

## Hannah Elliott

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**From:** Will VanVactor  
**Sent:** Tuesday, April 23, 2024 8:49 AM  
**To:** Smith, Adam  
**Cc:** John Eisler; Plan  
**Subject:** Notice of Incompleteness (217-24-000047-PLNG/Sunshine)

Hi Adam:

This email is in regard to the above referenced modification request. The application (217-24-000047-PLNG) was accepted on March 25, 2024. As of today's date, April 23, 2024, the application is deemed incomplete. The reasons are explained below.

### Background:

In 2007, Crook County approved a request from the Roman Catholic Church (C-CU-2337-07) for a chapel, community center with camping/retreat facilities and a Bishop's manse. This 2007 application and 2007 decision are referred to below as the "2007 Application" and "2007 Decision".

The Applicant (Sunshine Behavioral Health Group, LLC) requests a modification of the 2007 Decision. The proposal will continue to use the property as a community center while amending the 2007 CUP to replace the seven RV spots with cabins and to reduce the number of individuals using the facilities on the property. The Applicant will operate a substance abuse disorder treatment center. The Applicant's request will be referred to below as the "Application".

### Incompleteness Explanation:

#### 1. Transportation Impact Analysis

- a. The 2007 Application included a traffic study. The 2007 Decision considered the described conditions in the study, with and without the "proposed church/community center." As described on page 4 of the 2007 Decision, the study assumed "eight full-time and eight part-time Diocesan staff; an office and part time residence for the Bishop; meeting rooms and conference facilities for up to 225 people; summer camp facilities; and cabins and RV parking for summer camp use." The 2007 Decision described additional uses that may impact traffic on pages 4-5.
- b. On page 5 of the 2007 decision, the county found that all intersections were forecast to meet the Crook County (LOS) standards for 2007 and 2010 and that no mitigation was required. The findings in the 2007 Decision pages 4 and 5 regarding transportation impact will need to be updated in the modification decision.
- c. In the submitted application materials, the Applicant indicates it intends to submit a TIA for the proposed modified use for review. The TIA is necessary for staff to be able to review the request.

**Staff Request:** When it is complete, please submit the Transportation Impact Analysis for review.

#### 2. Updated Site Plan

- a. The 2007 decision was "based upon the submitted site plan minus the location of the chancery..." See pg. 24 of the 2007 Decision. A corresponding condition of approval requires that development will need to be in accordance with the final site plan minus the chancery (pg. 24).
- b. Further, page 9 of the 2007 decision includes an extensive description of the proposed uses on the property.

- c. The Applicant has not submitted a site plan depicting how the buildings will be used pursuant to the modification request and, if applicable, whether there are any new proposed buildings and/or expansions of existing buildings.

**Staff Request:** Please submit an updated site plan that depicts how the existing buildings will be used by the Applicant and, if applicable, depicting any new or modified buildings.

3. Chapel Finding

- a. On page 23 of the 2007 Decision, the Planning Commission found that “The Chapel is an outright permitted use in the EFU [zone] as a Church under ORS 215.283(1)(b).”
- b. Staff was unable to discern whether Applicant has a proposal as to how the existing chapel will be utilized and/or what provision of the code or state statute the chapel building may be utilized for Applicant’s intended purpose.
- c. The finding from the 2007 Decision will need to be updated to reflect how Applicant intends to use the chapel building.

**Staff Request:** Please explain provide written explanation as to how the chapel building will be utilized and any requested modifications to the 2007 Decision.

The applicant has 180 days from the original submittal date to respond to this email of Incompleteness. If the applicant does not respond in writing within 180 days, then the application will be deemed void on the 181st day (September 21, 2024). To prevent this application from being deemed void, please respond in writing to this email of incompleteness by submitting the following:

1. All of the missing information; OR
2. Some of the missing information and written notice that no other information will be provided; OR
3. Written notice that none of the missing information will be provided.

This letter does not convey tacit approval or denial of any development on the subject property.



**Will Van Vactor, Director**

Crook County Community Development

Phone 541.447.3211

Email [will.vanvactor@crookcountyor.gov](mailto:will.vanvactor@crookcountyor.gov)

300 NE 3<sup>rd</sup> Street, Prineville, Oregon 97754

Disclaimer: Please note that the information in this email is an informal statement and shall not be deemed to constitute final County action effecting a change in the status of a person’s property or conferring any rights, including any reliance rights, on any person.