



Walk-In Customers

In our continued efforts to protect our employees here at Junction City Public Works and due to the increased severity of the COVID-19 pandemic, Public Works has decided to close the lobby until further notice. Please give us a call and we would be happy to take care of you.

Here are your options available to submit your payments:

- If you are paying with cash, you may purchase a money order or get a counter check from your bank. The check must be made out to “City of Junction City”. Drop your payment into one of the drop boxes at Public Works or City Hall. You may put your cash payment into the drop box, but **it must be inside a sealed envelope**. Please include contact information and the project site address or your permit number and write a memo that states: “For planning/building”.
- You may go online to the website at <https://aca-oregon.accela.com/oregon/> and post a payment using your credit or debit card after logging in. You will have to set up an account to do this transaction. If you need further assistance for setting up an account, for immediate assistance: [503-373-7396](tel:503-373-7396) or [1-800-442-7457](tel:1-800-442-7457)
oregon.epermitting@oregon.gov
- To schedule an appointment with our Building Official Russ Young, please call **541-952-1019**. To speak with our Planning Technician Tere Andrews, please call **541-393-7089**.
- Only under this circumstance will we accept payments over the phone using your debit or credit card at **541-998-4763**. *Please be aware that pay by phones will be processed within 2 business days.*

We are committed to doing everything possible to avoid the spread of this virus and to protect our customers and employees.

Please call us at 541-998-4763 if you have any questions.