

# City of Stayton

## MEMORANDUM - Revised -

**TO:** Chairperson Larry McKinley and Planning Commission Members  
**FROM:** Jennifer Siciliano, Director of Community and Economic Development  
**DATE:** August 21, 2024  
**SUBJECT:** Preliminary Plan for Kardboard Box, LLC and Ross Bochsler for 313 N Evergreen Avenue  
**120 DAYS ENDS:** November 1, 2024.

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### ISSUE

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 W 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 W High Street.



### BACKGROUND

313 N Evergreen is a parcel that is approximately 1.24 acres and fronts W Ida Street, N Evergreen Avenue, and W High Street. Two single-family homes are currently on the property and the proposed preliminary partition plans to provide a separate lot for each of these homes. The three parcel will be vacant and be able to be developed with a residential use.

W High Street is an unimproved local road without sidewalks. N Evergreen Avenue has a substandard sidewalk that will need to be replaced. W Ida Street has substandard sidewalks that also will need replacing and are not up to the current standards to be consistent with Stayton's Transportation System Plan. The Transportation System Plan has pedestrian and bike projects scheduled along the frontage of W Ida Street: pedestrian project P13, and bike project B9.

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The city has provided three water and sewer connections for future development of Lot 2 as part of Phase II upgrades to Ida Street.

The applicant will need to work with Marion County's Surveyor's Office when recording their final approved plan.

## **ANALYSIS**

This report and the draft order presents the Planning Staffs summary and analysis concerning this application. It was developed with the input of other City departments and agencies.

Attached is an application for preliminary partition plan from Kardboard Box, LLC and Ross Bochsler. The application consists of a stamped plan, a narrative, and an application form. The complete application submission has been posted on the City's website.

As future developments progress on these partitioned parcels, depending on what is proposed in future developments, additional will be asked of the developer.

The attached draft order provides findings and analysis of each approval criteria for Preliminary Partition Plan.

## **RECOMMENDATION**

The staff recommends option one to approve the draft order as presented.

## **OPTIONS AND SUGGESTED MOTIONS**

Staff has provided the Planning Commission with a number of options, each with an appropriate motion. The Planning Department recommends the fourth option until additional information is provided by city staff.

### **1. Approve the application, adopting the draft order as presented.**

I move the Stayton Planning Commission approve the application for a Preliminary Plan for Kardboard Box, LLC and Ross Bochsler for 313 N Evergreen Avenue, (Land Use File #3-01/24) and adopt the draft order presented by Staff.

### **2. Approve the application, adopting modifications to the draft order.**

I move the Stayton Planning Commission approve the application for a Preliminary Plan for Kardboard Box, LLC and Ross Bochsler for 313 N Evergreen Avenue, (Land Use File #3-01/24) and adopt the draft order with the following changes...

### **3. Deny the application, directing staff to modify the draft order.**

I move the Stayton Planning Commission deny the application for a Preliminary Plan for Kardboard Box, LLC and Ross Bochsler for 313 N Evergreen Avenue, (Land Use File #3-01/24) and direct staff to modify the draft order to reflect the Planning Commission's discussion and bring a revised draft order for Planning Commission approval at the September 30, 2024, meeting.

### **4. Continue the hearing until September 30, 2024.**

I move 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 September 30, 2024.

### **5. Close the hearing but keep the record open for submission of written testimony.**

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I move the Stayton Planning Commission close the 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) but maintain the record open to submissions by the applicant until September 2, allowing 7 days for review and rebuttal and then an additional 7 days for the applicant to reply, with final closure of the record on September 30, 2024.

**6. Close the hearing and record, and continue the deliberation to the next meeting.**

I move the Stayton Planning Commission continue the deliberation 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 September 30, 2024.