



Mailing Date:
Monday, June 2, 2025

COMMUNITY DEVELOPMENT

FINDINGS AND DECISION

FILE NUMBER: 247-25-000149-RN

APPLICANT: Jason Bethers

REQUEST: The applicant requests to establish the name Conquest Road for an existing, public, unimproved local road which is currently named Cardwell Road.

The subject local road extends north from Butler Market Road, and is approximately ¼ mile long. The subject local access road is located on Tax Map 17-13-18C.

STAFF CONTACT: Haleigh King, Senior Planner
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RECORD: Record items can be viewed and downloaded from:
www.buildingpermits.oregon.gov

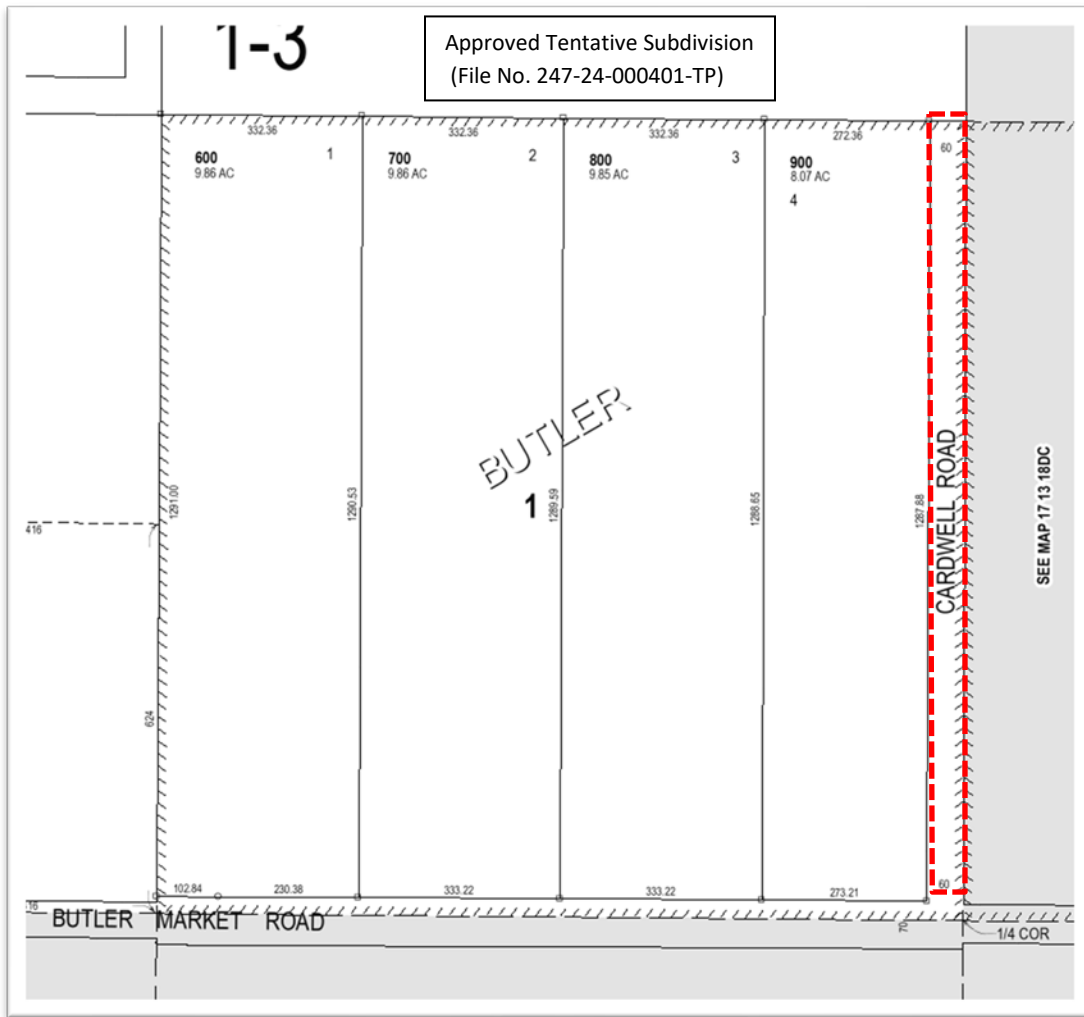
I. APPLICABLE CRITERIA:

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: Cardwell Road is an existing, unimproved 60-foot-wide right-of-way. The right-of-way is owned by Deschutes County and is classified as a rural local roadway. The southern terminus connects to Butler Market Road, a County owned and maintained, rural arterial. The northern terminus ends at the southeast corner of the property currently addressed as 63350 Abbey Road (Deschutes County Map and Tax Lot 17-13-18C-000100). This road segment and the segment subject to the rename request is approximately 1,288 feet in length.

Figure 1 - Vicinity Map and Subject Road to be Renamed



AFFECTED PROPERTIES: There are six (6) properties with abutting property lines along the road to be renamed. No abutting property takes direct access or are addressed from the existing Cardwell Road. The following properties have property lines abutting this road:

ADDRESS	ASSESSOR MAP AND TAX LOT
22190 Butler Market Road	171318C000900
22220 Parker Lane	171318DC00400
22229 Parker Lane	171318DC00500
63215 Peterman Lane	171318DC01000
63205 Peterman Lane	171318DC01100
63325 Peterman Lane	171318DB00300

As noted above, all properties abutting the subject roadway are addressed from another roadway; therefore, no property addresses will need to be changed as a result of this road name change request.

REVIEW PERIOD: The subject application was submitted on March 3, 2025, and the application was deemed complete on April 2, 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 March 14, 2025 to several public agencies and received the following comments:

Deschutes County Address Coordinator, Tracy Griffin

Good afternoon Jason. The most appropriate road particular for this right-of-way will be "Road" so your right-of-way name will be Conquest Road.

Deschutes County Senior Transportation Planner, Tarik Rawlings

I have reviewed the transmittal materials for 247-25-000149-RN to rename Cardwell Road to "Conquest Drive" for an existing, public, unimproved roadway extending north from Butler Market Road. The subject road is found on County Assessor's Tax Map 17-13-18C and extends approximately .25 miles north from Butler Market Road.

Staff notes that there are no duplicate names for "Conquest" within the Road Name database. Based on the particular road standards outline in DCC 16.16.030(E)(2)(a-j), staff believes that, due to the non-curving North/South orientation of the subject roadway, the term "Road" or "Street" is likely more appropriate than "Drive". Staff recommends that the applicant coordinate with the County Property Address Coordinator to determine if this proposed renaming may cause confusion to 9-1-1 or other first responders. The applicant may also need to coordinate directly with the County Road Department to determine if any road sign requirements are associated with the proposal.

The proposed road name change does not consume road capacity as that term is commonly understood and, therefore, no System Development Charges (SDCs) are associated with the proposal.

Thanks for the opportunity to comment and please let me know if you have any questions.

Central Oregon Irrigation District, Daniel S Downing

COID has no comments concerning: The applicant requests to establish the name Conquest Drive (or Street) for an existing, public, unimproved local road which is currently named Cardwell Road.

The following agencies did not respond to the notice: 911, Bend Fire & Rescue, Deputy State Fire Marshal, Deschutes County Assessor, Deschutes County Road Department, Deschutes County Sheriff's Office, Cascade Natural Gas Co., Pacific Power and Light, Bend Cable Communications, CenturyLink.

PUBLIC COMMENTS: Notice was sent to the six (6) affected properties per DCC 16.16.030(B). The applicant also complied with the posted notice requirements of Section 22.24.030(B) of Title 22. The applicant submitted a Land Use Action Sign Affidavit indicating the applicant posted notice of the land use action on March 12, 2025. No public comments were received.

III. **FINDINGS & CONCLUSIONS:**

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 road is currently named Cardwell Road, therefore, it is currently named. This application does not seek to name an unnamed road, but instead change an existing road name. This criterion does not apply.

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 Eastbourne LLC¹ on March 3, 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;***

¹ Eastbourne LLC owns the abutting property, Map 17-13-18C, Tax Lot 100.

- 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 applicants submitted the required information and fee 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 March 14, 2025, staff mailed notice of this pending application to the six (6) property owners abutting the subject road to be renamed. 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. No public comments were received. 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 not proposed any alternate road names other than Conquest Road.

- 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 1,288 feet in length and has a north-south orientation. Given these circumstances, staff finds "Road" 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: Cardwell Road was created and publically dedicated as part of the Butler Subdivision recorded² on June 8, 1983. The Deschutes County Clerk's Office and Road Department have records of this approved subdivision and the creation of this public road. 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 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 and aerial images

² Reference County Surveyor No. 83-9281.

to verify the applicable requirements. As detailed in this decision, the proposed name Conquest Road satisfies the applicable requirements. Therefore, no alternate names were necessary or submitted. 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, Conquest Road, 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 Conquest Road will become final under Board Order 2025-022. 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: This application request is to change the name of an existing unimproved right-of-way, Cardwell Road, to Conquest Road. The property outlined in red below has received tentative subdivision approval to establish eight (8) rural residential lots (County File No. 247-24-000401-TP). The subdivision has not received final plat approval at this time. The tentative subdivision layout shows the improvement of and continuation of the existing Cardwell Road to serve these future

lots. The developer and property owner for the subdivision has requested the road name Conquest Road for the public right-of-way to serve these proposed lots.

Thus, to be consistent with the planned internal subdivision road name, the existing Cardwell Road right-of-way which will serve this future road and connect the subdivision access to Butler Market Road will need to be renamed so that there is one consistent road name throughout.

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: The applicant has chosen to rename the 1,288-foot-long segment of Cardwell Road to Conquest Road. Six (6) properties currently abut Cardwell Road and no addresses will be affected. There is nothing in the record indicating any historical significance of the name Cardwell Road and there were no objections from the six property owners who received notice of the requested name change. Staff also finds it is appropriate to rename Cardwell Road prior to final platting and dwelling construction within the planned subdivision in order to ensure consistency in street naming and eliminate possible confusion.

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 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.
- B.** ***Prior to final plat approval for File No. 247-24-000401-TP***, Applicant shall cause for the installation of new road name signage in accordance with applicable Deschutes County Road Department standards. Applicant may either engage a contractor to furnish and install new road name signage, which will be subject to the applicant or their contractor obtaining a right of way activity permit from the Road Department, or pay the applicable fee to have the Road Department furnish and install new road name signage.

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 2025-022.

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 that reads "Haleigh King". The script is cursive and fluid.

Written by: Haleigh King, AICP, Senior Planner

A handwritten signature in black ink that reads "Jacob Ripper". The script is cursive and fluid.

Reviewed by: Jacob Ripper, AICP, Principal Planner

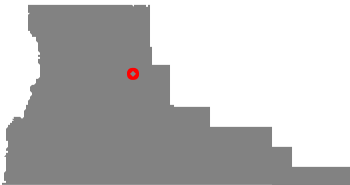
Attachment: Road Location Map

File Number 247-25-000149-RN

Proposed Name to be
"Conquest Road"



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community,
Deschutes County GIS



Date: 9/5/2024

