



MINUTES for May 15, 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 4:06 p.m.

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

II. Attendance

Commissioners Attending:

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

Staff Attending:

In Person	Webex	Crook County Staff
X		Will Van Vactor
X		Katie McDonald
X		Hannah Elliott

Parties in Attending in Person:

Please see the sign-in sheet.

Stage Agencies Participating via Zoom:

None

Members of the Public Participating via Zoom:

Cathryn Hardman

Rory Isbell, Staff Attorney, Central Oregon LandWatch

Beth Godfrey, for the applicant

Liz Willmot, Civil Engineer, for the applicant

Sandy McNaught

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. Minutes

Minutes of March 4, 2024

Commissioner Williamson moved to approve the minutes as presented. Commissioner Ponte seconded the motion.

Commissioner	Aye	Nay	Abstain
Mike Warren	X		
George Ponte	X		
Les Williamson	X		
Calvin Walter	X		
Laquita Stec			X
Marlo Dill	X		
Shelby Duncan			X
Motion carried 5-0-2			

Minutes of March 13, 2024

Commissioner Walter noted that he was not present at the meeting but was recorded as voting Aye to the two minutes approvals.

Staff noted the error would be corrected.

Commissioner Stec moved to approve the minutes as corrected. Commissioner Walter seconded the motion.

Commissioner	Aye	Nay	Abstain
Mike Warren	X		
George Ponte	X		
Les Williamson	X		
Calvin Walter	X		
Laquita Stec	X		
Marlo Dill			X
Shelby Duncan			X
Motion carried 5-0-2			

V. Items for Consideration

1. Public Hearing

217-24-000102-PLNG Agritourism application of up to six events. Property 1316000001800, 6500 NE McKay Creek Rd, Prineville. Owned by Wine Down Ranch. Proposed events include wine tasting classes,

farm to table dinners, Dark Sky education, and full moon hikes. Five events consist of 30 or less people and one event of 75 people.

11:09 Associate Planner Hannah Elliott noted that as part of the annual decision list it was decided that agritourism applications that were for six events or fewer could be decided by staff a case-by-case basis.

11:35 The Chair asked for a motion to permit staff to handle the application.

11:40 Commissioner Ponte moved to allow staff to handle the application administratively. Commissioner Stec seconded the motion.

The Chair called for further discussion.

None.

Commissioner	Aye	Nay	Abstain
Mike Warren	X		
George Ponte	X		
Les Williamson	X		
Calvin Walter	X		
Laquita Stec	X		
Marlo Dill	X		
Shelby Duncan	X		
Motion carried 7-0-0			

2. Public Hearing

Record Number: 217-24-000020-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.

12:45 The Chair read the applicable criteria for review into the record.

16:05 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	
Calvin Walter	X	
Laquita Stec	X	
Marlo Dill	X	
Shelby Duncan	X	

16:30 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 at 2:00 p.m. on the day of the hearing and was shown Exhibit 109, the site plan, and walked the property.
Calvin Walter	X	Visited the site on the day of the hearing and noted the large sign on the property next door.
Laquita Stec	X	Visited the site at 10:00 a.m. on the morning of the hearing and was shown Exhibit 109, the site plan.
Marlo Dill	X	Visited the site on the morning of the hearing and was shown Exhibit 109, the site plan. Was able to walk the property and was shown the site boundaries.
Shelby Duncan	X	Visited the site on the morning of the hearing and was shown Exhibit 109, the site plan. Also noted a large sign on the neighboring property asking the Commission to vote no on the Dollar General proposal.

19:03 Katie McDonald noted that during the site visit, a member of the public stopped by and was advised that he could attend the hearing.

19:20 The Chair asked if any member of the public, including those participating by phone, wished to challenge any member of the Commission.
A public participant asked a clarifying question.
The Chair provided clarification.
No members of the public stated a challenge.

20:40 The Chair read the relevant requirements for testimony for participants.

21:55 The Chair asked if any member of the commission wished to impose a time limit on testimony.
Commissioner Stec recommended a three-minute time limit on testimony.

Commissioner	Yes	No
Mike Warren	X	
George Ponte	X	
Les Williamson	X	
Calvin Walter	X	
Laquita Stec	X	
Marlo Dill	X	
Shelby Duncan	X	

22:55 The Chair reviewed the order of testimony.

23:30 The Chair asked to hear from staff.

24:29 Katie McDonald, Senior Planner with Crook County Community Development, provided testimony on the zoning considerations of the area under consideration.

29:00 Katie McDonald reviewed following the criteria identified by staff as relevant to the application: 18.40.020(6), 18.40.100(1), and 18.160.020(2).

41:30 Katie McDonald outlined the responsibility of the Planning Commission to determine findings with the support of material from the record.

42:30 Commissioner Stec asked a clarifying question.

43:20 Staff provided clarification.

44:00 The Chair asked if there were any questions for staff.

None.

44:00 The Chair asked to hear from agency representatives.
None.

44:27 The Chair asked to hear from the applicant.

44:35 Taryn Stetson, project coordinator for the Keith Corporation, provided testimony on behalf of the applicant.

45:20 The Chair asked if there were any questions for the applicant.

45:50 The Chair asked if any other parties wished to speak on behalf of the applicant.

46:10 Commissioner Stec asked if the applicant had any concerns about the staff report.

46:20 Taryn Stetson stated that she would comment during rebuttal.

47:10 The Chair asked to hear from anyone who wished to speak in favor of the application.
None.

47:35 The Chair asked to hear from anyone who was neutral to the application.

47:50 Claudia Anderson of Juniper Canyon provided testimony and offered a suggestion.

51:40 The Chair asked to hear from anyone else who was neutral to the application.
None.

52:00 The Chair asked the Commissioners to reveal where they live in the region, noting the request was atypical but made in response to public inquiry.

52:30 The Commissioners each revealed the location of their residence.

53:10 The Chair asked to hear from anyone in opposition to the application.

53:40 Cliff Ricketts provided testimony.

55:28 Allen Dendy provided testimony.

57:10 Glen Meusec provided testimony and asked a clarifying question.
Marlo Dill provided clarification.

1:01:00 Mary Bryant provided testimony on behalf of herself and significant other and asked a question.
Commissioners provided clarification.

1:05:15 The Chair provided clarification.

1:06:00 Kimm Johnson provided testimony.

1:08:00 Denis Sieben provided testimony on behalf of himself and his other half.

1:13:00 Lisa Binning provided testimony.

1:17:00 The Chair provided clarification.

1:17:50 Brad Johnson provided testimony.

1:19:30 The Chair asked to hear from anyone online in opposition of the application.

1:19:50 Cathryn Hardman provided testimony.

1:21:00 Sandy McNaught asked a clarifying question.
Staff provided clarification.

1:21:50 The Chair asked if anyone else online wished to testify in opposition of the application.
None.

1:22:16 The Chair asked the hear rebuttal from the applicant.

1:22:20 Taryn Stetson provided testimony.

1:28:49 [A member of the public] asked a clarifying question.

1:28:53 Taryn Stetson provided clarification.

1:29:15 Commissioner Dill asked a clarifying question.

1:31:00 Liz Willmot provided clarification.

1:32:20 Commissioner Stec asked a clarifying question.
1:33:50 Commissioner Walter provided clarification.
1:34:20 Commissioner Stec asked a clarifying question.
1:34:50 Commissioner Walter provided clarification.
1:35:40 Will Van Vactor provided clarification.
1:36:25 Commissioner Walter asked a clarifying question.
1:36:35 Taryn Stetson and Liz Willmot provided clarification.
1:37:30 Commissioner Walter provided clarification and asked a clarifying question.
1:39:15 Taryn Stetson and Liz Willmot provided clarification.
1:39:30 Commissioner Duncan provided clarification and asked a clarifying question.
1:39:40 The Chair asked if staff had questions.
None.

1:40:12 Katie McDonald provided recommendations for considering the evidence.

1:41:00 The Chair asked if any party wished to continue the hearing or ask that the record be left open.
1:41:45 The Chair asked staff a clarifying question about procedure.
1:42:19 Will Van Vactor provided clarification.
1:43:00 Sandy McNaught asked a clarifying question.
1:43:15 The Chair provided procedural clarification.
1:43:55 Sandy McNaught asked for the record to be left open.
1:44:00 Will Van Vactor provided procedural clarification.
1:45:00 The Chair noted that if the record were left open, additional testimony would only be accepted in writing.
1:46:50 Katie McDonald provided clarification.
1:47:00 Commissioner Ponte suggested leaving the record open for seven days to permit further testimony.
1:48:10 Commissioner Stec asked clarifying question about the procedure to leave the record open.
1:49:00 Katie McDonald provided clarification of the 7-7-7 procedure used in the case of a continuance, noting that the burden of proof remains with the applicant who will have the final argument.

1:50:00 Beth Godfrey asked a clarifying question.
1:50:20 Katie McDonald provided clarifying question.
1:51:49 Sandy McNaught offered commentary.
1:52:10 Commissioner Stec asked who was speaking.
1:52:20 The Chair provided procedural clarification, noting that the floor was not open for public testimony.
1:52:40 Sandy McNaught offered commentary.
1:53:00 Commissioner Stec requested that the microphones of public participants be muted.
Katie McDonald confirmed that microphones had been muted.

1:54:05 Katie McDonald provided scheduling recommendations.
1:55:55 Commissioners agreed to continue the hearing on a date certain of June 13, 2024.

1:56 12 Commissioner Stec moved to leave the record open and continue the hearing to a special meeting on June 13, 2024, at 4:00 p.m., noting that the record would remain open until May 22, 2024, at 4:00 p.m. for additional written testimony; the rebuttal period would remain open until May 29, 2024, at 4:00 p.m.; the period to receive the applicant's final testimony would remain open until June 5, 2024, at 4:00 p.m.; and the Planning Commission would reconvene for deliberations only on Thursday June 13, 2024. Commissioner Walter seconded the motion.

The Chair called for further discussion.
None.

Commissioner	Yes	No
Mike Warren	X	
George Ponte	X	
Les Williamson	X	
Calvin Walter	X	
Laquita Stec	X	
Marlo Dill	X	
Shelby Duncan	X	

2:02:00 Commissioner Walter commented on the written input submitted by members of the public, confirming that it was read in its entirety and duly considered.

VI. Staff Updates/Planning Commission Comments

2:03:00 Katie McDonald provided the staff update, noting that staff had been busy with planning applications and attending state-sponsored training. She stated that the training provided an opportunity to make connections throughout the state.

2:05:25 The Chair inquired about permit requests.

2:05:30 Katie MacDonald noted no significant increase in permit requests.

Will Van Vactor noted that year-over-year permit requests were down, but steady.

2:07:00 Will Van Vactor stated that the Board of County Commissioners had approved the code amendments submitted by Crook County Planning Commission with an immediate effective date.

2:08:30 Katie McDonald provided an update on the meeting schedule, noting that the Special Meeting on June 13, 2024, would be the next meeting.

2:09:00 Commissioner Walter moved to adjourn the meeting. Commissioner Stec seconded the motion.

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