



City of Stayton

Department of Public Works

362 N. Third Avenue • Stayton, OR 97383

Phone: (503) 769-2919 • Fax (503) 767-2134

Date: 11/13/2025
To: Jennifer Siciliano, AICP – Community and Economic Development Director
Through: Barry Buchanan, PE – Interim Public Works Director
Michael Schmidt – Engineering Associate
From: Lyle J. Misbach, PE, CFM
Project Name: 1000 Block of Golf Lane Annexation, Land Use File #5-02/24
AKS Job No.: 12093-02-1001
Project Site: 1000 Block of Golf Lane, Stayton
Subject: Public Works Recommendations – Developer-Proposed Annexation

PROPOSAL

The submitted application is for annexation of a parcel 20.5 acres in size, located on the west side of Golf Lane (Tax Lot 091W03B001500), to be incorporated into the City as Medium Density (MD) Residential zoning. The parcel (the “Subject Property”) is currently shown as Residential in the City’s Comprehensive Plan. The Annexation approval is being requested by KSD Properties, LLC, as Applicant. We have received and reviewed the BRAND Land Use Annexation Narrative Package, dated March 26, 2025, and accompanying Incomplete Application Response, dated July 15, 2025, as well as the criteria listed in Stayton Municipal Code (SMC) 17.12.210.4, particularly the criterion listed in 4.b.

PURPOSE

The purpose of this memorandum is to identify the potential availability and current deficiencies of City public works infrastructure (streets, storm drainage, water, and sanitary sewer) necessary to be resolved to provide City services for the proposed property Annexation. The following comments are based on our review of for the proposed Annexation application as it relates to City infrastructure and in general conformance with applicable public works portions of the City of *Stayton Municipal Code* (SMC), City of Stayton *Land Use Development Code* (LUDC), City of Stayton utility Master Plans and Transportation System Plan (TSP), Public Works Design Standards (PWDS), and Public Works Standard Construction Specifications (SCS).

PUBLIC WORKS INFRASTRUCTURE

No public infrastructure improvements are required for annexation of property. The following information explains the condition of existing public infrastructure in the vicinity of the Subject Property as well as potential future development requirements. At the time of development of the Subject Property, improvements to public infrastructure to adequately serve the proposed development will be required.

Streets

At the time of development, right-of-way dedication and/or construction of street improvements will be required. The proposed development may also be responsible for contributing a proportional share toward Transportation System Plan capital improvements that benefit the Subject Property.

1. Golf Lane - Golf Lane is designated as a future City Collector in the TSP. The standard for this street classification is a 46-foot-wide improvement, including curbs and sidewalks, street trees and street lighting, in an 80-foot-wide right-of-way.
 - a. Existing Conditions:
 - i. This street has an approximate 32-foot-wide turnpike improvement within a varied right-of-way along the Subject Property frontage and between the Subject Property and the City street system.
 - ii. The nearest City intersection, at Cascade Highway SE, is located approximately 1,000 feet south and east of the Subject Property.
 - iii. The next nearest City intersection is the intersection of Cascade Highway SE and Whitney Street and is located nearly 1,500 feet south and east of the Subject Property.
 - b. Current Deficiencies:
 - i. Golf Lane is a boundary street for the property and will need to be improved to Collector street standards along the Subject Property frontage at time of development.
 - ii. This street will also serve as linking street from Cascade Highway SE to the Subject Property and will need to be improved to provide two-way vehicle traffic along the roadway, accommodate safe pedestrian movement to and from the Subject Property, and meet the emergency vehicle access requirements.
 - iii. Per SMC 17.24.040, *development of one- and two-family dwellings where the number of dwelling units exceeds 30 ... shall be provided with not less than two approved means of access.* Golf Lane is currently a dead-end street without secondary access or connectivity to any streets beside Cascade Highway SE. Development of the Subject Property will need to provide adequate emergency vehicle access and water supply in conformance with the SMC and with PWDS and Stayton Fire Department requirements.
 - c. Transportation System Plan. Two projects for Golf Lane are listed in the current TSP, and may affect some of the requirements for future development of the Subject Property:
 - i. Project M3 as listed is a proposed realignment of Golf Lane to Whitney Street at Cascade Highway, southeast of the Subject Property.
 - ii. Project M7 as listed is an extension of Golf Lane west to and intersection with Golf Club Road, west of the Subject Property.
2. Internal Streets –The conceptual site plan submitted with the Application indicates that all of the proposed streets within the Subject Property will be Local streets within a 60-foot-wide right-of-way.
 - a. Existing Conditions:
 - i. None of the proposed streets currently exist.

- ii. The nearest City intersection of Golf Lane and Cascade Highway SE is located approximately 1,000 feet south and east of the Subject Property.
 - iii. The next nearest City intersection is the intersection of Cascade Highway SE and Whitney Street and is located nearly 1,500 feet south and east of the Subject Property.
- b. Transportation System Plan:
- i. None of the streets shown in the conceptual site plan are listed in the current TSP.

Storm Drainage

Construction of a storm drainage system, including flow control, stormwater quality treatment, and extension of existing City storm infrastructure to serve the property, will be required at the time of development of the Subject Property. The proposed development may also be responsible for contributing a proportional share toward *Stormwater Master Plan* capital improvements that benefit the Subject Property.

3. Existing Conditions:

- a. The nearest available City storm system infrastructure is an unknown size and material City storm drain located in the intersection of Whitney Street and Cascade Highway SE, approximately 1,500 feet southeast of the Subject Property.
- b. Mill Creek, a waterway within the City limits and also a "water of the state" of Oregon, is located approximately 900 feet southeast of the Subject Property.

4. Current Deficiencies:

- a. The Subject Property is not currently served by any City storm drainage infrastructure.
- b. Some shallow localized drainage ditches exist along Golf Lane, but these do not connect to the City system or an approved discharge point as defined in the PWDS.

5. Stormwater Master Plan:

- a. Per the *Stormwater Master Plan*, stormwater runoff from this property and any nearby storm drainage system drains to Mill Creek.
- c. The current *Stormwater Master Plan* indicates an existing detention/retention basin located north and east of the Golf Lane SE/Cascade Highway SE intersection.
- d. The *Stormwater Master Plan* also indicates that the existing wetland between Mill Creek, Cascade Highway SE, and Shaff Road SE shall be preserved as part of the Master Plan.

Water

At the time of development, construction of water system infrastructure, including extension of existing City water mains to serve the property, will be required. The proposed development may also be responsible for contributing a proportional share toward *Water Master Plan* capital improvements that benefit the Subject Property.

1. Existing Conditions:

- a. No City water system infrastructure exists near the Subject Property.

2. Current Deficiencies:



- a. The Subject Property is not currently served by any City water system infrastructure.
 - b. The Subject Property is located in the “Mill Creek Upper Pressure Service Area” as defined in the *Water Master Plan*. City water infrastructure to serve this Service Area does not exist at this time.
 - c. The nearest existing water system infrastructure is a 12-inch ductile iron City water main located in Whitney Street, approximately 120 feet from the Cascade Highway SE intersection, and approximately 1,500 feet southeast of the Subject Property. However, this water main provides service to the “Upper Pressure Zone” as defined in the *Water Master Plan* and is not available to serve the Subject Property.
 - d. Development of the Subject Property will need to provide adequate emergency water supply in conformance with SMC, PWDS and Stayton Fire Department requirements.
3. Water Master Plan:
- a. The current *Water Master Plan* indicates a new “Mill Creek Booster Station” near the future intersection of Golf Lane and Cascade Highway, along with a 12-inch distribution main within Golf Lane from this Booster Station, ultimately extended to Kindle Way and Golf Club Road, are required to provide sufficient pressure and flows to this Service Area.

Sanitary Sewer

At the time of development, construction of sanitary sewer system infrastructure, including extension of existing City sewer mains to serve the property, will be required. The proposed development may also be responsible for contributing a proportional share toward *Wastewater Facilities Planning Study* capital improvements that benefit the Subject Property.

1. Existing Conditions

- a. The Subject Property is located in the “Mill Creek Pump Station Basin” as defined in the *Wastewater Facilities Planning Study*.
- a. The nearest available sanitary sewer system infrastructure is a 12-inch PVC City sewer main located in the intersection of Martin Drive and Cascade Highway SE, approximately 1,800 feet southeast of the Subject Property.
- b. The next nearest available sanitary sewer system infrastructure is a 12-inch PVC City sewer main located in Golf Lane, approximately 2,300 feet northwest of the Subject Property.

2. Current Deficiencies:

- a. The Subject Property is not currently served by any City sanitary sewer system infrastructure.
- b. Proposed connection to any of the existing mains will require engineering calculations to demonstrate that the receiving main has capacity for all additional sanitary sewer flows.

3. Sewer Master Plan:

- b. The current *Wastewater Facilities Planning Study* does not indicate any significant sanitary sewer system deficiencies in the nearby vicinity that will be impacted or could be improved by development of the Subject Property.

cc: Richard Walker, PE – City Engineer



From: [Caleb Cox](#)
To: [Jennifer Siciliano](#)
Cc: [Susan Wright](#); [Max Heller](#)
Subject: Re: Request for Comments on Annexation 20.5 acres off Golf Lane - LU # 5-02/24
Date: Thursday, November 13, 2025 12:11:23 PM
Attachments: [image001.png](#)

CAUTION: This email originated from **Outside Your Organization**. Exercise caution when opening attachments or on clicking links from unknown senders. Please contact Information Technology for assistance.

Hi Jennifer,

As we started preparing the summary we noticed that I had misread queueing table in the Traffic Study... We had thought the 600' queue was for the Cascade Hwy/Whitney St intersection, but it is actually at the Cascade Hwy/Fern Ridge intersection. This changes the trajectory of our review, and means the development is likely fine to proceed without triggering the Golf Lane realignment. I'm very sorry for the confusion on this.

That being said, this Golf Lane realignment issue doesn't go away, this finding just kicks the can down the road to some future developer. I would still recommend a conversation with Marion County to talk through a long-term plan for how development will proceed once the thresholds for a signal are met. We're happy to participate in that conversation if you'd like.

Back to the KSD annexation, here are our revised comments on the traffic study:

1. We understand the application was revised to include only 74 homes rather than the originally proposed 94. It appears the TIA assumed the original 94. We'd like to request an updated analysis for the 74-home proposal. While the reduction in impact is likely small, it's important in this case to account for the trips as accurately as possible because of the restrictions placed on the Cascade Hwy/Golf Lane intersection. We want to make sure the City can reference this TIA when considering options for future development on Golf Lane.
2. We do not see an updated site plan for the 74-home proposal. If the site access will be changing, we would like to see an updated site plan to verify appropriate access and sight distance.
3. On Page 15, the TIA notes that the Cascade Hwy/Shaff Rd/Fern Ridge Rd intersection does not meet v/c standards but no mitigation is recommended because the intersection is under County jurisdiction and the development is being approved through the city's land use process. This assumption should be confirmed with Marion County before proceeding.

Thank you,

Caleb Cox, PE
Senior Engineer

Kittelson & Associates, Inc.
Transportation Engineering & Planning
503.228.5230
503.535.7453 (direct)

From: Jennifer Siciliano <jsiciliano@staytonoregon.gov>
Sent: Thursday, November 13, 2025 11:14 AM
To: Caleb Cox <ccox@kittelson.com>
Cc: Susan Wright <swright@kittelson.com>; Max Heller <mheller@kittelson.com>
Subject: RE: Request for Comments on Annexation 20.5 acres off Golf Lane - LU # 5-02/24

[External Sender]

Sounds good. - Jennifer

From: Caleb Cox <ccox@kittelton.com>
Sent: Thursday, November 13, 2025 10:51 AM
To: Jennifer Siciliano <jsiciliano@staytonoregon.gov>
Cc: Susan Wright <swright@kittelton.com>; Max Heller <mheller@kittelton.com>
Subject: Re: Request for Comments on Annexation 20.5 acres off Golf Lane - LU # 5-02/24

CAUTION: This email originated from **Outside Your Organization**. Exercise caution when opening attachments or on clicking links from unknown senders. Please contact Information Technology for assistance.

Hi Jennifer,

We're happy to do that. We'll aim to have a written summary over to you by mid-next week.

Thanks!

Caleb Cox, PE
Senior Engineer

Kittelton & Associates, Inc.
Transportation Engineering & Planning
503.228.5230
503.535.7453 (direct)

From: Jennifer Siciliano <jsiciliano@staytonoregon.gov>
Sent: Thursday, November 13, 2025 8:58 AM
To: Caleb Cox <ccox@kittelton.com>
Cc: Susan Wright <swright@kittelton.com>; Max Heller <mheller@kittelton.com>
Subject: RE: Request for Comments on Annexation 20.5 acres off Golf Lane - LU # 5-02/24

[External Sender]

Hello All,

We spoke about this application on October 23, 2025. Would you be able to write up a short summary comments to be shared at a Planning Commission meeting? Doesn't have to be a full memo; it can just be an email. The Public Hearing is being heard on November 24, 2025.

I have attached an AI summary and transcript if that will assist you.

Thank you,

Jennifer

From: Caleb Cox <ccox@kittelson.com>

Sent: Monday, October 20, 2025 7:24 PM

To: Jennifer Siciliano <jsiciliano@staytonoregon.gov>

Cc: Susan Wright <swright@kittelson.com>; Max Heller <mheller@kittelson.com>

Subject: Re: Request for Comments on Annexation 20.5 acres off Golf Lane - LU # 5-02/24

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Hi Jennifer,

We've reviewed the TIA for the KSD Annexation on Golf Lane and our draft comments are listed below. **Before sending to the applicant, there are a couple items we'd like to discuss with you noted in red text.** Are you available this week to talk?

1. We understand the application was revised to include only 74 homes rather than the originally proposed 94. It appears the TIA assumed the original 94. We'd like to request an updated analysis for the 74-home proposal. While the reduction in impact is likely small, it's important in this case to account for the trips as accurately as possible because of the restrictions placed on the Cascade Hwy/Golf Lane intersection. We want to make sure the City can reference this TIA when considering options for future development on Golf Lane.
2. We do not see an updated site plan for the 74-home proposal. If the site access will be changing, we would like to see an updated site plan to verify appropriate access and sight distance.
3. The MOU between the City and County (see screen clip below) states, "Golf Lane may remain in its existing location at the time a signal is installed at Whitney Street provided that vehicle queues from the signal do not interfere with turning movements at Golf Lane and Golf Lane meets County standards for safety and operations." The queuing analysis shows the PM peak 95th percentile SBT queue is 600 feet. This extends well past the Golf lane intersection, presumably "interfering with turning movements" at Golf Lane. **Jennifer, This is a potential issue for the applicant, and something the City and County may need to weigh in on. Depending on how the MOU is interpreted, this could trigger the need for the Golf Lane realignment and therefore pause all development in the area until the realignment is complete.**
4. On Page 15, the TIA notes that the Cascade Hwy/Shaff Rd/Fern Ridge Rd intersection does not meet v/c standards but no mitigation is recommended because the intersection is under County jurisdiction and the development is being approved through the city's land use process. **Jennifer, can you please confirm whether this is correct? Does Marion County have authority to weigh in when a development potentially impacts one of their intersections?**

Screen clip from the MOU:

The CITY will cause the realignment of the east end of Golf Lane as designed in Kittelson & Associates recommended lane configuration and traffic control map (attachment "A" Figure 10, dated August 2001), to intersect Cascade Highway at such time Golf Lane warrants signalization or Golf Lane fails to meet COUNTY standards for safety and/or operations and as funds become available. Golf Lane may remain in its existing location at the time a signal is installed at Whitney Street provided that vehicle queues from the signal do not interfere with turning movements at Golf Lane and Golf Lane meets COUNTY standards for safety and operations. If one or more of the above conditions requiring realignment of Golf Lane are met, and funding for the realignment is not available, then the CITY will prohibit any further development on Golf Lane until the east end realignment is funded and completed.

Caleb Cox, PE
Senior Engineer



Kittelson & Associates, Inc.

Transportation Engineering & Planning

503.228.5230
503.535.7453 (direct)

From: Jennifer Siciliano <jsiciliano@staytonoregon.gov>
Sent: Monday, September 29, 2025 4:18 PM
To: Paul Hartmann <phartmann@santiamhospital.org>; Adam Kohler <Adam.Kohler@PacifiCorp.com>; breich@co.marion.or.us <breich@co.marion.or.us>; Brent Stevenson <BrentS@santiamwater.gov>; brian.kelley@nwnatural.com <brian.kelley@nwnatural.com>; Caleb Cox <ccox@kittelson.com>; Christopher Clark <Christopher.clark@pacificcorp.com>; dfreitag@santiamhospital.org <dfreitag@santiamhospital.org>; Doug Kintz <doug.kintz@staytonfire.org>; Erik Hofer <erik@sctcweb.com>; Gwen Johns <gjohns@staytonoregon.gov>; Janelle Shanahan <jshanahan@co.marion.or.us>; Jay Alley <jay.alley@staytonfire.org>; John Eckis <johneckis@sctcweb.com>; John Rasmussen <jasmussen@co.marion.or.us>; Kendall Smith <ksmith@staytonoregon.gov>; kinman@co.marion.or.us <kinman@co.marion.or.us>; Lee Loving <lee.loving@nsantiam.k12.or.us>; Max Heller <mheller@kittelson.com>; Max Hepburn <mhepburn@co.marion.or.us>; MCPW Engineering <mcldep@co.marion.or.us>; Michael Schmidt <mschmidt@staytonoregon.gov>; Nicole Willis <nicole.willis@pacificcorp.com>; oregonconstruction@wavebroadband.com <oregonconstruction@wavebroadband.com>; planning@co.marion.or.us <planning@co.marion.or.us>; Richard Walker (richardw@aks-eng.com) <richardw@aks-eng.com>; rlee@waveboardband.com <rlee@waveboardband.com>; Salem Development Services <developmentervices@cityofsalem.net>; Susan Wright <swright@kittelson.com>; Troy Wheeler <twheeler@co.marion.or.us>; Wayne.clevenger@pacificcorp.com <Wayne.clevenger@pacificcorp.com>
Cc: Susan Bender <sbender@staytonoregon.gov>
Subject: Request for Comments on Annexation 20.5 acres off Golf Lane - LU # 5-02/24

[External Sender]

The City of Stayton has received an application for a proposal to annex a parcel approximately 20.5 acres, located on the west side of Golf Lane (Tax Lot 091W03B001500), to be incorporated into the city as Medium Density (MD) Residential zoning.

The application and narrative package can be accessed at:

<https://www.staytonoregon.gov/upload/page/0080/KSD%20Stayton%20Annexation%20Narrative%20Package.pdf> A revised narrative package is available at:

https://www.staytonoregon.gov/upload/page/0080/BRAND%20Response%20to%20Incomplete%20Letter_.pdf The original application proposed annexation as High Density (HD) Residential with the potential for 92 single-family units. Because single-family units are not permitted in the HD Residential zone, the applicant was advised to revise their proposal. The updated application now requests Medium Density (MD) Residential zoning, with the potential for 74 single-family units.

I have attached our usual request for comments form.

Please send responses by **October 20, 2025**.

Thank you for your assistance.

Jennifer Siciliano, AICP

Community and Economic Development Director

311 N. 3rd Ave

Stayton, OR 97383

Phone 503-769-2998

From: [John Rasmussen](#)
To: [Jennifer Siciliano](#)
Subject: Golf Ln Annexation
Date: Tuesday, October 21, 2025 2:35:26 PM
Attachments: [image001.png](#)

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Hi Jennifer,

I consulted with our Transportation Planner Janelle Shanahan who reviewed the TIA, and we have no specific comment for the case. However, we will likely have comment during a future SPR step. Thanks for copying us.



John Rasmussen, PE | Civil Engineer Associate 3
Land Development Engineering & Permits
Engineering Division, Marion County Public Works

 jrasmussen@co.marion.or.us

 (503) 584-7706 (office) 

From: [Jay Alley](#)
To: [Jennifer Siciliano](#)
Subject: RE: Request for Comments on Annexation 20.5 acres off Golf Lane - LU # 5-02/24
Date: Tuesday, September 30, 2025 3:26:52 PM

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Hi Jennifer;

Is this from the same group that came with the original proposal a while back? I read this application is just for annexation, correct? If so the fire district has no comment at this time.

Jay Alley

Fire Chief
Stayton Fire District
Office 503-769-2601
Cell 503-932-7805
[Jay.alley@staytonfire.org](mailto:jay.alley@staytonfire.org)

“TO PROVIDE OUTSTANDING SERVICE WITH COMMITMENT TO SAVING LIVES AND PROPERTY”

From: Jennifer Siciliano <jsiciliano@staytonoregon.gov>
Sent: Monday, September 29, 2025 4:18 PM
To: Paul Hartmann <phartmann@santiamhospital.org>; Adam Kohler <Adam.Kohler@PacifiCorp.com>; breich@co.marion.or.us; Brent Stevenson <BrentS@santiamwater.gov>; brian.kelley@nwnatural.com; Caleb Cox <ccox@kittelson.com>; Christopher Clark <Christopher.clark@pacificorp.com>; dfreitag@santiamhospital.org; Doug Kintz <Doug.Kintz@staytonfire.org>; Erik Hofer <erik@sctcweb.com>; Gwen Johns <gjohns@staytonoregon.gov>; Janelle Shanahan <jshanahan@co.marion.or.us>; Jay Alley <Jay.Alley@staytonfire.org>; John Eckis <johneckis@sctcweb.com>; John Rasmussen <jrasmussen@co.marion.or.us>; Kendall Smith <ksmith@staytonoregon.gov>; kinman@co.marion.or.us; Lee Loving <lee.loving@nsantiam.k12.or.us>; Max Heller <mheller@kittelson.com>; Max Hepburn <mhepburn@co.marion.or.us>; MCPW Engineering <mcldep@co.marion.or.us>; Michael Schmidt <mmschmidt@staytonoregon.gov>; Nicole Willis <nicole.willis@pacificorp.com>; oregonconstruction@wavebroadband.com; planning@co.marion.or.us; Richard Walker (richardw@aks-eng.com) <richardw@aks-eng.com>; rlee@waveboardband.com; Salem Development Services <developmentservices@cityofsalem.net>; Susan Wright <swright@kittelson.com>; Troy Wheeler <twheeler@co.marion.or.us>; Wayne.clevenger@pacificorp.com
Cc: Susan Bender <sbender@staytonoregon.gov>
Subject: Request for Comments on Annexation 20.5 acres off Golf Lane - LU # 5-02/24

[Email originated from outside of SFD – As always, Do not click links or attachments unless you are sure they are safe]

The City of Stayton has received an application for a proposal to annex a parcel approximately 20.5 acres, located on the west side of Golf Lane (Tax Lot 091W03B001500), to be incorporated into the city as Medium Density (MD) Residential zoning.

The application and narrative package can be accessed at:
<https://www.staytonoregon.gov/upload/page/0080/KSD%20Stayton%20Annexation%20Narrative%20Package.pdf> A revised narrative package is available at:
https://www.staytonoregon.gov/upload/page/0080/BRAND%20Response%20to%20Incomplete%20Letter_.pdf The original application proposed annexation as High Density (HD) Residential with the potential for 92 single-family units. Because single-family units are not permitted in the HD Residential zone, the applicant was advised to revise their proposal. The updated application now requests Medium Density (MD) Residential zoning, with the potential for 74 single-family units.

I have attached our usual request for comments form.

Please send responses by **October 20, 2025**.

Thank you for your assistance.

Jennifer Siciliano, AICP

Community and Economic Development Director

*311 N. 3rd Ave
Stayton, OR 97383
Phone 503-769-2998*

From: gomolls@wvi.com
To: [Jennifer Siciliano](mailto:Jennifer.Siciliano)
Cc: cargon55@gmail.com; aaronfrichel@gmail.com; rjbmitch@gmail.com
Subject: Re: Land Use File #5-02/24
Date: Monday, November 17, 2025 5:14:56 PM
Attachments: [Technical Comment Letter.pdf](#)

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Hello Ms Siciliano, I have attached a document that I would like to be included in the packet that goes to the city Commissioners for their review prior to the November 24 meeting. I would also appreciate the opportunity to speak to the Commissioners concerning this annexation.

Thank you,

Carl Gomoll
12174 Golf Lane SE
Sublimity, OR 97385
503.930.5173

From: Jennifer Siciliano <jsiciliano@staytonoregon.gov>
Sent: Thursday, November 13, 2025 4:26 PM
To: gomolls@wvi.com <gomolls@wvi.com>
Subject: RE: Land Use File #5-02/24

Hello Carl,

You may find the relevant documents for the annexation on the Planning Commission's webpage under "Public Hearings" and under the November 24, 2025, meeting. Here are direct links to Revised Narrative Package (incomplete application response) dated July 15, 2025 (https://www.staytonoregon.gov/page/open/5842/0/BRAND_Response_to_Incomplete_Letter_.pdf.pdf), and the previous submittal dated March 26, 2025 (https://www.staytonoregon.gov/page/open/5842/0/KSD_Stayton_Annexation_Narrative_Package.pdf).

Staff documents are usually available on Monday (11/17/2025) evening and will be posted on the same webpage under "Public Hearings" under the Land Use File #5-02/24.

Sincerely,

Jennifer Siciliano, AICP
Community and Economic Development Director

311 N. 3rd Ave
Stayton, OR 97383
Phone 503-769-2998

From: gomolls@wvi.com <gomolls@wvi.com>
Sent: Thursday, November 13, 2025 1:25 PM
To: Jennifer Siciliano <jsiciliano@staytonoregon.gov>
Subject: Land Use File #5-02/24

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Dear J Siciliano,

Date: November 17, 2025

To: City of Stayton Planning Commission & City Council

Subject: Technical Comment Letter – Proposed Annexation & Subdivision of Tax Lot 091W03B001500 (KSD Properties, LLC Development)

From: Golf Lane SE Residents' Coalition

1 Summary

We respectfully oppose—or, in the alternative, ask that you heavily condition—the proposed annexation and 74-lot subdivision because it conflicts with the Transportation System Plan (TSP), Storm-Water Master Plan (SWMP), Comprehensive Plan (Comp Plan), and Economic Development Strategy (EDS). The project would shift long-term costs and risks onto existing residents while yielding few citywide benefits.

2 Transportation Findings

- **New peak-hour traffic.** KSD Properties, LLC's Transportation Impact Analysis (TIA) forecasts 69 a.m. and 92 p.m. peak-hour trips for the subdivision. We are not sure if this considers the current 15 households on Golf Lane.
- **Current loads are already high.** The City's Transportation System Plan (TSP) counts show 1,000-1,800 vehicles each peak hour at the four Cascade Hwy intersections that "book-end" Golf Lane. The above increase would amount to approximately 6% more volume.
- **Applicant's Transportation Impact Analysis (TIA).** This evaluates 2028 operations with and without the project. At Golf Lane/Cascade Hwy (two-way stop control on Golf Lane), the PM peak goes from a delay of 29.9 seconds (LOS D) and $v/c \approx 0.17$ (No-Build Project) to a delay of 37.0 seconds (LOSE) and $v/c \approx 0.21$ (Build Project). In plain terms: longer average waits for Golf Lane drivers, even though the movement's v/c remains low on Golf Lane. The applicant's narrative reiterates that signal warrants are not met at Golf Lane and that realignment is not yet warranted under current forecasts.
- **Traffic Gaps.** Right Turn on Red (RTOR) at Whitney/Cascade intersection (NB) and at the OR-22 EB ramp/Cascade intersection (SB) keeps traffic streams moving during red phases, reducing the "quiet" windows a side street like Golf Lane depends on. With a posted 45 mph corridor, drivers often accelerate quickly as they clear the interchange, which shortens acceptable gaps and makes it harder for Golf Lane drivers to enter.
- **Percent increases look small on paper—but are concentrated.** A 6-10 % jump spread across an hour is still an extra vehicle every 30–40 seconds during the busiest minutes, all forced to merge or wait for gaps on Cascade Hwy.

- **Intersection failure.** Even with traffic light re-timing, the Cascade Hwy / Shaff-Fern Ridge intersection fails Marion County mobility standard for the p.m. peak.
- **Further Annexation/Urban Development.** The TSP notes further growth could add enough trips to trigger the M3 project to realign Golf Lane with the Whitney St signal. The signal would be justified when volume and/or safety warrants are met. The TSP lists Project M-3 - Golf Lane realignment to Whitney St at \$3.3 million, unfunded high priority (TSP Project List p. 50). No contribution is offered by KSD Properties, LLC application.
- **Collector upgrade.** The TSP also designates Golf Lane SE as a future *Collector* from Cascade Hwy to Golf Club Rd at an estimated \$8.2 million (Project M-7, p 50). No contribution is offered by KSD Properties, LLC application.
- **Crash history.** ODOT's 2015-2020 dataset records a fatal crash at Whitney St / Cascade Hwy in 2017, evidencing existing safety risk (ODOT Crash Stats 2015-20).

3 Storm-Water & Floodplain Findings

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- **Public-service burden.** Residential growth that outpaces employment growth leaves the City reliant on existing homeowners to fund major projects—e.g., the \$8.2 million collector upgrade and regional storm-water pipes.

6 Consistency Matrix

Adopted Policy / Goal	Citation	Consistency Issue
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 - **Post-occupancy checks at Golf Lane/Cascade Hwy**
 -
 - . Within 6–12 months of full occupancy and again at 24 months, require turning-movement counts and an HCM two-way-stop update that shows the north–south Cascade Hwy volumes used, the side-street delay/LOS, and v/c (AM/PM, no-build vs. build). If PM delay exceeds LOSE/F on two consecutive counts or MUTCD signal warrants are met, initiate the realignment scoping and assign proportionate share.
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 3. **Utilities** – Record a covenant barring forced utility hookups, assessments, or annexation of existing Golf Lane properties without written consent from land owners.
 4. **Phasing** – Limit building permits to 20 until off-site infrastructure—collector improvements, water main, and regional storm facilities—is fully operational and accepted by the City.

8 Conclusion

Because the application conflicts with multiple adopted plans—and would shift long-term traffic, flooding, and fiscal burdens onto existing homeowners—we request denial of File #5-02/24 or, at minimum, the imposition of the protective conditions above.

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Prepared for submission by the Golf Lane SE Residents' Coalition.

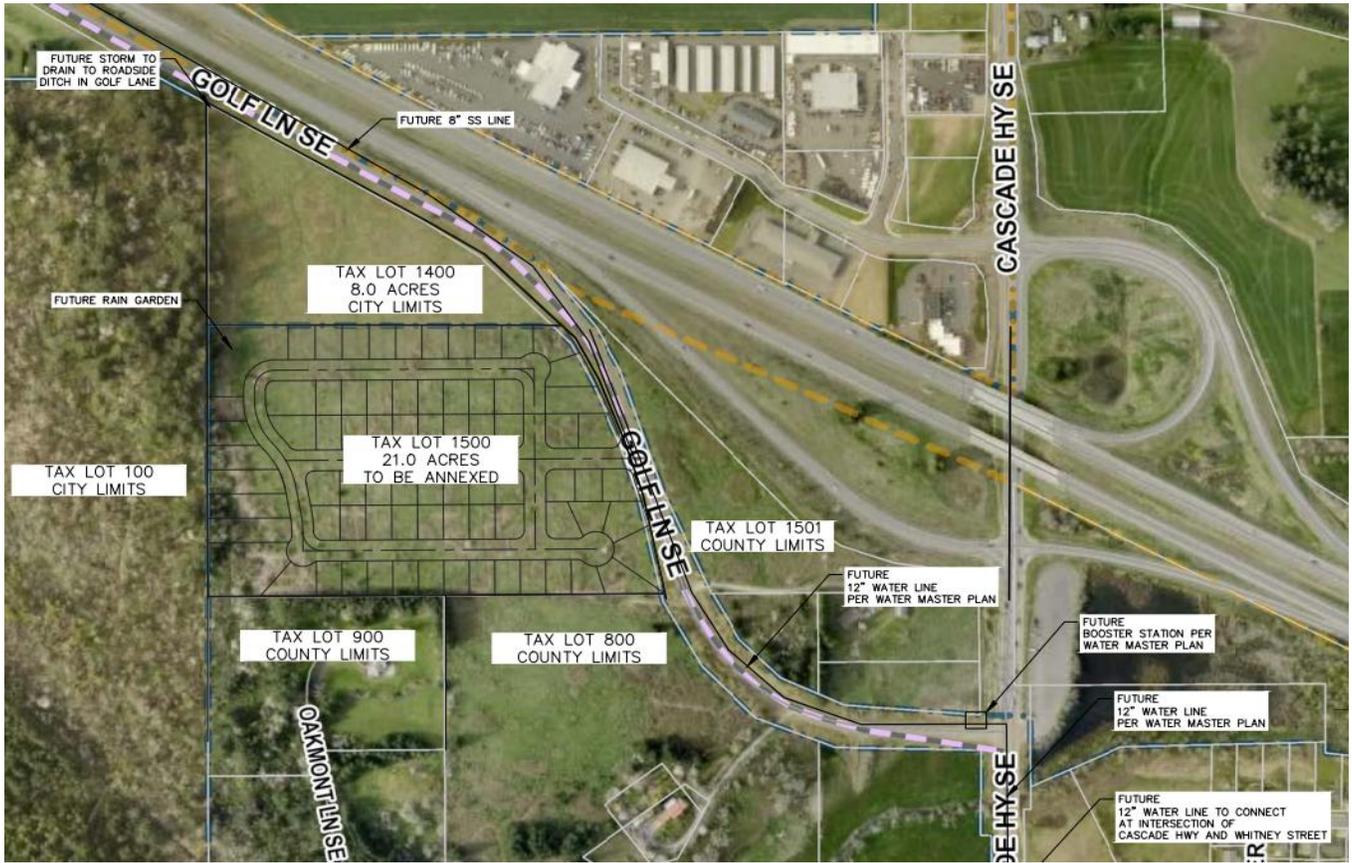
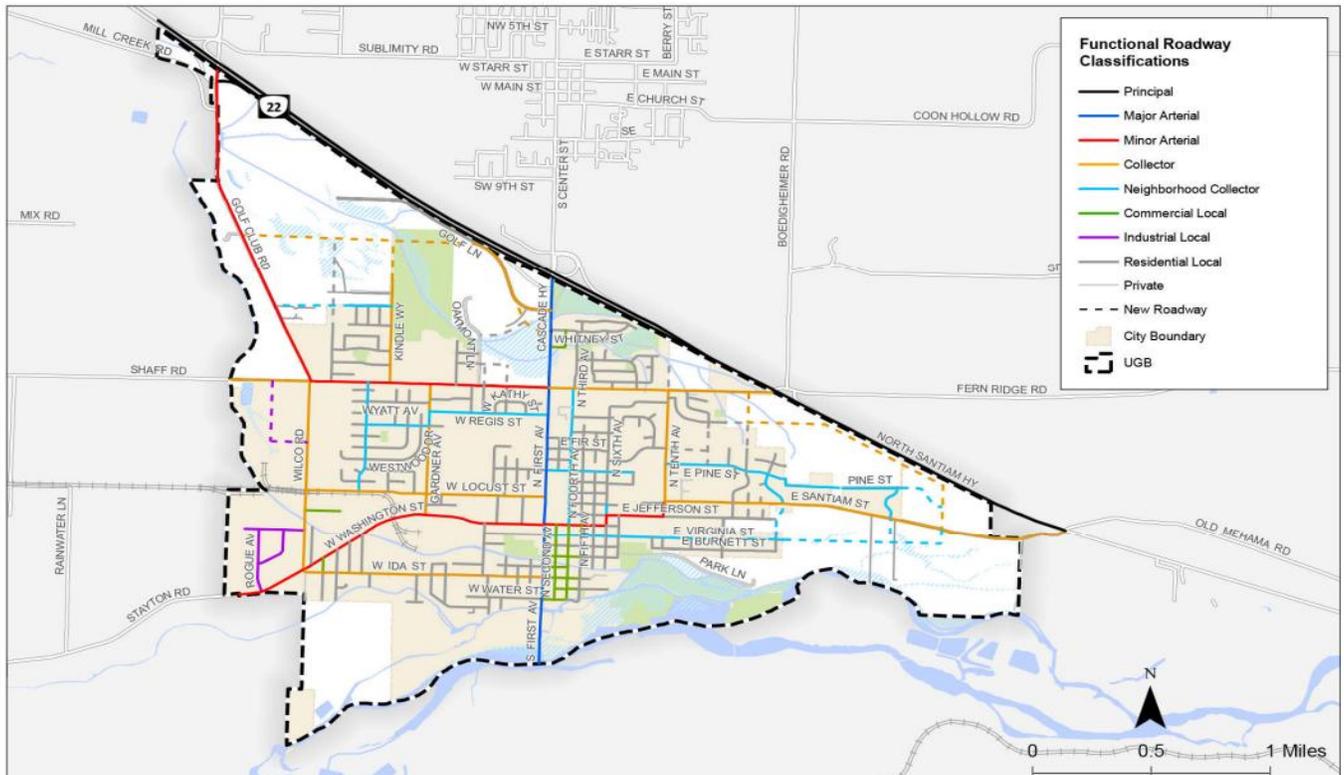
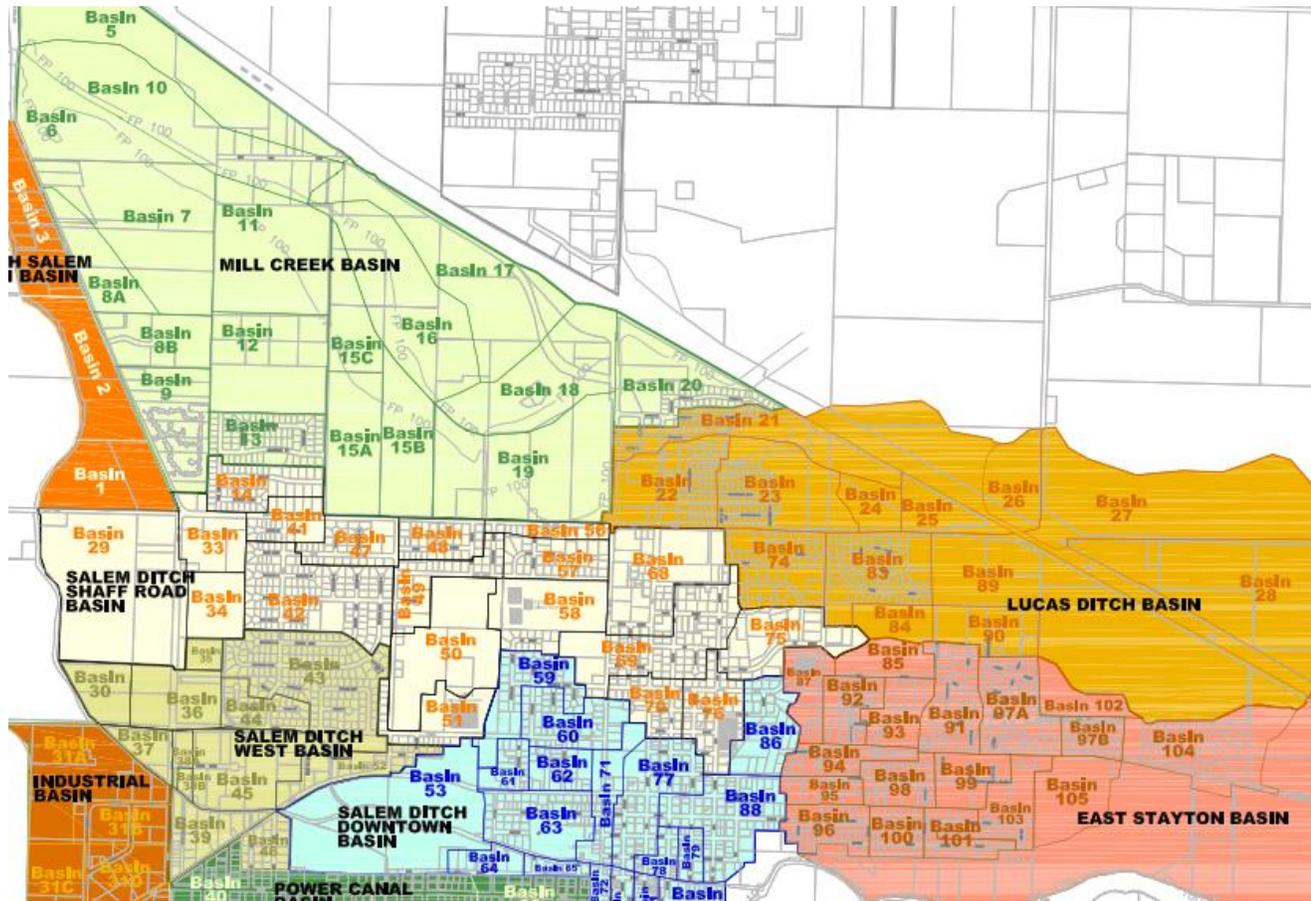


Figure 8. Roadway Functional Classification Map





Date: November 17, 2025

To: City of Stayton Planning Commission & City Council

Subject: Technical Comment Letter – Proposed Annexation & Subdivision of Tax Lot 091W03B001500 (KSD Properties, LLC Development)

From: Golf Lane SE Residents' Coalition

1 Summary

We respectfully oppose—or, in the alternative, ask that you heavily condition—the proposed annexation and 74-lot subdivision because it conflicts with the Transportation System Plan (TSP), Storm-Water Master Plan (SWMP), Comprehensive Plan (Comp Plan), and Economic Development Strategy (EDS). The project would shift long-term costs and risks onto existing residents while yielding few citywide benefits.

2 Transportation Findings

- **New peak-hour traffic.** KSD Properties, LLC's Transportation Impact Analysis (TIA) forecasts 69 a.m. and 92 p.m. peak-hour trips for the subdivision. We are not sure if this considers the current 15 households on Golf Lane.
- **Current loads are already high.** The City's Transportation System Plan (TSP) counts show 1,000-1,800 vehicles each peak hour at the four Cascade Hwy intersections that "book-end" Golf Lane. The above increase would amount to approximately 6% more volume.
- **Applicant's Transportation Impact Analysis (TIA).** This evaluates 2028 operations with and without the project. At Golf Lane/Cascade Hwy (two-way stop control on Golf Lane), the PM peak goes from a delay of 29.9 seconds (LOS D) and $v/c \approx 0.17$ (No-Build Project) to a delay of 37.0 seconds (LOSE) and $v/c \approx 0.21$ (Build Project). In plain terms: longer average waits for Golf Lane drivers, even though the movement's v/c remains low on Golf Lane. The applicant's narrative reiterates that signal warrants are not met at Golf Lane and that realignment is not yet warranted under current forecasts.
- **Traffic Gaps.** Right Turn on Red (RTOR) at Whitney/Cascade intersection (NB) and at the OR-22 EB ramp/Cascade intersection (SB) keeps traffic streams moving during red phases, reducing the "quiet" windows a side street like Golf Lane depends on. With a posted 45 mph corridor, drivers often accelerate quickly as they clear the interchange, which shortens acceptable gaps and makes it harder for Golf Lane drivers to enter.
- **Percent increases look small on paper—but are concentrated.** A 6-10 % jump spread across an hour is still an extra vehicle every 30–40 seconds during the busiest minutes, all forced to merge or wait for gaps on Cascade Hwy.

- **Intersection failure.** Even with traffic light re-timing, the Cascade Hwy / Shaff-Fern Ridge intersection fails Marion County mobility standard for the p.m. peak.
- **Further Annexation/Urban Development.** The TSP notes further growth could add enough trips to trigger the M3 project to realign Golf Lane with the Whitney St signal. The signal would be justified when volume and/or safety warrants are met. The TSP lists Project M-3 - Golf Lane realignment to Whitney St at \$3.3 million, unfunded high priority (TSP Project List p. 50). No contribution is offered by KSD Properties, LLC application.
- **Collector upgrade.** The TSP also designates Golf Lane SE as a future *Collector* from Cascade Hwy to Golf Club Rd at an estimated \$8.2 million (Project M-7, p 50). No contribution is offered by KSD Properties, LLC application.
- **Crash history.** ODOT's 2015-2020 dataset records a fatal crash at Whitney St / Cascade Hwy in 2017, evidencing existing safety risk (ODOT Crash Stats 2015-20).

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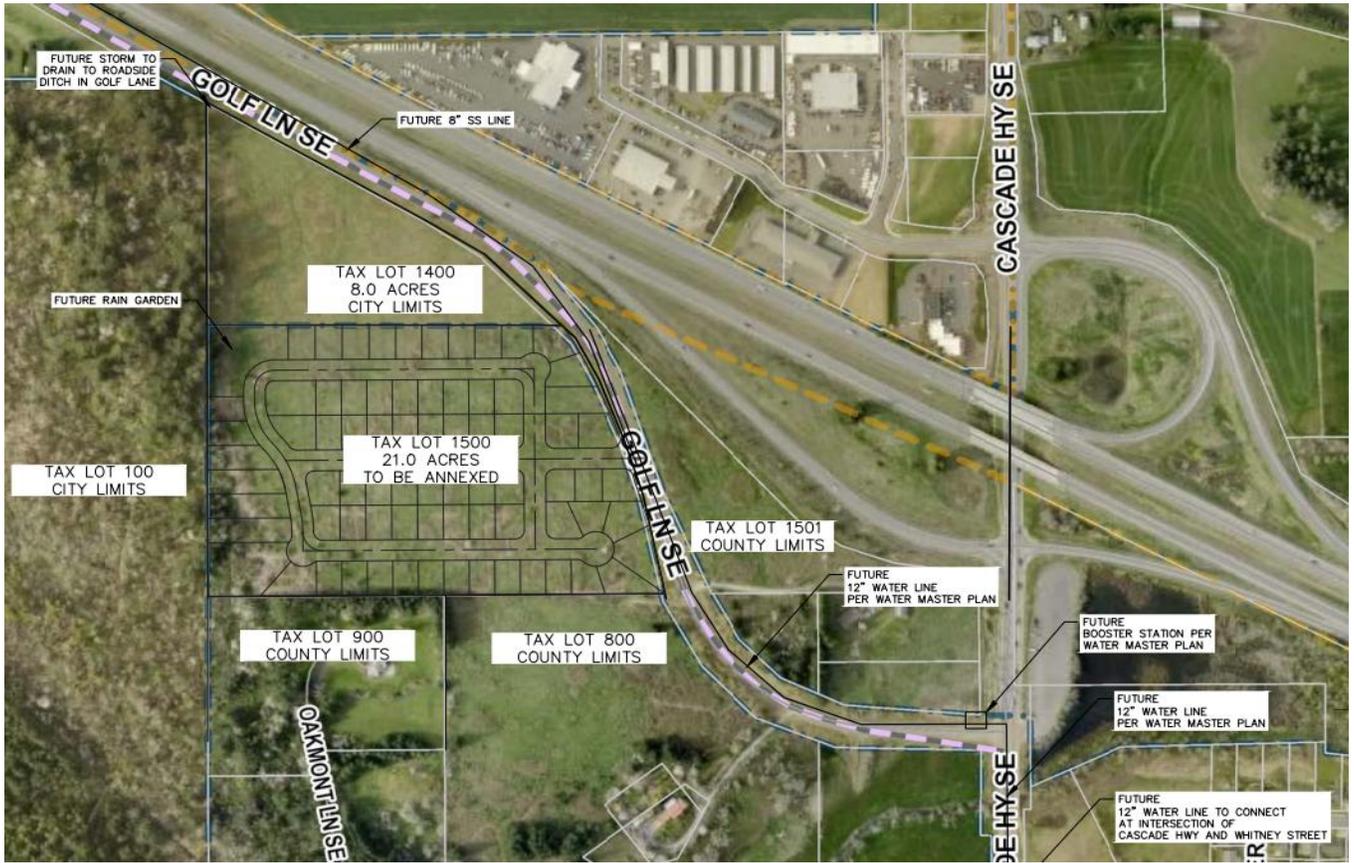
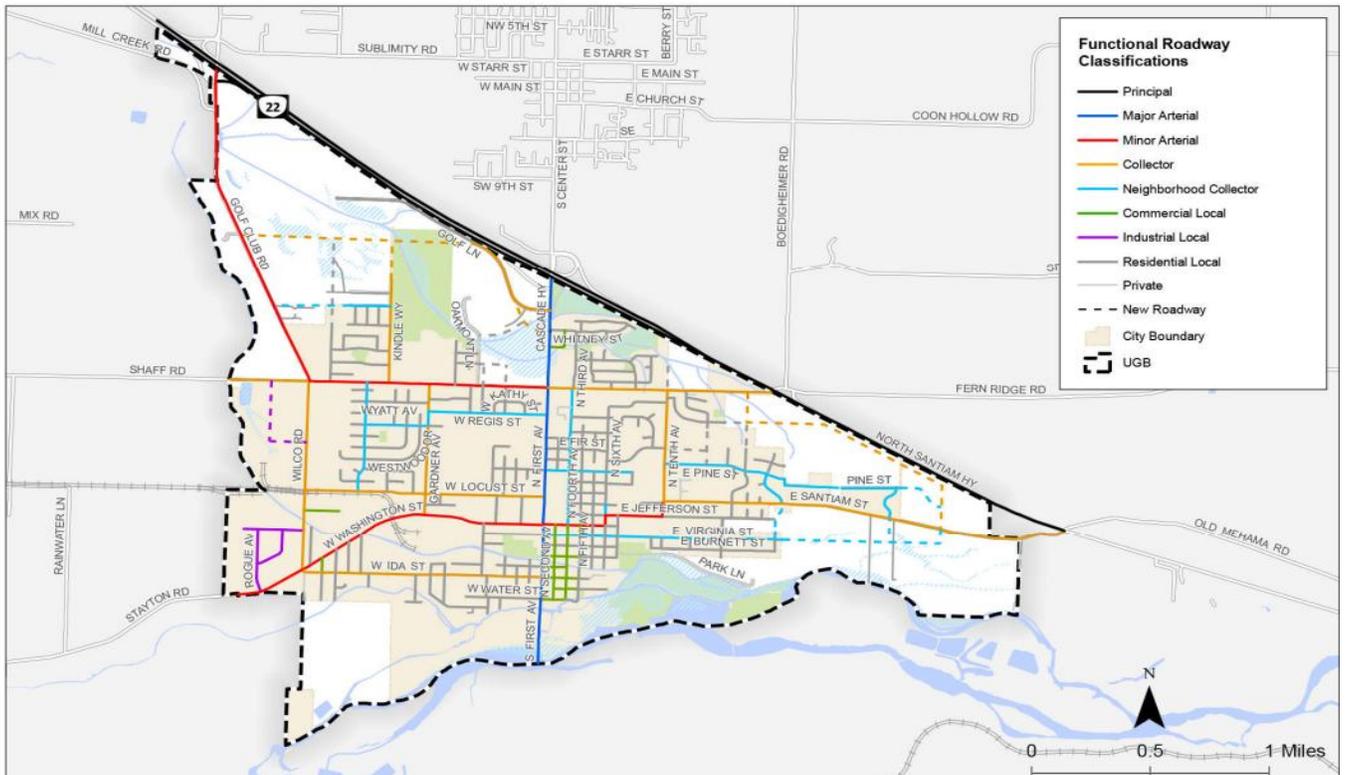
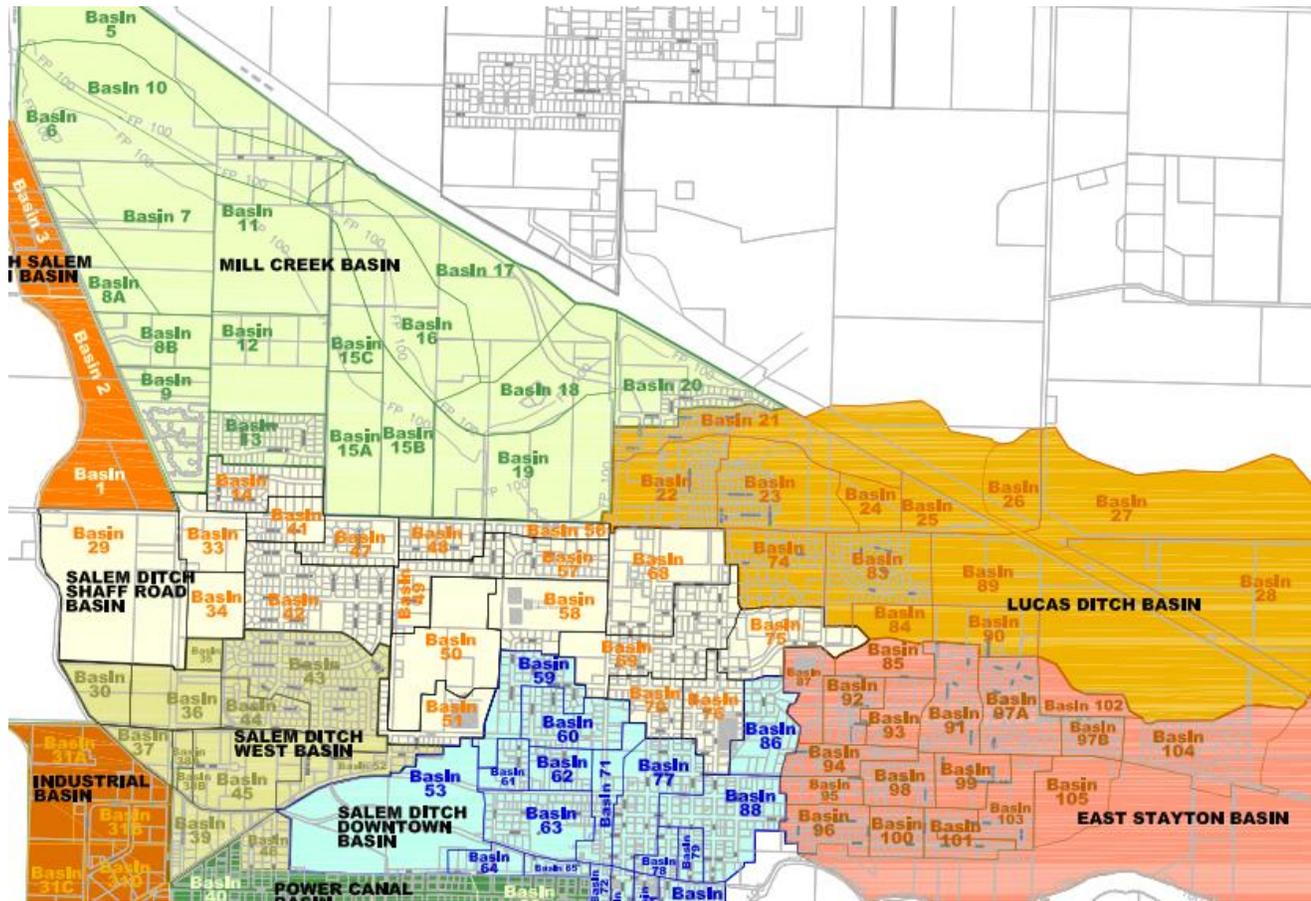


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From: [Carlos Gonzales](#)
To: [Jennifer Siciliano](#)
Subject: Re: Land use file # 5-02/24
Date: Wednesday, November 12, 2025 6:54:08 PM

CAUTION: This email originated from Outside Your Organization. Exercise caution when opening attachments or on clicking links from unknown senders. Please contact Information Technology for assistance.

My name is Carlos Gonzales. My wife and I have lived at 12173 Golf Lane for 20 years
I may not be able to attend the meeting on 11/24 but would like to express my concerns. There are several properties beyond the area that is looking to be developed .

Here are some of my concerns.

1. How is the additional traffic from the new homes going to be addressed? At times getting onto Cascade Highway at Golf lane can take several minutes especially if turning left.
 2. With the addition of 74 homes what is the expectation of water runoff into the creek and the potential for increased flooding.
Has a flood impact study been completed or will one be conducted ?
 3. What is the expected increase in traffic to the end of Golf Lane? The last 1/2 mile or so is a private unimproved road that is maintained by its property owners.
 4. Where will the utilities (water, sewer, electricity etc.) of the newly developed property come from? Will it come from a newly developed road connecting Golf Lane to Whitney Rd or somewhere else?
- If I have any additional concerns I will be sure to let you know.

Carlos

> On Nov 10, 2025, at 4:36 PM, Jennifer Siciliano <jsiciliano@staytonoregon.gov> wrote:
>
> This property is within the Urban Growth Boundary for Stayton, but not in the City limits. The current zone is UT-20. - Jennifer
>
> -----Original Message-----
> From: Carlos Gonzales <ccgonzales@hotmail.com>
> Sent: Monday, November 10, 2025 3:52 PM
> To: Jennifer Siciliano <jsiciliano@staytonoregon.gov>
> Subject: Land use file # 5-02/24
>
> CAUTION: This email originated from Outside Your Organization. Exercise caution when opening attachments or on clicking links from unknown senders. Please contact Information Technology for assistance.
>
>
>
>
>
> Is this property currently within Stayton city limits or its growth boundary? Also, what is its current zoning designation ?
> Carlos