CITY of THE DALLES



313 COURT STREET THE DALLES, OREGON 97058

(541) 296-5481 ext. 1125 COMMUNITY DEVELOPMENT DEPARTMENT

AGENDA CITY OF THE DALLES PLANNING COMMISSION

CITY HALL COUNCIL CHAMBERS
313 COURT SREET
THE DALLES, OREGON 97058
CONDUCTED IN A MEETING ROOM IN COMPLIANCE WITH ADA STANDARDS

THURSDAY, March 19, 2020 6:00 P.M.

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF AGENDA
- IV. APPROVAL OF MINUTES Minutes to be forwarded under separate cover.
- V. PUBLIC COMMENT
- VI. LEGISLATIVE HEARING Continued Public Hearing

Comprehensive Plan Amendment No. 46-20. Updates to Policy #10 of Goal #8 Recreational Needs, of The Dalles Comprehensive Land Use Plan, in order to be consistent with the Northern Wasco County Parks and Recreation District's Parks and Recreation Master Plan.

VII. QUASI-JUDICIAL HEARING

Minor Partition 371-20, Daniel Sanchez, 2323 W. 16th Street, 2N 13E 32 DC 1301

REQUEST: Partition one lot into two smaller lots for residential development.

VIII. RESOLUTION

Resolution PC 589-20: Adoption of Comprehensive Plan Amendment CPA 46-20

IX. STAFF COMMENTS

Next regularly scheduled meeting: April 2, 2020

- X. COMMISSIONER COMMENTS OR QUESTIONS
- XI. ADJOURNMENT

(This page intentionally left blank.)

CITY of THE DALLES



313 COURT STREET THE DALLES, OREGON 97058

(541) 296-5481 ext. 1125 COMMUNITY DEVELOPMENT DEPARTMENT

UPDATED STAFF REPORT Comprehensive Plan Amendment 46-20

Procedure Type: Legislative

Public Hearing Date: , continued to March 19, 2020

Applicant: City of The Dalles

The proposed Comprehensive Plan Amendment

updates Policy #10 of Goal #8: Recreational

Request: Needs of The Dalles Comprehensive Land Use

Plan to be consistent with the Northern Wasco County Parks and Recreation District's Parks and

Recreation Master Plan.

Properties: All properties within the City of The Dalles Urban

Growth Boundary

Prepared by: Dawn Marie Hert, Senior Planner

BACKGROUND INFORMATION:

The proposed comprehensive plan amendment updates Policy #10 of Goal #8: Recreational Needs of The Dalles Comprehensive Land Use Plan to be consistent with the Northern Wasco County Parks and Recreation District's Parks and Recreation Master Plan.

The Northern Wasco County Parks and Recreation District Board adopted the Parks and Recreation Master Plan in April 2019. The Master Plan is the District's first adopted comprehensive system plan. Policy #10 of Goal #8: Recreational Needs of The Dalles Comprehensive Land Use Plan requires the acknowledgement of the District's Park and Recreation Master Plan as a background document in Volume III of The Dalles Comprehensive Plan, in order to serve as the City's long range recreation plan for The Dalles Urban Growth Boundary Area.

The original proposed additions to The Dalles Comprehensive Plan are shown in **bold** text, the amended additions are shown in **bold and underlined** text and proposed deletions are shown in **strikethrough** text as follows:

Goal 8 Policies

10. The Northern Wasco County Parks and Recreation District's Parks and Recreation Master Plan shall be acknowledged as a background document in Volume II III of The Dalles Comprehensive Plan, to serve as the City's long range recreation plan for The Dalles Urban Growth Boundary Area along with facility plans for the City of The Dalles and North Wasco County School District 21. A parks and open space standard of ten acres per 1,000 population should be adopted as part of the Parks Master Plan achieved within the urban area. The Parks and Recreation Master Plan shall include improvement, acquisition, and development goals and recommendations that directed toward maintain maintaining the ratio of acres of park land per 1,000 residents at the current level of service and ensuring that parks and open space areas are equitably distributed throughout the community.

Staff is recommending that the Planning Commission recommend the above changes of The Dalles Comprehensive Plan to the City Council.

COMMENTS:

As of the date of the staff report, no formal comments have been received by the Community Development Department.

A. CITY OF THE DALLES MUNICIPAL CODE – TITLE 10- LAND USE AND DEVELOPMENT

Article 10.3.010.040 Applications:

FINDING #1: This application is initiated by the Director pursuant to the provisions of Section 10.3.010.040 F. The application was deemed complete on January 16, 2020. Criterion met.

Article 10.3.020 Review Procedures, Article 10.3.020.060 Legislative Actions: Section A. Decision types. 4. Amendments to the Comprehensive Plan: FINDING #2: This application is for Amendments to the Comprehensive Plan. Criterion met.

Section B. Public Hearings. The Commission shall hold at least one legislative public hearing to review applications for legislative actions and, by duly adopted resolution, make a recommendation to the Council to approve, approve with conditions, or deny the request.

FINDING #3: The public hearing has been set for February 20, 2020 and continued to the March 19, 2020 meeting. Criterion met.

Article 10.3.020.060 Legislative Actions:

Section C. Notice of Hearing. At least 10 days before the legislative hearings, notice of the hearing shall be published in a newspaper of general circulation.

FINDING #4: A notice of hearing containing the information required was published in The Dalles Chronicle on February 8, 2020 and again on March 7, 2020. Criterion met.

Notice of Amendments as required by the State of Oregon, Department of Land Conservation and Development.

The Department of Land Conservation and Development requires a 35 day advance notice of any proposed amendments.

FINDING #5: The required notice was sent on January 16, 2020, which is 35 days prior to the first hearing on the text amendment to the Comprehensive Plan. Criterion met.

Section 10.3.020.070(A)(3) Staff Report.

A staff report shall be presented which identifies the criteria and standards applying to the application and summarizes the basic findings of fact. The staff report may also include a recommendation for approval, approval with conditions, or denial.

FINDING #6: The staff report has identified the criteria and standards as they relate to this application and has summarized the basic findings of fact. The staff report does include a recommendation for approval. Criterion met.

Section 10.3.110.030 Review Criteria

Proposed text amendments shall be consistent with the Comprehensive Plan, and State Laws and Administrative Rules.

FINDING #7: The proposed amendments are consistent with the Comprehensive Plan, State Laws, and Administrative Rules. Criterion met.

B. COMPREHENSIVE PLAN

1. Explain the justification for the proposed Comprehensive Plan Amendment.

FINDING #8: The reference in Policy #10 of Goal 8 to the Parks and Recreation Master Plan be adopted as part of the background documents for Volume II of the Comprehensive Plan is an error, as the Plan is clearly listed as part of the documents in Volume III on page 4. The proposed amendments update the policy to correct the error and reference Volume III.

Policy 10 also includes a recommendation to adopt a parks and open space standard of ten acres per 1,000 population. Within The Dalles Urban Growth Boundary, parks and recreation facilities are provided by NWCPRD, the City of The Dalles, and North Wasco County School District 21. The proposed amendments update the policy to recognize agency efforts and collaboration toward meeting the recommended standard. In addition, the proposed amendments modify the policy to accurately reflect the vision and intent of the Parks and Recreation Master Plan.

The National Recreation and Park Association (NRPA) curates an annual report that summarizes key findings generated by the NRPA Park Metrics, a benchmarking tool that evaluates an agency's performance. Two benchmarks

analyzed in the 2018 NRPA Performance Review report are the ratio of residents per park, and the acres of park land per 1,000 residents as a means of gauging appropriate level of service. The ratio of acres of park land per 1,000 residents is calculated based on the current acreage of park land (127.44 acres) and the current population estimate divided by 1,000 (12.744).

Based on this equation, the acres of park land per 1,000 residents in The Dalles is 8.71 acres per 1,000 residents.

The newly adopted Parks and Recreation Master Plan does not include a specific level of service standard. The District has a robust inventory of community resources: linear parks, neighborhood parks, community parks, regional parks, special use parks, trails, and open spaces. These resources are also accompanied by school district facilities, city facilities, college facilities, private facilities, and facilities owned by the Columbia Land Trust, and other organizations. Overall, the District is performing well above the median in terms of overall operating expenditure, and expenditure per capita, and per park sites.

The Dalles can expect a population increase within the next 20 years. This growth prompts the need to consider how the existing levels of service benchmarks measured both as the ratio of residents per park, and the acres of park land per 1,000 residents, can continue to at least be maintained at their current level, if not improved. In order to maintain the ratio of residents per park at an appropriate service level, NWCPRD will need to increase the number of parks in its ownership by approximately one park (0.6 parks) every five years. In order to maintain the ratio of acres of park land per 1,000 residents at an appropriate service level, NWCPRD will need to increase the amount of park acreage in its ownership by approximately 7.7 acres every five years.

The Parks and Recreation Master Plan contains park improvement, acquisition, and development recommendations that are directed at maintaining the current level of service over the next 20 years, or through 2040. The proposed amendments to Policy #8 modify the policy to be consistent with the Plan. Therefore, this criterion is satisfied.

2. Describe how the proposed amendment is compatible with or will further the goals established by the Community for the subject area. The goals are listed in the Comprehensive Plan.

FINDING #9: The proposed amendment is compatible with Goal #8 as follows: *GOAL #8: RECREATIONAL NEEDS*

To satisfy the recreational needs of the citizens of the state and visitors.

The goal includes several references to the District and the District Board:

 The "Parks and Recreation Needs" section of the goal discusses the Districts' role in recreation planning and implementation and assistance is promoting and coordinating trail and park development.

- and the Northern Wasco County Park & Recreation District Board to identify and provide for park and recreation needs, to maintain and develop neighborhood and community parks, and to identify uses for underdeveloped park lands."
- Policy #10 requires that the City adopt the District's Park and Recreation Master Plan as a background document to The Dalles Comprehensive Plan
- Policy #11 states that the [Park and Recreation Master Plan] "shall strive to provide neighborhood parks within a 5 minute walk or 1,500 feet of all residential areas" and that it "shall consider funding mechanisms for acquisition, development and maintenance of park and recreation facilities."
- Policy #12 states that the Plan should "encourage a connected park and open space system in order to provide for small private open space areas." The policy further identifies potential pedestrian and bicycle and landscape improvements.

The community needs assessment component of the Park and Recreation Master Plan included focus group meetings, and online survey, stakeholder interviews, open house events, and an analysis of national, regional, and state recreation trends. The Plan's vision statement is as follows:

"The Northern Wasco County Parks and Recreation District system is comprised of distinctive and accessible parks that promote healthy lifestyles, showcase social, cultural, educational, and recreational opportunities, and meet the needs of a diverse community."

The vision is further articulated and defined by a series of goals and actions addressing identify, distribution and connectivity, funding and partnerships, maintenance and operations, sustainability, and community resiliency. The process that led to the preparation of the Plan, and subsequent adoption by the District Board, is demonstration of a concerted effort to meet the recreational needs of the citizens of the state and visitors, consistent with Goal #8. The proposed amendment does not affect any other goals in the Comprehensive Plan or create any inconsistency within the Comprehensive Plan. Therefore, this criterion is satisfied.

3. Describe how the proposed Comprehensive Plan Amendment will further the interests of public health, safety, and general welfare.

FINDING #10: The Parks and Recreation Master Plan contains specific goals that address public health, safety, and general welfare, as follows:

- Identity
 Create a unique parks system with a strong identity that encourages resident involvement and is safe and accessible for all.
- 2. Distribution and Connectivity

Improve physical connections between and to facilities and promote an equitable distribution of facilities within the community.

3. Funding and Partnerships

Evaluate and establish new mechanisms for funding existing and future park and recreation facilities and programs, while strengthening relationships between NWCPRD and other partners.

4. Maintenance and Operations

Manage and operate all facilities in a manner that promotes a safe, quality, and efficient parks system.

5. Sustainability

Incorporate sustainable practices in park facility design, maintenance, and operations, and increase resident awareness of NWCPRD actions.

6. Community Resiliency

Promote a social structure within the District's programming that encourages participation and diversity of activities and events.

The proposed amendments enable adoption of the Parks and Recreation Master Plan, as previously adopted by the District board, as a background document to the Comprehensive Plan. The inclusion of the Plan and its supporting goal and policy direction in the Comprehensive Plan framework will further public health, safety, and welfare interests consistent with the above criterion.

4. Describe the effect the proposed amendment would have on surrounding properties.

FINDING #11: The proposed amendments correct an inconsistency in the text of Policy #10 and update the Policy to reflect a new Plan adopted by the NWCPRD Board. As the proposed amendments affect a District-wide plan, they are not site-specific and will not have an effect on individual or surrounding properties. Therefore, this criterion is satisfied.

C. DISCUSSION

The proposed amendments are subject to revision or deletion. The Commission will forward a recommendation on the amendments to the City Council. The final decision on all the proposed amendments will be made by the City Council.

STAFF RECOMMENDATION:

Staff recommends the following:

Motions:

1. Move to recommend that the City Council accept the Parks and Recreation Master Plan as a background document to Volume III of City's Comprehensive Plan; and

2. Move to recommend to the City Council Goal 8, Policy 10 be amended to read as follows:

Goal 8 Policies

10. The Northern Wasco County Parks and Recreation District's Parks and Recreation Master Plan shall be acknowledged as a background document in Volume III of The Dalles Comprehensive Plan, to serve as the City's long range recreation plan for The Dalles Urban Growth Boundary Area along with facility plans for the City of The Dalles and North Wasco County School District 21. A parks and open space standard of ten acres per 1,000 population should be adopted as part of the Parks Master Plan achieved within the urban area. The Parks and Recreation Master Plan shall include goals and recommendations directed toward maintaining the ratio of acres of park land per 1,000 residents at the current level of service and ensuring that parks and open space areas are equitably distributed throughout the community.

(This page intentionally left blank.)

CITY of THE DALLES



313 COURT STREET THE DALLES, OREGON 97058

(541) 296-5481 ext. 1125 COMMUNITY DEVELOPMENT DEPARTMENT

STAFF REPORT MINOR PARTITION 371-20

Applicant: Daniel Sanchez

Procedure Type: Quasi-judicial

Decision Date: March 19, 2020

Assessor's Map: 2 North, 13 East, Section 32 DC

Tax Lot: 1301

Address: 2323 West 16th Street

Comprehensive Plan Designation: "RL" Low Density Residential

Zoning District: "RL" Low Density Residential

Prepared by: Riley Marcus, Associate Planner

REQUEST: The request is to partition one (1) 11, 099 square foot lot into two (2) lots of 6,059 square feet and 5,040 square feet.

RECOMMENDATION: Approval, with conditions.

NOTIFICATION: Notification was mailed on Monday, March 9th, 2020 to surrounding property owners within 300 feet, in addition to other local and state entities, City departments and franchise utilities.

COMMENTS RECEIVED:

No comments received at the time of the Planning Commission mailout.

City of The Dalles Municipal Code – Title 10 Land Use and Development

Chapter 10.9 Land Divisions

Article 9.020 Land Division Standards

Section 10.9.020.020 General Provisions

A. Applicability. All land divisions shall be in conformance with the requirements of the zone district where the division is proposed, and all other applicable provisions of this Title. Modifications to these requirements may be accomplished through a planned development per the provisions of Article 9.050: Planned Developments.

FINDING: The Applicant is requesting to partition one 0.255 acre parcel (11,099 sq. ft.) with an existing residence, into two parcels of 0.139 acres (Parcel 1, 6,059 sq. ft.; residence will remain on this Parcel) and 0.116 acres (Parcel 2, 5,040 sq. ft.). The RL zone requires a minimum width of 50 feet and a minimum lot depth of 65 feet. The Applicant is proposing Parcel 1 to be 67.37 feet in width and 90 feet in depth and Parcel 2 to be 56 feet in width and 90 feet in depth. Staff finds the request to comply with Section 10.9.020.020(A).

B. Annexation. Whenever any new lot is created inside the urban growth boundary but outside the City limits, the City may require annexation or the signing of a Consent to annexation and a waiver of the one-year limitation on consent to annexation.

FINDING: The subject property is located within the City Limits of The Dalles and a Consent to Annex will not be required to be signed. Staff finds the request to comply with Section 10.9.020.020(B).

C. Blocks.

- 1. General. Length, width, and shape of blocks shall take into account need for adequate lot size, street width and circulation, recognizing limitations of the topography and conforming to the size requirements specified below.
- 2. Size. No block frontage shall be less than 200 feet or more than 1,600 feet in length between corner lines unless topography or location of adjoining streets justifies an exception. Block size shall vary, depending on the adjacent street classification, with shorter blocks fronting local streets and longer blocks fronting collector and arterial streets. In addition the following may apply:
 - a. Local Streets and Minor Collectors. Block width shall be a minimum of 200 feet and a maximum of 600 feet, with a maximum proportional ratio of width-to-length of 1:3. Block length shall be a minimum of 300 feet and a maximum of 600 feet. To provide a connection to the adjoining street, a permanent pedestrian/bicycle through pathway, established by right-of-way and at least 10 feet wide, shall be provided near the middle of blocks greater than 450 feet in length/width.
 - b. Major Collector Streets. Block frontage shall be a minimum of 300 feet and a maximum of 1,200 feet. To provide a connection to the adjoining street, a permanent pedestrian/bicycle through pathway, established by right-of-way and at least 12 feet wide, shall be provided near the middle of blocks greater than 900 feet in length/width.

<u>FINDING:</u> The subject property is located on West 16th Street. The request is to divide one lot into two lots. The request will not be altering the size of the existing block. Staff finds the request to comply with Section 10.9.020.020(C).

D. General Requirements

1. Size and shape. Lot size, width, shape, and orientation shall be appropriate for location of the subdivision and for the type of use contemplated. No lot shall be dimensioned to contain part of an existing or proposed street. Lot sizes shall not be less than required by this Title for the applicable zone district. Depth and width of properties reserved or laid out for commercial and industrial purposes shall be adequate to provide for off-street parking and service facilities required by the type of use proposed.

FINDING: The subject property is located in the Low Density Residential zone, which requires new lots to be a minimum of 5,000 sq. ft. with a minimum lot width of 50 ft. and a minimum lot depth of 65 ft. No lot will contain part of an existing or proposed street. No industrial or commercial uses are being proposed. Staff finds the request to comply with Section 10.9.020.020(D)(1).

2. Access. Each lot shall abut upon a public street, alley, or approved private access drive for a width of at least the minimum lot width specified by the development standards for the zone district where the lot is located, with the following exception: Lot access requirements for residential rear lot development created through a land partition process may be exempted from the access requirement above when all the provisions of Section 10.9.020.030: Residential Rear Lot Development below have been met.

FINDING: The subject property abuts upon West 16th Street. The proposed partition will result in two lots; one with the existing dwelling that will use the existing driveway (proposed as Parcel 1), and the second vacant lot (proposed as Parcel 2). A new access was not shown for Parcel 2 on the plat plan. A **Condition** of Approval has been included in the Notice of Decision to require the Applicant show access to Parcel 2 on the final plat. Residential Rear lot development is further addressed below in Section 10.9.020.030. Staff finds the request to comply with Section 10.9.020.020(D)(2).

3. Access Points. Arterial and collector streets access points shall be either established in the final plat or included in covenants recorded as part of the final plat.

FINDING: The subject property is located on West 16th Street. This section of West 16th Street is a public access residential road. A **Condition** of Approval has been included in the Notice of Decision to require the final plat to show access. With the above condition, Staff finds the request to comply with Section 10.9.020.020(D)(3).

4. Lot Side Lines. Side lines of lots, as far as practicable, shall be at right angles to the street the lots face.

<u>FINDING:</u> The lot side lines are perpendicular to West 16th Street to the greatest extent practicable. Staff finds the request to comply with Section 10.9.020.020(D)(5).

6. Lot Grading. Lot grading shall conform to the provisions of Article 8.050: Erosion, Slope Failure, and Cuts and Fill.

FINDING: No grading is proposed within this request. A **Condition** of Approval has been included in the Notice of Decision to require any future cuts or fill exceeding 50 cubic yards to require a physical constraints permit. If the cut/fill exceeds 250 cubic yards, drawings will need to be submitted by a licensed engineer. Staff finds the request to comply with Section 10.9.020.020(D)(6).

7. Building Lines. Building setback lines may be established in a final plat or included in covenants recorded as a part of a plat.

FINDING: The applicant submitted a preliminary plat that shows the building lines of the existing dwelling on proposed Parcel 1 and a shed on proposed Parcel 2. The shed located on Parcel 2 will need to be removed if the partition is approved, as it would no longer be accessory to a single family dwelling on the same lot. A **Condition** of Approval has been included in the Notice of Decision requiring that the Applicant remove the existing shed on Parcel 2. With the above condition, Staff finds the request to comply with Section 10.9.020.020(D)(7).

- 8. Redevelopment Plans. A redevelopment plan shall be required when dividing residential land into large lots that have the potential for further subdivision or partition at some future date. The redevelopment plan shall show street extensions, utility extensions, and lot patterns to:
 - a. Indicate how the property(ies) may be further developed to 70% of maximum Comprehensive Plan density for the particular zone district.
 - b. Demonstrate that the proposal will not inhibit development of adjacent lands.

FINDING: The subject property does not have the ability to be further divided. The gross acreage of the subject property, which includes 120 linear feet of half of the right-of-way along West 16th Street, and 123 linear feet of half of the right-of-way along West 15th Street, is approximately 0.3862 acres. The Comprehensive Plan lists the prescribed density ranges for the Low Density Residential as 3-6 units/gross acre. Staff calculated 70 percent of the maximum Comprehensive Plan density for this zone to be approximately 1.6, or 1 unit. The Applicant is proposing to develop 100 percent of the maximum Comprehensive Plan Density for this zone, or 2.31 units, rounded down to 2 units. Therefore, the Applicant could not further partition the subject property if this request is approved as it would result in being over the allowed number of units per gross acreage. Staff finds the request to comply with Section 10.9.020.020(D)(8).

Section 10.9.020.030 Residential Rear Lot Development

Rear lot development shall be allowed with the intention of eventually creating, where possible, a public street or private access drive connecting two established public streets for the purpose of providing through access to the lots being developed. In addition to complying with the provisions of Section 10.9.020.020: General Provisions above, and all other requirements of this Title and other City ordinances, residential rear lot development shall comply with the following standards and procedures:

- A. Lot Access Requirements. Lot(s) created by rear lot development shall use one of the following applicable permanent access options:
 - 1. Where opportunities exist for future rear lot development of abutting property to the side and rear of the subject lot, a deed recorded easement at least 25 feet wide abutting one side lot line and running from the front property line to the rear property line shall be required.

- 2. Where a permanent access easement on an adjacent property already exists along the side lot line or abuts the rear lot line of the subject lot, a deed recorded easement at least 25 feet wide abutting the side lot line adjacent to the existing easement and running from the front property line to the rear property line shall be required.
- 3. Where, in the Director's opinion, existing topography, lack of public right-of-way, or existing development precludes an opportunity to create a through connection to a public street, rear lot development may connect to a dedicated right-of-way via an access way (narrow strip of land). At the Fire Marshall's discretion, an adequate turn around area (such as a hammer head) shall be provided for fire and life safety vehicles.
- B. Improvement Requirements. The City Engineer may require that any private access or driveway over 50 feet in length or serving 2 or more lots shall be improved as required at the same time as the adjacent public street is constructed. This provision includes all required drainage, sewage, and utility facilities.
- C. Public Improvements. Public improvements shall be placed within the easements or rights-of-way per City standards. Where the width of the easements or rights-of-way is not sufficient to accommodate all required improvements, additional easement or right-of-way shall be acquired from adjacent property.
- D. Required Connection To Right Of Way. Public streets, private access drives and access ways must connect to a dedicated right-of-way at least 40 feet in width that has a street improved to City standards.
- E. Lot Area. The minimum lot area shall meet the minimum requirement of the applicable zone district. Land required for future right-of-way or proposed for a future public street shall not count toward the minimum lot area.
- F. Fire Protection. The Fire Marshall may require installation of a fire hydrant and/or turnarounds where necessary for firefighting capabilities.
- G. Existing Vegetation. Significant beneficial vegetation including trees and shrubbery shall be preserved wherever possible.
- H. Reciprocal Easements. Where a common drive or private access way is to be provided to serve more than one lot, a reciprocal easement ensuring access rights shall be recorded with the approved partition map.

FINDING: The request is to partition one .255 acre parcel with an existing residence into two parcels of 0.139 acres (Parcel 1, with existing dwelling) and 0.116 acres (Parcel 2). This partition will not result in residential rear lot development. The Applicant has a 20 foot Access Easement (existing driveway on Parcel 1) that currently serves the two parcels to the North of West 15th Street (currently under the same ownership). When West 15th Street is improved, the Applicant will remove this Access Easement, and the two lots will then use West 15th for access. A **Condition** of Approval has been included in the Notice of Decision to require a new approach for Parcel 2 to be provided and to be paved, to meet the "all-weather" surface material requirements and requirements in Section 10.6.060.040. With the above conditions, Staff finds the request to comply with Section 10.9.020.030.

Article 9.030 Partitions, Minor Replats, and Lot Line Adjustments

Section 10.9.030.030 Partition Applications

- A. In addition to the requirements of Article 3.010: Application Procedures, the person filing the application must be the owner or a person having a legal interest in the land to be partitioned. If the application includes land in more than one ownership, the application must be submitted jointly by all of the owners or persons having a legal interest in the property. All applications for partitions shall also be accompanied by a tentative partition plat and any other required graphics. The tentative plat shall be sufficiently accurate to ensure proper review and shall not exceed 18 inches by 24 inches. An 11-inch by 17-inch copy of the tentative plat; shall also be provided. The tentative plat shall include the following information where applicable:
 - 1. Names of the applicant, owner, engineer, and surveyor as appropriate.
 - 2. Date, scale, and north arrow.
 - 3. Property line boundaries of all contiguous land in the same ownership as the area encompassed in the application.
 - 4. Sufficient description to define location and boundaries of the area to be partitioned, replatted, or adjusted.
 - 5. Location of existing structures.
 - 6. Number and type of dwelling units proposed where known and appropriate.
 - 7. Location and width of all existing or proposed public or private rights-of-way, including any reserve strips and parking areas.
 - Location of all existing and proposed streets, curbs, and sidewalks. (New streets or improvements to existing streets shall meet the requirements of Chapter 10.10 -Improvements Required with Development. Construction detail drawings are not required for application approval, but will be required prior to issuance of any required permit.)
 - Location of all existing and proposed public and private utilities, including, but not limited to, water, sewer, storm drainage, power, gas, cable TV, and telephone. (New public utilities shall meet the requirements of Chapter 10.10 - Improvements Required with Development. Construction detail drawings are not required for application approval, but will be required prior to issuance of any required permit.)
 - 10. Proposed parcel layout indicating dimensions, parcel lines and lot areas of parcels.
 - 11. Approximate location of any potential physical and environmental constraints for review per the provisions of Chapter 10.8 Such constraints include, but are not limited to slopes of the land, erosion control, floodways, floodplains, natural drainage ways, and geological hazard areas.
 - 12. All areas proposed for dedication to the public and their proposed uses including, but not limited to, street rights-of-way, drainage ways, easements, trails and paths, parks and open spaces, and reserve strips.
 - 13. For nonresidential development, the location and use of adjacent driveways and structures within the appropriate distance as specified in Section 10.6.050.040: Access Standards.
 - 14. Identification of significant natural features, including, but not limited to, rock outcroppings, creeks, streams, ponds, riparian areas, and existing native, ornamental, and orchard trees having a trunk diameter of 14 inches or more at a point 5 feet above the natural grade.
 - 15. Where it is evident that the subject parcel can be further partitioned the applicant shall show, either on the tentative plat or as an attachment, that the land partition will not

preclude efficient division of land in the future, per the requirements of Section 10.9.020.020(C)(8): Redevelopment Plans.

FINDING: The subject property is under the same ownership. The Applicant and landowner are the same. The date, scale and a north arrow were included on the preliminary plat map and will be required for the final plat map. A single family dwelling exists on the subject property. No new development is being proposed at this time, however any new structures will require a Building Permit to be completed and approved. The proposed parcel layout indicates dimensions, parcel lines and lot areas of parcels. No non-residential development is being proposed. Staff finds the request to comply with Section 10.9.030.030.

10.9.030.040 Partition Application Review

A. Review Procedure. Partition applications shall be processed as administrative actions, per the provisions of Section 10.3.020.040: Administrative Actions. Where the Director determines that continuous partitioning of a tract of land may occur in subsequent years, tilities, or storm water drainage facilities to be constructed and unmitigated impacts to City services and surrounding property, the application shall be referred to the Planning Commission, pursuant to Section 10.3.020.050: Quasi-Judicial Actions for a determination as to the applicability of the LUDO subdivision requirements.

FINDING: The Applicant previously completed a Minor Partition that included the subject property on September 5, 2019. This Partition resulted in partitioning one .744 acre parcel, into three parcels of .168 acres, .168 acres, and .255 acres, with a 54-foot right-of-way dedication for the future expansion of West 15th Street. This Minor Partition included a Condition of Approval that required further partition of the subject property to go before Planning Commission. Therefore the subject request has been elevated to Planning Commission for a decision. Staff finds the request to comply with Section 10.9.030.040(A).

- B. Review Criteria. Partition applications shall be reviewed to assure:
 - 1. The tentative plat meets the Wasco County recording requirements.
 - 2. The proposal is consistent with the purposes of this Chapter, relevant development standards of this Title, policies and density requirements of the Comprehensive Plan, public works standards and policies, and any other applicable policies and standards adopted by the City Council.
 - 3. Approval does not impede future development of property under the same ownership or on adjacent lands planned for urban densities, including provision of City services and access from a public street.
 - 4. The plans for public improvements meet the requirements contained in the provisions of Section 10.9.040.060(H): Installation of Required Improvements.
- C. Period of Approval. Approval of a partition application shall be valid for a period of 1 year from the effective approval date. Upon written request, filed with the Director prior to the expiration date, approvals may be extended annually 4 times provided the relevant provisions of this Title have not changed. If an approval is extended, any fees or charges will be assessed at the rate in existence at the time they are paid, not the rate in existence at the time of the original approval. If no final partition plat is submitted within 1 year, or within any timely extension, the partition application shall become void and a new application required.

FINDING: The final plat plans will be required to comply with the Wasco County recording requirements. The requirements can be met with the required survey and confirmed with a receipt of two copies of the recorded plat from Wasco County. A **Condition** of Approval has been included in the Notice of Decision requiring that the Applicant submit two copies of the surveyed and recorded plat to The Dalles Community Development Office within one year of the date of the Notice of Decision for this partition to be effective. As demonstrated in findings above, this proposal meets or will meet with conditions, all applicable policies and standards. The subject partition will not further impede future development of property under the same ownership or on adjacent lands planned for urban densities, including provision of City services and access from a public street. No plans for public improvements were submitted. With the above condition, staff finds the request to comply with Section 10.9.030.040.

Section 10.9.030.050 Final Partition Plat Review

- A. Application Requirements. Applications for final partition plat approval shall meet the following requirements:
 - 1. The final partition plat shall conform to the approved tentative partition plat, as well as the provisions of Article 9.020: Land Division Standards and any conditions of approval.
 - 2. The partition plat shall be prepared in accordance with ORS Chapters 92 and 209 by an Oregon licensed land surveyor and conform to Wasco County's plat standards.
 - 3. An Oregon licensed land surveyor shall survey and monument all parcels. All monuments on the exterior boundary and all parcel corner monuments of a partition shall be placed before the partition is offered for recording.
 - 4. The plat shall include or be accompanied by:
 - a. A notarized signature of the owner declaring the ownership and consenting to recording of the plat.
 - b. Legal descriptions of areas proposed for dedication including, but not limited to, street rights-of-way, drainage ways, easements, and reserve strips (legal descriptions shall meet the approval of the City Engineer).
 - c. A notarized copy of any deeds dedicating land to the City signed by the grantor.
 - d. A description sealed by a registered professional engineer, of streets, driveways, utilities, and improvements proposed to be made or installed, as well as a time within which such improvements are to be completed.
 - e. All easements and adjacent streets shall be placed on the plat.
 - f. A designated space for approval signatures in accordance with paragraph (C)(4) of this section shall be placed on the plat.
- B. Review of Final Partition Plat Application.
 - 2. For a partition of non-residentially zoned property, on which no existing residential structure is located, any required street improvements (including paving, curb, sidewalk, sanitary sewer, water and where applicable, storm sewer) shall be subject

to the agreement for improvement provisions in Section 10.9.040.060(H): Installation of Required Improvements.

For a partition of a vacant parcel of property which is zoned for residential development, or a partition of a parcel upon which an existing residential structure is located, prior to the approval of the final plat, the applicant shall not be required to install required street improvements; installation of required street improvements shall occur consistent with the provisions of Section 10.10.030(A).

- C. Final Plat Approval. Prior to final approval, the City shall be assured that:
 - 1. For a partition of non-residentially zoned property, on which no existing residential structure is located, the applicant has installed, or executed a deferred development agreement, or has gained approval to form an improvement district for installation of required improvements in accordance with the provisions of Chapter 10.10-Improvements Required with Development, or the applicable provisions of Chapter 2.12 concerning reimbursement districts. Improvements that may be required include street, street lights or other signals, sanitary sewer, storm drainage, water, pedestrian way and bikeway improvements, electrical power, natural gas, cable television, telephone service, and other improvements required with the partition application.
 - 2. For a partition of a vacant parcel which is zoned for residential development, or a partition of a parcel of property upon which an existing residential structure is located, the applicant's responsibility for installing required public street improvements shall occur in accordance with the provisions of Section 10.10.030(A).
 - Public assessments, liens, and fees with respect to the partition area have been paid, or a segregation of assessments and liens has been applied for and granted by the City Council.
 - 4. The City Engineer shall review a signed and notarized deed for any areas proposed for dedication to the City prior to the final signing of the partition plat.
 - 5. The partition plat shall be signed by the Director, City Engineer, Wasco County Treasurer, Wasco County Assessor, and Wasco County Surveyor.
 - 6. Approval does not relieve the applicant from other applicable provisions of this Title and other City ordinances, or from the provisions of the Oregon Revised Statutes.
- D. Recording of Final Plat. When all required signatures have been obtained on the final partition plat, the applicant shall record the plat and any required covenants with the Wasco County Clerk, and submit 2 copies of the recorded plat and any covenants to the Director.
- E. Effective Date. Authorization of the final partition plat shall become effective when the plat is officially recorded.
- F. Building Permits. No building permit shall be issued for any parcel until the final partition plat is recorded and the required copies are provided to the Director.

FINDING: The Applicant submitted a preliminary partition plat on February 5, 2020. A **Condition** of Approval has been included in the Notice of Decision requiring that the Applicant submit a final plat that meets the above requirements. With the above condition, staff finds the request to comply with Section 10.9.030.050.

STAFF RECOMMENDATION: The Applicant is requesting to partition the subject property from one lot into two. The subject property was part of a recently approved Minor Partition, MIP 365-19, in September 2019, which approved the partitioning of one lot into three lots, as well as a required right-of-way dedication for the purposes of West 15th Street. As a Condition of Approval with MIP 365-19, all additional partitioning of the subject property would be required to go before Planning for review, as it was determined that the property had the ability for future partitioning. Section 10.9.030.040 in The Dalles Municipal Code states:

"Where the Director determines that continuous partitioning of a tract of land may occur in subsequent years, potentially resulting in the need for new road(s), utilities, or storm water drainage facilities to be constructed and unmitigated impacts to City services and surrounding property, the application shall be referred to the Planning Commission, pursuant to Section 10.3.020.050: Quasi-Judicial Actions for a determination as the applicability of the subdivision requirements".

In The Dalles Municipal Code, the creation of four or more lots is defined as a "subdivision" requiring full public improvements. However, Section 10.9.010.020 further defines the subdivision process of the creation of four lots within the same calendar year. The approval of three lots (MIP 365-19) was finalized in September 2019 and the requested partition (MIP 371-20) was submitted in February 2020. Therefore the Applicant is creating four lots in simultaneous applications that were submitted in two different calendar years. As a result, the four lots are being created through the process of a "serial partition", defined as the continuous partitioning of a tract of land within subsequent years.

Aside from the Subdivision requirements, The Dalles Municipal Code requires public improvement installations for new development only when the subject property abuts a designated network street and has an adjacent established curb. Staff determined that both W. 15th and W. 16th Street is not a designated network street, per the Transportation System Plan. Therefore, Staff is recommending that Minor Partition 371-20 be approved with conditions, without requiring public improvements to be installed.

PLANNING COMMISSION ALTERNATIVES:

- 1. Move to approve Minor Partition MIP 371-20 to partition one lot into two; and to direct staff to prepare the resolution with Conditions of Approval.
- 2. Other action as deemed appropriate by the Planning Commission.
- 3. Decline approval of MIP 371-20.

PROPOSED CONDITIONS OF APPROVAL:

- 1. Final plat submission must meet all the requirements of The Dalles Municipal Code, Title 10 Land Use and Development, Section 10.9.030 and the other applicable provisions of the code.
- 2. Two copies of the surveyed and recorded (with Wasco County) plat must be received in the Community Development Department office within one year of the date of the notice of decision for this partition to be effective.
- 3. Any cuts and/or fills exceeding 50 cubic yards will require a physical constraints permit. If the cut/fill exceeds 250 cubic yards, drawings shall be submitted by a licensed engineer and will be reviewed by the City Engineer.

4.	An approach/driveway needs to be shown for Parcel 2 on the final plat to comply with Section 10.6.060.040
5.	The access structure on Parcel 2 shall be removed.

Office Hours -	City of The Dalles Community Development Department 313 Court Street The Dalles, OR 97058 (541) 296-5481, ext. 1125 www.thedalles.org City of The Dalles Community Development De	Application #: MIP 371-20 Filing Fee: \$330 Receipt #: 853579 Deemed Complete:
	Land Use Applica	ation
Building Perr Property Line Adjustment		ment Fence
Address: <u>23</u> 2 <i>The</i> DA Phone#: <u>541</u>	Name: 1. 16 Sanchez Name: 1. 3 W. 16 Th ST Address 1. 16 OR 97058 965 2488 Phone	wner (if different than Applicant) s:
	323 W. 16 ^{+h} Map an	d Tax Lot: 2N 13E 32DC 1301
City Limits: Ye Geohazard Zone: Historic Structur Previous Planning	re: Yes / No Deposite and Stell	Overlay: Designation: Designation: Designation: Designation:
Erosion Control Is	ssues? Access Issues? Utilities and Public Improve	ments? Items Needing Attention?
Ministerial	Administrative PC / URA / HIC	C / CC Hearing Date:

Αp	рl		ca	t	i	on	P	0	N 1 /4 / 2 / 4	i	C	y
----	----	--	----	---	---	----	---	---	----------------	---	---	---

I certify that I am the applicant or owner identified below. I acknowledge that the final approval by the City of The Dalles, if any, may result in restrictions, limitations, and construction obligations being imposed on this real property. I understand that if the property is owned in part or totality by a trust, partnership, corporation or LLC, I will be required to present legal documentation listing all persons that make-up the entity, as well as proof of my authorization to act on the entity's behalf. I consent and herby authorize City representative(s) to enter upon my property for any purpose of examination or inspection related to this application. I certify that all information provided is true and correct, and consent to the filing of the application, authorized by my original signature below.

If the undersigned is different from the legal property owner, a notarized letter of authorization signed by the legal property owner must accompany this form.

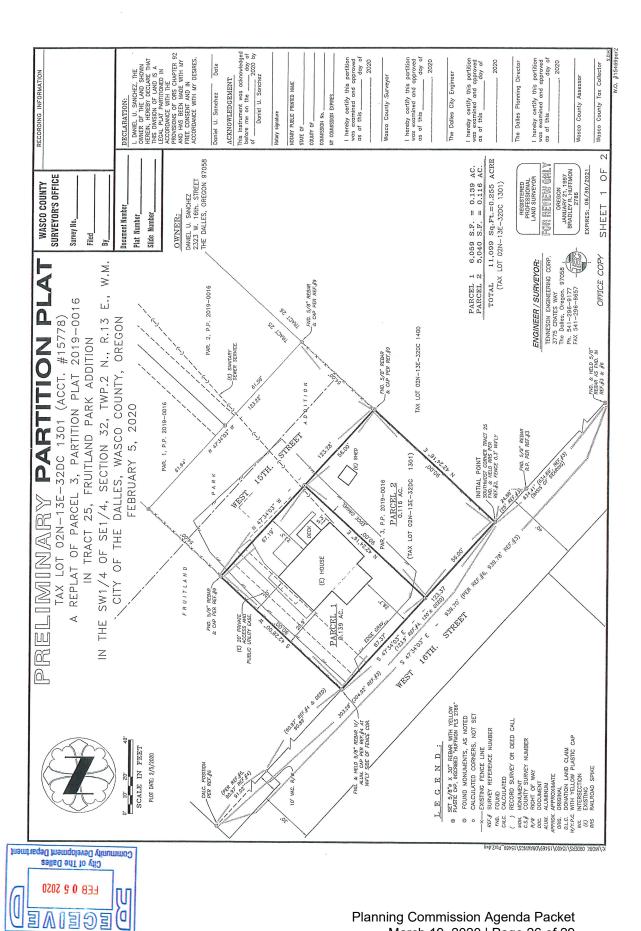
Signature of Applicant		Signature of Pr		
Daniel Sany	2-5-20	Danuel	Sanaka	2-5-20
•	Date	_	•	Date
Additional Informat	ion			
Department Comments				
	***************************************			· · · · · · · · · · · · · · · · · · ·
<u> </u>				
Conditions of Approval				
Decision		Approved	Denied	
Community Development Department		Public Works		
	Date			Date

Minor Partition Applicatio Property Information	n #: MIP 371-20					
Existing Square Footage: 11,099 sf						
Proposed Square Footage: Parcel #1 6,059 sf	_; Parcel #2 _ 5 , 0 40 s f ; Parcel #3					
Signature of Applicant	Signature of Property Owner					
Danul Sandy 2-5-20 Date	<u> </u>					
Site Team/Pre-Application:	15 — copies of concept site plan					
	1 — 11" x 17" concept site plan					
Official Minor Partition Application:	4 — full size copies construction detail plans					
	\square 1 — 11" x 17" construction detail plan					
	4 — copies detailed landscape plans					
MINOR PARITION REVIEW						
requirements of The Dalles Municipal Code (TDMC) requirements of TDMC 9.030: Partitions, Minor conference is required for all submittals. Approved NO opportunity for an extension. Construction drarequired prior to final partition plat review and obtained on a Final Partition Plat, required impospecifications, or the applicant and the City have eximprovements district is formed to construct improvements.	Development Review Process, and must meet the Section 9.020: Land Division Standards and the partition Re-plats, and Lot Line Adjustments. A pre-application Tentative Partition Plats are valid for 1 year only, with wings and specifications for any public improvements are approval. Before the signature of the City Engineer is provements must be installed to City Standards and intered into an agreement to install improvements, or an evenents (see section of TDMC 9.040.060 (F): Installation and does not constitute City acceptance of public excepted in writing by the Director of Public Works.					
INFORMATION REQUIRED WITH APPLICATION)N					
The tentative plat shall include the following inform	ation where applicable:					
$\ \square$ Names of the applicant, owner, engineer, an	d surveyor as appropriate.					
☐ Date, North Arrow, and Scale.						
 Property line boundaries of all contiguous la the application. 	and in the same ownership as the area encompassed in					
$\ \square$ Sufficient description to define location and	boundaries of the area to be partitioned, re-platted, or					

adjusted.

	Location of existing structures.
	Number and type of dwelling units proposed where known and appropriate.
	Location and width of all existing or proposed public or private rights-of-way.
	Location and width of all existing or proposed public or private rights-of-way, including any reserve strips and parking area.
	Location of all existing and proposed streets, sidewalks, curbs. (New streets or improvements to existing streets shall meet the requirements of <i>Chapter 10: Improvements Required with Development</i> . Construction detail drawings are not required for application approval, but will be required prior to issuance of any required permit.)
	Location of all existing and proposed public and private utilities, including, but not limited to water, sewer, storm drainage, power, gas cable TV, and telephone. (New public utilities shall meet the requirement of <i>Chapter 10: Improvements Required with Development</i> . Construction detail drawings are not required for application approval, but will be required prior to issuance of any required permit.)
	Proposed parcel layout indicating dimensions, parcel lines and lot areas of parcels.
	Approximate location of any potential physical and environmental constraints for review per the provisions of <i>Chapter 8: Physical and Environmental Constraints</i> . Such constraints include, but are not limited to, slopes of the land, erosion, control, flood ways, flood plains, natural drainage ways, and geological hazard areas.
	All areas proposed for dedication to the public and their proposed uses including, but not limited to street rights-of-way, drainage ways, easements, trails and paths, parks and open spaces, and reserve strips.
	Location and use of adjacent driveways and structures within the appropriate distance as specified in <i>TDMC Section 6.050.040: Access Standards.</i>
	Identification of significant natural features including, but not limited to rock outcroppings, creeks, streams, ponds, riparian areas, and existing native, ornamental, and orchard trees having a trunk diameter of 14 in. or more at a point 5 feet above the natural grade.
	Where it is evident that the subject parcel can be further partitioned, the applicant shall show, either on the tentative plat or as an attachment, that the land partition will not preclude efficient division of land in the future, per the requirements of <i>TDMC Section 9.020.020 (C)(8): Redevelopment Plans</i> .
	The Director may waive any of the requirements where determined that the information is unnecessary to properly evaluate the proposed development. The Director may also require any additional information, if determined necessary, to evaluate the proposal.
NC	TE: Plan requirements for construction drawings and specifications for public improvements are stated in

NOTE: Plan requirements for construction drawings and specifications for public improvements are stated in TDMC Section 9.040.050: Construction Drawings and Specifications for Public Improvements. Final Partition Plat and other final approval requirements are set forth in TDMC Section 9.030.050: Final Partition Plat Review. Information regarding improvements, construction standards, and inspection procedures can be found in TDMC Chapter 10 – Improvements Required With Development.



GEIM

CITY of THE DALLES



313 COURT STREET THE DALLES, OREGON 97058

(541) 296-5481 ext. 1125 COMMUNITY DEVELOPMENT DEPARTMENT

RESOLUTION NO. PC 589-20

A RESOLUTION OF THE PLANNING COMMISSION RECOMMENDING CITY COUNCIL APPROVAL OF AMENDMENTS TO POLICY NO. 10 OF GOAL NO. 8 -RECREATIONAL NEEDS OF THE DALLES COMPREHENSIVE LAND USE PLAN.

WHEREAS, an application was submitted for Comprehensive Plan Amendment No. 46-20 proposing amendments to Policy No. 10 of Goal No. 8 Recreational Needs of The Dalles Comprehensive Land Use Plan; and

WHEREAS, the City Planning Commission conducted a public hearing on February 20, 2020 and March 18, 2020 to take testimony on the proposed Comprehensive Plan Amendment No. 46-20; and

WHEREAS, the Planning Commission has considered the public testimony and reviewed the proposed legislative amendments set forth in Comprehensive Plan Amendment No. 46-20, and based upon the proposed findings of fact and conclusions of law in the staff report and testimony presented during the hearing, the Planning Commission voted to recommend the amendment be forwarded to the City Council for their review and adoption;

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION AS FOLLOWS:

<u>Section 1.</u> The Planning Commission recommends that the proposed Comprehensive Plan Amendment No. 46-20 be approved and forwarded to the City Council for its review and adoption.

<u>Section 2.</u> This Resolution shall be effective upon its passage and approval. The Secretary of the Commission shall (a) certify to the adoption of the Resolution; (b) transmit a copy of the Resolution to the Applicant.

APPROVED AND ADOPTED THIS 18 TH DAY OF MARCH, 2020	

Brent Bybee, Chair Planning Commission

I, Steven Harris, Community Development Director for the City of The Dalles, hereby certify that the foregoing Resolution was adopted at a regular meeting of the Planning Commission, held on the 18 th day of March, 2020.						
AYES:						
NAYS:						
ABSENT:						
ABSTAIN:						
ATTEST:	Steven Harris, AICP Director, Community Development Department City of The Dalles					