

AGENDA (Amended)
DAYTON PLANNING COMMISSION



DATE: THURSDAY, SEPTEMBER 11, 2025
TIME: 6:30 PM
PLACE: DAYTON CITY HALL ANNEX – 408 FERRY STREET, DAYTON, OREGON
VIRTUAL: ZOOM MEETING – ORS 192.670/HB 2560

You may join the Planning Commission Meeting online via Zoom at: <https://us06web.zoom.us/j/84598490669>

Dayton – Rich in History . . . Envisioning Our Future

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>PAGE #</u>
A.	CALL TO ORDER & PLEDGE OF ALLEGIANCE	
B.	APPROVAL OF THE AGENDA	
C.	APPEARANCE OF INTERESTED CITIZENS	
D.	APPROVAL OF MINUTES	
	1. March 13, 2025, Planning Commission Minutes	1-4
E.	OTHER BUSINESS	
	1. Parks and Recreation Master Plan Presentation, Steve Duh, Conservation Technix	5-20
F.	PUBLIC HEARING	
	i. The Public Hearing Scheduled for September 11, 2025, on SDR 2025-01/MINVAR 2025-01 has been postponed until further notice	

Posted: September 8, 2025

By: Rocio Vargas, City Recorder/Planning Coordinator

NEXT MEETING DATES

Planning Commission Meeting **October 9, 2025** (if needed)

Planning Commission Meeting **November 13, 2025** (if needed)

Virtually via Zoom and in Person, City Hall Annex, 408 Ferry Street, Dayton, Oregon

The public is strongly encouraged to relay concerns and comments to the Commission of any other topic in one of the following ways:

- Email - at any time up to 5 pm the day of the meeting to rvargas@daytonoregon.gov. The Chair will read the comments emailed to the Planning Coordinator.
- Appear in person - If you would like to speak during public comment, please sign up on the sign-in sheet located on the table when you enter the City Hall Annex.

- Appear by Telephone only - please sign up prior to the meeting by emailing the Planning Coordinator at rvargas@daytonoregon.gov the chat function is not available when calling by phone into Zoom.
- Appear Virtually via Zoom - once in the meeting send a chat directly to the Planning Coordinator Rocio Vargas, use the raise hand feature in Zoom to request to speak during public comment, **you must give the Planning Coordinator your First and Last Name, Address and Contact Information (email or phone number) before you are allowed to speak.** When it is your turn, the Chair will announce your name and unmute your mic.

MINUTES
DAYTON PLANNING COMMISSION
March 13, 2025

Dayton Commissioners Present: Ann-Marie Anderson, Chairperson
 Dave Mackin, Vice-Chairperson
 Rob Hallyburton
 Katelyn Van Genderen

Dayton Commissioners Absent:

Dayton Staff Present: Curt Fisher, City Planner
 Rocio Vargas, City Recorder/Planning Coordinator
 Director

A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Chairperson Ann-Marie Anderson called the meeting to order at 6:31pm. All those present gave the Pledge of Allegiance. (Chairperson Anderson noted that there was a quorum with Commissioners Hallyburton, Mackin, and Van Genderen present in person.)

B. APPROVAL OF AGENDA

No changes were made.

C. APPEARANCE OF INTERESTED CITIZENS

None.

D. APPROVAL OF MINUTES

1. Approval of January 9, 2025, Minutes

Rob Hallyburton moved to approve January 9, 2025, Planning Commission meeting minutes as written. Seconded by Katelyn Van Genderen. Motion carried with Anderson, Hallyburton, Mackin and Van Genderen voting aye.

E. PUBLIC HEARING

1. Dayton View Subdivision (SUB 2024-07 VAR 2024-10)

Chairperson Anderson opened the public hearing at 6:33pm.

Commissioner Hallyburton disclosed that the lot in question is visible from his house but has not talked to anyone about this application.

Vice-Chairperson Mackin disclosed that he has visited the site but not had any contact with anyone on this application.

Chairperson Anderson asked Curt Fisher, City Planner, to present the staff report.

Curt Fisher, City Planner presented the staff report.

Chairperson Anderson accepted public testimony from the applicant.

Jessica Cain, NW Summit Development LLC agreed with the recommendations from the City Planner and asked for the Planning Commission to approve as recommended.

Chairperson Anderson asked if there were any members of the public that wish to speak in favor of the application. None.

Chairperson Anderson asked if there were any members of the public who wish to speak in opposition to the application.

Brian Barnes, resident of Dayton, stated that his biggest concern for this application is water. He stated that the City has already been placed on restrictions this winter, which is rare, this is usually only in the summer. He questioned the intent of building more houses when there is not enough water.

Chairperson Anderson asked if there were any neutral parties that wish to speak.

Sharon Tanaka, resident of Dayton, stated that her concern was with her driveway, fencing, traffic, and her privacy. She added that she shares the water issue as a concern.

Camille Tanaka, a resident of Dayton, stated that her concern was about fencing, traffic, the narrow street and children's safety.

Commissioner Hallyburton stated that he understood their concerns and referred to a condition in the proposal to address the issue they are presenting with the narrow street. He inquired if there is a different design proposal Camille Tanaka might have.

Camille Tanaka stated that she did not but wondered what the proposal looked like in terms of size, and what the congestion that could be caused.

Chairperson Anderson inquired if the applicant would like an opportunity for rebuttal.

Jessica Cain stated that they understood that there would be issues and proceeded to address the issues brought up by the residents. She stated that while water is an issue there currently isn't a moratorium on building that prevents new development, however that is not part of the criteria for this application, but there are criteria for the access to utilities that are being met. She referenced the issue with the driveway and the fencing; stating that access is 39.86 ft wide, that will allow for a city street with 27ft wide with sidewalk and parking.

Commissioner Hallyburton inquired about there being enough space on the street to accommodate parking on one side of the street.

Jessica Cain confirmed that one side of the street would be marked as no parking. She referred to the fencing question stating that this was not a criterion for this application, but the decision of the builders or new homeowners during the development process.

Chairperson Anderson inquired if the Planning Commission would like staff to address any of the public testimony.

City Planner stated that he is willing to address any comments event without any specific questions from Planning Commission.

There was a public comment out of order reiterating the water concern.

Commissioner Hallyburton inquired if the recent water restrictions were due to a leak.

City Planner stated that was his understanding as well, that it was an undetected leak that was underwater.

Vice Chairperson Mackin stated that he agrees that water concern is important.

City Planner stated that there currently wouldn't be water demand with this application, the main purpose of the application is to legally create the lots and provide the required infrastructure to serve the lots. He stated that it could be up to 2 years before any development occurs. He stated that the fencing issue would be addressed during construction. He addressed the encroachment of the driveway on to the proposed street. He stated that the City of Dayton doesn't require traffic impact analysis for its land use applications.

Chairperson Anderson stated that the Planning Commission must decide based on the criteria in the code, not other concerns and according to staff the criteria have been met.

Discussion on when water restrictions trigger a building moratorium.

Chairperson Anderson closed the public hearing at 7:05pm.

Rob Hallyburton moved to approve the request for tentative subdivision approval as recommended by staff. Seconded by Katelyn Van Genderen. Motion carried with Anderson, Hallyburton, Mackin and Van Genderen voting aye.

2. LA 2025-01 Model Floodplain Ordinance Adoption

Chairperson Anderson opened the public hearing at 7:10pm. She asked the City Planner to present the staff report.

City Planner Fisher stated that the current floodplain code will be completely repealed and replaced with Model Ordinance Floodplain code. He stated that in measure 56 notice was sent out the residents of the floodplain as an extra notice in addition to the New Register notice.

Vice-Chairperson noted an error on page 121 section 7.113.04 (E) in reference to the City name.

Lori Flores, resident of Dayton, via zoom stated that she wanted to come on the record that she lives in the floodplain area and would like any future development to be aware of the potential flooding the homeowners may face.

There being no other public comment, Chairperson Anderson closed the public hearing at 7:18pm.

Commissioner Hallyburton stated that the current Dayton Code does not prohibit development in the floodplain.

City Planner concurred and stated that the City of Dayton cannot prohibit development in the floodplain.

There was a discussion that with the new code there would be requirements that would make any development or new homeowners aware of floodplain location.

Rob Hallyburton moved to adopt the staff report with changes on section 7.113.04 (E) to correct the scrivener's error and recommend the City Council to approve the revised amendments. Seconded by Katelyn Van Genderen. Motion carried with Anderson, Hallyburton, Mackin and Van Genderen voting aye.

F. OTHER BUSINESS

1. Parks Master Plan Update Presentation.

Steve Duh, Conservation Technix, Inc., presented the Parks Master Plan Update to the Planning Commission.

Conversations on the current parks available and their amenities and brainstorm on other needs for the City of Dayton occurred.

G. ADJOURN

There being no further business to discuss meeting adjourned at 7:56pm.

Respectfully submitted by:

Approved by Planning Commission **September 8, 2025**

As Written

As Amended

Rocio Vargas,
City Recorder/Planning Coordinator

Ann-Marie Anderson, Planning Commission Chair



2025 Parks & Recreation Master Plan

PLANNING COMMISSION

SEPTEMBER 11, 2025

Overview

1. Plan Overview
2. Outreach Highlights
3. Plan Structure
4. Goals & Policies
5. Capital Investments
6. Discussion / Q&A



What is the Parks Plan?

Planning Forward

The Parks & Recreation Master Plan (PRMP) is a 20-year guide and strategic plan for managing and enhancing recreation opportunities, facilities, parks, and open space for the Dayton community.

The Parks & Recreation Master Plan will guide investments to improve the park and recreation system and help the City pursue grants and other funding.



Community Feedback

96%

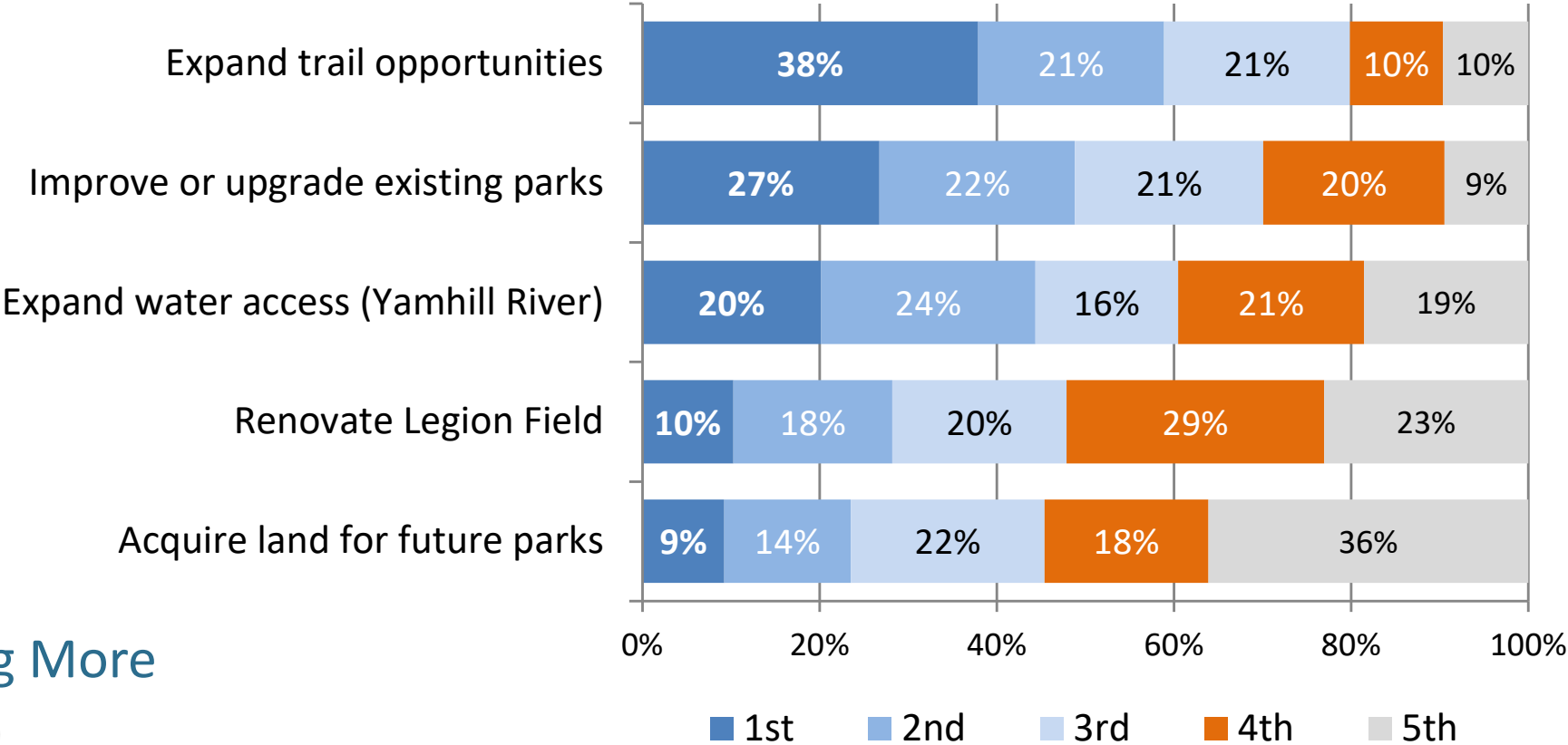
feel local parks,
recreation
opportunities are
important or essential
to the quality of life.

Top Priorities:

- Improve the boat ramp and river access at Dayton Landing
- Expand walking and nature trails, especially the Palmer Creek Trail
- Improve or add basketball courts, pickleball and tennis courts, splashpad
- Improve playgrounds and add covered areas / shelters

Community Feedback

Investment Priorities



Top Reasons for Not Visiting More

- Are not well maintained (21%)
- Age or physical limitations (15%)
- Not enough restrooms (15%)
- Do not know what is offered (12%)

Plan Structure

Context, Process & Inventory

Chapter 1: Introduction

Chapter 2: Community Profile

Chapter 3: Community Engagement

Chapter 4: Classifications & Inventory



SNAPSHOT: DAYTON TODAY

This chapter offers a brief overview of the City of Dayton and its demographics.

Located in the heart of the Willamette Valley, the City of Dayton is situated just off Hwy 18 between McMinnville and Newberg and is centrally located 55 miles from the Pacific Ocean, 24 miles from the State Capital and 60 miles from Mt Hood.

Profile

Incorporated in 1880, the City of Dayton encompasses 0.82 square miles of land located in northeastern Yamhill County, west of the Willamette River and six miles east of McMinnville. The City is surrounded by vineyards and prime agricultural lands. Dayton maintains a small town charm and looks to build from its roots with the motto of "Rich in History...Envisioning our Future."

Early settlers established land claims in the Dayton area in the mid-1840s. One of the earliest settlers, General Joel Palmer, platted a 450-acre town site in the fall of 1850, with the original land survey of the town site completed in 1852. Dayton was incorporated in 1880.

Dayton was the first city in the State of Oregon to be designated as a national historic resource, and

there are many historic landmarks throughout the city. The oldest standing structure is the Joel Palmer House, built in 1857, and was listed on the National Register of Historic Places in 1987. Since 1996, it has been home to a four-star restaurant of the same name as the historic house. A significant number of historical sites and structures are still exist in the city and have been documented and promoted with a walking tour map and histories.

Dayton's Ferry Street corridor serves as the heart of the city, hosting landmarks like Dayton City Hall, the Mary Gilkey Library, Courthouse Square Park, the Joel Palmer House Restaurant, and an array of shops, restaurants, groceries, and other businesses. Many of these establishments are housed in historic buildings, adding to the city's character. Most of the city is developed with

Plan Structure

Needs Assessments

Chapter 5: Recreation Needs Assessment

- Community feedback, trends, local needs, and potential improvements



RECREATION NEEDS ASSESSMENT

This chapter describes community feedback, trends, local needs, and potential improvements for the City's parks, trails, open space and facilities.

The park system planning process assesses recreational needs and priorities for park facilities, active use areas, and trails in Dayton. The park assessment includes a discussion of specific local needs with consideration given to the City's broader park system. Public input and information on park inventory conditions also were heavily relied upon in the planning process.

Park & Recreation Trends

National Trends

A review of several recognized park and recreation resources provide a background on national, state, and regional trends, market demands, and agency comparisons. These outdoor recreation trends, combined with community interests in parks, trails, and open space and an assessment of current conditions and levels of service, help identify and shape recommendations for park system improvements. Examining current recreation trends can help inform potential park and recreation improvements and opportunities that may enhance the community and create a more vibrant parks system as it moves into the future.

Plan Structure

Goals & Recommendations

Chapter 6: Goals & Actions

- Policy framework grouped by major program area

Chapter 7: Capital Projects & Implementation

- 20-year Park Capital Plan
- Strategies to consider for implementation



CAPITAL PROJECTS & IMPLEMENTATION

This chapter describes a range of strategies to consider in the implementation of the Plan and details a 20-year program for addressing park and amenity enhancement projects.

The preceding chapters provided an overview of Dayton's park and open space system, along with goals and policies to guide future planning, development, and operations. This chapter focuses on specific project actions, including the proposed 20-year capital project list, and offers recommendations on additional strategies for successful implementation.

DRAFT

DAYTON PARKS & RECREATION MASTER PLAN 2025

73

Goals & Policies

Goal 1: Promote & Enhance Dayton's Sense of Place

Objective: Utilize new and existing recreational facilities to enhance community activity and civic pride.

Policy topics covered:

- Partner & support events
- Volunteer support
- Communications, interpretation & outreach

Goals & Policies

Goal 2: Foster a Healthy & Active Community

Objective: Provide a system of parks, trails and open spaces that meets current and future needs for active and passive recreation and enhances the community's livability.

Policy topics covered:

- Park & amenity safety & maintenance
- Park acquisitions to fill gaps
- Site development policies
- Diverse recreation experiences

Goals & Policies

Goal 3: Protect & Enhance Dayton's Natural Environment

Objective: Preserve distinctive natural areas and features for their scenic, recreation and habitat value, as well as their contribution to Dayton's rural setting.

Policy topics covered:

- Acquire open space or conservation easements
- Accommodate trail opportunities
- Public agency coordination

Goals & Policies

Goal 4: Expand & Maintain Dayton's Opportunities for Public Access to the Yamhill River

Objective: Protect and manage the City's environmentally-sensitive lands and water resources while balancing access to outdoor recreation activities.

Policy topics covered:

- Dayton Landing transfer from County
- Shoreline and water-based recreation facilities

Goals & Policies

Goal 5: Develop a Trail Network to Connect Parks, Neighborhoods, Schools & Public Amenities

Objective: Secure and develop trail corridors to provide for an interconnected park system that offers a variety of year-round recreation opportunities and experiences to support and enhance Dayton's access to its natural environment.

Policy topics covered:

- Extend Palmer Creek Trail
- Trail planning & development standards
- Public agency coordination

Capital Improvement Plan

Overview

- 20-year planning tool
- Not an official budget
- Guides investments in parks and recreation facilities
- Planning level cost estimates
- Proposed time frames



Key Projects

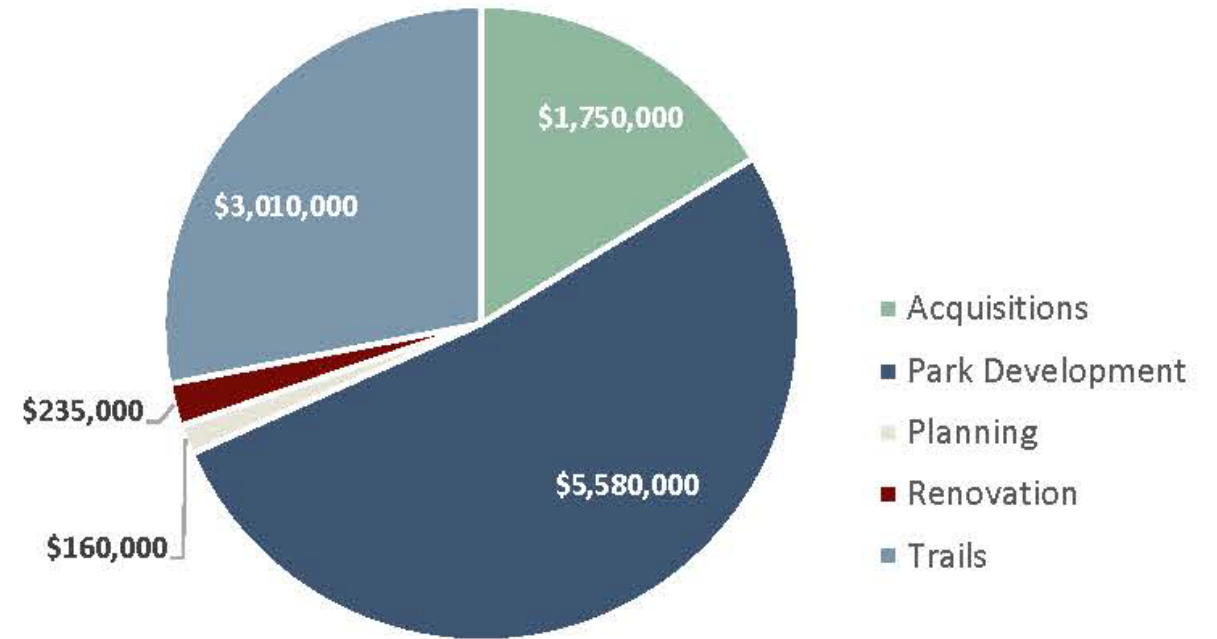
- **Park System Enhancements**

- ☐ Legion Field improvements
- ☐ Additional amenities: splash pad, picnic shelters, sport courts, paths
- ☐ Playground upgrades & shade
- ☐ Palmer Creek Trail extension
- ☐ Wayfinding & ADA enhancements

- **System Expansion**

- ☐ Dayton Landing
- ☐ Park acquisitions to fill gaps
- ☐ Trail acquisitions/easements

Figure 23. 20-Year Capital Project Expenditures (2025 dollars)



Next Steps

- Plan review & revisions
- City Council adoption

Questions / Comments?

