



MEMORANDUM

**TO:** Deschutes County Planning Commission

**FROM:** Peter Gutowsky, AICP, Director  
Will Groves, Planning Manager

**DATE:** April 3, 2025

**SUBJECT:** Draft Planning Division Work Plan for Fiscal Year (FY) 2025-26 / Deliberations

**I. SUMMARY**

The Planning Commission held a public hearing on the draft Planning Division FY 2025-26 Work Plan on March 27. On April 10, the Planning Commission will deliberate and provide a recommendation to the Board of County Commissioners (Board).<sup>1</sup> Below are four tables to facilitate a Planning Commission recommendation. Table 1 captures priority discretionary and nondiscretionary projects that are supported by the Board and Planning Commission; grant funded; or in process. These projects in their totality are “significant,” requiring staffing resources that span 6 to 12 months or longer.

**Table 1 – Priority Discretionary and Non-discretionary Projects**

Priority Projects	
1. Current Planning <sup>2</sup>	4. Newberry Country Plan Update
2. Comprehensive Plan 2040 Reconsideration	5. Natural Resource and Hazard Planning
3. Clear and Objective Standards for Housing	6. Dark Skies

Table 2 identifies ongoing Planning Division operational responsibilities, regional coordination duties, and code maintenance tasks. These projects in their totality range from “minor” to “moderate,” requiring staffing resources that span 4 to 8 months to complete.

**Table 2 – Operational Responsibilities, Coordination Duties, and Code Maintenance**

Category	Projects
<b>Operational Responsibilities</b>	<ol style="list-style-type: none"><li>1. Destination resort and overnight lodging reporting</li><li>2. Marijuana inspections</li><li>3. Population estimates and forecasts</li><li>4. Historic Landmarks Commission (HLC), Bicycle and Pedestrian Advisory Committee (BPAC), and Deschutes River Mitigation and Enhancement Committee (M&amp;E)</li><li>5. 2026 Legislative Short Session</li><li>6. Internal departmental coordination (new landfill siting, etc.)</li></ol>

<sup>1</sup> CDD did not receive any additional public comments. The written record period ended on April 2.

<sup>2</sup> Current Planning responsibilities are non-discretionary. Local land use decisions are subject to specific deadlines per state law. ORS 215.427.

Category	Projects
<b>Coordination Duties</b>	<p>7. City of Bend Coordination</p> <ul style="list-style-type: none"> <li>• Coordinate growth management issues, including technical analyses related to housing, employment needs, and SB 1537, Expedited UGB amendment for affordable and work force housing</li> <li>• Coordinate with the Bend Park and Recreation District for the development of park space in SE Bend</li> </ul> <p>8. City of La Pine Coordination</p> <ul style="list-style-type: none"> <li>• Participate in La Pine 2045 Comprehensive Plan Update process</li> <li>• Participate with Deschutes County Property Management and the City of La Pine to update and amend the county-owned Newberry Neighborhood comprehensive plan designations, master plan, and implementing regulations</li> <li>• Coordinate transportation impacts and long-range planning for County-owned right-of-way facilities located within city limits.</li> </ul> <p>9. City of Redmond Coordination</p> <ul style="list-style-type: none"> <li>• Coordinate growth management issues, including technical analyses related to housing, employment needs, and planning efforts for the McVey Interchange on South Highway 97 to facilitate access to Large Lot Industrial Lands through either a Goal Exception process or a legislative equivalent</li> <li>• Update the Joint Management Agreement and Urban Holding zone lands per HB 3197</li> </ul> <p>10. City of Sisters Coordination</p> <ul style="list-style-type: none"> <li>• Participate in the implementation of Sisters Country Vision Plan, City of Sisters Comprehensive Plan Update, and UGB Expansion process</li> <li>• Coordinate on urbanization related code amendment projects</li> </ul> <p>11. Transportation Planning</p> <ul style="list-style-type: none"> <li>• Process road naming requests associated with certain types of development on a semi-annual basis.</li> <li>• Administer the County's Transportation System Development Credit program.</li> <li>• Coordinate with Bend Metropolitan Planning Organization on regional projects and planning.</li> <li>• Coordinate with the Oregon Department of Transportation on roadway projects and interchange area management plans.</li> <li>• Coordinate internal review of Deschutes County Code (DCC) Title 17 code amendments related to land divisions, road improvements, and transportation impacts to ensure compliance with HB 3197.</li> <li>• Provide updated traffic data for the ongoing Newberry Country Plan update.</li> </ul> <p>12. Housing Strategies.</p> <ul style="list-style-type: none"> <li>• Amend DCC to define family for unrelated persons HB 2538, non-familial Individuals.</li> <li>• Explore options and approaches to address rural housing and homelessness as allowed under state law.</li> </ul> <p>13. Department of Land Conservation and Development Rulemaking</p> <ul style="list-style-type: none"> <li>• Monitor rulemaking as it pertains to Goal 5 – Cultural Areas, Farm and Forest Conservation Program Improvements, and Eastern Oregon Solar Siting.</li> <li>• Initiate legislative amendments to the Comprehensive Plan and Zoning Code as needed.</li> </ul>
<b>Code Maintenance</b>	<p>14. Housekeeping Amendments</p> <ul style="list-style-type: none"> <li>• Initiate Comprehensive Plan and/or Zoning Text amendments to comply with and implement new or revised state laws.</li> </ul>

Table 3 lists discretionary zoning text amendments. These are “lower” priority projects, requiring staffing resources that span 4 to 12 months or longer to complete.

**Table 3 – Low Priority Zoning Text Amendments**

Category	Projects
<b>Zoning Text Amendments</b>	<ol style="list-style-type: none"> <li>1. Allow “self-serve” farm stands in Rural Residential Exception Areas.</li> <li>2. Comply with House Bill 3109 (2021) pertaining to establishment of childcare facilities in Industrial Zones.</li> <li>3. Define family for unrelated persons per HB 2538 (Non-familial Individuals).</li> <li>4. Forest Zone Code—Review for compliance with Oregon Administrative Rules.</li> <li>5. Lot Line Adjustments and Re-platting.</li> <li>6. Minor variance 10% lot area rule for Farm and Forest zoned properties.</li> <li>7. Outdoor Mass Gatherings update.</li> <li>8. Section 6409(a) of the Spectrum Act (Wireless Telecommunication Amendments).</li> <li>9. Sign code for consistency with federal law.</li> <li>10. Title 19, 20, 21—Language related to Class I, II, and III road projects as allowed uses.</li> <li>11. Title 22—Procedures Ordinance for consistency with state law and planning department interpretations.</li> <li>12. Wetland regulation clarification for Irrigation or Artificially Created Wetlands.</li> </ol>

## II. WORK PLAN PRIORITIZATION

Table 4 is structured to allow the Planning Commission to prioritize and recommend Planning Division projects for FY 2024-25. The Board will ultimately prioritize projects based on their annual goals and objectives as planning resources become available.

**Table 4 – Planning Commission Priorities**

Category	Projects	Ranking	Comments
<b>Priority Discretionary and Non-discretionary Projects</b>	<ul style="list-style-type: none"> <li>• Current Planning</li> <li>• Comprehensive Plan Update / Reconsideration</li> <li>• Clear and Objective Standards for Housing</li> <li>• Newberry Country Plan Update</li> <li>• Natural Resource and Hazard Planning</li> <li>• Dark Skies</li> </ul>	<ol style="list-style-type: none"> <li>1.</li> <li>2.</li> <li>3.</li> </ol>	Recognizing that Current Planning, the Comp Plan Update, and Clear and Objective Standards are mandatory, the Planning Commission may want to rank Dark Skies, Newberry Country Plan, and Natural Resource and Hazard Planning.
<b>Zoning Text Amendments</b>	<ul style="list-style-type: none"> <li>• Farm stands</li> <li>• Childcare facilities</li> <li>• Definition of family</li> <li>• Forest Zone</li> <li>• Lot Line Adjustments / Replats</li> <li>• Minor Variance</li> <li>• Outdoor Mass Gathering</li> <li>• Spectrum Act</li> <li>• Sign Code</li> <li>• Road Projects</li> <li>• Title 22 – Procedures Ordinance</li> <li>• Wetland regulations</li> </ul>	<ol style="list-style-type: none"> <li>1.</li> <li>2.</li> <li>3.</li> </ol>	Staff have received input from developers/property owners during pre-application meetings of the importance of initiating an amendment for lot line adjustments to align DCC with state statute.

Category	Projects	Ranking	Comments
Panels	<ul style="list-style-type: none"> <li>Water Resources</li> <li>Mule Deer</li> <li>Destination Resorts</li> <li>Other</li> </ul>	<ol style="list-style-type: none"> <li>1.</li> <li>2.</li> <li>3.</li> </ol>	The Planning Commission has expressed interest in convening panels based on available staff resources. Ranking panels would be helpful.

### III. PLANNING COMMISSION RECOMMENDATION & NEXT STEPS

Staff are respectfully asking the Planning Commission to make a recommendation on April 10. The Board is scheduled to conduct a public hearing on the draft CDD FY 2025-26 Work Plan in May or June.

#### Attachment:

Draft CDD FY 2025-2026 Work Plan and 2024 Annual Report