

SUPPLEMENTAL REPORTS & COMMUNICATIONS
CITY COUNCIL WORKSHOP
JULY 10, 2024

Supplemental Reports & Communications indicate items received after the Agenda Packet was published or at the meeting.

6. COUNCIL BUSINESS

A. Public Hearing and Consideration of Ordinance 538

1. Tourist Commercial Text Amendments Staff Presentation-Matt Martin
2. Update to 2.12.1000 Excerpt with edits – Matt Martin

TEXT AMENDMENTS

Sisters Development Code

- Chapter 2.12 – Sun Ranch Tourist Commercial District

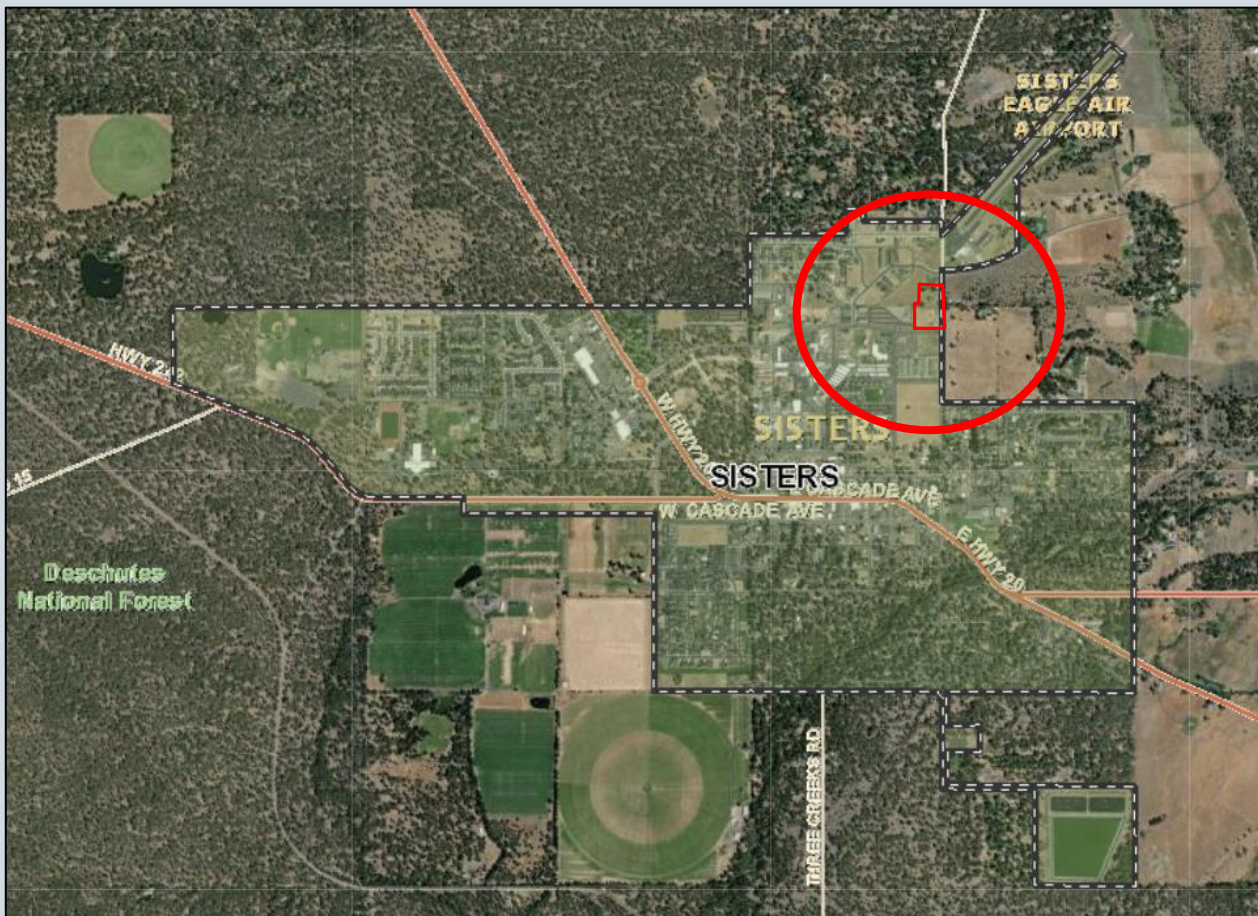
File No.: TA 24-01

Ord. No.: 538

Applicant: Jon Skidmore – Skidmore Consulting, LLC
Ernie Larrabee - Lake House, LLC



LOCATION



LOCATION



PROPERTIES

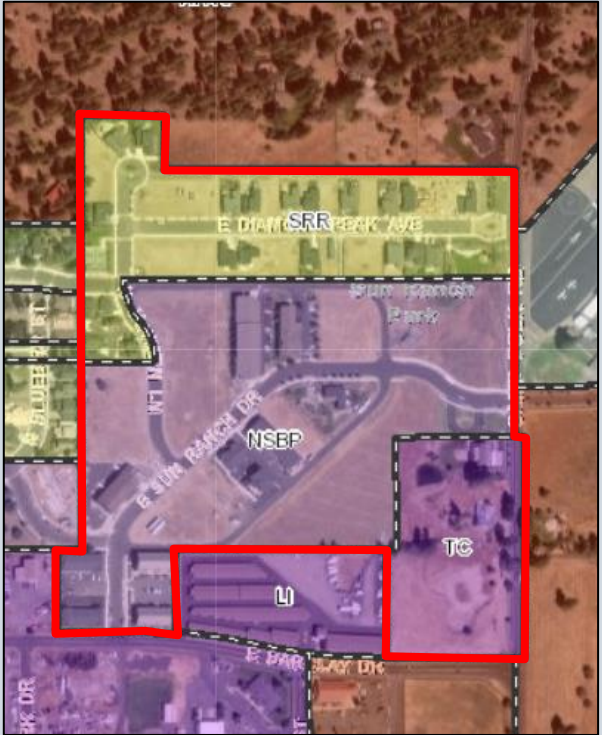
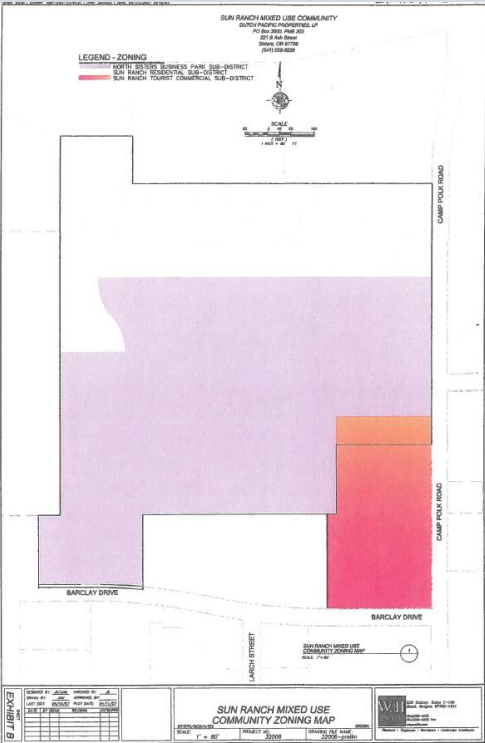
- The entirety of:
 - **Lot #1:** 69013 Camp Polk Road
- A portion of:
 - **Lot #2:** 575 E. Sun Ranch Drive
 - **Lot #3:** Unaddressed

DISTRICT AREA

- +/- 6.2 Acres

DISTRICT HISTORY

- Ordinances 366/367 adopted April 26, 2007
- Created Zone Districts:
 - Sun Ranch Residential District
 - Sun Ranch Tourist Commercial District
 - North Sisters Business Park



Addendum 2 – May 7, 2024

Chapter 2.12 –
Sun Ranch Tourist Commercial (TC)

Sections:

- 2.12.100 Purpose
- 2.12.200 Applicability
- 2.12.300 Permitted Uses
- 2.12.400 Lot Requirements
- 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, 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.

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 Permitted Uses

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

PROPOSAL

- Amendments to Development Code Chapter 2.12 that generally:
 - Expand and clarify the types of uses allowed in the TC District
 - Amend development standards for particular uses
- **NOTE:** No development is proposed with these amendments. Development is subject to separate review process.

SUBSTANTIVE AMENDMENTS

SECTION	PROPOSED CHANGE	STAFF COMMENT
2.12.100 Purpose	Remove reference to rural ranch design standards.	The amendment is warranted to reflect the removal of the 1900s rural ranch design standards.
2.12.300 Permitted Uses	Remove cottages	Would be permitted as “Lodging Facility.”
	Add Retail sales establishment	Includes size limit under special use standards.
	Add Hostel	Specifically defined lodging type of use.
	Add RV Park, including Caretaker’s Quarters	TC District specific special use standards apply along with existing specific use standards for any RV parks (2.15.1700).

SUBSTANTIVE AMENDMENTS

SECTION	PROPOSED CHANGE	STAFF COMMENT
2.12.600 Setbacks and Buffering	Reduce Setback from Barclay Drive/Camp Polk Road from 20 feet to 10 feet	Proposed 10-foot street side setback same as other Commercial Districts.
2.12.1000 Special Standards for Certain Uses	Neighborhood Market <ul style="list-style-type: none">Remove reference to Laundry Establishment.Remove 50-foot setback from Camp Polk Road and Barclay Drive.Apply 1,000 square foot limit to use, not structures.	<ul style="list-style-type: none">Proposed 10-foot street setback would apply.Prevents larger scale markets.
	Retail Sales Establishment <ul style="list-style-type: none">Apply 1,000 square foot limit to use.	Prevents larger scale retail uses and multiple smaller tenant spaces.

SUBSTANTIVE AMENDMENTS

SECTION	PROPOSED CHANGE	STAFF COMMENT
2.12.1000 Special Standards for Certain Uses	RV Park <ul style="list-style-type: none"> Maximum stay in an RV space is 30 days in any 90-day period. Maximum of 65% of the gross area of any property in the TC District shall be developed for an RV Park use. At least two amenities shall be provided and occupy at least 10,000 square feet combined. 	<ul style="list-style-type: none"> The proposed special use standards will prevent long-term, residential occupancy of an RV, except for that of a caretaker. The maximum area will limit the overall development footprint on a property. The requirement of amenities will ensure variety use and visual aesthetic within the development beyond RV pads and minimum development standards.
	Lodging Facility Definition <ul style="list-style-type: none"> New special standards section added and includes definition of "Lodging Facility." 	This definition is only applicable to the TC District and is intended to provide for variety and flexibility of overnight accommodation.
2.12.1100 Design Standards	Remove 1900's Rural Farm/Ranch House Design Standards	1880's Western Frontier Design Standards would apply.

REVISIONS SINCE 6/26 WORKSHOP

REVISED CODE SECTION	STAFF REVISION	EXPLANATION OF REVISION
2.12.1000(C)(1) RV Park Limit on Length of Stay	Adds reference to ORS 197.493.	Identifies the potential applicability of ORS 197.493 which prohibits the city from imposing any limit on the length of occupancy of an RV located in an RV Park and connected to water, electrical, and sewage disposal system.
2.12.1000(C)(2) RV Park Area Limit	Adds detail for how the 65% maximum area limit is measured.	Provides specificity of where the area is measured from and what elements of the RV Park use are included.

REVISIONS SINCE 6/26 WORKSHOP

REVISED CODE SECTION	STAFF REVISION	EXPLANATION OF REVISION
2.12.1000(C)(3) RV Park Required Amenities	Edits wording and added requirement that amenities are provided prior to opening an RV Park.	Changes phrasing to improve readability. Addition of specifying when the amenities are completed ensures they are installed prior to operation.
2.12.1000(D) Definition of Lodging Facility	Adds duration of stay limit , adds reference to “transient occupancy,” and change reference to “park model recreational vehicle” to “park model manufactured dwellings.”	Duration of stay limit added for consistency with the proposed limit of stay in an RV Park in the TC District. Changes also clarify that a lodging facility is intended for transient, limited duration occupancy. In addition, the terminology for park model units is modified for accuracy.

PUBLIC ENGAGEMENT

PUBLIC MEETINGS

Applicant Neighborhood
Planning Commission (4)
City Council (2)

PUBLIC NOTICES

Published - The Nugget
Mailed – Owner/Participants
Posted – City Hall/Post Office

PUBLIC PARTICIPATION

35+ Comments Submitted

MEDIA COVERAGE

The Nugget (6)
Sisters Round Up Newsletter (2)



PLANNING COMMISSION RECOMMENDATION

APRIL 18 & MAY 16, 2024 – PLANNING COMMISSION PUBLIC HEARING

- Between hearing dates, the applicant coordinated with staff and revised the proposal based on comments received.
- **Planning Commission recommended approval via 4-2 vote**



NEXT STEPS

At the conclusion of the testimony, the City Council can consider the following options:

1. Continue the hearing to a date certain;
2. Close the hearing and leave the written record open to a date certain;
3. Close the hearing and set a date for deliberations; or
4. Close the hearing and commence deliberations



QUESTIONS?

MATTHEW MARTIN, AICP

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PROJECT WEBPAGE

City of Sisters Community Development → Land Use Planning Spotlight → Text Amendments – Sun Ranch Tourist Commercial District

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



SDC 2.12.1000

...

C. RV Parks. In addition to the standards of SDC 2.15.1700, the following are applicable to RV Parks in the TC District:

1. ~~Except as provided in ORS 197.493, occupancy will not exceed 30 days in any 90-day period. Occupancy limit does not apply to caretaker's quarters.~~
2. No more than 65% of the area of the lot or tract on which an RV park is proposed may contain the improvements associated with the use. Improvements shared with other uses of the property or tract (e.g. drive aisles, parking, amenities) **shall not will** be included in the measurement. The area shall be measured along the outermost perimeter of the improvements associated with the RV Park use.
3. At least two amenities below or similar amenities must be provided prior to opening an RV Park (amenities shall occupy at least 10,000 square feet combined):
 - a. Fishing pond.
 - b. Decks, docks and other areas to enjoy the pond.
 - c. Sport court(s), such as pickleball, bocci ball, basketball, or similar.
 - d. Fenced dog park.
 - e. Multi-use trails and paths.
 - f. Playground.
 - g. Small stage.
 - h. Fire pits.

D. For purposes of the Sun Ranch Tourist Commercial zone, Lodging Facilities means any building, structure, or improvement used to provide **temporary** sleeping accommodations to the public for charge ~~with an occupancy not to exceed 30 days in any 90-day period.~~ For the purposes of this definition, improvement includes, but is not limited to, permanently installed recreational vehicles, ~~park model manufactured dwellings~~, cabins, and similar facilities for ~~transient~~ **temporary** occupancy.