



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

1171 Elm Street/PO Box 250 Junction City OR 97448

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

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

Development Review (Remodel)

**Section 2**

<b>Site Address:</b> 979 and 989 Juniper St., Junction City	<b>Location Description:</b> Corner lot at intersection of Juniper and 10th
<b>Property Size:</b> 9584 square foot lot	<b>Assessor's Map &amp; Tax Lot #:</b> Tax Acct#0013597 Map 15-04-32-32-03600, Tax Acct#0013589 Map 15-04-32-32-03500
<b>Present Use:</b> Zoned for Church & Residential Use	<b>Proposed Use:</b> Commercial and Residential Use
<b>Brief Summary of Action Requested:</b> Development Review	
Are there other permit applications associated with this application? If yes, list: Change of Use Application	

**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> Jordan Investment Group, LLC	
Address: 1283 Lincoln St. Eugene, OR 97401	
Phone: [REDACTED]	E-Mail: susan@jordanlawpc.com
<b>Property Owner:</b> Jordan Investment Group, LLC	
Address: 1283 Lincoln St. Eugene, OR 97401	
Phone: [REDACTED]	E-Mail: susan@jordanlawpc.com
<b>Contact:</b> Tim Jordan: 541-554-7684 and Susan Jordan 541-554-7684 (if different than Applicant)	
Address: 1283 Lincoln St. Eugene, OR 97401	
Phone: [REDACTED]	E-Mail: susan@jordanlawpc.com

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

**Section 5**

**Required Information**

	Written statement describing proposal in detail Supplemental information for this section is attached
	Narrative Statement explaining how the application complies with all relevant criteria with enough detail for review and decision-making. Supplemental Information for this section is attached. <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 E-mailed on 10/29/20.
	Non-refundable Application Fee \$250 fee paid on 10/28/20.

**Section 6**

**Supplemental Application:** Yes  No


**Attachment(S):** Yes  No

**Section 7**

**Your signature below acknowledges the following:**

- 1. Payment of the base fee may not cover the City's costs associated with processing the Application.**  
*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, &/or wetlands specialist. Direct costs 30 days past due shall be charged 9% interest in addition to the amount billed to the City.*
- 2. The foregoing statements and other information attached hereto are true and accurate to the best of my knowledge and belief.*
- 3. Signer agrees to pay all direct costs associated with processing this land use application.*

**Applicant Signature:**

  
 Susan Jordan for Jordan Investment Group, LLC

**Date:** 10/29/20

# JUNCTION CITY LAND USE APPLICATION for Development Review/Remodel

## Section 5 Supplemental Information

979/989 JUNIPER STREET

**Property:** 979 and 989 Juniper St., Junction City, OR  
**Lane County Map and Tax Lot Numbers:**  
**Tax Lot 0013597 Map 15-04-32-32-03600**  
**Tax Lot 0013589 Map 15-04-32-32-03500**  
**Commercial/Residential Zone**

### Written Statement Describing Proposal:

Four numbered diagrams are included. The first shows the location of the two lots involved in this application. The second shows use by the former owner as previously approved by the City, the third shows immediate intended use and the fourth shows intended future use.

As shown on diagram 2, the former owner installed a firewall to separate the commercial and residential sides of the property, with a church located on the sanctuary side and the remainder used for residential purposes. We plan to keep this configuration initially by using the residential portion as a residence for business owners Tim and Susan Jordan and the sanctuary side for commercial purposes shown on diagram 3. After we have moved in, we plan to improve and convert the downstairs portion to commercial use, as shown on diagram 4.

### Information about the intended commercial uses (shown on Exhibit 4):

1. Jordan Law, P.C. is a general practice law firm currently located in Eugene. Jordan Law will initially use the sanctuary as an annex for socially distanced signing of documents that require multiple witnesses and in-person notarization. (See Diagram 3). After improvements have been made, Jordan Law will establish an office in the current downstairs residential area immediately adjacent to the Juniper Street entrance. (See Diagram 4).
2. Tim Jordan Designs is a design firm which will relocate its office, currently located in Eugene, to the former sanctuary at 989 Juniper St. and expand to include an art studio in the space.
3. Jordan Investment Group, LLC is a limited liability company owned by Tim and Susan Jordan which is engaged in the acquisition and management of real property. Jordan Investment Group will initially share the sanctuary space with Tim Jordan Designs but may move to the area designated for Jordan Law on diagram 4 after improvements to the property have occurred.
4. The fourth commercial use is in the planning stages and involves developing the downstairs kitchen area and adjacent room for use as a commercial kitchen, with the idea that people or groups could rent the space on weekends or times when Jordan Law is not open for limited purposes such as preparing and canning peaches or jam, baking a large batch of fudge for the holidays, or using the kitchen to prepare a large meal for a family gathering or event. Some

commercial features currently exist in the downstairs kitchen but further investment would need to be made for the kitchen to be fully equipped for this purpose. It is anticipated that these improvements would be made after the other three commercial uses have been established in the space.

Information about intended residential use:

Business owners Tim and Susan Jordan are married, currently operate the first three commercial uses described and would develop the fourth use over time. Tim and Susan have lived in Lane County for many years, Tim since 1980 and Susan since 1994. They manage properties in Eugene, Junction City and Corvallis and want to live in and contribute to the Junction City community. Establishing their residence on site would allow them to be present on the premises and develop and manage the commercial uses.

**How the application complies with Application Criteria:**

**1. JMC 17.160 Development Standards**

Tim and Susan Jordan want to relocate three existing businesses to the property: an attorney's office, a property management firm and a design/art studio. All uses are permitted outright within the commercial/residential zone. No new structures are anticipated other than the construction of fencing in some areas to secure the property. Improvement to the exterior of the building, such as painting, is planned.

**2. JMC 17.85 Access Management**

Applicant is not seeking any new or modified access to public rights-of-way and it does not appear that an access permit application is required under 17.85.030.

**3. JMC 17.90 Off Street Parking and Loading**

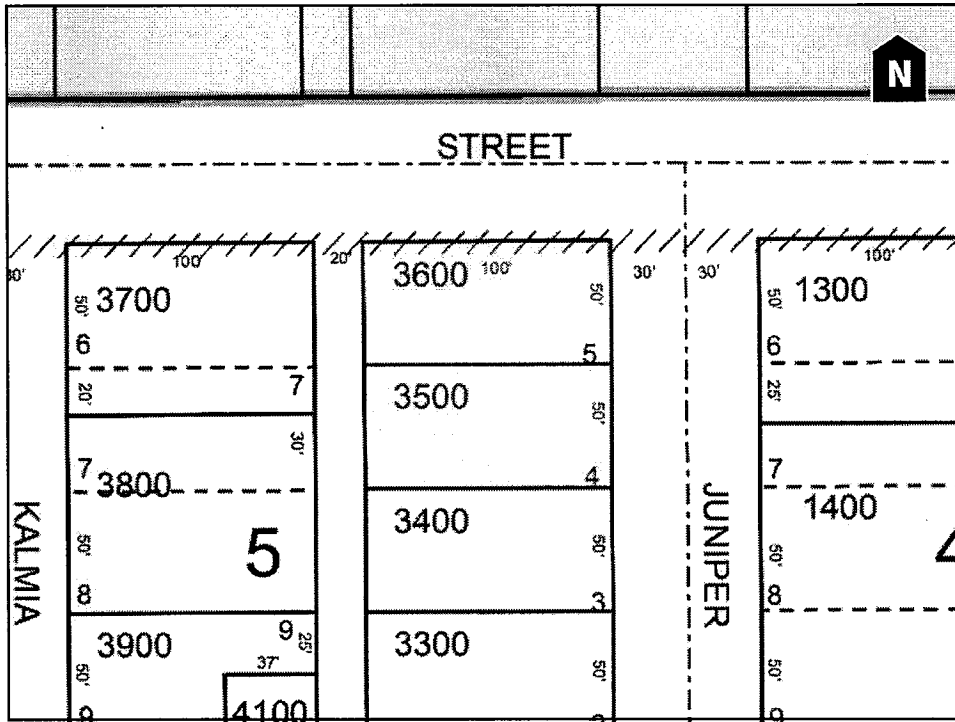
The property is exempt from off-street parking requirements under JMC 17.90.010(B)(1)(b) because it has a commercial use and is bounded by the alley between Juniper Street and Kalmia Street to the west. No enlargement or new structures are proposed.

**4. JMC 17.40 Commercial/Residential Zone**

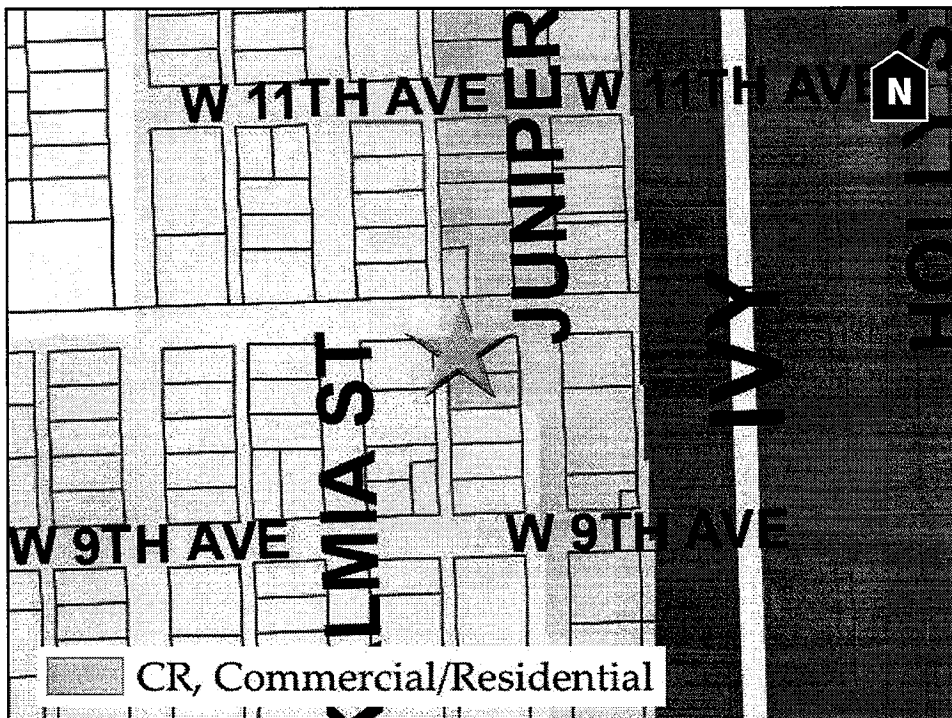
The property complies with the current commercial/residential zoning because all proposed uses are Neighborhood commercial uses permitted outright in the Commercial/Residential zone under JMC 17.140.010 (B).

The first commercial use, an office for Jordan Law, P.C. is a professional office and is allowed under 17.40.010 (B)(5). The second commercial use, an office and art studio for Jordan Design, is allowed under 17.40.010 (B) (5) and (9). The third commercial use, an administrative office for Jordan Investment Group, LLC, is allowed under 17.40.010 (B)(5). The fourth commercial use, intended development of a commercial kitchen, is allowed under 17.40.010 (B)(3). The residential use is allowed by 17.40.010(B)(7) which permits mixed use buildings in the commercial/residential zone when the residential use is combined with other permitted uses.

Diagram 1: Plat maps and zone map for city of Junction City

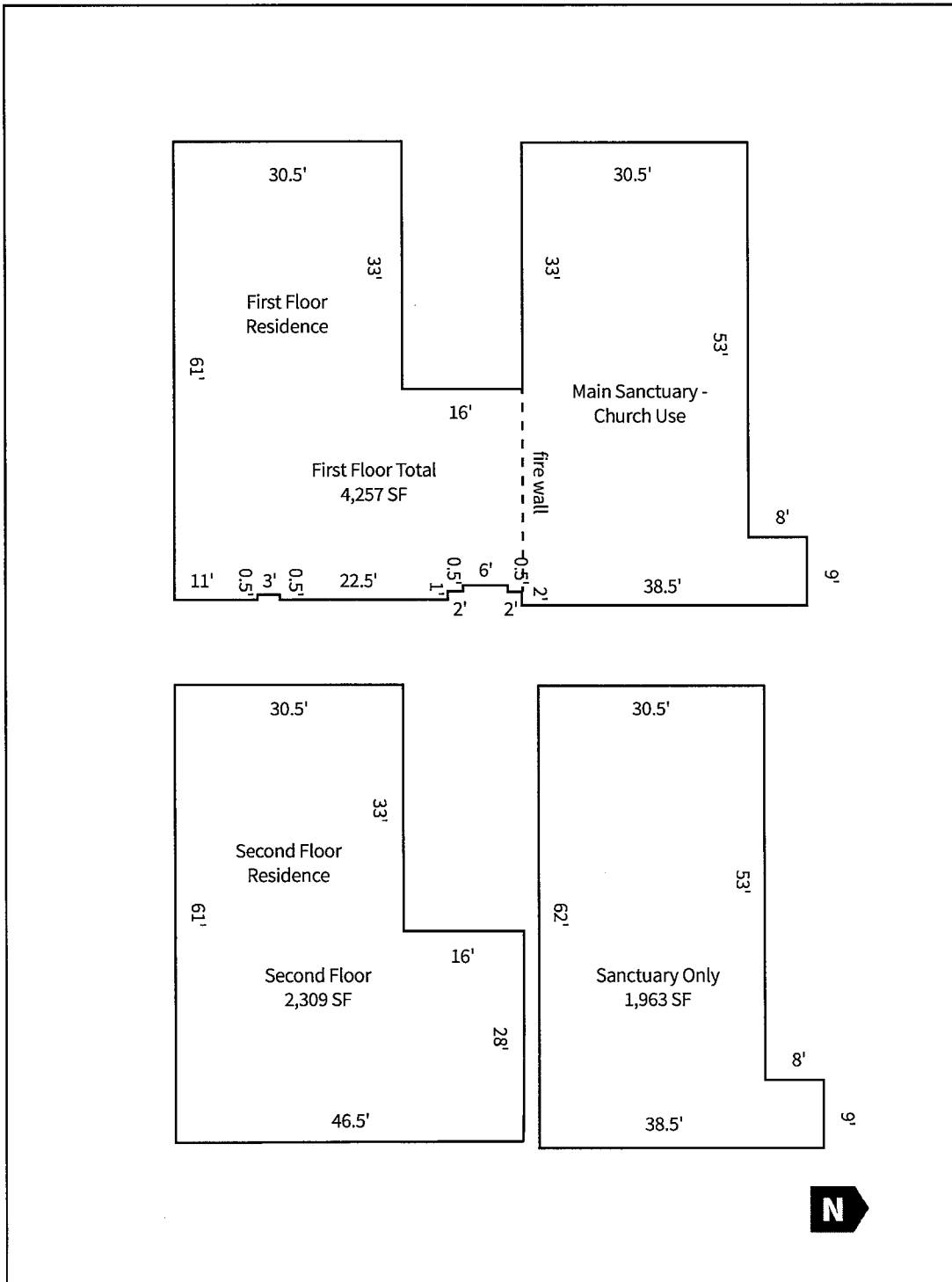


Plat Map



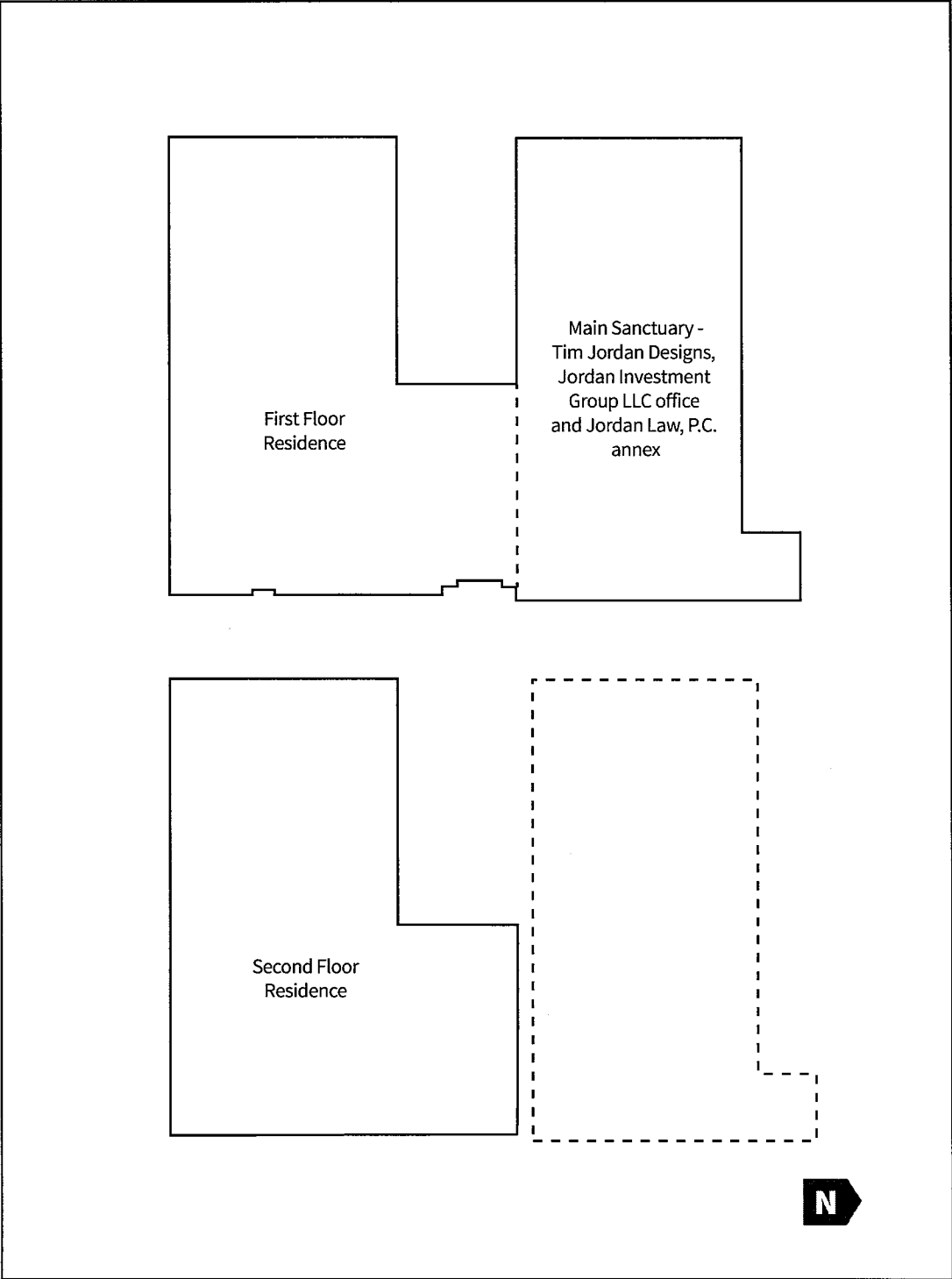
Zone Map - City of Junction City

# Diagram 2: Building diagram with measurements and past uses

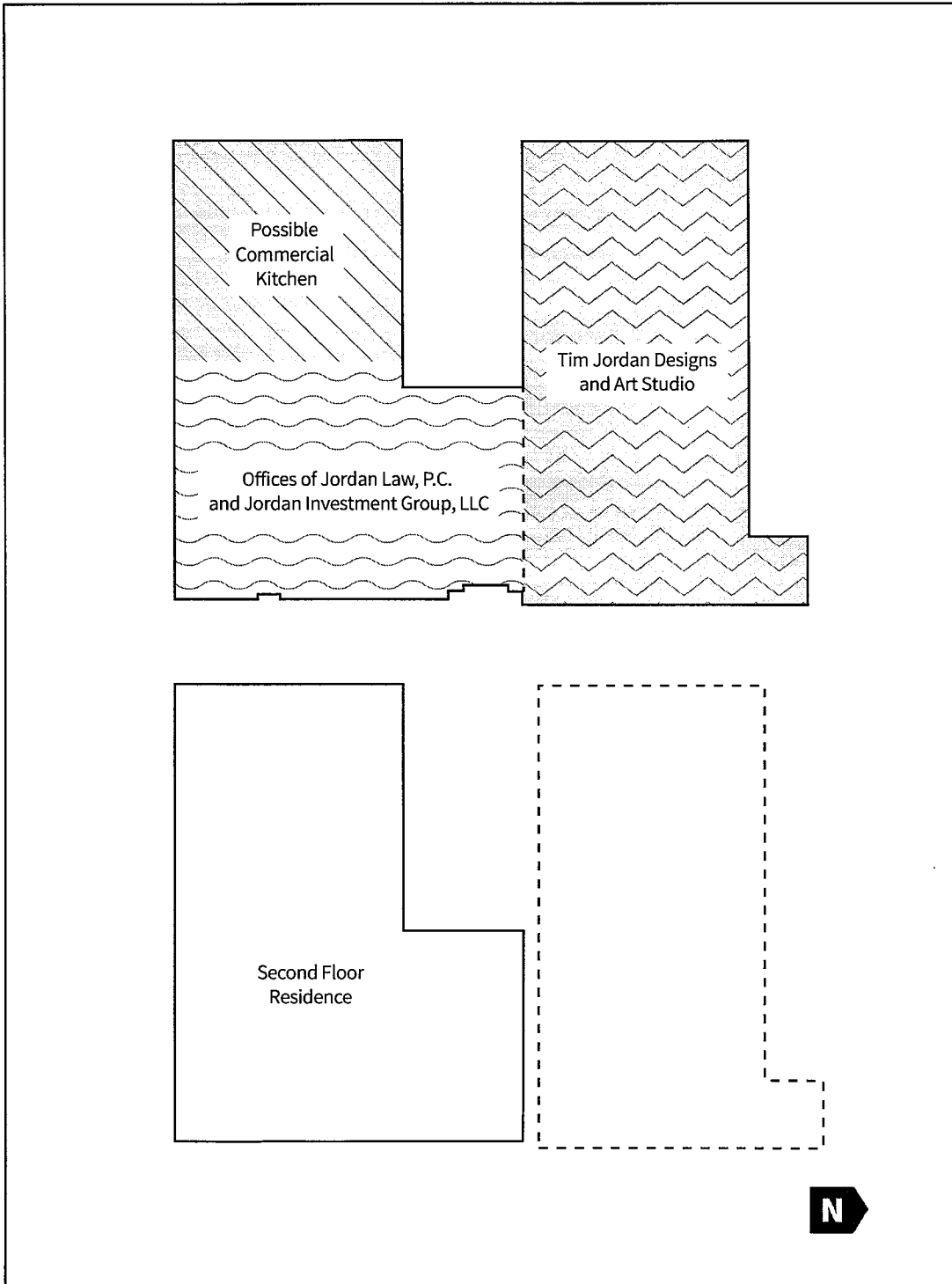


**Building Diagram**

Diagram 3: Proposed immediate usage



# Diagram 4: Proposed future usage



Proposed Building Usage