

**STAYTON PLANNING COMMISSION
MEETING MINUTES
Monday, January 30, 2023**

COMMISSIONERS: Ralph Lewis
Dixie Ellard
Larry McKinley
Richard Lewis
Amy Watts

STAFF MEMBER: Dan Fleishman, Planning & Development Director
Windy Cudd, Office Specialist

OTHERS PRESENT: Andrew & Lily Westlund, 772 Rabbit Run, Stayton OR

1. **CALL TO ORDER:** Chair Lewis called the meeting to order at 7:00 pm
2. **ELECTION OF CHAIR:** Richard Lewis moved and Ellard seconded to elect McKinley Vice-Chair. Passed 5:0.
3. **APPROVAL OF MINUTES:** McKinley moved, and Richard Lewis seconded to approve the minutes from November 2022, as presented. Passed 5:0.
4. **LAND USE FILE #10-08/21 – Request for Extension of Approval, Site Plan Review, State Investments, LLC, Golf Club Rd**
 - a. **Staff Report:** Fleishman explained the issue before the Planning Commission is a request to extend the deadline for commencing construction after receiving site plan approval. A written request for an extension of time filed with the City Planner at least 30 days prior to the expiration date of the approval shall extend the duration of the one-year period until the decision authority has taken action. A letter requesting an extension was received within the timeline.
 - b. **Questions from the Commission:** NONE
 - c. **Commission Deliberation:** NONE
 - d. **Commission Decision:** Richard Lewis moved and Ellard Seconded to approve the request of State Investments, LLC for a one-year extension of the approval granted in Land Use File #10-08/21. Approved 5:0
5. **LAND USE FILE #13-12/22 – PUBLIC HEARING Application for Modification of Conditions of Approval, Andrew J. Westlund, 977 & 985 W Ida St**
 - a. **Commencement of Public Hearing-** Chair Lewis read the opening statement and opened the hearing at 7:02 pm. No objections were made from 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 noted that he does know Andrew Westlund from the Parks and Recreation Board, and feels no conflict.
 - b. **Staff Introduction-** Fleishman explained the application for major modification of a previously approved parcel partitioning.
 - c. **Application Presentation-** Mr. Westlund simply requesting the conditions of approval be removed or modified to updated current standards.

- d. **Staff Report-** The original application was approved in 2009 by the Planning Commission. Based on a recommendation from the City Engineer, among the conditions placed on the approval was one that required the applicant to either install a new fire hydrant or an onsite sprinkler system.
 - e. **Questions from the Commission-** Specific questions regarding the project were asked and answered from the applicant.
 - 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-** Applicant restated that he would like the conditions to be modified, wants to project to move along safely.
 - m. **Staff Summary-** Fleishman directed commissioners to the draft order.
 - n. **Close of Hearing-** Lewis closed the hearing at 7:36 pm.
 - o. **Commission Deliberation-** McKinley specified the code is outdated and suggested Public Works possible update to the code.
 - p. **Commission Decision-** McKinley moved and Ellard seconded to approve the application and remove condition of approval #5 and direct staff to modify the draft order. Passed 5:0
6. **OTHER BUSINESS** – None
7. **ADJOURN-** Chair Lewis adjourned the meeting at 7:43 pm.