

The Junction City Planning Commission met on Wednesday, April 18, 2018 at 6:30 p.m. in the Council Chambers at City Hall, 680 Greenwood Street, Junction City Oregon.

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

Absent: Commissioner Shaylor Scalf

1. OPEN MEETING AND REVIEW AGENDA

Chair Holderby 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)

An audience member asked about the five acres on Oaklea Drive.

Planner Cogburn responded that a public notice went out about the five-acre parcel on Oaklea Drive. However, a referral did not go out to the agency partners in time for review and inclusion on the April 19, 2018 agenda. It would come before the Planning Commission at their May meeting.

4. APPROVAL OF MINUTES

- March 21, 2018

Motion: Commissioner Hukill made a motion to approve the March 21, 2018 minutes as written. Commissioner Haag seconded the motion.

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

5. MP-18-02, Szerlip Preliminary Partition

Planner Cogburn stated the application was for a preliminary partition on an existing, platted lot with dual frontage. The subject site was between East 2nd Avenue and East 1st Avenue in Junction City. The partition would divide one existing lot into three legal parcels. There were existing public utilities (i.e. fire hydrants, water, sanitary sewer, storm sewer) available adjacent to the subject property or within the public right-of-way.

There had been a recent partition and property line adjustment (PLA-16-01, MP-16-01, MP-17-03) on an adjacent lot owned at that time, by the applicant. Those

application were completed and approved. The current configuration was a result of those land use applications.

Planner Cogburn stated a 300-foot notice had been mailed out to neighboring property owners. One letter was received the day after the deadline listed in the notice. He read a portion of the letter into the record. The letter was received from Shannon Breeden, 241 Cedar Street, Junction City Oregon 97448. The concerns stated in the letter had to do with the existing wetland and asked what measures would be implemented to prevent flooding. The writer also asked what was planned to protect local wildlife.

Planner Cogburn explained the wetland referenced in the letter was protected by a Wetland Resource Overlay District (WRD) which prohibited any structures being constructed over the drainage facility (JCMC 17.60.120). The Junction City Municipal Code did not address displacement of non-threatened wildlife.

The Commission reviewed the staff report and municipal code criteria applicable to the partition application. Planner Cogburn had some concern about the panhandle (driveway) lot width as shown it was seven-feet wide. The applicant proposed to use the existing access easement to the east of the property which was previously under ownership of the applicant but was no longer. The seven-foot width shown on the preliminary partition map was not a sufficient width to serve the site. The proposed Final Order included recommended conditions of approval that addressed the issue. Additionally, the applicant's representative informed Planner Cogburn before the meeting began that the applicant had recorded an easement of sufficient width to meet the standard. The newly recorded easement in conjunction with the existing easement to the east created a new width of 25-feet which met the minimum width criteria. Planner Cogburn recommended leaving the proposed conditions in place.

Proposed parcel 2 was significantly affected by the wetland resource overlay district. Calculations by Planner Cogburn indicated there was approximately 3,800 square feet of residential development area outside the WRD.

He asked if the Commission had any questions.

Commissioner Haag read in the staff report that the applicant was not subject to park system development charges.

Planner Cogburn replied since it was a partition application, the applicant was not required to provide park/recreation land.

Commissioner Haag follow up that there would be park system development charges at the time of building permit.

Planner Cogburn agreed.

Motion: Commissioner Hukill made a motion to approve the partition for tax lot 102 of Assessor's Map 16-04-05-00, with conditions as stated in the final order and the findings of fact which were based on the preliminary plat, attached.

Commissioner Haag asked if that included a written easement.

Planner Cogburn requested Commissioner Hukill restate his motion as the map and tax lot contained in the motion were incorrect.

Motion: Commissioner Hukill offered a corrected motion. He made a motion to approve, with conditions as stated in the final order, as modified by the Planning Commission, the Preliminary Partition for Tax Lot 12203 of Assessor's Map 15-04-32-43, File # MP-18-02. Commissioner Wells seconded the motion.

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

6. PLANNING ACTIVITY REPORT

Planner Cogburn reviewed the Planning Activity Report with the Commission.

Planning and Building had been very busy.

Applications were received from the School District for seismic upgrades to Oaklea Middle School, and Laurel Elementary School.

Staff was working with the Community Development Committee on amendments to the development code to correct discrepancies as well as updates related to State legislative activities.

Planning Commission Chairperson, Stuart Holderby had been hired to to be the City's new Building Inspector.

7. COMMISSION AGENDA FORECASTER

The Commission reviewed the agenda forecaster.

8. COMMISSIONER COMMENTS

Chair Holderby offered his resignation from the Planning Commission, effective immediately. He would attend the Planning Commission meetings in the future as the City Inspector.

Mayor Mark Crenshaw thanked the Commission for their time and expertise. He appreciated their work for the City of Junction City.

Chair Holderby said he enjoyed his time on the Commission and appreciated the Commissioners.

Commissioners voiced their thanks to Chair Holderby for his work on the Planning Commission.

9. ADJOURNMENT

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

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

The meeting adjourned at 7:01 p.m.

The next scheduled Planning Commission meeting would be Wednesday May 16, 2018 at 6:30 p.m.

Respectfully Submitted,

Tere Andrews, Planning Secretary

Stuart Holderby, Chair