



Planning Commission Meeting

Date: Tuesday, November 18, 2014
Time: 6:30 – 9:00 p.m.
Location: Council Chambers, 680 Greenwood Street
Contact: Tere Andrews, 541-998-2153

A G E N D A

1. Open Meeting and Pledge of Allegiance
2. Review Agenda
3. Public Comment (for items not already on the agenda)
4. Approval of Minutes
 - October 21, 2014
5. Discussion Items -
 - a) Possible Code Text Revisions
 - b) Building Inspection Program
 - c) Possible Change to Standing Planning Commission Meeting Date
 - d) Review of Planning Commission Workplan
6. Planning Activity Report
7. Commissioner Comments
8. Adjournment process

Next Standing December 16, 2014 – Check with City for changes
Location is wheelchair accessible (WCA)
THIS MEETING WILL BE RECORDED

The Planning Commission for the City of Junction City met on Tuesday, October 21, 2014 at 6:30 p.m. in the Council Chambers at City Hall, 680 Greenwood Street, Junction City Oregon.

PRESENT WERE: Chair, Jason Thiesfeld (arrived at 6:34 pm), Commissioners, Sandra Dunn (Vice-Chair), James Hukill (left the meeting at 7:41 pm), Jeff Haag, Robert Solberg, Ken Wells and Jack Sumner; City Planner, Jordan Cogburn and; Planning Secretary, Tere Andrews; **ABSENT:** Alternate, Stuart Holderby

I. OPEN MEETING AND REVIEW AGENDA

Vice Chair Dunn opened the meeting at 6:31 pm and led the Pledge of Allegiance.

II. PUBLIC COMMENT (FOR ITEMS NOT ALREADY ON THE AGENDA)

There were none.

III. APPROVAL OF MINUTES

- **AUGUST 19, 2014**

- **SEPTEMBER 17, 2014**

(Chair Thiesfeld arrived)

Motion: Commissioner Haag made a motion to approve the August 19, 2014 minutes as written and the September 17, 2014 minutes as corrected (correction: Commissioners Dunn & Hukill were shown in the minutes to have voted against the appointment of Ms Cheryl Glasser as the second alternate. This was not correct, Commissioner Dunn & Hukill abstained from the vote). Commissioner Hukill seconded the motion.

Vote: Passed by a vote of 7:0:0. Chair Thiesfeld, Commissioners Dunn, Sumner, Solberg, Haag, Wells and Hukill voted in favor.

IV. PUBLIC HEARING: CUP 14-02, ANDEREGG

Chair Thiesfeld opened the public hearing for CUP-14-02, and asked if any Commissioner had a bias, ex parte contact or conflict of interest to declare.

The Commissioners all statement they had driven past the subject site. They declared their ability to make an impartial decision.

Staff Report

Planner Cogburn reviewed the staff report for CUP-14-02 with the Planning Commission. The applicant proposed to convert a portion of an existing ceramics shop into a day care facility. The site is in the General Commercial zone (GC).

Uses permitted outright in Central Commercial (C2) are also permitted outright in the GC zone. Day Care Facilities are permitted outright in the C2 zone (17.30.010 (2)). It would follow that day care facilities would also be an outright permitted use in GC zones. However, day care facility is also listed under Conditional Use in the General Commercial zone (17.35.020). The Code requires that the more restrictive provision govern. Thus, the applicant submitted for a Conditional Use Permit.

The existing ceramics shop had fewer parking spaces than the current code required. Hence the parking was considered a non-conforming use. The number of required parking spaces for the ceramic shop and the proposed daycare center were 25 spaces and 24 spaces respectively. Code states a non-conforming use may continue so long as the non-conforming use (parking) did not increase

Should the applicant hire more than two (2) employees, the applicant would be required to provide additional parking spaces. This would trigger additional land use action.

One verbal comment was received regarding child safety issues and signage. A change of street signage required City Council approval.

Commissioner Hukill asked if the square footage for outdoor space included the alley.

Planner Cogburn replied the square footage included all space not covered by a building. He directed the Commission to page two of the staff report, which illustrated the lot shape and size. A vacation may be required for the alley that ran north to south. The question required additional research.

Commissioner Haag asked Planner Cogburn to confirm his understanding that the proposed site would allow for both parking and outdoor play area.

Planner Cogburn responded correct.

Applicant Testimony

Mr. Fred Anderegg, 15528 SW Anderegg Parkway, Damascus, Oregon applicant and property owner said the ceramics shop had been in business under his ownership for 14 years. Competition in the ceramics business had increased and Mr. Anderegg needed to diversify the use of the building. Ms. Shavelle Hardman, owner of a day care facility business, held a five-year lease for approximately half of the building.

Chair Thiesfeld asked if there were members of the audience who wished to offer testimony in favor of the proposed conditional use permit application.

Proponent Testimony

Ms Katie Fuller 24915 High Pass Road, Junction City Oregon 97448, of the Lane Community College, Family Connections Program, noted the increase in business activity in Junction City, with the opening of the new State hospital, a retail space and manufacturing was on the upswing, could create a need for additional day care facilities in the area.

Opponent Testimony

Mr Ron Ripke, 560 W 15th Avenue, Junction City Oregon stated Juniper Street had become a 'racetrack.' There was a school and day care west of Juniper Street each morning drivers zipped by to drop off children. He was very concerned for the safety of the children attending the proposed day care center, particularly drop off/pick up of small children. He suggested some type of signage such as stop signs to slow the traffic as a safety measure for the children.

Commissioner Haag asked Mr. Ripke if he would be in favor of the proposal if signage could be provided.

Mr. Ripke felt further investigation was necessary.

Commissioner Solberg suggested speed bumps.

Mr. Ripke replied, yes, something of that nature.

Neutral Testimony

Chair Thiesfeld asked if there was neutral testimony.

There was none.

Rebuttal

Ms Shavelle Hardman, 725 W 17th Avenue, Junction City OR 97448, commented that the state licensing board for day care centers would also review for safety.

Ms Karen Leach, 385 Timothy Street asked what was the speed limit on Juniper Street.

Planner Cogburn replied 25 miles per hour. He added an option for the Commission could be requirement for traffic calming options to address concerns of child safety.

Chair Thiesfeld closed the public hearing for CUP-14-02.

Planning Commission Deliberations

Commissioner Sumner noted there was a child care center on West 10th Avenue without parking. He asked if the parking requirement was because the proposed day care center was new.

Planner Cogburn agreed the proposal before the commission was a new use in an existing building.

Commissioner Sumner commented from the 'S' curve at West 17th Avenue and Juniper Street, the nearest stop sign had been at West 12th. A stop sign was added to W 15th Avenue which helped. He asked Ms Hardman if the facility was licensed.

Ms Hardman said the state would inspect the facility and license once all the requirement had been completed.

The Commission held a discussion on the traffic flow.

Chair Thiesfeld felt Public Works Director Knope's input was needed.

Commissioner Haag agreed but noted the other businesses that were permitted outright could have even more traffic than the proposed day care facility.

Commissioner Sumner felt the proposed day care center was a good idea. He was concerned about the traffic. He did not feel the application needed to be put on hold for recommendation but he did feel a stop sign was needed or some other traffic calming measures.

Commissioner Dunn suggested crossing guards as a traffic calming measure in addition to a stop sign.

Commissioner Hukill asked how they could approve the proposal with the appropriate language for traffic calming measures.

Motion: Commissioner Sumner made a motion to approve the conditional use permit for CUP-14-02, contingent upon the applicant working with Public Works to determine appropriate child safety measures in relationship to vehicle traffic at and near the subject site. Commissioner Hukill seconded the motion.

Vote: Passed by a vote of 7:0:0. Chair Thiesfeld, Commissioners Dunn, Sumner, Solberg, Haag, Wells and Hukill voted in favor.

V. ELECTIONS: CHAIR AND VICE-CHAIR

●**Motion:** Commissioner Hukill made a motion to nominate Commissioner Thiesfeld as Chair. Commissioner Wells seconded the motion.

Vote: Passed by a vote of 7:0:0. Chair Thiesfeld, Commissioners Dunn, Sumner, Solberg, Haag, Wells and Hukill voted in favor.

●**Motion:** Commissioner Haag made a motion to nominate Commissioner Sumner as Vice-Chair. Commissioner Solberg seconded the motion.

Vote: Passed by a vote of 7:0:0. Chair Thiesfeld, Commissioners Dunn, Sumner, Solberg, Haag, Wells and Hukill voted in favor.

VI. PLANNING ACTIVITY REPORT

Planner Cogburn reviewed the Planning Activity report with the Commission.

Commissioner Haag asked about the review of the annexation agreement.

Planner Cogburn responded he contacted a land use attorney out of Portland and requested their review and comment.

Two new applications for the Planning Commission had been received. The applicants were informed there were no openings at this time but their applications would be kept on file.

Chair Thiesfeld asked if the Commission could tackle other items on their work plan.

Planner Cogburn said he would bring information back to the Commission on other noted zoning inconsistencies.

VII. COMMISSIONER COMMENTS

Commissioner Sumner asked what the city's position was on properties that did not have sidewalks although the code required sidewalks. He specifically mentioned the property across from Oaklea Middle School. There were no sidewalks (Commissioner Hukill left the meeting). He also noted skateboarders were using streets and there was less usage of the skatepark.

(Commissioner Hukill left the meeting)

He was also concerned that there were buildings in town that were adding to their buildings without permits.

Planner Cogburn responded all new developments were required to have sidewalks or major additions. There was not a mechanism in the Code to require existing homes to put in sidewalks unless there were a major alteration.

The transportation system plan update could address some of the concerns regarding skateboarders in the streets.

The Commission held a discussion regarding inspection services and inspections for work done without permits or dangerous building.

In response to concerns about work being done without permits, there were code amendments needed to allow the building official to tackle the issue of work being done without permits.

Mr. Bill DiMarco, 1790 Rose Street, Junction City suggested the Commission talk with Planning Commission Alternate, Stuart Holderby regarding the inspection programs.

Chair Thiesfeld asked Planner Cogburn to contact Mr. Holderby and ask that he be prepared to discuss inspection programs with the commission.

Commissioner Haag suggested the city hire its own inspector.

Commissioner Sumner said the city tried to do just that two (2) years ago. The problem was that a single inspector would need to hold several different licenses.

Chair Thiesfeld stated the standing meeting date for the Planning Commission, the third Tuesday of each month, conflicted with another obligation he held. He asked the Commission for their thoughts about changing the meeting date.

The Commission held a short discussion about moving the standing Planning Commission meeting date.

Planner Cogburn would bring back possible alternatives for a Planning Commission standing meeting date.

VIII. ADJOURNMENT

Motion: Commissioner Dunn made a motion to adjourn the meeting. Commissioner Solberg seconded the motion.

Vote: Passed by a vote of 6:0:0. Chair Thiesfeld, Commissioners Dunn, Sumner, Haag, Solberg, and Wells voted in favor.

The meeting adjourned at 8:03 p.m.

The next regularly scheduled Planning Commission meeting would be Tuesday, November 18, 2014 at 6:30 p.m.

Respectfully Submitted,

Tere Andrews, Planning Secretary

Jason Thiesfeld, Chair

Chapter 2.50 PLANNING COMMISSION

Sections:

- 2.50.010 Established.
- 2.50.020 Powers and duties.
- 2.50.030 Secretary of the planning commission.
- 2.50.040 Duties of secretary of the planning commission.

2.50.010 Established.

There is hereby created a planning commission for the city of Junction City, the membership, term of office, termination of their office and the filling of vacancies of which shall be as follows:

A. The membership shall consist of the mayor and city building official, both of whom shall serve as ex officio nonvoting members; seven other members who shall be appointed by the mayor, with the approval of the council; and two alternate members who shall sit as voting members only when there are members absent from a meeting of the commission. At least three of the seven members appointed by the mayor shall reside inside the city limits; an additional two members may reside anywhere in the urban growth boundary; and the remaining two members may reside anywhere in the area defined by the 97448 Zip Code. These restrictions apply only to the composition of the planning commission as appointed by the mayor; they are not intended to apply to the voting membership in attendance at a given meeting.

B. No more than one voting member of the commission may engage principally in the buying, selling or developing of real estate for profit as individuals, or be members of any partnership or officers or employees of any corporation, that engages principally in the buying, selling or developing of real estate for profit. No more than two members shall be engaged in the same kind of occupation, business, trade or profession.

C. Members of the commission shall hold office for four years.

D. Any vacancy shall be filled by the mayor for the unexpired portion of the term.

E. A planning commission member position shall be deemed vacant upon the incumbent's death, incompetence, conviction of felony, resignation or absence from the city for 30 days without the consent of the mayor; upon the incumbent's ceasing to possess the qualifications necessary for membership on the commission; or upon the failure of the person to qualify therefor within one week from the time for his term to commence; and upon his absence from meetings of the planning commission for four consecutive meetings without the consent of the planning commission as described in the planning commission bylaws. [Ord. 1072 § 1, 1999; Ord. 1069 § 1, 1999; Ord. 794 § 1, 1980; Ord. 786 § 1, 1979; Ord. 220 § 1, 1939.]

2.50.020 Powers and duties.

Said planning commission shall be organized in the manner prescribed by the general law of the state of Oregon governing city planning commissions and shall be bound by and governed by all the rules and regulations prescribed by such general law. Also its powers and duties shall be the same as are prescribed by law pertaining to such city planning commissions. [Ord. 220 § 2, 1939.]

2.50.030 Secretary of the planning commission.

The mayor may, with the consent of the council, appoint a secretary of the planning commission, who shall serve until the mayor, with the consent of the council, sees fit to dispense with his or her services, or until his or her successor is appointed. [Ord. 868 § 1, 1984; Ord. 213 § 21, 1939.]

2.50.040 Duties of secretary of the planning commission.

In addition to those duties specially prescribed in other ordinances or by law, the secretary of the planning commission shall attend all planning commission meetings as an ex officio nonvoting member, and arrange for the preparation of minutes of its meetings; shall maintain the records and make reports about land use and

development applications; and interpret the provisions of JCMC Title 17 as prescribed by that title. [Ord. 863 § 1, 1984; Ord. 213 § 22, 1939.]

The Junction City Municipal Code is current through Ordinance 1221, passed June 24, 2014.

Disclaimer: The City Recorder's Office has the official version of the Junction City Municipal Code. Users should contact the City Recorder's Office for ordinances passed subsequent to the ordinance cited above.

City Website:
<http://www.junctioncityoregon.gov/>
(<http://www.junctioncityoregon.gov/>)
City Telephone: (541) 998-2153
Code Publishing Company
(<http://www.codepublishing.com/>)

FINANCE/JUDICIARY COMMITTEE

The Finance/Judiciary Committee (Finance) standing meeting is on the first Thursday of the month at 6:30 p.m. in the Council Chambers of City Hall, 680 Greenwood Street, Junction City. Committee appointments are made by the Mayor.

Committee Members

Councilor Herb Christensen - Chair

Councilor Karen Leach - Vice Chair

Councilor Steven Hitchcock

Committee Purpose Statement

The Finance/Judiciary Committee is comprised of three Council Members, appointed by the Mayor, who have the primary responsibility to provide policy recommendations to the City Council in the following areas: financial and budgeting practices to ensure fiscal soundness and compliance with state and federal laws; building and electrical inspection programs, land use planning related to Planning Commission duties and responsibilities; municipal court, however not related to the supervision, duties or the exercise of authority of the Municipal Judge; human resources, including personnel policies; franchise agreements; acquisition and disposal of real property; and risk management.

Staff Contact: Finance Director Mike Crocker at 541-998-2153 or at mcrocker@ci.junction-city.or.us

JUNCTION CITY PLANNING COMMISSION

AGENDA ITEM SUMMARY



Work Plan Review

Meeting Date: November 18th, 2014
Department: Planning
www.junctioncityoregon.gov

Agenda Item Number: 5d
Staff Contact: Jordan Cogburn
Contact Telephone Number: 541-682-6571

ISSUE STATEMENT

This item is a review of the Planning Commission's Work Plan and discussion of implementation. Staff is requesting that the Planning Commission consider the items on the work plan and provide priorities to Staff. Specifically, Staff is requesting that the Planning Commission collectively choose their top 3 priorities from the items ranked 'high' on the work plan. Staff will then come back to Planning Commission with the estimated timeframe for completion of each item and request a recommendation to Council for further consideration.

BACKGROUND

The Planning Commission approved the work plan at their January 2013 meeting. City Council reviewed the work plan at their March 26, 2013 hearing and deemed the plan an advisory document. In order to implement and/or take action on the work plan items, Staff is requesting that the Planning Commission choose their top 3 priorities from the items ranked 'high.'

At the December 17, 2013 Planning Commission standing meeting Planner Peterson reviewed the Work Plan. She stated that staff requested the Commission provide staff with a prioritization of the items on the work plan. Staff would take the top three (3) items to the Council for approval. The Planning Commission chose the following work plan priorities: 13-02a-e, Comprehensive Plan Map and Zoning Map inconsistencies; and 13-07, Planning Commission By-Laws, and directed staff to provide estimated time and cost for each item at the next available meeting.

Planner Cogburn received direction at the September 17th, 2014 Planning Commission standing meeting, as well as approval from City Council at the October 28th, 2014 standing meeting to initiate the process regarding Priority No. 13-02A, the 17th and Juniper Storage Facility Comprehensive Plan Map and Zoning Map inconsistencies. Proposed amendments are anticipated to appear on the January 20th, 2015 Planning Commission standing meeting agenda.

RELATED CITY POLICIES

The following sections of the Junction City Comprehensive Plan, Junction City Municipal Code (JCMC), and the Planning Commission Bylaws are specifically stated in the attached work plan. However, with further research, some items may include other related policies.

Junction City Comprehensive Plan

- Plan Designation Map (Inconsistencies with Zoning Map)
- Update Public Facilities Plan
- Update Transportation System Plan (TSP)

Junction City Municipal Code (JCMC)

- Zoning Map
- Sign Regulations (JCMC 17.115)
- Administration – Quasi-Judicial Land Use Applications (JCMC 17.150.070 Procedures for development permit applications)
- M1 Light Industrial (JCMC 17.45)
- Subdivisions (JCMC 16.05)
- Commercial Zones (JCMC 17.30 Central Commercial Zone, 17.35 General Commercial Zone, 17.40 Commercial/Residential Zone)
- Add property line adjustments and re-plats to Code (JCMC 16.05)
- Floodplain Development (JCMC 17.80)

Planning Commission Bylaws

- Review and amend as needed

PLANNING COMMISSION OPTIONS

1. Vote on the top three priority items ranked ‘high’ and direct Staff to provide estimated timeframe for completion of each item at the next available meeting.
2. Table the item, direct Staff to provide more information and return to the next available meeting.
3. Review the item and provide feedback to Staff.

PLANNING STAFF RECOMMENDATION

Staff recommends that the Planning Commission vote on the top three priority items ranked ‘high’ and direct Staff to provide estimated timeframe for completion of each item at the next available meeting.

SUGGESTED MOTION

“I move that we choose the following top three work plan priorities: (state work plan item A), (state work plan item B), (state work plan item C) and direct Staff to provide an estimated timeframe for completion of each item at the next available meeting.”

ATTACHMENTS

A. Draft Work Plan

FOR MORE INFORMATION

Staff Contact: Jordan Cogburn
Telephone: 541-998-4763
Staff E-Mail: jcogburn@ci.junction-city.or.us

Draft Planning Commission Work Plan

Proj #	Project Name	Description	Gap/Opportunity	Ranking	Suggested Schedule	Status
14-01	Timeline Reviews	Review of timelines associated with land use actions	Planning Commission requested opportunity to review timelines for the various types of land use actions.			Opened
13-01	Sign Regulations	Review and make necessary amendments to the sign regulations contained in JCMC 17.115	At least 1 issue has been discussed for potential amendment relating to the City's provisions for off-premise signs. Community Development Committee has been investigating how to initiate Open Banner sign program similar to those in Corvallis and Springfield. Current sign regulations provide a barrier to implementation and would need to be amended. Additional flexibility on sign regulations has also been discussed.	High (Banner Program)	2014: Review by Planning Commission - Feb-April, then City Council - May or June	
13-02	Comprehensive Plan Map & Zoning Map Inconsistencies	Review and address inconsistencies between land uses and the Comprehensive Plan Land Use Map and/or the Zoning Map	The Customized Periodic Review process and inquiries with the City identified areas of inconsistency between the current use and/or the Plan Designation or Zoning including:	High (Property Owner requests) otherwise low-medium	2014: May - September for Planning Commission Review	
13-02A			<u>1701 Juniper</u> - Current use as a mini storage facility is inconsistent with both the Plan Designation and Zoning (property owner request)	High	(see 13-02)	Research to PC 12-17-13
13-02B			<u>West 17th Avenue</u> - Single family homes are non-conforming uses as the properties are designated High Density Residential (HDR) on the Plan Designation Map and R4 (multi-structural residential) on the Zoning Map	(see 1302)	(see 1302)	
13-02C			<u>East 10th Place</u> (Scandinavian Estates) - Single Family stick-built and manufactured homes are non-conforming uses as the properties are designated HDR and zoned R4	(see 13-02)	(see 13-02)	
13-02D			<u>Raintree Meadows Park</u> (Lots 92 & 93) - the Plan Designation is residential development. Property is City owned and developed as a public park	(see 1302)	(see 1302)	

Draft Planning Commission Work Plan

Proj #	Project Name	Description	Gap/Opportunity	Ranking	Suggested Schedule	Status
13-02E			Juniper Street, 3rd to 15th - Plan Designation and Zoning are Commercial/Residential. Existing Single Family Homes are non-conforming uses	(see 13-02)	(see 13-02)	
13-03	Comprehensive Plan - Update to the Public Facilities Plan	Update the City's Public Facilities Planning to be consistent with planned growth and the new Urban Growth Boundary (UGB)	Following acknowledgement of the Customized Periodic Review revisions, the City will need to revise its facility plans to be consistent with the new planned growth and UGB addressing requirements of Statewide Planning Goal 11.	High	Junction City: Nov 2013 to Jan 2014 (Lane Co. adoption required)	
13-04	Comp Plan update to the Transportation System Plan (TSP)	Update the City's TSP to be consistent with planned growth and new UGB	The City has begun the process to update its TSP to be consistent with the new UGB addressing requirements of Planning Goal 12.	High	Junction City: 11-2013 to 1-2014 (Lane Co. adoption required)	
13-05	Quasi-Judicial Land Use Applications	Review land use applications	As needed, when application are submitted	High	As needed	
13-06	M1 (Light Industrial) Zoning District Amendments	Revisions to allow small-scale retail uses in the M1	These revisions were being evaluated in the fall 2011 before the Planning Commission focused on the Customized Periodic Review	Medium	Not Scheduled at this time	
13-07	Planning Commission By-Laws Amendments	Review and make necessary amendments to the Planning Commission By-Laws	Review and make changes as needed	Medium	5/1/2014	closed
13-08	Administrative Amendments	Modify Administrative provisions in JCMC 17.150 & 16.05 (subdivisions) to address changes in State Administrative Rules & provide clearer distinction between legislative & quasi-judicial review processes	there are a number of potentially outdated sections in the Zoning Code and Subdivision regulations that Staff recommends be reviewed and updated, if found necessary, including:	Low	Not Scheduled at this time	

Draft Planning Commission Work Plan

Proj #	Project Name	Description	Gap/Opportunity	Ranking	Suggested Schedule	Status
13-08A			The appeals section of the Subdivision Ordinance (ORD 809)	Low	Not Scheduled at this time	
13-08B			Updating notice requirements (such as the shortened 35 day period now applicable to Dept. of Land Conservation and Development (DLCD) notices and notices under Measure 56)	Low	Not Scheduled at this time	
13-08C			Revising the public hearing procedures in JCMC 17.150.090 to clarify the difference between legislative and quasi-judicial hearing processes	Low	Not Scheduled at this time	
13-08D			Addressing whether the City would prefer to allow joint hearings of the Planning Commission and City Council	Low	Not Scheduled at this time	
13-09	Commercial Land Use Revisions	Provide greater flexibility in allowed uses	The land use listings in the commercial zoning districts are very detailed and may overlook new types of land uses. Some jurisdictions have revised their land use listings to provide greater flexibility by allowing general <i>types</i> of similar land uses.	Low	Not Scheduled at this time	
13-10	Property Line Adjustments and Replats	Develop new regulations governing property line adjustments and replats	Junction City Ordinances do not address lot line adjustments or replats. These two (2) types of land use actions are reviewed under the provisions contained in Oregon Revised Statute (ORS) 92.180-92.192	Low	Not Scheduled at this time	
13-011	Floodplain Development	Modify the provisions contained in JCMC 17.80	Modify the provisions contained in JCMC 17.80 to include address changes recommended by FEMA for such ordinances (the State recently issued a new Floodplain model ordinance)	Low	Not Scheduled at this time	

TO: Planning Commission
FROM: Planning Department
RE: October Planning Activities



Land Use Application and Planning Project Status

- Staff has met with Hayden Homes and potentially affected agencies regarding the preliminary Master Plan submittal for a multi-phase development of 2 properties west of Oaklea Drive. The two-parcel development is within the Residential Mix (Rx) Zoning District. The preliminary master plan shows a total of 349 parcels, including 1 acre of High Density Residential and proposed open space/park land. Hayden hopes to break ground late spring of 2015.
- The Development Review application has been approved for an industrial property located at 395 East 1st Avenue. The Building Permit Review is also complete, the stop work order has been lifted and Staff has begun issuing permits.
- Staff approved a Development Review application regarding the redevelopment of the Gibson Motors facility at 3rd and Ivy. Building permit review has also been completed. Sale of the property has yet to close. However, the applicant has stated they anticipate a November 21st, 2014 closing date. Upon receipt of a copy of the deed, Staff will begin issuing permits.
- Staff is awaiting submission of a revised site plan for the Conditional Use permitted at 1585 Juniper showing compliance with Planning Commission Conditions of Approval as stated in the Final Order.

City Council Update

- Planning Staff presented the zoning inconsistency staff report, including the Planning Commission recommendation for a Comprehensive Plan Amendment and Code Text Amendment for a storage facility located at 17th Avenue and Juniper St. at the October 28th City Council meeting. Required noticing has been sent to DLCD and Staff anticipates presenting the proposed changes at the January 20th, 2015 Planning Commission Standing Meeting date.

Future Action Items

- Nothing scheduled at this time.

TSP Update

- Staff received direction from City Council to research existing policies in regard to the implementation of Transportation System Plans (TSP) and the ability to draft a TSP based on a scope determined by the City. Council stated interest in pursuing an alternate opinion from a Traffic Engineer or Transportation Planner outside of DKS or ODOT. Staff has contacted a Eugene based firm who has issued a scope and fee estimate for Council approval.

Planning Commission

- City Council unanimously approved all three (3) applications for re-appointment, as well as appointing Ms. Glasser to the vacant Alternate seat. Ms. Glasser has declined to accept the position. Staff will include current applications in the December 16th standing Planning Commission meeting packet for review.

Building Activities:

- The building report for second quarter 2014 is included as an attachment to this report.

City of Junction City Building Permit Activity Report
Monthly Summary 2014

Monthly Totals Family Residential											
	January	February	March	April	May	June	July	August	September	October	Total
Submitted Permits	7	3	6	3	2	2	1	3	0	1	28
Issued Permits	3	6	4	6	3	2	4	2	3	1	34
SFD - Total Sq Ft	4,489	9,621	6,780	10,406	7,455	3,931	4,865	3,289	3,106	1,719	55,661
SFD - Average Sq Ft	1,496	1,604	1,695	1,734	2,485	1,966	1,216	1,645	1,035	1,719	1,637
Permit Fees	\$ 7,523	\$15,993	\$11,163	\$19,193	\$8,483	\$ 6,588	\$ 10,341	\$ 6,180	\$ 5,661	\$ 3,044	\$ 94,168
SDC Fees	\$ 38,030	\$76,060	\$50,707	\$76,060	\$38,030	\$ 25,353	\$ 50,707	\$ 25,353	\$ 25,353	\$ 12,677	\$ 418,329
Zone of Benefit Fees	\$ 19,720	\$39,460	\$26,323	\$39,498	\$211,171	\$ 6,588	\$ 13,181	\$ 13,186	\$ 13,216	\$ -	\$ 382,345
Total Valuation	\$ 544,778	\$1,273,918	\$821,000	\$1,305,000	\$468,582	\$ 530,000	\$ 760,000	\$ 412,000	\$ 398,000	\$ 231,600	\$ 6,744,878
Monthly Totals Residential Remodel/Addition											
	January	February	March	April	May	June	July*	August	September	October	Total
Submitted Permits	0	0	2	0	0	0	1	1	0	0	4
Issued Permits	0	1	0	3	0	0	1	0	2	0	7
Permit Fees	0	0	0	562	0	0	103	0	293	0	\$ 957
Total Valuation	0	0	0	0	0	0	3,000	0	10,000	0	\$ 13,000
Monthly Totals Commercial /Industrial											
	January	February	March	April	May	June	July	August	September	October	Total
Submitted Permits	1	0	2	0	1	2	0	3	6	1	16
Issued Permits	3	1	1	2	2	2	1	2	4	7	25
Permit Fees	\$15,675	\$270	\$0	\$143	\$2,068	\$1,275	\$0	\$763	\$9,024	\$10,432	\$ 39,650
SDC Fees	\$0	\$0	\$94	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 94
Zone of Benefit Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ -
Total Valuation	\$0	\$15,000	\$0	\$0	\$20,000	\$90,000	\$0	\$0	\$47,000	\$0	\$ 172,000
Monthly Totals Single Permits & ePermits											
	January	February	March	April**	May	June	July	August	September	October	Total
Submitted Permits	11	11	19	19	19	11	13	14	16	15	148
Issued Permits	11	11	19	19	19	11	13	14	16	15	148
Permit Fees	\$1,973	\$1,342	\$1,707	\$1,634	\$3,800	\$1,730	\$1,213	\$1,940	\$1,257	\$1,952	\$ 18,549
Monthly Totals All Permits											
	January	February	March	April	May	June	July	August	September	October	Total
Submitted	19	14	29	22	22	15	15	21	22	17	196
Issued	17	19	24	30	24	15	19	18	25	23	214
Permit Fees	\$ 25,171	\$ 17,605	\$ 12,869	\$ 21,533	\$ 14,351	6,936	\$ 11,657	\$ 8,883	\$ 16,235	\$ 15,427	\$ 150,667
SDC Fees	\$ 38,030	\$ 76,060	\$ 50,801	\$ 76,060	\$ 38,030	\$ 25,353	\$ 50,707	\$ 25,353	\$ 25,353	\$ 12,677	\$ 418,423
Zone of Benefit Fees	\$ 19,720	\$ 39,460	\$ 26,323	\$ 39,498	\$ 211,171	\$ 6,588	\$ 13,181	\$ 13,186	\$ 13,216	\$ -	\$ 382,345
Valuation	\$ 544,778	\$ 1,288,918	\$ 821,000	\$ 1,305,000	\$ 488,582	\$ 620,000	\$ 763,000	\$ 412,000	\$ 455,000	\$ 231,600	\$ 6,929,878