**STAYTON PLANNING COMMISSION**

**MEETING MINUTES**

**Monday, March 25, 2024**

 **COMMISSIONERS:** Larry McKinley -Chair

 Dixie Ellard

 Peter Bellas

 Richard Lewis

 Amy Watts -Via Zoom

 **STAFF MEMBER:** Jennifer Siciliano, Community & Economic Development Director

 Windy Cudd, Office Specialist

 **OTHERS PRESENT:** Steve Sims, Council President, 2110 E Santiam St, Stayton OR 97383

 Dale & Kristine Looper, Applicant, 1660 N 6th Ave, Stayton OR 97383

 Carl & Patricia Sampson, Resident, 1732 N 6th Ave, Stayton OR 97383

 Sam Moore, 6S Dev., 18333 Preston Rd, Ste 500, Dallas TX 75252

 Don Jensen, Jensen Consulting & Dev, 5190 Kale St NE, Salem OR 97305

1. **CALL TO ORDER:** Chair **McKinley** called the meeting to order at7:01 pm
2. **OTHER BUSINESS: ANNUAL ETHICS CERTIFICATION**

Mckinley reminded all Commissioners that there should have been a notice sent to recertify. It is due by April 15th.

1. **APPROVAL OF MINUTES:** Amy Watts moved, and Bellas seconded to approve theminutes from February 26, 2024, as presented. Passed 5:0.
2. **LAND USE FILE #6-02/24 -PUBLIC HEARING -Application for Variance to front setback for garage, Ricki Young, RY Construction, 1125 Stonefield Ct**
	1. **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.
	2. **Staff Introduction/Report-** The issue before the Planning Commission is a public hearing on an application for a front yard setback variance to a garage entrance. The applicant is proposing to build a new duplex on a vacant lot at 1125 Ridgefield Court, which is one of the vacant lots in Ridgefield Planned Unit Development (PUD).
	3. **Applicant Presentation-** None
	4. **Questions from the Commission-** McKinley asked for clarification of the setbacks. Siciliano answered.
	5. **Questions and Testimony from the Public-** None
	6. **Applicant Summary-** None
	7. **Staff Summary-** Nothing more to add.
	8. **Close of Hearing-** Chair McKinley closed the hearing at 7:09 pm
	9. **Commission Deliberation-** McKinley explained to the Commissioners that there had been approvals made for this exact situation. Granting this variance would be consistent with the same approvals given to lots in this subdivision in the past.
	10. **Commission Decision-** Ellis Moved and Richard Lewis second that the Stayton Planning Commission approve the application for a variance of Land Use File #6-02/24, and adopt the draft order presented by staff. Passed unanimously.
3. **LAND USE FILE #12-11/24 PUBLIC HEARING -Application to vacate Right of Way property south of 1732 N 6th Ave. and north of 1660 N 6th Ave.**
	1. **Commencement of Public Hearing-** Chair McKinley read the opening statement and opened the hearing at 7:11 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.

Richard Lewis shared that he had a brief discussion with the City Planning Director regarding the issue with this Land Use Application, no bias was declared. Chair McKinley also noted that he lives just behind this property.

* 1. **Staff Introduction/Report-** The issue before the Planning Commission is a public hearing on an application to vacate the right of way between the south property line of 1732 N 6th Avenue and the north property line of 1660 N 6th Avenue.
	2. **Applicant Presentation-** Applicants both spoke how they have been taking care of this piece of property for years and they would like to have the right to do what they want to it, with the current easement still withstanding.
	3. **Questions from the Commission-** McKinley asked about ownership of the piece of Property. Siciliano explained that the City does own it for now but would be transferred equally to the two abutting property owners.
	4. **Questions and Testimony from the Public-** None
	5. **Applicant Summary-** Nothing to add.
	6. **Staff Summary-** Siciliano added that the applicants did get 2/3 of the signatures as required.
	7. **Close of Hearing-** Chair McKinley closed the hearing at 7:19 pm
	8. **Commission Deliberation-** McKinley reiterated that the property is just a grass parcel and the applicants have maintained it for over 20 years so far.
	9. **Commission Decision-** Richard Lewis Moved and Ellis seconded that the Stayton Planning Commission recommend to the Stayton City Council that the right of way between south property line of 1732 N 6th Avenue and the north property line of 1660 N 6th Avenue be vacated and adopt the draft order presented by staff. Passed unanimously.
1. **DISCUSSION OF CODE AMENDMENT – Permitted uses in the Interchange Development (ID) Zone.**

Open Discussion. Siciliano explained the definition of the Interchange Development Zone and definitions of retail uses. Commissioners discussed that they would like to evaluate projects with nom-permitted uses on a one-to-one basis.

1. **OTHER BUSINESS –**None
2. **ADJOURN –**Chair adjourned the meeting at 8:25 pm.