

The Junction City Planning Commission met on Wednesday, March 21, 2018 at 6:30 p.m. in the Council Chambers at City Hall, 680 Greenwood Street, Junction City Oregon.

**Present were:** Planning Commissioners, James Hukill (Vice-Chair), Ken Wells, Shaylor Scalf, Jeff Haag, Patricia Phelan, and Sandra Dunn; Planning Commission Alternate Alicia Beymer and; City Planner, Jordan Cogburn.

**Absent:** Stuart Holderby (Chair)

## 1. OPEN MEETING AND REVIEW AGENDA

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

## 2. CHANGES TO THE AGENDA

None

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

None

## 4. APPROVAL OF MINUTES

- January 17, 2018

**Motion:** Commissioner Beymer made a motion to approve the January 17, 2018 minutes as written. Commissioner Phelan seconded the motion.

**Vote:** Passed by a vote of 7:0:0. Vice-Chair Hukill, Commissioners, Haag, Dunn, Scalf, Beymer, Wells, and Phelan voted in favor.

## 5. MP-18-01 KEITH CORP PRELIMINARY PARTITION

Planner Cogburn stated the application was for a preliminary partition on an existing lot with frontage on Highways 99E and 99W in Junction City. The proposed partition divided one lot into two legal parcels. Public utilities (i.e. fire hydrants, water, sanitary sewer, storm sewer) were available near the subject property.

One comment was received from the Oregon Department of Transportation (ODOT). There were existing access, and public utility easements on the property to the south (easement # 2017-046021). That easement served the subject site and its proposed partition. Access for the subject site would be on Highway 99E.

Planner Cogburn reviewed the proposed conditions of approval. Prior to final plan approval, the applicant needed to: add the owner's name, address, and telephone

number; show all existing easements and; record the final plat with Lane County. The easements needed to be dedicated on the partition plat at the time of recording. Public Works width standards needed to be met on all easements.

The Commission discussed the current access to the subject site. The only access point, currently approved by ODOT, was from Highway 99E. Planner Cogburn understood there was a grant of access application before ODOT from the property owner to the south. There was discussion about traffic impacts of the development. He explained larger projects required a Traffic Impact Analysis to determine if existing facilities were sufficient to handle the added traffic of q proposed development.

The Commission discussion about access points noted that Highways 99E and 99W were State of Oregon facilities, therefore, they were under the jurisdiction of ODOT.

Commissioner Scalf voiced his support of the proposal.

Vice-Chair Hukill asked if the Commission had further discussion. As there was not, he called for a motion.

**Motion:** Commissioner Haag made a motion to approve with conditions as stated in the final order the Preliminary Partition for Tax Lot 2200 of Assessor's Map 15-04-29-00, File # MP-18-01. Commissioner Scalf seconded the motion.

**Vote:** Passed by a vote of 7:0:0. Vice-Chair Hukill, Commissioners, Beymer, Haag, Dunn, Scalf, Wells, and Phelan voted in favor.

## 6. PLANNING ACTIVITY REPORT

Planner Cogburn reviewed the Planning Activity Report with the Commission. He reviewed of few of the items in the report. The Planning and Building office was very busy.

An appeal was due to go before the City Council on March 27, 2018. It regarded a Planning Commission decision on The Reserve Phase III Subdivision. The conditions listed in the appeal were eight, nine, and 11. These conditions required approvals from Department of State Lands for impacted wetlands; State Historic Preservation Office for the use of the cultural resource area as recreational areas and; Lane County Public Works for a facility permit for Oaklea Drive which was a County owned road.

Building Permits were submitted for the Y-property. Civil plans had also been submitted for the extension of City infrastructure.

The City Council approved the Grain Miller proposed amendment to parking standards for industrial zones only. Rather than a 25% reduction in parking as a right of development, they set standards to be met in order to reduce parking by up to 25%. They added a checks and balance system in the form of a multi-layer approval process.

The City Council reviewed and accepted the Planning Commission recommendation for the definition of Boarding Rooming and lodging houses, which removed the 10 person cap. They declined to permit the use in any zone. Staff was directed to take that discussion to the Community Development Committee as time permitted. The decision meant boarding houses were not allowed in any zone. The existing boarding house (W 7<sup>th</sup> Ave & Holly St) was a non-conforming use and could continue as such.

## **7. COMMISSION AGENDA FORECASTER**

The Commission reviewed the agenda forecaster.

## **8. COMMISSIONER COMMENTS**

None

## **9. ADJOURNMENT**

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

**Vote:** Passed by a vote of 7:0:0. Vice-Chair Hukill, Commissioners, Haag, Dunn, Scalf, Wells, Beymer, and Phelan voted in favor.

The meeting adjourned at 7:15 p.m.

The next scheduled Planning Commission meeting would be Wednesday April 18, 2018 at 6:30 p.m.

Respectfully Submitted,

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Tere Andrews, Planning Secretary

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James Hukill, Vice-Chair