

City of Stayton

MEMORANDUM

TO: Chairperson Larry McKinley and Planning Commission Members
FROM: Jennifer Siciliano, Director of Community and Economic Development
DATE: January 27, 2024
SUBJECT: Conditional Uses – Automobile Dealer – 333 N 1st Avenue
120 DAYS ENDS: April 22, 2025.

ISSUE

The issue before the Planning Commission is a public hearing on an application for a Conditional Use Permit to allow the addition of an automobile dealership to an existing developed site at 333 N 1st Avenue, located within the Commercial Retail (CR) zoning district. The site is currently utilized as an automotive detailing business, a use that will continue alongside the proposed dealership.



BACKGROUND AND ANALYSIS

The property at 333 N 1st Avenue is already developed with an automotive detailing shop with a 1,161 square foot building with two (2) bays with associated parking in a Commercial Retail (CR) zone. In 2011, a Change of Use was approved to change the property from an “eating place” to a “general auto repair”. In 2012, a Change of Use was approved to change the property from “auto repair” to “retail”. In 2015, a Change of Use was approved to change the property from “retail” to a “car wash” (automotive detailing). An automotive dealer use is required to obtain approval with a Conditional Use. The automotive detailing business will continue to use this site.

The parcel is approximately .23 acres and includes frontage on both N 1st Avenue and W Ida Street. There are two accesses along 1st Avenue and one access off Ida Street that spans nearly the entire length of the frontage. The intersections do not meet the city's access spacing standards. However, since no new building construction is planned and the anticipated increase in traffic will be minimal, no changes to the existing access driveways will be required. Residential use abuts the parcel, but they are all zoned for Commercial Retail (CR). No written public comments were received during the notification process.

City of Stayton

The applicant submitted a parking site plan showing a total of 24 parking spaces: three (3) for customer parking, four (4) for Master's Touch auto detailing, and 17 for Dale Auto – automotive dealer. It is unclear if the customer parking is for Master's Touch or for the new automotive dealer. Parking requirements for Master's Touch are determined by the number of bays that are used. Since there are two (2) bays, this use requires eight (8) parking spaces. Since Dale Auto, the automotive dealer, is not using the building, they do not have any parking requirements. The applicant should submit a new parking plan showing eight (8) dedicated parking spaces to Master's Touch and one handicapped/disabled parking. This is reflected in the draft order of approval.

The city did receive agency responses from the City of Stayton's Transportation Consultant and the Stayton Police. See attachments.

RECOMMENDATION

The staff recommends option one to approve 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. The Planning Department recommends the first option to approve the draft order as presented.

1. Approve the application, adopting the draft order as presented.

I move the Stayton Planning Commission approve the application for a Conditional Use for Randy Cranston, (Land Use File #15-10/24) and adopt the draft order presented by Staff.

2. Approve the application, adopting modifications to the draft order.

I move the Stayton Planning Commission approve the application for a Conditional Use for Randy Cranston (Land Use File #15-10/24) and adopt the draft order with the following changes...

3. Deny the application, directing staff to modify the draft order.

I move the Stayton Planning Commission deny the application for a Conditional Use for Randy Cranston (Land Use File #15-10/24) 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 February 24, meeting.

4. Continue the hearing until February 24, 2025.

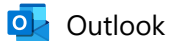
I move the Stayton Planning Commission continue the public hearing on the application for a Conditional Use for Randy Cranston (Land Use File #15-10/24) until February 24, 2025.

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 a Conditional Use for Randy Cranston (Land Use File #15-10/24) but maintain the record open to submissions by the applicant until February 3, 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 February 24, 2025.

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 a Conditional Use for Randy Cranston (Land Use File #15-10/24) until February 24, 2025.



Outlook

Re: Pre-Application Meeting - Conditional Use - Auto Dealership at 333 N 1st Avenue

From Caleb Cox <ccox@kittelson.com>**Date** Wed 11/20/2024 4:46 PM**To** Jennifer Siciliano <jsiciliano@staytonoregon.gov>**Cc** Susan Wright <swright@kittelson.com>; Michael Ruiz-Leon <mruiz-leon@kittelson.com>

CAUTION: This email originated from **Outside Your Organization**. Exercise caution when opening attachments or on clicking links from unknown senders. Please contact Information Technology for assistance.

Hi Jennifer,

The conditional use pre-application for 333 N 1st Avenue is proposing a car dealership and detailing use. The site is currently a car detailing service (Master's Touch Auto). The anticipated traffic generated by the change in use is well below the threshold to trigger a comprehensive traffic impact study.

The existing site has 3 driveways. Two of which are very close to the intersection and don't meet access spacing standards. Ida Street is a collector requiring 150' spacing, and 1st street is a Neighborhood Collector requiring 50' spacing per table 17.26.020.3.h.

Based on Google Streetview, it looks like the owner already has cones blocking one of the driveways on 1st Ave.



And on Ida Street the driveway spans nearly the entire length of the property frontage:



Our recommendation is to require the driveways to be reconfigured to meet access-spacing requirements to the extent feasible. The best scenario I can see is to close the driveway fronting Ida St and close the southernmost driveway on N 1st Ave. Leaving the northernmost driveway on N 1st Ave as the only access. This is consistent with the City's policy to provide site access on the lesser functional classification road when a property fronts two roads.

While a traffic impact study isn't required, the applicant should submit a transportation assessment letter to verify that the site access driveways will meet access spacing standards per 17.26.050.2

Thanks,

Caleb Cox, PE
Senior Engineer

[Kittelson & Associates, Inc.](#)
Transportation Engineering / Planning
503.535.7453 (direct)

From: [Gwen Johns](#)
To: [Jennifer Siciliano](#)
Subject: FW: Request for Comments on Application for Conditional Use - 333 N 1st Avenue - Automotive Dealer
Date: Wednesday, January 15, 2025 5:31:36 PM

See Sgt Meeks comments below

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Michael Meeks <mmeeks@staytonoregon.gov>
Date: 1/15/25 4:41 PM (GMT-08:00)
To: Gwen Johns <gjohns@staytonoregon.gov>
Subject: RE: Request for Comments on Application for Conditional Use - 333 N 1st Avenue - Automotive Dealer

No designated disabled parking. And it looks pretty crowded.

From: Gwen Johns <gjohns@staytonoregon.gov>
Sent: Monday, January 13, 2025 10:16 AM
To: Dean Butler <dbutler@staytonoregon.gov>; Michael Meeks <mmeeks@staytonoregon.gov>; Matthew Leonard <mleonard@staytonoregon.gov>; Dave Bevens <dbevans@staytonoregon.gov>
Subject: FW: Request for Comments on Application for Conditional Use - 333 N 1st Avenue - Automotive Dealer

In case you had any comment. Maybe send response via me so we are all on same page.
