

City of Stayton

MEMORANDUM

TO: Chairperson Larry McKinley and Planning Commission Members

FROM: Jennifer Siciliano, Director of Community and Economic Development

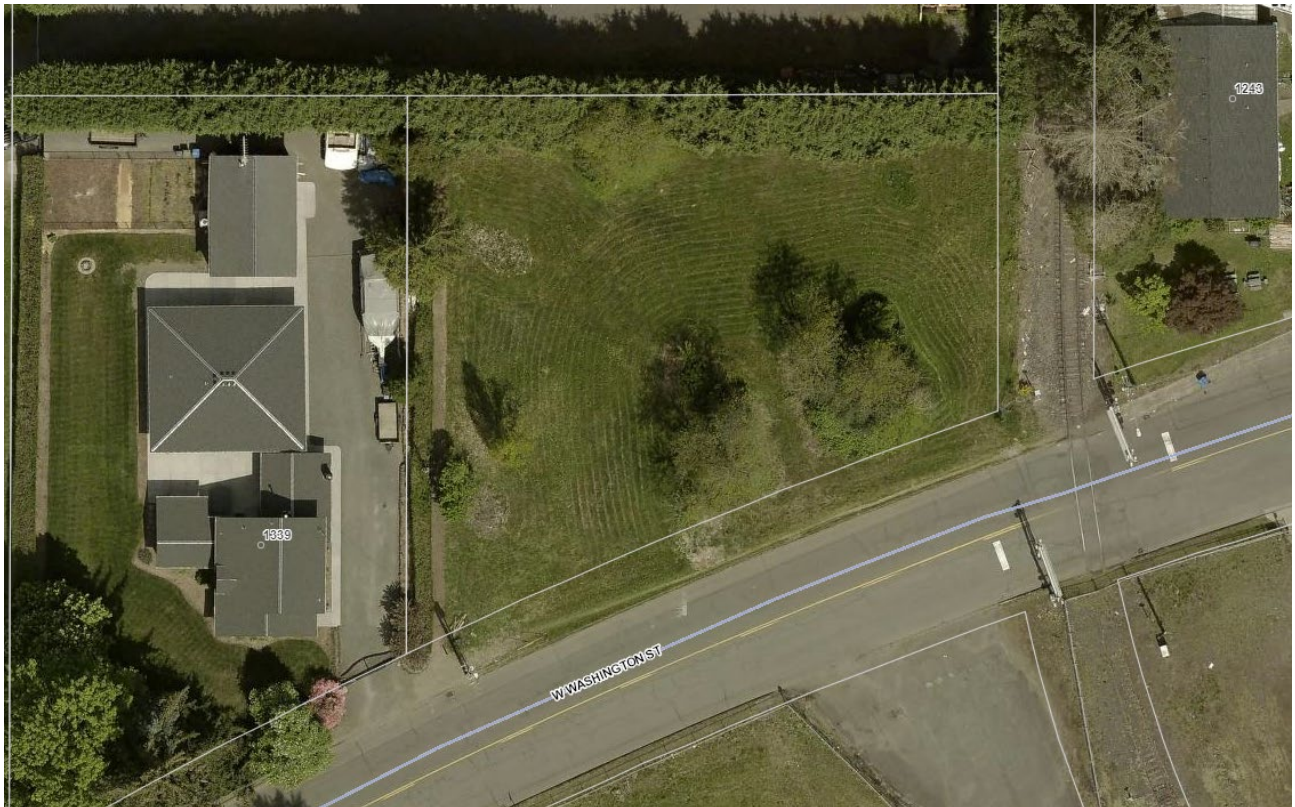
DATE: March 30, 2026

SUBJECT: Site Plan Review – 1319 W Washington Street (Lunski Properties, LLC)

120 DAYS ENDS: June 5, 2026.

ISSUE

The issue before the Planning Commission is a public hearing on an application for Site Plan Review for a proposed development at 1319 W. Washington Street (Tax Lot 091W09DA01103), located within the Light Industrial (IL) zone. The proposal consists of two buildings—a two-story, 1,200-square-foot office and storage building and a 2,400-square-foot storage building—with a shared loading dock and surface parking on a 22,216-square-foot parcel.



BACKGROUND

The property is currently vacant and consists of approximately 0.51 acres with frontage along W Washington Street. The surrounding area is zoned Light Industrial (IL) and includes a mix of industrial and residential uses, including a single-family dwelling located to the west.

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The applicant, Scott Lunski on behalf of Lunski Properties, LLC, submitted an application for Site Plan Review to construct two buildings: a two-story, approximately 1,200-square-foot office and storage building, and a 2,400-square-foot warehouse/shop building. The proposal includes a shared loading dock, on-site parking, stormwater facilities, and frontage improvements along W Washington Street.

Access to the site is proposed via a single driveway from W Washington Street, with internal circulation designed to accommodate vehicle maneuvering and parking. The site plan includes seven off-street parking spaces and associated pedestrian connections.

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 the City's Public Works Department and transportation engineering consultant. Notice was given to abutters and no comments were received.

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), 17.20.080 (Special Street and Riparian Areas), 17.20.090 (Landscaping Requirements), 17.20.170 (Outdoor Lighting), 17.20.230 (Industrial Design Standards), and 17.26.020 (Access Management). Staff's analysis, provided in the attached Draft Order, evaluates utilities, transportation access, street improvements, parking, industrial 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 Lunski Properties, LLC 1319 W Washington Stree, (Land Use File #13-11/25) 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 Lunski Properties, LLC 1319 W Washington Stree, (Land Use File #13-11/25) and adopt the draft order with the following changes...

3. Continue the hearing until April 27, 2026.

I move the Stayton Planning Commission continue the public hearing on the application for Site Plan Review for Lunski Properties, LLC 1319 W Washington Stree, (Land Use File #13-11/25) until April 27, 2026.

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

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I move the Stayton Planning Commission deny the application for Site Plan Review for Lunski Properties, LLC 1319 W Washington Stree, (Land Use File #13-11/25) 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 April 27, 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 Lunski Properties, LLC 1319 W Washington Stree, (Land Use File #13-11/25) but maintain the record open to submissions by the applicant until April 6, 2026, 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 April 27, 2026.

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 Lunski Properties, LLC 1319 W Washington Stree, (Land Use File #13-11/25) until April 27, 2026.