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Community Involvement 58
The Community Development Department facilitates orderly growth and development in the Deschutes County community through coordinated programs of Land Use Planning, Environmental Soils, Building Safety, Code Enforcement, education and service to the public.
Purpose

The Annual Report highlights the department’s 2018 accomplishments and is developed to:

- Report on the department’s achievements and performance.
- Implement the Board of County Commissioners (BOCC) goals and objectives.
- Implement the Deschutes County Customer Service “Every Time” Standards.
- Effectively and efficiently manage organizational assets, capabilities, and finances.
- Fulfill the department’s regulatory compliance requirements.
- Enhance the County as a safe, sustainable, and highly desirable place to live, work, learn, recreate, visit, and more.
- Address changes in state law.

Adoption

The BOCC adopts the Annual Report after considering public, stakeholder and partner organization input, and Planning Commission and Historic Landmarks Commission recommendations.
The Community Development Department (CDD) consists of Administrative Services and five divisions which provide coordinated planning and development services. The divisions include the following:

**ADMINISTRATIVE SERVICES**
Provides oversight for all departmental operations and facilities, human resources, budget, customer service, technology and performance measures. Systems Analyst staff are responsible for the integration of technology across all CDD divisions and coordinates with the cities as well as providing direct service to the public via application training and support, web-based mapping, reporting services and data distribution.

**COORDINATED SERVICES DIVISION**
Provides coordination of permitting and “front line” direct services to customers at the main office in Bend and at the Sisters and La Pine City Halls.

**ENVIRONMENTAL SOILS DIVISION**
Regulates on-site wastewater treatment systems (septic) and monitors environmental factors for public health and resource protection.

**PLANNING DIVISION**
The Planning Division is separated into two operational areas, Current and Long Range Planning. Current Planning processes individual land use applications and provides information to the public on all land use related issues. Long Range Planning addresses the future needs of the community through updates to the comprehensive plan, changes to County Code and other special projects.

**BUILDING SAFETY DIVISION**
Provides construction plan reviews, consultation and inspections to assure compliance with federal and state building codes in the rural County and cities of Sisters and La Pine.

**CODE ENFORCEMENT DIVISION**
Code enforcement is responsible for investigating code violation complaints to ensure compliance with each of the codes and statutes administered by CDD, and provides direct service on contract to the City of La Pine for solid waste violations.
Performance Measures

The Community Development Department’s 2018-19 goals are reflected in the performance measures below. These performance measures strategically and comprehensively align CDD’s operations with the Board of County Commissioners’ (BOCC) 2018-19 Goals and Objectives and the County’s Customer Service “Every Time” Standards.

The performance measures address service delivery expectations from the perspective of CDD’s customers; ensures the department fulfills its regulatory compliance requirements; effectively manages the organization’s assets, capacities, and finances; and preserves and enhances the County as a safe, sustainable, and desirable place to live, visit, work, learn and recreate.

CDD performance measures implement the BOCC’s FY 2018-19 goals and objectives. Each performance measure references the applicable BOCC goal and objective. For example, the CDD performance measure to “achieve 85% voluntary compliance in Code Enforcement cases” implements the BOCC’s Safe Communities Objective 1 to provide safe and secure communities through coordinated public safety and services, and includes the reference “SC-1.”
Performance Measures

All CDD

- Complete single family dwelling permit process from Application Acceptance to Ready-to-Issue in 30 days. (SD-1)
- Complete commercial structural permit process from Application Acceptance to Ready-to-Issue in 35 days. (SD-1)
- Achieve a customer feedback rating of 2.7 (out of 3.0) or better. (SD-2)

Coordinated Services

- Complete structural permit Ready-to-Issue turnaround time of 4 days. (SD-1)

Code Enforcement

- Achieve 85% voluntary compliance in Code Enforcement cases. (SC-1)
- Resolve 75% of Code Enforcement cases within 12 months. (SC-1)
- Complete Code Enforcement Procedures Manual amendments. (SC-1)

Building Safety

- Achieve an average of 6-10 stops at different construction job sites per day for each Building Inspector. Each stop may consist of multiple inspections. (SD-1)
- Achieve an average turnaround time on building plan reviews of 8-10 days. (SD-1)

Environmental Soils

- Issue new onsite septic system permits within 15 days of receiving a complete application. (SD-1)
- Achieve compliance with the ATT Operation and Maintenance (O & M) reporting requirements of 95%. (HP-3)

Planning

- Issue all administrative (staff) decisions for land use actions requiring prior notice within 45 days of determination of complete application. (SD-1)
- Issue all administrative (staff) decisions for land use actions that do not require prior notice within 21 days of determination of complete application. (SD-1)
- Coordinate with cities regarding growth management. (EV-1, EV-2, EV-3, EV-4, HP-1)
- Coordinate with the City of Bend to implement the Bend Airport Master Plan. (EV-2, EV-4)
- Coordinate with the City of Redmond to entitle a large lot industrial site. (EV-4)
- Re-evaluate agricultural land designations. (EV-2, SD-3)
- Complete Sisters Country Vision Plan in coordination with the City of Sisters and Central Oregon Intergovernmental Council. (EV-2)
## Performance Measures

**Performance Measures - Internal Processes**

1/1/2018 To 12/31/2018

<table>
<thead>
<tr>
<th>Code Enforcement</th>
<th>Lower Limit</th>
<th>Target</th>
<th>Upper Limit</th>
<th>Compliance Rate</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Achieving Voluntary Compliance</td>
<td>75%</td>
<td>85%</td>
<td>100%</td>
<td>85.7%</td>
<td>☑</td>
</tr>
<tr>
<td>Resolving Cases within 12 Months</td>
<td>75%</td>
<td>85%</td>
<td>100%</td>
<td>86.7%</td>
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</table>

<table>
<thead>
<tr>
<th>Building Division</th>
<th>Lower Limit</th>
<th>Target</th>
<th>Upper Limit</th>
<th>Avg. Stops Per Day</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential Building Inspections - Number of Stops Per Day</td>
<td>6 / Day</td>
<td>3 / Day</td>
<td>10 / Day</td>
<td>6.18</td>
<td>☑</td>
</tr>
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<table>
<thead>
<tr>
<th>Building Division</th>
<th>Lower Limit</th>
<th>Target</th>
<th>Upper Limit</th>
<th>Plan Reviews Per Day</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential Plan Review - Average Number of Plan Reviews Per Examiner Per Day</td>
<td>2 / Day</td>
<td>3 / Day</td>
<td>4 / Day</td>
<td>2.5</td>
<td>☑</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Environmental Soils Division</th>
<th>Lower Limit</th>
<th>Target</th>
<th>Upper Limit</th>
<th>Days To Issue Permit</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>New System Permit Process Control - Turn Around Time in Days</td>
<td>5 Days</td>
<td>10 Days</td>
<td>15 Days</td>
<td>12.5</td>
<td>❌</td>
</tr>
<tr>
<td>Coordinated Services</td>
<td>Lower Limit</td>
<td>Target</td>
<td>Upper Limit</td>
<td>% Applied For At Permit Counter</td>
<td>Score</td>
</tr>
<tr>
<td>----------------------</td>
<td>-------------</td>
<td>--------</td>
<td>-------------</td>
<td>--------------------------------</td>
<td>-------</td>
</tr>
<tr>
<td>Percentage of Permits Applied For At The Permit Counter</td>
<td>60%</td>
<td>40%</td>
<td>20%</td>
<td>70.1%</td>
<td>Not Meeting Target</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Building Division</th>
<th>Lower Limit</th>
<th>Target</th>
<th>Upper Limit</th>
<th>% Applied For Electronically</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Percentage of Permits Applied For Electronically</td>
<td>20%</td>
<td>40%</td>
<td>50%</td>
<td>79.9%</td>
<td>Within Range</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Building Division</th>
<th>Lower Limit</th>
<th>Target</th>
<th>Upper Limit</th>
<th>% Scheduled Electronically</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Percentage of Building Division Inspections Scheduled Electronically</td>
<td>50%</td>
<td>65%</td>
<td>80%</td>
<td>63.7%</td>
<td>Within Range</td>
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<table>
<thead>
<tr>
<th>Environmental Soils Division</th>
<th>Lower Limit</th>
<th>Target</th>
<th>Upper Limit</th>
<th>% Applied For Online</th>
<th>Score</th>
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</thead>
<tbody>
<tr>
<td>Percentage of Environmental Soils Division Permits Applied For Electronically</td>
<td>15%</td>
<td>35%</td>
<td>50%</td>
<td>8.5%</td>
<td>Not Meeting Target</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Environmental Soils Division</th>
<th>Lower Limit</th>
<th>Target</th>
<th>Upper Limit</th>
<th>% Scheduled Electronically</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Percentage of Environmental Soils Division Inspections Scheduled Electronically</td>
<td>35%</td>
<td>50%</td>
<td>65%</td>
<td>54.0%</td>
<td>Meeting Target</td>
</tr>
</tbody>
</table>
## Performance Measures

### Customer Perspective

#### Performance Measures - 1/1/2018 To 12/31/2018

<table>
<thead>
<tr>
<th>Division</th>
<th>Lower Limit</th>
<th>Target</th>
<th>Upper Limit</th>
<th>Number of Days To Process</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Planning Division</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Days To Process Administrative Determination Applications Without Prior Notice</td>
<td>14 Days</td>
<td>21 Days</td>
<td>35 Days</td>
<td>30.5</td>
<td>☑</td>
</tr>
<tr>
<td>Days To Process Administrative Determination Applications With Prior Notice</td>
<td>30 Days</td>
<td>45 Days</td>
<td>60 Days</td>
<td>68.8</td>
<td>☘️</td>
</tr>
<tr>
<td><strong>Building Division</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Residential Plan Review Turnaround Time - Number of Days</td>
<td>2 Days</td>
<td>5 Days</td>
<td>8 Days</td>
<td>27.68</td>
<td>☘️</td>
</tr>
<tr>
<td><strong>Building Division</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Inspection Request Completed By Inspector On Day Requested By Customer</td>
<td>90%</td>
<td>95%</td>
<td>100%</td>
<td>99.0%</td>
<td>☑</td>
</tr>
<tr>
<td><strong>Environmental Soils Division</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pre-Cover Inspection Request Completed By Inspector On Day Requested By Customer</td>
<td>90%</td>
<td>95%</td>
<td>100%</td>
<td>97.4%</td>
<td>☑</td>
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</tbody>
</table>
ADMINISTRATIVE SERVICES
Divisions & Services

The Administrative Services Division provides oversight for all departmental operations and facilities, human resources, budgets, customer services, technology and performance measures.

Administrative Services consists of the Community Development Director, Senior Management Analyst, two Systems Analysts, and one Administrative Assistant.
Monitored new performance measures to evaluate the efficiency and effectiveness of departmental operations and processes.

Completed departmental Business Processes Audit.

Implemented new accounting, human resources, and timekeeping software.

Completed the majority of the CCD lobby remodel to improve safety, customer services, and efficiency.

Distributed performance measure reports to internal and external customers.

Worked with the County’s database administrator to implement the use of genealogy within Accela and DIAL, allowing reverse chronological research of parcel changes.
COORDINATED SERVICES
The Coordinated Services Division provides services to customers at the main office in Bend, as well as in the La Pine and Sisters City Halls. Staff work to ensure minimal wait times, provide accurate information to the public and ensure the efficient operation of the front counter and coordination among all divisions. Staff also perform basic building plan reviews. The Division consists of an Administrative Manager, eight Permit Technicians and an Administrative Support Technician.
Accomplishments

• Permit Technicians currently staff two satellite offices two days per week. The ability to be co-located in each jurisdiction’s city hall has greatly enhanced communication and coordination while processing permits. A significant number of projects were initiated in cities, requiring substantial resources to process, issue and inspect.

• Use of CDD’s online permitting services continued to increase.

• Maintained a high level of customer service during a period of increased activity and substantial new staff training.

• Continued to assess equipment used by staff to ensure operational needs are met. The team developed project lists that enhanced service, staff efficiency and communications.

• Continued to create efficiencies using the Accela permitting software. As the software evolves and new tools become available, Deschutes County continues to be a statewide leader in offering training opportunities to customers and regional agency partners using the software.

• Deschutes County has created an Accela ePermitting Advisory Group that will be evaluating the future of State ePermitting systems and how it can best fit the needs of jurisdictions statewide. This is both an opportunity to resolve system issues and to suggest improvements to meet Deschutes County’s needs. The state has been supportive of this group and its suggestions.
Divisions & Services

CODE ENFORCEMENT
The Code Enforcement Division is responsible for investigating code violation complaints associated with land use, onsite wastewater disposal, building, and solid waste codes (by contract with the Solid Waste Department). The program’s overriding goal is to achieve voluntary compliance. If necessary, citations are issued for prosecution in Circuit Court or before a Code Enforcement Hearings Officer. The Code Enforcement program consists of three Code Enforcement Specialists and one volunteer. The program is managed by the Coordinated Services Administrative Manager and is supported by a law enforcement technician from the Sheriff’s Department and operating divisions.

The program continues to adapt to the County’s challenges of growth and diversification, incorporating new measures to ensure timely code compliance and the legalization of marijuana.

While voluntary compliance is the primary objective, an ever-growing number of cases require further code enforcement action because of lagging correction or non-compliance. Through the continuing development and refinement of Procedures for Administrative Civil Penalty, Code Enforcement is obtaining expedited compliance from citations rather than court adjudication resulting in greater cost recovery.

A disconcerting trend is the necessity for County abatement in some cases. In abatement, the County affects the cure of violations with prioritization on cost recovery. Abatement action is reserved for matters of chronic nuisance and public health and safety. In response to this trend, Code Enforcement is closely coordinating with other County departments in the development and enactment of abatement plans.
New Code Enforcement Cases

- 2012: -4%
- 2013: 44%
- 2014: +21%
- 2015: +17%
- 2016: +23%
- 2017: +47%
- 2018: +47%

New Code Enforcement Cases - 2018

Legend

- Dense
- Sparse
Accomplishments

- CDD volunteers in the proactive code enforcement program once again helped the department achieve compliance. Volunteers directly enhanced the program’s productivity and efficiency through reviews of Temporary Use Permits for compliance with conditional use decisions, including medical hardships, removal of manufactured homes for storage permits, and for living in RVs.

- Created a new anonymous marijuana complaint form to protect privacy.

- Electronic submittal of complaint forms added to the website to create a more efficient approach to submit both anonymous and signed complaints. Complainants are also able to attach photos or documents electronically.

- A new case type for marijuana complaints was initiated last year to improve case monitoring, tracking, reporting and resolving.

- Staff continued issuing a “Notice of Civil Penalty” before a Hearings Officer rather than Circuit Court. This process has allowed staff to schedule multiple hearings per day, which expedites cases. It also allows staff to place a lien on the property if a property owner does not comply with County Code, and pursue further enforcement action, as needed.
Accomplishments

• Code enforcement resolved 525 cases in 2018.

• Successfully coordinated with the inmate work crew to resolve solid waste cases. This partnership between two County departments helps resolve difficult cases and helps homeowners comply with applicable codes and laws. The County Road Department is also involved in helping to abate properties with hazardous structures.

• Code Enforcement staff coordinated with the Sheriff’s Office on reports and investigation of illegal marijuana grows.
The Building Safety Division administers and implements the state-mandated building codes through a process of education and a clear and consistent application of the specialty codes. The Division provides these services throughout the rural county, in the Cities of La Pine and Sisters, and various services to Lake, Jefferson, Klamath and Crook counties, the Cities of Bend and Redmond, and the State of Oregon Building Codes Division on an as-needed basis. The Division consists of the Building Safety Director, Assistant Building Safety Official, three Commercial-Residential Plan Reviewers and eleven Building Safety Inspectors.
Divisions & Services

Accomplishments

• Issued 574 new single-family dwelling permits in 2018. The distribution of these new homes for Deschutes County’s building jurisdiction includes:
  - Rural/unincorporated areas: 474
  - City of Sisters: 77
  - City of La Pine: 33

• Completed major building plan reviews and inspections for:
  - 90 affordable housing units in Sisters (48) and La Pine (42).
  - Pronghorn’s new Huntington Lodge Hotel.
  - ADA compliant lock-off units in a destination resort.

• Continued to improve overall operational efficiencies and customer services by:
  - All inspectors becoming certified in all four (building, mechanical, electrical, plumbing) residential inspector certifications.
  - Expanding team to include two new Commercial Electrical Inspectors.
  - Cross-training all Division staff to perform inspections in all four residential disciplines.

• Coordinated with City of Bend Fire, the Oregon State Fire Marshall’s Office, and others to improve safe housekeeping practices (i.e., storage of combustible materials; safe, clear, and accessible egress paths) to improve fire and life safety in larger commercial buildings.
Accomplishments

- Continued to lead efforts with the Central Oregon Chapter of the International Code Council (ICC) to:
  - Achieve consistency in code implementation/administration among all jurisdictions.
  - Promote and participate in education among building/development and design professionals, such as the 2018 fire sprinkler class.

- Actively participated in State and local code and rulemaking efforts related to:
  - Wildfire hazard mitigation – Appendix W / Oregon Residential Specialty Code R327.4
  - Tiny Homes on Wheels (THOW)
  - Residential energy efficiency

- Presented to:
  - Construction Contractors Board (CCB) at Central Oregon Community College on the County's building program – services, technologies, and appeals of the Building Official’s determination.
  - Local chapter of International Association of Plumbing and Mechanical Officials.
  - Redmond Proficiency Academy Tiny House class in 2018.
The Environmental Soils Division provides site evaluations, design review, permitting, inspection, education and coordination with the Oregon Department of Environmental Quality (DEQ) for onsite wastewater treatment and dispersal systems. Staff inspects sewage pumper trucks, reports on the condition of existing wastewater systems, maintains an Operations and Maintenance tracking system, provides the public with information on wastewater treatment systems and regulations, and investigates sewage hazards. Staff are also engaged in the proactive pursuit of protecting the groundwater in Deschutes County. The division consists of one Environmental Health Supervisor, one Environmental Health Specialist II, two Environmental Health Specialist I Trainees, one On-call Inspector and one Permit Technician.
Divisions & Services

Site Evaluations

Graph showing the percentage change in site evaluations from 2012 to 2018:
- 2012: +65%
- 2013: +23%
- 2014: +21%
- 2015: +68%
- 2016: -19%
- 2017: +23%
- 2018: +23%

Site Evaluations - 2018

Map showing the distribution of site evaluations across different regions with a legend indicating dense and sparse areas.
Number of Permits Issued

<table>
<thead>
<tr>
<th>Year</th>
<th>Permits</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012</td>
<td>1,000</td>
<td>-13%</td>
</tr>
<tr>
<td>2013</td>
<td>875</td>
<td>+15%</td>
</tr>
<tr>
<td>2014</td>
<td>1,092</td>
<td>+27%</td>
</tr>
<tr>
<td>2015</td>
<td>1,116</td>
<td>+4%</td>
</tr>
<tr>
<td>2016</td>
<td>1,150</td>
<td>+11%</td>
</tr>
<tr>
<td>2017</td>
<td>1,265</td>
<td>+15%</td>
</tr>
<tr>
<td>2018</td>
<td>1,450</td>
<td></td>
</tr>
</tbody>
</table>

Septic Permits - 2018

Legend
- **Dense**
- **Sparse**
Divisions & Services

Accomplishments

• Assessed 282 sites for onsite wastewater treatment and dispersal systems, an increase of approximately 23% from 2017, and issued 1,567 permits and authorizations for new and existing onsite treatment and dispersal systems, an increase of 15% from 2017. Assessed sites in 2018 included two new subdivisions. In general, applications are more complex and technical compared to recent previous years.

• Continued coordination with the Deschutes County/Neighbor Impact Loan Partnership program that provides financial assistance to South County property owners when a nitrogen-reducing ATT system is required to repair a failing onsite system.

• Made available to property owners in South County four rebates of $3,750 per property for upgrading conventional onsite systems to nitrogen reducing pollution reduction systems.

• Updated handouts and website information to provide better information to the public and worked with installers and customers to obtain permits, communicate and provide documents electronically.
Accomplishments

• Regularly coordinated with Department of Environmental Quality (DEQ) to determine the circumstances in South County requiring protective onsite wastewater systems. Staff continued to support and work with DEQ staff on South Deschutes/Northern Klamath Groundwater Protection Steering Committee recommendations.

• Coordinated with the City of Bend to assess sites eligible for onsite wastewater treatment and dispersal systems due to their distances from a sewer collection facility. Coordinated on proposed developments with City staff.
The Planning Division consists of two operational areas: Current Planning and Long Range Planning. The Division consists of 16 employees: a Community Development/Planning Director, one Planning Manager, three Senior Planners, one Senior Transportation Planner, six Associate Planners, four Assistant Planners, and one Administrative Assistant.
Current Planning

Responsible for reviewing land use applications for compliance with Deschutes County Code (DCC) and state law, including zoning, subdivision and development regulations, and facilitating public hearings with Hearings Officers and the BOCC. Staff is also responsible for verifying compliance with land use rules for building permit applications and septic permits; coordinating with Code Enforcement to respond to complaints and monitor conditions of approval for land use permits; performing road naming duties and assisting with addressing; providing assistance at the public information counter, over the telephone and via email; and addressing in the rural County and City of Redmond, under contract.

Long Range Planning

Responsible for planning for the future of Deschutes County, including developing and implementing land use policy with the BOCC, Planning Commission, community and partner organizations. It is in charge of updating the County Comprehensive Plan and zoning regulations, coordinating with cities and agencies on various planning projects taking place in the region, including population forecasts with Portland State University and cities. Staff also monitors and participates in annual legislative sessions, and serves on numerous local, regional and statewide committees primarily focusing on transportation, natural resources, growth management and economic development.
**Transportation Planning**

Provides comments and expertise on land use applications, calculates System Development Charges (SDC’s) as part of land use application review process or upon request; provides comments to the County’s Risk Management Department regarding traffic issues for permitted events; participates in the annual County Capital Improvement Plan (CIP) process with the Road Department; applies for grants for enhanced bicycle and pedestrian facilities in coordination with the Bicycle and Pedestrian Advisory Committee (BPAC); participates in Oregon Department of Transportation (ODOT) funded refinement planning; coordinates road issues with Bureau of Land Management (BLM) and the United States Forest Service (USFS) for urban interface plans; and serves on several local and regional transportation committees, most notably BPAC, the Bend Metropolitan Planning Organization Technical Advisory Committee, and Central Oregon Area Commission on Transportation Technical Advisory Committee (TAC).

**Floodplain & Wetlands Planning**

Responsible for providing comments and expertise on land use applications, code enforcement, and general property inquiries that require development, fill, or removal in mapped floodplain and wetland areas. Staff maintains certification as an Association of State Floodplain Managers (ASFPM) Certified Floodplain Manager to provide customers with up-to-date and accurate information regarding FEMA regulations, surveying requirements, and construction requirements. Coordination is frequently required with external agencies including FEMA, US Army Corps of Engineers, Oregon Department of State Lands, Oregon Department of Fish and Wildlife, and the US Forest Service.
Land Use Applications

Divisions & Services

Land Use Applications - 2018

Legend

Dense
Sparse

Graph showing the number of land use applications from 2012 to 2018 with percentage changes.
## Highest Volume Applications

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot Of Record Verifications (180)</td>
<td>Landscape Management (126)</td>
<td></td>
</tr>
<tr>
<td>Permit Sign-Offs (150)</td>
<td>Conditional Use Permits (96)</td>
<td></td>
</tr>
<tr>
<td>Landscape Management (128)</td>
<td>Property Line Adjustments (88)</td>
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<tr>
<td>Administrative Determinations (98)</td>
<td>Administrative Determinations (84)</td>
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<tr>
<td>Conditional Use Permits (88)</td>
<td>Permit Sign-offs (80)</td>
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</tr>
<tr>
<td>Property Line Adjustments (71)</td>
<td>Lot of Record Verifications (78)</td>
<td></td>
</tr>
</tbody>
</table>
Accomplishments

• Counter coverage averaged 390 customer visits a month in 2018 (Excludes email inquiries and pre-application meetings).

• Received 901 land use applications in 2018 compared with 941 for 2017.

• The Planning Division received 33 non-farm dwelling applications in 2018, compared with 21 for 2017.

• 15 final plats were recorded in 2018 or are in the process of being recorded, creating a total of 131 residential lots.

• The Board adopted legislative amendments to correct minor errors in the Deschutes County Code and Comprehensive Plan.

• Staff convened a stakeholder committee to discuss the applicability of a grading ordinance in rural Deschutes County. Recommendations to the Board will occur in early 2019.
Accomplishments

• The Board adopted amendments to the Deschutes Comprehensive Plan to allow the potential designation of new properties as Rural Commercial or Rural Industrial.
• Staff prepared an assessment of Deschutes County’s marijuana regulations which summarized comments from stakeholders, residents, interested parties, and state agencies and law enforcement regarding the effectiveness of the marijuana regulations; and identified regulatory options.

• The Board adopted text amendments amending Deschutes County’s recreational marijuana regulations.

• Staff received 30 annual reports and conducted inspections from marijuana production, processing and retail operators approved by the County.

<table>
<thead>
<tr>
<th>FY 2018 Marijuana Land Use Applications</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Number of Applications</strong></td>
</tr>
<tr>
<td>20</td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td>1</td>
</tr>
</tbody>
</table>
Accomplishments

- Planning Staff completed an 18-month $12,500 Certified Local Government (CLG) Grant from the State Historic Preservation Office to assist Deschutes County with its historic preservation programs.

Accomplishments

- The Planning Division processed 6 applicant-initiated Plan Amendment and Zone Changes in 2018 (Excludes legislative amendments initiated by staff).

<table>
<thead>
<tr>
<th>Applicant-Initiated Plan Amendment and Zone Change Applications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two plan amendment and zone change applications re-designating properties zoned Exclusive Farm Use to Multiple Use Agriculture near the eastside of Bend.</td>
</tr>
<tr>
<td>A Plan amendment and zoning change re-designating a property zoned Surface Mining Use to Multiple Use Agriculture near Tumalo Reservoir Road.</td>
</tr>
<tr>
<td>A Plan amendment, zone change, and text amendment creating a Westside Transect Zone west of Bend.</td>
</tr>
<tr>
<td>A Plan amendment re-designating a property zoned Exclusive Farm Use to Redmond’s UGB for a large-lot industrial site.</td>
</tr>
<tr>
<td>A Plan amendment re-designating a property zoned Exclusive Farm Use to Redmond’s UGB for County Fairgrounds expansion and the Oregon Military Department.</td>
</tr>
</tbody>
</table>
Accomplishments

• The Planning Commission conducted four water panels in 2018, focusing on Hydrology of Upper Deschutes Basin, Environmental and Economic Impacts, Agricultural Water Consumption and Efficiency, and Projections and Planning.

• The Board adopted Comprehensive Plan and Zoning text amendments permitting churches within the Wildlife Area Combining Zone in January 2018.
• The Board adopted legislative amendments in September to the Deschutes County Comprehensive Plan, Zoning Map, and Zoning Ordinance that change the Flood Plain zone to a combining (overlay) zone.

• The Board held a work session in October to consider recommendations from the University of Oregon’s Community Service Center’s review of County codes relating to wildfire hazards.
HEARINGS OFFICERS

Hearings Officers reviewed 26 land use applications in 2018 compared to 19 in 2017.

<table>
<thead>
<tr>
<th>Hearings Officer Proceedings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Big Sky Park Expansion</td>
</tr>
<tr>
<td>Brewery and Tasting Room</td>
</tr>
<tr>
<td>Church (2 applications)</td>
</tr>
<tr>
<td>Declaratory Ruling (2 applications)</td>
</tr>
<tr>
<td>Farm Dwelling</td>
</tr>
<tr>
<td>Lot Line Adjustment / Replat</td>
</tr>
<tr>
<td>Marijuana Retail Operation</td>
</tr>
<tr>
<td>Medical Hardship Dwelling</td>
</tr>
</tbody>
</table>
The Board convened 24 land use hearings in 2018 compared to 7 in 2017, excluding amendments to the Comprehensive Plan and/or county code initiated by staff.

<table>
<thead>
<tr>
<th>Application Type</th>
<th>Appeals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Big Sky Park Expansion</td>
<td></td>
</tr>
<tr>
<td>Caldera Springs Destination Resort LUBA Remand</td>
<td></td>
</tr>
<tr>
<td>Churches (2 applications)</td>
<td></td>
</tr>
<tr>
<td>Marijuana Production (10 applications)</td>
<td></td>
</tr>
<tr>
<td>Minor Partition / Non-Farm Dwelling</td>
<td>Yes</td>
</tr>
<tr>
<td>Non-Farm Dwelling</td>
<td></td>
</tr>
<tr>
<td>Plan Amendment / Zone Change (SM to MUA-10)</td>
<td></td>
</tr>
<tr>
<td>Sisters Airport Taxiway / Declaratory Ruling</td>
<td></td>
</tr>
<tr>
<td>Water Ski Lake / Cluster Development</td>
<td></td>
</tr>
<tr>
<td>Noise Variance</td>
<td></td>
</tr>
<tr>
<td>Outdoor Mass Gathering Permits (2 applications)</td>
<td>No</td>
</tr>
<tr>
<td>Plan Amendment / Zone Change (EFU to MUA-10)</td>
<td></td>
</tr>
<tr>
<td>Westside Transect Zone</td>
<td></td>
</tr>
</tbody>
</table>
Fifteen appeals were filed with the Land Use Board of Appeals (LUBA) in 2018, compared to 6 in 2017.

<table>
<thead>
<tr>
<th>Applications Appealed to LUBA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bed and Breakfast and Campground</td>
</tr>
<tr>
<td>Caldera Springs Destination Resort LUBA Remand</td>
</tr>
<tr>
<td>Church</td>
</tr>
<tr>
<td>Lot of Record</td>
</tr>
<tr>
<td>Flood Plain Amendments (staff initiated)</td>
</tr>
<tr>
<td>Marijuana Code Amendments (staff initiated)</td>
</tr>
<tr>
<td>Marijuana Production (subsequently withdrawn)</td>
</tr>
<tr>
<td>Non-Farm Dwelling (2 applications)</td>
</tr>
<tr>
<td>Rural Commercial / Rural Industrial Plan Amendments (staff initiated)</td>
</tr>
<tr>
<td>Thornburgh Destination Resort Final Master Plan</td>
</tr>
<tr>
<td>Thornburgh Destination Resort Tentative Plat / Site Plan</td>
</tr>
<tr>
<td>Water Ski Lake / Cluster Development</td>
</tr>
<tr>
<td>Wildlife Area Combining Zone Text Amendments (staff initiated)</td>
</tr>
</tbody>
</table>
Bicycle and Pedestrian Advisory Committee

- BPAC met ten times, commenting on regional Transportation System Plan updates, Oregon State Park master plans, and Oregon Department of Transportation projects.

Oregon Department of Transportation

- Participated in Terrebonne Refinement Plan TAC; Parkway Refinement Plan TAC, Wickiup Junction Refinement Plan (with City of La Pine)

City of Bend

- Participating with Transportation System Plan (TSP) Update; Bend MPO Regional Transportation Plan (RTP) Update.
- Discussed with City staff the West Side Transect, a cluster development concept for lands located west of Bend adjoining the Urban Growth Boundary (UGB). The Board approved the Transect in January 2019.

City of La Pine

- Reviewed land use applications for effects on county road system.
- Participated in Wickiup Junction Refinement Plan (review Review Request for Proposals), work to begin in 2019.)
City of Redmond

- Coordinated with the City of Redmond, Property and Facilities and DSL regarding a site owned by DSL adjoining its UGB as a plausible location for a regional large-lot industrial campus. DSL initiated a City/County UGB plan amendment in September.
- Coordinated with the City of Redmond, Property and Facilities and DSL regarding a site owned by DSL adjoining its UGB as a plausible location Fairground expansion and Oregon Military Department training site. DSL initiated a City/County UGB plan amendment in September.
- Coordinated with the City of Redmond regarding updates to their TSP.

City of Sisters

- Coordinated with the City of Sisters, Oregon Department of Aviation, Sisters Airport and Eagle Air Estates regarding the taxiway and the process related to a State “recognized” airport.
- Coordinated with the City of Sisters, consultants, and community members in the development of the Sisters Country Vision Plan.
- Coordinated with the City of Sisters regarding updates to their TSP.
Community Involvement

Background

Statewide Planning Goal 1, Citizen Involvement, requires cities and counties to create a citizen involvement program that provides opportunities for community participation in land use planning processes and decisions. Land use legislation, policies and implementation measures made by Oregonians over 40 years ago helped shape Oregon’s urban and rural environments. Likewise, choices made today will ultimately shape these areas in the future. Successful land use planning occurs through an open and public process that provides room for information gathering, analysis and vigorous debate. Deschutes County’s Community Involvement program is defined in Section 1.2 of the Comprehensive Plan. This chapter identifies the County Planning Commission as the committee for citizen involvement. It also contains the County’s Community Involvement goal and corresponding five policies that comply with Goal 1.

This report briefly discusses the noteworthy community involvement actions undertaken by the Planning Division in 2018. The report is intended to provide county residents and stakeholders with a tool to assess its effectiveness and offer additional suggestions the County can utilize to ensure that its diverse communities remain actively involved in land use planning discussions.
Community Involvement

Marijuana Regulatory Assessment

Meetings that informed the content of the report included:

- BOCC panel discussions (noticed public meetings)
- Staff focus groups
- Stakeholder interviews
- Public comments, written and online survey
- Marijuana operations annual reporting

Historic Landmarks Commission

The Historic Landmarks Commission convened 9 times in 2018 to consider:

- Alterations to Historic Structures (Sottong House)
- Central Oregon Canal Nomination to the National Register of Historic Places
- Certified Local Government Grant
- Cline Falls Power Plant Kiosk
- Historic Preservation Month
- Heritage Barn Workshop with Restore Oregon
- Paulina Lake Cabins Restoration
- Planning Division Draft FY 2018-2019 Annual Work Plan
- Sisters Country Historic Resources Inventory
- Vandevert Cabin
Community Involvement

Planning Commission

The Planning Commission convened 15 times in 2018 to consider:

- Code Enforcement and Land Use
- Destination Resort Overnight Lodging Unit Tracking
- Flood Plain Amendments
- Housekeeping Amendments
- Marijuana Amendments
- Non-Resource Lands Draft Scope of Work
- Planning Division Draft FY 2018-2019 Annual Work Plan
- Rural Commercial and Rural Industrial Designation Text Amendments
- Subdivision Access Text Amendments
- Water Resource Panels (Hydrology of Upper Deschutes Basin, Environmental Impacts, Agricultural Water Consumption and Efficiency and Projections and Planning)
- Wildfire Mitigation Standards
Community Involvement

Governor Tom McCall
1913 – 1983

Governor of Oregon
1967 – 1975
He cared

Community Involvement