

STAYTON PLANNING COMMISSION MEETING MINUTES

Monday, June 25, 2018

COMMISSIONERS: Jackie Carmichael, Vice Chair
Dixie Ellard
Heidi Hazel
Paige Hook
Ralph Lewis, Chair

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

OTHERS PRESENT: Curt Fisher, Paul Davis, Paul Hartman, Irene Marchbanks, Patsy Smith

1. **CALL TO ORDER:** Chair Lewis called the meeting to order at 7:00 p.m.
2. **APPROVAL OF MINUTES:** Carmichael moved and Hazel seconded to approve the minutes from May 29, 2018. Passed 5:0.
3. **LAND USE FILE #5-04/18 –PUBLIC HEARING Comprehensive Plan Map and Official Zoning Map Amendments**
 - a. **Commission Deliberation-** Stromeier’s property will stay as Commercial zoning as requested by the property owner. The maps in the Commissioner’s packet reflect the changes from last month’s hearing along with leaving Stromeier’s property as Commercial General and leaving the property at 819 Birch Ave as Commercial General. Carmichael declared *ex parte* contact with her landlord who owns 165 W Washington Ave. The home is rented by her mother-in-law. Lewis didn’t think the contact would be an issue.
 - b. **Commission Decision-** Hazel moved to adopt the draft revised order and Carmichael seconded. Passed 4:1 (Hook)
4. **LAND USE FILE #12-05/18 –PUBLIC HEARING Application for site plan approval, Santiam Memorial Hospital, N Tenth Ave**
 - a. **Commencement of Public Hearing-** Lewis opened the hearing at 7:09 p.m. and read the opening statement. No objections were made from the audience to the notice in this case or the jurisdiction of this body to hear the case. There were no declarations of conflict of interest, *ex parte* contact or bias by members of the Planning Commission.
 - b. **Staff Introduction-** Fleishman explained that the hospital received site plan approval seven years ago to use the property as a temporary parking lot while the tower was being constructed. The use of the parking lot continued after construction with no official approval. Fleishman noted a draft order did not get included with the packet and provided the Commissioners a copy at the hearing.
 - c. **Applicant Presentation-** Curt Fisher, Planner with AKS Engineering, 4300 Cherry Ave, Keizer OR 97303. The proposed parking lot will provide overflow parking for hospital employees. The property is just over 2 acres and will offer 158 parking spaces. Over 30% of the site will be landscaped which more than doubles the 15% requirement. At least a 10-foot buffer will be along all property boundaries. The applicant will provide a screen for residences to the east that’s a combination of existing fence with arborvitae hedge towards the south end. Street trees will be planted on both frontages and around the stormwater

facilities. Fisher accepts the City's Conditions of Approval and requests approval of the draft Order as presented.

- d. **Staff Report-** Fleishman referred to the documents in the packet along with the draft Order provided that evening. The Applicant meets most of the conditions in the code. The suggested Conditions of Approval includes removing the driveway on E Santiam St, combine the three tax lots into one tax parcel with the Marion County Assessor's Office and other conditions involving irrigation and landscaping. Staff recommended approval with the suggested conditions.
- e. **Questions from the Commission-** Hook inquired if the lighting standards are met. Fleishman referred to the memo from the engineer who did the light design. In order to meet the standard, the light posts would have to be raised taller than what our code allows or have even more lights.
- f. **Proponents' Testimony-** None
- g. **Opponents' Testimony-** None
- h. **Governmental Agencies-** None
- i. **General Testimony-** None
- j. **Questions from the Public-** Paul Davis, 1004 E Santiam St, Stayton, OR. Davis noted that there are three City lights on the corner of 10th and E Santiam St and it is plenty bright. He does not want any more lights added to the intersection.

Irene Marchbanks, a resident of Sublimity, OR, inquired if there are sidewalks in place along the perimeter of the proposed parking lot. Fleishman confirmed that there are existing sidewalks on Tenth Ave and E Santiam St that will stay in place.

- k. **Questions from the Commission-** Hook noted that the Applicant proposed a 6-foot cyclone fence and there is already a wood fence in place. She inquired if both fences will stay and asked about the maintenance & upkeep. Fisher confirmed that the existing wood fence belongs to the homeowners along the east property line. The cyclone fence was requested by the Applicant to provide security along the east property line. In addition, arborvitae will be planted closer to E Santiam St. The Applicant will maintain the cyclone fence. Hook inquired why a cyclone fence wasn't proposed along the north property line. Fisher explained that the Applicant owns the undeveloped lots and did not feel a security fence was needed along the north property line at this time.

Lewis inquired if additional lights will be added along the street side of the stormwater collection site. Fisher confirmed that there are existing street lights and no new lights will be added to E Santiam St.

Ellard noted that the plans show electric charging stations and inquired about how many charging stations will be installed. Fisher was not sure how many will be added.

Hook inquired what other security measures the Applicant is considering for their employees.

Paul Hartman, an employee and representative of Santiam Memorial Hospital, explained that the Applicant plans to install security cameras.

- l. **Applicant Summary-** Fisher noted the trade off with the lighting to prevent light pollution and spillover onto neighboring lots and generous landscaping.
- m. **Staff Summary-** Fleishman had nothing more to add.
- n. **Close of Hearing-** Lewis closed the hearing at 7:34 p.m.
- o. **Commission Deliberation-** The Commissioners thought it was a huge improvement.

p. Commission Decision- Carmichael moved to approve the draft order with the Conditions of Approval, Hazel seconded. Passed 5:0.

5. DISCUSSION OF POSSIBLE CODE AMENDMENT REGARDING SIGNS IN PUBLIC ZONE

Fleishman presented a suggested code amendment for temporary signs. The current code does not allow temporary signs to be placed within the right-of-way. Fleishman suggested a provision to allow a temporary sign in the public zone when the right-of-way exceeds 60 ft. of width and there is a landscape strip between the curb and sidewalk. The temporary sign shall be placed a minimum of 3 ft. behind the curb, and a minimum of 50 ft. from a driveway or intersection. If the Commissioners would like to pursue the code amendment, a public hearing can be scheduled.

Irene Marchbanks, a resident of Sublimity, wanted clarification for temporary & portable signs. Fleishman explained that if it is a sign that is up for a short duration, it would be a temporary sign. If it is a sign that is portable in nature, but up most of the year, then it would be a portable sign.

The commissioners would like to pursue an amendment to the code.

6. DISCUSSION OF POSSIBLE COUNTY ZONING AMENDMENT ON GOLF CLUB ROAD-

Fleishman explained an individual contacted him about 1.8 acres that's adjacent to the golf course on Golf Club Road. The caller was interested in purchasing the property, tearing down the house, and having an RV storage area. The property is not in the City or zoned by the City. The parcel is zoned Urban Transition 20 by Marion County, which does not allow for an RV storage area. The caller is requesting a letter of support as part of his application for a Zone Map Amendment to Marion County. The land is part of the City's Comprehensive Plan and designated as Residential. There are currently three areas within the Urban Growth Boundary (UGB) that are designated as Commercial. One area is the corner of Shaff Road & Golf Club Road, the second is the Golf Club itself, and the third is the existing travel trailer dealer/Ford Dealer on Mill Creek Road. Fleishman wanted to get the Commissioners feedback to determine if they thought a letter of support should be provided. The Commissioners discussed the amount of traffic the business may generate.

Lewis thought if the County would approve the application, it would be an improvement on the lot.

Fleishman explained that all land in UGB that is not annexed is zoned Urban Zone 20. Fleishman did not think a letter of support would set a precedent for future requests and future requests would be based on its own merit. Fleishman explained that if the Applicant is successful with the zone change, the Applicant would go through a development review process with the County. The County would contact the City for review comments. The City would recommend that the development is designed to accommodate future expansion of City utilities and widening of Golf Club Road.

Hook is concerned that the RV storage will be a crime attractor. She cannot support having an RV storage area next to an area that is designated as residential and the City not having input on how the site gets developed. Fleishman explained that Marion County would be looking at traffic flow and stormwater and probably landscaping standards. She asked if all the residents would want a storage facility next door. Fleishman offered to notify neighbors and have a meeting next month to get their input. Hook didn't think the Planning Commission should give a letter of support for an RV storage unit and not have any say on how the site gets developed.

Hazel asked if there are any properties in town that could be used for an RV Storage area. Fleishman couldn't think of any.

Patsy Smith, a resident of Salem, OR, spoke about a meeting she recently attended. A storage unit manager spoke about how having a family live on site, along with having a fence and security cameras, has helped keep the site secure. Smith complimented how nice the storage unit property looks off of Cordon Road with it being fenced and well lit. She thought it was an asset to the neighborhood.

The Commissioners discussed getting input from neighboring property owners. Hook thought all City residents should have the opportunity to provide input since this property is within the UGB and will eventually be annexed into the City. It was recommended that the Police Chief provide a memo listing crime statistics for RV storage units and to invite the neighboring property owners to the next meeting. Fleishman will send out a notice and invite neighbors to July's meeting.

7. **OTHER BUSINESS-** Hook wanted the record to reflect why she voted against the Comprehensive Plan Map and Official Zoning Map Amendments. She was not clear on what was included in the Amendments and felt that the voting was quick. As a new Commissioner, she asked to be given the opportunity to clarify the information presented prior to voting.

Hook thought the Planning Commission should consider the possible crime impact when reviewing Land Use Applications. Fleishman stated that the Planning Commission can initiate a legislative amendment to the Land Use and Development Code requiring crime statistics for Land Use Applications. The Amendment would then require the Police Department to comment on every Land Use Application. Fleishman offered to talk to the Police Chief to see if he has any design recommendations to reduce the incidents of crime.

8. **ADJOURN-** Lewis adjourned the meeting at 8:23 p.m.