



CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

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

NOTICE OF ADMINISTRATIVE DECISION

DECISION DATE: November 26, 2025

APPLICATION NUMBER: SPR 552-25

APPLICANT(S): Kyle Ray Davis

PROPERTY OWNER(S): Kyle Ray and Victoria Davis

REQUEST: Applicant is requesting approval to convert both a basement and an existing detached garage into Accessory Dwelling Units (ADUs).

LOCATION: The subject property is located at **1010 W. 9th Street** and further described as 1N 13E 4 BA 1700. Property is zoned RH – High Density Residential.

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 552-25**, the request by **Kyle Ray and Victoria Davis**, is hereby approved with the following conditions:

1. Conditions Requiring Resolution Prior to Final Plan Approval:

- a. Final plan submission must meet all requirements of The Dalles Municipal Code, Title 10 Land Use and Development, and all other applicable provisions of The Dalles Municipal Code.
- b. 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 the City Engineer before a building permit is issued.
- c. All fencing within the required front yard shall be no taller than four (4) feet in height and fences within required rear and side yards shall be no taller than six (6) feet in height.
- d. All proposed lighting shall comply with TDMC 10.3.030.040 and detailed lighting specifications and photometric information shall be included on the Site Plan.
- e. Overall lot coverage figures shall be provided on the Site Plan at the time of building permit submittal.
- f. All construction/design plans for public infrastructure, improvements, or ROW shall be approved by the City Engineer.

- g. The Applicant must landscape the undeveloped portion of the required front yard with at least 40% live plant material, shown on the Site Plan, to be installed within six months of occupancy.
- h. Applicant must submit a detailed drainage plan demonstrating how runoff will be managed.
- i. The building-permit submittal shall include a Site Plan that clearly identifies the location, dimensions, and surface materials of each off-street parking space.
- j. The area designated for rear-yard parking shall be hard-surfaced with a material approved by the City Engineer

2. Conditions Requiring Resolution Prior to Building Permit Approval:

- a. All construction/design plans for public infrastructure, improvements, or rights-of-way required with this development must be approved by the City Engineer.
- b. All System Development Charges shall be paid.
- c. Plans submitted with the building permit shall be consistent with the approved Site Plan Review and applicable conditions of approval.

3. Conditions Required Prior to Construction:

- a. Prior to the installation of public facilities, a pre-construction meeting is required between the City and the Applicant.

4. Conditions Required Prior to Occupancy

- a. Landscaping shall be installed per the provisions of TDMC Article 6.010 and shall be installed within 6 months of occupancy.
- b. All rear-yard parking shall be hard-surfaced.

5. Ongoing Conditions

- a. All development must adhere to the approved Site Plan for this development.
- b. All proposed lighting shall not directly illuminate adjoining properties. Lighting sources in the parking area shall be shielded and arranged to prevent glare in any public ROW, with a maximum illumination at the property line not to exceed an average horizontal foot-candle of 0.3 for non-cut-off lights, and 1.0 for cut-off lights.

Signed this 26th day of November, 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 the tenth day following the date of the mailing of the Notice of Administrative Decision, **December 8, 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 Council by majority vote.
4. The City Manager.

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