



MINUTES for June 13, 2024
CROOK COUNTY PLANNING COMMISSION MEETING

Meeting minutes are not a complete representation of discussions at the meeting. An audio recording can be found at is available from Crook County Community Development at plan@crookcountyor.gov or (541) 447-3211.

I. Call to Order

Crook County Planning Commission Chairperson Warren called the meeting to order at 4:01 p.m.

The meeting was conducted by Zoom, phone, and in person at the Crook County Annex.

II. Attendance

Commissioners Attending:

In Person	Zoom	Commissioner	Excused Absence	Unexcused Absence
X		Mike Warren		
X		George Ponte		
X		Laquita Stec		
X		Les Williamson		
		Calvin Walter	X	
		Gary Bedortha	X	
X		Marlo Dill		
X		Shelby Duncan		

Staff Attending:

In Person	Zoom	Crook County Staff
X		Will Van Vactor
X		Katie McDonald
X		Jennifer Mires Orozco

Parties in Attending in Person:

Please see the sign-in sheet.

Stage Agencies Participating via Zoom:

None.

Members of the Public Participating via Zoom:

Beth Godfrey, for the applicant

Jeff McNaught

Taryn Stetson, for the applicant

The Chair asked if anyone participating remotely or in the meeting room wished to address an item not on the agenda.

None.

III. Public Comment

None.

IV. Items for Consideration

1. Continuation of Public Hearing

Record Number: 217-24-00020-PLNG The application is seeking a conditional use approval for a retail store, Dollar General. The subject property is a 5.22-acre parcel, on the west side of SE Juniper Canyon Road, approximately 7.2 miles south of Prineville. The property is identified as map/tax lot number 1616020000900.

5:29 The Chair read the applicable criteria for review into the record.

6:21 The Chair asked if any Commissioner had any bias, prejudice, personal interest, or conflicts of interest to disclose.

Commissioner	No	Disclosure
Mike Warren	X	
George Ponte	X	
Les Williamson	X	
Laquita Stec	X	
Marlo Dill	X	
Shelby Duncan	X	

6:28 The Chair asked if any Commissioner had any Ex Parte Contact with the Applicant or any Member of the Public regarding this matter, noting that Commissioners should disclose if they have visited the site.

Commissioner	No	Disclosure
Mike Warren	X	
George Ponte	X	
Les Williamson	X	Visited the site on the afternoon of May 15, 2024.
Laquita Stec	X	Visited the site on the morning of May 15, 2024.
Marlo Dill	X	Visited the site on the morning of May 15, 2024.
Shelby Duncan	X	Visited the site on the afternoon of May 15, 2024.

7:15 The Chair asked if any member of the public, including those participating by phone, wished to challenge any member of the Commission.
None.

7:55 The Chair read the relevant requirements for testimony for participants.

8:10 The Chair asked to hear from staff.

8:14 Katie McDonald, Senior Planner with Crook County Community Development, reviewed the submission timeline and details, materials in the Staff Report, and Staff's role in the hearing.

12:20 The Chair asked if the Commissioners had questions about the Staff Report
12:25 Commissioner Stec asked a clarifying question about procedure.
12:58 Katie McDonald provided clarification.
The Chair provided clarification.

14:14 The Chair called for a motion.
14:20 Commissioner Ponte moved to deny conditional use application 217-24-000020-PLNG because the evidence in the record does not show that the proposed development is directly or sufficiently related to recreation as required by Crook County Code 18.40.020(6). Commissioner Williamson seconded the motion.
14:40 The Chair opened deliberation on the motion.

15:20 Commissioner Ponte stated that if the record does not show the application is related to recreation, then everything else is moot.
Commissioner Dill concurred and added that the multiple exhibits raise questions about impacts on the road system.

16:30 Commissioner Williamson commented on the proposed location, noting that it is not located close to recreation as stated by the applicant.

17:35 Commissioner Stec commented on the usage of Juniper Road and its proximity to recreational boat storage.

19:00 The Chair provided clarification and commented on the development of Juniper Canyon.
20:10 Commissioner Dill noted that the application mentioned basic supplies, but not recreation.
20:50 Katie McDonald summarized the Commission's position on the application's relevance to recreation.
21:40 Commissioner Ponte provided clarification.

22:15 Katie McDonald asked for consideration of the application's relevance to criterion 18.40.100(1).
23:20 Commissioner Stec read the Staff definition of the area of Juniper Canyon.
24:10 The Commissioners agreed with Staff's proposed definition of the area.
26:00 Katie McDonald reviewed the range of recreational activities recognized by the County and asked if the Commission still felt the applicant had failed to provide evidence of a recreational connection the application.
Commissioners agreed that evidence of recreational use had not been provided.

29:37 Commissioners commented on the proposed location's proximity to recreational areas.
30:45 Commissioner Williamson highlighted the word "essential" in the criteria, noting that the application did not include evidence to support this.
31:05 Katie McDonald summarized the Commission's conclusions on criterion 18.40.100(1).
31:50 Commissioner Dill stated that many of the exhibits included specific statements that the intended service is not essential.

32:50 Katie McDonald asked for consideration of the application's relevance to criterion 18.160.020(2).
34:30 Will Van Vactor provided procedural clarification.
35:25 Commissioner Ponte commented on the application's appropriateness for the area.
36:10 Commissioner Duncan commented on Staff's assessment of the traffic and lighting impact of the proposed store.
37:45 Commissioner Stec asked a clarifying question.
37:50 Katie McDonald provided clarification.

38:30 Commissioner Stec inquired about the energy impact of the proposed store.
39:30 Katie McDonald summarized the energy considerations required in a comprehensive plan.

41:10 Commissioner Stec commented on the requirement for recreation facilities to meet the needs of Crook County citizens.

41:55 Katie McDonald provided clarification.

42:30 The Chair commented on the comprehensive plan's relevance to recreation.
Commissioner Ponte concurred and commented on the convenience factor of the proposed store.

45:00 Katie McDonald summarized the Commission's commentary on the application's relevance to recreation and the convenience factor of the store.

46:45 Commissioner Stec discussed the content of the exhibits in opposition to the application.

47:50 Commissioners Dill and Ponte commented on the impact of signage on the natural development of the proposed site.

49:15 Katie McDonald provided procedural clarification, noting the Board's option to continue deliberation.

50:11 The Chair commented on the location of the proposed store in relation to citizen commuting routes and the potential impact on persons with limited mobility.

52:13 Katie McDonald raised the impact of the proposed store on the livability of the surrounding area.
The Chair provided commentary.
Commissioner Dill noted that opposition had been raised by residents in a broader area than the immediate build site.

54:30 Katie McDonald opened discussion on criterion 18.160.020(4) and asked if the proposed development preserves assets of particular interest to the County.

55:40 Will Van Vactor provided direction.

56:00 The Chair stated that testimony and material in the record had not identified any relevant assets.

56:55 Commissioner Ponte asked a clarifying question.
Will Van Vactor provided clarification.
The Chair provided clarification.

58:00 The Commissioners agreed that the application did not identify any assets of particular interest to the County that may be affected by the development.

58:40 Will Van Vactor provided clarification.

1:00:00 Katie McDonald opened discussion on criterion 18.160.030, General Conditions, noting it provided an opportunity for Commissioners to set conditions of approval for the application.

1:02:00 Commissioner Ponte asked a clarifying question.
Katie McDonald provided clarification.

1:03 35 Commissioner Stec asked for procedural clarification.
Will Van Vactor provided procedural clarification and guidance.

1:06:20 Commissioner Duncan inquired about the decision's potential to set precedent.
Will Van Vactor provided clarification.

1:07:50 Commissioner Ponte asked a clarifying question.
Will Van Vactor Commissioner provided clarification.

1:09:00 Commissioner Stec commented on the scope of the findings.
Will Van Vactor provided clarification.

1:10:00 Commissioner Williamson commented on limiting hours for a commercial business.
Will Van Vactor and Katie McDonald provided guidance on setting conditions to avoid a detrimental impact.

1:11:50 Will Van Vactor asked the Commission to review Staff's proposed conditions of approval.
Katie McDonald discussed the limitations of the proposed conditions.

1:13:00 The Commissioners and Staff reviewed the proposed conditions.

- 1:18:40 Katie McDonald recommended updates to findings to incorporate signage conditions.
- 1:21:15 Commissioner Ponte opened a discussion about parking lot illumination.
Katie McDonald noted that parking lot illumination may be tied to hours of operation.
- 1:23:00 Katie McDonald summarized the Commission's finding that the application did not adequately consider the impact of noise, pollution, glare, and odor.
- 1:25:15 Commissioner Ponte opened discussion about access to the proposed store and traffic safety.
Katie McDonald asked for discussion of the transportation impact of the proposed development.
Commissioners discussed transportation considerations.
- 1:30:50 Commissioner Ponte opened a discussion about pedestrian access to the proposed store.
Commissioners discussed pedestrian connectivity in relation to the proposed store and other recreational sites on Juniper Canyon.
Katie McDonald provided clarification of the consultant's findings in relation to sidewalks.
- 1:35:00 Katie McDonald summarized the Commission's finding that there would be detrimental impacts from the development and that the applicant had not sufficiently defined how those impacts would be mitigated.
- 1:36:50 The Chair noted that the proposed fencing was not of sufficient height.
Commissioners discussed preferred fencing options and ways that visual impacts could be mitigated.
- 1:41:18 Katie McDonald discussed permit requirements.
- 1:43:00 Katie McDonald discussed traffic impact analysis requirements.
- 1:44:40 Katie McDonald opened discussion on criterion 18.176.010, Access Management Standards, and its relationship to the Crook County transportation system plan.
Commissioners asked clarifying questions.
Katie McDonald provided clarification.
- 1:47:48 The Chair asked a procedural question about applications that do not meet criteria.
Staff provided clarification on the exception process.
- 1:48:58 Commissioners discussed the usable space limitations of the site and its impact on access to recreational vehicles.
- 1:51:30 Katie McDonald summarized the Commissioners concerns about access to the site and the proposed exception.
- 1:53:00 Katie McDonald opened discussion on Staff's proposed conditions of approval.
Commissioners reviewed and discussed the proposed conditions of approval.
- 1:55:26 Commissioner Stec called the question.
The Chair asked that the motion be repeated.
Commissioner Ponte moved to deny conditional use application 217-24-000020-PLNG because the evidence in the record does not show that the proposed development is directly or sufficiently related to recreation as required by Crook County code 18.40.020(6), and Staff are directed to prepare the final decision as discussed through the deliberations, to be brought to the Commission for signature on June 26, 2024. Commissioner Williamson seconded the motion.

The Chair called for further discussion.
None.

Commissioner	Aye	Nay
Mike Warren	X	

George Ponte	X	
Les Williamson	X	
Laquita Stec	X	
Marlo Dill	X	
Shelby Duncan	X	
Motion carried 6-0-0		

1:57:40 The Chair asked for a motion to close the public hearing.
 Commissioner Ponte moved to close the public hearing. Commissioner Stec seconded.
 The Chair called for further discussion.
 None.
 Motion carried.

V. Community Development Updates

1:58:00 Katie McDonald provided the Community Development Update noting that staff were busy with planning and long-range opportunities and projects.

1:59:00 Will Van Vactor and Katie McDonald provided an overview of long-range planning projects, including:

- An update to the transportation system plan, which is approximately 50% complete and includes a safety action plan.
- A Department of Defense plan to coordinate on developing flight paths for training.
- An update to Title 17, the land divisions ordinance.
- An update to the flood plain management code and process.
- An update to the County's applications and application system.

2:05:00 Katie McDonald provided an update on permit requests and noted an increase in atypical requests, including one for a meteorological tower.

2:06:45 Katie McDonald noted upcoming map amendments that would be presented to the Planning Commission in the coming months.
 Commissioner Stec asked about notice requirements for map amendments.
 Will Van Vactor noted that notice must be made to the State and published in the newspaper.
 Commissioners discussed a pending apartment complex in the County.

2:11:00 The Chair inquired about applications for commercial interests.
 Katie McDonald stated that the most questions are about personal commercial business allowances on personal property.

2:15:30 Commissioners discussed and acknowledged improvements in the planning process.

2:16:30 Staff discussed ways to simplify the planning process.

2:17:00 Commissioner Bedortha noted that two staff reports had been submitted for the most recent case before the Commission, and it would have been easier to navigate if the second report were a redlined version of the first report to make the changes clearer. Commissioner Duncan suggested submitting the second report in the form of amendments to the first report.
 Katie McDonal discussed reasons that the staff report was updated after the first part of the hearing.
 Staff and the Commission discussed further ways to streamline the process.

2:20:50 Staff reviewed the agenda for the meeting on June 26, 2024, noting that the only item on the agenda was to sign and confirm the decision made in the current session.

2:21:20 Commissioner Ponte moved to adjourn the meeting. Commissioner Dill seconded the motion.

Commissioner	Aye
Mike Warren	X
George Ponte	X
Les Williamson	X
Laquita Stec	X
Marlo Dill	X
Shelby Duncan	X

DRAFT