



MEMORANDUM

TO: Deschutes County Planning Commission

FROM: Tanya Saltzman, Senior Planner

DATE: December 4, 2025

SUBJECT: Terrebonne Community Plan Update: Scope and Schedule

Staff is providing a brief update to the Planning Commission on the Terrebonne Community Plan project, which is anticipated to begin in January 2026. Staff presented an update on this project to the Board of County Commissioners at their November 17 meeting. Previously, staff conducted presentations for the Planning Commission to provide an overview of the community with respect to history, infrastructure, and zoning.

I. Background

On July 23, 2025 CDD staff presented a Planning Division Work Plan Update to the Board.¹ Among other items, the Board expressed interest in proceeding with an update to the Terrebonne Community Plan. Over the last several months, the division has been allocating capacity to initiate the Terrebonne Community Plan as directed.

The Terrebonne Community Plan is a component of the Deschutes County Comprehensive Plan. The Comprehensive Plan was updated in 2025, but the associated community plans, including the Tumalo Community Plan and the Newberry Country Plan, have historically been updated independently. Updating Terrebonne's plan is timely following the recent sewer feasibility study completion and the Terrebonne Sanitary District's formation. The eventual construction of sewer in Terrebonne has the potential to affect future growth and development patterns, including commercial opportunities and economic development.

The 2010 Plan is predicated on septic infrastructure and policies supporting modest growth. The Terrebonne Sanitary District (TSD), formed in 2023, has advanced significantly. Sewer mains are being installed along Highway 97, 11th Street, and Smith Rock Way, and lateral connections are scheduled for later this year. More than 100 properties have been annexed into the sanitary district. The sanitary district has an intergovernmental agreement with the City of Redmond for treatment of effluent and has secured capacity for up to 800 future units. While some state and federal funds did not materialize, the project remains on track for operation by 2028, supported by a mix of grants, loans, and other investments. Community interest in annexation and participation in local planning discussions has increased. Sewer infrastructure is expected to reshape development potential in Terrebonne. Previously septic-limited lots

¹ <https://www.deschutes.org/bcc/page/board-county-commissioners-meeting-243>

will become viable for increased residential and commercial development. At the same time, there are unresolved questions about zoning flexibility, development standards, and lot area requirements.

II. Department of Land Conservation and Development Technical Assistance Grant

After requesting and receiving Board approval to proceed, staff submitted an application to the Department of Land Conservation and Development (DLCD) for a Technical Assistance (TA) grant to provide support for the Terrebonne Community Plan. The application, which requested \$100,000, was submitted in early October. DLCD generally provides notice of grant awards within approximately two months. As of the time of submission of this memo, DLCD has not yet contacted applicants regarding grant awards.

The 2025-2027 Technical Assistance Grant is expected to cover the process of a community plan update, including public and stakeholder outreach, up to the creation of hearings-ready plan documents. The legislative process for adoption, which includes hearings before the Planning Commission and the Board of County Commissioners, would occur after the grant project concludes and would be funded by in-kind and reserve funds from the Planning Division, as would any future code amendments to implement components of the Terrebonne Community Plan.

If awarded, the funding provided will help offset the cost of the project; however, if not awarded, or if the award amount is reduced, staff does not anticipate a significant change to the proposed scope of work.

III. Proposed Scope of Work

Below is the draft scope of work and working timeline; these were initially envisioned for the Technical Assistance grant application but staff continues to rework the tasks with respect to sequencing, duration, etc. As noted above, the grant would cover the project up to the creation of hearings-ready documents. Following the grant conclusion, staff will continue with the legislative process for adoption, including public hearings with the Planning Commission and the Board of County Commissioners.

Task 1: Project Initiation (Months 0-1, including preliminary setup work)

Task 2: Community Engagement Framework (Months 1-4)

Subtask 2.1: Engagement Plan Development

Create inclusive engagement strategy addressing diverse populations including Spanish-speaking residents, seniors, agricultural workers, and rural residents. Develop materials in English and Spanish, establish partnerships with trusted community organizations.

Subtask 2.2: Stakeholder Identification and Outreach

Map key stakeholders including property owners, businesses, Terrebonne Community School, faith organizations, and service providers. Establish a Community Working Group, which will provide recommendations to the Planning Commission and BOCC.

Subtask 2.3: Engagement Tools Development

Create project website, online survey platform, fact sheets, and presentation materials. Ensure ADA accessibility and Spanish translation for all public materials. Develop visual aids showing development scenarios.

Task 2 Deliverables:

- Community engagement plan
- Stakeholder contact database
- Bilingual project materials and website
- Community survey tools

Task 3: Project Foundation and Analysis (Months 2-5)

Subtask 3.1: Infrastructure Capacity Assessment

Coordinate with Terrebonne Sanitary District and Water District to document sewer system capacity, phasing, and development potential. Map service areas and identify properties positioned for near-term development. Coordinate with ODOT on planned Highway 97 corridor improvements and access management implications.

Subtask 3.2: Economic Analysis

Facilitate focus groups with businesses, property owners, and economic development partners to identify market opportunities enabled by sewer infrastructure. Document desired commercial services, employment needs, and entrepreneurship opportunities.

Subtask 3.3: Regulatory Framework Analysis

Analyze OAR 660-022 (Unincorporated Communities) requirements for Rural Communities (Terrebonne's designation), including guidance for sewer-served communities. Identify opportunities and constraints for expanded commercial, industrial, and residential development. Document clear and objective standards needed for housing development.

Subtask 3.4: Community Profile Update

Incorporate 2020 Census data highlighting demographic shifts, including the 7.3% Hispanic population, 24.1% senior population (over 65 years of age), and economic indicators. Analyze housing affordability, employment patterns, and service needs for priority populations.

Subtask 3.5: Existing Conditions Documentation

Compile updated existing conditions incorporating infrastructure, demographics, and regulatory analysis into draft plan chapters with maps, tables, and graphics suitable for public review.

Task 3 Deliverables:

- Infrastructure capacity report and maps
- Regulatory opportunities and constraints memorandum
- Updated community profile with demographic analysis
- Draft existing conditions chapters

Task 4: Vision and Opportunities Engagement (Months 4-9)

Subtask 4.1: Community Workshops Round 1

Conduct two to three community workshops (in-person at Terrebonne locations with virtual options) to identify community vision, economic opportunities, housing needs, and service priorities. Include targeted sessions for Spanish-speaking residents and seniors.

Subtask 4.2: Online and Alternative Engagement

Deploy online survey for broader participation, conduct pop-up events at community gathering places, and provide comment opportunities through multiple channels. Track participation demographics to ensure representative input.

Subtask 4.3: Synthesis and Policy Framework

Analyze community input to identify key themes and priorities. Draft initial policy framework addressing economic development, housing, infrastructure, and community character.

Task 4 Deliverables:

- Workshop summaries with attendance/demographics
- Economic opportunities summary report
- Online survey results and analysis
- Draft policy framework document

Task 5: Policy Development and Refinement (Months 8-14)

Subtask 5.1: Policy Drafting

Develop comprehensive policies addressing:

- Economic development and employment lands
- Housing variety and affordability
- Infrastructure and public facilities
- Community character and design
- Implementation measures

Subtask 5.2: Community Review Workshops

Conduct two rounds of community workshops to review and refine draft policies. Ensure policies reflect community input while meeting state requirements and leveraging infrastructure investments.

Subtask 5.3: Planning Commission Work Sessions

Hold Planning Commission work sessions to review policies, community input, and refine recommendations. Document Commission input and policy evolution.

Subtask 5.4: Stakeholder Consultations

Meet with Terrebonne Sanitary District, ODOT, emergency services, and major property owners to ensure policy alignment and implementation feasibility.

Task 5 Deliverables:

- Complete draft policies for all plan elements
- Community input summary reports
- Planning Commission recommendations
- Stakeholder coordination documentation

Task 6: Plan Integration and Finalization (Months 13-18)

Subtask 6.1: Plan Document Assembly

Integrate all elements into cohesive Terrebonne Community Plan including vision, existing conditions, policies, and implementation strategies. Ensure internal consistency and clear organization.

Subtask 6.2: Final Community Open House

Host community open house presenting the complete draft plan, demonstrating how community input shaped outcomes. Provide final comment opportunity before hearings process.

Subtask 6.3: Hearings Preparation

Prepare hearings-ready documents including findings demonstrating compliance with statewide planning goals, response to comments matrix, and adoption ordinance. Brief Planning Commission and Board on plan content.

Subtask 6.4: Project Evaluation

Document participation metrics, demographic representation, and lessons learned. Create summary suitable for statewide sharing on rural community sewer transitions.

Task 6 Deliverables:

- Hearings-ready Terrebonne Community Plan
- Findings and compliance documentation
- Public comment summary and responses
- Project evaluation report with demographic analysis
- Best practices summary for statewide distribution

Task 7: Legislative Actions (after grant conclusion)

Subtask 7.1: Legislative Process/Adoption

Public hearings for Terrebonne Community Plan document before Planning Commission and Board of County Commissioners.

Subtask 7.2: Zoning Amendments

Prepare zoning amendments and findings for legislative process before Planning Commission and Board of County Commissioners. Ideally, work on some amendments may occur concurrently with other earlier project tasks. Zoning amendments should be in effect to coincide with the initial availability of sewer, projected for January 2028.

General Timeline

Tentative start date:	January 2026
Task 1 completion:	January 2026
Task 2 completion:	April 2026
Task 3 completion:	May 2026
Task 4 completion:	September 2026
Task 5 completion:	February 2027
Task 6 completion:	June 2027
Task 7 completion:	December 2027

IV. Next Steps

Staff continues to prepare for project kickoff, and awaits information concerning the status of the TA grant application. Staff will return to the Planning Commission with relevant updates to the process.