



*Planning Commission Meeting  
(Possible Quorum of the Council)*

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Date: Wednesday, October 17, 2018  
Time: **6:30 – 9:00 p.m.**  
Location: Council Chambers, 680 Greenwood Street  
Contact: Jordan Cogburn, 541-998-2153

**A G E N D A**

1. Open Meeting and Pledge of Allegiance
2. Review Agenda
3. Public Comment (for items not already on the agenda)
4. Approval of Minutes
  - September 26, 2018
5. Action Items
  - a) Public Hearing: A-18-02 & RZ-18-02 - Callis Annexation and Rezone
  - b) Public Hearing: AMD-18-01 – Mini-Storage Facilities in the M1 - Code Text Amendment
  - c) Planning Commission Term Expiration Recommendations
6. Planning Activity Report
7. Planning Commission Agenda Forecaster
8. Commissioner Comments
9. Adjournment

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*Next Standing November 21, 2018 – Check with City for changes  
Location is wheelchair accessible (WCA)*  
**THIS MEETING WILL BE RECORDED**

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# I. PUBLIC HEARING PROCESS

Public Hearings will be conducted as follows:

1. Open Public Hearing
2. Declaration of Conflict of Interest, Bias, Ex Parte Contacts, and Challenges to Impartiality
3. Staff Report
4. Applicant's Presentation
5. Proponents
6. Opponents
7. Neutral Parties
8. Rebuttal of Testimony
9. Questions from the Planning Commission
10. Staff Summary
11. Close of Public Hearing
12. Deliberation and Decision by the Planning Commission

If you provide testimony, please state your name and address for the record. Testimony and evidence must be directed toward the applicable substantive criteria or other criteria believed to apply to the decision.

If you would like an opportunity to present additional evidence, arguments or testimony regarding the application at a later date, you may request during the hearing that the Planning Commission hold the record open.

## **Helpful Tips When Speaking Before the Planning Commission**

Before the meeting begins, give a copy of any written materials to the Planning Secretary.

Please speak clearly keep in mind the meetings are recorded.

Before beginning your statement say your name and address for the record.

Speak to the Commission through the Chairperson. For example, "Mr. /Ms. Chair, members of the Commission ..."

In order to give everyone the opportunity to speak the Planning Commission may set a time limit. Out of courtesy to citizens speaking after you, please respect the time limit.

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*Next Standing November 21, 2018 – Check with City for changes*

*Location is wheelchair accessible (WCA)*

**THIS MEETING WILL BE RECORDED**

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The Junction City Planning Commission met on Wednesday, September 26, 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 (Chair), Shaylor Scalf, Beverly Ficek, and Pat Phelan, and; Planning Commission Alternates Alicia Beymer, and City Planner, Jordan Cogburn; and Secretary, Tere Andrews.

**Absent:** Planning Commissioners, Jeff Haag, and Ken Wells and; Planning Commission Alternate, Jeff Kister

**1. OPEN MEETING AND REVIEW AGENDA**

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**

- July 18, 2018
- August 15, 2018

**Motions:** Commissioner Scalf a motion to approve, as written, the July 18, 2018, and August 15, 2018 Planning Commission minutes. Commissioner Ficek seconded the motion.

**Vote:** Passed by a vote of 5:0:0. Chair Hukill, Commissioners, Beymer, Scalf, Phelan, and Ficek voted in favor.

**5. PUBLIC HEARING: A-18-01, RZ-18-01, SMITH ANNEXATION AND REZONE**

Planner Cogburn stated the applicants proposed to annex and rezone a 1.32 acre vacant parcel. The applicant initiated the annexation and rezone of the subject site for future development.

The subject property was inside the Junction City Urban Growth Boundary (UGB) and designated Industrial (I) on the City’s Comprehensive Plan Designation Map. The site consisted of one legal tax lot on the southwest corner of Milliron Road and Drea’s Way, north of the Oregon State Hospital. The parcel was contiguous to

Junction City city limits.

The applicant proposed a zone change to a City zoning of Light Industrial (M1) Zoning which corresponded to the Industrial (I) designation.

Lane County Transportation had no objections. Notices were posted in the newspaper and locations within the City of Junction City.

Chair Hukill called for testimony.

### **Proponants**

Maureen Jackson, Metro Planning 370 Q Street, Springfield, OR 97477 offered to answer any questions from the Commission. There were none.

### **Opponents**

There were none.

### **Neutral Parties**

There were none.

Chair Hukill closed the public hearing for A-18-01, and RZ-18-01, Smith Annexation and Rezone application.

**Motions:** Commissioner Beymer a motion to recommend approval to the City Council of the proposed Annexation and concurrent Rezone; file # A-18-01 and RZ-18-01 based on the findings as stated in the Final Order. Commissioner Phelan seconded the motion.

**Vote:** Passed by a vote of 5:0:0. Chair Hukill, Commissioners, Beymer, Scalf, Phelan, and Ficek voted in favor.

## **6. PLANNING ACTIVITY REPORT**

Planner Cogburn reviewed the Planning Activity report for July 2018.

An annexation application was submitted and would come before the Planning Commission at their October meeting.

A municipal Code Text Amendment application which requested a change to the zoning code to allow for mini-storage facilities in the M1 (Light Industrial) zoning district. That applicaiotn would also come before the Commission at their October meeting.

A development review application was submitted for a new Discount Windows facility.

A development review application for a remodel was received from Golden Foods located on Meadowview Road.

**7. COMMISSION AGENDA FORECASTER**

The Commission reviewed the agenda forecaster.

**8. COMMISSIONER COMMENTS**

The Commission indicated they would like an opportunity to thank former Commissioner Dunn for her many years of service to the City.

**9. ADJOURNMENT**

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

**Vote:** Passed by a vote of 5:0:0. Chair Hukill, Commissioners, Beymer, Scalf, Phelan, and Ficek voted in favor.

The meeting adjourned at 6:51 p.m.

The next scheduled Planning Commission meeting would be Wednesday October 17, 2018 at 6:30 p.m.

Respectfully Submitted,

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Tere Andrews, Planning Secretary

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James Hukill, Planning Commission Chair



# JUNCTION CITY PLANNING COMMISSION

## AGENDA ITEM SUMMARY



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### PUBLIC HEARING: CALLIS ANNEXATION AND REZONE (A-18-02 & RZ-18-02)

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Meeting Date: October 17, 2018  
Department: Planning  
[www.ci.junctioncityoregon.gov](http://www.ci.junctioncityoregon.gov)

Agenda Item Number: 5a  
Staff Contact: Jordan Cogburn  
Contact Telephone Number: 541-998-2153

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### **ISSUE STATEMENT**

The applicant, Joseph Callis, proposes to annex and rezone 1.84 acres of privately owned land. The applicant initiated the annexation and rezone of the subject site to allow use of city services and to plan for a future development.

### **BACKGROUND**

The subject property is inside the Junction City Urban Growth Boundary and is designated Commercial (C) on the City's Comprehensive Plan Designation Map. The subject site consists of one legal tax lot located on the west side of Oregon Highway 99 South, west of State Hospital facility, south of the Livestock Auction yard, and is contiguous to the Junction City municipal boundary to the east. The Commercially designated parcel is currently developed with a single family home.

The proposal before the Planning Commission is for the Annexation of the parcel into the Junction City limits, and to Rezone the subject site to General Commercial (GC) Zoning, the corresponding zoning for the Commercial (C) designation.

### **RELATED CITY POLICIES**

- JCMC 17.145 - Amendments
- JCMC 17.165 - Annexation, Withdrawal from Special Districts after Annexation, and Extraterritorial Extensions

In addition to ensuring compliance with the standards listed within the JCMC, the proposal must also show compliance with the adopted Comprehensive Plan and relevant Oregon Statewide Planning Goals.

The following Chapters of the Junction City Comprehensive Plan are relevant to this request.

- Chapter 1: Citizen Involvement Element
- Chapter 2: Environmental Element
- Chapter 3: Land Use Element
- Chapter 4: Economic Development Element
- Chapter 6: Transportation Element
- Chapter 7: Public Facilities Element

- Chapter 9: Housing Element

The following Statewide Planning Goals are relevant to this request.

- Goal 1 Citizen Involvement
- Goal 2 Land Use Planning
- Goal 6 Air, Water and Land Resources Quality
- Goal 7 Areas Subject to Natural Hazards
- Goal 9 Economic Development
- Goal 10 Housing
- Goal 11 Public Facilities and Services
- Goal 12 Transportation
- Goal 13 Energy Conservation
- Goal 14 Urbanization

### **POSSIBLE ACTIONS BY THE PLANNING COMMISSION**

The Commission may:

- a. Recommend approval of the proposed Annexation and concurrent Rezone based on the proposed findings.
- b. Recommend modification of the proposed Annexation and concurrent Rezone based on changes to the proposed findings.
- c. Recommend denial of the proposed Annexation and concurrent Rezone with findings to support the denial.
- d. Continue the public hearing to a date certain if more information is needed.

### **SUGGESTED MOTION**

"I make a motion to (recommend approval/recommend conditional approval/recommend denial) to the City Council of the proposed Annexation and concurrent Rezone; file # A-18-02 and RZ-18-02 based the findings as stated in the Final Order."

### **ATTACHMENTS**

- A. Application Materials dated August 28, 2018
- B. Staff Report Dated October 9, 2018
- C. Public Notice including the Area Boundary
- D. Proposed Final Order for compliance with Annexation and Rezone Criteria

### **FOR MORE INFORMATION**

Staff Contact: Jordan Cogburn  
Telephone: 541-998-2153  
Staff E-Mail: [jcplanning@ci.junction-city.or.us](mailto:jcplanning@ci.junction-city.or.us)



**CITY OF JUNCTION CITY**  
**Planning & Building Department**  
**LAND USE APPLICATION**

1171 Elm Street/PO Box 250 Junction City OR 97448

Ph 541-998-4763 ■ Fax 541-998-2773 ■ [jcplanning@ci.junction-city.or.us](mailto:jcplanning@ci.junction-city.or.us) ■ [www.junctioncityoregon.gov](http://www.junctioncityoregon.gov)

Date Submitted:	Received By:	Fee Paid: \$	Supplemental Application:
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**Section 1**

**LAND USE ACTION (SEE TABLE 1):**

*Annexation*

**Section 2**

<b>Site Address:</b> 92334 Hwy 99 South, JC OR 97448-9432	<b>Location Description:</b> 694500 Junction City Typical Rural Neighborhood
Property Size: 1.84 Acres	Assessor's Map & Tax Lot #: 16-04-20-00-00700
Present Use: Rural	Proposed Use: Rural
Brief Summary of Action Requested:  Annexation with Junction City	
Are there other permit applications associated with this application? If yes, list:  N/A	

**Section 3**

**I have the following legal interest in the property (Circle one):**

Owner of Record     Lessee     Contract Purchase     Holder of an exclusive Option to Purchase

*Written authorization from the owner to act as his/her agent must be provided if not the owner of record*

**Section 4**

<b>Applicant:</b> Joseph Wayne Callis	
Address: 28450 Pleasant Valley Road, Sweet Home, Oregon 97386	
Phone: 541-760-1514	E-Mail: N/A
<b>Property Owner:</b> Joseph Wayne Callis	
Address: 28450 Pleasant Valley Road, Sweet Home, Oregon 97386	
Phone: 541-760-1514	E-Mail: N/A
<b>Contact:</b> (if different than Applicant) Alorie Mayer with Olson & Morris Consulting Engineers & Surveyors	
Address: 380 Q Street Suite 200, Springfield Oregon 97477	
Phone: 541-302-9790	E-Mail: Alorie@OlsonMorris.com

**City of Junction City**  
**LAND USE APPLICATION**

Section 5	
Required Information	
<input checked="" type="checkbox"/>	Written statement describing proposal in detail
<input checked="" type="checkbox"/>	Narrative Statement explaining how the application complies with all relevant criteria with enough detail for review and decision-making. <i>Note: See Type I information, at the beginning of this packet, for the municipal code chapters and/or sections related to your land use request</i>
<input checked="" type="checkbox"/>	Three (3) paper copies of application packet including any plan sets
<input checked="" type="checkbox"/>	Digital copy of application packet including any plan sets
<input checked="" type="checkbox"/>	Non-refundable Application Fee

Section 6		
<b>Supplemental Application:</b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<b>Attachment(S):</b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

Section 7	
<b>Your signature below acknowledges the following:</b>	
<p><b>1. Payment of the base fee may not cover the City's costs associated with processing the Application.</b>  <i>Per Resolution 1053: All direct costs for contracted services shall be charged monthly to the applicant in the amount billed to City. Contracted city services include, but are not limited to, city engineer, city attorney, building inspector, traffic consultant, &amp;/or wetlands specialist. Direct costs 30 days past due shall be charged 9% interest in addition to the amount billed to the City.</i></p>	
<p><b>2. The foregoing statements and other information attached hereto are true and accurate to the best of my knowledge and belief.</b></p>	
<p><b>3. Signer agrees to pay all direct costs associated with processing this land use application.</b></p>	
<p><b>Applicant Signature:</b></p>	
<p><b>Date:</b></p>	

FORM 3

PETITION/PETITION SIGNATURE SHEET  
 Annexation by Individuals

We, the following property owners/electors, consent to the annexation of the following territory to the City of Junction City:

Signature	Date Signed m/d/y	Print Name	Residence Address (street, city, zip code)	Map and Tax Lot Number (example: 17-04-03-00-00100)	<input checked="" type="checkbox"/> Land Owner	<input checked="" type="checkbox"/> Reg Voter	Acres (qty)
1.				16-04-20-00-00700	X		1.84
2.							
3.							
4.							
5.							

Note: With the above signature(s), I am attesting that I have the authority to consent to annexation on my own behalf or on behalf of my firm or agency. (Attach evidence of such authorization when applicable.)

I, [Redacted] (printed name of circulator), hereby certify that every person who signed this sheet did so in my presence.  
 X [Redacted] (signature of circulator)

CERTIFICATION OF OWNERSHIP

The total landowners in the proposed annexation are \_\_\_\_\_ (qty). This petition reflects that \_\_\_\_\_ (qty) landowners (or legal representatives) listed on this petition represent a total of \_\_\_\_\_ (%) of the landowners and \_\_\_\_\_ (%) of the acres as determined by the map and tax lots attached to the petition. A&T is not responsible for subsequent deed activity that may not yet be reflected on the A&T computerized tax roll.

\_\_\_\_\_  
 Lane County Department of Assessment and Taxation  
 Date Certified \_\_\_\_\_

CERTIFICATION OF ELECTORS

The total active registered voters in the proposed district annexation are \_\_\_\_\_. I hereby certify that this petition includes \_\_\_\_\_ valid signatures representing \_\_\_\_\_ (%) of the total active registered voters that are registered in the proposed annexation.

\_\_\_\_\_  
 Lane County Clerk or Deputy Signature  
 Date Certified \_\_\_\_\_



FORM 4

OWNERS AND ELECTORS WORKSHEET

(This form is NOT the petition)

(Please include the name and address of ALL owners and electors regardless of whether they signed an annexation petition or not. This information will assist in determining the appropriate initiating method and for notification purposes.)

OWNERS

Property Designation (Map/lot number)	Name of Owner	Acres	Assessed Value	Imp. Y/N	Signed Yes	Signed No
16 N4 20 W 01700	Joseph Wayne Callis	1.84	\$243,596	Yes	Yes	
TOTALS:		1.84	\$243,596	1	1	0

In lieu of a petition form, an owner's consent may be indicated on a previously executed consent to annex form that has not yet expired as specified in ORS 222.173. Please attach recorded copies of completed Consent to Annex form(s), if applicable.

**FORM 4**  
(continued)

**SUMMARY**

TOTAL NUMBER OF ELECTORS IN THE PROPOSAL	1
NUMBER OF ELECTORS WHO SIGNED	1
PERCENTAGE OF ELECTORS WHO SIGNED	100%
TOTAL ACREAGE IN PROPOSAL	1.84
ACREAGE SIGNED FOR	1.84
PERCENTAGE OF ACREAGE SIGNED FOR	100%

**Application Initiated by** (for an explanation of the initiating methods, refer to Step 4 of the Instructions):

- A – All Owners/Majority Electors [ORS 222.125]
- B – Majority Owners/Area/Value [ORS 222.170(1)]
- C – Majority Electors/Area [ORS 222.170(2)]

LCOG: L:\BC\CHANGE TRANSITION\APPLICATION FORMS\JUNCTION CITY\FORM 4 WORKSHEET +10 JC.DOC  
Last Saved: December 7, 2012

FORM 5

SUPPLEMENTAL INFORMATION FORM

(Complete all the following questions and provide all the requested information. Attach any responses that require additional space, restating the question or request for information on additional sheets.)

Contact Person: Alorie Mayer  
E-mail: Alorie@dsonmorris.com

Supply the following information regarding the annexation area.

- Estimated Population (at present): 1
- Number of Existing Residential Units: 0
- Other Uses: \_\_\_\_\_
- Land Area: 1.84 total acres
- Existing Plan Designation(s): A-Agricultural
- Existing Zoning(s): Rural Commercial
- Existing Land Use(s): Agricultural
- Applicable Comprehensive Plan(s): Junction City Comprehensive Plan
- Applicable Refinement Plan(s): -
- Provide evidence that the annexation is consistent with the applicable comprehensive plan(s) and any associated refinement plans. The property is contiguous to the city limits, it is consistent with JC Comprehensive Plan, and key services can be provided to the property.
- Are there development plans associated with this proposed annexation?  
Yes \_\_\_\_\_ No X  
If yes, describe.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Is the proposed use or development allowed on the property under the current plan designation and zoning?  
Yes X No \_\_\_\_\_

- Indicate whether a change of zoning is required/requested to allow the proposed use or development.

Zone Change requested: Yes \_\_\_\_\_ No X

If requested, proposed Zoning District: \_\_\_\_\_

- Does this application include all contiguous property under the same ownership?

Yes X No \_\_\_\_\_

If no, state the reasons why all property is not included:

\_\_\_\_\_  
\_\_\_\_\_

- Check the special districts that provide service to the annexation area:

Junction City RFPD

Junction City Water Control District

Junction City School District

Other Lane

Lane Fire Authority

- Names of persons to whom staff notes and notices should be sent, in addition to applicant(s), such as an agent or legal representative.

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(City) (Zip)

\_\_\_\_\_  
(City) (Zip)

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(City) (Zip)

\_\_\_\_\_  
(City) (Zip)

August 27, 2018

City of Junction City  
Planning & Building Department  
1171 Elm Street  
Junction City, Oregon 97448

Re: Annexation – 16-04-20-00 Tax Lot 00700

Dear Planner;

The intent of this letter is to satisfy the written description requirement for a proposed Annexation.

Joseph Wayne Callis, the owner of property addressed as 92334 Hwy 99 South, Junction City Oregon 97448-9432 with Assessor's Map & Tax Lot designation 16-04-20-00-00700, is requesting annexation with the city of Junction City Oregon.

The property owner has no plans for future development.

Please feel free to contact this office with any questions you may have.

Respectfully,

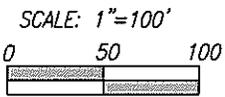


Alorie S. Mayer, Project Manager  
Olson & Morris

ANNEXATION MAP FOR

JOSEPH CALLIS

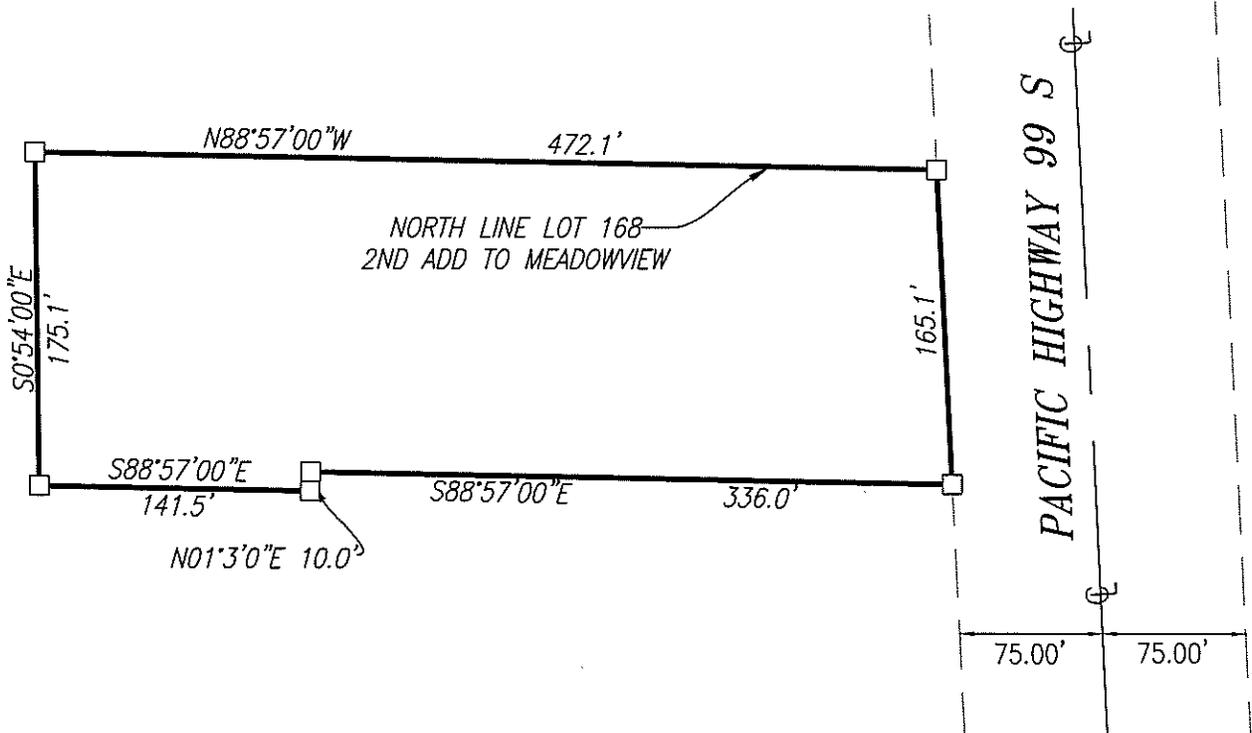
NW 1/4, SECTION 20, T 16 S, R 4 W, W.M.  
LANE COUNTY, OREGON



REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

OREGON  
JULY 10, 1964  
LAWRENCE B. OLSON  
655

RENEWS: 12/31/10



JOB# 5096  
ASSESSOR'S MAP 16-04-20, TAX LOT 700

July 10, 2018

**ANNEXATION DESCRIPTION**

**FOR**

**JOSEPH CALLIS**

A parcel of Land in Section 20, Township 16 South, Range 4 West of the Willamette Meridian and being described as follows:

Beginning at a point where the North Line of Lot 168 of SECOND ADDITION TO MEADOWVIEW, as platted and recorded in Book 5, Page 14, Lane County Oregon Plat Records, in Lane County, Oregon, in Section 20, Township 16 South, Range 4 West of the Willamette Meridian, intersects the Westerly right of way of the Pacific Highway; run thence North  $88^{\circ} 57'$  West 472.1 feet; thence South  $0^{\circ} 54'$  East 175.1 feet; thence South  $88^{\circ} 57'$  East 141.5 feet; thence North  $1^{\circ} 03'$  East 10.0 feet to a point on the line running Easterly and Westerly through the middle of said Lot; thence South  $88^{\circ} 57'$  East along said middle line 336.0 feet to the Westerly right of way of said Pacific Highway; thence North  $1^{\circ} 57'$  West along said right of way 165.1 feet to the Place of Beginning in Lane County, Oregon.

August 27, 2018

City of Junction City  
Planning & Building Department  
1171 Elm Street  
Junction City, Oregon 97448

Re: Annexation – 16-04-20-00 Tax Lot 00700

Dear Planner;

The intent of this letter is to satisfy the narrative statement requirement for a proposed Annexation.

**NARRATIVE STATEMENT ADDRESSING JUNCTION CITY MUNICIPAL CODE 17.165.110**

An annexation application may be approved only if the city council finds that the proposal conforms to the following criteria:

- A. The affected territory proposed to be annexed is within the city's urban growth boundary and is:
1. Contiguous to the city limits; or
  2. Separated from the city only by a public right-of-way or a stream, lake or other body of water;

*The property is contiguous to the city limits*

- B. The proposed annexation is consistent with applicable policies in the city of Junction City comprehensive plan and in any applicable refinement plans;

*The proposed property annexation is consistent with applicable policies in the City of Junction City Comprehensive Plan*

- C. The proposed annexation will result in a boundary in which key services can be provided. [Ord. 1230 § 1 (Exh. A), 2015; Ord. 1182 § 2(7), 2008.]

*Key services can be provided to the property.*

Please feel free to contact this office with any questions you may have.

Respectfully,

  
Alorie S. Mayer, Project Manager  
Olson & Morris



## **FINDINGS AND RECOMMENDATION OF THE PLANNING DEPARTMENT:**

### **CALLIS ANNEXATION AND REZONE PROPOSAL (A-18-02 & RZ-18-02)**

#### **Application Summary:**

An Annexation and Rezone request for the vacant 1.84 acre parcel at 92334 Hwy 99S.

#### **Owner(s):**

Joseph and Kasey Callis, 28450 Pleasant Valley Rd, Sweet Home, OR 97386

#### **Applicant(s):**

Joseph and Kasey Callis, 28450 Pleasant Valley Rd, Sweet Home, OR 97386

#### **Applicant(s) Representative:**

Alorie Mayer, Olsen & Morris Consulting Engineers, 380 Q Street, Suite 200, Springfield, OR 97477 (541) 302-9790

#### **Lead City Staff:**

Jordan Cogburn, City Planner, Junction City Planning Department, (541) 998-4763

#### **Subject Property/Zoning/Location:**

92334 Hwy 99S, Junction City OR, 97448; Tax Lot 700 of Assessor's Map 16-04-20-00.

#### **Relevant Dates:**

Application originally submitted on August 28, 2018; deemed complete on September 10, 2018; Planning Commission Public Hearing held October 17, 2018

#### **Present Request:**

The applicant is seeking an Annexation and concurrent Rezone Approval for a property located in the Commercial Comprehensive Plan Designation. Approval of this application would Annex the 1.84 Acre parcel into the Junction City Limits, Rezone to the appropriate zoning of General Commercial (GC), and allow for the future development with the Junction City jurisdiction.

#### **Public Notice and Referrals:**

Staff provided notice in accordance with the applicable provisions set forth in JCMC 17.150.080(A-K). Additionally, Section 17.150.080(C) of the Municipal Code states:

For Type IV applications:

1. Notice shall be mailed to each owner whose property would be rezoned in order to implement the ordinance (i.e., owners of a property subject to comprehensive plan amendment shall be notified if a zone change would be required to implement the proposed comprehensive plan amendment).

2. If particular properties are to be affected more than, or in a manner significantly different from, other properties of the same general character within the city of Junction City, individual notice shall be prepared and mailed to those affected, including all persons within 300 feet of the affected property.
3. When a proposal to change the zone of property which includes all or part of a mobile home park is to be considered at a public hearing, notice shall be sent to each existing mailing address for tenants of the mobile home park.
4. Owners of airports shall be notified of a proposed zone change in accordance with ORS 227.175.

The owner of record for the subject parcel was notified of the scheduled Public Hearing on September 26, 2018.

On September 26, 2018 the City mailed public notice of applicant's request to all property owners within 300 feet of the subject site. To date, the City has not received any written comments.

No Mobile Home Parks exist within the proposal boundary.

The property subject to the zone use hearing is not within 5,000 feet of the side or end of a runway of an airport determined by the Oregon Department of Aviation to be a visual airport; or within 10,000 feet of the side or end of the runway of an airport determined by the Oregon Department of Aviation to be an instrument airport. Therefore, notice to the owner of an airport is not required.

On September 10, 2018, Staff provided notice to the Department of Land Conversation regarding the proposed legislative amendments.

On October 5, 2018 the Planning Commission public hearing was advertised in the Register Guard Newspaper, at least 10 days prior to the public hearing scheduled for October 17, 2018.

Referral comments on the application were also requested from various affected service providers and City departments. All referral comments received by the Planning Department on this application are included in the application file for reference, and addressed in the context of applicable approval criteria and standards in the following evaluation.

**General Property Information:**

This is an existing 1.84acre (80,150 Square Feet) parcel with one existing residential structure. The property is bounded by Oregon Hwy 99S to the east, an Oregon Department of Transportation owned and maintained right-of-way, and Lane County zoned properties to the south, west, and north.

The Property is currently designated Commercial on the City's adopted 2012 Comprehensive Plan.

The Army Corp. of Engineers has jurisdiction of the water control channels near the site. No comments have been received from the Army Corp. regarding this proposal. Stormwater plans

are not required at the time of annexation. At the time of development of the subject site, the applicant shall be required to submit detailed stormwater plans that will be reviewed by the City Engineer, Public Works, and JCWD.

**Evaluation:**

The following findings demonstrate that the proposal will comply with all applicable approval criteria and related standards as set forth in the Junction City Municipal Code (JCMC) as well as the applicable Oregon Statewide Planning Goals. The approval criteria and related standards are listed below in **bold**, with findings addressing each.

**JUNCTION CITY MUNICIPAL CODE COMPLIANCE**

**JCMC 17.145 - AMENDMENTS**

**17.145.010. Authorization to Initiate Amendments.**

**An amendment to the text or the zoning map of this ordinance may be initiated by the City Council, by the Planning Commission or by application of a property owner or his authorized agent. The Planning Commission shall, within 40 days after a hearing, recommend to the City Council approval, denial, or modification of the proposed amendment. An amendment to the text or the zoning map may be consolidated with a related amendment to the comprehensive plan text or map.**

The applicant and property owner, Craig & Terri Smith, initiated an amendment to the City of Junction City Zoning Map by way of a Type-IV Application. The applicant has requested to amend the City of Junction City Zoning Map to zone the subject property as follows: Tax Lot 700 of Assessor's Map 16-04-20-00 as General Commercial (GC). The Planning Commission will hold a public hearing in accordance with the above standard. As such, the above criterion has been satisfied.

**17.145.020. Application and Fee.**

**An application for amendment by a property owner or his authorized agent shall be filed with the city. The application shall be accompanied by a fee equal to the average cost of such applications as established by the City Council.**

The Applicant submitted all application materials and payment of the appropriate application fees on August 28, 2018. This criterion is met.

**JCMC 17.165 - ANNEXATION, WITHDRAWAL FROM SPECIAL DISTRICTS AFTER ANNEXATION, AND EXTRATERRITORIAL EXTENSIONS**

**Section 17.165.110 (7) (A)-(D) Criteria.**

**An annexation application may be approved only if the city council finds that the proposal conforms to the following criteria:**

**A. The affected territory proposed to be annexed is within the city's urban growth boundary and is:**

**1. Contiguous to the city limits; or**

**2. Separated from the city only by a public right-of-way or a stream, lake or other body of water;**

**B. The proposed annexation is consistent with applicable policies in the city of Junction City comprehensive plan and in any applicable refinement plans;**

**C. The proposed annexation will result in a boundary in which key services can be provided. [Ord. 1230 § 1 (Exh. A), 2015; Ord. 1182 § 2(7), 20**

The annexation request is being sought in accordance with ORS 222.125. The property is within the Urban Growth Boundary and contiguous to the municipal limit at OR Hwy 99S to the east, which is consistent with guidance provided by the City's Comprehensive Plan Annexation Policy. Sewer, water, storm water, and transportation services can be provided to the subject site. Staff also provided notice of the applicant's proposal to the City of Junction City Police Department and the Junction City Rural Fire Protection District. Neither entity expressed concerns about the proposed annexation. Police and fire services are available to the subject site.

## **JUNCTION CITY COMPREHENSIVE PLAN COMPLIANCE**

Junction City's Municipal Code does not contain criteria for addressing proposed changes to the zoning map. Therefore, the Rezone criteria to be applied in this case consist of demonstrating compliance with Oregon's Statewide Planning Goals and the Junction City Comprehensive Plan. Because the proposed zonings are identical to the existing plan designations of the Junction City Plan Designation Map, the applicant has submitted Comprehensive Plan Compliance findings. Staff has prepared findings that address applicable Junction City Comprehensive Plan Policies and Statewide Planning Goals.

### **Chapter 1: Citizen Involvement Element**

This element of the Comprehensive Plan will be met by compliance with the adopted notification and hearing processes under Junction City Municipal Code Sections 17.145.030, 17.150.070 and 17.150.080.

The City is processing the Zone Change a Type IV Legislative Decision per Section 17.150.070 and scheduled a hearing before the Junction City Planning Commission on October 17, 2018.

On October 5, 2018 the public hearing was advertised in the Register Guard Newspaper, at least 10 days prior to the public hearing scheduled for October 17, 2018, and on September 26, 2018 the City mailed public notice of applicant's request to all property owners within 300 feet of the subject site per Section 17.150.080 of the City's zoning code.

## **Chapter 2: Environmental Element**

According to the National Wetlands Inventory and Local Wetlands Inventory, no wetlands exist on the subject site. Additionally, The Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (#41039C0615F) covering the subject property indicates that the property is in Flood Zone X, areas determined to be outside a 500-year floodplain. The proposed Zone Change will not affect Natural Disaster or Hazard risk area boundaries. Any future development of the subject site shall be subject to review and comment of the Department of State Lands and Army Corp of Engineers. Therefore, Chapter 2 has been properly addressed.

## **Chapter 3: Land Use Element**

Table 3-1 of the Land Use Element specifies that the Commercial Zoning District implements the Commercial land use designation of the Junction City Comprehensive Plan. The requested zoning by the applicant, General Commercial, is consistent with this table and the Junction City Comprehensive Plan.

Therefore, the proposed General Commercial zoning for the property is consistent with Chapter 3 of the Junction City Comprehensive Plan.

## **Chapter 4 – Economic Development Element**

Policy 4.4.1 of Chapter 4 of the Junction City Comprehensive Plan states “Provide an adequate supply of suitable sites as identified in this chapter and the 2009 EOA to meet long-term employment needs.” The subject site was identified in the City’s 1982 Urban Growth Boundary map, which was acknowledged by the Department of Land Conservation and Development on November 19, 1982. The proposal to Annex and Rezone the property does not change the intended use of the site, nor does it change the anticipated employment opportunities associated with the site. Therefore, Chapter 4 has been addressed.

## **Chapter 6: Transportation Element**

The site abuts Oregon Highway 99S to the east, an Oregon Department of Transportation owned existing roadway. OR HWY 99S is an existing improved roadway. No new development is proposed at the site and the proposed change in zoning of the site does not affect the current use, its location, or its transportation impacts. Therefore, Chapter 6 has been adequately addressed. Statewide Planning Goal Compliance for Transportation is addressed under Goal 12, Transportation Planning Rule, below.

## **Chapter 7: Public Facilities Element**

The Junction City Comprehensive Plan states: “It is the goal of this plan to provide public facilities in an efficient and timely manner at level in excess of projected demands.” (Chapter 7,

p. 1) When development is proposed for the subject property key urban facilities and services will either be immediately available or will be able to be extended in an orderly manner. Any development on the subject site will be required to demonstrate adequate water supply and sewer treatment and disposal capacity are available.

### **Chapter 9: Housing Element**

This proposal does not include lands currently designated for residential uses. The subject site is currently designated Commercial (C) on the adopted Comprehensive Plan Map. Any future development on this parcel is required to be in compliance with the respective Plan Designation and parent Zoning. Therefore, Chapter 9 has been adequately addressed.

## **OREGON STATEWIDE PLANNING GOAL COMPLIANCE**

### **Goal 1 Citizen Involvement**

**Goal 1 - Citizen Involvement. To develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.**

This goal will be met by compliance with the adopted notification and hearing processes under Junction Municipal Code Sections 17.145.030, 17.150.070, 17.150.080, and 17.165.100.

### **Goal 2 Land Use Planning**

**Goal 2 - Zoning: Land Use Planning: Goal 2 - Land Use Planning: To establish a land use planning process and policy framework as a basis for all decisions and actions related to use of land and to assure an adequate factual base for such decisions and actions.**

Goal 2 outlines the basic procedures of Oregon's statewide planning program, stating that land use decisions must be made in accordance with comprehensive plans and that effective implementation ordinances must be adopted. The subject site is designated as Commercial (C) on the adopted 2012 Comprehensive Plan. The proposed zoning of Commercial is the implementing zoning for the corresponding Land Use Designation. Therefore, the proposed Annexation and Rezone is consistent with the Comprehensive Plan and Goal 2 as stated above.

### **Goal 3 Agricultural Lands**

**Goal 3 - Agricultural Land: To preserve and maintain agricultural lands.**

### **Goal 4 Forest Lands**

**Goal 4 - Forest Lands: To conserve forest lands by maintaining the forest land base and to protect the state's forest economy by making possible economically efficient forest practices that assure the continuous growing and harvesting of forest tree species as the leading use on forest land consistent with sound management of soil, air, water, and fish and wildlife resources and to provide for recreational opportunities and agriculture.**

Goals 3 and 4 requires counties to inventory agricultural lands and to maintain and preserve them through EFU zoning. Because the subject property is designated as Commercial in the acknowledged Urban Growth Boundary of the City of Junction City and identified for urban uses, Goals 3 and 4 are not applicable.

**Goal 5 Open Spaces, Scenic and Historic Areas & Natural Resources**

**Goal 5 - Open Spaces, Scenic and Historic Areas, and Natural Resources: To conserve open space and protect natural and scenic resources.**

Goal 5 requires local governments to inventory and protect natural resources. The 2012 DLCD acknowledged Comprehensive Plan update includes a Goal 5 inventory. The inventory identified locally significant wetlands. There are no inventoried significant Goal 5 resources located on the parcel and therefore Goal 5 is not applicable.

**Goal 6 Air, Water and Land Resources Quality**

**Goal 6 - Air, Water and Land Resources Quality: To maintain and improve the quality of the air, water and land resources of the state.**

Goal 6 requires local comprehensive plans and implementing measures to be consistent with state and federal regulations. The proposed Annexation and Rezone have no Goal 6 impact. Environmental impacts will be addressed in any subsequent land use review for future proposed development.

**Goal 7 Areas Subject to Natural Disasters and Hazards**

**Goal 7 - Area Subject to Natural Disasters and Hazards: To protect life and property from natural disasters and hazards.**

Goal 7 requires that jurisdictions apply appropriate safeguards when planning development in areas that are subject to natural hazards such as flood hazards. The only identified natural hazard in Junction City is flooding. Junction City has an acknowledged floodplain protection ordinance. Land within the floodway is considered unsuitable for urban development. The Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (#41039C0615F) covering the subject property indicates that the property is in Flood Zone X,

areas determined to be outside a 500-year floodplain. The proposed Zone Change will not affect Natural Disaster or Hazard risk area boundaries. Thus, Goal 7 has been properly addressed. Identification of possible flood hazards and their impacts on future proposed development will be addressed during land use review.

### **Goal 8 Recreation Needs**

**Goal 8 - Recreational Needs: To satisfy the recreational needs of the citizens of the state and visitors and, where appropriate, to provide for the siting of necessary recreational facilities including destination resorts.**

The proposed Annexation and Zone Change does not affect any lands identified as having high recreation resource value; this Goal is not applicable.

### **Goal 9 Economy of the State**

**Goal 9 -Economic Development: Goal 9 - Economic Development: To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon’s citizens.**

The subject site is designated C, Commercial on the Plan Designation Map. As such, the proposal to annex and rezone the site to General Commercial (GC) is consistent with the overall policy framework and analyses used to generate employment forecasts and estimate future land needs in the recent UGB expansion process. The current Comprehensive Plan Map identifies the site as Commercial and all approvals associated with the site shall be in the context of its current designation. The proposal to rezone the property does not change the intended use of the site, nor does it change the anticipated employment opportunities associated with the site. Therefore, Goal 9 has been addressed.

### **Goal 10 Housing**

**Goal 10 - Housing: To provide for the housing needs of citizens of the state.**

This proposal does not include lands currently designated for residential uses. The subject site is designated Commercial (C) on the adopted Comprehensive Plan Map. General Commercial (GC) is the implementing zoning for the Commercial Designation. Therefore, Goal 10 is not applicable.

### **Goal 11 Pubic Facilities and Services**

**Goal 11 - Public Facilities and Services: to plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.**

The DLCD acknowledged 2012 Comprehensive Plan found compliance with the Statewide Planning Goals, including Goal 11 (Ordinance 1212, Appendix 1, Page 144). The proposed Annexation and Zone Change poses no impact on provision of public facilities and services. Water and sewer lines have been extended to the northwestern boundary of the subject site. Any future development will be required to demonstrate adequate water supply and sewer treatment and disposal capacity necessary for said development.

### **Goal 12 Transportation**

**Goal 12 - Transportation: To provide and encourage a safe, convenient and economic transportation system.**

Goal 12 encourages the provision of a safe, convenient and economic transportation system. This goal also implements provisions of other statewide planning goals related to transportation planning in order to plan and develop transportation facilities and services in coordination with urban and rural development (OAR 660-012-0000(1)).

As stated in 660-012-0060 “Where an amendment to a functional plan, acknowledged comprehensive plan, or land use regulation would significantly affect an existing or planned transportation facility, the local government shall put onto place measures to assure allowed land uses are consistent with the identified function, capacity, and performance standards of the facility.”

The applicant’s rezone request from county zoning to city zoning allows for future development of the site. The proposed rezoning complies with the Comprehensive Plan Designation map and the City’s Transportation System Plan.

### **Goal 13 Energy**

**Goal 13 - Energy Conservation: This goal states: “Land and uses developed on the land shall be managed and controlled so as to maximize the conservation of all forms of energy, based upon sound economic principles.”**

Goal 13 requires land and uses developed on the land to be managed and controlled to maximize the conservation of all forms of energy, based upon sound economic principles. Energy consequences of the proposed zoning map amendment have been considered. The proposed Annexation and Rezone does not include a proposed use. Therefore, Goal 13 has been adequately addressed.

### **Goal 14 Urbanization**

**Goal 14 - Urbanization: To provide for an orderly and efficient transition from rural to urban land use.**

The proposed Annexation and Rezone does not involve urbanization of any land not currently within the Junction City UGB. A present request is for Annexation and concurrent Rezone of the Commercially designated parcel. The subject site was included within the 2012 Comprehensive Plan acknowledged by the Department of Land Conservation and Development on August 9, 2013. Therefore, the proposed Annexation and Rezone are consistent with Goal 14.

**Goal 15 through 19**

**Goal 15 - Willamette River Greenway: To protect, conserve, enhance and maintain the natural, scenic, historical, agricultural, economic and recreational qualities of lands along the Willamette River as the Willamette River Greenway.**

**Goals 16-19; Estuary Resources, Coastal Shorelands, Beaches and Dunes, and Ocean Resources: These goals are not relevant to this proposed amendment because there is no coastal, estuarine, ocean, or beach and dune resources related to the site.**

Goals 15 through 19 are related to the Willamette Greenway and coastal resources. As such, these goals do not apply to the subject sites and no further analysis is required.

**Staff Recommendation:**

Based upon the available information and findings set forth above, it is concluded that the proposed Annexation and Rezone will comply with the applicable approval criteria and related standards set forth within the JCMC, Comprehensive Plan, and Oregon Statewide Planning Goals. Therefore, Staff recommends approval of the proposal as submitted.

**Staff Report Date:**

October 9, 2018

**Lead Staff:**



Jordan Cogburn, City Planner  
Junction City Planning Department



**JUNCTION CITY PLANNING COMMISSION  
NOTICE OF PUBLIC HEARING AND OPPORTUNITY TO COMMENT**

The Junction City Planning Commission will hold a public hearing on **Wednesday, October 17, 2018 at 6:30 pm, at City Hall, 680 Greenwood Street** to take testimony on the following land use application.

NATURE OF APPLICATION	Annexation and Zone Change
APPLICABLE CRITERIA	Junction City Municipal Code Chapter 17.165, and 17.145
APPLICANT/OWNER	Joseph Callis
LOCATION (site)	92334 HWY 99S Junction City, OR 97448
ASSESSORS MAP/TAX LOT	16-04-20-00-00700
CURRENT ZONING	Lane County Zoning RR5 (Rural Residential (5 acre minimum))
PLAN DESIGNATION	Commercial
FILE NUMBER	A-16-03 & RZ-16-04
PROPOSAL	Annex property into Junction City city limits and rezone to city zoning of General Commercial
STAFF CONTACT	Jordan Cogburn, City Planner, <a href="mailto:jcplanning@ci.junction-city.or.us">jcplanning@ci.junction-city.or.us</a> or 541.998.4763

The purpose of this notice is to provide an opportunity to comment and express concerns you may have related to the approval criteria, prior to the Planning Commission making a recommendation to the City Council to approve or deny the proposal.

Citizens may present testimony for or against the proposal by submitting written comments or by testifying at a Planning Commission public hearing on **Wednesday, October 17, 2018 at 6:30 p.m.**

In order for your written comments to be included in the staff report, they must be submitted to City Hall by **5:00 p.m. on Tuesday, October 9, 2018**. Written comments may be submitted:

- in person at City Hall, 680 Greenwood Street, weekdays between 8:00am and 5:00pm;
- by mail to City Planner, City of Junction City, PO Box 250, Junction City OR, 97448;
- by fax to (541) 998-3140; or
- by e-mail to [jcplanning@ci.junction-city.or.us](mailto:jcplanning@ci.junction-city.or.us)

Your comments are important and will greatly improve the decision making process, but please note that you will not receive an individual response to information submitted. By law, comments received that are not related to the approval criteria may not be considered.

The Planning Commission will review the request for compliance with applicable criteria based upon information in the application, the staff report and comments received and make recommendation to the City Council. Approval must include affirmative findings that are consistent with the Zoning Code and provisions of the Comprehensive Plan.

The staff report will be available for review at City Hall seven (7) days prior to the public hearing. Copies of the applicable municipal code, the staff report, and related documents can be reviewed at City Hall or

purchased for the cost of copying. The Junction City Municipal Code is available on the city's website at [www.junctioncityoregon.gov](http://www.junctioncityoregon.gov). The public hearing will follow the city's land use hearing rules of procedure.

Failure to raise an issue at this opportunity for comment or hearing, in person or by letter, or failure to provide statements or evidence related to an issue sufficient to afford the decision maker an opportunity to respond to the issue, precludes reliance on that issue in any later appeal of the decision that will be made after consideration of the statements and evidence submitted, including an appeal to the Oregon Land Use Board of Appeals based on that issue. The failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the decision maker to respond to the issue precludes an action for damages in circuit court.

Notice to mortgagee, lienholder, vendor, or seller: the Junction City Development code requires that if you receive this notice, it shall be promptly forwarded to the purchaser.



**JUNCTION CITY COUNCIL FINDINGS OF FACT  
HIGH PASS CITY OWNED PARCELS  
ANNEXATION AND REZONE  
(A-16-03 & RZ-16-04)**

**GENERAL FINDINGS**

1. On August 28, 2018, Joseph Callis initiated the Annexation and concurrent Rezone as authorized by JCMC Chapters 17.145.010, 17.150.070, and 17.165.070
2. On September 10, 2018, the Department of Land Conversation and Development (DLCD) was properly provided notice of the proposed legislative amendments.
3. Public hearing notice of the proposed amendments and policies were advertised in the Register Guard, October 5, 2018, mailed to surrounding property owners, September 26, 2018, and posted at 4 physical public locations in Junction City on September 26, 2018 consistent with Chapter 17.150.080
4. The Junction City Planning Commission held a public hearing on October 17, 2018 in accordance with JCMC Chapter 17.150.070(4) and 17.165.100 and considered all material relevant to the Annexation and Rezone that have been submitted by staff and the general public regarding this matter and have recommended approval to the City Council by way of the signed Final Order.
5. The proposed Annexation and Rezone apply a General Commercial (GC) Zoning that is consistent with the current Commercial (C) designation.
6. The proposed Annexation and Rezone are consistent with the applicable Oregon Statewide Planning Goals, Junction City Comprehensive Plan, and Junction City Municipal Code as described below.

**STATEWIDE PLANNING GOALS and PROPOSED FINDINGS**

**Goal 1 Citizen Involvement**

***Goal 1 - Citizen Involvement.** To develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.*

**FINDING:** This goal will be met by compliance with the adopted notification and hearing processes under Junction Municipal Code Sections 17.145.030, 17.150.070, 17.150.080, and 17.165.100.

**Goal 2 Land Use Planning**

***Goal 2 - Zoning: Land Use Planning: Goal 2 - Land Use Planning:** To establish a land use planning process and policy framework as a basis for all decisions and*

*actions related to use of land and to assure an adequate factual base for such decisions and actions.*

**FINDING:** Goal 2 outlines the basic procedures of Oregon’s statewide planning program, stating that land use decisions must be made in accordance with comprehensive plans and that effective implementation ordinances must be adopted. The subject site is designated as Industrial (I) on the adopted 2012 Comprehensive Plan. The proposed zoning of Light Industrial is the implementing zoning for the corresponding Land Use Designation. Therefore, the proposed Annexation and Rezone is consistent with the Comprehensive Plan and Goal 2 as stated above.

### **Goals 3 Agricultural Lands and 4 Forest Lands**

***Goal 3 - Agricultural Land:*** *To preserve and maintain agricultural lands.*

***Goal 4 - Forest Lands:*** *To conserve forest lands by maintaining the forest land base and to protect the state’s forest economy by making possible economically efficient forest practices that assure the continuous growing and harvesting of forest tree species as the leading use on forest land consistent with sound management of soil, air, water, and fish and wildlife resources and to provide for recreational opportunities and agriculture.*

**FINDING:** Goal 3 requires counties to inventory agricultural lands and to maintain and preserve them through EFU zoning. Goal 4 requires counties to inventory forestlands and adopt policies that will conserve forest uses. The land proposed for annexation and rezone is within the acknowledged Urban Growth Boundary of the City of Junction City and therefore identified for urban uses, Goals 3 and 4 are not applicable.

### **Goal 5 Open Spaces, Scenic and Historic Areas & Natural Resources**

***Goal 5 - Open Spaces, Scenic and Historic Areas, and Natural Resources:*** *To conserve open space and protect natural and scenic resources.*

**FINDING:** Goal 5 requires local governments to inventory and protect natural resources. The 2012 DLCD acknowledged Comprehensive Plan update includes a Goal 5 inventory. The inventory identified locally significant wetlands. The site does not contain inventoried significant Goal 5 resources. Additionally, no development is proposed as part of this Annexation and Rezone proposal. All future development will be subject to the applicable criteria within the Junction City Municipal Code, as well as State and Federal Agency requirements. Therefore, Goal 5 has been addressed.

### **Goal 6 Air, Water and Land Resources Quality**

***Goal 6 - Air, Water and Land Resources Quality:*** *To maintain and improve the quality of the air, water and land resources of the state.*

**FINDING:** Goal 6 requires local comprehensive plans and implementing measures to be

consistent with state and federal regulations. By complying with applicable air, water and land resource quality policies in the Junction City Comprehensive Plan, Goal 6 will be properly addressed. The proposed Annexation and Rezone have no Goal 6 impact.

### **Goal 7 Areas Subject to Natural Disasters and Hazards**

***Goal 7 - Area Subject to Natural Disasters and Hazards:*** *To protect life and property from natural disasters and hazards.*

**FINDING:** Goal 7 requires that jurisdictions apply appropriate safeguards when planning development in areas that are subject to natural hazards such as flood hazards. The only identified natural hazard in Junction City is flooding. Junction City has an acknowledged floodplain protection ordinance. Land within the floodway is considered unsuitable for urban development. The Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (#41039C0615F) covering the subject property indicates that the property is in Flood Zone X, areas determined to be outside a 500-year floodplain. The proposed Zone Change will not affect Natural Disaster or Hazard risk area boundaries. Any future development of the subject site shall be subject to review and comment of the Department of State Lands and Army Corp of Engineers. The proposed Annexation and Zone Change will not affect Natural Disaster or Hazard risk area boundaries. Thus, Goal 7 has been properly addressed.

### **Goal 8 Recreation Needs**

***Goal 8 - Recreational Needs:*** *To satisfy the recreational needs of the citizens of the state and visitors and, where appropriate, to provide for the siting of necessary recreational facilities including destination resorts.*

**FINDING:** The proposed Annexation and Rezone does not affect any lands identified as having high recreation resource value; this Goal is not applicable

### **Goal 9 Economy of the State**

***Goal 9 -Economic Development:*** *Goal 9 - Economic Development: To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens.*

**FINDING:** The subject site is designated C, Commercial on the Plan Designation Map. As such, the proposal to annex and rezone the site to General Commercial (GC) is consistent with the overall policy framework and analyses used to generate employment forecasts

and estimate future land needs in the recent UGB expansion process. The current Comprehensive Plan Map identifies the site as Commercial and all approvals associated with the site shall be in the context of its current designation. The proposal to rezone the property does not change the intended use of the site, nor does it change the anticipated employment opportunities associated with the site. Therefore, Goal 9 has been addressed.

### **Goal 10 Housing**

***Goal 10 - Housing:*** *To provide for the housing needs of citizens of the state.*

**FINDING:** This proposal does not include lands currently designated for residential uses. The subject site is designated Commercial (C) on the adopted Comprehensive Plan Map. General Commercial (GC) is the implementing zoning for the C Designation. Therefore, Goal 10 is not applicable.

### **Goal 11 Public Facilities and Services**

***Goal 11 - Public Facilities and Services:*** *to plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.*

**FINDING:** The DLCDC acknowledged 2012 Comprehensive Plan found compliance with the Statewide Planning Goals, including Goal 11 (Ordinance 1212, Appendix 1, Page 144). The proposed Annexation and Zone Change poses no impact on provision of public facilities and services. Water and sewer lines are available approximately 1,000 feet north of the site. Any future development will be required to demonstrate adequate water supply and sewer treatment and disposal capacity necessary for said development.

### **Goal 12 Transportation**

***Goal 12 - Transportation:*** *To provide and encourage a safe, convenient and economic transportation system.*

**FINDING:** Goal 12 encourages the provision of a safe, convenient and economic transportation system. This goal also implements provisions of other statewide planning goals related to transportation planning in order to plan and develop transportation facilities and services in coordination with urban and rural development (OAR 660-012-0000(1)).

As stated in 660-012-0060 "Where an amendment to a functional plan, acknowledged comprehensive plan, or land use regulation would significantly affect an existing or planned transportation facility, the local government shall put into place measures to

assure allowed land uses are consistent with the identified function, capacity, and performance standards of the facility.”

The Annexation and Rezone request from county zoning to city zoning allows for future Commercial development of the site. The proposed annexation and rezoning complies with the Comprehensive Plan Designation map and the City’s Transportation System Plan. No amendments to a functional plan, acknowledged comprehensive plan, or land use regulation that would significantly affect an existing or planned transportation facility are proposed. Therefore, Goal 12 has been adequately addressed.

### **Goal 13 Energy**

***Goal 13 - Energy Conservation:*** *This goal states: “Land and uses developed on the land shall be managed and controlled so as to maximize the conservation of all forms of energy, based upon sound economic principles.”*

**FINDING:** Goal 13 requires land and uses developed on the land to be managed and controlled to maximize the conservation of all forms of energy, based upon sound economic principles. Energy consequences of the proposed zoning map amendment have been considered. The proposed Annexation and Rezone does not include a proposed use. Therefore, Goal 13 has been adequately addressed.

### **Goal 14 Urbanization**

***Goal 14 - Urbanization:*** *To provide for an orderly and efficient transition from rural to urban land use.*

**FINDING:** The proposed Annexation and Rezone does not involve urbanization of any land not currently within the Junction City UGB. A present request is for Annexation and concurrent Rezone of the public land designated parcel. The subject site was identified within Urban Growth Boundary shown on the 2012 Comprehensive Plan Map acknowledged by the Department of Land Conservation and Development on August 9, 2013. Therefore, the proposed Annexation and Rezone are consistent with Goal 14.

### **Goal 15 through 19**

***Goal 15 - Willamette River Greenway:*** *To protect, conserve, enhance and maintain the natural, scenic, historical, agricultural, economic and recreational qualities of lands along the Willamette River as the Willamette River Greenway.*

**Goals 16-19; Estuary Resources, Coastal Shorelands, Beaches and Dunes, and Ocean Resources:** *These goals are not relevant to this proposed amendment because there is no coastal, estuarine, ocean, or beach and dune resources related to the site.*

**FINDING:** Goals 15 through 19 are related to the Willamette Greenway and coastal resources. As such, these goals do not apply to the subject site and no further analysis is required.

## **Compliance with Junction City Comprehensive Plan**

### **Chapter 1 – Citizen Involvement**

**FINDING:** This element of the Comprehensive Plan will be met by compliance with the adopted notification and hearing processes under Junction City Municipal Code Sections 17.145.030, 17.150.070 and 17.150.080.

The City is processing the Zone Change a Type IV Legislative Decision per Section 17.150.070 and scheduled a hearing before the Junction City Planning Commission on October 17, 2017.

On October 5, 2018 the public hearing was advertised in the Register Guard Newspaper, at least 10 days prior to the public hearing scheduled for September 26, 2018.

On September 26, 2018, the City mailed public notice of applicant's request to all property owners within 300 feet of the subject site per Section 17.150.080 of the City's zoning code.

On October 17, 2018 the Junction City Planning Commission held a public hearing and took testimony on this matter, in accordance with JCMC Chapter 17.150.070(4) and 17.165.100.

### **Chapter 2 - Environmental**

**FINDING:** According to the National Wetlands Inventory and Local Wetlands Inventory, wetlands do exist on the subject site. No development is proposed at this time. All future development will be subject to the relevant criteria listed in the JCMC, as well as relevant State and Federal requirements. Additionally, The Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (#41039C0615F) covering the subject property indicates that the property is in Flood Zone X, areas determined to be outside a 500-year floodplain. The proposed Zone Change will not affect Natural Disaster or Hazard risk area boundaries. Any future development of the subject site shall be subject to review and comment of the Department of State Lands and Army Corp of Engineers. Therefore, Chapter 2 has been properly addressed.

### **Chapter 3 - Land Use**

**FINDING:** Table 3-1 of the Land Use Element specifies that the General Commercial (GC) Zoning District implements the Commercial (C) land use designation of the Junction City Comprehensive Plan. Therefore, the requested annexation and zoning of Public Land, is consistent with this table and the Junction City Comprehensive Plan.

### **Chapter 4 - Economic Development**

**FINDING:** Policy 4.4.1 of Chapter 4 of the Junction City Comprehensive Plan states “Provide an adequate supply of suitable sites as identified in this chapter and the 2009 EOA to meet long-term employment needs.” The subject site was identified in the City’s 2012 Urban Growth Boundary map, which was acknowledged by the Department of Land Conservation and Development on August 9, 2012. The proposal to Annex and Rezone the property does not change the intended use of the site, nor does it change the anticipated employment opportunities associated with the site. Therefore, Chapter 4 has been addressed.

### **Chapter 6 - Transportation Element**

**FINDING:** The site abuts Highway 99 South to the east, a Oregon Department of Transportation owned existing roadway. No new development is proposed at the site and the proposed change in zoning of the site does not affect the current use, its location, or its transportation impacts. Therefore, Chapter 6 has been adequately addressed. Statewide Planning Goal Compliance for Transportation is addressed under Goal 12, Transportation Planning Rule, above.

### **Chapter 7 - Public Facilities**

**FINDING:** The Junction City Comprehensive Plan states: “It is the goal of this plan to provide public facilities in an efficient and timely manner at level in excess of projected demands.” (Chapter 7, p. 1) When development is proposed for the subject property key urban facilities and services will either be immediately available or will be able to be extended in an orderly manner. Any development on the subject site will be required to demonstrate adequate water supply and sewer treatment and disposal capacity are available.

### **Chapter 9 - Housing Element**

**FINDING:** This proposal does not include lands currently designated for residential uses. The subject site is currently designated Commercial (C) on the adopted Comprehensive Plan Map. Any future development on this parcel is required to be in compliance with the

respective Plan Designation and parent Zoning. Therefore, Chapter 9 has been adequately addressed.

**Compliance with Junction City Municipal Code**

**JCMC 17.145 - Amendments**

**17.145.010 Authorization to initiate amendments.Share**

*An amendment to the text of this title or the zoning map may be initiated by the city council, by the planning commission or by application of a property owner or his authorized agent. The planning commission shall, within 40 days after a hearing, recommend to the city council approval, denial, or modification of the proposed amendment. An amendment to the text or the zoning map may be consolidated with a related amendment to the comprehensive plan text or map. [Ord. 1170 § 6, 2007; Ord. 950 § 107, 1991.]*

**FINDING:** The applicant initiated an amendment to the City of Junction City Zoning Map on August 28, 2018. The applicant is proposing to amend the City of Junction City Zoning Map to zone the subject property as follows: Tax Lot 700 of Assessor’s Map 16-04-20-00 as General Commercial (GC). The Planning Commission held a public hearing in accordance with the above standard and made a recommendation to the City Council regarding this request. As such, the above criterion has been satisfied.

**JCMC 17.165 - Annexation, Withdrawal From Special Districts After Annexation, And Extraterritorial Extensions**

**Section 17.165.110 (7) (A)-(D) Criteria.** *An annexation application may be approved only if the city council finds that the proposal conforms to the following criteria:*

*A. The affected territory proposed to be annexed is within the city’s urban growth boundary and is:*

- 1. Contiguous to the city limits; or*
- 2. Separated from the city only by a public right-of-way or a stream, lake or other body of water;*

*B. The proposed annexation is consistent with applicable policies in the city of Junction City comprehensive plan and in any applicable refinement plans;*

*C. The proposed annexation will result in a boundary in which key services can be provided. [Ord. 1230 § 1 (Exh. A), 2015; Ord. 1182 § 2(7), 20*

**FINDING:** The annexation and rezone request is being sought in accordance with ORS 222.125. The property is within the Urban Growth Boundary and contiguous to the municipal limit, which is consistent with guidance provided by the City’s Comprehensive Plan Annexation Policy. Sewer, water, storm water, and transportation services can be

provided to the subject site. Staff also provided notice of the proposal to the City of Junction City Police Department and the Junction City Rural Fire Protection District. Neither entity expressed concerns about the proposed annexation. Police and fire services are available to the subject site.

**SUMMARY AND CONCLUSION**

For all the reasons set forth above, the proposed Annexation and Rezone comply with the Oregon Statewide Planning Goals, the Junction City Comprehensive Plan and relevant Junction City Municipal Codes as presented above.

**DECISION**

**IT IS HEREBY ORDERED that the Junction City Planning Commission recommends that the City Council approves the proposed Annexation and changes to the Junction City Zoning Map, based on the findings stated in this Final Order.**

Signature:

\_\_\_\_\_  
James Hukill, Chairperson  
Junction City Planning Commission

Approval  
Date:

\_\_\_\_\_



# JUNCTION CITY PLANNING COMMISSION

## AGENDA ITEM SUMMARY



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Public Hearing: Code Text Amendment File: AMD-18-01

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Meeting Date: October 17, 2018  
Department: Planning  
www.junctioncityoregon.gov

Agenda Item Number: 5b  
Staff Contact: Jordan Cogburn  
Contact Telephone Number: 541-998-4763

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### **ISSUE STATEMENT**

Craig and Terri Smith have proposed a Code Text Amendment to the Junction City Municipal Code (JCMC), Title 17, Chapter 17.45 – Light Industrial.

### **BACKGROUND**

The applicant proposes to amend Junction City Chapter 17.45.010 Light Industrial (M1) Zoning text to permit Mini-Storage Facilities as an outright permitted use within the light industrial (M1) zone.

Mini-Storage Facilities are not currently defined in the JCMC. However, the use type is currently allowed as a Conditional Use in the General Commercial Zoning District, provided they are not located within 260 feet of the centerline of State Highway 99.

Staff does not recommend applying the proximity standard to the current request.

### **RELATED CITY POLICIES**

- 17.145 - Amendments

### **POSSIBLE ACTIONS BY THE PLANNING COMMISSION**

The Commission may:

- a. Recommend approval of the Code Text Amendment based on the proposed findings.
- b. Recommend modification of the Code Text Amendment based on changes to the proposed findings.
- c. Recommend denial of the Code Text Amendment with findings to support the denial.
- d. Continue the public hearing to a date certain if more information is needed.

### **SUGGESTED MOTION**

"I make a motion to (recommend approval/recommend conditional approval/recommend denial) to the City Council of the proposed Code Text Amendment, file # AMD-18-01 based the findings as stated in the Final Order."

### **ATTACHMENTS**

- A. Application Materials Submitted by Metro Planning on July 26, 2018
- B. Proposed Text Amendments to JCMC Chapter 17.45 – Light Industrial
- C. Public Hearing Notice

- D. Proposed Planning Commission Final Order (AMD-18-01) Amendment to JCMC Chapter 17.45 – Light Industrial

**FOR MORE INFORMATION**

Staff Contact: Jordan Cogburn

Telephone: 541-998-4763

Staff E-Mail: [jcplanning@ci.junction-city.or.us](mailto:jcplanning@ci.junction-city.or.us)



**CITY OF JUNCTION CITY**  
**Planning & Building Department**  
**LAND USE APPLICATION**

1171 Elm Street/PO Box 250 Junction City OR 97448

Ph 541-998-4763 ■ Fax 541-998-2773 ■ [jcplanning@ci.junction-city.or.us](mailto:jcplanning@ci.junction-city.or.us) ■ [www.junctioncityoregon.gov](http://www.junctioncityoregon.gov)

<b>Date Submitted:</b>	<b>Received By:</b>	<b>Fee Paid: \$</b>	<b>Supplemental Application:</b>
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**Section 1**

<b>LAND USE ACTION (SEE TABLE 1):</b> Code Amendments to Title 17: Zoning Text
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**Section 2**

<b>Site Address:</b> n/a	<b>Location Description:</b> southeast corner of Milliron Rd. and Recovery Way intersection
Property Size: 1.32 acres	Assessor's Map & Tax Lot #: 16-04-20-00-03100
Present Use: vacant	Proposed Use: mini-storage facility
Brief Summary of Action Requested:  Request to amend Junction City Chapter 17.45.010 Light Industrial (M1) Zoning Code	
Are there other permit applications associated with this application? If yes, list: yes: annexation; Request to amend Junction City Zoning Map	

**Section 3**

<b>I have the following legal interest in the property (Circle one):</b> <input checked="" type="checkbox"/> Owner of Record <input type="checkbox"/> Lessee <input type="checkbox"/> Contract Purchase <input type="checkbox"/> Holder of an exclusive Option to Purchase <i>Written authorization from the owner to act as his/her agent must be provided if not the owner of record</i>
--

**Section 4**

<b>Applicant:</b> Craig and Terri Smith	
Address: 91662 Coburg Road Eugene, OR 97408	
Phone:	E-Mail:
<b>Property Owner:</b> Craig and Terri Smith	
Address: 91662 Coburg Road Eugene, OR 97408	
Phone:	E-Mail:
<b>Contact:</b> (if different than Applicant) Maureen Jackson, Associate Planner Metro Planning, Inc.	
Address: 370 Q Street Springfield, OR 97477	
Phone: 541-302-9830	E-Mail: maureen@metroplanning.com

**City of Junction City**  
**LAND USE APPLICATION**

<b>Section 5</b>	
<b>Required Information</b>	
X	Written statement describing proposal in detail
X	Narrative Statement explaining how the application complies with all relevant criteria with enough detail for review and decision-making. <i>Note: See Type I information, at the beginning of this packet, for the municipal code chapters and/or sections related to your land use request</i>
X	Three (3) paper copies of application packet including any plan sets
X	Digital copy of application packet including any plan sets
X	Non-refundable Application Fee

<b>Section 6</b>		
<b>Supplemental Application:</b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<b>Attachment(S):</b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

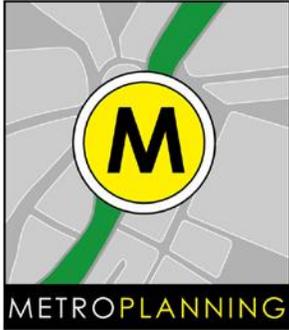
<b>Section 7</b>	
<p><b>Your signature below acknowledges the following:</b></p> <p><b>1. Payment of the base fee may not cover the City's costs associated with processing the Application.</b>  <i>Per Resolution 1053: All direct costs for contracted services shall be charged monthly to the applicant in the amount billed to City. Contracted city services include, but are not limited to, city engineer, city attorney, building inspector, traffic consultant, &amp;/or wetlands specialist. Direct costs 30 days past due shall be charged 9% interest in addition to the amount billed to the City.</i></p> <p><b>2. The foregoing statements and other information attached hereto are true and accurate to the best of my knowledge and belief.</b></p> <p><b>3. Signer agrees to pay all direct costs associated with processing this land use application.</b></p> <p><b>Applicant Signature:</b></p> <p><b>Date:</b></p>	

**SIGN HERE**

# AMENDMENTS TO TITLE 17 ZONING TEXT CRAIG AND TERRI SMITH

## WRITTEN STATEMENT

<b>Submittal No.:</b>	1
<b>Document Date:</b>	July 25, 2018
<b>Applicant's Request:</b>	Proposal to amend Junction City Chapter 17.45.010 Light Industrial (M1) Zoning Text upon approval of annexation of property located southeast of Milliron Road and Recovery Way intersection
<b>Property Owner / Applicant:</b>	Craig and Terri Smith 91662 Coburg Road Eugene, OR 97408
<b>Applicant's Representative/ Planner/Project Coordinator:</b>	Metro Planning, Inc. c/o Maureen Jackson, Associate Planner 370 Q Street Springfield, OR 97477 Tel (541) 302-9830
<b>Subject Property:</b>	Map 16-04-20-00; Tax Lot 03100
<b>Location:</b>	southeast of Milliron Road and Recovery Way intersection
<b>Property Size:</b>	1.32 acres
<b>Junction City Plan Designation:</b>	I – Industrial
<b>Proposed Zoning District:</b>	M1 – Light Industrial
<b>Development Plans Proposed with this Annexation:</b>	Future development of mini-storage facility



LAND USE PLANNING AND CONSULTING SERVICES

370 Q STREET  
SPRINGFIELD, OREGON 97477  
(541) 302-9830  
WWW.METROPLANNING.COM

## Background

The applicant, Craig and Terri Smith, propose development of a mini-storage facility to be located on the subject property located southeast of Milliron Road and Recovery Way intersection (Map 16-04-20-00; Tax Lot 03100). The 1.32 acre site is located outside of the city limits, within Junction City's urban growth boundary (UGB) and in an area designated as I (Industrial) on the Junction City Plan Designations map.

The development plans proposed require the subject property to be annexed and an amendment to Title 17 Zoning Map to designate the site be located within city limits and in an area zoned M1 (Light Industrial). Application of an M1 (Light Industrial) zone is consistent with the Junction City Plan Designations map, which shows the property to be located in an area designated as I (Industrial) (see Appendix A.). In addition, the applicant proposes to amend Junction City Chapter 17.45.010 Light Industrial (M1) Zoning text to permit mini-storage as an outright use within the light industrial (M1) zone.

To facilitate city staff review of this Code Amendment to Title 17 application this written statement clearly demonstrates how the proposed Zoning Text amendment application meets the applicable standards of Chapter 17.165 JCMC, Annexations and Chapter 17.145 JCMC, Amendments. The Junction City Municipal Code (JCMC) text sections are in bold and/or italics and the responses are included in plain text.

## Annexations

### **Chapter 17.165.120 JCMC, Application of zoning districts.**

*Application to apply a zoning district consistent with the comprehensive plan designation may be applied for concurrently with the annexation application. Chapter 17.145 JCMC, Amendments, also applies.*

This application is being submitted concurrently with an annexation application for the subject property (Map 16-04-20-00; Tax Lot 03100). The Junction City Plan Designations Map illustrates the subject property located within an I (Industrial) zone (see Appendix A.). Upon approval of the proposed annexation the applicant requests that an M1 (Light Industrial) zone be applied to subject property, consistent with the Junction City Plan Designations map.

Applicable standards of Chapter 17.145 JCMC, Amendments are addressed below:

## Amendments

### **JCMC 17.145.010 Authorization to initiate amendments.**

*An amendment to the text of this title or the zoning map may be initiated by the city council, by the planning commission or by application of a property owner or his authorized agent. The planning commission shall, within 40 days after a hearing, recommend to the city council approval, denial, or modification of the proposed amendment. An amendment to the text or the zoning map may be consolidated with a related amendment to the comprehensive plan text or map.*

This Zoning Text Amendment application is being submitted by Metro Planning, Inc. on behalf Mr. and Mrs. Smith the owners of the property located southeast of Milliron Road and Recovery Way intersection (Map 16-04-20-00; Tax Lot 03100). A Title 17 Zoning Map amendment application and annexation request for the subject property is being submitted concurrently. Upon approval of the annexation, the applicant is requesting that the Zoning Map be amended to designate the subject property located within city limits and in an area zoned M1 (Light Industrial), which is consistent with the Junction City Plan Designations map showing property located in an I (Industrial) area (see Appendix A.).

The proposed development associated with this application is a mini-storage facility. With support of City Staff, the applicant is requesting a text amendment to JCMC 17.45 to permit mini-storage outright within the MI (Light Industrial Zone). The proposed text amendment, with the revisions noted, is included in Appendix B. of this written statement.

Annexation Application for  
Craig and Terri Smith

**JCMC 17.145.020 Application and fee.**

*An application for amendment by a property owner or his authorized agent shall be filed with the city. The application shall be accompanied by a fee equal to the average cost of such applications as established by the city council.*

The fees for the zoning text amendment are enclosed with this application as required.

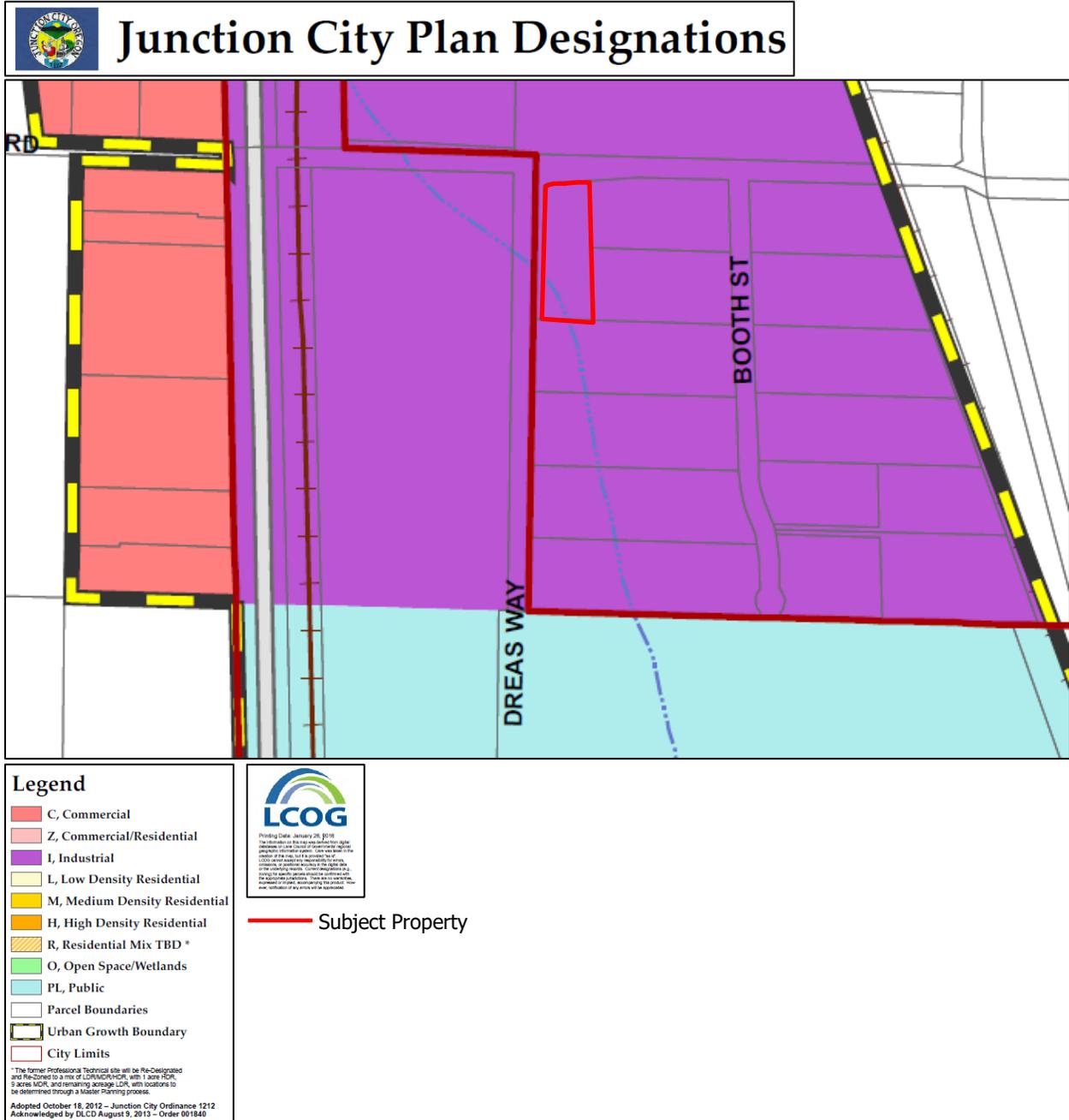
If there are any questions or concerns, please do not hesitate to contact me at Metro Planning via email ([maureen@metroplanning.com](mailto:maureen@metroplanning.com)) or phone (541-302-9830).

Regards,

Maureen Jackson  
Associate Planner

## Appendix

### A. Junction City Plan Designations Map (Partial)



**B. Proposed Text Amendment**

**Chapter 17.45  
LIGHT INDUSTRIAL ZONE (M1)**

Sections:

- 17.45.010** Uses permitted outright. *(revised)*
- 17.45.020** Conditional uses permitted.
- 17.45.030** Development review.
- 17.45.040** Limitations on use.
- 17.45.050** Lot size.
- 17.45.060** Setback requirements.
- 17.45.070** Height of buildings.

**17.45.010 Uses permitted outright. *(revised)***

*In an M1 zone, only the following uses and their accessory uses are permitted outright:*

*A. Cabinet, carpenter or woodworking shop.*

*B. Compounding, packaging or storage of cosmetics, drugs, perfumes, pharmaceutical, soap or toiletries, but not including processes involving refining or rendering of fats and oils.*

*C. Dwelling for caretaker or night watchman on the property.*

*D. Freight depot.*

*E. Ice or cold storage plant.*

*F. Laboratory for research or testing, but not including the testing of combustion engines.*

*G. Laundry, dry cleaning or dyeing establishment.*

*H. Lumber yard, building supply outlet.*

*I. Machinery or equipment sales, services or storage.*

*J. Manufacture, repair or storage of articles from the following previously prepared materials: bone, cellophane, cloth, cork, feathers, felt, fiber, fur, glass, hair, horn, leather, paper, plastic, precious or semi-precious stone or metal, shell, textiles, wax, wire or yarn.*

*K. Manufacture, repair or storage of ceramic products, musical instruments, novelties, rubber or metal stamps, toys, optical goods, engineering, scientific or precision instrument, medical or dental supplies or equipment, electronic supplies or equipment, industrial or business machines, aircraft parts and equipment, luggage, photographic equipment or small pleasure boats.*

*L. Motor home manufacturing.*

*M. Motor vehicle body shop, tire shop or similar repair service.*

*N. Plumbing, heating, electrical or paint contractor's sales, repairs or storage.*

*O. Processing, packaging or storage of food or beverages, but not including processes involving slaughtering or rendering of fats and oils.*

*P. Railroad tracks and related facilities.*

*Q. Utility lines, station or substation, not including wireless telecommunications facilities.*

*R. Veterinary clinic or hospital.*

*S. Welding, sheet metal or machine shop.*

*T. Wholesale distribution or outlet, including trucking, warehousing and storage.*

*U. Recreational vehicle (RV) sales and service that is conducted in conjunction with the manufacture of recreational vehicles on the same lot.*

***W. Mini-Storage***

**17.45.020 Conditional uses permitted.**

*In an M1 zone, the following uses and their accessory uses are permitted, when authorized in accordance with the requirements of Chapter 17.130 JCMC:*

*A. Fuel oil distribution.*

*B. Planned unit development.*

**17.45.030 Development review.**

*In a M1 zone, development review by the city administrator or designee shall be required to ensure compliance regarding M1 standards.*

*A. Procedure. Development review is a nondiscretionary, administrative review conducted by the city administrator or designee. Development review shall follow JCMC 17.150.070(A)(1), Type I Procedure – Administrative Decision.*

*B. General Submission Requirements. The applicant shall submit an application on forms provided by the city administrator that shall:*

- 1. Contain all the general information required;*
- 2. Address the criteria in sufficient detail for review and action; and*
- 3. Be filed with the required fee as established by the city council.*

*C. Development Review Information. An application for development review shall include a proposed site plan, on a page size of 11 inches by 17 inches or larger, containing the following information if applicable, and other similar information as deemed necessary by the city administrator or designee:*

- 1. North arrow, scale, names, addresses, and telephone numbers of all persons listed as owners on the most recently recorded deed.*

2. *Name, address, and phone numbers of project designer, engineer, surveyor, and/or planner, if applicable.*
3. *The proposed development site, including boundaries, dimensions, and gross area.*
4. *Features which are proposed to remain on the site.*
5. *The location and dimensions of all existing and proposed structures, utilities, pavement, and other improvements on the site. Setback dimensions for all existing and proposed buildings shall be provided on the site plan, including dimensions necessary to calculate commercial floor area if applicable.*
6. *Landscape plan if applicable.*
7. *Location and dimensions of all proposed public and private streets, drives, rights-of-way, and easements.*
8. *Location and dimensions of entrances and exits to the site for vehicular and pedestrian access, including pedestrian circulation routes and location and dimensions of parking areas if applicable.*
9. *Architectural drawings:*
  - a. *Building elevations which illustrate windows and building form design features.*
  - b. *The name and address of the architect.*

**17.45.040 Limitations on use.**

*In an M1 zone, the following conditions and limitations shall apply:*

- A. *A use which creates a nuisance because of the noise, smoke, odor, dust or gas is prohibited.*
- B. *Materials shall be stored and grounds shall be maintained in a manner which will not attract or aid the propagation of insects or rodents or otherwise create a health hazard.*
- C. *Storage of junk on property abutting or facing a residential zone or a public street shall be wholly within an enclosed building or screened from view by a permanently maintained, sight-obscuring fence at least six feet high.*
- D. *Points of access from a public street to properties in an M1 zone shall be so located as to minimize traffic congestion and avoid directing traffic into residential streets.*
- E. *Building entrances or other openings adjacent to or across the street from a residential zone shall be prohibited if they cause glare, excessive noise or otherwise adversely affect land uses in the residential zone.*

**17.45.050 Lot size.**

*In an M1 zone, no minimum lot size shall be identified other than to meet the requirements of this chapter.*

**17.45.060 Setback requirements.**

*Except as provided in JCMC 17.95.060, in an M1 zone no yard shall be required, except, when abutting a residential zone, setbacks shall be a minimum of 50 feet measured from the property line to the foundation of the building with a maximum projection of one foot into any setback area. If a living, solid screen is provided adjacent to the residential zone, the minimum setback may be reduced to 25 feet.*

**17.45.070 Height of buildings.**

*In an M1 zone, within 150 feet of a residential zone, no building shall exceed a height of 35 feet.*

**Chapter 17.45  
LIGHT INDUSTRIAL ZONE (M1)**

Sections:

- 17.45.010** Uses permitted outright.
- 17.45.020** Conditional uses permitted.
- 17.45.030** Development review.
- 17.45.040** Limitations on use.
- 17.45.050** Lot size.
- 17.45.060** Setback requirements.
- 17.45.070** Height of buildings.

**17.45.010 Uses permitted outright.**

In an M1 zone, only the following uses and their accessory uses are permitted outright:

- A. Cabinet, carpenter or woodworking shop.
- B. Compounding, packaging or storage of cosmetics, drugs, perfumes, pharmaceutical, soap or toiletries, but not including processes involving refining or rendering of fats and oils.
- C. Dwelling for caretaker or night watchman on the property.
- D. Freight depot.
- E. Ice or cold storage plant.
- F. Laboratory for research or testing, but not including the testing of combustion engines.
- G. Laundry, dry cleaning or dyeing establishment.
- H. Lumber yard, building supply outlet.
- I. Machinery or equipment sales, services or storage.
- J. Manufacture, repair or storage of articles from the following previously prepared materials: bone, cellophane, cloth, cork, feathers, felt, fiber, fur, glass, hair, horn, leather, paper, plastic, precious or semi-precious stone or metal, shell, textiles, wax, wire or yarn.
- K. Manufacture, repair or storage of ceramic products, musical instruments, novelties, rubber or metal stamps, toys, optical goods, engineering, scientific or precision instrument, medical or dental supplies or equipment,

## Proposed Amendments

electronic supplies or equipment, industrial or business machines, aircraft parts and equipment, luggage, photographic equipment or small pleasure boats.

L. Motor home manufacturing.

M. Motor vehicle body shop, tire shop or similar repair service.

N. Plumbing, heating, electrical or paint contractor's sales, repairs or storage.

O. Processing, packaging or storage of food or beverages, but not including processes involving slaughtering or rendering of fats and oils.

P. Railroad tracks and related facilities.

Q. Utility lines, station or substation, not including wireless telecommunications facilities.

R. Veterinary clinic or hospital.

S. Welding, sheet metal or machine shop.

T. Wholesale distribution or outlet, including trucking, warehousing and storage.

U. Recreational vehicle (RV) sales and service that is conducted in conjunction with the manufacture of recreational vehicles on the same lot. [Ord. [1242](#) § 1 (Exh. A), 2016; Ord. [1229](#) § 1 (Exh. A), 2015; Ord. [1105](#) § 1, 2002; Ord. [1037](#) § 1, 1997; Ord. [1024](#) § 1, 1996; Ord. [984](#) § 2, 1994; Ord. [950](#) § 51, 1991.]

### V. Mini-Storage Facilities.

#### **17.45.020 Conditional uses permitted.**

In an M1 zone, the following uses and their accessory uses are permitted, when authorized in accordance with the requirements of Chapter [17.130](#) JCMC:

A. Fuel oil distribution.

B. Planned unit development. [Ord. [1242](#) § 1 (Exh. A), 2016; Ord. [1229](#) § 1 (Exh. A), 2015; Ord. [1037](#) § 1, 1997; Ord. [950](#) § 52, 1991.]

#### **17.45.030 Development review.**

In a M1 zone, development review by the city administrator or designee shall be required to ensure compliance regarding M1 standards.

## Proposed Amendments

A. Procedure. Development review is a nondiscretionary, administrative review conducted by the city administrator or designee. Development review shall follow JCMC [17.150.070\(A\)\(1\)](#), Type I Procedure – Administrative Decision.

B. General Submission Requirements. The applicant shall submit an application on forms provided by the city administrator that shall:

1. Contain all the general information required;
2. Address the criteria in sufficient detail for review and action; and
3. Be filed with the required fee as established by the city council.

C. Development Review Information. An application for development review shall include a proposed site plan, on a page size of 11 inches by 17 inches or larger, containing the following information if applicable, and other similar information as deemed necessary by the city administrator or designee:

1. North arrow, scale, names, addresses, and telephone numbers of all persons listed as owners on the most recently recorded deed.
2. Name, address, and phone numbers of project designer, engineer, surveyor, and/or planner, if applicable.
3. The proposed development site, including boundaries, dimensions, and gross area.
4. Features which are proposed to remain on the site.
5. The location and dimensions of all existing and proposed structures, utilities, pavement, and other improvements on the site. Setback dimensions for all existing and proposed buildings shall be provided on the site plan, including dimensions necessary to calculate commercial floor area if applicable.
6. Landscape plan if applicable.
7. Location and dimensions of all proposed public and private streets, drives, rights-of-way, and easements.
8. Location and dimensions of entrances and exits to the site for vehicular and pedestrian access, including pedestrian circulation routes and location and dimensions of parking areas if applicable.
9. Architectural drawings:
  - a. Building elevations which illustrate windows and building form design features.

## Proposed Amendments

b. The name and address of the architect. [Ord. [1242](#) § 1 (Exh. A), 2016.]

### **17.45.040 Limitations on use.**

In an M1 zone, the following conditions and limitations shall apply:

- A. A use which creates a nuisance because of the noise, smoke, odor, dust or gas is prohibited.
- B. Materials shall be stored and grounds shall be maintained in a manner which will not attract or aid the propagation of insects or rodents or otherwise create a health hazard.
- C. Storage of junk on property abutting or facing a residential zone or a public street shall be wholly within an enclosed building or screened from view by a permanently maintained, sight-obscuring fence at least six feet high.
- D. Points of access from a public street to properties in an M1 zone shall be so located as to minimize traffic congestion and avoid directing traffic into residential streets.
- E. Building entrances or other openings adjacent to or across the street from a residential zone shall be prohibited if they cause glare, excessive noise or otherwise adversely affect land uses in the residential zone. [Ord. [1242](#) § 1 (Exh. A), 2016; Ord. [1229](#) § 1 (Exh. A), 2015; Ord. [1037](#) § 1, 1997; Ord. [950](#) § 53, 1991. Formerly 17.45.030.]

### **17.45.050 Lot size.**

In an M1 zone, no minimum lot size shall be identified other than to meet the requirements of this chapter. [Ord. [1242](#) § 1 (Exh. A), 2016; Ord. [1229](#) § 1 (Exh. A), 2015; Ord. [1037](#) § 1, 1997; Ord. [950](#) § 54, 1991. Formerly 17.45.040.]

### **17.45.060 Setback requirements.**

Except as provided in JCMC [17.95.060](#), in an M1 zone no yard shall be required, except, when abutting a residential zone, setbacks shall be a minimum of 50 feet measured from the property line to the foundation of the building with a maximum projection of one foot into any setback area. If a living, solid screen is provided adjacent to the residential zone, the minimum setback may be reduced to 25 feet. [Ord. [1242](#) § 1 (Exh. A), 2016; Ord. [1229](#) § 1 (Exh. A), 2015; Ord. [1037](#) § 1, 1997; Ord. [950](#) § 55, 1991. Formerly 17.45.050.]

### **17.45.070 Height of buildings.**

In an M1 zone, within 150 feet of a residential zone, no building shall exceed a height of 35 feet. [Ord. [1242](#) § 1 (Exh. A), 2016; Ord. [1229](#) § 1 (Exh. A), 2015; Ord. [1037](#) § 1, 1997; Ord. [950](#) § 56, 1991. Formerly 17.45.060.]

**JUNCTION CITY PLANNING COMMISSION**  
**NOTICE OF PUBLIC HEARING AND OPPORTUNITY TO COMMENT**

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The Junction City Planning Commission will hold a public hearing on **Wednesday, October 17, 2018 at 6:30 pm, at City Hall, 680 Greenwood Street** to take testimony on the following land use application.

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NATURE OF APPLICATION	Amendments to Title 17 of the Junction City Municipal Code
APPLICABLE CRITERIA	Junction City Municipal Code 17.145
APPLICANT	Craig and Terri Smith
FILE NUMBER	AMD-18-01
PROPOSAL	Junction City Municipal Code Text Amendments: 17.45
STAFF CONTACT	Jordan Cogburn, City Planner, <a href="mailto:jcplanning@ci.junction-city.or.us">jcplanning@ci.junction-city.or.us</a> or 541.998.4763

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The purpose of this notice is to provide an opportunity to comment and express concerns you may have related to the approval criteria, prior to the Planning Commission's decision to recommend to the City Council approve or deny of the proposal.

Citizens may present testimony for or against the proposal by submitting written comments or by giving testimony at a public hearing on **Wednesday, October 18, 2018 at 6:30 p.m.**

If you would like your written comments to be included in the staff report, they must be submitted by **5:00 p.m. on Tuesday, October 9, 2018**. Written comments may be submitted:

- at Junction City, City Hall at 680 Greenwood Street weekdays between 8:00am and 5:00pm;
- by mail to City Planner, City of Junction City, PO Box 250, Junction City OR, 97448;
- by fax to (541) 998-3140; or
- by e-mail to [jcplanning@ci.junction-city.or.us](mailto:jcplanning@ci.junction-city.or.us)

Your comments are important and will greatly improve the decision making process, please note you will not receive an individual response to information submitted. By law, comments received not related to the approval criteria may not be considered.

The Planning Commission will review the request for compliance with applicable criteria based upon information in the application, the staff report and comments received and make a recommendation to the City Council. Approval of the proposal must include affirmative findings that are consistent with the Zoning Code and provisions of the Comprehensive Plan.

The staff report will be available for review at City Hall seven (7) days prior to the public hearing. Copies of the applicable municipal code, the staff report, and related documents can be reviewed at City Hall or purchased for the cost of copying. The Junction City Municipal Code is available on the city's website at [www.junctioncityoregon.gov](http://www.junctioncityoregon.gov). The public hearing will follow the city's land use hearing rules of procedure.

Failure to raise an issue at this opportunity for comment or hearing, in person or by letter, or failure to provide statements or evidence related to an issue sufficient to afford the decision maker an opportunity to respond to the issue, precludes reliance on that issue in any later appeal of the decision that will be made after consideration of the statements and evidence submitted, including an appeal to the Oregon Land Use Board of Appeals based on that issue. The failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the decision maker to respond to the issue precludes an action for damages in circuit court.

#### **Proposed Changes to Zoning Code**

##### **17.45.010 Uses permitted outright.**

In an M1 zone, only the following uses and their accessory uses are permitted outright:

- A. Cabinet, carpenter or woodworking shop.
- B. Compounding, packaging or storage of cosmetics, drugs, perfumes, pharmaceutical, soap or toiletries, but not including processes involving refining or rendering of fats and oils.
- C. Dwelling for caretaker or night watchman on the property.
- D. Freight depot.
- E. Ice or cold storage plant.
- F. Laboratory for research or testing, but not including the testing of combustion engines.
- G. Laundry, dry cleaning or dyeing establishment.
- H. Lumber yard, building supply outlet.
- I. Machinery or equipment sales, services or storage.
- J. Manufacture, repair or storage of articles from the following previously prepared materials: bone, cellophane, cloth, cork, feathers, felt, fiber, fur, glass, hair, horn, leather, paper, plastic, precious or semi-precious stone or metal, shell, textiles, wax, wire or yarn.
- K. Manufacture, repair or storage of ceramic products, musical instruments, novelties, rubber or metal stamps, toys, optical goods, engineering, scientific or precision instrument, medical or dental supplies or equipment, electronic supplies or equipment, industrial or business machines, aircraft parts and equipment, luggage, photographic equipment or small pleasure boats.
- L. Motor home manufacturing.
- M. Motor vehicle body shop, tire shop or similar repair service.
- N. Plumbing, heating, electrical or paint contractor's sales, repairs or storage.
- O. Processing, packaging or storage of food or beverages, but not including processes involving slaughtering or rendering of fats and oils.

P. Railroad tracks and related facilities.

Q. Utility lines, station or substation, not including wireless telecommunications facilities.

R. Veterinary clinic or hospital.

S. Welding, sheet metal or machine shop.

T. Wholesale distribution or outlet, including trucking, warehousing and storage.

U. Recreational vehicle (RV) sales and service that is conducted in conjunction with the manufacture of recreational vehicles on the same lot. [Ord. 1242 § 1 (Exh. A), 2016; Ord. 1229 § 1 (Exh. A), 2015; Ord. 1105 § 1, 2002; Ord. 1037 § 1, 1997; Ord. 1024 § 1, 1996; Ord. 984 § 2, 1994; Ord. 950 § 51, 1991.]

V. Mini-Storage Facilities

**FINAL ORDER OF THE PLANNING COMMISSION  
AMENDMENTS TO JUNCTION CITY MUNICIPAL CODE CHAPTER 17.90  
(AMD-17-01)**

1. The Junction City Planning Commission met on October 17, 2018 and recommended the proposed amendments to the City Council for adoption. The amendments include revisions to JCMC Chapter 17.45 in order to allow for Mini-Storage Facilities as an outright permitted use in the Light Industrial Zone.
2. A public hearing was conducted on October 17, 2018 before the Junction City Planning Commission in accordance with procedures established in JCMC 17.150.070.4.D for proposed amendments to the Junction City development code.
3. JCMC 17.150.070.4.D sets forth procedure and notice requirements for amendments to the zoning ordinance, as follows:

“A minimum of two hearings, one before the planning commission and one before the city council, are required for all Type IV applications, except for withdrawals of property from special districts prior to annexations where only a review by the council is required. Procedures for these hearings are set forth in JCMC [17.150.090](#). Notice of the decision shall be sent to the applicant and any other person who submitted comments on the application during the time allotted for such submissions.”

The Planning Commission held a public hearing on October 17, 2018. A City Council public hearing will be held once the Planning Commission makes a recommendation on the proposed amendments.

5. JCMC 17.150.080.C.2 reads, “If particular properties are to be affected more than, or in a manner significantly different from, other properties of the same general character within the City of Junction City, individual notice shall be prepared and mailed to those affected, including all persons within 300 feet of the affected property.”

Notice of the meeting was published in the Register Guard on October 5 and October, a minimum of 10 days prior to the hearing.

A record of proposed amendments was made available in four public locations within the City, including the Library, Community Center, Planning and Building Office, and City Hall.

6. The proposed amendments are in conformance with the Zoning Ordinance and with the Comprehensive Plan. The proposed amendment is in conformance with the Zoning Ordinance and with the Comprehensive Plan. The proposed amendment is consistent with the statewide planning Goals.

**1. Goal 1 - Citizen Involvement**

OAR 660-015-0000(1) develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process

**FINDING:** Junction City will follow the prescribed procedures for public hearings before the Planning Commission and City Council as required by Title 17, Zoning of the Junction City Municipal Code.

**2. Goal 2 – Land Use Planning**

OAR 660-015-0000(2) (PART I – PLANNING): To establish a land use planning process and policy framework as a basis for all decision and actions related to use of land and to assure an adequate factual base for such decisions and actions.

**FINDING:** The Junction Comprehensive Plan currently serves as the controlling land use document for the City. The proposed amendment adds language to the Junction City Municipal Code that allows for reductions in the required number of parking spaces for specific uses, and further defines specific uses. The Comprehensive Plan policies provide the overarching framework for implementation of the Zoning Code and the process noted above.

**SUMMARY AND CONCLUSION**

For all the reasons set forth above, the proposed amendments comply with the Junction City Comprehensive Plan and other Junction City Municipal Codes.

**DECISION**

**IT IS HEREBY ORDERED that the Junction City Planning Commission recommends that the City Council approve the proposed amendments to the Junction City Municipal Code, based on the findings stated in this report.**

Signature: \_\_\_\_\_

James Hukill, Chairperson  
Junction City Planning Commission

Approval Date: \_\_\_\_\_



# JUNCTION CITY PLANNING COMMISSION AGENDA ITEM SUMMARY

## Planning Commission Vacancies and Term Expiration

Meeting Date: October 17, 2018  
Department: Planning  
[www.junctioncityoregon.gov](http://www.junctioncityoregon.gov)

Agenda Item Number: 5.c  
Staff Contact: Jordan Cogburn  
Contact Telephone Number: 541.998.4763

### **ISSUE STATEMENT**

Provide recommendation to the Mayor and City Council on filling three (3) Planning Commission Regular Seat term expirations.

### **BACKGROUND**

Commissioners Hukill, Scalf, and Dunn Planning Commission terms of office expire on October 31, 2018.

To date, the City has received four applications: James Hukill, Shalor Scalf, Alicia Beymer, and Sandra Dunn. However, Commissioner Dunn has resigned her position and withdrawn the application. Therefore, there are three applications before the Planning Commission for review.

The table below lists current Planning Commission members, their terms of office and where they reside; inside or outside City Limits or the Urban Growth Boundary. All Commission members reside in the 97448 zip code.

**Current Planning Commission & Alternates**

First Name	Last Name	City Limits	UGB	97448 Zip	Term of Office
Beverly	Fisec	Yes	Yes	Yes	10/16-10/20
<b>Sandra</b>	<b>Dunn</b>	<b>No</b>	<b>No</b>	<b>Yes</b>	<b>10/14-10/18</b>
Jeff	Haag (Vice Chair)	No	No	Yes	10/17-10/21
<b>James</b>	<b>Hukill (Chair)</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>10/14-10/18</b>
<b>Shalor</b>	<b>Scalf</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>10/14-10/18</b>
Kenneth	Wells	Yes	Yes	Yes	10/16-10/20
Patricia	Phelan	Yes	Yes	Yes	10/16-10/20
Alicia	Beymer (Alternate)	No	No	Yes	10/16-10/20
Jeff	Kister (Alternate)	Yes	Yes	Yes	10/16-10/20

- At least three (3) Commissioners must reside within the City Limits
- Two (2) Commissioners may reside anywhere inside the UGB (that includes City Limits)
- Two (2) Commissioners may reside anywhere inside the 97448 Zip Code
- Alternates may reside anywhere within the 97448 Zip Code

### **PLANNING COMMISSION OPTIONS**

1. Make recommendations to the Mayor and City Council.

2. Other options proposed by the Planning Commission.
3. No Action.

### **PLANNING STAFF RECOMMENDATION**

Staff recommends that the Planning Commission make recommendation to the City Council as desired.

### **SUGGESTED MOTIONS**

"I move to recommend, to the Mayor and City Council that (names of applicants) be appointed to fill the three Planning Commission Regular Member term expirations."

### **ATTACHMENTS**

- A. Planning Commission vacancy announcement
- B. Completed applications in order received

### **FOR MORE INFORMATION**

Staff Contact: Jordan Cogburn  
Telephone: 541-998-2153  
Staff E-Mail: [jcplanning@ci.junction-city.or.us](mailto:jcplanning@ci.junction-city.or.us)



## CITY OF JUNCTION CITY

680 Greenwood  
PO Box 250  
Junction City OR 97448  
Phone: 541-998-2153  
Fax: 541-998-3140

POSTED: AUGUST 2, 2018

### NOTICE OF JUNCTION CITY PLANNING COMMISSION VACANCIES

**NOTICE** is hereby given that the City of Junction City is accepting applications for three (3) Planning Commission regular member positions. Each will have a four year term through October 31, 2022. The Planning Commission is made up of seven regular members and two alternates. All nine positions are citizen volunteers, appointed by the Mayor and Council. The Planning Commission meets monthly on the third Wednesday at 6:30 p.m. You must live in the 97448 zip code to apply.

The Planning Commission is charged with making recommendations to the Council on updates to the Junction City Comprehensive Plan, functional plans, and refinement plans for the City, which are adopted by the Council as the official guides to public and private uses of land. The Commission prepares and makes recommendations to the Council on City legislation that will implement the purposes of the Comp Plan and keep zoning, subdivision, and sign code ordinances current. The Commission may also hold hearings on minor partitions, major partitions, and subdivisions.

Applications may be obtained at City Hall, 680 Greenwood Street, Junction City, from 8 a.m. to 5 p.m. or downloaded from the City's website at [www.junctioncityoregon.gov](http://www.junctioncityoregon.gov). Please submit applications to City Recorder Kitty Vodrup at the above address. 1<sup>st</sup> Deadline for submission: October 1, 2018 at 5:00 p.m. **Positions are open until filled.** Contact: 541-998-2153 or at [kvodrup@ci.junction-city.or.us](mailto:kvodrup@ci.junction-city.or.us).



RECEIVED

AUG 3 2018

# Junction City Planning Commission Application

**Planning Commission Responsibilities:** The Planning Commission is charged with Junction City's land use planning process. The Commission reviews and makes decisions on specific land use applications such as subdivisions, conditional use permits, and variances. It also recommends amendments to the Comprehensive Plan and land use ordinances to maintain their effectiveness. (See reverse for more information.)

**Time Commitment:** Appointments will be for a four-year term, or in the case of a mid-term vacancy, for the remainder of that term. The Planning Commission meets regularly on the third Wednesday of the month at 6:30 p.m. in the Council Chambers. Special meetings are scheduled as needed.

**Qualifications:** Applications will be considered from people who reside inside the area defined by the 97448 zip code.

**Application Procedures:** To apply for the Planning Commission, complete the information below and submit to City Hall in Junction City. Questions? Call City Recorder Kitty Vodrup at 541-998-2153 or at [kvodrup@ci.junction-city.or.us](mailto:kvodrup@ci.junction-city.or.us).

Name: SHAYLOR M. SCALF

Mailing Address: 1594 W. 11<sup>th</sup> AVE, J.C.

City, State, Zip: JUNCTION CITY, OR 97448

Daytime Phone: 541-321-9636 Evening Phone: SAME

E-mail Address: SHAY.SCALF@gmail.com

If your street address is different than your mailing address, please list your street address so we know where you reside.

Street Address: \_\_\_\_\_

Occupation (current or former if retired): PASTOR/ENGINEER CURRENTLY PLANNING COMM.



Signature

AUG 3, 2018

Date

Please attach a separate letter briefly describing your primary interests in being on the Planning Commission and any experience you think would be helpful in this position.

For Office Use Only

Date Received: \_\_\_\_\_

Appointed: \_\_\_\_\_

AUG 3 2018



RECEIVED

AUG 14 2018

# Junction City Planning Commission Application

**Planning Commission Responsibilities:** The Planning Commission is charged with Junction City's land use planning process. The Commission reviews and makes decisions on specific land use applications such as subdivisions, conditional use permits, and variances. It also recommends amendments to the Comprehensive Plan and land use ordinances to maintain their effectiveness. (See reverse for more information.)

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**Application Procedures:** To apply for the Planning Commission, complete the information below and submit to City Hall in Junction City. Questions? Call City Recorder Kitty Vodrup at 541-998-2153 or at [kvodrup@ci.junction-city.or.us](mailto:kvodrup@ci.junction-city.or.us).

Name: JAMES N. HUKILL

Mailing Address: 1382 CLODDMONT DR.

City, State, Zip: JUNCTION CITY 97448

Daytime Phone: 541-234-2144 Evening Phone: \_\_\_\_\_

E-mail Address: jhukill@hotmail.com

If your street address is different than your mailing address, please list your street address so we know where you reside.

Street Address: \_\_\_\_\_

Occupation (current or former if retired): Retired - Sales/Market Mgr.



Signature

8/14/18  
Date

Please attach a separate letter briefly describing your primary interests in being on the Planning Commission and any experience you think would be helpful in this position.

For Office Use Only

Date Received: \_\_\_\_\_

Appointed: \_\_\_\_\_



RECEIVED

SEP 27 2018

# Junction City Planning Commission Application

**Planning Commission Responsibilities:** The Planning Commission is charged with Junction City's land use planning process. The Commission reviews and makes decisions on specific land use applications such as subdivisions, conditional use permits, and variances. It also recommends amendments to the Comprehensive Plan and land use ordinances to maintain their effectiveness. (See reverse for more information.)

**Time Commitment:** Appointments will be for a four-year term, or in the case of a mid-term vacancy, for the remainder of that term. The Planning Commission meets regularly on the third Tuesday of the month at 6:30 p.m. in the Council Chambers. Special meetings are scheduled as needed.

**Qualifications:** Applications will be considered from people who reside inside the area defined by the 97448 zip code.

**Application Procedures:** To apply for the Planning Commission, complete the information below and submit to City Hall in Junction City. Questions? Call City Recorder Kitty Vodrup at 541-998-2153 or at [kvodrup@ci.junction-city.or.us](mailto:kvodrup@ci.junction-city.or.us).

Name: Alicia Beymer

Mailing Address: 95990 Howard Lane

City, State, Zip: Junction City Or. 97448

Daytime Phone: 541-870-1059 Evening Phone: 541-870-1059

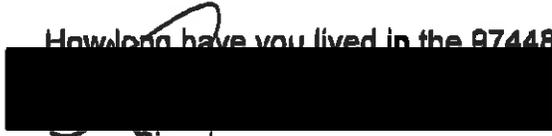
E-mail Address: abeymers@msn.com

If your street address is different than your mailing address, please list your street address so we know where you reside.

Street Address: \_\_\_\_\_

Occupation (current or former if retired): Director - Peace Health

How long have you lived in the 97448 zip code area? 11 years



Signature

9/27/18

Date

Please attach a separate letter briefly describing your primary interests in being on the Planning Commission and any experience you think would be helpful in this position.

For Office Use Only

Date Received: \_\_\_\_\_

Appointed: \_\_\_\_\_



**TO: Planning Commission**  
**FROM: Planning Department**  
**RE: October Planning Activities**

---



### **Land Use Application and Planning Project Status**

- Current Planning related projects include:
  - A Temporary Use Permit application has been submitted for a proposed Mobile Food Unit (food cart) pod at 459 Holly Street. The applicant is proposing to start a new venture in the old train depot structure (previously the Rodeo Bar and Grill), called the Beer Station, and is requesting City permission to locate food carts on the property while the Community Development Committee researches potential Development Code associated with the issue. The Temporary Use Permit requires a Planning Commission Public Hearing and will come before the Commission at the standing November 21 meeting date.
  - The developer associated with the new Grocery Outlet construction has stated they are planning to have the store open by October 26. However, the right-of-way improvements required by Oregon Department of Transportation, will not be completed until spring 2019 as the State will not allow construction past a specific date window. All internal pedestrian and auto circulation will be required to be completed prior to issuance of a Certificate of Occupancy. Staff is working with the developer to meet their deadlines, while ensuring that all required improvements are completed in a timely manner.

### **City Council Update**

- Council elections will take place on November 6, 2018. There are currently 4 positions up for election, with a total of 12 candidates running.

### **Future Action Items**

- SUB-18-01 - EEC Holding – Preliminary Subdivision
- SUB-17-01 – West Linn Corporate Park, LLC – Reserve Phase-II Final Subdivision Plat
- TUP-18-01 – Velazco – Mobile Food Units at 459 Holly Street

### **Planning Commission**

- Planning Commission Officer Elections will be held in November, after the Mayor and Council have appointed and approved the refilling of the expiring term seats.

### **Building Activities:**

- Staff encourages all Commissioners to visit the Planning and Building Office to review the current building activity within Junction City.





# PLANNING COMMISSION

## AGENDA FORECASTER

# TABLE OF CONTENTS

## Contents

Current Business Items _____	1
Pending Business Items _____	3
Future Business Items _____	4
2018 Planning Commission Meeting Calendar _____	5

# CURRENT BUSINESS ITEMS

## Current Business Items

**Item** Public Hearing: A-18-02 & RZ-18-02 – Callis Annexation & Rezone

**Requested By** Applicant

**Staff Contact** Planner Cogburn

**Date Last at Commission** N/A

**Item Description**

Annexation and concurrent Rezone request to bring a single lot into the City of Junction City’s jurisdictional boundary and rezone the parcel to Light Industrial.

**Current Status/Update**

The applicant has submitted an application to annex and rezone a legal parcel in conformance with the Comprehensive Plan.

---

**Item** Public Hearing: AMD-18-01

**Requested By** Applicant

**Staff Contact** Planner Cogburn

**Date Last at Commission** N/A

**Item Description**

Code Text Amendment request to allow Mini-Storage Facilities as an Outright Permitted Use in the Light Industrial Zoning District.

**Current Status/Update**

The applicant has submitted an Amendment application to allow Mini-Storage Facilities in the Light Industrial Zone.

# CURRENT BUSINESS ITEMS

**Item** Planning Commission Term Expiration  
Recommendations

**Requested By** Staff

**Staff Contact** Planner Cogburn

**Date Last at Commission** 10/17

**Item Description**

Planning Commission recommendation to City Council for the appointment of 3 Planning Commission Seat term expirations.

**Current Status/Update**

This is a recurring item.

# PENDING BUSINESS ITEMS

## Pending Business Items

<b><u>Item</u></b>	Public Hearing: SUB-18-01 – EEC Holdings – Preliminary Subdivision
<b><u>Requested By</u></b>	Applicant
<b><u>Staff Contact</u></b>	Planner Cogburn
<b><u>Date Last at Commission</u></b>	N/A

### **Item Description**

This is a new request for the Subdivision of a single parcel into 5 legal lots.

### **Current Status/Update**

This is a new review of a submitted application. The applicant has requested that the item be placed on hold pending action by the land owner.

---

<b><u>Item</u></b>	Public Hearing: SUB-17-01 – West Linn Corporate Park, LLC Reserve Phase-II Subdivision Final Plat
<b><u>Requested By</u></b>	Applicant
<b><u>Staff Contact</u></b>	Planner Cogburn
<b><u>Date Last at Commission</u></b>	N/A

### **Item Description**

Final Subdivision Plat request to divide a single lot into eleven (11) legal conforming tax lots.

### **Current Status/Update**

The owner has requested that the application submission for the Reserve Phase-II Final Plat be placed on hold. It's Staff's understanding that the applicant intends to submit a Modification to Subdivision Approval application in order to address previous Conditions of Approval.

# FUTURE BUSINESS ITEMS

## Future Business Items

<b><u>Item</u></b>	TUP-18-01
<b><u>Requested By</u></b>	Applicant
<b><u>Staff Contact</u></b>	Planner Cogburn
<b><u>Date Last at Commission</u></b>	N/A

### **Item Description**

The applicant has submitted a Temporary Use Application to allow Mobile Food Units (Food Carts) on a specific parcel in the C2 Central Commercial Zone.

### **Current Status/Update**

This is a new request.

---

# 2018 Planning Commission Calendar

- Packets Available Date
- Meeting Date
- Holidays Observed

## JANUARY

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## FEBRUARY

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25	26	27	28			

## MARCH

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18	19	20	21	22	23	24
25	26	27	28	29	30	31

## APRIL

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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

## MAY

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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## JUNE

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					1	2
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

## JULY

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1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## AUGUST

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			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## SEPTEMBER

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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Rescheduled to the 26th

## OCTOBER

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## NOVEMBER

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

## DECEMBER

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					