



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

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Date: Wednesday, December 18, 2019  
Time: **6:30 – 9:00 p.m.**  
Location: Council Chambers, 680 Greenwood Street  
Contact: Tere Andrews, 541-998-2153

*A G E N D A*

1. Open Meeting and Pledge of Allegiance
2. Changes to the Agenda
3. Public Comment (for items not already on the agenda)
4. Approval of Minutes
  - November 20, 2019
5. Planning Commission Training – Follow Up
6. Action Items
  - a) Public Hearing: 19-10-23-CUP 989 Juniper St
7. Planning Activity Report
8. Planning Commission Agenda Forecaster
9. Commissioner Comments
10. Adjournment

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*Next Standing January 15, 2020 – 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. Staff Report
3. Applicant's Presentation
4. Public Testimony
5. Rebuttal of Testimony
6. Questions from the Planning Commission
7. Staff Summary
8. Close of Public Hearing
9. Deliberation and Recommendation/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 January 15, 2020 – 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, November 20, 2019 at 6:30 p.m. in the Council Chambers at City Hall, 680 Greenwood Street, Junction City Oregon.

**Present were:** Planning Commissioners, Alicia Beymer (Chair), James Hukill, Ken Wells, and Jeff Haag (Vice-Chair); Planning Alternate, Jack Sumner; Planner Jordan Cogburn; City Attorney, Carolyn Connelly and; Planning Secretary, Tere Andrews.

**Absent:** Planning Commissioner Beverly Ficek

## 1. OPEN MEETING AND REVIEW AGENDA

Chair Beymer 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)

Dorris McCutchen, 740 W 17<sup>th</sup> Avenue, Junction City Oregon 97448, expressed concern about the naming of West 17<sup>th</sup> Place. She felt the name would be confusing to drivers looking for West 17<sup>th</sup> Avenue.

Planner Cogburn responded per Junction City Municipal Code, streets that ran east and west were numbered streets.

## 4. APPROVAL OF MINUTES

- October 16, 2019

**Motion:** Commissioner Hukill made a motion to approve the October 16, 2019, minutes as written. Commissioner Haag seconded the motion.

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

## 5. PUBLIC HEARING: PLAN DESIGNATION & ZONING MAP AMENDMENTS (CPA-19-01/RZ-19-01)

Chair Beymer opened the public hearing for a Comprehensive Plan Amendment and Rezone of school district property, File #CPA-19-01/RZ-19-01 at 6:37 p.m.

Chair Beymer explained the steps of the public hearing. Planner Cogburn would present the staff report, followed by the applicant, then public testimony. The applicant would have an opportunity to respond to public testimony.

She asked if any Commissioner had a conflict of interest or ex-parte contact.

Chair Beymer declared an ex-parte contact in that she spoke with her neighbor about the property. Her neighbor was on the School Board. She declared her ability to make an unbiased decision.

Commissioners Sumner, and Haag declared they had both driven passed the property.

Chair Beymer asked if there were any challenges. There were none. She then asked Planner Cogburn to present the staff report.

Planner Cogburn reviewed the subject site was a 1.44-acre vacant parcel located on Rose Street owned by the Junction City School District. It was at times used as informal overflow parking. No development plans currently exist for the site.

Relevant policies associated with the request were, the City Municipal Code chapter 17.145 (Amendments); the Junction City Comprehensive Plan chapters one and three and; Statewide Planning Goals 1-3, 5, 6-13.

One written comment was received during the last comment period. The comment was from Lydia Schneider who wrote in opposition to the proposal. Planner Cogburn read the letter into the record. He then responded to comments contained in the Schneider letter. In response to comments about future use of the subject site he stated, the application was for amendments to the Plan Designation and Zoning maps only. It was his understanding the School District had no plans for future use of the subject site. Staff recommended the Planning Commission recommend approval to the City Council.

Commissioner Haag commented that none of the letters received were in favor of the proposal.

Commissioner Sumner asked if the proposal would affect the walkway and bridge located to the south on School District property.

Planner Cogburn responded the recent property line adjustment kept the walkway and bridge outside of the subject site. He added there were wetland areas to the east of the subject site that would remain unimpacted.

Commissioner Sumner asked for confirmation that there would be an easement over the existing sewer line on the subject site.

Public Works Director, Gary Kaping was in the audience and concurred.

There were no other questions from the Commission.

### **APPLICANT AND OTHERS IN FAVOR OF PROPOSAL**

Chair Beymer invited testimony in favor of the application.

The applicant's representative, Teresa Bishow, 375 W 4<sup>th</sup> Avenue, Eugene, OR 97401 stated, also present were Kathleen Rodden-Nord, School District Superintendent, Bill Kloos, Land Use Attorney, and Scott Gibson, School Board member.

Ms. Bishow touched on the Statewide Planning Goals: Parks and Recreation, Housing, Public Facilities, and Natural Resources. The subject site was identified by the School District as 'surplus.'

- The subject site did not contain Statewide Goal 5 Resources, except the wetland area along the canal/drainageway. There were no proposed changes to the Wetland Overlay Resource District.
- The subject site was not identified as needed for a city park. The proposed Plan Amendment would not impact the ballfields or the gravel parking area.
- The proposal added 1.44 acres to the Junction City inventory of Medium Density Residential land. The School District proposed Medium Density Residential (MDR) because the Junction City Comprehensive Plan Land Inventory identified a deficit of MDR lands.

The School District provided an updated Long-Term Facilities Plan. Through the update process, the boundary of what was considered surplus property was confirmed. It was consistent with what was presented to the Planning Commission.

The Facilities Plan included improvement of the gravel parking areas associated with the Laurel Ballfields. The subject site was not in use by the school district and the proximal location to Laurel Elementary School was not conducive to placement of a modular classroom. If on-site expansion were needed, it would be located nearer the elementary school.

The Junction City Comprehensive Plan policies encouraged cost-effective infrastructure to support housing; and encouraged compatible integration of different land uses. The applicant felt the proposal met that policy.

The bike path would be retained, development of the subject site, no matter who developed it, required curbs, gutters and sidewalks along Rose Street.

Ms. Bishow thanked the Commission for their time.

Scott Gibson, 95644 Howard Lane, Junction City OR 97448, School Board Member offered to answer questions from the Planning Commission.

Commissioner Hukill asked what was planned for the money made from sale of the subject site.

Mr. Gibson responded it would go toward payment for the vacant site at W 18<sup>th</sup> Avenue and Rose Street.

Commissioner Hukill asked why not sell a portion of that property.

Mr. Gibson responded for future planning purposes it was better to keep that property whole.

#### **NEUTRAL PARTIES TO PROPOSAL**

There was none.

#### **OPPONENTS OF PROPOSAL**

Dorris McCutcheon, 740 W 17<sup>th</sup> Avenue, Junction City Oregon 97448 offered photos of the subject site in use as overflow parking. Copies were retained for the record.

Ms. McCutcheon stated her concern, that there would be a piece-meal approach to the development of the subject site. She asked what the long-range plan was for the subject site.

Alice Neuberger, 1250 Oak Street, Junction City OR 97448 was concerned that if the subject site was re-designated and rezoned, that the same could happen with the ballfields. She asked for assurance that would not happen.

Planner Cogburn explained that there was a specific tax lot number associated with the subject site. The application was specific to the subject site.

Vanessa Brown, 905 W 17<sup>th</sup> Avenue, Junction City OR 97448, stated she worked for the schools. She was concerned about the open spaces available for children

in town. In the winter, the creek on the subject site flooded. There was wildlife in the area as well. She encouraged the Commission to consider the livability of the town.

Eric Dye, 1245 Quince Drive. Junction City OR 97448 did not feel the proposal was consistent with the character of the neighborhood.

Michael Schneider, 1280 Rose Street, Junction City, Oregon, 97448 expressed concerns about the existing traffic in the neighborhood. He also noted that the subject site was across the street from the Middle School. He added the wetlands on the site were a missed educational opportunity.

Richard Locke 1181 Quince Drive, Junction City, Oregon, 97448 expressed his concern about traffic in the area. He asked if the subject site had been identified as a location for this type of development. He strongly opposed the application.

Ben Buchanan, 1171 Quince Drive, Junction City, Oregon, 97448 felt it was a slippery slope and was in strong opposition.

#### **CITY STAFF SUMMARY/RESPONSE TO PUBLIC TESTIMONY**

Planner Cogburn responded to comments about development of the subject site. Rose Street was identified as a Major Collector. He reiterated that no development was proposed. If the subject site were to be zoned R2, apartments would be a Conditional Use and therefore a development proposal would come before the Planning Commission. Compatibility would be a determining factor in the Conditional Use process.

There was a mapping error included with original notice mailed in June. That was clarified during the last meeting. The application before the Commission was very specific to the tax lot listed in the staff report.

There was an identified deficit of medium density residential land per the Junction City Comprehensive Plan. There was a deficit in park land as well. However, he was unaware of any movement from the City Council or plans to include the subject site as a potential park site. Any potential development of the subject site would be required to show compliance with the State standards for the wetlands, as well as local standards. Any on-site stormwater retention would be required to meet current city standards.

**APPLICANT'S REBUTTAL**

Mr. Gibson responded to comments heard, the school board discussed potential zoning of R1 or R2. The recommendation was R2. However, the Board was not opposed to a zoning of R1. He encouraged review of the updated School District long range Facilities Plan. The parking from the bridge to the church was planned as structured parking with separate entrance and exit. It was a heavily used 'mudhole' with Trailers and RV parked there during tournaments. It was at the top of the list in the facilities plan.

**QUESTIONS FROM THE PLANNING COMMISSION**

Commissioner Sumner asked what the process would be to change the proposal to R1 zoning.

Planner Cogburn responded, there were a couple of ways to go about that. One option was to continue the hearing for additional information, or the Planning Commission could make a recommendation to Council for R1 zoning.

Kathleen Rodden Nord, School District superintendent, stated the district would not object if the Planning Commission recommended approval of amending the plan and zoning to a low density residential versus the requested medium density residential.

Ms. Bishow added at the City Council there would be a new public hearing. At that public hearing, the Council would be able to get additional public testimony on the Planning Commission recommendation.

Attorney Connelly clarified the public hearing remained open. If the Commission so chose, they could ask for testimony related to low density residential plan designation and corresponding R1 zoning.

Chair Beymer asked the Commission if there was a consensus to ask for testimony.

The Commission consensus was to hear from those who wished to testify about a potential low-density residential designation.

Eric Dye, 1245 Quince Drive. Junction City OR 97448 spoke in support of R1 zoning.

Kathleen Rodden-Nord, Junction City School District Superintendent, 325 Maple Street, Junction City Oregon 97448, stated the Board was receptive to R1 zoning. The request for R2 zoning was in response to the identified deficit of medium density residential but they certainly wanted to be responsive to the concerns of the community. Their intent was to be good stewards of the resources of the community. Proceeds from the sale of the subject site would go to pay down debt on school owned property that would ultimately be developed as an elementary school at some point in the future. The interest of the school board was to get the school district in a good financial position to have land available to build without having to incur further debt or ask our community to support purchase of land through a bond.

Commissioner Haag asked about the value of the subject site.

Ms. Rodden-Nord responded that no appraisal of the site had been done.

Michael Schneider, 1280 Rose Street, Junction City Oregon 97448, would not oppose R1 zoning.

Ben Buchanan, 1171 Quince Drive, Junction City, Oregon, 97448, agreed with previous comments.

Vanessa Brown 905 W 17<sup>th</sup> Avenue was neutral on the idea of R1. She was still concerned about a 'chipping away' of the ballfields.

Chair Beymer asked if there was anyone who wished to testify in opposition.

There were none.

Planner Cogburn said additional analysis would be needed as there was not a deficit of R1 land in the Comprehensive Plan.

Chair Beymer asked if the applicant wished to comment.

The applicant did not.

Chair Beymer asked if there were any further questions from the Planning Commission.

There were none.

Chair Beymer then asked Attorney Connelly for procedural direction.

Attorney Connelly responded that the Commission had a recommended Final Order to the Council for R2. She suggested that, once the public hearing was closed, and assuming the Commission wanted to provide direction to the Council, that the Commission would approve the Final Order, subject to modifications by Staff to change the R2 zoning to R1.

Planner Cogburn added that would also include the re-designation from Medium Density Residential to Low Density Residential.

Chair Beymer closed the record and public hearing at 7:53 pm.

### **Deliberations**

Commissions Hukill and Haag commented the change to R1 seemed to address community concerns.

Commissioner Wells thanked the school district for providing a long-term facilities plan.

Commissioner Sumner supported the school district plan to pay down debt and enhance the neighborhood.

**MOTION:** Commissioner Sumner made a motion that the Planning Commission recommend Council approve of the School District application, File # CPA-19-01/RZ-19-01, with designated Low Density Residential with R1, not R2, zoning with supporting findings as provided by staff. Commissioner Hukill seconded the motion.

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

## **6. SESSION BREAK**

Chair Beymer called for a break at 8:03 pm.

## **7. SESSION CALLED TO ORDER**

Chair Beymer the meeting to order at 8:08 pm

## **8. OFFICER ELECTIONS**

Secretary Andrews reported at the October Planning Commission meeting, the Commission tabled Officer elections to the November meeting. There were currently two regular seat vacancies, and one alternate vacancy. No applications had been received.

A discussion took place about the filling of vacancies and the related term expirations. The Commission considered an amendment to the Planning Commission By-Laws to permit a vacancy to be filled for a full four-year term rather than the remainder of the vacant term. The Commission felt it might encourage citizens to apply if they knew it would be a four-year term rather than the remainder of an unexpired term. Planning Commission By-Laws permitted the Commission to amend their By-Laws provided a one-month notice was given.

Consensus of the Commission was to give that notice at the November 20, 2019 meeting in order to consider an amendment at the December 18, 2019 meeting.

#### **9. PLANNING ACTIVITY REPORT**

The Commission reviewed the Planning Activity Report.

#### **10. COMMISSION AGENDA FORECASTER**

The Commission reviewed the agenda forecaster.

#### **11. COMMISSIONER COMMENTS**

None.

#### **11. ADJOURNMENT**

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

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

The meeting adjourned at 8:24 p.m.

The next standing Planning Commission meeting was scheduled for Wednesday December 18, 2019 at 6:30 p.m.

Respectfully Submitted,

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Tere Andrews, Planning Commission Secretary

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Alicia Beymer, Planning Commission Chair





# JUNCTION PLANNING COMMISSION

## AGENDA ITEM SUMMARY

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Public Hearing: 989 Juniper Conditional Use Permit Application  
(File: 19-10-23-CUP)

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Meeting Date: December 18, 2019  
Department: Planning  
[www.junctioncityoregon.gov](http://www.junctioncityoregon.gov)

Agenda Item Number: 6a  
Staff Contact: Tere Andrews  
Contact Telephone: 541-998-2153

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### ISSUE STATEMENT

The applicant is requesting a Conditional Use approval to return the use the existing building at 989 Juniper Street as a church (Junction City Municipal Code 17.40.020(B)).

### BACKGROUND

The development site is zoned CR, Commercial/Residential, and designated as Commercial on the Comprehensive Plan Map. The applicant believes that all requirements are satisfied and requests that the Planning Commission approve the Conditional Use application.

Additional details of the proposal are included in the applicant's Conditional Use application and are further addressed in the applicant's submitted documentation. All relevant materials are included as part of the public record and located in the application file for reference.

### RELATED CITY POLICIES

JCMC 1740 –Commercial/Residential  
JCMC 17.130 - Conditional Uses  
JCMC 17.90 – Off-Street Parking and Loading

### PLANNING COMMISSION OPTIONS

1. Approve the Conditional Use Permit application to allow for the use of a church in the Commercial/Residential zone based on the Final Order as presented.
2. Approve the Conditional Use Permit application to allow for the use of a church in the Commercial/Residential zone based on modifications to the Final Order.
3. Deny the Conditional Use Permit application for a church in the Commercial/Residential zone with findings to support the denial.
4. Table the item, direct Staff to provide more information and return to the next available meeting.

**SUGGESTED MOTION**

“I make a motion to approval/approve with conditions/deny/table the proposed Conditional Use Permit File: 19-10-23-CUP to allow for the use of a church in the Commercial/Residential zoning district based on the findings presented in the Final Order.”

**ATTACHMENTS**

- A. Staff Report: 19-10-23-CUP
- B. Application Materials
- C. Public Hearing Notice and Comments Received
- D. Proposed Final Order

**FOR MORE INFORMATION**

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



## Attachment A

City of Junction City Planning Office  
680 Greenwood Street / P.O. Box 250  
Junction City, Oregon 97448  
Ph: 541.998.2153 / fax: 541.998.3140  
jcplanning@ci.junction-city.or.us  
www.junctioncityoregon.com

### **FINDINGS OF THE JUNCTION CITY PLANNING DEPARTMENT:**

#### CONDITIONAL USE PERMIT PROPOSAL – 989 JUNIPER ST (19-10-23-CUP)

##### **Application Summary:**

Conditional Use application to allow use of the existing building at 989 Juniper Street as a church in the Commercial Residential (CR) zone.

##### **Owner(s)/Applicant(s):**

Julia Finfrock, PO Box 845, Marcola, OR 97454

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

Tere Andrews, Planning Technician, Junction City Planning Department, (541) 998-2153

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

Tax Lots 3500 & 3600 of Assessor's Map 15-04-32-32, Zoned CR, Commercial Residential, abutting Juniper Street to the east, and West 10th Avenue at the north.

##### **Relevant Dates:**

Application submitted on October 23, 2019; deemed complete on November 8, 2019; Staff recommendation for conditional approval issued on December 11, 2019.

##### **REQUEST**

The applicant is requesting a Conditional Use approval to convert the existing building at 989 Juniper Street into a church, all within in the Commercial Residential Zoning District.

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

JCMC 17.150.080 (B) states:

“With the exception of Type IV applications, notice of hearing or contemplated land use action shall be mailed to the applicant and to all owners and abutting property owners, including owners of property which would be abutting if there were not intervening streets, of the property which is the subject of the notice. In addition, notice shall be provided to all owners of record of property on the most recent property tax assessment roll within 300 feet of the subject property. Notice shall be mailed at least 20 days before the date of the hearing or review.”

On November 22, 2019, Staff mailed a notice of public hearing to the applicant, property owners and residents within 300 feet of the subject site. To date four public comments in support of the proposal have been received. A copy of the notice is included as an attachment to this report.

Referral comments on the application were also requested from various affected service providers and City departments on November 22, 2019. To date no public comments have been received. A copy of the notice is included in the file as reference.

### **General Property Information:**

The applicant submitted a Conditional Use application for a proposed church, which is regulated as a Conditional Use under JCMC 17.40.020 – Commercial/Residential (CR).

As noted above, the development site is currently zoned CR, Commercial/Residential, and designated as Commercial on the Comprehensive Plan. The applicant believes that all requirements are satisfied and requests that the Planning Commission approve the Conditional Use application.

Additional details of the proposal are included in the applicant's Conditional Use application and are further addressed in the applicant's written statement and supporting documentation. All submitted materials are included as part of the public record and located in the application file for reference. The following evaluation addresses details of the proposal in the context of compliance with the applicable approval criteria and related standards.

### **Evaluation**

The following findings demonstrate that the proposed development will comply with all applicable approval criteria and related standards as set forth in the Junction City Municipal Code (JCMC). Relevant application requirements and approval criteria are addressed at JCMC 17.40 Commercial/Residential, 17.85 Access Management, and 17.130 Conditional Uses. The following evaluation includes findings of compliance with the applicable criteria and related standards as provided in the JCMC, with informational items noted where appropriate. The approval criteria and related standards are listed below in **bold**, with findings addressing each.

#### **JCMC 17.40 COMMERCIAL/RESIDENTIAL ZONE (CR)**

##### **17.40.020 Conditional uses.**

**In the CR zone, uses allowed outright in the C2 zone and their accessory uses are permitted when authorized in accordance with the requirements of Chapter 17.130 JCMC:**

##### **A. Dormitories.**

**B. Clubs, lodges, fraternal and religious associations. [Ord. [1116](#) § 1, 2003; Ord. [1037](#) § 1, 1997; Ord. [1021](#) § 2, 1996; Ord. [950](#) § 46, 1991.]**

The applicant proposes a church. Therefore, findings relative to the required Conditional Use application will be addressed at JCMC 17.130. As shown in the findings below, the above criterion has been met.

##### **17.40.030 Lot size.**

**In a CR zone, the lot size shall be as follows:**

**A. The minimum lot area for commercial shall be 5,000 square feet.**

**B. The minimum lot area for two-family dwellings (duplexes) shall be 6,000 square feet.**

**C. For multiple-family dwellings, the minimum lot area shall be 7,500 square feet.**

**D. The minimum lot width at the front building line shall be 50 feet for an interior lot, and 35 feet for cul-de-sac lots.**

**E. There is no minimum lot depth.**

**F. The minimum lot area for townhomes (single-family attached or row houses) shall be 2,500 square feet per unit. The minimum lot width at the building front shall be 25 feet. [Ord. [1197](#) § 1, 2010; Ord. [1116](#) § 1, 2003; Ord. [1037](#) § 1, 1997; Ord. [950](#) § 47, 1991.]**

The JCMC does not specifically list minimum lot size for a Church. However, under the Uniform Building Code, commercial standards are used for construction of a churches. Therefore, this review will also review the proposed church as a commercial structure. The existing structure at 989 Juniper Street is on two legal lots totally 9,584 square feet. Therefore, the criteria can be met.

#### **17.40.040 Setback requirements.**

**Except as provided in JCMC [17.40.050](#) and [17.95.060](#), in a CR zone the yards, measured from the property line to the foundation of the building, shall be as follows:**

**A. A minimum front setback of 15 feet is required for multifamily dwellings, townhomes, and duplexes, except that a covered (but not enclosed) porch may be within 10 feet of the front line. A minimum front setback of 10 feet is required for nonresidential and mixed use buildings.**

**B. Each side yard setback shall be a minimum of six feet, except that on corner lots, the side yard on the street side shall be a minimum of 15 feet. Townhomes shall have no setback requirement where they share common walls.**

**C. The back yard shall be a minimum of 15 feet.**

**D. In the case of a two-family (duplex) residential use on a corner lot where primary vehicular access is provided from two streets, then both yards abutting the street shall be considered the front yard. Setbacks for back yards are measured separately for each residential dwelling opposite the front yard (see Appendix A, Diagram 2).**

**E. No building shall encroach into a public utility easement or vision clearance area (JCMC [17.95.090](#)). [Ord. [1116](#) § 1, 2003; Ord. [1037](#) § 1, 1997; Ord. [950](#) § 48, 1991.]**

#### **17.40.050 Setback exceptions.**

**In a CR zone, the following architectural features are allowed to encroach into the setback yards: eaves, chimneys, bay windows, overhangs, and similar architectural features may encroach into setbacks by up to three feet; provided, that the State Fire Code is met. Walls and fences may be placed on property lines, subject to the standards in JCMC [17.95.020](#). Walls**

and fences within front yards shall additionally comply with the vision clearance standards in JCMC [17.95.090](#). [Ord. [1116](#) § 1, 2003; Ord. [950](#) § 48A, 1991.]

The structure at 989 Juniper Street was previously used as the Baptist Church. According to Lane County records the building was constructed in 1919. Section 17.40.040 of the Junction City Zoning Code was approved by Council in April of 1991. The existing structure does not meet the above side-yard setback. Thus, the existing structure is nonconforming. Junction City Municipal Code 17.125 permits nonconforming structures to continue if lawfully existing at the time of the effective date of the ordinance codification. Since the structure dates to 1919, and the ordinance was approved in 1991, the exiting structure may continue (JCMC 17.125.010).

#### **17.40.060 Height of buildings.**

No buildings shall exceed a height of 35 feet. Building height may be restricted according to requirements in JCMC [17.20.070](#), [17.20.090](#) and [17.40.090](#). [Ord. [1116](#) § 1, 2003; Ord. [1037](#) § 1, 1997; Ord. [950](#) § 49, 1991.]

The existing structure does not exceed the height maximum. Therefore, the criteria are met.

#### **17.40.070 Lot coverage.**

In a CR zone, the buildings shall not occupy more than 60 percent of the lot area. [Ord. [1116](#) § 1, 2003; Ord. [1037](#) § 1, 1997; Ord. [950](#) § 50, 1991.]

The existing structure is 3,768 square feet on the ground floor. Total lot square footage for the two legal lots is 9,584 square feet. Sixty percent of 9,584 is 5,750.4. Therefore, the criteria can be met.

#### **17.40.080 Residential standards.**

All new residential buildings in the CR zone shall comply with the development review, building height transition, building orientation, building form, and other standards listed in the R3 zone in JCMC [17.20.030](#), [17.20.090](#) through [17.20.120](#) and [17.20.140](#). [Ord. [1116](#) § 1, 2003; Ord. [950](#) § 50A, 1991.]

The proposal is for a church. Therefore, the criteria are not applicable.

#### **17.40.090 Nonresidential standards.**

All new nonresidential buildings in the CR zone shall comply with the development review, building height transition, building orientation, building form, and other standards listed in the R3 zone in JCMC [17.20.030](#), [17.20.090](#) through [17.20.110](#) and [17.20.130](#) with the following exceptions:

A. Hours of operation are not limited.

B. There is no maximum floor area standard. [Ord. [1116](#) § 1, 2003; Ord. [950](#) § 50B, 1991.]

The proposal is for a church in an existing building. No new buildings are proposed. Therefore, the criteria are not applicable.

### **JCMC 17.90-OFF-STREET PARKING AND LOADING**

#### **17.90.010 Off-street parking.**

**A. Off-Street Parking Spaces Required.** At the time of erection of a new structure, at the time of enlargement of an existing structure's floor area by more than 20 percent, or at the time of change in use of an existing structure within any zone in the city, off-street parking spaces shall be provided in accordance with the requirements of this section.

#### **B. Exceptions to Off-Street Parking Requirements.**

**1. Exemptions.** Properties are exempt from the requirement for off-street parking if such properties:

- a. Are or have been assessed for public off-street parking facilities;
- b. Have a commercial use and are bounded by 3rd Avenue to the south, 10th Avenue to the north, West Front Street to the east, and the alley between Juniper Street and Kalmia Street to the west. Properties within this area are exempted from off-street parking requirements, except at the time of erection of a new structure, at the time an existing structure's floor area is enlarged by more than 20 percent, or when the property changes from a commercial use;
- c. Have a commercial use, are located within 900 feet of a city of Junction City parking lot, and are located in an existing residential structure located in the area bounded by W 4th Avenue to the north, W 2nd Avenue to the south, Holly Street to the west, and Front Street to the east, including abutting properties to the alleys.

The existing building at 989 Juniper Street is within the above described parking exemption area as it is located on the southwest corner of West 10<sup>th</sup> Avenue and Juniper Street. Therefore, parking requirements as described in JCMC 17.90 are not applicable.

### **JCMC 17.130 CONDITIONAL USES**

#### **17.130.030 Public hearing on conditional use.**

**A. Before the planning commission may act on a request for a conditional use, it shall hold a public hearing. The hearing shall be held within 40 days after the application for the conditional use is filed. Notice of the hearing and criteria for granting or denying a permit shall be as follows:**

**See JCMC 17.150.080, Notice.**

Staff provided notice in compliance with the standards at JCMC 17.150.080, as noted on pages 1 this report. Therefore, this criterion has been satisfied.

**B. Based on the testimony provided at the hearing, the planning commission shall develop findings of fact to justify either approving or denying a conditional use permit. The planning commission may approve such requests when it is determined the request is in conformance with all the following requirements:**

- 1. The proposal is in conformance with the zoning ordinance;**
- 2. The property is adequate in size and shape to accommodate the proposed use, together with all other zoning requirements and any additional conditions imposed by the planning commission;**
- 3. Public facilities are of adequate size and quality to serve the proposed use; and**
- 4. The proposed use will prove, or can be made to be through imposing conditions, reasonably compatible with surrounding properties. [Ord. 1037§ 1, 1997; Ord. 950 § 100, 1991.]**

As stated within the findings at JCMC 17.40, the proposal can be found in conformance with the applicable zoning codes.

The proposal consists of two legal parcels, which have a combined area of 9,584 square feet. Therefore, the subject site is adequate in size and shape to accommodate the proposed use. The subject site contains an existing structure with previous use as a church. City services are currently provided to the building. Surrounding properties to the north, and east of the subject site are Commercial by designation. Parcels to the west, and south are Residential by designation. Churches are considered as a Conditional Use within the Commercial Residential zone. Through the findings within this report, the proposed use is considered compatible with the surrounding properties. Therefore, these criteria have been met.

**STAFF RECOMMENDATION**

Planning staff recommends Planning Commission approval of the Conditional Use Permit application to allow a church in the Commercial Residential Zone based on the findings listed above.

Staff Report Date:

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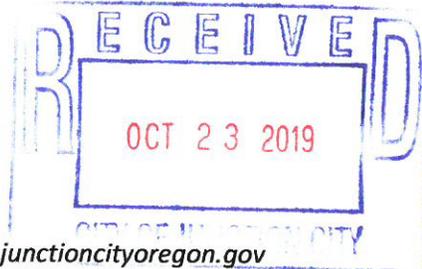
Tere Andrews, Planning Technician



**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> 10/23/19	<b>Received By:</b> Eve	<b>Fee Paid: \$</b> 650-	<b>Supplemental Application:</b> none
------------------------------------	----------------------------	-----------------------------	--

**Section 1**

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

Conditional Use Permit

**Section 2**

<b>Site Address:</b> 989 & 979 Juniper St Junction City	<b>Location Description:</b> old Baptist Church on corner of 10th & Juniper
<b>Property Size:</b> Building sits on 2 city lots & 9584 SF	<b>Assessor's Map &amp; Tax Lot #:</b> 15-04-32-32-03600 15-04-32-32-03500
<b>Present Use:</b> portion of building is lived in by family members/tenants	<b>Proposed Use:</b> ONE USE - Church/Religious Organization
<b>Brief Summary of Action Requested:</b> Requesting Conditional Use Permit for church.	
<b>Are there other permit applications associated with this application?</b> - NO If yes, list:	

**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**

**Applicant:** Julia Finfrock

**Address:** [REDACTED]

**Phone:** [REDACTED]      **E-Mail:** [REDACTED]

**Property Owner:** (same as above)

**Address:**

**Phone:**      **E-Mail:**

**Contact:**  
(if different than Applicant)

**Address:**

**Phone:**      **E-Mail:**

**City of Junction City  
LAND USE APPLICATION**

Section 5	
Required Information	
✓	Written statement describing proposal in detail <i>See attached</i>
✓	Narrative Statement explaining how the application complies with all relevant criteria with enough detail for review and decision-making. <i>See attached</i> <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>
	Three (3) paper copies of application packet including any plan sets
✓	Digital copy of application packet including any plan sets <i>emailed</i>
	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>	
<b>Applicant Signature:</b>	
<b>Date:</b>	<i>10/23/19</i>

10/22/19

**Land Use Application Attachment 1**

Regarding property: 989 & 979 Juniper St, Junction City, OR

**Current Use:**

the upstairs portion of the building is lived in by tenants (family) and a larger portion of the building is being used for temporary storage of my mother's personal belongings from her estate and as a workshop for working on the building.

**Proposed Use:**

We want to make this 100 year old church an active asset to the community again. We propose to have regular church services and church activities, ie, gatherings, etc. We plan to utilize the entire building as a church and potential bible school with classrooms. As a Sunday School teacher her whole life, my Mother wanted to leave a Godly legacy of blessings. In 2016, at age 90, she purchased this church, for the purpose of making this property an active church, contributing to the community again. As active Ministers of the Gospel, Mom regularly attended our church services and was very excited about purchasing and renovating this church to help us advance the Kingdom of God. Over the past 3 years, we have been in the process of working things out with family and have now come to a consensus to make this an active church again and fulfill my Mother's last wishes. My husband and I are ordained licensed Ministers of the Gospel and we have an active 501C3, nonprofit religious organization. We have obtained 63.08% tax exempt status on the property from the Lane County Tax Assessor.

Size of church – entire building, approximately 5732 sf

proposed remodel inside-

chapel, north, side- add heat source

add bathroom to chapel side or reopen door between the north side and south side of the building to access bathroom in foyer.

south side- finish the flooring in the downstairs portion.

Proposed remodel outside- exterior paint and replace missing vinyl siding

Parking- along back of church building and along easement on alley side of vacant lot and street parking.

Congregants- approximately 12 to start, or 6 families, presently.

Phase 1: prepare downstairs for church functions this year, 2019

includes heat source in chapel; finishing flooring in south side downstairs of building, including fellowship hall, kitchen, foyer, bathroom and classrooms; and

replace missing outside vinyl siding and exterior paint where needed.  
 phase 2: prepare upstairs for class rooms, next year, 2020

**Chapter 17.40**  
**COMMERCIAL/RESIDENTIAL ZONE (CR)**

**Sections:**

17.40.010 Uses permitted outright.

17.40.020 Conditional uses.

17.40.030 Lot size.

17.40.040 Setback requirements.

17.40.050 Setback exceptions.

17.40.060 Height of buildings.

17.40.070 Lot coverage.

17.40.080 Residential standards.

17.40.090 Nonresidential standards.

**17.40.010 Uses permitted outright.**

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

A. A use permitted in the R3 zone.

B. Neighborhood commercial uses as follows:

1. Retail goods and services;
2. Child care center (care for more than 12 children);
3. Food services, excluding automobile-oriented uses;
4. Medical and dental offices, clinics, and laboratories;
5. Professional and administrative offices;
6. Repair services, conducted entirely within the building; auto repair and similar uses not permitted;
7. Mixed use building (residential with other permitted uses);
8. Laundromats and dry cleaners;
9. Art, music, or photography studio;
10. Personal services (barber shops, salons, similar uses).

C. Uses similar to those listed above. [Ord. [1116](#) § 1, 2003; Ord. [1037](#) § 1, 1997; Ord. [1025](#) § 3, 1996; Ord. [975](#) § 3, 1993; Ord. [950](#) § 45, 1991.]

**17.40.020 Conditional uses.**

In the CR zone, uses allowed outright in the C2 zone and their accessory uses are permitted when authorized in accordance with the requirements of Chapter 17.130 JCMC:

A. Dormitories.

B. Clubs, lodges, fraternal and **religious associations**. [Ord. 1116 § 1, 2003; Ord. 1037 § 1, 1997; Ord. 1021 § 2, 1996; Ord. 950 § 46, 1991.]

*We plan to establish a religious association, ie, a church, which is permitted under 17.40.020, B, of JCMC.*

**Chapter 17.130  
CONDITIONAL USES**

Sections:

17.130.010 Authorization to grant or deny conditional uses.

17.130.020 Application for a conditional use.

17.130.030 Public hearing on conditional use.

17.130.040 Recess of the hearing by the planning commission.

17.130.050 Notification of action.

17.130.060 Standards governing conditional uses.

**17.130.060 Standards governing conditional uses.**

A conditional use shall comply with the standards of the zone in which it is located except as these standards may have been modified in authorizing the conditional use or as otherwise provided as follows:

A. Height Exception. A governmental building may be built to exceed the height limitations of the zone in which it is located to a maximum height of 50 feet if the total floor area of the building does not exceed one and one-half times the area of the site and if the yard dimensions in each case are equal to at least two-thirds of the height of the principal structure.

B. Limitation on Access to Property and on Openings to Buildings. The city may limit or prohibit vehicle access from a conditional use to a residential street and it may limit building openings within 50 feet of a residential property in an agricultural or residential zone if the openings will cause glare or excessive noise or will otherwise adversely affect adjacent residential property.

C. Schools.

1. Nursery schools shall provide and maintain at least 100 square feet of outdoor play area per child. A sight-obscuring fence at least four feet but not more than six feet high shall separate the play area from abutting lots.

2. Primary schools shall provide one acre of site area for each 90 pupils or one acre for every three classrooms, whichever is greater.

3. Elementary schools shall provide one acre of site area for each 75 pupils or one acre for every two and one-half classrooms, whichever is greater.

D. Utility Substation or Pumping Substation. In the case of a utility substation or pumping substation, the city may waive the minimum lot size requirement only if it is determined that the waiver will not have a detrimental effect on adjacent property. [Ord. [1116](#) § 1, 2003; Ord. [1037](#) § 1, 1997; Ord. [950](#) § 103, 1991.]

A. Height Exception.

B. Limitation on Access to Property and on Openings to Buildings.

C. Schools.

D. Utility Substation or Pumping Substation.

*A through D are not applicable to a church.*

Thank you for your kind consideration and may God bless you.

Julia Finfrock



**Detailed Property Report**

Site Address N/A  
 Map & Taxlot# 15-04-32-32-03500  
 SIC N/A  
 Tax Account# 0013589

*Fellowship  
S.S.*

**Property Owner 1**

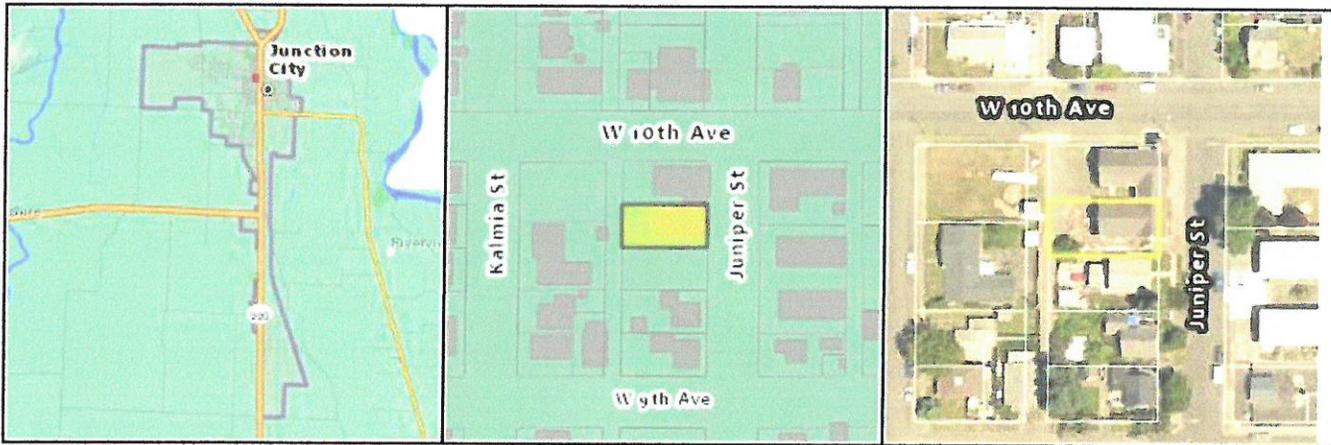


See [Owner/Taxpayer section](#) for additional owners

Tax account acreage 0.11  
 Mapped taxlot acreage† 0.11

† Mapped Taxlot Acreage is the estimated size of a taxlot as derived from the county GIS taxlot layer, and is not to be used for legal purposes.

**Map & Taxlot # 15-04-32-32-03500**



**Improvements**

**Photos & Sketches for Tax Account**



1504323203500  
 09/08/2006  
 See 1504323203500 for more information  
 1504323203500

**Commercial Sales Data**

Image [0013589.pdf](#) Sale Date 09/08/2006

Commercial Appraisal Card [1504323203500](#)

**General Taxlot Characteristics**

▣ Geographic Coordinates

X 4211880 Y 942895 (State Plane X,Y)  
 Latitude 44.2223 Longitude -123.2062

▣ Zoning

Zoning Jurisdiction Junction City  
 Junction City  
 Parent Zone CR Commercial/Residential

**Taxlot Characteristics**

Incorporated City Limits	Junction City
Urban Growth Boundary	Junction City
Year Annexed	N/A
Annexation #	N/A
Approximate Taxlot Acreage	0.11
Approx Taxlot Sq Footage	4,792
Plan Designation	Commercial/Residential
Eugene Neighborhood	N/A
Metro Area Nodal Dev Area	No
Septic	data not available

▣ Land Use

Well data not available  
 Landscaping Quality data not available  
 Historic Property Name N/A  
 City Historic Landmark? No  
 National Historical Register? No

**General Land Use**

**Code Description**  
 data not available data not available

**Detailed Land Use**

**Code Description**  
 data not available data not available

**Service Providers**

Fire Protection Provider Junction City RFPD  
 Ambulance Provider Lane Fire Authority  
 Ambulance District NC  
 Ambulance Service Area Northwest/Central  
 LTD Service Area? Yes  
 LTD Ride Source? Yes

**Environmental Data**

FEMA Flood Hazard Zone  
**Code Description**  
 X Areas determined to be outside of 500-year flood.

FIRM Map Number 41039C0602F  
 Community Number 410124  
 Post-FIRM Date 06/15/1982  
 Panel Printed? Yes

Soils

Soil Map Unit#	Soil Type Description	% of Taxlot	Ag Class	Hydric %
76	Malabon-Urban land complex	100%	1	0

**Detailed Property Report**

**Site Address** 989 Juniper St Junction City, OR 97448-1745  
**Map & Taxlot#** 15-04-32-32-03600  
**SIC** N/A  
**Tax Account#** 0013597 *Chapel*

**Property Owner 1**

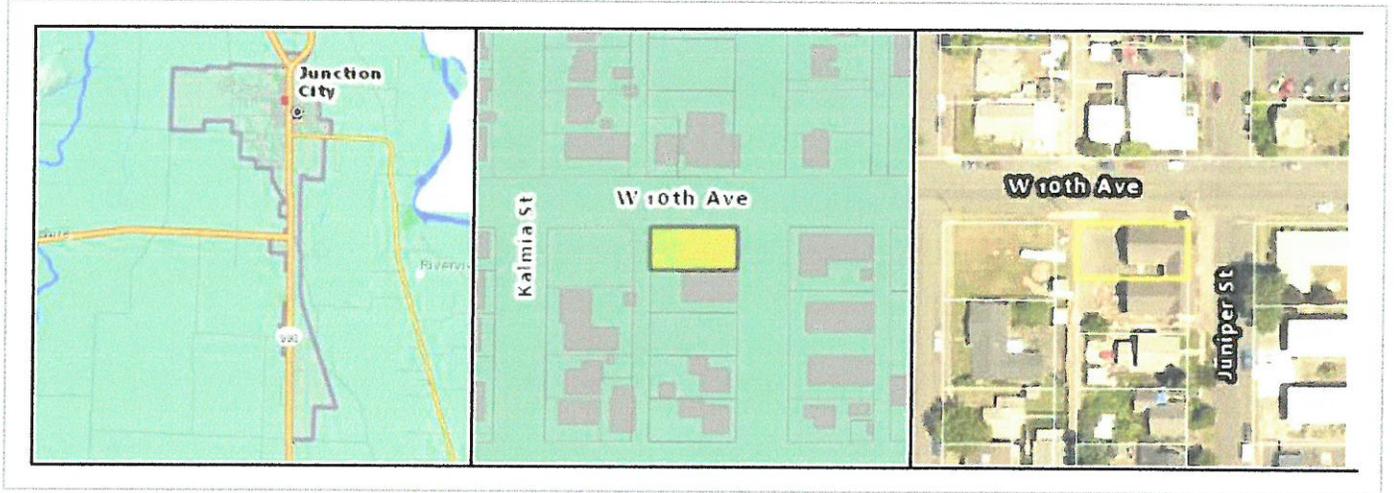


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Tax account acreage 0.11  
 Mapped taxlot acreage<sup>†</sup> 0.11

<sup>†</sup> Mapped Taxlot Acreage is the estimated size of a taxlot as derived from the county GIS taxlot layer, and is not to be used for legal purposes.

**Map & Taxlot # 15-04-32-32-03600**



**Improvements**

**Photos & Sketches for Tax Account**



**Building Part: Co1**

Floor Number	1	Sq Ft	1804
Occupancy	Fellowship Hall	Fireproof Steel Sq Ft	0
Description		Reinforced Concrete Sq Ft	0
Use Description	Multi-Family Rooming House	Fire Resistant Sq Ft	0
Year Built	1919	Wood Joist Sq Ft	1804
Effective Year	1975	Pole Frame Sq Ft	0
Built		Pre-engineered Steel Sq Ft	0
Grade	4		
Wall Height Ft	20		

**Building Part: Co1**

Floor Number	1	Sq Ft	1964
Occupancy	Rooming House	Fireproof Steel Sq Ft	0
Description		Reinforced Concrete Sq Ft	0
Use Description	Multi-Family Rooming House	Fire Resistant Sq Ft	0
		Wood Joist Sq Ft	1964

Year Built	1919	Pole Frame Sq Ft	0
Effective Year Built	1975	Pre-engineered Steel Sq Ft	0
Grade	4		
Wall Height Ft	10		

**Building Part: Co1**

Floor Number	2	Sq Ft	1964
Occupancy	Rooming House	Fireproof Steel Sq Ft	0
Description		Reinforced Concrete Sq Ft	0
Use Description	Multi-Family Rooming House	Fire Resistant Sq Ft	0
		Wood Joist Sq Ft	1964
Year Built	1919	Pole Frame Sq Ft	0
Effective Year Built	1975	Pre-engineered Steel Sq Ft	0
Grade	4		
Wall Height Ft	10		

**Commercial Sales Data**

Image [0013589.pdf](#) Sale Date 09/08/2006

Commercial Appraisal Card [1504323203600](#)

**Site Address Information**

989 Juniper St  
Junction City, OR 97448-1745

House #	989	Suffix	N/A	Pre-directional	N/A
Street Name	Juniper	Street Type	St	Unit type / #	N/A
Mail City	Junction City	State	OR	Zip Code	97448
Zip + 4	1745				

Land Use 6911 Churches, Temples, Sunday School Facilities  
USPS Carrier Route C001

**General Taxlot Characteristics**

▣ Geographic Coordinates

X 4211904 Y 942951 (State Plane X,Y)  
Latitude 44.2224 Longitude -123.2061

▣ Zoning

Zoning Jurisdiction Junction City  
Junction City  
Parent Zone CR Commercial/Residential

▣ Land Use

**General Land Use**

**Code** **Description**  
data not available data not available

**Detailed Land Use**

**Code** **Description**  
data not available data not available

**Taxlot Characteristics**

Incorporated City Limits	Junction City
Urban Growth Boundary	Junction City
Year Annexed	N/A
Annexation #	N/A
Approximate Taxlot Acreage	0.11
Approx Taxlot Sq Footage	4,792
Plan Designation	Commercial/Residential
Eugene Neighborhood	N/A
Metro Area Nodal Dev Area	No
Septic	data not available
Well	data not available
Landscaping Quality	data not available
Historic Property Name	N/A
City Historic Landmark?	No
National Historical Register?	No

**Service Providers**

Fire Protection Provider Junction City RFPD  
Ambulance Provider Lane Fire Authority

Ambulance District NC  
 Ambulance Service Area Northwest/Central  
 LTD Service Area? Yes  
 LTD Ride Source? Yes

**Environmental Data**

FEMA Flood Hazard Zone

**Code Description**

X Areas determined to be outside of 500-year flood.

FIRM Map Number 41039C0602F

Community Number 410124

Post-FIRM Date 06/15/1982

Panel Printed? Yes

**Soils**

Soil Map Unit#	Soil Type Description	% of Taxlot	Ag Class	Hydric %
76	Malabon-Urban land complex	100%	1	0



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

The Junction City Planning Commission will hold a public hearing on **December 18, 2019 at 6:30 pm**, at City Hall, 680 Greenwood Street to take testimony on the following land use application.

FILE NUMBER	19-10-23-CUP
NATURE OF APPLICATION	Conditional Use Permit
APPLICABLE CRITERIA	Junction City Municipal Code 17.130, 17.40, 17.90
APPLICANT/OWNER	Julia Finrock
LOCATION	989 Juniper Street
ASSESSORS MAP & TAX LOT	15-04-32-32-03600 & 03500
LAND AREA	9,584 square feet
ZONING	CR (Commercial Residential)
PROPOSAL	The Applicant proposes to use the building as a church
STAFF CONTACT	Tere Andrews, Planning Technician, <a href="mailto:jcplanning@ci.junction-city.or.us">jcplanning@ci.junction-city.or.us</a> or

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 approve or deny the proposal.

Citizens may present testimony for or against the proposal by submitting written comments or by testifying at a public hearing on **Wednesday, December 18, 2019**.

If you would like your written comments to be included in the staff report, they must be submitted to the Planning office by **5:00 p.m. on Friday, December 6, 2019**. Written comments may be submitted:

- in person at City Hall, 680 Greenwood Street, Monday through Friday, 8:00am – 5:00pm;
- by mail to Planning, 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 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.

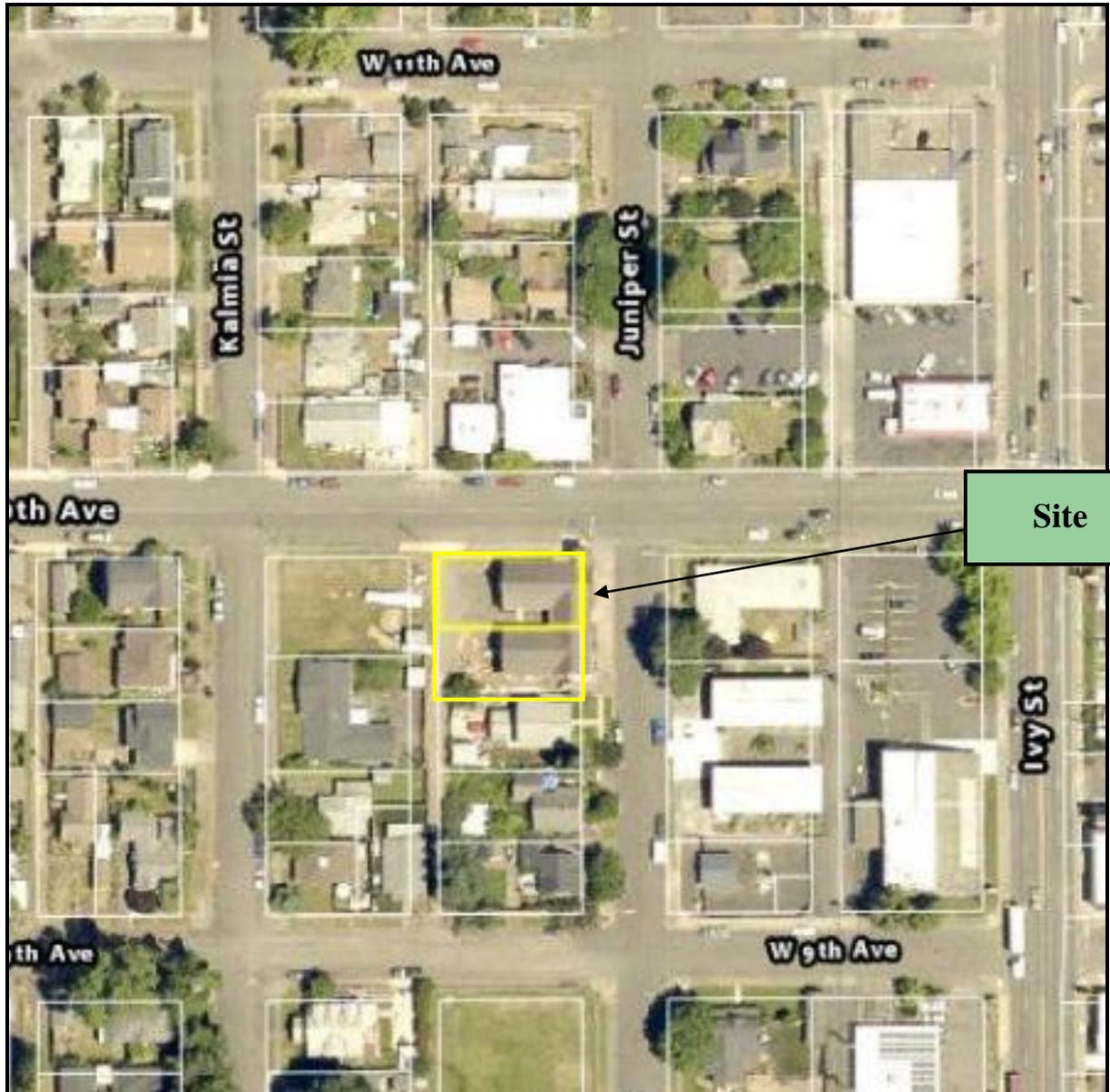
The Planning Commission will review the request for compliance with applicable criteria based upon information in the application, the staff report and comments received and make a decision. Approval must include affirmative findings that are consistent with the Zoning Code and provisions of the Comprehensive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

The staff report will be available for review at City Hall seven 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.



December 11, 2019

Junction City Planning Committee  
Junction City, OR

Re: Property at 989 and 979 Juniper Street, Junction City

I would like to see the old Baptist Church at 989 and 979 Juniper Street be used as a Church again.

Sincerely,

  
\_\_\_\_\_  
Signature

Merlin D Grebb  
\_\_\_\_\_  
Printed Name

530 W 7<sup>th</sup> Junction City, OR. Christ's Center  
\_\_\_\_\_  
Address

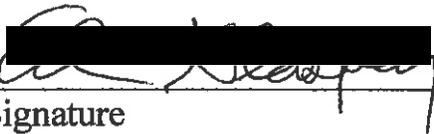
December 11, 2019

Junction City Planning Committee  
Junction City, OR

Re: Property at 989 and 979 Juniper Street, Junction City

I would like to see the old Baptist Church at 989 and 979 Juniper Street be used as a Church again.

Sincerely,

  
Signature

Ed Glaspey  
Printed Name

Founder,  
Restoration ministries

Christ Center - 530 W. 7<sup>th</sup> AV, Junction City, OR 97441  
Address

December 11, 2019

Junction City Planning Committee  
Junction City, OR

Re: Property at 989 and 979 Juniper Street, Junction City

I would like to see the old Baptist Church at 989 and 979 Juniper Street be used as a Church again.

Sincerely,

  
\_\_\_\_\_  
Signature

Ken Jamieson  
\_\_\_\_\_  
Printed Name

~~1262 Juniper St~~ J.C.  
\_\_\_\_\_  
Address

December 11, 2019

Junction City Planning Committee  
Junction City, OR

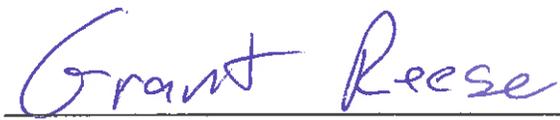
Re: Property at 989 and 979 Juniper Street, Junction City

I would like to see the old Baptist Church at 989 and 979 Juniper Street be used as a Church again.

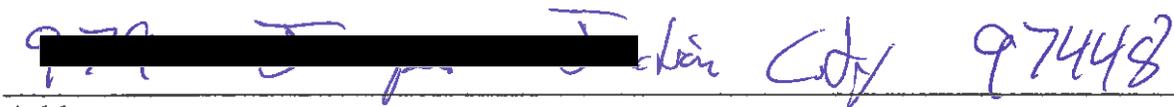
Sincerely,



Signature



Printed Name



Address

**FINAL ORDER OF THE  
JUNCTION CITY PLANNING COMMISSION  
CONDITIONAL USE PERMIT (19-10-23-CUP), 989 JUNIPER ST**

**A. The Junction City Planning Commission finds the following:**

- a. The applicant has submitted the application and supporting documents necessary for the Planning Commission to understand the proposed use and its relationship to surrounding properties as required by Junction City Municipal Code Section 17.130.020.
- b. The Junction City Planning Commission held a public hearing on December 18, 2019 after giving the required notice per Junction City Municipal Code Section 17.150.080.
- c. The Junction City Planning Commission has reviewed all material relevant to the Conditional Use Permit that has been submitted or presented by the applicant, staff, and the general public regarding this matter.
- d. The Junction City Planning Commission followed the required procedure and standards of reviewing conditional use permits as required by Junction City Municipal Code Section 17.130.030.

**B. IT IS HEREBY ORDERED THAT the Junction City Planning Commission approves the Conditional Use Permit for a church in the Commercial/Residential (CR) zone based on the following findings of fact:**

Approval criteria are listed in bold. Findings addressing criteria and informational items included where appropriate.

**JCMC 17.40 COMMERCIAL/RESIDENTIAL ZONE (CR)**

**17.40.020 Conditional uses.**

In the CR zone, uses allowed outright in the C2 zone and their accessory uses are permitted when authorized in accordance with the requirements of Chapter 17.130 JCMC:

**A. Dormitories.**

**B. Clubs, lodges, fraternal and religious associations. [Ord. 1116 § 1, 2003; Ord. 1037 § 1, 1997; Ord. 1021 § 2, 1996; Ord. 950 § 46, 1991.]**

The applicant proposes a church. Therefore, findings relative to the required Conditional Use application will be addressed at JCMC 17.130. As shown in the findings below, the above criterion has been met.

**17.40.030 Lot size.**

**In a CR zone, the lot size shall be as follows:**

- A. The minimum lot area for commercial shall be 5,000 square feet.
- B. The minimum lot area for two-family dwellings (duplexes) shall be 6,000 square feet.
- C. For multiple-family dwellings, the minimum lot area shall be 7,500 square feet.
- D. The minimum lot width at the front building line shall be 50 feet for an interior lot, and 35 feet for cul-de-sac lots.
- E. There is no minimum lot depth.
- F. The minimum lot area for townhomes (single-family attached or row houses) shall be 2,500 square feet per unit. The minimum lot width at the building front shall be 25 feet. [Ord. 1197 § 1, 2010; Ord. 1116 § 1, 2003; Ord. 1037 § 1, 1997; Ord. 950 § 47, 1991.]

The JCMC does not specifically list minimum lot size for a Church. However, under the Uniform Building Code, commercial standards are used for construction of churches. Therefore, this review will also review the proposed church as a commercial structure. The existing structure at 989 Juniper Street is on two legal lots totally 9,584 square feet. Therefore, the criteria can be met.

**17.40.040 Setback requirements.**

Except as provided in JCMC 17.40.050 and 17.95.060, in a CR zone the yards, measured from the property line to the foundation of the building, shall be as follows:

- A. A minimum front setback of 15 feet is required for multifamily dwellings, townhomes, and duplexes, except that a covered (but not enclosed) porch may be within 10 feet of the front line. A minimum front setback of 10 feet is required for nonresidential and mixed use buildings.
- B. Each side yard setback shall be a minimum of six feet, except that on corner lots, the side yard on the street side shall be a minimum of 15 feet. Townhomes shall have no setback requirement where they share common walls.
- C. The back yard shall be a minimum of 15 feet.
- D. In the case of a two-family (duplex) residential use on a corner lot where primary vehicular access is provided from two streets, then both yards abutting the street shall be considered the front yard. Setbacks for back yards are measured separately for each residential dwelling opposite the front yard (see Appendix A, Diagram 2).

**E. No building shall encroach into a public utility easement or vision clearance area (JCMC 17.95.090). [Ord. 1116 § 1, 2003; Ord. 1037 § 1, 1997; Ord. 950 § 48, 1991.]**

#### **17.40.050 Setback exceptions.**

**In a CR zone, the following architectural features are allowed to encroach into the setback yards: eaves, chimneys, bay windows, overhangs, and similar architectural features may encroach into setbacks by up to three feet; provided, that the State Fire Code is met. Walls and fences may be placed on property lines, subject to the standards in JCMC 17.95.020. Walls and fences within front yards shall additionally comply with the vision clearance standards in JCMC 17.95.090. [Ord. 1116 § 1, 2003; Ord. 950 § 48A, 1991.]**

The structure at 989 Juniper Street was previously used as the Baptist Church. According to Lane County records the building was constructed in 1919. Section 17.40.040 of the Junction City Zoning Code was approved by Council in April of 1991. The existing structure does not meet the above side-yard setback. Thus, the existing structure is nonconforming. Junction City Municipal Code 17.125 permits nonconforming structures to continue if lawfully existing at the time of the effective date of the ordinance codification. Since the structure dates to 1919, and the ordinance was approved in 1991, the existing structure may continue (JCMC 17.125.010).

#### **17.40.060 Height of buildings.**

**No buildings shall exceed a height of 35 feet. Building height may be restricted according to requirements in JCMC 17.20.070, 17.20.090 and 17.40.090. [Ord. 1116 § 1, 2003; Ord. 1037 § 1, 1997; Ord. 950 § 49, 1991.]**

The existing structure does not exceed the height maximum. Therefore, the criteria are met.

#### **17.40.070 Lot coverage.**

**In a CR zone, the buildings shall not occupy more than 60 percent of the lot area. [Ord. 1116 § 1, 2003; Ord. 1037 § 1, 1997; Ord. 950 § 50, 1991.]**

The existing structure is 3,768 square feet on the ground floor. Total lot square footage for the two legal lots is 9,584 square feet. Sixty percent of 9,584 square feet is 5,750.4 square feet. Therefore, the criteria can be met.

#### **17.40.080 Residential standards.**

**All new residential buildings in the CR zone shall comply with the development review, building height transition, building orientation, building form, and other standards listed in the R3 zone in JCMC**

**17.20.030, 17.20.090 through 17.20.120 and 17.20.140. [Ord. 1116 § 1, 2003; Ord. 950 § 50A, 1991.]**

The proposal is for a church. Therefore, the criteria are not applicable.

**17.40.090 Nonresidential standards.**

All new nonresidential buildings in the CR zone shall comply with the development review, building height transition, building orientation, building form, and other standards listed in the R3 zone in JCMC **17.20.030, 17.20.090 through 17.20.110 and 17.20.130 with the following exceptions:**

**A. Hours of operation are not limited.**

**B. There is no maximum floor area standard. [Ord. 1116 § 1, 2003; Ord. 950 § 50B, 1991.]**

The proposal is for a church in an existing building. No new buildings are proposed. Therefore, the criteria are not applicable.

***JCMC 17.90-OFF-STREET PARKING AND LOADING***

**17.90.010 Off-street parking.**

**A. Off-Street Parking Spaces Required.** At the time of erection of a new structure, at the time of enlargement of an existing structure's floor area by more than 20 percent, or at the time of change in use of an existing structure within any zone in the city, off-street parking spaces shall be provided in accordance with the requirements of this section.

**B. Exceptions to Off-Street Parking Requirements.**

**1. Exemptions.** Properties are exempt from the requirement for off-street parking if such properties:

**a. Are or have been assessed for public off-street parking facilities;**

**b. Have a commercial use and are bounded by 3rd Avenue to the south, 10th Avenue to the north, West Front Street to the east, and the alley between Juniper Street and Kalmia Street to the west. Properties within this area are exempted from off-street parking requirements, except at the time of erection of a new structure, at the time an existing structure's floor area is enlarged by more than 20 percent, or when the property changes from a commercial use;**

**c. Have a commercial use, are located within 900 feet of a city of Junction City parking lot, and are located in an existing residential structure located in the area bounded by W 4th Avenue to the north, W 2nd Avenue to the south, Holly Street to the west, and Front Street to the east, including abutting properties to the alleys.**

The existing building at 989 Juniper Street is within the above described parking exemption area as it is located on the southwest corner of West 10<sup>th</sup> Avenue and Juniper Street. Therefore, parking requirements as described in JCMC 17.90 are not applicable.

### **JCMC 17.130 CONDITIONAL USES**

#### **17.130.030 Public hearing on conditional use.**

**A. Before the planning commission may act on a request for a conditional use, it shall hold a public hearing. The hearing shall be held within 40 days after the application for the conditional use is filed. Notice of the hearing and criteria for granting or denying a permit shall be as follows:**

**See JCMC 17.150.080, Notice.**

Staff has provided notice in compliance with the standards at JCMC 17.150.080, as noted on page 1 of this report. Therefore, this criterion has been satisfied.

**B. Based on the testimony provided at the hearing, the planning commission shall develop findings of fact to justify either approving or denying a conditional use permit. The planning commission may approve such requests when it is determined the request is in conformance with all the following requirements:**

- 1. The proposal is in conformance with the zoning ordinance;**
- 2. The property is adequate in size and shape to accommodate the proposed use, together with all other zoning requirements and any additional conditions imposed by the planning commission;**
- 3. Public facilities are of adequate size and quality to serve the proposed use; and**
- 4. The proposed use will prove, or can be made to be through imposing conditions, reasonably compatible with surrounding properties. [Ord. 1037§ 1, 1997; Ord. 950 § 100, 1991.]**

As stated within the findings at JCMC 17.40, the proposal is in conformance with the applicable zoning codes.

The proposal consists of two legal parcels, which have a combined area of 9,584 square feet. Therefore, the subject site is adequate in size and shape to accommodate the proposed use. The subject site contains an existing structure with previous use as a church. City services are currently provided to the building. Surrounding properties to the north, and east of the subject site are Commercial by designation. Parcels to the west, and south are Residential by designation. Churches are a Conditional Use within the Commercial Residential zone. Through the findings stated, the proposed use is compatible with the surrounding properties. Therefore, these criteria have been satisfied.

**This approval shall become final on the date this decision and supporting findings of fact are signed by the Chairperson of the Junction City Planning Commission.** An appeal of the Planning Commission's decision must be submitted to the City Council within 12 days of this Final Order being mailed to all opponents. Appeals may be made by filing written notice with the City and paying the fee equal to the average cost as prescribed by the City Council, and cost of the written transcripts up to \$500, plus one-half the cost over \$500. If no appeal is taken within the 12-day period, the decision of the Planning Commission shall be final. An appeal of the City Council's decision must be submitted to the Land Use Board of Appeals within 21 days of the Council's decision becoming final.

Failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the City to respond to the issue precludes an action for damages in circuit court.

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

James Hukill  
Chair Pro-Tem, Junction City Planning Commission

Date

## M E M O R A N D U M

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

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

1. Minor Partition of property at 355 W 3<sup>rd</sup> Avenue. This is a Type III review. It is anticipated that the application will come before the Commission in January.
2. Zoning Compliance Analysis has been requested for The Tractor Company at 94622 Hwy 99E.
3. Staff anticipates applications for: a property line adjustment; a partition and; a four-lot subdivision being submitted in the near future.

### **City Council Update**

None

### **Planning Commission**

1. No applications, to fill Planning Commission vacancies, have been received. Vacancy announcements are posted on the City website and at City Hall. Applications are available in both of these locations.
2. At the November 20, 2019 Planning Commission meeting the Commission consensus was to update the by-laws to amend the term of office for filling of a vacancy to a full four-year term. In preparing documents for the proposed by-laws amendment, staff searched the Junction City Municipal Code and found that the proposed amendment was in conflict with JCMC 2.50.010 (copied below) which states vacancies on the Planning Commission were to be filled by the mayor for the unexpired portion of the term.

***Junction City Municipal Code 2.50.010 Planning Commission Established.***

*D. Any vacancy shall be filled by the mayor for the unexpired portion of the term.*

### **Building Activities:**

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





# PLANNING COMMISSION

## AGENDA FORECASTER

*Last 10-04-19 by J. Knope*

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# CURRENT BUSINESS ITEMS

## Current Business Items

**Item** Conditional Use Permit Application (19-10-23-CUP), 989 Juniper Street

**Requested By** Julia Finfrock

**Date Last at Planning Commission** **First Appearance**

**Current Agenda Item Number** 6a

**Item Description.** Request to change use at 989 Juniper to a church

**Current Status/Update.** New application

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**Item** Planning Commission Training – Follow Up

**Requested By** Staff

**Date Last at Planning Commission** **October 16, 2019**

**Current Agenda Item Number** 5

**Item Description.** A Question & Answer session as a follow up to the October training

**Current Status/Update.** - Follow up

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# PENDING BUSINESS ITEMS

## Pending Business Items

**Item** Planning Commission Officer Elections

**Requested By** Planning Commission by-Laws

**Date Last at Planning Commission** November 20, 2019

**Item Description** Planning Commission By-Laws provide for officer elections every October.

**Current Status/Update.** Planning Commission motion moved item to January 15, 2020 Planning Commission meeting.

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**Item** Planning Commission Vacancies

**Requested By** Staff

**Date Last at Planning Commission** N/A

**Item Description** Review of applications to fill three Planning Commission vacancies

**Current Status/Update.** Vacancies advertised, open until filled.

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# FUTURE BUSINESS ITEMS

## Future Business Items

**Item**

Zoning Code Updates

**Requested By**

Staff

**Item Description** Updates to zoning code related to mobile food carts, and Flood Hazard Areas

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# DRAFT MEETING AGENDA – JANUARY 15, 2020

## Draft Meeting Agenda – January 15, 2020

### AGENDA

#### PLANNING COMMISSION MEETING

City of Junction City

680 Greenwood Street

Wednesday, January 15, 2020

6:30 P.M.

(\*Estimated Time\*)

1. Call to Order and Pledge of Allegiance
2. Changes to the Agenda
3. Public Comment (for items not already on the agenda)
4. Approval of Minutes
5. 19-07-04-MP, 755 W 3<sup>rd</sup> Ave
6. Officer Elections
7. Planning Activity Report
8. Planning Commission Agenda Forecaster
9. Commissioner Comments
10. Adjournment

# PLANNING COMMISSION MEETING CALENDAR

## Planning Commission Meeting Calendar

-  Meeting Date
-  Packet Delivery Date
-  Holiday

### JANUARY

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### FEBRUARY

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### APRIL

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### AUGUST

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### SEPTEMBER

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### OCTOBER

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### NOVEMBER

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### DECEMBER

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# PLANNING COMMISSION MEETING CALENDAR

## 2020 Planning Commission Calendar

January						
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 PC Meeting

 PC Packets Distributed

 Holiday

 1/2 Day Holiday