

# JUNCTION CITY PLANNING COMMISSION

## AGENDA ITEM SUMMARY



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### Work Plan Review

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Meeting Date: December 17, 2013  
Department: Planning  
[www.junctioncityoregon.gov](http://www.junctioncityoregon.gov)

Agenda Item Number: 5e  
Staff Contact: Nicole Peterson  
Contact Telephone Number: 541-682-6571

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#### **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 time and cost of the three items 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.'

#### **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 time and cost for 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 time and cost for 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 estimated time and cost for each item at the next available meeting.”

### **ATTACHMENTS**

A. Draft Work Plan

### **FOR MORE INFORMATION**

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## Draft Planning Commission Work Plan

Proj #	Project Name	Description	Gap/Opportunity	Ranking	Suggested Schedule	Status
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 (Scandinavian Estates)</u> - 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 (Lots 92 &amp; 93)</u> - the Plan Designation is residential development. Property is City owned and developed as a public park	(see 1302)	(see 1302)	

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Proj #	Project Name	Description	Gap/Opportunity	Ranking	Suggested Schedule	Status
13-02E			<u>Juniper Street, 3rd to 15th</u> - 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: Nov 2013 to Jan 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 mane changes as needed	Medium	Not Scheduled at this time	
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 types 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	