



Crook County
Community Development Department
Planning Division
300 NE 3rd Street, Room 12
Prineville, OR 97754
(541)447-3211

MEMO

TO: Crook County Planning Commissioners

FROM: Katie McDonald, Senior Planner

DATE: October 15, 2025

SUBJECT: File number 217-25-000151-PLNG Final Decision

Below is a summary of changes from the staff report to the Final Decision.

General & Administrative Changes

- **Document Date:** The staff report is dated October 1, 2025, while the final decision is dated October 9, 2025, reflecting the date of the decision after the hearing.
- **Agent on Record:** The agent listed in the staff report was Monique Vanden'Aklie. The final decision lists Nicole Lee.
- **Signatories:** The staff report was submitted by Katie McDonald, Senior Planner. The final decision was prepared for the signatures of John Eisler, Community Development Director, and Michael Warren II, Planning Commission Chair.
- **Appeal Language:** The final decision includes a standard notice of the 12-day appeal period and procedure, which is not present in the staff report.

Procedural Additions

- **Hearing Details:** The final decision adds a "PROCEDURE" section that the staff report lacks. This section documents that the evidentiary hearing was held on October 8, 2025.
- **Public Testimony:** It specifies that two members of the public testified neutrally, and three were against the proposal, citing concerns about traffic volumes and safety.
- **Commission Vote:** The final vote of the Planning Commission, 5-1-0 in favor of approval, is recorded in the final decision.

Substantive Changes to Findings

The most significant changes involve replacing the "Proposed Findings" in the staff report, which often posed questions for the commission, with definitive "Findings" that incorporate testimony and the commission's deliberations.



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- **Farm Impacts Test (Criterion 18.16.020 (1), (2)):**

- The staff report concluded by stating the Planning Commission "will need to find if the use will or will not" impact farming practices.
- The final decision adds details from the hearing, noting that one commissioner challenged the lack of traffic impact and that the applicant testified they would add a "no tolerance policy" for agricultural interference into their private contracts. It then makes a definitive finding that the standard was met.

- **Character of the Area (Criterion 18.16.020(3)(c)):**

- The final decision adds that the "applicant testified that the proposed structure fit in the median of existing structures, so as to blend in better with the surrounding properties," a detail not in the staff report.

- **Adequacy of Public Facilities (Criterion 18.16.020(3)(d)):**

- While the staff report noted comments were received from the fire district, the final decision incorporates the specific requirement from those comments directly into the finding.

- **Livability, Value, and Appropriate Development (Criterion 18.160.020(2)):**

- The staff report pointed out a discrepancy in the proposed hours of operation. The final decision resolves this, stating that after deliberation, the Planning Commission specified the hours of operation as 6 a.m. to 9 p.m., Monday through Friday.
- In response to public testimony about traffic, the final decision documents that the Planning Commission imposed a condition limiting enrollment to 55 children.

- **Preservation of County Assets (Criterion 18.160.020(4)):**

- The staff report stated, "The Applicant has not identified assets of particular interest to the county".
- The final decision reverses this, with the Planning Commission itself identifying that "providing child care in an identified 'childcare desert' is an asset of particular interest to the county".

- **Traffic Impact Analysis (TIA) Requirement (Criterion 18.180.010(2)):**

- The staff report noted a potential discrepancy between the 55 students used for the TIA calculation and a projected 60 students mentioned elsewhere. The final decision clarifies this by noting the commission confirmed the enrollment cap at 55 and made it a condition of approval.



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- The staff report explicitly found that because the proposed access did not meet the 500-foot spacing standard, "an exception is required and thus a full Traffic Impact Analysis is required".
- The final decision includes a finding, adding that "The Road Superintendent confirmed that an exception to access spacing is not requested".

Conclusions and Conditions of Approval

- **Conclusion:** The staff report's conclusion section presents three options for the commission to choose from (approve, deny, or continue). The final decision replaces this with a definitive statement of approval.
- **Conditions of Approval:** The final decision expands significantly on the proposed conditions.
 - The staff report listed 6 proposed conditions.
 - The final decision lists 11 conditions, adding the following new requirements based on the hearing and deliberations:
 - Submission of a Fire Code compliant site plan prior to building permits.
 - A requirement for a formal modification if the structure size increases by 15% or enrollment exceeds 55 children.
 - The facility's hours are limited to 6 a.m. to 9 p.m., Monday through Friday.
 - The applicant must provide evidence of communication with the County Road Department and Fire District regarding additional safety signage on SW Reif Rd.
 - A copy of the state child care license must be submitted prior to the certificate of occupancy being issued.