



Community Development Department
PO Box 2460 16345 Sixth Street
La Pine, Oregon 97739
Phone: (541) 536-1432 Fax: (541) 536-1462
Email: info@lapineoregon.gov

Subdivision Application

File Number # _____

Name of Subdivision: TBD

Number of Lots: 10

Applicant Name Cornerstone Residential LLC
Josh Harpole Phone 541-550-9628 Fax _____

Address 61141 South Hwy 97 PBM 741

City Bend State OR Zip Code 97702

Email josh.h.cornerstone@gmail.com

Property Owner same as applicant Phone _____ Fax _____

Address _____

City _____ State _____ Zip Code _____

Email _____

PROPERTY DESCRIPTION

Property Location (address, intersection of cross street, general area) _____
52586 and 52598 Antler Lane

Legal Description: Tax Map & Lot Number(s) 211036C004500 and 211036C004600

Present Zoning RSF

Total Land Area _____ (Square Ft.) 1.75 (Acres)

Present Land Use vacant



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PROJECT DESCRIPTION

Describe Project

Tentative Subdivision Plan Review to divide the land into 10 lots and dedicate right-of-way to accommodate the lots.


PROFESSIONAL SERVICES

Flagline Engineering, LLC

Architect/Surveyor/Engineer Jim Pex Phone 541.797.6781 Fax _____
 Address PO Box 5248 City Bend State OR Zip 97708

Blackmore Planning and Development Services LLC

Builder or Agent Greg Blackmore Phone 541-419-1455 Fax _____
 Address 19454 Sunshine Way City Bend State OR Zip 97702

Applicant:  Date: 9/9/24
 Signature

Owner/Agent:  Date: 9/9/24
 (Circle One) Signature

If you are the authorized agent, please attach the letter of authorization signed by the owner.
NOTE: This may not be a complete list of land use requirements. Dependent on the specifics of the proposal, additional information may be required after further review.

FOR OFFICE USE ONLY

Date Received: _____
 Rec'd By: _____
 Fee Paid: _____
 Receipt #: _____



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SUBMITTAL REQUIREMENTS

Step 1: Tentative Plan Review

The following information and material must be submitted by the applicant. Other information may be required in some cases.

- Application. The application must be signed by the owner(s) and include information requested on the application form. If the owner does not sign, then a letter of authorization must be signed by the owner for the agent.
- Title Report or subdivision guarantee.
- Application Fee.
- Burden of Proof Statement documenting compliance with approval criteria for Subdivisions
- A vicinity map.
- A trip generation letter. Additional traffic analyses may be required, based on the results of the trip generation estimates.
- Supplemental information: All agreements with local governments that affect the land and proposed use of property.
- Tentative Plan. Three (3) copies of the tentative plan. The tentative plan should be on a sheet 18" x 24 inches. Standard engineering scales of 1 inch equals 10, 20, 30, 40, 50, or 60, 100 or 200 feet shall be used. Electronic copies of all documents shall be submitted.

The tentative plan must include:

- Identification of the drawing as a tentative plan for a subdivision.
- Adjacent property boundaries, property owners and abutting land uses.
- A north arrow, scale and date of map and property identified.
- Location of the property by section, township and range, and a legal description defining the location and boundaries of the proposed tract to be divided.
- Names, addresses, and telephone numbers of the property owner(s), applicant(s), the engineer or surveyor.



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- The date of the plan preparation.
- Existing and proposed streets and alleys: The locations, name, pavement widths, rights-of-way width, approximate radius of curves, and street grades.
- Postal box location(s): Centralized box units (CBUs) shall be shown on the site plan and installed by applicant/developer, and accompanied by a 'letter of confirmation' from the U.S. Post Office.
- Future streets: The pattern of future streets from the boundary of the property to include other tracts surrounding and adjacent to the property unless a future street plan has been adopted.
- Access: The locations and widths of existing and proposed access points along with any off-site driveways effected by the proposal.
- Easements: The locations, widths, and purposes of all existing and proposed easements on or abutting the property.
- Utilities: The location of all existing and proposed public and private sanitary sewers, water lines and fire hydrants on and abutting the property.
- Statement from each utility company proposed to serve the proposed subdivision stating that each such company is able and willing to serve the proposed subdivision as set forth in the tentative plan, and the conditions and estimated costs of such service. Each utility purveyor shall be noted on the tentative plan.
- Drainage Plan: The location of water drainage points on the property and grades necessary to prevent off-site drainage.
- Topography: Ground elevations shown by contour lines at two foot intervals for ground slopes less than 5% and at 5 foot intervals for ground slopes 5% or greater. Such elevations shall be related to an established bench mark or other acceptable engineering datum. Source of datum shall be indicated on the plan.
- Trees: All trees with a diameter of six inches or greater measured three feet above ground level.
- Water Features: Irrigation canals, ditches & areas subject to flooding or ponding.
- Other natural features (Rock outcroppings, canyon walls, etc.)
- Lot & parcel dimensions: Dimensions of existing and proposed lots and parcels.



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- Lot & parcel numbers: Parcel numbers for partitions and lot numbers and blocks for subdivisions.
- Lot and parcel size: All proposed sizes in either square feet or acres.
- Existing uses: Setback from all property lines and present uses of all structures.
- All tracts of land intended to be deeded or dedicated for public use.
- Overlay zones: The location and dimensions of any special district which is located on or abutting the property.
- Any Proposed deed restrictions or protective covenants, if proposed to be utilized for the proposed development.

Step 2: Final Plat Application and Approval

- Signatures Required. The final plat must be signed by the City Manager, City Public Works Director, the County Surveyor, and the County Assessor.
- Recording the Final Plat. Following City approval of the final plat, the replat shall be recorded by the **applicant** within two (2) years unless an extension request is filed by the applicant and approved by the City. Platting may not occur until required public improvements have been completed, inspected and accepted, or bonded and a Land Division Agreement recorded.
- Building permits. Building permits can only be issued after the plat is recorded and improvements have been completed, inspected and accepted unless otherwise approved. Public Works issues the final letter of completion when construction of all public improvements is accepted.
- Occupancy permit. Occupancy permits can only be issued after any required Public Improvements have been accepted by Public Works.



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By signing, the undersigned certifies that he/she has read and understood the submittal requirements outlined above, and that he/she understands that omission of any listed item may cause delay in processing this application.

I (We) the undersigned acknowledge that the information supplied in this application is complete and accurate to the best of my (our) knowledge.

Applicant: Josh Hoopole Date: 9/9/24
 Signature

Owner/Agent: Josh Hoopole Date: 9/9/24
 (Circle One) Signature

If you are the authorized agent, please attach the letter of authorization signed by the owner.
 NOTE: This may not be a complete list of land use requirements. Dependent on the specifics of the proposal, additional information may be required after further review.



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City of La Pine Land Division Code, Requirements for approval of tentative plat for a subdivision

- (l) Requirements for approval. An outline development plan or a tentative plan for a subdivision shall not be approved unless it is found, in addition to other requirements and standards set forth by this chapter and other applicable City of La Pine ordinances, standards and regulations, that the following requirements have been met:
- (1) The proposed development is consistent with applicable goals, objectives and policies set forth by the City's Comprehensive Plan.
 - (2) The proposal is in compliance with the applicable zoning regulations applicable thereto.
 - (3) The proposal is in compliance with the design and improvement standards and requirements set forth in Section 10.0.0, or as otherwise approved by the city, or that such compliance can be assured by conditions of approval.
 - (4) The subdivision will not create an excessive demand on public facilities and services required to serve the proposed development, or that the developer has proposed adequate and equitable improvements and expansions to the facilities with corresponding approved financing therefore to bring the facilities and services up to an acceptable capacity level.
 - (5) The development provides for the preservation of significant scenic, archaeological, natural, historic and unique resources in accordance with applicable provisions of this chapter and the Comprehensive Plan.
 - (6) The proposed name of the subdivision is not the same as, similar to or pronounced the same as the name of any other subdivision in the city or within a six mile radius thereof, unless the land platted is contiguous to and platted as an extension of an existing subdivision. (ORS 92.090)
 - (7) The streets and roads are laid out so as to conform to an adopted Transportation System Plan for the area, and to the plats of subdivisions and maps of major partitions already approved for adjoining property as to width, general direction and in all other respects unless the city determines it is in the public interest to modify the street or road pattern.
 - (8) Streets and roads for public use are to be dedicated to the public without any reservation or restriction; and streets and roads for private use are approved by the city as a variance to public access requirements.
 - (9) Adequate mitigation measures are provided for any identified and measurable adverse impacts on or by neighboring properties or the uses thereof or on the natural environment.



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- (10) Provisions are made for access to abutting properties that will likely need such access in the future, including access for vehicular and pedestrian traffic, public facilities and services and utilities.

- (11) Provisions of the proposed development provide for a range of housing needs, particularly those types identified as needed or being in demand.

Burden of Proof Statement
City of La Pine – Subdivision - Replat
52586 and 52598 Antler Lane

Applicant / Owner: Cornerstone Residential LLC
Josh Harpole
61114 S Hwy 97 #PMB 741
Bend, OR 97702

Engineer: Flagline Engineering, LLC
Jim Pex
PO Box 5248
Bend, OR 97708

Planner: Blackmore Planning and Development Services, LLC
Greg Blackmore
19454 Sunshine Way
Bend, OR 97702

Location: 52586 and 52598 Antler Lane / 211036C004500 and 211036C004600

Request: The applicant is requesting Tentative Subdivision Plan Review to divide the land into 10 lots, dedicate right-of-way to accommodate the lots, and extend utilities.

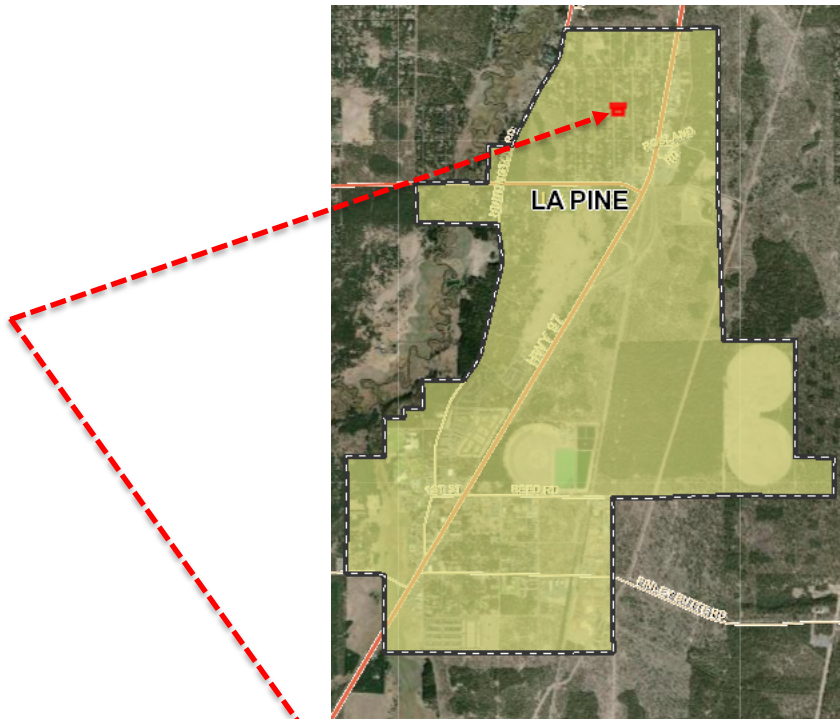
I. Applicable Criteria and Procedures:

1. City of La Pine Development Code

- ARTICLE 3 – ZONING DISTRICTS
 - Chapter 15.18 – Residential Zones
- ARTICLE 5 – DEVELOPMENT STANDARDS
 - Chapter 15.80 – Development Standards, Generally
 - Chapter 15.88 – Access and Circulation
 - Chapter 15.90 – Public Facilities
 - Chapter 15.92 – Additional Standards or Land Divisions
 - Chapter 15.94 – Improvement Procedures and Guarantees
- ARTICLE 7 – PROCEDURES
- ARTICLE 9 – LAND DIVISIONS
 - Chapter 15.402 – General Provisions
 - Chapter 15.406 – Subdivisions and Planned Unit Developments
 - Chapter 15.418 – Processing and Recording Procedures

II. General Facts:

1. **LOCATION:** The property is located in the northern portion of the City of La Pine, approximately .25 of a mile west of Hwy 97 and .4 of a mile north of Burgess Road. The site addresses are 52586 and 52598 Antler Lane and the property is further identified as Deschutes County Tax Assessors Map as 211036C004500 and 211036C004600.



LOCATION MAP



2. ZONING AND COMPREHENSIVE PLAN DESIGNATIONS: The subject property is designated Residential Single Family Zone (RSF) on both the Comprehensive Plan and Zoning maps.

3. SITE DESCRIPTION AND SURROUNDING DEVELOPMENT: The property is 1.75 acres in size, rectangular in shape, and it has varied topography; being generally level with 2 elevated areas (up to 5 feet of change). The site is currently vacant, the prior utility structure (that was built in 1970) has been removed, the site contains dirt and it is sparsely populated with trees. Antler Lane exists within 50 feet of right-of-way to the west. The right-of-way is improved with gravel and contains water and sewer mains

Surrounding properties similarly zoned, Residential Single-Family(RSF) and primarily developed with single-family homes on larger lots.

4. PROPOSAL: The applicant is requesting Tentative Subdivision Plan Review to divide the land into 10 lots, dedicate right-of-way to accommodate the lots, and extend utilities.

5. EXHIBITS: In addition to this burden of proof statement, the applicant submits the following exhibits in support of this proposal:

- Application Form and Fee
- Ownership Deed
- Engineering Plans
 - Cover Sheet
 - Existing Site Plan and Existing Conditions
 - Proposed Site Plan – Site Layout
 - Proposed Grading
 - Proposed Drainage
- Title Report

III. Compliance with Article 3 – Zoning Districts:

CHAPTER 15.18. - RESIDENTIAL ZONES

Sec. 15.18.100. Purpose.

Chapter 15.18 regulates allowed land uses ("uses") and sets forth lot and development standards, including, without limitation, minimum dimensions, area, density, coverage, structure height, and other provisions that control the intensity, scale, and location of development in the residential zones. The regulations of this chapter are intended to implement the City of La Pine Comprehensive Plan.

Sec. 15.18.200. Characteristics of the residential zones.

Residential zones are intended to accommodate a mix of residential uses at planned densities, consistent with the housing needs of the city; promote the orderly development and improvement of neighborhoods; facilitate compatibility between dissimilar land uses; allow residences in proximity, and with direct connections, to schools, parks, and community services; and to ensure efficient use of land and public facilities. There are two residential zones in the city:

A. Residential Single-Family Zone (RSF). The RSF zone permits residential uses at densities between one and seven dwelling units per gross acre. Permitted residential uses consist primarily of detached single-family housing, duplexes, and low density multi-family developments. The RSF zone also allows community service uses such as churches, schools, and parks that may be subject to special use standards.

B. Residential Multi-Family Zone (RMF). The RMF zone permits residential uses at densities between five and 40 dwelling units per gross acre. Permitted residential uses consist of detached single-family dwellings, townhomes, duplexes, and multi-family housing. The RMF zone also allows community service uses such as churches, schools, and parks that may be subject to special use standards.

Applicant Response: The property is zoned Residential Single-Family. The property will serve as a land to deliver residential units. Development upon the property will be reviewed for conformance with Development Code requirements to ensure compliance.

Sec. 15.18.300. Use regulations.

Uses may be designated as permitted, limited, conditional, or prohibited in the residential zones. As noted in Table 15.18-1, a use may also be subject to special use standards of article 6.

A. Permitted uses (P). Uses allowed outright in the residential zones are listed in Table 15.18-1 with a "P."...

Applicant Response: The applicant recognizes that the property is zoned for residential use. While the proposal does not include any new uses at this time, the applicant intends on developing the lots with single family home or duplexes. While the application is solely aimed at the division of the property, the planned uses are allowed by this section. Future uses will be reviewed with site development, which will ensure that they comply with the standards set forth in the code.

Sec. 15.18.400. Development standards.

A. Purpose. The development standards for residential zones work together to create desirable residential areas by promoting aesthetically pleasing environments, safety, privacy, energy conservation, and recreational opportunities. The development standards generally ensure that new development will be compatible with the city's character. At the same time, the standards allow for flexibility for new development. In addition, the regulations provide certainty to property owners, developers, and neighbors about the limits of what is allowed.

B. Development standards. The development standards for residential zones are presented in Table 15.18-2. Development standards may be modified as provided by chapter 15.320, variances. Additional standards may apply to specific zones or uses, see section 15.18.500. Footnotes in the table correspond to the sections below.

1. Minimum density standard in the RSF zone only applies to subdivisions. Development on existing lots and partitions are exempt from this standard.

2. Accessory dwellings do not count toward the maximum density standard in the RSF zone.

Table 15.18-2. Development Standards in the Residential Zones

<i>Standard</i>	<i>RSF</i>	<i>RMF</i>
Minimum density	1 unit per acre (1)	5 units per acre
Maximum density	7 units per acre (2)	40 units per acre
Minimum lot size	None	None for single-family dwelling, cottage cluster development, duplex, or townhomes.

		Multi-family development: 3,000 sq. ft. for first dwelling unit, plus 1,000 sq. ft. for each dwelling unit thereafter on the same property, provided that urban services are available to serve the development.
Minimum street frontage	50 feet 35 feet on cul-de-sac street 25 feet for townhomes	50 feet 35 feet on a cul-de-sac street 25 feet for townhomes
Minimum setbacks	—	—
- Front or street-side yard	20 feet	20 feet
- Side yard	10 feet None for townhomes	10 feet None for townhomes
- Rear yard	20 feet	20 feet
Maximum building height	45 feet	45 feet
Maximum lot coverage	75% for townhomes 50% for all other uses	75% for townhomes 50% for all other uses
Minimum landscaped area	See chapter 15.82	

Applicant Response: Each of the applicable standards are addressed below:

Density: The RSF zone has an allowed density of 1 – 7 units per acres. The property is 1.75 acres and therefore can accommodate up to 12.25 units. The applicant is proposing 10 lots. Development of allowed uses on the 10 lots can fall within the allowed density range.

Lot Size: The RSF Zone does not have a minimum or maximum lot size.

Street Frontage: The RSF Zone has a minimum street frontage of 50 feet for standard streets and 35 feet for cul-de-sacs. As detailed on the Tentative Plan, the lots on the street segment of Spike Court will have at least 50 of frontage and the lots on the cul-de-sac portion of Spike Court will have at least 35 feet of frontage. As designed, the proposed lots conform to the applicable street frontage requirements.

Setbacks: The lot is vacant and no structures are proposed at this time; therefore setback standards do not apply at this time. Setbacks will be reviewed with subsequent development applications.

Building Height: No structures are proposed at this time; therefore building height standards do not apply at this time. Building height will be reviewed with subsequent development applications.

Lot Coverage: The lot is vacant and no structures are proposed at this time; therefore lot coverage standards do not apply at this time. Lot coverage standards will be reviewed with subsequent development applications.

Landscape: No development is proposed at this time; therefore landscape standards do not apply at this time. Landscape standards will be reviewed with subsequent development applications.

Sec. 15.18.500. Additional standards.

A. RSF zone. The following standards apply to all development in the RSF zone:

- 1. No dwelling structures shall have visible, unclosable openings, which allow penetration of air, outside elements, or animals into the structure's interior, except for screened-in porches.**
- 2. All dwelling structures shall be placed on a basement foundation, concrete pad or piers, or other permanent foundation and secured, anchored, or tied down in accordance with the current International Building Code and all other applicable FHA requirements.**
- 3. See article 5 for additional development standards.**

Applicant Response: No structures are proposed at this time; therefore the standards of this section do not apply at this time. The standards of this section will be reviewed with subsequent development applications.

IV. Compliance with Article 5 – Development Standards

Chapter 15.80 - Development Standards, Generally

15.80.010 Purpose

Article 5 contains development and design standards for the built environment. The standards are intended to protect the public health, safety, and welfare through the provision of landscaping and buffering, parking and loading facilities, multimodal accessibility and interconnectivity, and adequate public facilities.

In interpreting and applying this title, the provisions herein shall be held to be the minimum requirements adopted for the promotion of the public health, safety, comfort, convenience, and general welfare.

Applicant Response: This section establishes the purpose of these General Development Standards. This section does not include any approval criteria or development standards to measure compliance with. Compliance with the standards of this section will ensure that the Purpose stated herein is implemented.

15.80.020 Applicability

Any land division or development, and the improvements required therefore, shall be in compliance with the development, design and improvement standards and requirements set forth in this Article. Other provisions of this Code, other city ordinances, or state statutes or administrative rules may also apply.

Applicant Response: The proposal includes a land division; therefore this section applies.

15.80.030 Exemption - Lot Size Requirements...

15.80.040 Exemption - Yard or Setback Requirements...

15.80.050 Supplementary Height Regulations...

15.80.060 Restrictions on the Use of Metal Shipping Containers...

Applicant Response: The proposed land division does not request an exception to lot size or setbacks, and no new structures are reviewed with the land division application; therefore these sections do not apply.

Chapter 15.82 - Landscaping, Buffering and Fences

15.82.010 Landscaping and Buffering Requirements

The following minimum landscape requirements are established for all developments subject to site plan approval, unless approved otherwise by the reviewing authority...

Applicant Response: This section applies to developments subject to Site Plan Review. The current proposal is for a land division and the no structures exist on the property. Therefore, this section does not apply.

Chapter 15.86 - Parking and Loading

15.86.0101 Applicability

Off-street loading and vehicle and bicycle parking spaces shall be provided in accordance with the specifications of this Chapter in all zones whenever any new use is established, an existing use is enlarged, or an existing use of land or structure is changed to a new use. Such new, enlarged, or changed use shall fully comply with the specifications of this Chapter prior to being given a certificate of use and occupancy...

Applicant Response: The proposal includes a land division on a vacant lot. The proposal does not establish a new use or new structures; therefore this section does not apply to the Subdivision.

Chapter 15.88 - Access and Circulation

15.88.010 Purpose

Chapter 15.88 contains standards for vehicular and pedestrian access, circulation, and connectivity. The standards promote safe, reasonably direct, and convenient options for walking and bicycling, while accommodating vehicle access to individual properties, as needed.

Applicant Response: This section establishes the purpose of these Development Standards. This section does not include any approval criteria or development standards to measure compliance with. Compliance with the standards of this section will ensure that the Purpose stated herein is implemented.

15.88.020 Applicability

Chapter 15.88 applies to new development and changes in land use necessitating a new or modified street or highway connection. Except where the standards of a roadway authority other than the City supersede City standards, Chapter 15.88 applies to all connections to a street or highway, and to driveways and walkways.

Applicant Response: The proposed design includes a new street connection and access is planned with development of the lots. The new street connection is clearly noted on the Plan Set and conceptual access points are noted on the Site Layout, showing that access can be provided to each lot. Final access points to the lots may be refined or adjusted as individual lot plans are finalized.

Sec. 15.88.030. - Vehicular access and circulation.

- A. *Purpose and intent.* [Section 15.88.030](#) implements the street access guidelines of the City of La Pine Transportation System Plan. It is intended to promote safe vehicle access and egress to properties, while maintaining traffic operations in conformance with adopted standards. "Safety," for the purposes of this chapter, extends to all modes of transportation.**

Applicant Response: This section provides a purpose statement. It does not establish any development standards or approval criteria.

- B. *Permit required.* Vehicular access to a public street (e.g., a new or modified driveway connection to a street or highway) requires an approach permit approved by the applicable roadway authority.**

Applicant Response: As established in this section, the applicant understand that an access permit is required an plans to obtain all required permits for the proposed development.

- C. *Traffic study requirements.* The city, in reviewing a development proposal or other action requiring an approach permit, may require a traffic impact analysis, pursuant to [section 15.90.080](#), to determine compliance with this Development Code.**

Applicant Response: Based upon feedback from the pre-application meeting, the applicant understands that a traffic report will not be needed for the small, 10 lot subdivision.

- D. *Approach and driveway development standards.* Access management restrictions and limitations consist of provisions managing the number of access points and/or providing traffic and facility improvements that are designed to maximize the intended function of a particular street, road or highway. The intent is to achieve a balanced, comprehensive program which provides reasonable access as new development occurs while maintaining the safety and efficiency of traffic movement. Intersections, approaches and driveways shall conform to access spacing guidelines in the City of La Pine Transportation System Plan and the roadway authority's engineering standards. In the review of all new development, the reviewing authority shall consider the following techniques or considerations in providing for or restricting access to certain transportation facilities.**

Applicant Response: The new street intersection will be over 1,000 feet from any other street intersection, all lot access points will be located on the new internal street and all access points will be located over 10 feet from one another. As detailed on the Plan Set, the street connection and conceptual access points conform to City Standards, to the TSP and to the requirements of this section.

- 1. Access points to arterials and collectors may be restricted through the use of the following techniques:...**

Applicant Response: Access is not proposed onto an arterial or a collector street; this section does not apply.

- 2. Consideration of the following traffic and facility improvements for access management:**
 - a. Providing of acceleration, deceleration and right-turn-only lanes.**
 - b. Offsetting driveways to produce T-intersections to minimize the number of conflict points between traffic using the driveways and through traffic.**
 - c. Installation of median barriers to control conflicts associated with left turn movements.**
 - d. Installing side barriers to the property along the serving arterial or collector to restrict access width to a minimum.**

Applicant Response: As noted above, the new street intersection will be over 1,000 feet from any other street intersection, all lot access points will be located on the new internal street and all access points will be located over 10 feet from one another. Overall, the development will have a low level of impact on a low order street with adequate capacity; therefore consideration of these additional access management techniques is not necessary.

- E. *ODOT approval.* Where a new approach onto a state highway or a change of use adjacent to a state highway requires ODOT approval, the applicant is responsible for obtaining ODOT approval. The city may approve a development conditionally, requiring the applicant first obtain required ODOT permit(s) before commencing development, in which case the city will work cooperatively with the applicant and ODOT to avoid unnecessary delays.**

- F. *Other agency approval.* Where an approach or driveway crosses a drainage ditch, canal, railroad, or other feature that is under the jurisdiction of another agency, the applicant is responsible for obtaining all required approvals and permits from that agency prior to commencing development.**

Applicant Response: The project does not include access onto an ODOT facility or across the property of any other agency; therefore ODOT and/or “other agency” Authorization is not needed.

- G. *Exceptions and adjustments.* The city may approve adjustments to the spacing standards of subsections above, where an existing connection to a city street does not meet the standards of the roadway authority and the proposed development moves in the direction of code compliance.**

Applicant Response: The proposed design does not necessitate an exception or an adjustment.

- H. *Joint use access easement and maintenance agreement.* Where the city approves a joint use driveway, the property owners shall record an easement with the deed allowing joint use of and cross access between adjacent properties. The owners of the properties agreeing to joint use of the driveway shall record a joint maintenance agreement with the deed, defining maintenance responsibilities of property owners. The applicant shall provide a fully executed copy of the agreement to the city for its records, but the city is not responsible for maintaining the driveway or resolving any dispute between property owners.**

Applicant Response: The project does not propose a joint use access point and it is not anticipated that one will be required. This section is not expected to be applicable.

Chapter 15.90 Public Facilities

15.90.010 Public Facilities Improvement

Minor betterment, improvements, replacement or reconstruction of existing public facilities such as sewer and water lines, storm water drainage facilities, sidewalks and other pedestrian ways or facilities, bikeways and similar public facilities within rights-of-ways and easements for the purposes existing on or before the effective date of this ordinance, or on contiguous publicly-owned property designated, intended or utilized to support the facilities, or the facilities that are set forth within an adopted public facilities plan or other capital improvement plan duly adopted on or before the effective date of this ordinance, are exempt from permit requirements, unless specifically set forth otherwise.

Applicant Response: The proposal does not include public facility improvements outside of land use process; therefore this section does not apply.

15.90.020 Developer Responsibility for Streets and Other Public Facilities

- A. Duties of developer. It shall be the responsibility of the developer to construct all streets, curbs, sidewalks, sanitary sewers, storm sewers, water mains, electric, telephone and cable television lines necessary to serve the use or development in accordance with the specifications of the city and/or the serving entity. [SEP]**

Applicant Response: As detailed on the Proposed Site Plan – Layout, the applicant proposes to extend utilities from Antler Lane, to serve the site. Furthermore, the design includes upgrading the transportation system (travel lanes and sidewalks) along all property frontage (including the existing Antler Lane and the new Spike Court). The proposed design conforms to the requirements of this section.

- B. Over-Sizing. The City may require as a condition of development approval that sewer, water, or storm drainage systems serving new development be sized to accommodate future development within the area as projected by the applicable facility master plan, and the City may authorize other cost-recovery or cost-sharing methods as provided under state law. [SEP]**

Applicant Response: The surrounding area is served by existing water and sewer mains that are located with the abutting Antler Lane right-of-way. The existing mains have adequate capacity to accommodate the land division. It is not anticipated that upgrades to the mains will be necessary or that over-sizing will be applicable to this small land division.

- C. Inadequate existing streets. Whenever existing streets, adjacent to, within a tract or providing access to and/or from a tract, are of inadequate width and/or improvement standards, additional right-of-way and/or improvements to the existing streets may be required. [SEP]**

Applicant Response: The partition is within a partially developed area, with partial street improvements. The abutting Antler Lane right-of-way does not currently have full

street improvements or sidewalks. As detailed on the Plan Set, the applicant proposes to improve Antler Lane with pavement, a landscape strip and sidewalks, bringing the frontage into conformance with City Standards and with this requirement.

- D. Half streets. Half streets, while generally not acceptable, may be approved where essential to the reasonable development of a proposed land development, and when the City finds it will be practical to require dedication and improvement of the other half of the street when the adjoining property is developed. Whenever a half street exists adjacent to a tract of land proposed for development, the other half of the street shall be dedicated and improved.** [L] [SEP]

Applicant Response: The property abuts a full street (Antler Lane); the half street provisions of this section are not applicable.

15.90.030 Sewer and Water

- A. Sewer and Water Plan Approval. Development permits for sewer and water improvements shall not be issued until the Public Works Director has approved all sanitary sewer and water plans in conformance with City standards.** [L] [SEP]

Applicant Response: Water and sewer mains are located within the abutting Antler Lane right-of-way. As detailed on the Plan Set, the applicant proposes to extend mains within the new Spike Court street and cul-de-sac right-of-way and extend laterals from the new mains to serve each of the new lots. Subsequent to Planning approval, the applicant will submit all required plans to the City Engineer and/or Public Works Department in order to receive approval from the Public Works Director (in conformance with City Standards) prior to commencing any work.

- B. Inadequate Facilities. Development permits may be restricted or rationed by the City where a deficiency exists in the existing water or sewer system that cannot be rectified by the development and which, if not rectified, will result in a threat to public health or safety, surcharging of existing mains, or violations of state or federal standards pertaining to operation of domestic water and sewerage treatment systems. The City may require water booster pumps, sanitary sewer lift stations, and other critical facilities be installed with backup power.** [L] [SEP]

Applicant Response: Through pre-submittal correspondence, the City has not raised any issues related to available capacity. Further consideration of capacity will occur with this review and it is anticipated that the City will determine that the existing facilities have adequate capacity to accommodate the proposed land division, and that development permits will not be restricted or rationed due to water or sewer capacity issues.

15.90.040 Stormwater.

- 1. Accommodation of Upstream Drainage.** Culverts and other drainage facilities shall be large enough to accommodate existing and potential future runoff from the entire upstream drainage area, whether inside or outside the development. Such facilities shall be subject to review and approval by the City Engineer.
- 2. Effect on Downstream Drainage.** Where it is anticipated by the City Engineer that the additional runoff resulting from the development will overload an existing drainage facility, the City shall withhold approval of the development until provisions have been made for improvement of the potential condition or until provisions have been made for storage of additional runoff caused by the development in accordance with City standards.

Applicant Response: The only new impervious areas will be associated with the planned public improvements. The project will design all streets and sidewalks in conformance with City Standards, which will ensure that stormwater is adequately managed. Regarding individual lot development, the proposed land division will not result in any new impervious areas that necessitate stormwater treatment. The applicant recognizes that future development will be required to meet the standards related to stormwater retention. Future review(s) for stormwater compliance will take place with future development applications.

15.90.050 Utilities

- A. General Provision.** The developer of a property is responsible for coordinating the development plan with the applicable utility providers and paying for the extension and installation of utilities not otherwise available to the subject property.
- B. Underground Utilities.** All new electrical, telephone or other utility lines shall be underground unless otherwise approved by the city. SEP

Applicant Response: The applicant has coordinated with all utility providers and has confirmation that they can serve the new lots. With development, new utilities will be extended underground, in conformance with these standards.

- C. Subdivisions.** In order to facilitate underground placement of utilities, the following additional standards apply to all new subdivisions:
 - 1. The developer shall make all necessary arrangements with the serving utility to provide the underground services. Care shall be taken to ensure that no above ground equipment obstructs vision clearance areas for vehicular traffic.** SEP

2. **The City reserves the right to approve the location of all surface-mounted facilities.** [L] [SEP]
3. **All underground utilities installed in streets must be constructed and approved by the applicable utility provider prior to the surfacing of the streets.** [L] [SEP]
4. **Stubs for service connections shall be long enough to avoid disturbing the street improvements when service connections are made.**

Applicant Response: The applicant has coordinated with all utility providers and has confirmation that they can serve the new lots. With development, new utilities will be extended underground, in conformance with these standards. The applicant understands that the City reserves the right to approve the location of any surface mounted facilities, should they be needed.

- D. **Exception to Undergrounding Requirement. The City may grant exceptions to the undergrounding standard where existing physical constraints, such as geologic conditions, streams, or existing development conditions make underground placement impractical.**

Applicant Response: The proposal does not include an exception to providing new utilities underground; therefore this standard does not apply.

15.90.060 Public Street/Highway Improvement.

The following public streets and highway improvement activities are permitted outright in all zones and are exempt from the permit requirements of this Code...

Applicant Response: The application does not include street or highway improvements outside of a permit process. Therefore, this section does not apply.

15.90.070 Design of Streets and Other Public Facilities.

- A. **Traffic circulation system. The overall street system shall assure an adequate traffic circulation system with intersection angles, grades, tangents and curves appropriate for the traffic to be carried considering the terrain of the development and the area. An analysis of the proposed traffic circulation system within the land division, and as such system and traffic generated there from affects the overall City of La Pine transportation, will be required to be submitted with the initial land division review application. The location, width and grade of streets shall be considered in their relationship to existing and planned streets, to topographical conditions, to public convenience and safety and to the proposed use or development to be served thereby.** [L] [SEP]

Applicant Response: The subject property is located within a partially developed area of La Pine that provides adequate and safe circulation for the existing development. The proposal provides a new 90 degree street intersection with a street and cul-de-sac. Given that the surrounding area is partially developed, there are no opportunities for additional street extensions or connections; therefore the cul-de-sac design is optimal for the area. All angles, grades, tangents and curves are proposed to conform to City requirements and no special design considerations need to be considered. The proposed design conforms to the requirements of this section.

B. Street location and pattern. The proposed street location and pattern shall be shown on the development plan, and the arrangement of streets shall:

- 1. Provide for the continuation or appropriate projection of existing principal streets in surrounding areas; or [SEP]**
- 2. Conform to a plan for the general area of the development approved by the City to meet a particular situation where topographical or other conditions make continuance or conformance to existing streets impractical; and [SEP]**
- 3. Conform to the adopted La Pine Transportation System Plan as may be amended. [SEP]**

Applicant Response: The property is located in an area of La Pine that has been established with a general grid pattern. The new street, with a cul-de-sac allows for the efficient development of the site in order to provide needed housing, in a manner that is adequate and sufficient for the area, given the existing development pattern. The street improvements conform to all Development Code, City Standards and TSP requirements, regarding size, spacing, width, radius and proposed improvements. As designed, the proposal conforms to these standards.

C. Access Ways. The City, in approving a land use application with conditions, may require a developer to provide an access way where the creation of a cul-de-sac or dead-end street is unavoidable and the access way connects the end of the street to another street, a park, or a public access way. Where an access way is required, it shall be not less than 10 feet wide and shall contain a minimum six-foot-wide paved surface or other all-weather surface approved by the City. Access ways shall be contained within a public right-of-way or public access easement, as required by the City.

Applicant Response: While the proposed design includes a cul-de-sac, given that the neighboring property is developed with a private residence, access to this single property would not be appropriate. The applicant does not anticipate that an access way will be required or imposed upon this project.

D. Future street extensions. Where necessary to give access to or permit

future subdivision or development of adjoining land, streets shall be extended to the boundary of the proposed development or subdivision. Where a subdivision is proposed adjacent to other developable land, a future street plan shall be filed by the applicant in conjunction with an application for a subdivision in order to facilitate orderly development of the street system. The plan shall show the pattern of existing and proposed future streets from the boundaries of the proposed land division and shall include other divisible parcels within 600 feet surrounding and adjacent to the proposed subdivision. The street plan is not binding, but is intended to show potential future street extensions with future development. The plan must demonstrate, pursuant to city standards, that the proposed development does not preclude future street connections to adjacent development land. Wherever appropriate, street stubs shall be provided to allow access to future abutting subdivisions and to logically extend the street system into the surrounding area. Street ends shall contain turnarounds constructed to Uniform Fire Code standards, as the city deems applicable, and shall be designed to facilitate future extension in terms of grading, width, and temporary barricades.

Applicant Response: All surrounding properties have frontage on a public street. The proposed design does not result in a situation where access to a street, a future subdivision, and/or future development would necessitate access across the subject property. Therefore, a street extension to the north, east and/or south is not necessary.

- E. Minimum right-of-way and roadway widths. Unless otherwise approved in the tentative development plan, street, sidewalk and bike rights-of-way and surfacing widths shall not be less than the minimum widths in feet set forth in the La Pine Transportation System Plan, and shall be constructed in conformance with applicable standards and specifications set forth by the city. [SEP]**

Applicant Response: As detailed on the Plan Set, the proposal includes right-of-way dedication and improvements to Antler Lane, along with a new internal street. The design result in the dedication of 7 feet of right-of-way along the Antler Lane frontage, resulting in 32 feet to the centerline (1/2 of the City required 64 feet). Improvements along Antler Lane include pavement improvements, a landscape strip and sidewalks. For the internal street, the design provides 64 feet of right-of-way, travel lanes, landscape strips and sidewalk. The cul-de-sac at the eastern terminus of the street will have a 52 foot radius. The proposes design conforms to City Standards, the TSP and with the requirements of this section.

- F. Sidewalks. Unless otherwise required in this chapter or other city ordinances or other regulations, or as otherwise approved by the Commission, sidewalks shall be required as specified in the La Pine Transportation System Plan. In lieu of these requirements, however, the City may approve a development without sidewalks if alternative pedestrian routes and facilities are provided.**

Applicant Response: As detailed on the Plan Set, the applicant proposes to install sidewalks along the Antler Lane frontage and along both sides of the new internal street. The proposed design conforms to the requirements of this section.

G. Bike lanes. Unless otherwise required in this chapter or other city ordinances or other regulations, bike lanes shall be required as specified in the La Pine Transportation System Plan, except that the Planning Commission may approve a development without bike lanes if it is found that the requirement is not appropriate to or necessary for the extension of bicycle routes, existing or planned, and may also approve a development without bike lanes in the streets if alternative bicycle routes and facilities are provided. [SEP]

Applicant Response: The property abuts a local classified street and the new street will be a local street. Bike lanes are not required on local streets. .

H. *Culs-de-sac.* A cul-de-sac street shall only be used where the city determines that environmental or topographical constraints, existing development patterns, or compliance with other applicable city requirements preclude a street extension. Where the city determines that a cul-de-sac is allowed, all of the following standards shall be met:

- 1. The cul-de-sac shall not exceed a length of 400 feet, except where the city through a Type II procedure determines that topographic or other physical constraints of the site require a longer cul-de-sac. The length of the cul-de-sac shall be measured along the centerline of the roadway from the near side of the intersecting street to the farthest point of the cul-de-sac.**
- 2. A cul-de-sac shall terminate with a circular turn around with a minimum radius of 45 feet of paved driving surface and a 50 foot right-of-way and meeting the Uniform Fire Code.**
- 3. The cul-de-sac shall provide, or not preclude the opportunity to later install, a pedestrian and bicycle access way between it and adjacent developable lands.**

Applicant Response: The proposal includes a cul-de-sac at the eastern terminus of the new street (Spike Court). The surrounding area is generally developed, therefore providing additional connectivity is not possible in the area. Furthermore, the street that the cul-de-sac is located upon does not exceed 400 feet and the right-of-way radius is 52 feet. Lastly, the neighboring property to the east is developed with a residence, providing a public pedestrian connection and/or bikeway to this private property is not practical. Given the exiting conditions in the area, the proposed design is justified and it conforms to the requirements of this section.

I. Marginal access streets. Where a land development abuts or contains an

existing or proposed arterial street, the city may require marginal access streets, reverse frontage lots with suitable depth, screen- plantings contained in a non-access reservation strip along the rear or side property line or other treatments deemed necessary for adequate protection of residential properties and the intended functions of the bordering street, and to afford separation of through and local traffic. [L] [SEP]

Applicant Response: The property does not abut or contain an existing or proposed arterial street. This standard does not apply.

J. Streets adjacent to railroad right-of-way...

Applicant Response: The property is not adjacent to a railroad right-of-way; therefore this section does not apply.

K. Reserve Strips. Reserve strips or street plugs controlling access to streets will not be approved unless deemed necessary for the protection of public safety and welfare and may be used in the case of a dead-end street planned for future extension, and in the case of a half street planned for future development as a standard, full street. [L] [SEP]

Applicant Response: The property is not abutted by a reserve strip and no reserve strips are proposed; therefore this section does not apply.

L. *Alignment.* All streets, as far as practicable, shall be in alignment with existing streets by continuations of the center lines thereof. Necessary staggered street alignment resulting in intersections shall, wherever possible, leave a minimum distance of 200 feet between the center lines of streets of approximately the same direction, and in no case shall the off-set be less than 100 feet.

Applicant Response: There are not any other streets that intersect Antler Lane. More than 200 feet is maintained and the proposed design conforms to the requirements of this section.

M. *Intersection angles.* Streets shall be laid out to intersect at angles as near to right angles as practicable, and in no case shall an acute angle be less than 80 degrees unless there is a special intersection design approved by the city engineer or other duly designated city representative as applicable. Other streets, except alleys, shall have at least 50 feet of tangent adjacent to the intersection, and the intersection of more than two streets at any one point will not be approved.

Applicant Response: As detailed on the Plan Set, the new street (Spike Court) will intersect with Antler Lane at approximately 90 degrees, which conforms to this standard.

N. Curves. Centerline radii of curves should not be less than 500 feet on major arterials, 300 feet on minor arterials, 200 feet on collectors or 100 feet on other streets and shall be on an even ten feet. Where existing conditions, particularly topography, make it otherwise impractical to provide building sites, the city may accept steeper grades and sharper curves than provided for herein in this subsection.

Applicant Response: The new street (Spike Court) and the improvements to the existing street (Antler Lane) will not contain any curves.

O. Street grades. Street grades shall not exceed eight percent on arterials, ten percent on collectors and 12 percent on all other streets including private driveways entering upon a public street or highway; however, for streets at intersections, and for driveways entering upon a public street or highway, there should be a distance of three or more car lengths (approximately 50 feet) where the grade should not exceed six percent to provide for proper stopping distance during inclement weather conditions.

Applicant Response: The site is relatively level and the grades of the existing and proposed streets are not proposed to exceed 12 percent. This will be further reviewed in association with the infrastructure design review.

P. Street names. Except for the extension of existing streets, no street names shall be used which will duplicate or be confused with the name of an existing street in the city or within a radius of six miles of the city or within the boundaries of a special service district such as fire or ambulance. Such street names shall be approved by the Deschutes County street name coordinator.

Applicant Response: The applicant plans to go through the street name approval process with Deschutes County prior to final plat.

Q. Street name signs. Street name signs shall be installed at all street intersections by the developer in accordance with applicable city, county or state requirements. One street sign shall be provided at the intersection of each street, and two street signs shall be provided at four-way intersections.

Applicant Response: Prior to final plat, the applicant plans to install a new street name sign in accordance with the requirements of this section.

R. Traffic control signs. Traffic control signs shall be provided for and installed by the developer as required and approved by the appropriate city, county and/or state agency or department. [SEP]

Applicant Response: If needed, traffic control signs would be install as required by this section.

- S. Alleys. Alleys are not necessary in residential developments, but may be required in commercial and industrial developments unless other permanent provisions for access to off-street parking and loading facilities are approved by the city.** [L] [SEP]

Applicant Response: The development is proposed in an area with an established street grid that does not include alleys. Therefore, alleys are not required as part of this partition.

- T. Curbs. Curbs shall be required on all streets in all developments, and shall be installed by the developer in accordance with standards set forth by the city unless otherwise approved by the city. Approval of streets without curbs shall be at the discretion of the City Engineer, and shall be so determined during the tentative plan land division review process on the basis of special circumstances to the development.** [L] [SEP]

Applicant Response: The frontage of the property is not developed with curbs, and curbs do not exist throughout the majority of residential areas in the City of La Pine, as such it is not anticipated that curbs will be required. In the event that curbs are required, they would be installed in accordance with the requirements of this section.

- U. Street lights. Street lights may be required and, if so required, shall be installed by the developer in accordance with standards set forth by the city and the serving utility company. Streets lights, if required, shall include one (1) fixture and be located at the intersection of streets.** [L] [SEP]

Applicant Response: Street lights do not exist throughout the majority of residential areas in the City of La Pine, as such it is not anticipated that a street light will be required. In the event that a street light is required, it would be installed in accordance with the requirements of this section.

- V. Utilities. The developer shall make necessary arrangements with the serving utility companies for the installation of all proposed or required utilities, which may include electrical power, natural gas, telephone, cable television and the like.** [L] [SEP]

Applicant Response: The applicant has coordinated with all utility providers and has confirmation that they can serve the new lots. All new utilities are planned to be extended underground in association with future development, in conformance with these standards.

- W. Drainage facilities. Drainage facilities shall be provided as required by the City in accordance with all applicable City and Oregon Department of Environmental Quality standards.**

Applicant Response: The only new impervious areas will be associated with the planned public improvements. The project will design all streets and sidewalks in

conformance with City Standards, which will ensure that stormwater is adequately managed. Regarding individual lot development, the proposed land division will not result in any new impervious areas that necessitate stormwater treatment. The applicant recognizes that future development will be required to meet the standards related to stormwater retention. Future review(s) for stormwater compliance will take place with future development applications.

- X. Gates. Except where approved as part of a Master Planned Development, private streets and gated drives serving more than two dwellings (i.e., where a gate limits access to a development from a public street), are prohibited.**

Applicant Response: Neither private streets nor gates are proposed. This section does not apply.

15.90.080 Traffic Impact Analysis

- A. Purpose. The purpose of this subsection is coordinate the review of land use applications with roadway authorities and to implement Section 660-012-0045(2)(e) of the state Transportation Planning Rule, which requires the City to adopt a process to apply conditions to development proposals in order to minimize impacts and protect transportation facilities. The following provisions also establish when a proposal must be reviewed for potential traffic impacts; when a Traffic Impact Analysis must be submitted with a development application in order to determine whether conditions are needed to minimize impacts to and protect transportation facilities; the required contents of a Traffic Impact Analysis; and who is qualified to prepare the analysis. [SEP]**
- B. When a Traffic Impact Analysis is Required. The City or other road authority with jurisdiction may require a Traffic Impact Analysis (TIA) as part of an application for development, a change in use, or a change in access. A TIA shall be required where a change of use or a development would involve one or more of the following:...**
 - 1. A change in zoning or a plan amendment designation;**
 - 2. Operational or safety concerns documented in writing by a road authority;**
 - 3. An increase in site traffic volume generation by [300] Average Daily Trips (ADT) or more;**
 - 4. An increase in peak hour volume of a particular movement to and from a street or highway by [20] percent or more;**
 - 5. An increase in the use of adjacent streets by vehicles exceeding the 20,000 pound gross vehicle weights by 10 vehicles or more**

per day;

6. Existing or proposed approaches or access connections that do not meet minimum spacing or sight distance requirements or are located where vehicles entering or leaving the property are restricted, or such vehicles are likely to queue or hesitate at an approach or access connection, creating a safety hazard;
7. A change in internal traffic patterns that may cause safety concerns; or
8. A TIA required by ODOT pursuant to OAR 734-051.

Applicant Response: Based on feedback at the Pre-Application meeting, given the limited number of trips that are generated by the small land division, no TIA should be required to accompany the application.

- C. Traffic Impact Analysis Preparation.** A professional engineer registered by the State of Oregon, in accordance with the requirements of the road authority, shall prepare the Traffic Impact Analysis. [SEP]

Applicant Response: Based on feedback at the Pre-Application meeting, given the limited number of trips that are generated by the small land division, no TIA should be required to accompany the application.

- D. Waiver or Deferral.** The City may waive or allow deferral of standard street improvements, including sidewalk, roadway, bicycle lane, undergrounding of utilities, and landscaping, as applicable, where one or more of the following conditions in (1) through (4) is met. Where the City agrees to defer a street improvement, it shall do so only where the property owner agrees not to remonstrate against the formation of a local improvement district in the future... [SEP]

Applicant Response: The applicant is not requesting a waiver or deferral.

Chapter 15.92 Additional Standards for Land Divisions

15.92.010 Lots and blocks.

- A. Blocks.** The resulting or proposed length, width and shape of blocks shall take into account the requirements [SEP] for adequate building lot sizes, street widths, access needs and topographical limitations. [SEP]
1. No block shall be more than 660 feet in length between street corner lines with a maximum 1,400-foot perimeter unless it is adjacent to an arterial street, or unless topography or the location of adjoining streets justifies an exception, and is so approved by the reviewing authority. [SEP]

2. **The recommended minimum length of a block along an arterial street is 1,260 feet.** [L] [SEP]
3. **A block shall have sufficient width to provide for two tiers of building sites unless topography or the location of adjoining streets justifies an exception; a standard exception is a block in which the building lots have rear yards fronting on an arterial or collector street.** [L] [SEP]

Applicant Response: The surrounding area is developed with a block length and perimeter. The currently proposed 10 lot subdivision will utilize the existing street grid, and extend a cul-de-sac to serve the development area (and each of the lots). The surrounding area is developed and providing additional connections and/or blocks is not possible, given the surrounding residences and the existing development pattern. The proposed development does not establish the need or opportunity for any changes to the approved/existing block length and/or perimeter of the surrounding area.

B Lots. The resulting or proposed size, width shape and orientation of building lots shall be appropriate for the type of development, and consistent with the applicable zoning and topographical conditions, specifically as lot sizes are so designated for each zoning district in the City of La Pine Development Code. [L] [SEP]

Applicant Response: A comprehensive review of the lot size requirements of the RSF Zone was addressed above. As detailed in that section, the proposal complies with the applicable lot size, width, shape and orientation provisions; therefore the proposal complies with this standard.

C. Access. Each resulting or proposed lot or parcel shall abut upon a public street, other than an alley, for a width of at least 50 feet except as otherwise provided for in this Code (e.g., for townhomes). For lots fronting on a curvilinear street or cul-de-sac, the City may approve a reduced width, but in no case shall a width of less than 35 feet be approved. [L] [SEP]

Applicant Response: The RSF Zone has a minimum street frontage of 50 feet for standard streets and 35 feet for cul-de-sacs. As detailed on the Tentative Plan, the lots on the street segment of Spike Court will have at least 50 of frontage and the lots on the cul-de-sac portion of Spike Court will have at least 35 feet of frontage. As designed, the proposed lots conform to the applicable street frontage requirements.

D. Side lot lines. The side lines of lots and parcels, as far as practicable, shall run at right angles to the street upon which they front; except that on curved streets they shall be radial to the curve. [L] [SEP]

Applicant Response: As detailed on the Tentative Plan, the new side property lines will be at a right angle to the street segment of Spike Court and radial to the curve, along the cul-de-sac. The proposed design conforms to this standard.

- E. Division by boundary, ROW and drainage ways. No lot or parcel shall be divided by the boundary line of the city, county or other taxing or service district, or by the right-of-way of a street, utility line or drainage way, or by an easement for utilities or other services, except as approved otherwise.**

SEP

Applicant Response: As shown on the Tentative Plan, the new lots will not be divided by ROW, drainage ways, a boundary line of the city, county or other taxing or service district, or by the right-of-way of a street, utility line or drainage way, or by an easement for utilities or other services; therefore the proposal complies with this standard.

- F. *Grading, cutting and filling of building lots or sites.* Grading, cutting and filling of building lots or sites shall conform to the following standards unless physical conditions warrant other standards as demonstrated by a licensed engineer or geologist, and that the documentation justifying such other standards shall be set forth in writing thereby:**

- 1. Lot elevations may not be altered to more than an average of three feet from the natural pre-existing grade or contour unless approved otherwise by the city.**
- 2. Cut slopes shall not exceed one foot vertically to 1½ feet horizontally.**
- 3. Fill slopes shall not exceed one foot vertically to two feet horizontally.**
- 4. Where grading, cutting or filling is proposed or necessary in excess of the foregoing standards, a site investigation by a registered geologist or engineer shall be prepared and submitted to the city as a part of the tentative plan application.**
 - a. The report shall demonstrate construction feasibility, and the geologist or engineer shall attest to such feasibility and shall certify an opinion that construction on the cut or fill will not be hazardous to the development of the property or to surrounding properties.**
 - b. The planning commission shall hold a public hearing on the matter in conformance with the requirements for a conditional use permit, however, such may be included within the initial hearing process on the proposed development.**
 - c. The planning commission's decision on the proposal shall be based on the following considerations:**

- (1) That based on the geologist's or engineer's report, that construction on the cut or fill will not be hazardous or detrimental to development of the property or to surrounding properties.
- (2) That construction on such a cut or fill will not adversely affect the views of adjacent property(ies) over and above the subject site without land alteration, or that modifications to the design and/or placement of the proposed structure will minimize the adverse impact.
- (3) That the proposed grading and/or filling will not have an adverse impact on the drainage on adjacent properties, or other properties down slope.
- (4) That the characteristics of soil to be used for fill, and the characteristics of lots made usable by fill shall be suitable for the use intended.

Applicant Response: The applicant proposes to conduct some basic grading of the site with the subdivision, but will retain all trees at this time. The need for future tree removal and/or additional grading will occur with individual lot development. The intent of the grading at this time is to spread out the mountain of topsoil that exists on the property and to get the garbage and glass out of it. The amount of grading will be couple of inches of fill amongst the site.

The amount of grading that will occur with the land division conforms to the requirements of this section. Any future grading will occur (and be reviewed) with Building Permits on the new lots.

G. *Through or double-frontage lots and parcels...* [SEP]

Applicant Response: The proposal does not result in the creation of any through or double frontage parcels; therefore this section does not apply.

H. *Special building setback lines. If special building setback lines, in addition to those required by the applicable zoning, are to be established in a development, they shall be shown on the final plat of the development and included in the deed restrictions.* [SEP]

Applicant Response: No additional setbacks apply to the subject property; therefore this standard does not apply.

I. *Large building lots; redivision. In the case where lots or parcels are of a size and shape that future redivision is likely or possible, the City may require that the blocks be of a size and shape so that they*

may be redivided into building sites as intended by the underlying zone. The development approval and site restrictions may require provisions for the extension and opening of streets at intervals which will permit a subsequent redivision of any tract of land into lots or parcels of smaller sizes than originally platted. [SEP]

Applicant Response: Large building lots are not proposed; therefore it is not anticipated that the City will require added site restrictions.

15.92.020 Easements

A. *Utility lines.* Easements for sewer lines, water mains, electric lines or other public utilities shall be as required by the serving entity, but in no case be less than 10 feet wide and centered on a rear and/or side lot line unless approved otherwise by the City. Utility pole tie-back easements may be reduced to 5 feet in width. [SEP]

Applicant Response: If easements are required by a serving entity, the applicant will provide utility easements, as referenced by this section.

B. *Water courses.* If a tract is traversed by a water course, such as a drainage way, channel or stream, there shall be provided a storm water easement or drainage right-of-way conforming substantially with the lines of the water course, and such further widths as deemed necessary. [SEP]

Applicant Response: The property is not traversed by a water course; therefore an easement for the purposes identified in this section is not applicable.

C. *Pedestrian and bicycle ways.* When desirable for public convenience, a pedestrian and/or bicycle way of not less than 10 feet in width may be required to connect to a cul-de-sac or to pass through an unusually long or oddly shaped block, or to otherwise provide appropriate circulation and to facilitate pedestrian and bicycle traffic as an alternative mode of transportation. Improvement of the easement with a minimum 5-foot wide paved or other suitable surface will be required. [SEP]

Applicant Response: The surrounding area is not developed with sidewalks or bicycle facilities, and the abutting streets are local streets, which do not necessitate bicycle routes. As detailed on the Plan Set, the proposal includes the installation of sidewalks along the existing and new street frontages. Additional facilities are not needed or appropriate for this request.

D. *Sewer and water lines.* Easements may also be required for sewer and water lines, and if so required, shall be provided for as stipulated to by the City Public Works Department and/or Water and Sewer District. [SEP]

Applicant Response: Sewer and water mains exist within Antler Lane and are

planned in the new Spike Court right-of-way, with lateral connections from the mains to the new lots. Given that water and sewer lines will be located in the rights-of-way and/or on the lots that they serve, additional easements are not expected to be needed. Nonetheless, if required by the Public Works Department, the applicant understands the provisions of this section.

15.92.030 Land for Public Purposes

- A. If the City has an interest in acquiring a portion of a proposed development for a public purpose, it shall [L] [SEP] notify the property owner as soon as the City Council authorizes the transaction to proceed. [L] [SEP]**
- B. Within a development, or adjacent to a development in contiguous property owned by the developer, a parcel of land of not more than 5% of the gross area of the development may be required to be set aside and dedicated to the public for parks and recreation purposes by the developer. The parcel of land, if required, shall be determined to be suitable for the park and/or recreation purpose(s) intended, and the city may require the development of the land for the park or recreation use intended or identified as a need within the community.**
- C. In the event no such area is available that is found to be suitable for parks and/or recreation uses, the developer may be required, in lieu of setting aside land to pay to the appropriate parks and recreation agency a sum of money equal to the market value of the area required for dedication, plus the additional funds necessary for the development thereof if so required; if such is required, the money may only be utilized for capital improvements by the appropriate parks and recreation agency. [L] [SEP]**
- D. If there is a systems development charge in effect for parks, the foregoing land and development or money dedication (if required) may be provided for in lieu of an equal value of systems development charge assessment if so approved by the collecting agency in accordance with the applicable provisions of the system development charge ordinance. If the collecting agency will not permit the land or money dedication in lieu of an applicable systems development charge, then the land and development or money dedication shall not be required. [L] [SEP]**
- E. If the nature and design, or approval, of a development is such that over 30% of the tract of land to be developed is dedicated to public uses such as streets, water or sewer system facilities and the like, then the requirements of this subsection shall be reduced so that the total obligation of the developer to the public does not exceed 30%.**

Applicant Response: To date, the applicant has not been informed of the need for public land. The applicant does not anticipate that the provisions of this section will be necessary.

Chapter 15.94 - Improvement Procedures and Guarantees

15.94.010 Improvement Procedures

Improvements to be installed by the developer, either as a requirement of this chapter, conditions of approval or at the developer's option as proposed as a part of the subject development proposal, shall conform to the following requirements.

- A. ***Plan review and approval.*** Improvement work shall not be commenced until plans therefore have been reviewed and approved by the City or a designated representative thereof. The review and approval shall be at the expense of the developer. [L] [SEP]
- B. ***Modification.*** Improvement work shall not commence until after the City has been notified and approval therefore has been granted, and if work is discontinued for any reason, it shall not be resumed until after the City is notified and approval thereof granted. [L] [SEP]
- C. ***Improvements as platted.*** Improvements shall be designed, installed and constructed as platted and approved, and plans therefore shall be filed with the final plat at the time of recordation or as otherwise required by the City. [L] [SEP]
- D. ***Inspection.*** Improvement work shall be constructed under the inspection and approval of an inspector designated by the City, and the expenses incurred therefore shall be borne by the developer. Fees established by the City Council for such review and inspection may be established in lieu of actual expenses. The city, through the inspector, may require changes in typical sections and details of improvements if unusual or special conditions arise during construction to warrant such changes in the public interest. [L] [SEP]
- E. ***Utilities.*** Underground utilities, including, but not limited to electric power, telephone, water mains, water service crossings, sanitary sewers and storm drains, to be installed in streets shall be constructed by the developer prior to the surfacing of the streets. [L] [SEP]
- F. ***As built plans.*** As built plans for all public improvements shall be prepared and completed by a licensed engineer and filed with the City upon the completion of all such improvements. A copy of the as built plans shall be filed with the final plat of a subdivision or other development by and at the cost of the developer. The plans shall be completed and duly filed within 30 days of the completion of the improvements. [L] [SEP]

Applicant Response: The applicant plans to follow the provisions of this section to the

extent necessary and applicable for all improvements that are made within a right-of-way and/or to a public facility.

15.94.020 Completion or Assurance of Improvements^[L]_[SEP]

- A. *Agreement for improvements.*** Prior to final plat approval for a subdivision, partition, PUD or other land development, or the final approval of a land use or development pursuant to applicable zoning provisions, where public improvements are required, the owner and/or developer shall either install required improvements and repair existing streets and other public facilities damaged in the development of the property, or shall execute and file with the City an agreement between him/herself and the City specifying the period in which improvements and repairs shall be completed and providing that, if the work is not completed within the period specified, that the City may complete the work and recover the full costs thereof, together with court costs and attorney costs necessary to collect the amounts from the developer. The agreement shall also provide for payment to the City for the cost of inspection and other engineer services directly attributed to the project.
- B. *Bond or other performance assurance.*** The developer shall file with the agreement, to assure his/her full and faithful performance thereof, one of the following, pursuant to approval of the City Attorney and City Manager, and approval and acceptance by the City Council.
1. A surety bond executed by a surety company authorized to transact business in the State of Oregon in a form approved by the City Attorney.^[L]_[SEP]
 2. A personal bond co-signed by at least one additional person together with evidence of financial responsibility and resources of those signing the bond sufficient to provide reasonable assurance of the ability to proceed in accordance with the agreement.^[L]_[SEP]
 3. Cash deposit.^[L]_[SEP]
 4. Such other security as may be approved and deemed necessary by the City Council to adequately assure completion of the required improvements.^[L]_[SEP]
- C. *Amount of security required.*** The assurance of full and faithful performance shall be for a sum approved by the City as sufficient to cover the cost of the improvements and repairs, including related

engineering, inspection and other incidental expenses, plus an additional 20% for contingencies. [L] [SEP]

- D. **Default status.** If a developer fails to carry out provisions of the agreement, and the city has unreimbursed costs or expenses resulting from the failure, the City shall call on the bond or other assurance for reimbursement of the costs or expenses. If the amount of the bond or other assurance deposit exceeds costs and expenses incurred by the City, it shall release the remainder. If the amount of the bond or other assurance is less than the costs or expenses incurred by the city, the developer shall be liable to the city for the difference plus any attorney fees and costs incurred. [L] [SEP]

Applicant Response: Public improvements, including street improvements, water and sewer mains, and water and sewer laterals are proposed. It is anticipated that these improvements will be reviewed and approved prior to installation. The applicant plans to comply with the provisions of this section, when and to the extent applicable.

15.94.030 Building and Occupancy Permits...

Applicant Response: The proposal includes a land division, but no new structural development. The proposal does not necessitate a Building Permit at this time; therefore, the provisions of this section do not apply to the current application.

15.94.040 Maintenance Surety Bond

Prior to sale and occupancy of any lot, parcel or building unit erected upon a lot within a subdivision, partitioning, PUD or other development, and as a condition of acceptance of improvements, the City will require a one-year maintenance surety bond in an amount not to exceed 20% of the value of all improvements, to guarantee maintenance and performance for a period of not less than one year from the date of acceptance.

15.94.050 Engineering/Special Services for Review

With regard to any development proposal for which the City deems it necessary to contract for engineering and/or other special technical services for the review thereof or for the design of facility expansions to serve the development, the developer may be required to pay all or part of the special services. In such cases, the choice of the contract service provider shall be at the discretion of the City, and the service provider shall perform the necessary services at the direction of the City. The costs for the services shall be determined reasonable, and an estimate of the costs shall be provided to the developer prior to contracting therefore.

Applicant Response: With the proposed development, public improvements will be designed and installed to City standards and specification. The applicant understands

the requirements and agrees to adhere to the contracted service requirement if deemed necessary and reasonable.

IV. Compliance with the Procedures of the Development Code - Article 7:

15.202.0010 Purpose and Applicability

A. Purpose. The purpose of this chapter is to establish decision-making procedures that will enable the City, the applicant, and the public to reasonably review applications and participate in the local decision-making process in a timely and effective way. Table 15.202-1 provides a key for determining the review procedure and the decision-making body for particular applications.

Applicant Response: This section addresses the procedures that will be utilized in the review of this application packet. The procedures do not include any development standards or approval criteria that the applicant needs to document conformance with, instead this section details how the application is to be reviewed by the City. The majority of the provisions of this Article direct City Staff, however there are a few sections that identify applicant specific required procedural provisions. The applicant anticipates that the applicable procedures of this section will be followed by City Staff. The procedures of this section that are requirements of the applicant (and those which could use further analysis), are addressed below.

B. Applicability of Review Procedures. All land use and development permit applications, except building permits, shall be decided by using the procedures contained in this article as modified by any applicable application-specific procedures identified in Articles 8 and 9. The procedure “type” assigned to each application governs the decision-making process for that application. There are four types of review procedures as described in subsections 1-4 below. Table 15.202-1 lists the City’s land use and development applications and corresponding review procedure(s)...

3. Type III procedure (quasi-judicial review - public hearing). Type III decisions are made by the planning commission after a public hearing, with an opportunity for appeal to the city council except for decisions on all quasi-judicial comprehensive plan amendments and zone changes which must be adopted by the city council before becoming effective. Quasi-judicial decisions involve discretion but implement established policy. They involve the application of existing law or policy to a specific factual situation.

Applicant Response: The proposal is for a subdivision. Based upon Table 15.202-1, the applicant anticipates that the application will be reviewed via the Type III procedures.

15.202.020 Time Limit and Consolidated Review.

A. Time limits.

- 1. Determination of completeness.**
 - a. Upon receipt of an application, the city planning official shall review the application for completeness.**
 - i. Incomplete applications shall not be reviewed until all required information has been submitted by the applicant;**
 - ii. If incomplete, the applicant shall be notified and shall have 180 days from the date the application was first submitted to supply the missing information or notify the city planning official in writing to process the application without missing information.**
 - b. The application shall be deemed complete either:**
 - i. Upon receipt of the additional information; or**
 - ii. [When]the applicant provides written notice to the city planning official to process the application without the missing information.**
 - c. Applications may be forwarded to affected agencies and departments for review and comment. If a county road or state highway might be impacted, referrals should be sent to Deschutes County public works and/or ODOT. Developments on any land illustrated on the NWI/LWI maps shall be referred within five days of receipt to the Oregon Division of State Lands.**
 - d. An applicant shall not submit any evidence to supplement its application during the 30 days following submittal of its application, except to respond to a request for additional information made under subsection a. Any other evidence submitted by an applicant will not be considered in determining whether the application is complete and will be returned to the applicant.**
- 2. 120-day rule. The city shall take final action on administrative and quasi-judicial land use applications, pursuant to this chapter, including resolution of all appeals, within 120 days from the date the city planning official deems the application complete for purposes of processing, unless the applicant requests an extension in writing. Any exceptions to this rule shall conform to the provisions of ORS 227.178. (Note: The 120-day rule does not apply to legislative land**

use decisions.)

3. **100-day rule.** The city must take final action, including resolution of all local appeals on qualifying applications under ORS 227.180, within 100 days after the application is deemed complete. An application qualifies if it is submitted under ORS 227.175 and meets the following criteria:
 - a. The application is for development of a multi-family residential building containing five or more residential units within the urban growth boundary;
 - b. At least 50 percent of the residential units included in the development will be sold or rented as affordable housing. For the purposes of this section, "affordable housing" means housing that is affordable to households with incomes equal to or less than 60 percent of the median family income for the county in which the development is built or for the state, whichever is greater; and
 - c. The development is subject to a covenant appurtenant that restricts the owner and each successive owner of the development or a residential unit within the development from selling or renting any residential unit described in [paragraph] b of this section [3] as housing that is not affordable housing for a period of 60 years from the date of the certificate of occupancy.
 4. The periods set forth in this section during which a final decision on an application must be made may be extended for a reasonable period of time at the written request of the applicant, but total of all extensions, except as provided in subsection ORS 227.178(11) for mediation, may not exceed 245 days.
- B. *Time periods.*** In computing time periods prescribed or allowed by this chapter, the day of the act or event from which the designated period of time begins shall not be included. The last day of the period shall be included, unless it is a Saturday, Sunday, or a legal holiday, in which case the period runs until the end of the next day that is not on a weekend or legal holiday.
- C. *Consolidated Review of Applications.*** When an applicant applies for more than one type of application for the same one or more contiguous parcels of land, the proceedings shall be consolidated for review and decision. When proceedings are consolidated, required notices may be consolidated, provided the notice shall identify each application to be decided. When more than one application is reviewed in a hearing, separate findings and decisions shall be made on each application. ^[L]_[SEP]

Applicant Response: These sections establish procedures. The applicant anticipates that the City will follow the procedures of this section throughout the review process. Furthermore, the project includes only one application; therefore, there is no need to consolidate applications.

Sec. 15.202.030. - City planning official's duties and development review committee.

- A. *City planning official's duties.*** The city planning official, or his or her designee, shall perform all of the following duties with regard to administration of this Development Code:
1. Prepare application forms based on the provisions of this Development Code and applicable state law;
 2. Prepare required notices and process applications for review and action;
 3. Assist the planning commission and city council in administering the hearings process;
 4. Answer questions from the public regarding the city's land use regulations;
 5. Prepare staff reports summarizing pending applications, including applicable decision criteria;
 6. Prepare findings consistent with city decisions on land use and development applications;
 7. Prepare notices of final decisions, file the notices in the city's records, and mail a copy of the notices to all parties entitled to notice under this Development Code; and
 8. Maintain and preserve the file and record for each application.
- B. *Development review committee.*** The development review committee may assist the city planning official in the review of proposed development and preparation of staff reports.
1. The following persons, parties and agencies shall constitute the membership of the city development review committee:
 - a. Public works official.
 - b. Engineering official.
 - c. Police and/or county sheriff as applicable.

- d. Fire and rescue.
- e. Public utility representatives (water and sewer districts).
- f. School district representatives.
- g. Parks and recreation district director.
- h. Building official.
- i. Any other person, party or agency deemed by city staff to be affected by the land use proposal or to have specific knowledge or expertise in regard to the specific proposal.

Applicant Response: These sections establish procedures. The applicant anticipates that the City will follow the procedures of this section throughout the review process.

15.202.040 Pre-application conference

- A. A pre-application conference is encouraged for complex applications or for applicants who are unfamiliar with the land use process and is required for all Type III applications. The purpose of the conference shall be to acquaint the applicant with the substantive and procedural requirements of the applicable land use codes, to provide for an exchange of information regarding applicable requirements of the comprehensive plan, zoning code or land division code and to identify issues likely to arise in processing an application. The applicable zoning code may require that a pre-application conference be held for particular types of applications. ^[L]_[SEP]
- B. Required pre-application conferences must be held no more than one year prior to the submittal of a Type III land use application. Requests for pre-application conferences shall be made on a form provided by the City.

Applicant Response: The application is not complex and the applicant has experience with land divisions such as this. Furthermore, a Pre-Application meeting was held on June 11, 20204.

15.202.050 Neighborhood Contact

- A. **Purpose and Applicability.** Unless waived by the City Planning Official, applicants for master plans, subdivisions with more than 10 lots, major variances and property owner-initiated for zone changes are required to contact neighboring property owners and offer to a hold meeting with them prior to submitting an application...

Applicant Response: The proposal is for a 10 lot subdivision. The proposal is not for a master plan, a subdivision with more than 10 lots, a major variance or property owner-initiated for zone change. Therefore Neighborhood Contact is not required.

V. Compliance with Approval Criteria – Title 9

Chapter 15.402 - General Provisions

15.402.010 Purpose

It is the purpose of this Article 9, in accordance with the provisions of ORS Chapters 92 and 227, to provide for minimum standards governing the approval of land divisions, including subdivisions and land partitions, as necessary to carry out the needs and policies for adequate traffic movement, water supply, sewage disposal, drainage and other community facilities, to improve land records and boundary monumentation and to ensure equitable processing of subdivision, partitioning and other land division activities within the city and the surrounding urban area.

Applicant Response: This section establishes the purpose of these Approval Criteria. This section does not include any approval criteria or development standards to measure compliance with. Compliance with the standards of this section will ensure that the Purpose is implemented.

15.402.020 Applicability

No person may subdivide, partition or otherwise divide land, or create a planned unit or cluster development, or create a street for the purpose of developing land except in accordance with the provisions of this Article 9, this chapter and ORS Chapters 92.012 and 277.100.

Applicant Response: The proposal includes a subdivision; therefore compliance with Article 9 is necessary.

CHAPTER 15.406. - SUBDIVISIONS AND PLANNED UNIT DEVELOPMENTS (PUD)

Sec. 15.406.010. - Subdivision applications.

- A. **Application.** Any person proposing a subdivision, or the authorized agent or representative thereof, shall submit an application for a subdivision to the city. The application shall be accompanied with either an outline development plan as provided for in division [subsection] B of this section, or a tentative plan as set forth in division [subsection] C of this section, together with improvement plans and other supplementary material as may be required, and the materials required for the applicable review type as specified in [article 7](#). The number of copies required shall be as specified on the application form. The date of filing shall be construed to be the date on which all of the foregoing materials are received and accepted by the appropriate city official.

Applicant Response: The proposal is for a subdivision and the submittal packet includes all of the items identified in this section.

- B. *Outline development plan.*** The submittal of an outline development plan in the subdivision application process is at the option of the applicant and/or developer. If an outline development plan is prepared and submitted with the application for a subdivision, it shall include both maps and written statements as set forth below...

Applicant Response: This section addresses an *optional* submittal item; thus these submittal items are not required and not relevant.

- C. *Tentative plan required.*** Following or in conjunction with submittal and approval of an outline development plan and subdivision application, or as an initial subdivision application, any person proposing a subdivision shall submit a tentative plan together with the accompanying information and supplemental data, prepared and submitted in accordance with the provisions of this section and materials required for a Type III review as specified in [article 7](#). (ORS 92.040). Note: Applicants should review the design standards set forth in [article 5](#) prior to preparing a tentative plan for a development.

1. *Scale of tentative plan.* The tentative plan of a proposed subdivision shall be drawn on a sheet 18 [inches] by 24 inches in size or multiples thereof at a scale of one inch equals 100 feet or multiples thereof as approved by the planning official. (ORS 92.080). In addition, at least one copy of the plan on a sheet of paper measuring 8½ inches by 11 inches or 11 inches by 17 inches shall be provided for public notice requirements.

2. *Information requirements.* The following information shall be shown on the tentative plan or provided in accompanying materials. No tentative plan submittal shall be considered complete unless all such information is provided, unless approved otherwise by the planning official.

a. *General information required.*

(1) Proposed name of the subdivision.

(2) Names, addresses and phone numbers of the owner of record and subdivider, authorized agents or representatives, and surveyor and any assumed business names filed or to be filed by the owner or subdivider in connection with the development.

(3) Date of preparation, north point, scale and gross area of the development.

(4) Identification of the drawing as a tentative plan for a subdivision.

(5) Location and tract designation sufficient to define its location and boundaries, and a legal description of the tract boundaries in relation to existing plats and streets.

b. Information concerning existing conditions.

(1) Location, names and widths of existing improved and unimproved streets and roads within and adjacent to the proposed development.

(2) Location of any existing features such as section lines, section corners, city and special district boundaries and survey monuments.

(3) Location of existing structures, fences, irrigation canals and ditches, pipelines, waterways, railroads and natural features, such as rock outcroppings, marshes, wetlands, geological features and natural hazards.

(4). Location and direction of water courses, and the location of areas subject to erosion, high water tables, and stormwater runoff and flooding.

(5) Location, width and use or purpose of any existing easements or rights-of-way within and adjacent to the proposed development.

(6) Existing and proposed sewer lines, water mains, culverts and underground or overhead utilities within and adjacent to the proposed development, together with pipe sizes, grades and locations.

(7) Contour lines related to some established benchmark or other acceptable datum and having minimum intervals of not more than 20 feet.

c. Information concerning proposed subdivision.

- (1) Location, names, width, typical improvements, cross-sections, approximate grades, curve radii and length of all proposed streets, and the relationship to all existing and projected streets.
- (2) Location, width and purpose of all proposed easements or rights-of-way, and the relationship to all existing easements or rights-of-way.
- (3) Location of at least one temporary benchmark within the proposed subdivision boundary.
- (4) Location, approximate area and dimensions of each lot and proposed lot and block numbers.
- (5) Location, approximate area and dimensions of any lot or area proposed for public, community or common use, including park or other recreation areas, and the use proposed and plans for improvements or development thereof.
- (6) Proposed use, location, area and dimensions of any lot which is intended for nonresidential use and the use designated thereof.
- (7) An outline of the area proposed for partial recording on a final plat if phased development and recording is contemplated or proposed.
- (8) Source, method and preliminary plans for domestic water supply, sewage disposal, solid waste collection and disposal and all utilities.
- (9) Stormwater and other drainage plans.

Applicant Response: The proposal includes a Tentative Plan. The Plan Set includes all of the items required by this section that are needed for review.

- D. *Master development plan required.*** An overall master development plan shall be submitted for all developments planning to utilize phase or unit development. The plan shall include, but not be limited to, the following elements:...

Applicant Response: The proposal does not include a phased development or planned unit development; therefore this section does not apply.

E. *Supplemental information required.* The following supplemental information shall be submitted with the tentative plan for a subdivision:

- 1. Proposed deed restrictions or protective covenants, if such are proposed to be utilized for the proposed development.**
- 2. Reasons and justifications for any variances or exceptions proposed or requested to the provisions of this subchapter [section], the applicable zoning regulations or any other applicable local, state or federal ordinance, rule or regulation.**

Applicant Response: No deed restrictions or protective covenants are planned at this time. Furthermore, no variances or exceptions are proposed; therefore the submittal packet conforms to these submittal requirements.

F. *Tentative plan review procedures.*

- 1. Tentative plan review shall follow the Type III review procedures in [article 7](#).**
- 2. The decision on a tentative plat shall be set forth in a written decision, and in the case of approval shall be noted on not less than two copies of the tentative plan, including references to any attached documents setting forth specific conditions.**

Applicant Response: The applicant anticipates that the City will review the application in accordance with the procedures of this section.

G. *Tentative approval relative to final plan.* Approval of the tentative plan shall not constitute final acceptance of the final plat of the proposed subdivision for recording. However, approval of the tentative plan shall be binding upon the city for preparation of the final plat and the city may require only such changes as are deemed necessary for compliance with the terms of its approval of the tentative plan.

Applicant Response: The applicant understands this informational provision and anticipates that the subdivision will be reviewed accordingly.

H. *Resubmission of denied tentative plan.* Resubmittal shall be considered a new filing, but shall require the applicant to consider all items for which the prior denial was based, in addition to the other filing requirements set forth by this chapter.

Applicant Response: As detailed throughout this narrative and based upon the supporting materials, the proposal complies with all applicable approval criteria and

development standards. Therefore, the applicant does not anticipate a denial. The applicant understand that in the event of a denial, this provision would apply.

I. Requirements for approval. An outline development plan or a tentative plan for a subdivision shall not be approved unless it is found, in addition to other requirements and standards set forth by this chapter and other applicable City of La Pine ordinances, standards and regulations, that the following requirements have been met:

1. The proposed development is consistent with applicable density and development standards set forth of the applicable zone in [article 3](#). All lots conform to the applicable lot standards of the zoning district, including density, lot area, dimensions, setbacks, and coverage.

Applicant Response: A comprehensive review of the applicable standards of article 3 was included above. As detailed above the proposal complies with the applicable standards of article 3; therefore the proposal complies with this approval criterion.

2. The proposal is in compliance with any applicable overlay zone regulations in [article 4](#).

Applicant Response: The property is not situated in an overlay zone; therefore article 4 does not apply.

3. The proposal is in compliance with the design and improvement standards and requirements set forth in [article 5](#), or as otherwise approved by the city, or that such compliance can be assured by conditions of approval.

Applicant Response: A comprehensive review of the applicable standards of article 5 was included above. As detailed above the proposal complies with the applicable standards of article 5; therefore the proposal complies with this approval criterion.

4. The applicant has demonstrated that adequate public facilities are available or can be made available at the time of development, and, if necessary, that the developer has proposed adequate and equitable improvements and expansions to the facilities to bring the facilities and services up to an acceptable capacity level.

Applicant Response: The surrounding area is served by existing water and sewer mains that are located with the Antler Lane right-of-way, which can be extended to serve the proposed development. The existing mains and proposed improvements have or will have adequate capacity to accommodate the proposed land division. It is not anticipated that upgrades to the existing mains will be necessary or that over-sizing will be needed for this small land division.

Antler Lane is an existing street that is improved within a substandard right-of-way width. The proposed design will improve the right-of-way in Antler Lane abutting the subject property. The proposed design will bring the abutting right-of-way into conformance with City standards to the maximum extent possible. The proposed improvements will then taper and incorporate with the existing improvements in Antler Lane in an efficient manner and consistent with City Standards. The proposed design conforms to the standards of this section. Furthermore, the proposal includes a new internal street that will be constructed in conformance with City Standards.

Overall, as detailed in this section and noted throughout this narrative, adequate public facilities are available and/or can be made available at the time of development. Furthermore, that the developer has proposed adequate and equitable improvements to the facilities to bring the facilities and services up to an acceptable capacity level; therefore the proposal complies with this approval criterion.

5. The development provides for the preservation of significant scenic, archaeological, natural, historic and unique resources in accordance with applicable provisions of this Development Code and the comprehensive plan.

Applicant Response: The site does not contain any adopted scenic, archeological, natural, historic or unique resources. Therefore additional preservation, as contemplated by this criterion, does not apply.

6. The proposed name of the subdivision is not the same as, similar to or pronounced the same as the name of any other subdivision in the city or within a six-mile radius thereof, unless the land platted is contiguous to and platted as an extension of an existing subdivision. (ORS 92.090)

Applicant Response: The applicant plans to work with the City and County Surveyor to ensure that the final subdivision name conforms to this criterion along with Deschutes County and State required naming conventions/requirements. The applicant anticipates that a condition of approval will be added to ensure compliance with this criterion.

7. The streets and roads are laid out so as to conform to an adopted transportation system plan for the area, and to the plats of subdivisions and maps of major partitions already approved for adjoining property as to width, general direction and in all other respects unless the city determines it is in the public interest to modify the street or road pattern.

Applicant Response: The proposed design integrates into the existing road grid (on Antler Lane) in a safe and efficient manner, consistent with Development Code requirements and the adopted Transportation System Plan. Furthermore, the surrounding area (north, south, east and west) does not have any other approved or

anticipated subdivisions or partitions, to which the street grid could potentially align. The proposal provides a safe and efficient road system that will have adequate capacity and therefore complies with this criterion to the extent applicable.

8. Streets and roads for public use are to be dedicated to the public without any reservation or restriction; and streets and roads for private use are approved by the city as a variance to public access requirements.

Applicant Response: The applicant plans to dedicate the new road on the final plat. The right-of-way dedication will be to the public without any reservation or restriction. The proposal conforms to this approval criterion.

9. Adequate mitigation measures are provided for any identified and measurable adverse impacts on or by neighboring properties or the uses thereof or on the natural environment.

Applicant Response: No adverse impacts have been identified on neighboring properties or on the natural environment; therefore mitigation measures are not necessary.

10. Provisions are made for access to abutting properties that will likely need such access in the future, including access for vehicular and pedestrian traffic, public facilities and services and utilities.

Applicant Response: All surrounding properties have access via dedicated right-of-way and/or easements. The proposal will improve the right-of-way in Antler Lane (bringing the street into conformance with City Standards). The proposed right-of-way dedications and planned improvements will continue to provide and improve access for abutting properties, consistent with this criterion,

State Law reference— Approval of subdivision or partition application, ORS 92.040; requirements for plat preparation, ORS 92.080; approval of name of plat, ORS 92.090.

Applicant Response: The development team includes a qualified and licensed Surveyor, who can and will prepare the plat in accordance with the referenced sections of ORS 92, along with City and County Platting provisions.

Sec. 15.406.020. - Final plat for a subdivision...

Applicant Response: The current application is for a subdivision – Tentative Plan. If approved, the applicant would need to file a final plat application. With the Final Plat Application, the provisions of this section will be reviewed; however the provisions of this section do not apply to the current application.

15.418.010 Processing and Recording Subdivision and Partition Maps

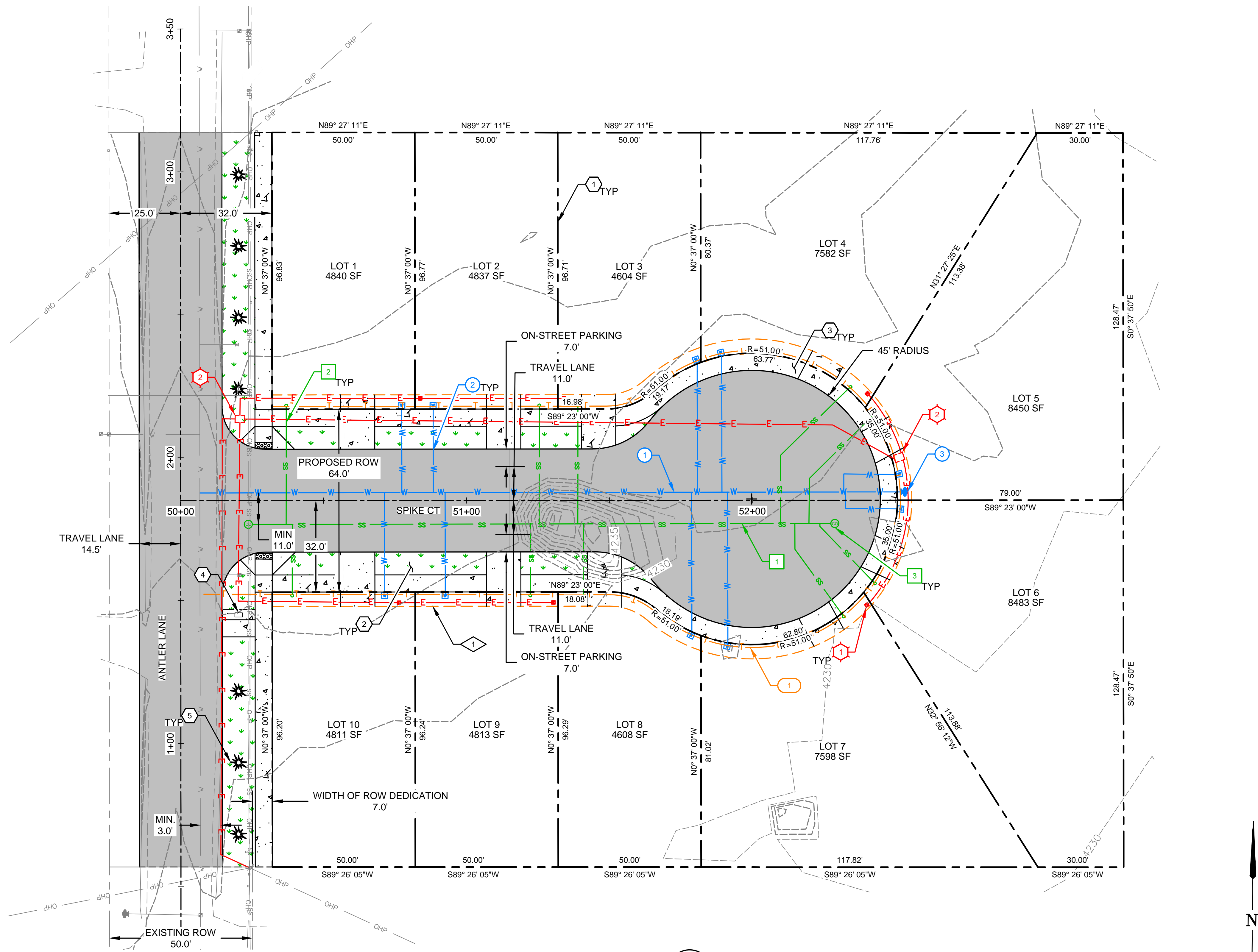
- A. Submit one reproducible paper, vellum or mylar map copy to the County Surveyor.**
- B. Submit closure sheets for the surveyor's certificate and a closure sheet for each lot or parcel created, and a closure sheet for dedicated areas such as roadways or public facility lots.**
- C. Submit the required County Surveyor review fee as appropriate for the subdivision or partition.**
- D. Submit a title report for the subdivision.**
- E. Submit a post-monumentation certificate stating the intent and completion date and a bonding estimate for all subdivision plats proposed for post-monumentation. The bonding estimate is to be 120% of the estimated actual costs, office and field.**
- F. After preliminary initial review of the plat, resubmit the final plat prepared on double matte four mil minimum thickness mylar, with corrections made, to the County Surveyor for final approval and signature.**
- G. Remaining approval signatures shall then be executed and the final maps and an exact copy thereof submitted to the County Surveyor for recording into the survey records prior to submittal to the County Clerk for recording. The exact copy shall comply with the requirements of ORS Ch. 92 and other applicable statutes and be submitted on four mil thickness mylar.**
- H. The County Surveyor recording fee shall be submitted with the final plat along with any required post-monumentation bond or letter executed by the City Attorney that the bonding requirements are met.**
- I. The plat shall then be submitted to the County Clerk along with the required recording fee. After recording information is placed on the exact copy by the County Clerk, the exact copy and the required number of prints showing the recording information shall be submitted to the County Surveyor to complete the process. The number of prints required shall be twelve for a subdivision plat and six prints for a partition unless a greater number is requested by the County Surveyor at initial review.**
- J. Copies of the exact copy of the final plat showing the recording information shall also be submitted to the City Planning Official, together with an electronic copy in a format approved by the City. The scale and format of the plans and the number of copies required shall be as specified on the application form.**

Applicant Response: Subsequent to Tentative Plan Approval, the applicant plans to follow these final map requirements.

VI. Summary and Conclusion:

Based on the discussion above, as well as the exhibits included with this application, the Applicant has documented that the Subdivision request meets the applicable approval criteria for a Subdivision. Because the proposal conforms to all applicable criteria and standards, the applicant respectfully requests that the City approve the Subdivision as proposed.

C:\Users\Ant\Flagline\Projects\CornerstoneLa Pine Subdivision\CAD_Working\Site Plan APPG-06 - SITE PLAN.dwg



PLAN
SCALE: 1" = 20'

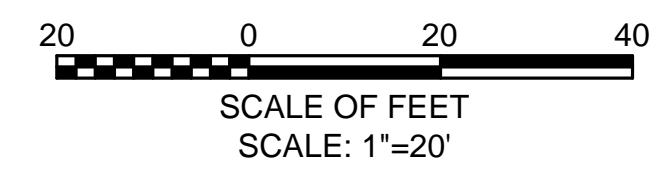
KEYNOTES:

- ① PROPOSED LOT LINES
- ② PROPOSED PLANTER, SECTION WIDTH VARIES 8' - 11.5'
- ③ PROPOSED 6' SIDEWALK
- ④ PROPOSED MAIL CLUSTER BOX UNIT
- ⑤ PROPOSED STREET TREE
- ① PROPOSED 8" WATER MAIN
- ② PROPOSED WATER SERVICE, SIZE TBD
- ③ PROPOSED HYDRANT
- ① PROPOSED 8" SANITARY SEWER MAIN
- ② PROPOSED 4" SANITARY SEWER SERVICE
- ③ PROPOSED SANITARY SEWER CLEAN OUT
- ① PROPOSED SECONDARY ELECTRICAL PEDESTAL
- ② PROPOSED POWER TRANSFORMER
- ① PROPOSED 5' UTILITY EASEMENT
- ① PROPOSED TELCOMM LINE, CONNECTION TO EXISTING TO BE DETERMINED IN DESIGN PHASE

PROPOSED ROW COVERAGE		
TYPE OF LOT COVERAGE	SQUARE FOOTAGE	PERCENT OF LOT COVERAGE
STRUCTURES	0	0%
RECREATION AREAS	0	0%
LANDSCAPING	3697	13%
NON-PERMEABLE SURFACES	24709	86%



PRELIMINARY



DISCLAIMER
THIS DRAWING IS INTENDED TO BE PLOTTED IN COLOR ON AN 22" X 34" SHEET. ADJUST SCALES ACCORDINGLY AND VERIFY COLOR LEGEND BELOW IS CORRECT:
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NO.	DATE	BY	APPR	REVISIONS



BEND OFFICE
686 NW YORK DR, #100
BEND, OR 97703
541.797.6781

DATE: JULY 2024 PROJECT NO:

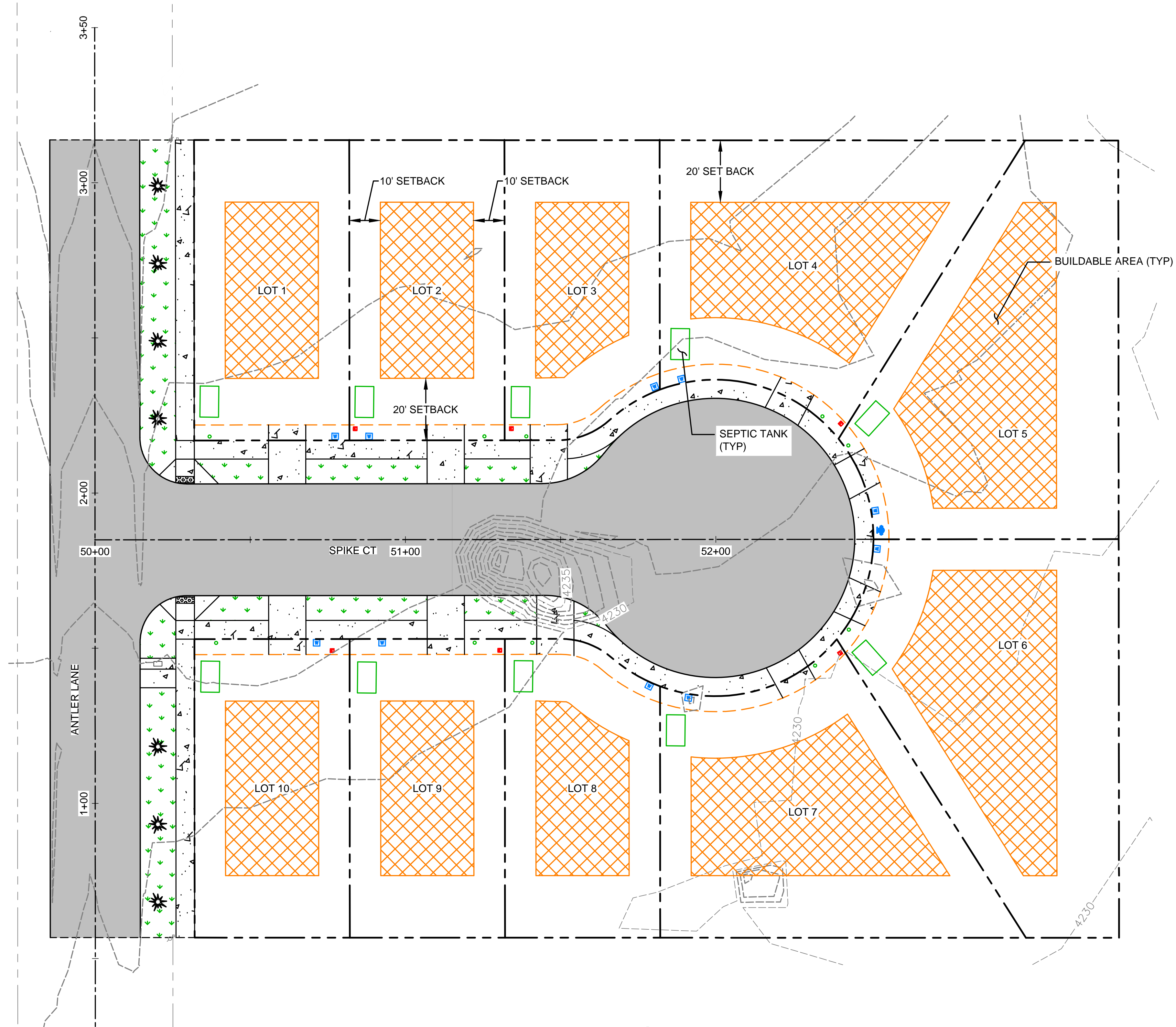
DESIGNED BY: VRC
DRAWN BY: AMG
CHECKED BY: JDP
SCALE: AS NOTED

ANTLER LANE SUBDIVISION
CORNERSTONE RESIDENTIAL, LLC

PROPOSED SITE PLAN
TENTATIVE PLAN

DRAWING NO.
G-02

C:\Users\Ant\Flagline\Projects\CornerstoneLa Pine Subdivision\CAD_Working\ SITE PLAN APPG-06 - LOT SUITABILITY.dwg



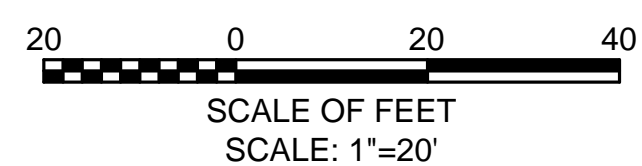
PLAN
SCALE: 1" = 20'

1
G-06

LOT SUITABILITY				
LOT #	LOT SIZE (SF)	MAX LOT COVERAGE (SF)	BUILDABLE AREA (SF)	SEPTIC TANK SIZE
1	4840	2420	1704	N/A *
2	4837	4218	1702	N/A *
3	4604	2302	1534	N/A *
4	7582	3791	2935	N/A *
5	8450	4225	3524	N/A *
6	8483	4241	3550	N/A *
7	7598	3799	2958	N/A *
8	4608	2304	1543	N/A *
9	4813	2406	1687	N/A *
10	4811	2405	1686	N/A *

* FINAL SIZE AND LOCATION OF SEPTIC TANKS TO BE DETERMINED IN BUILDING PERMIT.
SIZE OF TANK SHOWN PER LOT= 1000 GAL

PRELIMINARY



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NO.	DATE	BY	APPR	REVISIONS



BEND OFFICE
686 NW YORK DR, #100
BEND, OR 97703
541.797.6781

DATE: JULY 2024

PROJECT NO:

DESIGNED BY: VRC
DRAWN BY: AMG
CHECKED BY: JDP
SCALE: AS NOTED

ANTLER LANE SUBDIVISION
CORNERSTONE RESIDENTIAL, LLC

PROPOSED SITE PLAN
LOT SUITABILITY

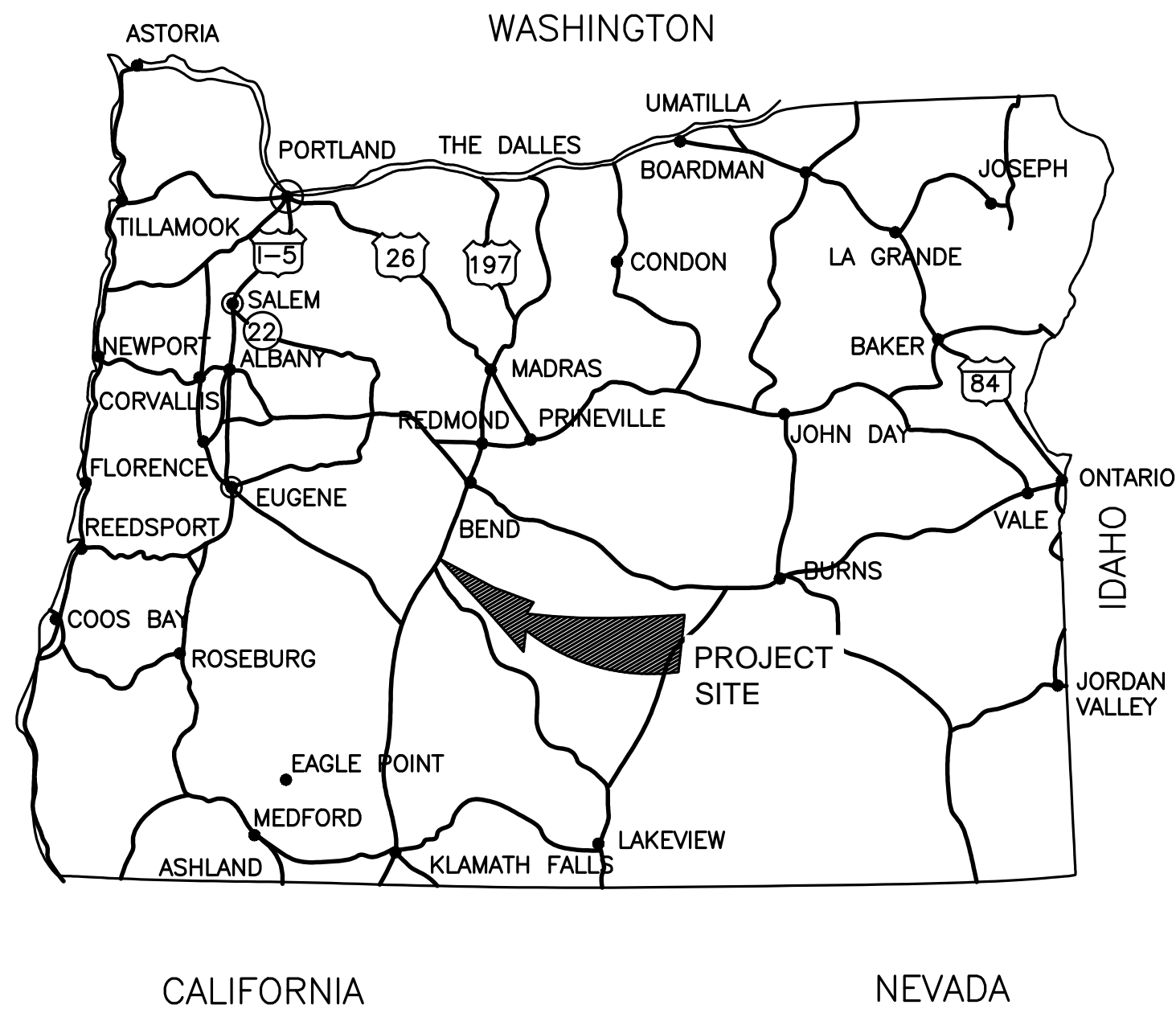
DRAWING NO.

G-06

SITE PLAN APPLICATION 9.11.24

C:\Users\Ant\Flagline\Dropbox\Flagline\Projects\Cornerstone\La Pine Subdivision\CAD\Working\Site Plan App\G-01 - COVER SHEET.dwg

VICINITY MAP



CORNERSTONE RESIDENTIAL, LLC

ANTLER LANE SUBDIVISION

52586 & 52598 ANTLER LN, LA PINE, OREGON 97739

OWNER: CORNERSTONE RESIDENTIAL, LLC		ENGINEER: FLAGLINE ENGINEERING, LLC	
CONTACT:	JOSH HARPOLE	CONTACT:	JIM PEX, PE
ADDRESS:	400 SW BLUFF DR, STE 210, BEND, OR 97702	ADDRESS:	P.O. BOX 5248, BEND, OR 97708
PHONE #:	(541)550-9628	PHONE #:	(541)797-6781
EMAIL:	josh.h.cornerstone@gmail.com	EMAIL:	jpex@flagline.net

KEY NOTES

	STORM
	WATER
	SEWER
	ROAD
	POWER/ELECTRICAL
	TELE/COMM
	GAS
	UTILITY
	CALLOUT

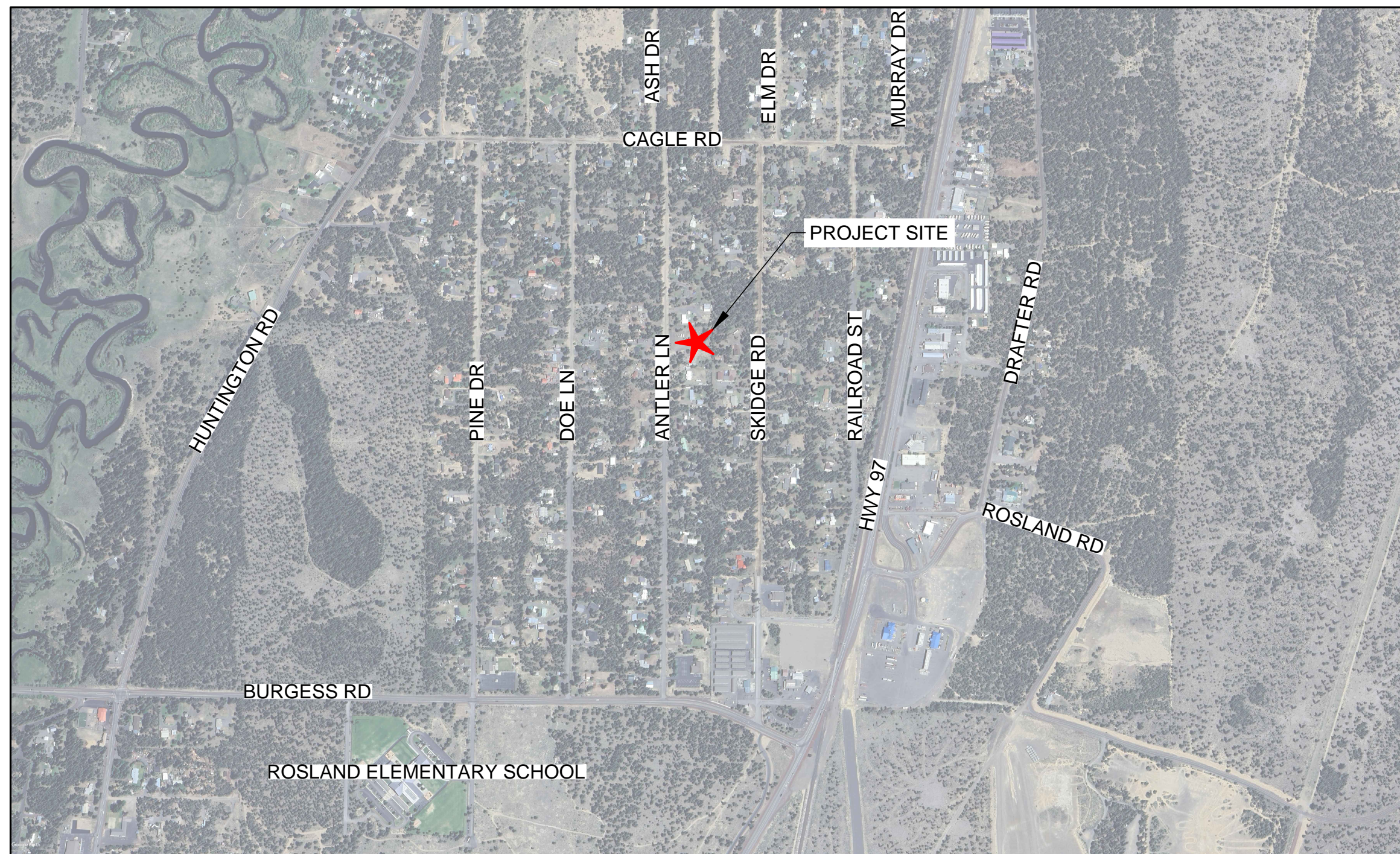
SHEET INDEX		
PAGE NO.	DWG NO.	SHEET TITLE
1	G-00	COVER SHEET
2	G-01	EXISTING SITE PLAN - EXISTING CONDITIONS
3	G-02	PROPOSED SITE PLAN - SITE LAYOUT
4	G-03	PROPOSED SITE PLAN - PRELIMINARY GRADING
5	G-04	EXISTING SITE PLAN - STORMWATER ANALYSIS
6	G-05	PROPOSED SITE PLAN - STORMWATER ANALYSIS

CONTACTS

LEGEND

EXISTING		PROPOSED
---	PROPERTY LINE	---
---	UTILITY EASEMENT	---
---	MAJOR CONTOUR	---
---	MINOR CONTOUR	---
---	EDGE OF GRAVEL	---
	ASPHALT PAVEMENT	
	CONCRETE PAVEMENT	
	DETECTABLE WARNING STRIPS	
	SAWCUT LINE	---
	BUILDING PERIMETER	---
---X---X---	FENCE	---
---	GATE	---
---OHP---	UNDERGROUND POWER LINE	---
	UNDERGROUND POWER SERVICE	---
	UTILITY BOX	
	ELECTRICAL BOX	
	POWER TRANSFORMER	
---W---	WATER LINE	---
	WATER SERVICE	---
	WATER VALVE	
	WATER METER	
	FIRE HYDRANT	
	FLOW DIRECTION	
	LANDSCAPE	
---	SANITARY SEWER LINE	---
	SANITARY SEWER SERVICE	---
	SANITARY SEWER MANHOLE	
	SANITARY SEWER CLEANOUT	
	DEMOLITION	
	MAIL CLUSTER BOX	
	TREE	

LOCATION MAP



NOT TO SCALE

ATTENTION: OREGON LAW REQUIRES YOU TO FOLLOW RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THOSE RULES ARE SET FORTH IN OAR 952-001-0001 THROUGH 952-001-0090. YOU MAY OBTAIN COPIES OF THE RULES BY CALLING THE CENTER. NOTE: THE TELEPHONE NUMBER FOR THE OREGON UTILITY NOTIFICATION CENTER IS (503) 232-1987.

PRELIMINARY

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RED BLUE

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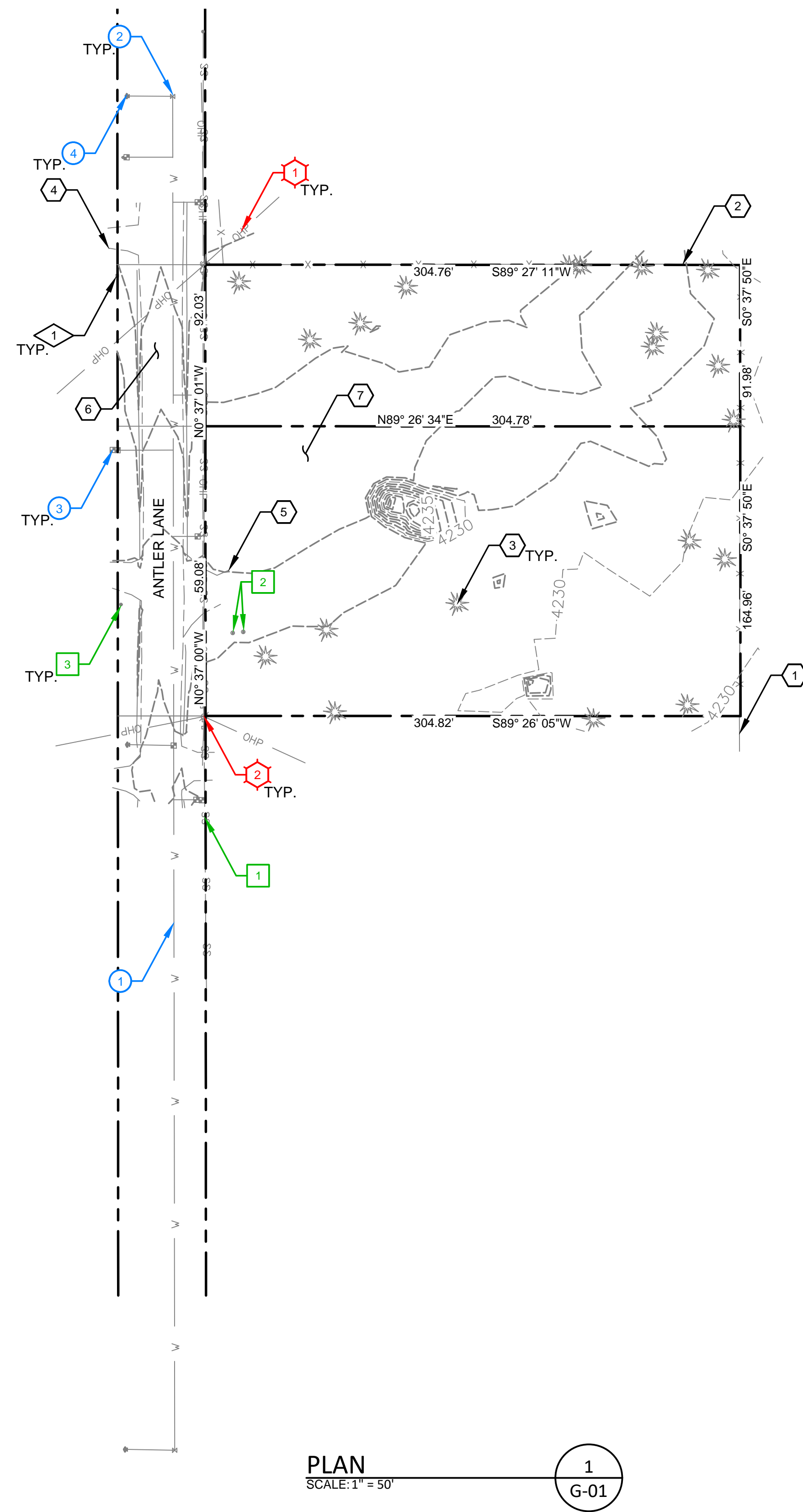
DATE: SEPTEMBER 2024 PROJECT NO:

DESIGNED BY: VRC
DRAWN BY: AMG
CHECKED BY: JDP
SCALE: AS NOTED

ANTLER LANE SUBDIVISION
CORNERSTONE RESIDENTIAL, LLC

COVER SHEET

DRAWING NO.
G-00

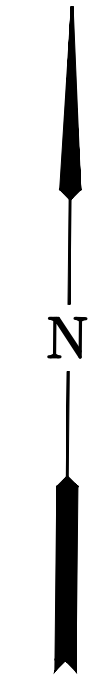


PLAN
SCALE: 1" = 50'

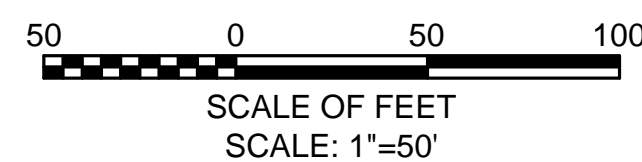
KEYNOTES:

- ① EXISTING FENCE TO BE PROTECTED
- ② EXISTING GATE TO BE PROTECTED
- ③ EXISTING TREE
- ④ EXISTING EDGE OF GRAVEL
- ⑤ EXISTING GRAVEL DRIVEWAY TO BE DEMOED
- ⑥ REMOVE FULL DEPTH OF EXISTING AGGREGATE SURFACING. STRIP REMAINING AREAS TO A MINIMUM DEPTH OF 6 INCHES AND REMOVE ALL ORGANIC AND UNSUITABLE MATERIAL. HAUL MATERIAL OFF SITE AND DISPOSE OF ACCORDING TO LOCAL REGULATIONS.
- ⑦ STRIP EXISTING GRADE TO A MINIMUM DEPTH OF 6 INCHES AND REMOVE ALL ORGANIC AND UNSUITABLE MATERIAL OVER ENTIRE PROJECT AREA. HAUL MATERIAL OFF SITE AND DISPOSE OF ACCORDING TO LOCAL EQUATIONS.
- ① EXISTING WATER LINE TO BE PROTECTED
- ② EXISTING WATER VALVE TO BE PROTECTED
- ③ EXISTING WATER METER TO BE PROTECTED
- ④ EXISTING FIRE HYDRANT TO BE PROTECTED
- ① EXISTING SANITARY SEWER LINE TO BE PROTECTED
- ② EXISTING SEPTIC LIDS TO BE PROTECTED
- ③ EXISTING SANITARY SEWER CLEANOUT TO BE PROTECTED
- ① EXISTING OVERHEAD POWER LINE TO BE PROTECTED
- ② EXISTING OVERHEAD POWER POLE TO BE PROTECTED
- ① EXISTING UTILITY BOX TO BE PROTECTED

EXISTING LOT COVERAGE		
TYPE OF LOT COVERAGE	SQUARE FOOTAGE	PERCENT OF LOT COVERAGE
STUCTURES	0	0%
RECREATION AREAS	0	0%
LANDSCAPING	84316	92%
NON-PERMEABLE SURFACES	6903	8%



PRELIMINARY



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NO.	DATE	BY	APPR	REVISIONS



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BEND, OR 97703
541.797.6781

DATE: SEPTEMBER 2024

PROJECT NO:

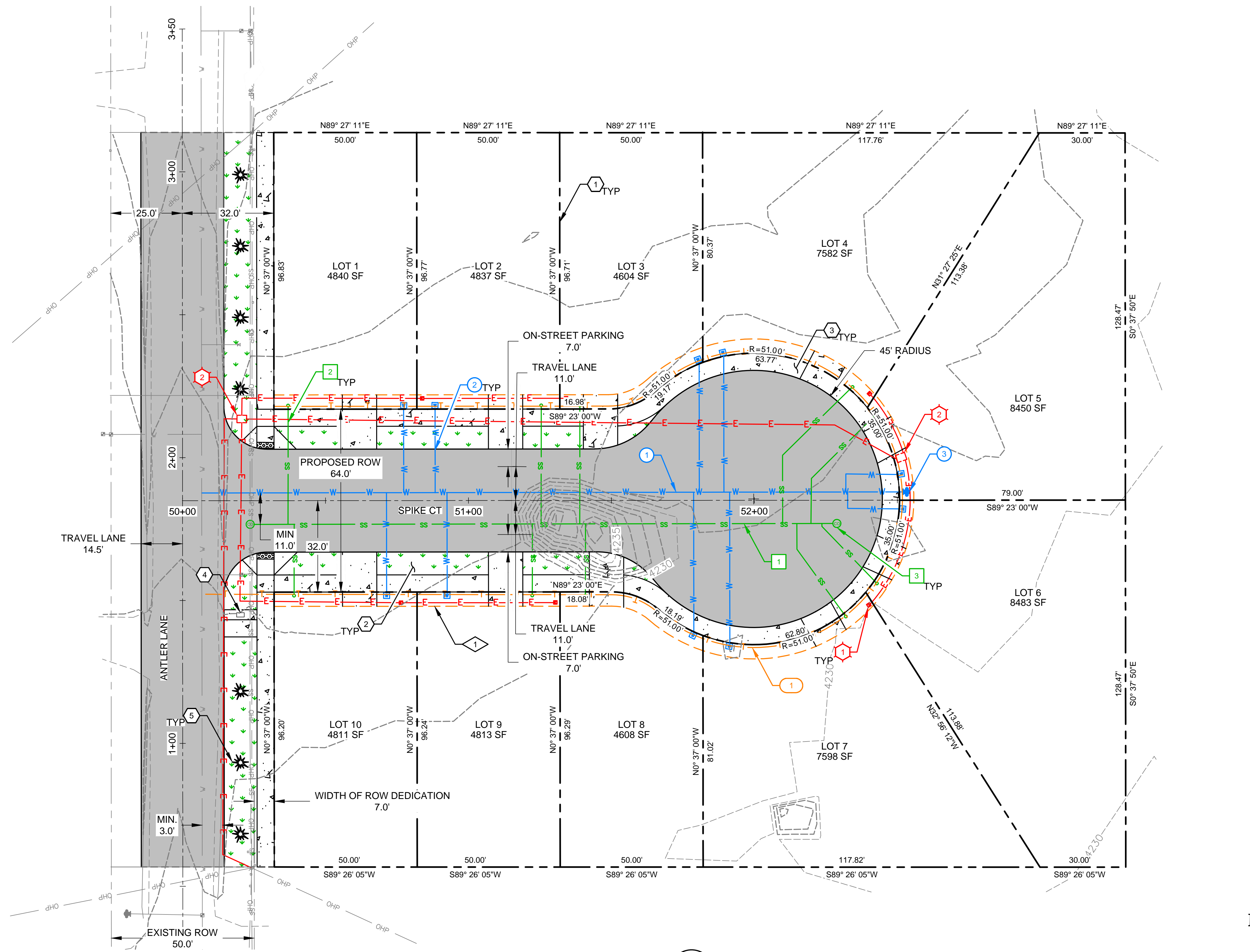
DESIGNED BY:
VRC
DRAWN BY:
AMG
CHECKED BY:
JDP
SCALE:
AS NOTED

ANTLER LANE SUBDIVISION
CORNERSTONE RESIDENTIAL, LLC

EXISTING SITE PLAN
EXISTING CONDITIONS

DRAWING NO.

G-01



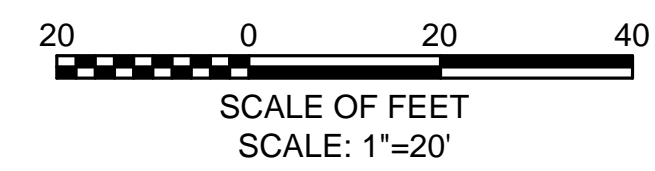
PLAN
SCALE: 1" = 20'

KEYNOTES:

- ① PROPOSED LOT LINES
- ② PROPOSED PLANTER, SECTION WIDTH VARIES 8' - 11.5'
- ③ PROPOSED 6' SIDEWALK
- ④ PROPOSED MAIL CLUSTER BOX UNIT
- ⑤ PROPOSED STREET TREE
- ① PROPOSED 8" WATER MAIN
- ② PROPOSED WATER SERVICE, SIZE TBD
- ③ PROPOSED HYDRANT
- ① PROPOSED 8" SANITARY SEWER MAIN
- ② PROPOSED 4" SANITARY SEWER SERVICE
- ③ PROPOSED SANITARY SEWER CLEAN OUT
- ① PROPOSED SECONDARY ELECTRICAL PEDESTAL
- ② PROPOSED POWER TRANSFORMER
- ① PROPOSED 5' UTILITY EASEMENT
- ① PROPOSED TELCOMM LINE, CONNECTION TO EXISTING TO BE DETERMINED IN DESIGN PHASE

PROPOSED ROW COVERAGE		
TYPE OF LOT COVERAGE	SQUARE FOOTAGE	PERCENT OF LOT COVERAGE
STRUCTURES	0	0%
RECREATION AREAS	0	0%
LANDSCAPING	3697	13%
NON-PERMEABLE SURFACES	24709	86%

PRELIMINARY



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541.797.6781

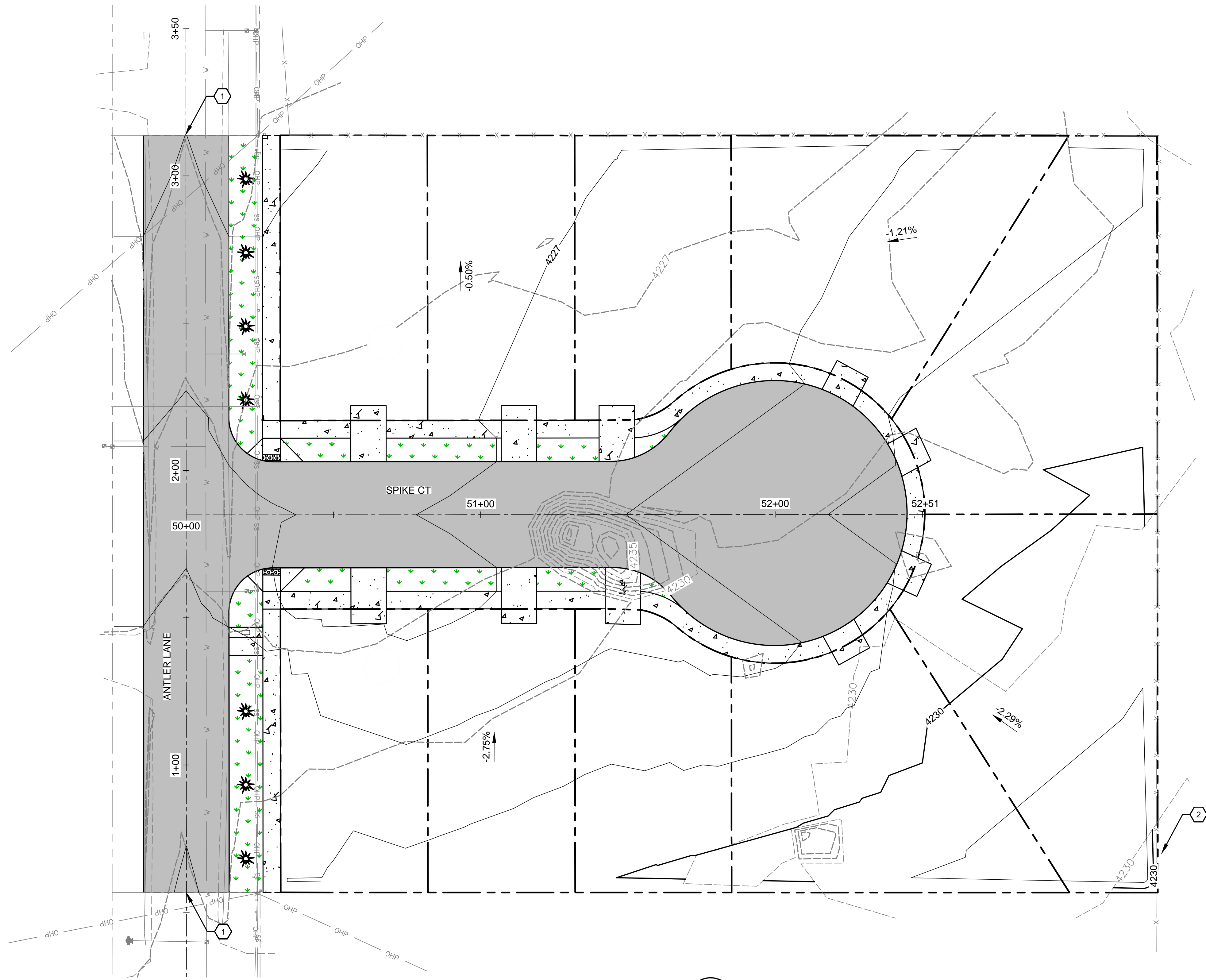
DATE: SEPTEMBER 2024 PROJECT NO:

DESIGNED BY: VRC
DRAWN BY: AMG
CHECKED BY: JDP
SCALE: AS NOTED

ANTLER LANE SUBDIVISION
CORNERSTONE RESIDENTIAL, LLC

PROPOSED SITE PLAN
SITE LAYOUT

DRAWING NO.
G-02



PLAN
SCALE: 1" = 20'

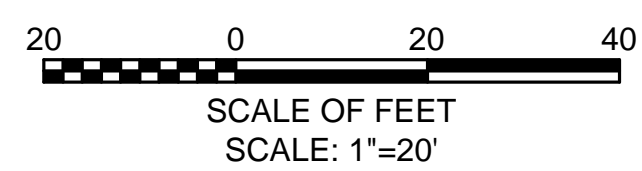


KEYNOTES:

- ① PROPOSED END OF IMPROVEMENTS, MATCH EXISTING
- ② GRADE TO EXISTING; 2:1 MAX CATCH SLOPE

EARTHWORK TABLE		
CUT (CY)	FILL (CY)	NET (CY)
2,933	250	2683 (CUT)

PRELIMINARY



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BEND OFFICE
686 NW YORK DR, #100
BEND, OR 97703
541.797.6781

DATE: SEPTEMBER 2024

PROJECT NO:

DESIGNED BY: VRC
DRAWN BY: AMG
CHECKED BY: JDP
SCALE: AS NOTED

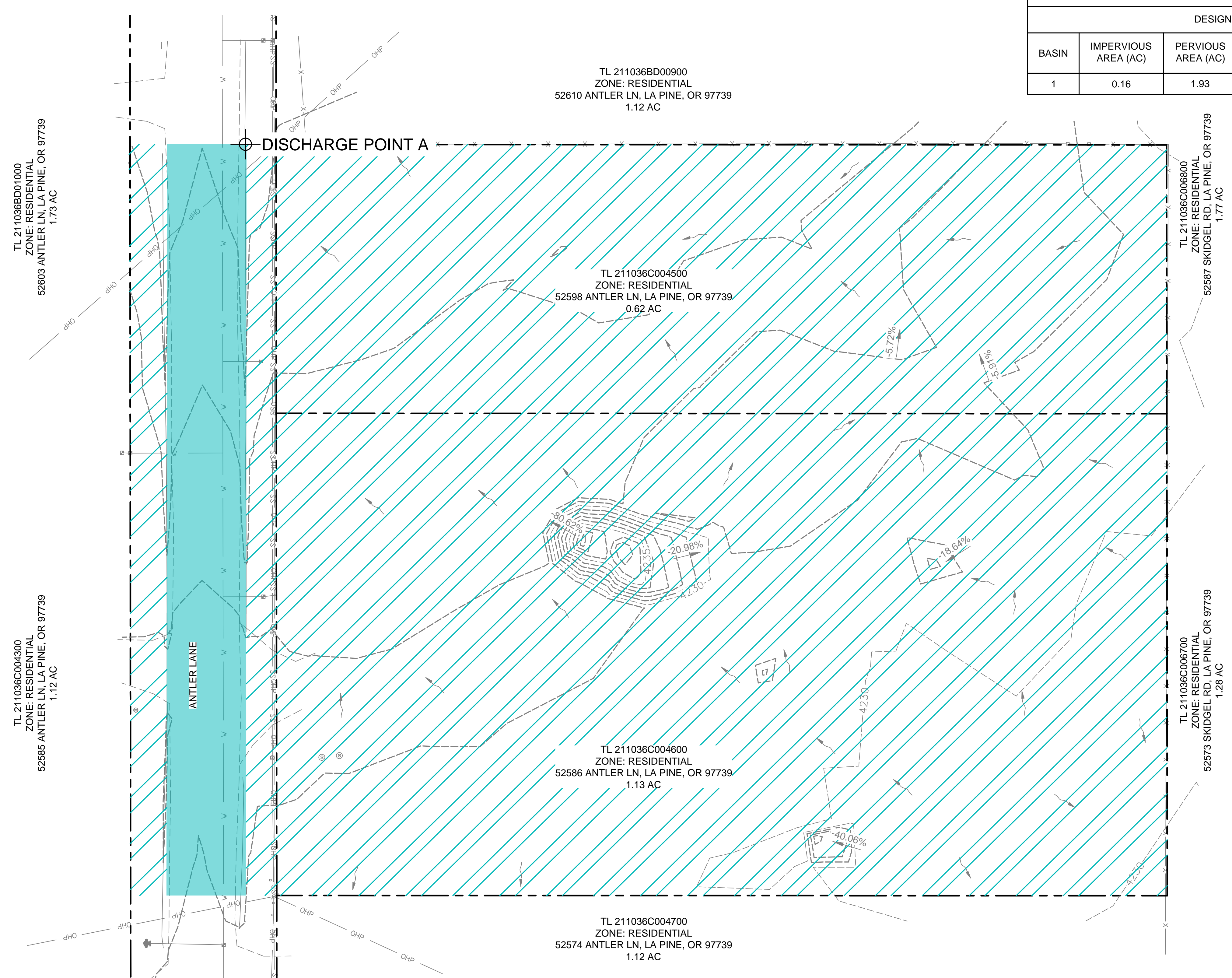
ANTLER LANE SUBDIVISION
CORNERSTONE RESIDENTIAL, LLC

PROPOSED SITE PLAN
PRELIMINARY GRADING

DRAWING NO.

G-03

EXISTING STORMWATER BASIN						
DESIGN STORM EVENT: 25 YR, 24 HR						
BASIN	IMPERVIOUS AREA (AC)	PERVIOUS AREA (AC)	TOTAL AREA (AC)	PEAK FLOW RATE (CFS)	TOTAL RUNOFF VOLUME (CY)	DISCHARGE POINT
1	0.16	1.93	2.09	0.01	205	A



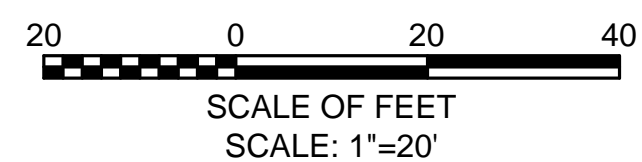
LEGEND

EXISTING DRAINAGE PATH	
EXISTING SLOPES THAT EXCEED 5%	
EXISTING 5' MINOR CONTOURS	
EXISTING 10' MAJOR CONTOURS	
EXISTING PROPERTY LINES	
BASIN 1	
IMPERVIOUS AREA	
PERVIOUS AREA	

PLAN
SCALE: 1" = 20'

1
G-04

PRELIMINARY



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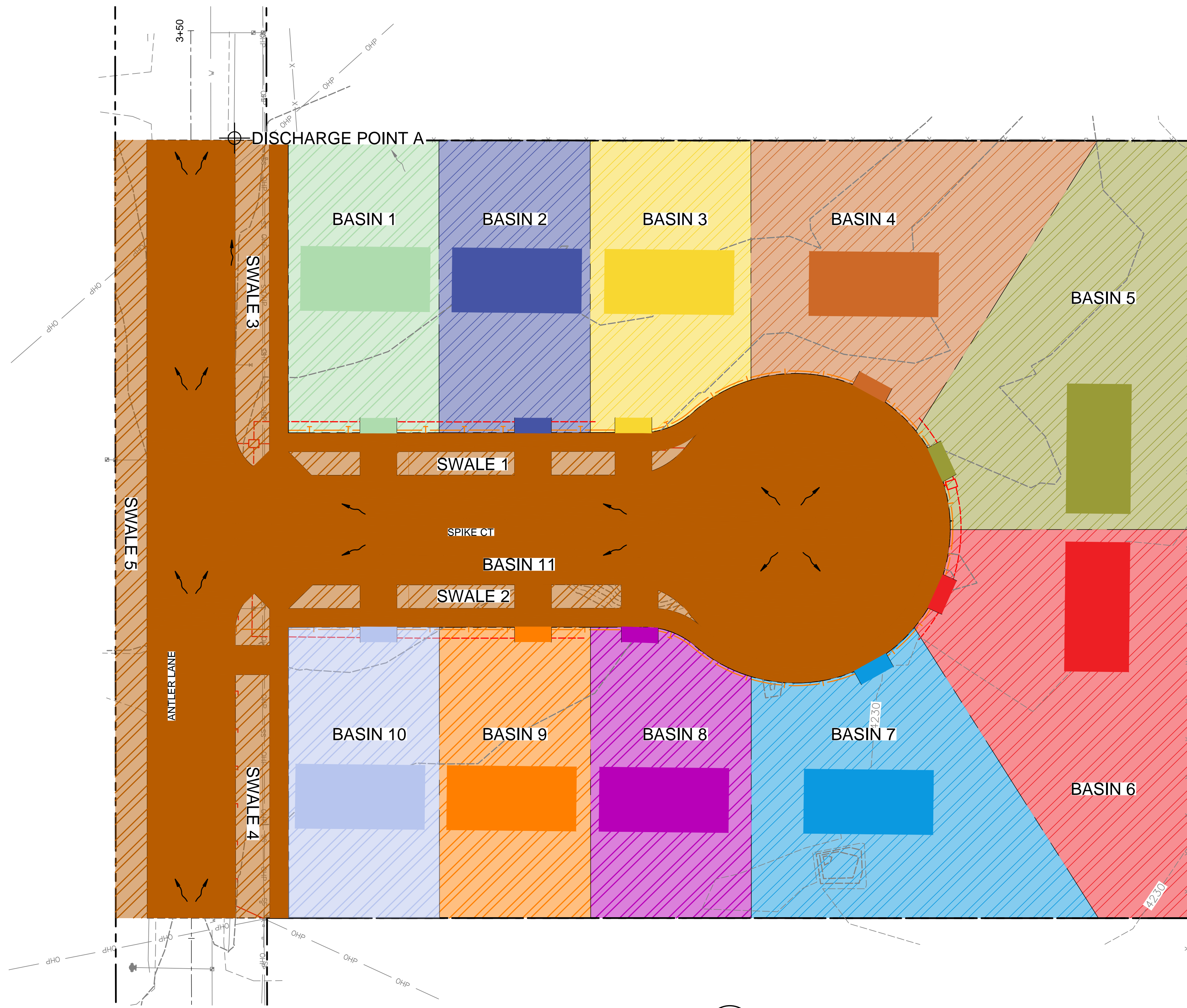
DATE: SEPTEMBER 2024 PROJECT NO:

DESIGNED BY: VRC
DRAWN BY: AMG
CHECKED BY: JDP
SCALE: AS NOTED

ANTLER LANE SUBDIVISION
CORNERSTONE RESIDENTIAL, LLC

EXISTING SITE PLAN
STORMWATER ANALYSIS

DRAWING NO.
G-04



PROPOSED STORMWATER BASINS						
DESIGN STORM EVENT: 25 YR, 24 HR						
SUBBASIN	IMPERVIOUS AREA (AC)	PERVIOUS AREA (AC)	TOTAL AREA (AC)	PEAK FLOW RATE (CFS)	TOTAL RUNOFF VOLUME (CY)	DISCHARGE POINT
1	0.06*	0.05	0.11	0.09	444	N/A **
2	0.06*	0.05	0.11	0.09	444	N/A **
3	0.06*	0.05	0.11	0.09	444	N/A **
4	0.06*	0.1	0.16	0.09	490	N/A **
5	0.06*	0.13	0.19	0.09	526	N/A **
6	0.06*	0.13	0.19	0.09	526	N/A **
7	0.06*	0.1	0.16	0.09	490	N/A **
8	0.06*	0.05	0.11	0.09	444	N/A **
9	0.06*	0.05	0.11	0.09	444	N/A **
10	0.06*	0.05	0.11	0.09	444	N/A **
11	0.57	0.08	0.65	0.06	2889	A

* ASSUMED 2500 SF HOME CONSTRUCTED ON EACH LOT
 ** RUNOFF FROM PRIVATE PROPERTY TO BE MAINTAINED ON SITE

STORMWATER DETENTION SWALE			
DETENTION SWALE	AREA (SF)	DEPTH (FT)	VOLUME (CY)
1	699	1.75	23
2	703	1.75	23
3	1205	2.25	61
4	926	2.25	48
5	2941	2.25	118

STORMWATER VOLUME SUMMARY			
DISCHARGE POINT	PRE RUNOFF VOLUME (CY)	POST RUNOFF STORAGE VOLUME (CY)	VOLUME (CY)
A	205	273	68

NOTE: STORM WATER SWALES ARE SIZED TO FULLY CONTAIN A 25 YEAR STORM EVENT

LEGEND

PROPOSED DRAINAGE PATH

LEGEND CONT:

BASIN 6
 IMPERVIOUS AREA
 PERVIOUS AREA

BASIN 7
 IMPERVIOUS AREA
 PERVIOUS AREA

BASIN 8
 IMPERVIOUS AREA
 PERVIOUS AREA

BASIN 9
 IMPERVIOUS AREA
 PERVIOUS AREA

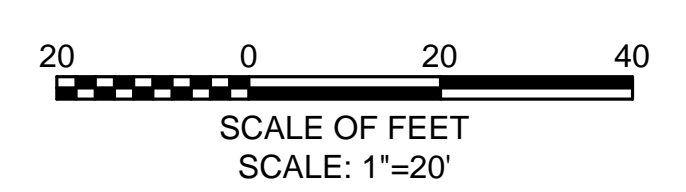
BASIN 10
 IMPERVIOUS AREA
 PERVIOUS AREA

BASIN 11
 IMPERVIOUS AREA
 PERVIOUS AREA

PLAN
 SCALE: 1" = 20'

1
 G-05

PRELIMINARY



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NO.	DATE	BY	APPR	REVISIONS



DATE: SEPTEMBER 2024 PROJECT NO:

DESIGNED BY: VRC
 DRAWN BY: AMG
 CHECKED BY: JDP
 SCALE: AS NOTED

ANTLER LANE SUBDIVISION
 CORNERSTONE RESIDENTIAL, LLC

PROPOSED SITE PLAN
 STORMWATER ANALYSIS

DRAWING NO.
G-05

Burden of Proof Statement - Supplement

Response To Incomplete Letter

File # 03SUB-24, 52586 & 52598 Antler Lane, La Pine OR 97739

Applicant / Owner: Cornerstone Residential LLC
Josh Harpole
61114 S Hwy 97 #PMB 741
Bend, OR 97702

Engineer: Flagline Engineering, LLC
Jim Pex
PO Box 5248
Bend, OR 97708

Planner: Blackmore Planning and Development Services, LLC
Greg Blackmore
19454 Sunshine Way
Bend, OR 97702

Dear Mr. Bybee,

Please accept this letter and the referenced attachments as the Applicant's response to the Incomplete Letter mailed on January 9, 2025.

B. Lots. The resulting or proposed size, width shape and orientation of building lots shall be appropriate for the type of development, and consistent with the applicable zoning and topographical conditions, specifically as lot sizes are so designated for each zoning district in the City of La Pine Development Code.

STAFF COMMENT: The above criteria requires that the lots created be appropriate for the type of development, and consistent with the applicable zoning and topographical conditions, specifically as lot sizes are so designated for each zoning district in the City of La Pine Development Code. In viewing the proposed plans, the lot size shape and width is clear, but it is unclear if once the lots are developed if they will meet the development standards of the underlying zoning. Please demonstrate in the plans that future proposed development can fit within the required setbacks, and will not exceed the maximum lot coverage allowed. Please also coordinate with our Public Works Director, Kelly West, to ensure that the placement of the septic tanks you've proposed are in the correct location. This may dictate where development may be located on the newly created lots as well, if the tanks must be located outside of any right of way.

Applicant Response: The current proposal is for a land division only, it does not include individual lot development (home design). Individual lot development (home design) will occur in the future; final home designs and layouts will ultimately depend on a number of variables, such as market conditions, whether a spec home or custom built, and/or desires of a potential buyer (size, layout, number of bedrooms, number of

stories, etc). Due to the fact that specific building footprints and/or home design are not proposed (or required) at this point, the project engineer has added Sheet G-06 to the Plan Set. This sheet provides lot details and documents that each lot is suitable and appropriate for the development of single family homes. Sheet G-06 shows the following:

- Lot locations
- Lot sizes
- Buildable areas (areas outside of required setbacks)
- Lot coverage allowances
- Size / area requirements for 1000 gallon septic tanks
- Potential locations for septic tanks, noting that final location will be established with building permit

Given that full home designs have not been established for each of the lots (and full home designs/locations are not required for reviewed through a Subdivision review), the provided information proves that all of the lots are appropriate for single family home construction, while allowing for final home design to be established with and for future owners/buyers, knowing that owners/buyers have differing wants/needs. There are not any topographical and/or unique zoning constraints that would warrant lot sizes or dimensions that exceed those of the underlying zone.

Article 9 - LAND DIVISIONS

CHAPTER 15.406.- SUBDIVISION AND PLANNED UNIT DEVELOPMENTS (PUD).

Sec. 15.406.010. - Subdivision applications.

(*)**

C. Tentative plan required. Following or in conjunction with submittal and approval of an outline development plan and subdivision application, or as an initial subdivision application, any person proposing a subdivision shall submit a tentative plan together with the accompanying information and supplemental data, prepared and submitted in accordance with the provisions of this section and materials required for a Type III review as specified in article 7. (ORS 92.040). Note: Applicants should review the design standards set forth in article 5 prior to preparing a tentative plan for a development.

(*)**

2. Information requirements. The following information shall be shown on the tentative plan or provided in accompanying materials. No tentative plan submittal shall be considered complete unless all such information is provided, unless approved otherwise by the planning official.

a. General information required.

(1) Proposed name of the subdivision.

()***

(4) Identification of the drawing as a tentative plan for a subdivision.

STAFF COMMENT: Staff noticed the plan documents include the title “Antler Lane Subdivision”. Is this the official proposed name of the subdivision? You may want to check with the County Surveyor ahead of time if that name is acceptable. Please confirm if that is the name staff should be utilizing for the request. Reviewing the plan set, staff also could not locate a drawing titled “tentative plan” for the proposed subdivision. If the intent is for the site plan to be the tentative plan, please indicate so in the title.

Applicant Response: Antler Lane Subdivision is not the official name. Subsequent to submittal, the applicant coordinated with the Deschutes County Surveyor and received approval of the name Spike Acres. Barring any future changes (prior to final plat), Spike Acres is the proposed subdivision name. Documentation of the approved name is included as an attachment.

Regarding a drawing titled “tentative plan” sheet G-02 has been updated to include the requested text.

Thanks for accepting and considering this additional information. Upon review, should you have any questions, comments, or concerns, and/or have further completeness concerns, please do not hesitate to give me a call or send me an email.

Sincerely,

Greg Blackmore, Land Use Planning Consultant
Blackmore Planning and Development Services, LLC

Attachments:

- Revised Sheet G-02
- Sheet G-06
- Deschutes County Subdivision Name Approval



SURVEYOR'S OFFICE
SUBDIVISION and CONDOMINIUM PLAT NAME - APPROVAL REQUEST FORM

PROPOSED NAME:

Spike Acres

ALTERNATE NAME:

Spike Ct. Acres

Applicant/Organization Name/Dept:

Cornerstone Residential LLC

Map and Tax Lot Number:

211036004500, 211036004600

Address: 61141 S. Hwy 97
PMB 741
Bend, Or 97702

Phone Number:

541-550-9628

Email:

josh-h.cornerstone@gmail.com

JURISDICTION: COUNTY BEND LA PINE REDMOND SISTERS

Name of Applicant: Josh Harpole

Date

Property Owner's Name/Address:

Josh Harpole
16545 Stage Stop Dr
Bend, Or 97707

Surveyor/Engineer Name/Address:

Povey and Associates
PO Box 131
338 SW 7th St
Redmond, Or 97756

APPROVED NAME: SPIKE ACRES

APPROVED BY: Kevin Samuel 1-28-2025

Date

This plat name will be reserved for a period of two years after which it will automatically expire.

This form is a result of:

92.090 Approval of subdivision plat names; requisites for approval of tentative subdivision or partition plan or plat. (1) Subdivision plat names shall be subject to the approval of the county surveyor or, in the case where there is no county surveyor, the county assessor. No tentative subdivision plan or subdivision plat of a subdivision shall be approved which bears a name similar to or pronounced the same as the name of any other subdivision in the same county, unless the land platted is contiguous to and platted by the same party that platted the subdivision bearing that name or unless the party files and records the consent of the party that platted the contiguous subdivision bearing that name. All subdivision plats must continue the lot numbers and, if used, the block numbers of the subdivision plat of the same name last filed. On or after January 1, 1992, any subdivision submitted for final approval shall not use block numbers or letters unless such subdivision is a continued phase of a previously recorded subdivision, bearing the same name, that has previously used block numbers or letters.

100.105 Contents of declaration; property name; variable property description. (5) The name of the property shall include the word "condominium" or "condominiums" or the words "a condominium." (6) A condominium may not bear a name which is the same as or deceptively similar to the name of any other condominium located in the same county.

Return To:



Deschutes County Official Records **2024-05303**
D-D
Stn=1 SH **03/06/2024 11:15 AM**
\$10.00 \$11.00 \$10.00 \$61.00 \$6.00 **\$98.00**

I, Steve Dennison, County Clerk for Deschutes County, Oregon,
certify that the instrument identified herein was recorded in the
Official Records.
Steve Dennison - County Clerk

After Recording Return to:
Cornerstone Residential, LLC
61114 S Hwy 97 PMB 741
Bend, OR 97702

Until a change is requested all tax statements
Shall be sent to the following address:
(same as above)

File No. DE21384

STATUTORY WARRANTY DEED

Matthew O. Smith,

herein called grantor, convey(s) and warrant(s) to

Cornerstone Residential, LLC, an Oregon limited liability company, ,

herein called grantee, all that real property situated in the County of Deschutes, State of Oregon,
described as:

**Lot One (1) & Lot Two (2), Block Three (3), CAGLE SUBDIVISION, PLAT NO. 5, filed in
Cabinet A of Plats, Page 300, Records of Deschutes County, Oregon.**


**(Tax Account 141243, Map and Taxlot: 211036C004500, Tax Account 114274, Map and
Taxlot: 211036C004600)**

and covenant(s) that grantor is the owner of the above described property free of all encumbrances
except covenants, conditions, restrictions, reservations, rights, rights of way and easements of
record, if any, and apparent upon the land, contracts and/or liens for irrigation and/or drainage; and
except any real property taxes due but not yet payable; and will warrant and defend the same
against all persons who may lawfully claim the same, except as shown above.

The true and actual consideration for this transfer is **\$150,000.00**.

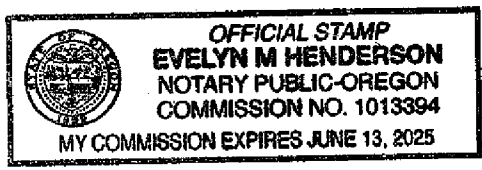
BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, AND SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

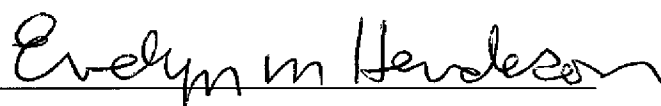
Dated: 3-5-24

By: 
Matthew O. Smith

STATE OF OREGON, County of Deschutes ss.

On March 5, 2024, personally appeared the above named **Matthew O. Smith** and acknowledged the foregoing instrument to be his voluntary act and deed.



Before me: 

Notary Public for Oregon

My commission expires: 6-13-25



51515 Huntington Road, La Pine, OR 97739
Phone: 541-876-6990 Fax: 541-876-2740

Agent for Westcor Land Title Insurance Company
Second
PRELIMINARY REPORT
Schedule A

Escrow Officer: **Evie Henderson**
Title Officer: **Stacey Case**

Title Order: **DE21384**
Re Your: **N/A**

Property Address: **52586 & 52598 Antler Lane, La Pine, OR 97739**

Dated as of **February 29, 2024** at 8:00 a.m.

POLICY OR POLICIES TO BE ISSUED:

	<u>Amount</u>	<u>Premium</u>
a. ALTA Owner's Policy (2021) - Owner's Standard Rate	\$150,000.00	\$575.00
Endorsement: OTIRO 110 - No Charge		\$0.00
Local Government Lien Search (for 2 searches)		\$60.00

Proposed Insured:
CORNERSTONE RESIDENTIAL, LLC an Oregon limited liability company

	<u>Amount</u>	<u>Premium</u>
b. ALTA Lender's Policy (2021) - Simultaneous Standard	\$100,000.00	\$100.00

Proposed Insured:
Black Diamond Financial, LLC

The estate or interest in the land described herein and which is covered by this report is:

FEE SIMPLE

The estate or interest referred to herein is at date of report vested in:

MATTHEW O. SMITH

The land referred to in the report is situated in the County of Deschutes, State of Oregon, and is more fully described as follows:

SEE ATTACHED EXHIBIT "A"

Authorized Signature

SCHEDULE B**GENERAL EXCEPTIONS:**

- A. Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the public records; proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the public records.
- B. Facts, rights, interests or claims which are not shown by the public records but which could be ascertained by an inspection of the land or by making inquiry of persons in possession thereof.
- C. Easements, or claims of easement, not shown by the public records; reservations or exceptions in patents or in Acts authorizing the issuance thereof; water rights, claims or title to water.
- D. Any encroachment (of existing improvements located on the subject land onto adjoining land or of existing improvements located on adjoining land onto the subject land), encumbrance, violation, variation, or adverse circumstance affecting the title that would be disclosed by an accurate and complete land survey of the subject land.
- E. Any lien, or right to a lien, for services, labor, material, equipment rental or workers compensation heretofore or hereafter furnished, imposed by law and not shown by the public records.

SPECIAL EXCEPTIONS:

1. Real Property Taxes levied by Deschutes County, including interest, penalty and statutory foreclosure costs and special assessments, if any, after delinquency:

Year:	2023-2024
Full Amount:	\$133.44
Amount Owing:	\$133.44

Account No.:	141243
Map and Taxlot No.:	211036C004500 Lot 1

Note: Inquiries may be directed to: Deschutes County Treasurer--541-388-6540
For further information please visit <https://www.deschutes.org/finance/page/property-tax-collection>

2. Real Property Taxes levied by Deschutes County, including interest, penalty and statutory foreclosure costs and special assessments, if any, after delinquency:

Year:	2021-2022
Full Amount:	\$1,166.66
Amount Owing:	\$1,166.66

Year:	2022-2023
Full Amount:	\$1,194.76
Amount Owing:	\$1,194.76

Year:	2023-2024
Full Amount:	\$1,202.25
Amount Owing:	\$1,202.25

Account No.:	141274
Map and Taxlot No.:	211036C004600 Lot 2

Note: Inquiries may be directed to: Deschutes County Treasurer--541-388-6540
For further information please visit <https://www.deschutes.org/finance/page/property-tax-collection>

3. Any unpaid assessments or charges, and liability for future assessments or charges, by the CITY OF LA PINE. No inquiry has been made as to the status of said charges or assessments, if any. Investigation as to the status of assessments, if any can be made by faxing a request for information to the City of La Pine at 541-536-1462.
*It is our understanding that charges, per request, may apply.
4. The existence of roads, railroads, irrigation ditches and canals, telephone, telegraph, power transmission facilities and pipelines.
5. All covenants, conditions, restrictions, easements, or other servitudes, if any, as disclosed by the recorded plat of [CAGLE SUBDIVISION PLAT NO. 5](#).
6. Deed of Trust and the terms and conditions thereof:
Grantor: Matthew O. Smith
Trustee: Amerititle, an Oregon corporation
Beneficiary: Seasonal Creek, LLC, a Washington limited liability company
Original Amount: \$68,000.00
Dated: July 01, 2015
Recorded: August 04, 2015
Book - Page: [2015-31923](#)

Re-recorded: August 20, 2015
Book - Page: [2015-34419](#)
7. Deed of Trust and the terms and conditions thereof:
Grantor: Matthew O. Smith
Trustee: Amerititle, an Oregon corporation
Beneficiary: Seasonal Creek LLC, a Washington limited liability company
Original Amount: \$8,500.00
Dated: July 01, 2015
Recorded: August 04, 2015
Book - Page: [2015-31924](#)

Re-recorded: August 20, 2015
Book - Page: [2015-34420](#)
8. Distraint Warrant and the terms and conditions thereof:
Taxpayer: Matthew O. Smith individually and dba Matt Smiths Tree and Construction
Amount: \$1,279.70
Reference No.: F4851/1607905
Recorded: October 04, 2018
Book - Page: [2018-40223](#)
9. This exception has been deleted.
10. This exception has been deleted.

END OF SPECIAL EXCEPTIONS

NOTES:

- a. To view documents mentioned in this report, you can click on the blue hyperlink and the image of that document will appear. To view our Underwriter's Privacy Policy, please click on this link:
<http://www.deschutescountytile.com/privacy-policy-2/>

If for some reason the image is not available, or you do not have access to a computer, please request a copy from the Title Officer identified on the top left of the first page of this report.

- b. According to the County Tax Assessor's records, the address of said property is:

**52586 & 52598 Antler Lane
La Pine, OR 97739**

- c. We find no pertinent matters of record against **Cornerstone Residential LLC, an Oregon limited liability company**, the forthcoming borrower(s)/buyer(s).
- d. We find no conveyances affecting said property recorded within 24 months of the effective date of this report.
- e. Our Preliminary Title Report has been updated to include the following changes:
- The proposed insured for the Lender's Policy has been added.
 - The loan amount has been added and the premium adjusted accordingly.
 - Exception No. 9 & 10 have been deleted.
 - Note f has been added
 - The effective date has been updated.
- f. According to evidence supplied to the company, **Joshua Brian Harpole** is authorized to sign as **Member/Manager for Cornerstone Residential, LLC, an Oregon limited liability company**; any amendments thereto should be submitted prior to closing.

END OF SCHEDULE B

SC/

PRELIMINARY REPORT

SCHEDULE C

The following matters will not be listed as Special Exceptions in Schedule "B" of the Policy to be issued pursuant to this report. Notwithstanding the absence of a Special Exception in Schedule "B" of the Policy to be issued, there will be no coverage for loss arising by reason of the matters listed below because these matters are either excepted from coverage under the General Exceptions section of Schedule "B", excluded from coverage under the Exclusions from Coverage or are not matters for which coverage is afforded under the insuring clauses of the Policy.

NOTES TO CLOSER:

1. Requirements: Payment of cancellation fee in accordance with our filed Rate Schedule, to be imposed if this transaction is canceled for any reason.
2. This Report shall not obligate the Company to issue any Endorsement. All Endorsements to be issued must be agreed to by the Company and appropriate for the estate insured.
3. Any sketch or map enclosed as an attachment herewith is furnished for information purposes only to assist in property location with reference to streets and other parcels. No representation is made as to accuracy and the Company assumes no liability for any loss occurring by reason of reliance thereon.
4. Deschutes County recording charges are as follows:
 1. \$93.00 for the first page of the document
 2. \$5.00 for each additional page
 3. \$5.00 e-recording fee per document.

Additional fees will be imposed by the County Clerk if a document presented for recording fails to meet the requirements imposed by ORS Chapter. 205.

5. The above captioned description may be incorrect, because the application for title insurance contained only an address and/or parcel no. Prior to closing, all parties to the transaction must verify the legal description. If further changes are necessary, notify the company well before closing so that those changes can be reviewed. Closing instructions must indicate that the legal description has been reviewed and approved by all parties.

END OF SCHEDULE C

Scan the QR Code below for how to read a Preliminary Title Report or use this link:

<https://deschutescountytitle.com/how-to-read-a-prelim/>



EXHIBIT "A"

Lot One (1) & Lot Two (2), Block Three (3), CAGLE SUBDIVISION, PLAT NO. 5, filed in Cabinet A of Plats, Page 300, Records of Deschutes County, Oregon.



Notice of Privacy Policy of Westcor Land Title Insurance Company

Westcor Land Title Insurance Company ("WLTIC") values its customers and is committed to protecting the privacy of personal information. In keeping with that philosophy, we have developed a Privacy Policy, set out below, that will ensure the continued protection of your nonpublic personal information and inform you about the measures WLTIC takes to safeguard that information.

Who is Covered

We provide our Policy Privacy to each customer when they purchase an WLTIC title insurance policy. Generally, this means that the Privacy Policy is provided to the customer at the closing of the real estate transaction.

Information Collected

In the normal course of business and to provide the necessary services to our customers, we may obtain nonpublic personal information directly from the customer, from customer-related transactions, or from third parties such as our title insurance agents, lenders, appraisers, surveyors or other similar entities.

Access to Information

Access to all nonpublic personal information is limited to those employees who have a need to know in order to perform their jobs. These employees include, but are not limited to, those in departments such as legal, underwriting, claims administration and accounting.

Information Sharing

Generally, WLTIC does not share nonpublic personal information that it collects with anyone other than its policy issuing agents as needed to complete the real estate settlement services and issue its title insurance policy as requested by the consumer. WLTIC may share nonpublic personal information as permitted by law with entities with whom WLTIC has a joint marketing agreement. Entities with whom WLTIC has a joint marketing agreement have agreed to protect the privacy of our customer's nonpublic personal information by utilizing similar precautions and security measures as WLTIC uses to protect this information and to use the information for lawful purposes. WLTIC, however, may share information as required by law in response to a subpoena, to a government regulatory agency or to prevent fraud.

Information Security

WLTIC, at all times, strives to maintain the confidentiality and integrity of the personal information in its possession and has instituted measures to guard against its unauthorized access. We maintain physical, electronic and procedural safeguards in compliance with federal standards to protect that information.

The WLTIC Privacy Policy can also be found on WLTIC's website at www.wltic.com.