

**STAYTON PLANNING COMMISSION  
MEETING MINUTES**

**Monday, December 29, 2025**

**COMMISSIONERS:** Larry McKinley – Chair  
Peter Bellas  
Amy Watts  
Melissa Sutkowski  
Steve Baldwin

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

**OTHERS PRESENT:**

Steve Sims;  
JoAnne Drake, Applicant;  
Nicolas Hennemann of Hennemann Law at 278 E High St, Suite 202, Stayton, OR 97383  
representing applicant;  
James Taylor of E Water St, Stayton

**CALL TO ORDER:** Chairman McKinley called the meeting to order at 7:00 pm. Quorum is present.

**APPROVAL OF MINUTES:** Ms. Sutkowski moved, and Ms. Watts seconded to approve the minutes from November 24, 2025, as presented. 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.

**STAFF INTRODUCTION AND REPORT:** LAND USE FILE #6-05/25 -PUBLIC HEARING – Application for Site Plan Review to expand an existing 960 square foot commercial building by an additional 326 square feet by enclosing porch areas. The building is mixed use with both a thrift store and a residential unit located at 155 N 2<sup>nd</sup> Avenue (tax lot number: 091 W10DC11000) in the Downtown Commercial Mixed-Use Zone. Staff mentioned that this application seeks land use approval for previous construction that was built without building permits, so even if the Planning Commission approves the request, the applicant is still required to get building permits, and Marion County will be the inspecting agency, but they will not perform this until the land use decision is made.

Staff presented conditions for approval, including foundation landscaping requirements and uniform exterior siding. All work should be completed within six months of approval.

**APPLICANT PRESENTATION:** Mr. Hennemann presented on behalf of the applicant, JoAnne Drake. Asked that conditions #1 & #2 be removed.

**PUBLIC TESTIMONY:** Mr. Taylor commented on several deficiencies that he notes, including the siding.

**APPLICANT SUMMARY/RESPONSE:** Mr. Hennemann restated the request to remove the first two conditions.

**STAFF SUMMARY:** All land use approvals have standard conditions. Noted that Marion County will eventually be inspecting the building for various issues, including safety concerns.

Chair McKinley closed the public hearing at 7:20 pm.

**COMMISSION DELIBERATION:** General discussion of the importance of maintaining the integrity of the downtown historic district and consideration of the two conditions. Mr. Bellas stated that his personal view of the siding is that it is very noticeable and recommends that that condition remain.

**DECISION:** Ms. Sutkowski moved to adopt the draft site plan option which allows modification to the draft order and remove the landscaping condition. Seconded by Mr. Bellas. Motion passed 4:0.

**ADJOURN:** Chair McKinley adjourned the meeting at 7:29 pm.