

**STAYTON PLANNING COMMISSION**  
**MEETING MINUTES**  
**May 30, 2017**

**COMMISSIONERS:** Jackie Carmichael  
Dixie Ellard  
Ellen Nunez

**STAFF MEMBERS:** Dan Fleishman – Planning & Development Director  
Lisa Meyer – Public Works Administrative Assistant

**OTHERS PRESENT:** --

1. **CALL TO ORDER:** Nunez opened the meeting at 7:00 PM.
2. **APPROVAL OF MINUTES:** Carmichael moved and Ellard seconded to accept the minutes from April 24, 2017 as presented. Passed 3:0
3. **LAND USE FILE #3-05/17 –PUBLIC HEARING Application for Site Plan Approval, 1933 Pacific Ct, Brian and Angie Harper:** Applicant was not present for hearing. Public Hearing will be rescheduled for June 26, 2017.
4. **LAND USE FILE #10-04/16 –REQUEST FOR EXTENSION OF APPROVAL Application for Site Plan Approval, 1319 W Washington St, Richard Koenig:** Applicant was not present for review of Request for Extension. Fleishman explained there is a standard in the code for granting an extension. There are two criteria- 1) that progress has been made on final engineering and 2) applications for any other regulatory agencies have been filed. Mr. Koenig did not submit information regarding either of those two things. Mr. Koenig did submit engineering documents in the fall, but asked that the City put the review on hold. Fleishman confirmed that there have not been any code changes that would affect this project. Carmichael moved and Ellard seconded to accept extension. Passed 3:0
5. **DISCUSSION of Accessory Dwelling Units-** Fleishman referred to his staff report and explained that our code does not currently allow for an accessory dwelling unit (ADU). The Commission discussed the difference between adding an attached ADU to an existing home or adding a detached ADU within a single family lot. Fleishman expressed his concern that Oregon’s building code does not currently address tiny houses.

After much discussion the Commission identified the parameters they would like to see when moving forward with writing draft code for ADUs. The Commission agreed to the following parameters: 1) require one of the units to be owner occupied 2) require one additional parking space 3) ADU size requirements of 250 minimum square ft. and a maximum of 800 square ft. 4) allow for attached or detached ADU 5) allow 3 ft. rear setback for detached ADU.

Fleishman will have a draft code ready for the Commission to review at the June meeting. A public hearing will be scheduled later this summer.

**ADJOURN:** Meeting was adjourned at 7:52 PM