



MINUTES for March 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 4:00 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
		Calvin Walter	X	
X		George Ponte		
X		Gary Bedortha		
X		Laquita Stec		
X		Les Williamson		
X		Mike Warren		

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:

None

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 January 24, 2024

The Chair noted that the date on the top of the minutes was January 27, 2024.

Commissioner Bedortha moved to approve the corrected minutes. Commissioner Williamson seconded the motion.

Commissioner	Aye	Nay	Abstain
Calvin Walter	X		
George Ponte	X		
Les Williamson	X		
Mike Warren	X		
Gary Bedortha	X		
Laquita Stec	X		
Motion carried 6-0-0			

Minutes of February 14, 2024

Staff noted that the meeting end time was 3:38 p.m., not 3:28 p.m. as stated.

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

Commissioner	Aye	Nay	Abstain
Calvin Walter	X		
George Ponte	X		
Les Williamson	X		
Mike Warren	X		
Gary Bedortha			X
Laquita Stec			X
Motion carried 6-0-0			

V. Items for Consideration

1. Public Hearing

217-24-00016-PLNG Text Amendment to Crook County Code to bring zoning ordinances into compliance with current State statutes and regulations, provide clear and objective criteria within the zoning ordinance to provide for greater understanding of requirements, allow for local flexibility in interpreting code language, edit incorrect code language, and remove references to outdated or removed sections.

6:45 The Chair read the applicable criteria for review into the record.

7:24 The Chair asked if any Commissioner had any bias, prejudice, personal interest, or conflicts of interest to disclose.

Commissioner	No	Disclosure
Calvin Walter	X	
George Ponte	X	
Les Williamson	X	
Mike Warren	X	
Gary Bedortha	X	
Laquita Stec	X	

7:35 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
Calvin Walter	X	
George Ponte	X	
Les Williamson	X	
Mike Warren	X	
Gary Bedortha	X	
Laquita Stec	X	

8:05 The Chair asked if any member of the public, including those participating by phone, wished to challenge any member of the Commission. No members of the public stated a challenge.

8:23 The Chair read the relevant requirements for testimony for participants.

9:30 The Chair asked if any member of the Commission wished to impose a time limit on testimony.

Commissioner	No	Disclosure
Calvin Walter	X	
George Ponte	X	
Les Williamson	X	
Mike Warren	X	
Gary Bedortha	X	
Laquita Stec	X	

9:45 The Chair reviewed the order of testimony.

10:10 The Chair asked to hear from staff.

10:15 Will Van Vactor recommended a change to the process noting that there were a number of proposed text amendments, and he recommended that staff make their presentation and then public testimony be permitted immediately afterward.

10:40 The Commission agreed with this change in process.

11:00 Commissioner Stec asked a clarifying question about the process.

11:10 Staff provided clarification.

11:52 Will Van Vactor provided testimony on the update to the Farm Use Table with the addition of Farm Brewery use type.

13:04 The Chair asked if there were any questions on the amendment.
Craig Kilpatrick asked a clarifying question.
Staff provided clarification.

14:19 Katie McDonald provided testimony on the code amendments to reflect state statute requirements regarding Forest Template Dwelling.

16:06 Will Van Vactor provided testimony.

16:20 The Chair asked if there were any questions on the amendment.
None.

16:50 Katie McDonald provided testimony on the code amendments to define family to align with state statute regarding Family Unit Definitions.

17:30 The Chair asked if there were any questions on the amendment.
Commissioner Ponte asked a clarifying question.

18:20 Staff provided clarification.

19:30 Staff noted that item 5 of the definition of a residential home required further clarification.

21:50 Commissioner Bedortha asked a clarifying question.

22:00 Staff provided clarification.

21:32 Katie McDonald provided testimony on the code amendments to reflect state statute requirements for ADU Parking Requirements.

23:30 The Chair asked if there were any questions on the amendment.
None

23:50 Will Van Vactor provided testimony on the code amendments that reflect state statute requirements for allowing Accessory Dwelling Units in parts of the rural residential zones.

28:00 Commissioners and staff reviewed and discussed the zoning map.

30:30 Commissioner Williamson asked a clarifying question.

31:45 Staff provided clarification.

32:10 The Chair asked a clarifying question.

32:30 Staff provided clarification.

33:00 Commissioners and staff reviewed and discussed definitions in the proposal.

35:00 Will Van Vactor provided testimony on defining staged evacuation areas.

37:00 Commissioner Bedortha asked a clarifying question.

37:30 Will Van Vactor provided clarification.

40:45 Commissioner Ponte provided a recommendation.

43:30 Commissioner Bedortha asked a clarifying question.

43:40 Will Van Vactor provided clarification.

45:00 The Chair asked if there were any questions on the amendment.
Monty Kurtz asked a clarifying question.
Staff provided clarification.

46:30 Monty Kurtz asked a second clarifying question.
Staff provided clarification.

48:30 Katie McDonald provided testimony.

49:25 The Chair provided a recommendation.

51:00 Craig Kilpatrick asked a clarifying question.

52:00 Will Van Vactor provided clarification.

53:00 Will Van Vactor provided further testimony.

55:30 Commissioner Stec asked a clarifying question.

55:45 Will Van Vactor provided clarification.
57:00 Commissioner Bedortha provided a suggestion.
59:00 The Commission and staff reached an agreement on the size of a staged evacuation area.

1:00:20 Will Van Vactor provided testimony on the code amendments to add standards to allow the use of Recreational Vehicles on occupied residential properties.
1:02:10 Katie McDonald provided testimony.
1:07:00 Will Van Vactor provided testimony.
1:08:40 Will Van Vactor recommended tabling the amendment for further research.
1:10:00 The Commission agreed to table the amendment.

1:00:20 Katie McDonald provided testimony on the code amendments to add standards for outdoor lighting which will reduce light pollution and improve dark skies.
1:15:00 Commissioner Stec asked a clarifying question.
1:15:30 Katie McDonald provided clarification.
1:17:00 The Commission discussed an addition to the amendment to address lighting color.
1:18:00 The Commission and staff discussed the amendment.
1:25:00 The Commission and staff discussed the rewording of several sections of the amendment.
1:34:00 The Chair asked if there were any questions from online participants on the amendment.
None
1:35:00 The Commission discussed additions to and deletions from the amendment text.
1:39:00 Monty Kurtz provided a suggestion.

1:41:20 Hannah Elliott provided testimony on the code amendments to remove specific standards for cargo containers.
1:42:00 Craig Kilpatrick provided testimony on painting standards for cargo containers and asked a clarifying question.
1:47:00 The Commission discussed the painting standards for cargo containers.
1:49:00 Staff clarified the rules for painting cargo containers.
1:54:00 The Chair asked a clarifying question.
1:55:00 Staff provided clarification.
1:58:00 The Commission and staff discussed an amendment to address the painting of branding and signage on cargo containers.
2:02:00 Craig Kilpatrick provided suggestions and asked questions about addressing branding and signage in the code.
2:04:00 The Commission and staff further discussed an additional amendment to address painting of branding and signage on cargo containers.
2:12:00 Will Van Vactor recommended tabling the amendment for future review.
2:12:10 The Commission agreed to table the amendment.

2:12:40 Will Van Vactor provided testimony on the code amendments update Juniper Acres Purpose statement to clarify building permit requests.
2:14:00 The Commission agreed to the amendment.

2:14:10 Katie McDonald provided testimony on the code amendments to clarify the approval process for transmission towers.
2:14:50 The Commission agreed to the amendment.

2:15:00 Commissioner Stec reviewed the agreed upon amendment and tabled items.
2:16:00 Will Van Vactor suggested tabling the family unit definition for further review.
2:16:50 The Commission agreed to table the amendment.

2:17:30 Commissioner Stec moved to recommend the presented proposed code changes with minor changes to be performed by staff before the amendments go to the County Court, noting that three items, Family Unit Definitions, Recreational Vehicles on Residential Properties, and Standards for Cargo Containers, were tabled for further discussion. Commissioner Bedortha seconded the motion.

The Chair called for further discussion.
None.

Commissioner	Aye	Nay	Abstain
Calvin Walter	X		
George Ponte	X		
Les Williamson	X		
Mike Warren	X		
Gary Bedortha	X		
Laquita Stec	X		
Motion carried 6-0-0			

2:19:15 Commissioner Stec moved to amend her previous motion to allow the signing of the recommendation outside of a planning commission meeting. Commissioner Bedortha seconded the motion.

The Chair called for further discussion.
None.

Commissioner	Aye	Nay	Abstain
Calvin Walter	X		
George Ponte	X		
Les Williamson	X		
Mike Warren	X		
Gary Bedortha	X		
Laquita Stec	X		
Motion carried 6-0-0			

2:19:43 The Chair called for a motion to close the public hearing. Commissioner Williamson moved to close the public hearing. Commissioner Ponte seconded the motion.

The Chair called for further discussion.
None

Commissioner	Aye	Nay	Abstain
Calvin Walter	X		
George Ponte	X		
Les Williamson	X		
Mike Warren	X		
Gary Bedortha	X		
Laquita Stec	X		
Motion carried 6-0-0			

2:20:00 The Commission recessed for five minutes.

2. Planning Commission Open Position Interviews:

2:20:00 The Chair read the applicable procedural requirements into the record.

2:22:00 The Chair called for candidates on Zoom.
None

2:22:30 The Chair invited Marlo Dill to come forward and describe her background.

2:24:00 Marlo Dill provided an overview of her background.

2:25:00 Commissioners asked the candidate several interview questions.

2:29:00 The candidate was invited to ask questions of the Board.

2:35:00 The Chair invited Monty Kurtz to come forward and describe his background.

2:36:00 Monty Kurtz announced he was pulling his application as he was running for a county commission seat.

2:39:00 Commissioner Stec noted that Stephen Miller and Samantha Pepper did not attend the meeting and were withdrawn.

2:39:00 The Chair invited Shelby Duncan to come forward.

2:38:30 Commissioners asked the candidate several interview questions.

2:43:00 The candidate was invited to ask questions of the Board.

2:46:00 The Commission discussed the candidates and the needs of the Commission.

2:50:00 Will Van Vactor clarified the election and appointment procedure regarding the pro-tem opportunity.

2:51:00 The Commission discussed the option of offering a pro-tem position.

2:58:30 Katie McDonald reviewed the term end dates for the current commissioners.

3:00:00 Commissioner Bedortha moved to recommend Marlo Dill for the open planning commission position to be filled until December 31, 2024. Commissioner Ponte seconded the motion.
The Chair called for further discussion.
None

Commissioner	Aye	Nay	Abstain
Calvin Walter	X		
George Ponte	X		
Les Williamson	X		
Mike Warren	X		
Gary Bedortha	X		
Laquita Stec	X		
Motion carried 6-0-0			

3:00:35 Commissioner Ponte moved to recommend Shelby Duncan as a pro-tem planning commissioner to the county commission. Commissioner Williamson seconded the motion.
The Chair called for further discussion.
None

Commissioner	Aye	Nay	Abstain
Calvin Walter	X		
George Ponte	X		
Les Williamson	X		
Mike Warren	X		
Gary Bedortha	X		
Laquita Stec	X		
Motion carried 6-0-0			

3. Adopt Decision List 2024:

3:01:00 The Chair called for a vote to approve the decision list.

3:01:00 Commissioner Bedortha moved to adopt the 2024 decision list. Commissioner Ponte seconded the motion.

The Chair called for further discussion.

None

Commissioner	Aye	Nay	Abstain
Calvin Walter	X		
George Ponte	X		
Les Williamson	X		
Mike Warren	X		
Gary Bedortha	X		
Laquita Stec	X		
Motion carried 6-0-0			

4. Next Meeting Date and Time:

3:02:00 Staff confirmed that the next meetings will be on April 10, 2024, and April 24, 2024.

3:04:00 The Chair called for a motion to adjourn the meeting.

3:05:00 Commissioner Williamson moved to adjourn the meeting.
Motion carried.