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## PLANNING DEPARTMENT STAFF REPORT AND FINDINGS

### ROLLING MEADOWS SUBDIVISION PHASES 6, 1<sup>st</sup> Addition – PRELIMINARY APPROVAL (File SUB-24-36)

#### **Application Summary:**

The request is for preliminary approval for a subdivision. The applicant's proposal calls for the division of 10 total lots of within Phase 6 of the Rolling Meadows PUD, which is being referred to as the 1<sup>st</sup> Addition of Phase 6. The lots will be accessed off of improved sections of 10<sup>th</sup> Avenue. The PUD occupies Tax Lots 2400 and 2500, Assessor's Map 15-04-31-00. Phase 1 of the Rolling Meadows PUD has received Final Plat, but no applications for Phases 2-4 have been received. Phases 5 & 6 have also received preliminary plat but may be put on hold due to a Junction City sewage capacity issue.

**Applicant:** Pacific National Development, Inc., P.O. Box 3550, Salem, Oregon 97302.

**Applicant's Representative:** Lani Hickey, Rhine-Cross Group, LLC, 112 N. 5<sup>th</sup> Street, Suite 200, Klamath Falls, OR 97601.

**Staff Contact:** Chloe Trifilio, Assistant Planner, Lane Council of Governments, [ctrifilio@lcog.org](mailto:ctrifilio@lcog.org), 541-682-4247. Dawn Northey, Planning Technician, 1171 Elm St., Junction City OR 97448, [jcplanning@ci.junction-city.or.us](mailto:jcplanning@ci.junction-city.or.us), 541-998-3125.

**Subject Property/Zoning/Location:** The total area of the proposed subdivision is 0.81 acres. The proposed subdivision contains areas of R-2 zoning, as well as a park, and is designated as Medium Density Residential by the Comprehensive Plan. The PUD is west of Oaklea Drive and the proposed lots would be directly east of the developed Phase 1.

**Relevant Dates:** Application submitted on October 22<sup>nd</sup>, 2024; submittal package deemed complete on October 24<sup>th</sup>, 2024. The application will be heard by the Junction City Planning Commission on November 19, 2024.

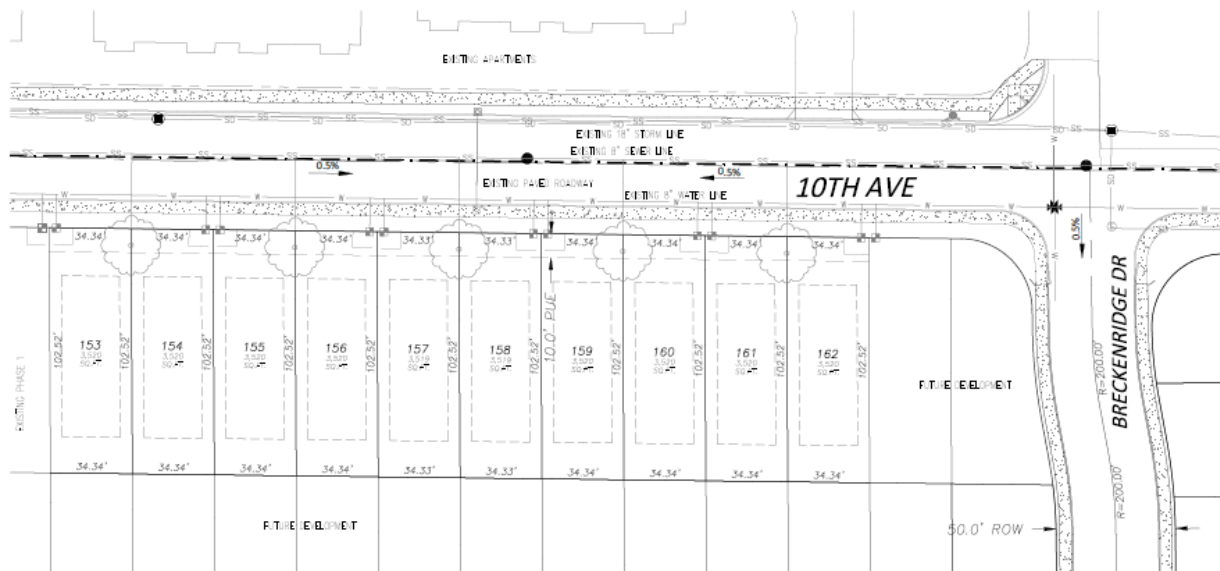
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#### **Request**

The applicant is seeking preliminary approval for the subdivision of the subject property into 10 lots, all about 34.34' by 102.52' or about 3,521 square feet. Overall, Phase 6 consists of 7.84 acres (1 High Density lot and 55 Medium Density lots) and this proposal is for only ten of the Medium Density lots.

#### **Preliminary Subdivision Plan Map**

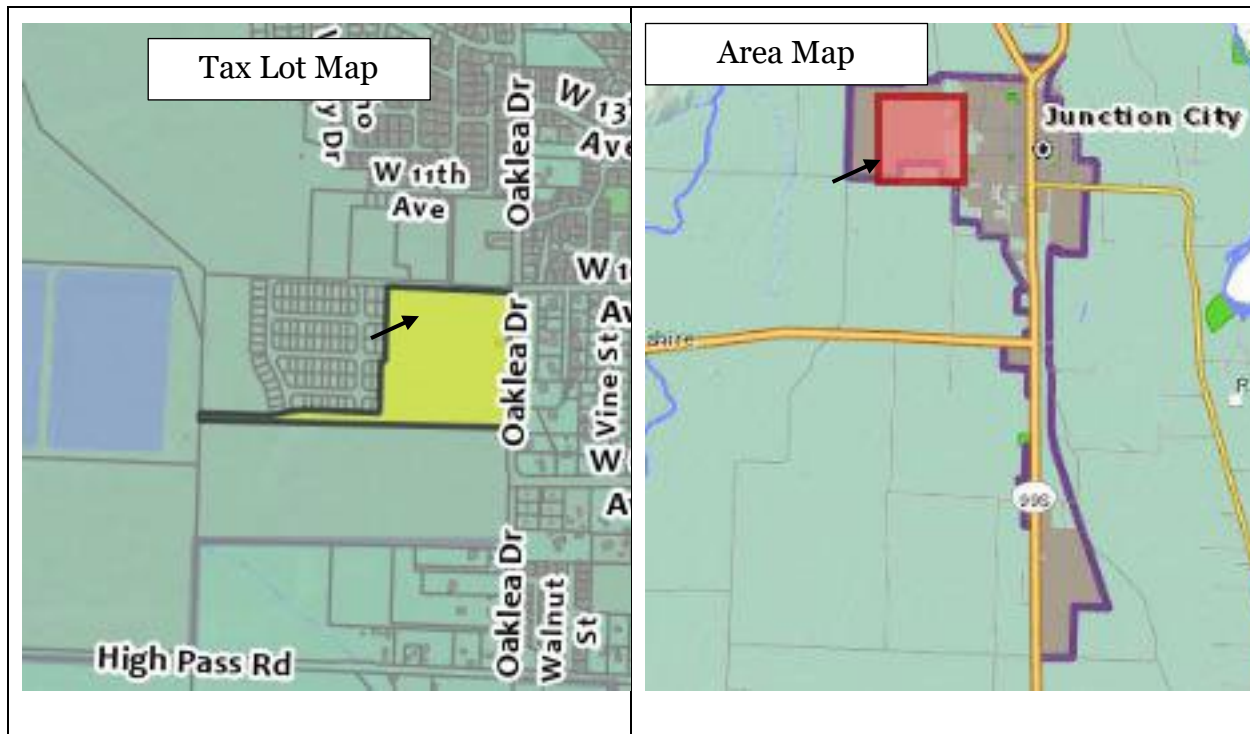
As noted above, the applicant has proposed to divide 0.81 of the 7.84 acres into 10 residential lots of medium density, and leaving the other ~7 acres for future Additions of Rolling Meadows Phase 6 (see Attachment 1 for more detail):



## Public Notice and Referrals

Public notice of the proposed development is required under Junction City Municipal Code for Type II applications. The Planning Department mailed notice of the application on October 30, 2024, in accordance with the applicable requirements of (JCMC) 17.150.080(A)(1)(b). Referral comments on the application were requested from various affected service providers and City departments on October 30, 2024. No comments were received as of the date of this staff report.

## General Property Information



The Applicant's submitted preliminary subdivision plan shows all 132 lots, Phases 5 and 6 of the Rolling Hills PUD and adjacent tax lots for future subdivision phases. The subject property lies on the west side of Junction City and begins along the west edge of Oaklea Drive. There is no mapped floodplain or jurisdictional wetlands within these two phases of the Rolling Meadows Planned Unit Development. The subject property is mostly flat.

### Evaluation:

The following findings demonstrate that the proposed partition can conditionally comply with all applicable approval criteria and related standards as set forth in the Junction City Municipal Code (JCMC) including the exceptions to the minimum lot size, lot width and frontage requirements granted through the Rolling Meadows Planned Unit Development. Relevant application requirements and approval criteria are addressed in JCMC 17.15 Duplex Residential Zone (R2), JCMC 16.05.040 Subdivision and major partition procedure, and 16.05.050 Platting and mapping standards. The following evaluation includes findings of compliance with the applicable criteria and related standards as provided in the JCMC, with conditions of approval and other requirements or informational items noted where appropriate. The approval criteria and related standards are listed below in **bold**, with findings addressing each.

## **JCMC CHAPTER 17.65 PLANNED UNIT DEVELOPMENT (PUD)**

### **JCMC 17.65.080 Changes and modifications**

**Finding 1:** Phase 1 of the Rolling Meadows PUD was approved February 21, 2019 (PUD-19-01). The Rolling Meadows PUD Master Plan called for 1-acre of high-density residential development (R3), 9-acres of medium density residential development (R2 Duplex Residential), and 38-acres of low-density residential development (R1). Phases 5 and 6 included 90 lots that were zoned R2 and were intended to be occupied by duplexes. However, the applicant has decided that these lots instead would be developed with attached single-family dwellings. The R2 zoning district was recently amended by the City Council to allow R2-zoned lots to be developed with attached single-family dwellings.

In addition, at its August 16<sup>th</sup> meeting, the Planning Commission conditionally approved another Major PUD Modification, PUD-23-24, to change the minimum lot sizes and lot widths in the R1 and R2 zones. The following applicable Conditions of Approval were adopted:

3. For lots zoned R2 in the PUD, the minimum lot area may be 3,000 square feet, the minimum lot depth is 90 feet, and the minimum lot width is 34 feet.
4. Where lots zoned R2 are developed with attached single-family residences, the lots utilize shared driveways with the adjacent lot.
5. Prior to building permit approval, R2-zoned lots that will accommodate attached single-family residences must have recorded covenants that address the maintenance of shared facilities such as driveways, roofs and fences.

Condition of approval #5 above will continue to apply to this subdivision application.

## **JCMC CHAPTER 17.15 DUPLEX RESIDENTIAL ZONE (R2)**

### **JCMC 17.15.010 Uses permitted outright.**

**In an R2 zone, only the following uses and their accessory uses are permitted outright:**

- A. Attached and detached single-family dwellings and two-family dwellings (duplexes).**
- B. A use permitted in the R1 zone.**
- C. A use similar to those listed above. [Ord. [1278](#) § 2 (Exh. B), 2023; Ord. [1116](#) § 1, 2003; Ord. [950](#) § 15, 1991.]**

**Finding 2:** The applicant is proposing to divide the subject property to allow attached and detached single-family residential development. No dwellings are proposed at this time.

As stated in the findings above, these criteria has been met.

### **JCMC 17.15.030 Lot Size**

**In an R2 zone, the minimum lot size shall be as follows:**

- A. The minimum lot area for single-family detached dwellings shall be 5,000 square feet.**
- B. The minimum lot area for single-family attached dwellings shall be 3,500 square feet.**

C. The minimum lot area for two-family dwellings (duplexes) shall be 7,000 square feet.

D. The minimum lot area for multiple-family dwellings shall be 7,500 square feet.

E. The minimum lot depth shall be 70 feet.

F. The minimum lot width shall be 50 feet and 35 feet for cul-de-sac lots.

[Ord. [1278](#) § 2 (Exh. B), 2023; Ord. [1116](#) § 1, 2003; Ord. [1037](#) § 1, 1997; Ord. [950](#) § 17, 1991.]

**Finding 3:** Section 17.15.030 of the JCMC was changed to allow single-family dwellings that have a minimum lot area of 3,000 square feet. Condition #3 of Final Order for PUD-23-24 states: “For lots zoned R2 in the PUD, the minimum lot area may be 3,000 square feet, the minimum lot depth is 90 feet, and the minimum lot width is 34 feet.”

According to the Tentative Plat, the proposed R2 zoned lots meet the minimum lot area and width requirements of 3,000 square feet and 34 feet lot width.

Staff finds these criteria met.

#### **JCMC 17.15.040 Setback requirements**

Except as provided in JCMC [17.95.060](#), in an R2 zone, the yards, measured from the property line to the foundation of the building with a maximum projection of three feet into any setback area as defined in JCMC [17.15.070](#), shall be as follows:

A. The front yard shall be a minimum of 18 feet to the front facade of the house and a minimum of 20 feet to the garage. Covered but unenclosed porches shall be allowed to be a minimum of 10 feet from the front property line, as long as they do not encroach into a public utility easement and comply with the vision clearance standards in JCMC [17.95.090](#) (see Appendix A, Diagram 4).

B. Each side yard shall be a minimum of six feet, measured from the foundation, except that on corner lots, the side yard on the street side shall be a minimum of 15 feet measured from the foundation.

C. The rear yard shall be a minimum of 15 feet, measured from the foundation. An exception shall be permitted where an accessory dwelling unit, garage, or other accessory structure is located at the rear lot line abutting an alley, in which case the setback shall be a minimum of four feet.

D. In the case of a 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 with appropriate front yard setbacks (20 feet from property line to foundation of building). Setbacks for rear yards are measured separately for each residential dwelling opposite the front yard (see Appendix A, Diagram 2). [Ord. [1278](#) § 2 (Exh. B), 2023; Ord. [1116](#) § 1, 2003; Ord. [1037](#) § 1, 1997; Ord. [950](#) § 18, 1991.]

**Finding 4:** When development is proposed it will have to meet the applicable setback standards. The Rolling Meadows Planned Unit Development, PUD-19-01, received modified setbacks of ten (10) foot side yard setback where lots abut a public street, and a five (5) foot side setback between buildings and property lines not abutting a street. No changes to the rear yard setback

requirements were proposed. The tentative subdivision site plan shows adequate space for residential development on the lots zoned R2 with the required reduced setbacks in place.

Staff finds these criteria met.

## **JCMC CHAPTER 16.05 SUBDIVISIONS**

### **16.05.040 General Provisions**

**A. Submitting Preliminary Plan.** A preliminary plan shall be submitted to the secretary of the planning commission attached to an application for approval in the form prescribed by the city together with 19 additional copies of the preliminary plan.

#### **B. Preliminary Plan Requirements.**

##### **1. Drafting.**

**a.** The preliminary plan shall show all pertinent information to scale. The drawing shall be on standard size sheets 18 inches by 27 inches and at a scale of one inch equals 100 feet. The scale may be increased or decreased, if necessary to fit the drawing to the required plan size of 18 inches by 27 inches; but in all cases the scale shall be standard, being 10, 20, 30, 40, 50, or 60 feet to the inch, or multiples of 10 of any one of these scales.

**b.** Preliminary plans shall be prepared by an Oregon-licensed land surveyor. An affidavit of the preparer shall be furnished as a part of the preliminary plan submitted.

**2. Information Required.** The preliminary plan shall, in clear and legible form, include the following information with respect to the proposed subdivision or major partition area, on the plan where practicable, and otherwise on separate sheets of paper in written statement:

**a.** The proposed name of the proposed subdivision or major partition area, which shall conform to the standards set forth in ORS 92.090.

**b.** The date, north point, and scale of the drawing, and a sufficient description to define the location and boundaries of the proposed subdivision area, and the names of all recorded plats of land contiguous to such area.

**c.** The names and addresses of the subdivider or partitioner, owner and engineer or surveyor.

**d.** The location of existing and proposed right-of-way lines for existing or projected streets, pedestrian and bicycle facilities, including accessways, as shown on the master road plan.

**e.** The locations, names, widths, and typical improvement cross-sections of all streets, existing or proposed to be created, and the grades of existing streets, and the estimated finished grades of streets proposed to be created.

- f. The elevations of all points used to determine contours correctly shown, and the base data thereof used by the surveyor, having the following intervals:
  - i. One-foot contour intervals for ground slopes up to five percent.**
  - ii. Two-foot contour intervals for ground slopes between five percent and 10 percent.**
  - iii. Five-foot contour intervals for ground slopes exceeding 10 percent.****
- g. The approximate width and location of all existing and proposed easements for public utilities, and all reserve strips proposed to satisfy requirements which may be imposed by the planning commission under JCMC 16.05.050.**
- h. The approximate radii of all curves.**
- i. The approximate dimension and area of all proposed lots or parcels.**
- j. The approximate location of areas subject to inundation of stormwater overflow, and all areas covered by water, and the location, width, and direction of flow of all water courses.**
- k. The existing and proposed uses of the property, including the location of all existing structures which the subdivider or partitioner intends will remain in the proposed subdivision or partition area.**
- l. All proposals for sewer lines, flood control, and easements or deeds for drainage land, including profiles of proposed drainage ways and direction of flow.**
- m. All public area proposed to be dedicated by the subdivider or partitioner and the proposed uses thereof.**
- n. All improvements proposed to be made or installed, and the time within which said improvements are proposed to be completed.**
- o. A legal description of the boundaries of the entire tract and acreage owned by the subdivider or partitioner of which the proposed subdivision or partition area is a part; provided, that where the proposed subdivision or partition area comprises all of such tract, an affidavit of such fact shall accompany the preliminary plan.**
- p. The information, conditions and standards set forth in ORS 92.090(1) and (2).**
- q. The maximum area of each which may be occupied by buildings.**
- r. The approximate boundaries of and the proposed sequencing of phases in the subdivision, if phasing is proposed.**

**Finding 5:** Staff finds that the updated Preliminary Plat includes all of the required information, was prepared by an Oregon-licensed land surveyor, and meets the Preliminary Plan Submission requirements. The application submitted on October 22, 2024; submittal package deemed complete on October 24, 2024.

Staff finds these criteria met.

### **C. Review of Preliminary Plan.**

**1. Within two days after a preliminary plan is duly submitted, under subsection (A) of this section, the secretary of the planning commission shall distribute copies thereof to the city recorder and the superintendent of public works, for their review.**

**2. Coordination of Review.**

**a. The review of the preliminary plan of any subdivision or major partition shall be coordinated with all of the following entities which are affected by the plan: Lane County, state of Oregon, federal agencies, Junction City school district and Junction City water control district.**

**b. The coordination shall include submitting a copy of the preliminary plan to all the agencies described in subsection (C)(2)(a) of this section which will be affected by the plan, together with a request that the entity submit to the planning commission the entity's comments and recommendations about the preliminary plan. The entity shall be presumed to have agreed with the plan if it fails to respond to the request within 20 days after the plans were mailed to the entity.**

**Finding 6:** A referral was sent to the affected entities, including the city recorder and superintendent of public works, on Wednesday, October 20, 2024. No comments were received.

**D. Approval of Preliminary Plan.**

**1. Consideration of Preliminary Plan. The planning commission shall consider the preliminary plan and the responses of agencies with which review of the plan is required and coordinated. The preliminary plan shall be approved by a majority of a quorum of the planning commission after the responses have been considered to the extent required by any agreement with any of the coordinating agencies if the planning commission determines that the preliminary plan conforms in all respects to the requirements of this chapter and Oregon law.**

**2. Effect of Approval. After such approval of the preliminary plan, the subdivider or partitioner may proceed with final surveying, subdivision or partition construction, and preparation of the final plat or map. Approval shall be effective for a period of two years, and if the final plat or map is not submitted to the secretary of the planning commission, under subsection (E) of this section, within such time, the preliminary plan shall be submitted again under subsection (A) of this section and the entire procedure provided thereafter shall be repeated for consideration of any changed conditions which may exist. Upon application, the approval of the preliminary plan may be extended for up to two years by the planning commission if the applicant is making progress on the subdivision plat application.**

**Finding 7:** The planning commission shall consider the preliminary plan and agency responses on November 19<sup>th</sup>, 2024. If the subdivision is approved the approval shall be effective for a period of two years.

**Condition #1:** Preliminary plat approval is effective for a period of two (2) years, unless extended by the applicant. Upon an application, the approval of the preliminary plan may be extended for up to two (2) years by the planning commission if the applicant is making progress on the subdivision plat application.

### **16.05.050 Platting and mapping standards**

#### **A. Streets**

##### **1. Dedication**

**a. Generally.** The planning commission may require adequate and proper streets, including arterials, collector streets, local streets, and other streets, to be dedicated to the public by the partitioner or subdivider, of such design and in such location as are necessary to facilitate provision for the transportation and access needs of the community and the partition or subdivision area, in accordance with the purpose of this chapter.

##### **b. Master Street Plan**

**i. Submitting Plan.** The planning commission shall prepare and submit to the council a master street plan or plans and amendments thereto, for the city or such portions thereof as necessary, indicating streets and street systems needed to provide for the transportation needs of the community in its normal growth.

**ii. Adoption of Plan.** Upon adoption and approval by the council of any such plan or amendment thereto, as from time to time may be submitted by the planning commission, a copy shall be kept in the planning office for the use and information of the general public.

**iii. Effect of Adoption.** Any such plan or plans and amendments thereto adopted by the council shall be considered by the planning commission to be a correct designation of the transportation, access, and safety needs of the area or areas included with respect to the streets designated thereon, for the purpose of determining design and location of streets to be required under JCMC [16.05.040](#), unless convincing evidence to the contrary is presented to the planning commission.

**Finding 8:** The Rolling Meadows Planned Unit Development will generally be accessed off of 10<sup>th</sup> Avenue and 6<sup>th</sup> Avenue. Phase 6, 1<sup>st</sup> Addition solely takes access off of 10<sup>th</sup> Avenue, which connects to Oaklea Drive.

All streets and roads, associated within Phase 6, 1<sup>st</sup> Addition, shown on the preliminary subdivision plan, will be dedicated to the City at the time of final plat approval. The master plan from the Rolling Meadows PUD, which is included in the updated Preliminary Subdivision Plan, is laid out to minimize dead end streets and maximize cross circulation within the subdivision so that no one road becomes the main thoroughfare within the development.

**Condition #2:** Adequate and proper streets, including arterials, collector streets, local streets, and other streets, to be dedicated to the public by the partitioner or subdivider before Final Plat approval.

**2. Width**

**a. Generally.** Widths of street right-of-way and paving design for streets shall be not less than those set forth in the table below; except that for a street abutting land not in the partition or subdivision area a lesser width may be allowed, in the discretion of the planning commission, where the partitioner or subdivider presents a satisfactory plan whereby such street will be expanded to the width otherwise required.

**b. Existing Adjacent Street.** The widths of street right-of-way provided in the table below shall be the minimum widths of right-of-way for streets existing along and adjacent to any boundary of the partition or subdivision area; and the partitioner or subdivider shall dedicate additional right-of-way, as determined by the planning commission in accordance with such table, for any such adjacent street where the existing width of right-of-way for such street is less than the minimum in such table.

**c. Slope Easements.** Slope easements shall be dedicated in accordance with specifications adopted by the council under this section:

Table 16.05.050: Street Standards

Type of Street	Right-of-Way Width	Paving Width *	Sidewalk Width **	Bike Lane Width
Arterials	60' – 120' ****	36' – 52'	6.5'	6'
Major and Minor Collector Streets	50' – 80' ****	34' – 46'	5.5'	6' (if required)
Local Streets	40' – 60'	20' – 36'	5.5'	Not required
Other Local Streets	40' – 60'	20' – 36'	5.5'	Not required
Cul-de-Sacs	40' – 50'	28' – 36'	5.5'	Not required
Cul-de-Sacs Bulb	92' ***	70' ***	5.5'	Not required
Hammerhead or "T" stubs	30' "T" end	15' – 20'	5.5'	Not required

\* Paving measured from inside of curb to inside of curb.

\*\* Includes six-inch curb width.

\*\*\* Measured by diameter of circle constituting circular end.

\*\*\*\* The planning commission may require a width within the limits shown based upon adjacent physical conditions, safety of the public, and the traffic needs of the community, and in accordance with specifications adopted by the council under this section.

**Finding 9:** All streets proposed within Phase 6, 1<sup>st</sup> Addition of the Rolling Meadows Planned Unit Development are to be classified and dedicated as Local streets. The streets will match the streets of the recently approved Phase 1 with a 50-foot right-of-way, 36-foot paved width, (two) 5.5-foot attached curb and sidewalk. The applicable street cross-sections are shown on the updated Preliminary Subdivision Plan. According to the applicant’s narrative, 10<sup>th</sup> Avenue is

currently constructed with curbs, sidewalks, and all utilities due to the fact that it is used to access Phase 1 of Rolling Meadows, which has been built out.

No slope easements are required.

Therefore, Staff finds these criteria met.

**3. Reserve Strips.** The planning commission may require the partitioner or subdivider to create a reserve strip controlling the access to a street, said strip to be placed under the jurisdiction of the council, when the planning commission determines that a strip is necessary:

- a. To prevent access to abutting land at the end of a street in order to assure the proper extension of the street pattern and the orderly partitioning or subdivision of land lying beyond the street; or
- b. To prevent access to the side of a street on the side where additional width is required to meet the right-of-way standards provided in the table of subsection (A)(2)(c) of this subsection; or
- c. To prevent access to land abutting a street of the partition or subdivision, but not within the tract or parcel of land being partitioned or subdivided; or
- d. To prevent access to land unsuitable for building development.

**Finding 10:** The applicant's state that Phase 6, 1<sup>st</sup> Addition does not include any necessary reserve strips. Therefore, these criteria is not applicable.

**4. Intersections of Streets.**

- a. **Angles.** Streets shall intersect one another at an angle as near to a right angle as is practicable, considering topography of the area and previous adjacent layout; where not so practicable, the right-of-way and street paving within the acute angle shall have a minimum of 30-foot centerline radius where such angle is not less than 60 degrees. In the case of streets intersecting at an angle of less than 60 degrees, then of such minimum as the planning commission may determine in accordance with the purpose of this chapter.
- b. **Jogs.** Intersections shall be so designed that no jog dangerous to the traveling public is created as a result of staggering of intersections; and in no case shall there be a jog of less than 100 feet between nearest or adjacent right-of-way lines.

**Finding 11:** All proposed streets intersect at 90-degree angles. No intersections jog, and mid-block intersections are greater than 100 feet from each other as measured from the right-of-way lines.

Therefore, these criteria are met.

**5. Topography.** The layout of streets shall give suitable recognition to surrounding topographical conditions, in accordance with the purpose of this chapter.

**Finding 12:** The topography of the land is relatively flat, with a slight slope from east to west toward Flat Creek. The slope is not great enough to require special street layouts.

Therefore, this criterion is met.

**6. Future Extension of Streets.** Where the partition or subdivision area is adjacent to land likely to be partitioned or subdivided in the future, streets shall continue through to the boundary lines of the tract under the same ownership of which the subdivision area is a part, where the planning commission determines that such continuation is necessary to provide for the orderly partitioning or subdivision of such adjacent land, or the transportation and access needs of the community.

**Finding 13:** The Rolling Meadows PUD proposes three street stubs, two along 10<sup>th</sup> Avenue to the North and one along 4<sup>th</sup> Avenue to the south. The lands to the north of the subject property are planned for future residential development, but not as a part of the Rolling Meadows PUD tract. The area to the south would not likely be developed until the UGB is expanded, but street stubs were also proposed here. The area to the east of the PUD is already developed, and the area to the west is utilized as a sanitary sewer treatment facility. Phases 5 and 6 only abuts the northern boundary of the PUD along 10<sup>th</sup> Avenue. Since the proposed subdivision is part of a PUD with an approved street grid within the tract of land the property owners on, no extensions of the streets are required at this time. Therefore, Staff finds this criterion met.

**7. Cul-de-sacs.** There shall be no cul-de-sacs more than 400 feet long or serving more than 18 single-family dwellings. Each cul-de-sac shall have a circular end with a minimum diameter of right-of-way width and paving as shown in the table of subsection (A)(2)(c) of this subsection.

**Finding 14:** No cul-de-sacs are proposed as part of Rolling Meadows Phase 6, 1<sup>st</sup> Addition. This criterion is not applicable.

**8. Street Names.** Streets that are in alignment with existing named streets shall bear the names of such existing streets. Names for streets that are not in alignment with existing streets are subject to approval by the planning commission and shall not unnecessarily duplicate or resemble the name of any existing or platted street in the city. All streets running in a generally north and south direction shall be named in alphabetical order to conform to the established pattern in the city.

**Finding 15:** All street names were approved with the Rolling Meadows PUD master plan. The street names match the numbered grid for east-west avenues and match the alignment names for north-south drives as named in the Reserve at Junction City subdivision that lies to the north. Staff finds this criterion met.

**9. Grades and Curves.** Grades and Curves. Unless otherwise approved by the planning commission because topographical conditions will not reasonably permit, grades shall not exceed six percent on arterials, 10 percent on collector streets, or 12 percent on all other streets. Centerline radii on curves shall not be less than 300 feet on arterials, 200 feet on collector streets, or 100 feet on all other streets.

**Finding 16:** All streets will have grades of less than 5% and centerline radii of more than 100 feet for the Local Streets. Staff finds this criterion met.

**10. Access Management.**

**a. Shared Access.** Subdivisions with frontage on the state highway system shall be designed to have a shared access point to and from the highway. All such subdivision accesses shall be reviewed by the Oregon Department of Transportation.

**Finding 17:** The subdivision does not front a state highway and does not take access off of one. This criterion is not applicable.

**b. Connectivity.**

**i. The street system of proposed subdivisions shall be designed to connect with existing, proposed, and planned streets outside of the subdivision as provided in this section.**

**Finding 18:** The street plan was approved with the Rolling Meadows PUD approval and connect to existing 10<sup>th</sup> Avenue as well as Oaklea Drive. Rolling Meadows Phase 6, 1<sup>st</sup> Addition only utilizes an extension of 10<sup>th</sup> Avenue. Staff finds this criterion met.

**ii. Wherever a proposed development abuts unplatted land or a future development phase of the same development, street stubs shall be provided to provide access to abutting properties or to logically extend the street system into the surrounding area. All street stubs shall be provided with a turn-around. Removal of the turn-around shall be at the option and cost of the owner of the lot where the turnaround is located.**

**Finding 19:** Within Phases 5 and 6 of the Rolling Meadows PUD the unplatted land is in The Reserve to the north, which could take access off of 10<sup>th</sup> Avenue. No street stubs are required within Phase 6, 1<sup>st</sup> Addition. Staff finds this criterion met.

**iii. Minor collector and local residential access streets shall connect with surrounding streets to permit the convenient movement of traffic between residential neighborhoods or facilitate emergency and evacuation. Connections shall be designed to avoid or minimize through traffic on local streets.**

**Finding 20:** West 10th Avenue is an extension of an existing street and has already been built. The PUD overall includes three new access points to 10<sup>th</sup> Avenue, and the proposed accesses meet spacing standards. The roads have been designed to direct traffic onto 10<sup>th</sup> and 6<sup>th</sup> Avenues but minimizes through traffic on local streets throughout the PUD. Staff finds this criterion met.

**B. Alleys**

**Finding 21:** This criterion is inapplicable as no new alleys are proposed.

**C. Blocks**

**1. Block Length. Block length shall not exceed 600 feet. In residential and commercial zones, maximum block perimeter shall be 1,600 feet. The planning commission may allow exceptions where pedestrian pathways are utilized as mid-block connections between streets.**

**Finding 22:** All proposed blocks along 10<sup>th</sup> Avenue are laid out less than 600 feet. Therefore, staff finds this criterion met.

**2. Street Connectivity. In order to promote efficient vehicular and pedestrian circulation throughout the city, land divisions and developments greater than two acres in size shall produce complete blocks bounded by a connecting network of public and/or private streets, in accordance with the following standards:**

**a. The proposed development shall include street connections in the direction of all existing or planned streets within one-quarter mile of the development site. The proposed development shall also include street connections to any streets that abut, are adjacent to, or terminate at the development site.**

**b. The proposed development shall include streets that extend to undeveloped or partially developed land that is adjacent to the development site.**

**c. The requirements of subsections (C)(2)(a) and (b) of this section do not apply if it is demonstrated that the connections cannot be made due to impact of natural resource areas such as wetlands, streams, or upland wildlife habitat area or where existing development on adjacent lands, including previously subdivided vacant parcels, precludes a connection now or in the future.**

**Finding 23:** The street network of this proposal has already been reviewed and approved through the Rolling Meadows PUD approval. There is a network of public streets that connect to existing city and county streets. Street stubs to potential future developments to the north and south have been discussed. No natural resource areas have impacted the PUD's road network. Staff finds these criteria met.

**3. Pedestrian Ways. When necessary for public convenience and safety, the planning commission may require the partitioner or subdivider to dedicate to the public pedestrian ways 10 feet in width to connect to cul-de-sacs, to pass through oddly shaped or unusually long blocks, or to provide access to schools, parks, or other public areas, of such design and location as reasonably required to facilitate pedestrian travel.**

**Finding 24:** There are no oddly shaped or unusually long blocks in this proposal. Therefore, staff finds this criterion not applicable.

**4. Easements for Utilities. Dedication of easements for stormwater sewers and for access thereto for maintenance, in order to safeguard the public against flood damage and the accumulation of surface water, and dedication of easements for sanitary sewers and for access thereto for maintenance, and dedication of easements for other public or private utilities, may be required of the partitioner or subdivider by the planning commission along lot rear lines, lot side lines, or elsewhere as necessary to provide needed facilities for present or future development of the area in accordance with the purpose of this chapter. Easements for utility lines shall be not less than 14 feet in width; except that, for an easement abutting land not in the partition or subdivision area, a lesser width may be allowed, in the discretion of the planning commission, where the petitioner or subdivider presents a satisfactory plan whereby such easement will be expanded to the width otherwise required.**

**Finding 25:** The submittal includes a copy of the original Preliminary Stormwater Report (report) from the Rolling Meadows PUD that has already been approved. The report states "During final design of the subdivision phases, a final stormwater report will be submitted to Junction City that provides more detail including pipe & orifice sizing and details." The applicant's narrative response states "easements for utilities will be dedicated on the final plat for Phase 6 1<sup>st</sup> Addition Subdivision".

It will be made a condition of approval that a final stormwater report for Phase 6, 1<sup>st</sup> Addition will be submitted before obtaining final plat approval, and easements for utilities shall be clearly depicted on the final plat for Phases 6, 1<sup>st</sup> Addition. Staff finds this conditionally approved.

**Condition #4:** A final stormwater report for Phase 6, 1<sup>st</sup> Addition will be submitted before obtaining final plat approval.

**Condition #5:** Easements for utilities shall be clearly depicted on the final plat for Rolling Meadows Phase 6, 1<sup>st</sup> Addition.

**D. Perimeter Fences.** Perimeter fences shall be required where rear yards abut an existing or planned street. The perimeter fence shall be sight-obscuring and at least five feet in height, and shall be set back at least three feet from the sidewalk or right-of-way. At least one deciduous shade tree (a minimum of two inches in caliper at planting) shall be provided for each 50 lineal feet of frontage. At the time of application review, the planning commission may also require additional subdivision perimeter fencing, retaining walls, or other perimeter treatment in order to address privacy, stormwater runoff, or other issues relating to compatibility with adjacent properties.

**Finding 26:** In this phase, there are no rear yards proposed to abut an existing or planned street. Adjacent to this preliminary subdivision are both current and future phases of Rolling Meadows and no addition perimeter fencing are being requested to address compatibility issues. Therefore, these criteria is not applicable.

#### **E. Lots.**

##### **1. Size and Frontage**

###### **a. General Requirements.**

**i. Width.** Each lot shall have an average width between the lot side lines of not less than 60 feet. Each corner lot and each authorized key lot and butt lot shall have an average width between the lot side lines of not less than 65 feet.

**Finding 27:** Between the original Rolling Meadows PUD and the Rolling Meadows PUD Major Modification, exceptions to the required lot width, depth, area and frontage have been granted. The minimum lot width in the R2 zoned lots is 34 feet. The Preliminary Subdivision plan shows compliance with the lot width standard in the R2 zoned lots. Staff finds the width criteria met.

**ii. Depth.** Each lot shall have an average depth between the lot front line and the lot rear line of not less than 80 feet and not more than two and one-half times the average width between the lot side lines. Each double frontage lot shall have an average depth between the lot front line and lot rear line of not less than 120 feet, unless a lesser depth is approved by the planning commission where necessitated by unusual topographic conditions.

**Finding 28:** Between the original Rolling Meadows PUD and the Rolling Meadows PUD Major Modification, exceptions to the required lot width, depth, area and frontage have been granted. The minimum lot depth in the R2 zoned lots is 90 feet. The Preliminary Subdivision plan shows compliance with the lot width standard in the R2 zoned lots.

The lot depths within Phase 6, 1<sup>st</sup> Addition of the Rolling Meadows PUD are greater than 80 feet and not more than two and one-half times the average width between the lot side lines.

Staff finds the depth criteria met.

**iii. Area. Minimum lot area shall be in accord with requirements for the zoning district within which the lot is located.**

**Finding 29:** The preliminary subdivision lots are located in the R2 zoning district, where the minimum lot area for single-family attached dwellings shall be 3,500 square feet. The proposed subdivision lots are 3,520.54 square feet. Staff finds the area criteria met.

**iv. Frontage. Each lot shall have frontage of not less than 60 feet upon a street, except that a lot on the outer radius of a curved street or facing the circular end of a cul-de-sac shall have frontage of not less than 35 feet upon a street, measured on the arc.**

**Finding 30:** Between the original Rolling Meadows PUD and the Rolling Meadows PUD Major Modification, exceptions to the required lot width, depth, area and frontage have been granted. Although there are no frontage criteria in the Planned Unit Development code (JCMC 17.65) that were evaluated at the time of the PUD and PUD Major Modification review, Staff finds that the frontage requirements match the lot width requirements, and the same reductions shall apply. Therefore, the minimum frontage requirements of the R2 zoned properties are 34 feet. The Preliminary Subdivision plan shows compliance with the lot frontage standard in the R2 zoned lots with the modifications. Staff finds the frontage criteria met.

**v. Reverse Frontage.**

**(A) Lots that front on more than one street shall be required to locate motor vehicle accesses on the street with lower functional classification.**

**(B) When a residential subdivision is proposed that would abut an arterial, it shall be designed to provide through lots along the arterial with access from a frontage road or interior local road. Access rights of these lots to the arterial shall be dedicated to the city and recorded with the deed (reserve strip). A berm or buffer yard may be required at the rear of through lots to buffer residences from traffic on the arterial. The berm or buffer yard shall not be located within the public right-of-way.**

**Finding 31:** No reverse frontage lots are proposed in this subdivision addition. Staff finds these criteria not applicable.

**b. Exceptions**

**i. Partition or Subdivision Area Developed as a Unit. The planning commission may, in its discretion, authorize relaxation of the parcel or lot size and frontage requirements specified herein where the partitioner or subdivider presents a plan satisfactory to the planning commission whereby the entire partition or subdivision area will be designed and developed with provision for proper maintenance of recreation and park area which will be commonly available for recreation and park purposes to the residents of the partition or subdivision area, and which the planning commission determines will be of such benefit to said residents as is equal to that which would be**

**derived from observance of the parcel or lot size and frontage requirements otherwise specified, and will be in accordance with the purpose of this chapter.**

**Finding 32:** The applicant is proposing to dedicate 19.5 acres of open space for Rolling Meadows as a whole, the majority of which reside on the west side. One (1) acre of park area is being dedicated within multiple phases of the development in accordance with this exception criterion. No parks are proposed as part of Rolling Meadows Phase 6, 1<sup>st</sup> Addition. The lot size and frontage relaxation in exchange for parks and open space was reviewed and approved in the PUD process.

Staff finds this criterion met.

**2. Key Parcels or Lots and Butt Parcels or Lots. There shall be no key parcels or lots nor butt parcels or lots, except where authorized by the planning commission where such parcels or lots are necessitated by unusual topographic conditions or previous adjacent layout.**

**Finding 33:** No key or butt parcels are proposed. Staff finds this criterion met.

**3. Parcel and Lot Side Lines. As far as is practicable, parcel and lot side lines shall run at right angles to the street upon which the parcels or lots face, except that on curved streets they shall be radial to the curve.**

**Finding 34:** To the greatest possible extent, all lot lines are either radial or perpendicular to the street right-of-way. Staff finds this criterion met.

**4. Suitability for Intended Use. All parcels and lots shall be suitable for the purpose for which they are intended to be used. No parcel or lot shall be of such size or design as to be detrimental to the health, safety, or sanitary needs of the residents of the partition or subdivision area or of such parcel or lot, as determined by the planning commission in accordance with the purpose of this chapter.**

**Finding 35:** As discussed in earlier findings regarding lot area, width, depth and frontage, Staff finds that the proposed subdivision lots are suitable for attached single family dwellings pursuant to the requirements of the R2 zoning districts. No lots are of obvious detriment to health and safety needs. Stormwater and sanitation needs have been addressed. There is no mapped special flood hazard area or wetlands on Phases 6, 1<sup>st</sup> Addition of the Rolling Meadows PUD. Staff finds this criterion met.

**5. Future Partitioning or Subdivision of Parcels or Lots. Where the partition or subdivision will result in a parcel or lot one-half acre or larger in size which, in the judgment of the planning commission, is likely to be partitioned or subdivided in the future, the planning commission may require that the location of parcel or lot lines and other details of layout be such that future partition or subdivision may readily be made without violating the requirements of this chapter and without interfering with orderly extension of adjacent streets.**

**Finding 36:** There are no lots proposed greater than one-half acre in this preliminary subdivision proposal. Therefore, this criterion is not applicable.

**6. Panhandle Lots. Panhandle lot configurations shall not be utilized in new subdivisions. The planning commission may authorize exceptions from frontage**

**requirements for panhandle lots in the R1 and R2 zones only in established neighborhoods; provided, that the following standards, applicable to all panhandle lots, are met:**

**Finding 37:** No panhandle lots are proposed. These criteria are not applicable.

**F. Drainage. Where land in the partition or subdivision area is or will be periodically subject to accumulations of surface water or is traversed by any water course, channel, stream or creek, the planning commission may require the partitioner or subdivider to provide for adequate unrestricted drainage over drainage land by dedicating to the public easements therefor approved by the planning commission as adequate for the drainage needs of the area; or, where necessary, in the judgment of the planning commission, for protection of such needs, by conveying ownership of such drainage land for drainage purposes to the city.**

**Finding 38:** The Rolling Meadows PUD has a master drainage plan that will provide facilities designed to service the entire development mostly in Phases 1, 2 and 3. These phases are to the west and Staff finds it likely that the gentle downhill western slope would direct water towards the proposed drainage facilities and Flat Creek. The applicants have submitted a copy of the Preliminary Stormwater Report for the Rolling Meadows PUD. Although the report states that enough area has been set aside within the PUD master plan to provide adequate stormwater treatment and detention area within the development, it also states that “During final design of the subdivision phases, a final stormwater report will be submitted to Junction City that provides more detail including pipe & orifice sizing and details.” Staff has not identified any such final stormwater report for Phase 6, 1<sup>st</sup> Addition, and one has previously been required as a condition of approval (see Condition #4).

Staff finds this criterion conditionally met.

#### **G. Railroads.**

**Finding 39:** The subject property is not located adjacent or near to a railroad crossing or right-of-way. These criteria are not applicable.

**H. Partial Development. Where the partition or subdivision area includes only a part of the tract owned by the partitioner or subdivider, the planning commission may require a sketch of a tentative layout of streets in the remainder of said tract.**

**Finding 40:** The subdivider owns both Tax Lots 2400 and 2500, and a tentative layout of the streets in the remainder of the tract has been submitted with the approval of the Rolling Meadows PUD. According to Assessment & Taxation records, the property directly to the north of the subject property, Tax Lot 1201, is also owned by Pacific National Development, Inc. No development is currently proposed for that property. Due to the fact Tax Lot 1201 is separated by 10<sup>th</sup> Avenue and is not a natural extension of the Rolling Meadows PUD, Staff does not recommend that the Planning Commission require a sketch of a tentative layout of streets in Tax Lot 1201. Staff finds this criterion met.

**I. Recreational Area. The planning commission, after council approval first having been obtained, may require, as a condition of approval of the subdivision, either:**

1. The dedication of land for park and recreational purpose of an amount equal to a ratio of not less than one acre of recreational area to every 100 people of the ultimate population in the subdivision; or
2. The payment to the city of a sum as established by the [resolution](#) adopting park systems development charges for each living unit permitted to be constructed within the subdivision. Payment of the charge shall be made at the time the building permit for construction of each living unit is issued by the city. The amount of the charge shall be that prescribed in the parks systems development resolution in effect at the time the individual permit is issued.

In exercising the discretion of requiring the dedication of land or the payment of money, the commission shall consider recreational needs of the ultimate population of the subdivision and the extent to which a dedication of land under the above rate would fulfill those needs.

All moneys received from the above provision shall be deposited in the recreational reserve area fund and shall be expended from that fund for the purpose of purchasing recreational land and making improvements thereof.

**Finding 41:** The applicant will provide the required land for park and recreational purposes. Ownership of the park land will be transferred to the City. The preliminary plan for parks and recreational spaces was approved by Planning Commission as part of the Stage 2 PUD approval process.

The amount of parks and open space were found to be met during this Stage 2 PUD approval process and as a condition of approval for tentative PUD approval, the City dictated that the space available for parks and recreational areas shall not decrease from what was approved during Stage 2. Staff's review of the proposal and by looking at the proposed Final PUD map, finds the parks and recreational space remains as was approved during Stage 2.

The PUD master plan is developed with approximately 19.5 acres of open space, the majority of which reside on the west side. One acre of park area is being dedicated within multiple phases of the development. Additionally, a system of recreational trails is proposed within the wetland area, providing greater than one acre of open space for every 100 people within the subdivision. Phase 5 proposes 16,397 square feet dedicated to a park located on the east side of the intersection of Alderdale Drive and 7th Avenue.

None of the Rolling Meadows proposed parks are located within Phase 6, 1<sup>st</sup> Addition. Staff find these criteria not applicable.

**J. Building Lots Filled. All building lots shall be filled in accordance with accepted engineering practice. All fill shall be placed in accordance with Chapter 70 of the Oregon Structural, Specialty and Fire and Life Safety Code.**

**Finding 42:** This criterion can be made a condition of approval.

**Condition #6:** All building lots shall be filled in accordance with accepted engineering practice. All fill shall be placed in accordance with Chapter 70 of the Oregon Structural, Specialty and Fire and Life Safety Code. Prior to earth-moving activities on lots requiring fill, the applicant shall submit engineering plans for the placement of fill to the City Engineer, or their designee, for review and approval.

**K. Finish Floor Elevations. Finish floor elevations shall be established for all buildings on the final plat in accordance with elevations established by and for the city of Junction City.**

**Finding 43:** This criterion can be made a condition of approval.

**Condition #7:** Prior to final plat approval, the applicant shall submit the final plat, for review by the Planning Commission, as part of a TYPE I final plat review process, plans that establish finished floor elevations for all buildings associated with Phase 6, 1<sup>st</sup> Addition, in accordance with the elevations established by the City of Junction City.

**L. Utility Access. All accesses to utilities are to be brought to finish grade.**

**Finding 44:** This criterion can be made a condition of approval.

**Condition #8:** Prior to final plat approval, the applicant shall present evidence sufficient to Planning Commission that all accesses and utilities are brought to finished grade so that lids and risers are at finished grade.

**16.05.070 Modification of provisions**

**Finding 45:** The applicant has not requested any modifications under JCMC 16.050.070. Therefore, these criteria do not apply to the subdivision request. However, staff does point out that Phases 2 through 6 of the Rolling Meadows PUD have yet to be subdivided, and likely will not be for a long time due to the active sewer moratoria in Junction City. This may have implications for the development of the recreational trails and parks on the west side of the PUD that are required to be improved by the end of Phase 3. If the phases are not being developed in order, then the order can't be relied upon for future conditions of approval.

**Recommendation:**

Based upon the available information and findings set forth above, it is concluded that the proposed preliminary subdivision (SUB-24-36) conditionally complies with the applicable approval criteria and related standards set forth within the Junction City Municipal Code. Approval of the Applicant's application for a preliminary subdivision is therefore granted, subject to the Conditions of Approval noted below. Additional requirements and informational items related to the subsequent building permit processes are also included below, for the Applicant's benefit.

**Conditions of Approval:**

**Condition #1:** Preliminary plat approval is effective for a period of two (2) years, unless extended by the applicant. Upon an application, the approval of the preliminary plan may be extended for up to two (2) years by the planning commission if the applicant is making progress on the subdivision plat application.

**Condition #2:** Adequate and proper streets, including arterials, collector streets, local streets, and other streets, to be dedicated to the public by the partitioner or subdivider before Final Plat approval.

**Condition #3:** Streets required to access newly divided lots will be constructed to Junction City standards before final plat approval, including 10<sup>th</sup> Avenue.

**Condition #4:** A final stormwater report for Phase 6, 1<sup>st</sup> Addition will be submitted before obtaining final plat approval.

**Condition #5:** Easements for utilities shall be clearly depicted on the final plat for Rolling Meadows Phase 6, 1<sup>st</sup> Addition.

**Condition #6:** All building lots shall be filled in accordance with accepted engineering practice. All fill shall be placed in accordance with Chapter 70 of the Oregon Structural, Specialty and Fire and Life Safety Code. Prior to earth-moving activities on lots requiring fill, the applicant shall submit engineering plans for the placement of fill to the City Engineer, or their designee, for review and approval.

**Condition #7:** Prior to final plat approval, the applicant shall submit the final plat, for review by the Planning Commission, as part of a TYPE I final plat review process, plans that establish finished floor elevations for all buildings associated with Phase 6, 1<sup>st</sup> Addition, in accordance with the elevations established by the City of Junction City.

**Condition #8:** Prior to final plat approval, the applicant shall present evidence sufficient to Planning Commission that all accesses and utilities are brought to finished grade so that lids and risers are at finished grade.

**Condition #9:** Final plat approval is subject to the Improvements requirements of 16.05.040.F of the JCMC.

*For more information on the Planning Department conditions above, contact Dawn Northey, Planning Technician at 541-998-3125, or by email at: [dnorthey@ci.junction-city.or.us](mailto:dnorthey@ci.junction-city.or.us)*

### **Attachments**

A.1 Application Materials