

# City of Stayton

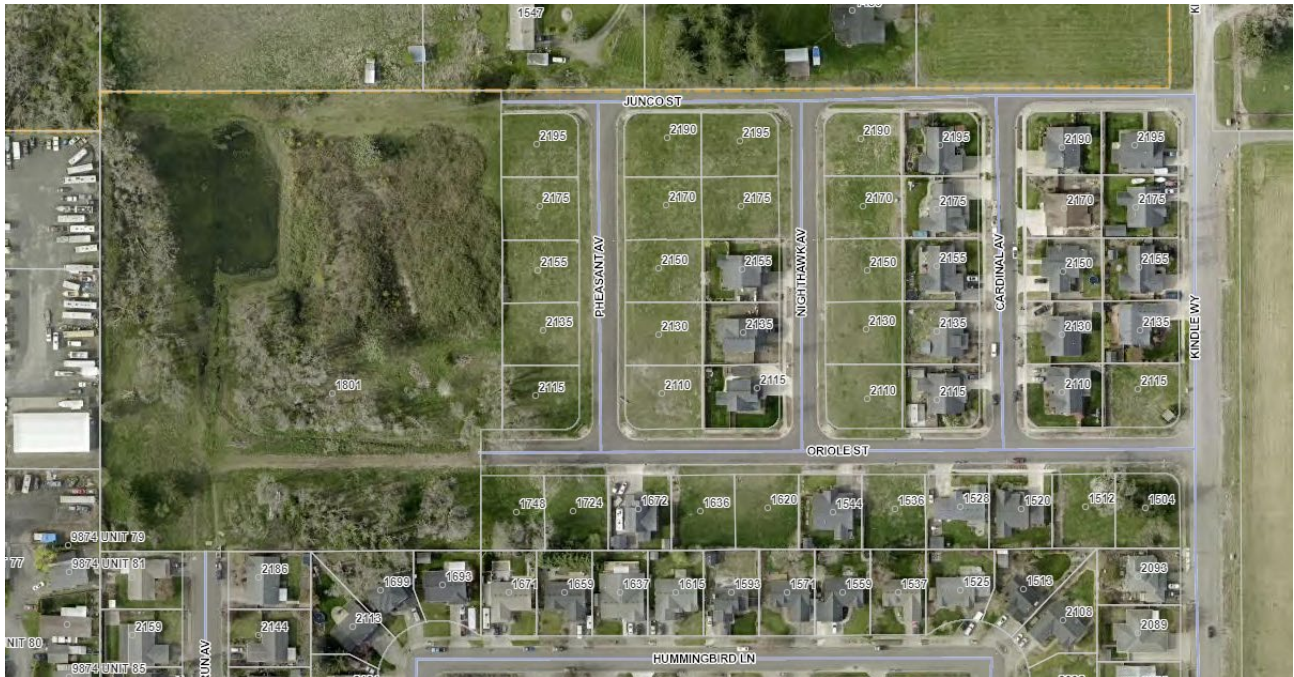
## MEMORANDUM

**TO:** Chairperson Larry McKinley and Planning Commission Members  
**FROM:** Jennifer Siciliano, Director of Community and Economic Development  
**DATE:** September 29, 2025  
**SUBJECT:** Phillips Estates III Conceptual Master Planned Development Plan for 1601 Oriole Street  
**120 DAYS ENDS:** November 2, 2025.

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### ISSUE

The issue before the Planning Commission is a public hearing on an application for a Conceptual Master Planned Development Plan to subdivide 1601 Oriole Street a 7.11-acre property in Low Density Residential (LD) zone into 22 single-family lots with another parcel for open space.



### ENCLOSURES

Supplemental Written Statement by Alan Sorem, Attorney

Revised Concept Plans (can be found online at

[https://www.staytonoregon.gov/page/gov\\_planning\\_commission](https://www.staytonoregon.gov/page/gov_planning_commission) under “Public Hearing Notices”)

Cover Sheet 101, Existing Conditions Plan - Vicinity 102, Existing Conditions Plan - Site 103, Sanitary Sewer Plan 201, 202, and 203, Site Plan 104, Storm Drain Plan 301, 302, and 303, Street Plan 401, 402, and 403, Curb Returns and Ramp Details 404, Typical Structural Street Sections 405, Lot Grading Plan 406, Open Space Plan 407, Domestic Water Plan 501, Lot Dimensions, Sidewalk, Signing and Lighting Plan 601, Street Tree Plan 701, General Construction Notes 801, and 802 all dated August 20, 2025.

Revised Draft Order of Approval

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## **BACKGROUND**

The application before the Planning Commission is a request for concept plan approval for the Phillips Estates III Master Planned Development. Pursuant to Stayton Municipal Code (SMC) 17.24.090, the review of a Master Planned Development is a two-step process. The first step requires submission of a concept plan, which is evaluated for general layout, compatibility with surrounding uses, and consistency with the Comprehensive Plan. Upon approval of the concept plan, the applicant must submit a detailed development plan within one year, unless an extension is granted under conditions specified in the Code.

At the July 28, 2025, Planning Commission meeting, staff identified several issues related to the criteria necessary for approval of a conceptual Master Planned Development. The Commission continued the hearing to August 25, 2025, to allow the applicant to provide additional information. At the continued hearing, the applicant's engineer and attorney submitted a supplemental written statement and revised plans. Following the presentation of this information, the Planning Commission closed the public hearing and the record, with the applicant affirming no objection to either action.

Staff has reviewed the supplemental written statement and revised plans, along with testimony presented at the August 25, 2025, meeting. Based on this review, staff recommends approval of the concept plan subject to the standard conditions set forth in the draft order of approval.

## **ANALYSIS**

This report and the draft order presents the Planning Staffs summary and analysis concerning this application. It was developed with the input of other City departments and agencies.

The attached draft order provides findings and analysis of each approval criteria for Concept Plan for a Master Planned Development.

## **RECOMMENDATION**

The staff recommends option one to approve the application and pass the draft order of approval as presented.

## **OPTIONS AND SUGGESTED MOTIONS**

Staff has provided the Planning Commission with a number of options, each with an appropriate motion. The Community and Economic Development Department recommends the first option.

### **1. Approve the application, adopting the draft order as presented.**

I move the Stayton Planning Commission to approve the application for a Conceptual Master Planned Development Plan for Brandie Dalton, Multi-Tech Engineering, at 1601 Oriole Street (Land Use File #11-07/24) and adopt the draft order presented by Staff.

### **2. Approve the application, adopting modifications to the draft order.**

I move the Stayton Planning Commission approve the application for a Conceptual Master Planned Development Plan for Brandie Dalton, Multi-Tech Engineering, at 1601 Oriole Street (Land Use File #11-07/24) and adopt the draft order with the following changes ...

### **3. Deny the application, directing staff to modify the draft order.**

I move the Stayton Planning Commission deny the application for a Conceptual Master Planned Development Plan for Brandie Dalton, Multi-Tech Engineering, at 1601 Oriole Street (Land Use File #11-07/24) and direct staff to modify the draft order to reflect the Planning

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Commission's discussion and bring a revised draft order for Planning Commission review at the October 27, 2025, meeting.

**4. Continue the deliberation to the next meeting.**

I move the Stayton Planning Commission to continue the deliberation on the application for a Conceptual Master Planned Development Plan for Brandie Dalton, Multi-Tech Engineering, at 1601 Oriole Street (Land Use File #11-07/24) until October 27, 2025.