

**STAYTON PLANNING COMMISSION
MEETING MINUTES**

Monday, February 25, 2019

COMMISSIONERS: Heidi Hazel
Ralph Lewis, Chair
Richard Lewis

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

OTHERS PRESENT: -

1. **CALL TO ORDER:** Chair Lewis called the meeting to order at 7:00 p.m.
2. **APPROVAL OF MINUTES:** Richard Lewis moved and Hazel seconded to approve the minutes from January 25, 2019. Passed 3:0
3. **LAND USE FILE #23-12/18 –PUBLIC HEARING Proposed Code Amendments Regarding Standards for Recreational Vehicle Parks**
 - a. **Review of Revised Amendment-** Chair Lewis suggested abbreviating Recreational Vehicle Park to RVP when referencing within the code.
 - b. **Commission Deliberation-** The Commissioners agreed to move Management Responsibilities under Operational Standards to the Park Administration section as a requirement of on-site management. The Commissioners also suggested adding a requirement of having a pet waste receptacle every 25 spaces and allowing the park owner to initiate procedures to assume title or ownership of any derelict, abandoned and inoperable RV or personal property no more than 30 days of discovering abandonment.
 - c. **Commission Decision-** Richard Lewis moved to make the additional changes in the proposed amendments and forward to the City Council for adoption, Hazel seconded. Passed 3:0.

4. REVIEW OF PROPOSED CODE AMENDMENT REGARDING PROPERTIES ON THE NATIONAL REGISTER OF HISTORIC PLACES

Fleishman explained the proposed amendment recognizes that properties on the historic register have special character and therefore the City is flexible when administering design standards in the code while still considering safety and Public Works requirements. The Commissioners agreed to move forward with the proposed amendment. Fleishman will schedule a public hearing.

5. REVIEW OF PROPOSED CODE AMENDMENT REGARDING FENCES IN DOWNTOWN ZONES

Fleishman clarified that the proposed amendment for front yard fences would apply to all commercial zones in the City. The Commissioners are in agreement with the proposed amendment. Fleishman will schedule a public hearing.

6. **OTHER BUSINESS-** Fleishman will offer a Land Use Planning Basic Training session on March 11th at 7:00 p.m. for the Planning Commissioners, area city planners, and City Council members.

7. **ADJOURN-** Chair Lewis adjourned the meeting at 7:46 p.m.