

City of Stayton

MEMORANDUM

TO: Chairperson Larry McKinley and Planning Commission Members

FROM: Jennifer Siciliano, Director of Community and Economic Development

DATE: June 29, 2026

SUBJECT: Phillips Estates III Detailed Master Planned Development – Request for Continuance

120 DAYS ENDS: August 15, 2026 (has been extended)

ISSUE

The issue before the Planning Commission is a continued public hearing on an application for Detailed Master Planned Development approval for Phillips Estates III at 1601 Oriole Street (Tax Lot 091W04DB03300), submitted by JCNW Family, LLC / Bill Martinak (Land Use File #11-07/24).

BACKGROUND

The Planning Commission opened the public hearing on May 25, 2026. At the applicant's request, the hearing was continued to June 29, 2026, to allow the applicant and City staff additional time to review and refine the proposed conditions of approval contained in the draft order.

Since the May 25, 2026 hearing, City staff and the applicant have continued working to address and refine the conditions of approval. Those discussions are ongoing, and the applicant has requested an additional continuance to allow sufficient time to finalize the remaining items.

Staff anticipates that the conditions of approval and draft order will be finalized in advance of the July 27, 2026 Planning Commission meeting.

For additional background, project analysis, and the draft order, please refer to the staff report and materials provided for the May 25, 2026 Planning Commission meeting.

RECOMMENDATION

Staff recommends that the Planning Commission continue the public hearing until July 27, 2026.

OPTIONS AND SUGGESTED MOTIONS

1. Continue the hearing until July 27, 2026.

I move the Stayton Planning Commission continue the public hearing on the application for Detailed Master Planned Development for 1601 Oriole Street submitted by JCNW Family, LLC / Bill Martinak (Land Use File #11-07/24) until June 29, 2026.