

The Community Development Committee for the City of Junction City met on Wednesday, April 6, 2016 at 6:30 p.m. in the Council Chambers at City Hall, 680 Greenwood Street, Junction City Oregon.

**Present were:** City Councilors, Herb Christensen (Chair), Karen Leach and Jim Leach City Planner, Jordan Cogburn and; Planning Secretary, Tere Andrews.

Absent: None

**I. Open Meeting and Review Agenda**

Chair Christensen opened the meeting at 6:30 pm

**II. Changes to the Agenda**

None

**III. Approval of Minutes**

- March 2, 2016

**Consensus:** Consensus of the Committee was to approve the minutes as written.

**IV. Community Updates**

None

**V. New Business**

• **Sign Code Text Amendment Discussion**

Committee directed staff to draft language for a banner program; amendments to the C2 allowable sign area and; amend outdated prescriptive language. Staff would bring a draft back to the Committee.

• **RTMP Grant Application**

**Consensus:** Consensus of the Committee was the applicant had not met the criteria for the RTMP Grant.

• **Street Closure Requests**

- Junction City Lions Club Pet Parade

**Consensus:** Consensus of the Committee was to recommend approval, to the City Council, for the Lion's Club street closure request for the May 7, 2016 Pet Parade.

- Junction City High School Color Fun Run

**Consensus:** Consensus of the Committee was to recommend approval, to the City Council, for the May 5, 2016 Color Fun Run street closure request.

## VI. Continued Business

### ● Special Event Process

- Draft Application (Type I-IV)
- Draft Resource Guide
- Draft FAQ

**Consensus:** The consensus of the Committee was to forward the draft Special Event Process documents on to City Council.

### ● Loan Program Update

The Committee held a discussion regarding a possible amendment to restrict applicants to businesses within city limits. There was a question about the ability of city to call a loan should the applicant move their business outside of city limits.

A memorandum of understanding with Lane Community College Small Business Center which would offer potential applicants the opportunity to work with LCC to prepare business plans etc. as part of the application process would go before the City Council at the April 12, 2016 meeting.

## VII. Agenda Forecaster Review

The Committee agreed to remove the following from the Forecaster:

1. Community Event Lighting
2. Review Second Hand Dealer Ordinance/Code.

**Consensus:** The Committee consensus was to review the 2003 Downtown Plan for possible amendment.

**VIII. Other Business**

The Committee discussed the possibility of establishing a subcommittee; the specific focus would be review of the 2003 Downtown Plan. Staff would bring subcommittee by-laws to the next meeting.

**VIII. Adjournment**

As there was no further business, the meeting was adjourned at 7:37 p.m.

The next regularly scheduled Community Development Committee meeting would be Wednesday May 4, 2016 at 6:30 p.m.

Respectfully Submitted,

---

Tere Andrews, Planning Secretary