

The Junction City Planning Commission met in regular session on Wednesday, April 20, 2022, at 6:30 p.m. in the Council Chambers at City Hall, 680 Greenwood Street, Junction City Oregon and remotely via internet and phone.

Present were Planning Commissioners, Jeff Haag (Chair), Jim Creech, James Hukill (Vice-Chair), Chris Miles, Cindy Montgomery, Doug Easterday and Jack Sumner; Planning Alternate, Jesse Newman; Public Works Director, Gary Kaping; Planner, Deanna Wright; and Planning Secretary, Tere Andrews

Absent: none

1. OPEN MEETING

Chair Haag opened the meeting at 6:30 p.m. and led the Pledge of Allegiance.

2. CHANGES TO THE AGENDA

Technician Andrews announced the applicant for the Maple Springs preliminary subdivision (SUB-22-04) requested more time. Thus, the item was continued to the next available meeting. Staff anticipated that would be the May 18, 2022, meeting.

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

None

4. APPROVAL OF MINUTES

- **March 16, 2022**

Motion: Commissioner Hukill made a motion to approve the March 16, 2022, Planning Commission minutes as written. Commissioner Miles seconded the motion.

Vote: Passed by a vote of 6:0:1. Chair Haag, Commissioners, Hukill, Creech, Miles, Easterday, and Sumner voted in favor; Commissioner Montgomery abstained.

5. BESS PRELIMINARY MAJOR PARTITION APPLICATION, FILE # MP-21-19

Chair Haag requested staff review of the application and findings.

Planner Wright stated the subject site was annexed into city limits in April 2021 under a previous application. The Plan Designation was Low Density Residential and zoned Single Family Residential.

The property is located and accessed at the terminus of West 3rd Avenue. The applicant requested partitioning of the property into three (3) parcels: Parcel 1 would be 0.495 acres, Parcel 2 would be 0.262 acres, and Parcel 3 would be 3.59 acres.

The Subject property zoning as well as most of the surrounding area was zoned Single Family Residential (R1). There were sites to the north and south of the subject property that were inside the Urban Growth Boundary (UGB), but outside the city limits. These sites had a Lane County zoning of RR5 (rural Residential 5 acre minimum).

At the time of application submittal, it was determined the definition of Street in the Junction City Subdivision Code was applicable to the partition. Thus, a 60-foot extension of West 3rd Avenue was necessary. The extension would also need to be dedicated as a public street up to where the parcels took access.

The applicant requested a modification to build a half-street improvement as there is not enough width for full street construction. The driveways would take access from the half street improvement and were proposed to be gravel.

Should the recommendation of the PC be an approval the following are the conditions of approval:

1. Preliminary plat approval was effective for a period of two (2) years. The preliminary plan could be extended for up to two (2) years by the Planning Commission progress on the subdivision was being made.
2. One-foot-wide reserve strip along the south of the proposed street extension.
3. Show all easements for utilities on the final plat with proof of dedication.
4. The applicant shall submit engineering plans for the placement of fill to the City Engineer for review and approval.
5. Final plat by the Planning Commission.
6. All accesses to utilities brought to finished grade (lids and risers at finished grade).
7. The construction of West 3rd Avenue extension must conform to City standards.
8. The final drainage plan must be verified as part of the final plat.
9. The final plat shall comply with the recommendations of the Lane County Surveyor's Office.

Staff concluded the application complied with applicable criteria set forth in the Junction City Municipal Code.

Chair Haag asked is the West 3rd Avenue extension would connect to Chick Lane.

Technician Andrews responded it would not. Currently, West 3rd Avenue dead-ended into the subject property. The new 60-foot half-street improvement would extend along the southern property line of the subject site.

Commissioner Montgomery asked how many new construction driveways in Junction City were gravel.

Technician Andrews responded she did not know the answer to that question.

Commissioner Miles asked if Chick Lane was served by Junction City.

Technician Andrews replied that Chick Lane was a private road which was outside the city limits.

In response to Commissioner Montgomery's question about gravel driveways, Public Works Director Kaping explained, typically in a new subdivision all driveways were paved. Because West 3rd Avenue was a half-street improvement, Public Works deemed it similar to houses off East 9th Avenue which also had a gravel driveway.

Chair Haag commented the gravel driveways would only serve their properties.

Commissioner Montgomery responded it could be a problem if the larger parcel (Parcel 3) were further developed.

Chair Haag answered at that time, additional improvements would be required.

Director Kaping concurred.

Commissioner Sumner requested confirmation the half-street would be paved.

Technician Andrews agreed. Should the property to the south ever annex and develop, at that the time the other half-street improvement would be required.

Commissioner Montgomery asked who would be responsible for the half-street once constructed.

Chair Haag responded it would be the City.

Director Kaping confirmed this.

Motion: Commissioner Hukill made a motion to approve with conditions as stated in the final order the preliminary Major Partition for Tax Lot 09100 of Assessor's Map 15-04-31-43, File # MP-21-19. Commissioner Sumner seconded the motion.

Vote: Passed by a vote of 6:1:0. Chair Haag, Commissioners, Hukill, Creech, Miles, Sumner, and Easterday voted in favor; Commissioner Montgomery voted against.

6. COMPREHENSIVE PLAN AND ZONING MAPS – POSSIBLE PUBLIC LANDS UPDATE

Technician Andrews explained this was a request from staff for a discussion about the possible re-designation and rezoning of city-owned property.

As part of an inventory of City owned properties, Planning staff reviewed the Plan Designations and zonings of City owned properties. This process identified a number of City owned properties which are currently not designated Public, or zoned Public Lands.

Chair Haag asked if the project would be expensive or if it was something that could be done at the time of a Comp Plan update.

Technician Andrews replied, the project could be completed in-house, other than staff time it would not incur expenses. It was up to the Planning Commission, how they wished to proceed.

Commissioner Creech asked for an estimate of staff time.

Technician Andrews answered it would be a few days of work, cumulative. Amendments to the Comp Plan map and zoning map were a two-step process. There would be a public hearing before the Planning Commission and a second public hearing before the City Council. Notices would be prepared by staff prior to each public hearing in addition to the staff report.

Commissioner Creech ask if there was a down-side of doing nothing.

Technician Andrews gave an example of a well house on a small property in a residential zone. Setback requirements may not be met. The property would need to be re-designated and rezoned at that time in order for the proposed work to take place which could potentially hold up a project in the future. There is not a well house project such as that right now.

Commissioner Creech asked what the process would be if they proceeded and in the future the property needed to return to the current designation and zoning.

Technician Andrews responded it would be the same process (amendments to the Comp Plan and Zoning maps). She had been with the City for over 20 years and was not bringing to mind a situation where the city sold property it owned.

Commissioner Hukill summarized the request was housekeeping to prevent future problems.

Technician Andrews agreed.

Commissioner Sumner commented the amendments would need to happen before the new city hall building was placed in the location of the Quonset hut (185 W 8th Ave).

Technician Andrews responded the building could be moved to the new location (185 W 8th Ave), if the amendment project were to wait, the building would need to meet the criteria of the current zone.

Commissioner Montgomery asked about requirements on land zoned Public Lands.

Technician Andrews responded code criteria, under Public Lands, required the subject site to meet the zoning code requirements of the surrounding properties. For example, if adjacent property were zoned residential on one side and commercial on another, the side of the subject site abutting residential would need to meet the residential zone requirements and the same would be true for commercially zoned side.

Commissioners recommended sending the notices as inserts in the utility bills.

Additionally, the Community Center, located at 175 W 7th Avenue, was found to spans three lots. The building should be on a single lot. Staff requested initiation of a property line adjustment to place the Community Center on one lot.

Staff is requesting a Planning Commission discussion of these properties to initiate amendments to the Plan Designation and Zoning Maps to apply the appropriate Plan Designation and zoning to the affected properties. Staff is also requesting initiation of a property line adjustment to place 175 W 7th Avenue on a single lot

Motion: Commissioner Hukill made a motion to initiate amendments to the Comprehensive Plan map, and Zoning maps to re-designate to Public and rezone to Public Lands City owned properties which are not currently designated or zoned Public/Public Lands respectively; and to initiate a property line adjustment at 175 W 7th Avenue. Commissioner Montgomery seconded the motion.

Vote: Passed by a vote of 7:0:0. Chair Haag, Commissioners, Hukill, Creech, Miles, Montgomery, Sumner, and Easterday voted in favor.

7. PLANNING COMMISSION FORECASTER AGENDA

Technician Andrews reviewed the forecaster with the Commission.

8. COMMISSIONER COMMENTS

Chair Haag said the mini-storage facility under construction behind Bi-Mart looked good. The building followed through on their commitment that the structure would blend with the surrounding neighborhood.

Commissioner Sumner asked about the black building on Ivy Street.

Commissioner Montgomery responded the zoning was General Commercial.

Technician Andrews added she could look into it and bring back an update.

9. ADJOURNMENT

As there was no further business, Chair Haag adjourned the meeting at 7:40 p.m.

The next Standing Planning Commission meeting was scheduled for Wednesday May 18, 2022, at 6:30 p.m.

Respectfully Submitted,

Tere Andrews, Planning Commission Secretary

Jeff Haag, Planning Commission Chair