



## NOTICE OF DECISION

### TYPE II Sunset View Townhome Model Home (FILE # TU 25-02)

**Date:** March 20, 2026

You are receiving this notice because a Type II Temporary Use application has been submitted and Section 151.232(B)(7) of the Banks Zoning Code requires you to receive notice of an administrative decision. Based on the findings and conditions of approval below, the application has been **approved with conditions.**

- File Number and Name:** TU 25-03 Sunset View Townhome Model Home Temporary Use
- Site:** 42638 NW Cedar Canyon Road (Lot 13)
- Applicant/Owner:** CND-PO 1 Sunset View, LLC  
1111 N Post Oak Road  
Houston, TX 77055
- Applicant Representative:** Pacific Community Design  
Peyton James  
12564 SW Main Street  
Tigard, OR 97223
- Proposal:** The applicant requested a Temporary Use permit to allow a Townhome Model Home to be built within the Sunset View development with a temporary sales office for the development in the study.
- Decision:** **APPROVED with Conditions of Approval**, based on the criteria and findings described in the staff report and decision dated March 2, 2026.

This approval is based upon the following findings and subject to the following Conditions of Approval.

#### Findings:

- A. The proposed Temporary Use is consistent with the applicable sections of the Banks Zoning Code (Chapter 151 of the Banks Municipal Code (BMC)) as described in the findings of the staff report dated February 23, 2026.
- B. Conditions of Approval have been included to ensure compliance with code requirements. The Conditions of Approval are listed below. References in the Conditions of Approval to exhibits are exhibits attached to the staff report.

**Conditions of Approval:**

A. General:

1. The temporary sales office shall be removed from the proposed Model Home premises no later than one month after the sale of the home.

B. A Zoning Checklist application and payment of application fee are required for requesting that the City of Banks do a building plan review, which is a City approval that is needed before the applicant forwards the building permit request to Washington County for review and issuance. As part of the Building Permit Zoning Checklist submittal to the City:

1. The applicant shall submit plans and information that demonstrate compliance with the applicable standards of 151.157 Fences.
2. The applicant shall submit a Lighting Plan showing home exterior lighting.
3. The applicant shall submit a Planting Plan with a revised Planting Schedule showing the proposed Vine maples will be 2” in caliper at the time of planting.
4. The applicant shall submit Architectural Elevations showing COA A.IV.3 from the MPD 24-01 et al approval has been met.

C. Prior to the City’s final inspection before Washington County issuance of the occupancy permits for the permanent residence:

1. A permanent driveway must be constructed to all applicable City of Banks codes and standards at the Model Home. The applicant must submit an application to the City of Banks for a Zoning Checklist review, along with revised Site and Landscaping plans, to ensure that the relevant code sections of the Banks Zoning Code are being met.

D. Prior to Building Permit issuance:

1. The applicant must obtain a Minor Modification to a Conditional Use approval to the lot width standard for townhomes on a corner lot within the MU zone.

E. Prior to any work related to this development taking place on-site:

1. The applicant shall demonstrate that the project meets Clean Water Services requirements for issuance of Sanitary Sewer Connection Permits. Connection Permits must be obtained prior to issuance of model home building permits.

**Applicable Criteria:**

- Chapter 151: Zoning Code
  - 151.232 Type II Procedure (Administrative Review with Notice)
  - 151.085 Temporary Uses

**Copy of Decision and Staff Report:**

The full decision and staff report are available for review on the City of Banks website at:

<https://www.cityofbanks.org/currentpendingplanningapplications>.

A hard copy may be obtained, at cost, at the following address:

**City of Banks** Notice of Decision – TU 25-03

City Manager  
Banks City Hall  
13680 NW Main Street  
Banks, OR 97106  
503-324-5112

**Right to Appeal:** Within 10 days of the date of the mailing of this Notice of Decision, anyone with standing, pursuant to Banks Zoning Code Section 151.232(C)(1), may submit an appeal to the Banks City Recorder at the above City Hall address, along with appropriate fee and materials required by Section 151.232(C)(2). The notice of appeal, correct fee, and all required materials shall be filed with the City Recorder at City Hall no later than **4 p.m. on March 31, 2026**.

**Effective Date:** Unless the Conditions of Approval specify otherwise, an administrative decision becomes effective 12 days after the City mails the decision notice, unless the decision is appealed pursuant to Section 151.232(C).



Katie Vickers, Contract City Planner  
503-297-1005 (ext. 2160), [kvickers@migcom.com](mailto:kvickers@migcom.com)