

## **BEFORE THE STAYTON PLANNING DEPARTMENT**

In the matter of  
The application of  
Santiam Hospital and Clinics

) Minor Modification Site Plan Review  
) File # 1-03/25  
)

### **ORDER OF CONDITIONAL APPROVAL**

#### **I. NATURE OF APPLICATION**

The application is for a Minor Modification to a Site Plan Review to replace the Emergency Department entry canopy and provide a larger covered pedestrian walkway at the Santiam Hospital located at 1369 N 10<sup>th</sup> Avenue zoned Public/ Semi-Public (P).

#### **II. FINDINGS OF FACT**

##### **A. GENERAL FINDINGS**

1. The owner and applicant are Santiam Hospital and Clinics.
2. The property can be described on Marion County Assessors Map as 1369 N 10th Avenue (tax lot 091W10AD00100).
3. The property is approximately 7.2 acres.
4. The property is zoned Public/ Semi Public (P).
5. The property is already developed with a hospital, women's clinic, orthopedic clinic, and outpatient facility.
6. The adjacent property to the north is zoned Low Density (LD) Residential. To the east, the parcels are zoned LD and Medium Density (MD) Residential. To the south, the parcels are zoned High Density (HD) Residential and MD. To the west, the parcels are zoned LD and Commercial General (CG).

##### **B. EXISTING CONDITIONS**

The subject property is currently developed with a hospital, women's clinic, orthopedic clinic, and outpatient facility.

##### **C. PROPOSAL**

The proposal is to replace the Emergency Department entry canopy with a new one and provide a larger covered pedestrian walkway with additional landscaping, and lighting.

##### **D. AGENCY COMMENTS**

The following agencies were notified of the proposal: City of Stayton Public Works, Marion County Public Works, WAVE Broadband, Stayton Cooperative Telephone Company, Pacific Power, Northwest Natural Gas, Santiam Water Control District, Stayton Fire District, Stayton Police Department, and North Santiam School District.

Responses were received from Stayton Public Works, City of Stayton's Transportation Consultant, whose comments are reflected in the findings below.

The Stayton Fire District reviewed the proposal and had no comments.

## E. ANALYSIS

Site plan review applications are required to satisfy approval criteria contained within Stayton Municipal Code (SMC) Title 17, Section 17.12.220.

## F. APPROVAL CRITERIA

Pursuant to SMC 17.12.220.5 the following criteria must be demonstrated as being satisfied by the application:

- a. *The existence of, or ability to obtain, adequate utility systems (including water, sewer, surface water drainage, power, and communications), and connections, including easements, to properly serve development in accordance with City's Master Plans and Standard Specifications.*

Finding: The Applicant has provided a site plan showing the proposed improvements and connection to onsite and city infrastructure.

Regarding water utility, a 12-inch ductile iron city water main is located along the west side of N 10th Avenue, serving the Santiam Memorial Hospital complex with a domestic water connection and a city fire hydrant near the south property line. An 8-inch ductile iron city water main is located along the north side of E Fir Street, with a city fire hydrant near the intersection of E Fir and N Evergreen Street. In addition, an 8-inch ductile iron city fire-supply water main runs along the west side of the property, connecting E Pine/E Fir Streets to E Hollister Street. The city's Water Master Plan identifies some undersized lines and the need for a second water service in E Hollister Street to serve the hospital; however, the proposed canopy construction under this Minor Modification does not trigger these improvements.

Regarding sanitary sewer, the city's GIS system shows an 8-inch concrete sanitary sewer main along the east side of N 10th Avenue, while the applicant's site plan indicates this line is a 10-inch reinforced concrete main. Although neither source depicts a connection, it is anticipated the subject property is served by this main. An additional 8-inch concrete sanitary sewer main is located at the southwest corner of the property at the dead end of E Hollister Street. The city's Wastewater Master Plan does not identify any sanitary sewer system deficiencies in the vicinity that would be affected by the proposed development.

Regarding storm drainage, a 10-inch PVC storm main is located along E Fir and E Pine Streets to the north of the property, and a 12-inch storm main of unknown material is located in N 10th Avenue near its intersection with E Pine Street, to which the existing building and southeast vehicle areas appear to connect. According to the Stormwater Master Plan, runoff from this property and the surrounding system drains to the Salem Ditch. While the plan identifies downstream projects to address 25-year storm events, the proposed canopy construction under this Minor Modification will provide stormwater quality and flow control improvements on site and does not trigger these larger system improvements.

Conditions: Prior to City approval of any onsite construction or support of building permit approval, the Applicant or Applicant's engineer shall submit a final stormwater analysis, report and supporting documentation for approval of the proposed development in accordance with PWDS. Existing site topography and off-site contributing areas shall be considered and included in the analysis and design.

As part of the Development application, the Applicant shall enter into a Development Agreement with the City, prior to approval of construction plans, guaranteeing the onsite storm drainage and public infrastructure improvements. A stipulation of the Agreement shall be that the City will not support a certificate of occupancy or other finalization for the proposed structures until the public improvements and required onsite storm drainage system are complete and accepted by the City.

Prior to City support of occupancy for any building permits, the Applicant shall construct the proposed street improvements and required onsite storm drainage system in accordance with PWDS requirements.

- b. *Provisions for safe and efficient internal traffic circulation, including both pedestrian and motor vehicle traffic, and for safe access to the property from those public streets and roads which serve the property in accordance with the City's Transportation System Plan and Standard Specifications.*

Finding: The applicant has submitted a site plan demonstrating provisions for safe and efficient internal circulation. The plan shows internal pedestrian pathways that provide clear and direct connections between parking areas and building entrances, resulting in a more cohesive and well-organized hospital campus. The existing driveways are proposed to be widened and improved to enhance safety at access points. The applicant will be required to obtain the appropriate permits for any work within the public right-of-way.

Condition: Prior to City approval of any onsite construction or support of building permit approval, the Applicant or Applicant's engineer shall submit final construction drawings for approval of the proposed street widening, curb replacement, and driveway and sidewalk improvements along the development side of N 10th Avenue, in accordance with PWDS requirements.

- c. *Provision of all necessary improvements to local streets and roads, including the dedication of additional right-of-way to the City and/or the actual improvement of traffic facilities to accommodate the additional traffic load generated by the proposed development of the site.*

Finding: N 10th Avenue is designated as a collector street in the Stayton Transportation System Plan (TSP), with a standard 34-foot street improvement including curbs, 6-foot bike lanes, 6-foot sidewalks, and 5-foot planter strips within a 60-foot right-of-way. The existing condition of N 10th Avenue is an approximately 42-foot-wide improvement within a 70-foot-wide right-of-way. The Santiam Memorial Hospital complex currently has five driveways accessing this street. The TSP does not identify any transportation system deficiencies in the area that would be affected or improved by the proposed development.

E Fir Street is designated as a local street in the Stayton TSP, with a standard 34-foot street improvement including curbs, 5-foot sidewalks, and 7.5-foot planter strips within a 60-foot right-of-way. The existing condition of E Fir Street is an approximately 39-foot-wide improvement within a 60-foot-wide right-of-way. The Santiam Memorial Hospital complex currently has two driveways accessing this street. The TSP does not identify any transportation system deficiencies in the area that would be affected or improved by the proposed development.

- d. *Provision has been made for parking and loading facilities as required by Section 17.20.060.*

Finding: The proposed minor modification will not reduce the overall parking supply on the Santiam Hospital campus. The modification consists of replacing the Emergency Department canopy and constructing a new walkway. In a prior application (LU #17-12/24), the applicant demonstrated that the hospital campus, including 1377 N. 10th Avenue, provides a total of 202 parking spaces. This number meets the required parking standard for the campus, and the proposed modification does not alter that compliance.

Analysis: The proposed replacement of the Emergency Department canopy and the extension of the walkway will not affect the required parking for the hospital use. According to Table 17.20.060.7.b, hospital parking requirements are calculated at two (2) space per 1,000 square feet of laboratory and outpatient care area, plus one-half (0.5) space per bed. The hospital campus continues to meet this requirement.

- e. *Open storage areas or outdoor storage yards shall meet the standards of Section 17.20.070*

Finding: No new open storage areas or outdoor storage are being proposed.

- f. *Site design shall minimize off site impacts of noise, odors, fumes or impacts.*

Finding: There will be no off-site noise, odor or fumes from the proposed development project.

- g. *The proposed improvements shall meet all applicable criteria of either Section 17.20.190 Multi-family Residential Design Standards, Section 17.20.200 Commercial Design Standards, Section 17.20.220 Downtown Development Design Standards, or Section 17.20.230 Industrial Design Standards.*

Finding: The proposed project is a public use and no residential, commercial, downtown, or industrial standards are applicable.

- h. *(Repealed Ord. 913, September 2, 2009)*

- i. *(Repealed Ord. 913, September 2, 2009)*

- j. *Landscaping of the site shall prevent unnecessary destruction of major vegetation, preserve unique or unusual natural or historical features, provide for vegetative ground cover and dust control, present an attractive interface with adjacent land uses and be consistent with the requirements for landscaping and screening in Section 17.20.090.*

Finding: The total square footage of the parcel is 313,632 square feet. The Public/Semi-Public (P) zone requires that at least 15% of the site be landscaped, which may include grass. In a prior application (LU #17-12/24), the applicant demonstrated that the immediate hospital campus contained 184,320 square feet of landscaped area. The preliminary storm report indicates that the new and replaced impervious area associated with the proposed project is 24,651 square feet. This results in approximately 51% of the site being landscaped, which exceeds the minimum requirement.

The applicant submitted an appropriate landscaping plan dated May 30, 2025, identifying street trees, site trees, shrubs, groundcover, and miscellaneous items. The plan specifies plant species, locations, and sizes. This criterion is met.

- k. *The design of any visual, sound, or physical barriers around the property such as fences, walls, vegetative screening, or hedges, shall allow them to perform their intended function without undue adverse impact on existing land uses.*

Finding: No new visual, sound, or physical barriers are proposed for this site plan development.

- l. The lighting plan satisfies the requirements of Section 17.20.170.*

Finding: The applicant submitted a photometric lighting plan dated May 23, 2025. The lighting design includes a series of wall-mounted linear fixtures, each 3 inches wide by 5 inches tall, providing 200 lumens per foot of direct asymmetric downlight and 200 lumens per foot of indirect asymmetric up lit. The layout consists of 12 units at 36 inches, 12 units at 48 inches, 31 units at 24 inches, 29 units at 36 inches, and 92 units at 48 inches, all mounted to support beams throughout the canopy and walkway areas. This plan meets the requirements of the general and non-residential lighting standards.

- m. The applicant has established continuing provisions for maintenance and upkeep of all improvements and facilities.*

Finding: Santiam Hospital Facility will be responsible for the upkeep and maintenance of the building and grounds.

- n. When any portion of an application is within 100 feet of the North Santiam River or Mill Creek or within 25 feet of Salem Ditch, the proposed project will not have an adverse impact on fish habitat.*

Findings: The proposed development site is not within 100 feet of the North Santiam River or Mill Creek or within 25 feet of the Salem Ditch. This criterion is not applicable.

- o. Notwithstanding the above requirements the decision authority may approve a site plan for a property on the National Register of Historic Places that does not meet all of the development and improvement standards of Chapter 17.20 and the access spacing standards of Chapter 17.26 provided the decision authority finds that improvements proposed are in conformance with Secretary of the Interior's Standards for Treatment of Historic Properties, the site will provide safe ingress and egress to the public street system, and that adequate stormwater management will be provided.*

Finding: This criterion is not applicable since no building on the property is listed on the National Register of Historic Places.

### **III. CONCLUSION**

Based on the facts above, the Planning Commission concludes that the application meets the requirements for Sections 17.12.220 Site Plan Review, 17.20.060 Off-Street Parking and Loading, 17.20.090 Landscaping Requirements, and 17.20.170 Outdoor Lighting.

### **IV. ORDER**

Based on the findings above, the Stayton City Planner hereby approves the application for a minor modification to the site plan review for the property owned by Santiam Hospital and Clinics, located at 1369 N 10th Avenue, tax lot 091W10AD00100. This approval applies to the documents listed, including the civil sheets C-100, C-001, S-001, C-200, C-300, C-400, C-500, C-501, C-502 (dated May 30, 2025), the exterior elevations (A-211 dated February 12, 2025), site photometrics calculations (dated May 23, 2025), landscape plans L-100 and L-110 (dated May 30, 2025), prepared by Mahlum Architects, Inc. of Portland, OR, the topographic survey by Baker Surveying (dated March 4, 2025), and the Preliminary Storm Report by Stantec (dated

May 29, 2025). This approval is granted subject to the standard conditions of approval attached and the following specific conditions listed below:

1. Prior to city approval of any onsite construction or support of building permit approval, the applicant or applicant's engineer shall submit final construction drawings for approval of the proposed street widening, curb replacement, and driveway and sidewalk improvements along the development side of N 10th Avenue, in accordance with PWDS requirements.
2. Prior to city approval of any onsite construction or support of building permit approval, the applicant or applicant's engineer shall submit a final stormwater analysis, report and supporting documentation for approval of the proposed development in accordance with PWDS. Existing site topography and off-site contributing areas shall be considered and included in the analysis and design.
3. As part of the site development application, the applicant shall enter into a development agreement with the city, prior to approval of construction plans, to guarantee the onsite storm drainage and public infrastructure improvements. a stipulation of the agreement shall be that the city will not support a certificate of occupancy or other finalization for the proposed structures until the public improvements and required onsite storm drainage system are complete and accepted by the city.

The following condition of approval shall be completed prior to city support of occupancy or other finalization for any building permit application on the Subject Property for the proposed Development:

4. Prior to city support of occupancy for any building permits, the applicant shall construct the proposed street improvements and required onsite storm drainage system in accordance with PWDS requirements.

## **V. OTHER PERMITS AND RESTRICTIONS**

The applicant is herein advised that the use of the property involved in this application may require additional permits from the city or other local, State or Federal agencies.

The City of Stayton Land Use review and approval process does not take the place of, or relieve the Applicant of responsibility for acquiring such other permits, or satisfy any restrictions or conditions there on. The land use permit approval herein does not remove, alter, or impair in any way the covenants or restrictions imposed on this property by deed or other instrument.

In accordance with Section 17.12.120.7, the land use approval granted by this decision shall be effective only when the exercise of the rights granted herein is commenced within 1 year of the effective date of the decision. In case such right has not been exercised or extension obtained, the approval shall be void. A written request for an extension of time may be filed with the City Planner at least 30 days prior to the expiration date of the approval.

## **VI. APPEAL DATES**

The Planning Commission's action may be appealed to the Stayton City Council pursuant to Stayton Municipal Code Section 17.12.110 APPEALS.

*Jennifer Siciliano*

Jennifer Siciliano,  
Director of Community and Economic Development

*September 20, 2025*

Date

## **Standard Conditions of Approval for Land Use Applications**

1. Minor variations to the approved plan shall be permitted provided the development substantially conforms to the submitted plans, conditions of approval, and all applicable standards contained in the Stayton Land Use and Development Code.
2. Permit Approval: The applicant shall obtain all necessary permits and approvals from the City of Stayton prior to construction of the project.
3. Change in Use - Any change in the use of the premises from that identified in the application shall require the City Planner to determine that the proposed use is an allowed use and that adequate parking is provided on the parcel.
4. Landscaping - The applicant shall remain in substantial conformance to the approved landscaping plan and follow the criteria established in SMC 17.20.090 for maintenance and irrigation. Dead plants shall be replaced within six months with a specimen of the same species and similar size class.
5. Utilities - Utility companies shall be notified early in the design process and in advance of construction to coordinate all parties impacted by the construction.
6. Agency Approval - The Developer shall be responsible for all costs relating to the required public improvements identified in the approved plan and the specific conditions of approval and within the City Ordinances and Standard Specifications. The developer is also responsible for securing design approval from all city, State and Federal agencies having jurisdiction over the work proposed. This includes, but is not limited to, the City of Stayton, the Fire District, Marion County, DEQ, ODHS (water design), DSL, 1200C (state excavation permit), etc.
7. Construction Bonding - Bonding shall be required if there are any public improvements. Prior to start of construction of any public improvement, the developer shall provide a construction bond in the amount of 100% of the total project costs, plus added city costs associated with public construction. The bond shall be in a form acceptable to the Director of Public Works.
8. Inspection - At least five days prior to commencing construction of any public improvements, the Developer shall notify the Director of Public Works in writing of the date when (s)he proposes to commence construction of the improvements, so that the city can arrange for inspection. The written notification shall include the name and phone number of the contracting company and the responsible contact person. city inspection will not relieve the developer or his engineer of providing sufficient inspection to enforce the approved plans and specifications.
9. Public Works Standards - Where public improvements are required, all public and private public works facilities within the development will be designed to the City of Stayton, Standard Specifications, Design Standards & Drawings (PW Standards) plus the requirements of the Stayton Municipal Code (SMC). (SMC 12.08.310.1)



10. Engineered Plans - Where public improvements are required, the applicant's engineer shall submit design plans for approval of all public improvements identified on the approved plan or as specified in conditions of approval. All design plans must meet the Stayton PW Standards. Engineered construction plans and specifications shall be reviewed by the City Engineer and signed approved by the City Engineer, or Stayton Public Works Department, prior to construction.
11. Street Acceptance - Where public improvements are required, acceptance of completed public street improvements associated with the project shall be in accordance with SMC 12.04.210.
12. Construction Approval - All public improvements and public utilities shall be fully constructed and a letter of substantial completion provided by the City Engineer prior to any building permit applications being accepted or issued unless the required improvements are deferred under a non-remonstrance or other agreement approved and signed by the city. Construction items must be completed within a specified period of time provided in the approval letter or the approval of any additional building permits will be withdrawn by the city.
13. Maintenance Bond - After completion and acceptance of a public improvement by the city, the developer shall provide a 1-year maintenance bond in the amount of 30% of the construction bond amount. The bond shall be in a form acceptable to the Director of Public Works.
14. As-Built - Where public improvements are required, the developer shall submit to the city, reproducible as-built drawings and an electronic file of all public improvements constructed during and in conjunction with this project. Field changes made during construction shall be drafted to the drawings in the same manner as the original plans with clear indication of all modifications (strike out old with new added beside). As-built drawings shall be submitted prior to final acceptance of the construction, initiating the one-year maintenance period.
15. Drainage Permit – A 1200C permit will be secured by the developer if required under the rules of the Oregon State DEQ.
16. SDC - Systems Development Charges are applied to the project at the time of issuance of a building permit.