

STAYTON PLANNING COMMISSION
MEETING MINUTES
Monday, July 28, 2025

COMMISSIONERS: Larry McKinley – Chair
Peter Bellas
Charles Steve Baldwin
Melissa Sutkowski
Amy McKenzie Watts – Excused Absence

STAFF MEMBERS: Jennifer Siciliano, Community & Economic Development Director
Susan Bender Public Works Office Specialist

OTHERS PRESENT: Steve Sims, City Councilor, 2110 E Santiam St, Stayton, OR 97383
Alan Sorem, Suite 200, 250 Church Street, Salem, OR

1. **CALL TO ORDER:** Chairman Larry McKinley called the meeting to order at 7:03 pm. All Planning Commissioners are present. Present: Larry McKinley, Peter Ballas, Melissa Sutkowski, and Steve Baldwin
2. **APPROVAL OF MINUTES:** Approval of November 25, 2024, and January 27, 2025, Minutes was tabled.

Bellas moved, and Sutkowski seconded to approve the minutes from March 31, 2025, meeting as presented. Passed 4:0.

Approval of May 27, 2025, meeting minutes was tabled.

LAND USE FILE #11-07/24 – Application for Conceptual Master Planned Development Plan at 1601 Oriole Street a 7.11-acre property in Low Density Residential (LD) zone to subdivide into 22 single-family lots.

Commencement of Public Hearing- Chair McKinley read the opening statement and opened the hearing. No objections were made by the audience to the notice in this case or the jurisdiction of this body to hear the case. There were no declarations of conflict of interest, *ex-parte* contact, or bias by members of the Planning Commission.

a. Staff Introduction and Report – Ms. Siciliano discussed the Application for Conceptual Master Plan development for Philips Estates III which proposes 22 lots with an area for stormwater management on a 7-acre site. There are unresolved issues regarding the stormwater facility, specifically how much land must be dedicated for public use. Such a proposal requires that 25% of the development be dedicated open space, and the applicant's proposal does not address this adequately, so the issue must be resolved. Applicant did ask for a continuance.

b. Applicant Presentation - Alan Sorem, 250 Church St, Suite 200, Salem, OR 97301. Mr. Sorem is the Attorney for the Applicant. Mr. Sorem outlined the process to date and how they reached the decision to ask for continuation. They hope to work with PW staff over the next month to resolve the issues. Mr. Sorem states that the Applicant wishes to defer consideration to the next Planning Commission meeting.

c. Questions from the Commission- Chair recommends Applicant and Staff meet to work things out. Mr. Sorem agrees and will work to that end.

d. Questions and Testimony from the Public- None

e. Applicant Summary- Nothing more to add.

f. Staff Summary- Nothing more to add. Staff suggests a Motion to Continue.

g. Commission Deliberation- Motion to continue was made by Mr. Ballas, seconded by Ms. Sutkowski. Motion passes unanimously.

h. Commission Decision - The Public Hearing is held open.

3. ADJOURN –Chair McKinley adjourned the meeting at 7:12 pm.