

**STAYTON PLANNING COMMISSION  
MEETING MINUTES  
Monday, July 31, 2017**

**COMMISSIONERS:** Jackie Carmichael  
Dixie Ellard  
Heidi Hazel  
Ralph Lewis  
Ellen Nunez

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

**OTHERS PRESENT:** Mark Kronquist, Richard Lewis, Dan Morgan

1. **CALL TO ORDER:** Nunez opened the meeting at 7:00 pm.
2. **APPROVAL OF MINUTES:** Carmichael moved and Hazel seconded to accept the minutes from June 26, 2017 as presented. Passed 5:0.
3. **LAND USE FILE #5-06/17 –PUBLIC HEARING Proposed Code Amendments Regarding Accessory Dwelling Units**
  - a. **Commencement of Public Hearing-** Nunez read the opening statement. There were no objections to the notice for the case. There were no objections for the jurisdiction of the Planning Commission to hear and consider the case. No declarations of conflict of interest, *ex parte* contact or bias by any members of the Planning Commission were made.
  - b. **Staff Report-** Fleishman explained that if the proposed code were adopted by City Council, it would allow one accessory dwelling unit (ADU) on a lot with an existing single family home. Fleishman referred to the memorandum provided in the packet and outlined the proposed minimum requirements for an ADU. The Oregon Department of Land Conservation and Development submitted a letter expressing their support for the amendment; however, they suggested removing the requirement for off street parking unless the City has documented parking issues in residential neighborhoods. This year's session of the Oregon legislature passed a bill that would require the City to allow at least one accessory dwelling unit for each detached single family dwelling subject to reasonable local regulations regarding siting and design. As of this morning, the bill has not yet been signed by the Governor.
  - c. **Questions from the Commission-** The Commissioners and Fleishman discussed the process of enforcing the requirement of having the owner occupy one of the dwelling units.
  - d. **Proponents' Testimony-** None
  - e. **Opponents' Testimony-** Fleishman did receive a phone call from a woman that had a concern about accessory dwelling units.
  - f. **Governmental Agencies-** None
  - g. **General Testimony-** None
  - h. **Questions from the Public-** None
  - i. **Questions from the Commission-** None
  - j. **Staff Summary-** Fleishman had nothing else to add.

**k. Close of Hearing-** Nunez closed the public hearing.

**l. Commission Deliberation-** The Commissioners discussed the proposed requirements of having the owner occupy one of the dwelling units and the off-street parking requirement.

**m. Commission Decision-** Hazel noted that the hearing date on the proposed Recommendation of Approval has June 31 rather than July 31. Hazel moved and Lewis seconded to approve the Recommendation of Approval with the noted correction. Passed 5:0

**4. DISCUSSION of Proposed Code Amendments regarding Color Palette for Downtown Buildings** – Fleishman went over the color palette history for buildings along the downtown zones. Friends of Old Town Stayton’s (FOTS) Design Committee suggested replacing table 12.20-12.21 in the existing code with the earth tone paint samples provided. There are colors in the current code that aren’t represented in the proposed paint samples, e.g. black & light yellow.

Mark Kronquist, 308 E. Water St., Stayton, OR. Kronquist offered his Pantone color match samples to help match the colors in the current table.

The Commissioners appreciate the group’s efforts, but would like to see paint sample colors that more closely match the colors represented in the existing table. They like the idea of having a paint sample board that shows the possible paint colors for buildings in the downtown zones. If this project moves forward, the Commissioners would like a representative from the FOTS Design Committee to be present to explain their color selection. Fleishman will work with the FOTS Design Committee.

**5. DISCUSSION of Proposed Code Amendments regarding fence requirements in subdivisions** - Dan Morgan, 2195 Cardinal Ave., Stayton, OR. Morgan suggested requiring new developments and new single family homes install a fence if the side or rear yard is on an existing public street. Morgan’s main concern for requiring fences is the safety of children and secondly, for cosmetic reasons. He also proposed to require a uniform fence of like material and design along with requiring developers to establish a homeowners association to be responsible for fence maintenance.

Fleishman went over the current standards for erecting fences.

Fleishman will draft a code requiring the perimeter of a new subdivision to have a barrier when the side or rear yard is next to a public street and require the developer to establish a homeowners association.

**6. ADJOURN:** Meeting was adjourned at 8:03 pm.