



**CITY OF REDMOND**  
Community Development Department

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Redmond, OR 97756  
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[www.redmondoregon.gov](http://www.redmondoregon.gov)

**REDMOND URBAN AREA PLANNING COMMISSION**

411 SW 9<sup>th</sup> Street-COUNCIL CHAMBERS Redmond, OR 97756

**Wednesday, April 15, 2026 5:30 PM**

Oral comments can be provided in-person or virtually. For those who plan to provide oral comments virtually during the meeting, pre-register at [planredmond@redmondoregon.gov](mailto:planredmond@redmondoregon.gov) (must pre-register before 3:00 PM on April 15, 2026)

Stream the meeting live at: [www.redmondoregon.gov/PlanningCommissionLive](http://www.redmondoregon.gov/PlanningCommissionLive)

**Agenda**

<p><b>RUAPC Members</b></p> <p>Tobias Colvin, Chair</p> <p>Mercedes Cook-Bostick, Vice-Chair</p> <p>Heather DeWolf</p> <p>Norman Schultz</p> <p>Michael Rogers</p> <p>Tom Kuhn</p> <p>Ben Schimmoller</p> <p>Ex-Officio Vacant</p>	<p><b>I. CALL TO ORDER / INTRODUCTIONS</b></p> <p><b>II. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA</b></p> <p><b>III. APPROVAL OF MINUTES</b> a. December 10, 2025 b. January 21, 2026</p> <p><b>IV. PUBLIC HEARING</b> a. Redmond Development Code Amendment (File No. 711-26-000054-TA)</p> <p><b>V. NEXT MEETING – May 20, 2026</b></p> <p><b>VI. COMMISSIONER COMMENTS</b></p> <p><b>VII. ADJOURN</b></p> <p>Please note that these documents are also available on the City’s website <a href="http://www.redmondoregon.gov">www.redmondoregon.gov</a>; click on City Government, hover on Commissions and Committees, click on Urban Area Planning Commission. You may also request a copy from City Records Office 541-923-7751 or email <a href="mailto:kelly.morse@redmondoregon.gov">kelly.morse@redmondoregon.gov</a></p> <p>The City of Redmond encourages all citizens to participate in its programs and activities. This meeting location is accessible to people with disabilities. Requests for accommodation may include sign language interpreter service, assistive listening devices, materials in an alternate format or any other accommodation. If any accommodations are needed, please contact the ADA Coordinator at 541-504-3036 or <a href="mailto:access@redmondoregon.gov">access@redmondoregon.gov</a>. Requests should be made as soon as possible, but at least 3 business days prior to the scheduled meeting. The City of Redmond does not discriminate on the basis of disability status in the admission or access to, or treatment, or employment in, its programs or activities.</p>
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**Regular Meeting Minutes**

Council Chambers & Remote Video Conferencing

<https://www.redmondoregon.gov/RUAPC>

**CALL TO ORDER / INTRODUCTIONS**

Chair Colvin called the meeting to order at 5:30 pm.

Present: Chair Tobias Colvin, Mercedes Cook-Bostick, Heather DeWolf, Tom Kuhn, Michael Rogers

Excused: Vice Chair Norman Schultz, Ben Schimmoller

Staff Present: Kyle Roberts, Planning Director

Others Present: Robin Church, Jeff Reaume

**CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA**

Jeff Reaume, resident and Chair, Community Wildfire Protection Committee for the Ridge of the Eagle Crest Owners Association, spoke about the firewise community, joining the Project Wildfire Neighborhood Coalition, and current work to expand the number of firewise communities in Redmond. He asked the City to adopt Oregon Residential Specialty Code R327, Wildfire Hazard Mitigation, and spoke about the Coalition and its mission.

Robin Church, Project Wildfire Neighborhood Coalition, urged the Commission and City Council to expedite the review and adoption of R327 and shared a video demonstrating the importance of wildfire mitigation. She confirmed meeting with local builders to discuss wildfire mitigation, noting the architectural guidelines ultimately did not change, and spoke about her background evaluating wildfire risk.

**APPROVAL OF MINUTES**

a. October 29, 2025

**Commissioner Rogers moved to approve the October 29, 2025, meeting minutes as presented. Commissioner Cook-Bostick seconded the motion, which passed 5 to 0. (Ayes: Colvin, Cook-Bostick, DeWolf, Kuhn, Rogers. Nays: None.)**

**PUBLIC HEARING**

a. Redmond Development Code Amendment (File No. 711-25-000216-TA) -- Continued  
Chair Colvin noted the City is in discussions with stakeholders, so the hearing would be moved to the next meeting on January 21, 2026.

**Commissioner Rogers moved to continue the public hearing on the Development Code Amendment to January 21, 2026. Commissioner Cook-Bostick seconded the motion, which passed 5 to 0. (Ayes: Colvin, Cook-Bostick, DeWolf, Kuhn, Rogers. Nays: None.)**

**NEXT MEETING – January 21, 2026**

**COMMISSIONER COMMENTS**

Chair Colvin wished Vice Chair Schultz a speedy recovery.

Commissioner Cook-Bostick commended Staff for their work this year.

**ADJOURNMENT**

The meeting adjourned at 5:50 pm.

Prepared by ABC Transcription Services  
Reviewed by Kyle Roberts, Planning Director

APPROVED by the Redmond Urban Area Planning Commission and SIGNED by the Chair this 18th day of February 2026.

\_\_\_\_\_/s/ Tobias Colvin\_\_\_\_\_

Tobias Colvin  
Chair

ATTEST:

\_\_\_\_\_/s/ Kyle Roberts\_\_\_\_\_

Kyle Roberts, staff  
Planning Director

**Regular Meeting Minutes**

Council Chambers & Remote Video Conferencing

Link: <https://www.redmondoregon.gov/>

**CALL TO ORDER**

**Chair Tobias** called the meeting to order at 5:30 pm.

**ROLL CALL**

Present: Chair Tobias Colvin, Vice-Chair Norman Schultz, Mercedes Cook-Bostick, Heather DeWolf, Michael Rogers, Tom Kuhn, Ben Schimmoller

Excused: None

Staff Present: Planning Director, Kyle Roberts; Planning Permit Coordinator, Jamie Buddenbohn

Others Present: Trevor Johnson

**CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA**

**Trevor Johnson**, resident, proposed a planning concept for Redmond's future growth that prioritizes livability, accessibility, and sustainable development over continued urban sprawl. Across the city, development has largely focused on single-use subdivisions, but this pattern often separates residents from essential services, forcing people to travel long distances, which increases traffic, strains infrastructure, and weakens neighborhood connectivity. He urged the Commission to focus on community-based urban hubs strategically located throughout the city as a guided model for future planning and detailed the various uses and benefits of mixed-use, multi-story developments. He recommended that the City begin reviewing and reforming its development and zoning codes to shift toward urban hub development.

**ELECTION OF OFFICERS**

Ben Schimmoller nominated Mercedes Cook-Bostick as 2026 Urban Area Planning Commission Chair.

Mercedes Cook-Bostick nominated Tobias Colvin as 2026 Urban Area Planning Commission Chair.

Commissioner Schimmoller withdrew his nomination.

**Tobias Colvin was unanimously elected 2026 Urban Area Planning Commission Chair. (Ayes: Colvin, Schultz, DeWolf, Cook-Bostick, Rogers, Kuhn, Schimmoller. Nays: None.)**

Norman Schultz nominated Mercedes Cook-Bostick as 2026 Urban Area Planning Commission Vice-Chair.

**Mercedes Cook-Bostick was unanimously elected 2026 Urban Area Planning Commission Vice-Chair. (Ayes: Colvin, Schultz, DeWolf, Cook-Bostick, Rogers, Kuhn, Schimmoller. Nays: None.)**

#### **APPROVAL OF MINUTES**

- A. November 12, 2025
- B. November 19, 2025
- C. December 3, 2025

**Commissioner Rogers moved to approve the minutes of November 12, 2025; November 19, 2025; and December 3, 2025, as presented. Commissioner Schimmoller seconded the motion, which passed 7 to 0. (Ayes: Colvin, Schultz, DeWolf, Cook-Bostick, Rogers, Kuhn, Schimmoller. Nays: None.)**

#### **PUBLIC HEARING**

- A. Redmond Development Code Amendment (711-25-000216-TA) -- **Continued**  
**Chair Colvin** opened the public hearing.

**Planning Director Roberts** presented the Redmond Development Code Amendments (Title) via PowerPoint, noting the proposed Code amendments focused on livability issues and were presented on November 19, 2025, and that meetings were held with both the Central Oregon Builders Association (COBA) and Hayden Homes to better understand their concerns. COBA filed a complaint on a potential housing law violation with the Housing Accountability and Production Office (HAPO) on December 2, 2025, regarding some Code amendments. HAPO's findings report was included in the record in Exhibit C. Hayden Homes concerns primarily regarded the townhouse rear setbacks. He highlighted the five primary topics in the Code amendment package (Slide 3), noting COBA's complaint focused on the changes to alley standards, townhouse rear setbacks, and usable open space. He noted HAPO's report included key issues identified by COBA as well as relatively minor items not included within the Code amendment package but could be addressed through a future Code amendment package. He addressed the key issues as follows:

- The proposed alley pavement width is already specified in the City's Standard and Specifications document and outside the purview of the Planning Commission.
- The biggest issue is the amending the townhouse rear setback to an alley from 5 feet to 20 feet in all City zones to match single-family dwelling requirements. HAPO's concern is the increased rear setbacks would add more parking than required, violating ORS regulations. 21:30 No revisions had been made to this amendment, which will continue to be evaluated and discussed with City Council.
- He reviewed the revisions Staff had made to address the last few issues HAPO had, noting the revisions were sent to the Commission and the interested parties yesterday. The revisions included clarifying Site and Design Review requirements and changes to open space requirements related to pocket parks.

Staff recommended that the Planning Commission move forward with the Code amendment package, because the vast majority of the amendment package does not have any issues.

**Chair Colvin** noted Council held an informal/workshop on January 12, 2026, and Council consented to a 20-foot rear townhouse setback. He suggested the Commission make its recommendation for Council to make the ultimate determination and address HAPO's concerns.

Staff addressed questions from the Planning Commission.

Discussion regarded concerns about the consequences of the City not being in compliance with HAPO, suggested language changes to remove regulatory triggers in the current proposed language, amending the setback from 20 feet to 10 feet to provide a space parallel with the garage, not a parking space, removing everything triggering HAPO's concerns, and accepting the proposed Code amendment package with additional modifications specifically to the rear townhouse setbacks, which is the only amendment not in compliance with HAPO.

**Commissioner Rogers moved to recommend the City Council approve the proposed amendments with the following addition to rear setbacks, "The alley-loaded garages, where detached dwellings to, or townhouses include a garage access from the alley, the minimum rear setback shall be 20 feet consistent with the setback required for single detached, single-family dwellings with alley access in the same zoning district." Commissioner Kuhn seconded the motion.**

**Ayes:** Kuhn, Rogers, Schultz  
**Nays:** Schimmoller, Colvin, Cook-Bostick  
**Abstain:** DeWolf  
**Motion Failed:** 3 to 3 to 1.

**Commissioner Schimmoller moved to accept the Staff recommendation that City Council approve the proposed amendments with the modification to strike the language regarding the rear setbacks and address them when the Development Code is revisited to ensure compliance with HAPO's concerns. Vice Chair Cook-Bostick seconded the motion.**

**Ayes:** Schimmoller, Cook-Bostick  
**Nays:** Schultz, Kuhn, Rogers, Colvin  
**Abstain:** DeWolf  
**Motion Failed:** 2 to 4 to 1.

**Commissioner Rogers moved to recommend the City Council approve the proposed amendments to the Redmond Development Code as presented in the Staff report with the modifications to Section 8.270, 8.2715, and 8.3005 as presented by Staff. Commissioner Schultz seconded the motion.**

**Ayes:** Schultz, Kuhn, Rogers, Colvin  
**Nays:** Schimmoller, Cook-Bostick  
**Abstain:** DeWolf  
**Motion Carried:** 4 to 2 to 1.

### **2025 YEAR IN REVIEW**

**Planning Director Roberts** presented via PowerPoint the 2025 Year in Review, reviewing land use permit numbers from 2017 to 2025, the most common land use applications, and the projects the Planning Commission accomplished from the 2025 Workplan.

### **2026 PLANNING COMMISSION WORKPLAN**

**Planning Director Roberts** presented via PowerPoint the draft 2026 Planning Commission Workplan, highlighting the upcoming work projects, including private development applications, area plans, public facility plans, inventories, and Development Code amendments. He addressed questions about the Large Lot Industrial Infrastructure Master Plan and the West Redmond Area Plan.

### **NEXT MEETING – February 18, 2026**

### **COMMISSION MEMBER COMMENTS**

Planning Commissioners thanked Staff for their hard work and Trevor Johnson for his comments, encouraging him to attend the Commission's master plan hearings and consider forming a steering committee to see about engaging nonprofit developers on community-development hubs.

**Planning Director Roberts** confirmed more joint meetings will be held with Council, especially as Code amendment packages are proposed.

**Chair Colvin** thanked the Commissioners' trust in him for another year as chair. He liked the spirited discussion today and appreciated Commissioners bringing their points of view, noting they do not always have to agree on everything and that such exchanges benefit Council.

Returning to an earlier meeting time was briefly discussed and Commissioners were encouraged to email their ideas to Staff for further consideration outside the meeting.

### **ADJOURNMENT**

The meeting adjourned at 6:44 pm.

Prepared by ABC Transcription Services  
Reviewed by Kyle Roberts, Planning Director



**FINDINGS FOR TEXT AMENDMENTS TO THE REDMOND CITY CODE,  
CHAPTER 8 (DEVELOPMENT CODE)**

**HEARING DATE:** April 15, 2026, 5:30 PM, Redmond City Hall Council Chambers and via digital conference (GoTo Meeting)

**HEARINGS BODY:** Redmond Urban Area Planning Commission

**FILE NUMBER:** 711-26-000054-TA

**FILE NAME:** Redmond Development Code Text Amendment

**REQUEST:** A Legislative Amendment to the Redmond City Code, Chapter 8 (Development Code) Adding an Article for Annexations; and Amending Townhouse Standards and Open Space Requirements

**APPLICANT:** City of Redmond

**REVIEWING STAFF:** Cory Murray, Senior Long-Range Planner  
Kyle Roberts, AICP, Planning Director

**I. BACKGROUND**

**Summary:**

Chapter 8 of the Redmond City Code, known as the Redmond Development Code (RDC), is the primary mechanism to implement the City's Comprehensive Plan, regulate zoning, growth and development, land use activity, and other City policies related to Great Neighborhood Principles. As a living document, periodic amendments to the RDC are needed to adapt to changing conditions, comply with Comprehensive Plan policies, new state legislation, or simply to improve administration of provisions within the code. Code amendments touch on many different aspects of the community, livability and have significant implications regarding providing certainty, flexibility and modernization of regulations all at the same time.

A major component of Redmond's growth is through annexations. Although not required, it is common for a city's development code to have procedures and requirements for annexations. Redmond's development code does not have any provisions for annexations – instead, the City has processed annexations by direct applying State statute (ORS Chapter 222). To essentially provide for more local control with processing annexations, City Council directed staff to propose annexation provisions to be added into the City's development code.

Per the direction of City Council, staff is again, proposing amendments to townhouse standards and open space requirements. Last fall, staff proposed amendments to said standards but withdrew them from the adoption process after learning from the State's Housing Accountability and Production Office (HAPO) that they did not comply with State housing law. Subsequently, Council directed staff to work with HAPO staff to propose revisions to the standards that would meet Council goals and that would comply with State law.

This proposed amendments to the zoning standards in the Development Code is being initiated legislatively by staff at the direction of Council. The findings and supporting materials demonstrate the proposed text amendments are consistent with the Statewide Planning Goals, the Comprehensive Plan, and RDC Section 8.760 (Amendments). The four criteria set forth in Section 8.760 are addressed herein, as well as applicable state laws and requirements.

**Proposal:**

**Annexation:** The Redmond Development Code is comprised of four articles: Zoning Standards, Land Use Procedures, Land Division Standards, and Site and Design Review Standards. Staff is proposing to add a fifth article: Annexations. Deserving of its own article, Article V establishes the purpose, applicability, procedure, requirements, and approval criteria for annexations.

Rather than directly applying the complex annexation chapter of State law as well as cross-referencing annexation policies in the City's Comprehensive Plan when reviewing an annexation application, proposed Article V presents annexation requirements in one organized, easy to navigate article within the City's development code. Additionally, the provisions of Article V specify process, procedure, and requirements that align with City Council goals while complying with State law and the City's Comprehensive Plan. The intended result is an annexation code that is tailored to Redmond and that is more efficient for staff to implement and applicants and citizens to reference.

**Townhouse standards:** Proposed more commonly than not for new townhouse developments are townhouses with garages that are alley-loaded (i.e., vehicular access is taken from rear of the lot via an alley). Given the townhouse small lot sizes, State-mandated minimum off-street parking standard of one space per unit, and that sometimes townhouse developments front streets that do not allow for on-street parking, livability is impacted. Challenges arise around issues such as snow removal, emergency access, and space for adequate off-street parking space needs.<sup>1 2</sup> The issue is exacerbated by the development code's minimum 5-foot rear setback in all residential zones where a townhouse with a garage has vehicular access via an alley. This results in very short driveways.

Last fall staff had proposed an amendment to increase the alley-loaded rear setback to 20 feet but ultimately withdrew it due to HAPO's findings, issued January 13, 2026, that it would effectively require that a second off-street parking space be provided, and therefore not comply with State law. After consulting with HAPO staff the past month, City staff is now proposing to add language that explicitly requires a driveway at least 20 feet in length be provided where a townhouse accesses the street or alley. The purpose of the driveway is to provide for the required one off-street parking space. Although a garage would provide for a parking space, a garage is not a required feature of a townhouse. This change would match the minimum setback requirements for single-family dwellings with attached garages accessing the street or alley in the same zones.<sup>3 4</sup>

In working with HAPO, staff was also informed of recent State legislative changes that prohibit cities from requiring townhouse lots to have a minimum street frontage. As such, the driveway access and parking design standards are required to be updated. Proposed are those from the State's model code.

Note: Proposed amendments to the townhouse standards will continue to be discussed by City Council at the City Council Informal meeting on April 13<sup>th</sup>.

**Pocket parks – useable open space:** One of the City's 11 Great Neighborhood Principles requires that open space for pocket park(s) be provided for subdivisions and site plans proposed in medium and high-density residential zones at a standard of 3,000 square feet for every 25 lots/units. Currently there is no requirement that a minimum square footage of open space be consolidated. In other words, the

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<sup>1</sup> The one off-street parking space requirement can be met by providing a parking space in the garage (or driveway) as long as it meets the dimensional standard of 9' x 20.'

<sup>2</sup> Oregon Administrative Rule 660-046-0220(3)(f)(A) requires that cities with a population greater than 25,000 cannot require more than one off-street parking space per Townhouse dwelling unit.

<sup>3</sup> Oregon Administrative Rule 660-046-0220(2)(c) requires that cities with a population greater than 25,000 cannot require middle housing (e.g., townhouses) setbacks be greater than those applicable to detached single-family dwellings in the same zone.

<sup>4</sup> Redmond Code Section 8.141(5)(B)(6) requires that garages and driveways for detached single-family dwellings be of adequate size to accommodate a minimum of one vehicle (i.e., the dimensional standard of 9' x 20').

standard can be met by providing numerous small open space tracts that can result in open space that is not useable for active recreation. Last fall, staff had proposed to add language that would require developments with at least 50 lots/units provide a minimum of 6,000 square feet of open space consolidated, contiguous, and configured in a way that allows for active recreation but ultimately withdrew it due to HAPO's findings, issued January 13, 2026. HAPO determined that staff's proposed language required discretionary determination as to the appropriate configuration of open space. Additionally, the code's existing standard of 3,000 square feet for every 25 lots/units violates State law due to scaling by unit count.<sup>5</sup>

After consulting with HAPO staff the past month, City staff is now proposing an amendment to the required open space formula that is not based on units but rather on developable area.<sup>6</sup> Specifically, staff is proposing that for subdivisions that are at least 2.5 acres in gross area size, 2.5% of a subdivision's developable area must be dedicated open space. The new formula is intended to achieve similar open space to what the City requires currently. Additionally, subdivisions that require greater than 5,000 square feet of open space must provide at least 5,000 square feet of open space that is consolidated and contiguous.

Note: Proposed amendments to the open space requirements will continue to be discussed by City Council at the City Council Informal meeting on April 13<sup>th</sup>.

**Exhibits:**

The proposed amendments to the RDC are contained in one exhibit and is attached hereto:

Exhibit A – Additions and amendments to the Redmond City Code, Chapter 8. Changes are shown in red-colored text with additions in underlined text and deletions in strikethrough text.

**Noticing:**

Noticing for the first evidentiary hearing scheduled for April 15, 2026, was noticed as follows:

- Per ORS 197.610, a notice of proposed change to an implementing regulation and zoning map amendment was submitted to the Department of Land Conservation and Development (DLCD) on March 11, 2026.
- Per Section 8.1110 of the Redmond Development Code, a public hearing notice for the April 15<sup>th</sup> Planning Commission hearing was published in the *Redmond Spokesman* on April 2, 2026.

**Applicable Criteria:**

The following are the applicable sections from the Oregon Revised Statutes, Oregon Administrative Rules, and the Redmond Development Code:

- Oregon Revised Statutes (ORS) – Chapters 92, 197, 197A, 222, and 227
- Oregon Administrative Rules (OAR), Chapter 660:
  - Division 15, Statewide Planning Goals and Guidelines
  - Division 18, Post-Acknowledgement Amendments
  - Division 46, Middle Housing in Medium and Large Cities
- City of Redmond Development Code:
  - Article I – Zoning Standards
    - Section 8.760: Criteria for Amendments

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<sup>5</sup> Oregon Administrative Rule 660-046-0225 sets forth parameters for allowable design standards applicable to middle housing in large cities.

<sup>6</sup> Oregon Administrative Rule 660-046-0225(1)(c) allows design standards to scale with form-based attributes.

## II. FINDINGS & CONCLUSIONS

### Findings:

Redmond Development Code, Article I – Zoning Standards: Amendments: Sections 8.750 through 8.770 set forth the procedure and standards for an amendment to the text of the Redmond Development Code. Specifically, Section 8.760 sets forth the four review criteria that must be met when evaluating amendment requests. Findings for each criterion are presented below.

**8.760 Criteria for Amendments.** The burden of proof is upon the applicant. The applicant shall show the proposed change is:

1. In conformity with all applicable State statutes;

**FINDING:** The following State statutes apply directly to this application:

ORS 92.031, *Middle housing land division; conditions of approval*

The amendments to the townhouse standards as it pertains to street frontage and driveway access and parking design standards are proposed to bring said standards into compliance with recent changes to State law, specifically ORS 92.031(4)(c).

ORS 197.610, *Submission of proposed comprehensive plan or land use regulation changes to Department of Land Conservation and Development*

ORS 197.610 requires local jurisdictions to submit proposed comprehensive plan or land use regulation changes to DLCD. Notice of the proposed implementing amendments to the RDC has been provided to DLCD more than 35 days in advance of the first evidentiary hearing concerning the amendments.

ORS 197.797, *Local quasi-judicial land use hearings; notice requirements; hearing procedures*

ORS 197.797 sets forth noticing requirements. The applicable RDC standards that address amendment and legislative procedures and noticing requirements (i.e., Sections 8.750-8.770 and 8.1100-8.1125) were developed in compliance with the applicable State statute regarding noticing and public hearings. The relevant findings, incorporated by reference herein, show compliance with the aforementioned statutes.

Notice of the proposed text amendment has been advertised in the local newspaper (public notice) as required by the RDC and State statute. Regarding statutory public hearing requirements, this proposal is legislative and not quasi-judicial. Sections 8.1100 through 8.1125 of the RDC implement the quasi-judicial statutory requirements in similar fashion and have been met. The Redmond Urban Area Planning Commission and City Council's public hearing and review processes meet the statutory requirements for the purpose of the review.

ORS 197A.420, *Duplexes; middle housing*

As discussed above, staff is proposing to amend the setbacks for townhouses where they have street or alley access to match the setback requirement for single-family dwellings with attached garages accessing the street or alley for all residential zones. Staff's proposal is permissible by, and complies with ORS 197A.420(5) as the amended minimum setbacks will not be greater than the same setbacks applied to single-family in the same zones.<sup>7</sup>

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<sup>7</sup> Oregon Administrative Rule 660-046-0220 provides direction on the implementation of ORS 197A.420(5).

ORS 222.111, *Authority and procedure for annexation; specifying tax rate in annexed territory*

ORS 222.111(2) states that a proposal for annexation of territory to a city may be initiated by City Council, on its own motion, or by a petition to City Council by owners of real property in the territory to be annexed. The proposed addition of Article V – Annexations to the development code has incorporated these options to the initiation procedures of Article V.

ORS 222.120, *Procedure for annexation without election; hearing; ordinance subject to referendum*

Proposed Article V does not require that a proposal for annexation be submitted to the electors of the city for their approval or rejection. ORS 222.120(1) requires that a proposal for annexation be submitted to the electors of the city for their approval or rejection only if the city's charter expressly requires to do so – Redmond City Charter does not.

ORS 222.125, *Annexation by consent of all owners of land and majority of electors; proclamation of annexation*

Consistent with ORS 222.125, the proposed initiation procedures of Article V require consent in writing from all of the landowners in the territory proposed to be annexed and not less than 50 percent of the electors, if any, residing in the territory.

ORS 222.127, *Annexation without election notwithstanding contrary city law upon petition of all owners of land; declaration of annexation*

Consistent with ORS 222.127, no elections are permitted and the City must annex a proposed territory if it receives a petition signed by every landowner in a territory as well meeting the criteria of ORS 222.127(2), which are incorporated throughout proposed Article V.

ORS 222.170, *Annexation by consent before public hearing or order for election; proclamation of annexation*

Consistent with ORS 222.170(1) and (2), the proposed initiation procedures of Article V require consent in writing from more than half of the land owners in the territory proposed to be annexed, who also own more than half of the land in the territory and of real property therein, representing more than half the assessed value of all real property in the territory; and require consent in writing from a majority of the electors registered in the territory proposed to be annexed and the owners of more than half of the land in that territory.

ORS 222.855, *Annexation to remove danger to public health*

Although not required to be codified as part of proposed Article V, staff has chosen to incorporate health hazard abatement annexation under the initiation procedures of Article V.

Based on the above discussion and finding, staff concludes that the proposed amendments comply with criterion #1.

2. In conformity with the State-wide planning goals whenever they are determined to be applicable;

**FINDING:** The following State-wide planning goals have been determined to apply directly to this application:

Goal 1 – Citizen Involvement - calls for the opportunity for citizens to be involved in all phases of the planning process. The Redmond Urban Area Planning Commission serves as the City’s formal citizen advisory commission to fulfill Goal 1 and is made up of Redmond area residents.

The agenda for the Planning Commission public hearing, where and when the proposed amendments are discussed, were provided in accordance with law. All documents were available for public review. Public notice advertising the April 15<sup>th</sup> public hearing was published in the *Redmond Spokesman*.

Goal 2 – Land Use Planning – requires establishing a land use planning process and policy framework as a basis for all decisions and actions related to use of land and to assure an adequate factual base for such decisions and actions. The proposed amendments are intended to enhance livability, bring regulations in line with state law, and provide clarity and improve administration.

Goal 3 – Agricultural Lands – is not applicable because there are no agricultural lands in the city limits.

Goal 4 – Forest Lands – is not applicable because there are no forest lands in the city limits.

Goal 5 – Natural Resources, Scenic and Historic Areas, and Open Spaces – none the proposed amendments affect any regulation that implements Goal 5 and the City’s acknowledged regulations implementing Goal 5 remain in effect with no change in applicability.

Goal 6 – Air, Water, and Land Resources Quality – is not applicable because the City’s acknowledged regulations implementing Goal 6 remain in effect with no change in applicability.

Goal 7 – Areas Subject to Natural Hazards – is not applicable because the City’s acknowledged regulations implementing Goal 7 remain in effect with no change in applicability.

Goal 8 – Recreational Needs – requires the City to satisfy the recreational needs of the citizens of the state and visitors and, where appropriate, to provide for the siting of necessary recreational facilities including destination resorts. This goal is not applicable as the amendments have no effect on the availability of or access to recreational opportunities.

Goal 9 – Economic Development – requires the City to plan and zone enough land to meet the community’s projected commercial and industrial needs. The City adopted an Economic Opportunities Analysis (EOA) in 2020. This document serves as the City’s compliance document under Goal 9, OAR 660-009-0015, and ORS 197.712. Strategies identified in the EOA carried over as economic development goals and policies outlined in Chapter 9 of the City’s Comprehensive Plan. The proposed code amendments do not have a direct impact on the EOA or the economic development goals and policies of the City’s Comprehensive Plan.

Goal 10 – Housing – provides for the housing needs of citizens of the state. The City adopted a Housing Needs Analysis (HNA) in 2019. This document serves as the City’s compliance document under Goal 10, OAR Chapter 660, Division 008, and ORS 197A.270. This report concludes that Redmond should plan to accommodate development of 6,963 new dwelling units over the next 20 years in order to house the projected population growth. Among the proposed code amendments are updates to townhouse standards as it pertains to street frontage and driveway access and parking design standards. They are being proposed to bring said standards into compliance with recent changes to State housing law. Additionally, the modification to the formula for required open space is being proposed to bring the requirement into compliance with State housing law.

Goal 11 – Public Facilities and Services – requires the City to plan and develop a timely, orderly, and efficient arrangement of public facilities and services to serve as a framework for urban and rural

development. The proposed amendments will have no impact on the City's ability to plan and develop public facilities and services.

Goal 12 – Transportation – requires the City to provide and encourage a safe and convenient and economic transportation system. Per OAR 660-012-0060, the proposed amendments will have no impact on an existing or planned transportation facility.

Goal 13 – Energy Conservation – is not applicable because the City's acknowledged regulations implementing Goal 13 remain in effect with no change in applicability.

Goal 14 – Urbanization – requires the City to provide for an orderly and efficient transition from rural to urban land use, to accommodate urban population and urban employment inside urban growth boundaries, to ensure efficient use of land, and to provide for livable communities. The proposed amendments do not encourage uncoordinated development, sprawl, or lower targeted densities. The management of the City's land use inventories is unaffected by this amendment.

Goal 15 – Willamette River Greenway – is not applicable to the city of Redmond.

Goal 16 – Estuarine Resources – is not applicable to the city of Redmond.

Goal 17 – Coastal Shorelands – is not applicable to the city of Redmond.

Goal 18 – Beaches and Dunes – is not applicable to the city of Redmond.

Goal 19 – Ocean Resources – is not applicable to the city of Redmond.

Based on the above discussion and finding, the proposed amendments are consistent with the statewide planning goals and therefore complies with criterion #2.

3. In conformity with the Redmond Comprehensive Plan, land use requirements and policies; and

**FINDING:** The Redmond Comprehensive Plan is the official land use policy statement of the Redmond City Council. The City frequently reviews and updates the RDC to try and ensure it is aligned with the Comprehensive Plan. Staff has found only a small number of Comprehensive Plan policies have meaningful relevance to the proposed amendments.

Chapter 2 of the Comprehensive Plan identifies goals and policies that pertain to land use planning and procedures. Goal 1 of the chapter states: "Ensure that Redmond's Comprehensive Plan, implementation tools, and administration procedures build on the community's vision for the future and align with regional, state, and federal plans and regulations." The RDC serves as the major implementation mechanism of the Comprehensive Plan. Amendments to the RDC create greater alignment with the Comprehensive Plan that contribute to advancing the community's vision for the future.

Policy 2-2-4 requires that land annexed into the city be rezoned consistent with the zoning designated on the Redmond Comprehensive Plan Map. This policy is reflected in the zoning of annexed areas provision of the proposed Article V – Annexations.

Chapter 14 of the Comprehensive Plan includes policies that concern urbanization. Specifically, goal 1 of the chapter guides the growth and development in a manner that implements the Redmond 2040 Vision. Goal 1 includes several policies that detail requirements of annexation, specific to Redmond. The provisions within proposed Article V – Annexations are consistent with the policies presented in

goal 1 of Chapter 14. Of particular note is the incorporation into Article V of policy 14-1-10, which requires that annexation of roads and rights-of-way include the full width of existing and new rights-of-way along the frontage of annexing properties, provided that such rights-of-way are located entirely within the Urban Reserve Area.<sup>8</sup>

Chapter 15 of the Comprehensive Plan includes policies aimed at enhancing livability in Redmond. The goal of Chapter 15 is for Redmond to “guide development by implementing forward-looking policies to improve livability, retain community identity, create a high quality of life, and support a safe environment.” The proposed amendments to setbacks for townhouses will enhance the livability of newly-proposed neighborhoods by ensuring that adequate space is available for issues such as snow removal, emergency access, and space for adequate off-street parking space needs. Additionally, the proposed revision to the pocket park requirement will improve neighborhood open spaces by ensuring that useable space is provided, which allows for areas for active recreational opportunities that can enhance quality of life.

Staff concludes that the proposed amendments are consistent with the applicable Redmond Comprehensive Plan goals and policies.

4. That there is a change of circumstances, further studies justifying the amendment or mistake in the original zoning.

**FINDING:** There has not been a change of circumstances per se; however, as discussed in the introduction of this staff report, Redmond’s development code does not have any provisions for annexations – instead, the City has processed annexations by direct applying State statute. To essentially provide for more local control with processing annexations, City Council directed staff to propose annexation provisions to be added into the City’s development code.

Per the direction of City Council, staff is proposing amendments to townhouse standards and open space requirements. Last fall, staff proposed amendments to said standards but withdrew them from the adoption process after learning from HAPO that they did not comply with State housing law. Council directed staff to work with HAPO staff to propose revisions to the standards that would meet Council goals and that would comply with State law.

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<sup>8</sup> Page 94 of the Redmond Comprehensive Plan incorrectly labels Policy 14-1-10 as 15-1-10.

## Sec. 8.130. Urban Holding UH-10 Zone.

Land located outside city limits and within the Redmond Urban Growth boundary are zoned Urban Holding 10. The City shall administer the provisions of Title 20 Redmond Urban Area Zoning Ordinance of the Deschutes County Code for this County zoning district. To develop an Urban Holding-10-zoned property to urban standards (i.e., rezone to a City zoning district) requires annexation. See Article V of this Chapter for annexation procedures and requirements.

~~1. *Master Development Plans.* The development and approval of an Urban Area Master Plan subject to the provisions of Section 8.270 is required as a condition of annexation, prior to or concurrent with rezoning from UH-10 to City zoning districts.~~

~~2. *Exception to Master Development Plans Requirement.* Approval of a development plan may be granted without going through a Master Development Plan process according to the following requirements:~~

~~*Non-Residential Properties:*~~

~~A. The development plan is 12 acres or less in size; and,~~

~~B. The development plan addresses the applicable Great Neighborhood Principles; and, the development plan includes an appropriate local grid street plan, that complies with street spacing and connectivity requirements in the Redmond TSP and showing street connectivity and bike/pedestrian system connectivity to adjacent planned and unplanned residential areas; and,~~

~~C. The development plan meets applicable requirements for land near the urban edge; and,~~

~~D. The development approval is obtained through a PUD process except when the property is to be used for a public use, such as for a park or school or some other public facility; and,~~

~~E. Annexation to the City of Redmond is proposed as part of the development plan; and,~~

~~F. The development plan addresses all other applicable requirements of the Redmond Comprehensive Plan and Development Code; and,~~

~~G. The development plan conforms to the density and design guidelines established for the area in the Redmond Urban Framework Plan and/or an adopted Area Plan.~~

~~*Residential Properties:*~~

~~H. The parcel is within the City of Redmond or can be annexed to the City; and,~~

~~I. The parcel is three acres or less in size; and,~~

~~J. The development plan conforms to the density and design guidelines established for the area in the Redmond Urban Framework Plan and/or an adopted Area Plan; and,~~

~~K. The development plan meets the applicable Great Neighborhood Principles, Land Division, and Site Plan policies; and,~~

~~L. Significant Goal 5 resources, as defined in *Redmond Comprehensive Plan, Chapter 5*, are identified, and managed, in accordance with Redmond's Goal 5 resource protection program; and,~~

~~M. The development plan includes an appropriate local grid street plan that complies with street spacing and connectivity requirements in the Redmond TSP and showing street connectivity and bike/pedestrian system connectivity to adjacent planned and unplanned residential areas; and,~~

~~N. The development plan meets applicable requirements for land near the urban edge and meets applicable planning requirements for land near the urban rural interface; and,~~

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~~O. The development application meets all other required elements for one of the City's land use planning approval processes.~~

(Ord. No. 2015-01; 2-24-2015; Ord. No. 2020-15, 11-10-2020; Ord. No. 2022-04, 6-28-2022)

**Sec. 8.140. Table B, Minimum Standards.**

The following minimum standards apply in each of the Residential zones:

<b>Standard:</b>	<b>R-1</b>	<b>R-2</b>	<b>R-3, R-3A</b>	<b>R-4</b>	<b>R-5</b>
<b>Minimum Lot size - Square Feet</b>					
Single Family, Duplex, Triplex, Single Room Occupancy Development	9,000	9,000	7,500	5,500	5,500
Quadplex, Cottage Clusters	9,000	9,000	7,500	7,000	7,000
Townhouse	1,500	1,500	1,500	1,500	1,500
Multi-family Complex: 5+ units	No Minimum Lot Size Must Meet Density Standards				
<b>Density - Units/Net Acres</b>					
Minimum Density: All	4	4	5	5	8
Maximum Density: Single Family, Single Room Occupancy Development	5	5	5.8	8	8
Maximum Density: Duplex, Triplex, Quadplex, Cottage Cluster	No Maximum Density Must Meet Minimum Lot Size				
Maximum Density: Townhouses	20	20	23.2	25	25
Maximum Density: Multi-family Complex 5+ units	N/A	N/A	N/A	14.5	17.4
<b>Standard:</b>	<b>R-1</b>	<b>R-2</b>	<b>R-3, R-3A</b>	<b>R-4</b>	<b>R-5</b>
Planned Unit Developments (PUDs) densities in Section 8.275.					
<b>Minimum Setback Distance - Feet</b>					
Front Façade, excluding garage	10	10	10	10	10
Interior Side	5/10	5/10	5	5	5
Interior side yards must be a minimum of 5 feet on one side and 10 feet on the other side for single family, duplex, triplex, and quadplex residences. Where alley access is provided, both interior side yards may be reduced to 5 feet. Exceptions to the 10-foot setback are allowed (1) when the residential lot was created prior to the adoption of this standard (November 9, 2006); (2) on cul-de-sac lots; or (3) on flag lots.					
Street Side	10	10	10	10	10
Rear	20	20	20	15	5
Attached Garage, access from alley or street	20	20	20	20	20
<b>Setbacks:</b>					
ADUs: Specified in Section 8.325					
Detached Accessory Structures: Specified in Section 8.323					
Cottage Clusters: Specified in Section 8.143					
Multi-family Complexes: Specified in Section 8.3035(4.E. Table A.)					
Townhouses: Specified in Section 8.142					
<b>Maximum Building Height - Feet</b>					
Single Family, Plexes, ADU	32	32	32	45	45

Cottage Cluster	25	25	25	25	25
Townhouse	35	35	35	45	45
<b>Minimum Street Frontage - Feet</b>					
Standard Street	50	50	50	50	40
Cul-de-sac	30	30	30	30	30
Flag Lot	20	20	20	20	20
<del>Townhouse</del>	<del>20</del>	<del>20</del>	<del>20</del>	<del>20</del>	<del>20</del>

(Ord. No. 2012-04, 4-24-2012; Ord. No. 2013-04, 5-14-2013; Ord. No. 2018-09, 9-11-2018; Ord. No. 2020-15, 11-10-2020; Ord. No. 2022-04, 6-28-2022; Ord. No. 2022-09, 12-13-2022; Ord. No. 2023-07, 12-19-2023)

**Sec. 8.142. Townhouse Development and Design Standards.**

1. *Procedure.* New townhouses shall be reviewed for conformance with the requirements listed in this Section.
2. *Table A: Minimum Standards.*

Standard:	R-1	R-2	R-3, R-3A	R-4	R-5
Maximum Density (Units/Net Acre)	20	20	23.2	25	25
Minimum Lot Size (Square Feet)	1,500	1,500	1,500	1,500	1,500
Maximum Building Height (Feet)	35	35	35	45	45
<del>Minimum Street Frontage (Feet)</del>	<del>20</del>	<del>20</del>	<del>20</del>	<del>20</del>	<del>20</del>
<b>Minimum Setback Distance (Feet)</b>					
Front with alley or other rear access	10	10	10	10	5
Front without alley or other rear access	10	10	10	10	10
<del>Front with street access – driveway length</del>	<del>20</del>	<del>20</del>	<del>20</del>	<del>20</del>	<del>20</del>
Front <del>with garage* setback from</del> and street access	20	20	20	20	20
Non-street side: Common wall lot line where units are attached	0	0	0	0	0
Exterior wall at end of a townhouse structure	5	5	5	5	5
Street Side	10	10	10	10	10
<del>Rear with alley access – driveway length</del>	<del>20</del>	<del>20</del>	<del>20</del>	<del>20</del>	<del>20</del>
Rear with garage* and alley access	<i>5-20</i>	<i>5-20</i>	<i>5-20</i>	<i>5-20</i>	<i>5-20</i>
Rear without <del>garage-alley access</del>	10	10	10	10	<del>10-5</del>

*\*Note: A garage is an optional feature.*

3. *Off-Street Parking.* Townhouses shall meet the off-street parking requirements of Section 8.500.
4. *Areas Owned in Common.* For townhouse projects, common areas must be maintained by a homeowners association or other legal entity. A homeowners association may also be responsible for exterior building maintenance. A copy of any applicable covenants, restrictions and conditions must be recorded and provided to the City prior to issuance of a building permit.
5. *Design Standards.* New townhouses shall meet the design standards in Subsections (A.) through (G.) of this Section.
  - A. *Entry Orientation.* The main entrance of each townhouse must:
    1. Be within 8 feet of the longest street-facing wall of the dwelling unit, if the lot has public street frontage; and
    2. Either:
      - a. Face the street (see Figure 1);
      - b. Be at an angle of up to 45 degrees from the street (see Figure 2);
      - c. Face a common open space or private access or driveway that is abutted by dwellings on at least two sides; or
      - d. Open onto a porch (see Figure 3). The porch must:
        - i. Be at least 25 square feet in area; and
        - ii. Have at least one entrance facing the street or have a roof.

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Figure 1. Main Entrance Facing the Street

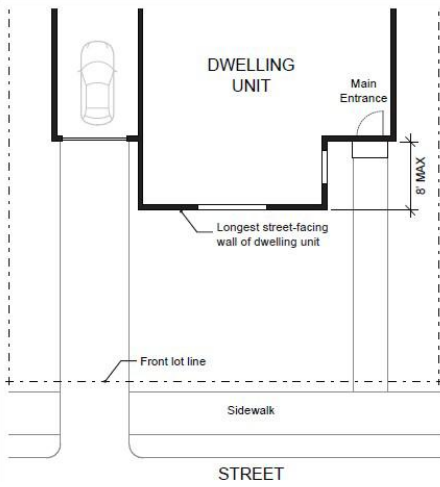


Figure 2. Main Entrance at 45° Angle from the Street

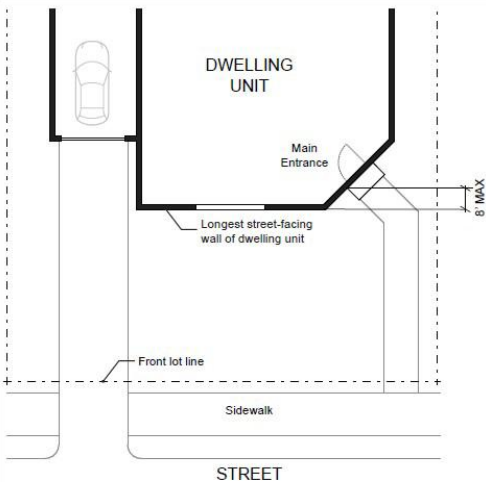
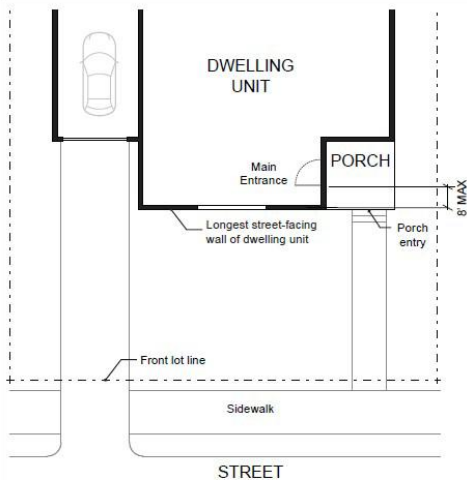
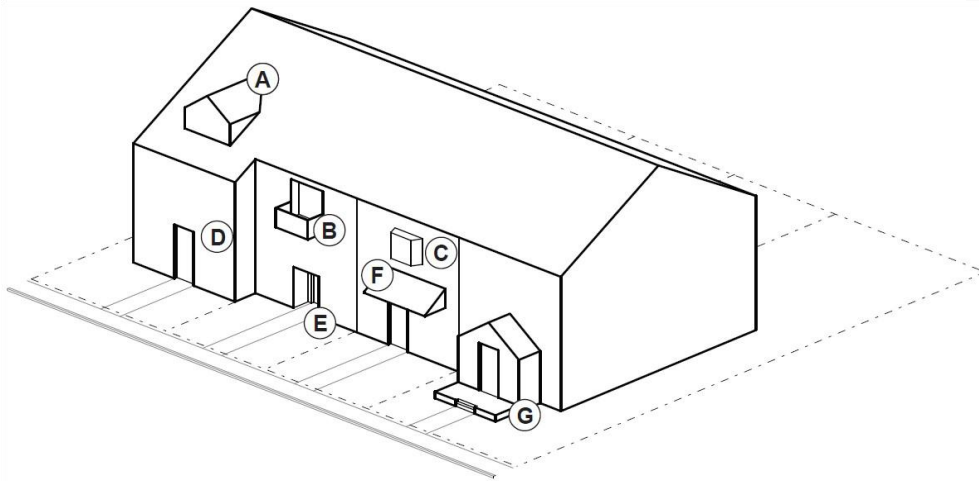


Figure 3. Main Entrance Opening onto a Porch



- B. *Unit Definition.* Each townhouse must include at least one of the following on at least one street-facing façade (see Figure 4):
1. A roof dormer a minimum of four feet in width, or
  2. A balcony a minimum of two feet in depth and four feet in width and accessible from an interior room, or
  3. A bay window that extends from the façade a minimum of two feet, or
  4. An offset of the façade of a minimum of two feet in depth, either from the neighboring townhouse or within the façade of a single townhouse, or
  5. An entryway that is recessed a minimum of three feet, or
  6. A covered entryway with a minimum depth of four feet, or
  7. A porch meeting the standards of Subsection (A.2.d.) of this Section. Balconies and bay windows may encroach into a required setback area.

Figure 4. Townhouse Unit Definition



- (A) Roof dormer, minimum of 4 feet wide
- (B) Balcony, minimum 2 feet deep and 4 feet wide. Accessible from interior room.
- (C) Bay window extending minimum of 2 feet from facade
- (D) Facade offset, minimum of 2 feet deep
- (E) Recessed entryway, minimum 3 feet deep
- (F) Covered entryway, minimum of 4 feet deep
- (G) Porch, meets standards of subsection (A)(2)(d) of this section

C. *Windows.* A minimum of 15 percent of the area of all street-facing facades on each individual unit must include windows or entrance doors. Half of the window area in the door of an attached garage may count toward meeting this standard. See Figure 5.

Figure 5. Window Coverage



STREET-FACING FACADE

- Area subject to 15% window & entrance door coverage requirement
- ▨ Qualifying window coverage
- ▩ Qualifying entrance door coverage

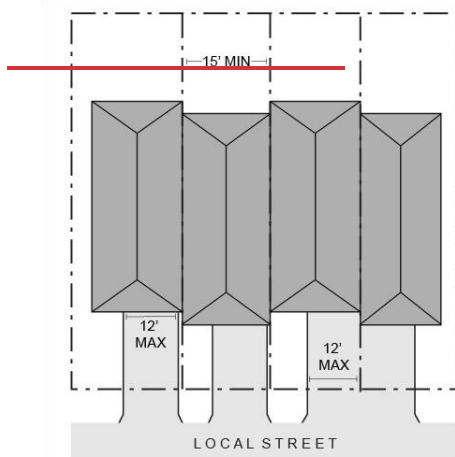
- D. Driveway Access and Parking. Townhouse lots with frontage on a public street shall either meet the standards in subsection 1 or subsection 2. Townhouse lots without frontage on a public street are subject to subsection 3.
1. Where garage entrances, off-street parking areas, or driveways are located between a townhouse and a public street (other than an alley), the following standards shall be met (see Figure 6).
    - a. The townhouse lot shall have at least 15 feet of street frontage on a local street.
    - b. A maximum of one driveway approach is allowed for every townhouse. Driveway approaches or driveways may be shared.
    - c. On each townhouse lot, the width of the following features shall not exceed 12 feet, or 60 percent of the lot frontage width, whichever is less:
      - i. Outdoor on-site parking and maneuvering areas; and
      - ii. Garages, as measured from the inside of the garage door frame.
    - d. This standard does not supersede the City's driveway separation standards.
  2. For all other configurations of driveway access and parking, the following standards shall be met.
    - a. A townhouse project that includes a corner lot shall take access from a single driveway approach on the side of the corner lot. See Figure 7.
    - b. Townhouse projects that do not include a corner lot shall consolidate access for all lots into a single driveway. See Figure 8.

Driveway Access and Parking. Townhouses with frontage on a public street shall meet the following standards:

1. ~~Garages on the front façade of a townhouse, off-street parking areas in the front yard, and driveways in front of a townhouse are allowed if they meet the following standards (see Figure 6):~~
  - a. ~~Each townhouse lot has a street frontage of at least 15 feet on a local street.~~
  - b. ~~A maximum of one driveway approach is allowed for every townhouse. Driveway approaches and/or driveways may be shared.~~
  - c. ~~Outdoor on-site parking and maneuvering areas do not exceed 12 feet wide on any lot.~~
  - d. ~~The garage width does not exceed 12 feet, as measured from the inside of the garage door frame.~~

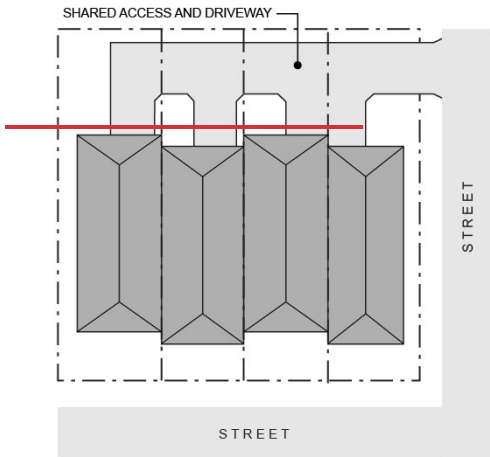
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**Figure 6. Townhouses with Parking in Front Yard**



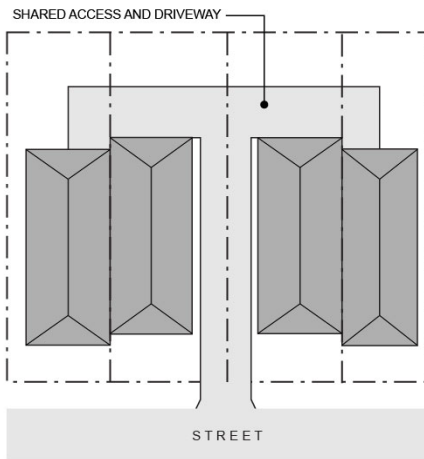
2. ~~The following standards apply to driveways and parking areas for townhouse projects that do not meet all of the standards in Subsection (1.):~~
  - a. ~~Off-street parking areas shall be accessed on the back façade or located in the rear yard. No off-street parking shall be allowed in the front yard or side-yard of a townhouse.~~
  - b. ~~A townhouse project that includes a corner lot shall take access from a single driveway approach on the side of the corner lot. See Figure 7.~~

**Figure 7. Townhouses on Corner Lot with Shared Access**



- c. Townhouse projects that do not include a corner lot shall consolidate access for all lots into a single driveway. The driveway and approach are not allowed in the area directly between the front façade and front lot line of any of the townhouses. See Figure 8.

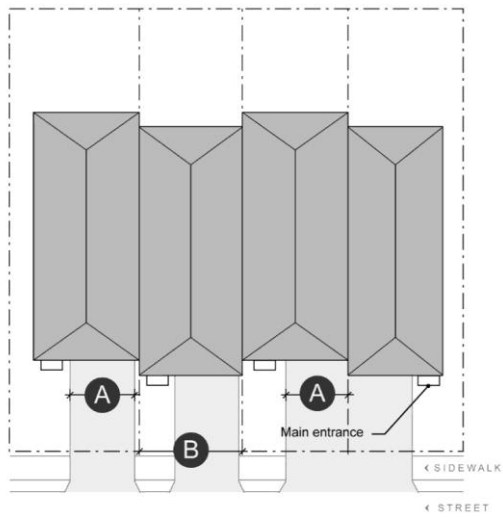
**Figure 8. Townhouses with Consolidated Access**



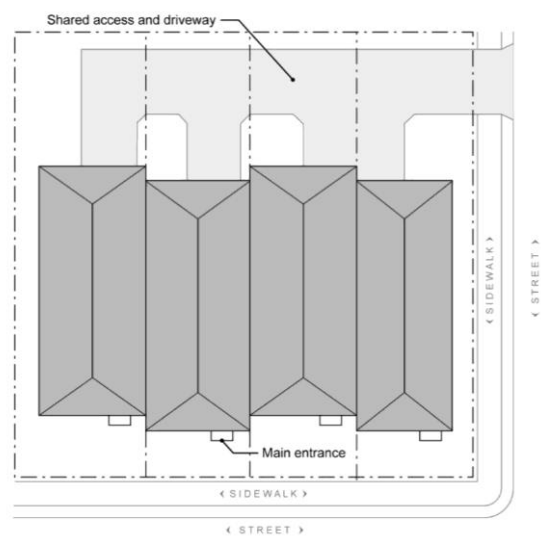
dc. A townhouse project that includes consolidated access or shared driveways shall grant access easements to allow normal vehicular access and emergency access. Driveway and approach widths are subject to the City's Public Works Standards.

3. Townhouse lots that do not have public street frontage may be accessed from a shared driveway located within an access easement or tract that allows normal vehicular access and emergency access. See Figure 9.
3. ~~Townhouse projects in which all units take exclusive access from a rear alley are exempt from compliance with Subsection (2).~~
4. All driveway accesses for townhouses must comply with Section 8.2820 (Access Management Standards).
5. Townhouse projects in which vehicular access for all units is exclusively from a rear alley are exempt from these standards.
6. Townhouses with ground levels that are designed as accessible or adaptable are exempt from subsection (A)(1)(c).

**Figure 6. Townhouses with Parking in Front Yard**



**Figure 7. Townhouses on Corner Lot with Shared Access**



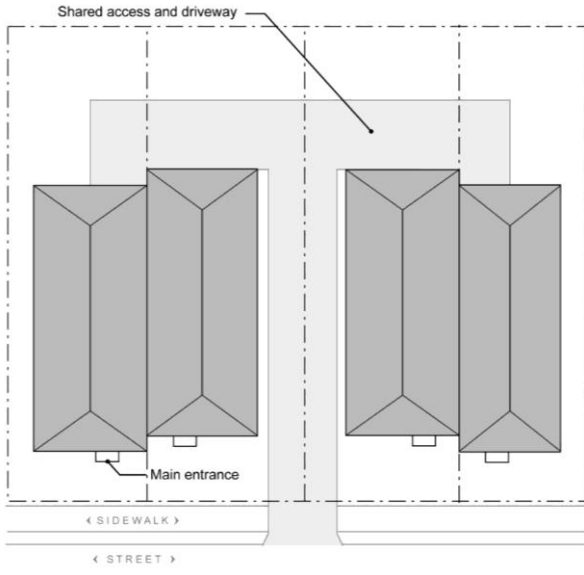
**A**

Maximum width of driveway, parking or maneuvering area, or garage: 12 feet or 60% of lot frontage width, whichever is less

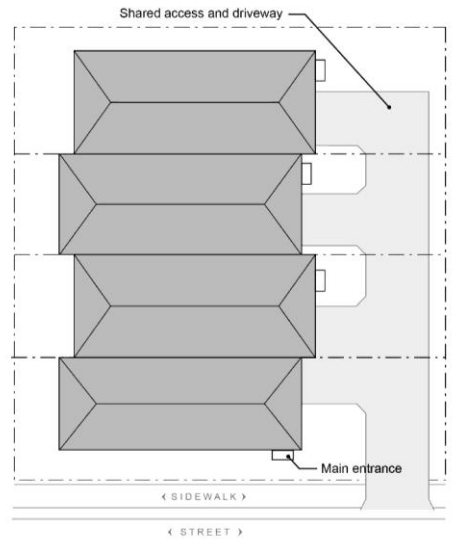
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Minimum 15 feet of street frontage

**Figure 8. Townhouses with Consolidated Access**



**Figure 9. Townhouses with Access from Shared Driveway and Access Easement/Tract**



- E. *Screen of Mechanical Equipment.* All exterior ground mounted mechanical equipment located forward from the line of the front façade (living space and garage) of the building shall be screened from the street at the ground/eye level line of sight. Solar power, wind power, and satellite dishes necessitating placement on walls or roofs for normal operation are exempt from this provision.
- F. *Landscaping.* See Sections 8.520 through 8.540 for applicable landscaping requirements.
- G. *Fences.* See Section 8.340.

(Ord. No. 2018-09, 9-11-2018; Ord. No. 2020-15, 11-10-2020; Ord. No. 2022-04, 6-28-2022; Ord. No. 2022-09, 12-13-2022; Ord. No. 2023-07, 12-19-2023)

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## Sec. 8.270. Master Development Plans.

A Master Development Plan is required as a condition of annexation, or after annexation, but prior to or concurrent with rezoning from Urban Holding-10 to other City zoning districts. The specific requirements for a Master Development Plan are:

1. *Applicability.* This Section applies to properties proposed for annexation or rezoning from Urban Holding-10, except that in the event that an applicant has applied for a Planned Unit Development application prior to or concurrent with rezoning from Urban Holding-10, the Master Development Plan approval criteria shall be those used for the Planned Unit Development application and the Great Neighborhood Principles.
2. *Purpose.* The purpose of Master Development Plan is to provide:
  - A. Orderly and efficient development of the City consistent with the City of Redmond Framework Plan and adopted Area Plans.
  - B. Compatibility or transitions with adjacent developments and the character of the area.
  - C. A complementary mix of uses and activities.
  - D. An interconnected transportation network (streets, bicycle routes, and pedestrian trails) within the master plan area and to existing and planned City streets, routes, and trails.
  - E. A range of housing choices and densities for areas planned to have residential components.
  - F. A range of open spaces and recreation facilities, as needed to facilitate the Framework Plan and an adopted Area Plan.
  - G. Public and semi-public facilities and services.
  - H. Preservation of historic buildings, scenic views, and natural resources to the greatest extent possible.
  - I. Transitions or buffers between urban development and rural areas.
  - J. Implementation of Redmond's Comprehensive Plan, including adopted Area Plans and the Great Neighborhood Planning Principles described in 3(C)(13) below.
3. *Procedures for Review.*
  - A. *General.* Master Development Plans (MDP or PMDP) shall be approved through a quasi-judicial review process. Application procedures and related fees for approval may be streamlined in order to promote timely development of urban planning for land zoned UH-10. The Community Development Director, or designee, shall inform the applicant during the mandatory pre-application stage if the proposed MDP area includes the necessary contiguous properties. The determination for the proposed plan area shall be based on utilizing the following factors:
    1. Whether there are properties that abut or are surrounded by the plan boundary that would reasonably fit within the zoning concept for the area plan;
    2. Whether the extension of public services and infrastructure would be enhanced by the inclusion of abutting properties;
    3. Whether the total acreage of abutting or enclave properties is less than the acreage in the proposed plan area; and
    4. There is a community interest that would be served by including additional properties in the plan area.

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- B. *Review and Approval Criteria for Master Development Plans (MPD) or Partial Master Development Plans (PMDP).*
1. *General.* In the review of any application for a Master Development Plan, the Planning Commission and City Council, if required, shall consider the following:
    - a. Whether the proposed Plan is generally consistent with the Framework Plan, adopted Area Plan, and Comprehensive Plan in terms of land use, density, transportation systems and networks, adequacy of infrastructure and open space.
    - b. Whether the proposed Plan is generally suitable for the area in which it is proposed, considering existing and planned neighborhoods, shopping and employment areas, and natural resources and hazards.
    - c. Whether the proposed Plan is functionally integrated with developed or planned areas.
    - d. The proposed Plan meets the applicable Great Neighborhood Principles.

C. *Master Development Plan (MDP) or Partial Master Development Plan (PMDP) Submittal Requirements and Approval Process.*

An application for approval shall include the submittal requirements set forth in the City's Land Use Review application form as well as the elements described below.

1. *Narrative.* A narrative shall set forth the goals and objectives of the plan and describe the urban characteristics of the planned area.
2. *Neighborhood Meeting.* Proof a neighborhood meeting was conducted to provide an opportunity for the applicant to meet with surrounding property owners discuss the proposal. See Section 8.385 for meeting requirements.
3. *Development Plan Map.* A map of the plan area and surrounding vicinity shall indicate planned land uses for each land parcel in the area, including plans for park and open space and community facilities, if known. The plan shall show proposed comprehensive plan map designations and zoning. The plan shall include a list of all affected properties with tax lot numbers, current ownership, parcel size, and other information that is pertinent to the plan.
4. *Land Use Diagram.* The land use diagram shall generally indicate the distribution and location of planned land uses for the master plan area, including plans for park and open space and community facilities, if known. The plan shall show proposed comprehensive plan designations, zoning, and density.
5. *Significant Resources Inventory.* An inventory of significant natural resources, scenic and historic resources, and open space areas including those identified on the City's adopted inventory and those that have the potential to qualify for protection under Redmond's Goal 5 resource protection program. When significant resources are present, the proposed plan shall include a management plan to protect resource sites.
6. *Parks and Open Space.* Identify land suitable for park and recreation use in accordance with the needs analysis in the City of Redmond Park Master Plan (Park Plan) and an adopted Area Plan. In particular, where the Park Plan indicates there is a need for neighborhood or community park, the master plan shall identify sites that may be suitable for park development using the design and location criteria from the Park Plan or an adopted Area Plan. Density transfers, SDC credits, dedication, and other value consideration may be

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identified in the planning process to compensate property owners for land dedicated to public use.

7. *Air, Noise, and Water Resources.* Review air, noise and water resources that may be impacted by planned development and address how adverse impacts will be avoided or mitigated in compliance with applicable local, State, and Federal regulations. The analysis may use City public facility plans, technical studies, and policies to meet this requirement when those plans address how urban development in the plan area can be served. In these instances, the Master Development Plan must show that the envisioned land uses in the plan area are consistent with the land use assumptions in the public facility plans. This requirement is particularly important for storm water management.
8. *Natural Hazard Areas.* Inventory areas subject to natural hazards, particularly steep slopes, and program urban development that is suitable for the identified hazard areas.
9. *Residential Uses.* Identify areas planned for housing development, if any, and the proposed zoning districts to be applied. The housing plan must identify a mix of housing types and densities so that the overall density in the area meets or exceeds the housing density objectives for the area that are identified in the Redmond Urban Framework Plan, adopted Area Plans, and the Comprehensive Plan. The Framework Plan and adopted Area Plans provide general guidance on housing densities that need to be achieved in order to meet future housing needs. Where proposed residential land uses differ from those shown in the Redmond Urban Framework Plan or adopted Area Plans, the master plan shall demonstrate how it meets the overall housing objectives of the Redmond Urban Framework Plan or adopted Area Plans. Applicants may propose new zoning districts when the proposed district(s) in total achieve the housing densities envisioned in the Redmond Urban Framework Plan or adopted Area Plans.
10. *Employment Uses.* Identify areas planned for employment use and/or mixed uses and the proposed zoning for these areas. Applicants may propose new zoning districts in cases where existing districts are not suitable for the planned development provided the proposed district(s) achieve similar land improvement values and/or employment densities envisioned in the Redmond Urban Framework Plan or adopted Area Plans.
11. *Transportation Analysis and Diagram.* Prepare a *Transportation Impact Analysis (TIA)* including a grid street plan that is consistent with street spacing and connectivity guidelines in the *Redmond Transportation System Plan (TSP)* and adopted Area or Framework Plans. The TIA shall identify and show:
  - a. The proposed classification for all streets.
  - b. The location of approved TSP improvement projects.
  - c. Any capital improvements that may need to be added to the TSP in order to serve the plan area.
  - d. Proposed bicycle pedestrian, and trail routes.
  - e. Demonstrate how planned transportation facilities will connect to transportation facilities in adjacent urban areas.
12. *Public Facilities Analysis and Diagram.* The plan shall include a conceptual layout of public facilities, including sanitary sewer, water, and storm drainage) needed to support the planned uses. The Public Facilities Analysis must be consistent with the City's adopted *Public Facility Plan (PFP)* and related facility master plans, including improvements related to the adopted Area Plan that may require amending the PFP.

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13. *North Redmond US 97 Interchange Area Management Plan (IAMP) Compliance.* The master plan shall comply with the following policies, if applicable:
- a. Any property newly annexed within the IAMP area shall have:
    - i. Direct Access to a local public street other than a State highway consistent with the Local Street Connectivity Plan; and,
    - ii. Any property to be annexed to the City shall relinquish all direct access rights to a State highway as a condition of development approval (when a legal alternative access exists).
14. *Great Neighborhood Principles.* MDPs shall address applicable Great Neighborhood Principles below. In instances where the property proposed for a MDP is located within the boundary of an adopted Area Plan, the MDP shall also address the Great Neighborhood Principles according to the specificity provided in the Area Plan.
- a. *Transportation.* Connect people and places through a complete grid street network and trail system that invites walking and bicycling and provides convenient access to parks, schools, neighborhood service centers, and possible future transit stops. Traffic calming techniques and devices may be required to slow vehicles. Curved streets are encouraged to provide interest and variety in neighborhood design. Trails shall be provided to link with existing or planned pedestrian facilities.
  - b. *Housing.* A mix of housing unit types and densities shall be integrated into the design of new neighborhoods consistent with zone requirements unless a variance or other planning permit is approved.
  - c. *Open spaces, greenways, recreation.* All new neighborhoods shall provide open spaces with recreation amenities that are useable to the public and are integrated to the larger community via trails or pathways. Parks and plazas shall be developed in accordance with Redmond's Parks Master Plan, or otherwise should be centrally located in the neighborhood and capable of supporting public gathering places. New neighborhoods should retain and incorporate significant geological features such as rock outcroppings or stands of clustered native trees into the design and lot layout.
  - d. *Integrated design elements.* Streets, civic spaces, signage, and architecture shall be coordinated to establish a coherent and distinct character for the MDP. MDPs may integrate design themes with adjacent developed or planned areas.
  - e. *Diverse mix of activities.* A variety of uses are encouraged in order to create vitality and bring many activities of daily living within walking and biking distance or a short drive of homes. Amenities including, but not limited to, trails, recreation areas, and open spaces, shall be constructed before occupancy of any residential unit, unless a phasing plan is approved. Commercial service areas must be supported by a market analysis and phasing program which will be used by the City to determine construction timing.
  - f. *Public Art or Artistic Feature.* Places for the installation of public art or artistic feature is required to provide focal points, preferably, at the gateways to neighborhoods, in and around the center of neighborhoods, or trailheads.
  - g. *Scenic Views.* Identify and preserve scenic views and corridors of the Cascade Range, Ochoco Mountains, and Smith Rock, such as in street view sheds or park

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areas. Streets and common, or public, open spaces should be located and oriented to capture and preserve scenic views for the public. Minimize visual clutter from signs and utilities within scenic corridors.

- h. *Urban-Rural Interface.* Residential development adjacent to areas outside of the Urban Reserve Area (URA) shall provide buffering to manage the transition from urban to rural intensities by meeting at least one of the following standards:
    - i. Provide 100-foot-wide landscaped buffers, exclusive of rights-of-way, for the entire length that the urban development is adjacent to lands outside of the URA. The buffers shall be landscaped with native vegetation characteristic of the local ecosystem; or
    - ii. Locating lower density development at the urban-rural interface; or
    - iii. Other appropriate and equivalent transitional elements as approved by the Review Authority.
  - i. *Pocket Parks/Tot Lots.* Fully developed "pocket parks" or "tot lots" shall be incorporated into medium and high density zoned residential subdivisions and site plans. These areas shall be developed in the amount of 2.5% of the subdivision's total developable area (area intended for development minus land devoted to right-of-way) for subdivisions of at least 2.5 acres in gross area size. for every 25 lots/units, a minimum of 3,000 square feet and Subdivisions that require greater than 5,000 square feet of open space must provide at least 5,000 square feet of open space that is consolidated and contiguous. privately maintained. Examples of amenities~~privately maintained. Examples of amenities~~The park must be privately maintained with elements that can include amenities such as~~include~~: turf areas, benches, deciduous shade trees, irrigation, shrubs, natural or decorative features, and adequate trash ~~receptable~~receptacle(s) and lighting.
  - j. *Canal Trails.* If canals or laterals are present, multi-use trails at least ten feet wide shall be provided, subject to the Central Oregon Irrigation District's review and approval. Pedestrian amenities such as benches and trash receptacles shall be provided at appropriate locations (e.g., every 500 feet, at trailheads or intersections with public streets).
  - k. *Green Design.* Land divisions and site plans shall incorporate principles of sustainable design befitting the natural ecosystem of Central Oregon. These principles may be incorporated through the layout of individual lots and the configuration of neighborhoods and include energy efficient siting and construction of buildings, water-wise and native landscaping, and amenities to provide for walkability via shade and priority access for pedestrians, or other such similar design strategy.
- D. *Implementation.* Upon approval, all subsequent development located within the MDP boundaries shall be consistent with the approval.
  - E. *Amendment/Modification to Master Development Plan.* Any modifications to the approved MDP shall be subject to the standards and procedures in Article II, "Modifications", and subject to the review criteria contained in this Section.
  - F. *Expiration of Master Development Plan.* An approved MDP or PMDP shall be subject to the requirements of Section 8.1605 concerning expiration, unless a specific timeline is approved through the land use review process.

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(Ord. No. 2022-04, 6-28-2022; Ord. No. 2022-09, 12-13-2022; Ord. No. 2023-07, 12-19-2023)

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## Sec. 8.2705. Blocks, Lots and Parcels.

1. *Blocks.* The resulting or proposed length, width and shape of blocks shall take into account the requirements for adequate building lot sizes, street widths, access needs and topographical limitations.
  - A. No block shall be more than 660 feet in length between street center lines 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. In MUN, MUE and MULW zones, block lengths shall be an average of 330 feet, except where required to meet grid street or access management requirements.
  - B. The recommended minimum length of a block along an arterial street is 1,320 feet, except that along such blocks, a public right-of-way for pedestrian and bicycle access shall be dedicated at or nearest the mid-point of the block length as is practical. The right-of-way shall be a minimum of ten feet wide, with an all weather surface a minimum of five feet wide, constructed and centered within the right-of-way.
  - C. A block shall have sufficient width to provide for two tiers of lots unless topography, the location of adjoining streets, or adjacency to an arterial street justifies an exception.
  - D. Where appropriate at approved cul-de-sacs, dead-end streets, or along blocks approved at more than the maximum block length standard, pedestrian and bicycle access corridors shall be required to be constructed between lots to minimize travel distance between subdivisions, parks, school, and collector or arterial streets. Access corridors shall be located to provide a reasonably direct connection between likely pedestrian destinations and shall be consistent with the City of Redmond Bicycle Refinement Plan where applicable. A reasonably direct connection is a route which minimizes out of direction travel for people likely to use the connection considering terrain, safety, and likely destination. The Review Authority may determine based on evidence in the record that construction of a separate access corridor is inappropriate or impractical. Such evidence may include but is not limited to:
    1. When the nature of abutting existing development makes construction of an access corridor impractical.
    2. When the access corridor would cross a natural area with significant natural habitat and construction would be incompatible with protection of natural values.
    3. When the access corridor would cross topography where slopes exceed 30 percent or where path grade would exceed 12 percent slope; or
    4. When a cul-de-sac or dead-end street abuts rural resource land at the urban growth boundary. In industrial zones, this standard may be waived at the discretion of the Review Authority, when it is determined that the City's grid street standards should not be applied to the industrial development.
2. *Lots and Parcels.* The size, width, and orientation of newly created lots and parcels shall be appropriate for the location of the land division and for the type of development and use contemplated. Lots and parcels shall be generally rectangular in shape and shall be consistent with the lot size provisions of the zoning standards and the density requirements as established in the City of Redmond Comprehensive Plan. Notwithstanding these requirements, the following exceptions may apply:
  - A. In areas beyond the City Limits where public sewer is not currently available, minimum lot and parcel sizes shall permit compliance with the requirements of the Department of Environmental Quality and shall be sufficient to permit adequate sewage disposal. Any problems posed by soil structure and water table as related to sewage disposal by septic tank shall be addressed and resolved in the applicant's initial plan.

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- B. Where property is zoned and planned for business or industrial use, other widths and areas may be permitted by the Review Authority. Depth and width of properties reserved or laid out for commercial and industrial purposes shall be adequate to provide for the off-street service and parking facilities required by the type of use and development contemplated.
  - C. In steep terrain, increased lot or parcel sizes may be required to avoid excessive cuts, fills, and steep driveways.
3. *Frontage.* Each newly created lot and parcel shall abut upon a public street other than an alley for at least 50 feet (at least 25 feet in Mixed Use zones). Lots fronting on the bulb of a cul-de-sac the minimum frontage shall be 30 feet. Flag lots shall have no less than 20 feet of street frontage measured at the property line. ~~Townhouse frontage shall be at least 20 feet.~~ Vehicular access shall be provided as specified in Section 8.2820, Access Management Standards, of this Chapter, or as specified in Section 8.2705(6.) below, for residential lots and parcels abutting collector and arterial streets. All lot and parcels shall be addressed from the primary public street frontage, not including alleys.
  4. *Side Lot or Parcel Lines.* All side lot lines shall be at right angles to street lines or radial to curved streets wherever practical except as provided for in Subsection (10.) of this Section.
  5. *Through/Double Frontage Lots and Parcels.* Through lots or parcels, and lots or parcels with double frontage shall be avoided whenever possible, including lots or parcels created adjacent to Collector and Arterial Streets, but not including alley frontage as described in Section 8.2705(6.) below, except when they are necessary due to an irregular parent lot or parcel configuration, or are necessitated by topography or other unique circumstance.
  6. *Residential Lots and Parcels Abutting Collector and Arterial Streets.* Lots and parcels created adjacent to Collector and Arterial streets shall be oriented so that the front elevation of the residential development faces the Collector or Arterial Street. Vehicular access shall be provided pursuant to Section 8.2820, Access Management Standards, of this Chapter. In instances where direct vehicular driveway access to lot or parcel from the Collector or Arterial Street is not permissible, alley access shall be provided to the rear of the lot or parcel in accordance with the design standards included in Section 8.2710(3.) of this Chapter.
  7. *Corner Lots and Parcels.* Corner lots and parcels shall be five feet more in width than other lots and parcels and also shall have sufficient extra width to meet the additional side yard requirements of the zoning district in which they are located.
  8. *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.
  9. *Large Building Lots; Re-division.* In the case where lots or parcels are of a size and shape that future redivision is possible, the Review Authority, may require that the blocks be of a size and shape so that they may be redivided into building sites, and the development approval and site restrictions may require provision 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, and in conformance with the density provisions established in the City of Redmond Comprehensive Plan for the existing or intended Zone. A plan indicating the ability for re-division according to these standards may be required as part of the initial land division process.
  10. *Curvilinear Street and Block Design.* Although a basic grid street design with minimum and maximum block lengths are requirements of this Section, a curvilinear street/block design is encouraged for the purpose of adding interest to new subdivision development.
  11. *Flag Lots.* A flag lot shall be considered as a "flag lot" if the pole of the flag lot is less than half the width of the average lot width. For flag lots, the following shall be required:

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- A. Flag poles shall be no less than 20 feet wide. Flag lot frontage can be reduced by approval from Redmond Fire & Rescue and City Engineer.
  - B. All zone regulations apply, including the minimum required lot size and setbacks unless setback reductions are allowed as described in (E).
  - C. Each flag lot shall contain a minimum 12-foot-wide paved driveway.
  - D. A flag lot is exempt from the 50-foot street frontage requirement; however, a minimum of 20 feet of street frontage is required.
  - E. Front and/or rear yard setbacks may be reduced to no less than ten feet subject to review and approval by the Community Development Director. The orientation of any structure (determination of front) may be suggested by the property owner and is subject to the review and approval of the Community Development Director, or designee. The location(s) of all structures immediately adjacent to any flag lot shall be shown on a site plan (1) during planning review and during the act of creating any new flag lot, and (2) during a building permit review for any structure built on a flag lot.
  - F. No flag lot shall be partitioned or further divided, except as provided for by middle housing.
  - G. The "pole" of the flag lot shall be no longer than 150 feet measured from the street intersection to the beginning of the base of the flag.
  - H. The "pole" of the flag shall not be included in the minimum lot size calculation.
  - I. Flag lots shall be exempt from street tree requirements unless the street frontage portion of the flag lot is 30 feet or greater.
  - J. Flag lots are prohibited along or abutting the Dry Canyon Rim.
  - K. Two off-street parking spaces shall be provided for single family detached dwellings; and one space per unit for middle housing on a flag lot.

(Ord. No. 2012-11, 10-23-2012; Ord. No. 2020-15, 11-10-2020; Ord. No. 2022-04, 6-28-2022; Ord. No. 2022-09, 12-13-2022; Ord. No. 2023-07, 12-19-2023)

## **ARTICLE V - ANNEXATIONS**

### **INTRODUCTORY PROVISIONS**

#### **Sec. 8.4000. - Purpose**

The purpose of this Article is to establish procedures and criteria for annexation under the provisions of the Oregon Revised Statutes including, but not limited to, ORS Chapter 222. The annexation process is a quasi-judicial land use procedure governed by these statutes. This Article is intended to achieve orderly and efficient annexation of land to the city that will result in providing a complete range of public services and public facilities, as defined in this code, for the annexed territory and to ensure consistency with the Redmond Comprehensive Plan.

#### **Sec. 8.4005. – Applicability**

Land to be annexed pursuant to this Article must be located within the Redmond Urban Growth Boundary and contiguous to the existing city limits, or else separated from city limits only by a public right-of-way, stream, bay, lake, or another body of water.

### **ANNEXATION PROCEDURES**

#### **Sec. 8.4010. - Initiation Procedures**

1. An annexation proposal may be initiated by one of the following procedures:
  - A. Consent in writing from all of the landowners in the territory proposed to be annexed and not less than 50 percent of the electors, if any, residing in the territory. Applicant(s) must provide evidence of consent by filing a statement of their consent with the City;
  - B. Consent in writing from a majority of the electors registered in the territory proposed to be annexed and the owners of more than half of the land in that territory. Applicant(s) must provide evidence of consent by filing a statement of their consent with the City; or
  - C. Consent in writing from more than half of the land owners in the territory proposed to be annexed, who also own more than half of the land in the territory and of real property therein, representing more than half the assessed value of all real property in the territory. Applicant(s) must provide evidence of consent by filing a statement of their consent with the City.
2. Statements of consent to annexation which are filed within any one-year period are effective and are deemed to be submitted with the petition required in subsection 1. of this section, unless a separate written agreement waiving the one-year period or prescribing some other period of time has been entered into between an owner of land or an elector and the City.
3. An annexation proposal may be initiated by City Council resolution. The Council may terminate proceedings under this section at any time.
4. An annexation proposal may be initiated pursuant to the State law health hazard abatement annexation process, as set forth in ORS 222.840 to 222.915.

### **ANNEXATION REQUIREMENTS**

#### **Sec. 8.4015. – Annexation Types**

In accordance with the Redmond Comprehensive Plan, the City provides two separate annexation types depending on the scale of the proposed annexation.

1. Type 1: Large-scale Annexations. Type 1 annexations shall require an approved Annexation Agreement and submittal of a Master Development Plan or Planned Unit Development, per Sections 8.270 or 8.275.
2. Type 2: Small-scale Annexations. The City may approve an annexation without requiring approval of an Annexation Agreement and submittal of a Master Development Plan or Planned Unit Development in the following circumstances:

A. Non-Residential Properties.

1. The annexation consists of 12 acres or less; and,
2. The development plan addresses the applicable Great Neighborhood Principles; and, the development plan includes an appropriate local grid street plan, that complies with street spacing and connectivity requirements in the Redmond TSP and showing street connectivity and bike/pedestrian system connectivity to adjacent planned and unplanned residential areas; and,
3. The development plan meets applicable requirements for land near the urban edge; and,
4. The development approval is obtained through a PUD process except when the property is to be used for a public use, such as for a park or school or some other public facility; and,
5. Annexation to the City of Redmond is proposed as part of the development plan; and,
6. The development plan addresses all other applicable requirements of the Redmond Comprehensive Plan and Development Code; and,
7. The development plan conforms to the density and design guidelines established for the area in the Redmond Urban Framework Plan and/or an adopted Area Plan

B. Residential Properties.

1. The parcel is within the City of Redmond or can be annexed to the City; and,
2. The parcel is three acres or less in size; and,
3. The development plan conforms to the density and design guidelines established for the area in the Redmond Urban Framework Plan and/or an adopted Area Plan; and,
4. The development plan meets the applicable Great Neighborhood Principles, Land Division, and Site Plan policies; and,
5. Significant Goal 5 resources, as defined in Redmond Comprehensive Plan, Chapter 5, are identified, and managed, in accordance with Redmond's Goal 5 resource protection program; and,
6. The development plan includes an appropriate local grid street plan that complies with street spacing and connectivity requirements in the Redmond TSP and showing street connectivity and bike/pedestrian system connectivity to adjacent planned and unplanned residential areas; and,
7. The development plan meets applicable requirements for land near the urban edge and meets applicable planning requirements for land near the urban rural interface; and,
8. The development application meets all other required elements for one of the City's land use planning approval processes.

**Sec. 8.4020. Annexation Process**

1. Annexation Initiation. The applicant must initiate an annexation in accordance with the initiation procedures in Section 8.4010.

2. Pre-Annexation. The pre-annexation requirements must be fulfilled before the Annexation application can be deemed complete for review.

A. Type 1 Annexations shall require:

1. A Pre-application meeting. The applicant shall attend a pre-application meeting with City staff and other relevant entities to discuss the proposed Annexation and Master Development Plan or Planned Unit Development Plan. The purpose of the pre-application meeting is to provide an opportunity for staff to provide the applicant with information on the likely impacts, limitations, requirements, approval standards, fees and other information that may affect the proposal. Additionally, information shared and discussed at the meeting will help inform the creation of the development terms in the Annexation Agreement.
  - a. An Annexation Agreement approved by City Council. This agreement between the applicant and City will stipulate the terms of annexation approval is required prior to annexation. The Annexation Agreement states the terms, conditions, and obligations of the parties to extend public facilities and public services and mitigate public facility and public service impacts to the City associated with the annexation and future development of the property, in accordance with the annexation approval criteria in Section 8.4025.
  - b. The Annexation Agreement shall be approved by City Council and shall be signed by all parties and recorded prior to submittal of an Annexation application.

B. Type 2 Annexations are exempt from the requirements of pre-annexation.

3. Annexation Application:

- A. The applicant shall submit a completed and signed Annexation application provided by the City, including complete payment of all application fees, and includes:
  1. Narrative addressing the annexation approval criteria in Section 8.4025;
  2. A statement of consent to annex that adheres to the requirements of section 8.4010;
  3. A completed PSU Confidential Census Form;
  4. Legal description and map of area to be annexed:
    - a. A legal narrative description of the territory and exhibit map, including rights-of-way to be annexed (annexation of roads and rights-of-way must include the full width of existing and new rights-of-way along the frontage of annexing properties, provided that such rights-of-way are located entirely within the Urban Reserve Area), consisting of a series of courses in which the first course shall start at a point of beginning. Each course shall be identified by bearings and distances and, when available, refer to deed lines, deed corners and other monuments. A lot, block and subdivision description may be substituted for the metes and bounds description if the area is platted. The Oregon Department of Revenue has the authority to approve or disapproved a legal description. A professionally stamped legal description does not ensure Department of Revenue approval;
    - b. Copy of assessor's map depicting exact area to be annexed;
    - c. Vicinity map: A tax map(s) showing the territory including abutting right-of-way to be annexed and properties within 300 feet of the territory. On all submitted maps the annexation area must be outlined in redline with survey courses and bearings labeled for cross-reference with the metes and bounds legal description. Annexation redline closures must avoid creating gaps or overlaps, and may not necessarily correspond with the property legal description;
  5. Other maps if desired by the applicant;
  6. Deed of Dedication with wet signatures;
  7. Easement with signatures if required by the City;

8. Territories with irrigation district water rights or other irrigation district facilities must include the following:
    - a. A map of all appurtenant water rights;
    - b. A surveyed map of any district facility (e.g., canal, head gate, and crossing) that clearly identifies easements, rights-of-way, access roads, etc. for any conveyance facilities that may remain that are either irrigation district owned or privately owned on the property upon annexation; and
    - c. A signed statement by the applicant, including any letters or other written documentation provided by the irrigation district, confirming that the applicant has met with the irrigation district to discuss the proposed annexation and the extent to which any issues identified in Section 8.4025 have been resolved or if they have not yet been resolved, setting forth a plan with a timeline to resolve any issues.
  9. If the City has not yet amended its public facilities and transportation plans for the affected expansion area, inclusion of an applicant-initiated amendment to the relevant plan(s) or other evidence that the necessary infrastructure planning under Statewide Planning Goals 11 and 12 will take place prior to or concurrently with annexation.
- B. Type 1 Annexations additionally require the submittal of:
1. An approved and recorded Annexation Agreement;
  2. A Master Development Plan or Planned Unit Development.

## **APPROVAL CRITERIA**

### **Sec. 8.4025. - Approval Criteria**

The City may approve an annexation if the City determines the following criteria are met:

1. The annexation meets the requirements in Section 8.4020;
2. The annexation is in compliance with the Redmond Comprehensive Plan and applicable Area Plans; and
3. The annexation is in the City's best interest.

### **Sec. 8.4030. - Zoning of Annexed Areas**

Property annexed into the city will be zoned in compliance with the planned land use designations on the Redmond Comprehensive Plan and Zone Map. A request to deviate from the planned land use designations shall require submittal of a Zoning Map Amendment application.