



## MEMORANDUM

**TO:** Planning Commission  
**FROM:** Planning Department  
**MEETING DATE:** January 21, 2014  
**RE:** Planning Activities

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### **Land Use Application and Planning Project Status**

- Work Plan Items 13-02 a-e and 13-07 These items are pending until Council Direction is received (see attachment I).
- Periodic Review (CPA-12-01) - A complete copy of the approved Comprehensive Plan has been submitted to ECONorthwest for a second review.
- AutoZone development review (DEV-13-0) a Type I (administrative) review was approved. The applicant is working on addressing conditions which are must be completed prior to submittal of building permit applications.

### **City Council Update**

- At their January 14, 2014 meeting, the City Council appointed Robert Solberg to fill the vacant Planning Commission seat.

### **Planning Commission Recruitment as Prescribed by Resolution**

- With the appointment of Commissioner Solberg there are now two (2) Planning Commission Alternate vacancies. The application deadline for the first Alternate position is January 31, 2014. The deadline for the second Alternate position will be 60 days from the date the vacancy notice is first posted. This is per Resolution 1013.

### **Future Action Items**

- Moody minor variance and preliminary partition application (VAR-13-03/MP-13-039 is tentatively planned to go before Planning Commission on February 18, 2014.

### **TSP Update**

- The Council is reviewing the item and providing direction about how to proceed.

### **Building Activities:**

- See Attachment II.



# JUNCTION CITY PLANNING COMMISSION

## AGENDA ITEM SUMMARY



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### Implementation of Planning Commission Priorities

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Meeting Date: January 21, 2014  
Department: Planning  
[www.junctioncityoregon.gov](http://www.junctioncityoregon.gov)

Attachment to Agenda Item 6  
Staff Contact: Gary Darnielle  
Contact Telephone Number: 541-682-4431

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#### ISSUE STATEMENT

In its December, 2013, meeting the Planning Commission reviewed a proposed work plan, selected several priorities and requested a more detailed work plan to accomplish the top two items on the work plan.

#### BACKGROUND

Staff and the Planning Commission have worked on developing a list of issues and setting some priorities for those matters. The Planning Commission has selected what it feels are the two most important steps to initiate.

#### FINDINGS

The Planning Commission has identified a number of properties that need either a change in Plan designation or a change in zoning, or both. At the December 17, 2013 meeting, a request was forwarded to City Council about inconsistencies at 1701 Juniper Street. All of the properties listed below are also currently non-conforming because the properties have had their Plan Designation and their zoning designation changed after development occurred. The properties are:

- West 17th Avenue - 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
- East 10th Place (Scandinavian Estates) - Single Family stick-built and manufactured homes are non-conforming uses as the properties are designated HDR and zoned R4
- Raintree Meadows Park (Lots 92 & 93) - the Plan Designation is residential development. Property is City owned and developed as a public park
- Juniper Street, 3rd to 15th - Plan Designation and Zoning are Commercial/Residential. Existing Single Family Homes are non-conforming uses

There are two questions that need to be addressed in consideration of whether or not these properties can be rezoned and re-designated. The first question is whether or not making these individual properties conform would constitute spot zoning. Spot zoning is, as the name suggests, the practice of making individual, *ad hoc* decisions rather than treating properties in a consistent manner across general categories. In Oregon spot zoning would be invalid unless grounds can be found to make these changes

under the general requirements of the Junction City Code and statewide land use goals. The list of properties involved suggests that the areas are large enough so that spot zoning may not be a problem.

The second question to be dealt with is that most of the properties are high density residential. The proportion of land dedicated to high density residential is based on the residential density need projection from the buildable land inventory. Junction City must take care not to disturb the balance of different residential properties. This concern about revisiting the recent buildable lands analysis is also true of the commercial properties now devoted to residential use.

There are unique aspects, but generally the answers to these problems can be addressed. For example, it seems likely that the actual loss of high density residential properties can be minimized because these properties are already committed to other development and thus will not affect the availability of higher density development in the area.

The following is a preliminary estimate of the tasks and time necessary to carry out the project.

Action	Time	Projected cost
Research history of properties	10-15 hours	\$900-\$1,400
Contact property owners to obtain cooperation in applications	20 -25 hours	\$1,800 - \$2,300
Prepare Findings, staff report and related documents for Planning Commission	25 – 35 hours	\$2,300 - \$3,100
Scheduling, staffing and follow up of Planning Commission and Council hearings	10 – 15 hours	\$900 - \$1200

**Bylaws update**

The Planning Commission bylaws are dated and could use updating to match the recent changes to the Junction City code and state laws, and the contemporary process of the Planning Commission. The following is a preliminary estimate of the tasks and time necessary to carry out the project.

Action	Time	Estimated cost
Research and prepare drafts for discussion by Planning Commission	10 – 15 hours	\$900-\$1,200
Planning Commission work session on bylaws	4 hours	\$360
Prepare draft bylaws for PC consideration, staff meeting	10 hours	\$900

**PLANNING COMMISSION OPTIONS**

1. Direct staff to initiate Planning Commission Work Program priorities.
2. Direct staff to restructure proposed work program.

**FOR MORE INFORMATION**

Staff Contact: Gary Darnielle

Telephone: 541-682-4431

Staff E-Mail: [gdarnielle@lcog.org](mailto:gdarnielle@lcog.org)

City of Junction City Building Permit Activity Report  
Monthly Summary 2013

Monthly Totals -Family Residential													
	January	February	March	April	May	June	July	August	September	October	November	December	Total
Submitted Permits	2	2	10	5	1	3	2	2	1	0	1	2	31
Issued Permits	2	2	6	8	2	0	3	1	3	2	0	1	30
SFD - Total Sq Ft	3,754	3,674	10,175	14,093	3,500	0	5,058	1,474	4,299	3,607	0	1,620	51,254
SFD - Average Sq Ft	1,877	1,837	1,696	1,762	1,750		1,686	1,474	1,433	1,804	0	1,620	1,708
Permit Fees	\$ 5,674	\$5,790	\$16,331	\$23,402	\$5,747	.	\$ 8,702	\$ 2,573	\$ 5,689	\$ 5,722	\$ -	\$ 2,799	\$ 82,430
SDC Fees	\$ 24,847	\$24,847	\$74,542	\$99,390	\$24,847	\$ -	\$ 37,271	\$ 12,424	\$ 24,847	\$ 24,847	\$ -	\$ 12,424	\$ 360,288
Zone of Benefit Fees	\$ 13,082	\$6,544	\$6,545	\$19,651	\$6,551	\$ -	\$ 19,672	\$ 6,556	\$ 13,124	\$ 13,122	\$ -	\$ 6,270	\$ 111,118
Total Valuation	\$ 435,000	\$440,873	\$1,191,482	\$1,774,000	\$435,369	\$ -	\$ 663,522	\$ 178,146	\$ 395,663	\$ 433,276	\$ -	\$ 206,902	\$ 6,154,233
Monthly Totals Residential Remodel/Addition													
	January	February	March	April	May	June	July	August	September	October	November	December	Total
Submitted Permits	2	1	2	0	0	0	0	2	1	0	0	1	9
Issued Permits	2	1	2	1	0	1	1	0	3	0	0	1	12
Permit Fees	1,638	96	111	58	0	815	1,815	0	0	0	0	103	\$ 4,635
Total Valuation	90,000	0	3,100	0	0	45,000	46,000	0	0	0	0	3,000	\$ 187,100
Monthly Totals Commercial /Industrial													
	January	February	March	April	May	June	July	August	September	October	November	December	Total
Submitted Permits	1	2	0	1	1	1	0	5	2	0	0	1	14
Issued Permits*	3	8	5	1	2	0	2	5	4	4	1	1	36
Permit Fees	\$48,259	\$1,158	\$11,368	\$676	\$182	\$0	\$74,738	\$18,371	\$35,746	\$1,231	\$2,450	\$598	\$ 194,778
SDC Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ -
Zone of Benefit Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ -
Total Valuation	\$12,283,204	\$0	\$26,465	\$0	\$0	\$0	\$32,120,860	\$0	\$0	\$53,000	\$0	\$28,000	\$ 44,511,529
Monthly Totals Single Permits & ePermits													
	January	February	March	April**	May	June	July	August	September	October	November	December	Total
Submitted Permits	11	12	16	12	17	15	21	4	14	8	12	12	154
Issued Permits	11	12	16	12	16	15	21	4	14	8	12	12	153
Permit Fees	\$16,557	\$2,273	\$1,742	\$1,442	\$3,562	\$1,635	\$1,876	\$350	\$1,331	\$1,665	\$64,881	\$1,289	\$ 98,604
Monthly Totals All Permits													
	January	February	March	April	May	June	July	August	September	October	November	December	Total
Submitted	16	17	28	18	19	19	23	13	18	8	13	16	208
Issued	18	23	29	22	20	16	27	10	24	14	13	15	231
Permit Fees	\$ 72,129	\$ 9,317	\$ 29,551	\$ 25,578	\$ 9,492	2,450	\$ 87,131	\$ 21,294	\$ 42,767	\$ 8,618	\$ 67,331	\$ 4,788	\$ 380,446
SDC Fees	\$ 24,847	\$ 24,847	\$ 74,542	\$ 99,390	\$ 24,847	\$ -	\$ 37,271	\$ 12,424	\$ 24,847	\$ 24,847	\$ -	\$ 12,424	\$ 360,288
Zone of Benefit Fees	\$ 13,082	\$ 6,544	\$ 6,545	\$ 19,651	\$ 6,551	\$ -	\$ 19,672	\$ 6,556	\$ 13,124	\$ 13,122	\$ -	\$ 6,270	\$ 111,118
Valuation	\$ 12,808,204	\$440,873	\$ 1,221,047	\$ 1,774,000	\$ 435,369	\$ 45,000	\$32,830,382	\$ 178,146	\$ 395,663	\$ 486,276	\$ -	\$ 237,902	\$ 50,852,862