



Junction City PLANNING & BUILDING

TYPE III LAND USE APPLICATION PACKET

- Submit completed application packet with supporting documentation to the Planning & Building Office at 1171 Elm Street, Junction City OR 97448
- Payment of the non-refundable application fee is due at the time an application is submitted.
- If you have questions, contact the Planning Office at 541-998-4763 or jcplanning@ci.junction-city.or.us



CITY OF JUNCTION CITY TYPE III LAND USE APPLICATION

1171 Elm Street/PO Box 250 Junction City OR 97448
Ph 541-998-4763 ■ www.junctioncityoregon.gov

The base fee is due at the time an application is submitted. See Table 1 below. Additional fees may apply. Type III Land Use applications require a public hearing before the Planning Commission. The Planning Commission meets the third Tuesday of each month at 6:30 p.m. The decision can be appealed (Junction City Municipal Code 17.150.120). A Type III review process takes approximately 45 days once the application is deemed complete.

Note: Review may reveal additional requirements. Concurrent review of other permit applications *is done at the applicant's own risk.*

TABLE 1		
WHAT IS YOUR REQUEST?	BASE REQUIREMENTS/CRITERIA	BASE FEE
Conditional Use Permit	1. Land Use Application 2. JCMC 17.130 3. Zoning criteria applicable to proposal/site	\$650
Conditional Use Permit w/in Wetland Protection Area	1. Land Use Application 2. JCMC 17.130 3. JCMC 17.60 4. Zoning criteria applicable to proposal/site	\$2,280
Master Planned Development (PUD)	1. Land Use Application 2. JCMC 17.65	\$4,000
Modification of Approval	1. Land Use Application 2. JCMC 17.150.070(A)(1)	T&M
Rezone (zoning map only)	1. Land Use Application 2. JCMC 17.145	\$1,065
Temporary Use Permit	1. Land Use Application 2. JCMC 17.135	\$650
Variance	1. Land use Application 2. JCMC 17.140	Major - \$650 Minor - \$325
Variance within Wetland Protection Area	1. Land Use Application 2. JCMC 17.140 3. JCMC 17.60	Major - \$2,280 Minor - \$1,955
Contact the Planning Technician for further information about criteria/requirements – 541-998-4763		
Other municipal codes may apply to your request/proposal.		
The review process may reveal further requirements. Additional information may be requested.		

Table 2
Land Use Review Classifications – Refer to JCMC 17.150.070

	Type I	Type II	Type III Public Hearing	Type IV Public Hearings
Administrative Decision (City Administrator or Designee) Exception: Final Subdivision Plats are reviewed by the Planning Commission (Decision can be appealed to Planning Commission)	X			
Planning Commission Decision (no public hearing however one can be requested) (Decision can be appealed to City Council)		X		
Planning Commission Public Hearing and Decision (Decision can be appealed to City Council)			X	
Planning Commission Public Hearing and recommendation to City Council; City Council Public Hearing and Decision (Appealed to Oregon Land Use Board of Appeals)				X

Table 3
Land Use Application Review Steps

	Type I	Type II	Type III Public Hearing	Type IV Public Hearings
1. Land Use application submitted	X	X	X	X
2. Completeness Review to determine if all necessary information is included with application (14-30 days)	X	X	X	X
3. Application is incomplete, necessary information is requested from applicant/representative (application on hold)	X	X	X	X
4. Application is deemed complete and applicant/representative notified	X	X	X	X
5. Tentative date set for application to go before the Planning Commission	X Final Plat	X	X	X
6. Tentative date set for application to go before the City Council				X
7. Department of Land Conservation & Development (DLCD) 35-day notice			X Amendment only	X Amendment only
8. Referrals sent to City Departments and outside agencies for their review (14-21 day response period, 30 days if Wetlands involved)	X	X	X	X
9. Opportunity to Comment mailed to property owners w/in 300-feet of subject site (may run concurrent w/ Referrals) (20-40 days before meeting)		X		
10. Notice of Planning Commission Public Hearing mailed to property owners within 300-ft of subject site (may run concurrent with referrals) (20-40 days prior to public hearing)			X	
11. Planning Commission review and decision	X Final Plat	X	X	
12. Planning Commission Recommendation to City Council			X Map Amendment	X
13. Notice City Council Public Hearing mailed to property owners within 300-ft of subject site (may run concurrent with referrals) (20-40 days prior to public hearing)				X
14. City Council review and decision			X Map Amendment	X
15. Letter of Decision, with supporting documentation, sent to applicant/representative (w/in 5 business days of decision)	X	X	X	X
16. Appeal Period begins day notice is sent to applicant/representative	X	X	X	X
17. Decision becomes final (unless appealed)	X	X	X	X

Junction City Municipal Code 17.150.130 states multiple land use applications may be submitted at one time. An applicant may request reviews be conducted parallel to one another, or concurrently. If reviewed concurrently, they will be reviewed under the highest Land Use classification (i.e. a Type I review application concurrent with a Type IV, both are reviewed as a Type IV).



CITY OF JUNCTION CITY LAND USE APPLICATION

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Date Submitted: 11-12-2024	Received By: D. Northey	Fee Paid: \$ \$650.00	Supplemental Application: Ck # 3219519583
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Section 1

LAND USE ACTION (SEE TABLE 1):
Variance

Section 2

Site Address: 371 E 2nd Ave, Junction City OR	Location Description: End of E 2nd ave.
Property Size: 5230 square feet lot	Assessor's Map & Tax Lot #: 15-04-32-43-12204
Present Use: Bare Lot	Proposed Use: Duplex
Brief Summary of Action Requested: Requesting a variance to allow construction of a Duplex on lot	
Are there other permit applications associated with this application? 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: **Jake Zach, Ryan Zach**

Address: **PO Box 1299 Veneta OR, 97487**

Phone: 541-216-0695	E-Mail: BigJakeRealEstate@gmail.com
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Property Owner: **Ryan Zach, Jake Z**

Address: **PO Box 1299 Veneta OR, 97487**

Phone: 541-216-0695	E-Mail: BigJakeRealEstate@gmail.com
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Contact:
(if different than Applicant)

Address:

Phone:	E-Mail:
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City of Junction City
LAND USE APPLICATION

Section 5

Required Information

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

Section 6

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

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: *Jake Zach*

Date: 10/23/2024

A. Exceptional or extraordinary conditions apply to the property that do not apply generally to other properties in the same zone or vicinity, which conditions are a result of the lot size, topography or other circumstances over which the applicant has no control.

In the process of trying to build on this lot we discovered that it will be our responsibility to pay for the paving of the road and construction of the sidewalk and drains. Being able to build a duplex would make the property worth more when selling and/or produce more income if rented which would help offset the cost of this additional construction. We were told that the zoning allowed for a duplex and only after we had spent a significant amount of time and money on engineering and house plans where we told that the lot was too small to build a duplex on.

B. The variance is necessary for the preservation of a property right of the applicant substantially the same as is possessed by owners of other property in the same zone or vicinity.

A duplex on this lot would not be out of place in this neighborhood as the lots to the east of the of our lot have duplexes on them and there is high likelihood that the lots located directly behind our lot will have duplexes built on them as well as they have the same zoning.

C. The authorization of the variance shall not be materially detrimental to the purpose of this title, be injurious to the property in the zone or vicinity in which the property is located, or be otherwise detrimental to the objectives of any development pattern or policy.

A duplex being allowed on this lot would not be detrimental to the property as it still meets all the setbacks and other criteria of a single-family residence would on the same lot. The duplex also meets the criteria that the square footage of the duplex does not take up more than 50% of the square footage of the lot. There are other duplexes in the neighborhood so a duplex here would not substantially change the neighborhood to different than what it currently is. The other benefit to the neighborhood of a duplex is an increase in multi-family units which overall helps with housing affordability in general for renters.

D. It is impractical to maintain the zoning ordinance requirements and, at the same time, build, erect or use the structure as desired. [Ord. 950 § 104, 1991.]

The difference in resale value and/or monthly rent makes the building on this lot much more manageable with the extra costs involved in paving the road and installing of sidewalk and drains.

-123.199 Degrees

LOT WHERE
DUPLEX BUILD
IS ALLOWED

LOT WHERE
DUPLEX
BUILD IS
ALLOWED

371 E
2ND AVE



LOT WITH
DUPLEX ON
IT

LOT WITH
DUPLEX ON
IT

E 1st Ave

BIRCH ST Birch St

E 2nd Ave
BIRCH ST

Cedar St

CEDAR



site plan for 371
E 2nd ~~street~~ street
Junction City OR

drawn by
Jake Zach

Property owners
Jake Zach,
Ryan Zach 70'

