



JUNCTION CITY PLANNING COMMISSION AGENDA ITEM SUMMARY

Planning Commission Recruitment and Appointment

Meeting Date: December 17, 2013
Department: Planning
www.junctioncityoregon.gov

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

ISSUE STATEMENT

Provide recommendation to City Council on regular Planning Commission appointment to occur at the January Council meeting. The Planning Commission Alternate vacancy will come before the Planning Commission at their January meeting.

BACKGROUND

The current Planning Commissioner vacancy was created when former Commissioner Kenneth Weaver moved outside of the 97448 zip code. The City has received (2) applications, one from a current Planning Commission Alternate and one from a Citizen (see attached applications).

The table below lists current Planning Commission members, their terms of office and where they reside; inside or outside City Limits or the Urban Growth Boundary. All applicants reside in the 97448 zip code.

Current Planning Commission & Alternate

First Name	Last Name	City Limits	UGB	Term of Office
Jason	Thiesfeld (Chair)	Yes	Yes	10/12-10/16
Sandi	Dunn (Vice-Chair)	No	No	1/11-10/14
Jeff	Haag	No	No	11/13-10/17
James	Hukill (filled the unexpired term of J. Wheeler)	Yes	Yes	1/11-10/14
Patricia	Phelan	Yes	Yes	10/12-10/16
Jack	Sumner (filled the unexpired term of B. Lemhouse)	Yes	Yes	1/11-10/14
Vacant	(fills the unexpired term of K. Weaver)			10/12-10/16
Robert	Solberg (alt.)	Yes	Yes	8/13-10/16
Vacant	(alt.)			10/12-10/16

- At least three (3) members must reside within the City Limits
- Two (2) members may reside anywhere inside the UGB (that includes City Limits)
- Two (2) members may reside anywhere inside the 97448 Zip Code

PLANNING COMMISSION OPTIONS

1. Make recommendation to the City Council
2. Table the item
3. Other options proposed by the Planning Commissioners.

PLANNING STAFF RECOMMENDATION

Staff recommends that the Planning Commission give a recommendation to the City Council.

SUGGESTED MOTION

“I move to recommend to the City Council that (name) be appointed to the Junction City Planning Commission as a regular member.”

ATTACHMENTS

1. Planning Commission vacancy announcements
2. Completed Applications (R. Solberg and K. Cross)

Junction City Planning Commission Application

Planning Commission Responsibilities: The Planning Commission is charged with Junction City's land use planning process. The Commission reviews and makes decisions on specific land use applications such as subdivisions, conditional use permits, and variances. It also recommends amendments to the Comprehensive Plan and land use ordinances to maintain their effectiveness. (See reverse for more information.)

Time Commitment: Appointments will be for a four-year term, or in the case of a mid-term vacancy, for the remainder of that term. The Planning Commission meets regularly on the third Tuesday of the month at 6:30 p.m in the Council Chambers. Special meetings are scheduled as needed.

Qualifications: Applications will be considered from people who reside inside the area defined by the 97448 zip code.

Application Procedures: To apply for the Planning Commission, complete the information below and submit to City Hall in Junction City. Questions? Call 541-998 or e-mail jcplanning@ci.junction-city.or.us.

Name: Robert Solberg

Mailing Address: 2324 W 13th Ave

City, State, Zip: Junction City, OR 97448

Daytime Phone: Evening Phone:

E-mail Address:

If your street address is different than your mailing address, please list your street address so we know where you reside.

Street Address: _____

Occupation (current or former if retired): Retired Sales engineer

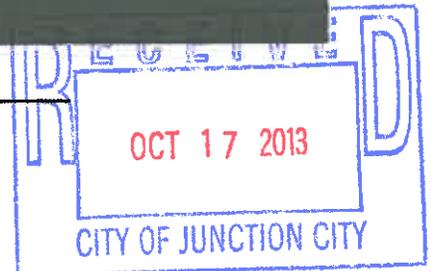
10/17/2013
Signature Date

Please attach a separate letter briefly describing your primary interests in being on the Planning Commission and any experience you think would be helpful in this position.

For Office Use Only

Date Received: _____

Appointed: _____



Junction City Planning Commission Application

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Qualifications: Applications will be considered from people who reside inside the area defined by the 97448 zip code.

Application Procedures: To apply for the Planning Commission, complete the information below and submit to City Hall in Junction City. Questions? Call City Recorder Kitty Vodrup at 541-998-2153 or at kvodrup@ci.junction-city.or.us.

Name: Kevin Cass

Mailing Address: 93865 Prairie Rd.

City, State, Zip: Junction City, OR 97448

Daytime Phone: Evening Phone:

E-mail Address:

If your street address is different than your mailing address, please list your street address so we know where you reside.

Street Address: _____

Occupation (current or former if retired): _____

Signature

11/14/13
Date

Please attach a separate letter briefly describing your primary interests in being on the Planning Commission and any experience you think would be helpful in this position.

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Date Received: _____

Appointed: _____



To Whom It May Concern,

Hello, my name is Kevin Cross. I am currently going to school majoring in Construction Engineering Management. Cities expansion and the processes involved therein are of great interest to me. I want to join the Planning Commission because I think that I can provide good level headed insight on decisions that impact our community. I have experience in managing construction sites, subdivision development and applying for city permits. I recently finished my enlistment with the United States Air Force, which made me extremely detail oriented and enhanced my ability to work in team environments. I think joining the Planning Commission would be a worth while experience and directly relate to the career field I am pursuing. Thank you for your consideration.

Sincerely,

Kevin Cross

