

The Planning Commission for the City of Junction City met on Wednesday, January 20, 2016 at 6:30 p.m. in the Council Chambers at City Hall, 680 Greenwood Street, Junction City Oregon.

PRESENT WERE: Planning Commissioners, Jack Sumner (Vice Chair), James Hukill, Ken Wells, Stuart Holderby and Sandra Dunn; Planning Commission Alternates, Alicia Beymer, and Patricia Phelan; City Planner, Jordan Cogburn and; Planning Secretary, Tere Andrews.

ABSENT: Planning Commissioner, Jason Thiesfeld, and Jeff Haag

I. OPEN MEETING AND REVIEW AGENDA

Vice Chair Sumner opened the meeting at 6:30 pm and led the Pledge of Allegiance.

II. CHANGES TO THE AGENDA

Planner Cogburn stated the applicant for the minor variance, file # VAR-15-02 withdrew his application, therefore, the public hearing for VAR-15-02 would not be held.

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

NONE

IV. APPROVAL OF MINUTES

- December 21, 2015

Motion: Commissioner Hukill made a motion to approve the December 21, 2015 minutes as written. Commissioner Dunn seconded the motion.

Vote: Passed by a vote of 7:0:0. Vice Chair Sumner, Commissioners Dunn, Hukill, Beymer, Wells, Holderby, and Phelan voted in favor.

V. PUBLIC HEARING: VAR-15-02, MFH IN R4

Planner Cogburn explained after staff review of the application for a variance to place a manufactured home on a lot in Scandinavian Estates, it was determined it was a non-conforming use. Therefore, the applicant withdrew their variance application (file# VAR-15-02).

VI. DRAFT PLANNING COMMISSION WORK PLAN

The Commission reviewed the work plan with Planner Cogburn. Planner Cogburn gave examples of contradictory or outdated code language such as an annual sign fee or updates needed to the Flood Plain Ordinance in order to comply with current national standards. He requested feedback from the Commission.

The Commission directed staff to provide recommendations for updates/modifications to:

- 'eyes on the street' standard of 60% on stories above the ground floor
- Flood Plain Ordinance
- Sign Code conflict, projecting sign location standards versus prohibition of signs above a first floor, banner style signs
- listing of allowed uses as opposed to unpermitted uses
- create a table of zones and associated permitted uses

VII. PLANNING COMMISSION AGENDA FORECASTER

Planner Cogburn said the City Administrator developed the Agenda Forecaster format. The City Council had already moved to the Agenda Forecaster format. Staff had been directed to use the Agenda Forecaster for committees and the Planning Commission. Items from the Planning Commission work plan had been moved to the Agenda Forecaster. The forecaster would be included with the Planning Commission packets each month. There was also now an agenda item request form. The Commission was favorable toward the Agenda Forecaster format.

VIII. PLANNING REPORT

Planner Cogburn reviewed the December, 2015 Planning Report.

IX. COMMISSIONER COMMENTS

Commissioner Hukill liked the efficiency of the Agenda Forecaster

Commissioners Holderby and Wells liked the Agenda Forecaster.

Commissioners Dunn and Phelan voiced their appreciation for Planner Cogburn.

Vice Chair Sumner was concerned about speeds on High Pass Road/W 1st Avenue and congestion in the parking lot at W 17th Avenue and Ivy Street (RV Park).

Commissioner Phelan agreed with Vice Chair Sumner's concern about speeds on High Pass Road/W 1st Avenue.

Vice Chair Sumner asked about the status of AMD-15-02.

VIII. ADJOURNMENT

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

Vote: Passed by a vote of 7:0:0. Vice Chair Sumner, Commissioners Dunn, Hukill, Beymer, Wells, Holderby, and Phelan voted in favor.

The meeting adjourned at 7:32 p.m.

The next regularly scheduled Planning Commission meeting would be Wednesday February 17, 2016 at 6:30 p.m.

Respectfully Submitted,

Tere Andrews, Planning Secretary

Jack Sumner, Planning Commission Vice-Chair