

City of Stayton

MEMORANDUM

TO: Chairperson Larry McKinley and Planning Commission Members
FROM: Jennifer Siciliano, Director of Community and Economic Development
DATE: January 26, 2026
SUBJECT: Site Plan Review – Triplex W Ida Street
120 DAYS ENDS: March 6, 2026.

ISSUE

The issue before the Planning Commission is a public hearing on an application for Site Plan Review to develop a triplex on a vacant 0.24-acre property located on W Ida Street (Tax Lot 091W10CC03002) in the Medium Density (MD) Residential zone.



BACKGROUND

The subject property is currently vacant and was created as part of a three-lot partition approved on October 22, 2024. The applicant, Ross Bochsler on behalf of Kardboard Box, LLC, submitted an application for Site Plan Review to construct a new triplex residential development. Because the proposal involves new tri-plex in the MD zone, Site Plan Review is required.

The proposal is to develop a triplex with a building footprint of 3,168 square feet on a 0.24-acre lot (approximately 10,454 square feet) in the Medium Density (MD) Residential zone. The development consists of three dwelling units, each with a one-car garage and individual living areas of approximately 1,760 square feet for Units 1 and 3 and 1,663 square feet for Unit 2. The site design includes a single driveway providing access to rear parking with associated landscaping, as well as front and rear entrances serving the building.

Notice of the application was provided to City departments and outside agencies, including City of Stayton Public Works, Marion County Public Works, utility providers, emergency services, and local service districts. Comments were received from City of Stayton Public Works and the City's

City of Stayton

transportation engineering consultant. No objections were received from other agencies, and several agencies indicated no concerns with the proposal.

ANALYSIS

The application was reviewed for compliance with the Site Plan Review approval criteria in SMC 17.12.220, as well as applicable provisions of SMC 17.20.060 (Off-Street Parking and Loading), 17.20.090 (Landscaping Requirements), 17.20.170 (Outdoor Lighting), and 17.20.190 (Multi-Family Residential Design Standards). Staff's analysis, provided in the attached Draft Order, evaluates utilities, transportation access, street improvements, parking, multi-family design standards, and landscaping.

Staff finds that the majority of the applicable criteria are satisfied; however, several items require conditions of approval to ensure full compliance with the Stayton Municipal Code.

RECOMMENDATION

Staff recommends approval of the application and adoption of the Draft Order as presented, subject to the conditions contained therein.

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 to approve the application as drafted.

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

I move the Stayton Planning Commission approve the application for Site Plan Review for Ross Bochsler, Kardboard Box, LLC W Ida Triplex, (Land Use File #7-08/25) 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 Site Plan Review for Ross Bochsler, Kardboard Box, LLC W Ida Triplex, (Land Use File #7-08/25) and adopt the draft order with the following changes...

3. Continue the hearing until February 23, 2026.

I move the Stayton Planning Commission continue the public hearing on the application for Site Plan Review for Ross Bochsler, Kardboard Box, LLC W Ida Triplex, (Land Use File #7-08/25) until February 23, 2026.

4. Deny the application, directing staff to modify the draft order.

I move the Stayton Planning Commission deny the application for Site Plan Review for Ross Bochsler, Kardboard Box, LLC W Ida Triplex, (Land Use File #7-08/25) and direct staff to modify the draft order to reflect the Planning Commission's discussion and bring a revised draft order for Planning Commission approval at the February 23, 2026, meeting.

5. Close the hearing but keep the record open for submission of written testimony.

I move the Stayton Planning Commission close the hearing on the application for Site Plan Review for Ross Bochsler, Kardboard Box, LLC W Ida Triplex, (Land Use File #7-08/25) but maintain the record open to submissions by the applicant until February 2, allowing 7 days for review and rebuttal and then an additional 7 days for the applicant to reply, with final closure of the record on February 23, 2026.

City of Stayton

6. Close the hearing and record, and continue the deliberation to the next meeting.

I move the Stayton Planning Commission continue the deliberation on the application for Site Plan Review for Ross Bochslar, Kardboard Box, LLC W Ida Triplex, (Land Use File #7-08/25) until February 23, 2026.