



CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

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

NOTICE OF ADMINISTRATIVE DECISION

SPR 550-25

ADJ 64-25

Amanda Morgan

DECISION DATE: September 22, 2025

APPLICANT: Amanda Morgan

PROPERTY OWNER: Chenowith GP LLC

REQUEST: Approval to develop a 76-unit affordable multifamily housing development, including ancillary uses and site improvements such as office space and resident-serving common areas. The applicant also seeks approval of an Administrative Adjustment to reduce the required 15-foot side yard setback along the western property line by 5 feet (a 33% reduction) to allow for sufficient on-site parking and required landscaping.

LOCATION: The subject property is located at **816 Chenowith Loop Rd** and further described as 2N 13E 26 DB, Tax Lot 7400

**COMPREHENSIVE
PLAN AND ZONING
DESIGNATIONS:** CG – General Commercial

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 **SPR 550-25/ADJ 64-25**, the request by **Amanda Morgan** is hereby **approved** with the following conditions:

1. Conditions Requiring Resolution Prior to Building Permit Issuance:

- a. A detailed site plan, construction/design and landscape plan consistent with the conditions of approval included within this Staff Report must be approved by the Director and City Engineer prior to permit approval.

- b. All construction and design plans for public infrastructure, improvements, or rights-of-way must be approved by the City Engineer.
- c. Applicant shall coordinate all required easements with local and franchise utilities and incorporate any necessary adjustments into the final plans. All required easements must be dedicated on the final plan.
- d. Applicant shall coordinate and obtain approval for all mail delivery facility locations from the Postmaster.
- e. Bicycle parking layout and racks shall meet City dimensional and clearance standards per TDMC 10.7.040.040 and 10.7.040.050. Cut-sheets and final layout verification shall be submitted prior to building permit issuance.
- f. Submit a finalized irrigation plan for review and approval.
- g. Submit a vision clearance plan for review and approval to ensure compliance with TDMC Article 6.100.
- h. Obtain Curb, Sidewalk, and Drive Approach Permits, reviewed by the City Engineer for compliance with ADA requirements, City standards, and Article 6.060 driveway standards.
- i. Submit a photometric plan demonstrating full cut-off fixtures and property-line light levels not exceeding 0.3 foot-candles for non-cut-off fixtures and 1.0 foot-candle for cut-off fixtures, consistent with TDMC 10.7.030.120.
- j. Submit a revised plan showing designated snow storage areas consistent with TDMC 10.7.020.020.
- k. Pay all System Development Charges.
- l. Record an affordable housing restrictive covenant affordable-housing restrictive covenant for a term of at least 30 years prior to building permit issuance and that covenant shall also identify the on-site manager/resident services dwelling as staff-only, not available for rent to the public, and therefore excluded from the averaging set under ORS 197A.445(1)(a)(A)(ii).
- m. Any cut and fill excavation over 50 cubic yards requires a permit; if over 250 cubic yards, plans must be completed by a licensed engineer.

2. Conditions Required Prior to Construction:

- a. A pre-construction meeting shall be held between the City and Applicant prior to installation of public facilities.
- b. Trees shall not be planted within sewer manhole easements or within 5 feet of hard surfaces/utility lines unless root barriers are installed.
- c. Record all utility easements proposed for the development.

3. Conditions Required During Construction:

- a. Install erosion and sediment control measures to prevent sediment escape during land-disturbing activities.
- b. Prevent the formation of any airborne dust nuisance.

- c. All rights-of-way improvements must be constructed to City standards.
- d. Walkways, including driveway and accessway crossings, shall comply with ADA, the State of Oregon Structural Specialty Code, and applicable Oregon Revised Statutes.

4. Conditions Required Prior to Occupancy:

- a. Complete all landscaping, buffering, and screening, or provide a financial guarantee per TDMC 10.9.040.060(I).
- b. Install all ADA signage and accessible parking spaces as shown on the approved site plan.
- c. Stripe all parking spaces, including compact and motorcycle spaces. Any subsequent modifications creating larger clusters shall include landscape islands to break fields into 35-space clusters or fewer.
- d. Repair and repaint all striped bike lanes as necessary.
- e. Install all required ROW improvements—including curb, gutter, sidewalk, driveway, and asphalt paving.
- f. All public improvements shall be inspected and accepted by the City Engineer, with any punch-list items corrected prior to formal City acceptance of ownership and maintenance.

5. Ongoing Conditions:

- a. Adhere to the approved site plan for the development.
- b. Maintain all landscaping and irrigation.
- c. Keep all points of access for refuse collection unobstructed.
- d. Limit the on-site office to property management and resident services for tenants/guests; any change to a public-facing non-residential use requires prior land use approval and parking recalculation under TDMC 10.7.020.070.
- e. Maintain a City-approved maintenance agreement for an oil/water separator or equivalent pretreatment system.
- f. Obtain sign permit approval prior to sign installation.

Signed this 22nd day of September, 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 City of 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 **October 6, 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 administrative 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 are also available at The Dalles Community Development Office. The fee to file a Notice of Appeal is \$250.00. **The appeal process is regulated by Section 10.3.020.080: Appeal Procedures of The Dalles Municipal Code, Title 10 Land Use and Development.**