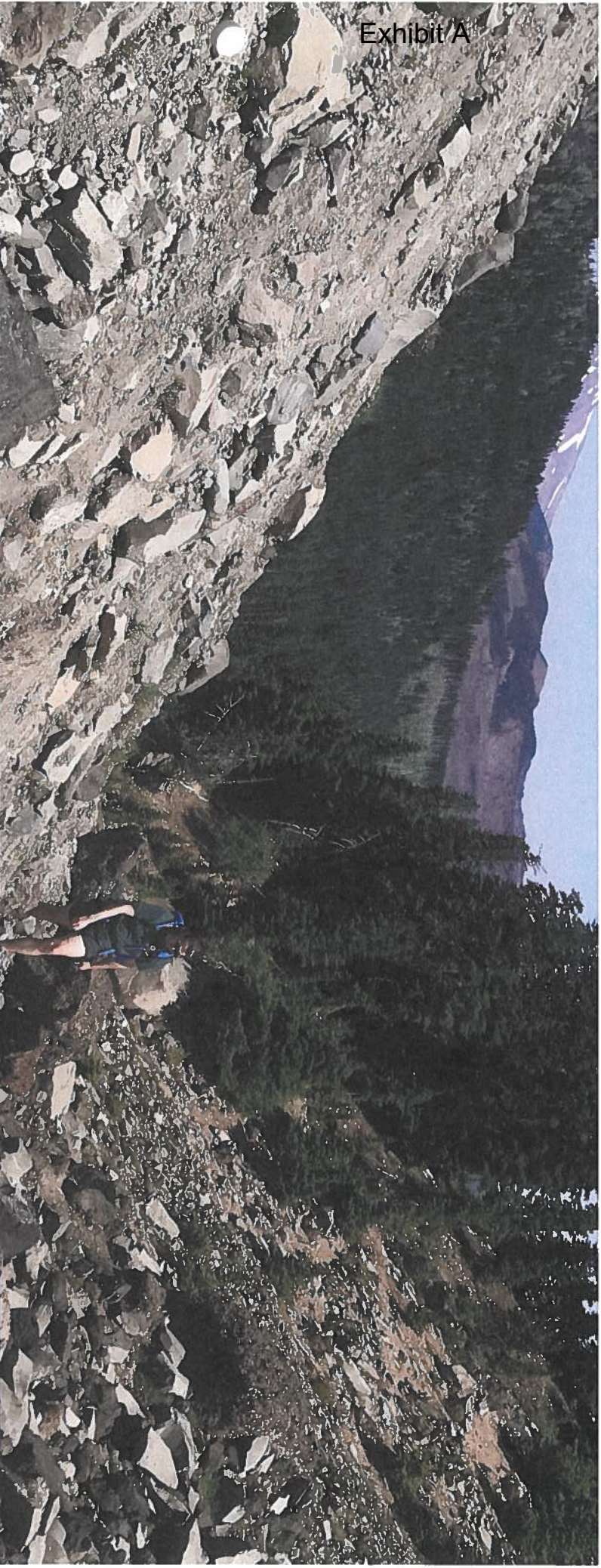
**Low-income visitors** (less than \$50,000 household income) were **more likely to stay in a campground** (36%) than the overall sample (19%).

**Low-income visitors** took **shorter visits** to the area (3.3 nights vs. 3.8 night for all respondents).

**Nonwhite visitors** were **more likely to be on day trips** (37% vs. 29% for all respondents).

Modes of transportation were similar across all races and incomes.

*(Note: statistical significance of differences across groups was not tested.)*



# Section II: Visitor Activities and Satisfaction

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# Visitor Activities

Exhibit A

Primary reasons for visiting Sisters area:

*Outdoor Recreation: 45%*

*Dining: 23%*

*Visit family, friends, relatives: 21%*

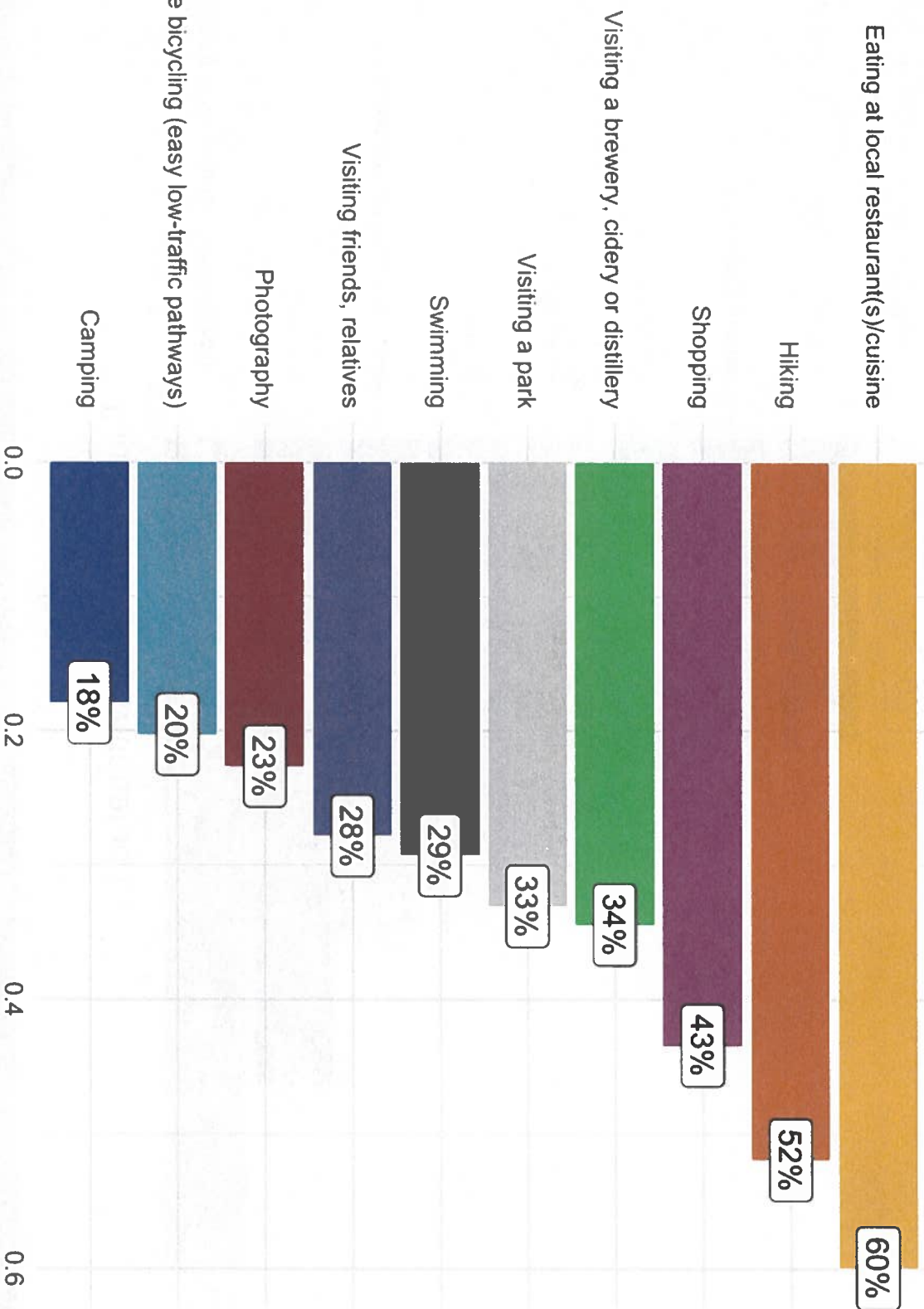
*Festival, event or wedding: 8%*

*Other: 3%*

- Eating at local restaurants, hiking and shopping are the most common activities.



## Top 10 Activities Participated In

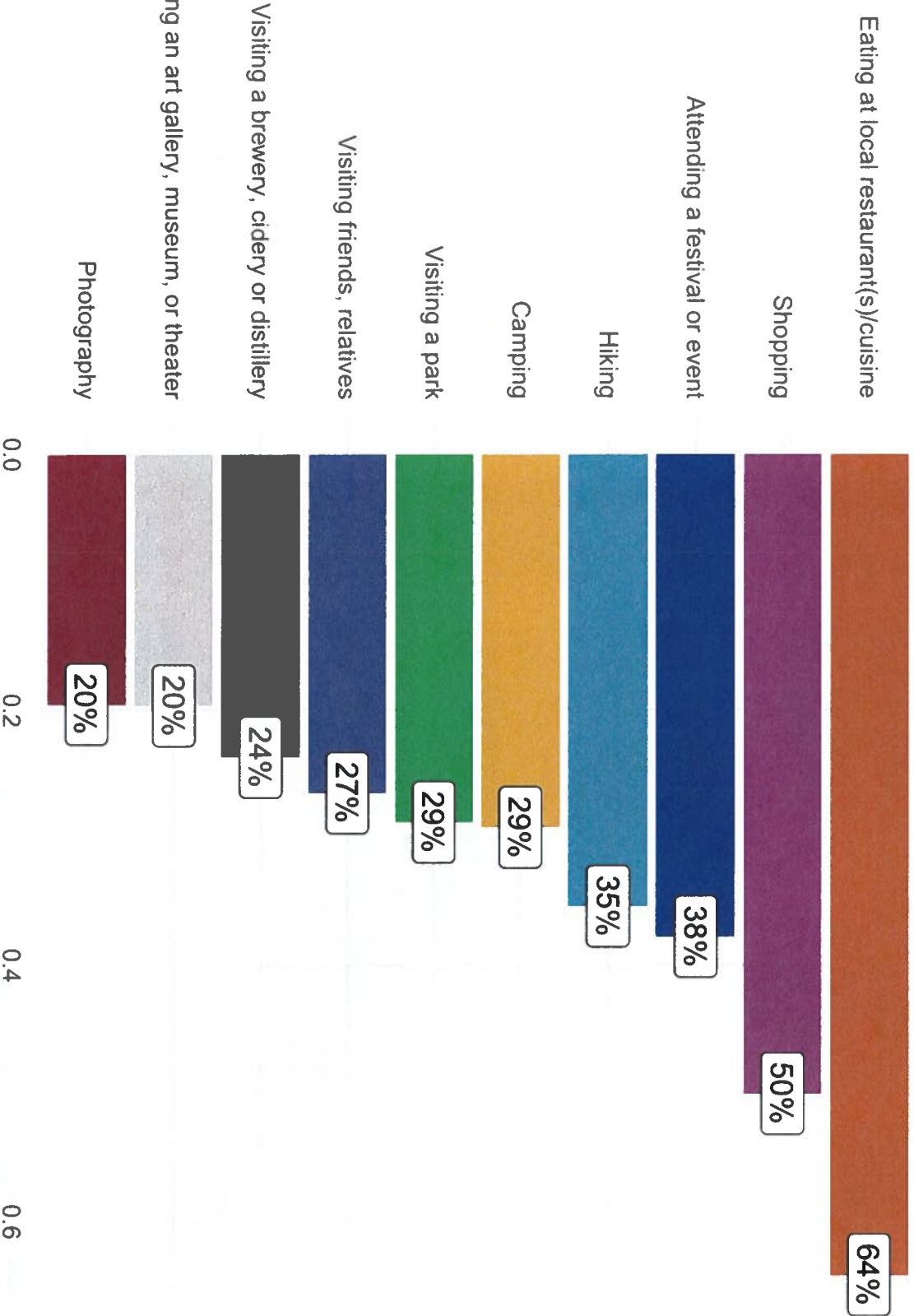


On-site visitors only, n = 212

# Visitor Activities

Exhibit A

### Top 10 Activities Participated In



All visitors, n = 1263

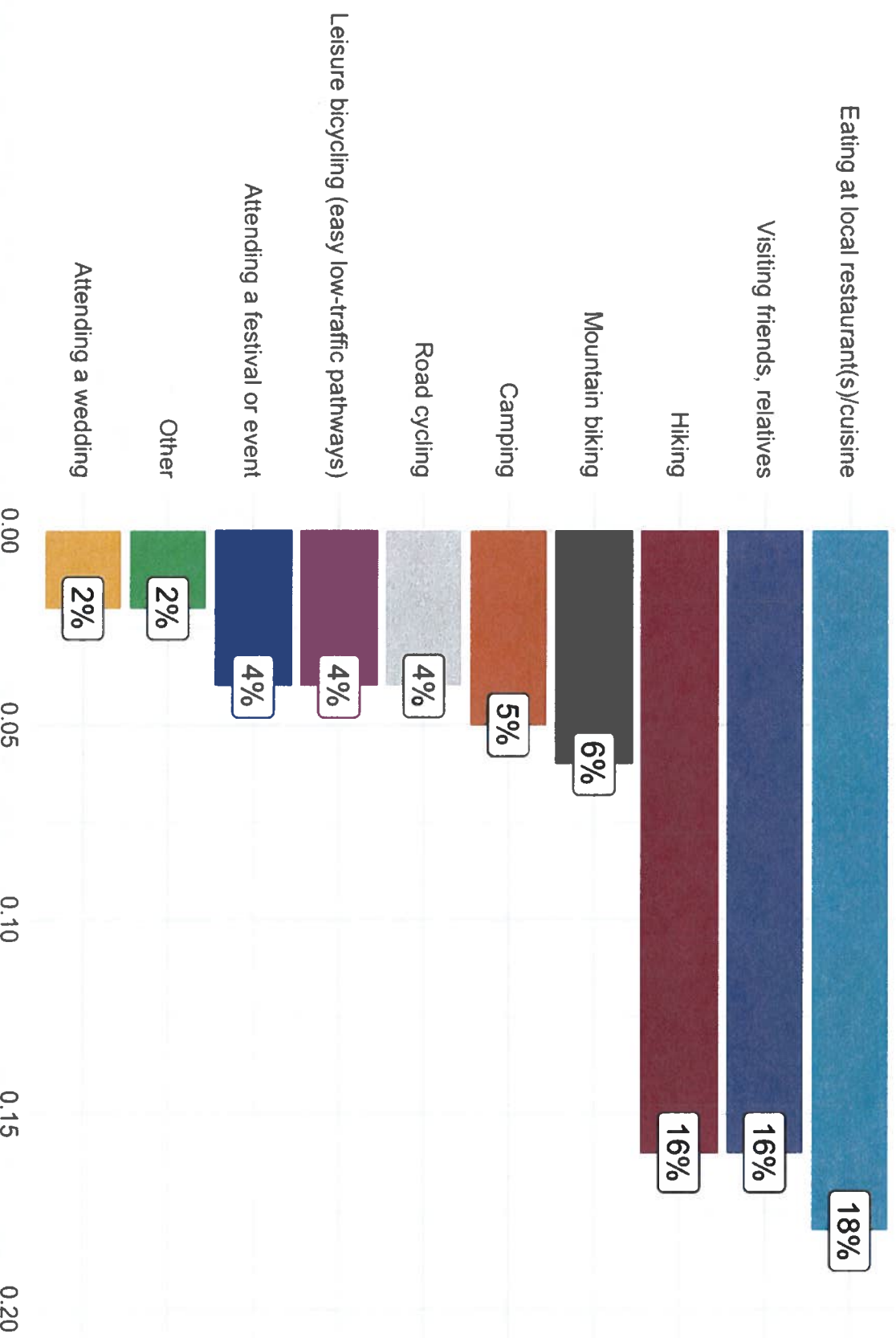
Activity	Percent
Eating at local restaurant(s)/cuisine	64.2%
Shopping	50.0%
Attending a festival or event	37.8%
Hiking	35.4%
Camping	29.2%
Visiting a park	28.8%
Visiting friends, relatives	26.5%
Visiting a brewery, cidery or distillery	23.7%
Visiting an art gallery, museum, or theater	19.6%
Photography	19.6%
Mountain biking	16.9%
Leisure bicycling (easy low-traffic pathways)	16.2%
Viewing wildlife, geology, and botany	13.9%
Swimming	13.8%
Picnicking	13.3%
Other	8.9%
Birdwatching	8.2%
Kayaking/canoeing	8.1%
Fishing	8.0%
Visiting historical sites	7.7%
Visit cultural or heritage sites	7.0%
Road cycling	7.0%
Farmers market	6.7%
Visiting a winery or tasting room	6.7%
Paddleboarding	6.2%
Backpacking	5.7%
Participating in a sports competition	4.7%
Golfing	4.6%
Off highway vehicle driving	4.2%
Running	4.0%
Visiting a ranch	2.8%
River rafting	2.8%
Attending a conference or business meeting	2.1%
Taking a guided tour trip	2.1%
Cross country skiing or snowshoeing	1.8%
Horseback riding	1.7%
Downhill skiing/snowboarding	1.7%
Climbing	1.5%
Attending a wedding	1.3%
Geocaching	1.0%
Disc golf	0.8%
Motorized boating	0.7%
Hunting	0.4%
Snowmobiling	0.3%

All visitors, n=1263

# Visitor Activities

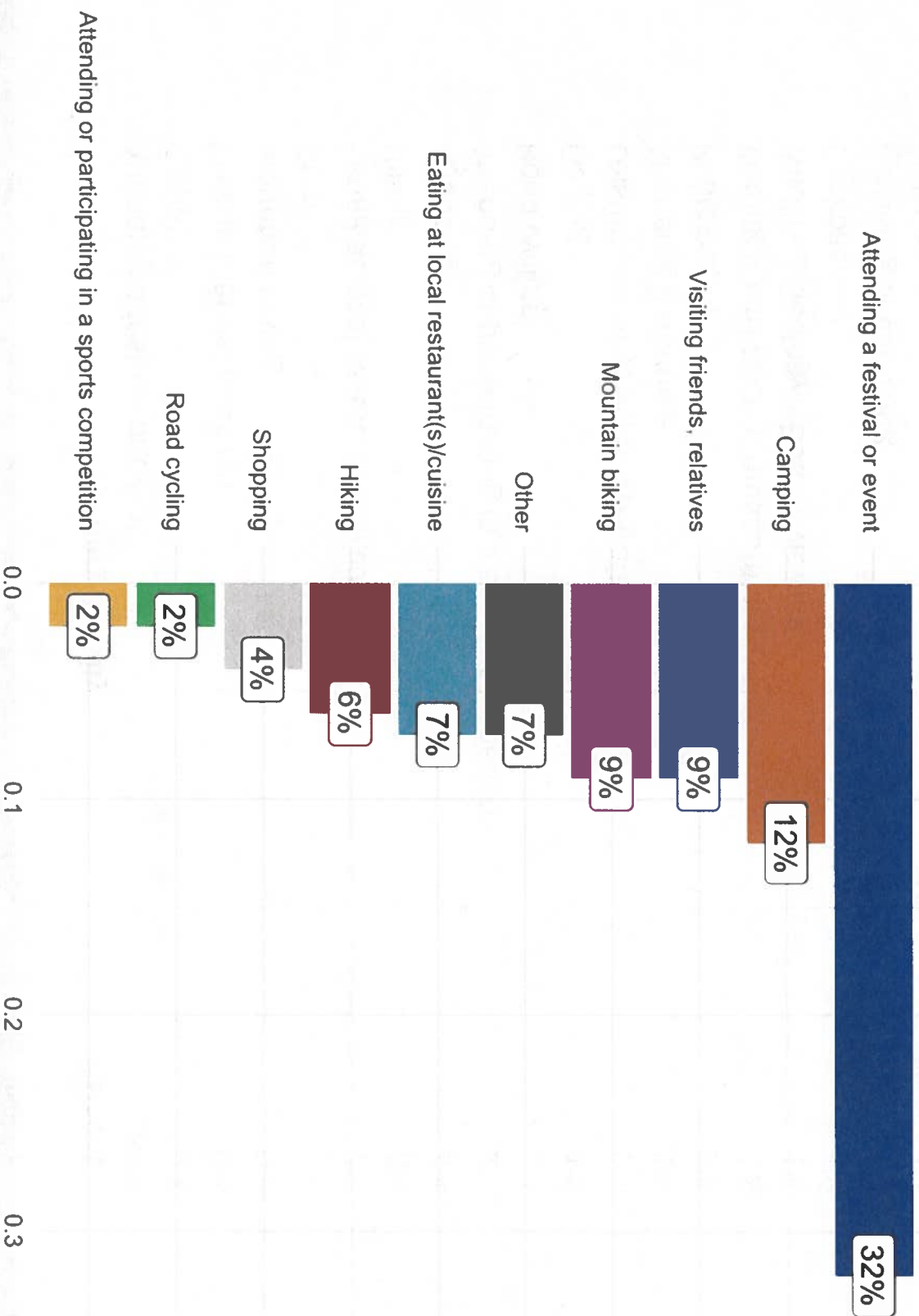
Exhibit A

### Top 10 Primary Motivators for Visiting Sisters Area



On-site visitors only, n = 212

### Top 10 Primary Motivators for Visiting Sisters Area



All visitors, n=1263

# Visitor Activities

Exhibit A

Primary Activity	Percent
Attending a festival or event	32%
Camping	12%
Visiting friends, relatives	9%
Mountain biking	9%
Other	7%
Eating at local restaurant(s)/cuisine	7%
Hiking	6%
Shopping	4%
Attending or participating in a sports competition	2%
Road cycling	2%
Fishing	1%
Leisure bicycling (easy low-traffic pathways)	1%
Attending a wedding	1%
Photography	1%
Visiting an art gallery, museum or theater	1%
Wildlife / Geology / Botany viewing	1%
Backpacking	1%
Kayaking or canoeing	1%
Swimming	1%
Visiting a brewery / cidery / distillery	1%
Attending conferences and/or business meetings	1%

All visitors, n=1263

## Why did visitors choose to come?

Scenic beauty, relaxation, and local dining were rated most important factors to visitors.

## How satisfied were they?

Satisfaction ratings exceeded importance ratings for all factors rated by visitors.

## Exceeding expectations:

Learning about the cultural history of the area, viewing local art and culture, and visiting a farm or ranch most exceeded the average ratings for importance.

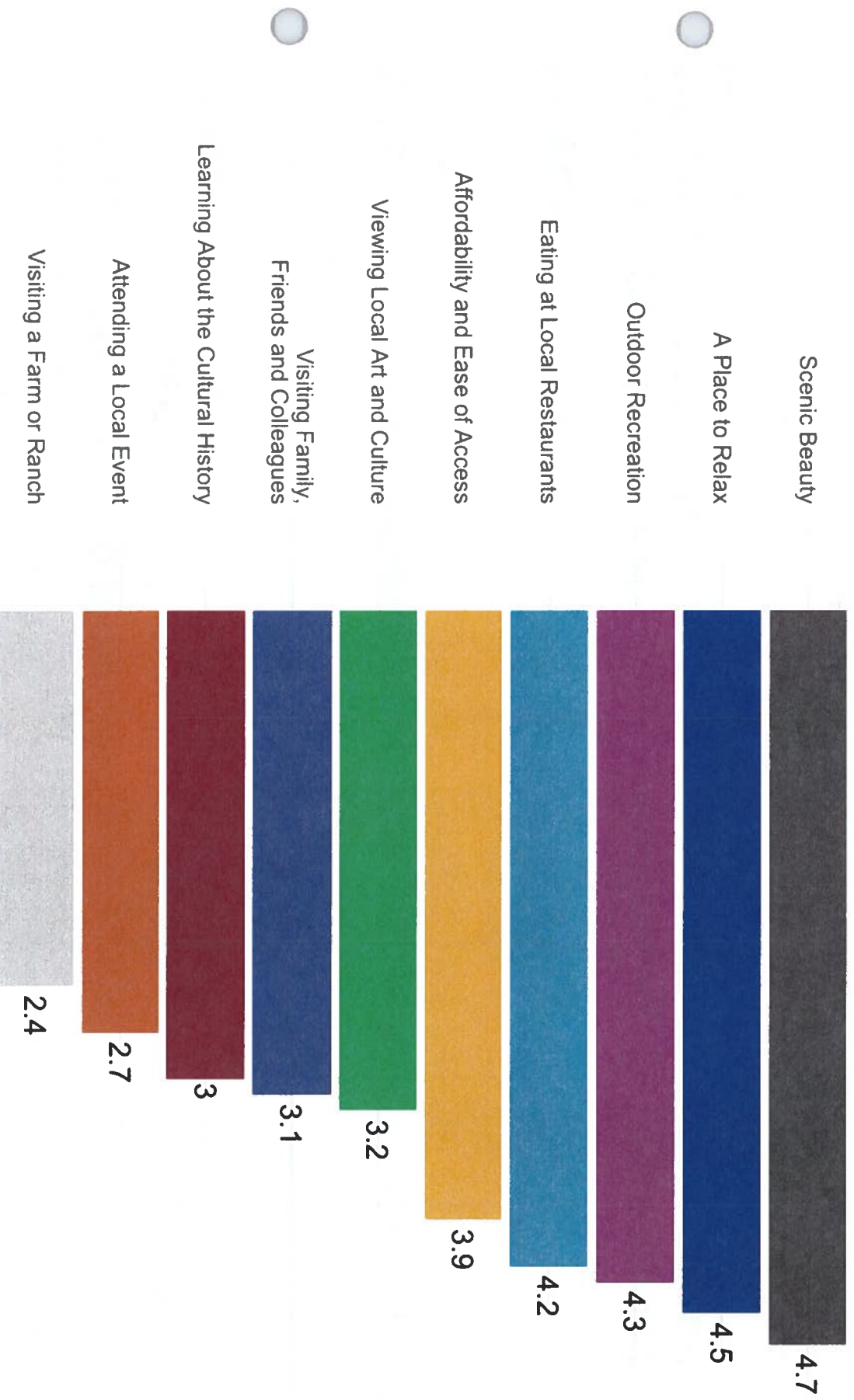
## Possible room for improvement:

Local restaurants, affordability, and outdoor recreation had the lowest satisfaction rating relative to their importance.

# Visitor Satisfaction

Exhibit A

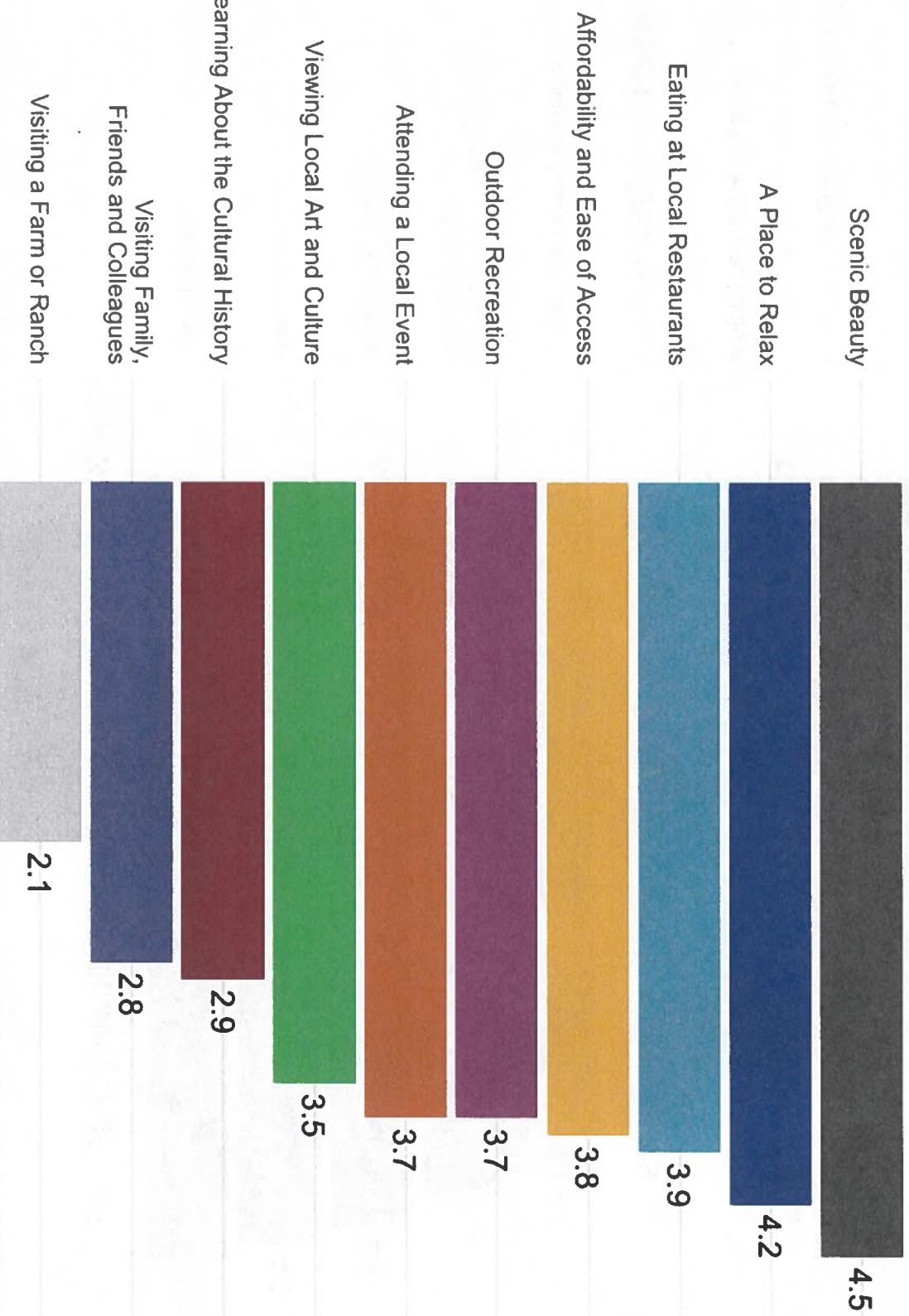
How Important Were the Following Factors in Deciding to Visit?



On-site visitors only, n=2112



## How Important Were the Following Factors in Deciding to Visit?



All visitors, n = 1263

# Visitor Satisfaction

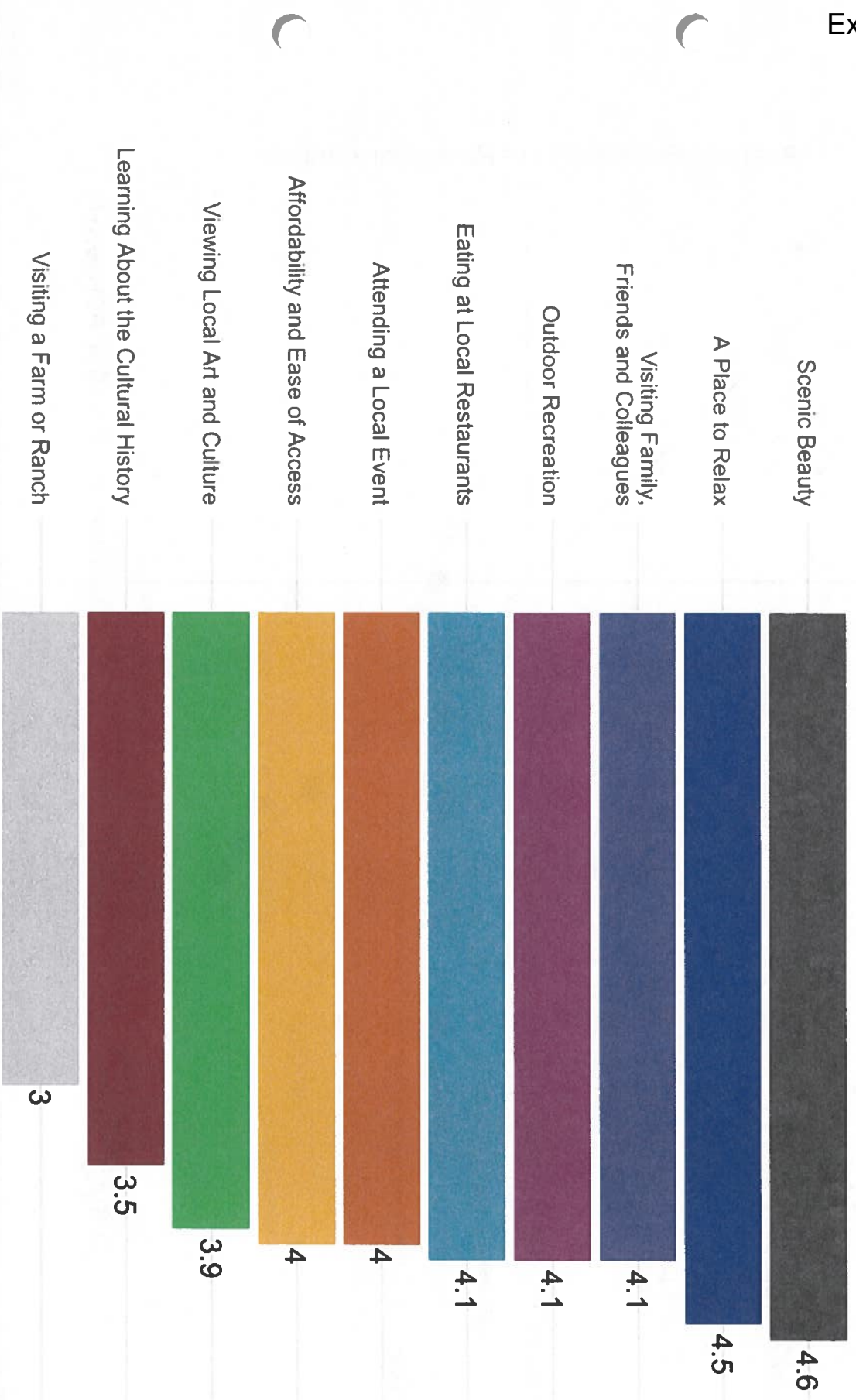
Exhibit A

How Satisfied Were Visitors with the Following Qualities?



On-site visitors only, n=2112

## How Satisfied Were Visitors with the Following Qualities?

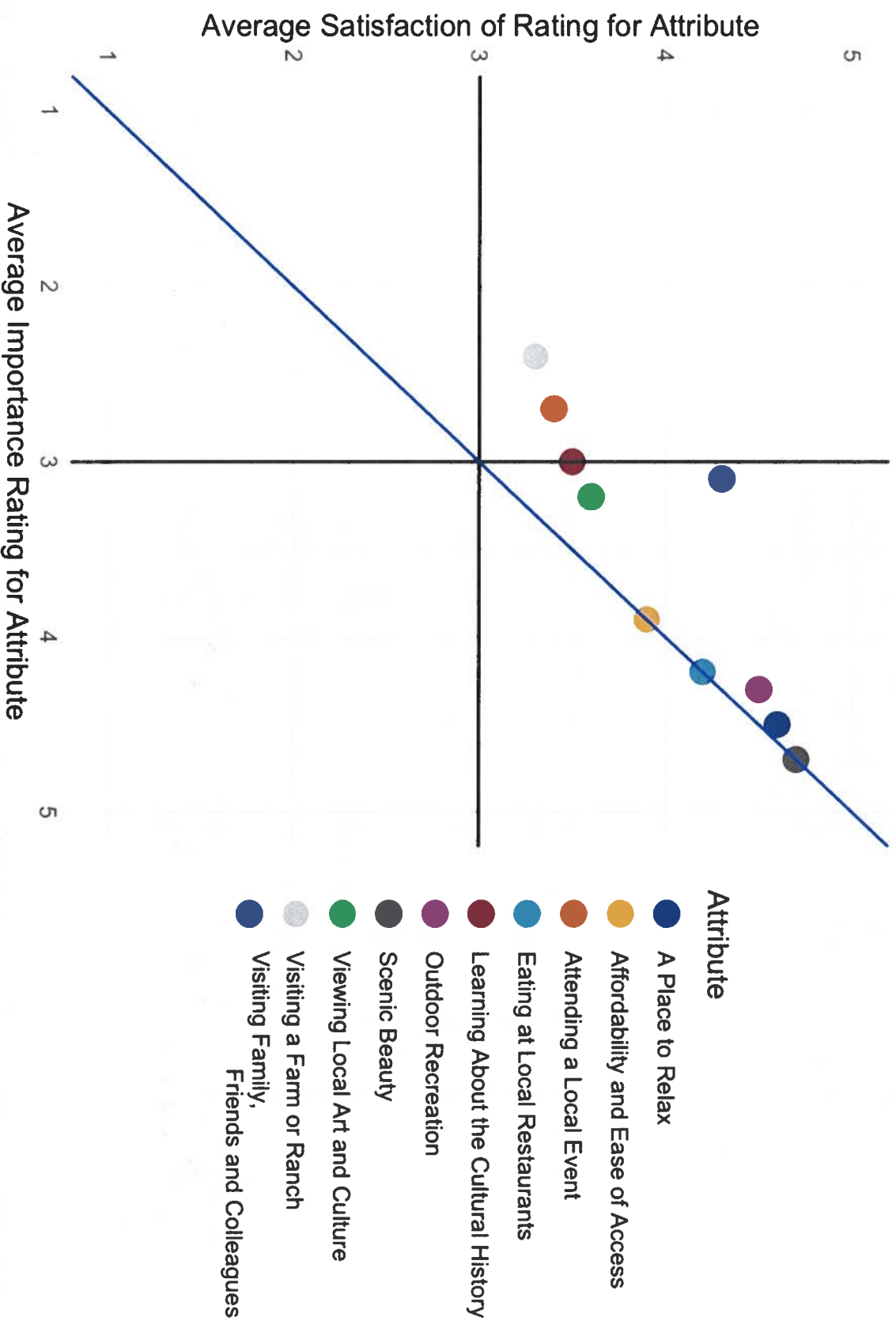


All visitors, n = 1263

# Visitor Satisfaction

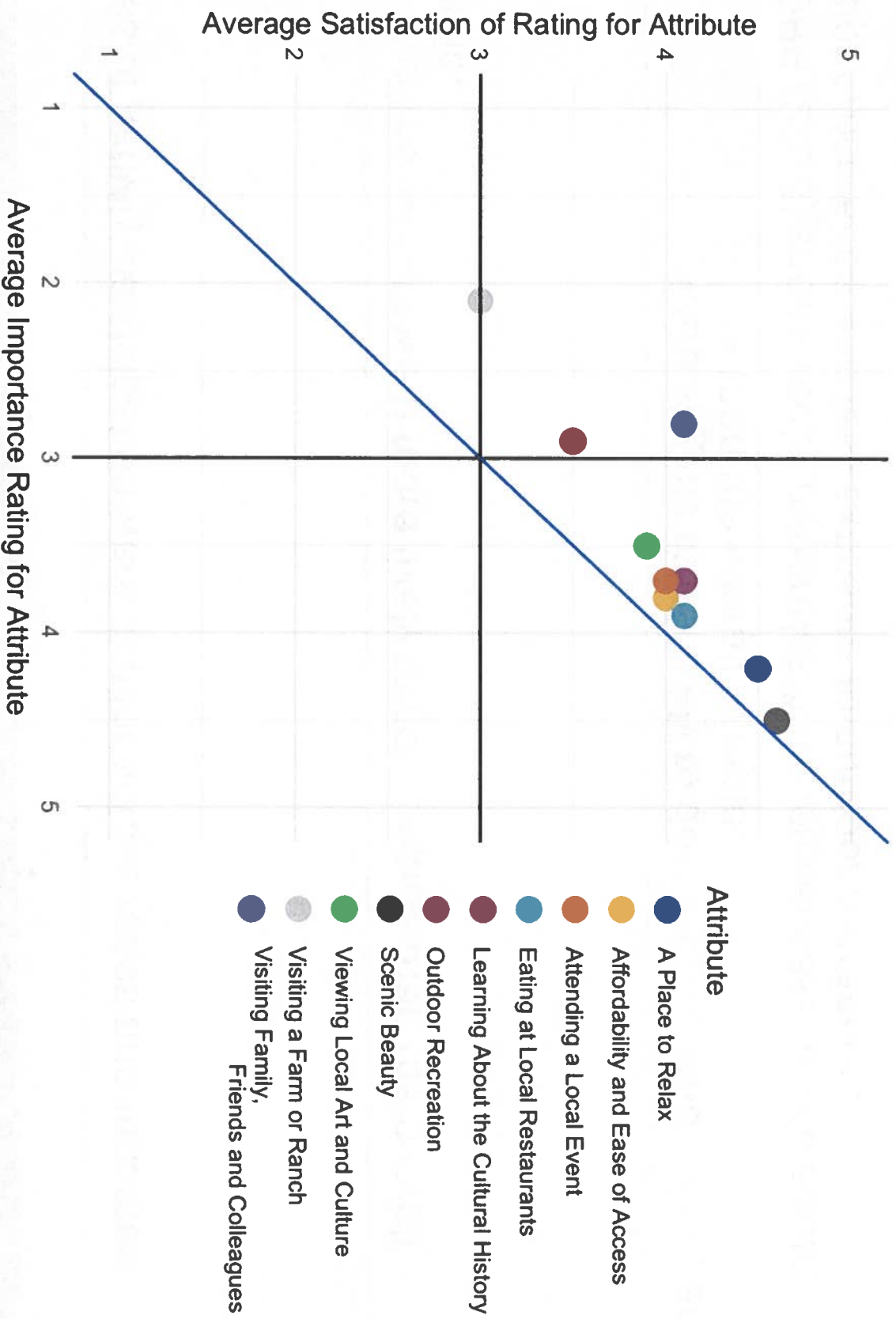
Exhibit A

### Average Ratings of Importance vs. Satisfaction for Attributes of Visit



All visitors, n = 212. Note: greater distance above the blue line means visitors were more satisfied with the attribute than how important they rated it

## Average Ratings of Importance vs. Satisfaction for Attributes of Visit



All visitors, n = 1263. Note: greater distance above the blue line means visitors were more satisfied with the attribute than how important they rated it.

# Differences by Visitor Demographics

Exhibit A

Types of activity participation were similar across races and incomes.

Low-income visitors were more likely to go camping than the overall sample.

Nonwhite visitors were slightly more likely to do shopping and biking, and less likely to go hiking than the overall sample.

SCORP (2018) shows racial minorities have less access to info about outdoor recreation and less exposure to outdoor recreation.

Visitor satisfaction was similar across races and incomes.



# Section III: Trip Planning and Future Visits

# Trip Planning and Future Visits

Exhibit A

Word of mouth and personal experience provided some of the best advertising and information for visitors.

- Future visitors were most likely to want to stay 3-5 nights on a future visit. This is what the current average length is (3.8 nights).

Visitors want to participate in water-based recreation (kayaking, SUP, and swimming) in future visits, but were less likely to have done so on their last visit.

Respondents generally did not view Sisters as a destination for a full vacation (only 13% said they would visit for 6+ nights)

On average, visitors spent about \$133 per party per day on day visits and \$217 per party per night on overnight visits to Sisters.

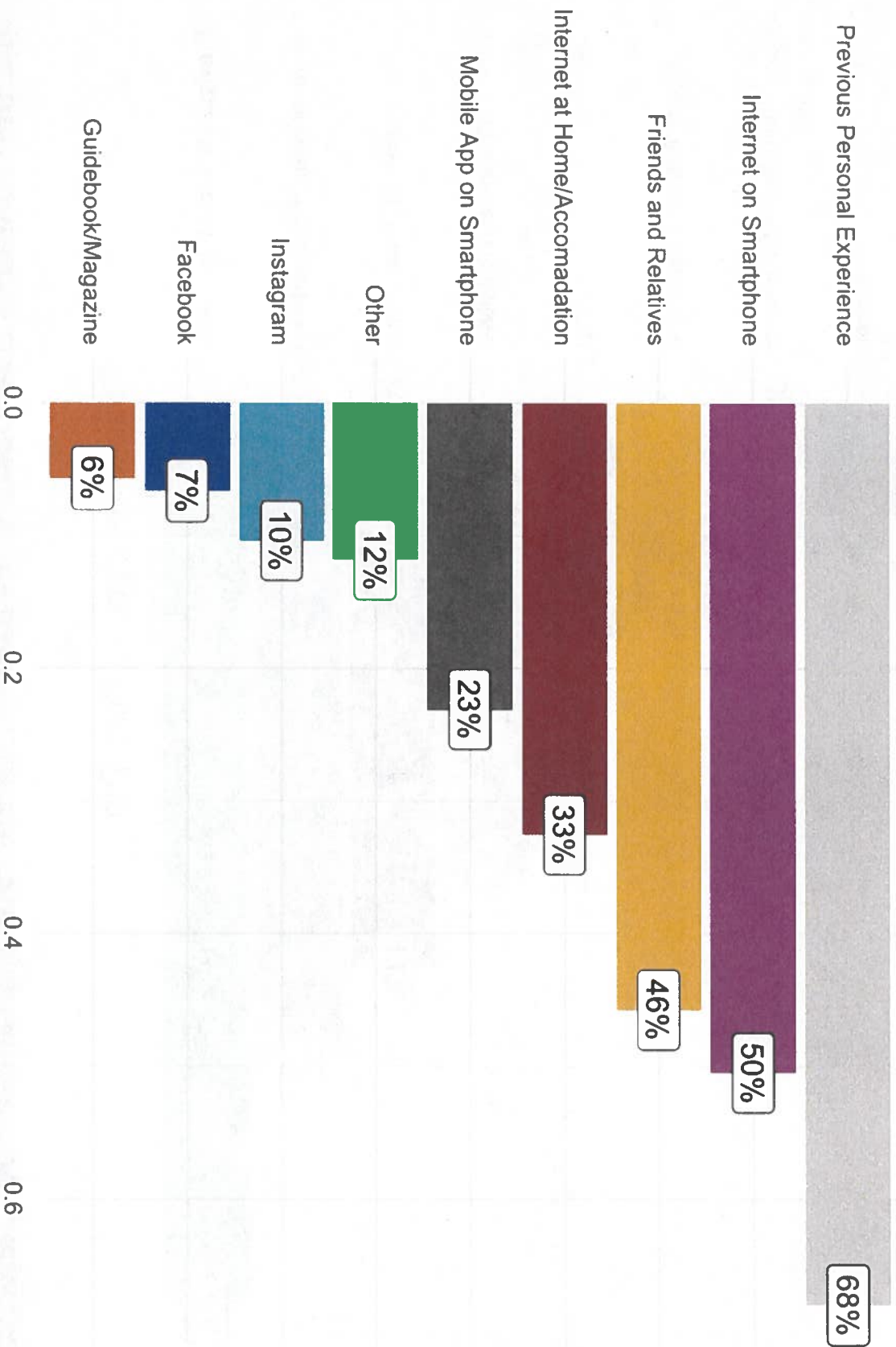
Event successes: event visitors are likely to return for events. Non-event visitors were much less likely to consider visiting Sisters for an event.



# Trip Planning and Future Visits

Exhibit A

## Resources Used to Plan Trip

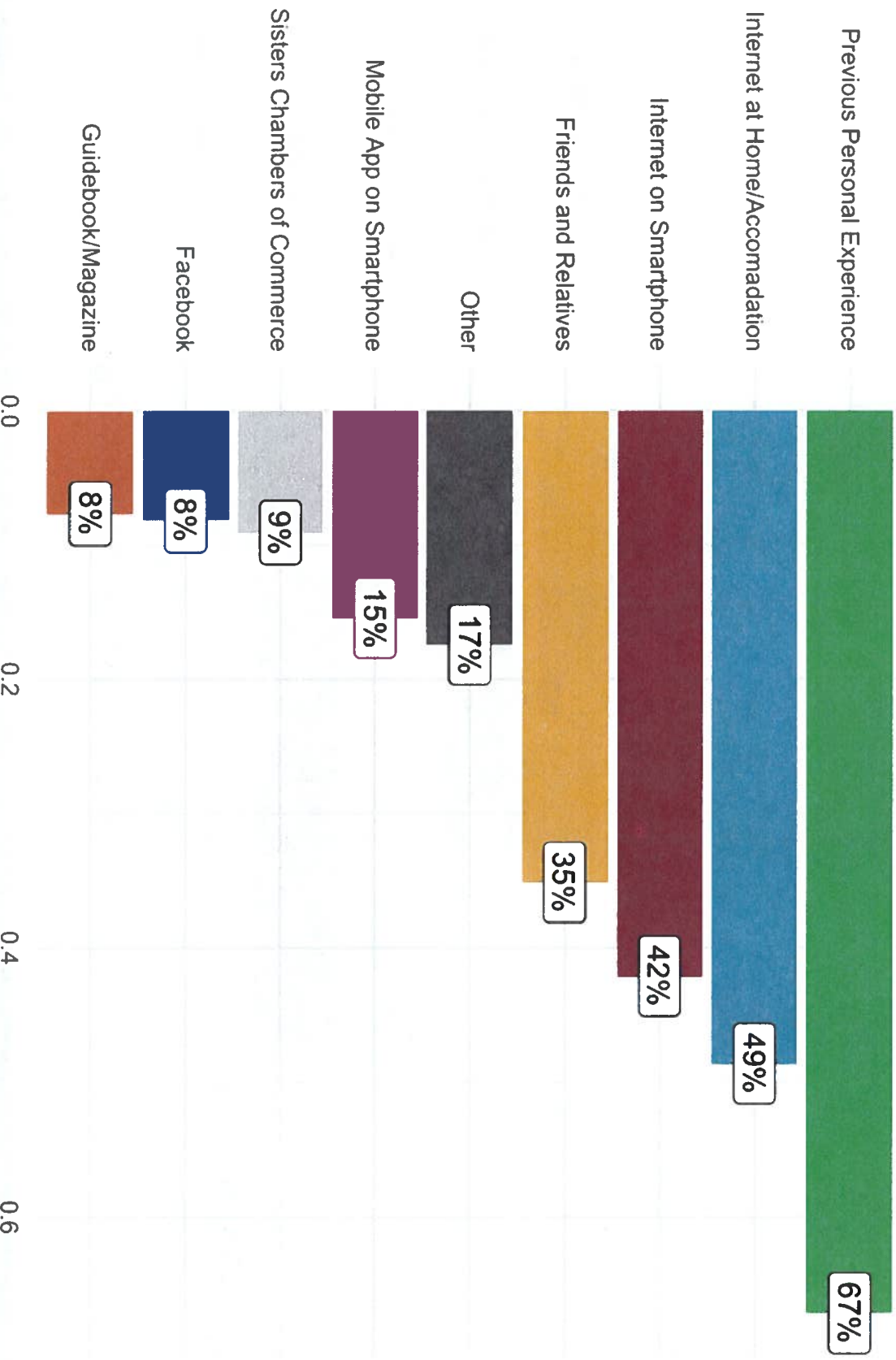


On-site visitors only, n=212

# Trip Planning and Future Visits

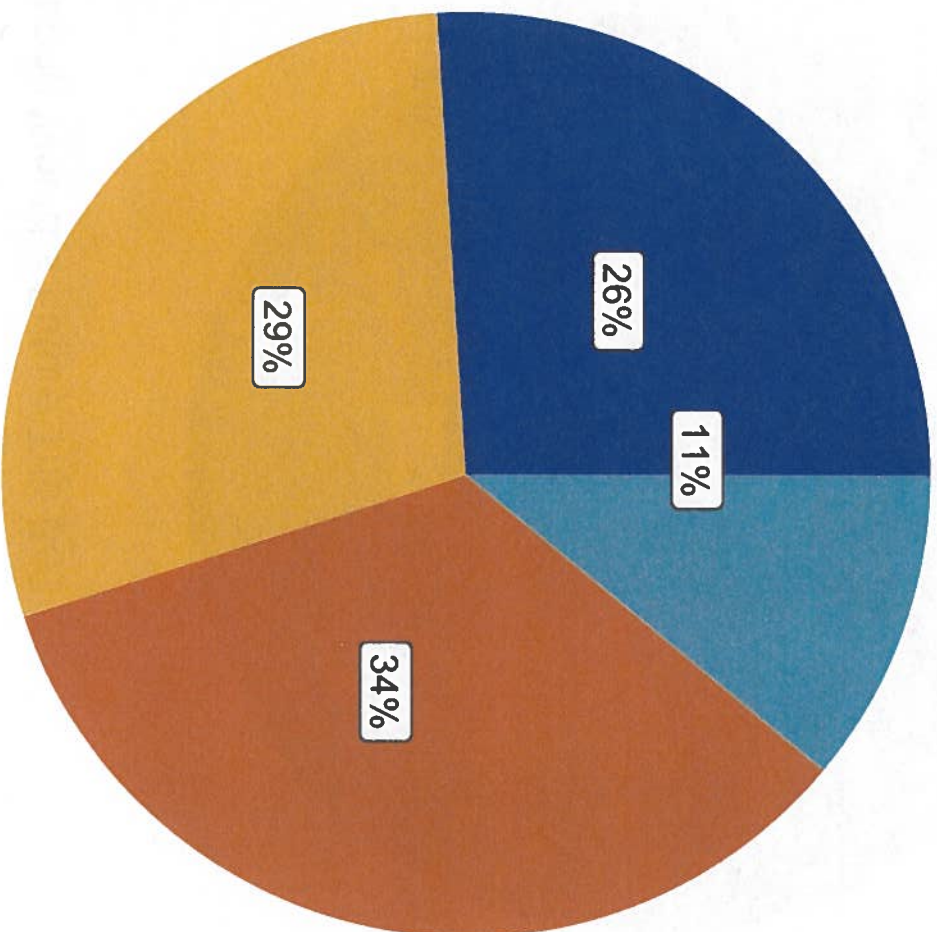
Exhibit A

### Resources Used to Plan Trip



\*All visitors, n = 1263

## How Long Would a Future Trip Be?



Length of Future Visits

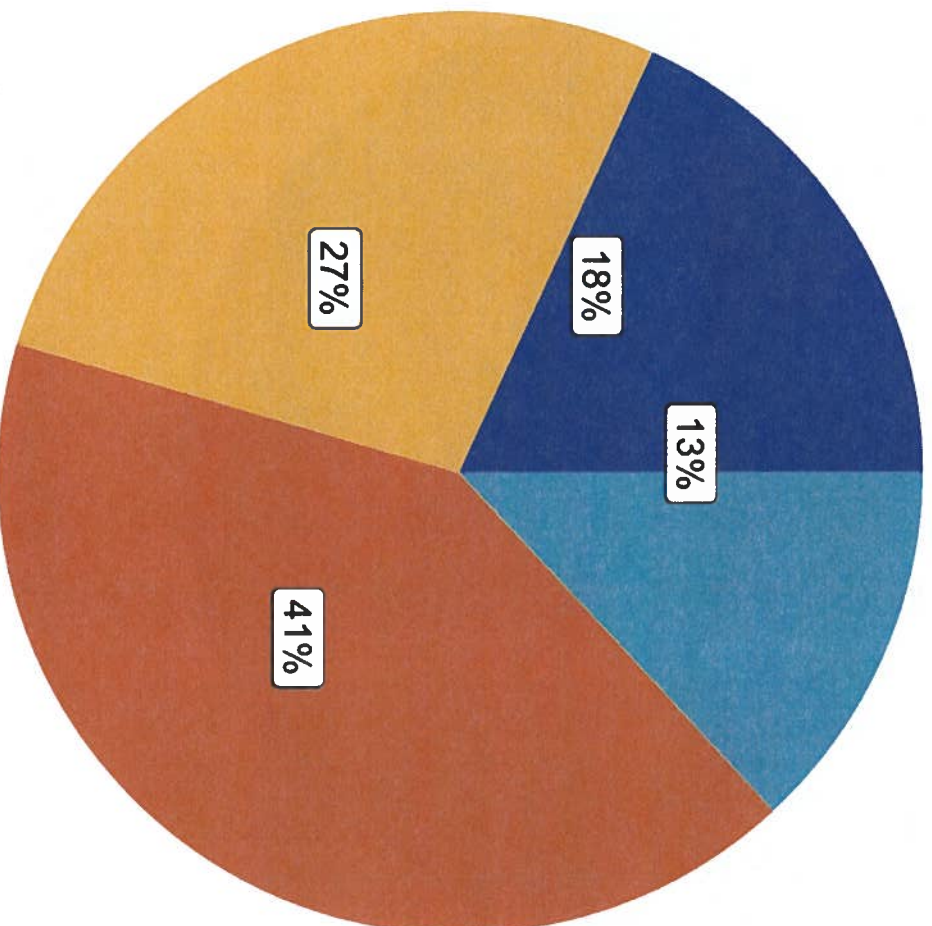
- Day trip
- Getaway (1-2 nights)
- Mini-vacation (3-5 nights)
- Vacation (6+ nights)

On-site visitors only, n = 212

# Trip Planning and Future Visits

Exhibit A

How Long Would a Future Trip Be?



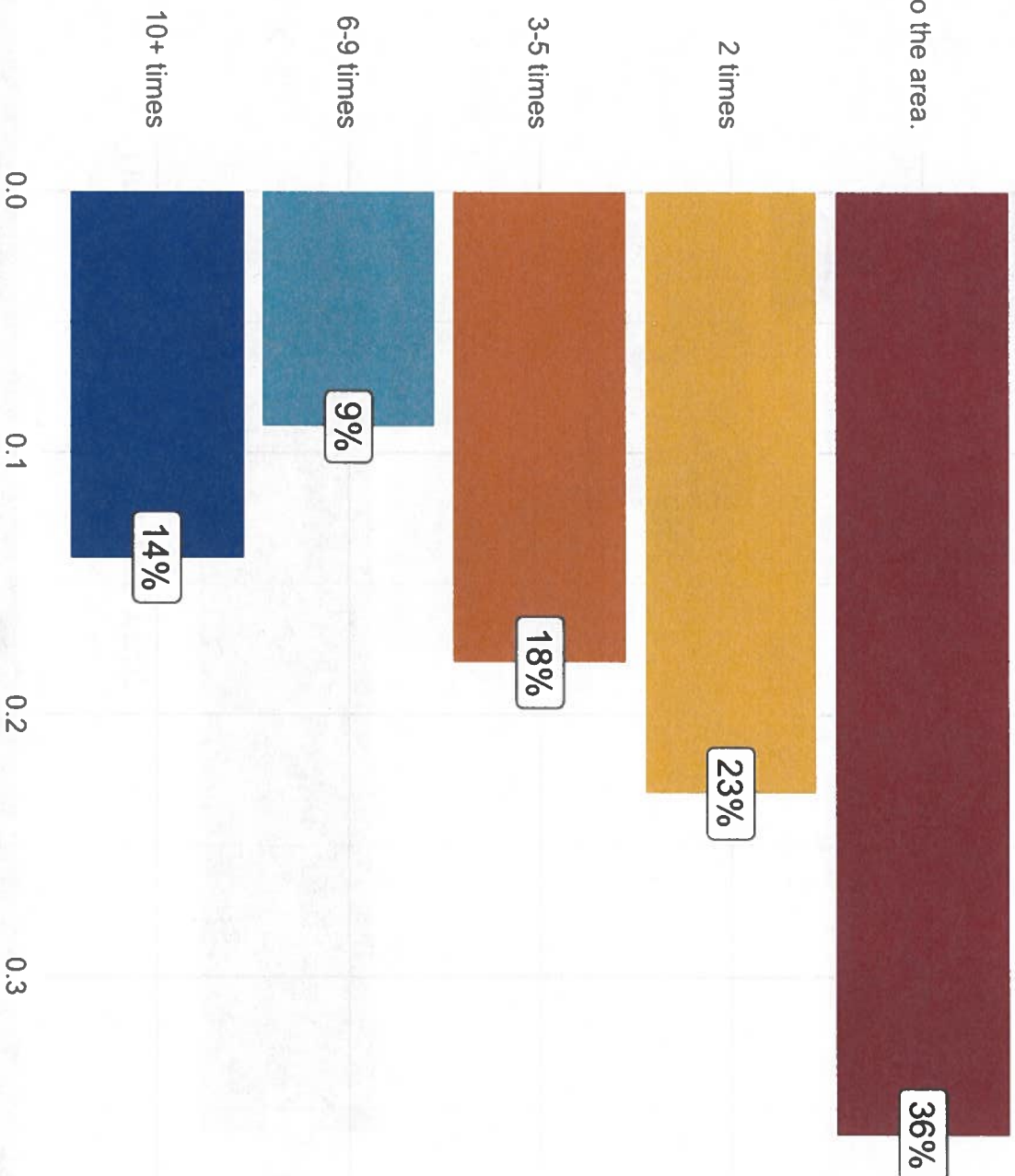
All visitors, n = 1263

# Trip Planning and Future Visits

Exhibit A

### Times Visited in the Past Year

Once, this was my only visit to the area.



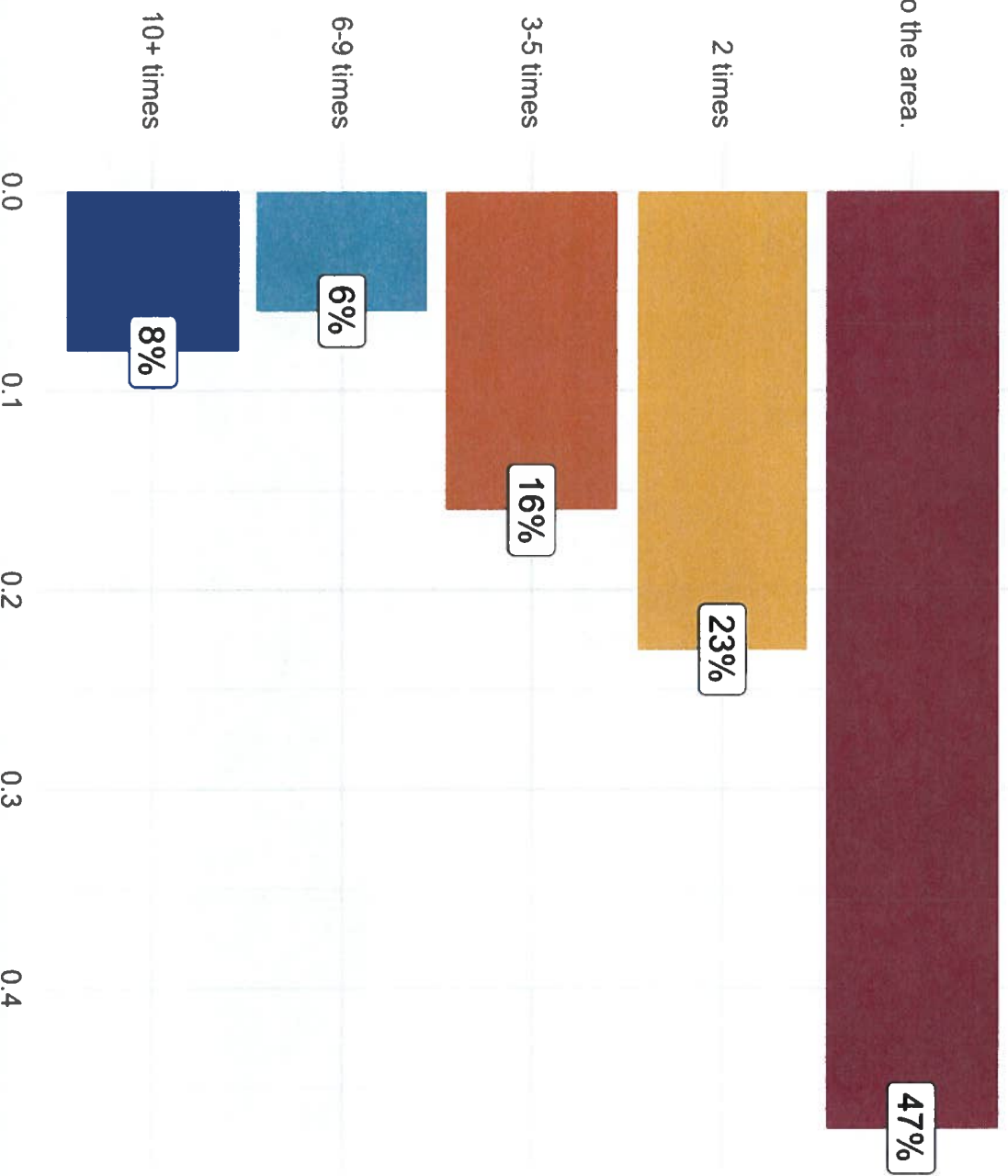
On-site visitors only, n = 212

# Trip Planning and Future Visits

Exhibit A

### Times Visited in the Past Year

Once, this was my only visit to the area.

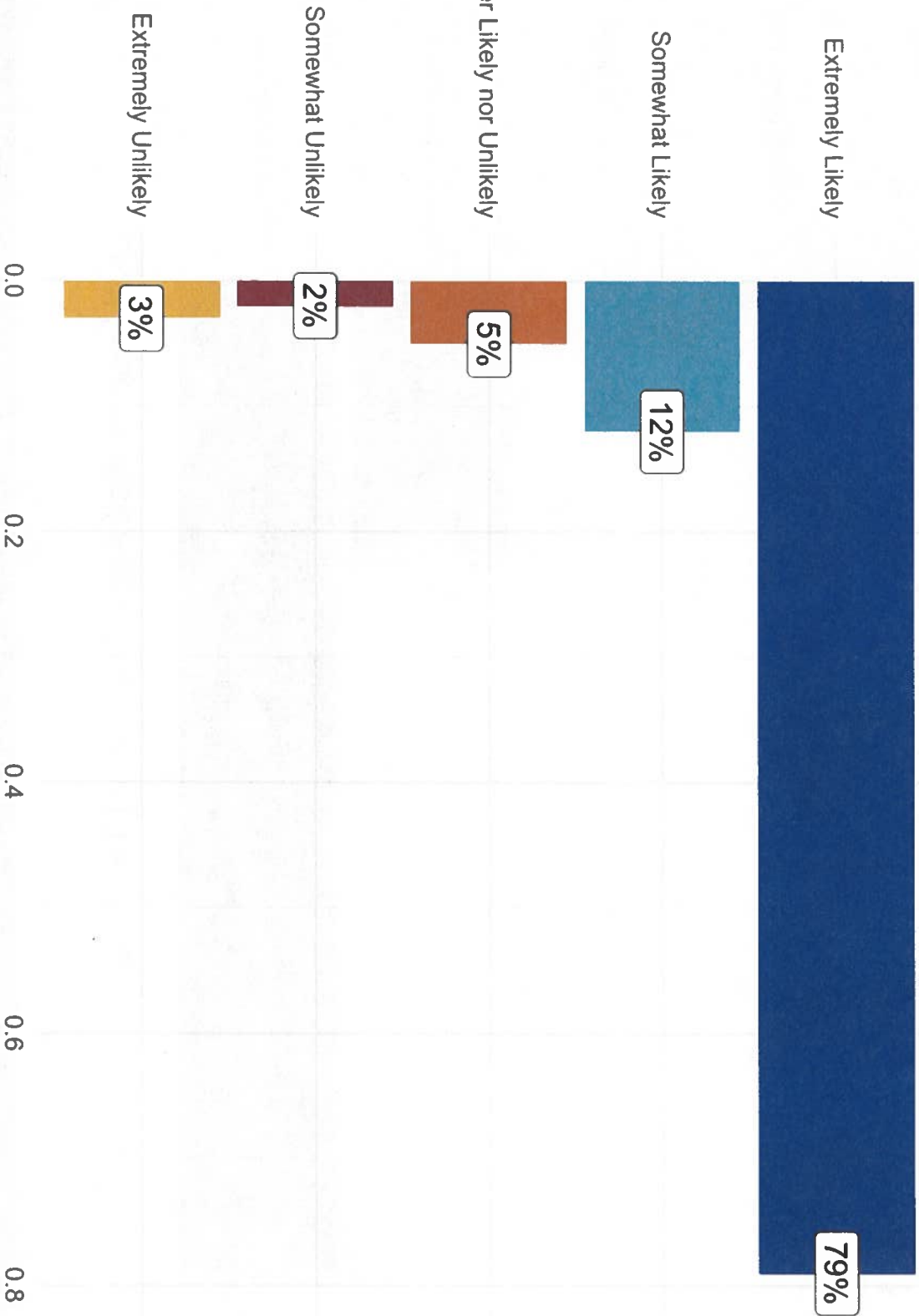


\*All visitors, n = 1263

# Trip Planning and Future Visits

Exhibit A

### Likelihood to Visit Again in the Next Two Years

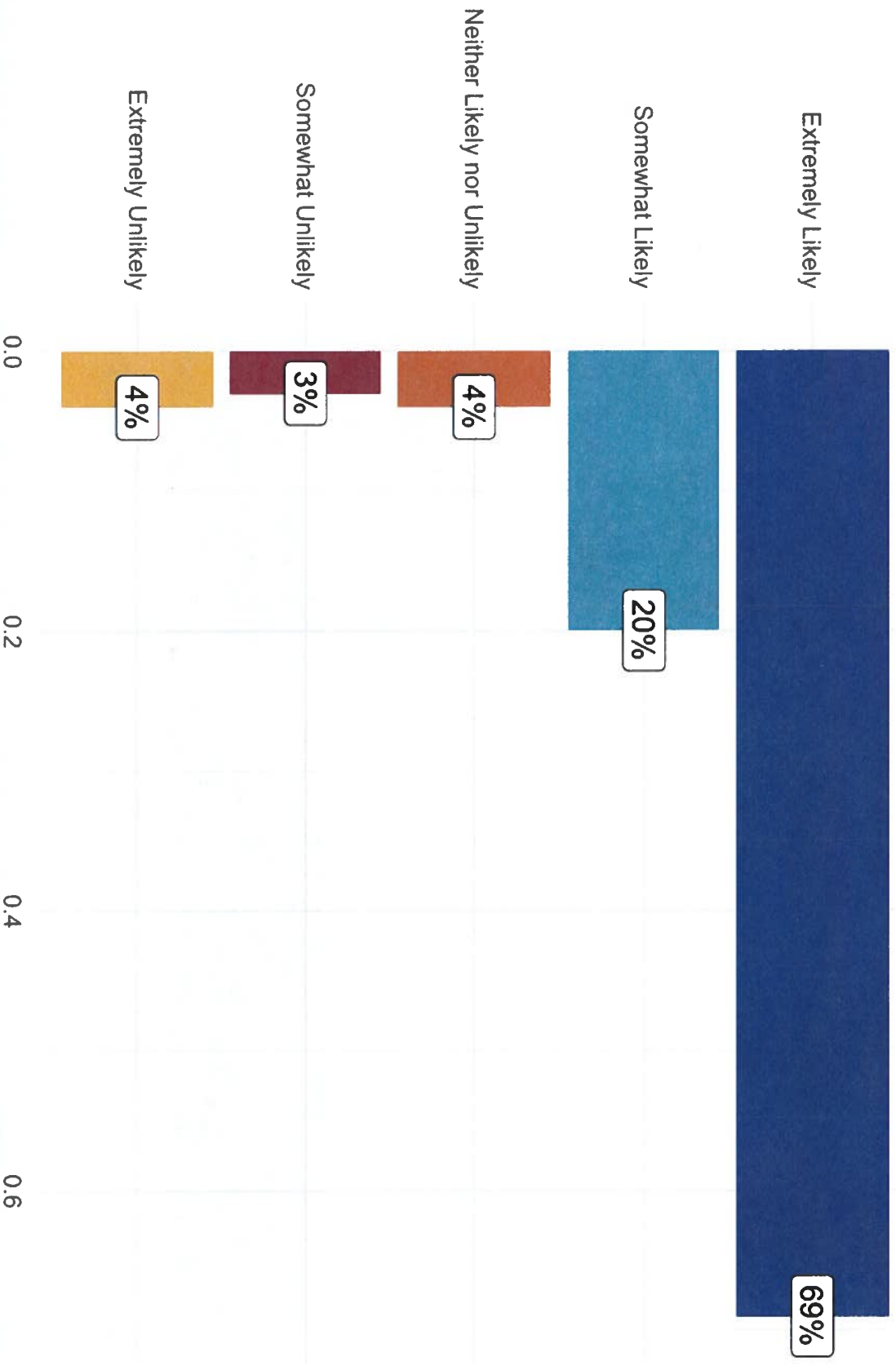


On-site visitors only, n=2112

# Trip Planning and Future Visits

Exhibit A

Likelihood to Visit Again in the Next Two Years



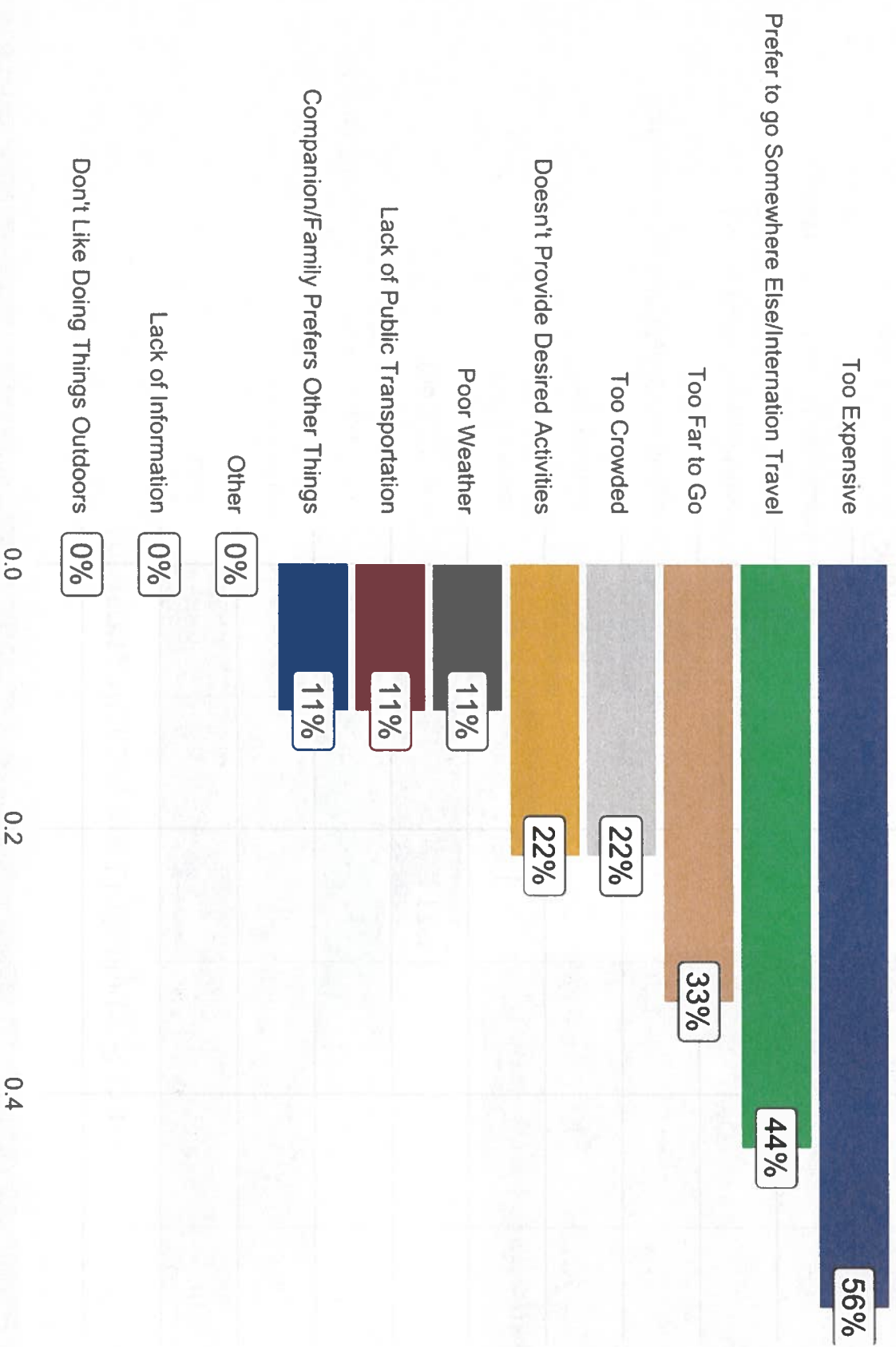
All visitors, n = 1263



# Trip Planning and Future Visits

Exhibit A

### Reasons Visitors are Unlikely to Return

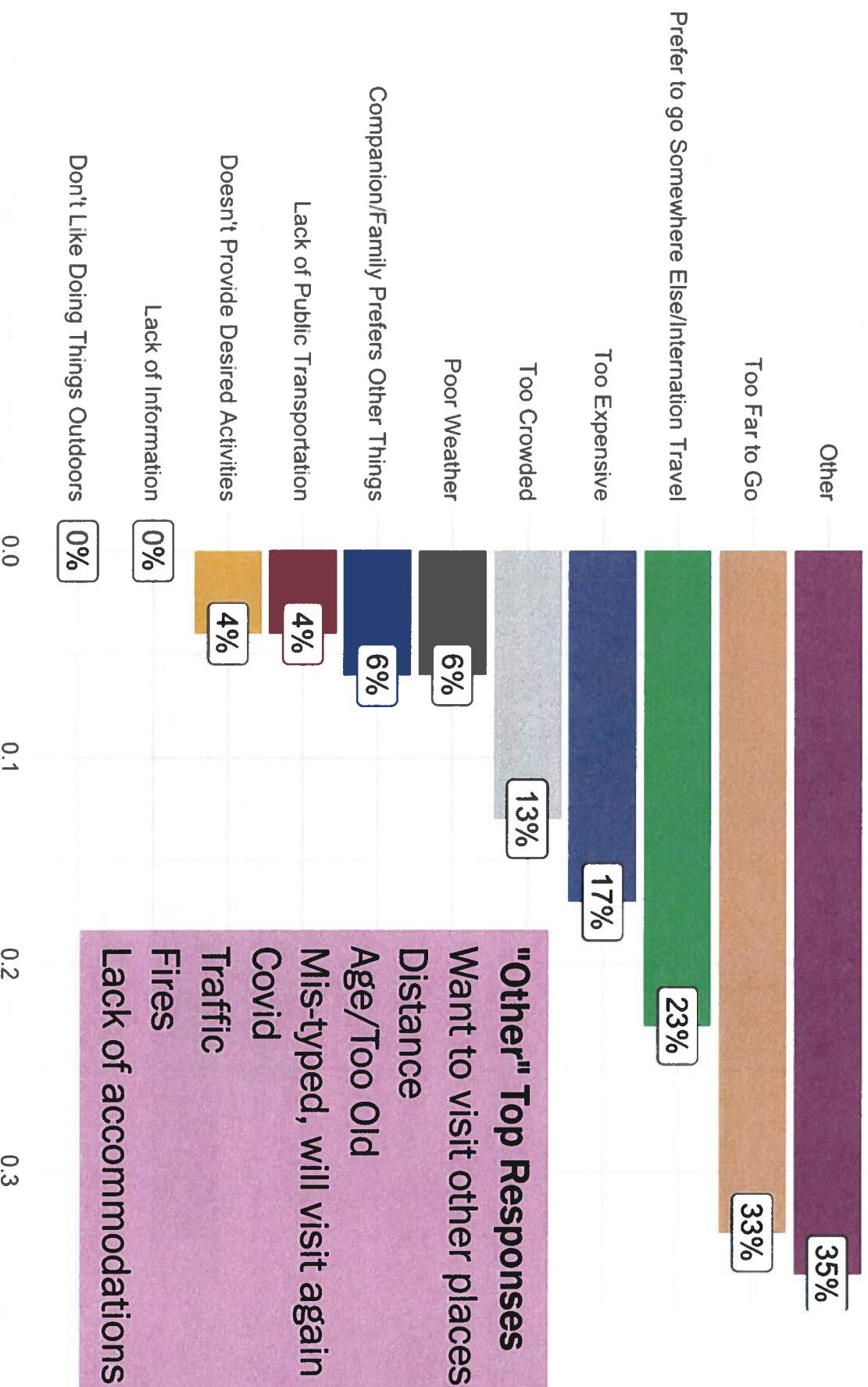


Only on-site visitors who were unlikely to return, n = 9

# Trip Planning and Future Visits

Exhibit A

### Reasons Visitors are Unlikely to Return

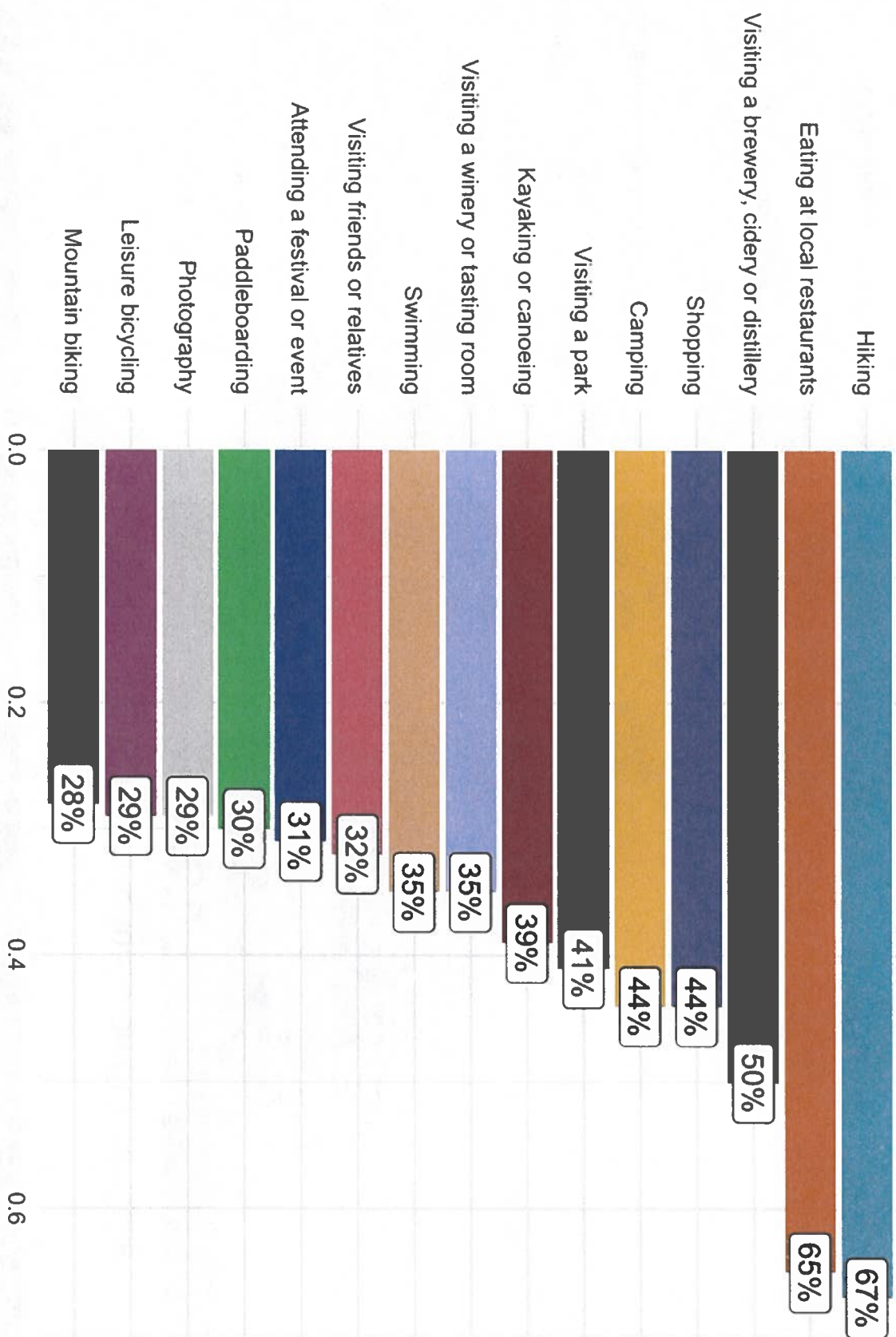


\*Only visitors who were unlikely to return, n = 71

# Trip Planning and Future Visits

Exhibit A

### Activities People Would Like to Do on Future Visits

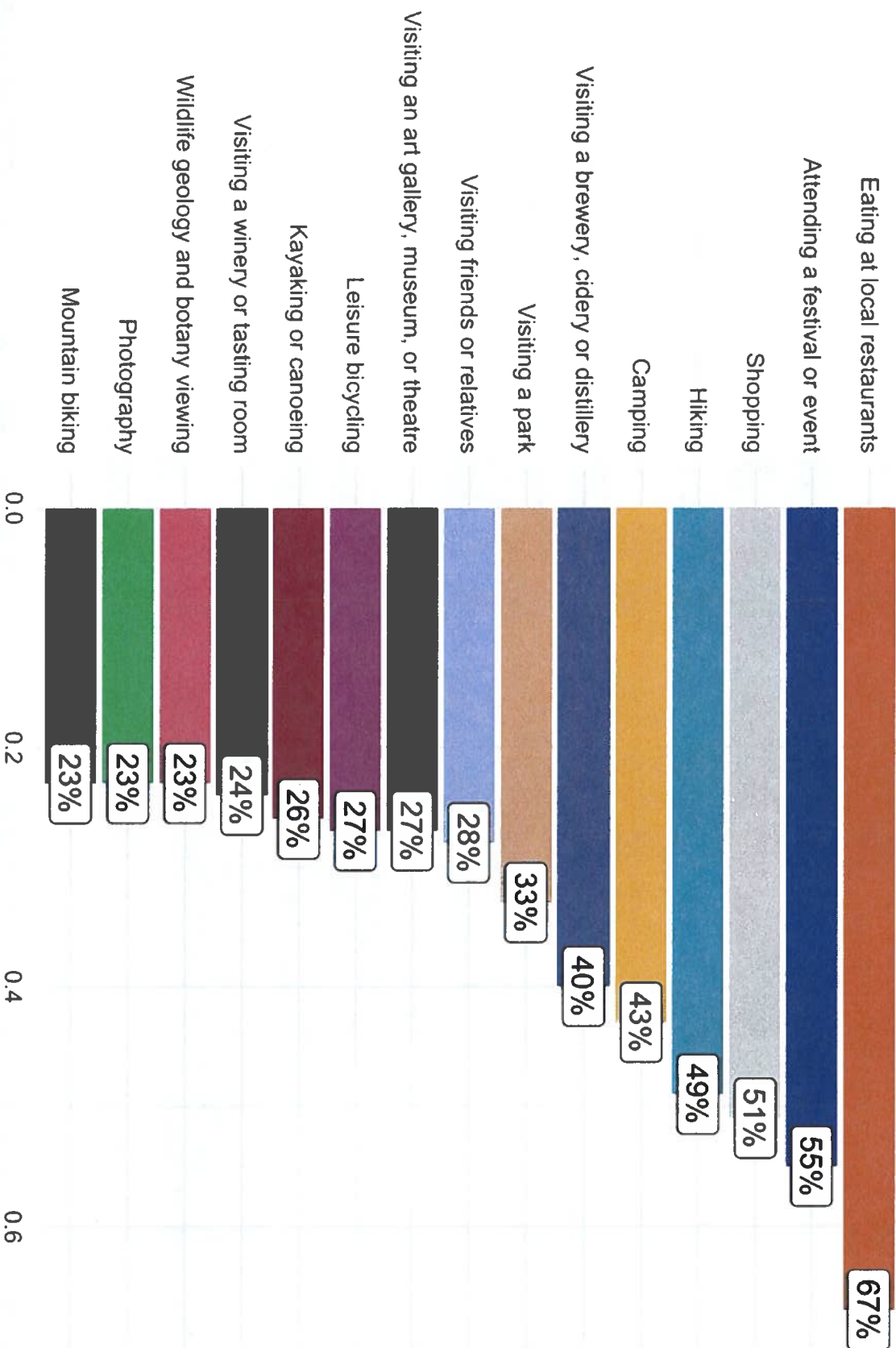


On-site visitors only, n = 212

# Trip Planning and Future Visits

Exhibit A

Activities People Would Like to Do on Future Visits



\*All visitors, n = 1263

# Trip Planning and Future Visits

Exhibit A

Activity	Percent
Eating at local restaurants	67%
Attending a festival or event	55%
Shopping	51%
Hiking	49%
Camping	43%
Visiting a brewery, cidery or distillery	40%
Visiting a park	33%
Visiting friends or relatives	28%
Leisure bicycling	27%
Visiting an art gallery, museum, or theatre	27%
Kayaking or canoeing	26%
Visiting a winery or tasting room	24%
Mountain biking	23%
Photography	23%
Wildlife geology and botany viewing	23%
Picnicking	21%
Visiting historical sites	21%
Swimming	20%
Attending a farmers market	20%
Fishing	18%
Visiting cultural heritage sites	18%
Paddleboarding	15%
Birdwatching	14%
Backpacking	13%
Road cycling	12%
River rafting	11%
Cross country skiing, snowshoeing	11%
Golfing	8%
Downhill skiing, snowboarding	8%
Horseback riding	7%
Running	7%
Visiting a ranch	7%
Off highway driving	6%
Sports competition	6%
Guided tour trip	6%
Other	6%
Disc golf	4%
Climbing	3%
Geocaching	3%
Attending a conference or business meeting	3%
Motorized boating	2%
Hunting	2%
Snowmobile	2%
Attending a wedding	2%
Consider establishing a business or residence	2%

All visitors, n = 1263

# Differences by Visitor Demographics

Exhibit A

**Low-income visitors** were more likely to want to eat at **local restaurants**, go **shopping** and visit the **farmer's market** than the overall sample.

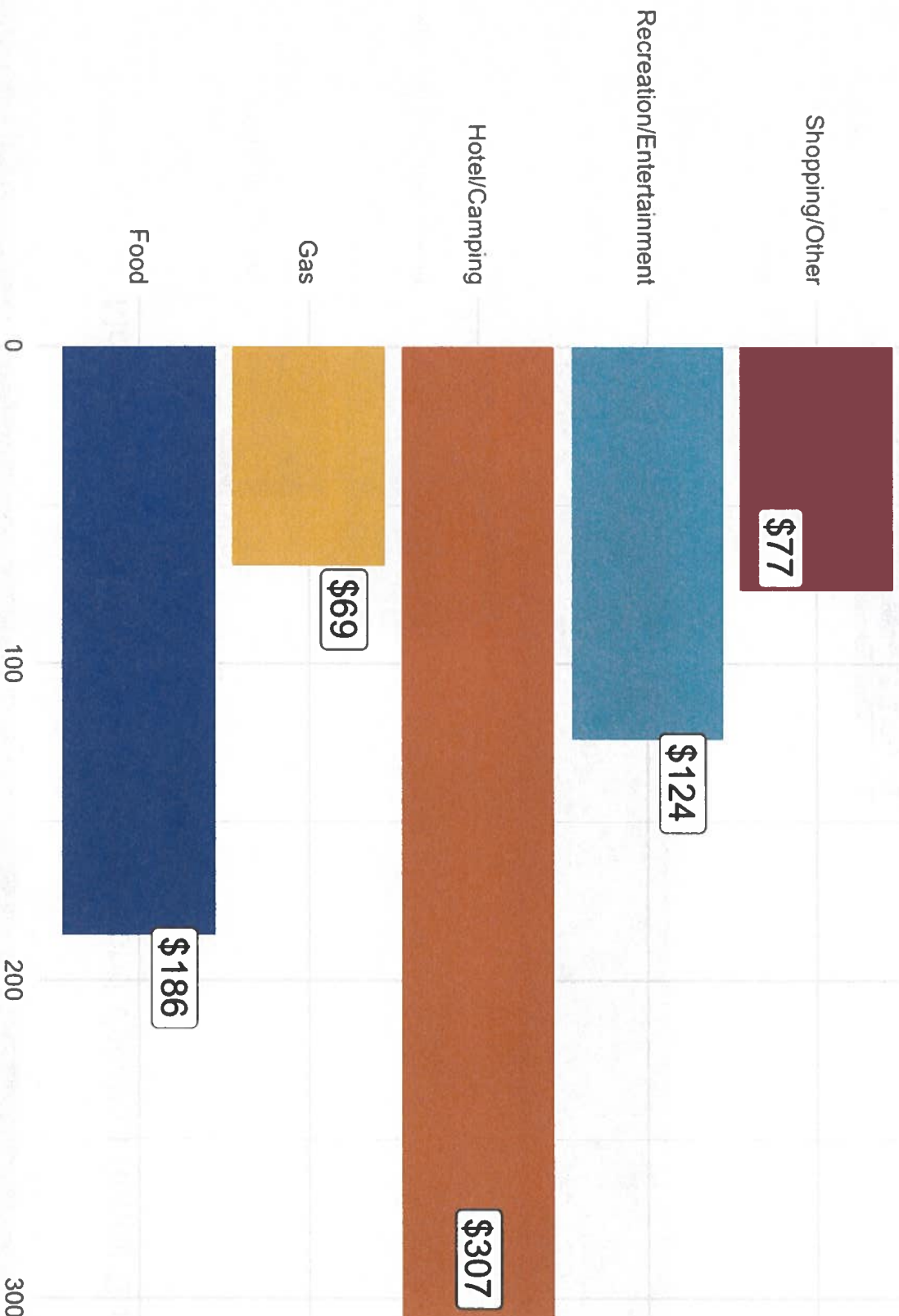
- -> Low-income visitors are **less likely** to want to go hiking in the **future**.

-> Low-income visitors were **2.4x more likely** to rate Sisters as too **expensive** than the average visitor.

**Nonwhite respondents** were **less likely** to be “**extremely likely**” to visit the **Sisters area** in the next two years

- (60% of nonwhite respondents, vs. 69% of all respondents and 79% of all on-site respondents).

## Money Spent Per Party Per Trip on Overnight Visits

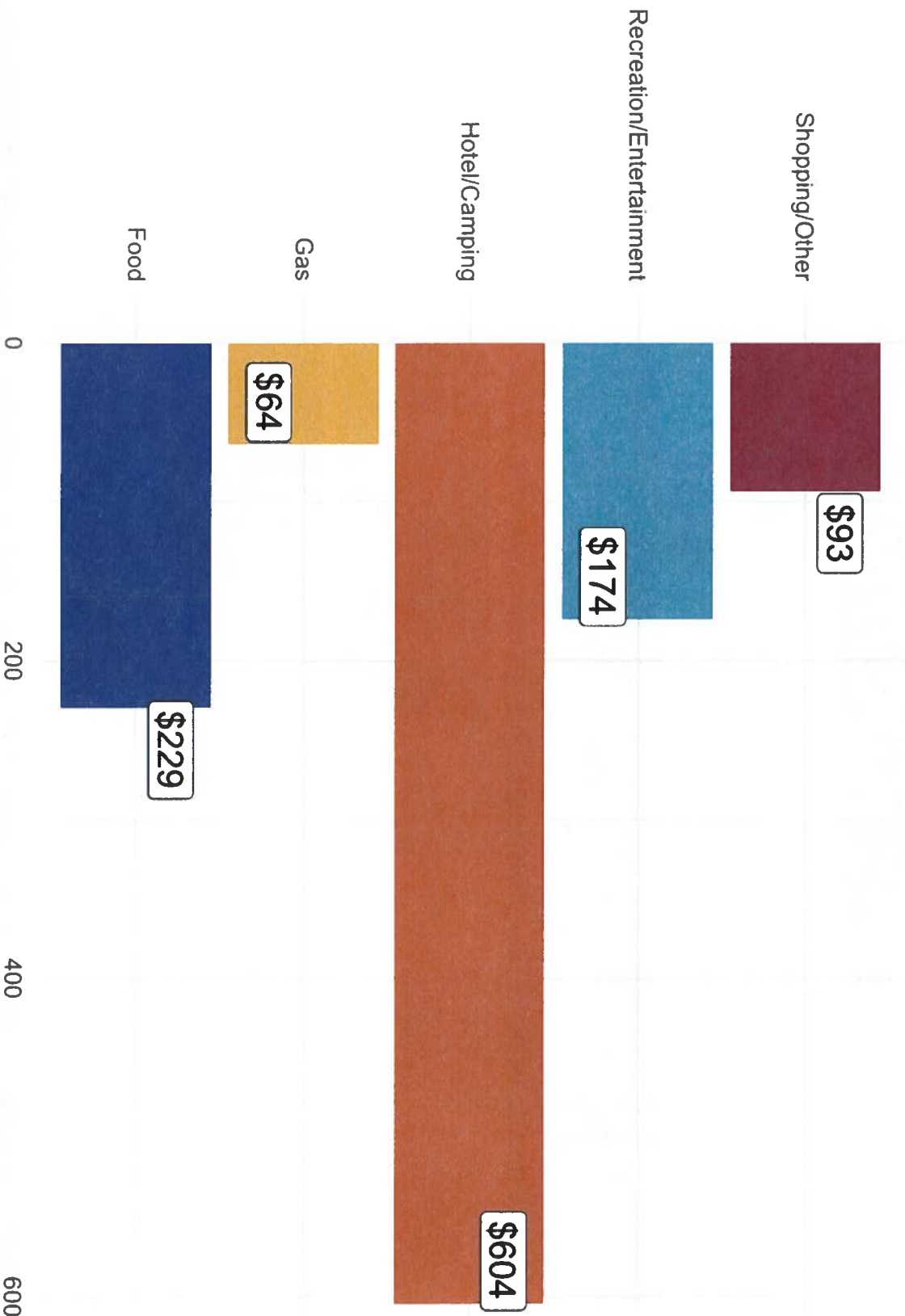


Overnight visitors only, n = 853

# Economic Impact

Exhibit A

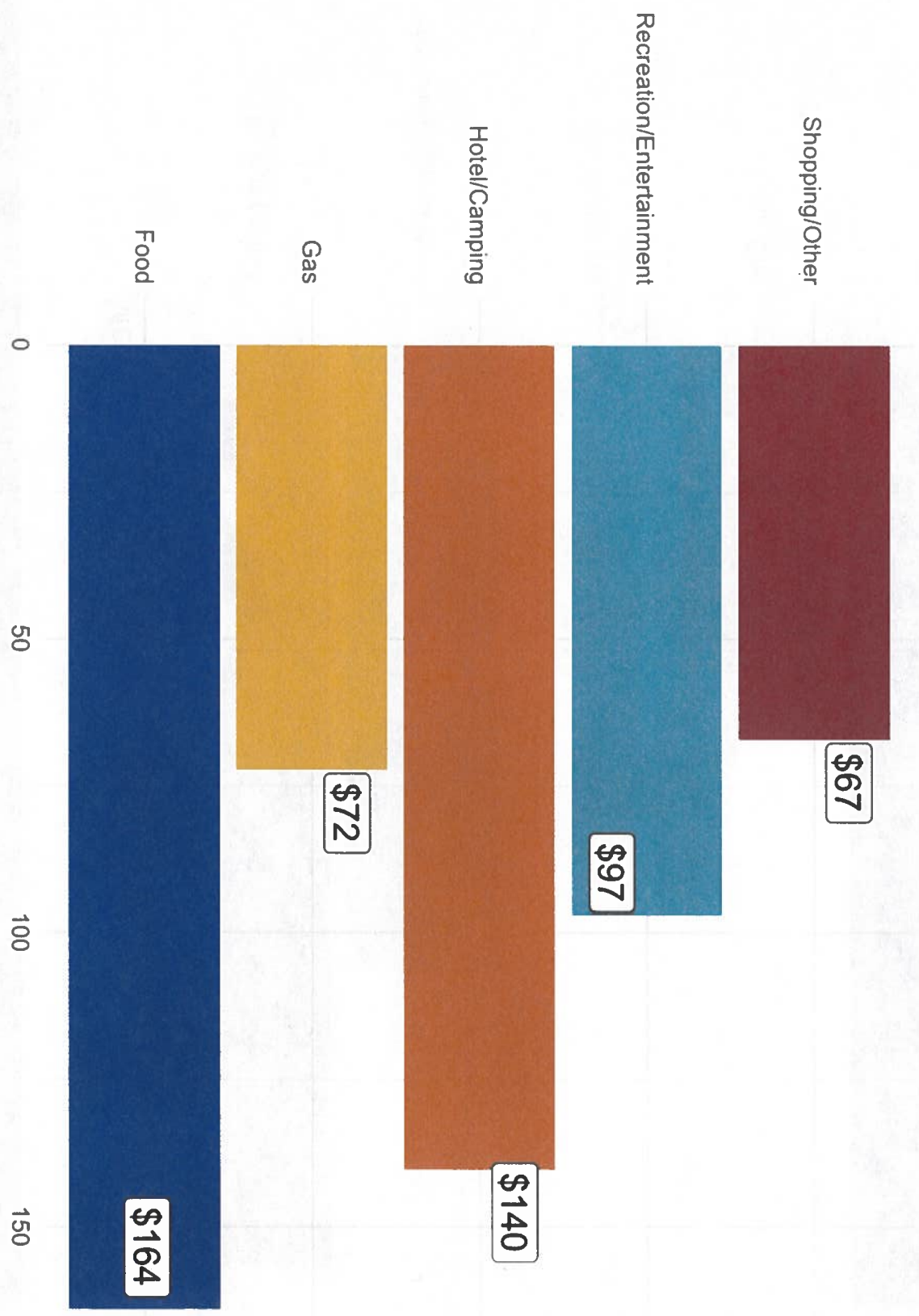
Money Spent Per Party Per Trip: Hotel and Vacation Rental Guests



Hotel and vacation rental visitors only, n = 370



### Money Spent Per Party Per Trip: Stays With Family or Camping

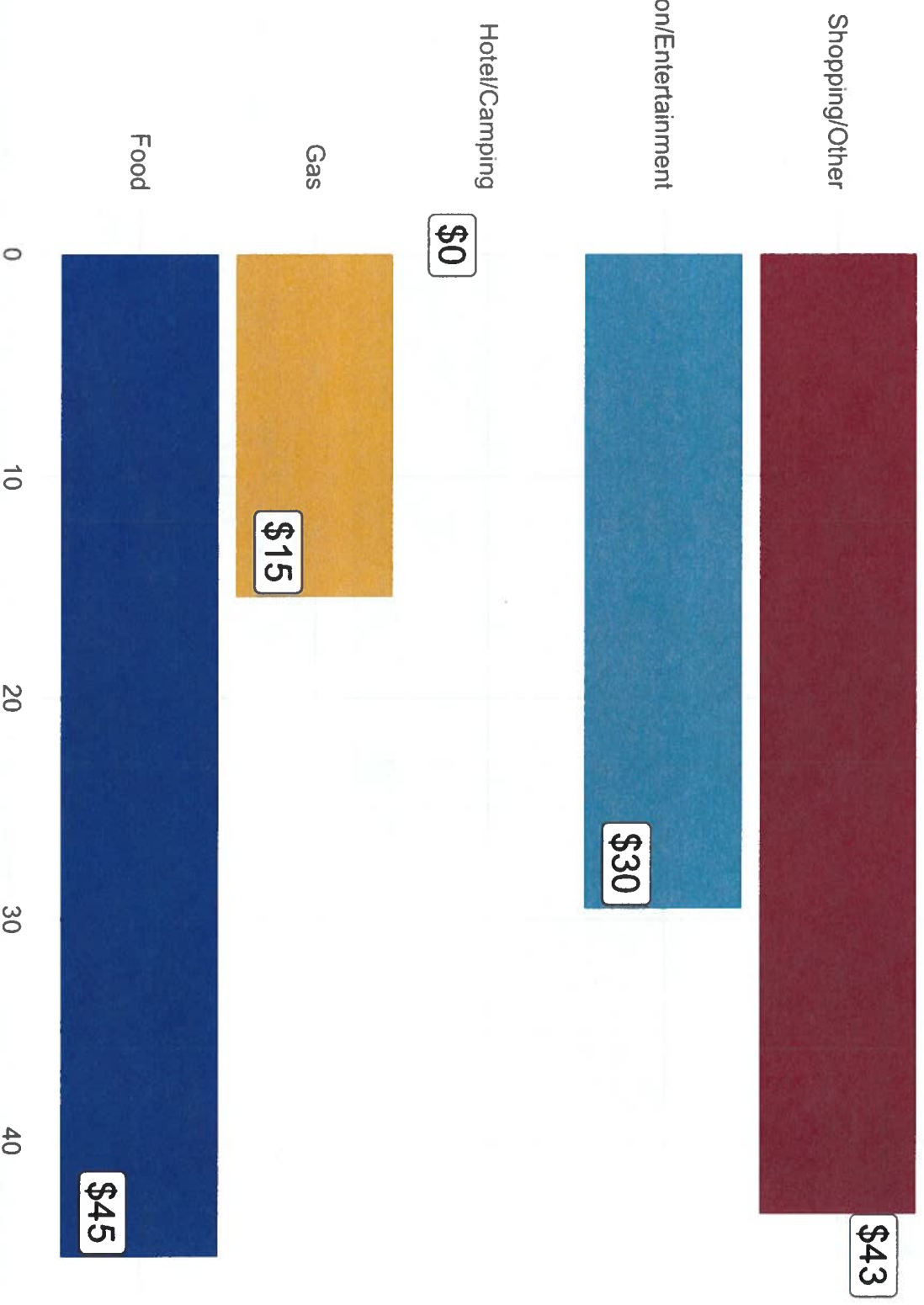


Visitors staying with friends and family or camping, n = 483

# Economic Impact

Exhibit A

Money Spent Per Party Per Trip: Day Visits



Visitors on day trips, n = 342



# Section IV: Written Feedback

# Written Feedback

Exhibit A

## Visitors Liked

Restaurants, bars and dining

Events and festivals

Natural beauty

Relaxation and family time

Nice lodging and access to outdoor recreation

## Visitors Disliked

Traffic and parking

Lack of availability or expense of accommodations

Lack of availability of restaurants

Situational- covid, smoke, staffing

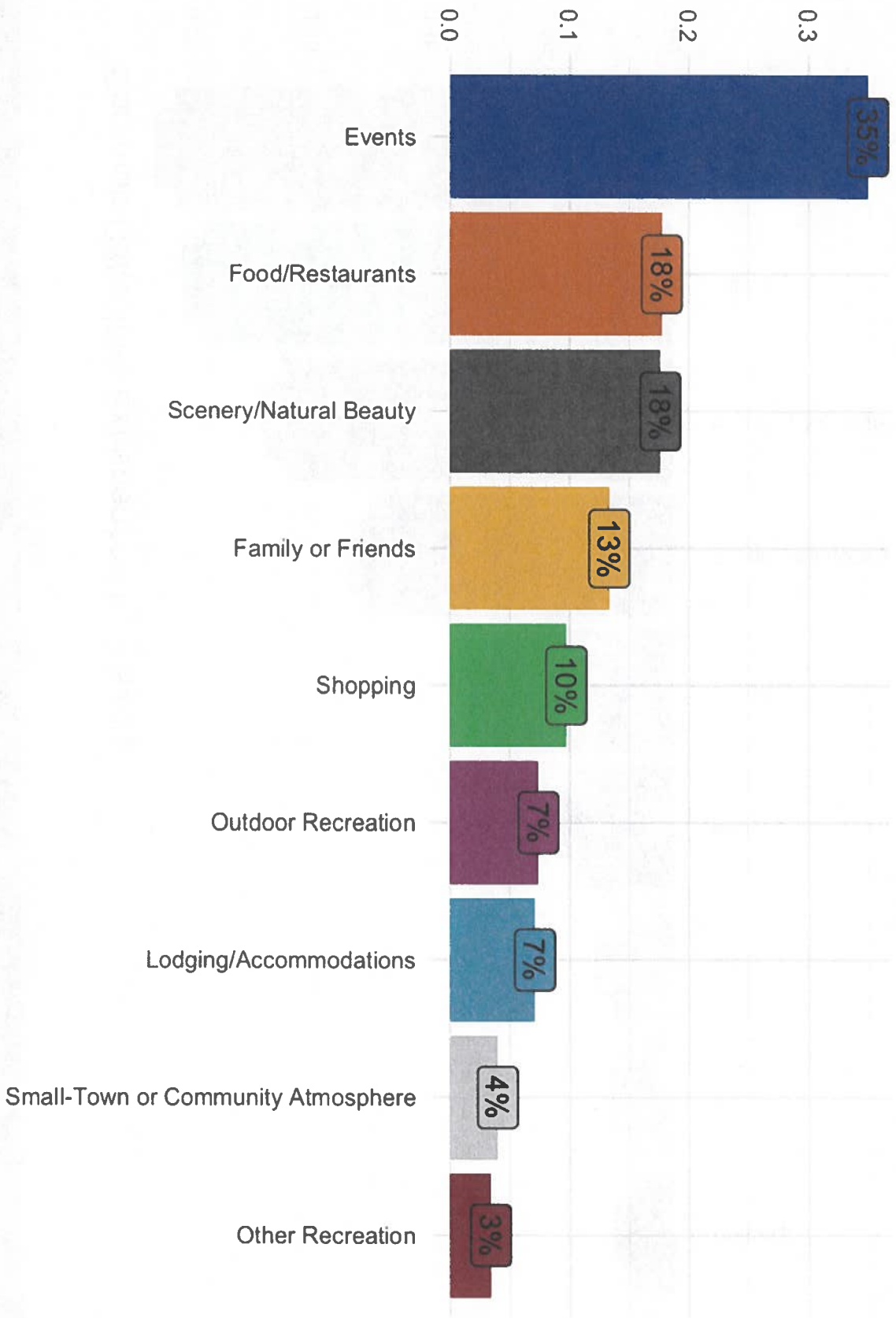
Cost or expense

Based on most frequent themes in text analysis of written responses (n=1045).

# Feedback: What Visitors Enjoyed

Exhibit A

### Common Themes Enjoyed by Visitors

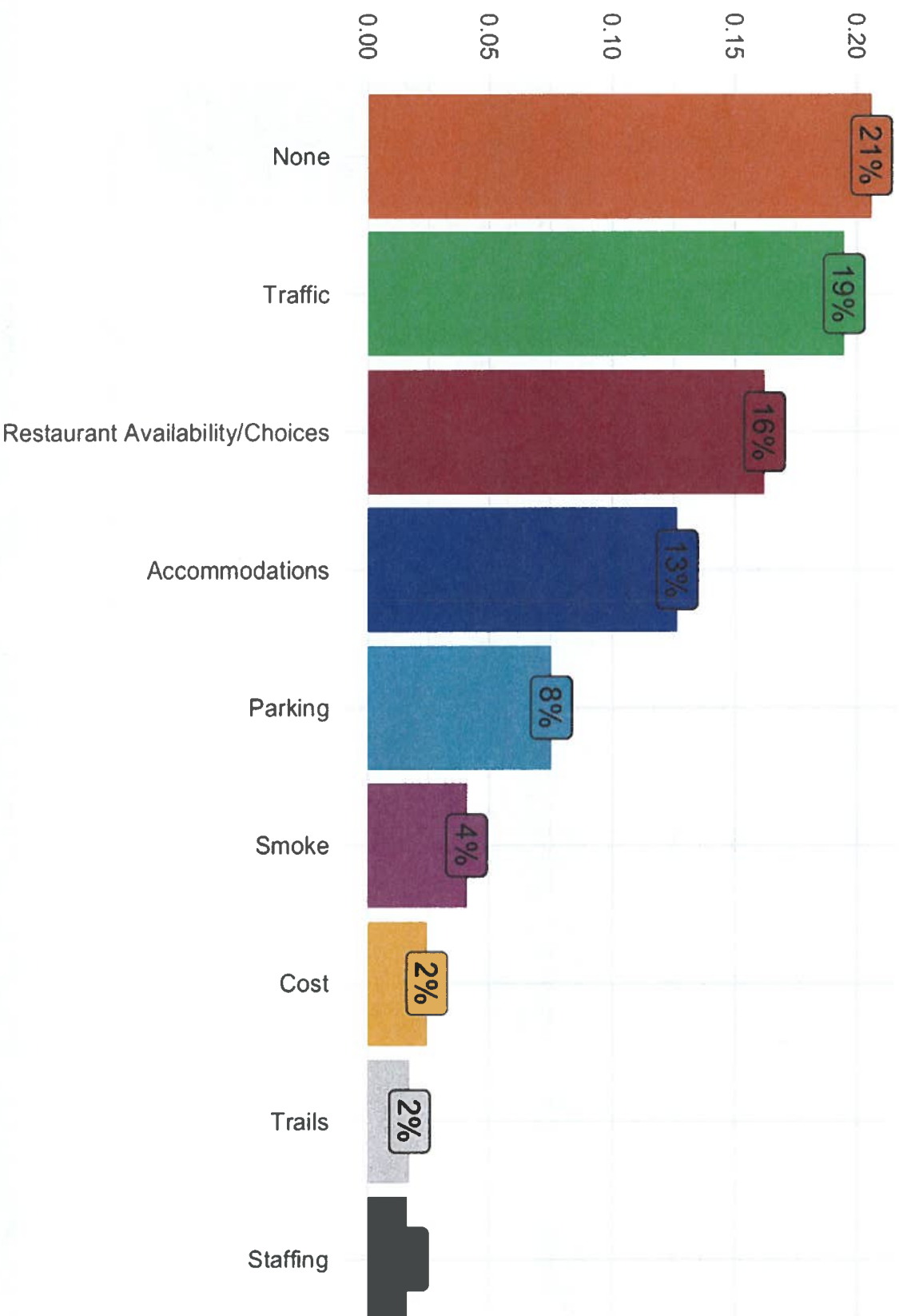


All written responses, n = 1045

# Feedback: Difficulties Encountered by Visitors

Exhibit A

## Common Difficulties Experienced by Visitors



\*All written responses, n = 1045

# Quotes: What Visitors Enjoyed

## Exhibit A

- *Hiking to surrounding waterfalls and taking walks through Sisters. Also enjoyed the restaurants.*
- *Music, picnic in the park in the center of town enjoying food from a local restaurant.*
- *I enjoy so much about the Sisters area, and used to live there. The Folk Fest was my reason for my last trip, but I also go for the wilderness, hiking, backpacking, skiing, all things outdoors!*
- *I like the Sister Creekside CG. there is a bit of traffic noise, but nice campground, close to Peterson Ridge trails and easy shopping!*
- *Trails close to town, easy access to great food*
- *Well-organized folk festival. Very accommodating camping at the high school and we biked to our musical events on well maintained bike trails.*
- *The quilt show and classes have been a lifelong dream of mine to attend. In 2018 I was finally able to attend this spectacular event.*

# Quotes: Difficulties Visitors Faced

Exhibit A

- *Too much traffic on Main Street. Noisy. Takes away from the charm of Sisters.*
- *TRAFFIC! Getting out onto the main road to go anywhere was crazy. We started going through the residential streets to keep from having to turn left at the intersections of town.*
- *Lodging is sparse and super expensive. that is the main reason I stay in Bend and drive or ride my bike to Sisters.*
- *I have never been able to actually stay in Sisters, during the Quilt Show week, because the hotels etc. fill up so quickly.*
- *Affordable places to stay. Would've liked to stay in Sisters . Instead stayed in Bend and drove over for the day.*
- *Many closed restaurants due to staffing. We feel very sorry for local businesses and wish that we could've supported them.*
- *Parking is somewhat limited / not clearly marked and traffic on the main route through town makes turning around to back track somewhat of a challenge*



# Quotes: Improvements Visitors Want

## Exhibit A

- More dining options and places to stay.
- Sadly, it's the inability to get accommodation. If I don't have a place to stay near Sisters, I have to day-trip it, and it's a punishingly long day trip from where I live.
- ...encourage hotels to not raise their rates so excessively during the festival. We would have stayed longer.
- Add more places for quick healthy food rather than sit down food. More affordable places to stay overnight. Getting too expensive so I typically make it a day event.
- More biking trail variety. Biking specific trails. Biking shuttle.
- More resorts/hotels near downtown similar to 5 Pines
  - Another similar campground in the area, limiting vehicles to the campground, businesses with broader hours (everything was closed when we weren't cycling)
  - I wish you could move the highway. I always worry about pedestrians when driving through. Maybe some way to slow down traffic, raised crosswalks? Stop signs?

# Word Cloud: What Visitors Enjoyed Most

Exhibit A

Q15 What did you enjoy most about your visit?

walk RV park Mountain bike sisters Creekside Campground Peterson Ridge

Visiting friends sister s Everything lovely friendly people river stores also

wonderful quality beauty surrounding Views bike race friendly new

restaurants lots food road Seeing Beautiful area

Outdoor Quilt Easy access Sisters Coffee mountains

family community Hiking away beautiful shops restaurants

Folk Festival quiet area Sisters Stampede music trails

love go shopping Attending town Seeing quilts

quilt show place Sisters nature quilts fun

scenery music festival Relaxing work enjoyed

bike trails great parks friends Eating event outdoors local

beautiful scenery Camping Creekside Campground Visiting easy

Sisters Folk setting festival natural beauty Sisters Quilt Staying

atmosphere bakery weather amazing good riding small town variety

time coffee shop Walking around Black Butte nice Great music people

local restaurants around town many beauty area Sisters Outdoor

# Word Cloud: Difficulties Visitors Faced

Exhibit A

Q16 What was the main difficulty you and/or your group encountered during your trip?

festival warm Na help reservations little event room Long outside places eat visit  
venues use Stayed dinner lot lunch hot many people closed stay Sisters available  
traffic main many Air quality Traffic town night lodging rv time much  
camping easy enough problem N Lack go Smoke fires town  
restaurants open crowded due Covid difficulties challenging  
Sisters housing Traffic expensive None s  
Parking walk restaurants stay Bend heat much traffic  
Finding Finding restaurant Nothing local Smoke great Covid  
Weather quilt show good place stay take area year day closed early drive  
Folk Festival make Long lines Shops weekend hotel way hard food places one  
accommodations seating Finding place wanted campground trip really big around  
availability restaurants closed cancelled quilt Waiting

# Word Cloud: Improvements Visitors Want

Exhibit A

Q17 What improvements could be made to make you a repeat visitor to the Sisters area?

Make Open love Sisters return Way Less always left Stay help nice season Improve  
show downtown Sisters Folk Festival back repeat visitor Options please Keep around S  
already Will back Bend need main street campground venues N even  
sure live Will lodging visit big think enjoy restaurants hours  
Better <sup>quilt</sup> parking <sup>one</sup> town <sup>see</sup> Sisters <sup>day</sup>  
None <sup>really</sup> Nothing <sup>places</sup> stay traffic <sup>work</sup> area  
stop quilt show <sup>things</sup> love <sup>already</sup> repeat visitor time <sup>know</sup>  
year limited place <sup>access</sup> camping <sup>much</sup> shops <sup>rv parks</sup> great home  
Maybe housing go <sup>available</sup> close <sup>try</sup> improvements <sup>come back</sup> affordable  
<sup>fires event smaller</sup> find <sup>without</sup> accommodations <sup>move</sup> people <sup>definitely</sup> Come longer  
food NA RV <sup>siting</sup> hotels Covid



# Section V: Demographics

# Demographics

Exhibit A

**Gender:** 68 percent female

Gender	Percent
Male	31%
Female	68%
Non-Binary	<1%
Other	<1%

**Age:** 66 percent aged 51 and over

Ages	Percent
Under 20	9%
21-30	6%
31-40	10%
41-50	9%
51-60	18%
61+	48%

**Income:** 52 percent made over \$100,000

Income	Percent
\$150,000+	27%
\$100,000-\$149,999	25%
\$75,000-\$99,999	19%
\$50,000-\$74,999	18%
\$20,000-\$49,999	8%
Less than \$20,000	2%

All visitors, n = 1263

Exhibit A

- **Household Status:** 44 percent households with adult kids

Household Status	Percent
Single, no children	10%
Household (couple, no children)	27%
Household (single or couple) w/children living at home	19%
Household (single or couple) w/grown children not at home	44%

- **Race:** 94 percent white

Race	Percent
Asian, Asian Indian or Pacific Islander	2%
Black or African American	<1%
Native American or Alaska Native	<1%
Write In	2%
Two or more races	2%
White/Caucasian	94%

- **Ethnicity:** 97 percent not Hispanic/Latino

Hispanic/Latino	Percent
Not Hispanic/Latino	97%
Hispanic/Latino	3%

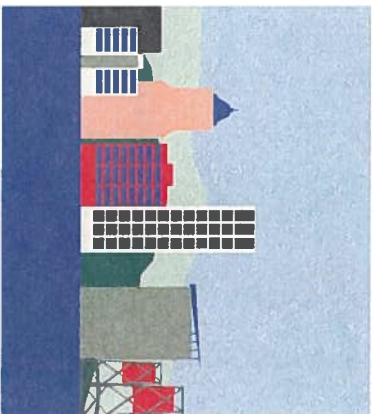
All visitors, n = 1263

# **ECON**orthwest

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Los Angeles



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Boise



Exhibit A

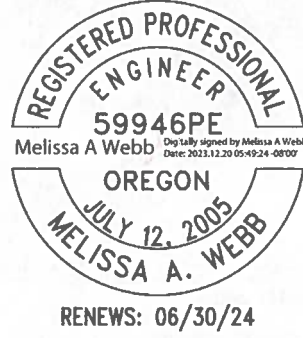
Exhibit A



1130 SW Morrison St., Suite 318  
Portland, OR 97205  
503.248.0313  
lancastermobley.com

## Memorandum

To: City of Sisters  
From: Melissa Webb, PE  
Date: December 20, 2023  
Subject: 69013 Camp Polk Road Amendment  
Trip Generation and Transportation Planning Rule Analysis



### Introduction

This memorandum reports the findings of a trip generation analysis conducted for a text amendment to the Sisters Development Code for a property located at 69013 Camp Polk Road in Sisters, Oregon. The study reviews the morning peak hour, evening peak hour, and average daily trip generation potential of the site under both the existing allowable land uses and the proposed additional allowable land uses. This memorandum also addresses the Transportation Planning Rule (TPR) to demonstrate that the transportation system is capable of supporting any changes in traffic intensity resulting from the proposed amendment.

### Project Location & Description

The project site, zoned as TC (Tourist Commercial), is located north of E Barclay Drive and west of Camp Polk Road in Sisters, Oregon. The site includes a single tax lot, lot 1101 of map 151004000, which encompasses an approximate total of 4.61 acres. Currently there is one single-family dwelling located on the project site (often referred to as the "Conklin's Guest House").

The project involves leaving the property zoned as TC and including a text amendment to the Sisters Development Code (SDC) to include additional allowable uses in the TC zone. In addition to the parcel mentioned above, the TC zone applies to portions of two other tax lots: 151004BD01901 (currently undeveloped) and 151004BD01900 (currently developed with Cascade Distillery).

Figure 1 presents an aerial image of the nearby vicinity with the project site outlined in yellow.

site could include the development of a 50,200 square foot restaurant. A restaurant this size would be unlikely: for reference, the Sisters Bi-Mart is approximately 36,000 square feet. A review of similar high turnover sit-down restaurants in Sisters shows that the restaurant square footages range between 2,000 and 6,000 square feet. Given the large lot size, a restaurant square footage of 6,000 square feet was assumed, which would be a similar size to Three Creeks Brewing.

Under current zoning, land use code 932 is expected to attract pass-by and diverted trips. Pass-by trips are trips that leave the adjacent roadway to patronize a land use and then continue in their original direction of travel. Like pass-by trips, diverted trips are trips that divert from a nearby roadway not adjacent to the site to patronize a land use before continuing to their original destination. Pass-by trips do not add additional vehicles to the surrounding transportation system; however, they do add additional turning movements at site access intersections. Diverted trips may add turning movements at both site access and other nearby intersections.

Pass-by trip generation was determined by referencing data from the Pass-By and Data Rate Tables in the appendix of the Trip Generation Manual. The following rates were utilized for determining pass-by trip generation:

*LUC 932 (High-Turnover (Sit-Down) Restaurant)*

- Approximately 43 percent of evening peak hour site trips are assumed as pass-by trips; and
- The average weekday pass-by trip rate is assumed to match the evening peak hour rate.

**Proposed Zoning Amendment**

To determine trip generation with the proposed zoning amendment, it is assumed that the proposed development following the text amendment may be considered the reasonable “worst-case” development scenario. For the purpose of this analysis, two proposed additional land uses to the TC zone were analyzed and the following assumptions made:

- LUC 411, *Public Park* – it was assumed that the entire 4.61-acre site would be used as a public park.
- LUC 416, *Campground/Recreational Vehicle Park* – it was assumed that a maximum of 80 campsites would be available.

**Analysis Summary**

The trip generation calculations show that under existing conditions, the subject site could reasonably be developed to generate up to 57 morning peak hour trips, 31 evening peak hour trips, and 368 average weekday trips. Following the text amendment to the development code, looking at a worst-case development scenario, the site could be developed with a campground/recreational vehicle park that could generate up to 17 morning peak hour trips, 22 evening peak hour trips, and 220 average weekday trips.

The trip generation estimates are summarized in Table 2. Detailed trip generation calculations are included as an attachment to this memorandum.



Table 2: Trip Generation Comparison

ITE Code	Intensity	Morning Peak Hour			Evening Peak Hour			Daily Trips
		In	Out	Total	In	Out	Total	
<b>Current Zoning – Allowed Land Use</b>								
932 – High Turnover (Sit-Down) Restaurant	6,000 SF	31	26	57	33	21	54	644
<i>Pass-By Rate</i>	<i>(-/43%/43%)</i>	-	-	-	-14	-9	-23	-276
<b>Total Net Site Trips</b>		32	26	57	19	12	31	368
<b>Proposed Zoning Amendment - Additional Land Uses</b>								
416 – Campground/Recreational Vehicle Park	80 campsites	6	11	17	14	8	22	220 <sup>1</sup>
411 – Public Park	4.6 Acres	0	0	0	0	1	1	4

**Table Notes:**

1. No weekday rate data was provided; therefore, the weekday rate was estimated to be ten times the evening peak hour rate.

Based on the above analysis, following the text amendment to the TC zone in the Sisters Development Code, the development of a campground/recreational vehicle park with a maximum of 80 campsites will not generate more trips than a 6,000 square foot restaurant that can be constructed under existing conditions. In addition, if the entire site acreage was developed as a public park, the estimated number of trips generated would also be fewer than the number of trips that could be generated with a 6,000 square foot restaurant. Furthermore, a restaurant use would only utilize a portion of the site; thus, the potential for trip generation under current zoning would be even greater than what is show in Table 2.

**Additional Parcels**

The TC zoning district applies to portions of two other tax lots:

The first lot (151004BD01900) is currently developed with Cascade Distillery. Table 1 shows that a distillery is more trip-intensive than either a campground/recreational vehicle park or a public park. With the proposed text amendment changes, a distillery would still be a permitted land use in the TC zone.

The second lot (151004BD01901) is zoned North Sisters Business Park (NSBP) District except for a small corner that is zoned TC. The site is currently undeveloped and is considered “unbuildable” due to being in the runway protection zone associated with the nearby Sisters Eagle Airport.

If the site were ever to be developed in the future, the NSBP district has permitted land uses, such as restaurants and coffee shops, that are more trip-intensive than either of the uses proposed with the amendment to the TC zone (campground/recreation vehicle park or a public park). Furthermore, as demonstrated for the subject site, the proposed text amendment for the TC zone would only add uses that are lower trip generators than what is currently permitted.



## Transportation Planning Rule

The Transportation Planning Rule (TPR) is in place to ensure that the transportation system is capable of supporting possible increases in traffic intensity that could result from changes to adopted plans and land-use regulations. The applicable elements of the TPR are each quote directly in italics below, with responses following.

### 660-012-0060 Plan and Land Use Regulation Amendments

1. *If an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation (including a zoning map) would significantly affect an existing or planned transportation facility, then the local government must put in place measures as provided in section (2) of this rule, unless the amendment is allowed under section (3), (9) or (10) of this rule. A plan or land use regulation amendment significantly affects a transportation facility if it would:*
  - (a) *Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);*
  - (b) *Change standards implementing a functional classification system; or*
  - (c) *Result in any of the effects listed in paragraphs (A) through (C) of this subsection based on projected conditions measured at the end of the planning period identified in the adopted TSP. As part of evaluating projected conditions, the amount of traffic projected to be generated within the area of the amendment may be reduced if the amendment includes an enforceable, ongoing requirement that would demonstrably limit traffic generation, including, but not limited to, transportation demand management. This reduction may diminish or completely eliminate the significant effect of the amendment.*
    - (A) *Types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;*
    - (B) *Degrade the performance of an existing or planned transportation facility such that it would not meet the performance standards identified in the TSP or comprehensive plan; or*
    - (C) *Degrade the performance of an existing or planned transportation facility that is otherwise projected to not meet the performance standards identified in the TSP or comprehensive plan.*

Response: Subsections (a) and (b) are not triggered since the proposed land use action will not impact or alter the functional classification of any existing or planned facility and the proposal does not include a change to any functional classification standards.

Regarding subsection (c), the proposed text amendment is not projected to increase the morning peak hour, evening peak hour, or average daily trip generation potential of the site. Accordingly, the proposed text amendment is not expected to have a significant impact on the operation of area streets and intersections since there is no expected increase in the peak hour or daily trip generation potential of the site. Therefore, subsection (c) will not be triggered.



## Conclusions

A text amendment to the Sisters Development Code is proposed to include development of additional allowable land uses in the TC zone as well as clarify permissible uses in the zone. The proposed additional allowable land uses are consistent with the purpose of the TC zone shown in SDC 2.12.100.

The proposed text amendment to the Sisters Development Code will not degrade the performance of any existing or planned transportation facility. Accordingly, the TPR is satisfied, and no mitigation is necessary or recommended in conjunction with the proposed text amendment.

### Attachments

Trip Generation – Existing Conditions

Trip Generation – Proposed Conditions





TRIP GENERATION CALCULATIONS

Existing Conditions

*Land Use:* High-Turnover (Sit-Down) Restaurant  
*Land Use Code:* 932  
*Land Use Subcategory:* All Sites  
*Setting/Location:* General Urban/Suburban  
*Variable:* 1000 SF GFA  
*Trip Type:* Vehicle  
*Formula Type:* Rate  
*Variable Quantity:* 6

AM PEAK HOUR

*Trip Rate:* 9.57

	Enter	Exit	Total
Directional Split	55%	45%	
Trip Ends	31	26	57

PM PEAK HOUR

*Trip Rate:* 9.05

	Enter	Exit	Total
Directional Split	61%	39%	
Trip Ends	33	21	54

WEEKDAY

*Trip Rate:* 107.2

	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	322	322	644

Source: Trip Generation Manual, 11th Edition



TRIP GENERATION CALCULATIONS

Proposed Use

*Land Use:* Public Park  
*Land Use Code:* 411  
*Land Use Subcategory:* All Sites  
*Setting/Location:* General Urban/Suburban  
*Variable:* Acres  
*Trip Type:* Vehicle  
*Formula Type:* Rate  
*Variable Quantity:* **4.6**

AM PEAK HOUR

*Trip Rate:* 0.02

	Enter	Exit	Total
Directional Split	59%	41%	
Trip Ends	0	0	0

PM PEAK HOUR

*Trip Rate:* 0.11

	Enter	Exit	Total
Directional Split	55%	45%	
Trip Ends	0	1	1

WEEKDAY

*Trip Rate:* 0.78

	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	2	2	4

Source: Trip Generation Manual, 11th Edition



TRIP GENERATION CALCULATIONS

Proposed Use

Land Use: Campground/RV Park

Land Use Code: 416

Land Use Subcategory: All Sites

Setting/Location: General Urban/Suburban

Variable: Occupied Campsites

Trip Type: Vehicle

Formula Type: Rate

Variable Quantity: 80

AM PEAK HOUR

Trip Rate: 0.21

	Enter	Exit	Total
Directional Split	36%	64%	
Trip Ends	6	11	17

PM PEAK HOUR

Trip Rate: 0.27

	Enter	Exit	Total
Directional Split	65%	35%	
Trip Ends	14	8	22

WEEKDAY

Trip Rate: 0

	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	NA	NA	NA

Source: Trip Generation Manual, 11th Edition