



## LETTER OF INCOMPLETENESS

April 4, 2022

**OWNER:** 818 Powell Butte, LLC  
Gene Gramzow  
21059 Avery Lane  
Bend, OR 97702

**APPLICANT:** Atwell, LLC  
Hal Keever  
9755 SW Barnes Rd, Suite 150  
Portland, OR 97225

**REQUEST:** The applicant has applied for a modification to the approved Development Plan for the Crossing Trails Destination Resort (DR-08-0092).

<b>LOCATION:</b>	<u>Map</u>	<u>Section</u>	<u>Tax Lots:</u>
	15S 15E	17	100
	15S 15E	17	106
	15S 15E	17	109
	15S 15E	17	110

The above referenced application was submitted to Crook County Planning January 26, 2022. On February 25, 2022, the application was deemed incomplete, with a letter sent for review. On March 17, 2022, additional materials were submitted for staff's review, addressing the incomplete portions of the application. Some of the criteria further addressed by the applicant in their response is now considered complete based on the applicant's response and suggestion that compliance can be addressed through conditions of approval or further dialog without an additional incompleteness response from the county. However, the application continues to be considered incomplete based on the criteria cited below. Staff has identified where more information is required to adequately address the Crook County Code and/or other applicable regulations:

### ***Title 18, Zoning***

#### ***Chapter 18.116 Destination Resort Overlay***

##### ***18.116.080 Application procedures and contents.***

*(\*\*\*)*

*(3) The development plan shall contain the following elements:*

*(\*\*\*)*

*(g) A traffic study which addresses: (1) impacts on affected county, city, and state road systems, and (2) transportation improvements necessary to mitigate any such impacts. The study shall be prepared by a*

licensed traffic engineer in coordination with the affected road authority (either the county department of public works or the Oregon Department of Transportation, or both);

**18.116.100 Approval criteria.**

(\*\*\*)

(a) *The traffic study required by CCC 18.116.080(3)(g) illustrates that the proposed development will not significantly affect a transportation facility. A resort development will significantly affect a transportation facility for purposes of this approval criterion if it would, at any point within a 20-year planning period:*

*(i) Change the functional classification of the transportation facility;*

*(ii) Result in levels of travel or access which are inconsistent with the functional classification of the transportation facility; or*

*(iii) Reduce the performance standards of the transportation facility below the minimum acceptable level identified in the applicable transportation system plan (TSP).*

(b) *If the traffic study required by CCC 18.116.080(3)(g) illustrates that the proposed development will significantly affect a transportation facility, the applicant for the destination resort shall assure that the development will be consistent with the identified function, capacity, and level of service of the facility through one or more of the following methods:*

*(i) Limiting the development to be consistent with the planned function, capacity and level of service of the transportation facility;*

*(ii) Providing transportation facilities adequate to support the proposed development consistent with Chapter 660 OAR, Division 12; or*

*(iii) Altering land use densities, design requirements or using other methods to reduce demand for automobile travel and to meet travel needs through other modes.*

*(c) Where the option of providing transportation facilities is chosen in accordance with subsection (6)(b)(ii) of this section, the applicant shall be required to provide the transportation facilities to the full standards of the affected authority as a condition of approval. Timing of such improvements shall be based upon the timing of the impacts created by the development, as determined by the traffic study or the recommendations of the affected road authority.*

**Staff Comment:** The applicant provided a traffic study prepared by a licensed engineer. The County retained Joe Bessman, with Transight Consulting, to review the applicant's study and provide comment. In response to the additional materials submitted on March 17, 2022, staff contacted Transight. In response, Transight submitted comments to the county recommending incompleteness based on the factors highlighted in his letter, which is included as an attachment. Staff would like to facilitate a meeting between Transight and the your traffic engineer so that we can have a discussion surrounding the identified incomplete information. Please reach out to staff as soon as possible and we'll be happy to schedule a meeting.

**CONCLUSION:**

The applicant has 180 days from the date the application was submitted (January 26, 2022) to respond to this letter of Incompleteness. If the applicant does not respond in writing within 180 days, then the application will be deemed void

on the 181<sup>st</sup> day. To prevent this application from being deemed void, please respond in writing to this letter 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.

Respectfully,

A handwritten signature in black ink that reads "Will Van Vactor". The signature is written in a cursive, slightly slanted style.

Will Van Vactor  
Community Development Director