

**STAYTON PLANNING COMMISSION
MEETING MINUTES**

Monday, April 27, 2020

On-line Meeting held over Zoom

COMMISSIONERS: Jackie Carmichael, Vice-Chair
Dixie Ellard
Heidi Hazel
Ralph Lewis, Chair
Richard Lewis

STAFF MEMBER: Dan Fleishman, Planning & Development Director

OTHERS PRESENT: Roger Roberts, Alan Kirby

1. **CALL TO ORDER:** Chair Lewis called the meeting to order at 7:00.
2. **APPROVAL OF MINUTES:** Hazel moved and Richard Lewis seconded to approve minutes from February 24, 2020 as presented. The motion was approved 4:0.
3. **LAND USE FILE #1-02/20 – PUBLIC HEARING Application for removal of condition of approval, Roberts Industries, LLC, Pacific Ct**

- a. **Commencement of Public Hearing** – Chairman Lewis opened the hearing and read the opening statement. There were no objections to the notice provided, or the jurisdiction of the Planning Commission to review the application. There were no declarations of biases, conflict of interest or *ex parte* contact by the Commission.

Commissioner Carmichael joined the meeting.

- b. **Staff Introduction** – Fleishman provided a brief introduction to the application
- c. **Applicant Presentation** – Roger Roberts, Roberts Industries, LLC provided a history of the project and his attempt to obtain about 10,000 sq ft of property. In January 2018, the Planning Commission approved the modification of the subdivision, but imposed a condition of approval to either document or obtain easements for existing public facilities on another portion of the parcel the land he is going to obtain is going to come out of. That parcel is owned by Larry and Gloria Loveberg. Roberts attempted many times to contact Loveberg and was not successful in getting the necessary easements.

Roberts is now requesting the Planning Commission remove the condition from the approval of the subdivision modification.

- d. **Staff Report** – Fleishman informed the Commission that the request for the condition of approval came from the Public works Department, through the City Engineer's review memo at that time. Whereas Roberts has been unsuccessful in getting the Loveberg's cooperation and whereas the easement is needed on the portion of Loveberg's property on the south side of the Salem Ditch and Roberts is hoping to obtain property on the north side of the Salem Ditch, the City Engineer and the Public Works Director have consented to removal of the condition.
- e. **Questions from the Commission** – Richard Lewis asked some questions regarding why the original condition was placed. Fleishman answered the questions.
- f. **Proponents' Testimony** – none

- g. **Opponents' Testimony** – none
 - h. **Governmental Agencies** – none
 - i. **General Testimony** – none
 - j. **Questions from the Public** – none
 - k. **Questions from the Commission** – none
 - l. **Applicant Summary** – none
 - m. **Staff Summary** – none
 - n. **Close of Hearing**
 - o. **Commission Deliberation**
 - p. **Commission Decision** – Hazel moved and Carmichael seconded that the Planning Commission approve the application of Roger Roberts to remove the condition from the approval of the modification of the Roberts Industrial Park subdivision and adopt the draft order as presented. The motion as approved 5-0.
4. **LAND USE FILE #3-04/20 –PUBLIC HEARING Application for Partitioning, North Santiam School District 29J, N Evergreen Ave**
- a. **Commencement of Public Hearing**– Chairman Lewis opened the hearing and read the opening statement. There were no objections to the notice provided, or the jurisdiction of the Planning Commission to review the application. There were no declarations of biases, conflict of interest or *ex parte* contact by the Commission.
 - b. **Staff Introduction** – Fleishman informed the Commission that this application is for a two-parcel partitioning of a vacant parcel on the east side of N Evergreen Ave, near W High St.
 - c. **Applicant Presentation** – Alan Kirby, program supervisor of the construction education program for North Santiam School District, introduced himself and described the plan to partition the property into two parcels. The NSSD for the past several years has run a program in which high school students are involved in home construction. They are completing their second home now and this property will be used for the next two homes. The parcel will be divided into two equal-sized parcels. The filed includes a plan showing the trees to be removed. The District has been in touch with neighbors about tree removal and will cooperate with them to assure that the remaining trees are not at risk.
 - d. **Staff Report** – Fleishman presented the staff report and draft order, noting the review comments from the City Engineer regarding the need for additional right of way on N Evergreen Ave and the need to replace the existing sidewalk. The recommendation from staff includes two conditions of approval regarding dedication of additional right of way and submission of engineering plans to accompany applications for building permits. New sidewalk will need to be constructed when homes are built.
 - e. **Questions from the Commission** – There were questions from Richard Lewis regarding the tree removal plans. Fleishman responded that the City does not have standards regarding tree removal, so there is not a recommended condition of approval addressing the issue.
 - f. **Proponents' Testimony** – none
 - g. **Opponents' Testimony** – none
 - h. **Governmental Agencies** – none
 - i. **General Testimony** – none
 - j. **Questions from the Public** – none

- k. Questions from the Commission** – none
 - l. Applicant Summary** – none
 - m. Staff Summary** – none
 - n. Close of Hearing**
 - o. Commission Deliberation** – none
 - p. Commission Decision** – Hazel moved and Carmichael seconded that the Planning Commission approve the application of the School District and adopted the draft order as presented. The motion was approved by 5-0.
- 5. OTHER BUSINESS** – None
- 6. ADJOURN:** Chair Lewis adjourned the meeting at 7:35