



## FINDINGS AND DECISION

**FILE NUMBER:** 247-25-000700-RN

**APPLICANT:** Deschutes County  
Community Development Department  
117 NW Lafayette Ave  
Bend, OR 97703

**PROPOSAL:** The applicant requests to establish the name Horned Owl Trail for an unnamed driveway providing access to approximately five (5) properties.

**ROAD LOCATION:** Tax Map 15-11-18

**STAFF CONTACT:** Tarik Rawlings, Senior Transportation Planner  
Phone: 541-317-3148  
Email: [Tarik.Rawlings@deschutes.org](mailto:Tarik.Rawlings@deschutes.org)

### **I. APPLICABLE CRITERIA:**

Deschutes County Code (DCC)  
Title 16, Addresses and Road Names  
Chapter 16.16, Road Naming  
Title 22, Deschutes County Development Procedures Ordinance

### **II. BASIC FINDINGS:**

**ROAD DESCRIPTION:** The subject roadway is an existing unnamed gravel driveway extending east from Cloverdale Road providing access to approximately five (5) properties. The unnamed driveway crosses multiple properties within Tax Map 15-11-18 and is approximately 2,720 feet in length.

*Figure 1, below, shows the approximate location of the unnamed driveway under review:*

**Figure 1 - Vicinity Map**



**AFFECTED PROPERTIES:** A list of the properties that take access from the unnamed roadway is provided below:

- 68314 Cloverdale Road (Map and Tax Lot 1511180000600)
- 68308 Cloverdale Road (Map and Tax Lot 1511180000400)
- 68350 Cloverdale Road (Map and Tax Lot 1511180000300)
- 68360 Cloverdale Road (Map and Tax Lot 1511180000200)
- 68322 Cloverdale Road (Map and Tax Lot 1511180000301)

These five (5) properties take access from the road to be renamed and all are addressed from Cloverdale Road.

**REVIEW PERIOD:** The subject application was submitted on November 24, 2025. This application will be reviewed in accordance with DCC 16.16 and requires final approval by the Board of County Commissioners (BOCC) per DCC 16.16.030(I).

**PUBLIC AGENCY COMMENTS:** The Planning Division mailed notice on November 25, 2025, to several public agencies and received the following comments:

Deschutes County Address Coordinator, Tracy Griffin (12/18/2025):

Upon completion of the application, the parcels affected by this Road Naming application will have address changes corresponding with the East/West addressing grid.

The following agencies did not respond to the notice: Deschutes County Road Department, Cloverdale Fire Department, Deschutes County 9-1-1

**PUBLIC COMMENTS:** Notice was sent to the owners of the five (5) affected properties per DCC 16.16.030(B). The applicant also posted notice at the intersection of the unnamed driveway and Cloverdale Road. The applicant submitted a Land Use Action Sign Affidavit indicating the applicant posted notice of the land use action on November 25, 2025.

Staff received one written comment from Marilyn Drinkward, the property owner of 68308 Cloverdale Road and Tax Lot 99, on December 6, 2025 suggesting alternative name preferences for the road naming process (including the name "Horned Owl Trail" considered in this review). Staff verified that this name complies with the relevant provisions of DCC 16.16 and no other written public comments were received.

### **III. CONCLUSIONARY FINDINGS:**

#### **CHAPTER 16.16, ROAD NAMING**

##### Section 16.16.010, Road Naming Authority.

- A. *Deschutes County, through the Community Development Department, shall have the authority to and shall assign road names to roads requiring names as provided in DCC 16.16.***

**FINDING:** The subject road naming application is being reviewed by the Deschutes County Community Development Department. This criterion is met.

##### Section 16.16.020, Unnamed Roads.

***All unnamed public and private roads and other roadways which provide access to three or more tax lots, or which are more than 1,320 feet in length, shall be assigned a name in accordance with the procedures in DCC 16.16.030.***

**FINDING:** The subject access road provides access to at least five (5) tax lots and exceeds 1,320 feet in length. Therefore, staff finds the proposed road name assignment to Horned Owl Trail must be reviewed in accordance with the procedures in DCC 16.16.030, which are addressed below. This criterion will be met.

##### Section 16.16.030, Procedures for Naming New Roads.

**A. Application.**

- 1. The naming of a road may be initiated by the Community Development Department, Planning Commission, the Board, or by application of adjacent property owners, developers, or public agencies which may be affected by road names.**

**FINDING:** This application was initiated by the Deschutes County Community Development Department on November 24, 2025. This criterion is met.

- 2. An application to name a road shall be submitted to the Community Development Department and shall include, at a minimum, the following:**
  - a. Name of applicant;**
  - b. Location of road by description and or map;**
  - c. Legal status of road, if known;**
  - d. Proposed road name, with two alternate proposed names;**
  - e. Reason for name request;**
  - f. Petition(s) attached, if any, and**
  - g. Fee, if any, as established by the Board.**

**FINDING:** The applicant submitted the required information identified above. These criteria are met.

- B. Notice of a proposed name assignment shall be sent to all persons owning property abutting the affected road or having an address on the affected road. Such notices shall be sent within 10 days of the receipt of an application, if any, or other action initiating the proposed road name assignment.**

**FINDING:** On November 25, 2025, staff mailed notice of this pending application to the property owners of the five (5) tax lots taking access from the subject road to be renamed. This notice was mailed within ten (10) days after the application was received. This criterion is met.

- C. Persons receiving notice under DCC 16.16.030(B) shall promptly notify any tenants or other occupants of the affected property of the proposed road name assignment.**
- D. Any person receiving notice under DCC 16.16.030(B) above may comment in writing on the proposed name within 10 days from the date of notice.**

**FINDING:** The mailed notice included a statement requiring the recipient to notify any tenants or other occupants of the affected property of the proposed road name assignment. Staff received one written comment, dated December 6, 2025, from Marilyn Drinkward, the property owner of 68308 Cloverdale Road and Tax Lot 99, suggesting alternative name preferences for the road naming process (including the name "Horned Owl Trail" considered in this review). These criteria are met.

**E. Standards**

1. **General. The proposed road name shall:**
  - a. **Be limited to a maximum of two words.**
  - b. **Not duplicate existing road names, except for continuations of existing roads.**
  - c. **Not sound so similar to other roads as to be confusing.**
  - d. **Not use compass directions such as North, East, South, etc., as part of the road name.**
  - e. **Not use designations such as Loop, Way, Place, etc., as part of the road name.**
  - f. **Improve or clarify the identification of the area.**
  - g. **Use historical names, when possible.**
  - h. **Reflect a consensus of sentiment of affected property owners and occupants, when possible, subject to the other standards contained in DCC 16.16.030.**

**FINDING:** The applicant has proposed the name "Horned Owl Trail" as the primary road name option with "Whitted Trail" and "Pika Trail" as second and third alternate options. Staff finds the proposed road name Horned Owl Trail meets the standards above. These criteria are met.

2. **Particular Roads. The proposed road name shall also conform to the following standards:**
  - a. **North/South roads shall be called "roads" or "streets."**
  - b. **East/West roads shall be called "avenues."**
  - c. **Roads dead-ending in a turnaround 1,000 feet or less from their beginning points shall be called "courts."**
  - d. **Roads of reduced right-of-way or curving roads of less than 1,000 feet shall be called "lanes" or "terraces."**
  - e. **Curving roads longer than 1,000 feet shall be called "drives" or "trails."**
  - f. **Roads that deviate slightly from the main course of a road with the same name, are less than 1,000 feet in length, shall be called "places."**
  - g. **Roads that are four lanes or more shall be called "boulevards."**
  - h. **Historical roads shall be called "market roads."**
  - i. **Roads running at oblique angles to the four points of the compass, less than 1,000 feet in length, shall be called "ways." (See Appendix "D," attached hereto.)**
  - j. **Roads that begin at and circle back onto the same road, or that are circular or semicircular, shall be called "circles" or "loops."**

**FINDING:** The road segment to be renamed is approximately 2,720 feet in length and curves east from the existing Cloverdale Road. Given these circumstances, staff finds "trail" is the appropriate suffix. These criteria are met.

- F. **Staff Review and Road Name Assignment: The Community Development Department shall review road name applications and shall assign road names under the following procedure:**

1. ***Verify legal status of road with the County Clerk's office and Road Department.***

**FINDING:** The road to be renamed is an unnamed driveway extending east from Cloverdale Road. Staff has coordinated with the Deschutes County Road Department, Surveyor's Office, and Clerk's Office for verification of the legal status of the roadway, concluding that the unnamed driveway is not noted on the County Assessor's map, nor within the deed language of the individual properties taking access from this driveway. The unnamed driveway is not otherwise recognized as a private or public road dedication, and the location of the driveway does not correspond to a standalone Tax Lot or ownership entity. This criterion is met.

2. ***Check proposed road name(s) to avoid duplication or confusing similarity with other existing road names, with those on approved preliminary land divisions and with those approved for future use.***

**FINDING:** The Deschutes County Address Coordinator and Deschutes County 9-1-1 representative confirmed the proposed road name is unique and there are no other similarly named roads in Deschutes County. This criterion is met.

3. ***Perform a field check, when necessary.***
4. ***Assist the applicant or other affected person(s) to find alternate names when required.***

**FINDING:** For the purposes of this review, staff relied on existing County records, aerial images, and a site visit on November 25, 2025 to verify the applicable requirements. As detailed in this decision, the proposed name Horned Owl Trail (as well as the alternate names "Whitted Trail" and "Pika Trail") satisfies the applicable requirements. These criteria are met.

5. ***Notify appropriate persons, departments and agencies of the road name application, and request comments.***
6. ***Review and consider all comments submitted.***
7. ***Assign a road name in accordance with the standards set forth in DCC 16.16.030(E) above.***

**FINDING:** As detailed in the Basic Findings above, the appropriate persons, departments and agencies received notice of this pending application. All of the submitted comments were reviewed in coordination with the Deschutes County Property Address Coordinator and the assigned name, Horned Owl Trail, meets the standards of DCC 16.16.030(E). These criteria are met.

- G. ***Notice of Staff Decision. Following assignment of a road name by the Community Development Department, notice of the road name assignment shall be sent to all persons entitled to notice under DCC 16.16.030(B).***
- H. ***Appeal. Affected property owners and occupants shall have the right to appeal the assignment of a road name by the Community Development Department. Such appeals shall be conducted in accordance with the provisions of the Deschutes***

***County Development Procedures Ordinance, except where the provisions of DCC 16.16.030 conflict with the procedures ordinance, in which case the provisions of DCC 16.16.030 shall apply. Affected property owners and occupants shall have 10 days from the date of the staff decision in which to file an appeal. Issues on appeal shall be limited to whether the Community Development Department correctly applied the criteria set forth herein.***

**FINDING:** A Notice of Staff Decision will be mailed in accordance with the requirements of DCC 16.16.030(B). This notice will include information on the right to appeal as detailed above. These criteria will be met.

- I. A road name assignment becomes final when no further right of appeal established herein is possible. Within 10 days of the road name assignment becoming final, the Board shall sign an order establishing the road name as assigned by the Community Development Department.***

**FINDING:** Within ten (10) days of this decision becoming final and absent an appeal, the proposed road name assignment of Horned Owl Trail will become final under Board Order 2026-004. This criterion will be met.

- J. The affected property owners and occupants shall have 180 days from the date of the Board order of road name assignment to begin using the road name.***

**FINDING:** To ensure compliance a condition of approval has been added. This criterion will be met.

- K. Notice of Decision. Following the order of the Board naming a road, the Community Development Department shall:***
- 1. Notify the applicant requesting the road name of the action***
  - 2. Send copies of the order naming the road to the following:***
    - a. Road Department***
    - b. Assessor's Office and Tax Office***
    - c. Postmaster***
    - d. Planning Department***
    - e. County Clerk's office***
    - f. Affected telephone and other utilities***
    - g. Affected fire department(s)***
    - h. Local school district(s)***
    - i. Emergency services, i.e., police, fire, 911, etc.***
  - 3. File the original order naming a new road with County Clerk***
  - 4. On a monthly basis, the Community Development Department shall publish a list of changed road names in a newspaper of general circulation designated for the purpose of the Board.***

**FINDING:** Following review of the Board Order, staff will provide notice of the Board Order to the required entities identified above and the Board Order will be recorded in the Deschutes County

Clerk's records. The proposed road name will be published in a newspaper with the list of changed road names. These criteria will be met.

Section 16.16.040 Procedures And Standards For Changing Existing Road Names

***The following procedures and standards shall apply to the changing of existing road names:***

**A. *An existing road name may be changed by the Community Development Department if the existing name:***

- 1. Duplicates a pre-existing road name within the same postal zip code or geographic area;***
- 2. Sounds like or is spelled so similarly to a pre-existing road name in the same postal zip code or geographic area as to cause confusion between the two roads;***
- 3. Is known by more than one name;***
- 4. Is different than the name of the road of which it is a continuation; or***
- 5. Is not consistent with County road naming standards set forth in DCC 16.16.***

**FINDING:** The purpose of the road name change is to ensure compliance with DCC 16.16 as applied to the subject unnamed roadway. The subject roadway is currently unnamed and, therefore, the proposed road name (Horned Owl Trail) complies with the above criteria.

**B. *In choosing which road name to change as between two or more roads with the same or similar names (affected roads), the department shall consider the following factors:***

- 1. The number of properties, developed and undeveloped, abutting each affected road;***
- 2. The length of time a name has been in use to designate each affected road and whether the name used to designate each road has any historic significance;***
- 3. Whether one affected road as named is relatively better known by the general public than the other affected road or roads as named;***
- 4. Any showing that a proposed road name change would be relatively more burdensome to abutting property owners than if another affected road name were changed.***

**FINDING:** As outlined in the findings for DCC 16.16.040(A), the subject road name change is for a single unnamed roadway. Staff finds it is most logical to rename the ~2,720-foot unnamed roadway stemming from Cloverdale Road, as opposed to renaming the existing Cloverdale Road, which extends north and south past the affected properties for several miles in each direction. Renaming the existing Cloverdale Road right-of-way would also affect an exponentially larger number of properties who take access from and are addressed off Cloverdale Road.

**C. *Proposed name changes shall proceed under the process specified under DCC 16.16.030.***



**FINDING:** The requested road name change will follow the process specified under DCC 16.16.030, above.

**IV. CONCLUSION:**

Based on the foregoing findings, staff concludes that the proposed road name can comply with the applicable standards and criteria of the Deschutes County Road Naming Ordinance if conditions of approval are met.

Other permits may be required. The applicants are responsible for obtaining any necessary permits from the Deschutes Road Department as well as any required state and federal permits.

The Deschutes County Road Department will coordinate the posting of a new road sign with the Property Address Coordinator. Please coordinate with the Deschutes County Road Department regarding potential fees related to the creation and installation of the new road sign.

**V. DECISION:**

**APPROVAL**, subject to the following conditions of approval.

**VI. CONDITIONS OF APPROVAL:**

- A. The affected property owners and occupants shall have 180 days from the date of the Board Order of road name assignment to begin using the road name. Note: This requirement will only impact property owners and occupants that currently take access from the existing unnamed driveway.

**VII. DURATION OF APPROVAL:**

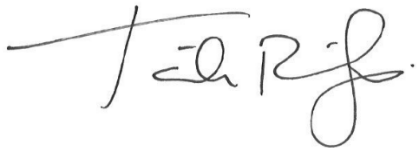
**This decision becomes final ten (10) days after the date mailed**, unless appealed by a party of interest. Issues on appeal shall be limited to whether the Community Development Department correctly applied the criteria set forth herein. To appeal, it is necessary to submit a Notice of Appeal, the appeal fee of \$250.00 and a statement raising any issue relied upon for appeal with sufficient specificity to afford the Hearings Body an adequate opportunity to respond to and resolve each issue.

Within ten (10) days of this decision becoming final and absent an appeal, the Board of County Commissioners shall approve the subject road name assignment pursuant to Board Order 2026-004.

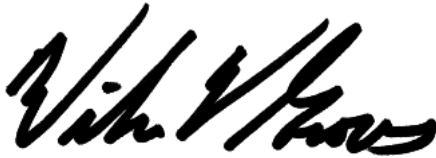
Copies of the application, all documents and evidence submitted by or on behalf of the applicant and applicable criteria are available for inspection at no cost. Copies can be purchased for 25 cents per page.

**NOTICE TO MORTGAGEE, LIEN HOLDER, VENDOR OR SELLER: ORS CHAPTER 215 REQUIRES THAT IF YOU RECEIVE THIS NOTICE, IT MUST BE PROMPTLY FORWARDED TO THE PURCHASER.**

**DESCHUTES COUNTY PLANNING DIVISION**

A handwritten signature in black ink, appearing to read "Tarik Rawlings".

Written by: Tarik Rawlings, Senior Transportation Planner

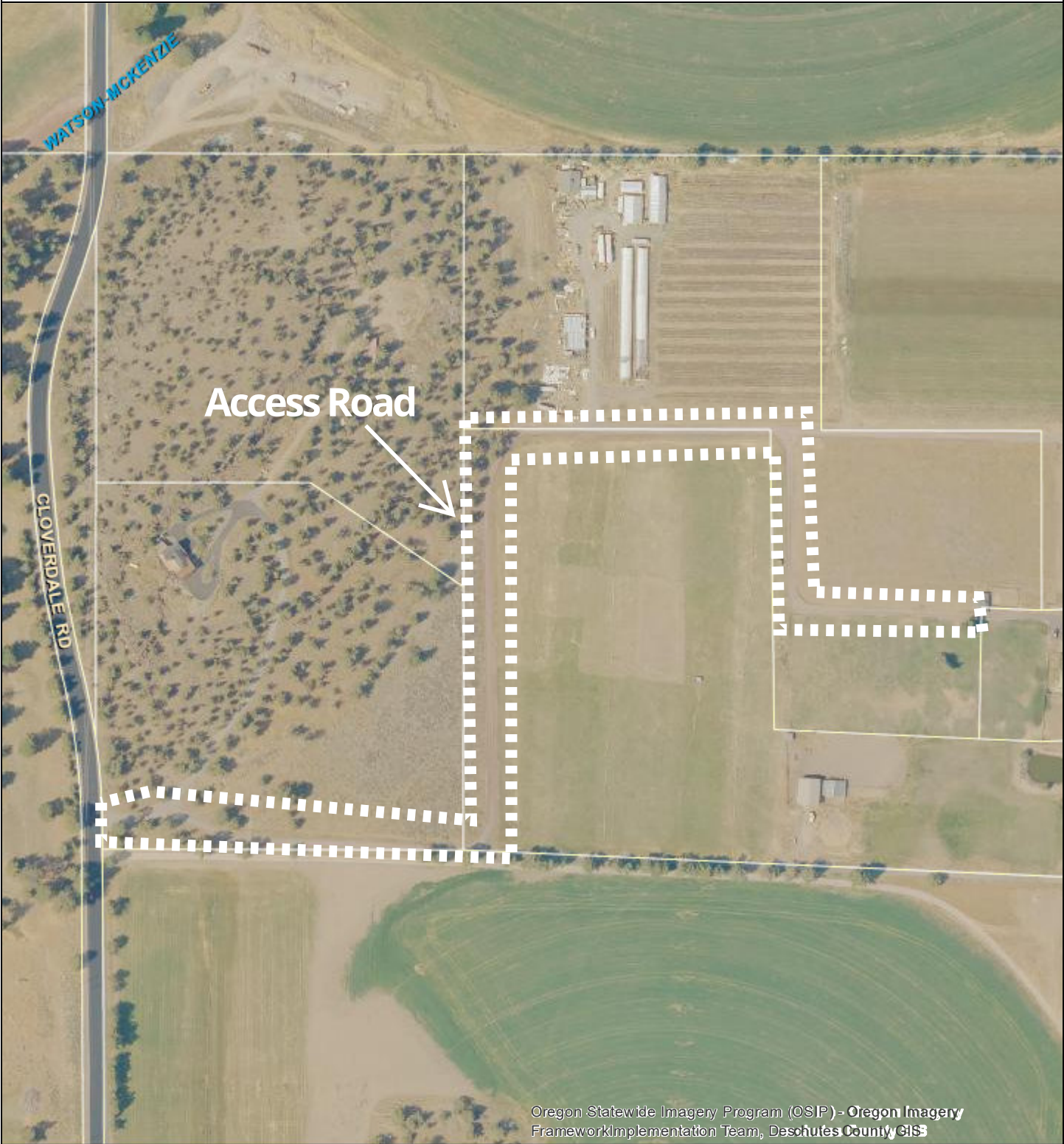
A handwritten signature in black ink, appearing to read "Will Groves".

Reviewed by: Will Groves, Planning Manager

Attachment: Road Location Map

# Road Naming Location Map

Township 15, Range 11, Section 18



Oregon Statewide Imagery Program (OSIP) - Oregon Imagery  
Framework Implementation Team, Deschutes County GIS



Date: 9/16/2025

