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**NATURE OF THE DECISION**

Petitioner appeals a city council decision that approves a modification to a previously approved site plan for a commercial use in a commercial zone.

**FACTS**

The subject property is a vacant 10,000-square-foot lot that is zoned Commercial Retail (CR). In 2013, the county approved a site plan for a seasonal produce stand. The 2013 approved site plan called for a 20-foot x 40-foot covered sales area to be located on an area of concrete pavers approximately 30 feet x 50 feet in area, along with a paved driveway, sidewalks, gravel-surfaced parking area and a stormwater management system or “rain garden.” The 2013 site plan approval also required landscaping in the form of a lawn, although the area to be landscaped is not reflected on the approved site plan. The 2013 site plan was later modified to include a small structure used as a walk-in refrigerator. The subject property and adjacent lots are subject to a reciprocal access and parking easement, sharing use of a driveway and access point along the property’s southern border.

The property was subsequently improved to include the paved driveway, concrete pavers, stormwater system and gravel-surfaced parking area (the 2013 improvements), as well as the covered area and refrigerator structure associated with the seasonal produce stand. The seasonal produce sales operated for only one year. After it closed, the covered area and refrigerator structure were

1 removed, leaving behind the 2013 improvements required by the 2013 site plan  
2 approval.

3 In November 2017, a new lessee for the property filed an application  
4 with the city to modify the 2013 site plan to allow a drive-through coffee kiosk  
5 located in an 8-foot x 20-foot trailer. The site plan submitted with the  
6 application was a copy of the 2013 site plan, with the covered sales area and  
7 refrigerator building whited out, and the proposed location of the coffee kiosk  
8 drawn by hand. No other changes to the 2013 site plan or conditions were  
9 proposed. In response to comments, the site plan was further revised with  
10 hand-drawn arrows to show the proposed on-site circulation pattern for drive-  
11 through customers.

12 Stayton Municipal Code (SMC) distinguishes between major and minor  
13 modifications to approved land use plans. SMC 17.04.100 defines “minor  
14 modification” as any modification that does not meet the definition of “major  
15 modification.” *See* n 1, below. SMC 17.12.070.1.a.3 provides that planning  
16 staff are the review authority for an application for a minor modification of an  
17 approved land use decision, including a site plan. The planning director  
18 determined that the proposed site plan modification did not meet the definition  
19 of “major modification” and hence qualified for planning staff review as a  
20 minor modification. Accordingly, the planning director processed the  
21 application according to the administrative procedures at SMC 17.12.080 rather  
22 than the procedures for major modifications, which require a public hearing.

1 The planning director provided notice of the application to those entitled to  
2 notice, including petitioner, a neighboring property owner, who submitted  
3 comments in opposition. On October 9, 2017, the planning director issued a  
4 decision approving the modification to the 2013 site plan, with conditions.

5 A member of the city council, Councilor Quigley, called up the decision  
6 for review prior to the expiration of the local appeal period. The city council  
7 conducted a public hearing on the application on December 4, 2017, at which  
8 petitioner and others provided testimony. At the conclusion of the hearing, the  
9 city council deliberated and voted 3-1, with Councilor Quigley opposed, to  
10 approve the application with additional conditions.

11 This appeal followed.

## 12 **FIRST ASSIGNMENT OF ERROR**

13 SMC 17.04.100 defines a “major modification” as a modification to an  
14 approved land use that meets at least one of nine “criteria.”<sup>1</sup> A proposed

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<sup>1</sup> SMC 17.04.100 provides, in relevant part:

“MODIFICATION, MAJOR: A modification to an approved land use application that meets 1 or more of the following criteria:

- “1. A change in the type and/or location of access-ways, drives or parking areas affecting off site traffic.
- “2. An increase in the floor area proposed for non-residential use by more than 15% of the area previously specified.
- “3. A reduction of more than 10% of the area reserved for common open space or landscaping.

1 modification that does not meet any of the nine criteria is treated as a minor  
2 modification. As noted, a minor modification is approved by staff. A major  
3 modification is subject to procedures at 17.12.150, which require planning  
4 commission review with a public hearing.

5 Under the first assignment of error, petitioner argues that the city council  
6 erred in processing the application as a minor modification, for two reasons.  
7 First, petitioner argues that the application did not qualify as a “modification”  
8 of any kind, because (1) the 2013 site plan is now four years old, (2) the site  
9 has been vacant for three years, (3) the current applicant is not the former

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“4. (Repealed Ord. 913, September 2, 2009)

“5. (Repealed Ord. 913, September 2, 2009)

“6. Increase in automobile parking spaces by more than 10%.

“7. Proposals to add or increase lot coverage within an environmentally sensitive area or areas subject to a potential hazard.

“8. Changes that exceed 10 feet in the location of buildings, proposed streets, parking configuration, utility easements, landscaping or other site improvements.

“9. Change to a condition of approval, or change similar to subsections 1 through 9 that could have a detrimental impact on adjoining properties. The City Planner shall have discretion in determining detrimental impacts warranting a major modification.

“MODIFICATION, MINOR: A modification to an approved land use application that meets none of the criteria for a major modification.”

1 applicant, and (4) the 2013 approval was for a seasonal produce stand, whereas  
2 the current proposal is for a year round, higher impact commercial use.  
3 According to petitioner, the proposed site plan can only be approved as a new  
4 site plan application, not as a major or minor modification.

5 The city council rejected that argument in its findings.<sup>2</sup> Petitioner does  
6 not acknowledge or challenge those findings, and makes no attempt to  
7 demonstrate that the findings are inadequate, or that the interpretations of the  
8 relevant SMC code provisions therein are reversible under the deferential  
9 standard of review we must apply to a governing body's interpretation of local

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<sup>2</sup> The city council findings state, in relevant part:

“Testimony was offered that the application should not be considered the modification of a previous approval because of the age of the previous approval, the applicant is different than the previous applicant, owners of the property are listed differently than the original application and the site will be used for a different use, and the impact of the proposed use will be different than the original. The Council concludes that the application is a modification of the previous approval because the basic elements of the site plan are not changed: the driveway location and entrance to the street is the same; the area and location of landscaping is the same; the stormwater management facility is not modified; and the location and area of the paving was not proposed to be changed by the application. [SMC] 17.12.120.7 provides that a land use approval granted is effective if the right granted therein is commenced within one year of the effective date of that decision. The site improvements were implemented within one year of the 2013 approvals and therefore those approvals remain in place currently. The subsequent closure of the business and the propert[y's] vacant status does not cause the site plan approval to expire. \* \* \*” Record 21-22.

1 land use legislation, under ORS 197.829(1) and *Siporen v. City of Medford*,  
2 349 Or 247, 259, 243 P3d 776 (2010). Accordingly, we reject petitioner’s first  
3 argument that the proposed site plan is not a modification of any kind that must  
4 be processed as a new site plan application.

5 Second, petitioner argues that the city erred in processing the application  
6 as a minor, rather than major, modification. According to petitioner, three of  
7 the criteria that distinguish a minor from a major modification are met in the  
8 present case: criteria one, eight and nine. *See* n 1. Consequently, petitioner  
9 argues, the “application should have been treated as a Major Modification and  
10 denied.” Petition for Review 8.

11 The city council found that as originally submitted the site plan did not  
12 meet any of the criteria for a major modification at SMC 17.04.100. Record  
13 19-20. Petitioner apparently disagrees with that conclusion as it regards  
14 criteria one, eight and nine.<sup>3</sup> We assume, without deciding, that petitioner is  
15 correct that at least one of the criteria 1, 8 and 9 are met in the present case, and  
16 therefore the application should have been processed as a major modification.

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<sup>3</sup> Petitioner’s disagreement regarding criteria one, eight and nine appears to be based not on the modified site plan as originally submitted, which is what the planning director and city council evaluated to determine whether the application was a major or minor modification, but rather on the revisions to the site plan required by the city council under several conditions of approval. For example, the city council imposed conditions requiring that the parking area and drive-through lane be paved, which arguably could trigger criteria one, eight or nine if the applicant had proposed those modifications.

1 However, even with that assumption, petitioner has not established that any  
2 error the city committed in processing the application requires reversal or  
3 remand.

4 In an alternative finding, the city council found that:

5 “The difference between a minor modification and major  
6 modification is the review authority and whether a public hearing  
7 is required; in either case the same standards for development  
8 would apply. With the City Council’s assumption of authority  
9 over the application and Council’s holding a public hearing, the  
10 distinction between minor modification and major modification  
11 becomes irrelevant.” Record 22.

12 Petitioner does not acknowledge or challenge the foregoing finding. The city  
13 council concluded that the only differences between a major and minor  
14 modification are procedural, differing only by the initial review authority and  
15 the initial procedures, but that the approval standards (at SMC 17.12.220) are  
16 identical. Under this unchallenged finding, petitioner can obtain reversal or  
17 remand only if he demonstrates that the presumed error in processing the  
18 application as a minor modification prejudiced petitioner’s substantial rights.  
19 *See* ORS 197.835(9)(a)(B) (LUBA shall reverse or remand a local government  
20 decision where the local government “[f]ailed to follow the procedures  
21 applicable to the matter before it in a manner that prejudiced the substantial  
22 rights of the petitioner[.]”). Petitioner was provided a *de novo* public hearing  
23 on the application before the city council, the city’s highest review authority.  
24 If the procedures the city actually followed prejudiced petitioner’s substantial  
25 rights in some way, petitioner has not identified what that prejudice might be

1 and as far as we can tell, petitioner’s substantial rights were not prejudiced by  
2 the procedure the city followed.

3 The closest petitioner comes to alleging that his substantial rights were  
4 prejudiced is to note that SMC 17.12.150.2.b states that a major modification  
5 “shall constitute a new land use application” and is “not a continuation of the  
6 original approved land use application.”<sup>4</sup> Petitioner argues that an application  
7 is for a major modification and, as such, would “require an entirely new  
8 application and site plan.” Petition for Review 7. It is not clear to us that SMC  
9 17.12.150.2.b literally requires the applicant to submit an entirely new  
10 application for approval. That would not be an application for a *modification*,  
11 but an application for an entirely new use, which would seem to nullify the  
12 SMC provisions for major modifications.

13 In any case, even if SMC 17.12.150.2.b is understood to require the  
14 applicant for a major modification to submit an entirely new application and, in

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<sup>4</sup> SMC 17.12.150.2 provides, in relevant part:

“METHOD OF ADOPTION. Major modifications shall be adopted pursuant to the requirements of Sections 17.12.070 through 17.12.100. The decision shall be made in accordance with this title.

“a. This Section applies to all site plan reviews, subdivisions (but not partitions), and Master Planned Developments.

“b. Major modifications shall constitute a new land use application and not a continuation of the original approved land use application.”

1 this case, a new site plan, petitioner does not attempt to demonstrate that any  
2 error the city made in accepting the application to modify the 2013 site plan  
3 and the modified site plan in this case prejudiced petitioner’s substantial rights.  
4 Petitioner has also not demonstrated that the city council misconstrued the  
5 SMC procedural provisions, or that any misconstruction of law resulted in  
6 more than harmless error. Accordingly, petitioner’s arguments do not provide  
7 a basis for LUBA to reverse or remand the decision. ORS 197.835(9)(a)(B).

8 The first assignment of error is denied.

9 **SECOND ASSIGNMENT OF ERROR**

10 SMC 17.12.220 sets out the submittal and approval standards for site  
11 plans. SMC 17.12.220.4.b requires that the proposed site plan shall show, or  
12 be accompanied by, specified information or documents. SMC  
13 17.12.220.4.b.12 requires that the applicant submit a “landscaping plan  
14 prepared in accordance with [SMC] 17.20.090.3.”

15 Petitioner argues that the modified site plan submitted as part of the  
16 present application was incomplete, in that it did not indicate the location of  
17 required landscaping, or have a landscape plan attached to it. Petitioner argues  
18 that the site plan approved in 2013 also did not indicate the location of required  
19 landscaping or have a landscape plan attached to it.

20 The city council responded to this issue, when raised below, by adopting  
21 the following finding:

22 “Lack of landscaping on the plan and lack of landscaping plan.  
23 The 2013 site plan approval indicated that the landscaping would

1 be lawn, except the rain garden. No change in landscaping is  
2 proposed by this application.” Record 6.

3 Relatedly, in addressing issues petitioner raised regarding irrigation for  
4 landscaping, the city council found that its “jurisdiction in this application is  
5 limited to the elements that are proposed for modification.” Record 6-7. Read  
6 together, it is reasonably clear that because no modification to the landscaping  
7 was proposed, and the city council concluded that its review is limited to the  
8 proposed modifications, and the city council determined that it lacked authority  
9 to require the current plan to correct any deficiencies in the 2013 application;  
10 that is, to require the applicant to submit a landscaping plan or indicate  
11 landscaped areas (*i.e.*, lawn areas) on the site plan.<sup>5</sup>

12 Petitioner does not acknowledge or challenge the foregoing findings.  
13 The standard of review petitioner invokes under this assignment of error is  
14 ORS 197.835(9)(a)(D), which authorizes LUBA to reverse or remand a local  
15 government decision where the local government “[i]mproperly construed the  
16 applicable law[.]” However, petitioner does not identify any improper  
17 construction of law in the city’s decision. Specifically, petitioner does not  
18 identify any SMC provision that requires an applicant for a minor (or major)

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<sup>5</sup> We note that the city council re-imposed all conditions from the 2013 approval, including the requirement to landscape the site. Further, the city council noted the existence of 1,800 square feet of landscaping based on a 2014 aerial photograph, which exceeds the 1,500 square feet of landscaping required by SMC 17.20.090.2. Record 10.

1 modification to a site plan to include information that was omitted from the  
2 original application, regarding features of the site plan where no modification  
3 is proposed. The city council found that its authority is limited to the proposed  
4 modifications. Absent some challenge to that conclusion, petitioner's  
5 arguments provide no basis for reversal or remand. ORS 197.835(9)(a)(D)

6 The second assignment of error is denied.

7 **THIRD ASSIGNMENT OF ERROR**

8 Petitioner argues that one of the four city council members, Councilor  
9 Kronquist, stated approximately 51 minutes into the December 4, 2017 public  
10 hearing that he had "made up his mind" prior to receiving all the testimony at  
11 the hearing. Petition for Review 9-10. Petitioner argues that, based on this  
12 declared predisposition, Councilor Kronquist should not have participated in  
13 the hearing or in the city council's deliberations, which resulted in a 3-1 vote in  
14 favor of approving the application.

15 Petitioner attached to his petition for review a recording of the December  
16 4, 2017 hearing, and a self-prepared partial transcript of relevant portions of  
17 that audiotape, starting at approximately 51 minutes into the hearing, during a  
18 portion of petitioner's testimony in opposition. Petitioner's self-prepared  
19 transcript is reasonably accurate, but includes some inaccuracies and omissions

1 of what appear to be relevant statements. Accordingly, we include a more  
2 complete partial transcript in the margin.<sup>6</sup>

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<sup>6</sup> Below is a partial transcript of the audiotape of the December 4, 2017 public hearing before the city council, from approximately 52:07 to 54:00.

Aboud: May I ask you a question?

Kronquist: Certainly, sir.

Aboud: Have you made up your mind on how you would vote on this?

Kronquist: Well, I appreciate your letters and I appreciate the input, but no not until today did I make up my mind.

Aboud: I'm sorry?

Kronquist: Not until today did I make up my mind.

Aboud: Okay, because it sounds like you've made up your mind.

Kronquist: I made up my mind when I downloaded 105 pages and read them.

City Attorney: Hold on, Mr. Mayor, we have a problem.

Mayor: Okay, Mr. Lien.

City Attorney: The rules require that you can't develop a predisposition until the hearing is closed.

Kronquist: I am not saying I'm not willing to listen to other views. I, whether I—perhaps I misspoke Mr. Aboud in terms of making up my mind.

[Back and forth between petitioner and Kronquist omitted]

City Attorney: I think it's appropriate, councilor, to state for the record that you are willing to listen to the rest of the testimony with an open mind.

1           As the transcript indicates, Councilor Kronquist initially stated that he  
2 had “made up” his mind before the hearing on how he would vote, based on  
3 reading the written testimony in the record. He subsequently stated that he  
4 “misspoke” about making up his mind, and that he did not mean that he would  
5 not consider the oral and written testimony submitted at the hearing.

6           We disagree with petitioner that the pertinent portions of the audiotape  
7 demonstrate that Councilor Kronquist was predisposed to judgment prior to the  
8 hearing and was unable to consider with an open mind the testimony submitted  
9 at the hearing. The standard for disqualifying bias is that the decision maker  
10 “has so prejudged the particular matter as to be incapable of determining its  
11 merits on the evidence and arguments presented.” *Columbia Riverkeeper v.*  
12 *Clatsop County*, 267 Or App 578, 602, 341 P3d 790 (2014), *citing Beck v. City*  
13 *of Tillamook*, 113 Or App 660, 662-63, 833 P2d 1327 (1992). The test  
14 articulated in *Columbia Riverkeeper* represents a “high bar for  
15 disqualification,” and requires that prejudgment must be demonstrated by

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Kronquist: I look forward to anything that any proponent or opponent brings  
to the table, and will judge it with a very open mind.

City Attorney: And you feel you can go ahead with this hearing and vote—

Kronquist: Very much so.

City Attorney: —in a fair and just manner?

Kronquist: Absolutely. \* \* \*

1 “explicit statements, pledges, or commitments that the elected local official has  
2 prejudged the specific matter before the tribunal.” 267 Or App at 610.

3 Here, Councilor Kronquist’s initial statement that he had “made up” his  
4 mind based on the written testimony submitted prior to the hearing could allow  
5 one to infer that he is incapable of making a decision based on all the evidence  
6 in the record, including testimony submitted until the close of the evidentiary  
7 proceeding. However, he subsequently clarified that he “misspoke” regarding  
8 whether his mind was made up, and that he was willing to consider all the  
9 evidence in the record, including oral testimony submitted at the hearing, and  
10 to base his vote on consideration of the entire record. Petitioner focuses on the  
11 initial statement in isolation, and ignores the subsequent clarification.  
12 However, all the relevant statements must be viewed together. Taken together,  
13 Councilor Kronquist’s statements do not constitute sufficient evidence to  
14 demonstrate improper prejudgment or an inability to consider all of the  
15 evidence in the record. It would appear to be more accurate to say that  
16 Councilor Kronquist was tentatively persuaded to approve the application by  
17 the material he downloaded, but that he remained willing to consider all of the  
18 testimony and other evidence presented at the hearing before rendering a final  
19 decision.

20 The third assignment of error is denied.

21 The city’s decision is affirmed.