

City of Stayton

MEMORANDUM

TO: Chairperson Larry McKinley and Planning Commission Members
FROM: Jennifer Siciliano, Director of Community and Economic Development
DATE: July 27, 2026
SUBJECT: Site Plan Review for Major Modification at Regis Catholic High School
120 DAYS ENDS: October 3, 2026

ISSUE

The issue before the Planning Commission is a Public Hearing on an application for Site Plan review for a major modification at Regis Catholic High School, located at 550 W Regis St (Tax Lots 091W10BA04900 and 091W10BB05900).



BACKGROUND

Regis Catholic High School is proposing the construction of a new building to be used as a practice gymnasium for their students. The subject property is approximately 31.4 acres, developed with the existing school buildings, athletic fields, and parking areas. The property is zoned Public/Semi-Public and is surrounded by residential development on the north and west, commercial development on the east and Stayton High School to the south.

ANALYSIS

This report and the draft order present Staff's summary and analysis concerning this application. The analysis was developed with input from City departments, including the City Engineer and the City's transportation engineering consultant.

The draft order includes conditions of approval including the usual conditions regarding final engineering plans. There are several standards that staff have found are not met by the existing conditions. This means that the High School is a "nonconforming development." Section 7.16.050.6 requires a substantial alteration to a nonconforming development to bring the development into conformance. The Code leaves it to the Commission to determine whether an alteration is "substantial," based on the size and cost of the alteration compared to the value and size

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of the existing development. At Regis High, the existing driveway does not meet the separation distance from the W Kathy St intersection with W Regis St and the parking area does not conform to the interior landscaping standards. Whereas the costs of realignment of the driveway and landscaping the parking area would be substantial compared to the cost and size of the new gym, the draft order recommends that the Commission find that the new gym would not constitute a “substantial alteration.”

The existing parking area includes four ADA accessible parking spaces. The Code requires six. The submitted site plan does not show any bicycle parking. The code requires a minimum of 20 bicycle parking spaces. The conditions of approval address these two issues.

RECOMMENDATION

Staff recommends option one: approval of the draft order as presented.

OPTIONS AND SUGGESTED MOTIONS

Staff has provided the Planning Commission with a number of options, each with an appropriate motion.

1. Approve the application, adopting the draft order of conditional approval as presented.

I move the Stayton Planning Commission approve the application for Site Plan Review for Regis High School (Land Use File #8-05/26), adopting the draft order of conditional approval as presented by Staff.

2. Approve the application, adopting modifications to the draft order of conditional approval.

I move the Stayton Planning Commission approve the application for Site Plan Review for Regis High School (Land Use File #8-05/26), adopting the draft order of conditional approval with the following changes...

3. Continue the hearing until August 31, 2026.

I move the Stayton Planning Commission continue the public hearing on the application for Site Plan Review for Regis High School (Land Use File #8-05/26) until August 31, 2026.

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

I move the Stayton Planning Commission to deny of the application for for Site Plan Review for Regis High School (Land Use File #8-05/26) 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 August 31, 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 Regis High School (Land Use File #8-05/26) but maintain the record open to submissions by the applicant until August 10, 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 August 24, 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 Regis High School (Land Use File #8-05/26) until August 31, 2026.