

STAYTON PLANNING COMMISSION
MEETING MINUTES
Monday, April 27, 2026

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

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

OTHERS PRESENT: Britany Randall of Brand Land Use Consultants (1720 Liberty Street, Salem) representing Applicants; Steve Sims, City Councilor.

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

APPROVAL OF MINUTES: Ms. Sutkowski moved, and Mr. Bellas seconded to approve the minutes from March 30, 2026, as presented. Motion passed 5:0.

Land Use File 5-02/24: Application for Annexation of an approximately 21-acrs property on Golf Lane tax lot 091W03B001500 into the City limits to be zoned as Medium Density (MD) Residential

Commencement of Public Hearing- Chair McKinley read the opening statement and opened the hearing at 7:03 pm. No objections were made by the attendees 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 – Ms. Siciliano summarized the history of this application, which was heard at the November 24, 2024 and February 23, 2026 public hearings. At the February 23rd hearing, a comment letter from the Oregon Department of Land Conservation and Development (DLCD) was received and entered into the record. Because of that late entry, the hearing was continued to this April 27, 2026 meeting. Important clarifications have been received from the State including that the Oregon Housing needs analysis requires that the City plan not only for future population growth, but for existing unmet housing needs resulting from past underproduction across a range of income levels. The state adopted new methodology in 2023 by establishing a revised methodology that allocates housing needs on a regional basis. Stayton is within the Willamette valley region. Under this framework, the Oregon Dept of Administrative Services updates the city’s housing needs annually, and this data informs the criterion that says the need exists in the community for the proposed annexation. Based on the State of Oregon’s allocation, there is a clear and ongoing housing need in Stayton. Staff also met with DLCD on March 26, 2026, to discuss how the City’s Comprehensive Plan housing needs estimate relates to the State allocation. DLCD indicated that while the city may rely on its comprehensive plan for future growth projections, the State’s methodology also accounts for unmet housing need not captured in those projections. In addition, the city is charged with considering the regional needs, not just those within its own boundaries. DLCD also indicated that these allocations should not be viewed as a cap, but rather as a baseline, recognizing that the overall need for housing remains significant. In addition, under current

law duplexes are now permitted in all residential zones in the City, including Low, Medium and High Density zoning. As a result, Low Density zoning can no longer be considered exclusively for single family homes. In addition, staff considered compatibility with the character of the surrounding area

Applicant Presentation – Britany Randall, representing the applicant, briefly outlined the original request and statement presented at the last two Commission meetings. The applicant is still seeking a recommendation from the Commission of Annexation with Medium Density Residential.

Questions from the Commission- Commission members had no additional questions for the applicant’s representative as all had been covered in meetings prior.

Questions and Testimony from the Public- Mr. Carl Gommel, of 12174 Golf Lane, provided written and spoken testimony through the Zoom connection. He reiterated his positions on this annexation: He has concerns about serviceability, standing water, numbers of students in Stayton schools, and questions the community need of the annexation. He urges the Commission to deny the application to annex.

Mr. Aaron Frichtl, of 12326 Golf Lane SE, Sublimity, OR, expressed concerns about traffic at the intersection of Cascade Highway and Whitney Street. It is his understanding that Golf Lane was to be re-aligned with any development on Golf Lane, presumably to the south to link to Whitney Street.

Applicant Summary- Ms. Randall re-stated that according to current housing law in the State of Oregon, the City does need additional housing, that any development post annexation is likely to be phased, and that control of growth is a city policy issue regarding traffic, stormwater control, and density and other elements.

Staff Summary- Ms. Siciliano clarified that the issues Mr. Gommel and Mr. Frichtl bring up are addressed in the City’s Master Plans. She reminded Commissioners that the parcel in question is within the Urban Growth Boundary and so serviceability and other elements are addressed in multiple Master Plans (i.e. Stormwater). Mr. Ross Williamson added that his reviews of the proposed annexation allow him to support the position of City staff, who have addressed each of the concerns brought up at multiple meetings. The potential traffic light or other traffic modifications are part of a Memorandum of Understanding between the City of Stayton and Marion County, and the State of Oregon (ODOT).

Close of Hearing- Chair McKinley closed the hearing at 7:45 pm.

Commission Deliberation- After a brief discussion, Mr. McKinley asked for motion from the Commission. Mr. Baldwin moved to approve the application, (Land Use File #5-02/24), adopting the draft order of recommendation as presented. Ms. Sutkowski seconded. The motion carried 5:0.

Land Use File 10-08/25: Application for Annexation of an approximately 17.01-acre property on 11641 Shaff Road tax lot 091W04C001901 to be zoned High Density (HD) Residential

Commencement of Public Hearing- Chair McKinley read the opening statement and opened the hearing at 7:54 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 – Ms. Siciliano summarized the applicant’s Annexation request of approximately 17-acre property located on 11641 Shaff Road tax lot 091W04C001901 to be zoned High Density (HD) Residential, which is a continuation of previous hearing in February. The continuation allowed staff to incorporate the comments from the State DLCD regarding state housing laws. Staff considered compatibility with the surrounding area, which includes high-density residential and commercial nearby. Staff revised the recommendation to better align with the State requirements to ensure adequate housing capacity. Reminded Commissioners and attendees that Ross Williamson, City Attorney, is in attendance via Zoom, and is available to answer any questions.

Mr. McKinley stated to clarify the reason for the applicant selecting High Density is due to the applicant's intent is to build townhomes, which is only allowed on High Density per Stayton Land Use requirements.

Applicant Presentation – Britany Randall, representing the applicant, reminded the Commission that the applicant lives next door and cares about how this parcel is developed. The potential number of units is less than what is possible, as Stayton requires that townhome lots are large, and coupled with open space and street(s), the total available for actual structures is significantly less than 17 acres. The development will be phased. The expense of having to add fill to the parcel, required due to shallow utilities, directs the development to High Density.

Questions from the Commission- Ms. Watts asked if the fill will happen all at once or in phases. Ms. Randall stated that it likely will happen in phases.

Questions and Testimony from the Public- Mrs. Chamberland of 1624 E Burnett Street states she sees a flaw in the system. There seems to be a lot of state laws and little control. She questions the purpose of the Planning Commission if all they do is rubber stamp from the state. She expressed concern about the state of Stayton's infrastructure and schools in relation to annexing more land. Mr. McKinley clarified that while the City and Commission must operate within federal, state, and county laws, they do not rubber stamp anything. They go through the codified process for each land use application according to Stayton's codes. Recommended that Mrs. Chamberland contact Staff and make an appointment to gain further clarification of those rules and the process. Ms. Watts stated that all of the Commission members are residents of Stayton as well.

Mr. Aaron Frichtl points out that even annexation causes additional burden to the City in the form of additional police patrol and the public works burden for the roads annexed in, Mr. Frichtl referenced the huge backlog of infrastructure maintenance that the city is struggling to address. Without a corresponding increase in taxes it stretches the City burden beyond capacity.

Applicant Summary- Ms. Randall stated that yes, there is increased pressure from the state to increase housing and reduced control at the local level. More local input happens once the actual development application comes to the City. She used the example of roads, that not all roads proposed are public roads, so the burden on the City is less. A developer may require an HOA (Homeowners Association) where fees are paid to keep up the internal infrastructure. She reminded committee that so many of the issues raised will be addressed when the development plan is presented to the City.

Staff Summary- Staff reminded the Commission that when development happens, developers are required to pay System Development Charges (SDC's) to fund the infrastructure requirements, and that once property is annexed into the City, they are subject to taxation by the City. Staff also recognizes that the new Oregon Housing Needs Analysis does shift some of the local control from local to state level.

Close of Hearing- Chair McKinley closed the hearing at 8:34 pm.

Commission Deliberation- Mr. McKinley noted that townhomes are needed in Stayton, and that this development will be phased. Mr. McKinley then asked for motion from the Commission. Ms. Sutkowski moved to approve the application for the Annexation for Keving and Paige Butler for a 17-acre property on Shaff Rd. Tax Lot 091W03B001500 (Land Use File #10-08/25) and adopt the draft order of recommendation as presented by staff. Mr. Bellas seconded. The motion carried 5:0.

ADJOURN: Chair McKinley adjourned the meeting at 8:16 pm.