

STAYTON PLANNING COMMISSION
MEETING MINUTES
Tuesday, August 25, 2025

COMMISSIONERS: Larry McKinley – Chair (present)
Peter Bellas (present)
Amy Watts (present)
Melissa Sutkowski (present)
Steve Baldwin (present)

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

OTHERS PRESENT: Alan Sorem, Atty for Philips Estates; Mark Grenz, MultiTech; Ross Bochsler
(via Zoom)

1. **CALL TO ORDER:** Chairman Larry McKinley called the meeting to order at 7:00 pm. Quorum is present. Welcome to the new commissioner, Steve Baldwin.
2. **APPROVAL OF MINUTES:**
 - a. Amy Watts moved, and Peter Bellas seconded to approve the minutes from November 25, 2024, as presented. Passed 5:0.
 - b. Amy Watts moved, and Peter Bellas seconded to approve the minutes from January 27, 2025, as presented. Passed 5:0.
 - c. Amy Watts moved, and Melissa Sutkowski seconded to approve the minutes from May 27, 2025, as presented. Passed 5:0.
 - d. Peter Bellas moved, and Melissa Sutkowski seconded to approve the minutes from July 28, 2025. Passed 5:0.

Commencement of Public Hearing- Chair McKinley read the opening statement and opened the hearing at 7:00 pm. 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. Decision Criteria regarding partition of parcels is directed by Stayton Municipal Code (SMC) 17.24.040.6. All evidence, arguments, and testimony must be directed towards this approval criteria, or to such other rules, laws, regulations, or policies.

3. **Continuation of Land Use File #11-07/24 from July 28, 2025**

- a. **Staff Introduction and Report** – Land Use File #11-07/24 Staff informed attendees that this is a continuation from July and they have drafted an order of denial for two issues. First, the some of the planned lots are smaller than normal for Low Density (LD), and secondly, the issue of stormwater runoff and counting the stormwater drainage area as part of the 25% open space requirement. Meeting of parties was held and agreement was reached to allow the condition; requested revisions from the applicant received only this morning.
- b. **Applicant Presentation** - Attorney Alan Sorem, representing the applicant, introduced Mark Grenz of MultiTech Engineering. Sorem presented additional materials and made several key points. He noted that multiple issues had been addressed through the submission of several documents. He emphasized their position that, although the land will eventually be dedicated to the City, it will still remain designated as open space. A

substantial packet of construction-level drawings from MultiTech Engineering was submitted for review at this meeting. Sorem also reminded the Commission that the project is still at the Concept stage, and a copy of a previously approved Wildlife Meadows Master Planned Development project was distributed as a handout.

- c. **Questions and Testimony from the Public-** Mr. Kiser voiced concern about the impact on wildlife, property values, and tax rates with the addition of 22 houses in the neighborhood.
 - d. **Staff Summary-** A continuance of an additional 30 days was requested to allow time to review the materials presented at tonight's meeting. Sorem noted that, at the July 2025 Planning Commission meeting, the applicant had already agreed to extend the 120-day land use decision timeframe by 30 days. Therefore, no further extension is necessary. City staff confirmed that, if that is the case, the revised land use decision deadline is agreed upon as November 2, 2025.
 - e. **Close of Hearing-** Chair McKinley closed the hearing at 7:23 pm.
 - f. **Commission Deliberation-** A question was raised about whether arbitration continues to be a factor; Sorem responded that it is no longer a concern. Additional concerns were expressed regarding the misalignment of lots with neighboring properties and the small lot sizes. In response, Sorem stated that the proposed lots are generally compatible with nearby neighborhoods and that the applicant is requesting only a 22% reduction. The discussion also included topics related to open space, stormwater runoff, and overall project direction. Sutkowski moved to close the hearing and record and continue the deliberation to the next meeting on September 29, 2025, meeting. Watts seconded. Vote was 5:0 in favor.
- 4. LAND USE FILE #2-03/25 PUBLIC HEARING** Application for preliminary partition plan of a .68-acre parcel to divide into 3 lots: t 1 – 14,374 sq ft with an existing single-family house, Lot 2 – 7,000 sq ft, and Lot 3 – 8,033 sq ft. It is located on High Street and is zoned Medium Residential Density (MD). Applicant is Ross Bochsler of 313 N Evergreen Avenue, Stayton. Tax Map/Lot Number: 091 W10CC3001.
- a. **Staff Introduction and Report** – The application is for a preliminary partition into 3 lots. Lot one being 14,374 square feet with 144 feet of frontage; lot two being 7,000 square feet with 72 feet of frontage; and lot three being 8.033 square feet with 180 feet of frontage.
 - b. **Applicant Presentation** – Ross Bochsler presented the general plan and agrees with the Staff report.
 - c. **Questions from the Commission-** Mr. Baldwin questioned why the large one lot, and what is the intent. Response from application indicating the intent is to further partition of that lot in 2026 into two generally equal parts of approximately 7,000 sq ft each.
 - d. **Questions and Testimony from the Public-** None
 - e. **Staff Summary-** Public notices were mailed to the abutters and staff has received no responses to date.
 - f. **Close of Hearing-** Chair McKinley closed the hearing at 8:05 pm.
 - g. **Commission Deliberation** – Watts notes that all details were previously approved. Watts moved to approve the draft order as presented by Staff. Baldwin seconded. Vote was 5:0 in favor.
- 5. ADJOURN** –Chair McKinley adjourned the meeting at 8:07 pm.