

# STAYTON PLANNING COMMISSION MEETING MINUTES

Monday, September 25, 2023

**COMMISSIONERS:** Ralph Lewis -Absent  
Dixie Ellard -Interim Chair  
Larry McKinley -Absent  
Richard Lewis  
Amy Watts -Via Zoom

**STAFF MEMBER:** Jim Jacks, Interim Planning & Development Director  
Jennifer Siciliano, Community & Economic Development Director  
Windy Cudd, Office Specialist

**OTHERS PRESENT:** Ronald Ped, Architect, 1220 20<sup>th</sup> St SE Ste 125, Salem OR 97317  
Nicholas & Melanie Raba, 920 E Santiam St, Stayton OR 97383

1. **CALL TO ORDER:** Interim Chair Ellard called the meeting to order at 7:06 pm
2. **OTHER BUSINESS:** Introduction of the new Community & Economic Development Director, Jennifer Siciliano. Jennifer spoke about her background and how she came to The City of Stayton.
3. **APPROVAL OF MINUTES:** Richard Lewis moved, and Watts seconded to approve the minutes from July 31, 2023, as presented. Passed 3:0.
4. **LAND USE FILE #7-08/23 – PUBLIC HEARING -- Application for Site Plan Approval, Family Building Blocks, 955 E Santiam St**
  - a. **Commencement of Public Hearing-** Ellard read the opening statement and opened the hearing at 7:10 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 site plan approval for the construction of an 8,836 square foot day care center.
  - c. **Applicant Presentation-** Applicant Ronald Ped is requesting a site plan approval for Family Building Blocks Day Care center. He is requesting a continuance because of additional findings he would like to submit regarding the city engineer report as it was too late to comment on the conditions and observations.
  - d. **Questions from the Commission-** Watts asked about how many children will be attending. Ronald Ped answered that the state allows 18 per classroom, they will be having 8 students per classroom with a total of 40 students.  
  
Richard Lewis asked about the busing and the reliability of the buses for transportation.
  - e. **Questions and Testimony from the Public-** Melanie Raba, Stayton resident, voiced concerns about the traffic impact and the noise of the Day Care Facility to their cul-de-sac. Had very strong concerns with the  
  
Jim Jacks responded to her concerns and detailed the layout and let her know the route that the day care people would be using.
  - f. **Applicant Summary-** Ronald Ped spoke about the driveway selection was based on the roundabout and its additional congestion to E Santiam St.
  - g. **Staff Summary-** Jim Jacks explained that Ronald Ped asked that the record be left open for further written testimony but close the hearing.

**h. Close of Hearing-** Interim Chair Ellard closed the hearing at 7.35pm

**i. Commission Deliberation-** None

**j. Commission Decision-** Richard Lewis moved and Watts seconded to close the hearing on the application of Family Building Blocks (land Use File #7-08/23) but maintain the record open for submission by the applicant until October 9, 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 October 23, 2023.

**5. OTHER BUSINESS** –None

**6. ADJOURN** – Interim Chair adjourned the meeting at 7:46 pm.