

STAYTON PLANNING COMMISSION MEETING MINUTES

Monday, July 29, 2024

COMMISSIONERS: Larry McKinley -Chair
Dixie Ellard
Peter Bellas
Richard Lewis
Amy Watts
Lucas Joyce

STAFF MEMBER: Jennifer Siciliano, Community & Economic Development Director

OTHERS PRESENT: Steve Sims, Council President, 2110 E Santiam St, Stayton OR 97383
Juli Bochsler, 1660 Mt Jefferson Dr, Stayton OR 97383
Ross Bochsler, 41203 Kingston Lyons Dr, Stayton OR 97383
Levi Warriner, 41203 Kingston Lyons Dr, Stayton OR 97383
Jack Yarbrough, 201 Whitney St, Stayton OR 97383

- 1. CALL TO ORDER:** Chair **McKinley** called the meeting to order at 7:01 pm
- 2. APPROVAL OF MINUTES:** Richard Lewis moved, and Peter Bellas seconded to approve the minutes from March 25, 2024, and May 28, 2024, as presented. Passed 4:0.
- 3. DISCUSSION OF CODE ADMENDMENT** – The issue before the Planning Commission is to consider adding a permitted use, with Site Plan Review, of “#17 General Merchandise Stores” to the Interchange Development (ID) Zone. This would be reflected by amending Table 17.16.070.1 Permitted Land Use in the Stayton Land Use and Development Code. The ID zone covers four (4) parcels in the city and has a limited number of permitted uses. A Land Use Code Amendment must either be initiated by the Planning Commission or the City Council per 17.12.175.3. Additionally, a study on the impact on transportation facilities is required to be conducted per 17.12.175.6, and this has been completed by the city’s traffic engineer, Kittelson & Associates, Inc. They conclude that the proposed change would not represent a significant effect on the transportation system as defined by TPR.

Dollar General has since submitted a Site Plan Review with a Public Hearing scheduled for August 29, 2024. Before a Site Plan Review with the use of a “General Merchandise Stores” can be approved, the use needs to be permitted with a Site Plan Review in the ID zone. The Planning Commission can vote at its July 2024 meeting to hold a Public Hearing for a Text Amendment at its August 2024 meeting before the hearing of Dollar General’s Site Plan Review.

ANALYSIS

For the Dollar General Site Plan Review to be considered, a Public Hearing for a Text Amendment to add the use “# 17 General Merchandise Stores” needs to be permitted with Site Plan Review in the Interchange Development (ID) zone to be reflected in the Table 17.16.070.1 Permitted Land Use in the Stayton Land Use and Development Code. The Planning Commission should vote to hold a Public Hearing on a Text Amendment. This Text Amendment would only be a recommendation for the City Council. The City Council provides the approval or denial of the Text Amendment.

Chair Mckinley explained the definition of the Interchange Development Zone. Explaining the use of the zone and “General Merchandise is not allowed in that zone.

Jack Yarbrough asked to talk, panel allowed it. Microphone was off and nothing was recorded.

Richard Lewis made a motion and Dixie Ellard second to allow a Public Hearing on the matter. Motion approved 5:0.

4. **DISCUSSION OF CODE ADMENDMENT**—The issue before the Planning Commission is to consider holding a Public Hearing to recommend a detailed procedure for Amending Land Use Code. Stayton Land Use and Development Code 17.12.175 is only a framework as stated within the Code.

ANALYSIS

The Planning Commission should hold a Public Hearing to recommend a detailed procedure for Amending Land Use Code. The City Planner will review Oregon State Law ORS, as well as other Ordinances in similar municipalities to expand on the framework in 17.12.175 to provide a detailed process for Text Amendments that ensures alignment with Stayton’s Comprehensive Plan's text, goals, policies, and actions.

Hearing to be set for September Planning Commission meeting.

Motion to hold hearing to discuss Code Amendment. Amy Watts motioned and Richard Lewis Second. Motion approved 5:0.

5. **LAND USE FILE #3-01/24 -PUBLIC HEARING -Application for Preliminary Partition Plan to divide 313 N Evergreen Ave into 3 parcels, Ross Bochsler, Kardboard Box LLC, PO Box 516, Stayton OR**

- a. **Commencement of Public Hearing-** Chair McKinley read the opening statement and opened the hearing at 7:02 pm. No objections were made by 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/Report-** The issue before the Planning Commission is a public hearing on an application for a Preliminary Partition Plan to divide 313 N Evergreen Avenue into 3 parcels creating Lot 1 – 11,230 square feet with frontage on both Evergreen Avenue and Ida Street, Lot 2 – 11,146 square feet with frontage on W Ida Street and is vacant, and Lot 3 – 31,629 square feet with frontage on High Street. Sidewalk requirements were discussed and outlined.
- c. **Applicant Presentation-** Ross Bochsler, applicant, spoke about the future of the lots. Making 3 separate lots from the 1.24-acre lot. Applicant had some questions and concerns regarding approval. Requested some revisions to the Staff Report.
- d. **Questions from the Commission-** None
- e. **Questions and Testimony from the Public-** None
- f. **Applicant Summary-** Applicant requested the hearing be continued to revise the Staff Report to reflect requested changes.
- g. **Staff Summary-**Jennifer Siciliano spoke about the revisions to be made to Staff Report, also recommended to continue the hearing until next month.
- h. **Close of Hearing-** Chair McKinley did not close but continued the hearing at 7:45 pm.
- i. **Commission Deliberation-**
- j. **Commission Decision-** Watts moved and Bellas second that the Stayton Planning Commission continue the public hearing on the application for a Preliminary Plan for Kardboard Box, LLC and Ross Bochsler for 313 N Evergreen Avenue, (Land Use File #3-01/24) until August 26, 2024. Approved 5:0.

6. OTHER BUSINESS –None

7. ADJOURN –Chair adjourned the meeting at 7:48 pm.