

The Junction City Planning Commission met in regular session on Wednesday, May 20, 2020 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 (Vice-Chair), James Hukill, Ken Wells, Beverly Ficek; Planning Alternate, Jack Sumner; Public Works Director, Gary Kaping; Contracted Planner, Jordan Cogburn; and Planning Secretary, Tere Andrews

Absent: None

1. OPEN MEETING AND REVIEW AGENDA

Vice Chair Haag 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

- April 15, 2020

Motion: Commissioner Hukill made a motion to approve the April 15, 2020 minutes as written. Commissioner Wells seconded the motion.

Vote: Passed by a vote of 5:0:0. Vice Chair Haag, Commissioners, Wells, Hukill, Ficek, and Sumner voted in favor.

5. PRELIMINARY PARTITION PLAT: MP-20-10, EDWARDS

Secretary Andrews began the review of the application for preliminary plat approval at 93801 Prairie Road. The proposed Major Partition was on an existing lot with frontage on the west side of Prairie Road in Junction City. The proposal would partition the one existing lot into three parcels and included a 40-foot wide private access road along the south property line. Proposed parcels two and three would gain access from the private access road. There were existing public utilities (i.e. fire hydrants, water, sanitary sewer, storm sewer) available to the subject property or within the public right-of-way.

Vice Chair Haag asked if the sewer line easement was existing or proposed.

Secretary Andrews replied there was an existing sewer connection in the northeast corner of the property. The easement was proposed to extend from the connection

west and then south to serve the three proposed parcels.

A short discussion took place about the existing U-shaped driveway and whether it could remain. Director Kaping noted that so long as the existing U-shaped driveway met access spacing standards (per Public Works Design Standards), it could remain.

Planner Cogburn explained the proposal was reviewed under the provisions set forth under Junction City Municipal Code 16.05.040. There had been some discussion about extending a street through to the property to the east. However, the logical extension did not apply as the road network plan did not show future extension on the subject site. Public Works indicated they were comfortable with the private access road and Public Utility easement. Code required a 60-foot frontage on a roadway (public or private). The private access road met that criteria. There was one condition of approval (listed below) for a joint maintenance agreement of the private access.

Condition of Approval:

- The applicant shall prepare a Shared Access, Maintenance, and Utility Easement satisfactory to the City for the proposed private street prior to approval of the Final Plat. The required easement shall be recorded with the Final Plat.

MOTION: Commissioner Hukill made a motion to approve the Preliminary Partition Plat, file MP-20-10 based on the findings as stated in the Final Order. Commissioner Ficek seconded the motion.

Vote: Passed by a vote of 5:0:0. Vice Chair Haag, Commissioners, Wells, Hukill, Ficek, and Sumner voted in favor.

6. REVIEW OF PLANNING COMMISSION APPLICATIONS RECEIVED

CONSENSUS: By a unanimous consensus of the Planning Commission, applications from Jim Creech, Brian Wells, and Cindy Montgomery were recommended to the Mayor, with approval from the Council, to fill the three vacant Planning Commission regular seats.

7. COMMISSION AGENDA FORECASTER

The Commission reviewed the agenda forecaster.

8. COMMISSIONER COMMENTS

None.

9. ADJOURNMENT

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

Vote: Passed by a vote of 5:0:0. Vice Chair Haag, Commissioners, Wells, Hukill, Ficek, and Sumner voted in favor.

The meeting adjourned at 7:06 p.m.

The next Standing Planning Commission meeting was Wednesday June 17, 2020 at 6:30 p.m.

Respectfully Submitted,

Tere Andrews, Planning Commission Secretary

Jeff Haag, Planning Commission Vice-Chair