



## CITY of THE DALLES

313 COURT STREET  
THE DALLES, OREGON 97058

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

### NOTICE OF ADMINSTRATIVE DECISION SUB 86-24 Jason Alford

**DECISION DATE:** March 21, 2025

**APPLICANT:** Jason Alford

**REQUEST:** Approval to site and develop a two-phase, single-family residential subdivision. Phase 1 will consist of 14 lots on 3.33 acres inside the City limits. The remainder will be annexed into the City and later divided into 15 lots.

**LOCATION:** Property is located in the 1600 block of E. 21st Street and is further described as 1N 13E 11 BC tax lots 2300 and 2800.

**PROPERTY OWNER:** Jason Alford

**AUTHORITY:** City of The Dalles Municipal Code, Title 10 Land Use and Development

**DECISION:** Based on the findings of fact and conclusions in the staff report of SUB 86-24, the request by **Jason Alford** is hereby **approved** with the following conditions:

**Prior to the recording and filing of a Final Plat with the Wasco County Assessor's office, the following conditions shall be met:**

**1. Conditions Requiring Resolution Prior to Submission of Final Plans and Plat:**

- a. Final plat submission shall meet all the requirements of The Dalles Municipal Code, Title 10 Land Use and Development, and all other applicable provisions of The Dalles Municipal Code.
- b. The design of public utilities shall conform to City standards and must be reviewed and approved by the City Engineer prior to final plat approval to ensure compliance with applicable TDMC and TSP standards.
- c. The final plat shall substantially conform to the approved tentative subdivision plat, construction drawings, specifications for public improvements, TDMC Article 9.020, and any conditions required in this report.

- d. To ensure adequate emergency access throughout the development site, the Applicant has two options:
  - i. Install temporary turn-arounds at the ends of both East 21st Street and Smith Ridge Loop within Phase 1 of the subdivision (as currently shown on the preliminary plat), *or*
  - ii. Install road improvements into Phase 2 that can support fire apparatus weighing up to 85,000 pounds (typical fire truck weight)
- e. After preliminary approval of the subdivision, the Applicant shall submit a physical constraints application for all site-work associated with development of the subdivision, which will be reviewed as an Administrative Action, pursuant to TDMC 10.3.020.040.
- f. The Applicant shall revise the development plan to provide no less than a 50 ft. property frontage along East 21<sup>st</sup> Street and Smith Ridge Loop for Lot 11.
- g. The Applicant must distinguish lot access points on Lots 4-7, and 20-22, as well as establish a deed restriction for future access on the opposing frontage. This requirement must be demonstrated on the final plat.
- h. The final subdivision plat must clearly show streets, pedestrian paths, easements, and other public rights-of-way. The land proposed for public use must have clear, unencumbered title.
- i. An environmental assessment shall be conducted for all lands to be dedicated to the public and the City, ensuring a thorough evaluation of potential liabilities and hazards.
- j. All subdivision monumentation shall be set according to provisions of state law, the County Surveyor, and the requirements of TDMC 10.9.040.060 (E).
- k. Plans for franchise utility installations shall be submitted concurrent with plan submittal for public improvements to facilitate review by the City Engineer.
- l. Design and installation of public utilities shall conform to City standards and must be reviewed and approved by the City Engineer.
- m. Engineered plans must be submitted to the City Engineer for final review and approval, pursuant to all applicable criteria stated in TDMC.
- n. To provide connectivity through the site, a permanent pedestrian/bicycle through pathway, established by ROW and at least 10 ft. wide, shall be provided near the middle of the block.

## **2. Conditions Required Prior to Construction**

- a. A Physical Constraints Permit shall be required with all cuts and fills exceeding 50 cubic yards. Engineered cut and fill plans will be required prior to any cut or fills over 250 cubic yards. This shall require the approval of the City Engineer. Disturbance of more than an acre will require a 1200-C Permit to be obtained from the DEQ. The Physical Constraints Permit submitted for this development will be reviewed pursuant to TDMC 10.3.020.040.

- b. A pre-construction meeting including the City Engineer and Construction Inspector is required prior to construction or site prep work.
- c. Requirements for a mail delivery facility will be determined by the local United States Postal Service (USPS). Installation of facilities, if any, will be required to meet USPS standards; installation will be required prior to a signature on the final plat.
- d. Design and installation of public utilities including sufficient water to install fire suppression systems to each lot, in addition to that required for regular household use, shall conform to City standards and must be reviewed and approved by the City Engineer.
- e. The Applicant is required to confirm franchise utility distribution methods with the City Engineer.
- f. The Phase 2 parcel is required to be annexed into the city limits prior to any connection to City utilities.

**3. Conditions Required During Construction:**

- a. Temporary erosion control measures shall be taken during all phases of construction.
- b. The Applicant shall construct the ROW within the subdivision to City standards.
- c. Temporary dead ends created by this phased subdivision shall require turnarounds to be installed complete with erosion control features until Phase 2 roads are installed.
- d. The Applicant will be required to extend the main line for each public utility line through the development to ensure service availability to each parcel.
- e. All proposed franchise utilities shall be installed in accordance with each utility provider.
- f. All franchise utilities are required to be placed within the dedicated 10' public utility easements or public right-of-way.
- g. The Applicant will be required to install franchise utilities, or provide evidence that an extension of these franchise utilities is not necessary for the future orderly development of adjacent properties.
- h. To ensure pedestrian connectivity to and through the development site, the Applicant will be required to install a permanent pedestrian/bicycle pathway no less than 10 ft. wide, as well as sidewalks along each existing developed lot abutting the development site (Map No. 1N 13E 11 BC, tax lot 900, 1100, 2200, 2301, and 2302).
- i. To ensure continued vehicular access to the above-mentioned developed properties, the Applicant will be required to provide drive approaches to each developed property at the time of sidewalk installation (Map No. 1N 13E 11 BC, tax lot 900, 1100, 2200, 2301, and 2302).

- j. Pedestrian facilities shall be installed at the connecting point of the subdivision with East 21<sup>st</sup> Street, and shall be built to City standards. Sidewalks that extend throughout the subdivision will be developed concurrent with each building approval.

**4. Conditions Requiring Resolution Prior to Final Plat Approval:**

- a. Final plat must meet all the requirements of The Dalles Municipal Code, Title 10 Land Use and Development, and all other applicable provisions of The Dalles Municipal Code.
- b. All easements for public utilities on private property shall be shown on the final plat.
- c. Three (3) copies of the surveyed and recorded plat must be received in the Community Development Department within two (2) years from the effective approval date.
- d. Drainage and run-off from future roadways, driveways, parking areas, and structures shall be connected to the City's stormwater system and must be approved by the City Engineer prior to final plat approval.
- e. All required improvements must be approved, installed, inspected, and accepted prior to the City signing the final plat. Alternatively, the Applicant may provide an Engineer's Estimate to be reviewed and approved by the City; this option requires the project to be fully bonded for the approved amount prior to the City signing the final plat.
- f. Additional information required prior to formal plat approval include a copy of all proposed covenants, conditions, and restrictions (CC&Rs), or a written statement signed by the applicant that no such restrictions will be established, a title guarantee, a statement by the Postal Service to verify location(s) of proposed mail delivery facilities as shown on the final subdivision plat or accompanying sheet, and a description of the entity receiving a dedication for public use (City, homeowner's association, special district, etc.). If a homeowner's association is receiving the dedication, articles of incorporation must be included.
- g. The Applicant will be required to deed record all ROW dedications and easements proposed for this development on the final plat, including the access easement for Map and Tax Lot No. 1N 13E 11 1200, which provides access to the orchard outside of the UGB directly south of the subject property.
- h. The Applicant shall install or provide financial assurances to the satisfaction of the Director that electrical power, natural gas, cable television, and telephone service is or may be provided for each lot.
- i. The Applicant must warranty all public improvements against defect for one (1) year from the date of final acceptance by the City.
- j. Prior to City Engineer approval of the final plat, the Applicant shall install required improvements including public improvements (sewer, water, stormwater drainage, roads and ROW improvements) and private franchise utilities (power and natural

gas), agree to install required improvements, or have gained approval to form an improvement district for installation of required improvements for this subdivision.

## 5. Ongoing Conditions

- a. A Physical Constraints Permit will be required for all development with all cuts and/or fills exceeding 50 cubic yards. Engineered plans will be required for all development with cuts and/or fills which exceed 250 cubic yards.
- b. All future building permits within the subdivision are required to install sidewalks along the entire property frontage.
- c. All development shall be in accordance with The Dalles Municipal Code, Title 10 Land Use and Development.

*Signed this 21<sup>st</sup> day of March, 2025, by*



Joshua Chandler, Director  
Community Development Department

**TIME LIMITS:** The period of approval is valid for the time period specified for the particular application type in The Dalles Municipal Code, Title 10 Land Use and Development. All conditions of approval shall be fulfilled within the time limit set forth in the approval thereof, or, if no specific time has been set forth, within a reasonable time. Failure to fulfill any of the conditions of approval within the time limits imposed can be considered grounds for revocation of approval by the Director.

**Please Note:** No guarantee of extension or subsequent approval either expressed or implied can be made by the City of The Dalles Community Development Department. Please take care in implementing your approved proposal in a timely manner.

**APPEAL PROCESS:** The Director's approval, approval with conditions, or denial is the City's final decision, and may be appealed to the Planning Commission if a completed Notice of Appeal is received by the Director no later than 5:00 p.m. on **March 31, 2025**. The following may file an appeal of administrative decisions:

1. Any party of record to the particular administrative action.
2. A person entitled to notice and to whom no notice was mailed. (A person to whom notice is mailed is deemed notified even if notice is not received.)
3. The Historic Landmarks Commission, the Planning Commission, or the City Council by majority vote.

A complete record of application for public hearing action is available for review upon request during regular business hours, or copies can be ordered at a reasonable price, at the City of The

Dalles Community Development Department. Notice of Appeal forms is also available at The Dalles Community Development Office. **The appeal process is regulated by Section 10.3.020.080: Appeal Procedures of The Dalles Municipal Code, Title 10 Land Use and Development.**